

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
01/12/16	Joint Downland Area Committee	DA4(16/17)	Nominations for Local Authority Governors to Maintained School and Academy Governing Bodies	Monique Smart 033022 22540
01/12/16	Chanctonbury County Local Committee	CBY6(16/17) CBY7(16/17) CBY8(16/17) CBY9(16/17)	Prioritisation of Traffic Regulations Orders 2016/17 Various Rural Car Parks in Horsham District – Introduction of Parking Charges Community Initiative Funding Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies	Rachel Allan 033022 28966
01/12/16	East Crawley County Local Committee	EC6(16/17) EC7(16/17)	Pallingham Drive, Maidenbower, Crawley – Proposed Pedestrian Crossing Community Initiative Funding	Monique Smart 033022 22540
02/12/16	Cabinet Member for Highways and Transport	HT21(16/17)	Approval of the West Sussex Minerals and Waste Development Scheme 2017-20	Tracey Guinea 033022 28679
02/12/16	Leader	LDR14(16/17)	Strategic Economic Plan Reserve Allocation: A2300 Corridor Improvement Scheme	Katherine De La Mora 033022 22535
02/12/16	Adur County Local Committee	A7(16/17)	Community Initiative Funding	Rachel Allan 033022 28966

Call-in Deadline	Decision-Maker	No.	Proposal	Officer Contact
06/12/16	Cabinet Member for Highways and Transport	HT22(16/17)	Approval of the Draft Shoreham Harbour Joint Area Action Plan for Consultation	Matthew Evans 033022 22538
06/12/16	North Horsham County Local Committee	NH14(16/17) NH15(16/17) NH16(16/17) NH17(16/17) NH18(16/17)	Various Rural Car Parks in Horsham District – introduction of Parking Charges Community Initiative Funding Prioritisation of Traffic Regulation Orders 2016/17 Leith View Road, Horsham – School Keep Clear Traffic Regulation Order Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies	Monique Smart 033022 22540

Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Finance	FIN5(16/17)	Members' Big Society Fund – Funding Allocations	Rosemary Pugh 033022 22548
Joint Downland Arun Area Committee	DA5(16/17)	Community Initiative Funding	Monique Smart 033022 22540

Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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[Performance and Finance Select Committee](#) (1 December)

✉
Lisa Sampson
(033022 28193)

All 4 **Response to recommendations**

The Committee will be asked to note a response by the Cabinet Member for Finance in relation to the recommendations made at the 30 September 2016 meeting of the Committee on the use of reserves to smooth the budget gap.

Electoral Division	Item	Subject	Committee Officer
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All 5 **Updating the Medium Term Financial Strategy, the Capital Programme to 2021/22 and changes to Capital Financing Policies**

The Committee will be asked to consider the updated Medium Term Financial Strategy including the current budget gap and proposals to meet that gap for the 2017/18 budget, the Capital Programme and capital financing policy. The Committee will be asked to:

- (1) Support the updated County Council's Medium Term Financial Strategy (2017/18 to 2020/21), including the proposed savings for 2017/18 and 2018/19 and the refreshed capital programme for 2017/18 to 2021/22;
- (2) Support the proposal for further Basic Need Funding of £23m to meet 2017 academic need; and
- (3) Support the proposed revisions to the Council's capital financing policy set out in the revised 2016/17 Treasury Management Strategy.

All 6 **Procurement of Strategic Partner for a Change Programme**

The Committee will be asked to preview the decision to procure a strategic partner for the change programme and consider the recommendations included in the report.

All 7 **Treasury Management mid-year review 2016/17**

The Committee will be asked to review, comment on and support the treasury management mid-year position.

All 8 **Total Performance Monitor as at end of September 2016**

The Committee will be asked to consider the performance and finance position as at the end of September 2016. If a new Total Performance Monitor is ready between the date of despatch of the agenda and the date of the meeting it will be tabled at the meeting. The Committee will be asked to examine the data and supporting commentary for the September 2016 Total Performance Monitor and make any relevant recommendations for action to the Cabinet Member or a relevant Select Committee.

