

Public Document Pack

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15 November 2019

A meeting of the Worthing County Local Committee will be held at 7.00 pm on Monday, 25 November 2019 at Worthing Town Football Club, Palatine Park, Palatine Road, Worthing, BN12 6JN

Tony Kershaw
Director of Law and Assurance

Your local County Councillors



Paul High
Worthing West

Michael Cloake
Worthing Pier

Noel Atkins
Durrington and Salvington

Roger Oakley
Worthing East

Elizabeth Sparkes
Cissbury

Sean McDonald
Northbrook

Bob Smytherman
Tarring

Bryan Turner
Broadwater

Steve Waight
Goring

Invite you to come along to the Worthing 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

1. **Welcome and Introductions**

The Members of Worthing County Local Committee (CLC) are Mr Noel Atkins, Mr Michael Cloake, Mr Paul High, Mr Sean McDonald, Mr Roger Oakley, Mr Bob Smytherman, Mrs Elizabeth Sparkes, Mr Bryan Turner and Mr Steve Waight

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.

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

The confirm the minutes of the meeting of the Committee held on 8 July 2019 (cream paper).

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.

5. **Talk With Us Open Forum**

Members of the Committee are asked to raise relevant issues of local significance for discussion and possible future agenda items. Members of the public are also asked to raise questions and are encouraged to submit more complex issues prior to the meeting to allow substantive answers to be provided.

6. **Traffic Regulation Order prioritisation (W02(19/20))**
(Pages 11 - 18)

Report by the Director of Highways and Transport and Head of Highways Operations.

The committee is asked to consider the report regarding Traffic Regulation Orders and agree to progress the three highest scoring TROs from the list attached at Appendix A, subject to any adjustments made at the meeting

7. **Locality Lead update** (Pages 19 - 24)

The attached document contains brief updates on worked completed by the Communities team since the last meeting of the CLC.

8. **Community Initiative Funding (W03(19/20))** (Pages 25 - 108)

Report by the Director of Law and Assurance.

The report summarises Community Initiative Funding Applications submitted via the West Sussex Crowd and applications to the Microfund. The Committee is invited to consider the applications and pledge funding as appropriate.

9. **Authority School Governors (W04(19/20))** (Pages 109 - 114)

Report by Director of Education and Skills.

The Committee is asked to approve the nominations of Authority School Governors as set out in the report.

10. **Date of Next Meeting**

The next meeting of the Committee will take place on 2 March 2020 at a venue to be confirmed. Members wishing to place an item on the agenda please notify Jack Caine via email: jack.caine@westsussex.gov.uk or on 033 022 28941

To: All members of the Worthing 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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Worthing County Local Committee

8 July 2019 – At a meeting of the Committee at 7.00 pm held at Chatsworth Hotel (Cissbury Room), The Steyne, Worthing, BN11 3DU.

Present:

Mr High (Chairman) (Worthing West;), Lt Cdr Atkins (Durrington & Salvington;), Mr Cloake (Worthing Pier;), Mr McDonald (Northbrook;), Mr R J Oakley (Worthing East;), Mr Smytherman (Tarring;), Mr Turner (Broadwater;) and Mr Waight (Goring;)

Apologies were received from Mrs Sparkes (Cissbury;)

1. Appointments

- 1.1 RESOLVED that the following appointments be made for the year 2019/20:
 - 1.2 Paul High as Chairman for Worthing CLC
 - 1.3 Elizabeth Sparkes as Vice Chairman and Chairman of the Cif Subgroup
 - 1.4 Paul High and Steve Waight to the Cif subgroup.

2. Welcome and Introductions

- 2.1 The Chairman welcomed members of the public to the meeting and asked the Committee Members to introduce themselves.
- 2.2 Apologies for absence were received from Cllr Mrs Elizabeth Sparkes.

3. Declarations of Interest

- 3.1 Bryan Turner declared a personal interest in respect to item 10 as he was a Member of the Worthing Rotary Club who were an applicant to the Community Initiative Fund.

4. Minutes

- 4.1 RESOLVED that the Minutes of the previous meeting on the 25 February 2019n be approved as a correct record and signed by the Chairman.

5. Urgent Matters

- 5.1 There were none.

6. Worthing Public Realm update

- 6.1 The Chairman invited the Growth Programme Delivery Manager to address the committee and provide and update on the Worthing Public

realm work, including information on progress on work completed to date.

6.2 The Committee received a presentation on completed and planned work, including information on the Capital Growth Programme, key areas of focus and progress of planned work, with particular focus on Portland Road and South Street.

6.3 In response to questions from the Committee Members it was advised that:

- Worthing Borough Council had contributed significant funding to the project
- Further works would be supported by the use of CIL, as more developers were attracted to the project.
- Public transport was key to ensuring the area remained sustainable.

6.4 The Chairman thanked officers for the informative update.

7. **Worthing Area STP Feasibility Study highways update**

7.1 The Committee received a written update on the Worthing Area STP Feasibility Study. The Chairman invited the Area Highways Manager to provide a verbal update on the report.

7.2 Members enquired on the validity and applicability of the outcomes of the study. It was advised that introducing additional bus lanes and parking restrictions could cause unnecessary congestion within the town centre which was to be avoided.

7.3 The Members thanked officers for the update,

8. **Community hubs consultation presentation**

8.1 The Committee received a presentation on the Community Hubs project work and progress to date. It was advised that the Cabinet Member for Safer, Stronger Communities endorsed the project and that Worthing Community hub would act as pilot for the whole scheme.

8.2 Information was provided to the committee members on how they could support the project. It was advised that the project sought to meet the emerging needs to the local demographic by providing work stations, power points and better suited working areas within community hubs.

8.3 The Committee thanked officers for the update.

9. **Community Initiative Fund - Microfund**

9.1 The Committee received an update on the decision taken by the Cabinet Members for Safer Stronger Communities regarding the in-year decrease of the Community Initiative Fund and the introduction of the Microfund for smaller projects within the community.

9.2 The Committee noted and endorsed the decision.

10. **Community Initiative Funding (W01(19/20))**

10.1 The Worthing County Local Committee considered the Community Initiative Funding applications to the Microfund and those received via the West Sussex Crowd, as set out in Appendix A.

10.2 The Committee considered each application on its merits and the benefits each would have to the local communities they supported. It was therefore

RESOLVED that the following grants from the microfund be approved:

- 387/W – Action Painting Workshops Arts House CIC - £490.91 – Towards purchasing art materials and a mobile paint dryer for use by visitors to the community arts studio.
- 388/W – Worthing Community Board Games - £750 – towards start-up funding covering board game purchases, publicity costs and volunteer expenses.

And the following pledges be approved:

- 358/W We Are Food Pioneers - £1,000 – towards marketing materials and delivering 'meet the bees' sessions in schools.
- 364/W Creative Waves Community Arts - £1,000 – towards wellbeing workshop room hire and publicity costs.
- 354/W Worthing Rotary Club - £1,000 – towards the cost of hiring a circus tent and marquee stage for this year's two-day August bank holiday event, subject to the project being fully verified and begins fundraising in the financial year.
- 368/W Adur and Worthing Poverty Truth Commission, Hear My Story - £1,000 – towards building resilient, trust-based relations between civic leaders / decision-makers, and local people directly experiencing poverty.

The following pitch was deferred:

- 344/W – Freedom Power Chairs, Disabled Visitor Facilities. Members agreed to consider a pledge once they could see the level of community support through pledges from the public. It was agreed this could be done via an urgent action decision prior to the next CLC meeting.

The following pitches were refused:

- 374/W Songs alive. Members agreed there was not enough background information to make an informed decision and the project had only 11 days left to fundraise so was very unlikely to be successful. The Committee advised the project manager that the project was more suited to applying to the Microfund. The project manager agreed to complete an application.

- 343/W Daisy Chain Project, Drop -ins. The project manager advised the Committee that funding for the project had been acquired through other means and the committee therefore agreed not to contribute a pledge.

The call in deadline is 16 July 2019.

11. CLC Review Discussion

11.1 The Committee agreed not to discuss the potential outcome of the upcoming CLC review and wait until the recommendations had been finalised from the working group.

12. Talk With Us Open Forum

12.1 The Chairman invited questions from members of the public on matters not appearing on the agenda.

12.2 A Member of the public sought clarification over the City Fibre Contract and asked if a letter had been sent to the relevant Cabinet Member regarding the responsibilities included in the contract. It was advised needed to be followed up to ask if a letter was sent to City Fibre

12.3 In response to a question regarding busses servicing South Street in Worthing it was advised that there were negotiations going on with the bus company, and related to confidential information that can't be discussed in an open meeting.

12.4 The Car park situated outside the new Worthing Community Hub was a Worthing Borough Council car park and not the responsibility of the County.

12.5 It was asked if the weed killers used by the Council were toxic to wildlife. The Highways manager advised that it was not toxic as it's very diluted, however this takes longer for weeds to be affected. Members of the public were reminded to report any high growing grass verges to the County Council through the Love West Sussex App.

13. Authority School Governors

13.1 The Committee noted the vacancy list set out in the agenda.

14. Date of Next Meeting

14.1 It was confirmed that the next meeting was scheduled for the 25 November 2019 at 7pm at a venue to be confirmed.

Chairman

The meeting closed at 9.01 pm

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Worthing County Local Committee**25 November 2019****Prioritisation of Traffic Regulation Order Requests Received between July 2018 and July 2019****Report by Director of Highways and Transport and Head of Highways Operations****Ref No:
(W03(18/19))****Key Decision:
No****Part I****Electoral
Divisions:
All in CLC area****Executive Summary**

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.

The TRO Requests received between July 2018 and July 2019 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 for progression in the 2019/20 works programme.

Recommendation

That the Committee reviews the proposals and agrees to progress up to the allocated resource as detailed in 2.4 below for the highest scoring TROs from the list attached at Appendix A, subject to any adjustments made at the meeting.

Proposals**1. Background and Context**

- 1.1 Traffic Regulation Orders (TROs) are legal orders that support enforceable restrictions and movements on the public highway. For the purposes of this report the term TRO includes speed limits, parking controls, and moving offences such as width restrictions and Heavy Goods Vehicles (HGV) restrictions.
- 1.2 TROs are generated from four sources including:
 - County Local Committees (requests from members of the public)
 - 3rd party / developer schemes
 - Highway improvement schemes through the Integrated Works Programme (IWP) – traffic calming, school safety, etc.)

- Parking schemes in partnership with District & Borough Councils.

This report deals with County Local Committee TROs only.

- 1.3 The framework for assessing TROs was approved by the Cabinet Member for Highways and Transport in March 2016. In summary, the framework assesses TROs against four criteria: Safety, Traffic Conditions, Environment & Economy and People which give the acronym STEP. A new assessment framework was considered necessary to align with the County Council's corporate priorities and the increasing demand for TROs across the county. Full details of the criteria can be found in the Cabinet Member Decision report (see background reading for further details).
- 1.4 Following a review of County Local Committees (CLC) in 2016/17 the number of CLCs reduced from 14 to 11. Therefore the TROs have been reallocated as detailed in the table below. There has been no reduction in the number of TROs.

CLC and Number of Members	No of TRO's
Adur (6 Members)	2
Worthing (9 Members)	3
Joint Eastern Arun Area (6 Members)	2
Joint Western Arun Area (7 Members)	2
North Chichester (4 Members)	1
South Chichester (7 Members)	2
Crawley (9 Members)	3
Chanctonbury (4 Members)	1
North Horsham (8 Members)	3
North Mid Sussex (5 Members)	1
Central & South Mid Sussex (8 Members)	3
NEXT TOP Scoring TRO County Wide	15
Total TRO's (Indicative)	38

- 1.5 Appendix A lists the TROs identified as being viable for progression, and from which the CLC will prioritise up to the above allocation for progression.

2. **Proposal**

- 2.1 The Committee is asked to consider the list of TRO requests and, subject to any desired changes, to approve the applicable quota as a programme of work to be initiated over the coming year and delivered in the 2020/21 works programme.
- 2.2 The CLC is requested to progress the highest scoring TRO within the CLC area. Whilst there is scope to progress a lower scoring TRO as a preference, sound justification should be provided for doing so as this will be at the expense of a request that is considered by officers to be a higher priority.

- 2.3 Any TROs not selected as the highest priorities for CLCs may be considered on a priority basis for progression on a county-wide basis at the Cabinet Members discretion.
- 2.4 In accordance with the report detailed in the background papers, the list in Appendix A details all the CLC requests that have been received in the last year (July 2018 – July 2019) as well as those that were available to be selected, but were not, in the 2017-2018 round of TROs.
- 2.5 To get best value from officer and member resources the Cabinet Member has confirmed that TROs that score 9 or under offer little wider community value or have not demonstrated suitable community support, and will not progress to the CLC to be considered. A link to the report can be found in the background reading.
- 2.6 In subsequent years Traffic Officers will reject any requests that score 9 or below. Due to the timing of the Cabinet Member decision, for transparency all requests made that were not rejected in 2018-19, that have scored 9 or below have been detailed in Appendix A, however the CLC may not select these.
- 2.7 County Wide Summary of requests
- **Adur** – 2 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 2
 - **Worthing**– 5 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 3
 - **Joint East Arun**– 3 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 2
 - **Joint West Arun**– 2 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 2
 - **North Chichester**– 2 requests made, both scored over 9. The CLC has a resource allocation of 1
 - **South Chichester**– 2 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 2.
 - **Crawley**– 14 new requests. 9 of these scored over 9. 1 request (437397) carries over from the previous year. The CLC has a resource allocation of up to 3
 - **Chanctonbury**– 5 new requests. 2 of these scored over 9. 1 request (438363) carries over from the previous year. The CLC has a resource allocation of up to 1
 - **North Horsham**– 12 new requests. 7 of these scored over 9. The CLC has a resource allocation of up to 3
 - **North Mid Sussex**– 0 requests made and can select up to 2
 - **Central and South Mid Sussex**– 0 requests made and can select up to 2
3. **Resources**
- 3.1 The proposals contribute to the County Council’s objectives for transport and present the most effective way of meeting community needs and resolving the growing demand for TROs within the resources available.

