


# Public Document Pack

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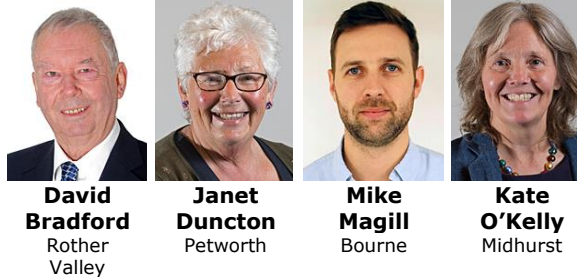


9 March 2020

**A meeting of the North Chichester County Local Committee will be held at 7.00 pm on Tuesday, 17 March 2020 at Petworth Children & Family Centre, South Grove, Petworth, GU28 0ED**

**Tony Kershaw**  
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## Your local County Councillors



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

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

**Prior to the Main meeting we invite you to come along and find out about: Becoming a County Councillor.**

**From 6pm to 6.45pm Officers and County Councillors will explain how to become a County Councillor, what does it involve, are you eligible and answer any questions you may have.**

## Agenda

7.00 pm 1. **Welcome and introductions**

The members of the North Chichester County Local Committee are David Bradford, Janet Duncton, Mike Magill and Kate O'Kelly.

- 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.
- 7.03 pm 3. **Minutes** (Pages 5 - 10)
- To confirm the minutes of the meeting of the Committee held on 12 November 2019 (Cream Paper)
- 7.05 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.
- 7.05 pm 5. **Community Policing Update**
- A local Sussex Police representative will be in attendance to update Members on Community Policing issues and answer questions.
- 7.20 pm 6. **Talk With Us**
- To invite questions from the public present at the meeting on subjects other than those on the agenda. The Committee 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.
- 7.40 pm 7. **Community Highways Schemes - 2019-20 Update** (Pages 11 - 16)
- Information Report attached that details the outcomes of the 2019 Community Highway Scheme applications and assessments.
- 7.50 pm 8. **Partnerships & Communities Update**
- Emily King, Principal Manager, Community Safety & Wellbeing, Will provide a verbal update on the work completed by the Communities Team since the last meeting of the North Chichester County Local Committee.

8.00 pm 9. **North Chichester Community Initiative Funding (NC05(19/20))** (Pages 17 - 24)

Report by the Director of Law and Assurance.

The report summarises the Community Initiative Funding applications received since the last meeting. The Committee is invited to consider the applications and pledge funding if appropriate.

8.15 pm 10. **Date of Next Meeting**

The next meeting of the Committee will take place at 7.00 pm on Thursday 2 July 2020 at a venue to be confirmed.

Members wishing to place an item on the agenda should notify Jenna Barnard via email: [jenna.barnard@westsussex.gov.uk](mailto:jenna.barnard@westsussex.gov.uk) or phone on 033 022 24525.

**To: All members of the North Chichester 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 Chichester County Local Committee**

12 November 2019 – At a meeting of the Committee at 7.00 pm held at Midhurst Library (Willow Room), The Grange, Bepton Road, Midhurst, GU29 9HD.

Present:

Mrs Duncton (Chairman) (Petworth;), Mr Bradford (Rother Valley;) and Dr O'Kelly (Midhurst;)

Officers in attendance: Jenna Barnard (Democratic Services Officer), Chris Dye (Area Highways Manager) and Peter Lawrence (Partnerships Area Manager (South))

### **13. Welcome and introductions**

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

13.2 The Chairman read out a statement regarding the small school's consultation. A copy of this document is appended to the printed minutes.

### **14. Declarations of Interest**

14.1 None declared.

### **15. Minutes**

15.1 Resolved – that the minutes of the meeting held on 11 June 2019 be approved as a correct record and signed by the Chairman.

### **16. Urgent Matters**

16.1 The Chairman agreed to consider an additional Micro Fund application (ref: 450/NC) which was discussed under the relevant item (item 9).

### **17. Talk With Us**

17.1 The Chairman introduced the item and advised that the open forum was an opportunity for comments and questions to be raised on items not already on the agenda, and over which the County Council has jurisdiction. The following issues were raised, and responses made.

