

Memo (Agenda May 2020)

To: Parish Councillors

cc: Nigel Jupp (County Councillor) & Toni Bradnum (District Councillor)

From: Sarah Hall

Date: 19th April 2020 (week commencing 13th April 2020)

Re: COUNCILLORS' BRIEFING NOTE

I have outlined below a number of recent developments for your information.

(1) **Planning Applications Issued**

Number	Applicant & Reason	Consultation Closes	NPC Meeting
DC/20/0741 15.04.2020	Variation of condition 17 to previously approved application DC/17/2216 (Proposed site for settled gypsy accommodation with 4 pitches) Relating to the number (8) of caravans stationed on the site at any time. Hawthorns, Bar Lane, Copsale	Neighbour Consultation closes 7 th May 2020	Annual Meeting of the Parish Council 6th May 2020

Delegated Decisions

Number	Applicant & Reason	Consultation Closes	NPC Meeting
	none		

(2) **HDC Decisions**

Number	Applicant & Reason	Comment to HDC	HDC Decision
	none		

(3) **Appeals**

Number	Applicant & Reason	PI Decision
	none	

(4) **Enforcement Numbers**

Number	Nature of Complaint	HDC Action
	none	

(5) **Committee**

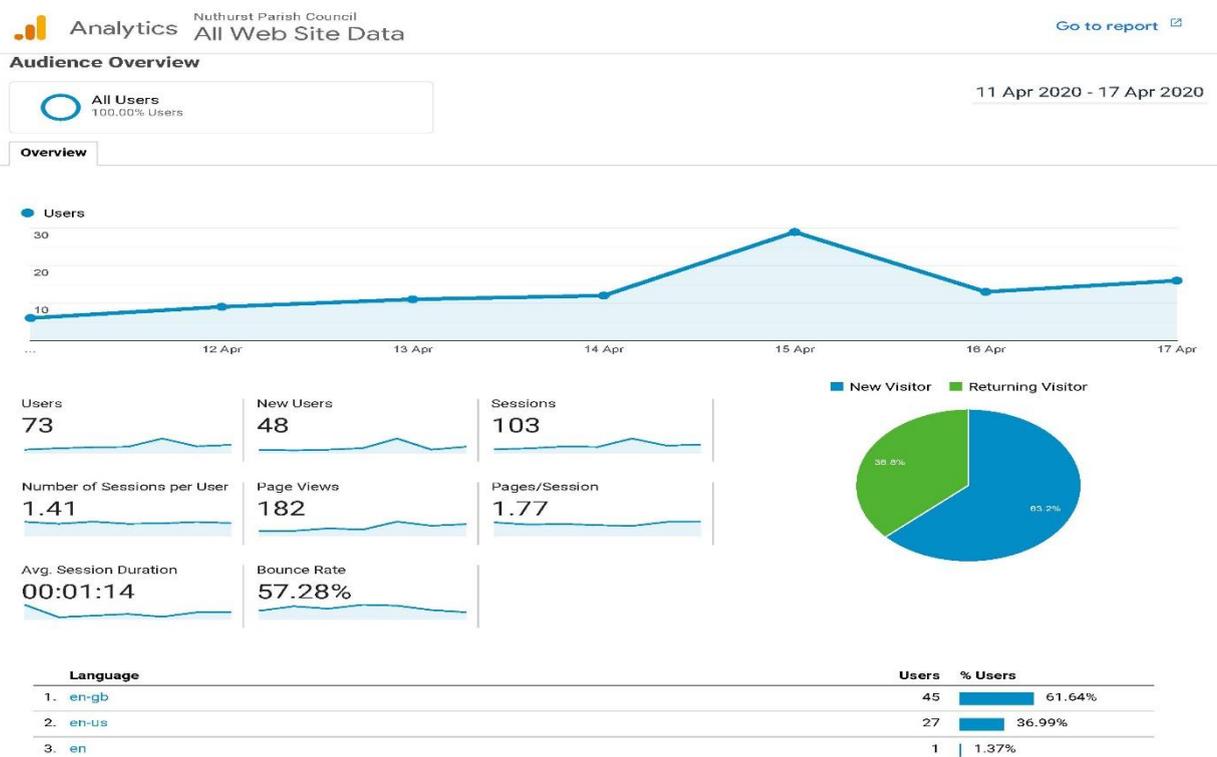
Number	Applicant & Reason	Comment to HDC	HDC
	none		

Community Speed Watch Data



The Police have stopped all Community Speed Watch groups during the current situation.

