

If you would like to know more about any items in this newsletter please contact the officer shown (✉ address is the name shown with a stop between followed by @westsussex.gov.uk) or access the links via the [County Council's website](#). Significant decisions to be taken in the next four months are included in a [Forward Plan](#) of key decisions. If you would like to receive free [e-mail alerts](#) for the Forward Plan, please register via the [County Council's website](#).

## Decisions Published in the Past Week

The following proposed decisions have been published during the past week and will come into effect at the end of the call-in period unless the call-in procedure is activated

Call-in Deadline	Decision-Maker	No.	Proposal	Officer Contact
09/09/16	Cabinet Member for Corporate Relations	CR4(16/17)	<a href="#">Cost Base Reduction Project</a>	Rosemary Pugh 033022 22548
13/09/16	Cabinet Member for Highways and Transport	HT14(16/17)	<a href="#">Approval of the Strategic Transport Investment Programme 2016/17</a>	Tracey Guinea 033022 28679

## Urgent Action

Members are asked to note the following urgent action taken by the Director of Law, Assurance and Strategy, in consultation with the Chairman of the County Council, the relevant Cabinet Member and Select Committee Chairman or the Chairman of a non-Executive or County Local Committee

Electoral Division	No.	Decision	Officer Contact
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### Cabinet

**All**                      **CAB2(16/17)**      [Outside Body Appointment](#)

**Contact: Laura Johnston (033022 22536) ✉**

The Director of Law, Assurance and Strategy, in consultation with the Leader as Chairman of the Cabinet, has used his delegated powers under Standing Order 61(2) to approve the following appointment to an outside body:

Mr Montyn to the Sussex Inshore Fisheries and Conservation Authority Committee until May 2017

The urgency of this matter was because the next meeting of the Cabinet is not until January 2017 and the outside body above requires an appointment before that date.

## Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Community Wellbeing	CW2(16/17)	<a href="#">Prevention and Wellbeing Grant Funding</a>	Suzanne T Thompson  033022 22551

## Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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### [Governance Committee](#) (12 September)



**Clare Jones**  
(033022 22526)

#### **All**            5            **Democratic Services Savings**

The Committee will be asked to endorse changes to the Council's governance arrangements, for recommendation to the County Council on 21 October and for implementation from May 2017, resulting from the Democratic Services savings proposals.

#### **All**            6            **Outcome of Boundary Review of West Sussex County Council**

The Committee will be asked to note the final recommendations of the Local Government Boundary Commission for England for West Sussex electoral arrangements which are very much in line with the County Council's wishes. The order will now be laid in Parliament and, subject to parliamentary scrutiny, will take effect from the May 2017 elections.

#### **All**            7            **Boundary Review of Chichester District Council**

The Local Government Boundary Commission for England is undertaking a full boundary review of Chichester District Council during 2016/17. The Committee will be asked to consider the County Council's response to the Commission's draft scheme which was published on 16 August 2016.

#### **All**            8            **Change to County Local Committee Functions**

The Committee will be asked to recommend to the County Council an amendment to the terms of reference of County Local Committees following the decision of the Cabinet Member for Community Wellbeing to take back the function of determining Adults' Services grant awards.

#### **All**            9            **Chief Executive's Scheme of Delegation**

The Committee will be asked to approve an addition to the delegations to the Chief Executive in the Scheme of Delegation to allow for the appointment of an Executive Director to act as Deputy Chief Executive to act in the Chief Executive's absence for any reason and to undertake such additional responsibilities as the Chief Executive may determine.

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**All**            10        **Report of the Member Development Group**

The Committee will receive the regular report on the work of the Group, member development activities and member training and development priorities and plans.

**All**            11        **Code of Corporate Governance**

The Committee will be invited to approve a revised Code of Corporate Governance to support the oversight of the Council's governance framework and the mechanism for giving assurance as to its effectiveness. The Code was last revised in 2014. New national guidance has been issued that sets out revised core principles and sub-principles of good governance, so the Code must be updated to reflect this.

