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31 October 2018

A meeting of the Adur County Local Committee will be held at 7.00 pm on Thursday, 8 November 2018 at Lancing Parish Hall, 96 South St, Lancing BN15 8AJ

Tony Kershaw
Director of Law and Assurance

Your local County Councillors



Debbie Kennard
Shoreham North



Ann Bridges
Lancing



Kevin Boram
Shoreham South



George Barton
Sompting & North Lancing



David Simmons
Southwick

Invite you to come along to the Adur 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

1. **Appointment of Chairman**

The Committee are asked to appoint a Chairman to the Adur County Local Committee for the municipal year 18/19.

7.00 pm 2. **Chairman's Welcome**

The members of Adur County Local Committee are George Barton, Ann Bridges, Kevin Boram, Debbie Kennard and David Simmons.

7.05 pm 3. **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 4. **Minutes of the last meeting of the Committee** (Pages 5 - 10)
- The Committee is asked to agree the minutes of the meeting of the Committee held on 21 June 2018 (cream paper).
- 7.15 pm 5. **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.
- 7.20 pm 6. **Progress Statement** (Pages 11 - 16)
- The attached document contains brief updates on statements of progress made on issues raised at previous meetings and other issues pertinent to Adur. The Committee is asked to note the any updates.
- 7.30PM 7. **Discussion on Sullington Way** (Pages 17 - 18)
- The Committee will receive an Update from the Highways Area Manager on Traffic issues associated with Sullington Way.
- 7.50PM 8. **Traffic Regulation Order Prioritisation** (Pages 19 - 26)
- The Committee is asked to consider the prioritisation of 2 Traffic Regulation Orders.
- 8.10PM 9. **Update on Community Highways Schemes** (Pages 27 - 40)
- The Committee are asked to note the update on Community Highways Schemes.
- 8.20PM 10. **Adur Community Initiative Funding** (Pages 41 - 48)
- Report by 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.
- 8.30PM 11. **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies** (Pages 49 - 54)
- Report by Executive Director Children, Adults, Families, Health and Education.
- The Committee are asked to approve the nominations of

Authority School Governors as set out in the report.

8.35PM 12. **'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.

8.50PM 13. **Date of Next Meeting**

The next meeting of the Committee will take place at 7.00 pm 7 March 2019 at a venue to be confirmed.

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 Adur 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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Adur County Local Committee

21 June 2018 – At a meeting of the Committee at 7.00 pm held at Main Hall, Shoreham Centre, 2 Pond Rd, Shoreham-by-Sea BN43 5WU.

Present:

Mr Simmons (Chairman) (Southwick;), Lt Col Barton (Sompting & North Lancing;), Mrs Bridges (Lancing;) and Mr Boram (Shoreham South;)

Apologies were received from Ms Kennard (Shoreham North;)

Officers in attendance:

Jack Caine, Monique Smart and Nick Burrell (Democratic Services)

Mike Thomas (Highways)

Lydia Schilbach (Communities)

Deborah Myers, Ellie Evans, Graham Olway, Helen Moules and Tracey Dunn (Education and Schools)

1. Appointment of Chairman and Vice-Chairman

1.1 RESOLVED that Cllr George Barton be appointed as Chairman for the Adur County Local Committee for a term of 1 meeting and

1.2 Cllr Kevin Boram be appointed as Vice Chairman for the Adur County Local Committee for the municipal year 2018/19.

2. Chairman's Welcome

2.1 The Chairman welcomed everyone to the meeting and introduced the Committee Members and Officers.

3. Declarations of Interest

3.1 Cllr David Simmons declared that he was the Chair of Governors for the Sir Robert Woodard Academy. It was advised this was a personal interest and not a pecuniary interest.

4. Minutes of the last meeting of the Committee

4.1 RESOLVED that the minutes of the last meeting of the Adur County Local Committee held on the 8 February 2018 be approved as a correct record and signed by the Chairman subject to the following amendment (changes in italics):

Minute 65 to read:

A Member reported that *officers considered* it had not been possible to provide a sustainable solution to the traffic problems in West Street in Sompting.

5. Urgent Matters

5.1 There were none.

6. School Place Planning

6.1 The Chairman welcomed the Director of Education and Skills to the meeting who provided a presentation on School Place Planning and Admissions Process across the West Sussex area. The Chairman advised that questions that had been asked prior to the meeting had been tabled for information. The presentation raised the following points:

- The West Sussex County Council Place Planning Process, about predication on demand, including a range of factors such as housing growth, family migration and families sending children to schools outside the area.
- The Place Planning Process was based on probability, rather than certainty, as the exact number of children attending schools isn't known until the new school year each September.
- A Place Planning booklet was available for inspection by the public on the Council's website, which contained projections over a period of 15 years, based on data available to the County Council.
- There were 284 schools across the West Sussex area, 64 of those were Academies. The October 2017 census data recorded 112,834 Children of School age within the County and provisions for 126,143 School places.
- The Department of Education guidelines requested that Local Authorities make provision for extra 5% pupil places than that required in order to account of inward migration. West Sussex County Council had more than 10% over the requirement.
- West Sussex County Council utilised software called Educate to project pupil numbers and ensure there were sufficient School Places available across the County.

6.2 It was advised that the presentation delivered would be attached to the Minutes of the meeting, in addition to a presentation addressing the Schools Admissions Process.

6.3 In response to questions from the Committee, officers advised that:

- The Department for Education would not consider schools of less than 6FE (180 pupils) per year group as a viable new secondary school. Delivery of a new secondary School could take up to 3-5 years once a site had been identified.
- West Sussex County Council would liaise with Boroughs and Districts over Planning Applications, being mindful of Community Infrastructure and safe routes to schools for children. Both tiers of local government were invited to comment on planning applications

prior to decisions being taken.

7. **'Talk with Us' Open Forum**

7.1 The Chairman invited members of the public present at the meeting to ask questions. In response to these questions it was advised that:

- With school places available, West Sussex County Council were able to allocate school places in line with 1 of 3 preferences expressed by parents. WSCC forecasted that Schools would reach net capacity by 2022/23.
- A Member of the public raised concern over the use of the word 'preference' as in some instances it was felt that there had been no variety of choice for parents, based on their locality.
- If a Maintained School was over-subscribed, allocation of school places would be conducted under the WSCC oversubscription criteria in accordance with the admissions code. This criteria included vulnerable children and children from low income families. Academies had their own over-subscription criteria. Each institution published their oversubscription criteria which was available for inspection by the public.
- The Principle of Shoreham Academy advised that the oversubscription criterion for the academy was the same as the criteria expressed by maintained schools.
- Officers advised that if the route from the home to the school was deemed an available walking route and nearest appropriate school is over three miles, transport may be provided. Concerns from the public were raised over the safety and suitability of some of the footpaths in the area. It was advised by officers that it was a parent's legal responsibility to accompany children to schools where appropriate.
- Officers advised that children at secondary schools would commonly travel via public transport, by foot or cycle. Concern was expressed by members of the public over the viability and safety of the walking routes that were available to children.
- Walking routes to Schools could be challenged on their levels of reasonable safety by a criteria applied by the County Council. If they were deemed unsafe transport assistance could be considered.
- Concern was expressed over the Ofsted Status of the Sir Robert Woodard Academy. Officers advised that they were able to challenge Maintained Schools on their status, however academies were challenged by the Regional Schools Commissioners Office. It was further advised that the Academy had made improvements to achieve better status in the future. Parents were encouraged to read the qualitative information included in the Ofsted report on the

status of the Academy.