- Mr Gordon McAra, Midhurst Town Council, attended the meeting to request the Committee's approval to use excess S106 monies to replace a bus shelter on New Road that had recently fallen down. *The Committee agreed that this would be a great use of the funds and asked Chris Dye, Area Highways Manager, to issue the licence.*

- Mr William Hunter attended to express the grave concern and distress the people of Stedham were experiencing over the West Sussex County Councils Small Schools Consultation. Mr Hunter made the following points:
  - In 2017 West Sussex County Council proposed the expansion of Easebourne Primary School. This campaign was damaging to Stedham Primary because expansion of the former would deplete the latter of pupils, many of whom come from Midhurst, and was wasteful of school places that already existed in Stedham.
  - It is believed that the proposal was fundamentally flawed - the major residential part of Midhurst is on the South side from which Stedham is arguably more accessible than Easebourne, the route impinges greatly on the already choked Midhurst traffic congestion and the need for additional places was not demonstrated. The new consultation is again damaging to Stedham Primary, specifically naming this school as a possible closure and presenting dubious data as if they were facts. A drop in pupil numbers is predicted without stating the assumptions which can create any prediction that we wish.
  - Further data that appear to be designed to project negative conclusions about Stedham Primary are that 77% of pupils here are from outside the published catchment (PC) and only 20% of pupils from within the published catchment attend Stedham Primary. Regarding the former, this is a positive indicator, and regarding the latter there are a host of possible reasons that have no negative implications.
  - The presenters at the Stedham Primary meeting on 24 October 2019 asked for feedback as to the causes of the apparently odd Published Catchment numbers. This data should have been available. The maps below show (not to scale) the Published Catchment of Stedham Primary, on the right, and the joint Published Catchment of Easebourne and Midhurst Primaries on the left. Can the Councillors not see that if West Sussex County Council sets a small published Catchment for Stedham Primary which does not include Midhurst and Easebourne, just two miles away, and a large joint published catchment for Easebourne and Midhurst Primaries, that does not include Stedham, you get exactly what we have, namely: odd percentage figures for where Stedham Primary pupils live and vacancies at Stedham Primary? And just one example that appears absurd – Bepton is in both the Easebourne and Midhurst published catchments but not the Stedham published catchment, yet it is closer in distance and time to Stedham Primary. *Member Dr Kate O’Kelly replied that she agreed that the data from the previous consultation was flawed and supports the school and the areas of concern that they have and has debated it heavily. Dr O’kelley also confirmed that she had submitted a Notice of Motion at the Full Council Meeting in July 2019 (reference Agenda Item 7.a detailed [here](#).) Peter Lawrence (Partnership Area Manager) encouraged Mr Hunter and all those attending to ensure they have submitted all comments through the formal channels.*
- Ms Ann Tyrell attended to ask if there is any way that West Sussex County Council could put a strategy in place to avoid the upset that schools like Stedham have experienced, happening again in the future? *Dr Kate O’Kelly confirm that this is something she will be raising with officers during future discussions.*

- Mr Steve Morley attended to ask about what is/can be done about pavement parking in the Midhurst Town Centre area which is now heavily affecting the disabled users, parents with prams and others. *Chris Dye confirmed that if there is a full obstruction of the highway then this should be reported to the police, preferably with images via 101 or the online form on the Sussex Police website (Op Crackdown). If there is an obstruction that is on double yellow lines, this should be recorded and reported to Chichester District Council Parking Services as the enforcement authority.*
- Mr Peter Wilding attended to ask about Ferndon Lane and comment that it is too narrow in many places and in bad shape, could passing places be added and what would the process be? *Chris Dye (Area Highways Manager) confirmed that any community requesting an improvement to the highway should follow the Community Highway Scheme process, please see following link for more information. The community application would need to provide a plan showing the location of the proposed passing places and provide a justification as to why they are needed to benefit the wider community. If the community want initial advice and guidance, they could submit their proposals to West Sussex County Council Highways, and we would enter dialog about suitability and practicality of what it is they require. <https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/apply-for-a-community-highways-scheme/>*
- A representative from Compton and Up Marden Primary School asked what would happen to the hall and the community if the school should close or relocate, £800,000 has just been spent on the school hall and now represents the centre of the community? *Peter Lawrence (Partnership Area Manager) confirmed that a High-Level Community Impact Assessment will be carried out and this will be taken into consideration.*

