

Public Document Pack

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CLC Development Team
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22 October 2018

A meeting of the Central and South Mid Sussex County Local Committee will be held at 7.00 pm on Tuesday, 30 October 2018 at Haywards Heath Library, 34 Boltro Rd, Haywards Heath, RH16 1BN

Tony Kershaw
Director of Law and Assurance

Your local County Councillors



Pete Bradbury
Cuckfield & Lucastes



Andrew Lea
Lindfield & High Weald



Joy Dennis
Hurstpierpoint & Bolney



Kirsty Lord
Hassocks & Burgess Hill South



Sujan Wickremaratchi
Haywards Heath Town



Stephen Hillier
Haywards Heath East



Anne Jones
Burgess Hill East



Andrew Barrett-Miles
Burgess Hill North

Invite you to come along to the Central and South 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 - campaign aims to make refilling your water bottle as easy, convenient and cheap as possible by introducing refill points on every street.**

Agenda

7.00 pm 1. **Welcome and introductions**

Members of Central and South Mid Sussex County Local Committee are Pete Bradbury, Andrew Lea, Joy Dennis, Kirsty Lord, Sujan Wickremaratchi, Stephen Hillier, Anne Jones and Andrew Barrett-Miles.

- | | | |
|---------|-----|--|
| 7.02 pm | 2. | Apologies |
| 7.05 pm | 3. | Declarations of Interest

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt contact Democratic Services before the meeting. |
| 7.08 pm | 4. | Minutes (Pages 5 - 12)

To confirm the minutes of the meeting of the Committee held on 26 June 2018 (cream paper). |
| 7.10 pm | 5. | Urgent Matters

Items not on the agenda that the Chairman of the meeting is of the opinion should be considered as a matter of urgency because of special circumstances. |
| 7.15 pm | 6. | Woodlands Meed School Update

The Committee will receive an update on the redevelopment of Woodlands Meed School and College. |
| 7.30 pm | 7. | Haywards Heath Sixth Form Provision Update

The Committee will provide an update on sixth form provision in Haywards Heath |
| 7.45 pm | 8. | Talk With Us Open Forum

To invite questions from the public present at the meeting on subjects other than those on the agenda. The Committee would encourage members of the public with more complex issues to submit their question before the meeting to allow a substantive answer to be given. |
| 8.00 pm | 9. | Progress Statement (Pages 13 - 16)

The document contains brief updates on statements of progress made on issues raised at previous meetings. The Committee is asked to note the report. |
| 8.15 pm | 10. | Mid Sussex Growth Deal

The Committee will receive a presentation about the Mid Sussex Growth Deal. This will include information about the A2300 and the Northern Arc. |
| 8.35 pm | 11. | Central and South Mid Sussex Community Initiative |

Funding (CSMS07(18/19)) (Pages 17 - 24)

Report by the Director of Law and Assurance.

The report summarises the Community Initiative Funding applications received via The West Sussex Crowd. The Committee is invited to consider the applications and pledge funding if appropriate.

8.45 pm 12. **Haywards Heath: Queens Road and Adjoining Roads - Proposed Traffic Calming, 20mph Speed Limit and Weight Restriction (CSMS08(18/19))** (Pages 25 - 38)

The Committee will be asked to authorise the Director of Law and Assurance to make the Traffic Regulation Order as advertised.

9.00 pm 13. **Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (CSMS09(18/19))** (Pages 39 - 46)

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.

9.05 pm 14. **Date of Next Meeting**

The next meeting of the Committee will take place at 7.00 pm on Tuesday 12 March 2019 at Downlands School, Hassocks.

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 Central and South 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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Central and South Mid Sussex County Local Committee

26 June 2018 – At a meeting of the Committee at 7.00 pm held at Martlets Hall, Civic Way, Burgess Hill RH15 9NN.

Present:

Mr Bradbury (Chairman) (Cuckfield & Lucastes;), Mrs Jones (Burgess Hill East;), Mr Barrett-Miles (Burgess Hill North;), Mrs Dennis (Hurstpierpoint & Bolney;), Mr Lea (Lindfield & High Weald;), Ms Lord (Hassocks & Burgess Hill South;) and Mr Wickremaratchi (Haywards Heath Town;)

Apologies were received from Mr Hillier (Haywards Heath East)

Also in attendance: Mr Burrett (Cabinet Member for Education and Skills)

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

1. Election of Chairman and Vice Chairman

1.1 Adam Chisnall opened the meeting and explained that as it was the first meeting of the municipal year the Committee were required to elect a Chairman and Vice Chairman.

1.2 Resolved – That:

- Mr Bradbury is elected as Chairman of the Central and South Mid Sussex County Local Committee for the 2018/19 municipal year.
- Mrs Jones is elected as Vice-Chairman of the Central and South Mid Sussex County Local Committee for the 2018/19 municipal year.

2. Welcome and introductions

2.1 Members and Officers introduced themselves.

2.2 The Chairman welcomed Richard Burrett, Cabinet Member for Education and Skills, and Deborah Myers, Director of Education and Skills.

3. Declarations of Interest

3.1 Mr Bradbury declared a personal interest as a Sussex Learning Trust Member in relation to the discussion on Haywards Heath Six Form School provision.

3.2 Mr Lea declared a personal interest as he had links with the University of Brighton in relation to the discussion on Haywards Heath Six Form School provision.

3.3 Ms Lord declared a personal interest as a secretary for the guides in relation to pitch she was preparing for the West Sussex Crowd which would apply for Community Initiative Funding.

4. **Urgent Matters**

4.1 The Chairman highlighted that the appendix for the Prioritisation of Traffic Regulation Orders had been received by Members for consideration and that paper copies were available for members of the public.

5. **Minutes**

5.1 The Committee requested that the Mr Lea's declaration in minute 52 should be changed from '..was a consultant' to '...has links'.

5.2 The Committee also requested that the 6th bullet in minute 76 should be amended to include the word 'restrictions' after '...on street parking'.

5.3 Resolved – that the minutes of the meeting held on 20 February 2018, amended as above, be approved as a correct record, and that they be signed by the Chairman.

6. **Woodlands Meed School**

6.1 The Chairman noted the high attendance in the gallery for Woodlands Meed and proposed an item before the substantive agenda in order to discuss the current situation with the school.

6.2 Deborah Myers highlighted that the responses to the previously asked questions by the campaign group had been circulated and that paper copies were available for members of the public (copy appended to the signed minutes). The feasibility study had been completed and the next stage would be to discuss options with the Governors. The original meeting with Governors had been postponed to 4 July due to Ofsted visiting the school.

6.3 The lead campaigner spoke and thanked officers and members for being present at the meeting to discuss the school; and also thanked Nicholas Soames for his support. Concerns were raised on the lack of progress and the impact this had had on resources. A request was made for more clarity on timescales. – *Deborah Myers explained that it was not possible to discuss timescales until after the meeting with the Governors. Following the meeting with Governors, a discussion would be required with the Cabinet in order to understand the extensiveness of the proposed works and the timeframe for delivery. The Chairman confirmed that the statutory duty of the local authority was to engage with Governors.*

6.4 A pupil spoke to the Committee and explained some of the difficulties pupils faced with the current facilities and emphasized that the

pupils deserved an appropriate school. – *The Committee thanked the pupil for raising concerns on behalf of all pupils.*

6.5 Richard Burrett explained the process that would follow the meeting with the Governors and how the proposals would need to be discussed with the Cabinet with regard to inclusion within the Capital Programme. It was important to find the correct, long term solution for the school, even if this resulted in a longer process.