- With regard to lateness/absence from Schools where mitigating factors were outside of the Child/Parent's control, these would be considered and with on a case by case basis.
- Cllr David Simmons advised rail travel would also be a viable option to travel to local Schools and encouraged parents to visit prospective secondary schools where possible.
- A member of the public commented that the main concerns raised during the discussion were safer transport to schools and improving the Sir Robert Woodard academy. It was advised that parents would be more confident and hopeful for the future if they felt they had been listened to and understood.
- Officers advised that whilst they did not have the authority to direct an academy schools to expand, there was no reason to believe there would be significant resistance from the Academy Trust. If there was, further discussions would take place with the Regional Schools Commissioners Office. West Sussex County Council had a statutory duty to provide school places for children across the County so if there were further resistances from the Regional Schools Commissioners Office, the County could lobby the Secretary of State. WSCC could direct maintained schools to accept a higher number of pupils than originally anticipated were necessary.
- Officers advised the projected numbers for required school places were based on the adopted local plan and known housing developments, in addition to the date these housing developments were due to be delivered. It was further advised that was constant dialogue between the County Council and the Districts and Boroughs.
- Officers advised that there was no identified need for a new secondary school immediately. Officers were confident that the projected numbers dictated this requirement was still a number of years away.
- The County Council was working very closely with Districts and Boroughs to accurately predict realistic projections of necessary school places in the future, in addition to taking into account inward and outward migration.

7.2 The Chairman reminded the public gallery that the County Councillors were available to listen to issues and concerns and thanked officers for the informative presentation.

**THE MEETING WAS ADJOURNED AT 8:05
AND RECONVENED AT 8:15**

8. Progress Statement

8.1 Members noted the progress statement included with the agenda papers.

8.2 Members commented that the parking policies for Authorities across boundaries could have an impact on the roads and infrastructure across West Sussex, which officers should be mindful of.

9. **Adur Community Initiative Funding**

9.1 The Committees considered a report on Community Initiative Funding by the Director of Law and Assurance (copy appended to the signed minutes)

9.2 The Chairman incited project managers that had attended the meeting to present their pitches to the Committee. The Committee considered each application together with the views and comments raised.

9.3 It was RESOLVED that:

the following pledges be granted:

1. 222/A – Adur Sea of Lights, up to £5,000 towards a space themed winter lantern parade held in Lancing
2. 221/A – Adur Community Directory, up to £3,000 toward a virtual community space for residents and visitors.
3. 232/A – Community Mobile Workshop, up to £3,3000 towards a mobile repair workshop for mobility aids.

And the following projects be deferred to the next meeting:

4. 223/A – Selling Coffee with a social mission.

10. **Adur & Worthing Council application for Permission to formalise Brighton Road Car Park in Southwick**

10.1 The Committee considered the report from the Executive Director Economy, Infrastructure & Environment and Director of Highways & Transport seeking permission to formalise Brighton Road Car Park in Southwick.

10.2 The Committee discussed the report and found no reason to refuse. It was therefore RESOLVED that

- a. the land at No.60 Brighton Road be designated as a public car park and included in the off street parking order, and
- b. permission be granted to continue to charge for the use of the car park at the rates set out in sections 1.2 of the report.

11. **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies**

Agenda Item 4

11.1 The Committee noted the Local Authority Governor vacancy at Buckingham Park Primary School

12. **Date of Next Meeting**

12.1 The Chairman confirmed the next meeting of Worthing County Local Committee would take place at 7.00pm on Thursday 8th November at Lancing Parish Hall.

Chairman

The meeting closed at 8.52 pm

Adur County Local Committee

8 November 2018

Progress Statement

Talk with us	Shoreham Area Sustainable Transport Package Study summary	Mike Thomas
November 2018 Update	Update attached	
Update for CLC	Growth Update	Patrick Griffin
November 2018 Update	Update attached	

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Adur County Local Committee**November 2018 –****Update on Shoreham Area Sustainable Transport Package Feasibility Study**

West Sussex County Council (WSCC) has commissioned transport and engineering consultants; WSP, to undertake an options appraisal and feasibility study to identify a package of sustainable transport improvements in the Shoreham and wider Adur District area. The feasibility study forms part of the County Council's Strategic Transport Investment Programme which helps to identify transport improvements to support planned development and economic growth. Following member and stakeholder engagement earlier in the study, feasibility work has been taking place on a package of sustainable transport schemes.

As previously agreed with Adur County Local Committee members, the plans that have been developed include a network of high quality cycling and pedestrian routes on the A259 between Shoreham and the Brighton and Hove border, and in the Lancing and Sompting area (Busticle Lane/Western Road; Grinstead Lane/South Street; Mash Barn Lane/Crabtree Lane/Cokeham Road/West Street, Sompting). Feasibility level designs have also been developed for improvements at the A259/A2025 South Street Lancing junction. The study has also undertaken a preliminary assessment of the potential for new pedestrian, cycling and equestrian facilities for crossing the A27 at West Sompting and between Lancing and Shoreham. In addition, the study has undertaken an assessment of potential bus service enhancements in Adur District.

Feasibility level designs are currently being revised in response to initial feedback, and it is expected that further dialogue on these schemes will take place with key local stakeholders during late 2018/early 2019. The study is expected to result in a package of sustainable transport measures that can inform dialogue with developers and future funding applications.

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October 2018 Adur CLC update – Adur Growth Programme

The Adur and Worthing Growth Deal is a partnership pledge made between the District Council and the County Council to work together on driving forward specific major regeneration and growth priority projects in the District. The deal was signed in March 2017 and the resultant Growth Programme that is the delivery mechanism for the deal will bring local improvements for residents, businesses and visitors.

The Adur growth programme includes the following priority projects:

- Shoreham Harbour Regeneration
- New Monks Farm and Shoreham Airport
- Pond Road Redevelopment

The Shoreham Harbour Joint Area Action Plan was examined by an independent planning inspector at the beginning of September. This is the final step towards adoption of the plan. In the meantime a transport group and delivery group have been set up to aid the implementation of the plans.

As is well publicised the New Monks Farm Development is going back to planning committee this month and we await the decision on this.

WSSC is the Lead Authority and partner within the West Sussex One Public Estate (OPE) Partnership. OPE is a delivery mechanism to make best use of the public estate and pursue joint redevelopment opportunities. The redevelopment of Pond Road sits within this programme. The plan is to redevelop the site and provide new housing, a multi-agency integrated hub, revised library facilities and a reduced public estate. Consultants are working on design options for the site and a business case and feasibility work is being progressed in order to complete the first part of the project which is to demolish the former care home. Depending on the results of this work demolition is anticipated within the next 6 months.

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Briefing Note

Shoreham-By-Sea: Sullington Way Parking Restrictions

Background

Sullington Way is a residential cul-de-sac which is relatively narrow at its southern end and provides access to St Peters Catholic Primary School. Currently vehicles regularly park on both sides of the road throughout its whole length and the fire service has expressed concerns that this would prevent a fire appliance from reaching properties at the northern end of the road, including the school.