## 18. **Progress Statement**

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

18.2 As there is a new allocation of Police Community Support Officer's to the Petworth and Midhurst areas, the committee agreed to invite one or both of them to the March Committee Meeting to discuss on going concerns around speeding. *Peter Lawrence (Partnership Area Manager) agreed to ensure that the invitation is extended.*

18.3 Resolved – That the Committee notes the progress statement.

## 19. **Prioritisation of Traffic Regulations Orders (NC03(19/20))**

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

19.2 The TRO requests received since July 2018 have been assessed and scored and the results are attached for the CLC to consider and prioritise

in line with the Cabinet Member Report for Traffic Regulation Orders – Assessment and Implementation Process (see link in Background Papers) for progression in the 2020/21 works programme.

19.3 At its meeting on 12 November 2019 the North Chichester County Local Committee **agreed** to progress the highest scoring TRO from the list attached at Appendix A:

- A286 North of Cocking Village – Speed Limit.

19.4 The Committee agreed to ask the Cabinet Member for Highways and Infrastructure to consider the remaining New Road Scheme in the County Wide TRO allocation.

## 20. **Highways : Improving Local Places and Spaces**

20.1 Chris Dye, Area Highways Manager, introduced the report and made the following comments:

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

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

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

## 21. **North Chichester Community Initiative Funding (NC04(19/20))**

21.1 The Community Initiative Fund is a County Local Committee (CLC) administered fund that provides assistance to local community projects. Bids should show evidence of projects that have the support of the community and make a positive impact on people’s wellbeing and support [The West Sussex Plan](#).

21.2 At its meeting on 12 November 2019 the North Chichester County Local Committee considered the Community Initiative Funding applications received via the West Sussex Crowd as set out in Appendix A.



21.3 During the Urgent Matters agenda item, the Committee agreed to also consider an application that had been received after the papers had been dispatched and was approved as follows: -

450/NC – Home-Start Chichester & District, 'Supporting families with young children', up to £2000.00 – towards covering hall hire to hold two regular 'Family Groups' in Chichester and Midhurst in addition to publicity costs.

21.4 The following pledge was also approved: -

436/NC – Royal Artillery Equestrian Centre, 'Saddle for disabled riders', up to £1500.00 – towards purchasing an adaptable saddle supportive of all riding standards to facilitate disabled people's access to horse riding.

## 22. **Date of Next Meeting**

22.1 The Chairman confirmed that the next meeting of the North Chichester County Local Committee would be held on 17 March 2020 at a venue to be confirmed.

Chairman

The meeting closed at 8.15 pm

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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 7

### 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 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 Chichester County Local Committee****Community Initiative Funding****17 March 2020****Report by Director of Law and Assurance****Ref: NC05 (19/20)****Key Decision:  
No****Part I****Electoral Divisions:  
All in NC 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 (decision reference SSC8 18/19). It was approved that this proposal be included in the Governance Committee review of County Local Committees with implementation of savings to be delayed until the review has been completed. Therefore, it was agreed that the 2019/20 CIF budget be provisionally reduced to £140,000, subject to the outcome of the Governance Committee review of CLCs on 25 November 2019. This decision was supported by the Governance Committee.
- 1.5 Effective from 12 June 2019, the Cabinet Member for Safer, Stronger Communities took a decision to introduce a Micro Fund following feedback received from groups relating to small projects (decision reference SSC02 19/20). Applications to the Micro Fund are intended for projects with a total cost of up to £750 as an alternative to crowdfunding and pitching to CIF via West Sussex Crowd. As with crowdfunding pitches, Micro Fund

applications are considered the CLC meetings for a decision. CLCs were advised to allocate up to 30% of their budget to Micro Fund applications, although this is discretionary.

## **2. Proposal**

- 2.1 That the Committee considers the pitches and/or applications for Community Initiative Funding as set out in Appendix A.
- 2.2 Pledges can be considered in the preparation and fundraising stage. When considering pitches in the preparation stage, decisions are subject to the applicant receiving full verification from locality and starting fundraising by the end of the financial year.

## **3. Resources**

- 3.1 For the 2019/20 financial year, North Chichester CLC had a total of £6,700.00 available for allocation, of this **£3,200.00** 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 are two Micro Fund applications for consideration by the Committee, with a combined total project cost of £1,451.95.

