

Public Document Pack

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18 February 2019

A meeting of the Crawley County Local Committee will be held at 7.00 pm on Tuesday, 26 February 2019 in The Longley Room, Crawley Library, Southgate Avenue, Crawley, RH10 6HG

Tony Kershaw
Director of Law and Assurance

Your local County Councillors



Richard Burrett
Pound Hill



Duncan Crow
Tillgate & Furnace Green



Michael Jones
Southgate & Gossops Green



Bob Lanzer
Maidenbower & Worth



Sue Mullins
Northgate & West Green



Chris Oxlade
Bewbush & Ifield West



Charles Petts
Three Bridges



Brian Quinn
Broadfield



Brenda Smith
Langley Green & Ifield East

Invite you to come along to the Crawley County Local Committee

County Local Committees consider a range of issues concerning the local area, and where relevant make decisions. It is a meeting in public and has a regular 'talk with us' item where the public can ask questions of their local elected representatives.

Agenda

7.00 pm 1. **Welcome and introductions**

Members of Crawley County Local Committee are Richard Burrett, Duncan Crow, Michael Jones, Bob Lanzer, Sue Mullins, Chris Oxlade, Charles Petts, Brian Quinn, and Brenda Smith.

7.05 pm 2. **Declarations of Interest**

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt contact Democratic Services before the meeting.

- 7.10 pm 3. **Minutes** (Pages 5 - 8)
- To confirm the minutes of the meeting of the Committee held on 15 November (cream paper).
- 7.15 pm 4. **Urgent Matters**
- Items not on the agenda that the Chairman of the meeting is of the opinion should be considered as a matter of urgency because of special circumstances.
- 7.10 pm 5. **Progress Statement** (Pages 9 - 16)
- The document contains brief updates on statements of progress made on issues raised at previous meetings. The Committee is asked to note the report.
6. **Crawley Residents' Parking Scheme Review (C06(18/19))** (Pages 17 - 20)
- To consider a written report and recommendation from the Executive Director of Economy, Infrastructure and Environment and Director of Highways and Transport regarding the Crawley Residents' Parking Scheme Review.
7. **Crawley Community Initiative Funding (C07(18/19))** (Pages 21 - 46)
- Report by the Director of Law and Assurance.
- The report summarises the Community Initiative Funding applications received via The West Sussex Crowd. The Committee is invited to consider the applications and pledge funding if appropriate.
- The Committee are also asked to receive feedback from successful project managers that were granted Community Initiative Funding at previous meetings.
8. **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (C08(18/19))** (Pages 47 - 54)
- Report by the Director of Education and Skills.
- The Committee are asked to approve the nominations of Authority School Governors as set out in the report.
9. **Talk With Us Open Forum**
- To invite questions from the public present at the meeting on subjects other than those on the agenda. The Committee would encourage members of the public with more complex issues to submit their question before the meeting to allow a

substantive answer to be given.

10. **Date of Next Meeting**

The next meeting of the Committee will take place at 7.00 pm on xxxday xx xxx XXXX in The Longley Room, Crawley Library, Southgate Avenue, Crawley, RH10 6HG.

Members wishing to place an item on the agenda should notify Jack Caine via email: jack.caine@westsussex.gov.uk or phone on 033 022 28941.

To: All members of the Crawley County Local Committee

Filming and use of social media

During this meeting the public are allowed to film the Committee or use social media, providing it does not disrupt the meeting. You are encouraged to let officers know in advance if you wish to film. Mobile devices should be switched to silent for the duration of the meeting.

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Crawley County Local Committee

15 November 2018 – At a meeting of the Committee at 7.00 pm held at Longley Room, Crawley Library, Southgate Avenue, Crawley, RH10 6HG.

Present:

Mrs Smith (Chairman) (Langley Green & Ifield East), Mr Burrett (Pound Hill), Mr Crow (Tilgate & Furnace Green), Mr Jones (Southgate & Gossops Green), Mrs Mullins (Northgate & West Green) and Mr Quinn (Broadfield)

Apologies were received from Mr Lanzer (Maidenbower & Worth), Mr Oxlade (Bewbush & Ifield West) and Mr Petts (Three Bridges)

14. Welcome and Introductions

14.1 The Chairman welcomed members of the public to the meeting and asked Committee Members and Officers to introduce themselves.

14.2 Apologies for absence were received from Cllrs Charles Petts, Bob Lanzer and Chris Oxlade.

15. Declarations of Interest

15.1 There were no declarations of interest from Members present relating to matters on the agenda.

16. Minutes

16.1 RESOLVED that the Minutes of the last meeting held on 28 June 2018 were approved as a correct record and signed by the Chairman.

17. Urgent Matters

17.1 The Chairman invited Mrs Sue Mullins to introduce an item to the meeting as a matter of urgency.

17.2 Mrs Sue Mullins advised the Committee and members of the public on a consultation being undertaken by the post office to close and relocate a local branch. The Post Office was located at The Boulevard with plans to relocate the branch to within County Mall, inside an existing WHSmith's store.

17.3 Concerns were raised over the proposed relocation for a variety of reasons including:

- Lack of convenient, free or accessible parking.
- Excessive walking distance in the County Mall inappropriate for those with mobility issues.

Agenda Item 3

- Lack of space and size to accommodate a large service provider in the existing WHSmiths causing a significant impact on waiting times and queues in the new venue.
- Potential negative impact on the business of the Post Office by limiting footfall.

17.4 Members of the Committee and the public were encouraged to engage with the public consultation that could be accessed through the Post Office website and asked to provide their views. It was advised the consultation would finish on 5 December.

17.5 Members were also encouraged to attend a public meeting being held on 1 December from 3pm-5pm at the Civic Hall, Crawley, so that residents can express their concerns about the impact of the changes and can get more information on how to respond to the survey.

17.6 It was agreed that the Chairman of the Crawley CLC would write to the Leader of West Sussex County Council and ask for representation to be made on her behalf to the consultation.

18. **Community Policing Update**

18.1 The Chairman advised that a representative from the Police was not able to attend the meeting but asked members of the public to raise concerns that could be addressed at the following meeting.

18.2 Concerns were raised over the following:

- Potential drug dealing at Langley Green.
- Crawley had the highest level of discarded drug paraphernalia of any Local Authority across West Sussex.