Website Analytical Data



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Clerks Update

- Please note the children’s play area is closed until further notice, please report directly to the Police if you witness the play area being used.

- The Parish Council have asked the Cricket Club not to mow the grass in the children's play area until the area re-opens to the public.
- Overflowing rubbish bin on Brighton Road, between the bus stop and Elite Garage, reported to HDC (ref 1686802)
- The annual RoSPA Inspection of the children's play area will be carried out in June
- HDC have updated their S106/CIL database to reflect that the development of land parcel at 520237 127508 (DC/15/19460) has been completed the dwellings opposite the Dun Horse (DC/16/1753) are well under construction.
- WSCC Highways have raised a works order to repair the 30mph marker sign in Church Road, no date has been given for the works to be carried out.

Correspondence

Email dated 14th April 2020, from NALC
Chief Executives Bulletin

Clapping for you too

Like me, I'm sure many of you are standing on your doorstep Thursday evenings clapping not just for carers but all those working in public services during this difficult time. My applause very much has you in mind too, and I want to again extend the thanks and appreciation from myself, our chairman, Cllr Sue Baxter, and all at NALC, for everything you are doing to play your part in supporting your community. Thank you!

NALC Coronavirus page and newsletters

Our dedicated **coronavirus page** on the NALC website is the main source of information and guidance for local (parish and town) councils and county associations and has now received nearly 80,000 hits. Updates this week (and highlighted in two dedicated newsletters) covered holding remote meetings and the great discount NALC has secured on a Zoom subscription, new regulations to extend audit deadlines, neighbourhood planning, and local council meetings. Please do continue to make use of this resource, and can I ask county association colleagues to let local councils know about it too.

Local audit and update to practitioners guide

While I'm pleased the government listened and acted on our call for the need to extend audit deadlines, I'm disappointed they didn't accept our proposal for this to be at least three months, rather than the two months extension contained in the regulations. But coupled with our pressure on the government to allow remote meetings, I hope this flexibility will help councils. The Joint Panel on Accountability and Governance published the new **Practitioners Guide 2020/21** at the end of March and this will now be supplemented shortly by an addendum setting out information on the new timescales.

MHCLG briefing for local government

I was pleased that on 8 April Sue took part in the Ministry of Housing, Communities and Local Government's (MHCLG) weekly Coronavirus briefing teleconference for local government by the secretary of state, Robert Jenrick. This followed our successful representations for our inclusion in the calls involving principal councils. On this occasion, local government minister, Simon Clarke MP, hosted the call and gave an update on shielding, burials and local government finance, with the health minister, Jo Churchill, covering Personal Protective Equipment. One point made by the minister was he intends all parts of the council family to receive support from the government's financial response. Sue welcomed his comment in a written question submitted during the Question and Answer session, stating it was important local councils weren't overlooked, and that our councils were playing their part in the national effort but were experiencing an impact on cash flow, costs and reduced income. We are following this up with the department and next week we will be publishing a short survey which I hope clerk colleagues will be able to share with us the financial impact on their council; this will be crucial in supporting our case for financial support from the government.

Alzheimer's Society support line

The coronavirus is affecting the most vulnerable in our society, including people living with dementia. Our colleagues at The Alzheimer's Society are continuing to provide up-to-date support for anyone affected by dementia, and during the outbreak, their Dementia Connect support line will remain open every day. If you or anyone you know needs advice or support, please call The Alzheimer's Society on 0333 150 3456. More information, advice and resources on supporting people living with dementia are on their **dedicated web page**.

