


# Public Document Pack

**Tony Kershaw**  
Director of Law and Assurance

If calling, please ask for

Jenna Barnard on 033 022 24525  
Email:  
jenna.barnard@westsussex.gov.uk

www.westsussex.gov.uk

 @DemService

 <https://www.facebook.com/southchichestertalkwithus>



CLC Development Team  
Room 102  
County Hall  
Chichester  
West Sussex  
PO19 1RQ



10 June 2019

**A meeting of the South Chichester County Local Committee will be held at 7.00 pm on Tuesday, 18 June 2019 at Committee Room 3, County Hall, Chichester, PO19 1RQ**

**Tony Kershaw**  
Director of Law and Assurance

## Your local County Councillors



**Jamie Fitzjohn**  
Chichester South



**Louise Goldsmith**  
Chichester West



**Jeremy Hunt**  
Chichester North



**Pieter Montyn**  
The Witterings



**Simon Oakley**  
Chichester East



**Viral Parikh**  
Bourne



**Carol Purnell**  
Selsey

## Invite you to come along to the South 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.

### Agenda

7.00 pm     1.     **Welcome and Introductions**

Members of the South Chichester County Local Committee are Jamie Fitzjohn, Louise Goldsmith, Jeremy Hunt, Pieter Montyn, Simon Oakley, Viral Parikh and Carol Purnell.

7.05 pm     2.     **Election of Chairman and Vice Chairman**

The Committee is asked to elect a Chairman and Vice Chairman for the South Chichester County Local Committee for the 2019/20 municipal year.

7.10 pm     3.     **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.

It is recorded in the register of interests that:

- Mr Fitzjonn is a Substitute Member of the Chichester Harbour Conservancy
- Ms Goldsmith is a Member of the Chichester Harbour Conservancy
- Mr Hunt is a member of the Chichester Harbour Conservancy, Goodwood Aerodrome Consultative Committee, Goodwood Education Trust and the Goodwood Motor Circuit Consultative Committee
- Mr Montyn is a member of the Chichester Harbour Conservancy and the Goodwood Aerodrome Consultative Committee
- Mr Oakley is a member of Chichester District Council and Tangmere Parish Council
- Mrs Purnell is a member of Selsey Town Council and Chichester District Council.

These interests only need to be declared at the meeting if there is an agenda item to which they relate.

7.15 pm      4.      **Minutes** (Pages 5 - 12)

To confirm the minutes of the meeting of the Committee held on 5 February 2019. (Cream paper).

7.20 pm      5.      **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.

7.30 pm      6.      **Progress Statement** (Pages 13 - 14)

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

7.40 pm      7.      **Road Space Audit**

The Committee to receive an update on the Road Space Audit.

8.00 pm      8.      **Highway Works Programme** (Pages 15 - 28)

The South Chichester County Local Committee has requested that a list of highway related works is compiled to provide the Committee, and those in attendance, a greater understanding of the maintenance and improvements that are taking place on the highway network.

- 8.15 pm      9.      **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 before the meeting to allow a substantive answer to be given.
- 8.35 pm      10.      **Community Initiative Funding (SC01(19/20))** (Pages 29 - 38)
- 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.
- 8.45 pm      11.      **Allocation of the Community Initiative Fund** (Pages 39 - 44)
- The Committee are asked to consider the attached report by the Director of Law and Assurance.
- 8.50 pm      12.      **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (SC02(19/20))** (Pages 45 - 52)
- Report by Director of Education and Skills.
- The Committee are asked to approve the nominations of Authority School Governors as set out in the report.
- 8.55 pm      13.      **Items for Future Meetings**
- County Local Committee Review Report
  - Community Highway Schemes
  - Chichester County Hall Parking
- 9.00 pm      14.      **Report of Urgent Action**
- The Committee is asked to note that the Director of Law and Assurance, in consultation with the Chairman of the South Chichester County Local Committee and the Chairman of the Performance and Finance Select Committee, has used his delegated powers under Standing Order 3.45 to make and advertise the Experimental Traffic Regulation Orders in West Wittering for a maximum period of 18 months.

**Background Papers:**

[Letters from the Director of Law and Assurance to the Chairman of the South Chichester County Local Committee and](#)

[the Chairman of the Performance and Finance Select Committee dated 19 March 2019 which were published as part of decision SC13\(18/19\)](#)

Contact: Jenna Barnard, 0330 222 4525.

9.05 pm     15.     **Date of Next Meeting**

The next meeting of the Committee will take place at 7.00 pm on Tuesday 5 November 2019 in Committee Room 3, County Hall, West Street, Chichester, PO19 1RQ.

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 South 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.

## **South Chichester County Local Committee**

5 February 2019 – At a meeting of the Committee at 7.00 pm held at Committee Room 3, County Hall, Chichester, PO19 1RQ.

Present:

Mr S J Oakley (Chairman) (Chichester East;), Mrs Purnell (Selsey;), Mr Fitzjohn (Chichester South;), Ms Goldsmith (Chichester West;), Mr Hunt (Chichester North;), Mr Montyn (The Witterings;) and Mr Parikh (Bourne;)

Officers in attendance: Adam Chisnall (Democratic Services Officer), Peter Lawrence (Partnerships Area Manager (South)), Paul Jackson-Cole (Growth Programme Delivery Manager), Miles Davey (Parking Manager) and Mike O'Horan (Corporate Accommodation Lead)

### **31. Welcome and Introductions**

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

31.2 Ms Goldsmith highlighted the 'Move and Improve' leaflets which assisted residents with balance improvements. Attendees from Parish councils asked to make contact if they wanted to a supply of the leaflets.

31.3 Mr Oakley also highlighted the Planning School Places document.

### **32. Declarations of Interest**

32.1 Mr Fitzjohn declared an addition to his register of interest in that his wife is an officer at West Sussex County Council.

32.2 Mr Fitzjohn declared a personal interest as his son is a veteran in relation to a discussion on remembrance day during Talk With Us.

32.3 Ms Goldsmith declared a personal interest as her son is serving in the forces in relation to a discussion on remembrance day during Talk With Us.

32.4 Ms Goldsmith declared a personal interest as a member of the Local Enterprise Partnership in relation to a discussion on Coast to Capital during Talk With Us.

32.5 Members noted the list of their relevant interests on the agenda.

### **33. Minutes**

33.1 Resolved – that the minutes of the meeting held on 30 October 2018 be approved as a correct record and signed by the Chairman.

**34. Progress Statement**

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

34.2 The Chairman introduced the report which gave updates on issues raised at the 30 October meeting.

34.3 Mr Fitzjohn reported that he was continuing to work with Chris Dye and other highway officers on the Hornet Traffic Lights. The County Council's legal team had confirmed that the current use of Unicorn House was 'well established'. The next process would be looking into litigation as the developer had paid for the crossing movement. Once this work was completed officers would look into the implications of moving the crossing. It was reported that Chichester District Council's air quality monitoring had shown no change linked to the new crossing location.

34.4 Resolved – That the Committee notes the progress statement.

**35. Chichester Growth Programme**

35.1 Paul Jackson-Cole, Growth Programme Delivery Manager, gave a presentation to the Committee on the Chichester Growth Programme (copy appended to the signed minutes).