19. **Progress Statement**

19.1 The Chairman invited the Area Highways Manager to introduce the Community Highways update included within the Progress Statement who advised that there were 3 schemes for the Crawley area proposed for 2019/20. Members expressed approval of the schemes and thanked Officers for the update.

19.2 The Committee raised concern over St Mary's Drive not being included in the Community Highways Scheme update. The Area Highways Manager advised that other CHSs had taken precedence over this but were encouraged to reapply for a CHS at a later date.

20. **Prioritisation of Traffic Regulation Orders (C03(18/19))**

20.1. The Committee considered the written report from the Director of Highways & Transport and Head of Highways Operations in addition to the recommendation to progress the three highest scoring Traffic Regulation Orders.

20.2. Concerns were expressed by a member of the public that North Road had not been included but they were advised on time lines for implementation.

20.3 The Committee agreed there was a necessity to progress the three highest scoring TROs in the interest of safety to the public and the most efficient way of allocating resources.

20.4 Therefore it was Resolved that the following Traffic Regulation Orders be progressed as a priority:

1. M34258 – A23 London Road Northbound – Bus lane amendment to allow all bus operators use of the bus lane.
2. M433638 – North Road – Request for parking restrictions on junctions and on a section leading up to the Post Office. Safety issue with reduced visibility for residents and school children caused by unrestricted parking issues outside the CPZ.
3. M435317 – Byron Close – Parking restrictions to improve visibility.

21. Crawley Community Initiative Funding (C04(18/19))

21.1 The Chairman invited Mr John Cooban and Mr David Hathaway to the meeting to provide a presentation on the outcome of their project: Caroline Haslett Memorial Project. The presentation included the detail of the work that had been done to complete the project following a successful pitch to the Community Initiative Fund.

21.2 Detail was given over the success of the project, advising that information and presentations had been delivered to over 4,000 children across the Crawley area and parts of West Sussex, with over 30 presentations being given.

21.3 The Committee considered the written report by the Director of Law and Assurance and applications to the Community Initiative Fund for grant funding.

21.4 It was Resolved that the following grants be awarded:

1. 260/C –£3,000 - to Broadfield Community Centre for an Outdoor Gym in Broadfield, toward installing outside gym equipment around the ground of the Community Centre.
2. 261/C – £400 –to the Craftimation Factory, for The Mill Primary School Indoor Art Garden, toward purchasing materials to create the indoor art area for visiting schools and parents.

22. Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (C05(18/19))

22.1 The Committee considered the Report by the Executive Director for Children, Adults, Families, Health and Education and the Recommendation

that the Nomination for appointment of Local Authority Governors, set out in Appendix A of the report, be approved.

22.2 It was Resolved that the following nominations be approved:

- a) Mrs Jill Wilson to West Green Primary School for a four year term.
- b) Mr Mike Emery to St Margarets C.E Primary School for a four year term.

23. **Talk With Us Open Forum**

23.1 The Chairman introduced the item and advised that the open forum was an opportunity for comments and questions to be raised on items not already on the agenda and over which the County Council has jurisdiction. The following issues were raised and responses made:

- Concern was raised over the recent decision to re-evaluate funding cuts to Adult Social Care and Housing, specifically for Open House in Crawley and the Foyer in West Green. The public expressed concern that cuts could cause unintended and unforeseen implications. Members advised a decision had been taken to review funding after 6 months and encouraged the public to express their views to their local Member.
- Members provided context to the funding cuts from central Government and that there was a need for joined up working from both the Local Authorities and the voluntary sector to find a solution to the situation. It was advised that an update would be provided at the next meeting of the CLC.
- A member of the public enquired as to why an amendment had been passed at the last Full Council meeting to change the review from 1 year to 6 months. It was advised that this was to enable a robust review process as the financial landscape could change in a short time. Some Members expressed the importance of services such as Open House as they provided a fixed address for young people.
- A member of the public asked why a bus timetable had not been replaced at Turners Hill Road. The Area Highways Manager advised they would provide a response.

24. **Date of Next Meeting**

24.1 It was advised the next meeting of the Crawley County Local Committee was scheduled for 26 February at 7pm at Crawley Library.

Chairman

The meeting closed at 8.45 pm

Crawley County Local Committee**26 February 2019****Progress Report on matters relating to Crawley**

Date & Minute No:	Subject /Agenda Item:	Contact Officer
February Update	Talk with Us: Bus Stop Timetable, Turners Hill Road	Brian Lambarth
	Brief update attached.	
February Update	Proposed relocation of Crawley Post Office	NA
	Letter sent to the Leader and responses received	

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Updates provided from MetroBus LTD regarding the Bus Stop Timetable at Turners Hill Road.

19 November 2018

The reason there is no timetable at this stop is, it keeps being vandalised.

It was removed earlier this year, as it was vandalised 3 times in a month.

They will look at putting up another case but should it continue to be vandalised then it will be removed permanently.

6 December 2018

the timetable cases at both stops on Turners Hill Road. This however won't now be done until after the New Year

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Crawley County local Committee**Chairman: Brenda Smith**

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29 November 2018

Louise Goldsmith
West Sussex County Council

Dear Louise

Proposed relocation of Crawley Post Office

You may be aware that the Post Office is proposing to make a number of changes to the way Post Offices operate within West Sussex. For information I attach a copy of the press release issued in October along with a list of the branches affected.

The Crawley County Local Committee (CLC) met recently and discussed the proposed relocation of Crawley Post Office from the Boulevard to the County Mall (within W H Smith).

It was agreed I would write to ask you as you have responsibility for the Economy portfolio, to ask you to respond to the consultation before it closes on 12 December 2018 on behalf of the County Council opposing the proposed relocation of Crawley Post Office for the following reasons:

- The new location does not have access to free parking and is less accessible to people with mobility difficulties;
- The proposed new location is inappropriate due to its size. The current post office is very busy at peak times and the new premises would not be able to accommodate the existing level of service;
- The closure of the Post office existing location will have a detrimental impact on local business around the Boulevard due to decreased footfall;

I trust this is something you will be willing to do although do of course get in touch if you wish to discuss the matter further. I would be most grateful if you could let me have a copy of the response to the consultation once sent.

