

Public Document Pack

Tony Kershaw
Director of Law and Assurance

If calling, please ask for

Monique Smart on 033 022 22540
Email:
monique.smart@westsussex.gov.uk



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



www.westsussex.gov.uk

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

13 November 2018

A meeting of the Chanctonbury County Local Committee will be held at 7.00 pm on Wednesday, 21 November 2018 at Pulborough Village Hall, Swan View, Lower Street, Pulborough, RH20 2BF

Tony Kershaw
Director of Law and Assurance

Your local County Councillors



Pat Arculus
Pulborough



David Barling
Bramber Castle



Lionel Barnard
Henfield



Paul Marshall
Storrington

Invite you to come along to the Chanctonbury 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

From 6.30pm – 7pm Residents are invited to attend, prior to the main Committee Meeting, and receive information and speak to officers about the following items:

- Your Energy Sussex – a local not for profit, council-backed gas and electricity supplier.
- Kinder Living will promote schemes including Refill - a campaign that aims to make refilling your water bottle as easy, convenient and cheap as possible by introducing refill points on every street.

7.00 pm 1. **Welcome and Introductions**

The members of Chanctonbury County Local Committee are Lionel Barnard, Pat Arculus, David Barling, and Paul Marshall.

- 7.05 pm 2. **Declarations of Interests**
- 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.
- 7.08 pm 3. **Minutes** (Pages 5 - 8)
- To confirm the minutes of the meeting of the Committee held on 11 July 2018 (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.
- 7.12 pm 5. **Progress Statement** (Pages 9 - 10)
- The document contains brief updates on statements of progress made on issues raised at previous meeting. The Committee is asked to note the report.
- 7.25 pm 6. **Coastal Care: 'Inspiring Healthier Communities Together' - Local Community Networks (LCNs)**
- Members will receive a presentation from representatives leading the new Coastal Care programme on the development of Local Community Networks (LCNs) in the Chanctonbury area.
- LCNs are bringing together a network of health, council, voluntary sector providers and patients, who are working together to create more effective joined-up services and community support to improve the health and wellbeing for their whole local population.
- 7.45 pm 7. **Talk With Us**
- To invite questions from the public present at the meeting on subjects other than those on the agenda.
- The Committee request, where possible, that members of the public submit their questions at least 3 working days before the meeting** to allow a substantive answer to be

given. Questions should be submitted to monique.smart@westsussex.gov.uk.

- 8.00 pm 8. **Chanctonbury Community Initiative Funding (CBY03(18/19))** (Pages 11 - 20)
- Report by the Director of Law and Assurance.
- The report summarises the Community Initiative Funding applications received via The West Sussex Crowd. The Committee is invited to consider the applications and pledge funding if appropriate.
- 8.15 pm 9. **Prioritisation of Traffic Regulation Orders (CBY04(18/19))** (Pages 21 - 30)
- The attached report by the Director of Highways and Transport details the Traffic Regulation Order (TRO) requests received for this CLC area.
- The Committee are asked to consider the TROs and prioritise the top one for progression.
- 8.30 pm 10. **Community Highway Schemes** (Pages 31 - 42)
- Information report attached by the Director of Highways and Transport.
- The Committee is asked to note the Community Highway Schemes for their CLC area.
- 8.40 pm 11. **Nominations to School and Academy Governing Bodies (CBY05(18/19))** (Pages 43 - 50)
- Report by Executive Director of Children, Adults, Families, Health and Education
- The Committee are asked to approve the nominations of Authority School Governors as set out in the report.
- 8.50 pm 12. **Date of Next Meeting**
- The next meeting of the Committee will take place at 7pm on **13 March 2019** at The Steyning Centre.
- Members wishing to place an item on the agenda should notify Monique Smart via email: monique.smart@westsussex.gov.uk or phone on 033 022 22540.

To: All members of the Chanctonbury 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.

Chanctonbury County Local Committee

30 July 2018 – At a meeting of the Committee at 7.00 pm held at Ashurst Village Hall, Ashurst, Near Steyning, West Sussex, BN44 3AP.

Present:

Mr Barling (Chairman) (Bramber Castle;), Mr Barnard (Henfield;), Mrs Arculus (Pulborough;) and Mr Marshall (Storrington;)

Officers in attendance: Monique Smart (Democratic Services Officer), Chris Stark (Area Highways Manager) and Dean Wadey (Principal Community Officer)

1. Election of Chairman

1.1 RESOLVED that Mr David Barling be elected Chairman of the Chanctonbury County Local Committee for the municipal year 2018/19.

