

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
15/11/16	Cabinet Member for Residents' Services	RS9(16/17)	<a href="#">West Sussex Fire &amp; Rescue Service Community Risk Management Plan 2016-20</a>	Tracey Guinea 033022 28679
17/11/16	Cabinet Member for Community Wellbeing	ES9(16/17)	<a href="#">Appointment to an Outside Body – Standing Advisory Council for Religious Education (SACRE)</a>	Laura Johnston 033022 22536

## Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Community Wellbeing	ES8(16/17)	<a href="#">Primary Free School Meals and Universal Infant Free School Meals Procurement</a>	Laura Johnston 033022 22536
Cabinet Member for Highways and Transport	HT18(16/17)	<a href="#">Operation Watershed Active Communities Fund Applications – September 2016</a>	Tracey Guinea 033022 28679
Leader	LDR12(16/17) LDR13(16/17)	<a href="#">Your Energy Sussex Contract Extension</a> <a href="#">Chichester City Centre Business Improvement District renewal (BID2)</a>	Katherine De La Mora 033022 22535

## Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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<a href="#"><u>Health and Adult Social Care Select Committee</u></a> (10 November)	 <b>Rob Castle</b> (033022 22546)
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**All**                    4                    **Forward Plan of Key Decisions – November 2016 to February 2017**

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**                    5(a)                    **Responses to Recommendations from 2 September 2016**

- (i) Response from Brighton & Sussex University Hospitals NHS Trust to recommendations made at the 2 September meeting.
- (ii) The recommendations from 2 September to the Central Sussex Programme Board were covered in the report and discussions at the 29 September meeting.
- (iii) A joint task and finish group (TFG) is being established with East Sussex County Council and Brighton & Hove City Council in terms of the ongoing scrutiny of Brighton & Sussex University Hospital NHS Trust's response to its Care Quality Commission inspection. West Sussex membership of the TFG is Mr Turner, Dr Walsh and Mr Belsey with Mr Griffiths as a substitute.

**All**                    5(b)                    **Responses to Recommendations from 29 September 2016**

- (i) Response from Central Sussex Programme Board - the Board is working with East Surrey Clinical Commissioning Group and the Surrey Review in order to commission stroke services to the same service specification at Brighton & Sussex University Hospitals NHS Trust and Surrey & Sussex Healthcare NHS Trust. As part of the service re-design the Board is commissioning inpatient and community rehabilitation services to ensure equitable access to these services too.
- (ii) Response from the Cabinet Member for Adult Social Care and Health.

The Committee will be asked to note the responses.

**All**                    6                    **Health and Adult Social Care Plans for Winter 2016/17**

The Committee will be asked to consider an overview of the national situation and expected pressures at local level and to:

- (i) Evaluate plans by local health and social care systems to respond to current and expected system pressures for the winter 2016/17;
- (ii) Consider how members of the Committee can support the Health and Wellbeing Board's commitment to a co-ordinated media campaign;

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(iii) Agree the focus for the Committee's March meeting, in regard to assessing how effective plans have been over the winter months; and

(iv) Identify any additional issues for further scrutiny by the Committee.

**All**                      7                      **Meals on Wheels Contract Update**

The Committee will be asked to consider an update on the delivery and effectiveness of the Meals on Wheels contract since the new service, provided by apetito, commenced in October 2015 and on compliance with the recommendations made by the Meals on Wheels Task and Finish group. The Committee will be asked to:

(i) Note the contract specification and consider whether the three elements recommended by the scrutiny Meals on Wheels TFG have been incorporated appropriately as detailed in section four of the report; and

(ii) Consider whether any further scrutiny is required.

**All**                      8                      **Patient Transport Service**

The Committee will be asked to consider background information on the Patient Transport Services in Sussex since April 2016 and an update on the latest position. The Committee will be asked to:

(i) Seek assurance that necessary steps are being taken to ensure that the Sussex Patient Transport Service (PTS) is stable and has the ability to provide the required level of service to affected residents in West Sussex, especially during the forthcoming transition from Coperforma to South Central Ambulance NHS Foundation Trust (SCAS);

(ii) Seek assurance that Coperforma are addressing the requirement notices as detailed in the Care Quality Commission (CQC) report published on 1 November 2016; and

(iii) Request an update at the Committee's 10 March meeting on the transition of the Sussex PTS from Coperforma to SCAS.

