

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
18/01/17	Leader	LDR18(16/17)	Sub National Transport Body for the South East	Katherine De La Mora 033022 22535

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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Regulation, Audit and Accounts Committee

All [Amendment to Standing Orders on Procurement and Contracts relating to Contract Variations](#)

Contact: Adam Chisnall (033022 28314) ✉

The Director of Law and Assurance, in consultation with the Chairman of the Regulation, Audit and Accounts Committee, has used his delegated powers under Standing Order 61(1) to approve an amendment to Standing Orders on Procurement and Contracts. The amendment, the need for which arose from current negotiations for a variation to a contract, clarifies the Council's constitutional arrangements for the authority to agree a variation. It rectifies a gap in Standing Orders on Procurement and Contracts as, whilst the relevant senior officers had clear authority to settle contract terms, and to extend contracts, there was no explicit provision to deal with variations. The urgent action procedure has been used as the next meeting of the Regulation, Audit and Accounts Committee is not until 13 March 2017 and the negotiations relating to the contract which triggered the issue have been continuing for some time and need to be settled very soon to meet the expectations of the various parties.

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	CH9(16/17)	Procurement of a Service to support Children and Young People at high risk of or experience of Child Sexual Exploitation	Laura Johnston 033022 22536
Cabinet Member for Highways and Transport	HT27(16/17) HT28(16/17)	Operation Watershed Active Communities Fund Applications – November 2016 Highway Infrastructure Asset Management Policy and Strategy	Matthew Evans 033022 22538

Senior Officer Delegations

Further to last week's notification, please note that the change to the title of the Executive Director Children's, Adults', Health and Education' should read Executive Director **Children, Adults, Families**, Health and Education'. The Scheme of Delegation has been amended accordingly.

Committee News - Committee Meetings

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[Health and Adult Social Care Select Committee](#) (18 January)

✉
Rob Castle
(033022 22546)

All 5 **Call-in – Community Reablement Service**

The Health and Adult Social Care Select Committee's Business Planning Group has agreed to call-in the proposed decision by the Cabinet Member for Adult Social Care and Health concerning the Procurement of Community Reablement Service, published on the Executive Decision Database on 12 December 2016 and in the Members' Information Service on 14 December 2016 (decision ASCH7(16/17) refers). The decision report asked the Cabinet Member to agree:

- (i) Initiation of a procurement process to source the externally provided part of the Community Reablement Service for a period of three years with an option to extend the contract for a period or periods of up to a maximum further two years. The total budget for the externally provided part of the Service, over the five years, will be planned at £13m.
- (ii) To delegate the letting of the contract to the Executive Director Children, Adults, Families, Health and Education on the basis of the most economic and beneficial tender.

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The call-in was initiated by Mr M G Jones with the support of Mr Lamb, Mrs Mullins, Mrs Smith, Mr Quinn and Mr Oxlade.

The Committee's Business Planning Group has agreed to the call-in for the following reasons:

- (a) The request is supported by six members of the Council; and
- (b) It is a decision that the Committee can or would expect to preview

Mr Jones has been invited to outline the reasons for the call-in request to the Committee. Daniel Sartin, UNISON, has asked to attend to represent UNISON members' views. Mr Catchpole (Cabinet Member for Adult Social Care and Health) has been invited to address the Committee and answer questions. Martin Parker (Head of Integrated Adult Care Commissioning), 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 Cabinet Member accordingly.

All 6 Responses to Recommendations

The Committee will be asked to note the responses to recommendations made at the 10 November meeting from:

- (a) Coastal West Sussex Clinical Commissioning Group has requested that the issues be discussed at the Delivery Board meeting on 10 January.
- (b) Crawley and Horsham & Mid Sussex Clinical Commissioning Group.
- (c) Surrey & Sussex Healthcare NHS Trust – The Chairman of the Trust said that he is still very concerned about the number of medically ready for discharge patients in East Surrey hospital and about capacity issues for continuing health care.
- (d) Patient Transport Service.
- (e) Health & Wellbeing Board.
- (f) Brighton & Sussex University Hospitals NHS Trust.
- (g) Western Sussex Hospitals NHS Foundation Trust.