NALC Management Board

Our Management Board held a videoconference via Zoom on 7 April, here's a summary:

- The board noted it had been given delegated powers to take urgent decisions and agreed on the following accordingly
- Reaffirming NALC's current priority of responding to Coronavirus with a focus on business continuity, supporting councils and county associations, and engaging with the government, noting other projects and activities would be impacted in the short-term
- The July meeting of National Assembly will be cancelled but a number of usual reports such as the quarterly activity report would still be circulated for comment and any issues of concern discussed at the board's next meeting in June
- Agreed the Finance and Scrutiny Committee would have delegated authority to finalise the end of year accounts

- We're acutely aware of the financial impact of the crisis on councils as well as the county and national associations, stating at this time it has never been more important to have a network of support across the country. Councillors welcomed work underway which includes an assessment of this financial impact through a survey to be circulated shortly, lobbying government, and keeping a close eye on the collection of affiliation fees and timescales to support that network, with councils urged to assist this support network by paying subscriptions promptly where they could.

County officer video conference

This week's video conference with NALC and county officers focussed mainly on supporting councils to hold council meetings remotely following the launch of our guidance on holding remote meetings which are on our **dedicated coronavirus webpage**. We agreed that county associations would get in touch with each other to share ideas and insights into offering training for councils on remote meetings, and also assess if there are any areas not be able to support members on this issue. Where gaps are identified in the first instance county associations in the region will try to support others that might find it hard or impossible to deliver training and/or guidance for remote meetings. If any region feels that they need support from NALC then we will work together to get something in place. The aim of this is to ensure all councils do get some support, to allow county associations to support one another and to focus NALC's time and resource in the areas that need it most.

New legal briefing

Today we published legal briefing L02-20 on employment law changes which summarises the new changes to employment rights that came in on 6 April including new rights to a written statement of terms, holiday pay reference period adjustment, new parental bereavement law and agency workers. You can find the briefing in the member's area of the **NALC website** (login required).

Tree Charter newsletter and Tree Charter Day

Be sure to have a look at March's **Tree Charter newsletter**! It outlines the work of two councils – **Dorchester Town Council, Dorset** and **Thorpe St. Andrews Town Council, Norfolk** – who are doing excellent work around climate change, sustainability and planting trees. And a reminder Tree Charter Day is planned for the 28 November 2020 – this is a great opportunity for councils to order free trees from the **Woodland Trust Community Tree Packs website** to arrive nearer to the time. Tree Packs are given on a first come first serve basis, but typically the Tree Nurseries run out of trees in May! Each Charter Branch is allocated a maximum of 420 trees, so do write 'Charter Branch' next to your name to ensure your application is accepted. For more information about how to get involved in the tree charter please email claire.goldfinch@nalc.gov.uk.

Keeping you informed

Just a reminder that you can keep informed and stay up-to-date on our work supporting councils and county associations through the NALC website and our social media channels **Twitter, Facebook** and **Instagram**, or **sign up to receive our newsletters**.

Email dated 14th April 2020, from WSCC Fire Service
WSCC news release: Fire Service launches educational resources for primary children



Fire Service launches educational resources for primary children

Attachments

- [Five-year-old Beatrice with some of the fun activities downloaded from the Learning Zone.jpg](#)
[Five-year-old Beatrice with some of the fun activities downloaded from the Learning Zone.jpg](#)

West Sussex Fire & Rescue Service (WSFRS) has launched its Learning Zone, a series of educational resources on fire safety, for primary school children.

The resources have been designed to help families with educating their children from home during COVID-19 lockdown.

The key stage one and two resources range from colouring in to identifying hazards and risks around the home.

Angela Spencer-Smith, WSFRS Team Leader for Youth Projects & Education, Intervention & Prevention said, "A lot of us within the service are parents too and we know how difficult it is trying to keep children entertained and educated at home, especially if you're still working.

"We've produced these resources to try and help families through this strange period, whilst educating them on fire safety. Having this kind of knowledge could keep children safer at home and we've tried to make them as fun as possible."

Send pictures of what your little ones have created using the resources to the service via Facebook and Twitter using #LearningZone.

Many of the materials have been produced in partnership East Sussex Fire & Rescue Service.

**Email dated 15th April 2020, from HDC
Wellbeing Newsletter**



Health and Wellbeing

Local information and services

An update from Horsham Wellbeing

The Horsham Wellbeing Team are continuing to support residents to stay healthy and well whilst we all play our part in reducing and trying to prevent the spread of COVID-19. In light of Government guidance we have currently suspended our face to face work including Workshops, Courses, MOT drop-in sessions and Advisor appointments. However, the team are still able to offer support over the phone and via email. Please visit the [Contact Us](#) page to get in touch. Thank you for your understanding during this time.



