

# Public Document Pack

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21 February 2020

**A meeting of the Worthing County Local Committee will be held at 7.00 pm on Monday, 2 March 2020 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

7.00 pm 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

7.05 pm 2. **Declarations of Interest**

Members and Officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt contact Democratic Services before the meeting.

- 7.07 pm 3. **Minutes** (Pages 5 - 10)
- The confirm the minutes of the meeting of the Committee held on 25 November 2019 (cream paper).
- 7.10 pm 4. **Urgent Matters**
- Items not on the agenda that the Chairman of the meeting is of the opinion should be considered as a matter of urgency because of special circumstances.
- 7.15 pm 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.
- 7.35 pm 6. **Progress Statement** (Pages 11 - 14)
- The attached document contains brief updates on statements of progress made on issues raised at previous meetings and other issues.
- 7.45 pm 7. **Community Highway Schemes** (Pages 15 - 20)
- Information Report attached that details the outcomes of the 2019 Community Highway Scheme applications and assessments.
- 8.00 pm 8. **Romany Road and Yeoman Road, Worthing - Proposed Traffic Regulation Order (W06(19/20))** (To Follow)
- Report by Executive Director Place Services and Director of Highways, Transport and Planning
- The Committee will be asked to approve the Traffic Regulation Order.
- 8.15 pm 9. **Locality Lead Update**
- Tracey Light, Locality Lead for Adur and Worthing, will provide a verbal update on the work completed by the Communities & Partnerships Team since the last meeting of the CLC.
- 8.25 pm 10. **Community Initiative Funding (W07(19/20))** (Pages 21 - 32)
- Report by the Director of Law and Assurance.
- The report summarises Community Initiative Funding Applications. The Committee is invited to consider the applications and pledge funding as appropriate.

8.45 pm 11. **Report of Urgent Action**

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

Urgent Action: Worthing: Liverpool Gardens Off Street Car Park [W05\(19/20\)](#)

(1) That the Worthing County Local Committee grants Worthing Borough Council permission to include the Liverpool Gardens Car Park in their off-street parking Order.

(2) That the Worthing County Local Committee grants permission to continue to charge for the use of the car park at the rates set out in section 2.1 of the report.

8.55 pm 12. **Date of Next Meeting**

The next meeting of the Committee will take place on 22 June 2020 at a venue TBC. Members wishing to place an item on the agenda please notify Monique Smart via email: [monique.smart@westsussex.gov.uk](mailto:monique.smart@westsussex.gov.uk) or on 033 022 22540

**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**

25 November 2019 – At a meeting of the Committee at 7.00 pm held at Worthing Town Football Club, Palatine Park, Palatine Road, Worthing, BN12 6JN.

Present:

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

Apologies were received from Mr McDonald (Northbrook;)

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### **15. Welcome and Introductions**

15.1 The chairman welcomed members of the public to the meeting and asked Members and Officers to introduce themselves.

15.2 Apologies for absence had been received from Cllr Sean McDonald.

### **16. Declarations of Interest**

16.1 There were none.

### **17. Minutes**

17.1 RESOLVED that the Minutes of last meeting of the Committee held on 8 July 2019 be approved as a correct record and signed by the Chairman.

### **18. Urgent Matters**

18.1 There were none.

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

19.1 The Chairman invited Members of the public to ask questions of the Committee on business not already on the agenda. In response to questions the following was advised:

19.2 A consultation on the NCN2 Cycle path from George V Avenue to Sea Lane Café would open within the following week and Members of the Committee and the public were welcome to respond to it as they saw fit. The proposals covered the whole of Adur and Worthing and was significant in size and scope. The Area Highways Manager advised they could provide a presentation on the consultation responses at a future meeting.

19.3 Street cleansing is a responsibility of the district and Borough Councils. Any comments or complaints from the public should be directed to the appropriate authority.