35.2 The Committee made comments including those that follow.

- Queried how the use of railway lines for the Gigabit project would impact Manhood. – *Paul Jackson-Cole confirmed that other areas without railway access were being developed and that there were still opportunities to investigate a Manhood connection.*
- Asked when schools and the public would be connected to fibre broadband. – *Paul Jackson-Cole confirmed that schools and public could be connected as part of phase 1; phase 2 would also provide the opportunity for commercial and private residential connections.*
- Queried the cost for the project and the impact on the wider capital programme. – *Ms Goldsmith reported that the Gigabit project, which had coverage across much of West Sussex, had commenced under a grant from the Department of Culture, Media and Sport in order to connect key public sector buildings within Chichester District. Business rate relief was being used by West Sussex County Council to develop a wider network within the District that would allow greater levels of connectivity.*
- Sought clarity on the plans for the fire station. – *Ms Goldsmith explained that the biggest call for the fire service was highway incidents; this change in focus would be a consideration in a new location for the fire station. Confirmation was given that the fire service were meeting call out times.*
- Queried the issues with various land ownerships. – *Paul Jackson-Cole confirmed that the growth programme was part of wider partnership with district and boroughs and, where appropriate, with the private sector. Collaborative working would look to deliver the aspirations of the programme.*

- Asked if transport studies had been done for the city. – *Paul Jackson-Cole confirmed that the Transport Study being commenced to support the Chichester Vision would reflect existing studies and would be co-ordinated with on-going studies, including the Chichester Sustainable Transport Improvements Plan Study which was being developed to reflect Local Plan growth.*

35.3 Paul Over, Executive Director & Deputy Chief Executive at Chichester District Council, felt the focus was on the right things for the city and that there were hopes to develop beyond the city in the future.

35.4 The Committee welcomed the update.

### 36. **Road Space Audit**

36.1 Miles Davy, Parking Manager, gave a presentation to the Committee on the Proposed Parking Management Plan for Chichester as part of the Road Space Audit (copy appended to the signed minutes).

36.2 Miles Davy explained that the current view was reactive which led to the moving of issues from one place to another. The proposals would look to be proactive with parking management. A city wide plan would prevent displacement.

36.3 A frequently asked questions document had been created. The presented proposals were an initial draft. Members of the public were encouraged to participate in the consultation which would refine the proposals.

36.4 The Committee made comments including those that follow.

- Noted that documents would be at the Library and Chichester District Council offices and asked if wider copies could be available within parishes and also district libraries. – *Miles Davy acknowledged the need for hard copies and resolved to look into this. Members proposed contacting all parish councils via email.*
- Felt that the proposals could encourage a change in behaviour towards sustainable transport options. Members welcomed any opportunities to improve bus flow.
- Requested that disabled parking bays and carer permits were carefully considered. Officers also should consider houses of multiple occupation.
- Queried the decision process and how it would change if more consultation was required. – *Miles Davy reported that he would make recommendations to the Director of Highways and Transport if he felt more consultation was appropriate. The Director would then consider this with the Cabinet Member for Highways and Infrastructure.*
- Welcomed the consultation and praised officers. Members recognised the work was innovative but would also be a challenge.

36.5 The Committee welcomed the update and requested a further update at the June meeting.

**37. Parking Charges for evening and weekend Public Parking at County Hall, West Street, The Record Office, Orchard Street Chichester - Consultation response consideration (SC12(18/19))**

37.1 The Committee considered a report by the Executive Director of Economy, Infrastructure and Environment and Director of Highways & Transport (copy appended to the signed minutes).

37.2 Mike O'Horan, Corporate Accommodation Lead, introduced the report and explained that fifteen representations had been received to the consultation, none of which supported the proposals. However, two representations were in partial support.

37.3 The Chairman permitted one of the consultation responders, Mr Kidd from the West Walls Residents Association, to speak for three minutes. Mr Kidd acknowledged the need for the County Council to make use of its assets, but did not approve of the scale of the parking charges. A request was made for officers to consider resident visitor parking for neighbouring properties. – *Mike O'Horan responded to the comments by stating it would be difficult to introduce a permit scheme that would deal with local properties equally. Mike O'Horan resolved to look into permit options, but explained this would not be part of the current proposal within the report. Miles Davy added that such a proposal had scope for discussion, but would require legal investigation.*

37.4 The Committee supported the proposal in the report, acknowledging that the County Council should be utilising assets for revenue income. The Committee requested that officers look into the permit proposal. – *Miles Davy explained that the surrounding parking zones would make it difficult to enforce a uniform policy. Miles Davy resolved to send zone data to the Committee members.*

37.5 The Committee queried if the Chichester Business Information District (BID) had responded to the consultation. – *Mike O'Horan reported that Chichester BID had commented during the parking forums, but had not responded formally to the consultation.*

37.6 The Committee highlighted that the electoral division section of the report should include Chichester South.

37.7 The Committee agreed to add an additional recommendation requesting that officers undertake further consultation into permit schemes following the representation that had been made.

37.8 Resolved – That the South Chichester County Local Committee;

- Authorises the Director of Law & Assurance to bring the Traffic Regulation Order into operation as advertised, by a majority vote.
- Requests that officers undertake further consultation into permit schemes following the representation that had been made, by a unanimous vote.



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

38.1 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.

- A resident had submitted a question in advance concerning the Hornet Traffic Lights. – *The Chairman confirmed that this matter had been discussed during the Progress Statement item*
- A resident had submitted a question in advance concerning a proposal to hold a Car Free Day in Chichester. – *Members felt the proposal (to close Little London and Baffin's Lane Car Parks) felt like a large amount of work for a minimal reward. The success of the project would also be difficult to measure. Members recommended that the proposal was put to the Cabinet Member for Environment to discuss with the Cabinet Member for Highways and Infrastructure.*
- A resident queried if free parking could be offered on remembrance Sundays. – *Paul Over and Miles Davy agreed to refer this to the parking forum for discussion.*
- A resident queried the timescales for the growth plans. – *Paul Over explained that the next stage was to appoint a development partner and that this stage was waiting on a closed court issue at central government. Southern Gateway was expected to be 4-5 years. Paul Jackson-Cole reported that the Northern Gateway was a long term ambition for the County Council and was in the early stages.*
- A resident asked if the £5m from Coast to Capital would be spent before the March deadline. – *Paul Over confirmed that plans were in place to spend the money, but could not give details due to commercial confidentiality.*
- A resident queried if the parking audit plans would liaise with the planning department. – *Miles Davy confirmed that there was constant dialogue with planning.*

### 39. **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (SC10(18/19))**

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

39.2 Resolved – that the following nomination for appointment under the 2012 Regulations be approved:

- Mrs Helen Magri to Chidham Parochial Primary School for a four year term

**40. Community Initiative Funding (SC11(18/19))**

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

40.2 Resolved -

(a) That the following awards be made:

- 297/SC - The Apuldram Centre, Go Gardening, up to £2,500.00 – Towards purchasing an additional transit van to expand its service within the local area.
- 310/SC – The Red Box Project Chichester & Midhurst, Little things make big differences, up to £96.00 – Towards purchasing red boxes and a donation point.
- 316/SC – Chichester Community Development Trust, Discover Your Future: Get Girls Going!, up to £1,500.00 – Towards the cost of IT equipment provision. This pledge is subject to the project receiving verification from Locality and the project's aims not changing significantly when it begins the fundraising stage.
- 317/SC – Oving Scarecrows, Oving Scarecrow Day 2019, up to £200.00 – Towards expansion of the event.

