

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
10/03/16	Chanctonbury County Local Committee	CBY6(15/16)	Community Initiative Funding	Rachel Allan 033022 28966
10/03/16	West Crawley County Local Committee	WC6(15/16) WC7(15/16)	Community Initiative Funding Nominations for Local Authority Governors to Maintained School and Academy Governing Bodies	Paul Matthews 033022 25409
11/03/16	Adur County Local Committee	A8(15/16)	Community Initiative Funding	Paul Matthews 033022 25409
15/03/16	North Horsham County Local Committee	NH10(15/16) NH11(15/16) NH12(15/16) NH13(15/16)	Myrtle Lane Car Park, Billingshurst – Parking Charges Broadbridge Heath Road, Warnham – 40 mph Speed Limit Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies Community Initiative Funding	Paul Matthews 033022 25409

Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Highways and Transport	HT21(15/16)	Approval of the West Sussex Minerals and Waste Development Scheme 2016-19	Matthew Evans 033022 22538

Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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[Environmental and Community Services](#)
Select Committee (11 March)

✉
Lisa Etchell
 (033022 23597)

All 4 **Highways Improvement Schemes Process**

The Committee will be asked to consider a new process for Highways Improvement Scheme prioritisation, following on from the recommendations of the Executive Task and Finish Group, set up by the Cabinet Member for Highways and Transport to review how Highways Improvement Schemes are identified, prioritised and delivered. The Committee will be asked to consider the proposal and agree any comments to raise with the Cabinet Member.

All 5 **IWP 2016/17 Proposed Schemes**

The Committee will be asked to consider Highways and Transport Capital Improvement Schemes planned for implementation during the coming financial year. The Committee will be asked to support approval of the Integrated Works Programme (IWP) 2016/17.

All 6 **Operation Watershed**

The Committee will be asked to consider the progress to date and expenditure summary of the Operation Watershed Scheme established in 2013, including progress of the Active Communities Fund. The Committee will be asked to consider the outcomes arising from the scheme to date and recommend any learning which should be taken into account as plans are made for the scheme in 2016/17.

All 7 **Draft Minerals Local Plan**

In May 2011 the County Council agreed to prepare a new Minerals Local Plan in partnership with the South Downs National Park Authority. The Committee will be asked to consider the draft Plan which has been prepared for publication ahead of public consultation between April and June 2016. The Committee will be asked to consider the draft West Sussex Joint Minerals Local Plan and inform the Cabinet Member for Highways and Transport about its views on its contents before it is approved for informal public consultation purposes.

All 8 **Business Planning Group Report**

The Committee will be asked to consider an update following the Business Planning Group meeting held on 4 February 2016 setting out the key issues discussed. The Committee will be asked to endorse the contents of the report and the Committee's Work Programme for 2016/17, revised to reflect the Business Planning Group's discussions.

All 9 **Requests for Call-in**

The Select Committee's Business Planning Group (BPG) received a request to call-in the proposed decision by the Leader concerning the Strategic Economic Plan Reserve Allocation: Beautiful Outdoors – decision published on the Executive Decision Database on 17 February 2016 and in the Members' Information Service on 24 February 2016 (LDR19(15/16) refers). The BPG accepted the request and the call-in will be heard at a meeting of the Committee at 2.00 p.m. on Thursday, 17 March 2016 at County Hall, Chichester (see page 6).

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All 10 **Forward Plan of Key Decisions – April to July 2016**

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 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 meeting of the Committee is an additional meeting which will be held on 17 March 2016 at 2.00 p.m. at County Hall, Chichester. Any member wishing to place an item on the agenda for that meeting must notify the Director of Law, Assurance and Strategy by 7 March 2016. Items likely to be on the agenda include:

- Call-in request for Proposed Decision: Strategic Economic Plan reserve allocation: Beautiful outdoors (decision LDR19(15/16) refers)
- Review of services, Opening Hours and Charges at Household Waste and Recycling Sites

The next scheduled meeting of the Committee will be held on 11 May 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 29 April 2016. Items likely to be on the agenda include:

- Road Safety Strategy
- Your Energy Sussex
- Community Support Teams
- Community Highways Volunteers
- Effectiveness of the Better Roads Programme
- 3in1 Card

Pension Advisory Board (16 March)



Adam Chisnall
(033022 28314)

All 4 **Progress Report**

At the November meeting the Board requested a progress report to be a regular agenda item. The Board will be asked to note the progress report and make any comments on the format.

All 5 **Business Planning**

The Board will be asked to consider the proposed work plan for 2016/17 and the necessary budget requirements. The Board will be asked to agree the draft work plan budget for submission to the Governance Committee. The Board will also be asked to agree the plan for the business for future meetings.