6.6 Richard Burrett informed the public that Deborah Myers was leaving the authority but gave reassurance that the progress and traction would not be lost as a result. Deborah Myers explained that before she left the authority in August she wanted to ensure that an agreement was secured with the Governors on an option, and that this proposal had gone to Cabinet.

6.7 Members from the campaign group expressed importance on the correct solution being found with regards to space and special educational needs. A request was made for improved communications to avoid waiting for each Committee for an update, which would assist with anxiety and transparency concerns. – *Richard Burrett resolved to improve communications, but could not confirm a frequency for updates. The Woodlands Mead Communication page would be utilised for updates.*

6.8 Committee members expressed sympathy and concern for the school and resolved to keep Woodlands Mead on the Progress Statement and on the Committee's radar until the matter was concluded.

7. Progress Statement

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

7.2 The Chairman highlighted the entry for Haywards Heath Six Form School provision and that Nicholas Soames had recently published a letter on the subject. The item had also been discussed at a full council meeting.

7.3 Concerns were raised on the impact of the Cuckfield resurfacing roadworks. The Chairman confirmed that he would be attending a meeting with the Cabinet Member for Highways and Infrastructure to discuss lessons that could be learned.

7.4 Richard Speller informed the Committee of an issue with McDonalds in Burgess Hill and how the changes to the drive through were impacting the roundabout. The issue had been discussed with Mid Sussex District Council and the Police and it had been proposed to loop the queueing cars back into the car park to resolve the matter. Yellow lining on the roundabout had been considered, but this would require use of the revenue budget. The situation would continue to be monitored. The Chairman requested that this issue, and a road space audit update were placed on the next Progress Statement.

7.5 The Committee requested an update on the South Road feasibility study in Haywards Heath. – *Richard Speller confirmed that South Road was included within the Highways Progress Statement, and resolved to include an update within the Committee's next Progress Statement.*

7.6 Ms Lord discussed the issues relating to the Stonepound Crossroads resurfacing works which had destroyed the traffic signal loops. This had been discussed with the Cabinet Member for Highways and Infrastructure to ensure that lessons were learned going forwards.

7.7 Richard Speller confirmed that the Traffic Regulations Orders (TROs) for Bentswood area, Wealden Way and Crescent Road should advertise shortly. Officers had resolved the outstanding objections with the Manor Road TRO and it would be going forwards for implementation.

7.8 Richard Speller updated the Committee on the Integrated Works Programme and reported that Oathall Road was complete; the Torch 4 Access Path (incorrectly titled 'Touch' in the papers) was open. The Speed Indicator Device (SID) for Burgess Hill had been serviced and returned. An update on SID devices would come to the next Committee meeting.

7.9 The Chairman asked the public if they had any questions.

- Queried the speed limit on Vale Bridge Road. – *Richard Speller explained that to convert the speed limit to 30 mph would require the demonstration of compliance engineering to ensure adherence with the speed limit. A model would be required to build this information. The proposal was not recommended as it did not meet policy.*

8. **Talk With Us Open Forum**

8.1 The Chairman reported that he had raised concerns with the Cabinet Member for Safer Stronger Communities and the County Council Chairman over the merging of the Central and South Mid Sussex County Local Committees. It was reported that the Governance Committee would be conducting a review to look into the concerns.

8.2 The Chairman introduced the public open forum section and advised that this was an opportunity for comments and questions to be raised on items not already on the agenda, and over which the County Council has jurisdiction. The following issues were raised and responses made.

- Question from a resident regarding progress from a February 2017 storm water survey. – *Mrs Dennis confirmed that Albourne Parish Council had submitted an Operation Watershed application to resolve this.*
- Concerns raised on crossing on Keymer Road and that it required a pedestrian crossing to improve safety, particularly for school children arriving from the train station. Keymer Road Girls School, Burgess Hill, were happy to assist with costs. – *Richard Speller explained that there was no accident data for the area and that footfall data would be required to consider this location. The*

Chairman proposed that Mrs Jones and Richard Speller met with the resident to discuss this.

- Queried raised from a matter discussed during the Progress Statement on the McDonald's Drive Through impact on the roundabout. The resident queried the cost of yellow boxes on the roundabout to resolve. – *Richard Speller explained that the cost was negligible and that the issue was linked to police support for enforcement.*
- Concerns raised on high speeds on Hickmans Lane. – *Richard Speller confirmed that Lindfield Parish Council had undertaken a transport study on this, but the results were not published. A Community Highway Scheme could be utilised to fund something from the developer if the scheme was selected. Lindfield Parish Council are looking into this.*
- Query if members were concerned with lack of Spacehive applications. – *The Chairman said he would welcome more applications. Nick Burrell reported that there had been 37 CIF applications received which was roughly 10 lower than this position last year.*
- Proposal to create a free school on the Haywards Heath site. – *The Chairman explained that this was a matter for the Government. The resident was encouraged to attend Nicholas Soames' surgery to discuss with him. The resident resolved to send his proposal to the Committee members to gain their support.*
- Comment on A frames being a danger on pavements. – *Mr Wickremaratchi resolved to discuss this with the Cabinet Member for Highways and Infrastructure.*

9. **Hassocks and Keymer Parking and Traffic Scheme (CSM01(18/19))**

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

9.2 Richard Speller introduced the report and explained that the Parish Council had worked hard to complete the initial phase of the scheme and the TRO would pick up the parking elements. 9 objections had been received and so the TRO was being brought back to the Committee for consideration. Some objections had been linked to confusion between the 2 schemes.

9.3 Ms Lord explained that this TRO was the first phase and that some objections to this TRO were linked to the extent of the works. This would be covered by the second phase TRO that hopefully come to the October meeting for consideration.

9.4 Richard Speller added that any negative trends from this TRO would be addressed in the second phase TRO.

9.5 The Committee unanimously agreed to support the TRO.

9.6 Resolved – That the Central and South Mid Sussex County Local Committee, having considered the resulting benefits to the community outweigh the objections raised, authorise the Director of Law and Assurance to make the Order as advertised.

10. Penland Road & Various Roads - Traffic Regulation Order (CSM02(18/19))

10.1 The Committee considered a report by the Director of Highways and Transport and the Head of Highway Operations (copy appended to the signed minutes).

10.2 Richard Speller introduced the report and there had been difficulties with this TRO due to its large size. Objections had been considered and as a consequence some restrictions were being removed from the TRO.

10.3 A resident queried the impact of the proposal for the Harlands Road car park in Haywards Heath becoming new flats. – *Richard Speller explained that there would likely be some displacement of cars from this, but there were no plans to revisit this TRO. The road space audit would consider this.*

10.4 The Committee unanimously agreed to support the TRO.

Resolved – That the Central and South Mid Sussex County Local Committee, authorise the Director of Law and Assurance to make the Order as advertised except for amendments outside 38/40 Penland Road, 43/45 Penlands Road, 94/96 Turners Mill Road, 24/26 Turners Mill Road, opposite 18/22 Pasture Hill Road, as detailed in paragraph 1.12 and Appendix C highlighting revised plans.

11. Balcombe Road/Borde Hill Lane & Hanlye Lane, Haywards Heath - 30 MPH Speed Limit (CSM03(18/19))

11.1 The Committee considered a report by the Director of Highways and Transport and the Head of Highways Engineering (copy appended to the signed minutes).

11.2 Richard Speller introduced the report and explained that the new roundabout for Hanlye Lane and Balcombe Road required a speed limit change in the area. Objections had been received relating to how far the speed limit would extend to. Richard Speller explained that the 30 mph extension was not linked to the existing road.