Yours sincerely,

Brenda Smith

Brenda Smith
Chairman
Crawley County Local Committee

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13 December 2018

Dear Brenda

Thank you for writing to me about the future of main Post Offices, including the site in Crawley on The Boulevard.

I have spoken to Henry Smith MP who has raised his concerns about the proposed move to WHSmith in County Mall with the Post Office, Royal Mail and Business Minister, Kelly Tolhurst.

Additionally, on Thursday 22nd November, he spoke in the House of Commons, saying; "Crawley Post Office is proposing to relocate the counters from its main branch to a WH Smith shop in a covered mall where there is no free, accessible disabled parking. Royal Mail owns the site where its counters currently are, but it says it is not planning to close its sorting office or its operation there. May we have a debate on the validity of, and allegations of falseness about, the post office consultation, as many people believe that its move is already a done deal?"

It is my understanding that whilst there is a bus stop and car parking provision near the current site; getting to WHSmith would involve entering a busy shopping centre after paying for parking or arriving via public transport from further away. Royal Mail – the company that delivers parcels, letters and provides the universal postal service - owns The Boulevard site and tell me they have no plans to leave the current premises or close the sorting facility there.

Please be assured of my continued attention.

Yours sincerely,

Louise

Louise Goldsmith

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Crawley County Local Committee	Ref No: (C0618/19))
February 2019	Key Decision: No
Crawley Residents' Parking Scheme Review	Part I
Report by Executive Director of Economy, Infrastructure and Environment and Director of Highways and Transport	Electoral Division(s): Southgate & Gossops Green

Summary

The Crawley County Local Committee (CLC) is asked to make a decision on whether to continue with the removal of the "except bank holiday" restriction element of the Crawley Residents' Parking Scheme (RPS).

At a meeting of the County Local Committee held on 28th February 2018 County Councillors approved various changes to the RPS, one of which would see the removal of the "except bank holiday" restriction element of the scheme.

Officers reported at that meeting that the estimated cost for changing the signs would be in the region of £20K. Schedules for works have since been prepared and quotes obtained which have come in at between £58K to £91K to undertake the project works.

Recommendation

That the Crawley CLC authorises the Director of Law and Assurance to bring the Traffic Regulation Order into operation as advertised with the exceptions of the Disabled Bay in Coppice Walk and the removal of the "except bank holiday" restriction element of the scheme.

1. Background and Context

- 1.1 At a meeting of the Crawley CLC held on 28th February 2018 a decision was taken to remove the "except bank holiday" element of the Crawley RPS. At the time it was anticipated by officers that the cost of the associated works would be in the region of £20K.
- 1.2 After approval was given by the CLC for the proposal to be implemented schedules were prepared which in turn allowed the project to be put out to tender.
- 1.3 Three quotes were received and these were £58K, £60K and £91K respectively.
- 1.4 Due to the cost to conduct the works being much greater than originally anticipated officers feel it necessary to review the decision to undertake the works.

- 1.5 The greater cost can be attributed to an initial underestimate of the number of signs that would need to be changed and changes to how works are priced internally.

2. Proposal

- 2.1 The proposal is to implement all the previously approved amendments to the RPS with the exception of the "except bank holiday" restriction element and the removal of the Disabled Bay in Coppice Walk.
- 2.2 Officers still feel that there are grounds to remove the "except bank holiday" restriction element of the scheme as discussed at the meeting held on the 28th February 2018 but at this time with the quotes received officers are of the view that it would not be prudent to spend the amount of money quoted to achieved this aim.

3. Resources

- 3.1 A specialist contractor was employed for three months to undertake the work to prepare the schedules so that the quotes could be obtained. The cost was £8.5k, funded by the On-Street Parking Reserve.

4. Factors taken into account

- 4.1 Schedules have already been prepared and it may be that if the project is not progressed now that the schedules will become out of date. If works were to progress subsequently this exercise may need to be reviewed/repeated at an extra cost.

5. Risk Management Implications

- 5.1. The risk with not proceeding with the proposed change is resident dissatisfaction. A number of residents have indicated that the parking situation in their area is getting more difficult on Bank Holidays and that they would like the County Council to take action.
- 5.2. The risk with proceeding is that it may be perceived that the money could have been better spent on other highway related projects.

6. Other Options Considered

- 6.1 Officers did consider the application of vinyl overlays on the existing signs. This option proved to affect the overall price minimally and could make the signs confusing to motorists parking their vehicles.

7 Equality Duty

- 7.1 Councillors should be aware that the Equality Act 2010 bans unfair treatment and seeks equal opportunities in the workplace and in wider society. It also imposes a Public Sector Duty. The protected characteristics are age, disability, gender reassignment, marriage/civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

8. Social Value

- 8.1 By still implementing the initial approved changes to the RPS with the exception of the “except bank holiday” element the proposals offer residents an opportunity to park more easily by adding to the overall capacity. Also by making advisory Disabled Bays mandatory ensuring their enforceability for the use of Blue Badge Holders.

9. Crime and Disorder Act Implications

- 9.1 The County Council does not consider the scheme to create any crime and disorder issues. Officers have consulted with Sussex Police, who share this view. It is considered this will not change if implementation takes place.

10. Human Rights Implications

- 10.1 There are not considered to be any Human Rights Act Implications.

Lee Harris
Executive Director
Economy, Infrastructure and
Environment

Matt Davey
Director
Highways and Transport

Contact: Jeanette Napper (Jeanette.Napper@westsussex.gov.uk)

Background Documents [February 2018 Parking Review Report Link](#)

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Crawley County Local Committee

Community Initiative Funding

26 February 2019

Report by Director of Law and Assurance

Ref: (C07(18/19))
Key Decision: No
Part I
Electoral Divisions: All in Crawley CLC Area

Recommendation

- i) That the Committee considers the pitches made to the Community Initiative Fund as set out in Appendix A and pledges funding accordingly.

Proposal

1. Background and Context

The Community Initiative Fund (CIF) is a County Local Committee (CLC) administered fund that provides assistance to local community projects. Bids should show evidence of projects which can demonstrate community backing, make a positive impact on people’s wellbeing and support [The West Sussex Plan](#).

