

# Public Document Pack

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26 October 2018

**A meeting of the Worthing County Local Committee will be held at 7.00 pm on Monday, 5 November 2018 at Worthing Library, Richmond Rd, Worthing BN11 1HD**

**Tony Kershaw**  
Director of Law and Assurance

## Your local County Councillors



**Paul High**  
Worthing West

**Michael Cloake**  
Worthing Pier

**Noel Atkins**  
Durrington and Salvington

**Roger Oakley**  
Worthing East

**Elizabeth Sparkes**  
Cissbury

**Sean McDonald**  
Northbrook

**Bob Smytherman**  
Tarring

**Bryan Turner**  
Broadwater

**Steve Waight**  
Goring

## Invite you to come along to the Worthing 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

**Information relating to the West Sussex Water Bottle Refill Scheme will be available prior to the start of the meeting.**

### 1. Welcome and Introductions

The Members of Worthing County Local Committee (CLC) are Mr Noel Atkins, Mr Michael Cloake, Mr Paul High, Mr Sean McDonald, Mr Roger Oakley, Mr Bob Smytherman, Mrs Elizabeth Sparkes, Mr Bryan Turner and Mr Steve Waight

### 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.

3. **Minutes** (Pages 5 - 8)

The confirm the minutes of the meeting of the Committee held on 11 June 2018 (cream paper).

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.

5. **Progress Statement** (Pages 9 - 12)

The attached document contains brief updates on statements of progress made on issues raised at previous meetings and other issues pertinent to Worthing.

6. **Library Transformation Project**

The Committee will receive a presentation from the West Sussex County Council Library Services on the Library Transformation Project.

7. **Your Energy Sussex**

The Committee will receive a presentation on Your Energy Sussex – a local not for profit, council-backed gas and electricity supplier.

8. **Update on Community Highways Schemes** (Pages 13 - 26)

9. **Prioritisation of Traffic Regulation Orders 2018/19** (Pages 27 - 34)

Report by the Director of Highways and Transport and Head of Highways Operations.

The committee is asked to consider the report regarding Community requests for Traffic Regulation Orders and agree to progress the three highest scoring TROs from the list attached at Appendix A, subject to any adjustments made at the meeting.

10. **Worthing Sustainable Transport Package Study Update** (Pages 35 - 36)

The Committee are asked to note the update on the Worthing Sustainable Transport Package Study.

11. **Community Initiative Funding** (Pages 37 - 46)

Report by the Director of Law and Assurance.

The report summarises Community Initiative Funding Applications submitted via the West Sussex Crowd. The Committee is invited to consider the applications and pledge funding as appropriate.

12. **Talk With Us Open Forum**

Members of the Committee are asked to raise relevant issues of local significance for discussion and possible future agenda items. Members of the public are also asked to raise questions and are encouraged to submit more complex issues prior to the meeting to allow substantive answers to be provided.

13. **Authority School Governors** (Pages 47 - 60)

Report by Director of Education and Skills.

The Committee is asked to approve the nominations of Authority School Governors as set out in the report.

14. **Date of Next Meeting**

The next meeting of the Committee will take place on 25 February at a venue to be confirmed. Members wishing to place an item on the agenda please notify Jack Caine via email: [jack.caine@westsussex.gov.uk](mailto:jack.caine@westsussex.gov.uk) or on 033 022 28941

**To: All members of the Worthing 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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## **Worthing County Local Committee**

11 June 2018 – At a meeting of the Committee held at 7.00 pmat Bohunt School, Worthing, BN14 8AG.

Present:

Mr High (Chairman) (Worthing West;), Mrs Sparkes (Cissbury;), Lt Cdr Atkins (Durrington & Salvington;), Mr Cloake (Worthing Pier;), Mr McDonald (Northbrook;), Mr Smytherman (Tarring;) and Mr Waight (Goring;)

Apologies were received from Mr R J Oakley and Mr Turner

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### **1. Election of Chairman and Vice Chairman**

RESOLVED that

- a. Cllr Paul High be appointed as Chairman for the Worthing County Local Committee for the year 18/19.
- b. Cllr Elizabeth Sparkes be appointed as Vice Chairman for the Worthing County Local Committee for the year 18/19.

