

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 Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Education and Skills	ES16(18/19)	Proposed increase in space at Manor Green Primary School, Crawley	Wendy Saunders 033 022 22553
Cabinet Member for Environment	ENV11(18/19) ENV12(18/19) ENV13(18/19)	Revisions to Recycling Credit Payments Soft Sand Review - Issues and Options Consultation Approval for consultation on the Main Modifications to the Shoreham Harbour Joint Area Action Plan	Judith Shore 033 022 26052
Cabinet Member for Highways and Infrastructure	HI22(18/19) HI24(18/19)	Maintenance Term Contract Procurement Operation Watershed Active Communities Fund Applications - January 2019	Judith Shore 033 022 26052

Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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[Governance Committee](#) (21 January)

✉
Clare Jones
(033 022 22526)

All 4 **Review of County Local Committees**

At its meeting on 28 November 2018, the Governance Committee agreed to carry out a review of County Local Committees after May 2019. The Committee will be asked to consider and agree the proposed terms of reference for the review.

All 5 **Substitution on Select Committees**

At its last meeting, the Committee asked for a more detailed report to be prepared on substitution, with a view to considering whether to recommend the introduction of formal substitution on Select Committees. The report sets out

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how to establish substitution and why substitution on select committees was previously abolished in 2005. The Committee will be asked to consider two possible approaches to ensuring representation of a political group at a Select Committee for recommendation to the County Council.

All 6 **Governance of the Capital Programme**

Since the capital governance was approved in December 2015, it has been implemented across all capital programmes and projects. The experience and learning of the last three years has led to some proposed changes in order to improve the efficiency and transparency of the capital approvals process in the following key areas. The Committee will be asked to consider the changes for recommendation to the County Council.

All 7 **Pay Policy Statement 2019/20**

The Committee will be invited to consider proposed revisions to the Pay Policy Statement, as set out in the report, for recommendation to the County Council.

All 8 **Report of the Member Development Group**

The Committee will receive the regular report on the work of the Group, member development activities and member training and development priorities and plans.

All 9 **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 p.m. on Monday, 11 March 2019 at County Hall, Chichester.

Regulation, Audit and Accounts Committee (21 January)



Adam Chisnall
(033 022 28314)

All 4 **External Audit - West Sussex Pension Fund Audit Planning Report**

The Committee will be asked to consider and note the West Sussex Pension Fund Audit Planning Report from the External Auditor, EY.

All 5 **Quarterly Review of the Corporate Risk Register**

The Committee will be asked to review the information detailed in the report and the current Corporate Risk Register, and provide comment as necessary.

All 6 **Treasury Management Compliance Report - Third Quarter 2018/19**

The Committee will be asked to note the report on treasury management compliance.

All 7 **Date of Next Meeting**

The next meeting of the Committee will be held at 10.30 a.m. on Monday, 25 March 2019 at County Hall, Chichester.

Committee Decisions

Electoral Division	Item	Subject	Committee Officer
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[Environment, Communities and Fire](#)
Select Committee (14 January)



Lisa Etchell
(033 022 23597)

All 12 **Call-in: Revisions to Recycling Credit Payments - ENV11(18/19)**

The Environment, Communities and Fire Select Committee Business Planning Group (BPG) agreed to call in the proposed decision by the Cabinet Member for Environment concerning Revisions to Recycling Credit Payments which was published on the Executive Decision Database on 14 December 2018 and in the Members' Information Service on 19 December 2018 (ENV11(18/19) refers). The reason for accepting the call-in was that the decision had not previously been previewed by the Select Committee. The call-in was initiated by Mr Oxlade, supported by Mrs Mullins, Dr O'Kelly, Mr Purchase, Mr Quinn, Mrs Smith and Dr Walsh. At its meeting on 14 January 2019 the Select Committee supported the proposed decision. The members present at the meeting were as follows:

Mr Baldwin, Mr Barrett-Miles, Lt Col Barton, Mrs Brunsdon, Mr Jones, Mr McDonald, Mr S J Oakley, Mr Purchase and Mrs Purnell.