11.3 A resident queried if there would be footpath provision from the roundabout to Penlands. – *Richard Speller explained that this would not happen at present, but could be included as part of the main Penlands development.*

11.4 The Committee unanimously agreed to support the TRO.

11.5 Resolved – That the Central and South Mid Sussex County Local Committee, having considered the objections to the proposal, authorise the Director of Law and Assurance to make the proposed Traffic Regulation Order as advertised.

12. Blackthorns Primary School - School Keep Clear Traffic Regulation Order (CSM04(18/19))

12.1 The Committee considered a report by the Director of Highways and Transport and the Service Manager of Transport and Countryside (copy appended to the signed minutes).

12.2 Richard Speller introduced the report and explained that the TRO would ensure that the school keep clear lines were enforceable.

12.3 A resident raised concerns on the impact the TRO would have on Blackthorns, which was a cul-de-sac with limited parking.

12.4 Mr Lea spoke, as the local member, in support of the TRO and the safety aspects it would bring. The TRO had been amended to reflect the comments that had been received. Other issues could be addressed via a community application. Richard Speller explained that if a request came in from the community, officers would utilise design consultees to understand the proposals.

12.5 Richard Speller confirmed that the timing of the restriction was consistent with other restrictions as a standard time frame.

12.6 Operation Crackdown was proposed as a good process for reporting illegal parking.

12.7 A resident felt that the County Council should encourage a change of culture to remove illegal and dangerous parking. - The Chairman proposed an article in the Connections publication to highlight this.

12.8 The Committee unanimously agreed to support the TRO.

12.9 Resolved – That the Central and South Mid Sussex CLC having considered that the resulting benefits to the community outweigh the objections raised, authorise the Director of Law and Assurance to make the Order as advertised.

13. Prioritisation of Traffic Regulation Orders (CSM05(18/19))

13.1 The Committee considered a report by the Director of Highways and Transport and the Head of Highway Operations (copy appended to the signed minutes).

13.2 Resolved – That the Committee agrees to progress the top three highest scoring TROs from Appendix A:

- Chanctonbury Road, Burgess Hill – Parking, Junction Protection
- London Road, Pyecombe – Parking, Junction Protection
- South Road, Haywards Heath – Parking, Timing.

14. Central and South Mid Sussex Community Initiative Funding

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

14.2 The committee noted that there were no applications in the fundraising stage.

14.3 Ms Lord informed the Committee that she was preparing an application on behalf of the guides for heating of their hut. It was hoped that the application would be ready in time for the next Committee meeting.

15. Nominations for Local Authority Governors to Maintained Schools and Academy Governing Bodies (CSMS06(18/19))

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

15.2 Resolved – That Central and South Mid Sussex Local Committee approve the following nominations:

Nomination for Reappointment:

- Downlands Community School - Mrs Diana Hunt for a further four year term

Nominations for Appointment:

- St Joseph's Catholic Primary School - Mrs Helen Bilton for a four year term
- Twineham Primary School - Mrs Joy Dennis for a four year term

16. Date of Next Meeting

16.1 The Committee noted that its next scheduled meeting would take place on 30 October 2018 at Mid Sussex District Council – Council Chamber.

Chairman

The meeting closed at 9.30 pm

Central and South Mid Sussex County Local Committee

30 October 2018

Progress Statement

Minute ref/date	Topic	Issue	Action required by
Misc	Progress	Cuckfield Road Works	Area Highways Manager
The completion of the Cuckfield High street resurfacing scheme is currently programmed for the school half term holiday October 2018. There will be no night time working.			
26.06.18 Min 7.4	Progress	Round about near McDonalds in Burgess Hill	Area Highways Manager
Issue with McDonalds in Burgess Hill and how the changes to the drive through were impacting the roundabout. The issue had been discussed with Mid Sussex District Council and the Police and it had been proposed to loop the queueing cars back into the car park to resolve the matter. Yellow linage on the roundabout had been considered, but this would require use of the revenue budget. The situation would continue to be monitored.			
26.06.18 Min 7.5	Progress	South Road feasibility study in Haywards Heath.	Area Highways Manager
Area Highways manager to provide an update			
26.06.18	Progress	Speed Indicator Device	Area Highways Manager
SID has been used by Albourne, Hurstpierpoint and Sayer Common and will be passed from parish to parish on a regular schedule.			
26.06.18	Progress/TWU	Merger of the Central and South Mid Sussex County Local Committees (CLCs)	Chairman
The Governance Committee are conducting a review to look into the concerns. The first meeting is 24 September and the second 24 October. All County Councillor in Mid Sussex will be invited to comment.			
26.06.18	TWU	Request for a crossing on Keymer Road	Area Highways Manager and Anne Jones
Mrs Jones and Richard Speller have met with the resident and discussions are ongoing.			
New	Misc	Jubilee Gardens	Area Highways Manager
Awaiting an application for a Community Highways scheme			
Ongoing	Progress	Road Space Audit	Miles Davy (WSCC) and Claire Onslow (MSDC)
A Cabinet Member Decision is listed in the Forward Plan for November. This will be previewed by Select Committee on 14 November 2018. The report is expected to set out the programme and timings of the RSAs across West Sussex.			

Traffic Regulation Order Updates

TRO Priorities- Previously Selected By Central Mid Sussex CLC	Latest Update
Northlands Ave (& other side roads), Hayward Heath	Pre-advertisement preparation stage
Bentswood area, Hayward Heath (inc St Josephs Way)	Pre-advertisement preparation stage
Wealden Way , Lucastes Lane & Bolnore Road, Sergison Road, Hayward Heath	Pre-advertisement preparation stage

TRO Priorities- Previously Selected By South Mid Sussex CLC	Latest Update
Crescent Road (& other roads), Burgess Hill	Objection received. Local Members and Area Highways Manager aiming to resolve objections.
Manor Rd, Leyland Park, Valbridge Drive, Adur Road and Stirling Court Road, Burgess Hill	Substantially complete but not sealed.

Joint TRO Priorities for Central & South Mid Sussex CLC	Latest Update
Three TRO's selected on 26.06.18	Chanctonbury Road, Burgess Hill – Parking, Junction Protection London Road, Pyecombe – Parking, Junction Protection South Road, Haywards Heath – Parking, Timing.

Community Highway Scheme and IWP scheme updates

Town / Parish	Scheme	Status
Hassocks	Traffic and Parking scheme	Implementation in progress
Haywards Heath	Oathall Road/ Ave junction improvement	Completed
Haywards Heath	Queens Road	Scheme advertised
Haywards Heath	Transport Study	Business Park signage and Clair Park Cycleway, design in progress. South Road public realm status unknown
Cuckfield	London Lane	Detail Design drawings to be issued for consultation imminent.
Cuckfield	Pedestrian crossing A272	Detail Design drawings to be

		issued for consultation imminent.
Hurstpierpoint	Touch 4 access path	Completed
Bolney	CLC £2K The Street traffic calming	Options being considered
Hassocks	Railway Station parking	Parish and Section 106 funding TRO in progress.
Burgess Hill	Green Circle crossing of A273	Passed Moderation and preliminary design started.
Burgess Hill	East end of Janes Lane Change to speed limit	Passed Moderation and preliminary design started.
Burgess Hill	West end of Janes Lane Pedestrian crossing	Passed Moderation and preliminary design started.
Haywards Heath	Church Road Pedestrian crossing	Passed Moderation and preliminary design started.
Ansty	Footway improvement scheme	Passed Moderation and preliminary design started.

