

# Public Document Pack

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6 March 2020

**A meeting of the North Horsham County Local Committee will be held at 7.00 pm on Monday, 16 March 2020 at Main Conference Room, County Hall North (Parkside), Chart Way, Horsham, RH12 1XH**

**Tony Kershaw**  
Director of Law and Assurance

## Your local County Councillors



**Peter Catchpole**  
Holbrook



**Nigel Dennis**  
Horsham  
Hurst



**Amanda Jupp**  
Billingshurst



**Liz Kitchen**  
St Leonard's  
Forest



**Morwen Millson**  
Horsham  
Riverside



**Andrew Baldwin**  
Horsham  
East



**Christian Mitchell**  
Broadbridge



**Nigel Jupp**  
Southwater  
& Nuthurst

## Invite you to come along to the North Horsham County Local Committee

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

### Agenda

7.00 pm 1. **Welcome and introductions**

Members of North Horsham County Local Committee are Peter Catchpole, Nigel Dennis, Amanda Jupp, Liz Kitchen, Morwen Millson, Christian Mitchell, Andrew Baldwin and Nigel Jupp.

7.02 pm 2. **Declarations of Interest**

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if

the nature of the interest warrants it. If in doubt contact Democratic Services before the meeting.

7.05 pm 3. **Minutes** (Pages 5 - 10)

To confirm the minutes of the meeting of the Committee held on 4 November 2019 (cream paper).

7.10 pm 4. **Urgent Matters**

Items not on the agenda that the Chairman of the meeting is of the opinion should be considered as a matter of urgency because of special circumstances.

7.10 pm 5. **Report of Urgent Action**

The Committee is asked to note that the Director of Law and Assurance, in consultation with the Chairman of the North Horsham County Local Committee and the Chairman of the Performance and Finance Select Committee, has used his delegated powers under Standing Order 3.45 to approve the following Community Initiative Fund application:

413/NH – The Phoenix Stroke Club, 'Virtual reality sessions', £600.00 – towards delivering virtual reality-themed group sessions to club members.

Background Papers

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=823>

7.15 pm 6. **Talk With Us Open Forum**

To invite questions from the public present at the meeting on subjects other than those on the agenda.

The Committee would encourage members of the public with more complex issues to submit their question at least 3 working days prior to the meeting to allow a substantive answer to be given. Questions should be submitted to: [jenna.barnard@westsussex.gov.uk](mailto:jenna.barnard@westsussex.gov.uk)

7.35 pm 7. **Progress Statement** (Pages 11 - 14)

The document contains brief updates on statements of progress made on issues raised at previous meetings. The Committee is asked to note the report.

7.45 pm 8. **Community Highways Schemes** (Pages 15 - 20)

Information report attached that details the outcomes of the 2019 Community Highways Scheme applications and assessments.

8.00 pm 9. **North Horsham Community Initiative Funding (NH07(19/20))** (Pages 21 - 30)

Report by the Director of Law and Assurance.

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

8.15 pm 10. **Communities & Partnerships Team Update**

Dean Wadey, Communities & Partnerships Area Manager will provide a verbal update on work completed by his team since the last CLC meeting.

8.25 pm 11. **Date of Next Meeting**

The next meeting of the Committee will take place at 7pm on **18 June 2020** at County Hall North, Horsham.

Members wishing to place an item on the agenda should notify Monique Smart via email: [monique.smart@westsussex.gov.uk](mailto:monique.smart@westsussex.gov.uk) or phone on 033 022 22540.

**To: All members of the North Horsham 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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## **North Horsham County Local Committee**

4 November 2019 – At a meeting of the Committee at 7.00 pm held at Main Conference Room, County Hall North (Parkside), Chart Way, Horsham, RH12 1XH.

Present:

Mr Catchpole (Chairman) (Holbrook;), Mrs Jupp (Billingshurst;), Dr Dennis (Horsham Hurst;), Mr Jupp (Southwater & Nuthurst;), Mrs Kitchen (St Leonard's Forest;), Mrs Millson (Horsham Riverside;) and Mr Mitchell (Broadbridge;)

Apologies were received from Mr Baldwin (Horsham East;)

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

### **14. Welcome and introductions**

14.1 The Chairman opened the meeting and asked members and officers to introduce themselves.

### **15. Declarations of Interest**

15.1 None declared.

### **16. Minutes**

16.1 There was an adjustment required on the minutes – Item 5.2, bullet point 1 – Jenna Barnard to amend and remove the words “this item”.

