

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 decision has 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
26/07/18	Cabinet Member for Education and Skills	ES6(18/19)	Expansion of Felpham Community College	Wendy Saunders 033022 22551

Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Children and Young People	CYP3(18/19)	Procurement of a Dynamic Purchasing System for Children's Placements and Other Accommodation and Support Services (SEND and Children's Social Care)	Wendy Saunders 033022 22553
Cabinet Member for Education and Skills	ES5(18/19)	Response to Mr Jones' Notice of Motion to County Council on 8 June 2018 on Thomas Bennett Community College	Wendy Saunders 033022 22553
Cabinet Member for Environment	ENV5(18/19)	Appointment to Outside Body	Rosemary Pugh 033022 22548
Cabinet Member for Highways and Infrastructure	HI11(18/19)	Adoption of the West Sussex Joint Minerals Local Plan	Rosemary Pugh 033022 22548
Executive Director Economy, Infrastructure and Environment	OKD8(18/19)	A259 Littlehampton Corridor Improvements – Site Preparation	Rosemary Pugh 033022 22548

Executive Task and Finish Group

Executive Task and Finish Group: Review of the Total Performance Monitor

The Cabinet Member for Finance and Resources has appointed a Task and Finish Group (TFG) to review the current presentation of the Total Performance Monitor, consider whether it remains to be fit for the purpose that it was originally designed for and to make recommendations to the Cabinet Member for Finance and Resources. The terms of reference will follow. The TFG aims to complete its work by the end of August.

The membership of the TFG is Mr Crow (Chairman), Mr Boram, Mr Elkins, Mr Jones and Mrs Millson.

Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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		<u>Regulation, Audit and Accounts Committee</u> (23 July)	Adam Chisnall (033022 28314)
All	4	Responses Received	
The Committee will be asked to note the received letters from the Cabinet Member for Environment and the Chairman of the Contract Management Scrutiny Task and Finish Group in response to the queries raised at the previous meeting regarding Carillion.			
All	5	External Audit Report	
The Committee will be asked to review and note the audit result reports from EY for West Sussex County Council and the West Sussex Pension Fund.			
All	6	Financial Statements 2017/18	
The Committee will be asked to approve the Statement of Accounts for 2017/18 for West Sussex County Council and the West Sussex Pension Fund, for signing by the Chairman of the Committee.			
All	7	Annual Governance Statement 2017/18	
The Committee will be asked to approve the draft Annual Governance Statement for signature by the Leader of the County Council and the Chief Executive, subject to any amendments that this Committee may wish to make. The Committee will also be asked to agree the draft action plan arising from the 2017/18 Statement.			
All	8	Review of Financial Regulations and Financial Procedures	
The Committee will be asked to approve the revised Financial Regulations following their endorsement by the Governance Committee on 25 June 2018 and agree the proposal to hold the Treasury Management Policy Statement and the Financial Procedures outside of the Council's Constitution (to be endorsed by the County Council on 20 July 2018, as part of the current review of the Constitution) and agree that the Financial Regulations and Financial Procedures are reviewed in 2021.			

Electoral Division	Item	Subject	Committee Officer
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All 9 **Internal Audit - Annual Audit Report 2017/18**

The Committee will be asked to approve the annual audit report for the year ended 31 March 2018.

All 10 **Internal Audit - Annual Fraud Report 2017/18**

The Committee will be asked to note the annual fraud report for the year ended 31 March 2018.

All 11 **Quarterly Review of the Corporate Risk Register**

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

All 12 **Treasury Management Compliance Report - First Quarter 2018/19**

The Committee will be asked to note the report.

All 13 **General Data Protection Regulations**

The Committee will receive a verbal update on the impact of General Data Protection Regulations.

All 14 **Training Considerations**

The Committee will be asked to consider any training needs for the forthcoming year.

All 15 **Date of Next Meeting**

The next meeting of the Committee will be held at 10.30 a.m. on 5 November 2018 at County Hall, Chichester.

Pensions Panel (25 July)



Adam Chisnall
(033022 28314)

All 5 **Investment Strategy Statement**

The Panel will be asked to agree the Investment Strategy Statement.

All 6 **Pension Administration Update**

The Panel will be asked to note the update.

All 7 **Annual Report and Accounts**

The Panel will be asked to agree the Annual Report. The Panel will also be asked to note the Statement of Accounts appended to the Annual Report and the items raised by the external auditors.

All 8 **Actuarial Update**

Steven Law (Hymans Robertson) will update the Panel on Regulatory changes impacting the Pension Fund.

All 9 **Date of the Next Meeting**

The next meeting of the Pensions Panel will be 10.00 a.m. on 1 November 2018 at County Hall.