New Community Highway Schemes 2018

Burgess Hill	Kingsway	Central refuse & dropped crossing, bridleway crossing	CHS has been reviewed and accepted as meeting criteria for progression. Subject to approval of budget and annual delivery programme, this will be designed in 19/20 with delivery in 20/21 onwards. Please note all schemes are subject to feasibility.
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Rejected Community Highway Schemes 2018

Haywards Heath	Pete Bradbury	Age UK crossing	Improve ped access	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.
Haywards Heath	Pete Bradbury	Bolnere Rd - Improved ped access	Improve ped access	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process. Issue with Byway Open To All Traffic status
Hassocks	Kirsty Lord	Dale Ave pedestrian improvements	School access improvements	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process., Further work to be done with Safe Route to School team to establish what is required and identified in the School Travel Plan
Burgess Hill	Anne Jones	Woodland Ave	Verge Parking Scheme	Community Scheme has been reviewed and it did not meet criteria threshold for progression under this process.

Local Transport Improvement Program Schemes

Burgess Hill	Anne Jones	Burgess Hill Girls School	Selected for wider community assessment
Haywards Heath	Sujan Wickremaratchi	Portsmouth Lane / High Beech Lane	Road Safety Scheme,
Burgess Hill	Anne Jones	Gatton School	Safe Routes to School Scheme

Strategic Schemes

Haywards Heath	Sujan Wickremaratchi	South Road (east)	Selected for preliminary design
Haywards Heath	Sujan Wickremaratchi	South Road (west)	Selected for preliminary design
Haywards Heath	Sujan Wickremaratchi	Commercial Square	Selected for preliminary design

Central and South Mid Sussex County Local Committee

Community Initiative Funding

30 October 2018

Report by Director of Law and Assurance

Ref: CSMS07 (18/19)

**Key Decision:
No**

Part I

**Electoral Divisions:
All in Central and
South Mid Sussex 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, Central and South Mid Sussex CLC has a total of £40,112.92 for allocation. Details of awards made in the previous financial year are included in Appendix B.

There are five new pitches for consideration by the Committee.

One pitch is in fundraising stage with a total project cost of £3,467.00.
One pitch is in fundraising stage with a total project cost of £11,620.00.
One pitch is in fundraising stage with a total project cost of £7,673.00.
One pitch is in fundraising stage with a total project cost of £10,490.00.
One pitch is in fundraising stage with a total project cost of £2,623.00.

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

Actively Fundraising -

- **233/CSMS – Hassocks Guide Hall Association, Heating for Hassocks Guide Hut, £3,467.00 – Towards a new heating system so that the hut can be used all year round.**
<https://www.spacehive.com/heating-for-hassocks-guide-hut>
- ***243/CSMS – 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 North Mid Sussex CLC*

- **244/CSMS – Ashenground Community Centre, Ashenground Community Café, £7,673.00 – Towards purchasing kitchen equipment and marketing/training costs for a new community café.**
<https://www.spacehive.com/ashengroundcommunitycafe>
- **264/CSMS – Parochial Church Council of Bolney, Helping Hand, £10,490.00 – Towards installation of handrails above stone steps on churchyard's well-used public footpath.**
<https://www.spacehive.com/helping-hand>
- **273/CSMS – Blackhouse Lane phone box renovation, £2,623.00 – Towards structural repair work and paintwork costs to restore three phone boxes.**
<https://www.spacehive.com/blockhouse-lane-phone-box-renovation>

In Preparation –

There are currently no active pitches in preparation stage.

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

There have been no applications in receipt of funding during the **2018/19** financial year to date.

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

Applicant	Summary	Member	Awarded	Feedback
3/CSMS 4Sight	towards an Outreach Worker in Burgess Hill one day per week	Anne Jones	£2,500.00	
40/CSMS The Bookchat Roadshow	Author fees, advertising and marketing	Sujan Wickremaratchi	£1,000.00	
42/CSMS Scaynes Hill Cricket Club	for the purchase of sight screens	Andrew Lea	£2,148.00	
30/CSMS Lindfield Arts Festival	towards toy activity	Andrew Lea	£1,200.00	
48/CSMS Haywards Heath Town Team CIC	towards the purchase of parts to retro-fit electric drives for bicycles.	Stephen Hillier	£1,500.00	
50/CSMS Burgess Hill Rugby Football Club	towards new kit for the team(s)	Andrew Barrett-Miles	£2,500.00	
68/CSMS IMPACT Tasty Team	towards equipment for children's cooking classes	Stephen Hillier	£1,452.00	
99/CSMS St Francis Bowls Club	Towards rebuilding of changing rooms	Stephen Hillier	£1,000.00	
107/CSMS St Andrew's Church	Towards refurbishment and rebuilding of toilets	Anne Jones	£2,500.00	
111/CSMS Bolney Local History Society	Towards publishing a local history book	Joy Dennis	£2,000.00	
133/CSMS Sussex Clubs for Young People	Towards setting up the Duke of Cornwall award	Pete Bradbury	£830.00	

Agenda Item 11
Appendix B

139/CSMS Burgess Hill Shed	Towards upgrade of dust extractor	Anne Jones	£2,120.00	
147/CSMS MidSussex Cultural Group	Towards putting on classes	Anne Jones	£2,884.00	
152/CSMS Clayton Volunteer Group	Village Gateway Initiative	Kirty Lord	£2,430.00	
153/CSMS FLaCK: Freeks Lane Community Kiosk	Towards renovation of community kiosks	Andrew Barrett-Miles	£656.00	
155/CSMS Haywards Heath Town Team CIC	The River of Poppies	Sujan Wickremaratchi	£500.00	
160/CSMS Poynings Volunteers	Towards children's play equipment	Joy Dennis	£2,500.00	
164/CSMS Haywards Heath Twinning Association	Anniversary Project	Sujan Wickremaratchi	£1,500.00	Feedback received
172/ CSMS MSOPC	Towards outreach lunch	Andrew Lea	£695.00	
175/CSMS Cuckfield Bookfest	Bookfest 2018	Pete Bradbury	£1,500.00	
193/CSMS Bolney Volunteers	Towards a speed indication device	Joy Dennis	£3,000.00	

Central and South Mid Sussex County Local Committee	Ref No: CSMS08(18/19)
30 October 2018	Key Decision: No
Haywards Heath: Queens Road and Adjoining Roads - Proposed Traffic Calming, 20mph Speed Limit and 7.5 tonne (Except for Access) Weight Restriction.	Part I
Report by Director of Highways and Transport	Electoral Division: Haywards Heath Town

Summary

This originated as a Community Highways Scheme application from Haywards Heath Town Council asking West Sussex County Council (WSCC) to review traffic conditions in Queens Road with regard to residents' concerns about it being used unnecessarily as a cut-through from Sydney Road, the speed of traffic, the safety of pedestrians and cyclists and concern regarding the number of HGVs unnecessarily using the residential roads to access the adjacent business park.

As a result in May 2017 WSCC undertook traffic speed and flow surveys which showed that average speeds range from 23-26mph with flows of just under 3000 vehicles in each direction on Queens Road over a 24hr/7day period. There were two recorded injury-accidents in the latest 5 years for which information was available at that time.

The main aim of the proposed scheme is therefore to slow down and discourage vehicles from using Queens Road as an alternative route to the adjacent B2028 Sydney Road by the introduction of traffic calming in the form of a series of six sets of speed cushions, a 20mph speed limit, and 7.5 tonne weight restriction (Except for Access).