All 7 Forward Plan of Key Decisions – February to May 2017

An updated summary will be tabled at the meeting and made available on the Internet if a subsequent edition of the Forward Plan affecting the Adult Social Care and Health/Community Wellbeing portfolios is published between the date of despatch of the agenda and the date of the meeting. The Committee will be asked to identify any decisions to be previewed by it considering new entries from the latest extract of the Forward Plan of Key Decisions published since the its last meeting.

All 8 Safeguarding Adults Board Annual Report 2015/16

The report reflects West Sussex Safeguarding Adults Board's (WSSAB's) co-ordination of its partners' activities and highlights their achievements over the past year. It contains contributions from various statutory, independent, voluntary and other bodies who are involved in safeguarding adults in West Sussex. The Committee will be asked to:

- (i) Note the West Sussex Safeguarding Adults Board Annual Report 2015/16, including the key areas of focus,

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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 annual updates to the Committee in respect of the strategic plan, action taken, areas of concern, and to present the next annual report for 2016/17 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 **Care Act 2014 – Implementation Update**

The Committee will be asked to consider the work the County Council has done to ensure that the Act is fully implemented. The Committee will be asked to determine whether the County Council has met its duties as set out by the Care Act 2014.

All 10 **Business Planning Group Report**

The report informs the Committee of the Business Planning Group meeting held on 6 December 2016, setting out the key issues discussed. The Committee will be asked to endorse the contents of this report, and particularly the Committee's Work Programme revised to reflect the Business Planning Group's discussions.

All 11 **Brighton & Sussex University Hospitals NHS Trust Care Quality Commission Report Monitoring**

The Committee will receive a verbal update from the Working Group. The Committee will be asked to highlight any issues it wishes its representatives to raise at the next meeting of the Working Group.

All 12 **South East Coast Ambulance Service NHS Foundation Trust Care Quality Commission Report Monitoring**

The Committee will receive a verbal update from the Regional Scrutiny Sub-group. The Committee will be asked to highlight any issues it wishes its representatives to raise at the next meeting of the Regional Scrutiny Sub-group.

All 13 **Requests for Call-in**

There has been one request for call-in to the Select Committee within its constitutional remit since the date of the last meeting which has been dealt with earlier in this agenda. The Director of Law and Assurance will report any requests since the publication of the agenda papers.

All 14 **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.

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All 15 **Date of Next Meeting**

The next meeting of the Committee will take place on 8 March 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 and Assurance by 21 February 2017.

Performance and Finance Select Committee (19 January)



Lisa Sampson
(033022 28193)

Note: The meeting will start at 1.30 p.m.

All 4 **Total Performance Monitor**

The Committee will be asked to examine the data and supporting commentary for the November 2016 TPM and make any relevant recommendations for action to the Cabinet Member or a relevant Select Committee.

All 5 **Refresh of the Future West Sussex Plan**

The Committee will be asked to:

- Review and support the changes proposed to the Future West Sussex Plan, and the accompanying draft, for onward consideration at Cabinet and County Council; and
- Agree any comments or issues it wishes the Cabinet to take into account when it considers the refreshed Future West Sussex Plan on 24 January 2017.

All 6 **Medium Term Financial Strategy (MTFS) 2017/18 to 2020/21, Revenue Budget 2017/18 and Capital Programme 2017/18 to 2021/22**

The Committee will be asked to:

- (a) Endorse the County Council Draft Budget and Savings Proposals for 2017/18, including the specific portfolio areas for which the Committee has responsibility;
- (b) Consider any strategic issues referred the committee by the Member Session held on the morning of 19 January 2017; and
- (c) Agree any comments or issues it wishes the Cabinet to take into account when it considers the Draft Budget and Savings Proposals for 2017/18 on 24 January 2017.

All 7 **Treasury Management Strategy 2017/18**

The Committee will be asked to review, comment on and support the Treasury Management Strategy for 2017/18.

