

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](#).

## 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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### Cabinet

|     |             |  |  |
|-----|-------------|--|--|
| All | CAB2(19/20) | <a href="#">Appointment to an Outside Body - Littlehampton Harbour Board</a> | Contact: Monique Smart (033 022 22540) ✉ |
|-----|-------------|--|--|

A vacancy has arisen on the Littlehampton Harbour Board which falls within the responsibility of the Cabinet in terms of appointments. As the next meeting of the Cabinet is not until January 2020, the Director of Law and Assurance, in consultation with the Leader and the Chairman of the Performance and Finance Select Committee, has used his delegated powers under Standing Order 3.45 to approve the appointment of Mr Turner to Littlehampton Harbour Board until the end of the Council term in May 2021.

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### Highways and Infrastructure

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|---|-------------|---|---|
| <b>Angmering &amp; Findon, Arundel &amp; Courtwick, Littlehampton East, Littlehampton Town and Rustington</b> | HI12(19/20) | <a href="#">A259 Littlehampton Corridor Improvements Land Acquisition</a> | Contact: Judith Shore (033 022 26052) ✉ |
|---|-------------|---|---|

A scheme is under preparation for improvements to the A259 near Littlehampton. The project includes dualling parts of the existing single carriageway and necessitates the use of land in the ownership of the County Council as well as land owned by other persons. In January 2018, approval was given by the Cabinet Member for Highways and Infrastructure (decision HI25(17/18) refers) for the use of powers available to the County Council to make Compulsory Purchase Order decisions as the best available option to acquire or make use of the land required by the scheme. The use of those powers was delegated by that decision to the Director of Law and Assurance who proceeded to exercise them. The decision was intended to provide authority for the use of all of the statutory powers needed to give effect

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| <b>Electoral Division</b> | <b>No.</b> | <b>Decision</b> | <b>Officer Contact</b> |
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to the proposed acquisitions and arrangements in relation to land. However, some references to specific powers were inadvertently omitted from the report seeking confirmation of the authority to act.

The Director of Law and Assurance, in consultation with the Cabinet Member for Highways and Infrastructure and the Chairman of the Environment, Communities and Fire Select Committee, has used his delegated powers under Standing Order 3.45 to correct those omissions and ratify decisions taken by reference to the powers not specifically cited in the original decision. The reason for urgency was due to statutory deadlines: any delay would have prejudiced the County Council's interests.

## Decisions Confirmed

**The following decisions have been confirmed in the last week**

| <b>Decision-Maker</b>                          | <b>No.</b>                               | <b>Decision</b>  | <b>Officer Contact</b>         |
|--|--|--|--------------------------------|
| Cabinet Member for Adults and Health           | AH5(19/20)                               | <a href="#">Contract Arrangements – In-House Adult Social Care</a>   | Erica Keegan<br>033 022 26050  |
| Cabinet Member for Finance and Resources       | FR8(19/20)                               | <a href="#">Recommissioning of Valuation, Rating and Estate Management Consultancy Services</a>  | Suzannah Hill<br>033 022 22551 |
| Cabinet Member for Highways and Infrastructure | HI9(19/20)<br>HI10(19/20)<br>HI11(19/20) | <a href="#">A259 Littlehampton Corridor Improvements</a><br><a href="#">Transport for the South East: Response to consultation about Statutory Status</a><br><a href="#">Highways and Transport Service Area Review - Highway Maintenance Plan</a> | Judith Shore<br>033 022 26052  |
| Interim Executive Director Resource Services   | OKD11(19/20)                             | <a href="#">Building Maintenance Services Contract Award</a>   | Suzannah Hill<br>033 022 22551 |
| Executive Director Place Services              | OKD12(19/20)                             | <a href="#">Eastern Gateway, Crawley Growth programme - Contract Award</a>   | Monique Smart<br>033 022 22540 |
| Executive Director People Services             | OKD13(19/20)                             | <a href="#">Procurement Process for Housing Related Support Contracts</a>  | Erica Keegan<br>033 022 26050  |

## Cabinet Member portfolios, Senior Advisers and Advisers

As part of the work on the Fire and Rescue Service governance arrangements, the Leader has given notice of changes to the portfolio of the Cabinet Member for Safer, Stronger Communities with effect from 12 August 2019. The aim of the changes, which are set out below, is to increase the focus on the Fire and Rescue Service in that portfolio.

