

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
28/11/16	Cabinet Member for Finance	FIN5(16/17)	Members' Big Society Fund – Funding Allocations	Rosemary Pugh 033022 22548
29/11/16	Joint Downland Arun Area Committee	DA5(16/17)	Community Initiative Funding	Monique Smart 033022 22540
30/11/16	Cabinet Member for Highways and Transport	HT20(16/17)	Operation Watershed Active Communities Fund Applications – October 2016	Tracey Guinea 033022 28679
30/11/16	The Leader and the Cabinet Member for Finance	LDR15(16/17)	Total Performance Monitor – August 2016	Rosemary Pugh 033022 22548

Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Community Welling (Education and Skills portfolio)	ES9(16/17)	Appointment to an Outside Body – Standing Advisory Council for Religious Education (SACRE)	Laura Johnston 033022 22536

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Highways and Transport	HT19(16/17)	Appointments to Outside Bodies – Gatcom and West Sussex Forum for Accessible Transport	Tracey Guinea 033022 28679

Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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✉
Adam Chisnall
(033022 28314)

[Regulation, Audit and Accounts Committee](#) (28 November)

All 4 **Annual Governance Statement 2015/16 Action Plan Update**

The Committee will be asked to note progress on the Annual Governance Statement Actions.

All 5 **Duplicate Payments**

The Committee will be asked to note the progress being made to undertake a payment recovery audit.

All 6 **Internal Audit Report**

The Committee will be asked to note the report and obtain assurance that high priority recommendations are being actively resolved.

All 7 **External Audit Report**

The Committee will be asked to consider the Annual Audit Letter the purpose of which is to communicate to members and external stakeholders, including members of the public, the key issues arising from EY's work.

All 8 **Changes to the arrangements for appointment of External Auditors**

The Committee will be asked to recommend to the County Council the acceptance of the invitation from the Public Sector Audit Appointments Limited to become an opt-in authority for the purposes of the appointment of the External Auditor for both the County Council and the West Sussex Pension Fund, under the provision of the Local Audit and Accountability Act 2014 and the requirements of the Local Audit (Appointing Person) Regulations 2015.

All 9 **Treasury Management Compliance Report – Second Quarter 2016/17**

The Committee will be asked to note the report.

All 10 **Staff Induction**

The Committee will be asked to comment on and note proposed improvements to staff inductions.

Electoral Division	Item	Subject	Committee Officer
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All 11 **Date of Next Meeting**

The next meeting of the Committee will be held at 10.30 am on Monday, 13 March 2017. The date for 2017/18 are as follows:

13 March 2017
 19 June 2017 (Induction Training)
 26 June 2017
 4 September 2017
 27 November 2017
 26 March 2018

Governance Committee (28 November)

✉
Clare Jones
 (033022 22526)

All 5 **Report of the Independent Remuneration Panel**

The Committee will be asked to consider the report of the Independent Remuneration Panel on the review of the Members' Allowances Scheme for recommendation to the County Council.

All 6 **Proposals relating to Planning and Rights of Way Committees**

At the last meeting of the Committee the suggestion that there should be a single chairman for both the Planning and Rights of Way Committees, as part of the Democratic Services savings proposals, was deferred pending the report of the Independent Remuneration Panel. The Committee will now be asked to consider whether to propose any change to the County Council on 16 December 2016, for implementation from May 2017.

All 7 **Schemes of Delegation and Governance of the Capital Programme**

The Committee will be asked to consider a more flexible approach to the delegation of functions to senior officers together with proposals for greater transparency of officer decisions to align with the new approach. Following the approval of the Council in December 2015 to the detailed governance arrangements for the capital programme, the report suggests clarification of the wording of the approved scheme to ensure that such cross-budget adjustments are included and that any changes may only be agreed where additional cost can be met within approved capital programme.

All 8 **County Council Question Times**

The Committee will be asked to consider a proposal that the written questions, Cabinet Member question time and Leader's question time items at County Council should be amalgamated into a single, integrated question time item, with an overall time limit of a maximum of two hours, for recommendation to the County Council on 16 December 2016.

Electoral Division	Item	Subject	Committee Officer
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All 9 **Electoral Review Panel Recommendations on Parliamentary Boundary Review**

The Boundary Commission for England is consulting on amendments to Parliamentary boundaries across England and several changes are proposed for West Sussex. The Electoral Review Panel has considered the proposals, which ensure that all constituencies are within 5% of the published electoral quota and has concluded that the County Council should support the minimal change necessary. The Committee will be asked to approve the response set out in the report.

All 10 **Options for an employment break post retirement and approval of an NHS Pension 'Access to Retirement' Policy**

The Committee will be asked to consider proposals for a definition of a break in service when an employee seeks to retire and then be re-employed by the County Council and for an Access to Pension on Retirement Policy for those employees in the NHS pension scheme.

All 11 **Proposal to Dissolve the Care Commissioning Planning Group**

The Committee will be asked to recommend to the County Council that the Care Commissioning Planning Group should be dissolved and deleted from the Scheme of Delegation in the Constitution.