(b) That the following project be declined:

- 321/SC – Embrace Chichester, towards the cost of initial web design and publicity for a new community website providing information about local groups. The Committee has concerns that the website may be a duplication of existing resources. The group are encouraged to reapply at a future meeting and provide more detail on the information and networks that would be provided by the proposed website; and how this would provide benefit to the community.

**41. Items for Future Meetings**

41.1 The Chairman referred the members to the list of items that were proposed for the next meeting.

**42. Report of Urgent Action**

42.1 The Committee noted the urgent action decision that the Director of Law and Assurance had taken in consultation with the Chairman of the South Chichester County Local Committee and the Chairman of the Performance and Finance Select Committee.

43. **Date of Next Meeting**

43.1 The Committee noted that the next meeting would take place on Tuesday 18 June 2019 in Committee Room 3 at County Hall, Chichester.

43.2 The Chairman raised the proposed date for the November meeting and the Committee agreed to have the meeting on Tuesday 5 November.

Chairman

The meeting closed at 9.10 pm

This page is intentionally left blank

**South Chichester County Local Committee.****18 June 2019.****Progress Statement.**

<b>Date &amp; Minute No.</b>	<b>Subject /Agenda</b>	<b>Action / Progress</b>	<b>Contact:</b>
30 October Minute 20.3	<b>Hornet Traffic Lights</b>	The Committee discussed the Hornet Traffic Lights	Chris Dye
February Update	Following on from the previous progress update in October the County Council, in its capacity as the Highway Authority, currently has no plan to relocate the signalised pedestrian crossing on The Hornet, Chichester. There are a number of ongoing internal conversations to discuss the legal position surrounding the planning permission process, and how this relates to the County Council's remit as the Highway Authority. Once the discussions have been concluded a further update will be provided to the Committee.		
June Update	Cameras were installed between 23 – 25 May to survey the area and the resulting data will be available to WSCC in June; this will enable modelling to be undertaken, which should be complete by July.		
30 October Minute 25.4 3 <sup>rd</sup> bullet	<b>Prioritisation of Traffic Regulation Orders (TRO)</b>	Chris Dye resolved to investigate the Clay Lane application and provide feedback.	Chris Dye
February Update	<p>Chris Dye has reviewed the original assessment undertaken and has confirmed to Louise Goldsmith that the reason that the Parish Council's TRO proposals did not meet the County Council's Speed Limit Policy was due to not meeting the route assessment criteria, principally the lack of frontage development and the carriageway characteristics.</p> <p>Louise Goldsmith referenced a number of developments that have or are due to take place along Clay Lane and Chris Dye confirmed that if a material change occurred to route characteristics in the future, enough so that it would meet Speed Limit Policy criteria, officers could consider a new TRO application from the community in the future.</p>		
30 October Minute 25.4 5 <sup>th</sup> bullet	<b>Prioritisation of Traffic Regulation Orders (TRO)</b>	Chris Dye resolved to investigate the parking issue at Cawley Road to see if there were alternative ways to assist.	Chris Dye
February Update	<p>Officers have visited Cawley Road and are unable to propose any further actions from a highway's perspective.</p> <p>Although it is apparent that the applicant has undertaken recent works to the private gated entrance serving the property, it is felt that further modifications to this could resolve the isolated access issue being experienced.</p>		

<b>Date &amp; Minute No.</b>	<b>Subject / Agenda</b>	<b>Action / Progress</b>	<b>Contact:</b>
5 February  Minute 38.1 2 <sup>nd</sup> bullet	<b>Talk with us</b>	Car-Free Day in Chichester. Members recommended that the proposal was put to the Cabinet Member for Environment to discuss with the Cabinet Member for Highways and Infrastructure.	Chris Dye
June Update	<p>Cabinet Member for Environment and the Cabinet Member for Highways and Infrastructure have discussed the proposal to introduce a car free day in Chichester. Whilst they support measures to improve air quality and encourage people out of cars, in this instance there are a number of issues which would need to be addressed. They considered the cost and the time it would take to issue and enforce TTROs to prevent vehicles entering the area. This would involve introducing diversion routes and plans for emergency vehicles, buses, HGVs, and residents.</p> <p>In addition, advance warning diversion signs would need to be arranged, as well as publicity to advise people of the situation (including statutory public notices). As a result, they do not believe that any air quality benefits (which cannot be measured) would outweigh the expenditure, cost and administrative time to implement the scheme.</p> <p>The County Council is planning publicity in the coming months to promote low carbon journeys and steps which can be taken to improve air quality and will consider what other steps can be taken in support of International Car Free Day.</p>		

**South Chichester County Local Committee.****18 June 2019.****Highways and Transport Update Report for highway works.****Update Report by Chris Dye, Area Highway Manager.****Summary**

The South Chichester County Local Committee has requested that a list of highway related works is compiled to provide the Committee, and those in attendance, a greater understanding of the maintenance and improvements that are taking place on the highway network.

The information contained within the Update Report provides an insight into a variety of works that were delivered in 2018/2019 and those included for delivery in 2019/2020. The report also references some works that are subject to proposed designs and those featured on reserve lists, all of which relate to the following work streams:

- Surfacing
- Surface Dressing
- Carriageway Patching
- Footway Works
- Highway Improvements
- Safety Schemes
- Community Highway Schemes
- Traffic Signal Refurbishment and upgrades
- Developer funded highway improvements

The information contained within the report is correct as of the date of publication however as referenced further on in the document, scheme delivery timescales can be subject to change due to unforeseen circumstances and changes in priority.