2. Welcome and Introductions

2.1 The Chairman welcomed everyone to the meeting and thanked CSM Active for attending the pre event to provide information about the Velo South cycling event.

3. Declarations of Interests

3.1 None declared.

4. Minutes

4.1 RESOLVED – that the minutes of the Chanctonbury County Local Committee meeting held on 7 March 2018 be approved as a correct record and be signed by the Chairman.

5. Urgent Matters

5.1 The Chairman informed the meeting that the Committee had recently written to the Chairman of the South Downs Nation Park Authority (SDNP) with their collective views about the National Parks decision to seek judicial review on the preferred route for the A27 Arundel. The Committee fear that if the bypass is lost then traffic through the Chanctonbury area will continue to increase. The Chairman confirmed that a response had been received offering the Committee a meeting with the Chairman of the SDNP, which they were pursuing.

6. Progress Statement

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

6.2 The Area Highways Manager introduced the report and provided updates as follows:

- A Community Highways Scheme had been submitted for safer crossing in Steyning.
- The Traffic Regulation Orders (TROs) previously agreed are all progressing as detailed in Appendix A. The consultation for the West Chiltington scheme had been delayed until after the August school holidays.
- With regard to the Community Highways Schemes (CHS) in the current delivery programme Members asked for more information about the Wiston Bends scheme. The Area Highways Manager undertook to provide this.
- With regard to the new TRO and CHS schemes listed in Appendix C and D, the Area Highway Manager confirmed that more requests had been submitted and they would all be assessed and a full report would come to the next CLC meeting in November.

7. Partridge Green - Bines Road - Proposed Traffic Regulation Order (CBY01(18/19))

7.1 The Committee considered a report by the Director of Highways & Transport (copy appended to the signed minutes).

7.2 The Area Highways Manager introduced the report and explained that the proposed Traffic Regulation Order (TRO) had been advertised between October and December and a summary of the responses received during that consultation were included in Appendix B. He also explained that comments had been received from Sussex Police suggestion additional measures needed to be included to help the scheme be self-enforcing. The recommendation therefore included village gates and additional road markings.

7.3 The Local Member spoke in support of the proposals as did a local resident and a representative of Partridge Green Parish Council. They agreed that the benefits outweigh the objections.

7.4 Resolved that the Chancetonbury County Local Committee, having considered the objections to the scheme, and the responses in Appendix B, agreed to implement the reduction of speed in conjunction with the extra measures recommended by Sussex Police.

8. Talk With Us

8.1 The Chairman invited questions from those in attendance and the following matters were discussed:

- The Chairman of Pulborough Parish Council asked if it was true that the A29 would become a strategic HGV route. Members made mention of a recent Cabinet Member Decision on a response to a Department of Transport consultation about Major Road Networks and that may include information about the A29. The Chairman asked the Democratic Services Officer to forward the report to Pulborough Parish Council for information.

- Representatives from Wiston Parish Council requested the Committees support to lower the speed limit on Water Lane in Wiston. The Area Highway Manager confirmed that a Community Highway Scheme had been received for this scheme and it would be assessed and included in the report to the next CLC meeting in November.

9. **Community Initiative Funding (CBY02(18/19))**

9.1 The Committee considered a report by the Director of Law and Assurance (copy appended to the signed minutes) which detailed applications for Community Initiative Funding.

9.2 The Committee debated the respective merits of the project for which funding was sought and made the following comments:

- Ashurst Village Hall had received pledges of £830 which was 45% of their target. Members were aware this was being promoted locally and could therefore get more pledges before the crowd funding campaign was due to finish in 19 days. Members therefore suggested that their pledge be added in the final few days of the campaign.
- Members expressed some concern that the Cowfold Country Mice project had only received pledges of £118 (4%) but had not received any pledges since 12 July. One of the project creators was present and explained that they had raised some funds outside of spacehive and that the local Parish Council may also be contributing some funds. The Democratic Services Officer reminded the project creator that these funds would need to be added to spacehive in the next 19 days and she should contact spacehive directly to do this.
- A representative from Auntie Vals explained that their fundraising expert was on long term sick leave and this explained why they had not received any pledges. Members did remind the applicant that they had received a significant grant from the Committee last year and although supportive of this project they had to take that into account when making their decision.