- 3.2 Section 1.4 of this report confirms the CLCs can choose up to a maximum of 23 TROs. The maximum allowable cost of a TRO requested through this community process is £3,000. Hence the proposals by the CLCs could potentially cost £69,000. However, many of the requests such as Double Yellow Line Parking Restrictions have a low implantation value, so it is currently anticipated that the CLC requests will be managed within the £50,000 budgeted within the Highways Capital Budget.

Factors taken into account

4. Consultation

- 4.1 Individual member support has been gained for each proposal and reasonable local community support has been demonstrated for those that can be selected. As with any TRO, wider consultation will be carried out in the usual way as each of the TRO requests is processed.

5. Risk Management Implications

- 5.1 The higher the priority score, the greater the potential benefit to the communities who use West Sussex Highways. Should the CLC not select the top scoring TROs consideration should be given if this could expose the county council to any risk if challenged.

6. Other Options Considered

- 6.1 The proposals must also pass a feasibility test and STEP assessment undertaken by WSCC Officers and reasonably supported by the public as well as the local member. Given this, the attached list of schemes represents the most viable options for consideration for prioritisation. Hence no further options are considered.

7. Equality Duty

- 7.1 This report is seeking the consideration of schemes for prioritisation and does not have direct implications under the Equality Act, though it should be noted that it is unlawful to prioritise a scheme which discriminates against people with protected characteristics. The schemes chosen by the CLC for progression will be individually assessed under the Equality Act as they are developed further.

8. Social Value

- 8.1 The proposed approach allows for the community via the CLC to progress and deliver their concerns through a consistent route to enable social, economic or environmental benefits to the County.

9. Crime and Disorder Act Implications

- 9.1 There are no identifiable Crime and Disorder Act implications associated with the process of choosing the forthcoming CLC TRO priorities. Any schemes formally proposed will be have further appropriate considerations with regards to crime and disorder, which will include consultation with the police and other key stakeholders.

10. **Human Rights Act Implications**

- 10.1 There are no Human Rights Act implications associated with the process of choosing the forthcoming CLC TRO priorities.

Matt Davey

Director of Highways & Transport

Michele Hulme

Head of Highway Operations

Contact: Area Highway Manager

Appendices

Appendix A – CLC TRO Priority List

Background Papers

Cabinet Member Report – TRO Assessment

http://www2.westsussex.gov.uk/ds/edd/ht/ht14_15-16.pdf

Cabinet Member Report – TRO Prioritisation

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=717>

APPENDIX A

Confirm Enquiry Number	Division	Parish	Dominant Road Name	Local Member	TRO Type Parking / Speed Limit / Moving	Summary	Approx Cost (implementation only)	Score
M435167	Tarring	Tarring	Various Roads	Bob Smytherman	Parking Issue	Various Roads throughout Tarring - Rejected as scheme too large for TRO and no clear detail of smaller scheme to take forward.	1500	18
The CLC can only select requests that score 10 or above.								
M438722	Worthing	Worthing	Ashacre Lane	Noel Atkins	Parking Issue	DYL throughout sections of the bend to ease inconsiderate parking close to driveways for residents exiting onto the bend.	700	7
M3006543	Worthing	Worthing	The Waterfront	Paul High	Parking Issue	DYL at the entrance and possible other locations in development	800	6
M3001692	Broadwater	Worthing	Georgia Avenue	Bryan Turner	Parking Issue	Junction protection to clear junctions, busy at school time due to new college and existing school.	700	6
M3007736	Broadwater	Worthing	Forest Road	Bryan Turner	Parking Issue	Junction protection to clear junctions. Busy residential area with lots of parking issues.	700	6

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Partnerships and Communities Team

Locality Update for Members

Adur & Worthing

Tracey Light – Partnerships & Communities Locality Lead

Sue Barnes – Partnerships & Communities Partnership Officer

We hope that you find this update helpful in informing you of the work we're doing in Adur & Worthing. Please do contact us if you would like to discuss any of the items.

Current Work Stream Overview snapshot

WSCC Adur & Worthing Officers Place Based meetings

The 'One Council' transformation work programme, looks to create better links between WSCC officers and services working in a place. Chaired by the Partnerships & Communities team. Managers, or their representatives across different WSCC directorates in Adur & Worthing are beginning to know each other better, as well as look at opportunities for information sharing and joint working. The next meeting will Focus Community Works the Adur & Worthing Infrastructure organisation with an update from Emma Baars Development Manager.

Adult Services

Future Work

Support continues to The Community Led Support project with Adult Services ensuring Adult Services are linked into local partnerships and the Voluntary and Community sector appropriately. More detail will be provided in future updates as this develops.

Campaigns

Continuing our team commitment to connect services and promote information, we are key to the local role out of winter resilience, community safety and public health campaigns via our networks.

Supporting Voluntary Organisations

The role of the Partnerships & Communities team is primarily to provide a link to WSCC services and functions for voluntary organisations, and to be a connector of services. We are in touch with many organisations in Adur & Worthing, and this quarter have worked in depth with several organisations in particular around support to Spacehive & promotion of the new Micro Grants.

Voluntary & Community Sector Forums

The Partnership and Community team attend, where possible, all Adur & Worthing CVS forums, which provide an opportunity for networking and information sharing. Highlighted information we shared at forums for this quarter include:

Agenda Item 7

Adur & Worthing Health & Wellbeing Partnership

Welfare Reform Partnership

IPEH Advisory Partnership in both Adur & Worthing

Local Community Networks in both Adur & Worthing

Children & Young Peoples Network

Worthing Dementia Alliance

Action Northbrook

Adur & Worthing Walking & Cycling Forum

Keep Lancing Safe

Projects

The Adur & Worthing Partnerships & Communities Team are working in Partnership with Adur & Worthing Council to deliver their activities Strategy which will include:

Ping -Communal Table Tennis tables situated in Community Spaces in Worthing. This is a great opportunity for people in our community to increase their health and wellbeing and it's another great reason to get out and enjoy our lovely parks and open spaces. Ping is a free activity & has a track record of removing barriers and encouraging people of all ages to get active.

There are 2 tables in Homefield park, 2 tables in Vicoria park & 2 in Beach House grounds.

Map of locations & events can be found [here](#)

Beat The Streets- Beat the Street is a real life walking, cycling and running game for a whole community working with 11 schools in Arun, Adur & Worthing. Sue has been working closely with The Project Lead in Adur & Worthing Council to support the launch this project which is now live please find details here <https://beatthestreet.me/coastalwestsussex>

There are currently 15,525 players including 74 Community Teams this project runs until 31st July.

Future events include:-

Beat the Street Outdoor Gym Sessions to celebrate GO ACTIVE
Come along to the FREE fun circuit sessions - all ages welcome!

Victoria Park Worthing: 19th July and 23rd July 15:45-16:45

Buckingham Park Shoreham: 17th July and 22nd July 15:45 - 16:45

Work & Skills

Adur & Worthing Councils, together with the MET College, Adur & Worthing Partnerships & Communities Team, and the DWP, embarking on a research project focusing on understanding the issues and opportunities for people with housing issues, and employers with good sustainable work, to look at why and how these two worlds might be better connected, enabling more people to find good sustainable work and improve their skills

The aim of the research is to explore four worlds and to see how we can influence and connect people in Temporary Accommodation to employers in order to find good and lasting employment, whilst building their skills. The information and stories we gather will be gathered and used to improve the way local partners work together and help people and employers. This work is ongoing & we are looking to develop & produce a local information pack that can be given to people to help them connect to services & support in their local community.

Thriving Connections

This project led by a core team of partners from Adur & Worthing Councils, Adur & Worthing Partnership & Communities Team WSCC, Health and the Voluntary Sector. We have been working with partners to explore what enables communities to be more connected to tackle loneliness. We know that loneliness isn't just experienced by older people; all ages are affected. This work is ongoing & we are meeting as a Core group in the near future to discuss next steps.

BAME Project

Creative writing Workshops & Film Nights

We identified a lack of community work supporting the BAME community in the Adur Worthing area so these projects were trying to help fill that unmet need designed to support local BAME individuals to better engage with each other, to help build a sense of community and to begin to better engage with local agencies. Also, to provide informal learning opportunities, help to create a deeper understanding of each other's cultures and to help reduce intolerance.

12 People attended the Creative writing class weekly.

The Creative Writing finished with a presentation from Debbie Kennard & the evaluation report when completed by Euromernet will be presented at the next BAME forum to which Sue has now been invited so that has been a good outcome from this piece of work!

We now have a E Mail list of attendees that will be useful to use for future Community engagement opportunities including holding a meeting to discuss forming new committee so funding can be raised to bring back Euromernet for another round of films/creative writing in the Autumn depending on identified need.

An addition development from this project is that a few of the participants from the Creative writing class now wish to set up their own board games group at the Library when it reopens next year. Their Microgrant Application was successful & they are now working with Community works to look at DBS checks & safeguarding awareness training.

Relationship with the Worthing BAME Forum has strengthened & we hope that they will support & lead on future Film & Creative Writing Groups.

EPIC Project

Sue & Tracey met with Peter King whom is the Project Manager for The Enhancing Places, Inspiring Communities (EPIC) Project a Partnership between the Ouse & Adur Rivers Trust and Sompting Estate Trust, Excavations started in June to create a new river between Worthing & Sompting. This is a really exciting project which will be the largest area of public space away from the beach. We linked Peter into key contacts in the Community & suggested

Agenda Item 7

that he may like to present the project at a future CLC. It will create a large natural Community Space with opportunities for the local community to be involved.

Details of the project here <https://www.somptingestate.com/epic#>

Care Home Project

Traditionally, care settings have had a tendency to be shut off from their surrounding community. In most care facilities, services such as catering, hairdressing, the doctor and so on are provided 'in-house' – and this has the effect of reducing the need to reach out to the wider community. And yet, creating better links with organisations and services in the local area provides many benefits for a care home, sheltered housing or day care center. This is a County Wide project but we are working with St Marys Care Home in Worthing. This place based approach to developing community links within a care home setting, forms part of the wider UPOC programme. It also connects to the [West Sussex Wellbeing and Resilience Framework](#), as adopted by the West Sussex Health and Wellbeing Board, and the New Economics Foundation evidence based [5 Ways to Wellbeing](#). WSCC value the need for fairness for all, regardless of background and will actively promote equality and fairness for all through our activities.



Care Home Progress
Report July 19

Our Town Worthing

The launch of Our Town Worthing supported by the Partnerships & Communities Team was a great success.

<https://www.westsussex.gov.uk/news/scheme-launches-in-worthing-to-help-residents-feel-safe/>

Following the success of the launch, there has been a lot of interest & more cards are needed. We are supporting Jolene the Community Connector from The Pines Day Service to source additional funding.

Community Hub Sculpture/Art Project

A staff member at Worthing Library has come up with an idea for an Art design /Sculpture to be installed outside the entrance of the new Worthing Community Hub. Tracey & Sue are exploring this concept & seeking a Community Organisation to take this project forward. A meeting has been arranged in August with an organisation called Creative waves whom are currently designing the new exhibition for Worthing Pier which has been sponsored by 12 local businesses.

Tracey.light@westsussex.gov.uk

SueA.Barnes@westsussex.gov.uk

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Worthing County Local Committee**Community Initiative Funding****25 November 2019****Report by Director of Law and Assurance****Ref: W03(19/20)****Key Decision:
No****Part I****Electoral Divisions:
All in Worthing CLC
area****Recommendation**

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

1. Background and Context

- 1.1 The Community Initiative Fund (CIF) is a County Local Committee (CLC) administered fund that provides assistance to local community projects. Bids should show evidence of projects which can demonstrate community backing, make a positive impact on people's wellbeing and support [The West Sussex Plan](#).
- 1.2 The terms and conditions, eligibility criteria and overall aim of the CIF have been agreed by all CLC Chairmen and these can be found on the County Local Committee pages of the West Sussex County Council website using the following link:
http://www.westsussex.gov.uk/your_council/meetings_and_decision-making/county_local_committees/community_initiative_funding.aspx
- 1.3 For projects to be considered for funding they must upload their project idea to the West Sussex Crowd (www.westsussexcrowd.org.uk) funding platform and pitch to the Community Initiative Fund.
- 1.4 Effective from 8 February 2019, the County Council's Community Initiative Fund budget was reduced from £280,000 per year to £140,000 per year, following a decision taken by the Cabinet Member for Safer, Stronger Communities (decision reference SSC8 18/19). It was approved that this proposal be included in the Governance Committee review of County Local Committees with implementation of savings to be delayed until the review has been completed. Therefore, it was agreed that the 2019/20 CIF budget is provisionally reduced to £140,000, subject to the outcome of the Governance Committee review of CLCs on 25 November 2019.
- 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, Worthing CLC had a total of £18,000.00 available for allocation, of this £14,759.09 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 crowdfunding pitches and eight Micro Fund applications for consideration by the Committee with a total project value of £19,034.58.