**Local Highway Maintenance Capital Funding**

**Carriageways - Principal Roads Surface Dressing  
(2019/20 Planned Delivery - Approved)**

**£1.49m Countywide Budget**

<b>Parish</b>	<b>Road Name</b>	<b>Details or Extent</b>	<b>Road Class</b>	<b>Value of Capital Allocation</b>	<b>Status</b>
Lavant	Midhurst Road	Two Barns Lane to West Stroke Road	A286	£20,341	Completed
Southbourne	Main Road	Queen Street to School Lane	A259	£150,475	Completed
Bosham	Main Road	Drift Lane/Chidham Lane to Station Road Roundabout	A259	£86,229	Completed
Chidham and Hambrook	Main Road	Broad Road to School Lane	A259	£35,770	Completed
Oving	A259 Eastbound	Bognor Bridge RA to Drayton Lane RA	A259	£81,274	Completed

**Carriageways - Local Roads Surface Dressing  
(2019/20 Planned Delivery - Approved)**

**£1.44m Countywide Budget**

<b>Parish</b>	<b>Road Name</b>	<b>Details or Extent</b>	<b>Road Class</b>	<b>Value of Capital Allocation</b>	<b>Status</b>
Sidlesham	Lockgate Road	B2145 Street End Road to Mapsons Lane	D50	£24,963	Completed
Sidlesham	Boxham Lane	Lockgate Road to Rotten Row	D50	£7,582	Completed
Birdham	Sidlesham Lane	Mapsons Lane to Birdham Road	C100	£19,461	Completed
Fishbourne	Clay Lane	Level Crossing to	C123	£14,178	Completed



		adjacent New Bridge Farm			
Fishbourne	Blackboy Lane	Clay Lane to A259 Main Road	D54	£17,851	Completed
Bosham	Old Park Lane	Hoe Lane to A259 Main Road	C460	£41,654	Completed
Lavant	Old Broyle Road	Just west of Pine Grove to Salthill Road	B2178	£10,222	Completed
Funtington	Funtington Road	Chapel Lane to Salthill Road	B2178	£18,216	Completed
Funtington	Funtington Road	Lye Lane / Moutheys Lane to Chapel Lane	B2178	£20,866	Completed
Lavant	St Pauls Road	South/east of jw Brandy Hole Lane to 40/30 mph (Whitehouse Farm/Barns)	B2178	£10,922	Completed

**Carriageways - Principal Roads Resurfacing – South Chichester Division  
(2019/20 Planned Delivery)  
£1.7m Countywide Budget**

**There are no planned principle road resurfacing works in South Chichester for 2019/2020.**

The following entry relates to a County Wide reserve list that is held in case those schemes planned for 2019/2020 cannot be delivered due to unforeseen circumstances. This scheme is unlikely to be delivered in 2019/2020.

Parish	Road Name	Details or Extent	Road Class	Value of Capital Allocation	Status
Donnington	Stockbridge Road	B2201 Selsey Road to Stockbridge Roundabout	A286	£145,820	Reserve List

**Carriageways - Local Roads Resurfacing – South Chichester Division  
(2019/20 Planned Delivery - Approved)  
£1.93m Countywide Budget**

The following local roads have been identified for resurfacing in the South Chichester Division for the year 2019/2020. Please note that schemes can be deferred due to unforeseen circumstances and/or evolving priorities.

<b>Parish</b>	<b>Road Name</b>	<b>Details or Extent</b>	<b>Road Class</b>	<b>Value of Capital Allocation</b>	<b>Status</b>
Selsey	Selsey Road (aka Chichester Road)	Home Farm Bend (Property 'Norton Lea' to approx.150 LM north of Home Farm House)	B2145	£109,373	Awaiting Delivery
Chichester	Walnut Avenue	Cedar Drive to Parklands	D54	£23,290	Completed
Westbourne	Westbourne Road	Hampshire boundary to Church Road	B2147	£33,093	Awaiting Delivery
Funtington	B2178 Southbrook Road to Moutheys Lane	West of Stoke Road (30/60 mph) to Moutheys Lane	B2178	£150,472	Completed
Lavant	Old Broyle Road	Brandy Hole Lane to just W of Pine Grove	B2178	£182,558	Completed

The following entries relates to a County Wide reserve list that is held in case those local road surfacing schemes planned for 2019/2020 cannot be delivered due to unforeseen circumstances and/or evolving priorities. These schemes are unlikely to be delivered in 2019/2020.

<b>Parish</b>	<b>Road Name</b>	<b>Details or Extent</b>	<b>Road Class</b>	<b>Value of Capital Allocation</b>	<b>Status</b>
Westbourne	Foxbury Lane	B2147 East Street/Foxbury Lane The Square to Cemetery Lane	B2147	£59,000	Reserve List
Hunston	Selsey Road	Just south of Farmfield Nurseries to car park just east of Canal Cottage	B2145	£275,580	Reserve List

Selsey	High Street	just south of junction School Lane to Church Road	B2145	£50,820	Reserve List

### **Local Area Office Works**

#### **2018/19 Delivery**

<b>PARISH</b>	<b>ROAD NAME</b>	<b>DETAILS OF EXTENT</b>	<b>AREA</b>	<b>Status</b>
Hunston	Selsey Road	3 areas near the junction with Westlands Road	70sq.m	Completed
Appledram	Appledram Lane South	From SWA Treatment Plant southwards to the junction with Dell Quay Road	844sq.m	Completed
Oving	Coleworth Lane	From Coleworth Farm to Oving Road	469sq.m	Completed
Chichester	Whyke Road	Opposite the junction with Willowbed Drive	287sq.m	Completed
East Wittering	Cakeham Lane	From Russel Road Westwards	239sq.m	Completed
Birdham	Crooked Lane	Between Church Lane and Westlands Lane	273sq.m	Completed
West Marden	B2146	3 areas north of Wheatcroft Farm	139sq.m	Completed

#### **Preventative carriageway patching – 2018/2019 Delivery**

- 19 sites received patching for 'crazed' areas ranging in size from 25 to 150sq.m
- 18 sites received patching for 'crazed' areas ranging from 5 to 25 sq.m

#### **Planned small scale Footway, Carriageway and Drainage Works - 2018/2019 Delivery**

- Carriageway Works- 35 jobs completed
- Footway Works- 21 jobs completed
- Drainage Works- 67 jobs completed

#### **Safety Plus Repairs 2018/2019 Delivery**

- Carriageway Pot Holes - 5481 filled

**2019/2020 – Intentions for this financial year is to spend in excess of £1m Countywide on carriageway and footway patching, with a number of sites provisionally identified in Chichester South.**

**Highway Transport Improvements**
**Local Transport Improvement Programme (LTIP)**  
**(2019/20 Planned Delivery - Approved)**  
**£1.56m Countywide Budget**

Parish	Road Name	Details or Extent	Value of Capital Allocation	Work Type	Status
Selsey	Golf Links Lane	Selsey - Chichester (Golf Links lane) Cycling / PROW Improvement Prelim Design	£75,000	Walking and Cycling Scheme	In Design
Boxgrove	The Street	Boxgrove School School Safety Zone Design & Construction	£7,000	School Access Scheme	Proposed to be delivered before September 2019

**Safety Schemes****(2019/20 Planned Delivery - Approved)****£600k County Budget**

Parish	Road Name	Details or Extent	Value of Capital Allocation	Work Type	Status
Various	A285	Halnaker to Petworth construction of safety edge (haunching and audible edge line)	£2.5m DfT Road Safety Grant	Road Safety	Substantially complete May 2019
Boxgrove	A285	Feasibility/ preliminary design of right turning lane at New Road	£35k	Road Safety	Design 19/20
Mundham/ Pagham	B2166	Roundstone Nursery Bends Resurfacing with high skid	£130K	Road Safety/ Carriageway Improvements	Complete

		resistance asphalt			
Lavant	C67	Trundle Hill, Racecourse Rd junction signing improvements	£15k est	Road Safety	19/20 delivery
Lavant	C67	Trundle Hill, Surfacing improvements design	£5k est	Road Safety	Design 19/20