16.2 RESOLVED – that the minutes of the meeting held 25 February 2019 be approved as a correct record and signed by the Chairman.

### **17. Urgent Matters**

17.1 None.

### **18. Progress Statement**

18.1 The Committee noted the statement and made the following comments:

- The Committee have requested a more detailed update from Miles Davy (Parking Manager) as to why there have been so many delays on the countywide Road Space Audit project. Jenna Barnard agreed to follow this up with Miles Davy and his team.

18.2 Community Highways Schemes - Christ Stark, Area Highways Manager, provided the following updates:

- Christs Hospital Downs Link – This project has been delayed due to unforeseen weather issues.
- High Street Near the Alders – This scheme has been removed from the programme of works due to the costs/benefit ratio.
- Faygate – A264 Crossing – This is no longer a viable scheme and Chris Stark agreed to investigate whether it could go under a Strategic Transport Infrastructure Programme with support from S106 monies.
- Itchingfield Chapel Road – This scheme will be completed and fully delivered by March 2020.
- Rusper Charlwood – This scheme has been deferred to the next financial year due to costs.

## 19. **Prioritisation of Traffic Regulation Orders (NH04(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 3 highest scoring TROs from the list attached at Appendix A, those being:

- Rowhook Road, Horsham - Speed reduction.
- Lynwick Street, Horsham – Extend 30mph Zone.
- Erica Way, Horsham – Double and Single Yellow Lines.

19.3 The Committee asked the Area Highways Manager to take the remaining eligible TRO applications back to the Cabinet Member to see if they can be reconsidered within the County Wide TRO process.

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

20.1 The Chairman invited questions from those in attendance. The following matters were discussed:

Mr David Buckley wrote in regarding Winter Road Treatment in the Rudgwick Parish Council Area. He raised concern that certain roads had been removed from the gritting routes and this could have safety repercussions.

In particular, the roads raised were:

- Lynwick Street, connecting the northern part of the village at the top of a hill to the A281;
- Loxwood Road which links the A281 to the B2133 at Loxwood; and
- The Haven Road which links A281 to the A29. This road is a school bus route for the Weald School at Billingshurst and the Parish Council are very concerned at the impact not gritting this road could have on getting children to school.

In addition, it was suggested West Sussex County Council should liaise with Surrey County Council to ensure consistency in approach and to maximise the roads treated. *Members of the Committee agreed there were also concerns in other parishes across the area, such as Warnham where the main route through the village (again a bus route) will no longer be gritted.*

Whilst discussing this subject, concern was also raised about the reduction of weed spraying and the impact this has on the street scene and potential future maintenance liability. *The Committee agreed to take this up with the Cabinet Member along with the Area Highways Manager in the form of a letter requesting a review.*

Resident Mr Peter Lusher attended to say thank you to Chris Stark and his team for the hard work they put in to getting the new bus stop on Park Street Operational.

Mr Lusher also raised a concern about obstructed road signs in the area as he felt this was dangerous and gave a poor impression to visitors. *Chris Stark stated that they are restricted by finances but referred Mr Lusher to the Community Places and Spaces Scheme which we had been talking about earlier in the evening and this would also be raised in the letter to the Cabinet Member for Highways and Infrastructure.*

## 21. **North Horsham Community Initiative Funding (NH05(19/20))**

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

21.2 Resolved

(a) That the following award(s) be made:

403/NH – West Sussex Music Trust, 'Musical Chairs', up to £1000 - towards purchasing 100 specialist chairs for four orchestras including young musicians. 408/NH – Horsham and Shipley Community Project, up to £550.00 – towards delivering a two-day first aid training course for group leaders plus purchasing a gazebo.

409/NH – Horsham Unit St John Ambulance, 'Assistance Needed', £746.00 – towards replacing five hand-held radios with the latest model to provide North Horsham County Local Committee 2 volunteers with medical advice at events. 410/NH – Brighton Road Baptist Church Playschool, 'New printer', £228.48 – towards purchasing a new printer in order to produce educational resources and carry out administrative duties.

412/NH – West Sussex Mediation Service, £600 – towards updating and reprinting portfolio of six leaflet designs to incorporate Queen's Award for Voluntary Service.