All 13 **Call-in: Highways Maintenance Term Contract Procurement - HI22(18/19) and Highways Maintenance Term Contract - Options Appraisal**

The Environment, Communities and Fire Select Committee BPG agreed to call in the proposed decision by the Cabinet Member for Highways and Transport concerning the HMC Term Contract Procurement which was published on the Executive Decision Database on 18 December 2018 and in the Member's Information Service on 19 December 2018 (HI22(18/19) refers). The call-in was initiated by Mrs Mullins, supported by Mr Oxlade, Mr Quinn and Mrs Smith.

At its meeting on 14 January 2019 the Select Committee supported the proposed decision but requested that the Business Case for potential savings for 2019/20 and 2020/21, to include any in-house changes, be brought back to the Committee in due course. The members present at the meeting were as follows:

Mr Baldwin, Mr Barrett-Miles, Lt Col Barton, Mrs Brunsdon, Mr Jones, Mr McDonald, Mr S J Oakley, Mr Purchase and Mrs Purnell.

Weekly News

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Environment



All	1	Consultation on Shoreham Harbour Joint Area Action Plan	Caroline West (033 022 25225)
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On 28 December 2018, Mrs Urquhart, the Cabinet Member for Environment, took a decision to approve the schedule

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of main modifications to the Joint Area Action Plan (Shoreham Harbour) for public consultation for six weeks between 11 January and 22 February 2019. Please note that there has been a slight delay and the consultation is now expected to start in the week commencing 21 January 2019. The website will be updated accordingly.



All	2	West Sussex Joint Minerals Local Plan: Single Issue Soft Sand Review – Issues and Options Consultation (Regulation 18)	Rupy Sandhu (033 022 26454)
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Following adoption of the West Sussex Joint Minerals Local Plan (JMLP) in July 2018, work has commenced on the single issue Soft Sand Review, as required by Policy M2 of the JMLP. An informal Issues and Options Consultation is being undertaken from 21 January to 18 March 2019 to enable all interested parties to comment on potential approaches to maintaining a steady and adequate supply of soft sand. The Issues and Options consultation document addresses the three main issues:

- Issue 1: the amount of sand needed;
- Issue 2: the strategy for soft sand supply; and
- Issue 3: potential sites and site selection.

Under Issue 3, nine potential sites have been shortlisted. At this stage, no conclusions have been reached about whether the sites are 'acceptable in principle' and, therefore, suitable for allocation. Instead, the purpose of publishing the shortlisted sites is to seek views from stakeholders on the accuracy of the information held on each site and provide the opportunity to submit further information or evidence on them. Alongside the Issues and Options consultation document, a Local Aggregate Assessment (which addresses the issue of need) and a Soft Sand Site Selection Report (which contains details about the shortlisted sites) are also being published.

What will happen next?

The results of the consultation, and further technical work, will inform the preparation of the Proposed Submission Draft document that will identify the proposed changes to the relevant sections of the JMLP. The changes will be subject to a formal representations period in summer/autumn 2019 with regard to procedural and legal compliance and 'soundness' before they are submitted for independent examination, with adoption scheduled for summer 2020.

Other Matters



All	3	<u>Forward Plan of Key Decisions</u>	Helena Cox (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 15 January 2019.

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

- add a new decision to the Best Start in Life priority – Award of contract for the expansion of Manor Green Primary School, Crawley (March):
- add two new decisions to the Strong, Safe and Sustainable Place priority – Procurement of Integrated Sexual Health Services (March) and West Sussex Joint Health and Wellbeing Strategy (April);
- move the Halewick Lane Energy Storage Project decision in the Strong, Safe and Sustainable Place priority from March to May in order to allow sufficient time for completion of the governance process; and
- add a new decision to the Independence in Later Life priority – Review of Fees and Charges for Commissioned Services (February).