The terms and conditions, eligibility criteria and overall aim of the CIF have been agreed by all CLC Chairmen and these can be found on the County Local Committee pages of the West Sussex County Council website using the following link

http://www.westsussex.gov.uk/your_council/meetings_and_decision-making/county_local_committees/community_initiative_funding.aspx

For projects to be considered for funding they must upload their project idea to the West Sussex Crowd (www.westsussexcrowd.org.uk) funding platform and pitch to the Community Initiative Fund.

2. Proposal

That the Committee considers the pitches to the Community Initiative Fund as set out in Appendix A.

Pledges can be considered in the preparation and fundraising stage. When considering pitches in the preparation stage, decisions are subject to the applicant receiving full verification from Locality and starting fundraising by the end of the financial year.

3. Resources

For the 2018/19 financial year, Crawley CLC had a total of £42,428.52 for allocation, of this £30,928.52 is still available for allocation. Details of awards made in the current program and previous financial year are included in Appendix B.

There are five pitches for consideration by the Committee.

One pitch is in fundraising stage with a total project cost of £5,341.00.
One pitch is in fundraising stage with a total project cost of £5,987.00.
One pitch is in fundraising stage with a total project cost of £5,083.00.
One pitch is in fundraising stage with a total project cost of £569.00.
One pitch is in fundraising stage with a total project cost of £5,501.00.

These are outlined in Appendix A and can also be viewed at:
www.westsussexcrowd.org.uk

CIF is intended for applications up to £5,000.

Factors taken into account

4. Consultation

Before a project can be added to the West Sussex Crowd it must be eligible for the [Spacehive](#) platform, and then before beginning crowd funding must be verified by [Locality](#). This involves inspecting the project to make sure it's viable and legitimate. The Democratic Services Officer, in consultation with the local County Councillor, will preview all projects that have then gone on to pitch to the Community Initiative Fund to ensure they meet the criteria.

District and Borough Council colleagues are consulted on whether applicants have applied to any funds they administer. In addition, some CLCs have CIF Sub Groups that preview pitches and make recommendations to the CLC.

5. Risk Management Implications

There is a risk in allocating any funding that the applicant will not spend some or all of it or that it might be spent inappropriately. Therefore the terms and conditions associated with CIF provide for the County Council to request the return of funds.

Projects that do not reach 95% of their funding target on The West Sussex Crowd within their project timescale will not receive any funds. Any pledges made to unsuccessful projects will therefore be returned to the CLC CIF allocation and be detailed in Appendix B.

6. Other Options Considered

The pitching process asks for information about whether a project could proceed if the organisation only received 90 per cent of the funding applied

for. The CLC is invited to take this into consideration in deciding the level of any award.

The Committee does have the option to defer or decline pitches but must give valid reasons for doing so. If they defer a project they need to take into account the timescales for the project and whether a deferral would allow the CLC to pledge at the following meeting.

7. Equality Duty

Democratic Services Officers consider the outcome intentions for each pitch. It is considered that for the following pitches, the intended outcomes would:

- advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- foster good relations between people who share a protected characteristic and people who do not share it.

The CLC in considering any pitch should be alert to the need to consider any equality implications arising from the bid or the way the money is to be used if any are indicated in the information provided.

8. Social Value

The Community Initiative Fund's eligibility criteria require applicants to explain how their project will support one or more of the County Council's priorities as set out in [The West Sussex Plan](#).

9. Crime and Disorder Act Implications

The applications for decision contain projects that will positively benefit the community and contribute toward the County Council's obligations to reduce crime and disorder and promote public safety in section 17 of the Crime and Disorder Act 1998.

10. Human Rights Act Implications

The County Council's positive obligations under the Human Rights Act have been considered in the preparation of these recommendations but none of significance emerges.

Tony Kershaw

Director of Law and Assurance

Contact: Jack Caine – 0330 222 8941

Background Papers: Pitches are available to view on www.westsussexcrowd.org.uk

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Current pitches**APPENDIX A**

The following projects have pitched to the Community Initiative Fund since the last meeting:

Actively Fundraising –

- **295/C – Crawley Open Duke of Edinburgh Award Centre, Keep us Hiking, £5,341.00 – Towards new hiking equipment.**
<https://www.spacehive.com/keep-us-walking>
- **303/C – LPK Learning CIC, Discover Crawley Together, £5,987.00 – Towards event publicity, venue hire and development of family learning activities.**
<https://www.spacehive.com/discovercrawley>
- **306/C – Broadfield Community Centre, Broadfield Arts Festival 2019, £5,083.00 – Towards designing & producing advertising material and hire of marquee/stretch tent.**
<https://www.spacehive.com/broadfield-arts-festival-2019>
- ***329/C – Pound Hill South Community Speed Watch, £569.00 - Towards purchasing a speed gun, tuning fork and reflective tops**
***Off platform application**
- **335/C – Phoenix Choir of Crawley, Community Choral Events, £5,501.00 - Towards the hire cost of venue, choir stalls lighting and sound**
<https://www.spacehive.com/community-choral-events>

In Preparation –

There are currently no pitches in preparation stage.

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APPENDIX B**Community Initiative Funding: Summary for 2018/19 and 2017/18**

The following applications have received funding during the **2018/19** financial year to date:

Applicant	Summary	Member	Awarded	Evaluation
213/C – Caroline Haslett Memorial Project	Towards the cost of purchasing pull-up banners and printing consultation leaflets	Sue Mullins	£400.00	Feedback received
215/C – Crawley D of E new minibus appeal	Towards purchasing a part-used minibus	Michael Jones	£3,000.00	Project is still in fundraising stage.
216/C – Multicultural Crawley	Towards the cost of advertising and purchasing arts & crafts equipment	Sue Mullins	£700.00	The event has been postponed until March 2019. The pledge will be funded once a new date has been confirmed.
230/C – Wheelchair Swing & HAT for MPCC	Towards the cost of installing a wheelchair accessible swing	Bob Lanzer	£4,000.00	No feedback received
260/C – Outdoor gym in Boradfield	Towards installing gym equipment around the grounds of community centre	Brian Quinn	£3,000.00	No feedback received
261/C – The Mill Indoor Art Garden	Towards purchasing materials to create the indoor art area for visiting	Brenda Smith	£400.00	No feedback received

Agenda Item 7

	schools and parents			
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To note: The following application received funding but subsequently failed to successfully reach its fundraising target. The funds will be carried over and available for reallocation by the Crawley CLC.

- 214/C – Move the Goalposts, £400 – Towards the sport programme’s marketing, advertising and equipment costs.