**Community Highway Schemes  
(2019/20 Planned Delivery - Approved)  
£1.23m County Wide Budget**

Parish	Road Name	Details or Extent	Value of s.106 contribution	Work Type	Status
Westhampnett	Stane Street	Westhampnett Village Cycle Scheme Primarily off road shared cycle provision	£324,429	Improvements	In design

**Community Highway Schemes - Traffic Control Systems and Signals  
(2019/20 Planned Delivery - Approved)**

Parish	Road Name	Details or Extent	Value of Capital Allocation	Work Type	Status
Chichester	Florence Road	Installation of two new puffin crossings	£130,000	Crossing Facilities	Awaiting delivery

**Traffic Signal Refurbishment Programme  
Traffic Control Systems and Signals  
(2019/20 Planned Delivery - Approved)  
£250k Countywide Budget**

Parish	Road Name	Details or Extent	Value of Capital Allocation	Work Type	Status
Selsey	High Street	High Street / Fire station. Installation of life expired signal junction	£160,000	Asset Repairs	Awaiting delivery
Selsey	High Street	High Street near Malthouse Road. Removal of existing pedestrian crossing & combine with jct.	£45,000	Asset Repairs	Awaiting delivery
Chichester	Westhampnett Road	At junction with Spitalfield Lane, upgrading existing system with energy efficient equipment and puffin style crossing	£45,000	Asset Repairs	Awaiting delivery

**Small Footway Works Programme  
(2018/2019) Delivered Works**

Parish	Road Name	Details or Extent	Value of Capital Allocation	Work Type	Status
Bosham	Delling Lane	3 pairs of pedestrian dropped crossing with associated footway works	£6394	Footway Small Works	Completed 2018/2019
Chichester	Lavant Road	Reconstruct existing footway	£5546	Footway Small Works	Completed 2018/2019
Chichester	Oving Road	1 pair of pedestrian dropped crossing	£1800	Footway Small Works	Completed 2018/2019

Chichester	New Park Road	2 pairs of pedestrian dropped crossings	£4000	Footway Small Works	Completed 2018/2019
Chichester	Broyle Close	1 pair of pedestrian dropped crossing	£970	Footway Small Works	Completed 2018/2019
Chichester	East Street	Localised footway refurbishment	£69027	Footway Small Works	Completed 2018/2019
Fishbourne	Fishbourne Road East	Microspahlt	£3600	Footway Small Works	Completed 2018/2019
Singleton	Charlton Road	New small section of footway with dropped kerb	£4161	Footway Small Works	Completed 2018/2019
Selsey	Fontwell Road	Dropped crossing and footway alterations	£2453	Footway Small Works	Completed 2018/2019

**Small Footway Works Programme  
2019/2020 Planned Works – Batch 1 of 3**

Parish	Road Name	Details or Extent	Scheme Value	Status
Chidham	Main Road	Lift footway levels and improve drainage	TBC	Awaiting delivery
Chidham	Chidham Lane	Remove damaged verge and replace with footway construction	TBC	Awaiting delivery
East Wittering	Cakeham Road	Footway resurfacing	TBC	Awaiting delivery

Agenda Item 8

**Please note, sites have not yet been collated for batches 2 of 3 and 3 of 3, which will be delivered later on in the financial year 2019/2020.**

**Developer funded highway improvements  
2019/2020 Update**

Parish	Road Name	Details or Extent	Scheme Value	Status
Chichester	Broyle Road	Whitehouse Farm - West of Chichester - New Roundabout	TBC	Developer scheme currently undergoing technical review
Chichester	Various	Whitehouse Farm - West of Chichester	TBC	There will be future applications for off-site works on Westgate & Sherbourne Road
Chichester	Shopwhyke Road	Shopwhyke Lakes Development - site access	£600,000	Interim access works constructed. Still on a maintenance period & responsibility of the developer.
Chichester	Shopwhyke Road / Drayton Lane	Junction safety improvement	TBC	Going through design review
Chichester	Shopwhyke Road	Phase 2 access works to create through road	£204,000	Technical Approval granted and Legal Agreement under negotiation
Chichester	A27 - Shopwhyke Lakes Development	A27 works are being managed through agreements between the developers and Highways England	Not Known	Under construction
Chichester	Westhampnett Road	New Roundabout to access site including culvert works for realignment of the River Lavant	£1,342,392	Technical Approval granted for works and Legal Agreement Signed. Developer is required to submit details of culvert works prior to commencement. Details awaited and road space not yet booked as full



				communications plan required.
Chichester	Bognor Road (A259) Former Fuel depot site	Signal controlled junction to serve as access to site	£760,210	Technical Approval granted and Legal Agreement under negotiation
Chichester	Land North of Barnfield Drive, Kingsmead Avenue & Sainsburys R/A	Site access / signal controlled crossing / structures & capacity improvements	£622,999	Works Completed
Chichester	Kingsmead Avenue / Palmersfield Avenue	Graylingwell Development - junction modifications and construction of access road	£225,000	Works Completed

Table 11 below shows the projects selected to be funded from Chichester's proportion of the CIL in this fourth year IBP period by year.

**Table 11: Projects selected for CIL funding from the long list in table 3**

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
1st April b/fwd	-	609,148.27	2,768,154.82	4,534,523.14	3,943,447.14	3,149,343.14	2,079,643.14	3,352,643.14	7,570,995.14
<b>INCOME</b>									
Gross Income	775,847.84	2,852,376.37	2,473,958.85	1,741,320.00	2,681,280.00	2,079,000.00	1,890,000.00	6,633,360.00	3,213,000.00
Parish Share	120,392.28	564,407.46	533,892.59	435,330.00	670,320.00	519,750.00	472,500.00	1,658,340.00	803,250.00
Admin	38,792.39	142,618.82	123,697.94	87,066.00	134,064.00	103,950.00	94,500.00	331,668.00	160,650.00
<b>CDC Net Income</b>	<b>616,663.17</b>	<b>2,145,350.09</b>	<b>1,816,368.32</b>	<b>1,218,924.00</b>	<b>1,876,896.00</b>	<b>1,455,300.00</b>	<b>1,323,000.00</b>	<b>4,643,352.00</b>	<b>2,249,100.00</b>
<b>Interest to 31st March</b>	10,854.00	23,656.46							
<b>Funds Available</b>	<b>627,517.17</b>	<b>2,778,154.82</b>	<b>4,584,523.14</b>	<b>5,753,447.14</b>	<b>5,820,343.14</b>	<b>4,604,643.14</b>	<b>3,402,643.14</b>	<b>7,995,995.14</b>	<b>9,820,095.14</b>
<b>EXPENDITURE</b>									
Ambulance response Post Chichester South Project 533	18,368.90								
Enhancements to the Lavant Biodiversity Opportunity Area - the stretch of the Lavant north of the Westhamnett SDL - Project 194		10,000.00	40,000.00						
Brandy Hole Copse Project 196			10,000.00						
Primary School places E-W project 330 Chichester (subject to further detail and evaluation)						1,200,000.00			
School access improvements at expanded primary school(s) Chichester.						50,000.00			

[illegible]

[illegible]

**South Chichester County Local Committee****Community Initiative Funding****18 June 2019****Report by Director of Law and Assurance**

<b>Ref:</b> <b>SC01 (19/20)</b>
<b>Key Decision:</b> <b>No</b>
<b>Part I</b>
<b>Electoral Divisions:</b> <b>All in South</b> <b>Chichester CLC Area</b>

**Recommendation**

- i) That the Committee considers the pitches made to the Community Initiative Funding as set out in Appendix A and pledge funding accordingly.

