



# WEST SUSSEX ASSOCIATION OF LOCAL COUNCILS LIMITED

## Minutes from the Board Meeting of West Sussex Association of Local Councils Limited Held at Billingshurst Community & Conference Centre Thursday 17<sup>th</sup> January 2019

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<b>Directors Present</b>	CLlr Mike Beal	Chichester District Association and Vic Chair
	CLlr Tony Nicklen	Adur District Association
	CLlr Tony Gardiner	Arun District Association
	CLlr Val Court Cllr	Horsham District Association
	CLlr Rodney Jackson	Mid Sussex District Association
	CLlr Ian Gibson	Mid Sussex District Association
<b>Presidents and Vice Presidents Present</b>	Michael Chater OBE	President
	CLlr Alan Grant	Vice President
<b>Also in attendance</b>	Tim Burr	South Downs National Park Authority
	Pauline Whitehead	Representing SLCC
	Anna Raleigh	Director of Public Health, WSCC
	Mandy Jameson	Senior Communications Manager, Sussex PCC
	Trevor Leggo	CEO SSALC
	Paul Richards	Clerk to the Boards SSALC

### 1. Apologies for absence

Apologies were received and accepted from Terry Oliver, Laurie Pocock, Mark Mulberry and John Godfrey

### 2. To approve the minutes of meeting held on 16<sup>th</sup> October 2018

The minutes were approved as a true record of the meeting and were signed by the Vice Chairman.

### 3. Matters Arising (not on this Agenda) and update on actions from the last meeting

None.

The Vice Chairman announced a change to the running order of the Agenda.

### 4. WSCC update on Health and Wellbeing

The Vice Chairman welcomed WSCC's Director of Public Health, Anna Raleigh, who presented the key messages from the County Council's Public Health Annual Report. These included (a) the need to live healthier - not just longer lives (b) that benefits need to be felt by all (c) Public Health is everyone's business and (d) health is not just about Healthcare. She described the partnership approach that WSCC is adopting to improve and increase prevention plans linked to recent NHS and Government initiatives. An action list for all partners and agencies is being prepared to address a range of public health issues via a 'whole system' approach.

She advised that 30-60% of long-term medical conditions were associated with smoking, diet/obesity, alcohol/drugs and exercise. Changes to lifestyle choices are needed to address and improve long-term sustainability. Key actions include: -

- To ensure that local plans, strategies and policies are assessed for their potential impact on health;
- Developing health and wellbeing skills in the workforce;
- To ensure that health equality assessments are carried out if services are commissioned or decommissioned; and
- To embed prevention principles in procurement and contracting activity.

Anna presented four case studies that are addressing these issues namely air quality, falls & fractures, healthy lifestyles and suicide/self-harm. She also presented the County Council's new Joint Health and Wellbeing Strategy which is open for consultation until 27<sup>th</sup> January 2019. She highlighted: -

- Local hubs can offer/assist with social prescribing and that more agency & partner resources are moving into this space;
- An increased awareness and access to resources;
- The Strategy has a major focus on living alone and loneliness;
- The role that Local Councils can play; toolkits are being prepared; and
- Feedback via the consultation process is welcomed.

The Vice Chairman thanked Anna for her presentation and Members agreed the need to improve the links between all partners including the NHS, County and District/Borough Councils.

**Action:**

1. The Clerk to the Board to circulate the slides to all Members.

**5. Sussex PCC Update**

The Vice Chairman invited Mandy Jameson, Sussex PCC's Senior Communications Manager, to present an update. Mandy reported on the need to improve communications and that several focus groups had been established across the County in 2018. The feedback from these groups was consistent and included (a) the need to improve the non-emergency contact number 101 service (b) the lack of visible policing and (c) anti-social behaviour (low level crime, youth intimidation, frightened older people etc.). These responses have been fed back to the PCC and Chief Constable who will ensure that similar engagement with local communities will continue in 2019. The Vice Chairman invited Mandy to attend the next Board meeting.

**6. Health & Wellbeing Project Update**

The CEO reported that the Chairman is keen to maintain momentum and the key issue is access to funding. He advised that he had met with Age UK (Horsham)'s CEO, Sonia Mangan, before the meeting to discuss various funding options including grants from GSK and working with the Sussex Community Partnership. These opportunities, and others, will be progressed. He advised that Paul Richards is WSALC's point of contact and that Liz Leggo has been retained as the Board's subject matter expert. The Chairman and Paul will meet with the WSCC Director of Communities (Rachel North) and Leader to review further partnership working and the role of their new Joint Health and Wellbeing Board.

The President raised the issue of resilience plans regarding local patient participation groups and that long-term plans were required. Anna Raleigh, Public Health Director at WSCC, agreed to review this.