Restrictions have been proposed that are intended to resolve this situation, which is currently considered to be potentially unsafe in the event of an emergency.

The consultation documents for the proposal can be found at:

<https://www.westsussex.gov.uk/media/11965/adr1805.pdf>

West Sussex County Council proposes to make a permanent Traffic Regulation Order under the provisions of the Road Traffic Regulation Act 1984, the effect of which will be to extend the double yellow lines on the western side of Sullington Way in Shoreham-By-Sea, northwards by a distance of approximately 40 metres.

The new Order is proposed to facilitate the passage of a class of traffic.

There has been a statutory three week consultation period in accordance with the Road Traffic Regulation Act. This consultation has received 16 representations, of which 15 are objecting and one was supporting and also requested lines throughout the whole length of the road.

The objections predominantly suggest that the restrictions will; reduce parking and hence locally displace vehicles; may not be enforced; and also several requesting the hardening of verges into parking areas.

Due to the potential likelihood and impact of a fire at the school and subsequent risk to children's lives the TRO was formally proposed with minimum informal public engagement as there is a statutory consultation period within the Act.

No decision will be taken on the Sullington Way TRO proposal at the November CLC. This decision will be taken at the subsequent CLC based on the evidence presented to them in the appropriate decision report.

Options Considered

1. Do nothing – This would have the benefit of allowing residents to park freely along Sullington Way. However, access for a fire Engine to the school is frequently blocked by resident's vehicles not leaving a suitable gap.
2. Maximum Parking Restrictions – It is difficult to anticipate what size of vehicles residents may choose to purchase, which can include for example large recreational vehicles. Whilst this option would remove any potential parking issues, given the current types of vehicles used by residents in this road, this option was considered too restrictive.
3. Minimum parking restrictions – Sullington Way is narrowest at its southern end. The 40m proposed is the minimum that could be implemented to give a fire engine a reasonable chance of accessing the school or residents properties in the event of a fire.
4. Verge hardening – this is a relatively expensive option as it cost to WSCC was anticipated to be in the order of £15,000. WSCC highways do not have a budget for project such as this. As such it would need to be promoted by residents as a Community Highway Scheme. If this was proposed now and selected by the Cabinet Member for implementation at the next selection opportunity, given current resourcing levels, this would be implemented in the 2020 financial year.

Due to the potential risk to the children's lives doing nothing was not deemed an appropriate option.

Maximum parking restrictions was considered too restrictive.

Due to the regular frequency of the road being impassable and the impact should a fire engine not being able to reach the school in the event of a fire Option 4 was discounted, hence a Traffic Regulation Order restricting parking at key locations (Option 3 above) was the only option that could be implemented within a reasonable time scale.

Next Steps

1. A decision report (which has yet to be drafted) on the proposed TRO will be presented at the next CLC. Members will be made aware of all communications and officers will make a recommendation based on the information provided.
2. If the CLC decides to implement the TRO it will be implemented shortly after the decision and the Order will be sealed and become enforceable.
3. In the event of implementation, should residents wish to make a proposal to change to the restrictions they may do so via the following link:
<https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/about-tros/apply-for-a-tro/>
Should the residents wish to propose an improvement to the existing highway infrastructure they can do so via:
<https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/apply-for-a-community-highways-scheme/>

Either of these options must be supported by the local WSCC member and also suitable support by local residents would need to be demonstrated.

Adur County Local Committee

8 November

Prioritisation of Traffic Regulation Orders 2018/19**Report by Director of Highways and Transport and Head of Highways Operations****Ref No:
(A04(18/19))****Key Decision:
No****Part I****Electoral
Divisions:
All in CLC area****Executive Summary**

Community requests for Traffic Regulation Orders (TROs) that cost under £3,000 to implement are considered annually by County Local Committees (CLCs). More complex TROs are considered for progression as a Community Highways Scheme and so fall outside the process.

The TRO Requests received since July 2017 have been assessed and scored and the results are attached for the CLC to consider and prioritise in line with the Cabinet Member Report for Traffic Regulation Orders – Assessment and Implementation Process (see link in Background Reading) for progression in the 2019/20 works programme.

Recommendation

That the Committee reviews the proposals and agrees to progress the two highest scoring TROs from the list attached at Appendix A, subject to any adjustments made at the meeting.

Proposals**1. Background and Context**

- 1.1 Traffic Regulation Orders (TROs) are legal orders that support enforceable restrictions and movements on the public highway. For the purposes of this report the term TRO includes speed limits, parking controls, and moving offences such as width restrictions and Heavy Goods Vehicles (HGV) restrictions.
- 1.2 TROs are generated from four sources including:
 - County Local Committees (requests from members of the public)
 - 3rd party / developer schemes
 - Highway improvement schemes through the Integrated Works Programme (IWP) – traffic calming, school safety, etc.)
 - Parking schemes in partnership with District & Borough Councils.

This report deals with County Local Committee TROs only.

- 1.3 The framework for assessing TROs was approved by the Cabinet Member for Highways and Transport in March 2016. In summary, the framework assesses TROs against four criteria: Safety, Traffic Conditions, Environment & Economy and People which give the acronym STEP. A new assessment framework was considered necessary to align with the County Council's corporate priorities and the increasing demand for TROs across the county. Full details of the criteria can be found in the Cabinet Member Decision report:

http://www2.westsussex.gov.uk/ds/edd/ht/ht14_15-16.pdf

- 1.4 Following a review of County Local Committees (CLC) in 2016/17 the number of CLCs reduced from 14 to 11. Therefore the TROs have been reallocated as detailed in the table below. There has been no reduction in the number of TROs.

CLC and Number of Members	No of TRO's
Adur (6 Members)	2
Worthing (9 Members)	3
Joint Eastern Arun Area (6 Members)	2
Joint Western Arun Area (7 Members)	2
North Chichester (4 Members)	1
South Chichester (7 Members)	2
Crawley (9 Members)	3
Chanctonbury (4 Members)	1
North Horsham (8 Members)	3
North Mid Sussex (5 Members)	1
Central & South Mid Sussex (8 Members)	3
NEXT TOP Scoring TRO County Wide	15
Total TRO's (Indicative)	38

- 1.5 Appendix A lists the TROs identified as being viable for progression, and from which the CLC will prioritise its allocation for progression.

2. **Proposal**

- 2.1 The Committee is asked to consider the list of TRO requests and, subject to any desired changes, to approve the applicable quota as a programme of work to be initiated over the coming year and delivered in the 2019/20 works programme.
- 2.2 The CLC is requested to progress the highest scoring TRO within the CLC area. Whilst there is scope to progress a lower scoring TRO as a preference, sound justification should be provided for doing so as this will be at the expense of a request that is considered by officers to be a higher priority.

