

Community Funded Scheme Feasibility Assessment

The Community Funded Scheme initiative is a way of enabling local communities fund highway related schemes. Scope for schemes are outlined in the Community Funded Scheme Scope document.

A Feasibility assessment will cost £500 + VAT and may include a site visit that will assess the merits and feasibility of the scheme based on current highway and traffic, highway boundaries, safety implications and logistics of request. We request this fee should be paid for before we undertake the assessment. Please include as much detail for the proposed scheme as possible, outlining clear objectives and background data.

Before completing the assessment form please read the guidance notes which can be found at the end of this document. The following documents should also be read in conjunction with this Form: Community Funded Schemes Scope, Local Transport Plan (LTP4) Objectives Advice (<https://www.eastsussex.gov.uk/roads-transport/transport-planning/local-transport-plan/local-transport-plan-4>) and Community Funded Scheme Consultation Advice.

On completion of the form please submit by email to contracts.managementgroup@eastsussex.gov.uk

or send by post to Community Funded Scheme, East Sussex Highways, Ringmer Depot, Ringmer, East Sussex, BN8 5NP.

Once the feasibility assessment has been completed, we will advise if the county council support the scheme, or if the request is not feasible to take forwards.

Before completing the form, please read the [guidance](#) at the end of this document.

Section 1 - Scheme Details

Name of Parish Council or Community Group	Click or tap here to enter text.
Main Contact name and details: <ul style="list-style-type: none"> • Name • Position • Telephone Number • Email Address 	Click or tap here to enter text.
Alternative Contact: <ul style="list-style-type: none"> • Name • Position • Telephone Number • Email Address 	Click or tap here to enter text.
Scheme Name	Click or tap here to enter text.
How will the Assessment be paid for?	Choose an item.
Brief Description of Scheme	Click or tap here to enter text.
Location of Scheme (Road name(s) / Post code)	Click or tap here to enter text.
Parish/District/Borough	Click or tap here to enter text.
Name of your County Councillor	Click or tap here to enter text.
Do they support the scheme?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Name of your MP	Click or tap here to enter text.
Do they support the scheme?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Section 2 - Problem Identification

Problem Identification

Please describe clearly what the specific traffic and transport issues are that you want the scheme to address.

Include details of the evidence you have to support this (i.e. local complaints / concerns, results of traffic surveys if they have been carried out, accident data etc.) and include this with the application.

Click or tap here to enter text.

Section 3 - Scheme Aims, Objectives and Benefits and contribution towards Local Transport Plan (LTP) Objectives

Description of the schemes key aims, objectives and benefits

Please describe the scheme attaching a plan or sketch if appropriate and include the feasibility design work you have carried out.

Please state the key aims and objectives of the scheme and the expected benefits the scheme will bring. Include details of those who will benefit from the scheme. Describe how the scheme will address the problems identified in Section 2 above. Also consider how your scheme will contribute towards the

Click or tap here to enter text.

LTP4 Objectives (see link above). Include and links to your Neighbourhood or Parish Plan if appropriate.

Section 4 - Consultation

Consultation

Please give details, including the outcome and level of support, for any local consultation activities you have carried out. Include any known opposition to the scheme and any actions you have taken to try and resolve this.

Also please provide details of any consultation with other stakeholders. Attach a separate report if necessary.

Click or tap here to enter text.

Has the Parish Council/Community Group considered the outcome of the consultation and formally agreed to proceed with the scheme?

Click or tap here to enter text.

Section 5 - Funding

Do you have an estimated design and construction cost for your scheme?
Attach any cost estimates you have.

Yes ☐ No ☐

Is your funding secured?

Yes ☐ No ☐

	<i>If no, will it be raised during the project?</i> Click or tap here to enter text.
What is the source of your funding? <i>(i.e. Parish funds, grant application, local fundraising, donation etc.)</i>	Click or tap here to enter text.

Section 6 - Deliverability

Are Traffic Regulation Orders required * <i>(i.e. yellow lines, bus bays, speed limit changes)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, please provide further details.</i> Click or tap here to enter text.
Is the scheme within the highway boundary or within land under the control of the Parish Council? *	Choose an item.

*Please see [guidance](#) at the end of the application on information such as highway boundary and TRO's

Section 7 - Any Other Information

Any Other Information <i>Use this section to provide any additional information not covered elsewhere.</i>	Click or tap here to enter text.
--	----------------------------------

Name: Click or tap here to enter text.

Signature: Click or tap here to enter text.

Date Submitted: Click or tap to enter a date.

Guidance Notes for completing the Application Form

How we assess your application

We will use the information you provide on this form to carry out the assessment, so please provide as much information as you can. We are particularly keen to understand the problems or issues that you want the scheme to address and what you consider the benefits are to your local area, both in terms of who will benefit and how this will address the problems you have identified.

Early local consultation is essential to demonstrate that there is community support for the scheme, and to highlight any areas that may be contentious during later stages. Late opposition to schemes is one of the biggest risks to delivery and increased costs, particularly for any scheme that requires a Traffic Regulation Order. The responses from the consultation should then be considered by the relevant Parish Council or organisation in deciding whether or not to proceed.

Section 2 - Problem Identification	<p>Initial accident data can be obtained from Sussex Safer Roads data portal which can be accessed from their website. http://www.sussexsaferoads.gov.uk/</p> <p>More detailed accident data will be obtained by East Sussex Highways during the design process if your application is successful.</p> <p>Traffic data is available and speed and traffic surveys can be commissioned through the Transport Monitoring Team - contact Russell Greig to discuss any requirements. Telephone: 07876 036 908 Email: russell.greig@eastsussex.gov.uk</p> <p>If your identified issues are speed related we would recommend you commission a speed survey to evidence the extent of the problem. A 7-day speed survey costs in the region of £400.</p>
Section 3 - Scheme Aims, Objectives and Benefits and contribution towards LTP Objectives	<p>Please see the LTP4 Objectives Information for further information on these: https://www.eastsussex.gov.uk/roads-transport/transport-planning/local-transport-plan/local-transport-plan-4</p>
Section 4 - Consultation	<p>Please see the Consultation Advice Sheet for guidance on carrying out local consultations.</p>

	As well as carrying out consultation, Parish Council and Community Groups are expected to deal with local public relations and answer any queries from the community about the rationale for the scheme.
Section 5 - Funding	You do not need to have all the money available before you apply, but the availability of your funding can affect the timing of the delivery of the scheme, funding does need to be in place before a project can be designed and programmed. We ask about the source and availability of your funding so that we can work with you to make sure the delivery of your scheme accommodates any constraints you may have.
Section 6 - Deliverability	<p>Traffic Regulation Orders (for parking restrictions, speed limits etc.) can be difficult to implement as they need to be formally advertised through the statutory and legal process outlined below:</p> <p>The Road Traffic Regulation Act 1984 empowers Highway Authorities to restrict or prohibit the way that the public can use the highway. This is done by means of a Traffic Regulation Order (TRO) and they can only be sealed and enacted by the Highway Authority. As the TRO is seeking to restrict the public's right to the enjoyment of the highway, they must be widely consulted upon and must have the support of the Police. In addition to consulting the local councils, emergency services, bus operators, chamber of commerce and freight hauliers associations, there is a public objection period of 4 weeks which is advertised in the local press and on site. Any objection can prevent the TRO being sealed unless the objection is withdrawn in writing.</p> <p>Highway land is under East Sussex Highways jurisdiction and we can only accept applications from schemes where the whole of the work is either within the Highway Boundary, or is on land under the control of the Parish Council which can then be dedicated as highway.</p>