Electoral Division	Item	Subject	Committee Officer
All	6	Pension Panel Minutes – Part I	
The Board will be asked to note the confirmed Part I minutes from the November, December and January Pensions Panel meetings and the agenda from the February Pension Panel meeting.			
All	7	Administration Procedures and Performance	
The Board will be asked to note the report and confirm any further information that it requires.			
All	8	Pension Fund Member Communications	
The Board will be asked to note the communications that have been sent to fund members this financial year.			
All	9	Training	
The Board will be asked to review training over the past year against CIPFA guidance and agree a programme of future training requirements. The Board members will also be asked to review personal training needs.			
All	10	Pensions Regulator Toolkit	
The Board will be asked to consider its progress with the Pensions Regulator Toolkit.			
All	11	Date of Next Meeting	
The next meeting of the Board will be held at 9.30 a.m. on Wednesday, 25 May 2016.			
The following items, 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	12	Pension Panel Minutes – Part II	
The Board will be asked to note the confirmed Part II minutes from the November, December and January Pensions Panel meetings.			
Exempt: paragraph 3, financial or business affairs of any person (including the authority).			
All	13	Update on Consultations	
The Board will be asked to note the responses and provide any comments			
Exempt: paragraph 3, financial or business affairs of any person (including the authority).			
All	14	Resources for the Pension Fund	
The Board will be asked to note the report that went to the Pensions Panel on 1 February 2016.			
Exempt: paragraph 3, financial or business affairs of any person (including the authority).			
All	15	Unison Letter	
The Board will be asked to consider the recommendations within the report.			
Exempt: paragraph 3, financial or business affairs of any person (including the authority).			

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[Performance and Finance Select Committee](#) (16 March)

✉
Adam Chisnall
 (033022 28314)

All 4 **Investment in Merston Solar Farm**

The Committee requested further information be provided at its meeting in February 2016. The report addresses issues raised by the Committee and asks the Committee to support the investment.

All 5 **Integration of the Council's Legal Services with other Local Authorities**

The Committee will be asked to consider, comment on and make any recommendations to the Cabinet Member for Corporate Relations in respect of the creation of a Legal Services partnership arrangement with East Sussex County Council, Brighton & Hove City Council and Surrey County Council with effect from 1 April 2016.

All 6 **Future West Sussex Plan and Medium Term Financial Strategy 2016/17 to 2019/20: Budget Update**

The Committee will be asked to comment on and support the proposals around how to apply the £6.2m gained from the transition grant and the work around addressing the £2.9m shortfall for the Public Health Grant.

All 7 **Total Performance Monitor**

The Committee will be asked to consider the finance, performance, workforce and risk position as at the end of January 2016. If a new Total Performance Monitor (TPM) is ready between the date of despatch of the agenda and the date of the meeting it will be tabled at the meeting. The Committee will be asked to examine the data and supporting commentary for the January 2016 TPM and make any relevant recommendations for action to the Cabinet Member or a relevant Select Committee.

All 8 **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 received since the publication of the agenda papers.

All 9 **Forward Plan of Key Decisions – April to July 2016**

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 invited to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolios.

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

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All 11 **Date of the Next Meeting**

The next scheduled formal meeting of the Committee will be held on 21 April 2016, at 10.30 a.m. at County Hall, Chichester. Probable agenda items include:

- Total Performance Monitor
- Business Planning Group Appointments
- Multi-Disciplinary Care and Clinical Governance Team - Progress Report
- Members' Big Society Fund - Annual Review

Any member wishing to place an item on the agenda for that meeting must notify the Director of Law, Assurance and Strategy by 11 April 2016.

Environmental and Community Services
Select Committee (17 March)

✉
Lisa Etchell
(033022 23597)

All 3 **Call-in**

The Environmental and Community Services Select Committee Business Planning Group has agreed to call in the proposed decision by the Leader concerning the Strategic Economic Plan Reserve Allocation: Beautiful Outdoors – decision published on the Executive Decision Database on 17 February 2016 and in the Members' Information Service on 24 February 2016 (LDR19(15/16) refers). The decision report asked the Leader to agree that:

- (1) £0.040m of £0.200m indicative allocation for 15/16 be authorised for spend, with the remaining indicative allocation for 15/16 put back into the Economy SEP reserve; and
- (2) £0.064m of £0.200m indicative allocation for 16/17 be authorised for spend, with the remaining indicative allocation held for a potential wave 3 campaign from January 2017

The call-in was initiated by Mr M G Jones with the support of Mrs Mullins, Mr Lamb, Mr Oxlade, Mr Quinn and Mrs Smith. The Committee's Business Planning Group has agreed to the call-in for the following reasons:

- (i) Six members support the call-in request
- (ii) The decision has not been previewed by the Environmental and Community Services Select Committee.