- 2.3 Should a CLC not select their full allocation (see 1.4 above), any outstanding requests can be considered at the subsequent CLC meeting
- 2.4 Any TROs not selected as the highest priorities for CLCs may be considered on a priority basis for progression on a county-wide basis at the Cabinet Members discretion.
- 2.5 In accordance with the report detailed in the background papers, the list in Appendix A details all the CLC requests that have been received in the last year (July 2017 – July 2018) as well as those that were available to be selected in the 2017 round of TROs. The seventh column in Appendix A has five options:
 - 2.5.1 **Selected** – This option is allocated by officers once a TRO has been selected by the CLC for processing / implementation.
 - 2.5.2 **Approved 18** – This means the TRO has been received this year and is available to be selected by the CLC. If not selected this will be available for selection next year.
 - 2.5.3 **Approved 17** - This means the TRO has been received last year and is available to be selected by the CLC. This option will not be available for selection next year.
 - 2.5.4 **In progress** – Officers have received a request. The request has not been rejected but has not yet demonstrated all the necessary criteria to allow it to be selected and work is being undertaken to achieve this. This option is not available to be selected by the CLC
 - 2.5.5 **Rejected** – Officers have received a request, however it has not achieved all the necessary criteria to allow it to be selected and no further work is being undertaken to achieve this. This option is not available to be selected by the CLC.

3. **Resources**

- 3.1 The proposals contribute to the County Council's objectives for transport and present the most effective way of meeting community needs and resolving the growing demand for TROs within the resources available.
- 3.2 Section 1.4 of this report confirms the CLCs can choose up to a maximum of 23 TROs. The maximum allowable cost of a TRO requested through this community process is £3,000. Hence the proposals by the CLCs could potentially cost £69,000. However, many of the requests such as Double Yellow Line Parking Restrictions have a low implementation value - £600 so it is currently anticipated that the CLC requests will be managed within the £50,000 budgeted within the Highways Capital Budget.

Factors taken into account

4. **Consultation**

- 4.1 Individual member support has been gained for each proposal and reasonable local community support has been demonstrated. As with any

TRO, wider consultation will be carried out in the usual way as each of the TRO requests is processed.

5. Risk Management Implications

- 5.1 The higher the priority score, the greater the potential benefit to the communities who use West Sussex Highways. Should the CLC not select the top scoring TROs consideration should be given if this could expose the county council to any risk if challenged.

6. Other Options Considered

- 6.1 The proposals must also pass a feasibility test and STEP assessment undertaken by WSCC Officers and reasonably supported by the public as well as the local member. Given this, the attached list of schemes represents the most viable options for consideration for prioritisation. Hence no further options are considered.

7. Equality Duty

- 7.1 This report is seeking the consideration of schemes for prioritisation and does not have direct implications under the Equality Act, though it should be noted that it is unlawful to prioritise a scheme which discriminates against people with protected characteristics. The schemes chosen by the CLC for progression will be individually assessed under the Equality Act as they are developed further.

8. Social Value

- 8.1 The proposed approach allows for the community via the CLC to progress and deliver their concerns through a consistent route to enable social, economic or environmental benefits to the County.

9. Crime and Disorder Act Implications

- 9.1 There are no identifiable Crime and Disorder Act implications associated with the process of choosing the forthcoming CLC TRO priorities. Any schemes formally proposed will be have further appropriate considerations with regards to crime and disorder, which will include consultation with the police and other key stakeholders.

10. Human Rights Act Implications

- 10.1 There are no Human Rights Act implications associated with the process of choosing the forthcoming CLC TRO priorities.

Matt Davey

Michele Hulme

Director of Highways & Transport

Assistant Head of Highway
Operations

Contact: Area Highway Manager

Appendices

Appendix A – Adur CLC TRO Priority List

Background Papers

http://www2.westsussex.gov.uk/ds/edd/ht/ht14_15-16.pdf

APPENDIX A

Adur

Confirm Enquiry Number	Division	Parish	Dominant Road Name	TRO Type Parking / Speed Limit / Moving	Summary	Selected / Approved / In progress / Rejected	Approx. Cost	Score
M 437852	Shoreham	Shoreham	Brighton Road	Parking Issue	Remove section of DYL for enable more parking - Councillor Support and good Local support demonstrated	Approved 18	700	26
M 33812	Shoreham North	Shoreham	<u>Greenways Crescent</u>	Parking Issue	DYL to stop parking too close to junctions. Councillor and good Resident support	Approved 18	£500	6
430238	Sompting & North Lancing	Sompting	Ullswater Road	Parking Issue	Double yellow lines to stop inconsiderate parking Good consultation - will remove parking on corners which will give better visibility but has low local benefit.	Approved 17	£500	5
430239	Shoreham North	N/A	Rosslyn Road	Parking Issue	Parking bays to remove poor parking. Will remove parking spaces overall. Very local issue to residents only with low level of support shown	Approved 17	£500	2
M 438333	Shoreham South	Shoreham	St Nicolas Lane	Parking Issue	Extension of DYL to remove difficult movements from junction. - Councillor and low level of local support	Approved 18	£500	1
32442	Lancing	Lancing	Grinstead Lane	Parking Issue	DYL request - Incorrect councillor support and no signs of consultation. Request was for DYL	Rejected	N/A	0

					extension on the bridge.			
435310	Shoreham North	Shoreham	The Drive	Parking Issue	DYL at the junctions - Busy road with inconsiderate parking. No support shown	Rejected	N/A	0
436298	Southwick	Southwick	Hawkins Road	Speed Limit	Rejected as no councillor or local support. Also rejected as scheme wouldn't make sense to have one road of 20mph. No collision incidents.	Rejected	N/A	0
436694	Southwick	Southwick	St Richards Road	Parking Issue	Request for parking restrictions throughout road to stop all day parking by parents/shops etc. No Support shown	Rejected	N/A	0
436931	Shoreham South	Shoreham	Beach Road	Parking Issue	Request to change restriction - added on to existing scheme.	Rejected	N/A	0
33957	Shoreham North	Shoreham	<u>Greenways Crescent</u>	Parking Issue	DYL to stop parking too close to junctions. - Rejected due to same application as 33812	Rejected	N/A	0
34018	Lancing	Lancing	<u>Grinstead Avenue</u>	Parking Issue	Coaches parking on footway - currently not approved as no consultation undertaken.	Rejected	N/A	0
437219	Shoreham	Shoreham	<u>Parkside</u>	Speed Limit	Rejected - Private road	Rejected	N/A	0
437881	Shoreham	Shoreham	West Street	Parking Issue	Change of SYL to DYL - rejected as no public consultation	Rejected	N/A	0
437871	Shoreham	Shoreham	Longshore Drive	Parking Issue	Request of DYL - Not part of WSCC maintainable highway - no consultation or support from Councillor	Rejected	N/A	0
438283	Shoreham	Shoreham	West Beach Road	Parking Issue	DYL Throughout sections of West Beach Road - No Councillor or resident support	Rejected	N/A	0

438280	Shoreham	Shoreham	Ship Street hard	Moving	Customer wanted one way, not viable as there is no exit. No support shown	Rejected	N/A	0
435236	Southwick	Southwick	Croft Avenue	Parking Issue	DYL from the development on the bend to allow safe exit. No evidence of support shown	Rejected	N/A	

COMMUNITY HIGHWAY SCHEMES – Update September 2018

Introduction

The current prioritisation process for Community Highway Schemes (community-led improvement schemes) was established in 2016. This process is a 'prioritised approach' where community requests are considered by assessment against a scoring matrix and the resulting priority scores are used as a basis to establish a forward programme for these works. The programme is subject to funding availability (county council capital funding and developer contributions secured under s106 agreements) and resources.