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: Jack Caine, Democratic Services Officer – 033 022 28941

Appendices:

Appendix A – Current pitches for consideration by the Committee
Appendix B - Summary of awards made in 2019/20 and 2018/19

Background Papers:

West Sussex Crowd pitches - www.westsussexcrowd.org.uk

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 pitches for consideration by the Committee

West Sussex Crowd

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

Actively Fundraising –

- **418/W - South Coast Skate Club CIC, 'Skateboarding clubhouse for Worthing', £3,685.00 – towards purchasing a range of equipment and technology for the benefit of the young people's skate community ahead of the clubhouse opening.**
<https://www.spacehive.com/worthingskateclubhouse>

In Preparation –

- **451/W – Trading Places – Practical Skills Matter!, £9,849.00 - towards establishing a community skills sharing hub at a high street location to deliver a trades training programme.**
<https://www.spacehive.com/trading-places---practical-skills-matter>

Micro Fund

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

- **391/W – Turning Tides, 'Community bus', £750.00 - towards organising 15 annual coach trips enabling sustainable recovery and community reintegration among homeless adults.**
- **394/W - Transition Town Worthing CIC, 'Mobile Energy Shop', £343.99 - towards purchasing a refurbished bicycle and trailer to mobilise the group's service and reach areas affected by fuel poverty.**
- **401/W – South Coast Skate Club CIC, £750.00 – towards applying to enrol on a Skateboard England coaching qualification and purchasing 10 skateboard completes.**
- **452/W – Concordia, 'National Citizen Service (NCS) Graduate Development Programme', £749.99 - towards purchasing a PA system for use in event management and the provision of first training for up to 15 graduates, delivered by Forever First Aid.**
- **453/W – Tide of Light, 'The Valuing Volunteers Scheme', £723.46 – towards the cost of equipping 100 group volunteers with high-vis jackets for event marshalling, activity/workshop clothing and ID lanyards.**

- **454/W - West Tarring Young People's Hub, 'Hub Garden', £750.00 – towards purchasing gardening materials to create an open-space outdoor environment for young people to grow, learn and socialise.**
- **455/W – All Saint Church, 'The Ark Project', £701.93 – towards purchasing a laptop to be used by the project co-ordinator and promotional materials for the 'Acts of Random Kindness' (ARK) community initiative.**
- **456/W – Springboard Project, 'Sensory play and development', £731.20 – towards purchasing a range of play equipment for disabled children's (aged 6-12) use during weekly respite sessions held at Palatine School.**

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

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

Applicant	Summary	Requested	Awarded	Member	Evaluation
WEST SUSSEX CROWD					
354/W - Worthing Rotary Club	Towards the carnival's circus tent hire and workshop costs	NA	£1,000.00	Bob Smytherman	No feedback received
358/W - We Are FoodPioneers CIC	Towards marketing materials and delivering 'meet the bees' sessions in schools	NA	£1,000.00	Bob Smytherman	No feedback received
MICRO FUND					
387/W - Action Painting Workshops Art House CIC	Towards purchasing art materials and a mobile paint dryer for use by visitors to the community arts studio	NA	£490.91	Michael Cloake	No feedback received – refer to Member
388/W - Worthing Community Board Games	Towards start-up funding covering board game purchases, publicity costs and volunteer expenses	NA	£750.00	Michael Cloake	No feedback received – refer to Member

To note: The following pitches were awarded a pledge but subsequently failed to successfully reach their fundraising target. The funds have since been made available for allocation by Worthing CLC.

- 364/W – Creative Waves Community Arts - £1,000.00 - towards wellbeing workshop room hire and publicity costs.
<https://www.spacehive.com/creativewaves>
- 368/W - Adur & Worthing Poverty Truth Commission – £1,000.00 – towards meeting room hire and publicity costs.
<https://www.spacehive.com/hearmystory>

The following applications received funding during the 2019/18 financial year:

Applicant	Summary	Requested	Awarded	Member	Evaluation
WEST SUSSEX CROWD					
198/W - Worthing Mental Health Awareness Week	Towards costs for a mental health awareness workshop	NA	£327.00	Bob Smytherman	Feedback received (view using Google Chrome web browser)
200/W - Tide of Light	Towards workshop costs	NA	£2,500.00	Paul High	No feedback received
238/W - Halloween Half Term Fun Day	Towards holding event to fundraise for disabled children and adults	NA	£500.00	Michael Cloake	No feedback received
248/W - Conservation progress at Heene Cemetery	Towards purchasing tree plaques and squirrel-proof bird feeding stations	NA	£3,000.00	Michael Cloake	Feedback received (view using Google Chrome web browser)
250/W - Update IT with new laptops	Towards purchasing five new laptops enabling access training material and coursework	NA	£1,500.00	Bryan Turner	No feedback received
252/W - Community support workshop	Towards purchasing a larger trailer for use as a mobility repair workshop	NA	£3,000.00	Roger Oakley	No feedback received
291/W - Adur & Worthing Parenting Workshops	Towards venue hire and marketing costs	NA	£3,000.00	Paul High	Feedback received (view using Google Chrome web browser)

298/W – New soft play surface at E W Comm Centre	To extend the existing soft play area surrounding the building	NA	*£4,809.00 *WSCC pledge payment pending receipt of planning permission and landlord consent	Roger Oakley	N/A
301/W – Food for conversation in Worthing	To fund cookery sessions space hire and marketing costs	NA	£4,482.00	Bob Smytherman	No feedback received
325/W - Worthing Phil Orchestra 70th anniversary	Towards purchasing a stage extension	NA	£3,010.00	Bryan Turner	No feedback received
328/W - Planet Plastic - Schools Workshops	Towards the cost of running 8 recycling workshops for school years 2 to 5	NA	£3,379.00	Michael Cloake	No feedback received
334/W - Homefield, Worthing People's Park	Towards delivering community workshops and producing park info boards	NA	£3,400.00	Roger Oakley	No feedback received
326/W - Friends of Downsbrook Forest School	Towards building a 'forest school' for pupils and dedicated cabin for the community	NA	£6,000.00	Bryan Turner	No feedback received

To note: The following applications received funding but subsequently failed to successfully reach their fundraising target.

- 199/W – Worthing Veterans Drop-In Centre, £500.00 – Towards equipment costs for the centre.
- 202/W – Community Mobile Workshop, £3,000.00 – Towards purchasing a horsebox trailer to convert into a mobile workshop for mobility aid repairs.
- 333/W – Dementia Friendly Adur and Worthing, £3,521.00 – Towards the coordinator's salary.

Trading Places - Practical Skills Matter

Project Idea

We are looking to establish a community skills sharing hub in a high street location.



[Download File](#)

About

(https://s3-eu-west-1.amazonaws.com/spacehive/e74b46b5-031d-491d-b8e4-724e24835495/video_tp-psm-compressed.mp4)

Our purpose is to encourage and provide opportunities for intergenerational skills sharing that provides employability progression for young people, enhances social mobility for unemployed residents and reduces loneliness and isolation for practical, creative and enterprising retiree's.

Our focus is to provide practical trade programmes where there are skills shortages, trades that are unlikely to be replaced by artificial intelligence, practical skills at risk of being lost and essential skills for life.

These will include – Painting and Decorating, Plastering and Tiling, Woodwork, Furniture Restoration and Refurbishment, Gardening, Bike Repair, Recycling, Upholstery and Baking.

We are hoping to be in the heart of the local community in Worthing West Sussex and promote the importance of community spirit by helping others help themselves in a practical and progressive way.

Location

Custom Location



Seisey



(<https://maps.google.com/maps?ll=50.81787,-0.372882&z=10&t=m&hl=en&gl=GB&mapclient=apiv3>)

Map data ©2019

Project Delivery Manager

The person/organisation that creates a Spacehive page for their idea is the Project Creator (PC). The person/organisation that takes legal responsibility for receiving the funds and actually delivering the project is called the Project Delivery Manager (PDM). The PC and PDM can be the same entity, however sometimes a separate PDM comes on board to help deliver a project.


In this tab, the PDM must add at least one, but ideally two, payment accounts, the options being PayPal and GoCardless, which you can learn more about here (<https://about.spacehive.com/uFAQs/what-payment-systems-do-you-use/>)

Are you the Project Delivery Manager? *

Trading Places - Practical Skills Matter! is the Project Delivery Manager

How do you want to receive money? *


You can choose both options but you must choose at least one before you start fundraising. Find out (<https://about.spacehive.com/uFAQs/what-payment-systems-do-you-use/>) more about the payment systems we use to collect money.

Paid into a bank account 

Create new GoCardless account

Use existing account

Via Paypal 

Will you be working with any contractors? * 

Yes No

Please provide evidence of your organisation's legal status

*

cert-of-incorp.jpeg (/s3-eu-west-1.amazonaws.com/spacehive/c0abc3fd-a82a-4575-8327-6f5b2fb3c003_cert-of-incorp.jpeg)

Please can we see your financial records? *

scan-10.jpeg (//s3-eu-west-1.amazonaws.com/spacehive/ac6d9053-dad5-4452-85a0-b0bb87ecf080_scan-10.jpeg)

Please can we see your governance documents? *

final-model-articles-of-association-limited-by-guarantee-small-membership-3.pdf (//s3-eu-west-1.amazonaws.com/spacehive/1dfed018-f65b-4596-95f3-12de3dbc2c52_final-model-articles-of-association-limited-by-guarantee-small-membership-3.pdf)

Please can we see your safeguarding policy? *

final-safeguarding-policy.doc (//s3-eu-west-1.amazonaws.com/spacehive/0b7a622e-567e-46c9-9d07-9c8b8fe80e6b_final-safeguarding-policy.doc)

Please can we see your Board Composition and Rights document? *

final-model-articles-of-association-limited-by-guarantee-small-membership-3.pdf (//s3-eu-west-1.amazonaws.com/spacehive/07c503b3-7d59-40b7-90fc-a3270941e95a_final-model-articles-of-association-limited-by-guarantee-small-membership-3.pdf)

Please tell us the size of your team *

15

Permissions

To give confidence to backers, our project verifiers will check, amongst other things, that you have the right permissions in place to deliver your project. To speed up the process and get crowdfunding as soon as possible, please tell us what permissions you think you need, if you've got them, and upload relevant proof. If you're unsure whether you need permission or don't know how to get it, read our blog post on permissions (<https://about.spacehive.com/what-permissions-insurance-and-licensing-does-your-project-need/>).

Council permissions

What's the name of your local council? *

Worthing Borough Council

Does your project need permission from the council? *



- My project doesn't need permission from the council
- Not sure
- My project needs permission and I've got it
- My project needs permission but I don't have it yet

Landowner permission

Who owns the land that your project will be delivered on?

Does your project need permission from the landowner? *

- My project doesn't need permission from the landowner
- Not sure
- My project needs permission and I've got it
- My project needs permission but I don't have it yet

Landowner contact details

Agenda Item 8
Maintenance arrangements

If you have any maintenance arrangements with either the council, the landowner, or perhaps a group of volunteers please tell us what they are:

Expected Impact

This step is optional but describing the impact your project will have locally can help you attract pledges. For example, if you're creating a garden it might attract wildlife or provide somewhere new for kids to play, if you're starting a street market it could help the local economy, and if you're painting a mural it might become a cultural attraction that draws visitors to the area.

Add extra impact forecasts

As well as the mandatory impact questions above you can also add extra impact forecasts here. Alternatively, you can skip this section below.

Explain how you think your project will increase volunteering, jobs & education.

We believe our project will bring local residents together in a safe and supportive environment and allow us to promote the practical skills opportunities we have planned for the future.

Can you provide any specific metrics?

Please select an Impact area Roughly how many new full-time jobs will you create?

20 jobs

Milestones

Milestones are the key steps you'll take to deliver your project once funded. For example if you're creating a garden, your milestones might be buying the plants and equipment you need, then digging and planting the beds, and then opening the garden to the community. Use this section to show potential backers that you have a clear plan.

Provide at least one milestone *

30 Young people experiencing practical skills trade training

25 Volunteers engaged

Costs

List what you're raising money for! We recommend being detailed to encourage pledges (e.g. 8 cost items) and where possible upload quotes or evidence. Note that once you start your campaign you can't swap out your campaign costs for items donated in-kind – you must raise the full amount. However, if you have already received in-kind contributions then list them below.

How much money have you already raised (prior to starting crowdfunding)? *

400

I can't provide this

Costs

List all the costs involved in delivering your project. Be detailed, attach evidence where you can, and make sure you include VAT (<https://about.spacehive.com/uFAQs/should-i-include-vat-on-my-costs/>) where appropriate. It all helps to build trust.

Item	Cost (£)	Evidence / quotes?
Rent	£6,000.00	
Staffing	£2,500.00	
Services	£250.00	
Materials	£150.00	

In-Kind

List anything you've been given in-kind:

Item	Cost (£)	Donor
------	----------	-------

Your crowdfunding goal is:


£9,849

Made up of:

£8,900 on your Costs

+£445 on Spacehive's fees 

Agenda Item 8

+£415 on transaction fees 

+£89 on VAT 

Making the total value of your
project:

£9,849

Other questions

How did you hear about West Sussex Crowd? *

Through Worthing Town Crier and looking at West Sussex Council website

Which County Local Committee are you applying to? (if you don't know, please follow the link in the advice section) *

Worthing and Adur

Has your organisation/group previously received grant funding from West Sussex? *

No

Please explain how your project will support one or more of the county council's priorities as set out in The West Sussex Plan. *

Giving children and young people the best start in life. Supporting you in later life to remain independent.

Does your county councillor support your pitch? Please state their name below. If you do not have their support, please leave blank. *

Bob Smytherman

If you receive a WSCC pledge, you must commit to completing an Impact report. Please confirm in the box below that you are willing to do this by typing 'Yes'. *

Yes

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Free sk8board club needs club house.

Project Delivery Manager

The person/organisation that creates a Spacehive page for their idea is the Project Creator (PC). The person/organisation that takes legal responsibility for receiving the funds and actually delivering the project is called the Project Delivery Manager (PDM). The PC and PDM can be the same entity, however sometimes a separate PDM comes on board to help deliver a project.