- The title of the portfolio has been changed to 'Fire and Rescue and Communities'
- A number of changes have been made to the portfolio as set out below:
  - Trading Standards has moved to the Environment portfolio
  - Drug and Alcohol Action/3<sup>rd</sup> Sector have moved to the Adults and Health portfolio
  - Military covenant and armed forces liaison have moved to the Leader's portfolio
  - Domestic Violence is now covered within the 'Adults and Health' and 'Children and Young People' portfolios

These changes have been reflected in the description of the County Council's executive functions as set out in the [Scheme of Delegation](#) in the Constitution.

The Leader has also given notice of the following changes to Senior Advisers and Advisers:

- Mrs Purnell, the Adviser on Fire and Rescue to the Cabinet Member for Fire and Rescue and Communities, has been made a Senior Adviser Fire and Rescue and Communities with effect from 12 August 2019; and
- Ms Kennard is now the Senior Adviser to the Leader advising on the Armed Forces and Military Champion.

## Committee News - Committee Meetings

| Electoral Division | Item | Subject                                  | Committee Officer                            |
|--------------------|------|--|--|
|                    |      | <b>Planning Committee (10 September)</b> | ✉<br><b>Tracey Guinea</b><br>(033 022 28679) |

Please note that, in consultation with the Chairman, the meeting of the Planning Committee scheduled to take place on Tuesday, 10 September 2019 has been cancelled because there is no substantive business nor any applications requiring a decision by Committee at this time. The next meeting of Planning Committee is due to take place on Tuesday, 8 October 2019 at 10.30 a.m. at County Hall, Chichester.

## Weekly News

| Electoral Division | No. | Subject                                | Officer Contact                                |
|--------------------|-----|--|--|
| <b>All</b>         | 1   | <b>Draft Transport Strategy Launch</b> | ✉<br><b>Darryl Hemmings</b><br>(033 022 26437) |

To mark the launch of the draft Transport Strategy and the subsequent public consultation period, Transport for the

| Electoral Division | No. | Subject | Officer Contact |
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South East (TfSE) have organised a series of informal drop-in sessions across the TfSE region. The sessions are an opportunity to learn more about TfSE, the strategy contents and consultation process and are designed to help people respond to the consultation. Officers from TfSE, Steer and WSP will be available to answer questions. The sessions are open to all and may be particularly beneficial for those representing town and parish councils, local user and interest groups, businesses, members of the public and officers and members from local councils.

If you would like to attend please book your space via one of the links below, at whichever location is most convenient for you:

[Reading Town Hall, Wednesday, 16 October from 4.30 p.m. to 6 p.m.](#)

[Woking, WWF Living Centre, Thursday, 17 October from 4.30 p.m. to 6 p.m.](#)

[Canterbury, Christ Church University, Tuesday, 22 October from 4.30 p.m. to 6 p.m.](#)

[Brighton, Jury's Inn, Wednesday, 23 October from 4.30 p.m. to 6 p.m.](#)

[Southampton, Central Hall, Thursday, 24 October from 4.30 p.m. to 6 p.m.](#)



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| <b>All</b> | 2 | <b>Department for Transport Mid-Tier Access for All Fund</b> | <b>Jamie Dallen</b><br>(033 022 26468) |
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The Department for Transport has released details of the 2019 Access for All mid-tier funding programme. The £20m national fund is open for applications for rail stations in need of accessibility improvements. Up to £1m of funding is potentially available for individual projects. However, the fund is especially targeted at smaller-scale schemes. Further information about the funding criteria and application criteria is available at:

<https://www.gov.uk/government/publications/access-for-all-apply-for-the-mid-tier-funding-programme>

A feasibility plan is required for proposed projects and where a scheme is likely to be over £1m, third-party funding is a requirement. Govia Thameslink Railway (GTR) is working with Network Rail to review suitable schemes and has advised that they would be pleased to discuss ideas with organisations who have been considering potential projects. If you have ideas for potential station accessibility improvements in West Sussex that could be fed back to GTR, please contact [lt@westsussex.gov.uk](mailto:lt@westsussex.gov.uk) by Monday, 9 September 2019. The closing date for funding applications is 18 October 2019.

