

# Public Document Pack

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18 February 2020

**A meeting of the North Mid Sussex County Local Committee will be held at 7.00 pm on Wednesday, 26 February 2020 at Turners Hill Parish Council, The Ark, The Dove Suite, Mount Lane, Turners Hill, RH10 4RA**

**Tony Kershaw**  
Director of Law and Assurance

## Your local County Councillors



**Bill Acraman**  
Worth Forest



**Elizabeth Bennett**  
East Grinstead Meridian



**Heidi Brunsdon**  
Imberdown



**Andrew Lea**  
Lindifield & High Weald



**Jacquie Russell**  
East Grinstead South & Ashurst Wood

## Invite you to come along to the North Mid Sussex 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

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.

#### 7.00 pm 1. **Welcome and introductions**

Members of North Mid Sussex County Local Committee are Bill Acraman, Liz Bennett, Heidi Brunsdon, Andrew Lea and Jacquie Russell.

- 7.05 pm 2. **Declarations of Interest**
- Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt contact Democratic Services before the meeting.
- 7.05 pm 3. **Minutes** (Pages 5 - 10)
- To confirm the minutes of the meeting of the Committee held on 21 October 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. **Talk With Us Open Forum**
- The Committee would like to invite questions from the public present at the meeting. The Committee would encourage members of the public with more complex issues to submit their question before the meeting to allow a substantive answer to be given.
- 7.30 pm 6. **Progress Statement** (Pages 11 - 16)
- The document contains brief updates on statements of progress made on issues raised at previous meetings. The Committee is asked to note the report.
- 7.40 pm 7. **Love West Sussex Process**
- The Committee to receive a presentation on Love West Sussex.
- 8.00 pm 8. **Community Highway Schemes** (Pages 17 - 22)
- Information Report attached that details the outcomes of the 2019 Community Highway Scheme applications and assessments.
- 8.10 pm 9. **Locality Lead Update**
- The Locality Lead for Mid Sussex will provide an update on the work completed by the Communities Team since the last meeting of the CLC.

8.30 pm 10. **North Mid Sussex Community Initiative Funding (NMS07(19/20))** (Pages 23 - 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.

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

The next meeting of the Committee will take place at 7.00 pm on Wednesday 1 July 2020 at a venue to be confirmed.

Members wishing to place an item on the agenda should notify Adam Chisnall via email: [adam.chisnall@westsussex.gov.uk](mailto:adam.chisnall@westsussex.gov.uk) or phone on 033 022 28314.

**To: All members of the North Mid Sussex 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 Mid Sussex County Local Committee**

21 October 2019 – At a meeting of the Committee at 7.00 pm held at Mansion Main Hall, College Lane, East Grinstead RH19 3LT.

Present:

Mrs Brunson (Chairman) (Imberdown;), Mr Acraman (Worth Forest;) and Mrs Russell (East Grinstead South & Ashurst Wood;)

Apologies were received from Mr Lea (Lindfield & High Weald;) and Mrs Bennett (East Grinstead Meridian;)

Officers in attendance: Adam Chisnall (Democratic Services Officer), Richard Speller (Area Highways Manager), Jeanette Napper (Senior Project Officer Parking Strategy Team) and Dean Wadey (Northern Area Communities Manager (Horsham, Crawley and Mid Sussex))

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

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

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

15.1 None declared.

### **16. Minutes**

16.1 Resolved – that the minutes of the meeting held on 25 June 2019 be approved as a correct record and signed by the Chairman.

### **17. Progress Statement**

17.1 The Committee considered the progress statement on matters arising from previous meetings (copy appended to the signed minutes).

17.2 The Chairman introduced the report which gave updates on issues raised at previous meetings.

17.3 Mr Speller talked through the highways elements of the Progress Statement and confirmed that the Road Space Audit was progressing and that Stakeholder events were planned in early 2020. Mr Speller resolved to include in future Progress Statements how the Speed Indicator Device, purchased by the committee, had been used in the area. Members queried how the data from the device would be used. – Mr Speller confirmed that the data was submitted to the Police Liaison Officer for use with Operation Crackdown.

17.4 Mr Speller noted the action regarding traffic volumes in the Central and South Mid Sussex County Local Committee area and agreed to speak directly with the Parish Councillor who raised the query.