Because of the Bridge Road Business Park and Haywards Heath Ambulance Station at the eastern end of Queens Road, no features are proposed which would inhibit HGVs and emergency vehicles from reaching the Oathall Road end of the Sydney Road roundabout.

During the Statutory Public Consultation 4 messages of support and 8 objections were received as summarised along with our observations in response in Appendix B to this Report.

Recommendation

That the Central and South Mid Sussex County Local Committee authorises the Director of Law and Assurance to make the Orders as advertised.

To introduce:

- A series of six sets of raised Speed Cushions.
 - A 20mph speed limit.
 - A 7.5 tonne (Except for Access) Weight Restriction.
- And all associated regulatory traffic signs.

Proposal

1. Background and Context

- 1.1 Following local concerns regarding the speed and through-flow of vehicles in Queens Road WSCC undertook traffic and speed surveys in May 2017 which showed that average speeds range from 23-26mph with flows of just under 3000 vehicles in each direction in Queens Road over a 24hr/7 day period. There were two recorded injury-accidents in the latest 5 years for which information was available at that time.
- 1.2 Where average speeds exceed 24mph then additional physical measures are required to make a 20mph speed limit realistically enforceable, as stated under WSCC policy, hence the proposed series of six sets of speed cushions.

2. Proposal

- 2.1 To introduce:
 - A series of six sets of raised Speed Cushions.
 - A 20mph speed limit.
 - A 7.5 tonne (Except for Access) Weight Restriction.And all associated regulatory traffic signs.
- 2.2 The lengths of road that are the subject of the proposed Order are shown on Drawing No. CMS8018-MM. The drawing is at Appendix A

3 Resources

This scheme is on the published Community Highways Schemes Programme for 2018/19, funded from the Integrated Transport Block. The latest total estimated cost for design and construction is £85,000.

- 3.1. Future maintenance will be from Highways revenue budgets.

4 Consultation

- 4.1 **Local Member** - The local WSCC Member for Haywards Heath Town has been consulted and supports the proposals.
- 4.2 **External** - Sussex Police, Ambulance, and Fire Service have been consulted and raised no objection to the proposals.
- 4.3 **Public** – Between 21st May and 13th June 2018 WSCC wrote to all 450 residents, businesses, and organisations in Queens Road, Church Avenue, Gordon Road and Bridge Road Business Park with details of the proposals and asked for their feedback so that the level of local support could be assessed. An online Have Your Say feedback page was also set up.
- 4.4 As a result 88 replies were recieved.
From those:
 - Regarding the proposed speed cushions, 69 were in favour and 19 against;
 - Regarding the 20mph speed limit, 75 were in favour and 13 were against;

- Regarding the 7.5 tonne weight restriction (except for access), 83 were in favour and 5 were against. (1 paper was returned blank)

This is a considerable proportion in favour and after reporting these results to the Local Member and Haywards Heath Town Council it was agreed to proceed to Statutory Public Consultation which ran from 30th August to 20th September 2018. Notification of this was sent directly to all 450 residents, businesses, and organisations in Queens Road, Church Avenue, Gordon Road and Bridge Road Business Park, the Police and Emergency Services, Mid Sussex District Council Councils, the Road Haulage Association, Freight Transport Association and other Motoring Organisations.

During the consultation period a copy of plans and a statement of reasons were placed at the local library, and the Notice advertised in the Mid Sussex Times and on the County Council's website. Notices were also erected and maintained on site at suitable locations.

- 4.5 During the consultation period 4 messages of support and 8 of objection were received and these are summarised in Appendix B to this report together with comments from the Director of Highways and Transport.

5 Risk Management Implications

- 5.1 If these Traffic Regulation Orders are not made there is a reputational risk for the County Council as local aspirations for lower speed limits will not be met.
- 5.2 If these Traffic Regulation Orders are made there is a risk it may not provide the benefits in speed reduction that are expected by those supporting it, however the use of speed cushions should ensure that speeds are reduced.

6 Other Options Considered

- 6.1 It would be practicable to proceed with the Traffic Calming and 20mph Speed Limit which are inter-reliant but omit the 7.5 tonne (Except for Access) Weight Restriction which is not reliant on either the speed limit or traffic calming.

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 align with the County Council's policy on Social Value insofar as they aim to improve the local road environment for existing users and future residents of the new development.

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 these Traffic Regulation Orders is still justified.

Matt Davey

Director of Highways and Transport

Guy Bell

Head of Highway Engineering

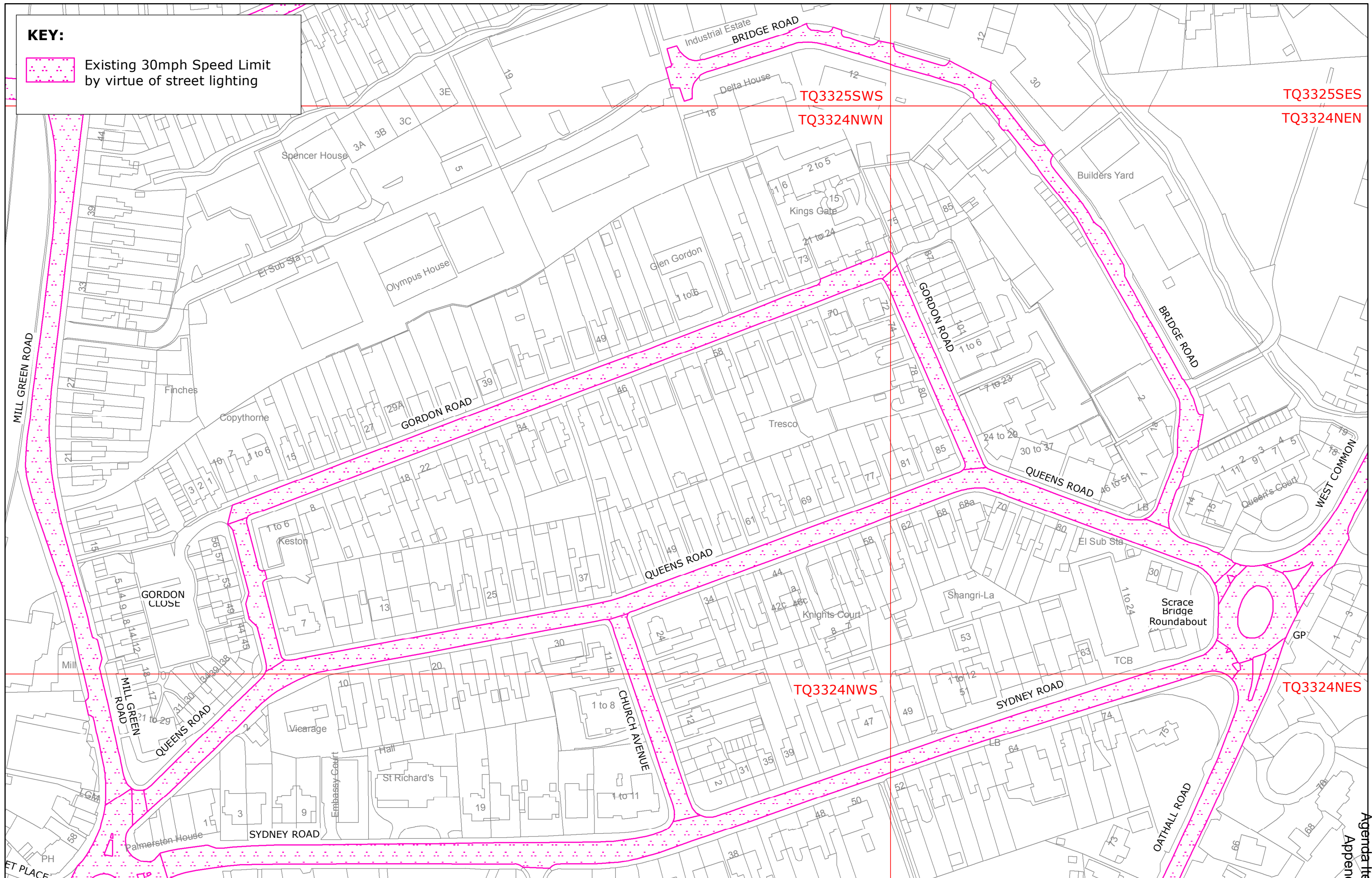
Contact: Ian Moorey Principal Engineer WSCC x26329