### **2. Welcome and Introductions**

The Chairman welcomed members, officers and the public to the meeting and introduced the Committee. It was advised that information on fraud prevention was available for members of the public to the rear of the meeting room.

### **3. Appointment of Cif Sub-Committee**

RESOLVED that Cllrs Paul High, Elizabeth Sparkes and Steve Waight be appointed to the Community Initiative Fund Sub Group Working Party.

### **4. Declarations of Interest**

Cllr Bob Smytherman declared an interest in the Cif application 198/W, Worthing Mental Health Awareness Week as he was the project manager. It was advised he would not be voting on the matter.

Cllr Noel Atkins declared an interest in the Cif application 200/W as he was a veteran.

Cllr Sean McDonald declared an interest in Item 11, Authority School Governor Appointment, as his daughter was a Teacher at one of the Schools.

### **5. Minutes**

It was RESOLVED that the minutes of the last meeting held on 27 February 2018 be approved as a correct record and signed by the Chairman subject to the following amendment to minute number 57:

- A Parent Governor of the Thomas A Becket School in Worthing raised concerns over road safety for the children attending Thomas A Becket Junior School via both Wiston Avenue and St Lawrence Avenue. It was argued that the traffic signage for the school was poorly maintained and that both roads were dangerous for the children to cross. It was also commented that there was no School Crossing Patrol. A Member supported these comments and advised that it had proved difficult to recruit to the role. The Member of the public suggested that both sites could benefit from amber flashing warning lights and better signage, as traffic calming measures, to warn drivers and slow down traffic. The committee advised that they would write to the road safety team at West Sussex.
- The School Crossing Team had approached the school, parents and residents about the issues. Funding would have to be identified in order to provide a school safety zone. It was noted that this was a problem that was being experienced throughout the County

#### 6. **Urgent Matters**

The Chairman advised that Committee that 3 Cif Applications had been received after the agenda was published. These had been circulated to members prior to the meeting. The Applications would be considered under item 10.

#### 7. **Progress Statement**

The Committee noted the progress statement (copy attached to the signed minutes). The Area Highways Manager highlighted the following matters:

- A Scrutiny meeting was taking place in July to discuss levels of Enforcement and Compliance in the Controlled Parking Zone in Worthing. Members agreed that compliance in the area was very high.
- Officers advised there would be no perceived benefit from additional signs being placed outside Thomas A Becket School. A Member of the Committee advised that there was a still a significant issue at this crossing and was advised that Officers were working with the Safe Routes to Schools team to address this.
- In response to a question asked by the Committee it was advised that data stored on body cameras of Enforcement Officers was not kept indefinitely. The Highways Manager would report back on how long it is retained.
- A discussion took place over cycle racks being installed in the local area and the best places for them. The Highways Manager advised

he would be working in partnership with the Local Borough Authority to identify the areas they're needed.

- It was advised that Tarring would be submitting a Community backed TRO in time for the next meeting.

#### 8. **Worthing Growth Plan**

The Growth Programme Delivery Manager gave an overview of the Worthing Growth Plan to the Committee and updates on progress. The Committee agreed that they were supportive of the Growth Plan and thanked officers for the informative update.