17.5 Mr Speller apologised that the recent linage that had been painted in Calluna Drive did not match the decision made by Committee at their last meeting. The lineage matched an alternative version that had previously gone out for consultation. The Committee were asked if the current lineage had matched the decision's intention, and therefore a new decision should be made to confirm this; or the previous decision was correct and the lineage should be changed to match the plans. The Committee unanimously agreed that the previous decision was correct and that the lineage should be changed. Mr Speller resolved to amend the lineage as soon as possible.

17.6 Members queried progress on De La Warr Road. – *Mr Speller confirmed that this was being delivered via Long Term Improvement Scheme (LTIPS) rather than the Community Highways Route and informed the Committee that Mid Sussex District Council had moved disabled parking bays to assist with the scheme.*

17.7 Resolved – That the Committee notes the progress statement and requests that the lineage in Calluna Drive be corrected to match the decision taken at the last meeting (NMS01(19/20)).

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

18.1 The Chairman introduced the item and advised that the open forum was an opportunity for comments and questions to be raised over areas which the County Council has a reasonable interest. The following issues were raised and responses made.

- Three questions had been submitted in advance.
  - One regarding overgrown vegetation on Ship Street. – *Mrs Russell reported that the vegetation around the lights had been previously trimmed back. Mr Speller explained that some of the vegetation was on private land and the contractor, SSE, was only able to trim the lights. The resident reported that 3 lights were still obscured. Mr Speller and Mrs Russell resolved to look into the issue.*
  - One regarding the infrastructure investment required for the proposed extra homes in the East Grinstead area. – *The Chairman resolved to raise this with the Cabinet Member for Highways and Infrastructure.*
  - One querying the delay to the Imberhorne Lane traffic calming scheme. – *The Chairman noted the delay, but confirmed that works were now scheduled from 20 January to 14 February. The road would not be closed during the works, but temporary traffic lights would be in place.*
- A resident noted the parking scheme agenda item and explained that they had submitted a Traffic Regulation Order (TRO) for Blackwell Road, but this had not been progressed due to the Road Space Audit. – *Mr Speller explained that he was working with Mrs Bennett on the plans for Queen Victoria Hospital. Blackwell Road*

*would be picked up in this work as the hospital looked to manage their parking.*

- A parish councillor noted the reference in the Progress Statement on the discrepancy for the Calluna Drive TRO and reported that the option to change the current lineage to match the CLC decision would be their preferred option.
- A resident sought assurance that the subway at Sackville School would not be closed, and highlighted that it needed tidying. – *Mrs Russell gave assurance that the subway would not close, and reported that the new toucan crossing had high usage. A meeting was planned with Mrs Russell, Mr Speller and residents to discuss licenses for subway maintenance. Mr Speller confirmed that the County Council's Structures Team were only responsible for the structural elements of the subway.*
- A resident queried the recent works on Maypole road and highlighted that it had not been resurfaced, but surface dressed instead. – *Mr Speller explained that resurfacing cost £60 per sqm; micro asphalt cost £10 per sqm; and surface dressing cost £3-5 per sqm. The type of surface works would have been chosen due to budget reasons. The resident reported that the lineage needed replacing and that several areas had been missed. Mr Speller resolved to audit the site with the resident when the works were completed.*
- A resident queried if the highways department would be involved in heavy vehicle routes if a new landfill site was introduced. – *The Chairman asked the resident to contact her directly with the details and resolved to investigate.*
- A resident raised concerns with pedestrians crossing Turners Hill Road and Sandy Lane. The area was dangerous and required a light controlled crossing. – *Mr Speller resolved to pick up the concerns with the resident directly.*
- A resident queried a developer commitment to install pedestrian crossings on Turners Hill Road and at Hartlands, and that the County Council had agreed not to progress the Hartlands crossing. There were many children in the area and the resident felt this should be reconsidered. – *The Chairman requested that Mr Speller investigate this and include her in the response.*
- A resident drew the Committee's attention to the Three Bridges consultation on plans to remove a right hand turn and the impact this would have on alternative routes. – *The Chairman agreed to raise the concerns with the Crawley County Local Committee.*
- A resident requested that the Crawley County Local Committee should be made aware of the impact of taxi fare increases due to the alternative route.
- A resident raised concerns on the recent decision to restrict non-resident access to amenity sites and the concern on displaced waste.
- A resident queried how the changes for amenity site access were being publicised, and how those who are refused entry would be able to leave the site. – *The Chairman agreed to investigate how the changes were being promoted, and would also query how individual sites would managed those who were refused entry. A resident proposed that Parish Councils could be utilised to help publicise the changes.*

