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5 November 2018

A meeting of the North Mid Sussex County Local Committee will be held at 7.00 pm on Tuesday, 13 November 2018 at Copthorne Village Hall, Copthorne Bank, Copthorne, RH10 3RE

Tony Kershaw
Director of Law and Assurance

Your local County Councillors



Andrew Lea
Lindfield &
High Weald



Bill Acraman
Worth
Forest



Heidi Brunsdon
Imberdown



Elizabeth Bennett
East Grinstead
Meridian



Jacquie Russell
East Grinstead South
& Ashurst Wood

Invite you to come along to the North Mid Sussex 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.

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.
- 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.
- Water Angels - Promoting the benefits of drinking water during a fun night out

7.00 pm 1. **Welcome and introductions**

Members of North Mid Sussex County Local Committee are Bill Acraman, Liz Bennett, Heidi Brunsdon, Andrew Lea and Jacquie Russell.

- 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.
- 7.08 pm 3. **Minutes** (Pages 5 - 10)
- To confirm the minutes of the meeting of the Committee held on 13 June 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.
- 7.15 pm 5. **Progress Statement** (Pages 11 - 20)
- The document contains brief updates on statements of progress made on issues raised at previous meetings. The Committee is asked to note the report.
- 7.25 pm 6. **Talk With Us Open Forum**
- To invite questions from the public present at the meeting on subjects other than those on the agenda. The Committee would encourage members of the public with more complex issues to submit their question before the meeting to allow a substantive answer to be given.
- 7.45 pm 7. **Prioritisation of Traffic Regulation Orders (NMS05(18/19))** (Pages 21 - 24)
- The 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 two for progression.
- 7.55 pm 8. **Proposed Traffic Regulation Order - Calluna Drive, Copthorne (NMS06(18/19))** (Pages 25 - 38)
- A new Traffic Regulation Order (TRO) is proposed to avoid danger to persons or traffic using the affected length of road and to facilitate the safe passage of traffic. A three week statutory consultation for the TRO ran between 22nd March and 12th April 2018. Nine comments of support and six objections were received which have been summarised in Appendix B to this Report.

The North Mid Sussex County Local Committee are asked to consider the objections raised and authorise the Director of Law and Assurance to make the Order as detailed in the revised scheme at Appendix C.

8.10 pm 9. **North Mid Sussex Community Initiative Funding (NMS07(18/19))** (Pages 39 - 46)

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.

8.25 pm 10. **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (NMS08(18/19))** (Pages 47 - 54)

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

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

8.35 pm 11. **Date of Next Meeting**

The next meeting of the Committee will take place at 7.00 pm on Tuesday 5 February 2018 at a venue to be confirmed.

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 North Mid Sussex County Local Committee

Filming and use of social media

During this meeting the public are allowed to film the Committee or use social media, providing it does not disrupt the meeting. You are encouraged to let officers know in advance if you wish to film. Mobile devices should be switched to silent for the duration of the meeting.

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North Mid Sussex County Local Committee

13 June 2018 – At a meeting of the Committee held at 7.00 pm at Imberhorne School, Windmill Lane, East Grinstead, RH19 2DT.

Present:

Mrs Brunsdon (Chairman) (Imberdown;), Mrs Bennett (East Grinstead Meridian;), Mr Lea (Lindfield & High Weald;) and Mrs Russell (East Grinstead South & Ashurst Wood;)

Absent: Mr Acraman (Worth Forest)

Also in attendance: Mrs Amanda Jupp (Cabinet Member for Adults and Health)

Officers in attendance: Monique Smart (Democratic Services Officer), Gulu Sibanda (Principal Community Officer) and Richard Speller (Area Highways Manager)

1. Election of Chairman

1.1 RESOLVED that Mrs Heidi Brunsdon be elected Chairman of the North Mid Sussex County Local Committee for the municipal year 2018/19.

2. Welcome and introductions

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

2.2 The Chairman highlighted information available for residents on the 'What Matters to You' Survey and Scam Prevention.

3. Declarations of Interest

3.1 Ms Liz Bennett declared a pecuniary interest in the Community Initiative Funding application from Stone Quarry Crew as she is a cheque signatory for the group.

3.2 It is recorded in the register of interests that the following Members of the Committee are also Members of Mid Sussex District Council: Mr Andrew Lea, Mrs Heidi Brunsdon and Ms Elizabeth Bennett.

4. Minutes

4.1 RESOLVED – that the minutes of the North Mid Sussex County Local Committee meeting held on 21 March 2018 be approved as a correct record and be signed by the Chairman.

5. Urgent Matters

5.1 There were no urgent matters but the Chairman took the opportunity to provide a brief update regarding the Travellers on Imberhorne Lane and stated that a court order had been successful to move them on.

6. Highways Update

6.1 The Area Highways Manager provided a presentation, attached to the signed minutes.

6.2 The presentation included details on how residents should report defects and the process and intervention levels for getting defects, such as potholes, repaired. Following the presentation the following matters were discussed:

- It was stressed that contacting Highways directly via the 'Love West Sussex' app, website or by phone was the best option. Any other route, including via your local County Councillor, would add delay to a response.
- Additional funds had been allocated by the Department for Transport. These funds had resulted in an increase in the number of 'seek and find' gangs and also the introduction of a high quality gang for larger scale repairs.
- It was noted that the intervention levels for pothole repairs was based on national guidelines.
- The Area Highways Manager explained the process for booking road space to ensure that no conflicts occur. He explained that the County Council received on average 200 requests across the County in a week.

7. Progress Statement

7.1 Members considered the statement on matters arising from previous meetings (copy appended to the signed minutes). The following comments were made:

- The Area Highways Manager confirmed that letters would be sent out soon regarding traffic calming measures in The Oaks. He also confirmed this would not be a formal public consultation but any comments received would be taken on board before any works begin.
- The Area Highways Manager also updated on works due to start in Turners Hill as the result of a new development. This would include a new mini roundabout on North Street and would likely result in a 6 week road closure during the school summer holidays. The County Council was working closely with the local Parish Council on this closure.
- Members expressed further disappointment that there was still no progress on the Road Space Audit (RSA). The Chairman explained this had delayed the Committee making a decision on Traffic Regulation Orders (TROs) for this year. The Committee asked that their disappointment be passed onto the Officers managing this at both Mid Sussex District Council and West Sussex County Council.