In this tab, the PDM must add at least one, but ideally two, payment accounts, the options being PayPal and GoCardless, which you can learn more about here (<https://about.spacehive.com/uFAQs/what-payment-systems-do-you-use/>)

Are you the Project Delivery Manager? *

South coast skate club c.i.c is the Project Delivery Manager

How do you want to receive money? *


You can choose both options but you must choose at least one before you start fundraising. Find out (<https://about.spacehive.com/uFAQs/what-payment-systems-do-you-use/>) more about the payment systems we use to collect money.

Paid into a bank account 

Create new GoCardless account

Use existing account

Via Paypal 

Will you be working with any contractors? * 

Yes No

Please provide evidence of your organisation's legal status

*

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Please can we see your financial records? *

20190925-220755.jpg (//s3-eu-west-1.amazonaws.com/spacehive/6cb4d443-5a51-4a19-ad42-e032c6a745e5_20190925-220755.jpg)

scsc-expenses.pdf (//s3-eu-west-1.amazonaws.com/spacehive/f432c940-73f0-4294-8c75-780b6bc0dd4a_scsc-expenses.pdf)

Please can we see your governance documents? *

south-coast-constitution.pdf (//s3-eu-west-1.amazonaws.com/spacehive/ffca7278-432d-460a-b0b2-ba56db0ed67a_south-coast-constitution.pdf)

Please can we see your safeguarding policy? *

scsc-policy.pdf (//s3-eu-west-1.amazonaws.com/spacehive/27ed4f62-afd8-453b-b939-bde080b1af51_scsc-policy.pdf)

Please can we see your Board Composition and Rights document? *

board-composition.pdf (//s3-eu-west-1.amazonaws.com/spacehive/c2102f85-8190-44d7-a221-e248d1903062_board-composition.pdf)

Please tell us the size of your team *

1

Permissions

To give confidence to backers, our project verifiers will check, amongst other things, that you have the right permissions in place to deliver your project. To speed up the process and get crowdfunding as soon as possible, please tell us what permissions you think you need, if you've got them, and upload relevant proof. If you're unsure whether you need permission or don't know how to get it, read our blog post on permissions (<https://about.spacehive.com/what-permissions-insurance-and-licensing-does-your-project-need/>).

Council permissions

What's the name of your local council? *

West Sussex County Council

Does your project need permission from the council? *



- My project doesn't need permission from the council
- Not sure
- My project needs permission and I've got it
- My project needs permission but I don't have it yet

Landowner permission

Who owns the land that your project will be delivered on?

I'm currently looking for a space at the moment

I'm currently looking for a space at the moment

Does your project need permission from the landowner? * 

- My project doesn't need permission from the landowner
- Not sure
- My project needs permission and I've got it
- My project needs permission but I don't have it yet

Landowner contact details

I'm currently looking for a space at the moment

Agenda Item 8 Maintenance arrangements

If you have any maintenance arrangements with either the council, the landowner, or perhaps a group of volunteers please tell us what they are:

I am currently looking for a space to use but I have had offers from parents of people that come to the club to help with maintenance and building of ramps and obstacles.

Expected Impact

This step is optional but describing the impact your project will have locally can help you attract pledges. For example, if you're creating a garden it might attract wildlife or provide somewhere new for kids to play, if you're starting a street market it could help the local economy, and if you're painting a mural it might become a cultural attraction that draws visitors to the area.

Add extra impact forecasts

As well as the mandatory impact questions above you can also add extra impact forecasts here. Alternatively, you can skip this section below.

Explain how you think your project will increase volunteering, jobs & education.

I have a lot a support for the skate club and already I have had people promise to donate their time to help build ramps and obstacles for the club if we manage to aquire a space. People have not only offered building skills but parents of members have offered help with transportation, paperwork, printing and such like. We are looking to educate people in wood work for obstacles to skate which with that comes math, photography, filmography, art, production, editing, clothing production, branding, selling, mark ups, organising events.

Explain how you think your project will support arts, culture & heritage.

Bringing in local artist's to help members design clothing, decorate the building, decorate ramps maybe even with the help of the skateboarders come up with unusual designs for ramps. Bringing in musicians to produce music to go with skate videos that we produce. There is a lot of skate history in worthing so putting on events based around art and the skate history of worthing.

Explain how you think your project will promote activity & leisure.

The main driving force of the club is physical activity and the funny thing is people that skate don't seem to think about it like that it's more of a lifestyle, but saying that it is extremely hard work to do, you use your whole body, balance and concentration play a massive part as well as repetition. With the 2020 Olympics coming up (featuring skateboarding for the first time) I predict there will be a big surge in people wanted to skateboard and I'm sure if we start setting this up now ready it will be even more in demand by the time people see skateboarders as Olympic athletes.

Agenda Item 8

Can you provide any specific metrics?

Please select an Impact area Roughly how many classes will you provide?

Minimum five classes

Can you provide any specific metrics?

Please select an Impact area Roughly how many community events will you create?

Minimum two a year community events

Can you provide any specific metrics?

Please select an Impact area Roughly how many new users of a leisure or sport facility will your project attract?

50 new users

Can you provide any specific metrics?

Please select an Impact area Roughly how many new sports facilities will you create?

One but as we grow looking to be produce more and continue sports facilities

Milestones

Milestones are the key steps you'll take to deliver your project once funded. For example if you're creating a garden, your milestones might be buying the plants and equipment you need, then digging and planting the beds, and then opening the garden to the community. Use this section to show potential backers that you have a clear plan.

Provide at least one milestone *

Require an empty space

Prepare space for safe use with the help from volunteers and professionals

Design ramps with members artists

Buy tools and materials

With the help of volunteers and members produce the ramps

Costs

List what you're raising money for! We recommend being detailed to encourage pledges (e.g. 8 cost items) and where possible upload quotes or evidence. Note that once you start your campaign you can't swap out your campaign costs for items donated in-kind – you must raise the full amount. However, if you have already received in-kind contributions then list them below.

How much money have you already raised (prior to starting crowdfunding)? *

14.00

I can't provide this

Costs

List all the costs involved in delivering your project. Be detailed, attach evidence where you can, and make sure you include VAT (<https://about.spacehive.com/uFAQs/should-i-include-vat-on-my-costs/>) where appropriate. It all helps to build trust.

Item	Cost (£)	Evidence / quotes?
Wharehouse	£16,500.00	

In-Kind

List anything you've been given in-kind:

Item	Cost (£)	Donor
------	----------	-------

Your crowdfunding goal is:

£18,260

Made up of:

£16,500 on your Costs

+£825 on Spacehive's fees 

+£770 on transaction fees 

+£165 on VAT 

Making the total value of your

project:
£18,260

Agenda Item 8

Other questions

How did you hear about West Sussex Crowd? *

Through the local county council

Which County Local Committee are you applying to? (if you don't know, please follow the link in the advice section) *

Worthing clc

Has your organisation/group previously received grant funding from West Sussex *

No

Please explain how your project will support one or more of the county council's priorities as set out in The West Sussex Plan. *

(giving our children and young people the best start in life) Through building on top of the skateboard community that already exists, helping them to support each other through fitness, leading them down positive avenues with a sense of belonging. Leading to lessons in subjects that are part of skateboard culture that would transfer to everyday life. (ensuring West Sussex is a prosperous place) By having the free skateboard club it will bring people to the area-I've had people travel from Hackney just for a morning session. With more events put on by the club it will generate interest in the local scene generating more income to the area. (our communities being strong, safe and sustainable) when there has been events or morning club sessions held at Homefield it has turned the park into a more family friendly environment with scsc members helping clear up mess that has been left behind by other people and by pushing away anti social behaviour. (being a council that works for our communities). I have had great support from the local council that is very excited about my free skateboard club, working together with the council I think we could push this a lot further.

Does your county councillor support your pitch? Please state their name below. If you do not have their support, please leave blank. *

Roger Oakley

If you receive a WSCC pledge, you must commit to completing an Impact report. Please confirm in the box below that you are willing to do this by typing 'Yes'. *

Yes

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Community Initiative Funding Micro Fund: for grants up to £750

Please read the guidance note before completing this application. The links below take you to our web pages for additional information on the fund and the County Councillors who will award grants at a local meeting (these are held up to 3 times a year). **Please contact your local County Councillor to discuss your application prior to submission.** For any specific questions please contact the CLC Development Team by phone or email using the below information on the final page.

[**FIND YOUR COUNTY COUNCILLOR**](#)

[**FIND YOUR LOCAL COMMITTEE AND ADDITIONAL INFORMATION**](#)

(Which County Local Committee are you applying for (please leave blank if you don't know)
West Sussex CLC
Does your Local County Councillor support your application?
Yes No Please state their name: Michael Cloake

Section one: About your project

1. a. Organisation Name: Turning Tides
b. Project Title: Community Bus
c. Amount you are applying for: £750

2. Location of Project: Worthing (will benefit Worthing homeless/vulnerably housed who will be connected to projects around West Sussex)

3. Dates when project/service will take place:
START mm/year END mm/year Or, is it on-going?
By what date do you need funds: as soon as possible

Agenda Item 8

4. Your local councillors want to get behind projects that have the support of the community and make a positive impact on people's wellbeing and support [The West Sussex Plan](#).

Ideas may include:

- Increasing group membership and widening participation
 - Starting-up new activities and expanding existing services for members of the community
 - Encourages individuals or groups to discover a physical activity that can be tailored to varying levels of mobility and fitness
 - Organising community events and activities
 - Providing specific items for community spaces
 - Organising one-off events to increase visitor numbers to the local area
 - Activities aimed at developing skills for residents to benefit them and the area
 - Providing improvements to community infrastructure and developing communally-held assets
 - Helping groups and organisations to develop their assets and/or resources to support future financial independence
 - Helping communities influence the planning and delivery of local services
 - Protecting the environment and promoting sustainable local development
 - Taking note of significant events and community achievements
5. Please provide a brief description of the project and how it will make a positive impact on people's wellbeing and support The West Sussex Plan:

We are seeking funding for a community bus to take our clients on therapeutic activities that will provide a source of sustainable recovery and community reintegration. This supports the West Sussex Plan as it will help build stronger communities by helping clients connect and contribute with some of the fantastic community projects in West Sussex, strengthening community cohesion and safety. A community bus will give clients the opportunity to try different things, discover an interest that suits them and to build on their recovery.

The bus will enable accessibility for many activities such as mental health recovery courses, art and music exhibitions/workshops, sporting events and recreation, connecting with nature through walks or volunteering on allotments/farms and with other outside agencies in a variety of pursuits. This will help build on the additional work we currently do with clients, preparing them for living in the community.

The community bus will benefit homeless and insecurely housed adults with multiple and complex needs; many of whom have been victims of crime and have experienced significant trauma (such as exploitation, violence, sexual and/or domestic abuse), some may also have addictions to alcohol and/or substances and some may have a history of repeat contact with the criminal justice system. Turning Tides works closely to support people to address the underlying factors that have caused homelessness and to find a sustainable recovery (from mental health and or substance use) so they can have the opportunities to fulfil their potential.

Engaging in these activities (accessed via the bus) will provide a range of benefits for clients in our services and the wider community. It will promote social cohesion by connecting with the community (linking with other agencies and services, better access to support), socialising and communication (bonding through peer support, meeting new people in the wider community and creating more positive social networks) inspiring learning and sharing

of new skills. The activities provided will break boredom, institutionalisation and isolation which will help reduce antisocial and risk taking behaviour, substance use and crime. Volunteering also empowers clients and gives people the chance to give back to the community. This fits in well with principles of the Five Ways to Wellbeing: to Connect, Be Active, Take Notice, Keep Learning and Give.

Many of the public report being frightened by the street community which will include rough sleepers and insecurely housed people. By working with these clients to educate them about their responsibility of living within a community and reducing the number of rough sleepers, we can help local people feel safer. Homeless people are also more at risk themselves from crime, by helping them reintegrate into society this will also reduce their propensity to be the subject of crime.

Turning Tides recognises that the key to engaging with people with multiple and complex needs who have faced exclusion is listening to their views and ensuring that clients are involved in setting the outcomes that affect them. Through our PACT (Partnership and Co-production Team) meetings, a board of clients regularly give their views and make decisions on how they want Turning Tides to develop.

The community bus proposal was first put forward to a PACT meeting on 16th August 2018 and clients were consulted on if they thought there was a need for the project and the benefits it would bring. There was very positive feedback and clients made some valuable points. It was highlighted that due to low income clients are limited to activities they can do and the community bus would enable them to travel in a group to further places and new surroundings, making activities more engaging and accessible. Many clients saw it as a good opportunity to bond with each other (as one client said, "it gives the opportunity to move a team") and to provide peer support. They agreed that it would help reduce feelings of isolation while increasing a sense of belonging to the community which would also bring a sense of security.

Boredom and isolation were highlighted as reasons why people take substances and having more activities on offer (through the bus) would help reduce anti-social behaviour. It was also highlighted that this could be a good opportunity to 'give back' and make a positive contribution to the community, through volunteering. One client highlighted that it would provide "greater visibility". Clients were in agreement that this would be a chance for the wider community to meet them, reduce stigma and help to 'break down barriers'. One client made a great suggestion of using the bus for a Worthing parade, showing a sense of pride and desire to contribute in promoting the charity.

There are broad range of support agencies and community projects that are currently on offer to clients at Turning Tides. Unfortunately they are often not accessible due to financial and transport issues. The community bus would enable clients to access and engage with these services, showing there is a valuable need for the project. The following are some examples of community initiatives that would become more accessible via the community bus:

- Sussex Recovery College- offering educational courses about mental health and recovery which are designed to increase your knowledge and skills and promote self-management.
- Sustainable Sussex- a community garden for people with diverse needs and individual difficulties who find access to the workplace.