- A resident explained the voluntary one way system used at St Peters School and asked if this could be enforced as not all road users were aware of the preferred system. – *The Chairman raised concerns about proposing a TRO to formalise the route as this could be met with objections which may ultimately remove the informal arrangement. The Chairman recommended asking the school to promote the system to parents. Mr Speller added that some schools added their own signage for similar arrangements, but nothing formal could be installed by the County Council.*
- A resident sought clarity on the rationale for the parking scheme proposals for Brooklands Way; and queried if all consultation responses were considered by the Committee. – *Mrs Napper explained that the proposals looked to ensure that on street bays were utilised and that a proactive approach would use available spaces to avoid any displacement with the controlled parking zone. The Chairman confirmed that the report appendix included a summary of all responses, but did not include verbatim responses.*

19. **East Grinstead Residents' Parking Scheme Review (NMS05(19/20))**

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

19.2 Mrs Napper introduced the report which would look to ensure all parking restrictions in the area were enforceable and best use was being made of the highway via small scale proposals. A sign that referred to voucher permits would also be updated to reflect that vouchers were no longer available.

19.3 The Committee made comments including those that follow.

- Raised concerns on the Dallaway Gardens proposals, but noted that they needed to be included to progress the whole scheme. – *Mrs Napper confirmed the need for the road to be included so that the mention of vouchers could be removed as these were no longer available and the sign could mislead motorists.*
- Queried if a review process that would follow implementation. – *Mrs Napper gave confirmation that a review would be performed following the implementation to ensure the scheme was appropriate.*
- *Mrs Russell, as the local member, gave support to the proposals following confirmation that a review would follow implementation.*

19.4 Resolved – That the Committee, having considered the objections raised, agree to authorise the Director of Law and Assurance to bring the Traffic Regulation Order into operation as advertised.

20. **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (NMS06(19/20))**

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



20.2 Resolved – that the following nominations for reappointment and appointment under the 2012 Regulations be approved:

Nominations for reappointment:

- Mr Nicholas (Nick) Hodges to St Peter’s Catholic Primary School, East Grinstead for a further four year term
- Mr Robert Darvill (Bob) to Imberhorne School for a further four year term

Nomination for appointment:

- Mr Kim Beasley to Handcross Primary School for a four year term

21. **Date of Next Meeting**

21.1 The Committee noted that the next meeting would take place on Wednesday 26 February 2019 at a venue to be confirmed.

Chairman

The meeting closed at 8.14 pm

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## North Mid Sussex County Local Committee

### Progress Report

26 February 2020

Date	Agenda Item	Action	Contact	February Update
October 2019	Talk With Us	Ship Street vegetation	Richard Speller	Local Highway Steward has cleared "highway" vegetation.
October 2019	Talk With Us	East Grinstead Infrastructure	Roger Elkins	<p>Response from Mr Elkins, Cabinet Member for Highways &amp; Infrastructure.</p> <p>West Sussex County Council as the local highway authority is a consultee in the planning process to ensure traffic and highway issues are considered when planning new developments. Local Planning Authorities, such as Mid Sussex District Council, consult the County Council when allocating sites for development in local plans. Transport modelling is used to consider the cumulative impacts of proposed development on the highway network and help identify mitigation measures. National planning policy means that development can only be refused on transport grounds where the cumulative impacts of development are 'severe' after mitigation measures have been implemented or there would be an unacceptable impact upon highway safety. Mitigation measures are then delivered as development takes place, either by developers or by the County Council through the Capital Programme.</p> <p>In East Grinstead, the County Council is providing advice to Mid Sussex District Council and where necessary working with Tandridge District Council and Surrey County Council to ensure the impacts of development are understood. A range of mitigation measures, including infrastructure and service improvements, have been identified that are expected to come forward as development takes place. Where developer funding is used to deliver bus service</p>