Taking care of your mind

It's natural that the uncertainty of COVID-19 will affect people's mental wellbeing. You may be feeling more worried, anxious or depressed during the pandemic. It might feel like things are changing, and there is a lot that's outside of your control.

There are lots of resources available to help you look after your mental wellbeing at this time.

[Mind: Coronavirus and your wellbeing](#)

[Every Mind Matters: 10 tips to help](#)

[Public Health England: Guidance on mental health and wellbeing](#)

[Mental Health Foundation: Looking after your mental health](#)

Make Movement Your Mission

It's important to try and stay active throughout the day, and the campaign 'Make Movement Your Mission' is encouraging exactly that. You can join the FREE Facebook group for a series of live 'Movement Snacks'.



These aim to encourage everyone to move more frequently throughout the day to improve your muscles, mind and wellbeing. You can tune in at 8am, 12pm and 4pm every day until the 20th April or you can catch up any that you miss by visiting their Facebook page and YouTube channel.

The aim is to:

- Give you some simple ideas and resources to show you how easy it can be to exercise at home
- Nudge you into regular action a little more than you would normally do
- Help you towards developing your moving habit whilst feeling part of a community

[Find out more](#)

NHS Home Exercises

Get Fit for Free

NHS Live Well have a selection of equipment-free home workout routines that you can incorporate into your daily routine.

The 10 minute workouts aim to improve your general fitness and tone, whilst the gym-free workouts can improve cardiovascular health, strength and general fitness.



If you're looking for something less energetic, try the exercises for sitting, strength, flexibility or balance.

[Fitness Guides](#)



Alcohol Support

Looking after your health

Drinking can have huge impacts on your physical and mental health which means it's important to be more mindful of daily habits.

Most people's routines and lifestyles have changed because of the COVID-19 outbreak and stress levels can be heightened.

You might find yourself drinking more than usual without noticing. If you're already feeling anxious or low during isolation, alcohol can make these feelings worse so it's important to try and make healthy changes where you can.

Drinkcoach have **online Coaching** sessions providing professional advice, all you need is a Skype connection.

Alcohol Change UK have **helpful information** on alcohol during the coronavirus outbreak, including tips for managing your drinking and links to support that you can access even while self-isolating.

For a free and confidential chat about your drinking and help on how to reduce your alcohol, contact our **Alcohol Wellbeing Adviser**. We offer non-judgemental advice and support over the phone or via email.

Contact us

Coronavirus: Key information

Find out the latest information on **Government Guidelines**:

Government Guidelines

Find out the latest updates from **West Sussex Council**:

West Sussex Advice

Find important information on the **NHS Website**:

NHS Advice

Coronavirus and older people

During this time, the government has recommended that people aged 70 and over engage in social distancing for an extended period of time and for those with symptoms of coronavirus to self-isolate.

If you are in this age group then it is likely that you will be spending more time at home, having less contact with others and possibly feeling anxious about the potential effects of the virus. With this in mind, it's important to make sure you're taking care of your general health and wellbeing.



Our website has been updated with lots of information and advice such as, healthy eating, staying active, mental health and coping with loneliness and isolation.

Find out more

Community support during COVID-19

The community response during the coronavirus situation has been amazing, with hundreds of individuals, groups and organisations coming forward on the ground, and through social media, to offer support: community spirit and resilience at its best.

To support these efforts across the entire district, Horsham District Council, in partnership with existing and new organisations, volunteer and social media groups, has now established 27 Community Volunteer Hubs across the District.

The Hubs are manned by volunteers and give practical help such as going for shopping and medicines, and providing emotional support with a friendly phone call for those who are isolated at home.

If you are a volunteer or want to volunteer, please register via the online form:



Volunteer now

If you or someone you know requires support because you/they are vulnerable or isolating due to coronavirus you can register online with Horsham District Council:

Support available

Age UK advice and support



Get advice from **Age UK** on how you can safely help older people in your family or neighbouring area.

