

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
11/01/19	Cabinet Member for Education and Skills	ES16(18/19)	Proposed increase in space at Manor Green Primary School, Crawley	Wendy Saunders 033 022 22553
11/01/19	Cabinet Member for Environment	ENV12(18/19)	Soft Sand Review - Issues and Options Consultation	Judith Shore 033 022 26052
14/01/19	Cabinet Member for Highways and Infrastructure	HI24(18/19)	Operation Watershed Active Communities Fund Applications - January 2019	Judith Shore 033 022 26052
17/01/19	Cabinet Member for Highways and Infrastructure	HI27(18/19)	Gatwick Airport Draft Master Plan 2018: Approval of Consultation Response	Judith Shore 033 022 26052

Urgent Action

Members are asked to note the following urgent action taken by the Director of Law and Assurance, 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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Central and South Mid Sussex County Local Committee

All in Central and South Mid Sussex CSMS10(18/19) [Community Initiative Funding](#)

Contact: Monique Smart (033 022 22540) ✉

The Director of Law and Assurance, in consultation with the Chairman of the Central and South Mid Sussex County

Electoral Division	No.	Decision	Officer Contact
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Local Committee (CLC) and the Chairman of the Performance and Finance Select Committee, has used his delegated powers under Standing Order 3.45 to approve the following application:

264/CSMS – Parochial Church Council on Bolney, Helping Hand, £2,500 towards installation of handrails above stone steps on churchyard's well-used public footpath

The urgency of the matter was due to the fact that the decision was deferred at the last meeting of the CLC pending some queries. Those queries have now been resolved but the project deadline on the West Sussex Crowd is prior to the next meeting of the CLC.

Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Education and Skills	ES14(18/19) ES15(18/19)	Expansion of Bourne Community College Creation of additional Special Support Centres	Wendy Saunders 033 022 22553
Cabinet Member for Highways and Infrastructure	HI19(18/19) HI23(18/19) HI25(18/19)	Policy on commuted sums for maintaining Infrastructure in association with S278 and S38 Highway Agreements Bus Strategy 2018-2026 and Financial Changes to the Non-Commercial Bus Network On-Street Parking to support Traffic Management	Judith Shore 033 022 26052
Executive Director Economy, Infrastructure and the Environment	OKD18(18/19)	Crawley Growth Programme: Station Gateway Public Realm and Highway Works	Katherine De La Mora 033 022 22535

Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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[Environment, Communities and Fire](#)
Select Committee (14 January)

✉
Lisa Etchell
(033 022 23597)

Note: Items 1 to 6 on the agenda will be [webcast](#)

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All 5 **Responses to Recommendations**

The Committee will be asked to note the Cabinet Member's responses to the Committee's recommendations as follows.

- (a) Procurement of a Highways Maintenance Contract
- (b) Gatwick Airport Draft Masterplan 2018
- (c) On-Street Parking to Support Traffic Management

All 6 **Operations and Public Protection Savings Proposals**

The Committee will be asked to scrutinise the proposals for achieving the portfolio savings target for 2019/20.

All 7 **Savings Proposals - Reduction to the Community Initiative Fund**

The Committee will be asked to comment on a proposal that the budget for the Council's Community Initiative Fund (CIF) should be reduced from £280,000 per year to £140,000 per year from April 2019. The Cabinet Member will be asked to consider reducing the CIF budget to £140,000, on a basis of £2,000 per member of the Council, from April 2019.

All 8 **Requests for Call-in**

The Environment, Communities and Fire Select Committee Business Planning Group (BPG) received a request to call-in the proposed decision by the Cabinet Member for Highways and Infrastructure concerning the Bus Strategy 2018-26 and Financial Changes to the Non-Commercial Bus Network (HI23(18/19)) – decision published on the Executive Decision Database on 19 December 2018 and in the Members' Information Service on 19 December 2018. The BPG declined the request.

The BPG also received a request for call-in of the proposed decision by the Cabinet Member for Highways and Infrastructure concerning the Interim Highway Maintenance Term Contract (HI21(18/19)) – decision published on the Executive Decision Database on 18 December 2018 and in the Members' Information Service on 19 December 2018. The BPG declined the request.

Two further requests for call-in of the proposed decisions by the Cabinet Member for Environment concerning Revisions to Recycling Credit Payments (ENV11(18/19)) and by the Cabinet Member for Highways and Infrastructure concerning Highways Maintenance Term Contract Procurement (HI22(18/19)) were accepted by the BPG and will be heard at agenda items 12 and 13 below.