9.3 **Resolved** that the following pledges were approved:

- 228/CBY Ashurst Village Hall Stage extension, upto £999. This pledge would be made on 15 August.
- 227/CBY Cowfold Country Mice Nursery, upto £1,500 towards additional ICT resources.
- 226/CBY Auntie Val's Kitchens Community Interest Company, upto £400 towards the repair and installation of a cold room.

10. **Nominations to School and Academy Governing Bodies**

10.1 The Committee noted the Authority Governor vacancies in the CLC area and encouraged anyone with an interest to apply.

11. **Date of Next Meeting**

11.1 The date of the next meeting was confirmed as Wednesday 21 November at 7pm. Although the agenda suggested the meeting would be in Steyning it was agreed that in the interest of fairness for the whole of the Chanctonbury area, the venue should be to the west of the A24.

Chairman

The meeting closed at 8.10 pm

Chanctonbury County Local Committee

November 2018

Progress Report

Date & Minute No.	Subject:	Action / Progress	Officer/Member Contact:
07/03/18 Min 51	Safe crossing points in Steyning	The Safer Routes to School Team are working with the local Primary School and looking at the possibility of a school crossing patrol. The Grammar School would like more permanent crossings. It was agreed that the Area Highway Manager, Schools, Parish Council and Members would arrange a walk around the area and discuss options.	Area Highways Manager
UPDATE	A Community Highways Scheme (CHS) has been submitted for safer crossing in Steyning. Details at agenda item 10.		
Misc	A27 Arundel Bypass	Members wrote to the South Downs National Park Authority with their collective views about the parks decision to seek judicial review on the A27 option for Arundel.	Committee
UPDATE	Members have since met the Chairman of the South Downs National Park.		
Misc	Updates on Traffic Regulation Orders and Community Highways Schemes attached For this meeting there are separate agenda items relating to both Traffic Regulation Orders and Community Highway Schemes.		

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Chanctonbury County Local Committee**Ref: CBY03(18/19)****Community Initiative Funding****Key Decision:
No****21 November 2018****Part I****Report by Director of Law and Assurance****Electoral Divisions:
All in Chanctonbury
CLC Area****Recommendation**

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

Proposal**1. Background and Context**

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](#).

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

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.

2. Proposal

That the Committee considers the pitches to the Community Initiative Funding as set out in Appendix A.

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

For the 2018/19 financial year, Chanctonbury CLC had a total of £18,857.12 for allocation, of this £16,376.12 is still available for allocation. Details of awards made in the last year are included in Appendix B.

There are three new pitches for consideration by the Committee.

One pitch is in fundraising stage with a total project cost of £1,434.00.

One pitch is in fundraising stage with a total project cost of £5,533.00.

One pitch is in fundraising stage with a total project cost of £1,549.00.

These are outlined in Appendix A and can also be viewed at:

www.westsussexcrowd.org.uk

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

Factors taken into account

4. Consultation

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.

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

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.

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

The pitching process asks for information about whether a project could proceed if the organisation only received 90 per cent of the funding applied for. The CLC is invited to take this into consideration in deciding the level of any award.

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 referral would allow the CLC to pitch at the following meeting.

7. Equality Duty

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

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

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

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 – 0330 222 2540

Background Papers: Pitches are available to view on www.westsussexcrowd.org.uk

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Current pitches

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

Actively Fundraising -

- **239/CBY – Thakeham Village Football Club, 'Raising £2,019 for 2019 – Part 1, £1,434 – Towards purchasing new mini-football goals and bench seating for parents.**
<https://www.spacehive.com/thakehamvillagefc>
- **267/CBY – Storrington & Sullington Parish Council, Install a public toilet, £5,533 – Towards installing a unisex wheelchair-accessible toilet in the village centre.**
<https://www.spacehive.com/install-a-public-toilet>
- **272/CBY – Ten little toes baby bank, £1,549 – Towards purchasing non-recyclable items for families in need such as cot mattresses and baby bottles.**
<https://www.spacehive.com/ten-little-toes-baby-bank>

In Preparation -

There are currently no pitches in preparation stage.