Electoral Division	Item	Subject	Committee Officer
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The following items, 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 12 **ACCESS Pooling Update**

The Panel will be asked to consider the recommendations within the report. John Wright (Hymans Roberson) will also provide a presentation.

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

All 13 **Review of Pension Performance**

The Panel will be asked to consider a report summarising transactions and performance during the quarter and a paper from the independent fund advisor giving comments on the quarter.

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

All 14 **Presentation by Baillie Gifford**

The Panel will receive a presentation from Baillie Gifford.

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

[Annual Meeting between the West Sussex County Council Pension Fund Pensions Panel and the Employers in the Fund \(25 July\)](#)



Adam Chisnall
(033022 28314)

All 2 **Draft Annual Report of the Pension Fund**

The Annual Meeting will be asked to consider the draft Annual Report of the pension fund for the year ended 31 March 2018.

All 3 **Pension Fund Pooling**

John Wright (Hymans Robertson) will provide an update on the national initiative for Funds to Pool their assets and what this means for the West Sussex Fund.

All 4 **Investment Markets**

Susan Swindells and Lynn Dewar (Baillie Gifford) outline their views on markets, investment returns and outlook for the future.

All 5 **Actuarial Matters**

Steven Law (Hymans Robertson) will provide an update on funding and valuation matters.

All 6 **Pension Administration Update**

West Sussex County Council and Hampshire County Council will provide an update on the transfer of pension administration services.

Electoral Division	Item	Subject	Committee Officer
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Chanctonbury County Local Committee (30 July)

✉
Monique Smart
 (033022 22540)

Please note that, following the cancellation of the meeting of the Chanctonbury County Local Committee due to be held on 11 July 2018, a new date of Monday, 30 July 2018 has been set in consultation with the Chairman. The meeting will be held at 7.00 p.m. at Ashurst Village Hall.

Weekly News

Electoral Division	No.	Subject	Officer Contact
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Finance and Resources

All	1	Pension Fund - Votes against Remuneration Packages	✉ Tracey Jeffryes (033022 23434)
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The list of the companies where the fund managers have voted against remuneration packages and other aspects for the second quarter of 2018 is as follows:

UBS – voted against the remuneration for seven UK companies, listed below;

- Unilever Plc
- GlaxoSimthKline
- AstraZeneca Plc
- Lloyds Banking Group
- LivaNova Plc
- British American Tobacco Plc
- Direct Line Insurance Group Plc

Baillie Gifford – voted against remuneration for three companies, as below:

- MTN Group
- SAP
- Schibsted

Other Matters

All	2	Forward Plan of Key Decisions	✉ Helena Cox (033022 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

Electoral Division	No.	Subject	Officer Contact
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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 17 July 2018.

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

- add two decisions in the Prosperous Place priority:
 - Street Works Prosecution Policy (September); and
 - Update of the Surface Water Management Policy (September);
- move the Solar Power for Schools – additional funding decision in the Strong, Safe and Sustainable place priority to August in order to allow time to go through the internal governance process; and
- add two new decisions to the Council that works for the Community priority:
 - Pilot of Minor Adaptations and Deep Clean Services for eligible residents with disabilities (August); and
 - Park House Horsham – Renewal of Lease (September).

Communications

County Council Press Releases up to 13 July

09/07/18 - [Rainbow flag flies from Centenary House in run up to first Worthing Pride](#)

Excitement is building for the first Worthing Pride this week after LGBT+ staff working at the County Council raised the rainbow flag at Centenary House this morning

10/07/18 - [Come and meet your local firefighters at Open Days across the county!](#)

Fire crews from across West Sussex are inviting you in for an exclusive look behind the scenes at their upcoming Open Days

13/07/18 - [Battery pack fire sparks safety warning](#)

Firefighters are urging people to unplug their electrical appliances overnight after a recent fire in Broadbridge Heath

13/07/18 - [Big improvements in exam results for West Sussex primary school children](#)

For a second year significant improvements have been made by West Sussex primary school children who took their Key Stage 2 SATs in May this year

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 13/07/18

No applications registered

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 033022 24674.

Proposals for Traffic Regulation Orders and Traffic Management Matters

TRAFFIC REGULATION ORDERS

Location	Proposal	County Local Committee/Officer Contact	Provisional Decision Method	Local Member(s)
Clapham and Patching Primary School, Clapham and St John the Baptist Primary School Findon	Introduce/formalise school keep clear markings to prohibit any vehicle from stopping on the markings on Monday to Friday between 8.00 a.m. and 5.00 p.m. on School Hill in Findon and on The Street in Clapham	Joint Eastern Arun Pene Mather 033022 26747	Delegated	Mrs Urquhart

Comments on the above proposal should be made by 01/08/18 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 033022 22526 or ✉ clare.jones