Evaluation of Submitted Schemes

In line with the agreed process, a moderation team, comprising of officers of from Highways Operations (Area Teams), Highways Improvements and an Independent officer met in August and September 2018 to consider all applications for improvements schemes received by 31 July 2018. Over 60 applications were submitted

It has previously been determined that a minimum score of 40 points is required for a scheme to meet the set criteria appropriate to deliver a sustainable and beneficial highways improvement that aligns with the County Council priorities.

It should be noted a score of over 40 in this process does not always guarantee a scheme will be programmed as it depends on the available budget set on an annual basis.

Results of Evaluation

The 12 schemes achieving the 40 point minimum score and recommended for progression to the next stage of the process are shown in Appendix A, the schemes not achieving the 40 point score and not recommended for progression are shown in Appendix B.

Schemes in Appendix A will form the proposed community schemes programme which will be included on the WSCC Annual Delivery Programme for design in 2019/20. The Annual Delivery Programme is subject to final budget allocations and programme approval. It is planned to start delivering these schemes as part of the WSCC Annual Delivery Programme from 20/21 onwards (again subject to feasibility & availability of funding).

Some schemes of a more complex nature involving a greater degree of public consultation or legal orders may need to be constructed in subsequent years.

As part of all scheme design and feasibility, there may be issues identified in more detailed investigations and surveys which demonstrate that a scheme is no longer viable.

Schemes in Appendix B will not be progressed. However, should additional supporting information become available they could be resubmitted in the future. For example, if there is a material change to circumstances since the original application that could alter the scoring of the application such as a new external funding opportunity has arisen or a new consultation exercise has been undertaken and provides new supporting evidence.

Update on schemes previously agreed for progression

Currently 36 schemes have been approved for progression since the Community Highway Scheme process was introduced in 2016; progress of these schemes is shown in Appendix C & D

Future Applications

We would like to encourage online applications for new Community Highway Schemes to be considered for possible inclusion in the 2020/21 annual works programme for design and feasibility. To ensure we meet the new timetable for budget setting and approval, applications need to be received by the end of June 2019.

Appendices

Appendix A – Community Highway Schemes Approved Sept 2018

Appendix B – Community Highway Schemes Rejected Sept 2018

Appendix C–Community Highway Schemes Approved 2017 Update Sept 18

Appendix D- Community Highway Schemes Approved 2016 Update Sept 18

Community Highway Schemes 2018 - Approved September 2018

Appendix A

Applicant	Parish	Local Member	Scheme Name	Description	Approx Cost	CLC	Comments
Parish/ Town Council	Lancing	Ann Bridges	Brighton Road - Crossing	Controlled Pedestrian Crossing to Beach Green	£80,000	Adur	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Individual	Storrington	Paul A Marshall	Fryern Road Storrington - new footway	Provide footway connectivity to bus stops	£15,000	Chanctonbury	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Community Group	West Grinstead	Lionel Barnard	High Street Partridge Green traffic calming and 20mph speed limit	Chicane build outs and a 20 mph	£15,000	Chanctonbury	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Parish/ Town Council	Amberley	Paul A Marshall	B2139 Turnpike Road Footway extension	Extend existing footway over culvert to school playing field	£100,000	Chanctonbury	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Community Group	Boxgrove	Jeremy Hunt	The Street - Highway Improvements	The scheme will concerntrate on footway improvements as other items not deliverable	£100,000	Chichester South	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Other	N/A	Bob Lanzer	Matthews Drive Chicane removal	Remove Chicanes & replace with speed cushions	£80,000	Crawley	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Individual	N/A	Bob Lanzer	Turners Hill Road	Controlled Pedestrian Crossing & Traffic Calming	£80,000	Crawley	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
WSCC Member	N/A	Richard Burrett	Copthorne Road	Controlled Pedestrian Crossing	£80,000	Crawley	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.

Applicant	Parish	Local Member	Scheme Name	Description	Approx Cost	CLC	Comments
Parish/ Town Council	Ferring	Roger Elkins	Ferring Street ped refuge	Pedestrian refuge	£40,000	Joint Eastern Arun	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Parish/ Town Council	Petworth	Janet Dunction	Crossing request A272	Controlled Pedestrian Crossing	£80,000	North Chichester	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
WSCC Member	Brugess Hill	Anne Jones	Kingsway	Central Refuge & Dropped Crossing, Bridleway Crossing	£25,000	North Mid Sussex	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Parish/ Town Council	East Grinstead	Jacquie Russell	Little King Street step replacement	Replace steps with ramp	£30,000	North Mid Sussex	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.

Community Highway Schemes 2018 - Rejected September 2018 - Appendix B

Applicant	Parish	Local Member	Scheme Name	Description	Approx. Cost	CLC	Comments
Individual	N/A	Debbie Kennard	Pond Road Controlled Crossing	Controlled crossing	£80,000.00	Adur	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	Shoreham/South wick	Debbie Kennard	Eastern Avenue Crossing	Crossing near school	£80,000.00	Adur	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. Some local residents have already indicated that they would object to the proposal
Parish/ Town Council	Haywards Heath	Pete Bradbury	Age UK crossing	Improve ped access	£80,000.00	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	Haywards Heath	Pete Bradbury	Bolnore Rd - Improved ped access	Improve ped access	£50,000.00	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. Issue with Byway Open To All Traffic status
WSCC Member	Hassocks	Kirsty Lord	Dale Ave pedestrian improvements	School access improvements	£60,000.00	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process., Further work to be done with Safe Route to School team to establish what is required and identified in the School Travel Plan
WSCC Member	Burgess hill	Anne Jones	Woodland Ave	Verge Parking Scheme	N/A	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Community Group	Steyning	David Barling	Church Street Steyning pedestrian crossing facilities	Provision of crossing facilities for children	£55,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.. Further work should be done with Local Transport Improvement Team.to establish what is required and identified in the School Travel Plan
Parish/ Town Council	Upper Beeding	David Barling	A2037 Henfield Road and Shoreham Road - Speed Reduction Measures	Provide speed reduction measures such as Vehicle Activated Signs to slow traffic	£25,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. .Compliance of speed limit to be monitored, if necessary a new application should be made for speed reducing measures
Community Group	Storrington	Paul A Marshall	Fern Road and adjoining roads traffic calming & traffic management	Provide measures to reduce traffic flow and speeds	£60,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	Ashington	Paul A Marshall	Hole Street Footway provision	New footway to link to existing under the A24	£200,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	Upper Beeding	David Barling	A283 Steyning Road improved footway	Widen / realign footway and provide ped crossing facilities.	£120,000.00	Chanctonbury	To be considered as an LTIP scheme
Parish/ Town Council	Woodmancote	David Barling	Woodmancote - provision of poles for erection of PC funded SID	Provide 4 poles for the PC to erect their SID	£1,000.00	Chanctonbury	Not considered suitable for progression under this process
Parish/ Town Council	Wiston	Paul A Marshall	Hole Street Wiston request for a 30mph speed limit and traffic calming	No specific measures identified.	£20,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. .