All 9 **Capital Programme - Quarter Two Performance Report**

The Committee will be asked to review, comment on and make any relevant recommendations for action to the Cabinet Member in relation to the second quarterly performance report of the capital programme.

All 10 **Requests for Call-in**

There have been no requests for call-in to the Select Committee within its constitutional remit since the date of the last meeting. The Director of Law, Assurance and Strategy will report any requests received since the publication of the agenda papers.

All 11 **Forward Plan of Key Decisions – December 2016 to March 2017**

Any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting. The Committee will be invited to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolios.

Electoral Division	Item	Subject	Committee Officer
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All 12 **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.

All 13 **Date of Next Meeting**

The next scheduled formal meeting of the Committee will be held on 19 January 2017, at County Hall, Chichester. The meeting will take place in the afternoon following the all-member Budget Session. Probable agenda items include:

- Total Performance Monitor
- Future West Sussex Plan
- Draft Budget 2017/18
- Treasury Management Strategy 2017/18

Any member wishing to place an item on the agenda for that meeting must notify the Director of Law, Assurance and Strategy by 9 January 2017.

[Pension Advisory Board](#) (6 December)



Adam Chisnall
(033022 28314)

All 5 **Progress Report**

The Board will be asked to consider updates on matters arising from previous meetings and to note the progress made.

All 7 **Regulations and Guidance Update**

The Chairman will update the Board on any news/updates that are of interest.

All 8 **Administration Procedures and Performance**

The Board will be asked to note the report and confirm any further information that it requires.

All 9 **Valuation Outcomes**

The Board will receive an update from Vickie Hampshire, Project Accountant – Pensions. The Board will be asked to note the slides by Hymans Robertson that were presented at the 4 November Pension Panel and note the progress being made on the 2016 Valuation.

All 10 **Training**

The Board will be asked to review the training log and provide details of their progress on the Pensions Regulator Toolkit.

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

The next meeting of the Board will be held at 9.30 a.m. on Thursday, 2 March 2017.

Children and Young People's Services
Select Committee (8 December)



Wendy Saunders
(033022 22553)

All 4 **Cabinet Member Response**

The Committee will be asked to note the response from the Cabinet Member for Children – Start of Life to the recommendations made at the meeting of the Select Committee on 8 September 2016 in relation to the Integrated Prevention and Earliest Help Service.

All 5 **Future Arrangements for Integrated Prevention and Earliest Help Service**

The Committee will be asked to consider the development to date of a new Integrated Prevention and Earliest Help (IPEH) service and proposals for Phase 1 of its implementation commencing in April 2017. The Committee will be asked to endorse the proposal to proceed with implementation of the changes to the IPEH service.

All 6 **Report from the Business Planning Group**

The Committee will be asked to support the proposed approach to the agenda items for forthcoming meetings and updates to the work programme.

All 7 **Requests for Call-In**

There has been one request for a call-in to the Select Committee within its constitutional remit since the date of the last meeting. The request was in relation to the following decision: CH4(16/17) Integrated Prevention and Earliest Help Service. The Business Planning Group decided not to accept the call-in as it was not satisfied that there was substantial new information available which had not been available at the point when the Committee previewed the decision. The Director of Law, Assurance and Strategy will report any requests since the publication of the agenda papers.

All 8 **Forward Plan of Key Decisions – December 2016 to March 2017**

Any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting. The Committee will be asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

All 9 **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 this meeting is just to assess, briefly, whether to refer the matter to its Business Planning Group to consider in detail.

Electoral Division	Item	Subject	Committee Officer
All	10	Date of the Next Meeting	

The next meeting of the Committee will be held at 10.30 a.m. on 12 January 2017. Probable agenda items include:

- West Sussex Safeguarding Children's Board Annual Report
- Update on Safeguarding
- School Funding Consultation 2017/18

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law, Assurance and Strategy by 28 December 2016.