Find ways you can help your older relatives, friends and neighbours, whether with practical stuff like their shopping, or keeping their spirits up at a time things feel challenging.

Read more

Your Wellbeing

Tips and tricks from the team

The Wellbeing team have put together five simple steps to help you look after your mental health and wellbeing. These can be used at any time and in particular during the COVID-19 outbreak

Find out more



Useful Links

- [Supporting your mental health while working from home](#) - Animation and fact sheet with tips on how to stay well when working remotely, including a British Sign Language version from the Royal Association for Deaf People.
- [Address your stress](#) - A toolkit for tackling stress, including simple self-care tips and a wellbeing check-up
- [Empower half hour](#) - 30 minute activities to boost your wellbeing during the workday

Stay connected



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www.horshamdistrictwellbeing.org.uk

info@horshamdistrictwellbeing.org.uk

horsham district
wellbeing



Horsham
District
Council

Email dated 15th April 2020, from HDC
Coronavirus (COVID-19) 15 April: Information and advice for public and businesses



Coronavirus (COVID-19)

Information and advice for public and businesses from Horsham District Council

Timestamp: 15 April 2020

This is a regular email bulletin that Horsham District Council will be sending out updating you on latest guidance and advice about coronavirus (COVID-19), updates about Council services and actions being taken.

This bulletin has been sent to public email subscribers, Horsham District Council members, Neighbourhood Councils, Parish Council clerks and Horsham District Council staff.

[Visit our website for the latest updates on Council services.](#)

Donate to the Horsham District Community Hub Appeal

Thanks to your generosity, the Horsham District Community Hub Appeal has already raised over £2,200 in just five days! The Council made the first donation to kick-start the appeal.

The money donated will be used by local community hubs and a range of local charities and support services, including Horsham Matters, to support the most vulnerable people in our communities.



Your donations will be paid directly to the volunteer hubs and food banks to pay for essential food and medical provisions.

How you can donate

To give £20 by mobile, just text HUBS to 70085. Texts cost £20 (the donation) plus one standard rate message.

Alternatively, you can make a donation by debit or credit card by following the button below.

[Make a donation](#)

The support appeal is possible thanks to registered charity [The Hub Beeding](#) and [Donorfy](#) who provide award-winning fundraising software to non-profit organisations across the UK.

Your donation is processed on behalf of the Horsham District Covid-19 Community Hubs by [The Hub, Beeding](#) - registered charity number 1173420. Funds are distributed proportionately to the Community Hubs and Horsham Matters.

Community support

Essential stores in Horsham District

Working in conjunction with Visit Horsham, the Council have compiled details of shops and services across Horsham District that are open and supporting the community during the COVID-19 situation. More are being added all the time so please continue to check the website regularly.

[Visit the Visit Horsham website to view the list of essential stores.](#)

Recycling and waste

Household waste collection services

Our waste collection services are currently operating as normal.

Want to reduce your waste? Get composting

Home compost bins are a great way to help reduce garden and food waste and also create great fertiliser for your garden.

During this uncertain time, now is a good opportunity to get a home compost bin and make a start with vegetable peelings, grass cuttings, weeds and maybe the odd egg shell or two. West Sussex residents can also get a special rate on 220L or 330L compost bins.

For more tips to reduce your waste visit [West Sussex Waste Prevention's website](#).

[Buy a compost bin](#)

Pick up after your pooch

Did you know that the failure of a dog owner to clean up after their dog if it fouls in a public area may incur an on-the-spot Fixed Penalty Notice of £80, with a maximum fine of £1,000?

Please be considerate to your neighbours and pick up after your pooch.

[If you see dog fouling in your local area, please report it to us.](#)

Check your tradesperson has a waste carrier licence

Did you know that if you hire someone to remove waste from your property, you could be fined if they fly-tip the waste?

It is your responsibility to check that any tradesperson you hire arranges for a registered carrier of waste to deal with any waste at the end of a project. For example, they could hire a skip or, if they intend to dispose of the waste themselves they must have a waste carriers licence.

If your waste is fly-tipped, you could be fined.