Applicant	Parish	Local Member	Scheme Name	Description	Approx. Cost	CLC	Comments
Parish/ Town Council	Thakeham	Pat Arculus	B2139 Picketty Corner Thakeham junction improvement	Request to improve sightlines or slow approach speeds	£60,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	Pulborough	Pat Arculus	A283 Lower Street footway improvements	Widen footway and control traffic movement	£200,000.00	Chanctonbury	Cost of scheme likely to fall outside the scope of Community Highway schemes
WSCC Member	N/A	Richard Burrett	St Mary's Drive	Traffic calming	£75,000.00	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
WSCC Member	N/A	Richard Burrett	Somerville Drive	Traffic Calming	£75,000.00	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	N/A	Sue Mullins	Broadway	Controlled Crossing	N/A	Crawley	Scheme not supported by Local Member / no desire line
Individual	N/A	Charles Petts	Stephenson Way	Traffic Calming	N/A	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	N/A	Brenda Smith	Lady Margaret Road	Traffic Calming	N/A	Crawley	Scheme not supported by I Local Member
Individual	Rustington	Dan Purchase	The Street Rustington	New crossing facility to access Doctors	£80,000.00	Joint Eastern Arun	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. No evidence of wider community support & conflicts with bus stops that may have been lost & other site constraints
Community Group	Littlehampton	James Walsh	Sea Road	Zebra Crossing	£40,000.00	Joint Eastern Arun	Scheme deferred for further investigatory work, to be moderated 19/20
WSCC Member	Middleton	Jacky Pendleton	Pedestrian Crossing facility	introduce a crossing facility	£20,000.00	Joint West Arun	No feasible location identified due to site constraints
Individual	Bersted	David Edwards	A29 Shripney Road	Shared cycling facility link	£400,000.00	Joint West Arun	Estimated cost beyond the scope of Community Highway Scheme, to be referred to Local Transport Improvement Process
Individual	Horsham	Morwen Millson	Blackbridge Lane Pedestrian refuge	Elderly residents needing help to cross the road with a refuge island	£20,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	Warnham	Christian Mitchell	Church Street Pedestrian Crossing facility	Developer related	£70,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.

Applicant	Parish	Local Member	Scheme Name	Description	Approx. Cost	CLC	Comments
Parish/ Town Council	Slinfold	Christian Mitchell	Slinfold Traffic Calming	Speed reduction / traffic calming measures in village	£40,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	Horsham	Morwen Millson	Hills Farm Lane jw Guildford Road Pedestrian refuge	New ped refuge to help crossing wide bellmouth	£80,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	North Horsham	Andrew Baldwin	Lambs Farm Road Traffic calming	Residents concerned about speed of traffic and parking near shops	£30,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	Horsham	Nigel Dennis	London Road Horsham One Way and contraflow cycle lane	Make road one way and provide traffic a cycle contraflow	£20,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Community Group	Billingshurst	Amanda Jupp	Adversane X roads speed limit and gateways	Reduce 40mph to 30mph in village (2011 amendment) and install gateways.	£20,000.00	North Horsham	Await results of surveys currently planned, possible new application next year
Parish/ Town Council	Warnham	Christian Mitchell	Friday Street Traffic Calming	Parish Council design already done	£25,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	Warnham	Christian Mitchell	Bell Road Traffic Calming	New scheme not yet designed	£40,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.. Parish Council may be able to deliver this via 278 agreement
Parish/ Town Council	Rusper	Liz Kitchen	East Street Rusper - poles for PC funded SID	Poles to be installed for a PC SID to be erected.	£1,500.00	North Horsham	Not considered suitable for a community highway scheme
Community Group	Horsham	Nigel Dennis	West Parade Horsham width restriction and 20mph speed limit	Request for a width restriction TRO, 20mph speed limit and physical road narrowing measures.	£40,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	Itchingfield	Amanda Jupp	Barns Green village crossroads Mini roundabout	Provide a mini roundabout on the crossroads	£90,000.00	North Horsham	Community Scheme has been considered and there is insufficient space to construct a roundabout. Footway scheme to be consider as part of the Local Transport improvement Programme.
Parish/ Town Council	Billingshurst	Amanda Jupp	Station Road Billingshurst	Zebra Crossing	£180,000.00	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.

Applicant	Parish	Local Member	Scheme Name	Description	Approx. Cost	CLC	Comments
Parish/ Town Council	West Hoathly	Andrew Lea	missing footpath	install missing path	£90,000.00	North Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	West Hoathly	Andrew Lea	Top Road	Extend foot path	£50,000.00	North Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	East Grinstead	Jacquie Russell	pedestrian crossing	pedestrian crossing	£80,000.00	North Mid Sussex	Only possible location is not on the desire line, Suggest that a joint scheme with MSDC & EGTC is explored.
Parish/ Town Council	Worth	Bill Acraman	new cycleway	link to Worth Way	N/A	North Mid Sussex	To be considered for a Local Transport Infrastructure scheme as part of cycling improvements
WSCC Member	East Grinstead	Jacquie Russell	Worth Way link to town centre	Worth Way link to town centre	N/A	North Mid Sussex	To be considered for a Local Transport Infrastructure scheme as part of cycling improvements
Parish/ Town Council	Ardingly	Bill Acraman	College Road	Traffic calming measures	N/A	North Mid Sussex	No scheme identified that meets our criteria
Parish/ Town Council	Fishbourne	L Goldsmith	Blackboy Lane Footway	Provision of new footway	£200,000.00	South Chichester	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	N/A	Michael Cloake	Heene Terrace One Way	One way requiring illuminated signs	£6,000.00	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Community Group	N/A	Michael Cloake	Tarring Improvements/ Traffic calming, Terringes Rd area / junction improvements	TRO Waiting restrictions/ junction protection	£10,000.00	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Community Group	N/A	Michael Cloake	Wenban Road Traffic Calming	Traffic Calming	£100,000.00	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Community Group	Tarring	Bob Smytherman	Rectory Road / Glebe Road / Terringes Ave / Pelham Road / St Andrews Road -	Build outs / Traffic calming	£20,000.00	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.

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Community Highway Schemes – Approved for design 2017 Update Sept 18