**Proposal****1. Background and Context**

- 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.

**2. Proposal**

- 2.1 That the Committee considers the pitches to the 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, South Chichester CLC has a total of £26,600.00 available for allocation. Details of awards made in the current and previous financial year are included in Appendix B.

- 3.2 There are two new pitches for consideration by the Committee.

One pitch is in fundraising stage with a total project cost of £12,458.00.  
A second pitch is in fundraising stage with a total project cost of £3,799.00.

These are outlined in Appendix A and can also be viewed at:  
[www.westsussexcrowd.org.uk](http://www.westsussexcrowd.org.uk)

CIF is intended for applications up to £5,000.

### **Factors taken into account**

### **4. Consultation**

- 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.
- 7.2 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 – 033 022 24525

### **Appendices**

Appendix A – Current pitches for consideration by the Committee

Appendix B - Summary of awards for 2018/19 and 2017/18

**Background Papers:** Pitches are available to view on [www.westsussexcrowd.org.uk](http://www.westsussexcrowd.org.uk)

This page is intentionally left blank



### **Current pitches**

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

Actively Fundraising –

- **345/SC – St Paul’s Church & Parish Centre, Building a Legacy for our Community, £12,458.00 – Towards upgrading disability access and improving the reception area's insulation.**  
<https://www.spacehive.com/stpaulschichester>
- **359/SC – Sussex Arts Academy, Reaching out through sculpture, £3,799.00 - Towards the creation of a community sculpture garden.** <https://www.spacehive.com/reachoutsculpture>

In Preparation -

**There are currently no pitches in preparation stage.**

This page is intentionally left blank

### Summary of awards for 2018/19 and 2017/18

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

<b>Applicant</b>	<b>Summary</b>	<b>Member</b>	<b>Awarded</b>	<b>Feedback</b>
<b>205/SC</b> – Selsey Care Shop	Towards the cost of utilities, phone installation, decorative works and purchase of furniture	Carol Purnell	£2,000.00	<a href="#">Feedback received</a>
<b>209/SC</b> – The Hidden Garden	Towards materials for community garden	Carol Purnell	£1,500.00	No feedback received
<b>220/SC</b> – Grow Chichester Community Garden	Contribution towards garden improvements and public liabilities insurance to support delivery of weekly therapeutic gardening sessions	Jeremy Hunt	£500.00	No feedback received
<b>274/SC</b> – Selsey Sea Bathing Society	Towards cost of website development, social media marketing and producing flyers	Carol Purnell	£600.00	Feedback received
<b>282/SC</b> – Dancing Together	Towards the cost of 4 dance workshops and filmmaking	Jeremy Hunt	£500.00 (Urgent Action)	No feedback received
<b>297/SC</b> – Go Gardening	To purchase an additional transit van	Jamie Fitzjohn	£2,500.00	No feedback received
<b>310/SC</b> – Little things make big differences	Towards purchasing red boxes and donation point	Jeremy Hunt	£96.00	No feedback received
<b>317/SC</b> – Oving Scarecrow Day 2019	Towards advertising banners and new metal scarecrow	Simon Oakley	£200.00	Feedback received
<b>316/SC</b> – Discover Your Future: Get Girls Going!	Towards venue hire and IT equipment provision	Jeremy Hunt	Fundraising Stage (Deadline: 31 December)	NA

To note: The following applications received funding but subsequently failed to successfully reach their fundraising target. The funds will be carried over and available for reallocation by the South Chichester CLC.

Agenda Item 10  
Appendix B

- 204/SC - UKHarvest, £1,000 – Towards advertising, and purchasing kitchen utensils and other essentials.
- 208/SC - City Angels, £500 – Towards van repairs and maintenance, and restocking consumables.
- 218/SC – HEART (Homeless Empowerment and Relational Transformation), £500 – Towards volunteer recruitment and training, branding and administration.
- 253/SC – Space to Breathe, £1,500 – Towards equipment, materials and publicity costs for outdoors wellbeing program to support teenagers.

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

<b>Applicant</b>	<b>Summary</b>	<b>Awarded</b>	<b>Member</b>	<b>Feedback</b>
1/SC Bracklesham and Witterings Parkrun	Park Run	£1,200.00	Pieter Montyn	
34/SC Donnington Luncheon Club	for the purchase of 2 new ovens	£1,200.00	Jamie Fitzjohn	
55/SC Youth Dream Selsey	towards funding staff oversight	£2000.00	Carol Purnell	
60/SC Chichester Camera Club	towards a new projector	£1800.00	Simon Oakley	Feedback received
61/SC Lifecentre	Towards office equipment to enable Lifecentre's development	£1500.00	Jamie Fitzjohn	
63/SC CYE Sailing	2017/18 Fleet Renewal	£2450.00	Viral Parikh	
122/SC Festival of Chichester	Towards Festival of Chichester 2018 programs	£1,800.00	Jamie Fitzjohn	
135/SC Sussex Clubs for Young People	Towards setting up the Duke of Cornwall award	£830.00	Simon Oakley	
143/SC Chichester Forest Schools	Towards nurturing children project	£2,500.00	Louise Goldsmith	Feedback received
144/SC Chichester Community Development Trust	Towards the community garden	£2,500.00	Jeremy Hunt	
170/SC Lavant Parish Recreational Trust	Towards replacement Toddler area fencing	£2,100.00	Jeremy Hunt	
180/SC Dementia Support	Dementia Support Hub	£2,500.00	Simon Oakley	
182/SC Boxgrove Village Hall	Towards a community defibrillator	£2,454.74	Jeremy Hunt	

This page is intentionally left blank

<b>South Chichester County Local Committee</b>
<b>18 June 2019</b>
<b>Allocation of the Community Initiative Fund</b>
<b>Report by Director of Law and Assurance</b>
<p><b>Summary</b></p> <p>In response to comments and feedback from Members, partners, and the public, the Cabinet Member for Safer Stronger Communities has agreed to a mechanism for smaller grants to be made by CLCs as part of the Community Initiative Fund (CIF). This would be for smaller-scale projects seeking funding of no more than £750 for total costs of their project.</p> <p>An organisation seeking funding for £750 or less are able to apply direct for a grant as an alternative to using the crowdfunding platform. This would be aimed at smaller groups with low project costs.</p>
<p><b>West Sussex Plan: Policy Impact and Context</b></p> <p>CIF grant funding makes a significant contribution to the aims of the Council in unlocking the power of communities by supporting them with contributions to projects in their local area that support the aims of the West Sussex Plan.</p> <p>This new approach will improve the support for small projects not suitable for the crowdfunding approach but whose aims match the aspirations of the West Sussex Plan.</p>
<p><b>Financial Impact</b></p> <p>There is no financial impact as this decision does not change the CIF grant fund size.</p>
<p><b>Recommendations</b></p> <p>The County Local Committee is asked to note:</p> <ol style="list-style-type: none"> <li>1) changes to the operation and processes for the allocation of Community Initiative Fund money to both a crowdfunding model and a smaller 'micro fund' as outlined in the report, in line with the Decision Made by the Cabinet Member for Stronger, Safer Communities; and</li> <li>2) that the change takes effect from June 2019</li> </ol>