- The Area Highway Manager confirmed that 9 objections had been received for proposals for Calluna Drive, Copthorne. He was hopeful to resolve some of the objections but if not it would need to come to the next CLC meeting for a final decision.
- Mrs Jacquie Russell asked for an update regarding a crossing for Sackville School. The Area Highways Manager agreed to get an update from the Safer Routes to School Team.

8. Talk With Us Open Forum

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

- Tim Addie asked why smaller potholes are monitored rather than just repaired. The Area Highways Manager confirmed that due to the Highways Contract and available resources, there has to be an agreed criteria.
- Ian Gibson referred to a question he had submitted in advance of the meeting and had already discussed with the Chairman. This was in relation to the Council's response to the Government's guideline that a primary school needs a roll of at least 150 to be viable, in particular, whether there are any implications for schools in the North Area. The Chairman confirmed that she had discussed this with Mr Gibson but that an officer response would also be provided.
- A resident asked if the County Council could insist that new roads on housing developments are adopted. The Area Highway Manager stated that this was something that would need to be done at the Planning Application stage. Mr Andrew Lea suggested that if residents or Members feel strongly about this they should comment on Planning Applications.
- A local resident asked if claims could be made if a car was damaged but the defect already 'marked' for repair. The Area Highways Manager confirmed that the mark was purely a reference point for the contractor to undertake the job.

8.2 The Chairman welcomed Amanda Jupp, Cabinet Member for Adults and Health, West Sussex County Council. The Chairman explained that Mrs Jupp had kindly agreed to come along this evening to respond to local questions and concerns about the future of Glen Vue. The following is a summary of the questions and answers:

- Mrs Jupp confirmed that West Sussex County Council (WSCC) was not closing Glen Vue. She explained that the WSCC day service that was provided from the Glen Vue site in East Grinstead was a Mid Sussex District Council owned building and WSCC currently lease space from them.
- The service provided by WSCC at Glen Vue currently serves six people. The demand for this service has been decreasing over the last few years, despite continued efforts to promote the service.
- The proposal for the day service that WSCC provide at Glen Vue was to offer an appropriate alternative service to those currently

using it. There may be scope for the Shaw contract to increase if there was demand.

- WSCC was also in discussion with Age UK about the possibility of them taking on the lease at Glen Vue.
- WSCC recognise that Glen Vue was more than just the small day service that we currently provide. There are a number of external providers who currently use space at Glen Vue for free and WSCC fully recognise the need to work very closely with Mid Sussex District Council and all groups currently sharing the space at Glen Vue to identify the best option going forward.
- WSCC have engaged closely with the service users and families but there has not been a public meeting.
- Mrs Jupp confirmed that she would be happy to accept more information from residents and service users prior to making any decision. Mrs Jupp encouraged anyone with further concerns to email her.

9. **North Mid Sussex Community Initiative Funding (NMS01(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. The Committee debated the respective merits of the projects for which funding was sought.

9.2. Resolved – that the following pledges were considered and deferred:

212NMS - The Stone Quarry Crew, Quarry Café Counter – Towards a modular display counter. Members agreed to consider a pledge once the project had started fundraising and they could see the level of community support. It was agreed this could be done via an urgent action decision prior to the next CLC meeting.

203NMS - Sussex Clubs for Young People Ltd, Streetmate, A mobile Youth Space – Towards a mobile unit, paintwork and interior work/equipment. Members agreed to consider a pledge at the next CLC meeting if the project had started fundraising at that point.

9.3 The Committee also asked the Democratic Services Officer to request that up to £3000 of the Committees Community Initiative Funding allocation be used to purchase a Speed Indicator Device for the North Mid Sussex Parishes to use.

10. **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (NMS02(18/19))**

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

10.2. Resolved –That the Committee approved the following nominations for appointment:-

- Mrs Margaret Belsey for a four year term to Blackwell Primary School
- Mr Charles McCarthy for a four year term to Copthorne C.E. Junior School

11. Date of Next Meeting

11.1 The Chairman confirmed that the next meeting of the North Mid Sussex County Local Committee would be held on Tuesday 13 November 2018 at Copthorne Village Hall.

Chairman

The meeting closed at 9.20 pm

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North Mid Sussex County Local Committee

Progress Report November 2018

Date	Item	Actions	Contact
June 2018	Talk With Us	Mr Ian Gibson asked for Council's response to the Government's guideline that a primary school needs a roll of at least 150 to be viable, in particular, whether there are any implications for schools in the North Area. The Chairman confirmed that she had discussed this with Mr Gibson but that an officer response would also be provided.	Chairman
<p>October Update: Mr Gibson was informed that West Sussex County Council did run a consultation on the School Organisation and Effectiveness Strategy. The Cabinet Member Decision that followed that consultation can be found here</p> <p>With regard to Crawley Down Primary School there was a separate decision for expansion to increase admission number from 45 to 60 in each year group. B This can be viewed here</p>			
Dec 2016	Member update	Imberhorne Lane	Highways Manager
<p>October 2018 update: Letters have been sent out regarding traffic calming measures in The Oaks. The Area Highways manager confirmed this would not be a formal public consultation but any comments received would be taken on board before any works begin.</p>			
June 2017	Talk with Us	East Grinstead Road Space Audit	CPZ Lead Professional
<p>October 2018 Update: There is a Cabinet Member Decision listed in the Forward Plan under 'Strategic Budget Options 2019/20' for December 2018. This will be previewed by Select Committee prior to decision. It is expected that the report will set out the intended programme for RSAs.</p>			
June 2017	Misc	Prioritisation of Traffic Regulation Orders	Highways Manager
Decision report attached at agenda item 7			

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.

