

28 January 2015

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 [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                      |
|------------------|---|----------------------------|---|--------------------------------------|
| 30/01/15         | Cabinet Member for Corporate Relations      | CR4(14/15)                 | <a href="#">Response to Notice of Motion on Guaranteed Interviews for Veterans</a>  | Rosemary Pugh<br>033022 22548        |
| 30/01/15         | Cabinet Member for Residents' Services      | RS13(14/15)                | <a href="#">'Tell Us Once' – Department of Work and Pensions National Notification Scheme on Death Registration</a>                 | Laura Johnston<br>033022 22536       |
| 05/02/15         | Cabinet                                     | CAB1(14/15)<br>CAB2(14/15) | <a href="#">Performance Framework and Revenue Budget &amp; Capital Programme</a><br><a href="#">Outside Bodies</a>                  | Katherine De La Mora<br>033022 22535 |
| 05/02/15         | Cabinet Member for Children – Start of Life | CH11(14/15)<br>CH12(14/15) | <a href="#">Leaving Care Service Plan</a><br><a href="#">West Sussex County Council Anti-Bullying Strategy and Operational Plan</a> | Vicky Wheatley<br>033022 22552       |

## Urgent Action

Members are asked to note the following urgent action taken by the Director of Law, Assurance and Strategy, 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 |
|--------------------|-----|----------|-----------------|
|--------------------|-----|----------|-----------------|

### North Mid Sussex County Local Committee

**All in North Mid Sussex** NMS5(14/15) [Community Initiative Funding](#)

Contact: **Annalee Clayton** (033022 22523) ✉

The Director of Law, Assurance and Strategy, in consultation with the Chairman of the North Mid Sussex County Local

| <b>Electoral Division</b> | <b>No.</b> | <b>Decision</b> | <b>Officer Contact</b> |
|---------------------------|------------|-----------------|------------------------|
|---------------------------|------------|-----------------|------------------------|

Committee, has used his delegated powers under Standing Order 61(2) to approve the following Community Initiative Fund allocation:

- £1,000 to West Hoathly Parish Council towards the cost of purchasing and installing a publically accessible defibrillator

The urgency of the matter was due to cancellation of the Committee's meeting on 21 January 2015 and the need to consider the application before the next meeting which will not take place until 18 March 2015.

## Decisions Confirmed

**The following decisions have been confirmed in the last week**

| <b>Decision-Maker</b>                           | <b>No.</b>   | <b>Decision</b>  | <b>Officer Contact</b>             |
|---|--|--|------------------------------------|
| Cabinet Member for Adult Social Care and Health | ASCH10(14/15)  | <a href="#">Review of Fees and Charges for 2015/16</a>   | Suzanne T Thompson<br>033022 22551 |
| Cabinet Member for Children – Start of Life     | CH9(14/15)<br>CH10(14/15)                                    | <a href="#">Review of Fees and Charges for 2015/16</a><br><a href="#">West Sussex Safeguarding Children Board Annual Report 2013/14</a>  | Vicky Wheatley<br>033022 22552     |
| Cabinet Member for Corporate Relations          | CR3(14/15)   | <a href="#">Review of Fees and Charges 2015/16</a>   | Rosemary Pugh<br>03302 22548       |
| Cabinet Member for Education and Skills         | ES9(14/15)<br>ES10(14/15)                                    | <a href="#">School Formula Review 2015/16</a><br><a href="#">Review of Fees and Charges for 2015/16</a>  | Vicky Wheatley<br>033022 22552     |
| Cabinet Member for Finance                      | FIN19(14/15)<br>FIN20(14/15)<br>FIN21(14/15)<br>FIN22(14/15) | <a href="#">Members' Big Society Fund – Funding Allocations 2014/15</a><br><a href="#">County Hall North - Legal Agreement with Horsham District Council</a><br><a href="#">West Sussex County Council response to the Provisional Local Government Finance Settlement 2015/16</a><br><a href="#">Review of Fees and Charges 2015/16</a> | Rosemary Pugh<br>03302 22548       |
| Cabinet Member for Highways and Transport       | HT20(14/15)<br>HT21(14/15)                                   | <a href="#">Response to Mr Acraman's Notice of Motion to County Council on 12 December on Gatwick Airport</a><br><a href="#">West Sussex County Council response to the Network Rail Draft Sussex Area Route Study Consultation</a>  | Matthew Evans<br>033022 22538      |