Communications

County Council Press Releases up to 11 January

07/01/19 - [Views wanted on plans to improve health and wellbeing for people in West Sussex](#)

West Sussex Health and Wellbeing Board has unveiled its draft Joint Health and Wellbeing Strategy to help plan the county's health provision

07/01/19 - ['Anyone interested in apprenticeships should attend'](#)

The latest event in Crawley on 10 January 2019 is open to anyone interested in learning more about apprenticeships

08/01/19 - [Deadline for primary school places fast approaching](#)

Parents should apply before 15 January 2019 and the easiest way is online

09/01/19 - [Health and Adult Social Care Select Committee to meet](#)

The County Council's Health and Adult Social Care Select Committee will meet on Wednesday, 16 January, at County Hall, Chichester from 10.30 a.m.

11/01/19 - [Keeping our beaches litter free all year round](#)

More than 50 sacks of plastics and rubbish were collected from some of West Sussex's beaches over the course of the last year

11/01/19 - [More than £700,000 allocated to help ease NHS winter health pressures](#)

A pioneering new programme aimed at reducing pressures on the NHS has received more than £700,000 in funding from the County Council

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

Planning Applications registered in the week ending 11/01/19

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/004/19/RW Restoration to Agriculture Ltd GR: 508359 134096	Extension to the restoration of the former claypit, including the remodelling of the existing landform to enable a change of use to agricultural land (permanent pasture), internal traffic management improvement measures and a proposed scheme of landscaping improvements and ecological enhancement. At Rudgwick Brickworks, Lynwick Street, Rudgwick, Horsham, West Sussex, RH12 3DH	09/01/19	Delegated	Mr Mitchell

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/005/19/WB Director of Economy, Planning and Place GR: 515960 103260	Retrospective application for the siting and use of one temporary classroom unit. At Lyndhurst Infant School, Lyndhurst Road, Worthing, West Sussex, BN11 2DG	10/01/19	Delegated	Mr R J Oakley
WSCC/006/19/R Director of Economy, Planning and Place GR: 504734 103166	Retrospective application for the siting and use of a double temporary classroom unit. At Summerlea Community Primary School, Windsor Drive, Rustington, West Sussex, BN16 3SW	10/01/19	Delegated	Dr Walsh

Application No Applicant Grid Ref	Proposal/Location	Date Registered	Provisional Decision Method	Local Member
WSCC/007/19/WB Director of Economy, Planning and Place GR: 512655 106666	Retrospective application for the siting and use of one temporary classroom unit. At Vale School, Vale Avenue, Worthing, West Sussex, BN14 0DB	11/01/19	Delegated	Mrs Sparkes
WSCC/008/19/BH Director of Economy, Planning and Place GR: 532140 118385	Amendment of condition 1 of planning permission WSCC/106/13/BH to allow the continued siting and use of a double temporary classroom until September 2021. At Woodlands Meed College, Birchwood Grove Road, Burgess Hill, West Sussex, RH15 0DP	11/01/19	Delegated	Mrs Jones
WSCC/009/19/HU Director of Economy, Planning and Place GR: 516375 130474	Retrospective application for the siting and use of one temporary classroom unit. At St John's Catholic Primary School, Blackbridge Lane, Horsham, West Sussex, RH12 1RR	11/01/19	Delegated	Mrs Millson
WSCC/010/19/AW Director of Economy, Planning and Place GR: 490055 098853	Retrospective application for the siting and use of one temporary classroom unit. At Rose Green Infant School, Hawkins Close, Aldwick, Bognor Regis, West Sussex, PO21 3LW	11/01/19	Delegated	Mrs Hall
WSCC/011/19/WB Director of Economy, Planning and Place GR: 512460 105160	Retrospective application for the siting and use of one double temporary classroom unit. At Durrington Infant School, Salvington Road, Salvington, Worthing, West Sussex, BN13 2JD	11/01/19	Delegated	Lt Cdr Atkins

Comments on any of the above planning applications should be made by 06/02/19 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 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)
Bognor Regis Retail Park, Rowan Way, Bognor Regis	Junction improvements to the access of Bognor Regis Retail Park, Rowan Way including the prohibition of right turn manoeuvres in and out of the park.	Western Arun Simon Osborne 033 022 26351	Delegated	Mr Oppler Mr Edwards

Comments on the above proposal should be made by 30/01/19 to 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)

Not for publication