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Community Initiative Funding: Summary for 2018/19 and 2017/18

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

Applicant	Summary	Member	Awarded	Evaluation
227/CBY Cowfold Country Mice Nursery Technology	Towards purchasing an Early Years interactive learning resource.	Lionel Barnard	£1,500.00	No evaluation form received yet.
228/CBY Ashurst Village Hall Stage Extension	Towards purchasing a new portable stage pack.	David Barling	£981.00	No evaluation form received yet.

To note: The following application received funding but subsequently withdrew their pitch. The funds will be carried over and available for reallocation by the Chanctonbury CLC.

- 226/CBY – Freeze or not to Freeze, £400 – Towards the repair and installation of a cold room.

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

Applicant	Summary	Member	Awarded	Evaluation
16/CBY Ashington Rangers	To set up and equip a village maintenance group with tools, uniforms, safety gear etc.	Previous Member	£737.00	Have worked with Communities Team to get this up and running. No evaluation form received yet.
32/CBY Partridge Green Village Hall	Towards the creation of a secure area in the hall.	Lionel Barnard	£2,000.00	Project be complete in June 2017. No evaluation form received yet.
36/CBY Age UK Horsham	Towards promotion, signage and catering for Full of Life Steyning.	CLC General	£500.00	Event took place on 2 October 2017. Members were invited to attend. Evaluation form completed
38/CBY The Wiston Meeting Place	For signage, outdoor furniture and cutlery.	David Barling	£635.68	No evaluation form received yet. Verbal feedback received.
47/CBY Ashington Festival,	Towards printing of the festival programme.	Paul Marshall	£579.62	The event took place on 19 August 2017. No evaluation form received yet.
58/CBY Auntie Val's Kitchen	Funding towards a labelling machine	Paul Marshall	£1250.00	No evaluation form received yet.
82/CBY St Mary's C of E Primary PTA	Towards the School Community Swimming Pool	Pat Arculus	£2500.00	No evaluation form received yet.
101/CBY West Chiltington and Thakeham Cricket Club	towards youth equipment	Pat Arculus	£1000.00	No evaluation form received yet.
108/CBY West Chiltington Croquet Lawns	Towards new equipment	Pat Arculus	£1000.00	No evaluation form received yet.
131/CBY Sussex Clubs for young People	Towards setting up the Duke of Cornwall award	CLC General	£619.05	No evaluation form received yet.
177/CBY Thakeham Parish Council	Towards playground refurbishment	Pat Arculus	£1000.00	No evaluation form received yet.
184/CBY Steyning Town Community FC	Towards refurbishment of the clubhouse	David Barling	£2000.00	No evaluation form received yet.

189/CBY Ashington Youth Club	Towards a youth shelter	Paul Marshall	£2000.00	No evaluation form received yet.
194/CBY Trinity Methodist Church	Upgrade the fire alarm	Paul Marshall	£1000.00	No evaluation form received yet.

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Chanctonbury County Local Committee**21 November 2018****Prioritisation of Traffic Regulation Orders 2018/19****Report by Director of Highways and Transport and
Head of Highways Operations****Ref No:
CBY04(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 since July 2017 have been assessed and scored and the results are attached for the CLC to consider and prioritise in line with the Cabinet Member Report for Traffic Regulation Orders – Assessment and Implementation Process (see link in Background Reading) for progression in the 2019/20 works programme.

Recommendation

That the Committee reviews the proposals and agrees to progress the highest scoring TRO 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:

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

- 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 its 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 2019/20 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 Should a CLC not select their full allocation (see 1.4 above), any outstanding requests can be considered at the subsequent CLC meeting
- 2.4 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.
- 2.5 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 2017 – July 2018) as well as those that were available to be selected in the 2017 round of TROs. The seventh column in Appendix A has five options:
- 2.5.1 **Selected** – This option is allocated by officers once a TRO has been selected by the CLC for processing / implementation.
- 2.5.2 **Approved 18** – This means the TRO has been received this year and is available to be selected by the CLC. If not selected this will be available for selection next year.
- 2.5.3 **Approved 17** - This means the TRO has been received last year and is available to be selected by the CLC. This option will not be available for selection next year.
- 2.5.4 **In progress** – Officers have received a request. The request has not been rejected but has not yet demonstrated all the necessary criteria to allow it to be selected and work is being undertaken to achieve this. This option is not available to be selected by the CLC
- 2.5.5 **Rejected** – Officers have received a request, however it has not achieved all the necessary criteria to allow it to be selected and no further work is being undertaken to achieve this. This option is not available to be selected by the CLC.