**All**            12        **West Sussex Pension Fund Annual Report 2015/16**

The Committee will receive the Annual Report of the West Sussex Pension Fund for the year ended 31 March 2016 and be asked to note the current issues affecting the Pension Fund.

**All**            13        **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 p.m. on Monday, 28 November 2016.

**The following item, containing exempt information under Part I of Schedule 12A of the Local Government Act 1972 as indicated, will be dealt with in the absence of the public and the press**

**All**            15        **Pension Fund Pooling**

The Committee will received an update on proposed arrangements for pooling assets via the ACCESS pool of local authorities and be asked to approve the recommended option to secure an Operator.

Exempt: paragraph 3, Financial or business affairs of any person (including the authority)

**[Environmental and Community Services](#)  
Select Committee (15 September)**



**Lisa Etchell**  
(033022 23597)

**All**            5        **Response to the Highways England Consultation on plans for the A27 at Chichester**

The Committee will be asked to consider an overview of the draft County Council's response to the consultation plans for the A27 at Chichester. The Committee will be asked to preview and consider the content of the draft and provide the Cabinet Member for Highways and Transport with comments and observations. Any member of the County Council, who is not a member of the Committee, having expressed their intention beforehand, is invited to speak on this item, and each will be five allocated minutes.

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**All**                    6                    **Cabinet Member Responses to the Committee's Recommendations**

(a)            **Response to the Committee's recommendations on the Sustainability Annual Report**

The Committee will be asked to note the Cabinet Member's response on the Committee's recommendations on the Sustainability Annual Report.

(b)            **Response to the Committee's recommendations on the Review of the 3in1 Card Young Persons Travel Scheme**

The Committee will be asked to note the Cabinet Member's response on the Committee's recommendations on the Review of the 3in1 Card Young Persons Travel Scheme.

(c)            **Response to the Committee's recommendations on the recommended Changes to the services, opening hours and charges at Household Waste and Recycling Sites & the introduction of two enforcement officers to tackle fly-tipping**

The Committee will be asked to note the Cabinet Member's response on the Committee's recommendations on the recommended changes to the services, opening hours and charges at Household Waste and Recycling Sites and the introduction of two enforcement officers to tackle fly-tipping.

**All**                    7                    **Crawley Parking Petition**

The Committee will be asked to debate the following petition in accordance with Standing Order 10(1):

**Crawley Parking Petition:**

The petitioners call upon West Sussex County Council, as the authority legally responsible for roads and pavements, to carry out a full review of Crawley's current and future parking needs and to take all reasonable steps to ensure those needs are met.

**All**                    8                    **Consultation Report on the West Sussex Fire & Rescue Service Community Risk Management Plan**

The Committee will be asked to consider the consultation responses of the wider community on the West Sussex Fire & Rescue Service analysis of community risk information and its arrangements for supporting communities through it prevention, protection, and emergency response activities. The consultation was held 11 July to 5 August 2016. The Committee will be asked to consider the consultation feedback report and comment on the draft Community Risk Management Plan, prior to a decision by the Cabinet Member whether to formally adopt the Plan.

**All**                    9                    **Requests for Call-in**

There have been no requests for call-in to the Select Committee within its constitutional remit since the date of the last meeting.

**All**                    10                    **Forward Plan of Key Decisions – October 2016 to January 2017**

An extract from any Forward Plan published between the date of dispatch of the agenda and the date of the meeting

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will be tabled at the meeting and be available on the Internet. The Committee will be asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

**All**            11        **Possible Items for Future Scrutiny**

Members to mention any items which they believe to be of relevance to the business of the Select Committee, and suitable for scrutiny, e.g. raised with them by constituents, arising from central government initiatives etc.

**All**            12        **Date of the Next Meeting**

The next scheduled meeting of the Committee will be held on 14 October 2016 at 10.30 a.m. at County Hall, Chichester. Any member wishing to place an item on the agenda for the meeting must notify the Director of Law, Assurance and Strategy by 4 October 2016. Items likely to be on the agenda include:

- Hate Crime
- Your Energy Sussex Contract Extension

**All**            13        **Update on EU leverage funding and Business Support Projects**

A commitment was made to provide an update to the Committee on progress with leveraging EU funding and Business Finance, which are priorities in the Economic Growth programme within Residents' Services. This item provides a summary update on progress on the following projects:

- EU funding leverage, including the use of the Sustainable Investment reserve and LEADER
- Business Finance project

The Committee will be asked to scrutinise and provide comment on the above projects.