All 9 **Forward Plan of Key Decisions – 2 January 2019**

An extract from any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting. The Committee will be asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

All 10 **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. If any member puts forward such an item, the Committee's role at the meeting is just to assess, briefly, whether to refer the matter to its Business Planning Group to consider in detail.

All 11 **Date of Next Meeting**

An additional meeting of the Committee will be held on 30 January 2019 (see page 8). The next diaried meeting of the Committee will be held on 13 March 2019 at 10.30 a.m. at County Hall, Chichester. Probable agenda items include:

- Highway and Transport Improvement Schemes
- Road Safety - Safer Sussex Roads Partnership
- Community Hubs
- Updated guidance on parking in new developments
- Velo South
- Major Events Protocol
- People Culture Strategy
- Economy Growth Plan - Action Plans

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 1 March 2019.

All 12 **Call-in: Revisions to Recycling Credit Payments - ENV11(18/19)**

The Environment, Communities and Fire Select Committee Business Planning Group has agreed to call in the proposed decision by the Cabinet Member for Environment concerning Revisions to Recycling Credit Payments – decision published on the Executive Decision Database on 14 December 2018 and in the Members' Information Service on 19 December 2018 - ENV11(18/19) refers. The decision report asked the Cabinet Member for Environment to agree that:

- (1) The County Council formally notifies all of the county's district and borough councils of the termination of the current Memorandum of Understanding (MoU) funding arrangement;
- (2) The County Council adopts a calculation for payments to be made to waste collection authorities of £61.12 per tonne for the financial year commencing 1 April 2019;
- (3) The Director of Energy Waste and Environment is authorised to work with district and borough partners on an alternative approach to any payments related to improved recycling performance from 2020/21. This to take into account of (a) Changes in producer responsibility funding for household recycling collection and processing signalled in the Government's Resources and Waste Strategy; (b) Any proposals that emerge from discussing performance improvements with the district and borough partners; and (c) Overall affordability, given the County Council's projected financial position; and
- (4) Authority is delegated to the Director of Law and Assurance to settle arrangements for the removal of references to the MoU in the Materials Resource Management Contract and the Recycling and Waste Handling Contract.

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The call-in was initiated by Mr Oxlade, supported by Mrs Mullins, Dr O'Kelly, Mr Purchase, Mr Quinn, Mrs Smith and Dr Walsh. The decision has not previously been previewed by the Environment, Communities and Fire Select Committee. Mr Oxlade has been invited to outline the reasons for the call-in request to the Committee. Mrs Urquhart (Cabinet Member for Environment) has been invited to address the Committee and answer questions. Lee Harris, Executive Director, Economy, Infrastructure and Environment, will also be in attendance.

All 13 **Call-in: Highways Maintenance Term Contract Procurement - HI22(18/19) and Highways Maintenance Term Contract - Options Appraisal**

(a) Call-in: Highways Maintenance Term Contract (HMC) Procurement - HI22(18/19)

The Environment, Communities and Fire Select Committee Business Planning Group has agreed to call in the proposed decision by the Cabinet Member for Highways and Transport concerning the HMC Term Contract Procurement – decision published on the Executive Decision Database on 18 December 2018 and in the Member's Information Service on 19 December 2018 - HI22(18/19) refers. The decision report asked the Cabinet Member for Highways and Infrastructure to:

- (1) Agree the commencement of a procurement process to procure a Highways Maintenance Term Contract, or set of contracts, to commence on expiry of the interim contract (with any required extensions); and
- (2) Delegate authority to the Director of Highways and Transport to finalise the terms of and award the Highway Maintenance Term Contract, or set of contracts at the conclusion of the procurement process, and to extend if appropriate in accordance with the County Council's Standing Orders on Procurement and Contracts.

The call-in was initiated by Mrs Mullins, supported by Mr Oxlade, Mr Quinn and Mrs Smith. Mrs Mullins has been invited to outline the reasons for the call-in request to the Committee. Mr Elkins (Cabinet Member for Highways and infrastructure) has been invited to address the Committee and answer questions. Lee Harris, Executive Director, Economy, Infrastructure and Environment, will also be in attendance.

(b) Highways Maintenance Contract Procurement Options Appraisal Summary and update

The Committee will be asked to consider the various options being considered for future service delivery. The first part of the Highways Maintenance Contract procurement process is to narrow down the available options, and to identify a preferred option, using an options appraisal. The report updates Committee on progress with the new procurement, and to support preview of the preferred option, identified through the initial options appraisal. The Committee will be asked to consider the suggested scope and timing of the procurement process.

[Health and Adult Social Care Select Committee](#) (16 January)



Rob Castle
(033 022 22546)

All 4 **Responses to Recommendations**

The Committee will be asked to note the responses to recommendations made at the 15 November meeting from:

- (a) Sussex Community NHS Foundation Trust

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(b) The Cabinet Member for Adults and Health

and from the 12 December meeting from:

(c) The Cabinet Member for Adults and Health.