Agenda Item 8

- Emerging Futures- providing specialised coaching for those who wish to use their own experience and expertise to have an impact on others looking to make a journey of discovery, recovery and rehabilitation. Many go on to help others as qualified coaches and get involved with local initiatives. Some go further and become paid staff in our projects or become social entrepreneurs.
- The Five Ways Equine Community Project- Therapeutic support through working with horses for clients in recovery from alcohol and substance misuse; those struggling with long term depression and anxiety; those at risk of self-harm; suicidal ideation; victims of abuse and trauma.
- Breathing Spaces- Therapeutic garden design and assisted therapeutic gardening sessions for people with support needs
- Mind- Worthing Support Hub. A learning and development programme led by staff and trained peer mentors. Sessions will help you achieve your goals around improving mental and physical well-being and support your personal development.
- Durrington Cycle Project – Showing people how to service or repair their own bike or enable them to refurbish one in stock

Compass buses have agreed to a reduced rate for this hire to help assist us.

6. If applicable, have all relevant staff and volunteers received the appropriate Disclosure and Barring Service (DBS) clearance and relevant training.

Yes No Not applicable

7. Please provide a breakdown of the costs and highlight which are sought from this application. Copies of quotes **must** be supplied.

Item or activity	Cost	Amount applied for from Community Initiative Fund
Cost of 2 hour trip 13 seater bus (including driver and petrol) from Compass Bus Travel = £50 15 trips per year x £50 = £750	£750	£750
TOTALS	£750	£750

Section Two: Your organisation/ group

8. Organisation or group information (including type of organisation you are e.g. Charity/Community Group/Business)

Organisation Name: Turning Tides

Type: Charity

Registered charity Number (if applicable)

9. How many people are involved in your group or organisation?

How many are:

Members/Service Users	2028 (2018/19)
Volunteers	305
Committee/Board Members	10
Paid employees	100
Other (please provide details)	

10. Please provide a brief description of the aims and objectives of the organisation/ group in less than 50 words

Turning Tides is a community led homelessness organisation that puts clients and local people at the heart of our mission to end homelessness. We believe that everyone has the right to a home, regardless of the difficulties and issues they may face in their lives. In the financial year 2018/19, 2,028 men and women were supported by Turning Tides' services.

11. Please provide the following financial information for your organisation if applicable (please note that you might be required to provide supporting documents as listed in section five):

Period covered	04/18	to	03/19
Total income	£3,668,301		
Total expenditure	£3,689,245		
Balance at year end	£5,488,297		
Reserves (savings, cash, investments, assets)	£5,488,297		
Of the reserves stated how much is allocated earmarked for specific purposes? Please detail for what purpose(s)	£810,738		

Agenda Item 8

WSSC PHE Capital Fund	£480,000 for buildings
YMCA	£120,000 for conversion of buildings
Meam	£7,651 salary
Worthing Borough Council	£48,000 for buildings
Adur Furniture Network	£154,387 restricted to improve the lives of Adur residents
Dr Chesters Charity	£700

12. Has your organisation/group previously applied for grant funding from West Sussex County Council (ie Small Grant fund, CIF or Members Big Society Fund)

Yes No

If yes, please give details of the date, project, amount and if you were successful:

Oct 2016 - £1,425 – Art Project – unsuccessful
July 2015 - £1,700 – Sailboat Project - unsuccessful

Applicants must read the following privacy note and terms and conditions before completing sections four and five of the application form

Privacy Note

The information supplied in the application form will be used to process your grant application. In order to make a decision on your application some of the de-personalised information in your application may be shared with third parties, partner agencies and other West Sussex County Council officers who will be asked to verify specific facts within your application as part of the decision making process. Your de-personalised application form will become a Background Paper to the report(s) to the County Local Committee(s) and will therefore be published on the County Council's website.

The authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on the application form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information see: www.westsussex.gov.uk/privacy-policy/

Community Initiative Funding Terms and Conditions

1. The funding must be used only for the purpose specified in the application.
2. The money must be used within 12 calendar months of the allocation being received unless otherwise agreed prior to the funding award.

Community Initiative Funding Micro Fund: for grants up to £750

Please read the guidance note before completing this application. The links below take you to our web pages for additional information on the fund and the County Councillors who will award grants at a local meeting (these are held up to 3 times a year). **Please contact your local County Councillor to discuss your application prior to submission.** For any specific questions please contact the CLC Development Team by phone or email using the below information on the final page.

[**FIND YOUR COUNTY COUNCILLOR**](#)

[**FIND YOUR LOCAL COMMITTEE AND ADDITIONAL INFORMATION**](#)

(Which County Local Committee are you applying for (please leave blank if you don't know) Worthing Borough Council

Does your Local County Councillor support your application?

Yes No Please state their name: Hasn't had adequate time to respond.

Section one: About your project

1. a. Organisation Name: Transition Town Worthing CIC

b. Project Title: Mobile Energy Shop

c. Amount you are applying for: £ 343.99

2. Location of Project:
Worthing and surrounding areas

3. Dates when project/service will take place:

START	When	END	N/A	Or, is it on-going?	<input type="checkbox"/>
	funding is				Y
	awarded				

By what date do you need funds: As soon as possible.

Agenda Item 8

4. Your local councillors want to get behind projects that have the support of the community and make a positive impact on people's wellbeing and support [The West Sussex Plan](#).

Ideas may include:

- Increasing group membership and widening participation
 - Starting-up new activities and expanding existing services for members of the community
 - Encourages individuals or groups to discover a physical activity that can be tailored to varying levels of mobility and fitness
 - Organising community events and activities
 - Providing specific items for community spaces
 - Organising one-off events to increase visitor numbers to the local area
 - Activities aimed at developing skills for residents to benefit them and the area
 - Providing improvements to community infrastructure and developing communally-held assets
 - Helping groups and organisations to develop their assets and/or resources to support future financial independence
 - Helping communities influence the planning and delivery of local services
 - Protecting the environment and promoting sustainable local development
 - Taking note of significant events and community achievements
5. Please provide a brief description of the project and how it will make a positive impact on people's wellbeing and support The West Sussex Plan:

Our energy group was started by volunteers in 2015 to promote renewables and efficiency measures such as draught proofing. Initially the motivation was to protect the environment, however the effects of fuel poverty, and cold homes, soon became another important factor in the work we do.

We have now established ourselves on the frontline of the fight against fuel poverty in Worthing. Through delivery of The Big Energy Saving Network (BESN) 4 years running, we have become an integral part of a developing local fuel poverty action network, which creates a steady stream of referrals to our service, allowing us to reach some of the most vulnerable and hard to reach groups, we can also refer eligible people for Local Energy Advice Partnerships (LEAP) home visits.

Over the past two years we have helped approximately 500 people save a little over £30,000 and an estimated 70 tonnes of CO₂.

We wish to embark on a project to create pedal powered transport to mobilise our Energy Shop, and take it to specific areas of deprivation and meeting places for vulnerable people, to increase the reach, make the service more accessible, and improve the outcomes achieved.

Our advice service offers tariff switching, and guidance on other relevant aspects such as time of use tariffs, Warm Home Discount & Priority Services Register. The project will help support the West Sussex Plan by helping us to target this support towards the people on low incomes, people living in deprived pockets of Worthing, and people presenting other vulnerabilities. The improved affordability of energy achieved by our service users can translate into improvements in health and wellbeing through warmer, healthier homes and reduced financial pressure. Social Isolation is also addressed by the social aspect of energy cafes, and through the impact on one's social life of a warm home, versus the impact of a cold home.

As well as benefitting the individuals, our project also benefits the environment through reduced carbon emissions, and the local economy by putting residents' money back into their hands.

We have delivered talks to vulnerable groups, and training to frontline workers, strengthening the network, and increasing reach and skills.

Mobilisation of our energy shop in this way will make a big difference to the impact we make, for a relatively low cost and greatly benefit the future success and financial viability of the wider project.

We wish to purchase an Elephant Bike from [Cycle of Good](#). These are refurbished ex Royal Mail bicycles. For every bike bought, another is donated to people in need in Malawi.

6. If applicable, have all relevant staff and volunteers received the appropriate Disclosure and Barring Service (DBS) clearance and relevant training.

Yes No Not applicable

7. Please provide a breakdown of the costs and highlight which are sought from this application. Copies of quotes **must** be supplied.

Item or activity	Cost	Amount applied for from Community Initiative Fund
Bicycle (refurbished)	250	250
Bicycle delivery charge	30	30
Bicycle trailer	63.99	63.99
TOTALS	343.99	343.99

Section Two: Your organisation/ group

8. Organisation or group information (including type of organisation you are e.g. Charity/Community Group/Business)

Organisation Name: Transition Town Worthing

Type: Community Interest Company

Registered charity Number (if applicable)

9. How many people are involved in your group or organisation?

How many are:

Members/Service Users

49

Volunteers

80

Committee/Board Members

7

Paid employees

3

Other (please provide details)

492
newsletter
subscribers

Agenda Item 8

10. Please provide a brief description of the aims and objectives of the organisation/group in less than 50 words.

Our aims and objectives are to help residents of Worthing and surrounding areas live more sustainable lives, reduce their impact on the planet, and respond to challenges such as climate change and dwindling resources, by creating more resilient communities.

11. Please provide the following financial information for your organisation if applicable (please note that you might be required to provide supporting documents as listed in section five):

Period covered	Oct 17	to	Sept 18
Total income	£34,581		
Total expenditure	£29,980		
Balance at year end	£12,971		
Reserves (savings, cash, investments, assets)	£7,750		
Of the reserves stated how much is allocated earmarked for specific purposes? Please detail for what purpose(s)	£7,750		

At year ended September 2018 these funds were reserved for the following projects.

Energy Shop	4312.21
Eco Open Houses	1401.47
Greenspaces	495.05
Repair Café	1540.99

12. Has your organisation/group previously applied for grant funding from West Sussex County Council (ie Small Grant fund, CIF or Members Big Society Fund)

Yes No

If yes, please give details of the date, project, amount and if you were successful:

Community Initiative Funding Micro Fund: for grants up to £750

Please read the guidance note before completing this application. The links below take you to our web pages for additional information on the fund and the County Councillors who will award grants at a local meeting (these are held up to 3 times a year). **Please contact your local County Councillor to discuss your application prior to submission.** For any specific questions please contact the CLC Development Team by phone or email using the below information on the final page.

FIND YOUR COUNTY COUNCILLOR

FIND YOUR LOCAL COMMITTEE AND ADDITIONAL INFORMATION

(Which County Local Committee are you applying for (please leave blank if you don't know))

Does your Local County Councillor support your application?

Yes No Please state their name: ROGER OAKLEY

Section one: About your project

1. a. Organisation Name: SOUTH COAST SKATE CLUB C.I.C

b. Project Title:

c. Amount you are applying for: £ 750

2. Location of Project: HOMFIELD PARK, WORTHING.

3. Dates when project/service will take place:

START mm/year END mm/year Or, is it on-going?

By what date do you need funds:

4. Your local councillors want to get behind projects that have the support of the community and make a positive impact on people's wellbeing and support The West Sussex Plan.

Ideas may include:

- Increasing group membership and widening participation
- Starting-up new activities and expanding existing services for members of the community
- Encourages individuals or groups to discover a physical activity that can be tailored to varying levels of mobility and fitness
- Organising community events and activities
- Providing specific items for community spaces
- Organising one-off events to increase visitor numbers to the local area
- Activities aimed at developing skills for residents to benefit them and the area
- Providing improvements to community infrastructure and developing communally-held assets
- Helping groups and organisations to develop their assets and/or resources to support future financial independence
- Helping communities influence the planning and delivery of local services
- Protecting the environment and promoting sustainable local development
- Taking note of significant events and community achievements

5. Please provide a brief description of the project and how it will make a positive impact on people's wellbeing and support The West Sussex Plan:

THE PROJECT IS A FREE SKATEBOARD CLUB THAT I HAVE FUNDED MYSELF WE MEET UP AT HOMEFIELD PARK. THERE IS SKATEBOARDS AND HELMETS TO USE FOR PEOPLE THAT DON'T OWN A SKATEBOARD. IT ENCOURAGES ALL PEOPLE OF ALL AGES (3½ - 55) TO GET OUT AND ALL MIX, THERE IS A GREAT COMMUNITY IN SKATEBOARDING. PROMOTES FITNESS, TEACHES PEOPLE TO GET BACK UP AND KEEP TRYING (RESILIENCE), GOOD USE OF THE SKATEPARK WHICH IN TURN REDUCES ANTI-SOCIAL BEHAVIOUR. PRODUCES A MORE WELCOMING SKATEPARK WITH SOME TO BRING YOU INTO THE COMMUNITY. HELPS ^{ONE} MENTAL HEALTH, AS IS PROVEN WITH EXERCISE. MAKES NOB MODC'S OUT OF PEOPLE, A POSITIVE SPACE ~~FOR~~ FOR PEOPLE TO TALK AND SHARE THEIR PROBLEMS. POSSIBLE TO BECOME AN OLYMPIC ATHLETE AS SKATEBOARDING IS IN THE OLYMPICS NEXT YEAR.

6. If applicable, have all relevant staff and volunteers received the appropriate Disclosure and Barring Service (DBS) clearance and relevant training.

Yes No Not applicable

7. Please provide a breakdown of the costs and highlight which are sought from this application. Copies of quotes **must** be supplied.

Item or activity	Cost	Amount applied for from Community Initiative Fund
SKATEBOARD ENGLAND QUALIFICATION	£225	£225
A TRIP TO BYC INDOOR PARK (PRIVATE RENTAL) (FOR THE MEMBERS)	£75	£75
10 SKATEBOARD COMPLETES £45 EACH.	£450	£450
		TOTAL = £750
TOTALS		

Section Two: Your organisation/ group

8. Organisation or group information (including type of organisation you are e.g. Charity/Community Group/Business)

Organisation Name: SOUTH COAST SKATE CLUB C.I.C.

