

**Stuart Smith**  
Service Manager  
West Sussex Highways  
01903 878508 / 0777 595 1966  
[smsmith@westsussex.gov.uk](mailto:smsmith@westsussex.gov.uk)  
[www.westsussex.gov.uk](http://www.westsussex.gov.uk)

West Sussex Highways  
County Hall North  
Chart Way  
Horsham  
West Sussex  
RH12 1XA



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Dear Parish,

### Community Flood Prevention Fund

The County Council recently announced a multi-million pound 'Kick Start' programme for the local economy with £1.5 Million being allocated to a 'Community Flood Prevention Fund'.

The recent weather has been rather timely in this respect and will have highlighted a number of problem areas. We are therefore writing to ask you to identify and prioritise any drainage works which you consider will have a beneficial effect for your local community.

All drainage is interrelated and this initiative is not restricted to the highway or for land which the County Council is responsible, we will be looking to undertake works on any minor watercourses and land drainage networks to resolve problem areas where possible. To this end we would like to work with Parish Councils and local land owners to develop a programme of work that where appropriate would be 'match funded' by the Parish or local land owners.

This 'match funded' approach could work in many ways, some of which we have listed below:

1. Parish Council and County Council work together to make land owners aware of their responsibilities and encourage them to carry out the necessary work.
2. Parish Councils or land owners identify the extent and nature of the works required and the costs split 50/50 with WSCC.
3. Identified and agreed works are carried out by the Parish Council or land owner and WSCC supply any additional skilled resources needed i.e. tree surgeons or traffic management etc.

We are interested in all flood related issues but cannot promise that we will be able to resolve all of these through this initiative hence why we would like you to prioritise these from your local perspective. We are also in the process of developing a Local Drainage Strategy which will include a long term drainage improvement plan and all of this information will also help support this.

We would ask that where possible and for atleast your top 5 priorities that you submit your requests with the following information:

- Location Plan showing extent and nature of work to be carried out.
- Nature of flooding i.e. surface water, ground water etc
- Past history of flooding.
- Land ownership details.
- Details of affected flooded area i.e. homes, premises or communities.

Once complete please can we ask you to submit details to:

West Sussex County Council  
Community Flood Prevention Fund  
Drainage Strategy Team  
Drayton Depot  
Drayton Lane  
Nr. Chichester  
West Sussex  
PO20 2AJ

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Stuart Smith', written over a faint circular stamp or watermark.

Stuart Smith

Service Manager for Highways  
West Sussex County Council