The following applications received funding during the **2017/18** financial year:

Applicant	Summary	Member	Awarded	Evaluation
18/C Friends of Goffs Park	Towards an evening film screening to raise the profile of the park	Sue Mullins	£1,793.00	
54/C The EKTA Group	Towards travel costs, venue hire, music lessons and funding for physical activity and wellbeing.	Brenda Smith	£2,400.00	
59/C DIVERSE Crawley	Towards start up costs for running Black History Month events in Crawley	Chris Oxlade	£1,500.00	
62/C Ifield Barn Theatre	Building Works	Brenda Smith	£2,500.00	
66/C 7th Crawley Scout Group	For Media Equipment	Duncan Crow	£800.00	
70/C Crawley Parkour CIC	Towards safety equipment	Brenda Smith	£2,500.00	
89/C Create Springboard	Towards equipment for art project	Brenda Smith	£3,128.98	
92/C The Desmond Anderson SSC	Towards a residential trip	Duncan Crow	£1,800.00	
93/C LPK Learning CIC	Towards a development project	Chris Oxlade	£4,533.45	
110/C Broadfield Community Centre	Towards art exhibition materials	Brian Quinn	£1,300.00	
114/C The	Towards the	Chris Oxlade	£3,144.57	

Agenda Item 7

Applicant	Summary	Member	Awarded	Evaluation
Crawley Festival	running costs of Crawley Festival			
120/C Phoenix Choir of Crawley	Towards staging a performance	Brian Quinn	£2,000.00	
121/C 7 th Crawley Scout Group	Towards media equipment	Duncan Crow	£1,000.00	
136/C Treasure Island	Sound for the Dew Festival	Michael Jones	£2,000.00	
137/C Springboard Project	Towards Sensory room upgrade	Brenda Smith	£1,000.00	
138/C Crawley District Scouts	Towards improvements of Stanfords Scout Campsite	Brian Quinn	£1,800.00	
140/C Worth Parish PCC	Towards new flooring for Parish Hall	Bob Lanzer	£1,300.00	
169/C Football Companies	Towards Youth Team	Brenda Smith	£1,500.00	

Support: Jack Caine
 Email: jack.caine@westsussex.gov.uk
 Tel: 0330 222 8941

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 Chichester
 West Sussex
 PO19 1RQ
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 www.facebook.com/crawleytalkwithus

Crawley County Local Committee
Community Initiative Fund application



CLC Reference: 295/C
Local Councillor: Brenda Smith
Status: Fundraising Stage
Project Cost: £5,341.00 (as found under crowdfunding total)
Project Title: Keep Us Hiking

About:

We deliver the D of E Award scheme to children from Crawley, Horsham and East Grinstead and with many schools not being to deliver the award we have had a lot of interest and need new equipment.

Last time we updated our equipment was about 10 years ago and during this time we have had 100's of Young people taking part of in the award scheme. As you can appreciate the wear and tear that has taken place and also in some cases damage to the equipment. Until now we have also done our best to repair/fix what we can but now we have reached a stage we need to buy new equipment In order to continue to delivering the award efficiently and safely, hence we need new equipment such as Tents, Trangiers, Safety equipment and much more. This year we have had a lot of interest by children as number of school such as Hazelwick, Holy Trinity, Ifiled and St Wilfrid's are not running the award this year or have very limited spaces and hence the children want

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to sign up or been referred to us by WSCC D of E Team. Therefore your help would be really appreciated.

Project Delivery Manager: Crawley Open Duke Of Edinburgh Centre

About me:

We are a non-profit-making organisation delivering the Duke of Edinburgh Award to young people in Crawley and surrounding area.

We started this project over fourteen years ago, based at Crawley Youth Club, however following WSCC cuts and changes to the Youth Service support, we were required to leave this organisation. We continued the project under WSCC YS and moved to West Green Community Centre and continued to offer the Award with a fully volunteer based group of adult staff under the management of WSCC YS and with their support. This came to an end three years ago. However, the dedication of the staff is such and with the needs of young people still evident, we were able, following discussions and long negotiations around "open access to young people" to move to Holy Trinity School and we now operate under their auspices whilst maintaining our independence.

As you will be aware the DofE award offers Young People the challenge and the support to develop skills, physical ability, volunteering in the community and an expedition experience at several levels, the Award is known as the most successful and recognisable achievement for young people and our team of volunteers have been extremely successful in delivering this for over fourteen years.

Our main problem is that our current minibus which is fitted with a tow bar for using our trailers is getting old and despite being maintained, and repairs being done by willing supporters for subsidised rates, we need to replace it now.

We do not require a brand-new minibus as the amount of traveling is not excessive and we would be able to purchase a good quality second hand low mileage vehicle for a much-reduced cost which would be sufficient for our needs.

We have raised over £5,000 from well-wishers and via young people's membership and evening subscriptions, however the time taken to raise the estimated cost of the minibus (£14,000) will leave us without the ability to carry out expeditions and training hikes later this year.

We are sure you will agree that our project is worthwhile and that it is deserving of support.

<http://www.codec.com>

Why we're pitching for a pledge:

Participants have and will continue to develop social education and prepare them for whatever path they take in the future.

What we'll deliver:

- Opportunity to Youth of Crawley to take part in the award D of E award scheme
- Keep children off the streets
- Development of Social Education and have Fun at the same time

Why it's a great idea:

As a voluntary organisation and the only Open award Centre in Crawley, we get interest from many children from Crawley and surrounding areas wanting to take part. As i said our equipment is old about and by your support we will be able continue deliver the award scheme and help develop the social education side to these youngsters and let them experience new things which many may not have the opportunity otherwise. The D of E Scheme in inclusive helps the children to build confidence, make new friends, social Development, learn/experience new things. We have already had an open evening for 2019 and we have taken on 36 new bronze and 28 silvers as well as our gold participants and have a waiting list for the bronze, so you can see how popular the award is. With this as an inclusive centre we have children who are on pupil premium, children in care, learning difficulties, ADHD as well as others, so you can see the benefit the award will bring to them.