Type: FREE COMMUNITY GROUP.

Registered charity Number (if applicable)

9. How many people are involved in your group or organisation?

How many are:

- Members/Service Users
- Volunteers
- Committee/Board Members
- Paid employees
- Other (please provide details)

221
1
1
0
N/A

10. Please provide a brief description of the aims and objectives of the organisation/
group in less than 50 words

My aim is to get people involved in the worthing skate scene,
and with that build up the community, friendships, promote exercise
I will bring, bring down anti-social behaviour, mix of people
from all backgrounds to create a bond,
to pass the park on to new generations.

11. please provide the following financial information for your organisation if applicable
(please note that you might be required to provide supporting documents as listed in
section five):

	APRIL 2019	JUNE 2019
Period covered	mm/year	to mm/year
Total income	£ 220	
Total expenditure	£ 290	
Balance at year end	£ 0.00	
Reserves (savings, cash, investments, assets)	£ 0.00	
Of the reserves stated how much is allocated earmarked for specific purposes? Please detail for what purpose(s)	£ —	

12. Has your organisation/group previously applied for grant funding from West Sussex
County Council (ie Small Grant fund, CIF or Members Big Society Fund)

Yes No

If yes, please give details of the date, project, amount and if you were successful:



Community Initiative Funding Micro Fund: for grants up to £750

Please read the guidance note before completing this application. The links below direct you to our webpages for additional information about the fund and County Councillors responsible for awarding grants at County Local Committee meetings (these are held three times a year).

Please contact your local County Councillor to discuss your application prior to submission.

For any specific questions please contact the CLC Development Team by phone or email using the below information on the final page.

[FIND YOUR COUNTY COUNCILLOR](#)

[FIND YOUR LOCAL COMMITTEE AND ADDITIONAL INFORMATION](#)

Which County Local Committee are you applying to?
 _____ Mirco Fund _____ (please leave blank if you don't know)

Does your local County Councillor support your application?
 Yes No Please state their name: _Paul High_____

Section one: About your project

1.

- a. Organisation name: Concordia
- b. Project title: NCS Graduate Development Programme
- c. Amount you are applying for: £749.99

2.
 Location of project: Worthing, Arun and Adur area

3. Dates when project/service will take place:
 START mm/year END mm/year Or, is it on-going?

By what date do you need funds: As soon as possible

4. Your local councillors want to get behind projects that have the support of the community and make a positive impact on people's wellbeing and support [The West Sussex Plan](#).

Ideas may include:

- Increasing group membership and widening participation
 - Starting-up new activities and expanding existing services for members of the community
 - Encourages individuals or groups to discover a physical activity that can be tailored to varying levels of mobility and fitness
 - Organising community events and activities
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 - Helping groups and organisations to develop their assets and/or resources to support future financial independence
 - Helping communities influence the planning and delivery of local services
 - Protecting the environment and promoting sustainable local development
 - Taking note of significant events and community achievements
5. Please provide a brief description of the project and how it will make a positive impact on people's wellbeing and support The West Sussex Plan:

Concordia has been delivering NCS (www.ncsyes.co.uk) for the last seven years and in the Worthing and Adur area over the previous five years. NCS is a fantastic experience for 16-17-year-olds to take part in. They learn amazing skills such as leadership, communication, team building, social action planning and budgeting. We have had over 1000 graduates from the programme and as our programme has grown, so has our graduate programme. More NCS graduates want to continue their journey after NCS by supporting local causes that they helped during their social action phase. They also want to learn new skills, plan and deliver unique events in their local community. They also want to grow their friendships and even get to work on NCS as assistant leaders and leaders, once they are 18. The majority of our graduates are residents of the West Sussex area.

For Concordia to be able to support our graduates, we want to offer more exciting opportunities such as training, linking more local charities and supporting their causes and organising more community events and activities. The money from WSCC Mirco fund will enable us to pay for travel for the NCS graduates to get to events, youth boards and training. It will also allow us to develop the programme by widening participation and increasing the numbers of young people that we work with.

The activities that we would like to offer our graduations include:

Introducing more sporting activities which will encourage healthy lifestyles and increased social interaction. We want to work with local sports clubs and leisure centres to put on taster classes for activities such as yoga, martial arts, water sports, etc.

We want to run professional training sessions such as first aid, relevant finance advice, healthy eating and cooking classes. With these, we also want to provide ongoing volunteering opportunities such as first aid cadets with St Johns Ambulance and/or Red Cross, local businesses offering apprenticeships, and linking these skills to other charities. For example, over summer, one of our NCS teams wrote a cookbook for people on a budget and supported a food bank. By having cooking classes run by organisations such as the 'Real Junk Food Project' we can look at other issues such as food wastage, cooking on a budget etc. We would also like to run in-house training such as CV and interview techniques. We will try to offer as much free training but for first aid we will need to have assistance to pay for the trainers.

We want to offer work experiences, volunteering opportunities locally and overseas, which in turn promotes independence and builds the resilience in our young people.

We want our grads to be able to join local youth councils, become youth mayors and to be an important part of their local community.

We want to visit open days at local businesses and get these businesses involved with the local young people so that they can learn about careers and broaden their local knowledge. We already work with companies such as Shoreham Port, who are big supporters of NCS. We want to support our graduates to find jobs in their local community.

We want to offer more local volunteer opportunities and community projects where a team of our graduates can come in and help with painting or decorating, gardening and beach cleans, amongst other activities.

We also want to organise mindful events such as Silent Discos to support mental health and anxiety in young people.

We want to facilitate safe places for young people to meet. We want to do this by working in collaboration with existing services, so that they can access more young people and we can introduce our graduates to other services such as signposting, mental health support, careers advice etc.

We want to be able to get our graduates to volunteering opportunities and events such as animal hospitals and assisting with the Worthing Christmas Tree Event.

We aim to have up to 20 regular NCS graduates, who are part of our Youth Board. This group will meet once a month. We also want to work with a further 30 – 60 graduates who will do one-off events, regular volunteering and/or training. We will also support 20+ of these graduates (once they are 18) to work on the NCS programme as Assistant Leaders. At our regular meetings we want to offer the grads refreshments as many have to come straight from work to join us.

6. If applicable, have all relevant staff and volunteers received the appropriate Disclosure and Barring Service (DBS) clearance and relevant training.

Yes No Not applicable

Agenda Item 8

7. Please provide a breakdown of the costs and highlight which are sought from this application. Copies of quotes **must** be supplied.

Item or activity	Cost	Amount applied for from Community Initiative Fund
Training – see quote Half day first day emergency first aid training day – see quote	170	170
Travel On average each person needs about £5 to pay for travel around the county. We would like to have £20 per event available to support travel costs for the grads coming on events.	240.00	240.00
Portable PA System – see quote Many of the events that our grads will organise will need equipment such as microphones, speakers etc. These are often difficult items to get hold of and the hire costs can be high. A portable PA system means that the grads can runs sport sessions, music events, quizzes and tell others in a crowd about the amazing work they are doing.	159.99	159.99
Refreshments At our meetings, as they are often in the early evening, we want to be able to offer some food and drink to the grads. Coming straight from college or work can mean that the grads don't have time to go home to get food. Offering food such as a pizza can also motivate the grads to come to the events. £180 would allow us £15 per event over a 12 month period	180	180
TOTALS	749.99	749.99

Section Two: Your organisation/ group

8. Organisation or group information (including type of organisation you are e.g. charity/community group/business)

Organisation name: Concordia

Type: Charity

Registered charity number (if applicable)

305991

9. How many people are involved in your group or organisation?

How many are:

Members/service users	
Volunteers	500+
Committee/board members	9
Paid employees	20+
Other (please provide details)	40 – seasonal staff (summer)

10. Please provide a brief description of the aims and objectives of the organisation/group in less than 50 words:

Concordia is an international charity based in Brighton, UK. We believe that volunteering changes lives and nurtures world citizens who care about each other, and the world. Concordia was founded in 1943 to encourage peace and reconciliation in the aftermath of the Second World War. Since its founding Concordia has been committed to national and international volunteering and work placements to promote intercultural understanding and peace, and has supported nearly three-quarters of a million people to undertake intercultural exchanges, all over the world.

11. Please provide the following financial information for your organisation if applicable (please note that you may be required to provide supporting documents as listed in section five):

Period covered	mm/year	to	mm/year
Total income	£846,934		
Total expenditure	£1,061,658		
Balance at year end	£(277,177)		
Reserves (savings, cash, investments, assets)	£1,064,353		
Of the reserves stated how much is allocated earmarked for specific purposes?	£0		

Agenda Item 8

Please detail for what purpose(s)

12. Has your organisation/group previously applied for grant funding from West Sussex County Council (i.e. Small Grants Fund, CIF or Members' Big Society Fund)

Yes No

If yes, please give details of the date, project, amount and if you were successful:

13. Which medium referred you to apply to the Micro Fund?

Partnerships and Communities Team Democratic Services WSCC website
County Councillor CVS event

Other Please specify: _____

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Privacy Note

The information supplied in the application form will be used to process your grant application. In order to make a decision on your application some of the de-personalised information in your application may be shared with third parties, partner agencies and other West Sussex County Council officers who will be asked to verify specific facts within your application as part of the decision making process. Your de-personalised application form will become a Background Paper to the report(s) to the County Local Committee(s) and will therefore be published on the County Council's website.

The authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on the application form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information see: www.westsussex.gov.uk/privacy-policy/

Community Initiative Funding Terms and Conditions

1. The funding must be used only for the purpose specified in the application.
2. The money must be used within 12 calendar months of the allocation being received unless otherwise agreed prior to the funding award.
3. The organisation must keep and provide copies of all receipts for expenditure occurred for the project (funded by the Community Initiative Fund) submitting these

Community Initiative Funding Micro Fund: for grants up to £750

Please read the guidance note at the bottom of the page before completing an application.

The links below direct you to our webpages for additional information about the fund and County Councillors responsible for awarding grants at County Local Committee meetings (these are held three times a year).

Please contact your County Councillor to discuss your application prior to submission.

For any specific questions, please contact the CLC Development Team by phone or email using the contact details as found on the final page.

[FIND YOUR COUNTY COUNCILLOR](#)

[FIND YOUR LOCAL COMMITTEE AND ADDITIONAL INFORMATION](#)

Which County Local Committee are you applying to?
 _____Worthing_____ (please leave blank if you don't know)

Does your County Councillor support your application?
Yes No Please state their name: _Michael Cloake / Bob Smytherman

Guidelines

- The fund is exclusive to small projects with total project costs of up to £750 (the maximum grant available is £750).
- Groups cannot apply for part-funding towards the total cost of a project valued at £750 or more – such applications will be directed to [West Sussex Crowd](#).
 - County Local Committees (CLCs) require assurance that the award of County Council funding will ensure a project's delivery without the need to seek additional funding.
- The Micro Fund is a sub-fund within the County Council's Community Initiative Fund and operates under the same [eligibility criteria](#).
- Groups seeking a grant towards a specific element of an existing, already-funded, project *may* be eligible to apply.
 - *If you're not sure, please contact the CLC Development Team for advice.*
- CLCs may award all or part of the grant requested, at their discretion.
- Projects covering more than one CLC region or set to be delivered countywide are limited to applying for one grant from a single CLC.
 - *Applicants should seek advice from the CLC Development Team as to which CLC to apply*

to.

Section one: About your project

1.

- a. Organisation name: Tide of Light Community Group
- b. Project title: The Valuing Volunteers Scheme
- c. Total project cost: £723.46

2.

Location of project: Worthing

3. Dates when project/service will take place:

START Jan 2020 END mm/year **Or, is it on-going?** Y

By what date do you need funds: March 2020

4. Your local councillors want to get behind projects that have the support of the community and make a positive impact on people's wellbeing and support [The West Sussex Plan](#).

Ideas may include:

- Increasing group membership and widening participation
- Starting-up new activities and expanding existing services for members of the community
- Encourages individuals or groups to discover a physical activity that can be tailored to varying levels of mobility and fitness
- Organising community events and activities
- Providing specific items for community spaces
- Organising one-off events to increase visitor numbers to the local area
- Activities aimed at developing skills for residents to benefit them and the area
- Providing improvements to community infrastructure and developing communally-held assets
- Helping groups and organisations to develop their assets and/or resources to support future financial independence
- Helping communities influence the planning and delivery of local services
- Protecting the environment and promoting sustainable local development
- Taking note of significant events and community achievements

5. Please provide a brief description of the project and how it will make a positive impact on people’s wellbeing and support The West Sussex Plan:

Research from the [NCVO - National Council for Voluntary Organisations](#) website tells us studies have shown positive relationships between volunteering and a number of health outcomes, including mental health and social isolation.

Volunteering supports the 5 ways to well being and encourages people to Give, Be Active, Keep Learning, Connect with other people, and Take Notice of what is around them. We also know that volunteering increases levels of happiness and contributes to developing skills.

Tide of Light is very lucky to have dedicated and loyal volunteers. During the year we have over 30 volunteers who regularly help at events and at the planning meetings, and a up to a further 70 volunteers who help out at the annual celebration. They are essential to delivering this safe and inclusive family event in Worthing.

We have 4 active volunteer partners, South Downs Leisure, Good Gym, Worthing College and West Downs Task Force, who help us to recruit up to **100 volunteers per year**. Our volunteers work all year round in community groups, schools and at events.

We’d like to ask for your help to equip our **‘Valued Volunteers’** with the right resources to make them **safe, seen and supported**.

We’d like to make them feel they are part of a unified and well organised event and we know we can achieve this by providing them with the correct kit. We feel it is important to give them a sense of identify which carries through all the activities to help them feel part of a larger team.