Appendices:

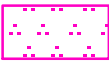
Appendix A - Drawing No. CMS8018-MM x3 calming, speed limits, weight


Appendix B - Public Consultation Responses and Engineer's Comments

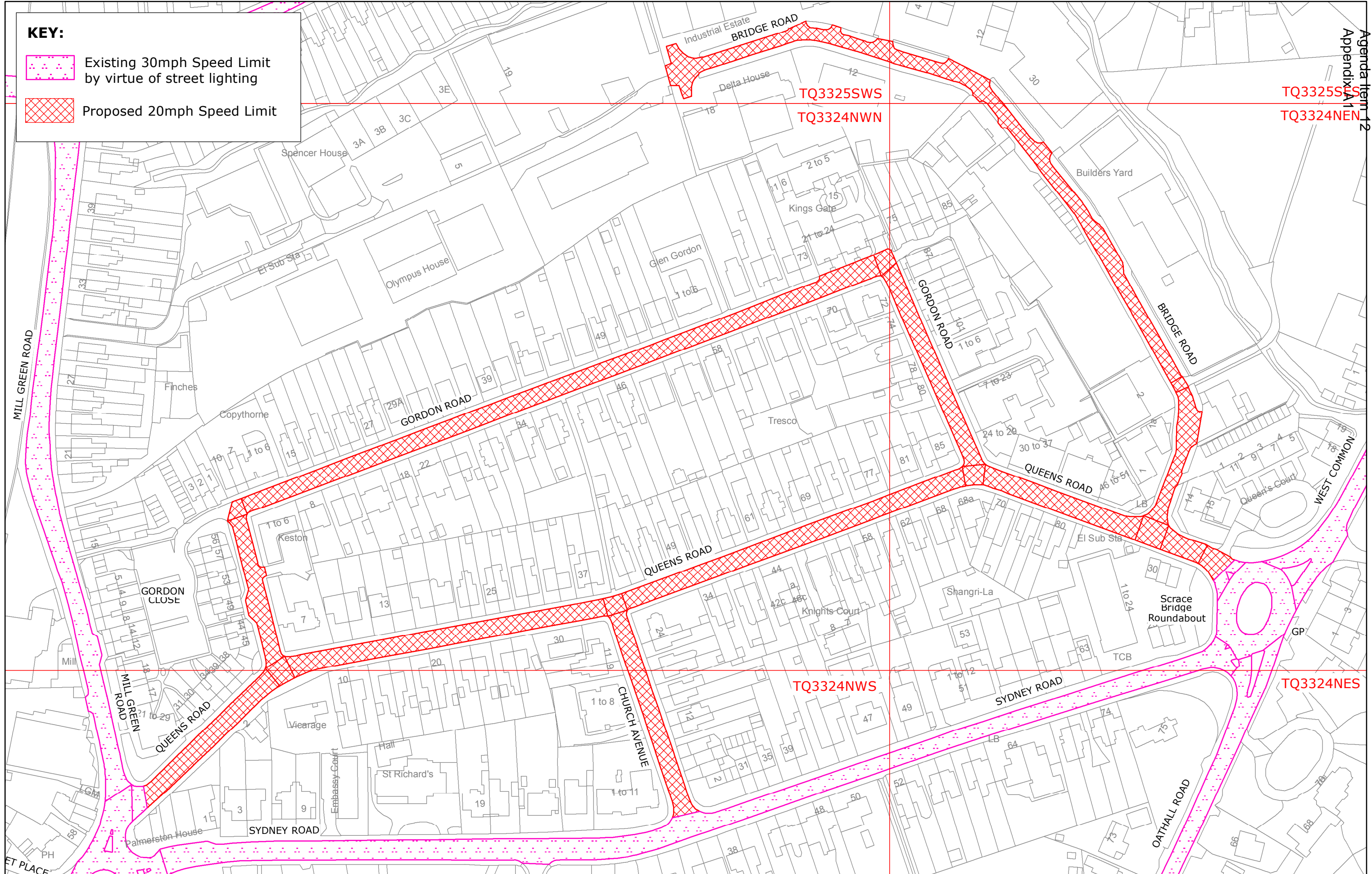
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Existing 30mph Speed Limit
by virtue of street lighting



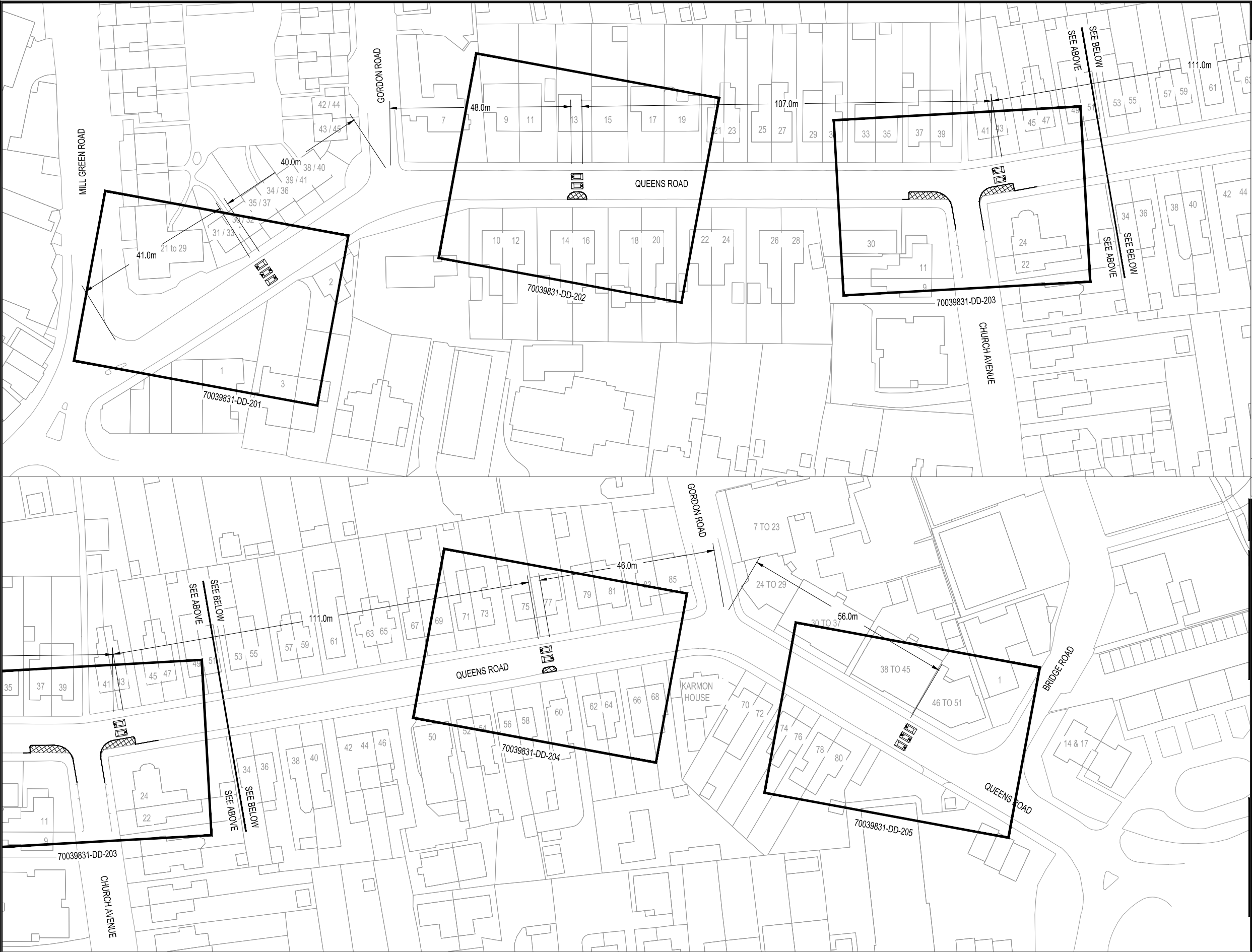
KEY:

