

17 June 2008 – At a meeting of the South Mid Sussex County Local Committee held at 7.00 p.m. at Hurstpierpoint Village Centre, Trinity Road, Hurstpierpoint, Hassocks, West Sussex.

Present: Mr Andrew Barrett-Miles (Chairman), Mr Peter Griffiths, Mrs Susan Knight and Dr C. Wilsdon.

In attendance: Annie Alexander (Children and Adults), Neil Davey (West Sussex Fire and Rescue Service), Mike Lemmon (Democratic Services), Andrew Morley (West Sussex Fire and Rescue Service), Neil Stocker (West Sussex Fire and Rescue Service), Dave Sax (Democratic Services), Mark Swanton (West Sussex Fire and Rescue Service), Vincent Tipper (Highways and Transport).

Declaration of Interests

1. None

Minutes

2. Resolved – that the minutes of the South Mid Sussex County Local Committee held on 12 March 2008 be confirmed as a correct record and that they be signed by the Chairman.

Urgent Matters

3. There were no urgent matters.

Chairman's Welcome and Welcome to Hurstpierpoint Village Centre

4. The CLC Chairman Mr. Andrew Barrett-Miles welcomed fellow members and members of the public to the meeting and then introduced Councillor Rodney Jackson, Hurstpierpoint and Sayers Common Parish Council. Councillor Jackson welcomed the CLC to the village centre. It had been recently built. The centre was recently constructed at a cost of £600,000 and is a well-used community resource for the village and the surrounding wider area.

Children and Adults

5. Annie Alexander, the POPP Project lead, Childrens and Adults, outlined the work of POPP to members. In essence the Project was about making life better for older people. From consultation it had been found that older people wanted befriending services, help with gardening and shopping, transport, one stop shop for advice, social opportunities, home maintenance and practical help services.
6. POPP was a pilot project to test person-centred and joined up approach from Health, Social Care and Voluntary Sector agencies in order to promote health, well being and independence for older people, prevent

unplanned acute hospital admissions and delay admissions to residential care. Members noted that West Sussex was awarded £3.4million by the Department of Health for this project. It was one of the largest amounts awarded to any local authority.

7. Members also noted that POPP had delivered: the setting up Community Partnership Teams (CPTs), the setting up of Neighbourhood Networks, boosted the infrastructure of the third sector and it had set up a database and website that detailed local services. The POPP model was then outlined which drew together the strengths of both the public and voluntary sectors.

8. In Mid Sussex:

i. The Community Partnership Team would be in place before the summer of 2008 potential accommodation had been identified in Haywards Heath,

ii. An Open Tender process undertaken for the Neighbourhood Network Co-ordinator, however the contract was not yet awarded,

iii. Events were held to raise awareness of POPP among Voluntary Organisations and encourage them to form a Network to govern POPP locally – Community Connections potentially formed the basis,

iv. Tranche Two was an open tender process currently underway for all Neighbourhood Network posts it was due for completion by the end of July 2008.

9. Members also noted how the Project had progressed in other parts of West Sussex and that outcomes for the work would lead to:

- A single point of access,
- Better information,
- Support to access services,
- More prevention/low level services,
- More neighbourly communities,
- Opportunities to participate by volunteering and direction setting,
- Fewer acute admissions to hospital and residential care.

10. The Chairman opened up the meeting and the following questions and answers were noted:

- Does POPP work well with the voluntary organisations and do those organisations buy in to the POPP philosophy? *Voluntary organisation response has been positive. The idea is that agencies like the Primary Care Trust, Department of Work and Pensions and the County Council all worked together. Some voluntary organisations have worked together to submit tenders. Such response boded well for future collaborative work.*