19.4 A deputy headteacher of a local school addressed the committee and provided a petition with 500 signatories.

- The petition advised that following a serious traffic incident involving a young child outside Durrington Infant and Junior Federated School on 7 November, the petition of local people calls for the installation of a permanent Pelican crossing outside the school on Salvington Road. The petition explained:
- The safety concerns raised due to the busy nature of Salvington Road and for an investigation into other potential methods of traffic calming along the road.
- Previous campaigns have led to a flashing 20mph sign and a crossing patrol person, but driver behaviour remains a concern, with cars exceeding 30 mph.
- The concerns of parents and staff regarding the risk to children are noted
- A crossing is needed for access to the Family Centre, school and sports and social clubs A crossing will help the elderly cross safely and assist those using the library and local shops.

19.5 The Committee also received a letter written by the students at the school asking them to take action and address the issue. The CLC agreed that

Highways officers will investigate the matter with the aim of making recommendations, and report back findings at a future meeting.

19.6 It was advised that the parking services in Worthing are contracted out of the County to the Borough Council and any comments or complaints should be directed to Worthing Borough Council. The Public were advised to contact parking services at Worthing Council with details of persistent offenders and make note of their details (reg no etc) so that the Borough could them. The committee advised on the routes the public can go down in order to have their parking issues addressed.

## 20. **Traffic Regulation Order prioritisation (W02(19/20))**

20.1 The Committee considered the written report by the Director of Highways & Transport and the Head of Highways Operations and the recommendation included.

20.2 Members considered each Order on its merit and

It was RESOLVED that the Committee agreed to progress the following TRO from the list attached at Appendix A of the report –

- M435167 – Various Road – Various Roads throughout Tarring.

The Call in Deadline for this decision is 3 December 2019

21. **Locality Lead update**

21.1 The Chairman invited the Communities and Partnerships Team Officers to provide an update on Community based projects that had been delivered in the local area.

21.2 The update included details on the following projects:

- 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

21.3 The Committee thanked officers for the informative update.

22. **Community Initiative Funding (W03(19/20))**

22.1 The Committee considered the written report by the Director of Law and Assurance.

22.2 The Committee considered each application on it's merits and it was RESOLVED that the following pledges be made:

- a) 418/W - South Coast Skate Club CIC, 'Skateboarding clubhouse for Worthing', **£2,000**- towards purchasing a range of equipment and technology for the benefit of the young people's skate community ahead of the clubhouse opening.
- b) 451/W - Trading Places - Practical Skills Matter!, **£5,000** towards establishing a community skills sharing hub at a high street location to deliver a trades training programme.

And the following grants be awarded:

- c) 391/W - Turning Tides, 'Community bus', **£750.00** - towards organising 15 annual coach trips enabling sustainable recovery and community reintegration among homeless adults.
- d) 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.
- e) 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

- f) 453/W – Tide of Light, 'The Valuing Volunteers Scheme', **£723.46** – towards the cost of equipping 100 group volunteers with highvis jackets for event marshalling, activity/workshop clothing and ID lanyards *SUBJECT TO West Sussex County Council receiving feedback on the spend of any and all previous grants awarded.*
- g) 454/W - West Tarring Young People's Hub, 'Hub Garden', **£750.00** – towards purchasing gardening materials to create an openspace outdoor environment for young people to grow, learn and socialise.
- h) 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.
- i) 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.

And the following applications were deferred:

- j) 401/W – South Coast Skate Club CIC, **£750.00** – towards applying to enrol on a Skateboard England coaching qualification and purchasing 10 skateboard completes – as the applicant had already received a pledge through the West Sussex Crowd from the Committee. The Committee agreed to consider the application at the next meeting if the Spacehive Crowd Funding project was *not* successful.

The Call In Deadline for this decision is 3 December 2019.

23. **Authority School Governors (W04(19/20))**

23.1 The Committee considered the written report by the director of Education and Skills and the Recommendation included.

23.2 It was RESOLVED that the following Nominations of Local Authority Governors be approved:

- a. Kerry Jones to Bramber Primary School for a 4 year term.

And

- b. Mr David Roll to Springfield Infant School for a 4 year term.

The Call in Deadline for this decision is 3 December 2019



24. **Date of Next Meeting**

24.1 The Committee noted that the next meeting of the Committee was confirmed as 2 March 2020 at a venue to be confirmed.