 Existing 30mph Speed Limit by virtue of street lighting

 Proposed 20mph Speed Limit



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13:43:02, by Gonzalez-Doval, Daniel

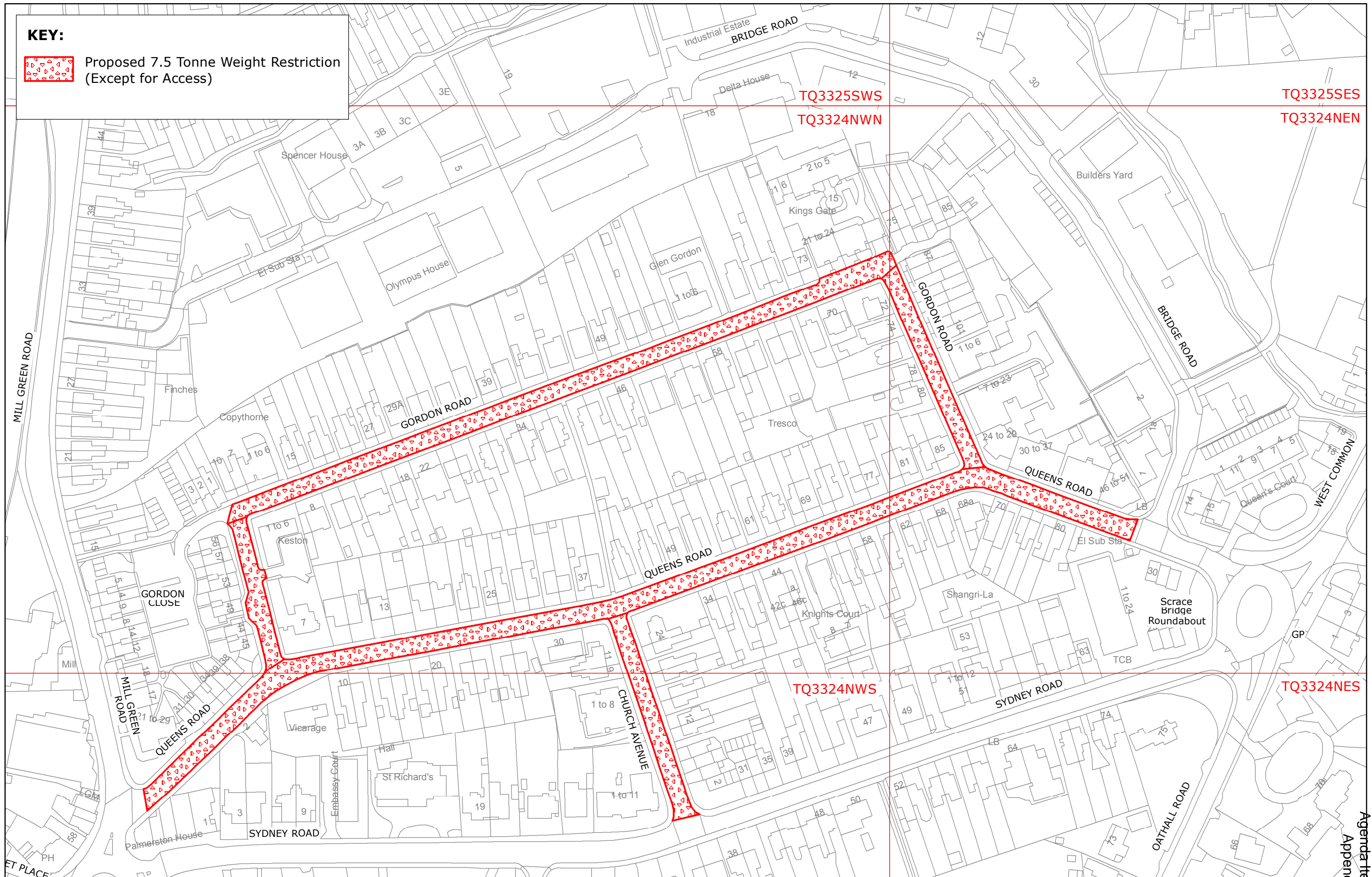


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KEY:



Proposed 7.5 Tonne Weight Restriction
(Except for Access)



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Appendix B

Summary of Comments and Objections **Haywards Heath: Queens Road Proposed Traffic Calming, 20 mph** **speed limit and Prohibition of HGVs**

Comments	Engineer's Response
Resident of Church Avenue: Parking opposite the Bridge Road junction should be reviewed as HGVs exiting the junction will swing out onto the wrong side of the road. Vehicles approaching will be unsighted due to parked cars.	Although we are not in a position to include this suggestion in these proposals we will note it for consideration in the next periodic review of waiting restrictions in this area.
Most HGVs will have to access the industrial Estate via Sydney Road- parking arrangements there should be reconsidered.	As above.
20 mph order should be considered for Sydney Road.	The proposals for 20mph only cover the roads affected by and adjacent to the traffic calming measures. It is not proposed to lower the 30mph speed limit in Sydney Road which as the B2108 remains the local through-route.
Fire Service and ambulance often use Queens Road to avoid traffic on Sydney Road. Speed humps may cause them difficulties.	The speed cushions are designed to enable wider-wheelbase vehicles to straddle them. The Ambulance Service has been formally consulted and raised no objections to these proposals.
Raises concerns about visibility for traffic at Commercial Square roundabout and requests this area is also reviewed.	This roundabout is outside the scope of the proposals.
Residents of Sydney Road: Concerned about the effect of the Queens Road scheme on Sydney Road: 30 mph Speed Limit on Sydney Road is rarely complied with. Cars parking on Sydney Road park with 2 wheels on the pavement due to the narrow width of the road, causing hazard for pedestrians, people with pushchairs and wheelchair users. Westbound traffic often fails to give way to traffic resulting in eastbound traffic driving along the pavement. There are no pedestrian crossing points either, making the road very hazardous for pedestrians.	The proposals in Queens Road are intended to discourage unnecessary through-traffic which may result in some vehicles re-routing to Sydney Road which is considered capable of coping with this increase. If any further measures are required for parking or pedestrians these can be considered in future reviews.