414/NH – The Olive Tree Cancer Support Group, 'TechnoRelax', £600.00 – towards providing wellbeing workshops for members using ImmersiCare therapy equipment. On the condition that they provide a feedback and information report on the session trials to the Committee.

431/NH – Fare Divide, Horsham community fridge, up to £500 – towards purchasing a fridge/freezer and other start-up equipment to launch the second community fridge project of its kind, on the condition that they first source a permanent venue and approach supermarkets about donating food items to the fridge.

(b) That the following applications be declined:

429/NH – Happy Accidents CIC, Horsham Children’s Parade 2020, £2,047.00 – towards securing the event’s marquee and purchasing arts materials. This is due to the same organisation receiving £3,500 from the Community Initiative Fund in 2018.

411/NH – Friends of Horsham Park, £709.00 – towards purchasing a gazebo to put on more community events and avoid hiring per each event in future. This was due to the organisation receiving £750 from the Community Initiative Fund in June 2019.

(c) That the following application(s) be deferred:

413/NH – The Phoenix Stroke Club, ‘Virtual reality sessions’, £600.00 – towards delivering virtual reality-themed group sessions to club members. The Committee have requested further information on the sessions, the equipment and the financial situation of the organisation. 430/NH – Rudgwick Tennis Club, Clubhouse for Rudgwick Tennis Club, £55,332.00 – towards the cost of associated materials needed to build a new clubhouse. This was deferred until the project starts fundraising on the West Sussex Crowd.

**22. Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (NH06(19/20))**

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

22.2 Resolved – that the following nomination for reappointment under the 2012 Regulations be approved:

- Helen Crooks to Queen Elizabeth II School for a four-year term.

**23. Report of Urgent Action**

23.1 The Committee noted that the Director of Law and Assurance, in consultation with the Chairman of the North Horsham County Local Committee and the Chairman of the Children and Young People’s Service Select Committee, has used his delegated powers under Standing Order 3.45 to make the recommended Local Governor re-appointment

- Mrs Helen Oakley, Greenfields Academy, for a 4-year term.

**24. Date of Next Meeting**

24.1 The Chairman confirmed that the next meeting of the Committee will take place at 7pm on Tuesday 3 March 2020 at County Hall North.



Chairman

The meeting closed at 9.00 pm

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## North Horsham CLC Progress Statement

Date & Minute No/Ref	Subject	Action	Officer/ Member Contact	Progress
12/09/16 Talk With Us	<b>North of Horsham Development</b>	Update on S106	Strategic Planning WSCC	<p>The s106 was signed and planning permission issued on the 1 March 2018. The works will be delivered by the developer L&amp;G have submitted their application for the S278/S38</p> <p><b>March 2020 Update:</b> We now have Technical approval and are looking to start work in the next 4 months. There is further clarification around public information required before works start. West Sussex County Council Officers have undertaken to keep North Horsham CLC Members updated.</p>
Misc	<b>Horsham Road Space Audit</b>	Update requested	Miles Davy	<p>The Cabinet Member for Highways and Infrastructure made a decision <a href="#">On-street parking to support traffic management</a> in December 2018.</p> <p>The Horsham Road Space Audit project, due to commence in June 2019, has unfortunately had to be postponed due to unforeseen delays associated with similar projects in Chichester, Crawley, Burgess Hill and Worthing. Officers are also keen for work to start on the Horsham Growth Deal so that both of these projects can be aligned, and best use made of resources. It is now envisaged that work on the Horsham RSA will commence in early 2020.</p> <p>An update report on RSA progress went to Scrutiny Committee on <a href="#">5 March</a> that stated that Horsham RSA Feasibility project not yet started due to priorities elsewhere</p>

Date & Minute No/Ref	Subject	Action	Officer/ Member Contact	Progress
12/11/18	<b>Horsham Enterprise Park</b>		Gary Cox/Peter Catchpole	<p>Details of the consultation and responses to some of the issues raised can be found on the West Sussex '<a href="#">Have Your Say</a>' webpage.</p> <p>The <a href="#">planning application</a> has now approved.</p> <p>A <a href="#">Cabinet decision</a> was published on 18/02/20 to agree the delivery scheme.</p>
Misc	<b>Traffic Regulation Orders (TRO) and Community Highway Schemes (CHS) for North Horsham</b>	Area Highways Manager to provide regular updates	Area Highways Manager	<p>TRO updates:</p> <p>Forest Road Works complete Parkfield Works complete Riverside Works complete</p> <p>CHS attached as separate agenda item.</p>
Misc	<b>New Horsham Fire Station and Training Facility</b>	Update	WSF&RS	<p>WSCC are now in the process of designing a new state of the art WSFRS facility at Horsham and are at the point where our selected contractor (Willmott Dixon) can share the Concept Design. A presentation to the local media is planned for 24 February 2020 at 2pm at Hurst Road.</p> <p>A separate presentation to Horsham Members regarding the new WSFRS facility is planned for 12 March 2020.</p> <p>More information is available in the <a href="#">press release</a> and there is also a virtual reality walk-through of the proposals on YouTube at <a href="https://youtu.be/d6DCq_QIsEk">https://youtu.be/d6DCq_QIsEk</a></p>