Chairman

The meeting closed at 8.50 pm

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## Worthing County Local Committee

2 March 2020

### Progress Report

<b>Where issue was raised:</b>	<b>Subject:</b>	<b>Contact:</b>
Talk With Us	Salvington Road – proposed Pedestrian crossing	Mike Thomas
<p>UPDATE: Following representation at the last CLC meeting, the local Area Highway Manager has undertaken a site visit with resident and discussed the issue further with traffic engineers. A further update will be provided at the meeting.</p>		
Misc	Traffic Regulation Orders (TROs)	Mike Thomas
<p>UPDATE: Area Highways Manager to provide an update on approved TROs</p>		
Misc	Worthing Public Realm Improvements	Nick Burrell
<p>UPDATE: Ideas for Public Realm Improvements proposed at Portland Place were shared at an early stage in the development process. Initial consultation on preliminary or concept designs illustrated how a high-quality environment could enhance underused public areas and boost the economy of the area.</p> <p>Last summer, as the original designs were developed by the technical team it became clear that engineering complications required an adjustment of budget estimate and indicative timetable, subject to further investigations.</p> <p>Site investigations combined with recent lessons learnt from similar Highways projects highlighted that the level of risk was far greater than originally assumed and in excess of contingency sums accounted for in original estimates.</p> <p>By the autumn, initial trial pits informed County Highways that the budget earmarked was insufficient to deliver the original concept design. The need to dig to depth will result in major disruptions, for example the safe removal of contaminated and relocation underground utility supplies.</p> <p>Members requested an urgent review of risks and associated costs, they also wanted a value engineered approach which provided an option which maintained the high quality, look and feel of original concept the public were consulted on.</p> <p>The Partnership team are working with specialist advisors on potential adjustments which keep the high-quality principles of the design that was so well received by members,</p>		

residents and business community, but deliver value for the public and the wider growth programme for Worthing.

Officers are looking at ways to make best use of every pound to be invested, by avoiding risks and limiting work to unseen elements of scheme, such as the highway substructure, diversion of utilities and construction of new drainage systems within the undercarriage that are very costly but hidden from view.

Our primary focus is increasing the quality of the Portland Road experience for users and creating a scheme which matches the high-quality appearance which gained the wide spread support and secures growth and investment in the town centre economy.



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## **COMMUNITY HIGHWAY SCHEMES – Update November 2019**

### **Introduction**

The current prioritisation process for Community Highway Schemes (community-led improvement schemes) was established in 2016. This process is a 'prioritised approach' where community requests are considered by assessment against a scoring matrix and the resulting priority scores are used as a basis to establish a forward programme for these works. The programme is subject to funding availability (county council capital funding and developer contributions secured under s106 agreements) and resources.

### **Evaluation of Submitted Schemes**

In line with the agreed process, a moderation team, comprising of officers of from Highways Operations (Area Teams), Highways Improvements and an Independent officer met in September and November 2019 to consider all applications for improvements schemes received by 31 July 2019. Over 36 applications were submitted.

It has previously been determined that a minimum score of 40 points is required for a scheme to meet the set criteria appropriate to deliver a sustainable and beneficial highways improvement that aligns with the County Council priorities.

It should be noted a score of over 40 in this process does not always guarantee a scheme will be programmed as it depends on the available budget set on an annual basis.

### **Results of Evaluation**

The 14 schemes achieving the 40 point minimum score and recommended for progression to the next stage of the process are shown in Appendix A, the schemes not achieving the 40 point score and not recommended for progression are shown in Appendix B.

Schemes in Appendix A will form the proposed community schemes programme which will be included on the WSCC Annual Delivery Programme for design in 2020/21. The Annual Delivery Programme is subject to final budget allocations and programme approval. It is planned to start delivering these schemes as part of the WSCC Annual Delivery Programme from 21/22 onwards (again subject to feasibility & availability of funding).

Some schemes of a more complex nature involving a greater degree of public consultation or legal orders may need to be constructed in subsequent years.

As part of all scheme design and feasibility, there may be issues identified in more detailed investigations and surveys which demonstrate that a scheme is no longer viable.

Schemes in Appendix B will not be progressed. However, should additional supporting information become available they could be resubmitted in the future.

For example, if there is a material change to circumstances since the original application that could alter the scoring of the application such as a new external funding opportunity has arisen or a new consultation exercise has been undertaken and provides new supporting evidence.

