

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
14/11/18	Joint Eastern Arun Area Committee	EA3(18/19) EA4(18/19) EA5(18/19)	<a href="#">Community Initiative Fund</a> <a href="#">Traffic Regulation Order Prioritisation</a> <a href="#">Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies</a>	Jack Caine 033 022 28941
14/11/18	North Chichester County Local Committee	NC3(18/19) NC4(18/19)	<a href="#">Plaistow Road - Traffic Regulation Order Prioritisation of Traffic Regulation Orders 2018/19</a>	Adam Chisnall 033 022 28314
16/11/18	Adur County Local Committee	A4(18/19) A5(18/19) A6(18/19)	<a href="#">Traffic Regulation Order Prioritisation</a> <a href="#">Community Initiative Funding</a> <a href="#">Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies</a>	Jack Caine 033 022 28941
20/11/18	Cabinet Member for Corporate Relations	CR2(18/19)	<a href="#">Procurement of Support and Maintenance Contract for Mosaic software</a>	Suzannah Hill 033 022 22551
20/11/18	Cabinet Member for Education and Skills	ES13(18/19)	<a href="#">Appointment to an Outside Body - Standing Advisory Council for Religious Education</a>	Wendy Saunders 033 022 22553
20/11/18	North Horsham County Local Committee	NH3(18/19) NH4(18/19)	<a href="#">Community Initiative Funding</a> <a href="#">Prioritisation of Traffic Regulation Orders</a>	Monique Smart 033 022 22540

Call-in Deadline	Decision-Maker	No.	Proposal	Officer Contact
20/11/18	North Horsham County Local Committee	NH5(18/19)	<a href="#">Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies</a>	Monique Smart 033 022 22540

## Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Adults and Health	AH8(18/19)	<a href="#">Adults In-house Social Care services - Choices for the Future</a>	Erica Keegan 033 022 26050
	AH9(18/19)	<a href="#">Endorsement of Future arrangements for District and Borough Wellbeing Hub Services</a>	
Cabinet Member for Environment	ENV10(18/19)	<a href="#">Re-procurement for the Provision of Clinical Waste Services</a>	Judith Shore 033 022 26052
Joint Western Arun Area Committee	WA3(18/19) WA4(18/19) WA5(18/19)	<a href="#">Community Initiative Funding</a> <a href="#">Prioritisation of Traffic Regulation Orders Felpham, Summerley Lane Mini Roundabout and relocation of controlled crossing - objections arising from advertisement of the Traffic Regulation Order</a>	Jack Caine 033 022 28941
South Chichester County Local Committee	SC5(18/19)	<a href="#">Parking Charges for evening and weekend Public Parking at County Hall, West Street and The Record Office, Orchard Street</a>	Adam Chisnall 033 022 28314
	SC6(18/19)	<a href="#">Prioritisation of Traffic Regulation Orders 2018/19</a>	
	SC7(18/19)	<a href="#">Community Initiative Funding</a>	
	SC8(18/19)	<a href="#">Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies</a>	
Central and South Mid Sussex County Local Committee	CSMS7(18/19)	<a href="#">Community Initiative Funding</a>	Monique Smart 033 022 22540
	CSMS8(18/19)	<a href="#">Haywards Heath: Queens Road and Adjoining Roads - Proposed Traffic Calming, 20mph Speed Limit and Weight Restriction</a>	
	CSMS9(18/19)	<a href="#">Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies</a>	

## Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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### [Pension Advisory Board](#) (21 November)



**Adam Chisnall**  
(033 022 28314)

**All**            5            **Progress Report**

The Board will be asked to note the report and the progress on actions.

**All**            7            **Business Planning and Performance**

The Board will be asked to note the following documents linked to Business Planning and Performance.

(a)        **Pensions Panel Business Plan**

The Board will be asked to consider the Business Plan report by the Director of Finance, Performance and Procurement that was discussed at the 1 November 2018 Pensions Panel. The Board will be asked to note the progress made on the Fund Business Plan and consider the Training Strategy.