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 dDouble Yellow Line Parking Restrictions have a low implantation value - £600 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. 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

Michele Hulme

Director of Highways & Transport

Assistant Head of Highway
Operations

Contact: Area Highway Manager

Appendices

Appendix A – CLC TRO Priority List

Background Papers

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

Chanctonbury CLC – TROs for prioritisation

Area	Principal Street	Scheme Description	Score
Washington	Storrington Road	Speed Reduction to 40mph around Millford Grange. (Speed reduction just west of Washington Rondabout has been dropped from scheme)	24
Oakfield Road	Cowfold	Installation of Double Yellow Lines	13
Pulborough	Swan Bridge	Limited waiting restrictions in car parking area just prior to the bridge	12
Ashington	Rectory Lane	Speed Reduction to 30mph	10
Storrington	Greyfriars Lane	Installation of Double Yellow Lines	5
Storrington	Church Street	Installation of Double Yellow Lines	2
Storrington	Fryland Lane	Speed Reduction to 30mph	Rejected - Proposal did not conform to WSCC Speed Policy, due to rural characteristics of the road. Applicant has been informed

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Updates on previously approved/selected TROs

TRO No.	Town	Principal Street	Scheme Description	Current Update
CHA1701	Partridge Green	Bines Road	Speed Reduction to 30mph	Works have been raised with WSCC contractor to implement scheme
CHA1801	Storrington	North Street	Parking Restrictions to be introduced on North Street, West Street and Monastery Lane	Public consultation complete. West Street section of the scheme has been detached, pending further review. Officer reports to be completed.
CHA1802	Washington	The Pike	Installation of double yellow lines	Implementation complete
CHA1803	West Chiltington	East Street	Speed Reduction to 20mph	Public consultation complete. No objections received. Works to be raised with WSCC contractor.
CHA1804	Upper Beeding	Henfield Road	Speed Reduction to 30mph	Awaiting response to consultation from police. Public consultation to commence upon their response.

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COMMUNITY HIGHWAY SCHEMES – Update September 2018

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 August and September 2018 to consider all applications for improvements schemes received by 31 July 2018. Over 60 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 12 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 2019/20. 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 20/21 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.

Update on schemes previously agreed for progression

Currently 36 schemes have been approved for progression since the Community Highway Scheme process was introduced in 2016; progress of these schemes is shown in Appendix C & D

Future Applications

We would like to encourage online applications for new Community Highway Schemes to be considered for possible inclusion in the 2020/21 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 2019.

Appendices

Appendix A – Community Highway Schemes Approved Sept 2018

Appendix B – Community Highway Schemes Rejected Sept 2018

Appendix C–Community Highway Schemes Approved 2017 Update Sept 18

Appendix D- Community Highway Schemes Approved 2016 Update Sept 18

**Community Highway Schemes 2018 - Approved
September 2018**

Appendix A

Applicant	Parish	Local Member	Scheme Name	Description	Approx Cost	CLC	Comments
Parish/ Town Council	Lancing	Ann Bridges	Brighton Road - Crossing	Controlled Pedestrian Crossing to Beach Green	£80,000	Adur	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Individual	Storrington	Paul A Marshall	Fryern Road Storrington - new footway	Provide footway connectivity to bus stops	£15,000	Chanctonbury	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Community Group	West Grinstead	Lionel Barnard	High Street Partridge Green traffic calming and 20mph speed limit	Chicane build outs and a 20 mph	£15,000	Chanctonbury	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Parish/ Town Council	Amberley	Paul A Marshall	B2139 Turnpike Road Footway extension	Extend existing footway over culvert to school playing field	£100,000	Chanctonbury	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.

Applicant	Parish	Local Member	Scheme Name	Description	Approx Cost	CLC	Comments
Community Group	Boxgrove	Jeremy Hunt	The Street - Highway Improvements	The scheme will concentrate on footway improvements as other items not deliverable	£100,000	Chichester South	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Other	N/A	Bob Lanzer	Matthews Drive Chicane removal	Remove Chicanes & replace with speed cushions	£80,000	Crawley	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Individual	N/A	Bob Lanzer	Turners Hill Road	Controlled Pedestrian Crossing & Traffic Calming	£80,000	Crawley	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
WSCC Member	N/A	Richard Burrett	Copthorne Road	Controlled Pedestrian Crossing	£80,000	Crawley	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Parish/ Town Council	Ferring	Roger Elkins	Ferring Street ped refuge	Pedestrian refuge	£40,000	Joint Eastern Arun	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.