### **Future Applications**

We would like to encourage online applications for new Community Highway Schemes to be considered for possible inclusion in the 2021/22 annual works programme for design and feasibility. To ensure we meet the new timetable for budget setting and approval, applications need to be received by the end of June 2020.

<https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/apply-for-a-community-highways-scheme>

### **Appendices**

**Appendix A – Community Highway Schemes Approved November 2019**

**Appendix B – Community Highway Schemes Rejected November 2019**



**Appendix A - Community Highway Schemes Approved for Progression - November 2019**

Division	Parish	Local Member	Scheme Name	Description	Approx Cost	CLC	Moderation Panel Comments
Chichester North	Chichester City	Jeremy Hunt	Winterbourne Road Shared Cycleway Facility	To provide a shared use facility	£30,000	South Chichester	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Lancing		Ann Bridges	Lancing Business Park - TRO	TRO- Parking	£ 6,000	Adur	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Chichester North	Boxgrove	Jeremy Hunt	A285 Halnaker Improvements	Various improvements to the A285 through the village.	£50,000	South Chichester	A Reduced scheme based on village gateways , dropped crossings & parking area improvement has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc .
Langley Green & Ifield East	Crawley	Brenda Smith	Southwater Close Footway	Approx 15m of missing footway to connect housing estate to the network	£20,000	Crawley	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Chichester West	Fishbourne	Louise Goldsmith	Blackboy Lane footway proposals	provide new footway along western verge to join community centre with the A259 and link up with new footpath PC are providing within their own land.	£120,000	South Chichester	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Midhurst	Rogate (Rake and Hill Brow)	Kate O'Kelly	B2070 Improvements / traffic calming	A range of proposals which include improve pedestrian and cycle facilities, change in speed limit and other community funded proposals	£175,000	North Chichester	A reduced scheme based around Bull Hill junction improvements, speed limit, dropped kerbs and footway improvements near the pub has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budgets and Annual Delivery Programme these will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme
Bramber	Woodmancote	David Barling	Brighton Road, Woodmancote - new footway	Request for footway "missing link".	£50,000	Chanctonbury	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.
Holbrook	Horsham	Peter Catchpole	Warnham Road, Horsham - pedestrian crossing facility	Request for a pedestrian crossing facility near the Riverside Walk and Warnham Nautre Reserve	£30,000	North Horsham	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultaion etc.

## Agenda Item 7 Appendix A

Horsham Riverside	Horsham	Morwen Millson	Blackbridge Lane - Provision of pedestrian crossing facility	Either a pedestrian refuge or controlled crossing	£55,000	North Horsham	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.
Tarring	N/A	Bob Smytherman	Tarring Area Traffic Calming	Tarring Area Traffic Calming	£70,000	Worthing	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.
Bramber	Bramber	David Barling	Clays Hill Steyning - footway improvement	Regrade footway to provide better accessibility	£25,000	Chanctonbury	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.
Arun East	Findon	Deborah Urqhart	Speed reduction 50 to 40mph	Reduction of speed limit from 50 to 40, including VAS replacement	£20,000	Joint Eastern Arun	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.
East Grinstead	East Grinstead	Liz Bennett	A264 Holtye Road , footway near hospital	Construct missing section of path	£ 5,000	North Mid Sussex	Community scheme has been reviewed and accepted as meeting the criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will be designed in 20/21 with delivery 21/22 onwards. Delivery date will be subject to the complexity of the scheme, consultation etc.

