

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
10/06/16	Cabinet Member for Highways and Transport	HT7(16/17)	West Sussex County Council Road Safety Framework 2016-26	Tracey Guinea 033022 28679
14/06/16	Cabinet Member for Residents' Services	RS5(16/17)	Public Rights of Way Routine Maintenance Contract Re-procurement	Tracey Guinea 033022 28679
14/06/16	Chanctonbury County Local Committee	CBY1(16/17) CBY2(16/17)	Traffic Regulation Order for North Street, Storrington Community Initiative Funding	Rachel Allan 033022 28966

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

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Education and Skills

All **ES5(16/17)** [Waste and Recycling Collection Services and Security Services to Educational and Non-Educational Establishments](#)

Contact: Suzanne T Thompson (033022 22551) ✉

Following approval to commence a procurement process for waste and recycling services and security services for educational and non-educational establishments (libraries, fire stations, children and family centres and other county buildings) in December 2014, contracts were placed on hold as it was proposed to include these services in an

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outsourcing programme. The outsourcing programme was subsequently deferred. Contractual arrangements for the waste contract were therefore extended to 31 August 2016 and schools annual contractual arrangements with appointed security contractors were renewed for a further year and have varying expiry dates from the 1 October 2016 to the 31 March 2017. The procurement of framework agreements for these contracts is now required.

The Director of Law, Assurance and Strategy, in consultation with the Cabinet Member for Community Wellbeing, on behalf of the Cabinet Member for Education and Skills, has therefore used his delegated powers under Standing Order powers under Standing Order 61(3) to approve:

- (1) the provision of a five-year framework agreement for waste and recycling collection services for educational establishments (also open to non-educational establishments) in West Sussex; from 31 August 2016 to 1 September 2021; and
- (2) the provision of a four-year framework agreement for security services for educational establishments (also open to non-educational establishments) in West Sussex from 1 October 2016 to 31 September 2020.

This decision should have been included in the Forward Plan for June 2016. It was, however, not possible to do so and the agreement of the Chairman of the Children and Young People's Services Select Committee had been obtained and notice given to the public.

Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Children – Start of Life	CH2(16/17)	Arrangements for the future operation of the West Sussex Child and Adolescent Mental Health Service for Children who are Looked After and Adopted	Suzanne T Thompson 033022 22551
Leader	LDR5(16/17)	Appointment to an Outside Body	Tracey Guinea 033022 28679
Leader	LDR6(16/17)	Total Performance Monitor – Outturn 2015/16	Rosemary Pugh 033022 22548

Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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<u>Health and Adult Social Care Select Committee</u> (10 June)	 Rob Castle (033022 22546)
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All 6 **Responses to Recommendations made at the 10 March Meeting**

The Committee will be asked to note responses regarding what policy provision exists in district and borough councils' neighbourhood plans for NHS provision.

All 7 **Forward Plan of Key Decisions – June to September**

An extract from any Forward Plan published between the date of dispatch of the agenda and the date of the meeting 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 8 **West Sussex Safeguarding Adults Board Annual Report 2014/15**

The Committee will be asked to consider a report by the Independent Chair of the West Sussex Safeguarding Adults Board and Head of Safeguarding which summarises the main issues the West Sussex Safeguarding Adults Board has faced in the last year, contains comparative safeguarding data for the past three years and outlines plans for future annual reports. The Committee will be asked to:

- (i) Note the West Sussex Safeguarding Adults Board Annual Report 2014/15, including the key areas of focus, and consider whether sufficient action is being taken to ensure that adults in West Sussex are being protected from abuse and neglect;
- (ii) Agree that the Independent Chair of the West Sussex Safeguarding Adults Board continues to provide bi-annual updates to the Committee in respect of the strategic plan, action taken, areas of concern, and to present the next annual report for 2015/16 in the autumn;
- (iii) Comment upon the plans of future West Sussex Safeguarding Adults Board Annual Reports going forward; and
- (iv) Consider whether any issues arising from the detail of the West Sussex Safeguarding Adults Board Annual Report require any further scrutiny.