**All**                      9                      **Business Planning Group Report**

The Committee will be asked to consider the report of the Business Planning Group (BPG) meetings held on 14 and 29 September 2016, setting out the key issues discussed. The Committee will be asked to endorse the contents of the report in particular the Committee's Work Programme revised to reflect the Business Planning Group's discussions and the BPG's decision that no formal scrutiny of the community bed situation in Adur be carried out at this point.

**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.

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**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 18 January 2017 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 3 January 2017.

**Joint Downland Area Committee (6 March)**



**Monique Smart**  
(033022 22540)

Please note that, with the agreement of the Chairman, the meeting of Committee previously scheduled for Monday, 6 March 2017 will now take place on Monday, 27 February 2017.

**[Environmental and Community Services](#)  
Select Committee (16 November)**



**Lisa Etchell**  
(033022 23597)

**All**            5        **Cabinet Member's response to the Committee's recommendations on the Recommended Changes to the Services, Opening hours and Charges at Household Waste and Recycling Sites**

The Committee will be asked to note the Cabinet Member's response.

**All**            6        **Proposed Submission Draft of the West Sussex Joint Minerals Local Plan (Regulation 19 stage)**

The Committee will be asked to consider the Proposed Submission 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 submitted to County Council in December 2016 for approval.

**All**            7        **Impact of the Highways Transformation Programme - Follow Up Report**

The Committee will be asked to consider an update on the series of transformational measures previously proposed across the Highways and Transport directorate 12 months ago. Several of the proposals have since not been taken forward, specifically those relating to the creation of a super depot, whilst other proposals have been successfully implemented. The paper sets out the review undertaken so far in view of the Committee's request for an update. The Committee will be asked to note the outcomes achieved.

**All**            8        **3in1 Card Update on Mitigation Arrangements**

At the Committee's request, a verbal update will be given on implementing the mitigation arrangements before the 3in1 Card scheme ceases on 31 December 2016.

<b>Electoral Division</b>	<b>Item</b>	<b>Subject</b>	<b>Committee Officer</b>
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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.

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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 9 December 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 November 2016. Items likely to be on the agenda include:

- Tangmere Solar Farm
- Westhampnett Solar Farm

## Weekly News

<b>Electoral Division</b>	<b>No.</b>	<b>Subject</b>	<b>Officer Contact</b>
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<b>All</b>	1	<a href="#"><u>Forward Plan – December 2016 to March 2017</u></a>	 <b>Helena Cox</b> (033022 22533)
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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 December 2016 to March 2017 is now available and has been sent to all members.

## Communications

### County Council Press Releases up to 4 November

28/10/16 - [Click to find out about care and support during West Sussex Care Month](#)

Find out about what the West Sussex Connect to Support website can offer you

31/10/16 - [Time to care for yourself too – get a flu jab](#)

Carers encouraged to get a flu vaccination this winter

31/10/16 - [Know your county and learn about West Sussex Life](#)

New statistical snapshot of life in West Sussex out now

01/11/16 - [New Film Delivers Hard-Hitting Message to Young Drivers](#)

A hard-hitting new film made by the emergency services in Sussex and designed to help keep young drivers and passengers safe on our roads will be launched Thursday (3 November)

02/11/16 - [Stay safe from things that go bang in the night](#)

Inspections ongoing to ensure safe storage and sales of fireworks

02/11/16 - [Call for help to clear autumn leaves from drains](#)

Drains covered or blocked by leaves can increase the likelihood of flooding

02/11/16 - [Timely safety warning from chimney sweep firefighter](#)

A firefighter with another string to his bow is issuing a timely safety warning to Sussex households - at this time of year its vital people ensure their chimneys are clean and clear of debris before lighting open fires

03/11/16 - [From Cocoa Bean to Chocolate Bar](#)

Worthing Library will host Dawn Shrives from Le Salon du Chocolat who will talk about the history of chocolate and how chocolate is made

03/11/16 - [Angmering safeguards against emergencies](#)

More than 3,500 emergency plan leaflets will be delivered across Angmering to help residents and businesses prepare for emergencies

03/11/16 - [20% more recycling hoped to come through innovative trial](#)

A trial of free recycling bags with helpful imagery and see-through recycling bins has been rolled out to improve the county's recycling

04/11/16 - [Consider a career in care - find out more at upcoming jobs fairs in Midhurst and Petworth](#)

Jobs in Care - Two special events aimed at encouraging more people to consider a career in care are coming to Midhurst and Petworth

**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)**

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## Planning Applications registered in the week ending 04/11/16

There were no applications registered.

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## Strategic Planning Business Unit - Planning Applications

The attached [report](#) (pdf file) contains all the planning applications received by the County Highways Team from the

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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)