| Decision-Maker                                   | No.          | Decision  | Officer Contact                      |
|--|--------------|---|--------------------------------------|
| Cabinet Member for Highways and Transport (cont) | HT22(14/15)  | <a href="#">Review of Fees and Charges for 2015/16 for Highways, Transport and Strategic Planning</a> | Matthew Evans<br>033022 22538        |
| Leader   | LDR12(14/15) | <a href="#">Kickstart Funding Allocation - Weald and Downland Museum</a>                              | Katherine De La Mora<br>033022 22535 |
|  | LDR15(14/15) | <a href="#">Review of Fees and Charges 2015/16</a>  |                                      |
|  | LDR16(14/15) | <a href="#">Total Performance Monitor – November 2014</a>   | Rosemary Pugh<br>03302 22548         |
| Cabinet Member for Residents' Services           | RS12(14/15)  | <a href="#">Review of Fees and Charges for 2015/16</a>  | Laura Johnston<br>033022 22536       |
| Joint Western Arun Area Committee                | WA7(14/15)   | <a href="#">Community Initiative Funding</a>  | Monique Smart<br>033022 22540        |
|  | WA8(14/15)   | <a href="#">Bognor Regis High Street Improvement Scheme</a>   |                                      |
| North Chichester County Local Committee          | NC6(14/15)   | <a href="#">Community Initiative Funding</a>  | Helena Cox<br>033022 22533           |
|  | NC7(14/15)   | <a href="#">Appointments and Nominations to School and Academy Governing Bodies</a>                   |                                      |
| Worthing County Local Committee                  | W8A(14/15)   | <a href="#">Palatine Road – Traffic Regulation Order</a>  | Laura Johnston<br>033022 22536       |
|  | W9(14/15)    | <a href="#">Worthing Borough Council Off-Street Car Parks</a>   |                                      |
|  | W10(14/15)   | <a href="#">Community Initiative Fund</a>   |                                      |
|  | W11(14/15)   | <a href="#">Appointment of Authority School Governors</a>   |                                      |

## Committee News - Committee Meetings

| Electoral Division | Item | Subject | Committee Officer |
|--------------------|------|---------|-------------------|
|--------------------|------|---------|-------------------|

### [Pensions Panel](#) (2 February)



**Rachel Wood**  
(033022 23387)

#### **All**      3      **Asset Liability Modelling by the Actuary**

The Panel will receive a presentation by Hymans Robertson.

#### **All**      4      **Application of Administering Authority Discretions**

The Panel will receive a presentation by Hymans Robertson and will be asked to note an update on the use of the Local Government Pension Scheme discretions exercised during the period of 1 April 2014 to 31 December 2014.

| Electoral Division | Item | Subject | Committee Officer |
|--------------------|------|---------|-------------------|
|--------------------|------|---------|-------------------|

**Planning Committee (3 February)**



**Matthew Evans**  
(033022 22538)

**Please note that the meeting will be held at County Hall North, Horsham**

***Petworth* 4 Waste Planning Application (County Matter)**

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

**WSCC/042/14/PS**

Proposed upgrade of an existing anaerobic digester facility to enable the export of biomethane to the national gas grid, installation of a new digestion tank, two new CHP engines, digestate lagoon and associated infrastructure at Crouchland Farm, Rickmans Lane, Plaistow, Billingshurst, West Sussex, RH14 0LE.

***Billingshurst* 5 Regulation 3 Application**

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

**WSCC/072/14/BL**

Re-development of the Weald School including the erection of new three-storey infill teaching block, changing rooms, new kitchen facilities, works to provide new delivery access, erection of new roof to provide two-storey covered dining space, single-storey extensions to drama and music blocks, erection of a new substation and provision of dedicated recycling area, the provision of four temporary classrooms (for use during construction) and hard and soft landscaping. The Weald School, Station Road, Billingshurst, West Sussex, RH14 9RY.

***All* 6 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* 7 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 13 January 2015.