## **Factors taken into account**

### **4. Consultation**

- 4.1 Before a project can be added to the West Sussex Crowd it must be eligible for the [Spacehive](#) platform, and then before beginning crowd funding must be verified by [Locality](#). This involves inspecting the project to make sure it's viable and legitimate. The Democratic Services Officer, in consultation with the local County Councillor, will preview all projects that have then gone on to pitch to the Community Initiative Fund to ensure they meet the criteria.
- 4.2 District and Borough Council colleagues are consulted on whether applicants have applied to any funds they administer. In addition, some CLCs have CIF Sub Groups that preview pitches and make recommendations to the CLC.

### **5. Risk Management Implications**

- 5.1 There is a risk in allocating any funding that the applicant will not spend some or all of it or that it might be spent inappropriately. Therefore, the terms and conditions associated with CIF provide for the County Council to request the return of funds.
- 5.2 Projects that do not reach 95% of their funding target on The West Sussex Crowd within their project timescales, will not receive any funds.

Any pledges made to unsuccessful projects will therefore be returned to the CLC CIF allocation and be detailed in Appendix B.

## **6. Other Options Considered**

- 6.1 The Committee do have the option to defer or decline pitches but must give valid reasons for doing so. If they defer a project they need to take into account the timescales for the project and whether a deferral would allow the CLC to pitch at the following meeting.

## **7. Equality Duty**

- 7.1 Democratic Services Officers consider the outcome intentions for each pitch. It is considered that for the following pitches, the intended outcomes would:

- advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- foster good relations between people who share a protected characteristic and people who do not share it.

The CLC in considering any pitch should be alert to the need to consider any equality implications arising from the bid or the way the money is to be used if any are indicated in the information provided.

## **8. Social Value**

- 8.1 The Community Initiative Fund's eligibility criteria requires applicants to explain how their project will support one or more of the County Council's priorities as set out in [The West Sussex Plan](#).

## **9. Crime and Disorder Act Implications**

- 9.1 The applications for decision contain projects that will positively benefit the community and contribute toward the County Council's obligations to reduce crime and disorder and promote public safety in section 17 of the Crime and Disorder Act 1998.

## **10. Human Rights Act Implications**

- 10.1 The County Council's positive obligations under the Human Rights Act have been considered in the preparation of these recommendations but none of significance emerges.

### **Tony Kershaw**

Director of Law and Assurance

**Contact:** Jenna Barnard, Democratic Services Officer – 033 022 24525

## **Appendices**

Appendix A – Current pitches for consideration by the Committee

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

## **Background Papers:**

Micro Fund applications –

<http://www2.westsussex.gov.uk/ds/clc/nc/nc170320i9back.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**

- **469/NC – Rogate Village Hall and Recreation Ground Charity, 'Pavilion and roof sound insulation', £734.95 - towards sound proofing the pavilion and roof.**
- **476/NC – South Pond Group, £717.00 – towards display equipment.**

### **West Sussex Crowd**

No crowdfunding pitches have been submitted since the previous meeting.

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### Community Initiative Funding: Summary for 2018/19

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

<b>Applicant</b>	<b>Summary</b>	<b>Member</b>	<b>Awarded</b>	<b>Evaluation</b>
<b>229/NC</b> - Teens Construct to Connect	Towards the cost of materials for adopted teens to build a hen coop	Janet Duncton	£1,000.00	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>296/NC</b> – Keeping fit for the whole community	Towards purchasing and installing outdoor fitness equipment	David Bradford	£3,675.00	No feedback received – refer to Member
<b>305/NC</b> – Men’s Shed – refit, transform and grow	Towards purchasing and fitting a new kitchen cooker	Janet Duncton	£3,675.00	No feedback received – refer to Member
<b>309/NC</b> – Little things make big differences	Towards purchasing red boxes and donation point	Kate O’Kelly	£88.00	No feedback received – refer to Member
<b>336/NC</b> – RVH Community kitchen upgrade	Towards replacing existing kitchen and refurbish premises' toilets	Kate O’Kelly	£3,675.00	No feedback received – refer to Member
<b>289/NC</b> – Loxwood FC ground development	Towards improving ground facilities	Janet Duncton	£3,675.00	No feedback received – refer to Member

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