	Location	Details	Area Highway Manager	CLC	Local Member	Est. cost £	Update Sept 18
1	Haywards Heath –	Clare Park Cycle lane	Richard Speller	Central & South Mid-Sussex	Pete Bradbury	300000	Scheme design is progressing, construction anticipated in the 19/20 programme.
2	Ansty A272	Improved footway links in the village	Richard Speller	Central & South Mid Sussex	Pete Bradbury	75000	Consultants have produced outline design. Richard Speller is discussing the options with the parish council. Implementation planned for 19/20.
3	Haywards Heath	Church Road pedestrian crossing improvements	Richard Speller	Central & South Mid Sussex	Sujan Wickremaratchi	20000	Design complete, TRO currently being processed. Construction planned for 19/20
4	Burgess Hill	Janes Lane – measures to support traffic calming	Richard Speller	Central & South Mid Sussex	Ann Jones	20000	Scheme design is progressing, construction anticipated in the 19/20 programme.
5	Burgess Hill	A273 Crossing improvements	Richard Speller	Central & South Mid-Sussex	Joy Dennis	100000	Preliminary and Detailed Design ongoing and Construction planned for 19/20
6	Burgess Hill	Janes Lane Pedestrian Crossing / possible consolidation of signage to improve effectiveness of 30 mph speed limit	Richard Speller	Central & South Mid-Sussex	Anne Jones	50000	Scheme design is progressing, construction anticipated in the 19/20 programme.
7	Haywards Heath	Haywards Area - Business Park Signage	Richard Speller	Central & South Mid-Sussex	Pete Bradbury	25000	Scheme design is progressing, construction anticipated in the 19/20 programme.
8	Pulborough	Thakeham Pedestrian improvements to Water Lane	Chris Stark	Pat Arculus	Chanctonbury	180000	Scheme design is progressing, due to the complexity of the scheme it is possible delivery may need to be undertaken in the 20/21 programme
9	Henfield	A23 & A24 Junctions with A272 Air quality issues in Cowfold – new signing to reduce lorry movements	Chris Stark	Lionel Barnard	Chanctonbury	60000	No workable solution has currently been found,
10	Pulborough	Thakeham – B2139 Jackets Hill speed reduction	Chris Stark	Pat Arculus	Chanctonbury	55000	Scheme design is progressing, construction anticipated in the 19/20 programme.
11	Crawley	Crawley – Maidenbower Drive – removal of pinch point	Brian Lambarth	Bob Lanzer	Crawley	60000	Scheme design is progressing, construction anticipated in the 19/20 programme

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12	Crawley	Bewbush Manor Roundabout Lane designation	Brian Lambarth	Chris Oxlade	Crawley	60000	Scheme design is progressing, construction anticipated in the 19/20 programme.
13	Arundel & Courtwick	Arundel – New footway in Mill Road	Ben Whiffin	Gary Markwell	JEAAC	250000	Feasibility work ongoing and Construction (if feasible) planned for 19/20
14	Petworth	Wisborough Green – Durbans Road/Kirdford Road junction improvements, footway works & Village Green Lay-by	Chris Dye	Janet Dunton	North Chichester	70000	Outline designs are being discussed with parish council. Implementation planned for 19/20. Possible issue is the need to get approval from SoS for work on 'village green' land.
15	Faygate	A264 Crossing	Chris Stark	Liz Kitchen	North Horsham	250000	Awaiting speed survey results to confirm the approach speed as the initial survey has shown speeds in excess of 50mph, which would prevent the crossing being installed without significant speed reducing measures on the A264
16	Billingshurst	Billingshurst – Marringdean footway	Chris Stark	Amanda Jupp	North Horsham	250000	Local member has accepted that it is not possible to provide an adequate footway through here. Local land owner has already sold land to a developer and we will pursue improvements through the planning route. Scheme cancelled.
17	Billingshurst	Itchenfield – Chapel Road New Footway	Chris Stark	Amanda Jupp	North Horsham	100000	Preliminary and Detailed Design ongoing and Construction planned for 19/20
18	Rusper	Rusper Charlwood Road- Improved crossing facilities to access day centre	Chris Stark	Liz Kitchen	North Horsham	50000	Preliminary and Detailed Design ongoing and Construction planned for 19/20
19	East Grinstead	East Grinstead- Lowells Lane pedestrian crossing	Richard Speller	Liz Bennett	North Mid - Sussex	80000	Design complete, will be going out for public consultation within the next month. Construction planned for 19/20
20	Chichester	Chichester- Florence Road pedestrian crossing	Chris Dye	Simon Oakley	South Chichester	150000	Design Complete, will be going out to consultation in near future.,.Construction planned for 19/20
21	Northbrook	Titnore Lane footway	Mike Thomas	Sean McDonald	Worthing	60000	Feasibility study carried out and currently scheme is unaffordable (circa £1m+).

Appendix D

Community Highway Schemes – Approved for design in 2016 Update Sept 18

	Location	Details	Area Highway Manager	CLC	Local Member	Est. cost	Update Sept 18
1	Cuckfield, Isaac's Lane	Request for footway extension and new controlled crossing for school children walking from Bolnore Village. New lighting possibly required. Preliminary design already done.	Richard Speller	Central Mid Sussex	Peter Bradbury	200k	Scheme design is complete and pricing assessment shows an increase is expected scheme cost. Financing options are currently being investigated and programming will follow.
2	Haywards Heath, Queens Road	Request for some sort of Traffic Calming to prevent rat running. Previous community surveys indicate a desire for speed humps. Feasibility/options appraisal needed in first instance.	Richard Speller	Central Mid Sussex	Sujan Wickremarat chi	50k	Formal advert of proposals now underway (until 20 September) for 20 limit, speed cushions and a weight restriction. Plan to implement in 19/20.
3	Cuckfield, London Lane	Believed s106 funding available. Parish request for traffic calming. Parish have had a preliminary design done that neither the Parish nor Police are happy with. Request to review these designs and look at better engineering solutions (options appraisal).	Richard Speller	Central Mid Sussex	Peter Bradbury	60k	Road space availability has meant the scheme slipping into 19/20 construction year. Design now complete.
4	Storrington, School Hill jw Manleys Hill	Lorry congestion at tight corner Prohibition of HGV movements in School Hill	Chris Stark	Chanctonbury	Philip Circus	20k	Design work and TRO process is complete and the scheme is with our contractor for pricing and programming this year.
5	Arundel	20mph limit & associated Improvements	Ben Whiffin	Joint Downland Arun	Nigel Peters	200k	Formal advert is complete, objections have been resolved at CLC, detailed design due to be completed end of September. BB will price the job for implementation in Jan/Feb 2019.
6	A29 Slindon	Signalised crossing & speed reduction	Ben Whiffin	Joint downland Arun	Derek Whittington	150k	Designed scheme completed on site but some remedial and additional signing works to be delivered, as agreed with community, and Ben Whiffin.

7	Bognor, Halfords junction,	Junction improvement at Halfords Industrial estate / Rowan Way.	Ben Whiffin	Joint Downland Arun	Graham Jones Ann Rapnik	50k	Scheme design is being finalised prior to formal TRO consultation and will be included in the 19/20 ADP for delivery subject to the TRO process outcome.
8	Ferring, Sea Lane,	Traffic calming/junction improvements	Ben Whiffin	Joint Eastern Arun	Peter Evans	100k	Scheme completed on site
9	Christs Hospital	Downs Link needs connection at Christs Hospital Station Provide new link between existing bridleways	Chris Stark	North Horsham	Amanda Jupp	300k	Following concerns around the initial route being taken through a section of Ancient Woodland, the scheme is being redesigned based on a new route alongside old station platforms. The scheme is currently due to be delivered as part of the 19/20 programme.
10	Billinghurst Bypass Footbridge	Lighting	Chris Stark	North Horsham	Amanda Jupp	20k	Works are due to commence this week on road crossing for power supply, and next week on footpath columns. Works due to be completed end of September.