We are asking for funding to be able to purchase **150 colour coded High Vis Vests**

each designating each valued role:

- Crafting Marshalls – Pink
- Fundraising Marshalls - Pink
- Parade Marshalls - Blue
- Senior Marshalls - Yellow

and

Agenda Item 8

- Persons in Charge - Blue

We'd also like **10 x Aprons** printed with 'Tide of Light Valued Volunteer' for year round activities such as pop up festival crafting and workshops.

In the event of an emergency each and every marshal needs direct access to information on how to contact Event HQ. We would like to supply them with professional lanyards which can be bespoke printed with relevant information, and used year on year. We are therefore asking for funding for **200 lanyards, and pouches**.

We anticipate this kit will last Tide of Light up to 5 years, and we have processes in place for the sign in and sign out of kit as well as safe storage for it when it is not in use.

Saying Thank You – we value our volunteers and know how important it is to say 'Thank you', we would like to give each volunteer a **You're a superstar Keyring** to remind them how amazing they are and a **handwritten thank you card**.

It's a small gesture but it's an important one.

We thank you in advance for helping us thank our valued volunteers.

6. If applicable, have all relevant staff and volunteers received the appropriate Disclosure and Barring Service (DBS) clearance and relevant training.

Yes No Not applicable

7. Please provide a breakdown of the project costs - copies of quotes **must** be supplied.

Quotes are online quotes, please advise if you require screenshots

Item or activity	Cost
100 Branded High Vis vests (highvis.co.uk)	£328.80
10 x Printed Aprons (www.clothes2order.com)	£89.20
100 Volunteer Lanyards (www.digitalid.co.uk)	£35.94
100 Event Staff Lanyards (www.digitalid.co.uk)	£35.94

100 A6 Lanyard Pouches (www.digitalid.co.uk)	£35.94
100 A6 Lanyard Pouches £35.94 (www.digitalid.co.uk)	£35.94
150 personalised Thank you gifts, i.e Keyrings 'You're a superstar' (www.camaloon.com)	£63.10
500 printed Thank you cards – £98.60 (www.printed.com)	£98.60
TOTAL	£723.46

Section Two: Your organisation/ group

8. Organisation or group information (including type of organisation you are e.g. charity/community group/business)

Organisation name: Tide of Light Community Group

Type: Constituted Community Group

Registered charity number (if applicable)

9. How many people are involved in your group or organisation?

How many are:

Members/service users

Volunteers

Committee/board members

Paid employees

Other (please provide details)

100
10
0

Agenda Item 8

10. Please provide a brief description of the aims and objectives of the organisation/ group in less than 50 words:

Provide Worthing's Lantern event for the local community
 Work with schools and community groups to deliver an artistic lantern parade
 Promote local traders and small businesses
 Encourage enterprise and charity representation
 Secure innovative and creative performances
 To provide free inspiring entertainment to the local community
 Provide advice to other groups organising events

11. Please provide the following financial information for your organisation if applicable (please note that you may be required to provide supporting documents as listed in section five):

Please note: I have attached 24 months of bank statements and our forecast budget. As the event is once a year, all income is allocated, but not spent until November. There was a break year last year, so the last financial statement is from 2017, which I have also attached.

Period covered	mm/year	to	mm/year
Total income	£		
Total expenditure	£		
Balance at year end	£0		
Reserves (savings, cash, investments, assets)	£0		
Of the reserves stated how much is allocated earmarked for specific purposes? Please detail for what purpose(s)	£		

12. Has your organisation/group previously applied for grant funding from West Sussex County Council (i.e. Small Grants Fund, CIF or Members' Big Society Fund)

Yes No

If yes, please give details of the date, project, amount and if you were successful:

We have successfully crowdfunded through Spacehive for 2 projects linked to Tide of Light, 1. our BIG MAKE project, making giant structures with community groups, and Planet Plastic, our in schools education series of workshops.
 Donations from CLC were made to these projects
 BIG MAKE £2500 September 2018
 Planet Plastic £3379 March 2019

This application is to provide equipment for the safe marshalling of the Community Celebration.

Community Initiative Funding Micro Fund: for grants up to £750

Please read the guidance note at the bottom of the page before completing an application.

The links below direct you to our webpages for additional information about the fund and County Councillors responsible for awarding grants at County Local Committee meetings (these are held three times a year).

Please contact your County Councillor to discuss your application prior to submission.

For any specific questions, please contact the CLC Development Team by phone or email using the contact details as found on the final page.

[FIND YOUR COUNTY COUNCILLOR](#)

[FIND YOUR LOCAL COMMITTEE AND ADDITIONAL INFORMATION](#)

Which County Local Committee are you applying to?

Worthing CLC _____ (please leave blank if you don't know)

Does your County Councillor support your application?

Yes No Please state their name: Bob Smytherman _____

Guidelines

- The fund is exclusive to small projects with total project costs of up to £750 (the maximum grant available is £750).
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- County Local Committees (CLCs) require assurance that the award of County Council funding will ensure a project's delivery without the need to seek additional funding.
- The Micro Fund is a sub-fund within the County Council's Community Initiative Fund and operates under the same [eligibility criteria](#).
- Groups seeking a grant towards a specific element of an existing, already-funded, project *may* be eligible to apply.
- *If you're not sure, please contact the CLC Development Team for advice.*
- CLCs may award all or part of the grant requested, at their discretion.
- Projects covering more than one CLC region or set to be delivered countywide are limited to applying for one grant from a single CLC.
- *Applicants should seek advice from the CLC Development Team as to which CLC to apply*

to.

Section one: About your project

1.
 - a. Organisation name: West Tarring Young People's Hub
 - b. Project title: Hub Garden
 - c. Total project cost: £750

2. Location of project: West Tarring Young People's Hub, 9b High Street Tarring, Worthing BN14 7NN

3. Dates when project/service will take place:

START 11/2019 END mm/year Or, is it on-going?



By what date do you need funds: post 25th Nov 2019

4. Your local councillors want to get behind projects that have the support of the community and make a positive impact on people's wellbeing and support [The West Sussex Plan](#).

Ideas may include:

- Increasing group membership and widening participation
- Starting-up new activities and expanding existing services for members of the community
- Encourages individuals or groups to discover a physical activity that can be tailored to varying levels of mobility and fitness
- Organising community events and activities
- Providing specific items for community spaces
- Organising one-off events to increase visitor numbers to the local area
- Activities aimed at developing skills for residents to benefit them and the area
- Providing improvements to community infrastructure and developing communally-held assets
- Helping groups and organisations to develop their assets and/or resources to support future financial independence
- Helping communities influence the planning and delivery of local services
- Protecting the environment and promoting sustainable local development
- Taking note of significant events and community achievements

5. Please provide a brief description of the project and how it will make a positive impact on people’s wellbeing and support The West Sussex Plan:

The Hub Garden project aims to provide opportunities for individuals both young and old to come together and access an outside open space to grow, learn, socialise and engage in a community based setting. Tapping into a number of physical and mental wellbeing aspects, its proven that gardening provides, supports and helps improve a positive outlook. The garden will become a focus point for the local community and advocate the environmental and sustainability factors which we face in today's climate.

6. If applicable, have all relevant staff and volunteers received the appropriate Disclosure and Barring Service (DBS) clearance and relevant training.

Yes No Not applicable

7. Please provide a breakdown of the project costs - copies of quotes **must** be supplied.

Item or activity	Cost
Soil	£80 - https://www.diy.com/departments/verve-general-purpose-compost/81127_BQ.prd
Matting	£85 - https://www.diy.com/departments/verve-heavy-duty-weed-control-fabric-w-2000mm-l-50000mm/1849804_BQ.prd
Timber/ raised beds	£48 - https://www.diy.com/departments/bopha-rectangular-wooden-trough-h-300mm-dia-1000mm/1906370_BQ.prd
Flooring	£73.50 - https://www.ecosurface.co.uk/landscaping/

Agenda Item 8

Plants & shrubs	£70 - https://www.diy.com/search?sort=-product.price&term=plants+and+shrubs
Fence & gate	Gate -£28 - https://www.diy.com/departments/blooma-mekong-round-top-gate-w-1-m-h-1m/1687135_BQ.prd Fence - £25 x4 https://www.diy.com/departments/blooma-mekong-picket-fence-w-1-8-m-h-1m/1687131_BQ.prd
Seating	Bench - £50 - https://www.diy.com/departments/denia-wooden-bench/1559180_BQ.prd
Lighting	X2 - £17 - https://www.diy.com/departments/blooma-aurora-silver-effect-solar-powered-led-external-spike-light-pack-of-6/940653_BQ.prd
Shelter/covered structure	£129 - https://www.amazon.co.uk/Hubs-Geodesic-Dome-Kit/dp/B01KA2ASH2
Wood	£26.25 x2 - https://www.amazon.co.uk/wooden-Broom-Handles-Stales-Metres/dp/B00GOVOV00/ref=pd_sbs_86_t_1/257-4589321-5245409?_encoding=UTF8&pd_rd_i=B00GOVOV00&pd_rd_r=3d596083-f996-4f6c-92fc-04cbb8351a6d&pd_rd_w=qgSez&pd_rd_wg=4KLR1&pf_rd_p=e44592b5-e56d-44c2-a4f9-dbdc09b29395&pf_rd_r=EWJRF0A19PZY9X1S8X5F&psc=1&refRID=EWJRF0A19PZY9X1S8X5F
TOTAL	£750

Section Two: Your organisation/ group

8. Organisation or group information (including type of organisation you are e.g. charity/community group/business)

Organisation name: West Tarring Young People’s Hub

Type: Chairitable Incorporated Organisation

Registered charity number (if applicable)

9. How many people are involved in your group or organisation?

How many are:

Members/service users

Volunteers

Committee/board members

4

Paid employees

Other (please provide details)

10. Please provide a brief description of the aims and objectives of the organisation/ group in less than 50 words:

THE OBJECTS OF THE CIO ARE TO HELP YOUNG PEOPLE, ESPECIALLY BUT NOT EXCLUSIVELY THROUGH LEISURE-TIME ACTIVITIES, SO AS TO DEVELOP THEIR CAPABILITIES THAT THEY MAY GROW TO FULL MATURITY AS INDIVIDUALS AND MEMBERS OF SOCIETY, AND THAT THEIR CONDITIONS OF LIFE MAY BE IMPROVED.

11. Please provide the following financial information for your organisation if applicable (please note that you may be required to provide supporting documents as listed in section five):

Period covered	mm/year	to	mm/year
Total income	£6,840		
Total expenditure	£4,900		
Balance at year end	£1,940		
Reserves (savings, cash, investments, assets)	£5,415.16		
Of the reserves stated how much is allocated earmarked for specific purposes? Please detail for what purpose(s)	£5,415.16		

Maintaince, repairs, upkeep and utility bills

12. Has your organisation/group previously applied for grant funding from West Sussex County Council (i.e. Small Grants Fund, CIF or Members' Big Society Fund)

Yes No

Agenda Item 8

If yes, please give details of the date, project, amount and if you were successful:

13. Who referred you to apply to the Micro Fund?

Partnerships and Communities Team Democratic Services WSCC website
County Councillor CVS event

Other Please specify: _____

Applicants must read the following privacy note and terms and conditions before completing sections four and five of the application form

Privacy Note

The information supplied in the application form will be used to process your grant application. In order to make a decision on your application some of the de-personalised information in your application may be shared with third parties, partner agencies and other West Sussex County Council officers who will be asked to verify specific facts within your application as part of the decision making process. Your de-personalised application form will become a Background Paper to the report(s) to the County Local Committee(s) and will therefore be published on the County Council's website.

The authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on the application form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

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Community Initiative Funding Terms and Conditions

1. The funding must be used only for the purpose specified in the application.
2. The money must be used within 12 calendar months of the allocation being received unless otherwise agreed prior to the funding award.

Community Initiative Funding Micro Fund: for grants up to £750

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Please contact your County Councillor to discuss your application prior to submission.

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[FIND YOUR COUNTY COUNCILLOR](#)

[FIND YOUR LOCAL COMMITTEE AND ADDITIONAL INFORMATION](#)

Which County Local Committee are you applying to?
 _____ (please leave blank if you don't know)

Does your County Councillor support your application?

Yes No Please state their name: Elizabeth Sparkes

Guidelines

- The fund is exclusive to small projects with total project costs of up to £750 (the maximum grant available is £750).
- Groups cannot apply for part-funding towards the total cost of a project valued at £750 or more – such applications will be directed to [West Sussex Crowd](#).
 - County Local Committees (CLCs) require assurance that the award of County Council funding will ensure a project's delivery without the need to seek additional funding.
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Section one: About your project

1.

a. Organisation name: ALL SAINTS CHURCH, FINDON VALLEY

b. Project title: THE ARK PROJECT

c. Total project cost: £701.93

2.

Location of project: THE COMBINED COMMUNITY COVERED BY THE PARISHES OF ALL SAINTS FINDON VALLEY AND ST PETERS HIGH SALVINGTON

3. Dates when project/service will take place:

START 09/2019 END mm/year Or, is it on-going?

By what date do you need funds: AS SOON AS POSSIBLE!

4. Your local councillors want to get behind projects that have the support of the community and make a positive impact on people's wellbeing and support [The West Sussex Plan](#).