- Does POPP only work with larger voluntary organisations? *The consortium approach had involved both large and small organisations and this had been evidenced in Crawley where some of the small ethnic faith organisations had worked well as part of a consortium of both large and small.*
- Where does POPP fit in Mid Sussex? *Mid Sussex was in the second tranche of tendering and its tenders were being evaluated at the present time.*
- What does POPP do with existing provision for example Mid Sussex Older Persons Council and the work of the Mid Sussex Local Strategic Partnership? Is there a danger of duplication of work carried out? *POPP hasn't formally started operations in Mid Sussex yet but it wasn't its intention to reproduce what already existed and the pattern of operation would be clearer from September 2008 when POPP commenced some of its work. It was aware of pieces of work like 'Community Connections' and the work of the VSLDO Team already in existence.*
- What constituted the term 'older people'? *Primarily this was from sixty or sixty five years plus or retirement age and beyond. It was pointed out that the Community Partnership Team in Worthing/Adur had worked closely with people who were eighty-five years plus.*
- Would POPP link into the 'Virtual Ward' system? *POPP aimed to work closely with PCT and Adult Service provisions and the POPP team was specifically linked with the Virtual Ward teams. There was a strong emphasis on the preventative side of the work.*

11. The Chairman thanked Annie Alexander for her presentation and it was agreed that she should return in six months to update members as to the future progress of POPP in Mid Sussex.

What Will West Sussex Fire and Rescue Be Doing For You In The Future?

12. Neil Stocker, Operational Policy and Planning Manager, gave a presentation to members regarding the West Sussex Fire and Rescue Service Risk Management Proposals 2008 – 09. Members noted that:

- National standards were first prescribed by central government in 1936,
- Detailed speed and weight of response were for fires only,
- The suitability of these standards had been increasingly called into question from the 1980's onwards,
- National standards were abolished by Office of the Deputy prime Minister, ODPM, in 2004,
- Fire and Rescue Services had a statutory requirement to attend incidents other than fires,
- Fire authorities were tasked to develop local response standards based on evidence led analysis.

13. The 1985 national standards of fire cover laid down different categories of risk for appliance numbers linked to the type of incident

itself. These standards linked into West Sussex risk areas, which were a set of data drawn up in 1990. However current standards required a set of data based on the saving of life and the standards were as follows:

- They had to be acceptable to the public and WSFRS staff,
- They addressed local risk and improved public safety,
- There was a major emphasis on protection of life,
- Standards encompassed fire and non-fire emergencies,
- The standards had to be dynamic they reflected changing patterns of risk.

14. Various incidents were mapped and studied and as a result an information bank of current data that referred to the new standards had been produced. This data was based on three years of activity and were risk-rated as: Very High, High, Medium or Low. The Service provided variable response times, which were determined by risk category. This was all locked into an annual review and re-categorisation based on a rolling three-year period. A 'risk map' of West Sussex was shown which highlighted where risks manifested themselves in the county. These risks had to be linked into certain emergency response standards from low to very high and a detailed response time for appliances was given, related to risk category.

15. Critical incidents had a special rated response and the County Fire and Rescue service were aware of special demand through flood or major incident types.

16. In summary it was noted that the proposed standards were more challenging, they were life risk focused, included variable standards of response proposed for critical fires, introduced single response standard for critical non-fire incidents, explicit that response times would not be met in a significant number of areas, included an emphasis on risk reduction and performance improvement, there were no response standard for secondary incidents, new standards do not delay mobilisation to any type of incident and reactive standards reflected changes at a reasonable rate.

17. The Chairman thanked Neil Stocker and his colleagues for a professional presentation and asked members and the public if they had any questions:

- Is the Fire and Rescue Service pleased that the current emphasis is more upon casualty reduction than saving of property? *The WSFRS undertook a thorough analysis using its 'triangulation' process; this did a variety of things. It aided transparency, staff retention and recruitment; helped need to be targeted and allowed informed choices as well as better strategic planning. In addition good inter-agency work had occurred with Sussex Police on road traffic collisions. All of this worked towards risk reduction.*
- A member asked if the extra housing planned for West Sussex would change the data significantly? *With the data set of 1500*

people used as a base line any increase could be factored in and adapted to any increase in population.