**The following item, containing exempt information under Part I of Schedule 12A of the Local Government Act 1972 as indicated, will be dealt with in the absence of the public and the press**

**All**            14        **Cabinet Member's Response to the Committee's Recommendations on the Bold Ideas Update**

The Committee will be asked to note the Cabinet Member's response on Committee's recommendations on the Bold Ideas Update.

Exempt: paragraph 3, financial or business affairs of any person (including the authority).

**[Joint meeting of Environmental and Community Services and Performance and Finance Select Committees \(15 September\)](#)**



**Lisa Etchell**  
(033022 23597)

**Please note meeting will start at 2.30 p.m.**

**All**            4        **Possible Items for Future Scrutiny**

Members to mention any items which they believe to be of relevance to the business of the Select Committee, and

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suitable for scrutiny, e.g. raised with them by constituents, arising from central government initiatives etc.

**All**                      5                      **Date of the Next Meetings of the Committees**

The next scheduled meeting of the Environmental and Community Services Select Committee will be held on 14 October 2016 at 10.30 a.m. at County Hall, Chichester. Any member wishing to place an item on the agenda for the meeting must notify the Director of Law, Assurance and Strategy by 4 October 2016. Items likely to be on the agenda include:

- Your Energy Sussex Contract Extension
- Hate Crime

The next scheduled meeting of the Performance and Finance Select Committee will be held on 30 September 2016 at 10.30 a.m. at County Hall, Chichester. Any member wishing to place an item on the agenda for the meeting must notify the Director of Law, Assurance and Strategy by 20 September 2016. Items likely to be on the agenda include:

- Total Performance Monitor
- Medium Term Financial Strategy/Multi-Year Finance Settlement from Government
- PropCo – Orchard Street update and pipeline
- Quarterly Capital Monitor
- Capita Update (Performance report)
- National Living Wage

**The following item, containing exempt information under Part I of Schedule 12A of the Local Government Act 1972 as indicated, will be dealt with in the absence of the public and the press**

**All**                      6                      **Development of Place Plans, Local Growth Funding and WSCC investment**

Place Plans, developed with the district and borough councils, identified a joint narrative around growth priorities in West Sussex. A range of criteria has been considered to support further prioritisation, including progress made by the Local Enterprise Partnership to secure additional Local Growth Funding, and this will influence the allocation of County Council funds and resources.

Exempt: paragraph 3, financial or business affairs of any person (including the authority).

**North Mid Sussex County Local Committee (21 September)**



**Rachel Allan**  
(033022 28966)

Please note that, with the agreement of the Chairman, the meeting of the North Mid Sussex County Local Committee due to take place on 21 September 2016 has regretfully had to be cancelled to the lack of availability of members. All decisions will now be taken at the committee's next meeting on 7 December 2016 at East Grinstead Library. Items due to be discussed include the East Grinstead Parking Scheme and the meeting will therefore be held in at East Grinstead Library.

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## Weekly News

Electoral Division	No.	Subject	Officer Contact
<b>All</b>	1	<b><a href="#">Forward Plan</a> – October 2016 to January 2017</b>	✉ <b>Charles Gauntlett</b> (033022 22524)

The Forward Plan contains details of all key decisions to be taken by the County Council, the Cabinet, Cabinet Members, County Local Committees and officers in the following four months. Key decisions are those which involve expenditure or savings of £500,000 or more or which will have a significant effect on communities in two or more electoral divisions. The latest version of the Plan covering the period October 2016 to January 2017 is now available and has been sent to all members.

Since publication this edition has been re-published in order to replace a decision that was removed in error from the Corporate Relations portfolio - Implementation of a Dynamic Purchasing System for Learning and Development Service Training Providers (September 2016).

