

Public Document Pack

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3 March 2020

A meeting of the Chanctonbury County Local Committee will be held at 7.00 pm on Wednesday, 11 March 2020 at Thakeham Village Hall, Abingworth Crescent, Thakeham, RH20 3GW

Tony Kershaw
Director of Law and Assurance

Your local County Councillors



Pat Arculus
Pulborough



David Barling
Bramber
Castle



Lionel Barnard
Henfield



Paul Marshall
Storrington

Invite you to come along to the Chanctonbury 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.

Prior to the Main meeting we invite you to come along and find out about:

Becoming a County Councillor.

From 6.30pm to 7.00pm there will be information stands and an officer from Democratic Services available to explain how to become a County Councillor, explain what it involves and answer any questions you may have.

Agenda

7.00 pm 1. **Welcome and Introductions**

The members of Chanctonbury County Local Committee are Lionel Barnard, Pat Arculus, David Barling, and Paul Marshall.

- 7.05 pm 2. **Declarations of Interests**
- Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt contact Democratic Services before the meeting.
- 7.10 pm 3. **Minutes** (Pages 5 - 8)
- To confirm the minutes of the meeting of the Committee held on 19 November 2019 (cream paper).
- 7.15 pm 4. **Urgent Matters**
- Items not on the agenda that the Chairman of the meeting is of the opinion should be considered as a matter of urgency because of special circumstances.
- 7.20 pm 5. **Progress Statement** (Pages 9 - 12)
- The document contains brief updates on statements of progress made on issues raised at previous meeting. The Committee is asked to note the report.
- 7.30 pm 6. **Talk With Us**
- To invite questions from the public present at the meeting on subjects other than those on the agenda.
- The Committee request, where possible, that members of the public submit their questions at least 3 working days before the meeting** to allow a substantive answer to be given. Questions should be submitted to jenna.barnard@westsussex.gov.uk
- 7.50 pm 7. **Traffic Regulation Orders (TROs) Update** (Pages 13 - 14)
- The Area Highways Manager will provide an update on the status of previously approved Traffic Regulation Orders (TROs).
- 8.00 pm 8. **Community Highway Schemes** (Pages 15 - 20)
- Information Report attached that details the outcomes of the 2019 Community Highway Scheme applications and assessments.

- 8.15 pm 9. **Communities & Partnerships Team Update**
- Dean Wadey, Communities & Partnerships Area Manager, will provide a verbal update on the work completed by the Communities Team since the last meeting of the CLC.
- 8.25 pm 10. **Chanctonbury Community Initiative Funding (CBY06(19/20))** (Pages 21 - 28)
- Report by the Director of Law and Assurance.
- The report summarises the Community Initiative Funding applications received since the last meeting of the Committee. The Committee is invited to consider the applications and pledge funding if appropriate.
- 8.45 pm 11. **Date of Next Meeting**
- The next meeting of the Committee will take place at 7pm on **6 July 2020** at a venue TBC.
- Members wishing to place an item on the agenda should notify Monique Smart via email: monique.smart@westsussex.gov.uk or phone on 033 022 22540

To: All members of the Chanctonbury 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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Chanctonbury County Local Committee

19 November 2019 – At a meeting of the Committee at 7.00 pm held at Ashurst Village Hall, The Street, Ashurst, Steyning BN44 3AP.

Present:

Mr Barling (Chairman) (Bramber Castle;), Mr Barnard (Henfield;), Mrs Arculus (Pulborough;) and Mr Marshall (Storrington;)

Officers in attendance: Dean Wadey (Northern Area Communities Manager (Horsham, Crawley and Mid Sussex)), Chris Stark (Area Highways Manager) and Jenna Barnard (Democratic Services Officer)

14. Welcome and Introductions

14.1 The Chairman welcomed everyone to the meeting and introduced Members & Officers.

15. Declarations of Interests

15.1 None.

16. Minutes

16.1 Resolved – that the minutes of the Chanctonbury County Local Committee meeting held on 3 July 2019 be approved as a correct record and be signed by the Chairman.

17. Urgent Matters

17.1 None.

18. Progress Statement

18.1 Members considered the statements on matters arising from previous meetings (copy appended to the signed minutes) and made the following comments:

- A27 Arundel – Members provided an update stating that since the last County Local Committee Meeting the Members meeting with the South Downs National Park (SDNP), Highways England (HE) had announced that a further consultation will take place and the SDNP are not seeking to challenge the Judicial Review.
- Swan Bridge – the Traffic Engineer and Team are currently considering the details of the design and managing expectations for the use.