<b>Date &amp; Minute No/Ref</b>	<b>Subject</b>	<b>Action</b>	<b>Officer/ Member Contact</b>	<b>Progress</b>
Misc	<b>Highways Service Levels</b>	North Horsham CLC Members requested clarification from the Cabinet Member for Highways and Infrastructure following some of the recent changes to highways service levels.	Cabinet Member for Highways and Infrastructure	<p><b>Weed spraying</b> - The budget for highways maintenance has been increased by nearly £1m for 2020/21 and this will include funding for the reinstatement of the weed spraying programme.</p> <p><b>Potholes</b> – Additional resources have been committed to repairing the increased volume of potholes, in order to keep the roads safe. The Government has yet to confirm whether there will be any additional funding to support pothole repairs. Members will be interested to know that 2,479 repairs were completed across the county in January – an average of more than 110 potholes repaired every working day. The number of repair teams tackling the issue has also been increased, from eight to 12.</p> <p><b>Gritting</b> – the same network is being gritted as undertaken during the winter season 2018/19 (approximately 41% of the network).</p>

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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 Appendix A

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 progressino. 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.
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 progressino. 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.
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 progressino. 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.
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 progressino. 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.
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, consultaion 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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**North Horsham County Local Committee****Community Initiative Funding****16 March 2020****Report by Director of Law and Assurance****Ref: NH07(19/20)****Key Decision:  
No****Part I****Electoral Divisions:  
All in NH 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](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](http://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. 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. 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, North Horsham CLC had a total of £16,000.00 available for allocation, of this **£7,332.52** 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 with a total amount requested of £3,851.82 and two crowdfunding pitches, with a combined remaining fundraising target of £15,058.00 for consideration by the Committee.

## **4. Factors taken into account**

### **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:**

Crowdfunding pitches and Micro Fund applications –

<http://www2.westsussex.gov.uk/ds/clc/nh/nh160320i8back.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**

### **West Sussex Crowd**

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

Fundraising Stage –

**473/NH – Warnham Parish Council, 'Hollands Way playground project', £66,011.00 - towards re-surfacing the playground and replacing old play equipment and seating.**

[www.spacehive.com/hollands-way-playground-project](http://www.spacehive.com/hollands-way-playground-project)

**487/NH – Southwater Jubilee HQ Committee, 'New flooring Southwater Scout & Guide HQ', £8,795.00 - towards laying new LVT flooring in the entrance, kitchen, main hall and leaders' room.**

[www.spacehive.com/southwater-scoutguide-hq](http://www.spacehive.com/southwater-scoutguide-hq)

Preparation Stage –

There are currently no pitches in preparation stage on the platform.

### **Micro Fund**

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

**432/NH – Horsham Community Speedwatch, £715.04 - towards purchasing a radar gun starter kit, six hi-vis long-sleeve vests and five lamppost boards.**

**488/NH – West Sussex Music Trust, 'Here! Our Song', £746.80 – towards designing and printing 50 songbook copies to distribute to 50 local primary schools.**

**489/NH – Southwater Village Hall Pre-School, 'Double Mud Kitchen for New Outdoor Play Area', £339.98 - towards purchasing two wooden mud kitchens for the new outdoor play area.**

**490/NH – Tapestry Lunch Club, 'Pilot scheme host training', £600.00 - towards first aid training provision for four hosts.**

**491/NH – Asperger's Voice, 'Understanding Autism event 2020', £700.00 - towards printing packs for event attendees and promotional materials.**

**492/NH – Brighton Road Baptist Church, 'Car park wheel stops', £750.00 – towards purchasing a wheel stop kit for the church's 'pocket park'.**

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**Summary of awards for 2019/20 and 2018/19**