Ideas may include:

- Increasing group membership and widening participation
- Starting-up new activities and expanding existing services for members of the community
- Encourages individuals or groups to discover a physical activity that can be tailored to varying levels of mobility and fitness
- Organising community events and activities
- Providing specific items for community spaces
- Organising one-off events to increase visitor numbers to the local area
- Activities aimed at developing skills for residents to benefit them and the area
- Providing improvements to community infrastructure and developing communally-held assets
- Helping groups and organisations to develop their assets and/or resources to support future financial independence
- Helping communities influence the planning and delivery of local services
- Protecting the environment and promoting sustainable local development
- Taking note of significant events and community achievements

5. Please provide a brief description of the project and how it will make a positive impact on people's wellbeing and support The West Sussex Plan:

Loneliness is as damaging to health as smoking 15 cigarettes a day and affects 1/5th of the population. Social isolation affects all ages, all genders, all ethnicities, all socioeconomic groups and has a detrimental effect on wellbeing, relationships and mental health. The ARK (Acts of Random Kindness) Project is a new community wide initiative to provide a Good Neighbour Scheme in the geographical area covered by the parishes of All Saints Church Findon Valley and St Peter's Church High Salvington. The project aims to match fully trained and vetted volunteers who have time, knowledge and skills to share with members of our community who require a little extra assistance regardless of age, beliefs or circumstances. Literally, 'People Helping People'. The list of possible neighbourly Acts of Random Kindness is endless but for example; befriending, transportation to activities and appointments, help with shopping, dog walking, form filling, technical support, odd jobs around the house and garden.

The benefits of ARK will be many layered as volunteering provides social interaction and embeds community spirit and citizenship, those being helped will feel more a part of their community and benefits to the wider community by involving local schools and colleges, businesses and other local groups and providers.

ARK will also facilitate community activities which will be run by our volunteers for our members; Coffee Mornings, Lunch Club, Afternoon Tea and social sessions as requested by our members. We will also provide educational sessions for our community for example as part of Mental Health Awareness Week we are hosting two Dementia Friends Sessions and a Macmillan Coffee Morning. We will operate in a variety of locations to attract as many members as possible and have made links with the local library, local school and local businesses who all offer community 'spaces' for events and meetings.

By working in collaboration with other local providers ARK will be able to signpost to existing services and accept referrals from other agencies. Members will be able to self-refer to ARK. We have already established a strong link with our local GP practice and Patient Participation Group and are endorsed and supported by both Residents' Associations, our local Councillors and our MP. The Diocese of Chichester is fully supportive of this project and our official launch will be conducted by the Bishop of Lewes on October 19th.

We have secured funding from All Saints Church to pay a Volunteer Coordinator for 16 hours a month for a year, she has been in post for just a few weeks but is already recruiting volunteers and accepting referrals for assistance. We will also benefit from the Church insurance cover and they will cover the cost of DBS checks for our volunteers. We will be under the 'umbrella' of their policies and procedures including safeguarding and health and safety. All other expenses will require external funding. Whilst All Saints has generously agreed to support this project this is not a 'church' scheme but is for the benefit of the whole community. The Steering Group is made up of both church members and non-church members.

Agenda Item 8

6. If applicable, have all relevant staff and volunteers received the appropriate Disclosure and Barring Service (DBS) clearance and relevant training.

Yes No Not applicable

7. Please provide a breakdown of the project costs - copies of quotes **must** be supplied.

Item or activity	Cost
Lap top	£435
Wireless Printer	£34.99
Roller Banner for events	£59.99
Table Top Roller Banners x 2	£25.18
Business Cards	£21.59
Self-Inking Stamps x 2	£23.98
Table Top Display Board	£61.20
Hire of local Library for Community Launch Event (WSCC)	£40.00
TOTAL	£701.93

Section Two: Your organisation/ group

8. Organisation or group information (including type of organisation you are e.g. charity/community group/business)

Organisation name: THE ARK PROJECT, ALL SAINTS CHURCH FINDON VALLEY

Type: ALL SAINTS CHURCH IS A REGISTERED CHARITY

Registered charity number (if applicable)

9. How many people are involved in your group or organisation?

How many are:

Members/service users

0 IN PROCESS

Volunteers

0 IN PROCESS

Committee/board members

5

Paid employees

1

Other (please provide details) Community Liaison Officer (voluntary, unpaid post)

1

10. Please provide a brief description of the aims and objectives of the organisation/group in less than 50 words:

ARK will provide a community wide Good Neighbour Scheme, open to all, for the benefit of all, regardless of age, beliefs or circumstances. People Helping People, making connections, building relationships, strengthening our community, embedding community spirit and citizenship. Making a difference one Act of Random Kindness at a time.

Agenda Item 8

11. Please provide the following financial information for your organisation if applicable (please note that you may be required to provide supporting documents as listed in section five):

Period covered	mm/year	to	mm/year
Total income	£		
Total expenditure	£		
Balance at year end	£		
Reserves (savings, cash, investments, assets)	£		
Of the reserves stated how much is allocated earmarked for specific purposes? Please detail for what purpose(s)	£		

The ARK Project has no funds except those ringfenced by Il Saints Church for the Coordinator's salary.

12. Has your organisation/group previously applied for grant funding from West Sussex County Council (i.e. Small Grants Fund, CIF or Members' Big Society Fund)

Yes No

If yes, please give details of the date, project, amount and if you were successful:

13. Who referred you to apply to the Micro Fund?

Partnerships and Communities Team Democratic Services WSCC website

County Councillor CVS event

Other Please specify: _____

Applicants must read the following privacy note and terms and conditions before completing sections four and five of the application form

Community Initiative Funding Micro Fund: for grants up to £750

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For any specific questions, please contact the CLC Development Team by phone or email using the contact details as found on the final page.

[FIND YOUR COUNTY COUNCILLOR](#)

[FIND YOUR LOCAL COMMITTEE
AND ADDITIONAL INFORMATION](#)

Which County Local Committee are you applying to?

Worthing CLC

Does your County Councillor support your application?

Yes No Please state their name: Cllr Sean McDonald

Guidelines

- The fund is exclusive to small projects with total project costs of up to £750 (the maximum grant available is £750).
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- If you're not sure, please contact the CLC Development Team for advice.
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- Projects covering more than one CLC region or set to be delivered countywide are limited to applying for one grant from a single CLC.
- Applicants should seek advice from the CLC Development Team as to which CLC to apply to.

Section one: About your project

1.	a. Organisation name: Springboard
	b. Project title: Sensory Play and Development
	c. Total project cost: £731.20

2.	Location of project: Palatine School, Palatine Road, Worthing BN12 6JP
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3.	Dates when project/service will take place:
	START <u>02/20</u> END Or, is it on-going? <input checked="" type="checkbox"/>
	By what date do you need funds: February 2020

4. Your local councillors want to get behind projects that have the support of the community and make a positive impact on people’s wellbeing and support [The West Sussex Plan](#).

Ideas may include:

- Increasing group membership and widening participation
- Starting-up new activities and expanding existing services for members of the community
- Encourages individuals or groups to discover a physical activity that can be tailored to varying levels of mobility and fitness
- Organising community events and activities
- Providing specific items for community spaces
- Organising one-off events to increase visitor numbers to the local area
- Activities aimed at developing skills for residents to benefit them and the area
- Providing improvements to community infrastructure and developing communally-held assets
- Helping groups and organisations to develop their assets and/or resources to support future financial independence
- Helping communities influence the planning and delivery of local services
- Protecting the environment and promoting sustainable local development
- Taking note of significant events and community achievements

5. Please provide a brief description of the project and how it will make a positive impact on people's wellbeing and support The West Sussex Plan:

Springboard's mission is to enhance the physical and emotional wellbeing of disabled children, young people and their families and create environments and deliver services that identify, develop and build self-esteem. We provide short break (respite) sessions to children and young people with disabilities in West Sussex and Sutton and this project will focus on the service we provide in Worthing.

We run short break sessions for disabled children aged 6-12 in Worthing and these are mainly based at Palatine School which we hire. The sessions are run every Saturday during term time and on weekdays in the school holidays. There are occasions when Palatine is not available due to maintenance or building work and we have to make alternative arrangements in the Worthing area.

Children with disabilities and additional needs often find new situations and transitions challenging so we want to develop and increase our sensory resources to help with these challenges. Sensory toys and resources provide a particular sensory input that many children with autism and other disabilities crave. Whether it is visual or tactile, these resources have the power to capture children and young people's attention and the right sensory toy can be a comfort, an aid to focus, or a behavioural de-escalation technique.

Our project is to create a mobile sensory room/area and bags containing easily portable items such as fidget spinners, light-up, stretchy or squishy toys as well as musical instruments and art supplies. By creating a mobile sensory room with a dark tent and portable resources we are able to support children with sensory issues to learn how to regulate their brain's negative reactions to external stimuli by developing coping skills for these experiences. Benefits include calming effects, stimulation, socialisation, motor skills, cognitive development and sensory development. Furthermore by having portable resources we are able to create this environment to support our children at any venue we hire.

We also provide off-site local community sessions such as bowling and swimming in Worthing and often children with disabilities would like to access these sessions but struggle being out in public and may exhibit lack of focus, or challenging behaviours. By creating bags containing smaller sensory toys and resources which the children or staff could carry, we would be able to develop coping techniques that help re-focus or comfort them. This in turn would help support a reduction in challenging behaviour and lack of focus and enable the children to feel safe and more confident in these situations and ultimately support them to develop strategies that they can use in similar circumstances in the future.

This project supports the West Sussex Plan's objectives of all children being ready for school, all children and young people being able to thrive, children and young people feeling safe and secure and having access to education that meets the needs of our community.

6. If applicable, have all relevant staff and volunteers received the appropriate Disclosure and Barring Service (DBS) clearance and relevant training.

Yes No Not applicable

Agenda Item 8

7. Please provide a breakdown of the project costs - copies of quotes **must** be supplied.

Item or activity	Cost
Dark tent	£112.34
Sensory Twin Tornado Glitter Lamp Colour Changing LED	£16.99
Ocean Wave Projector	£15.99
X2 Infinity Mirror tunnel lamp	£22.98
X4 Fibre optic lamps	£31.96
Liquid motion timers	£12.95
X3 Spiral glitter tubes	£41.97
X3 Infantino sensory textured multi ball set	£29.97
X 3 Sensory fidget stretchy string toys	£17.97
X3 Fidget sensory toys	£38.85
X2 Aneco 6 pieces monkey stringy balls	£17.98
X3 Large LED flashing disco balls	£21.75
X4 Colour changing mood cubes	£128.36
X2 light up flashing maracas	£19.98
X2 Hedgehog sensory ring	£11.98
ensory LED light up drawing/writing board toy	£37.99
X5 LANDUM wooden ribbon bracelet	£11.10
X2 Halilit Giant Rainbomaker Musical Instrument	£25.98
X2 Light up tambourine	£17.90
Moredig star projector	£10.99
X2 Water beads	£21.70
X2 fidget cubes	£19.98
X20 fidget spinners	£21.98
X2 Laeto Stress Balls	£17.96
Six pieces drawstring tote bag	£3.60
TOTAL	£731.20

Section Two: Your organisation/ group

8. Organisation or group information (including type of organisation you are e.g. charity/community group/business)

Organisation name: Springboard

Type: Charity

Registered charity number (if applicable)

9. How many people are involved in your group or organisation?

How many are:

Members/service users

392
115
6
38 (inc casual)

Volunteers

Committee/board members

Paid employees

Other (please provide details)

10. Please provide a brief description of the aims and objectives of the organisation/
group in less than 50 words:

Our aims:
Facilitate and offer advice and support to disabled children, young people and their families.
Create environments and deliver services that develop identity and build self-esteem.
Advocate and raise awareness on disability and associated barriers.
Enhance the physical and emotional wellbeing of disabled children, young people and their families.

Agenda Item 8

11. Please provide the following financial information for your organisation if applicable (please note that you may be required to provide supporting documents as listed in section five):

Period covered	04/17	to	03/18
Total income	£513441		
Total expenditure	£512648		
Balance at year end	£387979		
Reserves (savings, cash, investments, assets)	£138082		
Of the reserves stated how much is allocated earmarked for specific purposes? Please detail for what purpose(s)	£38690		

£18,036 for Short Breaks activities, £20,654 for a dedicated travel training programme.

12. Has your organisation/group previously applied for grant funding from West Sussex County Council (i.e. Small Grants Fund, CIF or Members' Big Society Fund)

Yes No

If yes, please give details of the date, project, amount and if you were successful:

6.10.17 "Transform" £2,735.00 Successful
 12.10.17 "Create" £3,128.98 Successful
 6.10.17 "Engage" £2,896.85 Successful

13. Who referred you to apply to the Micro Fund?

Partnerships and Communities Team Democratic Services WSCC website
 County Councillor CVS event

Other Please specify: _____

Applicants must read the following privacy note and terms and conditions before completing sections four and five of the application form

Worthing County Local Committee**25th November 2019****Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies****Report by Director of Education and Skills**

Ref: (W04(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 nomination 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 Director since it is usually advantageous to bring in experienced governors from other areas
 - iv) 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 Director since it is usually advantageous to bring in experienced governors from other areas
 - v) 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 councillor. 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**

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

6. **Resources**

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

Factors taken into account

7. **Consultation**

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**

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**

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. In such a case the Governing Body cannot make an appointment.

10. **Equality Duty.**

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**

None

12. **Crime and Disorder Act Implications**

None

13. **Human Rights Implications**

None

Deborah Myers

Director of Education and Skills

Contact: Governor Services Administrator
0330 222 8887

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

Appendix B: Current Vacancy List

Background Papers: None.

Appendix A

Local Authority Governors - Nominations Under the 2012 Regulations

Maintained Schools

Nominations for Appointment:

Bramber Primary School

Kerry Jones for a 4 year term

Springfield Infant School

Mr David Roll for a 4 year term

Authority Governor Vacancies for Worthing County Local Committee Area

School	Division	Division Member	Vacant From	Current Status	Chairman	Head
Field Place Infants	Northbrook	Sean McDonald	01/03/2017	Outstanding	Richard Matthews	Theresa Alford
Springfield Infant	Broadwater	Bryan Turner	01/09/2015	Forwarded to CLC (as above)	Pawel Kosla	Mrs R Wycherley