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 (Whole County) Sept 2018

Appendix B – Community Highway Schemes Rejected (North Mid Sussex only) Sept 2018

Updates on Previously agreed Community Highway Scheme and IWP schemes

Ardingly Traffic Calming Scheme	Works completed, Area Highway Manager liaison with Parish over outstanding issues.
West Hoathly Traffic Calming Scheme	Works completed
Slaugham Traffic Calming Scheme	Detailed design in progress
Ashurst Wood	Maypole Road options being investigated School Lane options being investigated
Worth	Copthorne Brookhill Road options being investigated Crawley Down Sandy Lane. Vicarage Road and Bowers Place options being investigated
East Grinstead	Pedestrian Crossing, De La Warr Road Application being processed Parking at Queen Victoria Hospital and surrounding area, Awaiting meeting with QVH Lowdells Lane , Pedestrian crossings installed awaiting TRO and School Keep clear lines. West Street . No objections received from public consultation. Lingfield Road , Pedestrian crossing, options being investigated Railway Approach Application being processed (meeting due 3 rd April) Sackville Pedestrian Crossing upgrade (LTIP)

Agenda Item 5

Turners Hill	On-going Liaison between parish and Highway Authority (last meeting 20 th March 2018)
West Hoathly	Footpath extension, Top Road

Update on Major Schemes

Turners Hill Closure of North Street to install new mini roundabout (Clockfield)

A264 Copthorne Way install new roundabout (Holly Farm)

**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 concerntrate 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 Duction	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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Filter list		Remove	Community Highway Schemes 2018 - Rejected September 2018 - Appendix B				
Applicant	Parish	Local Member	Scheme Name	Description	Approx. Cost	CLC	Comments
Parish/ Town Council	West Hoathly	Andrew Lea	missing footpath	install missing path	£90,000.00	North Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	West Hoathly	Andrew Lea	Top Road	Extend foot path	£50,000.00	North Mid Sussex	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Parish/ Town Council	East Grinstead	Jacque Russell	pedestrian crossing	pedestrian crossing	£80,000.00	North Mid Sussex	Only possible location is not on the desire line, Suggest that a joint scheme with MSDC & EGTC is explored.
Parish/ Town Council	Worth	Bill Acraman	new cycleway	link to Worth Way	N/A	North Mid Sussex	To be considered for a Local Transport Infrastructure scheme as part of cycling improvements
WSCC Member	East Grinstead	Jacque Russell	Worth Way link to town centre	Worth Way link to town centre	N/A	North Mid Sussex	To be considered for a Local Transport Infrastructure scheme as part of cycling improvements
Parish/ Town Council	Ardingly	Bill Acraman	College Road	Traffic calming measures	N/A	North Mid Sussex	No scheme identified that meets our criteria

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North Mid Sussex County Local Committee**13 November 2018****Prioritisation of Traffic Regulation Orders 2018/19****Report by Director of Highways and Transport and
Head of Highways Operations****Ref No:
NMS05(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. North Mid Sussex County Local Committee did not select a TRO in 2017 so will also be asked to consider and prioritise from those TROs received since July 2016.

Recommendation

That the Committee reviews the proposals and agrees to progress the 2 highest scoring TRO from the list attached at Appendix A (to follow), 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

Director of Highways & Transport

Michele Hulme

Assistant Head of Highway Operations

Contact: Area Highway Manager

Appendices

Appendix A – CLC TRO Priority List – to follow

Background Papers

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

North Mid Sussex County Local Committee	Ref No:
13 November 2018	Key Decision: No
Worth – Copthorne – Calluna Drive Proposed Traffic Regulation Order	Part I
Report by Director of Highways and Transport and Head of Highway Operation	Electoral Division: WORTH FOREST

Summary

Calluna Drive has experienced a growing parking trend from commuter and car sharing individuals who park in the road and then car share to gain access to the nearby A23. Situated close to Gatwick Airport, there is an attraction for some drivers to park and travel avoiding the airport car parking fees. Concerns have been raised by local residents about cars parking on Calluna Drive, restricting visibility for passing traffic and causing congestion. Resolving this issue has been prioritised by the North Mid Sussex County Local Committee. A new Traffic Regulation Order (TRO) is therefore proposed to avoid danger to persons or traffic using the affected length of road and to facilitate the safe passage of traffic.

The three week statutory consultation for the TRO ran between 22nd March and 12th April 2018. Nine comments of support were received. Six objections were received which have been summarised in Appendix B to this Report.

Recommendation

That North Mid Sussex CLC, having considered the resulting benefits to the community outweigh the objections raised, authorise the Director of Law and Assurance to make the Order as detailed in the revised scheme at Appendix C.

Proposal

1. Background and Context

- 1.1 Obstructive and inconsiderate parking close to junctions is negatively affecting driver and pedestrian visibility.
- 1.2 The purpose of the proposed restrictions are to improve visibility for residents and visitors. There is concern that access for emergency vehicles could be impeded due to current parking practice in the road.
- 1.3 On 7th December 2016, the North Mid Sussex County Local Committee resolved to progress a new traffic regulation order in Calluna Drive, for an extension of double yellow lines.
- 1.4 The results of the public consultation were that 9 comments of support and 6 objections were received.

- 1.5 After acknowledgement of the objections received, further discussions were carried out with residents directly affected by the proposals. Despite efforts to reconfigure the proposals, their objections still stood. On that basis it was presented to the Local Member to make a final decision.
- 1.6 The Area Highway Manager for the Mid Sussex area met with the Local Member on 31st July 2018 to consider the situation. The Local Member made to final decision to remove the majority of the original proposals but decided to retain an extension of parking restriction near the Brookhill Road junction.