- *Would this data mean staffing levels would change? This could happen, but it was pointed out that the majority of WSFRS were retained. The retained response was vital and actual need had to be matched to response. The mix of full and retained staff would need to be examined. Factors like Fire Station location were key in the provision of service levels and stations would work together to meet demands.*
- *The Chairman asked about the WSFRS consultation process itself; for example the CLC route of communication would only reach a small group of people. What were the WSFRS methods of communication? As well as the use of the 14 CLCs, Libraries and messages via the Website were used. The CLC was an important platform for communications. It was noted that the WSFRS could always improve its communications and the Service were willing to visit groups to outline their message as required.*
- *The Highway Manager asked about access for fire emergency vehicles; where routes might be blocked and what the WSF&RS would do in such an event. The Fire and rescue service would always leaflet an area if access remained difficult and they would work closely with Sussex Police. In any emergency they would use all means to get access for fire and rescue vehicles. Members also noted that each West Sussex fire appliance had on board a road traffic accident emergency kit as well as equipment used in case of any flooding events.*
- *Were the risk assessment data sets by postcode available for the general public to see? Some of this data would be published on the website. The data gave information about attendance times for ranked incidents and the Fire officer was aware that such attendance times would mean review of all levels of the service including retained (part-time) fire personnel. The response times were a considerable challenge to meet and it was noted that in certain areas of the County personnel would be stretched. If the information was not available on website some could be made available via the District stations.*
- *What about special incident fires as well as flooding incidents. There was more water borne fire and rescue provision now with both coastal and inland types of craft available. Personnel manning those craft were trained in water rescue. There was also the technical rescue unit, which was also water proficient through the training it had undertaken. It was important to link Fire and rescue services with other services where necessary and there were special parts of the County, Gatwick airport and Shoreham Harbour were two particular examples, which were graded and assessed for special risk.*
- *Do local commercial companies willingly work with the Fire and Rescue Service? The Civil Contingencies Act, 2004, required companies to supply data to emergency services like Fire and Rescue. It was also noted that the Health and Safety Executive as well as Trading Standards worked closely with Fire and Rescue to minimise risk and enhance safety of residents.*

Highways and Transport Matters

18. Highway manager, Vince Tipper, explained the attached report, to members, in respect of Traffic Regulation Orders, TROs. Part of the process is enforcement and a TRO involved a range of factors like speed, one-way orders and height restrictions. The prioritisation procedures had been revised and it was important that the many requests received were put into a prioritised order, with the important TROs being dealt with as prioritised items. There were certain key criteria that had to be analysed, these were areas like safety, pollution and accessibility.

19. It was highlighted that when implementing a TRO Officers had to ask what the justification was for any possible order. There were at present three hundred and seventy outstanding TRO requests currently across West Sussex. The County Council had re-organised the TRO Team and that Team worked closely with a range of bodies across the County. The TRO was the legal part of the work and it was noted that some TROs were complex and some were straightforward. There was considerable consultation and this had to take place, as this was a legal requirement. It was envisaged that the TRO Team would undertake some fifty to sixty TROs per year and this would equate to a minimum of three TROs per CLC per year, but this was a minimum baseline figure and there could be more completed. The upper figure was seen to be about six TROs per CLC per year.

20. The Highway Manager flagged up the attached TRO prioritised list for South mid Sussex CLC area. It was noted that the list gave both a rank and a score to each TRO. It was noted that if a particular scheme demanded higher attention, say for safety reasons, it could jump up the ranked table. Equally it was true that some could drop off the list, as resources were finite. There was also the example of parking restrictions that had to be re-visited and in certain cases those restriction could be lifted. The Highway Manager also explained the situation that led to road deterioration in South Mid Sussex and that the concrete base had, in many instances, become exposed after the tarmac had worn away. This was a widespread problem and the resolution of the problem was a matter of resources and wherever possible undulations and holes were treated, but a full solution would take a comprehensive relaying of the actual road surface itself.

21. Resolved – Members agreed to accept the TRO Priorities List as presented to the South Mid Sussex CLC.

22. The Chairman thanked the Highway Manager for his presentation and asked if the CLC would be consulted if changes to the TRO list were brought forward. *The Highway manager affirmed that the CLC was one of the bodies that would be consulted about any proposed changes.*

23. As a response to a question from the floor regarding the high frequency of potholes locally, the Highway Manager reported on potholes

that had formed in local roads across South Mid Sussex. It was noted that the Town of Burgess Hill had an extensive pothole problem and this was also true for Parish Council areas that surrounded Burgess Hill. One of the members for Burgess Hill said that she had received many complaints from residents of Burgess Hill. Another member, who was concerned for cyclists in particular, confirmed that this dangerous road situation existed. Two wheeled users, cyclists and motorcyclists, were at risk from such road conditions. Members were of the view that the CLC Chairman should write to Cabinet Member Strategic Planning and Transport Mr. Clive Roberts that explained the scale and nature of the problem in South Mid Sussex.