All 12 **Update to the Scheme of Delegation – Flood and Water Management**

Under the provisions of the Flood and Water Management Act 2010, the County Council became the Lead Local Flood Authority for West Sussex and, as such, is responsible for the issuing of consents to any alterations to ordinary watercourses under the provisions of the Land Drainage Act 1991., The district and borough councils who previously carried out this function are continuing to deal with the issue of consents under agency arrangements as they have the necessary resources and local knowledge. Any alterations which are not consented to and any failures in maintenance are subject to enforcement under the Act. The County Council's Legal Services is responsible for the issue of statutory notices for the necessary enforcement work and entry onto land where required. The Committee will therefore be asked to approve the delegation of the following power to the Executive Director Residents' Services, in consultation with the Director of Law, Assurance and Strategy, to support this work:

"All powers of enforcement with respect to the statutory duties and powers under the Land Drainage Act 1991."

All 13 **Consultation on Video-conference Participation at Joint Committees**

The Committee will be asked to approve the County Council's response to the Government's proposals on allowing video-conference participation at joint committees and combined authorities be supported, including a suggestion that Police and Crime Panels should be included in the provision.

All 14 **Appointment to Member Development Group**

In accordance with the provisions of the Local Government and Housing Act 1989, the Committee is asked to appoint Mr Burrett to the Member Development Group in place of Mr Lanzer.

Electoral Division	Item	Subject	Committee Officer
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All 15 **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 p.m. on Monday, 23 January 2017.

Planning Committee (29 November)



Tracey Guinea
(033022 28679)

5 **Planning Applications**

The Committee will be asked to consider and determine the following application:

Chichester North WSCC/057/16/WH The erection of a solar farm comprising photovoltaic ground-mounted panels, transformers, Distribution Network Operator Building and pole mounted CCTV cameras. The Former Westhampnett Landfill Site, Coach Road, Westhampnett, West Sussex, PO19 7RT.

All 6 **Proposed Submission Draft of the West Sussex Joint Minerals Local Plan (Regulation 19 stage)**

The Committee will be asked to consider and comment on the Proposed Submission Draft West Sussex Joint Minerals Local Plan in order to inform the Cabinet Member of the views of Planning Committee prior the submission of the Plan to County Council in December 2016 for approval.

All 7 **Report on Development Management Performance (1 April 2016 - 30 September 2016)**

The Committee will be asked to note the report on the review of the work undertaken by the County Planning Team in relation to the determination of planning applications between 1 April 2016 and 30 September 2016.

All 8 **Update on Mineral, Waste and Regulation 3 Planning Applications**

The Committee will be asked to note the schedule of County Matter applications and the schedule of applications submitted under the Town and Country Planning General Regulations 1992 – Regulation 3.

All 9 **Report of Delegated Action**

The Committee will be asked to note the report of applications approved subject to conditions under the Town and Country Planning Act 1990 and Regulation 3 of the Town and Country Planning General Regulations 1992 since the Planning Committee meeting on 1 November 2016.

All 10 **Date of Next Meeting**

The next meeting of the Planning Committee will be held at 10.30 a.m. on Tuesday, 10 January 2017 in Committee Room 3 at County Hall, Chichester, PO19 1RQ.

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 11 **Appeals Update**

The Committee will receive a verbal report on planning appeals.

Exempt: Paragraph 5, Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Communications

County Council Press Releases up to 19 November

17/11/16 - **Littlehampton firefighters offer fire safety advice for the festive season**

Firefighters from Littlehampton are going to be offering local residents guidance and advice on electrical fire safety at a community event in Rustington next Monday (21st November)

16/11/16 - **£1m offer made to continue safety improvements on A285**

Improving safety record on 12-mile road given a boost with offer from Department for Transport

16/11/16 - **Fire & Rescue Service safety plan approved**

Fire service plans to help keep the County's businesses and residents stay safe have been approved by West Sussex County Council (WSCC) following a public consultation

16/11/16 - **First time author talks about her novel at Chichester Library**

Pop along to Chichester Library to hear a first time author give a talk

16/11/16 - **A Feast of West Sussex at Midhurst Library**

Feast your eyes, ears and taste buds on the local produce of West Sussex at an upcoming talk

For further information on or copies of the press releases listed please contact the Policy and Communications Unit on (033022 28090) or ✉ pressoffice@westsussex.gov.uk

Planning Applications registered in the week ending 18/11/16

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/058/16/WP Executive Director Residents' Services GR: 534709 137859	Retrospective application for the installation of a single-storey modular building. At Crawley Down Village C of E Primary School, Hophurst Drive, Crawley Down, West Sussex, RH10 4XA	16/11/16	Delegated	Mrs Brunsdon

Comments on any of the above planning applications should be made by 14/12/16 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 Dominic Smith on 033022 25711.

Public Rights of Way - Notification of Applications for Change to the Path Network Received

The following application to change the path network has been received and is awaiting attention. Following investigation of an application, at the point when public consultation begins, it will again be reported in the MIS. At that time full details of the proposal will be available and members may comment within a period of not less than 21 days. If substantive objections are raised by members or consultees the application/consultation will be referred to the Rights of Way Committee for determination.

Parish/ path number	Proposal	Site Location	Case Officer	Local Member
Henfield Footpath 2524	Diversion of path crossing development site to place onto the used route where green open space is proposed. An additional footpath link to the Downs Link is to be provided.	West End Lane development site, Henfield	Judith Grimwood 033022 26705	Mr Barnard

For further information about the Members' Information Service
please contact Clare Jones on 033022 22526 or ✉ clare.jones