Steps to get it done:

- Increase participation for 14+ children in the community

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 www.facebook.com/crawleytalkwithus

Crawley County Local Committee Community Initiative Fund application



CLC Reference: 303/C

Local Councillor: Chris Oxlade

Status: Fundraising Stage

Project Cost: £5,987.00 (as found under crowdfunding total)

Project Title: Discover Crawley Together

About:

We believe that Crawley and its people are amazing. Our project aims to engage the whole community in using and celebrating our public spaces through a range of inter-generational activities.

Crawley has a wide range of fantastic public spaces all providing huge potential to inspire and engage its residents. This project will encourage families to explore and learn in these great places through a series of free community events over the year. Events will be designed to encourage families to learn together through themed activities which, as well as being great fun, will support numeracy, literacy and wider learning in areas such as history and wellbeing. Free events will be held across Crawley in parks, museums, libraries and other community spaces, encouraging residents to visit some of the places that they may not have considered visiting before. Whatever the activity, everyone will enjoy the time together and come away with a greater sense of the fabulous community

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they are part of. It is important to us that these events are free to families on the day but we still need your help to make them happen. Even £2 will go a long way.

Project Delivery Manager: LPK Learning CIC.

About me:

At LPK, we believe that learning brings individuals, families and communities together. Our aim is to develop and deliver innovative learning and wellbeing opportunities in Crawley and across Surrey and Sussex.

We don't see learning just as a classroom activity but as a fun and integral part of life whatever your age or interests.

As well as running workshops and courses, we also provide less formal activities where communities and generations are brought together to share experiences and learn from each other.

<http://www.lpklearning.org>

Why we're pitching for a pledge:

We inspire Crawley families to discover new places, get more active, learn new things and engage with activities they haven't tried before.

What we'll deliver:

- A programme of at least 7 family learning events in Crawley.

Why it's a great idea:

This project builds on our events in 2018 which reached record numbers of residents. Over 300 attended our latest event at Worth Park and more than 400 got creative as part of Crawley Chime. The aim of this project is to help families discover and celebrate the town of Crawley. Activities in the park will inspire a greater understanding of the environment, activities in museums help to improve the knowledge of the past. Getting families out into their community and being active is great for physical and mental health too. Wellbeing is fundamental to everything we do and all events will tie into the five ways of wellbeing. Participants will have the opportunity to connect with each other and learn new things about themselves and their local environment. They will have opportunities to get outdoors and be more active taking notice of the environment around them. Each activity will also involve a number of volunteers and so community members will have the opportunity to give back too.

Steps to get it done:

- Set event dates and themes in partnership with other local community organisations.
- Develop detailed plans and family learning activities.
- Develop strategy for publicity of events.
- Run events in a range of Crawley spaces across the year.
- Evaluate each event incorporating feedback to ensure future provision meets community need.

As families explore Crawley through this project, we will begin to develop a Crawley Family Learning Passport where visits can be recorded. As well as including venues involved in the project, we will be collecting ideas from families in the hope of discovering more of Crawley's hidden gems. Once complete, we envisage this to be available for wider use by the community of Crawley.

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Crawley County Local Committee
Community Initiative Fund application



CLC Reference: 306/C
Local Councillor: Brian Quinn
Status: Fundraising Stage
Project Cost: £5,083.00 (as found under crowdfunding total)
Project Title: Broadfield Arts Festival 2019

About:

The Broadfield Arts Festival will celebrate local culture and talent and encourage creativity to lift spirits and pride in the community.

Building on the success of the first edition of the Broadfield Art Exhibition in 2018, we are now fundraising to develop a programme of visual and performance arts for the second edition, the Broadfield Arts Festival in the summer of 2019. Broadfield Arts Festival is a celebration of the creative and cultural talent of Broadfield through a glorious art exhibition and performance day. It will enable children, young people and adults, who would not otherwise get the opportunity, to work with artists, learn new skills, showcase their own artwork, perform and be part of a big event. The Broadfield

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Art Exhibition had 192 exhibits of art, photography, crafts and sculptures, with a broad range of talent from very young children to adults. We would like to expand our efforts in using the arts to give fresh life and a lift to the local area. The Broadfield Arts Festival will add dance, pavement stencil art, textiles to decorate barriers along the shopping parade, music and performances.

Project Delivery Manager: Broadfield Community Centre

About me:

The Broadfield Community Centre is a charity offering a venue to build community; hosting recreational and cultural, learning and wellbeing opportunities to all sections of the community. We respond in a flexible and positive way to meet new demands and requirements so that the Centre continues to be a valuable community resource. We strive to see a reduction in social isolation and loneliness, an improvement in mental and physical health, learning opportunities across all ages and providing facilities in the interests of community engagement and cohesion. The Centre is an integral part of Broadfield whilst also reaching out to the wider community. Currently 53 groups meet at the Centre on a weekly basis and footfall exceeds 2,300 per week. You can be sure of a warm welcome.

<http://www.broadfield.cc>

Why we're pitching for a pledge:

An annual event to attract new visitors, showcase local talent and encourage membership and participation in local groups.

What we'll deliver:

- Visual Art Exhibition by local artists in the Broadfield Community Centre and Library
- Creative Workshops - Local schools, elderly and women learning English work with artists to create
- Playful Experience - Pavement stencil art using chalk
- Magical Performances - Celebrating Broadfield's creative arts expression
- Rewarding Volunteer Opportunities - Investing in others

Why it's a great idea:

Broadfield Arts Festival is free and open to all. In the first edition, the Broadfield Art Exhibition partnered with the Library and local school to support workshops and visual displays. We hope to repeat this again. The inaugural edition proved to be an enormous success raising the profile of Broadfield, lifting spirits and celebrating local talent. Our objective for 2019 is simple: more visibility to all that Broadfield has to offer, through the arts seek to change perceptions about the neighbourhood and connecting communities through celebration of arts and culture, highlighting the neighbourhood's diversity and vibrancy. By making a collective effort we can engage with our new and known neighbours, using art as a platform for conversation, empowerment, inclusion and improvement. It's a bold and ambitious project but with your help, we will be able to make it happen.

Steps to get it done:

- Advertise the Call for Artists and Performers
- Arrange hire of marquee/ stretch tent for the Performance Day
- Arrange workshops in schools and community groups
- Design and production of advertising material
- Deliver Art Exhibition
- Deliver Performance Day

Art and creativity have the power to bring communities together. Broadfield is a growing neighbourhood. The Broadfield Arts Festival is an opportunity to promote community cohesion through a shared language of community celebration.