2. Proposal

- 2.1 The original proposal was to alleviate congestion and access difficulties with new lengths of double yellow line. It was proposed to introduce no waiting at any time restrictions, on sections of Calluna Drive and Kitsmead.
- 2.2 The original restrictions advertised included lengths of road that were the subject of the proposed Order, are shown on plans TQ3139SWS.

The original advertised plans are in Appendix A.

- 2.3 The Order is proposed to avoid danger to persons or traffic using the road or for preventing such danger from arising, to facilitate the safe passage of traffic and improve the amenity of the area through which the road runs.
- 2.4 Based on the decision made by the Local Member on 31st July 2018, the scheme has been redrawn to reflect the decision, as shown in Appendix C.

3. Resources

- 3.1 The cost to the Council for the installation of the TRO should be in the region of £500.00 to be met from the Community Traffic Order Regulation budget.

Factors taken into account

4. Consultation

- 4.1 **Members** - At the design stage, the local member for Worth Forest was consulted and supported the proposals.
- 4.2 **External** – Copthorne Parish Council supported the design of the proposed restrictions. Sussex Police were consulted at design stage and raised no objection.
- 4.3 **Public** - The three week statutory consultation for the TRO ran between 22nd March 2018 and 12th April 2018. Notification of this was sent directly to a range of stakeholders including the Police and emergency services, District and Parish Councils and motoring organisations. During this consultation period, notices were erected on site, a copy of plans and a statement of

reasons were placed at the local library, and the advertisement placed in the local press and on the County Council's website.

- 4.4 During the consultation period, nine comments of support were submitted. Six comments of objection were received about the proposals. They have been summarised in Appendix B to this report together with comments from the Director of Highways and Transport.
- 4.5 The local County Councillor has confirmed their support for the revised proposals based on the objections received.

5. Risk Management Implications

- 5.1 Due to obstructive parking at junctions, should the proposed TRO not be made the risk to the County Council is that parked vehicles will continue to obstruct access for residents, refuse vehicles and emergency services.
- 5.2 Should the TRO be made, the risk to the County Council is that car drivers will need to find alternative parking provision and may migrate further into the residential area and into neighbouring roads.

6. Other Options Considered

- 6.1 The proposed restrictions are considered the best option to ensure that the road junction is kept clear of obstruction and to discourage parking where it is not safe to do so.
- 6.2 To reduce the original scheme and to retain a section of junction protection near Brookhill Road, as discussed on 31st July 2018 and which the Local Member fully supported.

7. Equality Duty

- 7.1 The protected characteristics as defined in the Equality Act were duly considered in the course of the development and design of this TRO proposal
- 7.2 The comments and objections received about the proposals did not raise Equality Act issues but were assessed in relation to the protected characteristics and no relevant impact emerged.

8. Social Value

- 8.1 The proposals to deter obstructive parking at junctions, on pavements and verges, align with the County Council's policy on Social Value insofar as they aim to improve the local road environment for existing and future users.
- 8.2 It is acknowledged that loss of parking may be regarded as having an adverse impact on residential amenity but the primary concern of the Council must be to discharge its statutory duty to manage the highway network and ensure the safety of all road users.

9. Crime and Disorder Act Implications

- 9.1 The County Council does not consider there to be any foreseeable Crime and Disorder Act implications associated with this proposal. The view of Sussex Police has been sought, who confirm they believe there are no issues in relation to the Crime and Disorder Act.

10. Human Rights Implications

- 10.1 It is unlawful for a public authority to act in a way that is incompatible with a convention right. The policy objective to avoid danger to all road users and reduce congestion should then be set against these rights. Taking these points into consideration it is believed that the introduction of this Traffic Regulation Order is still justified.