- Washington, Storrington Road – The Committee have asked for the Traffic Officer to provide some detail on this.

19. Prioritisation of Traffic Regulation Orders (CBY03(19/20))

19.1 The Committee considered a report by the Director of Highways and Transport (copy attached to the signed minutes).

19.2 Following consideration of the report the Committee resolved to progress the highest scoring TRO from the list attached at Appendix A, that being:

- Greenhurst Lane, Thakeham – Speed reduction.

19.3 The Committee Chairman requested a detailed breakdown of the TRO scoring system and the TRO's in this area.

19.4 The Committee agree to request that the 2 remaining TRO's scoring 9 or more are taken to the Cabinet Member for Highways & Infrastructure for consideration in the 'County Wide' allocation.

20. Highways Service Level Update

20.1 Chris Stark, Area Highways Manager, introduced the report in a presentation and made the following comments:

20.2 Following Scrutiny at Select Committee the Cabinet Member for Highways, Transport & Planning approved the revised service levels that are contained within the new Infrastructure Maintenance Plan.

20.3 Mr Stark explained that, as set out on page 20, specifically points 1.2-1.4, the main reasons for introducing the new Infrastructure Maintenance Plan and revised service levels, was as a result of the reduced revenue budgets that have been given and as well as this there has been introduction of a new Code of Practice which was released by the Department for Transport. We have been, and in some cases are still operating on the new replacement Code of Practice "well maintained highways", we need to ensure that we align all our processes and services to becoming more intelligence led and risk based.

20.4 He then referred the committee to page 21, point 2.4, that summarised the changes in the various service levels, some of which have been in operation for a number of months.

20.5 The Committee requested that, in light of the reduction in winter gritting, mainly from the main roads around Amberley and those leading to the A24, a letter be written to the Cabinet Member for Highways & Infrastructure to raise concerns about the reduction and the bus routes effected.

21. Talk With Us

21.1 The Chairman introduced the item and advised that the open forum was an opportunity for comments and questions to be raised on items not

already on the agenda, and over which the County Council has jurisdiction. The following issues were raised, and responses made:

21.2 There was 1 written question in advance:

Caroline Instance asked "Given the push to increase recycling and the increase we have seen in fly typing in rural areas isn't it a false economy to shut some waste management centres for two days at a time (i.e. Billingshurst). And as winter hours shorten to match light why not use the hours "saved" to open on the other wise closed days?" *Gareth Rollings, Commissioning and Infrastructure responded "The hours currently available at the full network of household waste recycling sites have been done in a way that has allowed us to keep all 11 sites open to the public, although its inconvenient to have sites shut during days of the week and at 4pm we have managed to keep every site open Saturdays and Sundays and have not had to take steps to fully close any of the sites down. In some situations we have extended opening times using the savings made for example Westhampnett closes one day a week in the Winter which has allowed the Worthing site to open 6 days a week and not the original 5 days when the days and hours were changed in October 2016.*

21.3 There were a further 2 questions asked at the meeting:

- A Resident asked about the A281 and what would make a strong case for applying for the crossing via TRO/CHS: *Chris Stark, Area Highways Manager, responded a strong demonstration of support would be a public forum, a show of hands at a Parish Council Meeting, a well responded to letter drop & survey. He explained that the key is to encourage the silent majority who say they support it but follow through to complete surveys/attend meetings.*
- A Resident asked with the recent reduction to Highways in mind, what was going to happen with potholes as they are a danger to all road users. *Chris Stark, Area Highways Manager, responded that West Sussex County Council will to continue to deliver their Safety Commitments and these levels would not change.*

22. **Chanctonbury Community Initiative Funding (CBY04(19/20))**

22.1 The Committee considered a report by the Director of Law and Assurance (copy appended to the signed minutes) which detailed applications for Community Initiative Funding. The Committee debated the respective merits of the project for which funding was sought.