All 9 **Total Performance Monitor Outturn – 2015/16**

The Committee will be asked to consider the end of year Total Performance Monitor outturn position for 2015/16 for the service areas within the remit of the Committee. The Committee will be asked to:

- (i) Examine the data and supporting commentary for the period to end financial year 2015/16 and make any relevant recommendations for action to the Cabinet Member for Adult Social Care and Health or the Cabinet Member for Community Wellbeing;
- (ii) Identify any issues for further scrutiny by the Committee; and

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(iii) Identify any strategic issues for referral to Performance and Finance Select Committee.

All 10 **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. The Director of Law Assurance and Strategy will report any requests since the publication of the agenda papers.

All 11 **Possible items for future scrutiny**

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

All 12 **Date of Next Meeting**

The next meeting of the Committee is scheduled to take place on 30 June 2016 at 2.15 p.m. at County Hall, Chichester when the main items on the agenda will be:

- South East Coast Ambulance Service NHS Foundation Trust Joint Recovery Plan
- Patient Transport Service

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law, Assurance and Strategy by 15 June 2016.

Health and Adult Social Care Select Committee (30 June)



Rob Castle
(033022 22546)

Please note that, with the agreement of the Chairman, there will be an additional meeting of the Select Committee at 2.15 p.m. on Thursday, 30 June 2016. This date was previously in members' diaries as a Project Day.

Environmental and Community Services Select Committee (8 July)



Lisa Etchell
(033022 23597)

Please note that, with the agreement of the Chairman, there will be an additional meeting of the Select Committee at 10.30 a.m. on Friday, 8 July 2016. This date was previously in members' diaries as a Project Day.

Joint meeting of Environmental and Community Services and Performance and Finance Select Committees (22 June)



Lisa Etchell
(033022 23597)

Please note that, with the agreement of the chairmen, the joint meeting of the Environmental and Community Services and Performance and Finance Select Committees scheduled for 2.15 p.m. on 22 June 2016 has been cancelled. The decision to hold a joint meeting of the Committees was taken based on estimates of when the Local

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Enterprise Partnership might come to a decision on the County Council's four proposals for Local Growth Fund Round 3 funding. It now appears that this decision will not be made in June. Without knowing the outcome of this decision, there is no new information that could be scrutinised at the joint meeting that was not previously considered by members at the Performance and Finance Select Committee on 20 May 2016. The chairmen have therefore agreed to defer the joint meeting until such time as there are further developments to report.

Weekly News

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All	1	<u>Forward Plan – July to October 2016</u>	Charles Gauntlett (033022 22524)
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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 July to October 2016 is now available and has been sent to all members. The Plan has since been amended to include the following decisions:

- new decision in the Children - Start of Life portfolio - future arrangements for Children and Family Centre Services in the Findon Valley (July 2016)
- amendment to the Highways and Transport portfolio - Lyminster Bypass- Planning Application and Land Acquisition (moved to July 2016)
- amendment in the Community Wellbeing portfolio - Healthy Child Programme - Service Redesign and Commissioning (moved to July 2016).
- new decision in the Corporate Relations portfolio - procurement to award a contract(s) for the provision of chilled, ambient and frozen foodstuffs (July 2016)
- removal of decision from the Adult Social Care and Health portfolio - Sussex and East Surrey Sustainability Transformation Plan (STP) for June 2016.

The reason for the removal of the final decision is as follows. Based on timescales published in NHS England's (NHSE's) 'Delivering the Forward View: NHS Planning Guidance', each STP Programme Board was obliged to produce a STP for its 'footprint' area by 30 June 2016. It is now understood that a discussion document and not a final STP will need to be submitted to NHSE by this date. NHSE Chief Executive, Simon Stevens and NHS Improvement Chief Executive, Jim Mackey will then feed their comments on the discussion document back to the STP Programme Boards within the next couple of months. The County Council has been informed that the Programme Board for its footprint area of Sussex and East Surrey, once it receives these comments and confirmation from NHSE to proceed, will begin a communication and engagement programme with stakeholders and residents. When timescales are confirmed, officers will ensure that the County Council has governance processes in place to ensure that all members are involved in this engagement and a further Forward Plan entry will be published.

Electoral Division	No.	Subject	Officer Contact
<i>All</i>	2	Members' Allowances 1 April 2015 to 31 March 2016	<div style="text-align: center;">✉</div> Charles Gauntlett (033022 22524)

The list of allowances claimed by members of the County Council from 1 April 2015 to 31 March 2016 has been published on the [website](#) and circulated to members.