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

<b>Applicant</b>	<b>Summary</b>	<b>Member</b>	<b>Awarded</b>	<b>Evaluation</b>
<b>WEST SUSSEX CROWD</b>				
<b>431/NH –</b> Horsham Community Fridge launch!	Towards purchasing a fridge/freezer and other start-up equipment	Nigel Dennis	£500.00	
<b>MICRO FUND</b>				
<b>375/NH –</b> Horsham and Shipley Community Project	Tree surgery required for a number of oak trees plus uneven paving replacement	Amanda Jupp	£750.00	None received - refer to Member
<b>376/NH –</b> Friends of Horsham Park	Developing a new website	Nigel Dennis	£750.00	None received – refer to Member
<b>377/NH –</b> SAGE Counselling	Towards stationery and marketing	Amanda Jupp	£613.00	None received – refer to Member
<b>378/NH –</b> Men’s Sheds Horsham	Towards the cost of carrying out a kitchen refurbishment.	Morwen Millson	£750.00	None received – refer to Member
<b>379/NH –</b> Horsham Life Saving Club	Providing a place to deliver community water-based lifesaving training – towards materials and equipment.	CLC General	£480.00	None received – refer to Member
<b>380/NH –</b> Southwater Youth Project	Towards festival staging, lighting and craft resources.	Nigel Jupp	£750.00	None received – refer to Member
<b>381/NH –</b> MyCareMatters	Towards developing an online account profile for service users living with dementia and/or their families.	Peter Catchpole	£750.00	None received – refer to Member

<b>408/NH</b> – Horsham and Shipley Community Project	Towards delivering a 2-day first aid training course for group leaders and purchasing a gazebo	Amanda Jupp	£550.00	None received - refer to Member
<b>409/NH</b> – Horsham Unit St John Ambulance	Towards replacing five hand-held radios with the latest model to provide volunteers with medical advice at events	Nigel Dennis	£746.00	None received - refer to Member
<b>410/NH</b> - Brighton Road Baptist Church Playschool	Towards purchasing a new printer in order to produce education resources and carry out administrative duties	Nigel Dennis	£228.48	None received - refer to Member
<b>412/NH</b> – West Sussex Mediation Service	Towards updating and re-printing portfolio of six leaflet designs to incorporate Queen's Award for Voluntary Service	Nigel Dennis	£600.00	None received - refer to Member
<b>413/NH</b> - The Phoenix Stroke Club	Towards delivering virtual reality- themed group sessions to club members	Andrew Baldwin	£600.00	None received - refer to Member
<b>414/NH</b> - The Olive Tree Cancer Support Group	Towards providing wellbeing workshops for members using ImmersiCare therapy equipment	Peter Catchpole	£600.00	None received - refer to Member
			<b>TOTAL:</b>  <b>£8,667.48</b>	

To note: The following crowdfunding pitch received a pledge of £1,000.00 but subsequently failed to achieve its fundraising target. The funds were made available for allocation by North Horsham CLC.

- 403/NH - West Sussex Music Trust, 'Musical Chairs', £1,000.00 - towards purchasing 100 specialist chairs for four orchestras including young musicians.  
[www.spacehive.com/musical-chairs](http://www.spacehive.com/musical-chairs)

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

<b>Applicant</b>	<b>Summary</b>	<b>Member</b>	<b>Awarded</b>	<b>Feedback</b>
<b>225/NH</b> – SAGE Counselling	Towards stationary and distribution costs for professional leaflets	Nigel Jupp	£877.00	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>245/NH</b> – Horsham Children’s Parade 2019	Towards the cost of delivering creative workshops with schools	Nigel Dennis	£3,500.00	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>276/NH</b> – Ten little toes baby bank	Towards purchasing non-recyclable items for families in need such as cot mattresses and baby clothing	Christian Mitchell	£750.00	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>265/NH</b> – Fund outfield ride-on mower	Towards purchasing a second-hand ride-on mower to prepare the outfield	Christian Mitchell	£1,000.00	
<b>290/NH</b> – Barns Green Resurface Tennis Courts	Towards re-surfacing one court	Amanda Jupp	£5,000.00	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>302/NH</b> – Road safety in Forest Ward	Towards purchasing a mobile Speed Indicator Device (SID)	Andrew Baldwin	£3,676.00	
			<b>TOTAL:</b>  <b>£14,803.00</b>	

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