**Appendix B - Community Highway Schemes 2019 - Rejected Schemes**

Division	Parish	Local Member	Scheme Name	Description	CLC	Moderation Panel Comments
Tilgate & Furnace Green	Crawley	Duncan Crow	Hawth Avenue Ped Crossing	Ped Crossing	Crawley	More evidence required, we will undertake further survey to establish demand and will be reconsidered next year. Estimated cost £150000
Horsham Hurst	Horsham	Nigel Dennis	New Street Horsham	20 mph zone	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. limited benefit due to average speeds already below 20
East Worthing	N/A	Roger Oakley	Ham Road One way plug	Ham Road One way plug	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. Concerns about increase in journey time and effect on local residents, suggest investigate HGV ban .
Holbrook	North Horsham	Peter Catchpole	North Heath Lane, North Horsham	Request for a pedestrian crossing facility to aid crossing busy road. Adjacent to Riverside Walk, parish church and pub nearby.	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. Check with signals team if feasible
Haywards Heath	Haywards Heath	Sujan Wickremaratchi	Harland School	coloured crossing	Central & South Mid Sussex	No practical scheme identified.
Bramber	Ashurst	David Barling	Horsham Road, Ashurst	Request for VAS to control speeding	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Henfield	Shermanbury	Lionel Barnard	A281 Brighton Road footway provision	Provide a footway linking new development to existing infrastructure	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Bramber	Steyning	David Barling	High Street Steyning - Planters	Provide and install planters to improve street scene	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Storrington	Storrington	Paul Marshall	Manleys Hill, Storrington	Request to signalise and provide ped crossing facility junction Manleys Hill with School Hill and High Street.	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Northgate West Green	Crawley	Karen Sudan	London Road Ped Crossing	Controlled crossing outside leisure park	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Pound Hill	Crawley	Richard Burrett	The Ridings - Crossing	Controlled Crossing	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Three Bridges	Crawley	Brenda Burgess	Stephenson Way Traffic Calming	Traffic Calming	Crawley	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Arun West	Yapton	Jacky Pendleton	New Cycling facilities to existing carriageway	Upgrade existing, no through route section of carriageway to include cycling facilities	Joint West Arun	Awaiting planning application , check with Cycle Team if this is on the cycle network prog
Billingshurst	Billingshurst	Amanda Jupp	Adversane Crossroads	Village speed limit reduction to 30mph with Gateway or other engineering features.	North Horsham	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Tarring	N/A	Bob Smytherman	Wiston Ave & St Lawrence Road School Wig Wags	Wiston Ave & St Lawrence Road School Wig Wags	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Broadwater	N/A	Bryan Turner	Congreve Road Traffic Calming	Congreve Road Traffic Calming	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Northbrook	N/A	Sean McDonald	Fulbeck Avenue Traffic Calming	Fulbeck Avenue Traffic Calming	Worthing	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Worth Forest	Balcombe	Bill Acraman	Balcombe Village enhancements	Village Enhancements	North Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Hurstpierpoint & Bolney	Hurstpierpoint	Joy Dennis	High street Complex TRO	High street Complex TRO	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Hurstpierpoint & Bolney	Albourne	Joy Dennis	B2116 complex TRO	Tro Speeding/ HGVs	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Hassocks & Burgess Hill South	Hassocks	Kirsty Lord	Keymer Road Ped Crossing	Ped Crossing	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Hassocks & Burgess Hill South	Hassocks	Kirsty Lord	Lodge Lane Cycleway	Provision of cycleway	Central & South Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.

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**Worthing County Local Committee****Community Initiative Funding****2 March 2020****Report by Director of Law and Assurance****Ref: WO7(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](http://www.westsussex.gov.uk/your_council/meetings_and_decision-making/county_local_committees/community_initiative_funding.aspx)
- 1.3 For projects to be considered for funding they must upload their project idea to the West Sussex Crowd ([www.westsussexcrowd.org.uk](http://www.westsussexcrowd.org.uk)) funding platform and pitch to the Community Initiative Fund.
- 1.4 Effective from 8 February 2019, the County Council's Community Initiative Fund budget was reduced from £280,000 per year to £140,000 per year, following a decision taken by the Cabinet Member for Safer, Stronger Communities (decision reference SSC8 18/19). It was approved that this proposal be included in the Governance Committee review of County Local Committees with implementation of savings to be delayed until the review has been completed. Therefore, it was agreed that the 2019/20 CIF budget be provisionally reduced to £140,000, subject to the outcome of the Governance Committee review of CLCs on 25 November 2019. This decision was supported by the Governance Committee.
- 1.5 Effective from 12 June 2019, the Cabinet Member for Safer, Stronger Communities took a decision to introduce a Micro Fund following feedback received from groups relating to small projects (decision reference SSC02 19/20). Applications to the Micro Fund are intended for projects with a total cost of up to £750 as an alternative to crowdfunding and pitching to

CIF via West Sussex Crowd. As with crowdfunding pitches, Micro Fund applications are considered the CLC meetings for a decision. CLCs were advised to allocate up to 30% of their budget to Micro Fund applications, although this is discretionary.