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Crawley County Local Committee
Community Initiative Fund application



CLC Reference: 329/C

Local Councillor: Bob Lanzer

Status: Preparation Stage

Project Cost: £569.00 (as found under crowdfunding goal total)

Project Title: Pound Hill South Community Speed Watch

About:

To initiate community speed watch activities in the Pound Hill South and Worth area using equipment supplied by Sussex Police for which funding is requested.

For community volunteers to engage in speed watch activities in the Pound Hill South and Worth area using equipment supplied by Sussex Police for which funding is requested. The equipment comprises of a speed gun, tuning fork, reflective tops etc. Operators will be Peter Elliott, Gerald Law, Nicholas Mortiboys and Derek North, for an initial group of four people.

Project Delivery Manager: Pound Hill South Community Speed Watch group

What we'll deliver:

- Enhance the safety of local residents by encouraging the observance of speed limits.
- Engaging volunteers in a worthwhile community activity.

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- Raise awareness of motorists regarding the potential dangers of excessive speed

Why it's a great idea:

It encourages volunteering in the worthwhile endeavour of improving safety on the highway within Pound Hill South and Worth. As an example, this could increase trade at Shire Parade on The Ridings in Crabbet Park as pedestrian confidence will be improved.

Steps to get it done:

- Initiating speed watch activities on The Ridings, Crabbet Park

Operators will be Peter Elliott, Gerald Law, Nicholas Morttiboys and Derek North, for an initial group of four people.

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Crawley County Local Committee Community Initiative Fund application



CLC Reference: 331/C

Local Councillor: Chris Oxlade

Status: Preparation Stage (**Please note this application is in its preparation stage and the project cost is subject to change.**)

Project Cost: £18,876.00 (as found under crowdfunding goal total)

Project Title: Dementia Friendly Coffee Shop

About:

Trialled project for 6 months - very successful. Now wish to create a permanent coffee shop stand alone on site suitable for wheelchair users, dementia residents, special needs. To open 3 days p/w.

As a not for profit charity, we have been trialling a super friendly accessible coffee shop on site for residents, guests, staff and wider community. Extremely well received during trial & made a surplus despite being by donation only. Used by approx 90 people on the one day a week. Now seeking to create permanent coffee shop open several days a week to benefit all. Also creates 3 employed p/t vacancies and volunteers with special needs welcomed. Great work experience opportunity. We are seeking funding to help with commissioning & establishing by re-purposing suitable existing space, wheelchair accessibility, creating suitable kitchen & extra equipment needed, dressing and furnishing coffee shop. Help with marketing materials also appreciated. Aim to reach more people by opening more days. Also promotes Ifield Parks' range of not for profit

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care facilities in a relaxed, no obligation manner.

Project Delivery Manager: Ifield Park Care Home

What we'll deliver:

- re-purpose an existing large room for coffee shop & fit out suitably
- create wheelchair accessible user friendly space
- create small outside seating area for nice weather
- offer warm welcome to all without judgement & nice food compliant with Food safety requirements
- Refreshments by donation only so super affordable for all
- Open at least three days per week incl Saturday
- Create employment three days per week for coffee shop assistant
- Create Volunteer/work experience opportunity - special needs applicants will be encouraged

Why it's a great idea:

We have proved with 6 month trial that this is very well supported & utilised - great feedback & community support shown. We need more space and opportunity to reach more people. Offers elderly, disabled, dementia & wheelchair users an opportunity to socialise in a safe and supportive environment with trained and understanding staff. It offers local employment and volunteer opportunities. It markets our care & nursing (not for profit charitable) business in a non-threatening way to Crawley community. Charges are affordable for all by donation.

Steps to get it done:

- Identify suitable space(s) (completed)
- create new kitchen solely for coffee shop (underway)
- re-purpose separate adjoining space to create coffee shop (underway)
- Purchase equipment needed to facilitate kitchen
- purchase new furniture needed to furnish coffee shop
- create wheelchair access ramp & wide fit doorway (underway)
- Create small outdoor patio with seating & plants

Residents and Staff bake and donate the cakes we use. We plan to extend menu from tea coffee and lots of cakes to include soup, toasted sandwiches & other light snacks to appeal to wider client base.

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Crawley County Local Committee Community Initiative Fund application



CLC Reference: 335/C

Local Councillor: Chris Oxlade

Status: Fundraising Stage

Project Cost: £5,501.00 (as found under crowdfunding goal total)

Project Title: Community Choral Events

About:

We are planning two concerts in Crawley, 'Magical Mozart' in The Hawth Theatre in April, and a lighter picnic concert at St. Wilfrid's Catholic School in the summer.

Our choir encourages members to learn new singing skills, to become healthier from the recognised benefits of singing and the social interaction, above all to enjoy themselves and provide entertainment and appreciation of a hopefully wider audience.

Project Delivery Manager: Phoenix Choir of Crawley

What we'll deliver:

- A professional performance at both locations

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- Encouragement for new members to join
- Audience/community appreciation

Why it's a great idea:

We bring people together to learn and enjoy themselves without excessive costs.

Steps to get it done:

- Reaching a professional standard by rehearsing the performance regularly

Members contribute fees already and we would prefer not to have to charge them much more money for purchasing music scores and a one off prestigious location in which to perform.

Crawley County Local Committee**26th February 2019****Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies****Report by Director of Education & Skills****Ref:
(C08(19/20))****Key Decision:
No****Part I****Electoral
Divisions: All in
CLC Area****Executive Summary**

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 as school governors on behalf of the County Council.

This report asks the Committee to make nominations of Local Authority Governors as outlined below.

Recommendation

That the nomination for appointment of Local Authority Governor set out in Appendix A, be approved.

Proposal**1. Background and Context**

- 1.1 The function of the nomination of school governors to maintained schools and academies is delegated to County Local Committees (CLCs) because it enables local county councillors to maintain a valuable link with the schools and helps promote to the wider public the important role of school governors.
- 1.2 Local authority governors are nominated by the local authority but appointed by the governing body. The CLC can nominate any eligible person as a local authority governor, but it is for the governing body to decide whether their nominee has the skills to contribute to the effective governance and success of the school and meets any other eligibility criteria they have set. The duty of the CLC is therefore to identify and nominate suitable persons to serve as school governors for maintained schools and academies on behalf of the County Council. The CLC, as representatives of the local authority, should make every effort to understand the governing body's requirements and identify and nominate suitable candidates. Without a CLC nomination a school is not able to appoint a Local Authority Governor.