(b)        **Training Log**

The Board will be asked to review the training log and provide details of their progress on the Pensions Regulator Toolkit.

**All**            8            **Regulations and Guidance update**

The Board will be asked to note the current issues relating to Scheme Regulations and Guidance.

**All**            9            **Review of CIPFA's Guide for Local Pension Boards**

The Board will be asked to note the update and consider the Guidance.

**All**            10          **Review of Pension Fund Policy Documents**

The Board will be asked to note the register of policy documents and give feedback on the policies presented at the meeting.

**All**            11          **Administration Procedures and Performance**

The Board will be asked to note the report and confirm any further information that they require.

**All**            12          **Date of Next Meeting**

The next meeting of the Board will be held at 9.30 a.m. on 6 March 2019. The Pension Advisory Board Dates for 2019/20 are listed as below:

22 May 2019  
4 September 2019  
20 November 2019  
26 February 2020

Electoral Division	Item	Subject	Committee Officer
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**The following item, 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**            15        **Pension Administration Update**

The Board will be asked to note the report by the Director of Finance, Performance and procurement on Pension Administration that was considered at the 1 November 2018 Pensions Panel.

Exempt: paragraph 3, Financial or business affairs of any person (including the authority)

**[Performance and Finance Select Committee](#) (22 November)**



**Lisa Sampson**  
(033 022 28193)

**All**            5        **Appointment to the Business Planning Group**

The Committee will be asked to appoint Mr Catchpole to the Business Planning Group (BPG) as the new Vice-Chairman of the Committee, replacing Mr Elkins who recently stood down from the position when he was appointed as a Cabinet Member. The current members of the BPG are Mr Montyn (Chairman), Mrs Dennis, Mrs Mullins and Dr Walsh. Members will therefore be asked to agree the amended membership of the Group.

**All**            6        **Budget Update and Review of savings proposals for 2019/20**

The Committee will be asked to support the update regarding the work towards a balanced budget for 2019/20.

**All**            7        **Treasury Management Mid-Year Review**

The Committee will be asked to review and comment on the treasury management mid-year position.

**All**            8        **Total Performance Monitor (TPM) as at end of September 2018**

The Committee will be asked to examine the data and supporting commentary for the September 2018 TPM and make any relevant recommendations for action to the Cabinet Member or a relevant Select Committee.

**All**            9        **Capital Programme Quarter 2 Performance Report**

The Committee will be asked to review, comment on and make any relevant recommendations for action to the Cabinet Member in relation to the quarterly performance report of the capital programme.

**All**            10       **One Public Estate**

The Committee will be asked to review and support the update regarding the programme.

**All**            11       **Business Planning Group Report**

The Committee will be asked to support the updates to the work programme, as recommended by the Business Planning Group and reflected in the updated work programme, to ensure that the highest priority issues are being scrutinised. The Committee will also be asked to note the Task and Finish Group Rolling Programme.

<b>Electoral Division</b>	<b>Item</b>	<b>Subject</b>	<b>Committee Officer</b>
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**All**            12        **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**            13        **Forward Plan of Key Decisions – 13 November 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**            14        **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**            15        **Date of Next Meeting**

The next meeting of the Committee will be held on 17 January 2019 at 10.30 a.m. at County Hall, Chichester. Probable agenda items include:

- 2019/20 Draft Revenue and Capital Budgets
- Total Performance Monitor October 2018
- Treasury Management Strategy

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 4 January 2019.

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**Standards Committee (4 March)**

✉  
**Charles Gauntlett**  
(033 022 22524)

Please note that, in consultation with the Chairman, an additional meeting of the Standards Committee will be held at 2.15 p.m. on Monday, 4 March, 2019 at County Hall, Chichester. This is to enable the Committee to consider a report from the Local Government Ombudsman.