22.2 Resolved -

That the following awards be made:

Agenda Item 3

- 419/CBY – Henfield Youth Club, 'Light up running costs down', up to £2000 – towards installing a cost-effective LED lighting system throughout the building.
- 423/CBY – Henfield Computer Club, 'Purchase of TV monitor for use at workshops', £300.00 – towards purchasing a new smart LED TV to aid presenting at club workshops.
- 444/CBY – Ashington Festival Committee, 'Ashington Festival', £607.00 – towards the cost of printing 1,200 festival programmes.
- 449/CBY – The Bramber Society, 'Christmas tree lights', £120.00 – towards purchasing replacement Christmas tree lights for the annual village carol concert.
- 458/CBY – West Chiltington Community Speedwatch Group - £514.41 towards Radar Speed Gun Starter Kit.

23. **Nominations to School and Academy Governing Bodies (CBY05(19/20))**

23.1 The Committee considered a report by the Director of Education and Skills (copy attached to the signed minutes).

23.2 Resolved – that the Committee approved the following nominations:

- Ms Judith James to Thakeham Primary School for a four-year term.

24. **Date of Next Meeting**

24.1 The Chairman confirmed that the next meeting of the Committee will take place on 11 March 2020 at 7pm at a venue to be confirmed.

Chairman

The meeting closed at 8.20 pm

Chanctonbury County Local Committee:**11 March 2020.****Progress Report.**

Date & Minute No.	Subject:	Action / Progress	Officer/Member Contact:
Misc	A27 Arundel Bypass	Members wrote to the South Downs National Park Authority with their collective views about the parks decision to seek judicial review on the A27 option for Arundel.	Committee
UPDATE	Highways England: The consultation, took place spring 2019, gave local people a fresh look at all the viable options for upgrading the A27 using the latest available information. The further review period will finish at 11.59pm on 1 March 2020. We will then collate all the responses, and will write a report on the 2019 consultation. https://highwaysengland.co.uk/projects/a27-arundel-improvement/		
Misc	Current Community Highway Schemes.	Area Highways Manager to provide regular updates. Attached at Appendix A. TRO's and Community Highways Schemes from November 2019 at their own agenda items	Chris Stark

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Community Highway Schemes – Approved for design 2017.

Location	Details	Local Member	Est Cost £	Update March 2020
Pulborough	Thakeham Pedestrian improvements to Water Lane	Pat Arculus	180,000	Traffic Signal scheme almost completed.
Henfield	A23 & A24 Junctions with A272 Air quality issues in Cowfold – new signing to reduce lorry movements	Lionel Barnard	60,000	Scheme deferred for 1 year pending review of Air Quality monitoring data.
Pulborough	Thakeham – B2139 Jackets Hill speed reduction	Pat Arculus	55,000	Scheme completed September 2019.

Community Highway Schemes – Approved for design 2018.

Location	Details	Local Member	Est Cost £	Update March 2020
Storrington	Fryern Road, Storrington – new footway to provide connectivity to bus stop	Paul Marshall	15,000	On provisional programme for delivery 2020/21.
West Grinstead	High Street Partridge Green traffic calming and 20mph speed limit	Lionel Barnard	60,000	On provisional programme for delivery 2020/21.
Amberley	B2139 Turnpike Road footway extension	Paul Marshall	100,000	On provisional programme for delivery 2020/21.

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TRO No.	Area	Road	Update
CHA1901	Washington	Storrington Road	Works complete
CHA1902	Cowfold	Oakfield Road	Works sent to contractor - completion due by end of Feb
CHA1903	Pulborough	Swan Bridge	Public consultation begins 6.2.20

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Community Highway Schemes – Update November 2019

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 from Highways Operations (Area Teams), Highways Improvements and an Independent officer met in September and November 2019 to consider all applications for improvements schemes received by 31 July 2019. Over 36 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 14 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 2020/21. 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 21/22 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.

Future Applications

We would like to encourage online applications for new Community Highway Schemes to be considered for possible inclusion in the 2021/22 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 2020.