Matt Davey

Director of Highways &
Transport

Michele Hulme

Assistant Head of Highway
Operations

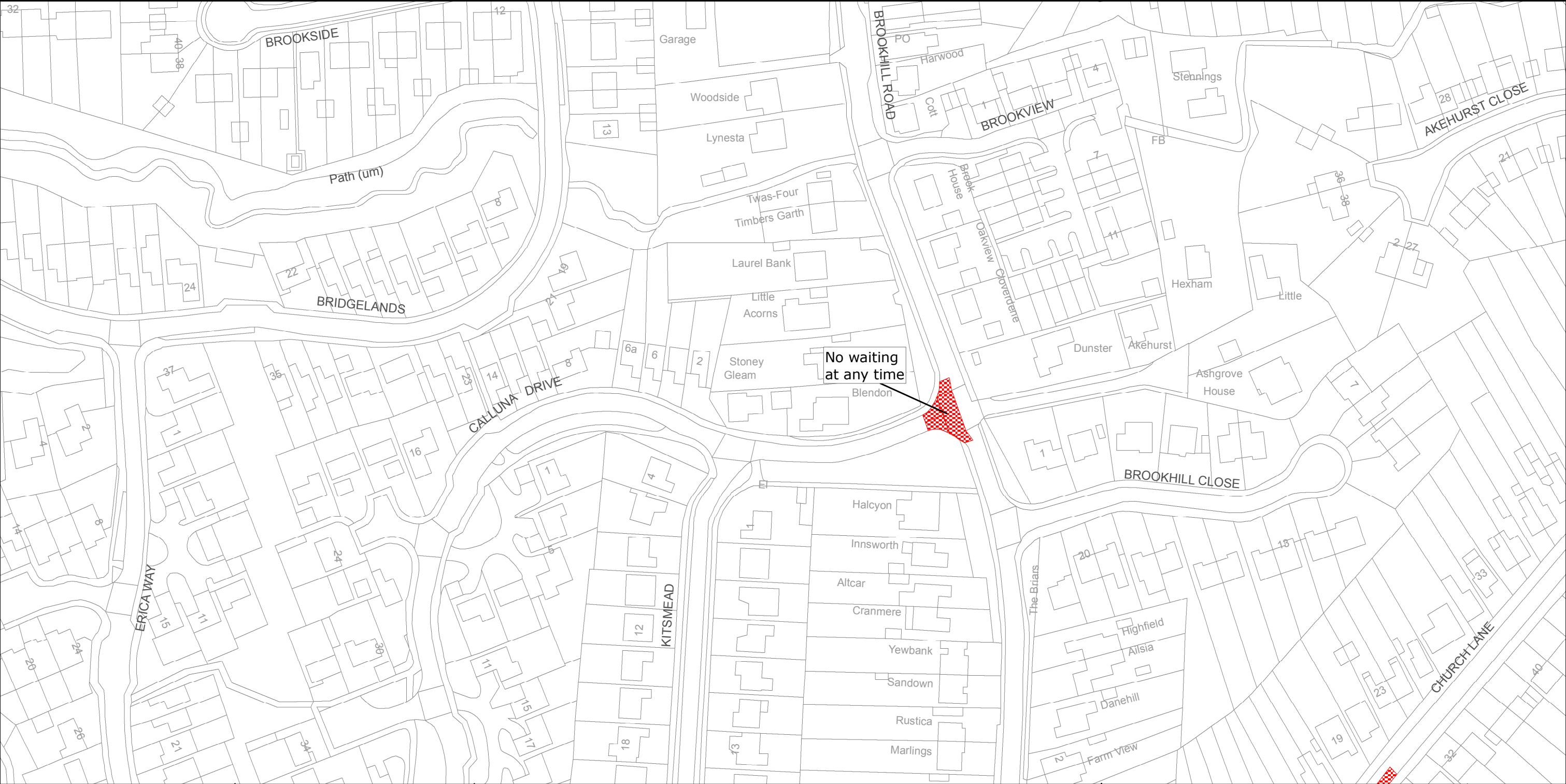
Contact: John Cunningham, 01243 642105

Appendices

Appendix A – plans of existing restrictions and advertised proposals
Appendix B – summary of objections
Appendix C – revised final proposal

Background Papers

None



West Sussex County Council
Communities & Infrastructure
The Grange
Tower Street
Chichester
West Sussex
PO19 1RH

MID SUSSEX DISTRICT: WORTH
WAITING RESTRICTIONS

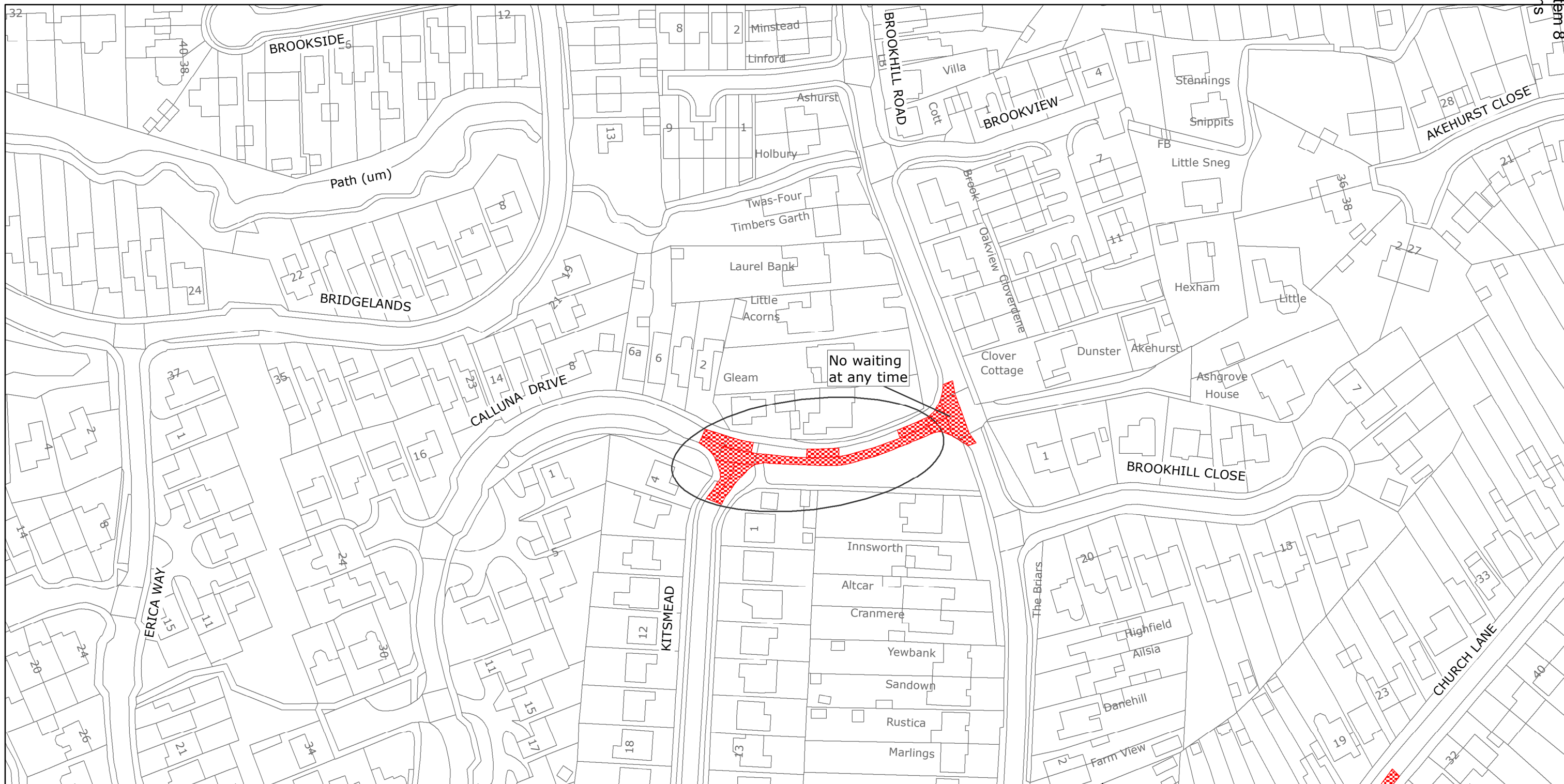
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West Sussex County Council
Highways & Transport
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PO19 1RH