***All* 8 Date of Next Meeting**

The next meeting of the Planning Committee will be held on Tuesday, 3 March 2015, 10.30 a.m. at County Hall, Chichester, PO19 1RQ.

| Electoral Division | Item | Subject | Committee Officer |
|--------------------|------|---------|-------------------|
|--------------------|------|---------|-------------------|

**Children and Young People's Services**  
**Select Committee (4 February)**



**Wendy Saunders**  
 (033022 22553)

**All**            4            **Cabinet Member Response**

The Committee will be asked to note the response by the Cabinet Member for Education and Skills to the recommendations made at the meeting of the Select Committee on 26 November 2014 in relation to the West Sussex Safeguarding Children Board Annual Report 2013/14.

**All**            5            **Penalty Notices to Address Absences and Poor Attendance at School or Alternative Provision**

Every local authority must publish a Code of Conduct for issuing Fixed Penalty Notices in relation to unauthorised absence from school or alternative provision. The Committee will be asked to consider the revisions that have been made to the Code of Conduct to reflect recent changes in the Department for Education advice and guidance and to increase efficiency in the administration of the process. The Committee will be asked to endorse the proposed changes to the Code of Conduct ahead of the decision by the Cabinet Member for Education and Skills.

**All**            6            **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, Assurance and Strategy will report any requests since the publication of the agenda papers.

**All**            7            **Forward Plan of Key Decisions – February to May 2015**

The Committee will be asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

**All**            8            **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**            9            **Date of the Next Meeting**

The next scheduled meeting of the Committee will be held on 11 March 2015 at 10.30 a.m. at County Hall, Chichester. Any member wishing to place an item on the agenda for the meeting must notify the Director of Law, Assurance and Strategy by 26 February 2015.

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## Committee Decisions

| Electoral Division | Item | Subject  | Committee Officer                          |
|--------------------|------|--|--|
|                    |      |  | ✉<br><b>Lisa Etchell</b><br>(033022 23597) |
|                    |      | <a href="#"><u><b>Environmental and Community Services Select Committee (21 January)</b></u></a> |  |

**All**                      3                      **Call-in**

The Environmental and Community Services Select Committee's Business Planning Group (BPG) agreed to call in the proposed decision by the Leader concerning the Kickstart Funding for the Weald and Downland Museum (LDR12(14/15) refers). The decision had been published on the Executive Decision Database on 10 December 2014 and in the Members' Information Service on 17 December 2014. The decision report asked the Leader to agree that £100,000 of the unallocated Kickstart budget be allocated to support the Weald & Downland Museum 'Gateway Project' proposals.

The BPG agreed to the call-in because six members supported the call-in request and the decision had not been previewed by the Environmental and Community Services Select Committee. The following members of the Committee were present at the meeting: Mr Barrett-Miles, Mr Circus, Dr Dennis, Mr G L Jones, Mr M G Jones, Mrs Phillips, Mr S J Oakley, Mr Tyler and Mr Whittington.

At the meeting the Committee supported decision LDR12(14/15) that £100,000 of the unallocated Kickstart budget be allocated to support the Weald & Downland Museum 'Gateway Project' proposals.

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## Communications

### County Council Press Releases up to 23 January

19/01/15 - [\*\*WSCC agrees its response to Airports Commission consultation\*\*](#)

The County Council has agreed its official response to a public consultation into options for additional airport capacity in the South East

19/01/15 - [\*\*How Haywards Heath residents dug deep for war effort 100 years ago\*\*](#)

It took Haywards Heath residents just three days to raise £24,000 in 1914

20/01/15 - [\*\*Women's war work the focus of latest lunchtime library talk at Worthing Library\*\*](#)

The role of women in the World War One war efforts in West Sussex will be examined at Worthing Library next month

22/01/15 - [\*\*Funding available for North Horsham good causes\*\*](#)

Charities and community projects in the North Horsham area are being urged not to miss out on funding

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22/01/15 - [Funding available for Arun good causes](#)

Charities and community projects in the Arun area are being urged not to miss out on funding from the County Council

23/01/15 - [Committee endorses WSCC budget](#)

Roads, adults' services, schools and care homes are set to get investment of £138m in 2015/16 while the Cabinet is proposing that the County Council freezes tax for the fifth year running

23/01/15 - [Plastic fantastic](#)

Buried in a mountain of decaying waste, unwanted plastic bottles lay destined to wasted futures

23/01/15 - [Funding available for Chanctonbury good causes](#)

Charities and community projects in the Chanctonbury area are being urged not to miss out on funding and get their applications in over the next couple of weeks