Applicant	Parish	Local Member	Scheme Name	Description	Approx Cost	CLC	Comments
Parish/ Town Council	Petworth	Janet Dunction	Crossing request A272	Controlled Pedestrian Crossing	£80,000	North Chichester	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
WSCC Member	Brugess Hill	Anne Jones	Kingsway	Central Refuge & Dropped Crossing, Bridleway Crossing	£25,000	North Mid Sussex	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.
Parish/ Town Council	East Grinstead	Jacquie Russell	Little King Street step replacement	Replace steps with ramp	£30,000	North Mid Sussex	Community Scheme has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and Annual Delivery Programme, this will now be designed in 19/20 with delivery 20/21 onwards. Please note all schemes are subject to feasibility which can result in issues which may prevent final delivery.

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Community Highway Schemes 2018 - Rejected September 2018 - Appendix B

Applicant	Parish	Local Member	Scheme Name	Description	Approx. Cost	CLC	Comments
Community Group	Steyning	David Barling	Church Street Steyning pedestrian crossing facilities	Provision of crossing facilities for children	£55,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.. Further work should be done with Local Transport Improvement Team.to establish what is required and identified in the School Travel Plan
Parish/ Town Council	Upper Beeding	David Barling	A2037 Henfield Road and Shoreham Road - Speed Reduction Measures	Provide speed reduction measures such as Vehicle Activated Signs to slow traffic	£25,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. .Compliance of speed limit to be monitored, if necessary a new application should be made for speed reducing measures
Community Group	Storrington	Paul A Marshall	Fern Road and adjoining roads traffic calming & traffic management	Provide measures to reduce traffic flow and speeds	£60,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	Ashington	Paul A Marshall	Hole Street Footway provision	New footway to link to existing under the A24	£200,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	Upper Beeding	David Barling	A283 Steyning Road improved footway	Widen / realign footway and provide ped crossing facilities.	£120,000.00	Chanctonbury	To be considered as an LTIP scheme
Parish/ Town Council	Woodmancote	David Barling	Woodmancote - provision of poles for erection of PC funded SID	Provide 4 poles for the PC to erect their SID	£1,000.00	Chanctonbury	Not considered suitable for progression under this process
Parish/ Town Council	Wiston	Paul A Marshall	Hole Street Wiston request for a 30mph speed limit and traffic calming	No specific measures identified.	£20,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. .
Parish/ Town Council	Thakeham	Pat Arculus	B2139 Picketty Corner Thakeham junction improvement	Request to improve sightlines or slow approach speeds	£60,000.00	Chanctonbury	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Individual	Pulborough	Pat Arculus	A283 Lower Street footway improvements	Widen footway and control traffic movement	£200,000.00	Chanctonbury	Cost of scheme likely to fall outside the scope of Community Highway schemes

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**Community Highway Schemes – Approved for design 2017 Update Sept 18 _
Appendix C**

Location	Details	Area Highway Manager	CLC	Local Member	Est. cost £	Update Sept 18
Pulborough	Thakeham Pedestrian improvements to Water Lane	Chris Stark	Chanctonbury	Pat Arculus	180000	Scheme design is progressing, due to the complexity of the scheme it is possible delivery may need to be undertaken in the 20/21 programme
Henfield	A23 & A24 Junctions with A272 Air quality issues in Cowfold - new signing to reduce lorry movements	Chris Stark	Chanctonbury	Lionel Barnard	60000	No workable solution has currently been found,
Pulborough	Thakeham – B2139 Jackets Hill speed reduction	Chris Stark	Chanctonbury	Pat Arculus	55000	Scheme design is progressing, construction anticipated in the 19/20 programme.

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Appendix D

Community Highway Schemes – Approved for design in 2016 Update Sept 18

Location	Details	Area Highway Manager	CLC	Local Member	Est. cost	Update Sept 18
Storrington, School Hill jw Manleys Hill	Lorry congestion at tight corner Prohibition of HGV movements in School Hill	Chris Stark	Chanctonbury	Paul Marshall	20k	Design work and TRO process is complete and the scheme is with our contractor for pricing and programming this year.