24. The Highway Manager informed members that he had followed up certain items raised at the last meeting. It was noted no missing drain covers had been reported to him and had there been such a report it would have been addressed immediately. The Highway Manager had met the Safer Routes to School Officer at Albourne School and reviewed safety considerations adjacent to the school. As evidenced in the TRO report the B2116 was seen to be an important priority and the speed limits were being reviewed soon.

Mr. Peter Griffiths left the meeting at this point.

CLC Local Education Authority School Governor Appointments

25. Members considered the following LEA Governors and the Committee approved the following appointments:

- Approved the re-appointment of Mrs. J. Osborne as a Local Authority Governor at Birchwood Grove Community Primary School, Burgess Hill, for a four-year period from 22nd October 2008.
- Approved the re-appointment of Mrs. J. Stanger as a Local Authority Governor at Sheddingdean Primary School, Burgess Hill, for a three-year period from 29th July 2008.
- Approved the re-appointment of Miss E. Beatty as a Local Authority Governor at Sheddingdean Primary School, Burgess Hill, for a three-year period from 24th October 2008.
- Approved the appointment of Mr R. Vaithamanithi as Local Authority Governor at London Meed Primary School, Burgess Hill for a four-year period from 30.06.08.

26. Members considered the two nominations for Downlands School Hassocks and the Committee deferred the appointment of Dr. C. Wilsdon and the re-appointment of Mrs. J. Foster as Local Authority Governors at Downlands Secondary School, Hassocks. The matter had to be looked at again as the current Governor wished to continue his governorship at the school.

OFSTED Reports

27. The Chairman noted that three local schools had recently had an OFSTED inspection. They were:

- Albourne CE Primary School, Albourne,
- Sheddingdean Community Primary School, Burgess Hill
- Southway Junior School, Burgess Hill.

28. All of the three schools it was noted had received a Grade 2 (or good) level of attainment. The Chairman congratulated the schools on their performance and he would like to write to each school to acknowledge the hard work they had put into their establishments to achieve this level. Other members were in agreement with the Chairman's suggestion.

Community Grant Applications

29. Members had before them a report outlining two Community Initiative Fund, CIF, applications that had been made to the South Mid Sussex CLC. The CLC had met informally and had examined each application in detail. The Chairman highlighted each request and members were minded to adopt the recommendations as noted below:

30. Resolved - The Committee approved the following applications for the amounts specified below:

- St Andrews Cricket Club for the sum of £7,500,
- H.E.A.R.T. – BEAT for the sum of £1,000.

31. The CLC had read the report on revised Community Initiative Fund, CIF, changes and all were agreed that the new arrangements be accepted by the CLC. There had been a change of title to CIF from 'Community Grant'. Chairman and members noted the revised Terms and Conditions as well as the new stipulation that any successful body awarded CIF would have to spend the money from six months from the receipt of funding.

Public and Parish 'talkwithus' Open Forum

32. The Chairman invited any questions from Parish or public:

- A member of the public asked the following question: 'Does the CLC consider that there should be a new Horsham and Crawley hospital provided and that this does not have a detrimental effect on hospitals in Worthing and Haywards Heath?' *Members pointed out that two members of the CLC were on the Joint Overview and Scrutiny Committee, JOSOC, and the Health Overview and Scrutiny Committee, HOSC. This precluded certain points of view from being made that could pre-determine any matter. It was also noted that members were aware of the strength of feeling that Mid Sussex residents had towards the Princess Royal Hospital, PRH, and any lessening of services provided by PRH would not be considered by*

many local people. PRH was seen to be 'their 'local hospital and services at the PRH were seen to be vital for the whole of the Mid Sussex community. Members also noted that no real comment could be made as they did not have access to the facts about such a possibility and as such no valid comments could be made in response to the question put forward.

Date of Next Meeting

33. Members noted that the next meeting had been planned for 16 October 2008 and that the venue would be at the new Children and Family Centre, Sidney West Centre, Leylands Road, Burgess Hill at 2.00 p.m. Future meetings had been planned for 3 December 2008 and 18 February 2009.

Meeting closed at 9.05 p.m.

Chairman