<https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/apply-for-a-community-highways-scheme>

Appendices

Appendix A – Community Highway Schemes Approved - November 2019

Appendix B – Community Highway Schemes Rejected - November 2019

Appendix A - Community Highway Schemes Approved for Progression - November 2019

Division	Parish	Local Member	Scheme Name	Description	Approx Cost	CLC	Moderation Panel Comments
Chichester North	Chichester City	Jeremy Hunt	Winterbourne Road Shared Cycleway Facility	To provide a shared use facility	£30,000	South Chichester	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Lancing		Ann Bridges	Lancing Business Park - TRO	TRO- Parking	£ 6,000	Adur	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Chichester North	Boxgrove	Jeremy Hunt	A285 Halnaker Improvements	Various improvements to the A285 through the village.	£50,000	South Chichester	A Reduced scheme based on village gateways , dropped crossings & parking area improvement has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc .
Langley Green & Ifield East	Crawley	Brenda Smith	Southwater Close Footway	Approx 15m of missing footway to connect housing estate to the network	£20,000	Crawley	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Chichester West	Fishbourne	Louise Goldsmith	Blackboy Lane footway proposals	provide new footway along western verge to join community centre with the A259 and link up with new footpath PC are providing within their own land.	£120,000	South Chichester	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Midhurst	Rogate (Rake and Hill Brow)	Kate O'Kelly	B2070 Improvements / traffic calming	A range of proposals which include improve pedestrian and cycle facilities, change in speed limit and other community funded proposals	£175,000	North Chichester	A reduced scheme based around Bull Hill junction improvements, speed limit, dropped kerbs and footway improvements near the pub has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budgets and Annual Delivery Programme these will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme
Bramber	Woodmancote	David Barling	Brighton Road, Woodmancote - new footway	Request for footway "missing link".	£50,000	Chanctonbury	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Holbrook	Horsham	Peter Catchpole	Warnham Road, Horsham - pedestrian crossing facility	Request for a pedestrian crossing facility near the Riverside Walk and Warnham Nautre Reserve	£30,000	North Horsham	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.

Agenda Item 8

Horsham Riverside	Horsham	Morwen Millson	Blackbridge Lane - Provision of pedestrian crossing facility	Either a pedestrian refuge or controlled crossing	£55,000	North Horsham	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.
Tarring	N/A	Bob Smytherman	Tarring Area Traffic Calming	Tarring Area Traffic Calming	£70,000	Worthing	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.
Bramber	Bramber	David Barling	Clays Hill Steyning - footway improvement	Regrade footway to provide better accessibility	£25,000	Chanctonbury	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.
Arun East	Findon	Deborah Urqhart	Speed reduction 50 to 40mph	Reduction of speed limit from 50 to 40, including VAS replacement	£20,000	Joint Eastern Arun	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.
East Grinstead	East Grinstead	Liz Bennett	A264 Holtye Road , footway near hospital	Construct missing section of path	£ 5,000	North Mid Sussex	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.

Appendix B - Community Highway Schemes 2019 - Rejected Schemes

Division	Parish	Local Member	Scheme Name	Description	CLC	Moderation Panel Comments
Tilgate & Furnace Green	Crawley	Duncan Crow	Hawth Avenue Ped Crossing	Ped Crossing	Crawley	More evidence required, we will undertake further survey to establish demand and will be reconsidered next year. Estimated cost £150000
Horsham Hurst	Horsham	Nigel Dennis	New Street Horsham	20 mph zone	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. limited benefit due to average speeds already below 20
East Worthing	N/A	Roger Oakley	Ham Road One way plug	Ham Road One way plug	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. Concerns about increase in journey time and effect on local residents, suggest investigate HGV ban .
Holbrook	North Horsham	Peter Catchpole	North Heath Lane, North Horsham	Request for a pedestrian crossing facility to aid crossing busy road. Adjacent to Riverside Walk, parish church and pub nearby.	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. Check with signals team if feasible
Haywards Heath	Haywards Heath	Sujan Wickremaratchi	Harland School	coloured crossing	Central & South Mid Sussex	No practical scheme identified.
Bramber	Ashurst	David Barling	Horsham Road, Ashurst	Request for VAS to control speeding	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Henfield	Shermanbury	Lionel Barnard	A281 Brighton Road footway provision	Provide a footway linking new development to existing infrastructure	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Bramber	Steyning	David Barling	High Street Steyning - Planters	Provide and install planters to improve street scene	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Storrington	Storrington	Paul Marshall	Manleys Hill, Storrington	Request to signalise and provide ped crossing facility junction Manleys Hill with School Hill and High Street.	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Northgate West Green	Crawley	Karen Sudan	London Road Ped Crossing	Controlled crossing outside leisure park	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Pound Hill	Crawley	Richard Burrett	The Ridings - Crossing	Controlled Crossing	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Three Bridges	Crawley	Brenda Burgess	Stephenson Way Traffic Calming	Traffic Calming	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Arun West	Yapton	Jacky Pendleton	New Cycling facilities to existing carriageway	Upgrade existing, no through route section of carriageway to include cycling facilities	Joint West Arun	Awaiting planning application , check with Cycle Team if this is on the cycle network prog
Billingshurst	Billingshurst	Amanda Jupp	Adversane Crossroads	Village speed limit reduction to 30mph with Gateway or other engineering features.	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Tarring	N/A	Bob Smytherman	Wiston Ave & St Lawrence Road School Wig Wags	Wiston Ave & St Lawrence Road School Wig Wags	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Broadwater	N/A	Bryan Turner	Congreve Road Traffic Calming	Congreve Road Traffic Calming	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Northbrook	N/A	Sean McDonald	Fulbeck Avenue Traffic Calming	Fulbeck Avenue Traffic Calming	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Worth Forest	Balcombe	Bill Acraman	Balcombe Village enhancements	Village Enhancements	North Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Hurstpierpoint & Bolney	Hurstpierpoint	Joy Dennis	High street Complex TRO	High street Complex TRO	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Hurstpierpoint & Bolney	Albourne	Joy Dennis	B2116 complex TRO	Tro Speeding/ HGVs	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Hassocks & Burgess Hill South	Hassocks	Kirsty Lord	Keymer Road Ped Crossing	Ped Crossing	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Hassocks & Burgess Hill South	Hassocks	Kirsty Lord	Lodge Lane Cycleway	Provision of cycleway	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.