- 1.3 CLCs' delegated powers include the ability to appoint Authority, Community and Parent Governors to temporary governing bodies. Further changes are expected in due course in relation to temporary governing bodies.
- 1.4 CLCs also have the function to make nominations for the County Council to governing bodies of academies in accordance with either the funding agreement with the relevant government department or instrument of governance, as appropriate.

2. Nominations for Local Authority Governors

- 2.1 All county councillors are entitled to nominate for any school, although normal practice has dictated that the local county councillor's nomination can take precedence. County councillors should aim to familiarise themselves with the schools in their local area and are advised to consult the chairman of governors and/or head teacher concerning any local authority governing body vacancies.
- 2.2 The role of a governor can be complex as specific actions or ways of operating will vary depending on the type of school, its individual ethos and current circumstances. Governors provide the strategic leadership for schools alongside the head teacher. They should look to provide support and challenge for the school. Experience gained through a range of activities e.g. work, voluntary service or family life, where relevant, should be given equal consideration.
- 2.3 The 2012 Regulations (as amended) require that any newly-appointed governor has, in the opinion of the person making the appointment, 'the skills required to contribute to the effective governance and success of the school'. This could include specific skills such as an ability to understand data or finances as well as general capabilities such as the capacity and willingness to learn.
- 2.4 The following criteria are in place for the nominations of local authority governors:
 - i) governors are nominated on the basis of suitability and not in accordance with political party affiliations,
 - ii) applicants will not normally be nominated as local authority governors at a school if they are the husband, wife or partner of a permanent member of staff at that school,
 - iii) where the local authority appoints additional members to the governing body of a school identified by Ofsted as having serious weaknesses or requiring special measures, such governors will be appointed by the relevant Cabinet Member on the nomination of the relevant Executive Director since it is usually advantageous to bring in experienced governors from other areas

iv) if a county councillor is appointed as a local authority governor, and either does not stand for re-election or does not retain the seat during the quadrennial County Council elections, his/her term of office will automatically end on 31 August next following the elections. A county councillor, who resigns his /her seat on the Council, will within 4 months of his/her resignation cease to be a local authority governor. In either case, he/she is, of course, eligible for re-appointment if nominated by a county councillor.

2.5 If there are more applications than vacancies this will be made clear in Appendix A. Any discussion of the relevant merits of the candidates will be discussed in Part II of an agenda, in the absence of the press and public. This should then not discourage any potential candidates from applying, knowing that any discussion of their application will occur in private session.

3. Reappointments

3.1 Details of local authority governors seeking nomination for reappointment are forwarded to the governing body chairman and to the local county councilor. These nominations automatically progress to the next CLC meeting for decision unless an objection is received from a member by the given closing date. The governing body would be asked for comments on the nomination, and an objection may be lodged on the grounds of poor attendance.

4. Current Vacancies

4.1 The current vacancies in the CLC area are detailed in Appendix B.

4.2 Information about the role of school governors is available on the County Council website via this link:

<https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/information-for-governors/>

5. Proposal

5.1 That the Committee makes the nomination of Governors as set out in the recommendation above and Appendix A.

6. Resources

6.1 There are no resource implications arising from this decision as it is a nomination to a governing body.

Factors taken into account

7. Consultation

- 7.1 Local county councillors, head teachers and chairmen of governors have been consulted on all applications received. It is assumed that all are in support unless objections are received by Governor Services and/or the local county councillor.

8. Risk Management Implications

- 8.1 There may be a risk that on-going vacancies on a school governing body above a level of 25% will weaken its effectiveness.

9. Other Options Considered

- 9.1 County Councillors can decide not to make a nomination to a governing body. They may defer an application if they require further information or consultation to enable them to come to a decision.

10. Equality Duty.

- 10.1 The Equality Duty does not need to be addressed as it is a decision making an appointment or nomination to a governing body.

11. Social Value

- 11.1 None

12. Crime and Disorder Act Implications

- 12.1 None

13. Human Rights Implications

- 13.1 None

Paul Wagstaff Director of Education & Skills

Contact: Governor Services Administrator
03302228887

Appendix A: Local Authority Governors - Appointments, Reappointments or Nominations

Appendix B: Current Vacancy List

Background Papers: None.

Local Authority Governors - Nominations Under the 2012 Regulations

Maintained Schools

Nominations for Reappointment:

Nominations for Appointment:

Waterfield Primary School

Mr Kamal Patel for a four year term

Academies:

Nominations for Reappointment:

Nominations for Appointment:

Temporary Governing Bodies

Nominations for Reappointment:

Nominations for Appointment:

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Authority Governor Vacancies for South Chichester County Local Committee Area

School	Division	Division Member	Vacant From	Current Status	Chairman	Head
Southgate Primary School	Southgate & Gossops Green	Michael G Jones	Jul-17	Outstanding	Unknown	Tom O'Donoghue
Brook Infant	Maidenbower & Worth	Bob Lanzer	Apr-17	Outstanding	Karen Flowers	Fiona Dowley
St Francis Of Assisi Catholic Primary Crawley	Southgate & Gossops Green	Michael G Jones	Nov-15	Outstanding	Mrs J Scott	Tim Hallett
St Margaret's CE Primary School	Langley Green & Ifield East	Brenda Smith	Nov-16	Outstanding	Lindsay Plunkett	Jill Hine
Northgate Primary	Gossops Green & Ifield East	Susan Mullins	Mar-15	Outstanding	David Fry	Georgina Beven
Pound Hill Junior School	Three Bridges	Charles Petts	Jul-16	Outstanding	Stephen Uwins	Anthony White
West Green Primary School	Gossops Green & Ifield East	Susan Mullins	Sep-17	Nomination forwarded to CLC	Jill Wilson	Andrew Hodgson
Maidenbower Junior School	Maidenbower & Worth	Bob Lanzer	Jun-18	Outstanding		Elaine Jenkins
Three Bridges Primary School	Three Bridges	Charles Petts	Apr-18	Outstanding	Doug Chapman/Emma Sharp	Trudy Emberson

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