All 8 **Business Planning Group Report**

The Committee will be asked to note the up-date from the Business Planning Group meeting held on 8 December 2016 and support the changes to the work programme of the Committee.

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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. The Director of Law and Assurance will report any requests received since the publication of the agenda papers.

All 10 **Forward Plan of Key Decisions – February to May 2017**

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 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 Next Meeting**

The next scheduled meeting of the Committee will be held on 15 March 2017, at County Hall, Chichester. Probable agenda items for March include:

- Total Performance Monitor
- Quarter 3 Capital Programme Monitor
- Risk Management processes
- SAP Optimisation
- Business Planning Group Report

Any member wishing to place an item on the agenda for that meeting must notify the Director of Law and Assurance by 3 March 2017.

Weekly News

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Community Wellbeing

All	1	Safer West Sussex Partnership Survey 2017	✉ Tracey Webb (033022 25652)
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The County Council is currently preparing to undertake the annual Crime and Community Safety Survey for 2017. There will be several methods by which residents can engage and feedback their views, experiences and priorities.

[Online Survey](#)

A comprehensive survey is available on the West Sussex citizen space until Sunday, 5 March 2017. The survey will be

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promoted internally and externally with the use of the County Council's residents e-panel and social media links to the survey.

Libraries

A compressed version of the full survey focusing on experience, perception and priorities for crime and community safety with an interactive poster will be available for residents in various libraries across the county from Monday, 23 January until Friday, 28 January 2017. The libraries are Chichester, Worthing, Bognor Regis, Crawley, Shoreham-by-Sea, Horsham, Haywards Heath, East Grinstead and Burgess Hill. It is also hoped to provide this resource as some pop ups in some of the town centres with high footfall.

Focus Groups

The County Council will be facilitating numerous focus groups throughout the county in February. Working with colleagues and partners the focus will be on getting the views of those who are traditionally underrepresented and seldom heard in order to provide a richer and more balanced view of experiences and perceptions of crime and community safety in West Sussex. The focus groups will target the views of Young People, Physically Disabled, Learning Disabled, BME and LGBT individuals across the county.

Other Matters

<i>All</i>	2	<u>Forward Plan – February to May 2017</u>	 Helena Cox (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. An amended version of the Forward Plan of Key Decisions for February to May 2017 has been published in order to include a new decision for Early Years Free Entitlement Funding with effect from April 2017 in the Children – Start of Life portfolio.

Communications

County Council Press Releases up to 6 January

03/01/17 - [Put your questions to the Sussex Police and Crime Commissioner](#)

Have you got a question you would like to ask Sussex's Police and Crime Commissioner?

04/01/17 - [Safeguarding report, reablement services and update on Care Act on agenda at select committee](#)

Among the topics being discussed at a select committee is the work to safeguard vulnerable adults

04/01/17 - [Let's get digital Crawley](#)

Come along to our Digital Tea Party - Pop along to Crawley Library to find out about tips for getting online

05/01/17 - [Local charity to continue providing carers services across West Sussex](#)

Specialist support to the county's carers is to continue to be provided by Carers Support

05/01/17 - [Improvements at A259 Comet Corner to make junction safer](#)

Road users will benefit from greater visibility once highways work is finished

For further information on or copies of the press releases listed please contact the Communications and Engagement Team on (033022 28090) or ✉ pressoffice@westsussex.gov.uk

Planning Applications registered in the week ending 06/01/17

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/064/16/SP Sir Charles Burrell GR: 515822 121509	Amendment of condition 4 of planning permission WSCC/073/15/SP to allow development to continue to 31 December 2017. At Knepp Castle, West Grinstead, West Sussex, RH13 8LJ	04/01/17	Delegated	Mrs Jupp

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/001/17/CR Executive Director Economy, Infrastructure and Environment GR: 527243 137427	Addition of two and single-storey extensions to two forms of entry to three and associated works including increase in hard play area and reconfiguration of car park. At Northgate Primary School, Green Lane, Northgate, Crawley, West Sussex, RH10 8DX	05/01/17	Delegated	Mr Lamb

Comments on either of the above planning applications should be made by 01/02/17 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](mailto:clare.jones)