MID SUSSEX DISTRICT: WORTH

PROPOSED WAITING RESTRICTIONS (31.05.2018)

TILE REF NO:
TQ3139SWS

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Consultation Response Summary

	Objection/Comments	Comments from Director of Highways & Transport
	<p><u>Resident of Brookhill Road</u></p> <p>I would be grateful if someone could contact me with reference to the above TRO proposal. I live on the corner of Calluna Drive and Brookhill road which would see my driveway which is the first on the right on Calluna Drive covered by double yellow lines. This poses a big problem to us as a family as we help to care for elderly disabled parents who are unable to walk more than a few steps. Currently the car can pull up in front of the drive and we can assist them to get into the house, however if you put the double yellow lines there this won't be possible. The parking area on your plan located further down the road will not be any help as this is too far for them to walk and also will be full up with the cars parked with Gatwick customers which is a big problem here. Please can someone discuss some options with us, something also to note, our house has single storey living and sleeping arrangements for disabled/elderly people so taking away appropriate parking for ease of care is very concerning.</p> <p>I have filled in the comment form but feel an e-mail is more appropriate to raise our concerns.</p>	<p>Local residents have reported inconsiderate and obstructive parking at various locations. The statutory consultation process has been followed.</p> <p>Vehicles parking on Calluna Drive obstruct visibility and affect the free flow of traffic on a bend. The introduction of lengths of double yellow lines here will mean cars are not forced to overtake parked vehicles on a bend and drive on the wrong side of the road where it is unsafe to do so.</p> <p>Whilst it is accepted that some parking displacement may result, the proposed restrictions aim to reinforce Highway Code Rule 243 on appropriate parking. Parking capacity will still exist in the area and there is reasonable alternative parking in safer locations.</p> <p>Disabled persons displaying a Blue Badge have dispensation to park their vehicles on double yellow lines for up to 3 hours.</p> <p>Meeting with resident on site 24.05.18</p>
	<p><u>Resident of Brookhill Road</u></p> <p>My concerns and reasons for opposing the implementation of planned parking restrictions are as follows:</p> <p>The proposal is based on incorrect information. In the years I have lived nearly opposite the end of Calluna Drive, I have never seen the parking on both sides of the road. Therefore the risk and danger described does not exist. Having a dog, I walk along the road at least twice a day every day, Parking occurs on the north side regularly, but I have never observed parking on the south side. On average there are between 2-4 cars parked on the stretch under consideration. In addition two larger vehicles are</p>	<p>Local residents have reported inconsiderate and obstructive parking at various locations. The statutory consultation process has been followed. The local Parish Council requested restrictions on both sides of the road.</p> <p>Vehicles parking on a considerable length of Calluna Drive obstruct visibility and affect the free flow of traffic on a bend. The introduction of lengths of double yellow lines here will mean cars are not forced to overtake parked vehicles on a bend and drive on the wrong side of the road where it is unsafe to do so.</p>

Consultation Response Summary

<p>parked near the junction with Kitsmead, by the resident who lives opposite the junction. Cars will park up to the start of double yellow lines at the junction of Brookhill Road. This means cars can be quite close to the junction. If this is deemed dangerous, this could be addressed simply by extending the double yellow lines by a couple of metres.</p> <p>The proposal removes a local and amenity for those in Brookhill Road and creates a risk greater than it addresses. Brookhill Road, has in recent years become increasingly dangerous due to the volume and speed of vehicles, generally using it as a cut through to avoid the delays caused by traffic controls on the B2036 at Forge Wood. In addition, the use of heavy vehicles ignoring the nearby weight restriction has increased. In both cases, no enforcement takes place. As a result, the road is hazardous for pedestrians and for residents emerging from the drives. Of relevance to this consultation, it would be dangerous to park on Brookhill Road, so Calluna Drive offers a safer place for on street parking. The removal of this amenity will necessitate parking on Brookhill Road, despite the danger or parking further along Calluna Drive. Parking further down Calluna Drive will annoy local residents and result in parking opposite driveways and on a bend.</p> <p>Finally, if funds are available to address local traffic issues, this proposal does not address those of most local concern. This are the speed, size and volume of vehicles using Brookhill Road and Copthorne Bank. Failure to address this and spend money on an ill conceived proposal for Calluna Drive is a waste of public money and will only increase the dangers to and frustrations of local residents.</p>	<p>Whilst it is accepted that some parking displacement may result, the proposed restrictions aim to reinforce Highway Code Rule 243 on appropriate parking. Parking capacity will still exist in the area and there is reasonable alternative parking in safer locations.</p> <p>Enforcement of existing speed and weight restrictions lies outside the scope of this proposed TRO.</p>
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Consultation Response Summary

	<p><u>Resident of Calluna Drive</u></p> <p>I am one of 2 houses that are affected by yellow lines 1 putting lines down will only push airport parking deeper into the estate 2 I also will have nowhere to park my van 3 I have a disabled grandson so how will he visit me 4 the people that want these lines don't even live at the end of the road that is affected so if the lines went ahead the cars will still park but on their door step and they will be complaining again for more lines</p> <p>I do agree there is a problem that needs to be addressed so why not permit parking for residents only then this I think will work.</p>	<p>Local residents have reported inconsiderate and obstructive parking at various locations. The statutory consultation process has been followed.</p> <p>Vehicles parking on Calluna Drive obstruct visibility and affect the free flow of traffic on a bend. The introduction of lengths of double yellow lines here will mean cars are not forced to overtake parked vehicles on a bend and drive on the wrong side of the road where it is unsafe to do so.</p> <p>Whilst it is accepted that some parking displacement may result, the proposed restrictions aim to reinforce Highway Code Rule 243 on appropriate parking. Parking capacity will still exist in the area and there is reasonable alternative parking in safer locations.</p> <p>New permit parking schemes for local residents, are no longer available because of reduction of local authority funding and limited budgets for the administration required to run such schemes.</p> <p>Meeting with resident on site 30.05.18</p>
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Consultation Response Summary