11	Billingshurst, High Street near The Alders	Provision of gateway feature and pedestrian refuge	Chris Stark	North Horsham	Amanda Jupp	20k	Pedestrian refuge was not feasible so an improved crossing was proposed with footway improvements to compliment. Developer works connected to the A272 upgrade on site have altered the existing footway layout and so our scheme has been put on hold until developer works are complete. Meeting with Chris Stark on site end of September to discuss and review.
12	Slaugham TC	6 identified Gateways to be replaced / regenerated. VAS signs requested (needs/location assessment required) and to raise two existing uncontrolled crossings into tables. Believed S106 available and there is an assumption that it has been allocated to the Parish (if so possible S278?)	Richard Speller	North Mid Sussex	Bill Acraman	50k	Gateways only to be implemented (proposals for raised tables have been dropped) some incorporating VMS (maintenance costs to be met by parish). Detailed design to be completed end of September, implementation is possible this financial year.
13	Westhampnett Cycle Facilities	Construction of shared use cycleway through Westhampnett village linking with businesses	Chris Dye	South Chichester	Jeremy Hunt	370k	Following consultation with the Parish Council and cycle forum detailed design is being undertaken and due to be completed by December'18. It is intended for the scheme to be delivered as part of the 19/20 ADP.
14	Torch path	Torch are a company that provide holidays to vision impaired people and use Hurstpierpoint centre to train staff. Would like access improved from their property to the centre. A mud track PROW exists that could be upgraded to cater for them as well as all users of this PROW. Build out required to ease crossing (note previous fatal site). Drainage/footway/Buildout scheme.	Richard Speller	South Mid Sussex	Peter Griffiths	12k	Scheme is complete.
15	Bognor Regis Frith Road,	Request for Traffic Calming	Ben Whiffin	Western Arun	Ann Rapnick	150k	Proposals comprise 3 pairs of speed cushions and a raised table junction. Informal consultation with frontagers and stakeholders now underway. Detailed design and formal advertisement to follow later in financial year. Implementation will be 19/20.

16	Southwick Footbridge Lighting	Provision of Streetlighting across bridge and on its approaches.	Mike Thomas	Adur	Janet Mockridge	30k	SSE were due to implement lighting improvements in august. They have not done this. We are still waiting for a revised date. Works will be done without closing the pedestrian route.
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Adur County Local Committee**Community Initiative Funding****8 November 2018****Report by Director of Law and Assurance****Ref: (A05(18/19))****Key Decision:
No****Part I****Electoral Divisions:
All in Adur CLC Area****Recommendation**

- i) That the Committee considers the pitches made to the Community Initiative Funding as set out in Appendix A and pledge 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 Funding 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, Adur CLC had a total of £23,571.40 for allocation, of this £18,571.40 is still available for allocation. Details of awards made in the current program and previous financial year are included in Appendix B.

There are three new pitches for consideration by the Committee.

*A deferred pitch is in fundraising stage with a total project cost of £13,601.00.

*Since the previous CLC meeting held on 21 June, the Committee considered an Urgent Action for the '[Selling coffee with a social mission](#)' project, at the request of the Chairman. This was due to the project's fundraising deadline falling prior to the CLC scheduled for 8 November 2018. A decision was taken to pledge £3,000 towards the total project cost of £13,601. On 18 September, Spacehive agreed to extend their fundraising campaign deadline until 22 October 2018.

One pitch is in fundraising stage with a total project cost of £5,533.00.

One pitch is fundraising stage with a total project cost of £4,393.00.

*One pitch is in fundraising stage with a total project cost of £15,493.00 – it has also pitched to Worthing CLC.

**Project re-submitted application in Round 2.*

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 timescales, 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 Committee do 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 pitch 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 requires 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

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

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Current pitches

Actively Fundraising –

- **223/A – MarketBeans, Selling coffee with a social mission, £13,601 – Towards an eco-bike for coffee sales to provide those with a learning disability with work skills and training.**
<https://www.spacehive.com/marketbeans>

In consultation with the Director of Law and Assurance and the Chairman of the Performance and Finance Select Committee, the Adur CLC members agreed to progress an Urgent Action for the above project and pledge £3,000.00

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

- **242/A – The Boundstone Chorus, Sing our smuggling history, £5,533 – Towards production costs to stage two historical musicals about smuggling in Lancing and wider Sussex.**
<https://www.spacehive.com/awakensmugglingmemories>
- **251/A – Freedom Powerchairs, Community support workshop, £15,493 – Towards purchasing and converting a trailer to carry out servicing and repairs for mobility equipment.**
<https://www.spacehive.com/community-support-workshop>
- **268/A – St Michael and All Angels Church, Let's heat St. Michael's, £4,393 – Towards purchasing and installing a new boiler.**
<https://www.spacehive.com/letsheatstmichaels>

In Preparation –

There are currently no pitches in preparation stage.

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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
222/A - Adur Sea of Lights Lantern Parade 2018	Towards lantern materials and booking entertainment	Ann Bridges	£5,000.00	

To note: The following applications received funding but subsequently failed to successfully reach their fundraising target. The funds will be carried over and available for reallocation by the Adur CLC.

- 221/A – Adur Community Directory, £3,000 – Towards updating and maintaining the existing website in order to create a new cloud-based directory.
- 232/A – Community Mobile Workshop, £3,000 – Towards purchasing a horsebox trailer and rollcage modules intended to maintain and repair mobility aids.

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

Applicant	Summary	Member	Awarded	Evaluation
20/A The Wave Project	Paddle Power, towards the provision of surfing/paddle boarding equipment to provide peer mentoring for vulnerable children and young adults	Previous Member	£2,000.00	
21/A Emerging Futures	Hire a lead coach to train 10 volunteers as wellbeing and wildlife coaches.	Debbie Kennard	£2,500.00	
33/A Lancing Parkrun	Towards set up costs for a Parkrun in lancing	Ann Bridges	£1,000.00	
29/A Shoreham Bowls Club	Towards improvement of the clubhouse.	Debbie Kennard	£3,500.00	
52/A Lancing Football Club	Towards training and kit	Ann Bridges	£1,975.00	
56/A ESTEEM	Adult Volunteer Expenses	David Simmons	£2,400.00	
116/A Home-Start Arun	Towards Training	Ann Bridges	£362.50	
124/A3 rd 5 th Sea Scout Group	Towards Sail equipment	Ann Bridges	£1,992.50	
174/A SOLD Shoreham Opportunities for Learning Disabilities	New shop front door	Kevin Boram	£1,170.00	
176/A Home-Start Arun	Stay and Play plus Arun	David Simmons	£2,000.00	
178/A Over the Moon	Towards Yarn 2020	Debbie Kennard	£2,400.00	

Adur County Local Committee**8th November 2018****Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies****Report by Director of Education and Skills****Ref: (A06(18/19))****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 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 councillor. 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**

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

6. **Resources**

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

Factors taken into account

7. **Consultation**

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**

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**

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. In such a case the Governing Body cannot make an appointment.

10. **Equality Duty.**

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**

None

12. **Crime and Disorder Act Implications**

None

13. **Human Rights Implications**

None

Deborah Myers

Director of Education and Skills

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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:

Buckingham Park Primary School

Sheila Parker for a four year term

Academies:

Nominations for Reappointment:

Nominations for Appointment:

Temporary Governing Bodies

Nominations for Reappointment:

Nominations for Appointment:

Authority Governor Vacancies for Adur County Local Committee Area

School	Division	Division Member	Vacant From	Current Status	Chairman	Head
Buckingham Park Primary School	Shoreham South	Kevin Boram	Jul-18	Application forwarded to CLC for nomination	Rebecca Sykes	Louise Swan