## Weekly News

Electoral Division	No.	Subject	Officer Contact
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### Highways and Infrastructure/ Safer, Stronger Communities

<i>All</i>	1	<b>Operation Watershed Riparian Ownership Campaign</b>	 <b>Sue Furlong</b> (033 022 23834)
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Members' attention is drawn to the [attached information](#) regarding the County Council's awareness initiative - **Ditch the Problem**. Following feedback received via Operation Watershed from community groups, the County Council has updated some helpful information to guide landowners and community groups around the tricky subject of riparian ownership and responsibilities. The attached note summarises what is available and members are encouraged, when and where they have opportunity, to promote the information to their wider communities. For further information please contact Operation Watershed via: [operation.watershed@westsussex.gov.uk](mailto:operation.watershed@westsussex.gov.uk).

### Other Matters

<i>All</i>	2	<b><a href="#">Forward Plan of Key Decisions</a></b>	 <b>Helena Cox</b> (033 022 22533)
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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 13 November 2018.

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

- add two new decisions to the Best Start in Life priority - Award of Dynamic Purchasing System Agreements (December) and School Funding 2019/20 (January);
- add a new decision to the Prosperous Place priority – Extension to Interim Highways Contract (December);
- add a new decision to the Council that works for the Community priority – Approval of the County Council's Revenue Budget 2019/20 and Capital Programme 2019/20 to 2023/24 (January 2019); and
- add three decisions to the Strategic Budget Options 2019/20 section as follows:
  - Housing Related Support (December);
  - Minimum Income Guarantee for Working Age Adults (December); and
  - Local Assistance Network (December).

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## Communications

### County Council Press Releases up to 9 November

05/11/18 - [Don't let fire take charge](#)

West Sussex Fire & Rescue Service has launched a new safety campaign after revealing they attended 496 electrical fires in 2017/18

05/11/18 - [New-style puffins to replace obsolete pelicans in crossing refurbishments](#)

Work starts soon to replace two obsolete and ageing pedestrian crossings on The Esplanade in Bognor Regis

06/11/18 - [Rogue trader sentenced to seven months in prison](#)

A Sompting man has been sentenced to seven months in prison after he conned a vulnerable resident out of thousands of pounds

06/11/18 - [West Sussex County Council's online services will be impacted this weekend](#)

Planned essential testing is being carried out by the County Council on various online systems this weekend

06/11/18 - [Shining bright! Chichester's tree with a difference...](#)

It has visited Crawley, Horsham and Bognor Regis, and now the West Sussex recycled plastic bottle Christmas tree is coming to Chichester

07/11/18 - [Moving exhibition brings soldiers' sacrifice to life at West Sussex Record Office](#)

Dried flowers picked by a West Sussex soldier at the Western Front form part of a poignant display at West Sussex Record Office

08/11/18 - [New counselling service for young people in West Sussex](#)

Broader range of help now available for 11 to 18-year-olds with moderate emotional wellbeing needs

09/11/18 - [National recognition for West Sussex war project](#)

A successful West Sussex project to commemorate the First World War is being recognised at a national service of thanksgiving on Remembrance Day

09/11/18 - [Ditch problems now to avoid future flooding woe, riparian owners urged](#)

Drainage ditch owners are being urged to take action now to prevent flooding when wintry weather descends

**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)**

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Planning Applications registered in the week ending 09/11/18

#### **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
<a href="#">WSCC/046/18/HE</a> Director of Economy, Planning and Place GR: 521525 115684	Replacement of obsolete appliance bay doors with new units. At Henfield Fire Station, Golden Square, Henfield, West Sussex, BN5 9DP	05/11/18	Delegated	Mr Barnard

**Comments on the above planning application should be made by 05/12/18 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.

## Proposals for Traffic Regulation Orders and Traffic Management Matters

### TRAFFIC REGULATION ORDERS

Location	Proposal	County Local Committee/ Officer	Provisional Decision Method	Local Member(s)
<a href="#">Lynwick Street,</a> <a href="#">Rudgwick</a>	Speed Reduction to 30mph	Horsham Stephen Douglas 033 022 26365	Delegated	Mr Mitchell

**Comments on the above proposal should be made by 28/11/18 to [tro.team@westsussex.gov.uk](mailto:tro.team@westsussex.gov.uk) or if you require further information, please contact the officer shown**

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