Environmental and Community Services Select Committee (9 December)

✉
Lisa Etchell
(033022 23597)

Please note that, in consultation with the Committee Chairman, the meeting of the Select Committee scheduled for 10.30 a.m. on Friday, 9 December 2016 has been cancelled as it has been decided that there is not currently priority business that warrants the convening of the Committee at this time. The next meeting of the Committee is scheduled to take place on 11 January 2017.

Weekly News

Electoral Division	No.	Subject	Officer Contact
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Finance

All	1	Second Quarter Review of Capital Programme as at 30 September 2016	✉ Matt Hall (033022 22539)
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The Capital Programme governance arrangements previously agreed by the County Council provide for a quarterly review of the capital programme to be published in the Members' Information Service and linked to the Members' Information Network database. The second quarter report, as at 30 September 2016, has now been published and is [attached](#). The report provides a status position of the Capital Programme and the projects contributing towards it. It sets out the project status, a RAG (red, amber, green) status, taken from the project highlight reports and identifies those projects that should be kept under review and/or have been escalated to Strategic Capital Investment Board. This report focuses on those projects that have a budget allocation within 2016/17.

Governance Committee

All	2	Pay award for 2016 and 2017 confirmed	✉ Karen Boarer (033022 22430)
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The annual pay award determined at a local level for eligible staff groups has been agreed at 1% for 2016 and a

Electoral Division	No.	Subject	Officer Contact
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further 1% for 2017. The proposed awards of 1% were supported by the majority of staff who responded to the recent consultation and will therefore be implemented as detailed in the consultation communication.

Communications

County Council Press Releases up to 25 November

17/12/16 - [Festive family fun in Fishersgate](#)

For the lucky boys and girls, there will be a chance to meet Father Christmas in person

17/12/16 - [Facebook Faker gets the boot](#)

Fraudster sentenced following Trading Standards investigation

18/12/16 - [Raids take place across Worthing to stop illegal trade](#)

Thousands of illicit tobacco products seized in cigarette shutdown

18/12/16 - [Revving up for a week of road safety events](#)

Firefighters in Crawley are helping to keep drivers safe on the road with a free winter wellbeing event

18/12/16 - [Firefighters in Worthing apprehend arson suspect](#)

Firefighters in Worthing have helped identify a man they believe has been behind deliberate fires in the town

18/12/16 - [Mrs Margaret Johnson, DL](#)

Former County Council Chairman has passed away

21/12/16 - [Major fire on Bognor seafront](#)

Crews from West Sussex Fire & Rescue Service dealt with a major incident on Bognor seafront

21/12/16 - [Young carers pass life skills course with flying colours](#)

Eight young carers from Crawley have celebrated passing a life skills course with West Sussex Fire & Rescue Service

22/12/16 - [Explore and be inspired at Edes House this winter](#)

Keeping in the spirit of Christmas a Grade I listed house will be opening its doors for Christmas – much like the innkeeper

23/12/16 - [Small Business Saturday has big benefits](#)

Support our local businesses on Small Business Saturday, 3 December

23/12/16 - [Survey launched on proposed changes to 11 local bus services](#)

Bus users and local communities asked for feedback in response to low passenger numbers

24/12/16 - [Financial boost for good causes in Downland](#)

Applications for the remaining £4,300 of community Initiative Funding need to be submitted by 27 January 2017

24/12/16 - [Best-selling author helps Record Office celebrate 70th anniversary](#)

Set up in 1946, the Record Office houses over eight miles of archives dating back more than 1,200 years

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 25/11/16

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/059/16/HP Southern Water Services Limited GR: 528866 120701	Erection of two ferric dosing kiosks. At Goddards Green Wastewater Treatments Works, Cuckfield Road, Burgess Hill, West Sussex, RH17 5AL	23/11/16	Delegated	Mr Griffiths

Comments on the above planning application should be made by 21/12/16 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.

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