## **2. Proposal**

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

## **3. Resources**

- 3.1 For the 2019/20 financial year, Worthing CLC had a total of £18,000.00 available for allocation, of this **£3,008.52** is still available for allocation. Details of awards made in the current program and previous financial year are included in Appendix B.
- 3.2 There are two Micro Fund applications with a total amount requested of £1,287.22, and one crowdfunding pitch with a total project cost of £2,767.00 for consideration by the Committee.
- 3.3 A second crowdfunding pitch, already in receipt of a pledge, is outlined in Appendix A for the Committee to consider taking a new decision.

## **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:** Monique Smart, Democratic Services Officer – 033 022 22540

### **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:

<http://www2.westsussex.gov.uk/ds/clc/w/w020320i10crowd.pdf>

Micro Fund applications:

<http://www2.westsussex.gov.uk/ds/clc/w/w020320i10microfund.pdf>

Decision SSC8 18/19 -

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=494>

Decision SSC02 19/20 -

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=611>



## **Current applications for consideration by the Committee**

### **Micro Fund**

- 471/W – Green Tides, 'Office equipment to support secretary role', £547.96 - towards purchasing a laptop, laminator and printer.
- 475/W – It Socks to be Lonely Sometimes Ltd, 'The Glamour Club', £739.26 - towards purchasing publicity materials for the club's bi-monthly meets.

### **West Sussex Crowd**

- \*451/W – Trading Places – Practical Skills Matter!, £9,849.00 - towards establishing a community skills sharing hub to deliver a trades programme at a high street location.

[www.spacehive.com/trading-places---practical-skills-matter](http://www.spacehive.com/trading-places---practical-skills-matter)

**\*Members should note the Committee has been advised to consider taking a new decision following the award of a £5,000.00 pledge at the previous CLC meeting on 25 November 2019.**

- 484/W – Worthing Choral Society, 'Bringing Carmina to Worthing', £2,767.00 - towards hiring Worthing Assembly Hall for final rehearsal and evening performance of 'Carmina Burana'.

[www.spacehive.com/bringing-carmina-to-worthing](http://www.spacehive.com/bringing-carmina-to-worthing)

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

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

#### West Sussex Crowd

Applicant	Summary	Requested	Awarded	Member	Evaluation
<b>354/W</b> - Worthing Rotary Club	Towards the carnival's circus tent hire and workshop costs	NA	£1,000.00	Bob Smytherman	
<b>358/W</b> - We Are FoodPioneers CIC	Towards marketing materials and delivering 'meet the bees' sessions in schools	NA	£1,000.00	Bob Smytherman	
<b>418/W</b> - Skateboarding clubhouse for Worthing	towards developing a clubhouse for members to enable skateboarding through the winter	NA	£2,000.00	Roger Oakley	

#### Micro Fund

Applicant	Summary	Requested	Awarded	Member	Evaluation
<b>387/W</b> - 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
<b>388/W</b> - 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

<b>Applicant</b>	<b>Summary</b>	<b>Requested</b>	<b>Awarded</b>	<b>Member</b>	<b>Evaluation</b>
<b>391/W –</b> Turning Tides	towards the cost of running 15 annual coach trips to enable sustainable recovery and community reintegration for homeless adults	NA	£750.00	Michael Cloake	No feedback received – refer to Member
<b>394/W –</b> Transition Town Worthing CIC	Towards purchasing a refurbished bicycle and trailer to mobilise the group's service and reach areas affected by fuel poverty	NA	£343.99	CLC General	No feedback received – refer to Member
<b>452/W –</b> Concordia	towards running professional training sessions for NCS graduates aged 17+ across first aid, interview techniques and finance advice	NA	£749.99	Paul High	No feedback received – refer to Member
<b>453/W –</b> Tide of Light	towards the cost of equipping 100 group volunteers with highvis jackets for event marshalling, activity/works hop clothing and ID lanyards	NA	£723.46	CLC General	No feedback received – refer to Member