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Chanctonbury County Local Committee**Ref: CBY06(19/20)****Community Initiative Funding****Key Decision:****11 March 2020****No****Part I****Report by Director of Law and Assurance****Electoral Divisions:****All in CBY CLC area****Recommendation**

That the Committee considers the applications submitted for Community Initiative Funding as set out in Appendix A and award funding accordingly.

1. Background and Context

- 1.1 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](#).
- 1.2 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
- 1.3 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.
- 1.4 Effective from 8 February 2019, the County Council's Community Initiative Fund budget was reduced from £280,000 per year to £140,000 per year, following a decision taken by the Cabinet Member for Safer, Stronger Communities (decision reference SSC8 18/19). It was approved that this proposal be included in the Governance Committee review of County Local Committees with implementation of savings to be delayed until the review has been completed. Therefore, it was agreed that the 2019/20 CIF budget be provisionally reduced to £140,000, subject to the outcome of the Governance Committee review of CLCs on 25 November 2019. This decision was supported by the Governance Committee.

- 1.5 Effective from 12 June 2019, the Cabinet Member for Safer, Stronger Communities took a decision to introduce a Micro Fund following feedback received from groups relating to small projects (decision reference SSC02 19/20). Applications to the Micro Fund are intended for projects with a total cost of up to £750 as an alternative to crowdfunding and pitching to CIF via West Sussex Crowd. As with crowdfunding pitches, Micro Fund applications are considered the CLC meetings for a decision. CLCs were advised to allocate up to 30% of their budget to Micro Fund applications, although this is discretionary.

2. Proposal

- 2.1 That the Committee considers the pitches and/or applications for Community Initiative Funding as set out in Appendix A.
- 2.2 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

- 3.1 For the 2019/20 financial year, Chanctonbury CLC had a total of £8,000.00 available for allocation, of this **£2,904.59** is still available for allocation. Details of awards made in the current program and previous financial year are included in Appendix B.
- 3.2 There are six Micro Fund applications for consideration by the Committee, with a total project cost of £4,010.62.

These applications are also outlined in Appendix A.

Factors taken into account

4. Consultation

- 4.1 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.
- 4.2 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

- 5.1 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.
- 5.2 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

- 6.1 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

- 7.1 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

- 8.1 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

- 9.1 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

- 10.1 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: Jenna Barnard, Democratic Services Officer – 033 022 24525

Appendices

Appendix A – Current pitches for consideration by the Committee

Appendix B – Summary of awards made in 2019/20 and 2018/19

Background Papers:

Micro Fund applications –

<http://www2.westsussex.gov.uk/ds/clc/cby/cby110320i9back.pdf>

Decision SSC8 18/19 -

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=494>

Decision SSC02 19/20 -

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=611>

Current applications for consideration by the Committee

Micro Fund

The following projects have applied to the Micro Fund since the last meeting:

- **466/CBY – Storrington Community Partnership, 'Storrington on Show – Volunteering Fair', £724.00 - towards purchasing banners, leaflets, posters and more publicity materials for the event.**
- **478/CBY – The Henfield Hall, 'Wi-Fi connection to the committee room', £368.30 – towards installing a Wi-Fi connection to the committee room.**
- **479/CBY – Partridge Green Sports and Social Club, 'Shower refurbishment', £700.00 – towards replacing the shower panels within the pavilion's changing facilities.**
- **480/CBY – Steyning and District Community Partnership, 'Tourist Information Point equipment', £718.32 – towards replacing the Tourist Information Point's irreparable touchscreen and hardware at Steyning post office.**
- **481/CBY – Amberley Parish Council, 'Noticeboard for Newland Gardens, £750.00 – towards purchasing a small, oak noticeboard to serve residents of Newland Gardens and improve village inclusivity.**
- **493/CBY – St Mary's CE First School Washington PTA, 'Bringing the outdoors indoors', £750.00 - towards purchasing a book tree, treetop IT desk and four wall displays.**

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Summary of awards made in 2019/20 and 2018/19

The following applications have received funding during the 2019/20 financial year to date:

Applicant	Summary	Member	Awarded	Evaluation
MICRO FUND				
385/CBY - Thakeham Village Hall	Towards purchasing 20 new chairs with arms and a trolley for transportation	Pat Arculus	£750.00	No feedback received – refer to Member
386/CBY - Storrington Community Partnership	Towards publicity and marketing materials costs plus event venue hire	Paul Marshall	£464.00	No feedback received - refer to Member
390/CBY - Pulborough Lunch Club	Towards providing cooked meals for more than 50 members in 2019/20	Pat Arculus	£740.00	No feedback received – refer to Member
423/CBY – Henfield Computer Club	Towards purchasing a new smart LED TV to aid presenting at club workshops	Lionel Barnard	£300.00	No feedback received – refer to Member
444/CBY – Ashington Festival Committee	Towards the cost of printing 1,200 festival programmes	Paul Marshall	£607.00	No feedback received – refer to Member
449/CBY – The Bramber Society	Towards purchasing replacement Christmas tree lights for the village's annual carol concert	David Barling	£120.00	No feedback received – refer to Member
458/CBY – West Chiltington Community Speedwatch Group	Towards purchasing a pocket radar starter kit	David Barling	£514.41	No feedback received – refer to Member
WEST SUSSEX CROWD				
419/CBY – Henfield Youth Club	Towards installing a cost-effective LED lighting system	Lionel Barnard	£1,600.00	
			TOTAL: £5,095.41	

The following applications received funding during the 2018/19 financial year:

Applicant	Summary	Member	Awarded	Evaluation
WEST SUSSEX CROWD				
227/CBY - Cowfold Country Mice Nursery Technology	Towards purchasing an Early Years interactive learning resource	Lionel Barnard	£1,500.00	
228/CBY - Ashurst Village Hall Stage Extension	Towards purchasing a new portable stage pack	David Barling	£981.00	Feedback received (view using Google Chrome web browser)
267/CBY - Install a public toilet	Towards installing a unisex wheelchair- accessible toilet in the village centre	Paul Marshall	£2,500.00	
319/CBY - To upgrade and refurbish our net	Towards resurfacing and repairing the net	Pat Arculus	£1,000.00	Feedback received (view using Google Chrome web browser)
320/CBY - Sandgate Park bridge	Towards a new footbridge	Paul Marshall	£2,500.00	Feedback received (view using Google Chrome web browser)
324/CBY - Tables and benches for camping	Towards replacing outdated tables and benches	Lionel Barnard	£1,000.00	
330/CBY - Stunning Town Entrance	To purchase the main signpost, planters and installation costs for Steyning-in-Bloom project	David Barling	£2,500.00	
			TOTAL: £11,981.00	

To note: The following pitch received a pledge of £500.00 but subsequently failed to achieve their fundraising target.

239/CBY – Thakeham Village Football Club, 'Raising £2019 for 2019 – Part 1', a pool for cancer patients, £1,413.00 – towards purchasing new mini football goals and bench seating for parents and guardians.

www.spacehive.com/thakehamvillagefc