#### 9. **Talk With Us Open Forum**

The Chairman invited questions and comments from members of the public and the following issues were raised:

- Meadow Road Industrial Estate had issues with a high level of diesel HGVs using the highway which caused increased levels of pollution and congestion. There were also issues with associated car parking, and blocked highways. It was advised that low enforcement was a known issue in the area and in criminal matters the police should be contacted. The Chairman advised he would contact the enforcement office to have this issue addressed. The highways Manager advised he would investigate methods of mitigating the levels of diesel fuelled vehicles.
- A parent Governor from the Thomas A Becket School raised concerns over signage of access to the school. She advised the signage was faded and covered in amber and asked if amber flashing lights could be installed. A petition was running endorsing more investment in road safety for children with over 200 signatories and a press release had been circulated to recruit a crossing patrol guard for after school times. In response it was advised that difficulty recruiting to this role was a known issue, however members advised they had been strategizing on how best to expand the role to attract more interest. The Highways Manager asked for evidence of poor signage so the issue could be rectified.
- Concerns were raised over heritage and conservation regarding the regeneration plan and it was asked if the quality of materials would be scrutinised prior to any work taking place, as two areas of the plan were in conservation areas. It was advised that Cllr High and Cloake were aware of the concerns and would be involved in inspecting materials to ensure quality.

#### 10. **Community Initiative Funding**

The Committee considered the report from the Director of Law and Assurance (copy appended to the signed minutes).

The Chairman invited 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.

It was RESOLVED that the following pledges be granted:

198/W – Worthing Mental Health Awareness Week, up to £332 towards the Worthing Mental Health Awareness Week, Training and Refreshments

199/W – Worthing Veteran’s Drop in Centre, up to £500, towards a drop in centre for veterans, their carers and families, subject to the project being fully verified by Locality and fundraising within the 18/19 financial year.

200/W – Tide of Lights – The Big Make! £2,500 towards allowing community groups to construct structures for a parade in 2019.

201/W Out for Lunch! Afternoon Tea Dance, £500 towards an afternoon tea dance, subject to the project being fully verified by Locality and fundraising within the 18/19 financial year.

202/W Community Mobile Workshop, £3000, towards a mobile repair workshop for mobility aids, subject to the project being fully verified by Locality and fundraising within the 18/19 financial year.

#### 11. **Authority School Governors**

The Committee considered a report from the Director of Education and Skills (copy attached to the signed minutes). The report included a list of the current vacancies for Local Authority Governors in the CLC area.

It was RESOLVED that the following nominations be approved under the 2012 regulations:

- a. Mrs Jenny Crutchfield reappointed for a four year term to Broadwater C.E. Primary School
- b. Mrs Sue Uff appointed for a four year term to Whytemead Primary School.

#### 12. **Date of Next Meeting**

The Chairman confirmed the next meeting of the Committee was scheduled for 5 November 2018 at Worthing Town Football Club, Palatine Road, Worthing.

Chairman

The meeting closed at 8.45 pm



**Worthing County Local Committee****5 November 2018****Progress Report**

<b>Date received or Minute No/Ref:</b>	<b>Where issue was raised:</b>	<b>Subject:</b>	<b>Contact:</b>
	<b>Member update</b>	<b>Growth Update</b>	<b>Patrick Griffin</b>
<b>Nov 2018 Update</b>	Update attached		
<b>Feb 2018 Min 57</b>	<b>Talk with Us</b>	<b>School crossing outside Thomas a Beckett School</b>	<b>Mike Thomas</b>
<b>Nov 2018 Update</b>	The signs at this location have been reviewed. It is anticipated that any further signs would not offer significant benefit, however this will be reviewed in the whole as part of the School Travel Plan and any subsequent proposals. It is noted that a School Crossing Patrol Assistant has now been working at this location for a while now.		



**October 2018 Worthing CLC update – Worthing Growth Programme**

Design work on the proposed public realm improvements for Portland Road is progressing. WSCC and WBC have met with businesses on Portland Road and undertaken a key stakeholder consultation to inform the design work. A public consultation on a design for Portland Road is due to take place at the end of the year. In the meantime initial survey work is underway to support the proposed public realm improvements on South Street. Workshops with key stakeholders and businesses will be undertaken following this and a public consultation on a design is expected to take place early in the new year.