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## Communications

### County Council Press Releases up to 2 September

26/08/16 - [New wholetime recruits welcomed to West Sussex Fire & Rescue Service](#)

12 new wholetime recruits performed fire and rescue drills at a pass out ceremony

30/08/16 - [Essential maintenance for A283 New Stopham Bridge](#)

Work will require five consecutive weekend closures - with bridge reopening to traffic in between

30/08/16 - [Put your questions to Sussex's Police and Crime Commissioner](#)

Questions are being invited for Sussex's Police and Crime Commissioner ahead of a meeting in September

31/08/16 - [Anniversary celebrations at Southwater Library](#)

Library celebrates 10<sup>th</sup> birthday

31/08/16 - [Let's support our reservists](#)

Reservists across the county will be recognised and celebrated on Reserves Day 2016 on Thursday, 8 September

31/08/16 - [Award-winning author to launch new Reading Group at Worthing Library](#)

New LGBTQ group launches at Library in September

31/08/16 - [Council takes a fresh look at supporting children and families](#)

The proposals will be discussed at the Children and Young People's Services Select Committee at on 8 September

31/08/16 - [Apprenticeship Jobs Fair returns to Chichester](#)

Rachael Howard describes her own apprenticeship journey after leaving higher education

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31/08/16 - [From coal to cucumbers - history talk at Bognor Regis Library](#)

Talk about Sidlesham history at the library

31/08/16 - [How to promote your book - find out at Chichester Library](#)

Find out how to promote your book at Lunchtime talk

31/08/16 - [Residents warned of disposable BBQ dangers](#)

The warning comes following a fire at Horsham Household Waste Recycling Site

01/09/16 - [Popular pastes 'spread' across the globe](#)

Find out about one of the most famous firms in West Sussex at a talk given by our Record Office in October

01/09/16 - [You are never too old to foster, says County Council](#)

The County Council is dispelling the myths which have led people to rule themselves out of becoming foster parents

01/09/16 - [Get on your bike to win prizes this September!](#)

Three initiatives this month to get commuters cycling to work instead of using the car

**For further information on or copies of the press releases listed please contact the Policy and Communications Unit on (033022 28090) or ✉ [pressoffice@westsussex.gov.uk](mailto:pressoffice@westsussex.gov.uk)**

## Planning Applications registered in the week ending 02/09/16

### COUNTY COUNCIL PROPOSALS (REGULATION 3, 4 and 13)

Applications submitted under the Town & Country Planning  
(Development Management Procedure) (England) Order 2015

Application No Applicant Grid Ref	Proposal/Location	Date Registered	Provisional Decision Method	Local Member
<a href="#">WSCC/054/16/HA</a> Executive Director Residents' Services GR: 530930 115155	Partial demolition of the existing school building to allow the construction of a new three-storey teaching block to provide a music suite and 10 classrooms and an extension to provide new circulation and teaching support areas. Further extension work to provide a new SEN area as well as new changing rooms and a new dance studio. At Downlands Community School, Dale Avenue, Hassocks, West Sussex, BN6 8LP	31/08/16	Delegated	Mr Petch

**Comments on the above planning application should be made by 28/09/16 to [planning.applications@westsussex.gov.uk](mailto:planning.applications@westsussex.gov.uk) or if you require further information, please contact County Planning on (01243) 642118**

## Strategic Planning Business Unit - Planning Applications

The attached [report](#) (pdf file) contains all the planning applications received by the County Highways Team from the seven borough and district councils over the past week where comments on highways, ecology, landscaping and archaeology have been requested. An Excel spreadsheet of this report is also available on request via the following email address: [SU.Local.Development@westsussex.gov.uk](mailto:SU.Local.Development@westsussex.gov.uk). If you have any further questions or would like to enquire about an application that does not appear on the list or one on which you would like to be updated, please contact Dominic Smith on 033022 25711.

For further information about the Members' Information Service  
please contact Clare Jones on 033022 22526 or [✉ clare.jones](mailto:clare.jones)