Mr M G Jones has been invited to outline the reasons for the call-in request to the Committee. Mrs Goldsmith (Leader) has been invited to address the Committee and answer questions. Bernadette Marjoram (Executive Director Residents' Services) will also be in attendance. The Committee will be invited to consider the issues raised in the call-in request and to make recommendations to the Cabinet Member accordingly.

All 4 **Review of services, Opening Hours and Charges at Household Waste and Recycling Sites**

The Committee will be asked to consider the options for proposed change within the review of services available to the public at Household Waste and Recycling Sites. This includes changes to opening times, charging for some materials

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and ceasing some services. The Committee will be asked to review, comment on and support the proposed changes to the service detailed in the report.

All 5 **Date of Next Meeting**

The next scheduled meeting of the Committee will be held on 11 May 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 29 April 2016. Items likely to be on the agenda include:

- Road Safety Strategy
- Your Energy Sussex
- Community Support Teams
- Community Highways Volunteers
- Effectiveness of the Better Roads Programme
- 3in1 Card

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Joint meeting of Children and Young People's Services and Health and Adult Social Care Select Committees (27 April) **Wendy Saunders**
(033022 22553)

Please note that there will be joint meeting of the Children and Young People's Services and Health and Adult Social Care Select Committees at 10.30 a.m. on Wednesday, 27 April 2016 at County Hall. This will provide the opportunity for the members of both Select Committees to consider proposals in relation to the redesign of the Healthy Child Programme Service. The date was previously in members' diaries as a Health and Adult Social Care project day.

Weekly News

Electoral Division	No.	Subject	Officer Contact
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All 1 **[Forward Plan – April to July 2016](#)** **Charles Gauntlett**
(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 amended version of the latest Plan covering the period April to July 2016 is now available and has been sent to all members. The edition has been re-published in order to include the following decisions:

- Community Schools Capital Maintenance programme 2016/17 - Finance portfolio
- Schools Basic Need – Reactive programme 2016/17 - Education and Skills portfolio
- A27 Chichester Improvements – Response to Highways England Consultation - Highways and Transport portfolio

Communications

County Council Press Releases up to 4 March

29/02/16 - [Horsham firefighters foam up for charity](#)

Firefighters in Horsham are set to flex their sponge-squeezing muscles this Saturday (March 5) as they foam up for a national charity car wash day

29/02/16 - [West Sussex families come in all shapes and sizes](#)

People from the lesbian, gay, bisexual and transgender community are being urged to consider fostering or adopting with the County Council

29/02/16 - [20th birthday celebrations for Steyning Library](#)

The birthday bash included quizzes, storytime and cake

29/02/16 - [Funding, presentations and festivals at Adur County Local Committee](#)

Applications for funding to be considered and presentation on International Women's Day

01/03/16 - [County Council backing Fairtrade Fortnight in West Sussex](#)

Fairtrade Big Breakfasts available at staff restaurants in Chichester, Horsham and Bognor Regis

02/03/16 - [Crawley firefighters to highlight smoking risk at awareness event](#)

'Put it out, right out' will be the message from Crawley firefighters when they host a special smoking awareness event in the town centre next week

02/03/16 - [Ofsted recommendations to be debated at select committee](#)

West Sussex Children and Young People's Services Select Committee will be looking at improvements to Children's Services following a recent Ofsted inspection

02/03/16 - [Supplier Advantage Initiative: A money saving boost for business](#)

A new scheme has been launched that will help boost business and save taxpayer money

03/03/16 - [Felpham Relief Road opens on Friday](#)

Commuters can expect to save significant times on journeys every day

03/03/16 - [A picture book to shout about according to West Sussex pupils](#)

Pupils from 32 schools in West Sussex have named their picture book of the year

03/03/16 - [Leaders feel let down at Highways England A27 delay](#)

Highways England has revealed further delays to the consultation on A27 improvements in Chichester

03/03/16 - [Young people challenge the stigmas of mental health](#)

People came together for a 'Free Your Mind' convention to raise awareness of mental health and provide a safe environment for young people to express their views on mental health services

03/03/16 - [Local authorities coming together to combat fraudsters who target the vulnerable](#)

Multi-agency conference on 7 March to tackle the issues of scams in Sussex

03/03/16 - [Major Crawley footpath set for upgrade](#)

Wheelchair and mobility scooter users can expect and safer and easier journeys along Hyde Drive in Crawley

04/03/16 - [All smile for the Big Grin](#)

Friday 11 March 2016 is The Big Grin across Sussex

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 04/03/16

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
WSCC/008/16/WB Executive Director Residents' Services GR: 510905 104510	Installation of a tarmac play area. At The Laurels County First School, Winterbourne Way, Worthing, West Sussex, BN13 3QH	02/03/16	Delegated	Mr R Rogers

Comments on the above planning application should be made by 30/03/16 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 Dominic Smith on 033022 25711.

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