

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](#).



The next edition of the Members' Information Service will be published on 2 January 2019

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
27/12/18	Cabinet Member for Environment	ENV11(18/19)	Revisions to Recycling Credit Payments	Judith Shore 033 022 26052
28/12/18	Cabinet Member for Finance and Resources	FR15(18/19)	Review of Property Holdings	Suzannah Hill 033 022 22551
31/12/18	Cabinet Member for Adults and Health	AH10(18/19) AH11(18/19) AH12(18/19)	Minimum Income Guarantee for Working Age Adults Housing Related Support Local Assistance Network (LAN)	Erica Keegan 033 022 26050
31/12/18	Cabinet Member for Children and Young People	CYP5(18/19)	Alterations to the Integrated Prevention and Earliest Help Service	Wendy Saunders 033 022 22553
31/12/18	Cabinet Member for Highways and Infrastructure	HI21(18/19) HI22(18/19)	Extension to Interim Highways Contract Maintenance Term Contract Procurement	Judith Shore 033 022 26052
02/01/19	Cabinet Member for Highways and Infrastructure	HI23(18/19)	Bus Strategy 2018-2026 and Financial Changes to the Non-Commercial Bus Network	Judith Shore 033 022 26052

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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Joint Western Arun Area Committee

All in Western Arun **WA6**(18/19) [Community Initiative Funding](#)

Contact: Jack Caine (033 022 28941) ☒

The Director of Law and Assurance, in consultation with the Chairman of the Joint Western Arun Area Committee and the Chairman of the Performance and Finance Select Committee, has used his delegated powers under Standing Order 3.45 to approve the following application:

281/JWAAC – Dancing Together, £500 towards a programme of dance workshops for a group of disabled and non-disabled children

The reason for urgency was that due to an invoice requiring immediate payment, waiting for the next meeting of the Committee would have required a retrospective payment which is against the Community Initiative Funding criteria.

South Chichester County Local Committee

All in South Chichester **SC9**(18/19) [Community Initiative Funding](#)

Contact: Adam Chisnall (033 022 28314) ☒

The Director of Law and Assurance, in consultation with the Chairman of the South Chichester County Local Committee and the Chairman of the Performance and Finance Select Committee, has used his delegated powers under Standing Order 3.45 to approve the following application:

282/SC – Dancing Together, £500 towards a programme of dance workshops for a group of disabled and nondisabled children

The urgency for this decision is due to the fact that an invoice requires payment before the next meeting of the Committee.

Worthing County Local Committee

All in Worthing **W6**(18/19) [Governor Appointments](#)

Jack Caine (033 022 28941) ☒

The County Local Committee (CLC) duty regarding school governance is to stimulate interest and commitment to the governance of maintained schools and academies in the area and to identify and nominate suitable persons to serve

Electoral Division	No.	Decision	Officer Contact
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as school governors on behalf of the County Council. The Director of Law and Assurance, in consultation with the Chairman of the Worthing County Local Committee and the Chairman of the Performance and Finance Select Committee, has used his delegated powers under Standing Order 3.45 to approve nomination for appointment of the Local Authority Governor. The reason for urgency is that without the appointment the Governing Body would have been ineffective in its governance until the next meeting of the County Local Committee due to a lack of members.

Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Executive Director Economy, Infrastructure and Environment	OKD16(18/19)	Award of Contract for expansion of Crawley Down Primary School	Wendy Saunders 033 022 22553
Director of Adults' Services	OKD17(18/19)	Procurement of a Direct Payment Support Service	Erica Keegan 033 022 26050

Weekly News

Electoral Division	No.	Subject	Officer Contact
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Safer, Stronger Communities

All	1	New Fire Appliance	 James Skilling (033 022 25432)
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In March 2018, an officer key decision (OKD5(17/18)) was approved to start the procurement for the purchase of six replacement fire appliances. The purchase will be funded from capital secured via the Fleet Asset Management Plan which details the vehicles and equipment for replacement over a five-year period. As part of the same key decision, £670,000 of available capital was to be re-diverted from appliance purchases to equipment in order to support evolving firefighting tactics. The purpose of this notification is to inform members that the Fire and Rescue Service intends to use approximately £255,000 of these available funds to purchase a seventh fire appliance. This approach will not increase the overall capital requirement already allocated to the Fire and Rescue Service or affect the investment in equipment detailed in the original report.

Electoral Division	No.	Subject	Officer Contact
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Other Matters



All	2	Forward Plan of Key Decisions	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 17 December 2018.

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

- Add new decisions in the Best Start in Life priority as follows:
 - Award of Contract for the expansion works to Nyewood Junior School, Bognor Regis (February 2019);
 - Expansion of Shelley Primary School, Broadbridge Heath (February 2019);
 - Award of Contract for the expansion of Sompting Village Primary School (February 2019); and
 - Completion of expansion works to Northgate Primary School (February 2019)
- Add new decisions in the A Council that works for the Community priority:
 - Review of Property Holdings (Rolling Entry); and
 - Community Initiative Fund (CIF) (January); and
- Add new decisions in the A Prosperous Place priority – Highways and Infrastructure 2019/20 Forward Works Programmes and Annual Delivery Programme (February 2019).

Communications

County Council Press Releases up to 14 December

10/12/18 - [Happy birthday Crawley Library](#)

Events and activities are taking place at Crawley Library in December to celebrate ten years since the building opened

10/12/18 - [Is your food business safe for Christmas?](#)

Food businesses are being urged to learn life-saving skills in the run up to the Christmas party season

11/12/18 - [Prison time for fake tobacco seller](#)

A man has been sentenced to 27 months in prison after he sold and stored illegal tobacco in Worthing and also in Poole in Dorset

12/12/18 - [Tracking another step forward for creative digital hub](#)

People from businesses and community organisations took the opportunity on Monday to meet the team who will operate Bognor Regis Creative Digital Hub – now named The Track

13/12/18 - [Fire service launches Christmas drink and drug drive campaign](#)

The service attended 43 road traffic collisions last year where the driver was under the influence of alcohol

13/12/18 - [Preparation work starts soon ahead of major A259 improvements scheme](#)

Improvement scheme will reduce congestion and so cut both journey times and pollution

14/12/18 - [Women's suffrage is remembered by county councillors](#)

Council members took part in a debate to mark one hundred years since the Representation of the People Act 1918 and other significant anniversaries for the movement

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 14/12/18

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 033 022 24674.

For further information about the Members' Information Service please contact Clare Jones on 033 022 22526 or ✉ clare.jones