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## **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 concentrate 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	Jacque 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 I 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.

**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	Chantonbury	60000	No workable solution has currently been found,
10	Pulborough	Thakeham – B2139 Jackets Hill speed reduction	Chris Stark	Pat Arculus	Chantonbury	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

## Agenda Item 8

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 Duncton	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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**Worthing County Local Committee****5 November 2018****Prioritisation of Traffic Regulation Orders 2018/19****Report by Director of Highways and Transport and  
Head of Highways Operations****Ref No:  
W03(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 3 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)
  - 3<sup>rd</sup> 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](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.

<b>CLC and Number of Members</b>	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
<b>Total TRO’s (Indicative)</b>	<b>38</b>

- 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 implantation 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** – Worthing CLC TRO Priority List

### **Background Papers**

[http://www2.westsussex.gov.uk/ds/edd/ht/ht14\\_15-16.pdf](http://www2.westsussex.gov.uk/ds/edd/ht/ht14_15-16.pdf)

## Worthing

Confirm Enquiry Number	Division	Parish	Dominant Road Name	TRO Type Parking / Speed Limit / Moving	Summary	Selected / Approved / In progress / Rejected	Approx. Cost	Score
M 435025	Northbrook	Worthing	Romany Road and Yeoman Way	Parking Issue	To introduce DYL outside leisure centre and throughout nearby roads to stop inconsiderate parking - councillor support and vast resident support	Approved 18	1500	40
M 438149	Goring	Worthing	Melbourne Road	Parking Issue	DYLS to stop parking on junctions and to protect footways - Near 2 schools and industrial estate. Councillor Support and Local Support	Approved 18	£1,000	25
M 432946	Broadwater	Worthing	Carnegie Gardens	Parking Issue	DYL to stop inconsiderate parking. Near 2 schools. Councillor and local resident support shown.	Approved 18	700	16
M 438646	Cissbury	Worthing	Salvington Hill	Parking Issue	DYL north on the hill - councillor and good resident support shown. Will displace vast amount of parking.	Approved 18	1000	15
M 33907	Broadwater	Worthing	South Farm Road	Parking Issue	Request for DYL to protect access to shops. Councillor support with low evidence of support	Approved 18	£500	13
M 32566 and 433695	Broadwater	Worthing	Southdown view Way	Parking Issue	DYL extension outside new dropped kerb - Councillor support - No evidence of support but no one else affected .	Approved 18		2



M 437890	Worthing	Worthing	West Parade	Parking Issue	No motorcaravans - Councillor support. Scheme would benefit from a wider approach with more funds available. Low level of support from residents shown.	Approved 18	3000	0
612329	Worthing	Worthing	St Elmo Road	Parking Issue	DYL junction protection on St Elmo, Nutbourne and Bulkington Avenue. No evidence of support or councillor support shown. Applicant is going to seek support.	Rejected	£700	
433827	Broadwater	Worthing	Sompting Avenue	Parking Issue	SKC marking - Not a suitable location and not supported by Ian Patrick or Pene Mather. Will remove parking spaces also.	Rejected	800	
32925	Broadwater	Worthing	Southfield Road	Parking Issue	To remove parking restrictions - No evidence of local support or support from Councillor shown.	Rejected		
437278	Worthing	Tarring	Various roads	Parking Issue	30 different roads throughout Tarring for DYL - Scheme makes sense and is sensible but rejected due to costs. Councillor and vast amount of local support.	Rejected	£4,700	

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

West Sussex County Council (WSSCC) has commissioned transport and engineering consultants; WSP, to undertake an options appraisal and feasibility study to identify a package of sustainable transport improvements in Worthing Borough to support planned growth. 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. A steering group of Members from West Sussex County Council and Worthing Borough Council has been established to oversee the study. The study is expected to result in a package of sustainable transport measures that can inform dialogue with developers and future funding applications.