				improvements in advance of services becoming commercially viable, the County Council cannot guarantee these services will be maintained in the long term if they cannot be run on a commercial basis. Therefore, the County Council encourages developers and service operators to be realistic about long term commercial viability in designing bus service improvements.
<b>October 2019</b>	<b>Talk With Us</b>	Sackville School Subway Maintenance	Richard Speller	Site meeting held with residences and remedial works agreed.
<b>October 2019</b>	<b>Talk With Us</b>	Maypole road resurfacing audit	Richard Speller	Area Highway manager to arrange joint site meeting with parish and County Councillor.
<b>October 2019</b>	<b>Talk With Us</b>	Heavy vehicle routes for landfill site	Heidi Brunsdon	Area Highway manager to arrange joint site meeting with County Councillor and other stakeholders
<b>October 2019</b>	<b>Talk With Us</b>	Turners Hill Road and Sandy Lane Crossing	Richard Speller	Area Highway manager to arrange joint site meeting with County Councillor and other stakeholders
<b>October 2019</b>	<b>Talk With Us</b>	Hartlands crossing	Richard Speller	Area Highway manager to arrange joint site meeting with County Councillor and other stakeholders
<b>October 2019</b>	<b>Talk With Us</b>	Amenity site: Change advertisement and turning circles	Deborah Urquhart	<p>Response from Mrs Urquhart, Cabinet Member for Environment</p> <p>Changes were advertised for a six-week period prior to the implementation date.</p> <p>Turning areas have been identified at each site, apart from Midhurst, and work is underway with the contractor to ensure these areas will work effectively.</p>

**Updates on Traffic Regulations Orders (TROs)**

<b>Traffic Regulations Orders (TROs)</b>	<b>Action / Comment</b>
<b>Calluna Drive, Copthorne</b>	Order sealed and enforcement taking place.
<b>Worth Abbey School, Turners Hill</b> Request for 50mph limit west of school entrance.	Awaiting traffic data to see if request meets policy.(not a CLC TRO)
<b>Top Road, West Hoathly</b> Request from parish for Top Road to have a 40mph speed limit.	Top Road does not meet the policy for a 40mph limit however remedial measures have been installed and the Area Team will monitor. (not a CLC TRO)
<b>Queen Victoria Hospital</b> and surrounding area	See Community Highway Scheme below. <b>Reserve CLC TRO</b>
<b>Lingfield Road and Lowdells Lane</b>	15 points scored. Recommendation CLC TRO for 2018/19 priority.
<b>Ship Street</b> Request from residents to remove all or part of the parking	19 points scored. Recommendation CLC TRO for 2017/18 priority.
<b>Middle Row</b> No record of a TRO to support restrictions	Area Highway Team to repair damaged bollard and monitor situation. (not a CLC TRO)
<b>Orchard Way</b> Request for Double Yellow lines to assist refuge lorry accessing properties.	(within the existing CPZ) NDS to confirm outcome of review

**Community Highway Schemes**

Ardingly Traffic Calming Scheme Phase 2	Area Highway Manager reviewing application prior to moderation.
Ashurst Wood	<b>Maypole Road</b> options being investigated <b>School Lane</b> options being investigated
Worth	<b>Copthorne</b> Brookhill Road options being investigated  <b>Crawley Down</b> Sandy Lane. Vicarage Road and Bowers Place options being investigated
East Grinstead	Pedestrian Crossing, <b>De La Warr Road</b> Application being processed  <b>West Street.</b> Further remedial measure been considered.  <b>Railway Approach</b> Application being processed
Turners Hill	On-going Liaison between parish and Highway Authority

**West Sussex Highway - Annual Delivery Program 2019/20 (ADP)**

Below is a list of the schemes programmed to be delivered during the financial year 2019/20 for the Mid Sussex Area split between the two County Local Committees (CLC). For full details of individual schemes see web site { <https://www.westsussex.gov.uk/roads-and-travel/roadworks-and-projects/road-projects/annual-delivery-programme/> }, Revenue Budget works not shown. Schemes listed in Parish alphabetical not delivery order.

Total cost of APD	£16,677k (Capital)
Mid-Sussex £1,139k (S106)	£2,620k (16% of Capital) {1/6 <sup>th</sup> = 17%} and
North Mid-Sussex CLC and £430k (S106)	£1,270k (7% of Capital) (1/3 <sup>rd</sup> of 1/6 <sup>th</sup> = 6%)
Central & South Mid-Sussex CLC and £709k (S106)	£1,350k (8% of Capital) (2/3 <sup>rd</sup> of 1/6 <sup>th</sup> = 11%)