All 5 **Forward Plan of Key Decisions – 21 December 2018**

An extract from any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting. The Committee will be asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

All 6 **West Sussex Safeguarding Adults Board Annual Report 2017/18**

The Committee will be asked to consider a summary of the activity and initiatives overseen by the Board during 2017/18.

All 7 **South East Coast Ambulance Service Update**

The Committee will be asked to consider an update by the South East Coast Ambulance Service.

All 8 **West Sussex Joint Health & Wellbeing Board Strategy**

The Committee will be asked to consider an overview of the proposed Joint Health and Wellbeing strategy for the next five years.

All 9 **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. If any member puts forward such an item, the Committee's role at the meeting is just to assess, briefly, whether to refer the matter to its Business Planning Group to consider in detail.

All 10 **Requests for Call-in**

Requests were made to call-in the following proposed decisions on:

- (a) Housing Related Support
- (b) Local Assistance Network
- (c) Minimum Income Guarantee for Working Age Adults

A majority of Business Planning Group members rejected all three requests.

All 11 **Date of Next Meeting**

The next meeting of the Committee will be held on 15 March 2019 at 10.30 a.m. at County Hall, Chichester. Probable agenda items include a Dementia Framework 2014-19 Update. Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 28 February 2019.

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[Performance and Finance Select Committee](#) (17 January)

✉
Lisa Sampson
 (033 022 28193)

All 5 **Draft Medium Term Financial Strategy 2019/20 to 2022/23, Draft Revenue Budget 2019/20, Draft Capital Strategy 2019/20 to 2023/24, and Draft Treasury Management Strategy Statement 2019/20**

The Committee will be asked to consider and endorse the Draft Medium Term Financial Strategy 2019/20 to 2022/23, Draft Revenue Budget 2019/20, Draft Capital Strategy 2019/20 to 2023/24, and Draft Treasury Management Strategy Statement 2019/20. The Committee will be asked to agree any comments or issues it wishes the Cabinet to take into account when it considers the reports on 29 January 2019.

All 6 **Requests for Call-in**

There have been no requests for call-in to the Select Committee and within its constitutional remit since the date of the last meeting. The Director of Law and Assurance will report any requests since the publication of the agenda papers.

All 7 **Forward Plan of Key Decisions – 7 January 2019**

An extract from any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting. The Committee will be asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

All 8 **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. If any member puts forward such an item, the Committee's role at the meeting is just to assess, briefly, whether to refer the matter to its Business Planning Group to consider in detail.

All 9 **Date of Next Meeting**

The next meeting of the Committee will be held on 20 March 2019 at 10.30 a.m. at County Hall, Chichester. Probable agenda items include:

- Annual Capita Review
- Total Performance Monitor as at end of December 2018
- Quarter 3 Capital Programme Performance Monitor report
- Business Planning Group report

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 8 March 2019.

Electoral Division	Item	Subject	Committee Officer
			✉ Lisa Etchell (033 022 23597)

Please note that, with the agreement of the Chairman, an additional meeting of the Select Committee will be held at 10.30 a.m. on Wednesday, 30 January 2019 in order to preview the decision on the Future Mobilisation Arrangements for West Sussex Fire and Rescue Service. This replaces the Member Day which has been cancelled.

Weekly News

Electoral Division	No.	Subject	Officer Contact
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All	1	Network Rail: 'Unlocking the Croydon Bottleneck' consultation	Jamie Dallen (033 022 26468)

The County Council responded to the Network Rail consultation 'Unlocking the Croydon bottleneck consultation' in December. Further information about the Network Rail consultation is available at: <https://www.networkrail.co.uk/running-the-railway/our-routes/south-east/croydon-area-remodelling-scheme/>. The County Council's response to consultation is available at the bottom of the following webpage: <https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/rail-air-and-ferry-travel/plan-your-train-journey/>.

Other Matters

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All	2	Forward Plan of Key Decisions	Helena Cox (033 022 22533)

The County Council is required to provide a minimum of 28 days' notice for all key decisions. 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 Forward Plan, which is updated on a rolling basis, 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. The current Forward Plan was published on 7 January 2019.