## Other Matters



|            |   |   |                                      |
|------------|---|---|--------------------------------------|
| <b>All</b> | 3 | <b><u><a href="#">Forward Plan of Key Decisions</a></u></b> | <b>Helena Cox</b><br>(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

| <b>Electoral Division</b> | <b>No.</b> | <b>Subject</b> | <b>Officer Contact</b> |
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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 August 2019.

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

- add a decision to the Best Start in Life priority - Southwater Infant and Junior Schools - Replacement Accommodation (September);
- move the A29 realignment scheme – award of design contract decision in the A Prosperous Place priority from September to October in order to allow sufficient time for completion of the governance process; and
- add a decision to the A Safe, Strong and Sustainable Place priority – Award of Contract for Diesel Fuel (September).

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## Communications

### County Council Press Releases up to 9 August

05/08/19 - [Funding for apprenticeship training available to local organisations](#)

The County Council opens the second round of the Apprenticeship Funding application process from 1 August 2019

05/08/19 - [West Sussex road schemes put forward for Government funding](#)

Two West Sussex road projects have been put forward to the Government as part of a package of road improvement schemes for the wider South East area

06/08/19 - [Fake saffron discovery in West Sussex sparks international investigation](#)

The discovery of fake saffron being sold in West Sussex has resulted in an international investigation and the seizure of almost 90kg of the product from a factory in Spain

08/08/19 - [Fix, save and get renewable electricity with Your Energy Sussex](#)

Householders are being urged to save money on their energy bills and get price protection for two winters with Your Energy Sussex

09/08/19 - [Two men sentenced for storing fake tobacco](#)

Two men who stored fake tobacco and cigarettes in Worthing have both received suspended prison sentences following an investigation by West Sussex Trading Standards

**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](mailto:pressoffice@westsussex.gov.uk)**

## Planning Applications registered in the week ending 09/08/19

### Submitted under Town & Country Planning (Development Procedure) (England) Order 2015

| Application Number          | Applicant            | Proposal and Location   | Decision Method | Member       |
|-----------------------------|----------------------|---|-----------------|--------------|
| <b>County Matter Waste</b>  |                      |   |                 |              |
| <a href="#">WSCC/050/19</a> | Biffa Waste Services | Planning application for a Soil Heat Treatment Facility, Biffa Waste Services Ltd, Brookhurst Wood Landfill Site, Langhurstwood Road, Horsham RH12 4QD.<br>Grid reference: 517124 134608      | Delegated       | Mr Catchpole |
| <a href="#">WSCC/051/19</a> | Biffa Waste Services | Planning application for a soil washing facility, Biffa Waste Services Ltd, Brookhurst Wood Landfill Site, Langhurstwood Road, Horsham RH12 4QD.<br>Grid reference: 517069 134635             | Delegated       | Mr Catchpole |
| <a href="#">WSCC/061/19</a> | Mr Pearce            | Restoration of the former Standen Landfill site with a woodland and pasture landfill cap system, Evergreen Farm, West Hoathly Road, East Grinstead RH19 4NE.<br>Grid reference: 539059 136298 | Delegated       | Mrs Russell  |

**Comments on any of the above planning applications should be made by 04/09/19 to [planning.applications@westsussex.gov.uk](mailto: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](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 Steven Shaw on 033 022 24674.

For further information about the Members' Information Service please contact Clare Jones on 033 022 22526 or ✉ [clare.jones](mailto:clare.jones)