**North Mid-Sussex CLC** (\*highlighted scheme have been completed)

Town / Parish	Road Name	Description of works
*Ashurst Wood	Maypole Road	Resurfacing £100,077
Copthorne	Copthorne Common Road West	Footway works £18k
*East Grinstead	Lingfield Road	Resurfacing £227,599
*East Grinstead	Kennedy Avenue	Micro Asphalt £50,786
*East Grinstead	Moor Place	Micro Asphalt £9,048
*East Grinstead	A22 Lewes Road	New pedestrian Crossing for Sackville School £24k +£100k (S106)
East Grinstead	Lingfield Road	New pedestrian Crossing near Lowdells Lane £65k
East Grinstead	Imberhorne Lane	Traffic Calming £130K(S106)
Slaugham	Parishwide	Traffic Calming £200K (S106)
*Slaugham	Parish Lane	Surface Dressing £31,917
*Slaugham	Cuckfield Lane	Surface Dressing £95,397
*Turners Hill	Cross Road	Resurfacing £381,526
*West Hoathly	Ardingly Road (Vowels Lane junction)	Resurfacing £56,952
Countywide	Countywide patching etc	1/12 <sup>th</sup> of budget £100k
Countywide	Countywide Drainage etc	1/12 <sup>th</sup> of budget £75k
Countywide	Countywide other etc	1/12 <sup>th</sup> of budget £60k
		Total = £1,700k Capital = £1,270k S106 = £430k

## Mid Sussex Cycle Forum

Ardingly	
Ashurst Wood	
Balcombe	
East Grinstead	1) Crawley to EG 2) Worth Way to Forest Way (inc Railway Approach)
Slaugham	
Turners Hill	
West Hoathly	
Worth	Copthorne to Worth Way link

The above table includes a list of potential Cycleway improvements identified by the forum.

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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	Woodmanco te	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

Division	Parish	Local Member	Scheme Name	Description	Approx Cost	CLC	Moderation Panel Comments
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, 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 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.
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, 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 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.
* 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
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 Mid Sussex County Local Committee****Community Initiative Funding****26 February 2020****Report by Director of Law and Assurance****Ref: NMS07(19/20)****Key Decision:  
No****Part I****Electoral Divisions:  
All in NMS CLC area****Recommendation**

That the Committee considers the application 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](#).
- 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 (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 at 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 North Mid Sussex CLC will only consider projects that are actively fundraising.

## **3. Resources**

- 3.1 For the 2019/20 financial year, North Mid Sussex CLC had a total of £8,400.00 available for allocation, of this **£3,400.00** 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 is one Micro Fund application for consideration by the Committee, with a total project cost of £750.00.

This is outlined in Appendix A, while crowdfunding pitches, when submitted, are available to view at: [www.westsussexcrowd.org.uk](http://www.westsussexcrowd.org.uk)

- 3.3 CIF is intended for applications up to £5,000. However, North Mid Sussex CLC will only consider pledges over £2,500 in exceptional circumstances. The size of the pledge will depend on the size of the project, how it delivers against fund criteria, the impact it will have, and the buy in from the community.

### **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 is 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:** Adam Chisnall, Democratic Services Officer – 033 022 28314

**Appendices**

Appendix A – Current applications 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/nms/nms260220i9back.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 project has applied to the Micro Fund since the last meeting:

- 483/NMS – Crawley Town Community Foundation, 'Mount Noddy Kicks', £750.00 – towards the cost of delivering weekly football coaching sessions for young people aged 18-19 at Mount Noddy Recreation Park.


### **West Sussex Crowd**

No pitches have been submitted.

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

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

Applicant	Summary	Member	Awarded	Evaluation
<b>WEST SUSSEX CROWD</b>				
<p><b>352/NMS –</b> Imberhorne School (Imberlink)</p>	<p>Towards installing four defibrillators at Imberhorne School and provide first aid training to students</p>	<p>Heidi Brunsdon</p>	<p>£5,000.00</p>	 <p>Over the half October half- term break our fabulous premises team installed the external defibs in their secure cases, as well as the ones in our PE offices at both school sites. Thank you again for your support.</p>

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

<b>Applicant</b>	<b>Summary</b>	<b>Member</b>	<b>Awarded</b>	<b>Evaluation</b>
<b>212/NMS</b> - Quarry Café Counter	Towards a new, portable café counter	Liz Bennett	£2,500.00	<a href="#">Feedback received</a> (View using Google Chrome web browser)
<b>203/NMS</b> - Streetmate - a mobile youth space	Towards a vehicle and equipment for the programme	Andrew Lea	£3,000.00	<a href="#">Feedback received</a> (View using Google Chrome web browser)
<b>277/NMS</b> - Off Platform	The Committee agreed to set aside up to £4,000.00 of their allocation to purchase a replacement SID	CLC General	£4,000.00	Usage outlined within Progress Statement