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Chanctonbury County Local Committee

21 November 2018

Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies

Report by Executive Director of Children, Adults, Families, Health & Education

Ref: CBY05 (18/19)
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 (s) for appointment(s) / reappointment(s) of Local Authority Governor(s) set out in Appendix A, be approved.

Proposal

1. Background and Context

- 1.1 The function of the nomination of school governors to maintained schools and academies is delegated to County Local Committees (CLCs) because it enables local county councillors to maintain a valuable link with the schools and helps promote to the wider public the important role of school governors.
- 1.2 Local authority governors are nominated by the local authority but appointed by the governing body. The CLC can nominate any eligible person as a local authority governor, but it is for the governing body to decide whether their nominee has the skills to contribute to the effective governance and success of the school and meets any other eligibility criteria they have set. The duty of the CLC is therefore to identify and nominate suitable persons to serve as school governors for maintained schools and academies on behalf of the County Council. The CLC, as representatives of the local authority, should make every effort to understand the governing body's requirements and identify and nominate suitable candidates. Without a CLC nomination a school is not able to appoint a Local Authority governor.
- 1.3 CLCs' delegated powers include the ability to appoint Authority, Community and Parent Governors to temporary governing bodies. Further changes are expected in due course in relation to temporary governing bodies.

- 1.4 CLCs also have the function to make nominations for the County Council to governing bodies of academies in accordance with either the funding agreement with the relevant government department or instrument of governance, as appropriate.

2. **Nominations for Local Authority Governors**

- 2.1 All county councillors are entitled to nominate for any school, although normal practice has dictated that the local county councillor's nomination can take precedence. County councillors should aim to familiarise themselves with the schools in their local area and are advised to consult the chairman of governors and/or head teacher concerning any local authority governing body vacancies.

- 2.2 The role of a governor can be complex as specific actions or ways of operating will vary depending on the type of school, its individual ethos and current circumstances. Governors provide the strategic leadership for schools alongside the head teacher. They should look to provide support and challenge for the school. Experience gained through a range of activities e.g. work, voluntary service or family life, where relevant, should be given equal consideration.

- 2.3 The 2012 Regulations (as amended) require that any newly-appointed governor has, in the opinion of the person making the appointment, 'the skills required to contribute to the effective governance and success of the school'. This could include specific skills such as an ability to understand data or finances as well as general capabilities such as the capacity and willingness to learn.

- 2.4 The following criteria are in place for the nominations of local authority governors:

- i) governors are nominated on the basis of suitability and not in accordance with political party affiliations,
- ii) applicants will not normally be nominated as local authority governors at a school if they are the husband, wife or partner of a permanent member of staff at that school,
- iii) where the local authority appoints additional members to the governing body of a school identified by Ofsted as having serious weaknesses or requiring special measures, such governors will be appointed by the relevant Cabinet Member on the nomination of the relevant Executive Director since it is usually advantageous to bring in experienced governors from other areas
- iv) if a county councillor is appointed as a local authority governor, and either does not stand for re-election or does not retain the seat during the quadrennial County Council elections, his/her term of office will automatically end on 31 August next following the elections. A county councillor, who resigns his /her seat on the Council, will within 4 months of his/her resignation cease to be a local authority governor. In either case, he/she is, of course, eligible for re-appointment if nominated by a county councillor.

- 2.5 If there are more applications than vacancies this will be made clear in Appendix A. Any discussion of the relevant merits of the candidates will be discussed in Part II of an agenda, in the absence of the press and public. This should then not discourage any potential candidates from applying, knowing that any discussion of their application will occur in private session.

3. **Reappointments**

- 3.1 Details of local authority governors seeking nomination for reappointment are forwarded to the governing body chairman and to the local county 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

Kim Curry

Executive Director of Children, Adults, Families, Health & Education

Contact: Governor Services Administrator
0330 222 8887

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

Appendix B: Current Vacancy List

Background Papers: None.

Local Authority Governors - Nominations Under the 2012 Regulations

Maintained Schools

Nominations for Reappointment:

Nominations for Appointment:

Ashurst C.E. Primary School

Ms Bridget Morden for a four year term

Academies:

None

Temporary Governing Bodies

None

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Authority Governor Vacancies for Chanctonbury County Local Committee Area

School	Division	Division Member	Vacant From	Current Status	Chairman	Head
Storrington Primary School	Storrington	Paul Marshall	Apr-17	Outstanding	David Fox	Marion Smith

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