Since the last edition of the Members' Information Service changes to the Plan have been made to:

- move any December decisions not yet taken to January;
- add new decisions to the Best Start in Life priority:
 - Award of Contract for Integrated Child Psychology Service (March); and
 - Expansion of Manor Green Primary School, Crawley (March);

Electoral Division	No.	Subject	Officer Contact
		<ul style="list-style-type: none"> add a new decision to the Prosperous Place priority - Crawley Growth Programme: Eastern Gateway Scheme (February); add a new decision to the Strong, Safe and Sustainable Place priority - Award of contract for the provision of Clinical Waste Services (February); and add a new decision to the Council that works for the Community priority – Review of Fees and Charges 2019/20 (February). 	

New Year's Honours

Dames Commanders of the Order of the British Empire (DBE)

Mrs Marianne Griffiths of Pulborough, Chief Executive, Western Sussex Hospitals NHS Foundation Trust and Brighton and Sussex University Hospitals NHS Trust, for services to the NHS

Commanders of the Order of the British Empire (CBE)

Ms Julia Donaldson, MBE of Steyning, Author, for services to literature

Members of the Order of the British Empire (MBE)

Nicholas Coombe of Crawley, Principal Management Technical Adviser, London Fire Brigade, for services to fire safety

Martin Frost of Worthing, for services to disappearing fore-edge painting

Paul Jackson of Haywards Heath, Chief Executive, Into Film, for services to film and the Arts

Brain Sullivan of Birdham, Chichester, Head of Contingency Planning and Security, Department for Environment, Food and Rural Affairs, for services to the emergency planning and management

Ms Moria Tracey of Crawley, Exchequer Forecast Manager, HM Treasury, for public and voluntary service and services to the Exchequer

Medallist of the Order of the British Empire (BEM)

Keith Brown of Billingshurst, for services to the community in Billingshurst

Ms Bernadette Lawrie of Worthing, Police Constable, Sussex Police, for services to policing

Mrs Daphne Snowden of Littlehampton, for services to charity and the community in Littlehampton

Communications

County Council Press Releases up to 4 January

03/01/19 - [Traffic light improvement scheme for busy Worthing junction](#)

Additional pedestrian crossing point will allow people greater and safer access

03/01/19 – [Resurfacing work on Adur Ferry Bridge](#)

Resurfacing work is due to start on Adur Ferry Bridge's opening span on 7 January

03/01/19 – [Junction improvement work starts soon in Felpham](#)

Scheme is aimed at reducing the impact of increased traffic from new developments in the area

03/01/19 – [A259 preparation work postponed](#)

Vegetation clearance on the A259 in Littlehampton and Angmering, which was to have started on 7 January, has been postponed

For further information on or copies of the press releases listed please contact the Communications and Engagement Team on (033 022 28090) or ✉ pressoffice@westsussex.gov.uk

Planning Applications registered in the week ending 04/01/19

COUNTY MATTER MINERALS AND WASTE PLANNING APPLICATIONS

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
WSCC/002/19/CM TJ Waste & Recycling Limited GR: 498611 102545	Proposed Inert Waste Recycling Facility, with new building, car parking, access track and boundary treatment. At Northwood Farm, Burndell Road, Yapton, Arundel, BN18 0HR	03/01/19	Delegated	Mrs Pendleton
WSCC/003/19/F Wicks Farm (Biogas) Ltd GR: 498997 104022	Amendment of condition 2 of planning permission WSCC/061/16/F to amend design of silage clamps. At Land at Wicks Farm, Ford Lane, Ford, Arundel, West Sussex, BN18 0DF	04/01/19	Delegated	Mrs Pendleton

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
WSCC/001/19/BH Director of Economy,	Installation of a multi-use games area (MUGA), re-surfacing to existing early	02/01/19	Delegated	Mr Barrett-Miles

Application No Applicant Grid Ref	Proposal/Location	Date Registered	Provisional Decision Method	Local Member
Planning and Place GR: 531237 120058	years play area and tarmac surface to planted areas. At Sheddingdean Primary School, Petworth Drive, Burgess Hill, West Sussex, RH15 8JT			

Comments on any of the above planning applications should be made by 30/01/19 to 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. 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 Steven Shaw on 033 022 24674.

Proposals for Traffic Regulation Orders and Traffic Management Matters

TRAFFIC REGULATION ORDERS

Location	Proposal	County Local Committee/ Officer	Provisional Decision Method	Local Member(s)
Arundel: Various Roads	Parking Restrictions: Fitzalan Road – extension of existing prohibition of waiting at any time Tarrant Street – revocation of limited waiting restriction The Causeway – amendment of existing limited waiting restriction	Eastern Arun Rob Torrance 033 022 26360	Delegated	Mr Markwell

Comments on the above proposal should be made by 23/01/19 to rob.torrance@westsussex.gov.uk or if you require further information, please contact the officer on the number shown above

For further information about the Members' Information Service please contact Clare Jones on 033 022 22526 or ✉ clare.jones