23/01/15 - [Charities and community projects in the East Crawley area are being urged not to miss out on funding](#)

The East Crawley County Local Committee has more than £19,000 left to allocate from the Community Initiative Fund for the 2014/15 financial year

**For further information on or copies of the press releases listed please contact Eleanor Frost in the Communications Unit on (033022 22509) or ✉ [eleanor.frost](mailto:eleanor.frost)**

## Planning Applications registered in the week ending 23/01/15

### COUNTY MATTER MINERALS AND WASTE PLANNING APPLICATIONS

Applications submitted under the Town & Country Planning  
(Development Management Procedure) (England) Order 2010

| Application No<br>Applicant<br>Grid Ref                                   | Proposal/Location   | Date<br>Registered | Provisional<br>Decision<br>Method | Local<br>Member |
|---|---|--------------------|-----------------------------------|-----------------|
| <a href="#">WSCC/005/15/HO</a><br>Mr Patrick McGahan<br>GR: 536093 129264 | Reinforcement Engineering Works. At<br>Sheriff House, Hammingden Lane,<br>Highbrook, Haywards Heath, West<br>Sussex, RH17 6SR | 21/01/15           | Delegated                         | Mrs Field       |

**Comments on any of the above planning applications should be made by 18/02/15 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. 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 Alex Jack on (033022) 25212.

## Proposals for Traffic Regulation Orders and Traffic Management Matters

### TRAFFIC REGULATION ORDERS

| Location                                  | Proposal   | County Local Committee/<br>Officer               | Provisional Decision Method | Local Member(s) |
|---|--|--|-----------------------------|-----------------|
| <a href="#">Backwoods Lane, Lindfield</a> | To extend the double yellow lines in Backwoods lane southwards to include the junction of Meadow Lane to deal with congestion that occurs around the Common that causes visibility issues for pedestrians crossing Backwoods Lane and obstructs the local bus service. At the same time it is intended to make a TRO on the existing School Keep Clears. The proposed parking restrictions should improve road safety and ease congestion.   | Central Mid Sussex<br>Neil Smith<br>033022 25579 | Delegated                   | Mrs Field       |
| <a href="#">Bramber Road, Worthing</a>    | To extend the School Keep Clear marking in Bramber Road with a TRO that will apply 24 hours a day and seven days a week. The purpose of these controls is to sterilise a length of road at the junction from parked vehicles to secure the safety of pedestrians accessing the school and will allow enforcement action to be taken against drivers who park dangerously and inconsiderately. This approach supports existing work delivered through the Safer Routes to School initiative, Road Safety Education and School Travel Planning as part of the County Council's approach to behavioural change. | Worthing<br>Ian Patrick<br>033022 26715          | Delegated                   | Mr Turner       |
| <a href="#">Penfold Road, Worthing</a>    | To formalise the School Keep Clear marking in Penfold Road with a TRO that will apply 24 hours a day and seven days a week. The  | Worthing<br>Ian Patrick<br>033022 26715          | Delegated                   | Mr Turner       |



| Location                               | Proposal   | County Local Committee/<br>Officer          | Provisional Decision Method | Local Member(s) |
|--|--|---|-----------------------------|-----------------|
|  | purpose of these controls is to sterilise a length of road at the junction from parked vehicles to secure the safety of pedestrians accessing the school and will allow enforcement action to be taken against drivers who park dangerously and inconsiderately. This approach supports existing work delivered through the Safer Routes to School initiative, Road Safety Education and School Travel Planning as part of the County Council's approach to behavioural change.  |   |                             |                 |
| <a href="#">Rodmell Road, Worthing</a> | Introduce School Keep Clear marking in Rodmell Road at its junction with Ringmer Road with a TRO that will apply 24 hours a day and seven days a week. The purpose of these controls is to sterilise a length of road at the junction from parked vehicles to secure the safety of pedestrians accessing the school and will allow enforcement action to be taken against drivers who park dangerously and inconsiderately. This approach supports existing work delivered through the Safer Routes to School initiative, Road Safety Education and School Travel Planning as part of the County Council's approach to behavioural change. | Worthing<br><br>Ian Patrick<br>033022 26715 | Delegated                   | Mr R Rogers     |

**Comments on any of the above proposals should be made by 11/04/15 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 033022 22526 or ✉ [clare.jones](mailto:clare.jones)