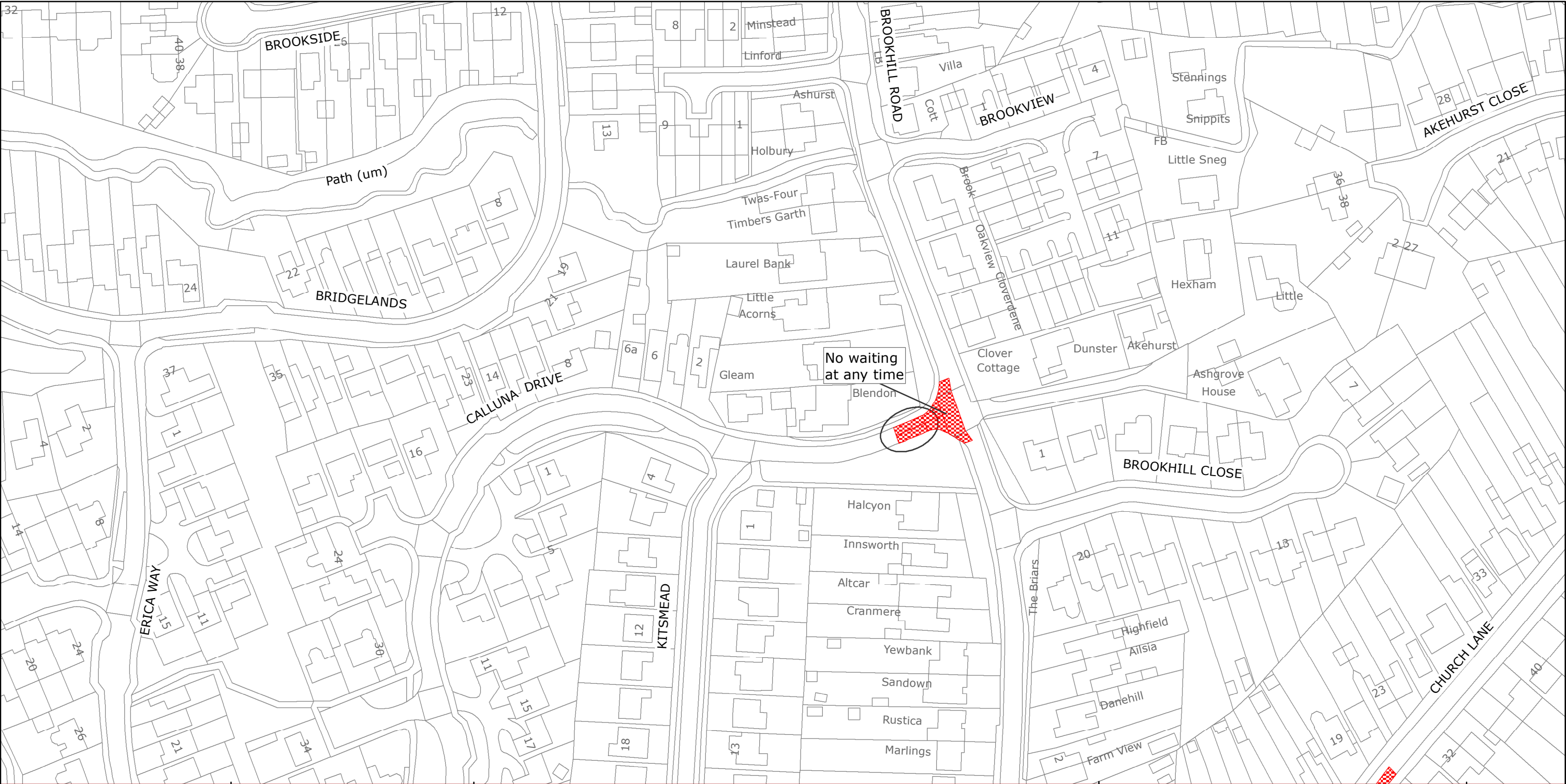
	<p><u>Resident of Calluna Drive</u></p> <p>We live at the entrance to Calluna Drive and totally object as we have two work vans that are parked outside our house and they will get broken into if moved elsewhere. We need that parking space airport parking does not interfere with this section. Listen to the people please who live in this part not the people who don't!</p>	<p>Local residents have reported inconsiderate and obstructive parking at various locations. The statutory consultation process has been followed.</p> <p>Vehicles parking on Calluna Drive obstruct visibility and affect the free flow of traffic on a bend. The introduction of lengths of double yellow lines here will mean cars are not forced to overtake parked vehicles on a bend and drive on the wrong side of the road where it is unsafe to do so.</p> <p>Whilst it is accepted that some parking displacement may result, the proposed restrictions aim to reinforce Highway Code Rule 243 on appropriate parking. Parking capacity will still exist in the area and there is reasonable alternative parking in safer locations.</p>
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Consultation Response Summary

	<p><u>Resident of Calluna Drive</u></p> <p>It is noticed the proposed lengths of double lines on both sides of Calluna Drive still leave a section for vehicles to park on the north side of Calluna Drive.</p> <p>Should high vehicles such as large SUV's or commercial van's continue to park in that section, as they do today, they will continue to present a danger to persons or traffic using the affected length of road and to facilitate the passage of traffic.</p> <p>Accordingly, I request the TRO be amended in order to prohibit any vehicles waiting at any time on the full lengths of both sides of Calluna Drive, between its junctions with Brookhill Road and Kitsmead.</p>	<p>Local residents have reported inconsiderate and obstructive parking at various locations. The statutory consultation process has been followed.</p> <p>Whilst it is accepted that some parking displacement may result, the proposed restrictions aim to reinforce Highway Code Rule 243 on appropriate parking. Parking capacity will still exist in the area and there is reasonable alternative parking in safer locations.</p> <p>Some accommodation for resident & visitor parking is necessary. The presence of parking in suitable locations also provides a form of traffic calming and reduces speed in residential areas. The proposal will provide gaps in parking to help avoid conflict for two way traffic.</p>
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Consultation Response Summary