**7. NALC matters**

The CEO gave the following updates: -

- Concern over the revised salary scales for Clerks and staff has been reported. The amalgamation of spinal column points has caused some confusion; and
- NALC advice and guidance on elections has been received. In addition, the CEO advised that 5 briefings had been organised for Clerks on this matter. Over 150 Clerks have signed up to these sessions. The CEO

also briefed Members on election purdah arrangements which come into force from the end of March 2019. He reminded Members that the closing date for the receipt of nominations is 4pm on 4<sup>th</sup> April 2019.

#### 8. Update from the Society of Local Council Clerks

Pauline Whitehead report was circulated to the Members. She drew attention to: -

- SLCC is improving their website;
- SLCC were pleased with the CEO's report on proposals for improved working arrangements and noted that this will be shared with Clerks at the next networking session; and
- SLCC's consultancy service has now commenced. She commented on the perceived conflict and competition of this service with that of SSALCs. She advised that, compared to other County Associations, SSALC did offer a very good service however many Local Councils do not have access to such services.

#### 9. SERCAF

The CEO gave the following updates: -

- The next SERCAF meeting will be on 22<sup>nd</sup> January 2019 in Farnham; and
- The SERCAF Maritime sub-group met on 10<sup>th</sup> December 2018 to discuss issues facing coastal communities. The next meeting will be in late March 2019.

##### Action:

1. The Clerk to the Board to circulate the notes of the SERCAF Maritime sub-group meeting held on 10<sup>th</sup> December 2018.

#### 10. National Park

Tim Burr provided an update for Members. He reported on the recent SDNPA's 'Future of Farming' pilot scheme where, post Brexit, a new Environmental Land Management scheme will replace existing EU schemes over a 7-year transition period. DEFRA has accepted the SDNPA pilot scheme proposals. He also advised on the recent consultation undertaken by the Glover Review of English Parks and Areas of Outstanding Natural Beauty. SDNPA has responded to the consultation highlighting (a) the case for strengthening the duty of other public bodies to have regard to the statutory purposes of the National Parks (b) National Nature Reserves and rights of way within National Parks, but administered by other public bodies, to be managed to National Park standards (c) traffic flows around and through the Park to be considered when siting major development outside National Park boundaries.

Tim also referred to the SDNPA's desire to improve diversity and make the Park more appealing and accessible, particularly to young people. He also explained the Authority's role in promoting health and well-being, including social prescribing. Finally, the public hearings on the SDNPA Local Plan had been completed in December, and there was reason to hope that the Plan can be 'made' in the spring of 2019. He suggested that his colleague, Alun Aylesbury, the SDNPA's other West Sussex parish member and Deputy Chair of its Planning Committee might present the details of this Plan to the Board.

##### Action:

1. The CEO to invite Alan Aylesbury to the next Board meeting to present details of SDNPA's draft Local Plan.

#### 11. Finance

Members **RESOLVED** to remove Isabelle Moulard from the bank mandate.

#### 12. Reports from Representatives on Outside Bodies

- Val Court reported that she attends the local Commissioning Patient Reference Group (CPRG) which covers NHS Crawley, NHS Horsham and NHS Mid Sussex. The CPRG is a forum at which patient representatives from GP Practices, Healthwatch, voluntary networks and other groups from across the area meet to

discuss local health services. Notes from these meetings are circulated and she suggested that relevant Local Councils should receive a copy.

- Val Court advised that she was asked by the CEO to attend a Southern Water Customer Inclusion Panel. She suggested that SALC agree to support Southern Water but attendance at future meetings would not be necessary.
- The CEO reported on the latest West Sussex Civilian Military Partnership Board activities. He advised that a generic request form for attendance at Local Council events/ceremonies would be circulated once finalised.

**Action:**

1. The Clerk to the Board to circulate notes from the CPRG to the relevant Local Councils

**13. Reports by District Associations**

(a) **Adur** – Cllr Nicklen advised that the next meeting would be held in late January 2019

(b) **Arun** – Cllr Gardiner circulated the minutes from the last meeting. He reported that the Arun CEO has invited the Chairmen of Local Councils in the Arun area to a meeting in June 2019. He also advised that a working party has been established to review the future direction and governance of the Arun ALC.

(c) **Chichester** – Cllr Beal advised that the next ALC meeting would be held on 29<sup>th</sup> January 2019.

(d) **Horsham** – Cllr Court reported that HALC and Horsham DC met on 16<sup>th</sup> October 2018 for their annual meeting. The next HALC meeting is on 23<sup>rd</sup> January 2019.

(e) **Mid Sussex** – Cllr Gibson advised that the next ALC meeting would be held on 22<sup>nd</sup> January 2019. This will include the annual meetings with WSCC and Mid Sussex DC.

**14. Any other urgent matters to be raised by Board Members**

None

**Next Meeting Date** - Thursday 18<sup>th</sup> April 2019, Billingshurst Community & Conference Centre

Signed (Chairman) \_\_\_\_\_

Dated \_\_\_\_\_