This study is being undertaken in conjunction with the Worthing Road Space Audit (RSA) also being carried out by WSP. The RSA will audit the existing road space and seek to identify the most efficient way to manage road space across the town. This will include consideration of how parking and other modes of transport (bus, rail, cycle, walk etc.), infrastructure improvements, safety considerations and the needs of future development (e.g. housing) can make best use of the available road space across the town.

The sustainable transport package study will identify specific infrastructure improvements and will also support and add to the range of other recently completed or ongoing related studies around Worthing. These include the Worthing Local Plan Transport Study, the proposed Worthing Town Centre Public Realm Improvements and any Highways England proposals likely to come forward in relation to the A27 through Worthing and Lancing.

Phase one of the sustainable transport package feasibility study has included a stakeholder workshop, as well as a review of previous studies and relevant policy information. The infrastructure improvements identified through this work are being reviewed in order to recommend schemes that should be taken forward for feasibility level assessment during phase two of the study. Further dialogue is expected to take place with the Member steering group and key local stakeholders during late 2018/early 2019 as the study progresses.

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**Worthing County Local Committee**

**Community Initiative Funding**

**5 November 2018**

**Report by Director of Law and Assurance**

<b>Ref: W04 (18/19)</b>
<b>Key Decision: No</b>
<b>Part I</b>
<b>Electoral Divisions: All in Worthing CLC Area</b>

**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](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](http://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, Worthing CLC had a total of £42,428.52 for allocation, of this £39,101.52 is still available for allocation. Details of awards made in the current program and previous financial year are included in Appendix B.

There are four new pitches for consideration by the Committee.

One pitch is in fundraising stage with a total project cost of £6,253.00.  
One pitch is in fundraising stage with a total project cost of £4,261.00.  
One pitch is in fundraising stage with a total project cost of £2,490.00.  
One pitch is in fundraising stage with a total project cost of £15,493.00 – it has also pitched to Adur CLC.

These are outlined in Appendix A and can also be viewed at:  
[www.westsussexcrowd.org.uk](http://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 Crowded 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 trustworthy. The Democratic Services Officer in consultation with the local County Councillor then preview all applications that have then gone on to pitch to the community Initiative fund to ensure they meet 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 applications 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 applications 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 application. It is considered that for the following applications, 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 application 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

**Contact:** Jack Caine – 0330 222 8941

**Background Papers:** None – all applications are available to view on [www.westsussexcrowd.org.uk](http://www.westsussexcrowd.org.uk)

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## **Current pitches**

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

Actively Fundraising -

- **246/W – Cycall Ltd CIC, £6,253.00 – Towards purchasing a first tandem bicycle for disabled adults and children’s use along Worthing seafront.**  
<https://www.spacehive.com/cycall>
- **248/W – Friends of Heene Cemetery, Conservation progress at Heene Cemetery, £4,262.00 - Towards purchasing equipment including tree plaques and squirrel-proof bird feeding stations.**  
<https://www.spacehive.com/heenecemetery>
- **250/W – Worthing Sea Cadets, Update IT with new laptops, £2,490.00 - Towards purchasing five new laptops to enable Cadets to gain access to training material and coursework.**  
<https://www.spacehive.com/update-it-with-new-laptops>
- **\*252/W – Freedom Powerchairs, Community support workshop, £15,493.00 - Towards a large trailer for use as a mobile workshop to carry out mobility equipment servicing and repairs.**  
<https://www.spacehive.com/community-support-workshop>

*\*Project has also pitched to Adur CLC*

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:

<b>Applicant</b>	<b>Summary</b>	<b>Requested</b>	<b>Awarded</b>	<b>Member</b>	<b>Evaluation</b>
<b>198/W</b> - Worthing Mental Health Awareness Week	Towards costs for a mental health awareness workshop	NA	£327	Bob Smytherman	No Evaluation form received
<b>200/W</b> - Tide of Light - The Big Make	Towards workshop costs	NA	£2,500	Paul High	No Evaluation form received
<b>238/W</b> - Halloween Half Term Fun Day	Towards holding event to fundraise for disabled children and adults	NA	£500	Michael Cloake	No Evaluation form received

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 Worthing CLC.