	<p><u>Resident of Calluna Drive</u></p> <p>I support the proposal, however on the drawing it shows a white area. What does this mean, is parking still to be allowed in this area. If so then this negates any safety gain as the problem is caused by vehicles waiting to exit with cars entering. If any parking is allowed this risk will remain. I suggest the order covers the entire stretch of road from Brookhill Road to Kitsmead.</p>	<p>Local residents have reported inconsiderate and obstructive parking at various locations. The statutory consultation process has been followed.</p> <p>Whilst it is accepted that some parking displacement may result, the proposed restrictions aim to reinforce Highway Code Rule 243 on appropriate parking. Parking capacity will still exist in the area and there is reasonable alternative parking in safer locations.</p> <p>Some accommodation for resident & visitor parking is necessary. The presence of parking in suitable locations also provides a form of traffic calming and reduces speed in residential areas. The proposal will provide gaps in parking to help avoid conflict for two way traffic.</p>
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West Sussex County Council
Highways & Transport
The Grange
Tower Street
Chichester
West Sussex
PO19 1RH

MID SUSSEX DISTRICT: WORTH
PROPOSED WAITING RESTRICTIONS (09.08.2018)

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North Mid Sussex County Local Committee**Community Initiative Funding****13 November 2018****Report by Director of Law and Assurance****Ref: NMS07
(18/19)****Key Decision:
No****Part I****Electoral Divisions:
All in NMS 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.

The North Mid Sussex CLC will only consider projects that are actively fundraising.

3. Resources

For the 2018/19 financial year, North Mid Sussex CLC has a total of £38,463.56 for allocation, of this £35,963.56 is still available for allocation.

Details of awards made in the current program and previous financial year are included in Appendix B.

There is one new pitch for consideration by the Committee, with a total project cost of £11,620.00 – it has also pitched to Central and South Mid Sussex CLC.

This is outlined in Appendix A and can also be viewed at:

www.westsussexcrowd.org.uk

CIF is intended for applications up to £5,000. However, the North Mid Sussex CLC will only consider pledges over £2,500 in exceptional circumstances. The size of the pledge will depend on the size of the project, how it delivers against fund criteria, the impact it will have, and the buy in from the community.

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 the 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 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

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 project has pitched to the Community Initiative Fund since the last meeting:

Actively Fundraising -

- ***203/NMS – Sussex Clubs for Young People, Streetmate- a mobile youth space, £11,620.00 – Towards purchasing a new vehicle to transport sports coaches, youth workers and a range of equipment.**
<https://www.spacehive.com/streetmate>

**Project has also pitched to Central and South Mid Sussex CLC*

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	Awarded	Member	Feedback
212/NMS Quarry Café Counter	Towards a new, portable café counter	£2,500	Liz Bennett	To be provided at the meeting.

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

Applicant	Summary	Awarded	Member	Feedback
69/NMS Warninglid Residents Society	Towards a Speed indicator device	£2,500.00	Bill Acraman	
132/NMS Sussex Clubs for Young People	Towards setting up the Duke of Cornwall Award	£830.00	Heidi Brunsdon	Feedback received
142/NMS Crawley Down Memorial Association	War remembrance	£3,000.00	Heidi Brunsdon	
149/NMS East Grinstead Armed Forces Day	RAF 100	£1,000.00	Liz Bennett	
163/NMS Weir Wood Sailing Club	Open the Gates	£2,500.00	Heidi Brunsdon	
166/NMS Ashurst Wood Village Council	Ashstock Festival	£1,000.00	Jacquie Russell	
167/NMS Imberlink	Cricket in the Community	£4,766.00	Heidi Brunsdon	
173/NMS Pericles Theatre Company	Towards the promise of everlasting youth	£2,500.00	Andrew Lea	Feedback received
181/NMS East Grinstead Athletics Club	Towards a Hammer Cage	£3,500.00	Jacquie Russell	

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North Mid Sussex County Local Committee**13 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: NMS08
(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 Director since it is usually advantageous to bring in experienced governors from other areas
 - iv) where the local authority appoints additional members to the governing body of a school identified by Ofsted as having serious weaknesses or requiring special measures, such governors will be appointed by the relevant Cabinet Member on the nomination of the relevant Director since it is usually advantageous to bring in experienced governors from other areas
 - v) if a county councillor is appointed as a local authority governor, and either does not stand for re-election or does not retain the seat during

the quadrennial County Council elections, his/her term of office will automatically end on 31 August next following the elections. A county councillor, who resigns his /her seat on the Council, will within 4 months of his/her resignation cease to be a local authority governor. In either case, he/she is, of course, eligible for re-appointment if nominated by a county councillor.

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

3. **Reappointments**

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

4. **Current Vacancies**

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

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

5. **Proposal**

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

6. **Resources**

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

Factors taken into account

7. **Consultation**

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

8. **Risk Management Implications**

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

9. **Other Options Considered**

County councillors can decide not to make a nomination to a governing body. They may defer an application if they require further information or consultation to enable them to come to a decision. In such a case the Governing Body cannot make an appointment.

10. **Equality Duty.**

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

11. **Social Value**

None

12. **Crime and Disorder Act Implications**

None

13. **Human Rights Implications**

None

Kim Curry

Executive Director of Children, Adults
Families Health & Education

Mark Jenner

Head of School Effectiveness

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:

St Mary's C.E. Primary School, East Grinstead

Mrs Gillian Santi

Nominations for Appointment:

None

Academies:

None

Temporary Governing Bodies

None

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North Mid Sussex CLC – Authority Governor Vacancy List

School	Division	Division Member	Vacant From	Chairman	Head
Fairway Infant School	Worth Forest	Bill Acraman	July 2017	Ashleigh Hamilton-Gillings	Bridget Davison

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