Communications

County Council Press Releases up to 3 June

31/05/16 - [Two house fires spark warning not to leave appliances on while out](#)

Do you leave your appliances on when you go out? Firefighters are urging people to consider the risks after two house fires in Worthing

31/05/16 - [Children and Family Centres prepare to celebrate Volunteers' Week](#)

Events are being held at Children and Family Centres across West Sussex to say thank you

31/05/16 - [Can you help make your community 'carer friendly' during Carers Week?](#)

The County Council is encouraging people to think about helping to build carer friendly communities across the county as part of carers awareness week

31/05/16 - [Tech it out! Discover more about the latest gadgets to keep you safe at home](#)

Find out about the latest gadgets to keep you safe at home at an event in Worthing

01/06/16 - [Four West Sussex organisations win coveted Queen's Award for Voluntary Service](#)

The organisations will receive a certificate signed by The Queen and an exclusive commemorative crystal, presented by Her Majesty's representative in West Sussex, Mrs Susan Pyper, the Lord Lieutenant

01/06/16 - [Free breakfast and prizes to be won during Bike Week 2016](#)

Commuters encouraged to cycle to work

01/06/16 - [Interested in becoming a retained firefighter? Then come and have a go!](#)

Want to find out if you have what it takes to be a retained firefighter? Well now is your chance!

01/06/16 - [Book captures life in a Victorian school](#)

Fascinating insight into Victorian school life in a West Sussex seaside town

02/06/16 - [eComics launch in West Sussex Libraries - good news for comics fans!](#)

Now you can borrow digital versions of comics, graphic novels and Manga free of charge to read on your computer, tablet or smartphone

02/06/16 - [Chocolate, The Rolling Stones and wartime Shanghai](#)

A variety of talks and events as part of the Chichester Festival

02/06/16 - [East Preston firefighters pull together for charity](#)

One.. two.. three.. heave! Firefighters in East Preston are preparing to pull together for a fire engine pull charity challenge

03/06/16 - [County Council celebrates 10th anniversary of community fund](#)

More than £3.2m has been awarded to local organisations from West Sussex's Community Initiative Fund

03/06/16 - [Firefighters in West Sussex support Child Safety Week](#)

West Sussex Fire & Rescue Service is reminding parents and guardians not to forget about fire risks during this Child Safety Week (6 to 12 June)

For further information on or copies of the press releases listed please contact Philippa Eld in the Communications Unit on (033022 22418) or ✉ philippa.eld

Planning Applications registered in the week ending 03/06//16

There were no applications registered.

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. 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.

Proposals for Traffic Regulation Orders and Traffic Management Matters

TRAFFIC REGULATION ORDERS

Location	Proposal	County Local Committee/ Officer	Provisional Decision Method	Local Member(s)
Ditchling Hill and Various Roads, Crawley	Proposed School Keep Clear markings in Ditchling Hill.	West Crawley John Cunningham 033022 26404	Delegated	Mr M G Jones
Broadfield – Coachmans Drive and Various Roads, Crawley	Proposed School Keep Clear markings in Vulcan Close designed to improve visibility and safety for young people travelling to and from Broadfield East	West Crawley John Cunningham 033022 26404	Delegated	Mr Quinn

Location	Proposal	County Local Committee/ Officer	Provisional Decision Method	Local Member(s)
	<p>Infant and Junior School and introduction of double yellow lines on sections of Coachmans Drive, Woodmans Hill and Vulcan Close, including the junctions of Vulcan Close with Marlborough Close, Vulcan Close with Mountbatten Close, Vulcan Close with Woodmans Hill, Woodmans Hill with Highwood Park, Coachmans Drive with Enfield Road, Coachmans Drive with Regents Close, Coachmans Drive with Anglesey Close and Anglesey Close with Lundy Close, to deal with inconsiderate and obstructive parking trends associated with the Broadfield Stadium, home of Crawley Town Football Club.</p>			

Comments on either of the above proposals should be made by 22/06/16 to tro.team@westsussex.gov.uk or if you require further information, please contact the officer shown

For further information about the Members' Information Service please contact Clare Jones on 033022 22526 or ✉ clare.jones