- 199/W - Worthing Veterans Drop In Centre, £500 - Towards equipment costs for the centre.
- 202/W - Community Mobile Workshop, £3,000 - Towards purchasing a horsebox trailer to convert into a mobile workshop for mobility aid repairs.

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

<b>Applicant</b>	<b>Summary</b>	<b>Requested</b>	<b>Awarded</b>	<b>Member</b>	<b>Evaluation</b>
8/W Sussex Martlets Trampoline Club	New equipment	£2,000.00	£2000.00	Roger Oakley	No Evaluation form received
10/W Worthing Area Community Responder group	Towards the purchase of a defibrillator and uniform	£2,044.00	£2044.00	Paul High	No Evaluation form received
11/W Chatsmore Catholic High School	To use student's artwork to create 2 stained glass windows	£4,500.00	£4500.00	Michael Cloake	No Evaluation form received
35/W Worthing Town Football Club	Towards the purchase of a goal package	£2,520.00	£2520.00	Sean McDonald	No Evaluation form received
85/W Engage	Towards a Springboard Project	£2,896.85	£2896.85	Sean McDonald	No Evaluation form received
98/W The Sand Project	Towards equipment for SEND business	£3,448.44	£3448.44	Paul High	No Evaluation form received
102/W Yada	A Project	£4,604.90	£4,604.90	Paul High	No Evaluation form received
105/W The Empty Plate	Towards training programme	£2,385.00	£2,000.00	Paul High	No Evaluation form received
127/W Worthing Children's Parade	Towards supporting the parade	£5,000.00	£685.82	Michael Cloake	No Evaluation form received
146/W Worthing Counselling Centre	Towards improving the counselling centre	£5,000.00	£4,500.00	Elizabeth Sparkes	No Evaluation form received
154/W Superstar Arts	Towards Resources for Worthing Carnival	£1,624.00	£600.00	Bob Smytherman	No Evaluation form received
157/W Goring	Towards a sensory zone	£5,000.00	£4,999.99	Paul High	No Evaluation form received

Little Fishes Pre School					
171/W Findon Valley Residents' Association	Towards community enhancement garden	£1,200.00	£1,200.00	Elizabeth Sparkes	No Evaluation form received

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**Worthing County Local Committee****5<sup>th</sup> November 2018****Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies****Report by Director of Education and Skills****Ref: W05(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) 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
  - v) 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

Contact: Governor Services Administrator  
0330 222 8887

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

**Appendix B:** Current Vacancy List

**Background Papers:** None.

**Appendix A**

**Local Authority Governors - Nominations Under the 2012 Regulations**

**Maintained Schools**

Nominations for Reappointment:

Nominations for Appointment:

**Hawthorns Primary School**

Cllr Sean McDonald 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 Worthing County Local Committee Area

<b>School</b>	<b>Division</b>	<b>Division Member</b>	<b>Vacant From</b>	<b>Current Status</b>	<b>Chairman</b>	<b>Head</b>
Whytemead Primary	Broadwater	Bryan Turner	05/11/2015	Nomination forwarded to next CLC	Lydia-Jane Oulds	Gavin Ward
Chesswood Middle	Worthing East	Roger Oakley	12/09/2016	Outstanding	Simon Broadhurst	Andrew Jolley
Field Place Infants	Northbrook	Sean McDonald	01/03/2017	Outstanding	Richard Matthews	Theresa Alford
Springfield Infant	Broadwater	Bryan Turner	01/09/2015	Outstanding	Pawel Kosla	Mrs R Wycherley
Elm Grove Primary School	Worthing West	Paul D High	29/12/2017	Outstanding	Unknown	Lynsey Udell

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