## **1. Proposal**

### **Background and Context**

- 1.1 A decision was taken in April 2018 (Ref SSC11 17-18) that all grants funds available to County Council Members to allocate would be pooled into the Community Initiative Fund. In order to be eligible for funding, the applicant would need to submit their proposal through the West Sussex Crowd, a crowd funding platform that sought to encourage funds from other sources, including businesses and the voluntary sector.
- 1.2 A year after the implementation of a crowdfunding platform has allowed for a greater understanding of the benefits and limitations of using such a system. To date the West Sussex Crowd has managed to attract additional funding of over £470,000 from over 2000 backers donating to projects and seeing 77 successfully funded projects.
- 1.3 During the application process project managers are asked to provide details of their organisation including information regarding charitable status, financial position and organisational structure etc. This information is then verified by a third party to ensure legitimacy and transparency.
- 1.4 Feedback received from partners, members of the public and project managers has suggested that this process, for projects asking for smaller amounts of money may be counter-productive and less cost effective.
- 1.5 A proposal has therefore been put forward for small scale applications to apply directly to the County Council for funding, without using a crowdfunding platform.
- 1.6 The introduction of a 'micro fund' would effectively seek to reintroduce the previously established Small Grants Fund, which was administered by the County Council Communities Team. This fund was set at £80,000 per year and the average application was between £500 and £800. The proposed limits to be applied to CIF are in-line with this previous arrangement.

## **2. Proposal Details**

- 2.1 It is proposed to change the arrangements for the allocation of CIF so that projects which have a total cost of £750 or less will only need to complete a short, paper-based application form. Paper based application forms will be considered in the same way as those submitted through the West Sussex Crowd at CLC meetings.
- 2.2 Projects with a total project cost of more than £750 will need to complete their application through the West Sussex Crowd in the normal way.
- 2.3 Each County Local Committee allocating their funds will be able to initially allocate up to 30% of their total annual CIF budget to projects applying through the paper-based application. Should any CLC wish to increase the proportion of available CIF for small grants they should only do so after, the exhaustion of the 30% initial allocation and after consideration of a report setting out the amounts generated by crowdfund driven grants in the



previous period and an evaluation of the comparative benefits of small grants for their area by reference to the West Sussex Plan criteria.

- 2.4 CIF reports submitted to each CLC will feature a running total of how much has been spent on projects submitted through the West Sussex Crowd and also those that have been submitted for projects under £750.
- 2.5 It is proposed that Members continue to play a key role in the following ways by:
  - Setting the principles and objectives that will help determine how funds are allocated
  - Agreeing funding pledges to be made to projects in their CLC areas
  - Exploring and understanding the needs and community expectations in their areas
  - Championing, encouraging and supporting local groups to develop ideas to meet local needs and use the platform to raise funds
  - Monitoring the use of public funds and the effectiveness of the collaborative approach
- 2.6 Allocating 30% of the CIF fund to the micro fund reflects the previous small grants total (£84,000) and having a maximum funding limit of £750 also reflects the average of applications under the former small grants fund.

## **Factors taken into account**

### **3. Consultation**

- 3.1 Officers met Voluntary Sector Organisations in April 2019 to receive feedback on the crowdfunding model. Feedback received from these sessions supported the implementation of a 'micro fund' and responses were universally positive.
- 3.2 All members received a communication from the Cabinet Members for Safer Stronger Communities on 15 April 2019 regarding the proposed changes. Feedback and comments on the proposal were encouraged.
- 3.3 Formal consultation on the proposed change will be incorporated in the scheduled CLC review to be undertaken by the Governance Committee to commence in May 2019.

### **4. Financial (Revenue and Capital) and Resource Implications**

#### **Revenue consequences of proposal**

- 4.1 There are no revenue considerations to consider as this decision is not changing the CIF grant fund size.

## **Resource Implications**

- 4.2 Officer time will be required to assess each application and determine whether it is appropriate to be considered at CLC meetings. This will be monitored regularly to ensure the process is neither overly consuming or counterproductive.
- 4.3 The County Council seeks to maintain the crowdfunding model alongside a paper-based system, as the use of a crowdfunding approach brings, on average, 3.5 times leverage on grants. This provides the prospect of the County Council being able to facilitate an arrangement which will help a greater number of community groups to benefit to a greater extent than is currently achievable. This will assist all Members in contributing to the core ambitions of the Council's West Sussex Plan and the targets which the Council has approved for those ambitions.

## **5. Risk Assessment Implications and Mitigations**

- 5.1 The County Council anticipated that the numbers of groups using the new platform would be lower in the first year of the change than expected for the previously established system. Efforts were made to promote and encourage awareness and take up and members will be invited to take part in such promotion.
- 5.2 The proposed change seeks to mitigate the lower level of applications submitted through the crowdfunding platform by allowing project manager seeking smaller funds a more streamlined application process.
- 5.3 The County Council will continue to deploy support for communities from front line Communities Directorate staff to help community groups to understand and engage with the model.
- 5.4 When the initial decision to utilise a crowdfunding model was taken, research from [West Sussex Life](#) suggested that 88% of adults have used the internet in the last 6 months.

## **6. Other Options Considered**

- 6.1 To continue only using the crowdfunding model for all applications for CIF. This would not address the concerns expressed on behalf of community groups applying for low level funding.
- 6.2 Further amendments to processes could be made in an attempt to streamline approaches and minimise confusion and duplication. However, at a time of diminishing resources, this would not address the issues driving the proposals.
- 6.3 Grant funding could cease altogether, but this would diminish support to local groups at a time when the Council is committed to unlocking the power of communities.

## **7. Equality and Human Rights Assessment**

- 7.1 Under the Equality Act, the Council has a 'public sector equality duty'. It must have and show how it has given due regard to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations between people who share a protected characteristic and people who do not share it. The need for an Equality Impact Report has been assessed. Whilst CIF may be used to benefit people with protected characteristics, it is a universal grant that any group can apply for and is used to support a range of community-based projects and initiatives.
- 7.2 Allowing smaller groups with less capacity to apply using a paper-based application will help to be more inclusive of all community groups and project managers, particularly those who aren't as IT literate or have significant time restraints.
- 7.3 There are no known Human Rights implications associated with these recommendations

## **8. Social Value and Sustainability Assessment**

- 8.1 Grant funding helps voluntary and community groups to contribute to the social, economic and environmental wellbeing of their communities.

## **9 Crime and Disorder Reduction Assessment**

- 9.1 There are no Crime and Disorder Act implications associated with these recommendations although the Council's duties in relation to crime reduction and prevention and the community safety partnership work may well inform individual funding decisions and the principles members choose to adopt.