<p>Proposed scheme will increase numbers of HGVs using Sydney Road, and may increase general traffic seeking to avoid the speed humps, making all of the above issues worse.</p>	<p>The number of HGVs using Queens Road is around 130 daily and as a result of the proposals these and a proportion of other vehicles are likely to transfer to Sydney Road.</p>
<p>Resident of Gordon Road: Questions what enforcement measures will be taken to prevent HGVs using the roads in the TRO, or to enforce the 20 mph speed limit. If no extra measures are put in place there is no point to the scheme.</p> <p>Traffic trying to avoid the speed humps will filter down Gordon Road, where many young children play as part of the 'Playing Out' scheme.</p>	<p>Regulatory signs will be located at each end of the proposed weight restriction to enable Police enforcement if required.</p> <p>Regulatory signs and the presence of speed cushions are designed to encourage compliance with the lower 20mph limit.</p> <p>It is very unlikely that traffic will divert to using Gordon Road which is a considerably longer route than Queens Road and the 'Playing Out' Scheme only operates on a limited number of days each month.</p>
<p>Resident of Gordon Road: Current 30 mph speed limit in the area is not dangerous to pedestrians or drivers and there is no school in the area. Having different speed limits is confusing to drivers and no one sticks to the 20 mph limit anyway. Does not understand why the road is closed to allow children to play when there is a park round up the road.</p> <p>The government has recently discussed that speed humps should be scrapped and they have negative effect on the environment.</p> <p>They would also slow emergency services' vehicles and there is an ambulance station at one end of the road and a hospital nearby.</p>	<p>The 20mph speed limit will be clearly signed and the proposed speed cushions are designed to encourage compliance.</p> <p>The justification and operation of the 'Playing Out' scheme is a matter for Mid Sussex District Council and beyond the scope of these proposals.</p> <p>There was a joint Defra DfT report published in July 2017 'The UK Plan for Tackling Roadside Nitrogen Dioxide (NO2) Concentrations' which was quite complex and covered a number of points. Diesel vehicles emit more NO2 when driven over speed bumps compared to speed cushions, as proposed here. And traffic calming does result on more changes of gear and higher exhaust emissions; however, this is more critical dependant on the background pollution at any given location and must be weighed against the road safety benefits of slower speeds.</p> <p>Wider wheel-based Emergency Service vehicles like ambulances can straddle speed cushions to minimize discomfort. The Emergency Services have been formally consulted on these proposals and raised no objections.</p>

<p>If traffic needs to be slowed a 20 mph speed limit without the humps should be sufficient.</p>	<p>WSCC policy is that average speeds ought to be below 24mph to make a 20mph speed limit workable, otherwise physical features are required for enforcement purposes. In the case of Queens Road average speeds are up to 26mph hence speed cushions are considered necessary.</p>
<p>Resident of Queens Road: Objects to speed cushions as they cause noise and pollution. Does not want them near their house as the road is busy and polluted as it is.</p> <p>Objects to the 20 mph speed limit as it is too slow and drivers will lose concentration through boredom.</p> <p>Supports HGV Ban provided bins will still be collected.</p>	<p>Whilst speed cushions can result in additional noise and pollution this should be weighed against the road safety benefits of lower speeds.</p> <p>This seems unlikely and road users are under a legal obligation to maintain reasonable care and attention at all times when driving.</p> <p>Yes they will. The proposed 7.5 tonne restriction has an exception for all vehicles which require access i.e. that need to stop at any premises along the route but not travel through it to reach another destination.</p>
<p>Resident of Gordon Close: Objects to the scheme because it will increase traffic on Sydney Road which is already congested. With cars parked on both sides of Sydney Road making access difficult. It would be better to use funds to install double yellow lines on Sydney Road. This would allow traffic to pass and make people less likely to use Queens Road as a cut-through.</p>	<p>It is likely that a proportion of vehicles will transfer to Sydney Road which is a B road and the local through-route.</p> <p>Although we are not in a position to include this suggestion in these proposals we will note it for consideration in the next periodic review of waiting restrictions in this area.</p>
<p>Resident of Gordon Road: Concerned about HGVs having to access the road via Bridge Road from the Scrase Bridge roundabout as Gordon Road might become a way to avoid the speed cushions.</p> <p>Access from the roundabout into Queens Road is narrow due to permitted parking. This needs to be improved by removing parking but this would be unfair to local residents. This issue will cause a bottleneck of traffic. Traffic management measures such as prescribed routes should be considered to improve traffic flow at the affected junctions.</p>	<p>It is very unlikely that traffic will divert to using Gordon Road which is a considerably longer and more tortuous route than Queens Road.</p> <p>Although we are not in a position to include this suggestion in these proposals we will note it for consideration in the next periodic review of waiting restrictions in this area.</p>
<p>Resident of Queens Road: speed cushions will increase noise for residents due to tyre noise</p>	<p>Whilst speed cushions can result in additional noise and pollution this should be weighed</p>

<p>and vehicles accelerating and decelerating. 20 mph speed limits are ineffective measure causing stress to drivers focussing on keeping to a low speed, reducing safety.</p> <p>Prohibiting HGVs is unnecessary as these vehicles do not cause particular concern and sending them along Sydney Road will cause congestion.</p> <p>Proposed measures are over the top as surveys did not identify problems with speeding. Costs could be better spent elsewhere.</p> <p>If traffic calming is required better alternatives could be used such as chicanes and zebra crossings.</p>	<p>against the road safety benefits of lower speeds.</p> <p>The introduction of speed cushions and 20mph speed limit is an opportunity to restrict the small but significant number of around 130 HGVs which use Queens Road each weekday and these would be better suited to use Sydney Road.</p> <p>These proposals are in response to local concerns expressed through Haywards Heath Town Council and confirmed as supported through resident's feedback.</p> <p>Speed cushions are considered a better option in the circumstances of Queens Road because chicanes would be more disruptive to frontagers, remove parking areas, and result in vehicles meeting head-on at certain points.</p> <p>There are sufficient gaps in the traffic flow for pedestrians to cross without the need for Zebra crossings.</p>
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Support for proposed measures

Resident of Queens Road: Fully supports the proposed scheme, requests that parking issues at the location of certain speed humps is considered to prevent vehicles parking in a way that obstructs driveways.

Resident of Queens Road: Fully supports the scheme, size and speed of vehicles entering Queens Road from Oathall Road causes danger for residents pulling onto Queens Road. Traffic frequently speeds along Oathall Road and straight into Queens Road.

Resident of Queens Road: scheme is welcome and much needed as Queens Road is treated like a race track.

Resident of Gordon Road: Supports scheme and suggests that double yellow lines are considered on Both sides of Queens Road from the Scrase Bridge Roundabout to the entrance to Bridge Road. Parked cars make this length of road extremely dangerous at times and this will be worse if more large vehicles use this part of the road.

Central and South Mid Sussex County Local Committee

30 October 2018

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

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

Ref: CSMS09(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) 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:

Bolney C.E. Primary School

Mrs Judith Kew for a four year term

Nominations for Appointment:

Birchwood Grove Community Primary School

Mrs Sandra (Sandie) Piper for a four year term

Academies:

None

Temporary Governing Bodies

None

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Authority Governor Vacancies for Central and South Mid Sussex County Local Committee Area

School	Division	Division Member	Vacant From	Current Status	Chairman	Head
Birchwood Grove Community Primary School	Burgess Hill East	Anne Jones	Feb-17	Nomination to CLC	Ed Perrett	Sylvia White
Twineham C.E. Primary School	Hurstpierpoint & Bolney	Joy Dennis	May-18	Outstanding	Unknown	Scott Reece

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