<b>Applicant</b>	<b>Summary</b>	<b>Requested</b>	<b>Awarded</b>	<b>Member</b>	<b>Evaluation</b>
<b>454/W –</b> West Tarring Young People’s Hub	towards purchasing gardening materials to create an openspace outdoor environment for young people to grow, learn and socialise	NA	£750.00	Bob Smytherman	No feedback received – refer to Member
<b>455/W –</b> All Saints Church	towards purchasing a laptop to be used by the project co- ordinator and promotional materials for the ‘Acts of Random Kindness’ (ARK) community initiative	NA	£701.93	Elizabeth Sparkes	No feedback received – refer to Member
<b>456/W –</b> Springboard Project	towards purchasing a range of play equipment for disabled children’s (aged 6-12) use during weekly respite sessions held at Palatine School	NA	£731.20	Sean McDonald	No feedback received – refer to Member

To note: The following pitches were awarded a pledge but subsequently failed to achieve their fundraising target. The funds were made available for re-allocation by Worthing CLC.


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

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

**West Sussex Crowd**

<b>Applicant</b>	<b>Summary</b>	<b>Requested</b>	<b>Awarded</b>	<b>Member</b>	<b>Evaluation</b>
<b>198/W</b> - Worthing Mental Health Awareness Week	Towards costs for a mental health awareness workshop	NA	£327.00	Bob Smytherman	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>200/W</b> – Tide of Light	Towards workshop costs	NA	£2,500.00	Paul High	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>238/W</b> – Halloween Half Term Fun Day	Towards holding event to fundraise for disabled children and adults	NA	£500.00	Michael Cloake	Yesterday's Halloween Half Term Fun Day was very busy and great fun! We raised £716.38 which Santander has kindly offered to match! Thank you for all of your support making the event happen - all of the funds raised at the event will go toward social activities for disabled adults and children across West Sussex!
<b>248/W</b> – Conservation progress at Heene Cemetery	Towards purchasing tree plaques and squirrel-proof bird feeding stations	NA	£3,000.00	Michael Cloake	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>250/W</b> - Update IT with new laptops	Towards purchasing five new laptops enabling access training material and coursework	NA	£1,500.00	Bryan Turner	

<b>Applicant</b>	<b>Summary</b>	<b>Requested</b>	<b>Awarded</b>	<b>Member</b>	<b>Evaluation</b>
<b>252/W</b> – Community support workshop	Towards purchasing a larger trailer for use as a mobility repair workshop	NA	£3,000.00	Roger Oakley	
<b>291/W</b> – Adur & Worthing Parenting Workshops	Towards venue hire and marketing costs	NA	£3,000.00	Paul High	<a href="#">Feedback received</a> (view using Google Chrome web browser)
<b>298/W</b> – New soft play surface at E W Comm Centre	To extend the existing soft play area surrounding the building	NA	£4,809.00	Roger Oakley	
<b>301/W</b> – Food for conversation in Worthing	To fund cookery sessions space hire and marketing costs	NA	£4,482.00	Bob Smytherman	
<b>325/W</b> - Worthing Phil Orchestra 70th anniversary	Towards purchasing a stage extension	NA	£3,010.00	Bryan Turner	
<b>328/W</b> - Planet Plastic - Schools Workshops	Towards the cost of running 8 recycling workshops for school years 2 to 5	NA	£3,379.00	Michael Cloake	
<b>334/W</b> - Homefield, Worthing People's Park	Towards delivering community workshops and producing park info boards	NA	£3,400.00	Roger Oakley	

Applicant	Summary	Requested	Awarded	Member	Evaluation
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	 <p>Huge thank you for all of your donations. We are very excited to be able to tell you that we smashed the target ahead of schedule. The Forest School Cabin is installed, painted and ready for action! Can't wait to get using it in September :-)</p>

To note: The following pitches were awarded a pledge but subsequently failed to achieve their fundraising target.

- 199/W – Worthing Veterans Drop-In Centre, £500.00 – towards equipment costs for the centre.  
[www.spacehive.com/worthing-veterans-drop-in-centre](http://www.spacehive.com/worthing-veterans-drop-in-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.  
[www.spacehive.com/dementiafriendlyworthing](http://www.spacehive.com/dementiafriendlyworthing)