### **Contact Officers:**

#### **Director of Law and Assurance**

Tony Kershaw, Tel: 0330 022 22662

#### **Senior Adviser (Corporate Resources and Services)**

Nick Burrell, Tel: 0330 022 23881

**Appendices:** None

**Background Papers:** [Decision made by the Cabinet Member for Stronger Safer Communities, Ref No: SSC01 19/20](#)

This page is intentionally left blank

**County Local Committee****South Chichester****18 June 2019****Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies****Report by Director of Education & Skills****Ref:  
SC02 19/20****Key Decision:  
No****Part I****Electoral  
Divisions: All in  
CLC Area****Executive Summary**

The County Local Committee (CLC) duty regarding school governance is to stimulate interest and commitment to the governance of maintained schools and academies in the area and to identify and nominate suitable persons to serve as school governors on behalf of the County Council.

This report asks the Committee to make nominations of Local Authority Governors as outlined below.

**Recommendation**

That the nominations for appointment of Local Authority Governors set out in Appendix A, be approved.

**Proposal****1. Background and Context**

- 1.1 The function of the nomination of school governors to maintained schools and academies is delegated to County Local Committees (CLCs) because it enables local county councillors to maintain a valuable link with the schools and helps promote to the wider public the important role of school governors.
- 1.2 Local authority governors are nominated by the local authority but appointed by the governing body. The CLC can nominate any eligible person as a local authority governor, but it is for the governing body to decide whether their nominee has the skills to contribute to the effective governance and success of the school and meets any other eligibility criteria they have set. The duty of the CLC is therefore to identify and nominate suitable persons to serve as school governors for maintained schools and academies on behalf of the County Council. The CLC, as representatives of the local authority, should make every effort to understand the governing body's requirements and identify and nominate

suitable candidates. Without a CLC nomination a school is not able to appoint a Local Authority Governor.

- 1.3 CLCs' delegated powers include the ability to appoint Authority, Community and Parent Governors to temporary governing bodies. Further changes are expected in due course in relation to temporary governing bodies.
- 1.4 CLCs also have the function to make nominations for the County Council to governing bodies of academies in accordance with either the funding agreement with the relevant government department or instrument of governance, as appropriate.

## **2. Nominations for Local Authority Governors**

- 2.1 All county councillors are entitled to nominate for any school, although normal practice has dictated that the local county councillor's nomination can take precedence. County councillors should aim to familiarise themselves with the schools in their local area and are advised to consult the chairman of governors and/or head teacher concerning any local authority governing body vacancies.
- 2.2 The role of a governor can be complex as specific actions or ways of operating will vary depending on the type of school, its individual ethos and current circumstances. Governors provide the strategic leadership for schools alongside the head teacher. They should look to provide support and challenge for the school. Experience gained through a range of activities e.g. work, voluntary service or family life, where relevant, should be given equal consideration.
- 2.3 The 2012 Regulations (as amended) require that any newly-appointed governor has, in the opinion of the person making the appointment, 'the skills required to contribute to the effective governance and success of the school'. This could include specific skills such as an ability to understand data or finances as well as general capabilities such as the capacity and willingness to learn.
- 2.4 The following criteria are in place for the nominations of local authority governors:
  - i) governors are nominated on the basis of suitability and not in accordance with political party affiliations,
  - ii) applicants will not normally be nominated as local authority governors at a school if they are the husband, wife or partner of a permanent member of staff at that school,
  - iii) where the local authority appoints additional members to the governing body of a school identified by Ofsted as having serious weaknesses or requiring special measures, such governors will be appointed by the relevant Cabinet Member on the nomination of the

relevant Executive Director since it is usually advantageous to bring in experienced governors from other areas

- iv) if a county councillor is appointed as a local authority governor, and either does not stand for re-election or does not retain the seat during the quadrennial County Council elections, his/her term of office will automatically end on 31 August next following the elections. A county councillor, who resigns his /her seat on the Council, will within 4 months of his/her resignation cease to be a local authority governor. In either case, he/she is, of course, eligible for re-appointment if nominated by a county councillor.
- 2.5 If there are more applications than vacancies this will be made clear in Appendix A. Any discussion of the relevant merits of the candidates will be discussed in Part II of an agenda, in the absence of the press and public. This should then not discourage any potential candidates from applying, knowing that any discussion of their application will occur in private session.

### **3. Reappointments**

- 3.1 Details of local authority governors seeking nomination for reappointment are forwarded to the governing body chairman and to the local county councilor. These nominations automatically progress to the next CLC meeting for decision unless an objection is received from a member by the given closing date. The governing body would be asked for comments on the nomination, and an objection may be lodged on the grounds of poor attendance.

### **4. Current Vacancies**

- 4.1 The current vacancies in the CLC area are detailed in Appendix B.
- 4.2 Information about the role of school governors is available on the County Council website via this link:

<https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/information-for-governors/>

### **5. Proposal**

- 5.1 That the Committee makes the nomination (s) of Governors as set out in the recommendation above and Appendix A.

### **6. Resources**

- 6.1 There are no resource implications arising from this decision as it is a nomination to a governing body.

## **Factors taken into account**

### **7. Consultation**

- 7.1 Local county councillors, head teachers and chairmen of governors have been consulted on all applications received. It is assumed that all are in support unless objections are received by Governor Services and/or the local county councillor.

### **8. Risk Management Implications**

- 8.1 There may be a risk that on-going vacancies on a school governing body above a level of 25% will weaken its effectiveness.

### **9. Other Options Considered**

- 9.1 County Councillors can decide not to make a nomination to a governing body. They may defer an application if they require further information or consultation to enable them to come to a decision.

### **10. Equality Duty.**

- 10.1 The Equality Duty does not need to be addressed as it is a decision making an appointment or nomination to a governing body.

### **11. Social Value**

- 11.1 None

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

- 12.1 None

### **13. Human Rights Implications**

- 13.1 None

**Paul Wagstaff**  
**Director of Education & Skills**

Contact: Governor Services Administrator  
03302228887

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

**Appendix B:** Current Vacancy List

**Background Papers:** None.



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

### **Maintained Schools**

Nominations for Reappointment:

#### **Bourne Community College**

Mr Donald Fowler-Watt for a further four year term

Nominations for Appointment:

#### **Sidlesham Primary School**

Mr Stuart Blunden for a four year term

### **Academies:**

Nominations for Reappointment:

Nominations for Appointment:

### **Temporary Governing Bodies**

Nominations for Reappointment:

Nominations for Appointment:

This page is intentionally left blank

Authority Governor Vacancies for South Chichester County Local Committee Area

School	Division	Division Member	Vacant From	Current Status	Chairman	Head
Lancastrian Infant	South Chichester	Louise Goldsmith	01/07/2019	Resigning at end of term	David Brixey	Zoe Gordan
North Mundham	South Chichester	Simon John Oakley	10/08/2019	Resigning at end of term		Julia Carey
Singleton CE Primary	Chichester North	Jeremy Hunt	19/10/2016	Outstanding	Janet Holt	Chris Todd

This page is intentionally left blank