[How to check a tradesperson's waste carrier licence.](#)

[Are you a tradesperson? Apply for a waste carrier licence.](#)

Revenues and Benefits

Telephone contact hours

From Friday 17 April 2020, our Revenues & Benefits service will be changing its telephone opening hours to 10am - 2pm Monday to Friday so that colleagues can focus outside of these hours on customers who have contacted us by email.

We are committed to providing all our customers with the support they need during this time, and so we are allocating our resource to enable us to respond to everyone as quickly as possible.

[Visit the LGSS website for information and support.](#)

Businesses

Small businesses benefitting from grant funds

530 local small businesses have benefitted from business rate grant funds, as part of a package of measures introduced by the Government in response to the coronavirus outbreak.

We have received over 1,400 applications in a very short period of time and we are working through these as quickly as we can.

The team are prioritising the payment to your nominated accounts and it is likely that you will receive your payment ahead of any payment advice, so please ensure you check your account directly for payment.

If you've received an acknowledgement of your application please don't ring or email to find out where it is because this creates extra work, slowing down how quickly we can issue the grant to you.

Apply for grant funding

If you are a small business or a business in the retail, hospitality and leisure sectors and are struggling as a result of the crisis, **[do apply now for the support available through the Local Authority Business Grant to Businesses Scheme.](#)**

Beware of scams

Unfortunately, some people are trying to scam businesses during this challenging time. A local business received an email with a link to a fraudulent website claiming to offer COVID-19 Small Business Grants requesting bank details.

Please only provide bank details for small business grants using our verified link br-grant-hdc.lgss-revs-bens.com and contact us if you are unsure whether an email you have received hdc-revenues@milton-keynes.gov.uk. If you receive an email or link that you suspect is a scam, **[report it to Action Fraud.](#)**

Guidance and information

Visit our **[information for businesses page](#)**, the hub of information for Horsham District businesses during the coronavirus (COVID-19) situation.

Quick links

[Check the NHS website if you have symptoms](#)

[Full guidance on staying at home and away from others](#)

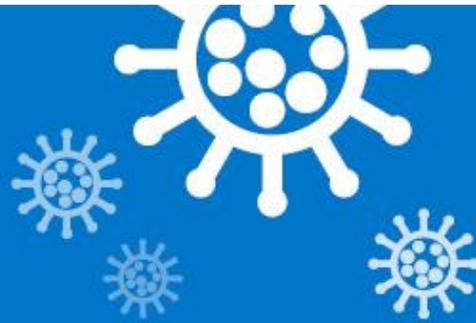
[Staying at home if you think you have coronavirus \(self-isolating\)](#)

[How to protect extremely vulnerable people \(shielding\)](#)

[Visit the Government's business support website](#)

Coronavirus (COVID-19)

Please read the latest advice
and updates on our services at
www.horsham.gov.uk/coronavirus



www.horsham.gov.uk/coronavirus



Stay connected



Parkside, Chart Way, Horsham,
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RH12 1RL



Horsham
District
Council

Email dated 16th April 2020, from Sussex Police
Urgent Appeal To Sussex Businesses For Personal Protective Equipment

In the know
Surrey and Sussex



Urgent Appeal To Sussex Businesses For Personal Protective Equipment

Please forward this important message to your contacts including via social media

**Does your business have stocks of Personal Protective Equipment (PPE)
which could help in the fight against COVID-19?**

Sussex Resilience Forum (SRF), which brings together public service agencies in responding to COVID-19, is appealing to businesses for vital personal protective

equipment (PPE) supplies to help protect frontline workers delivering essential services to Sussex residents during COVID-19.

As the nation faces unprecedented demand for PPE, there is a very limited supply coming into the county for social workers, care home staff, firefighters and volunteers, with the NHS understandably being prioritised.

Dave Miller, Assistant Chief Constable, Sussex Police, and Chair of the Sussex Resilience Forum said: "If your business or organisation has these vital supplies to protect frontline workers, we urge you to contact us. We are short of items such as masks, hand sanitiser and gloves which are fundamental for the good care of individuals with suspected symptoms of COVID-19.

"We are hoping that all types of businesses and organisations from high street beauty salons through to academic institutions that use these products daily can help us by offering stocks whilst they are closed. If you have any items from the specific list below, we would be very grateful for donations as soon as possible. We also ask that any suppliers that can manufacture PPE contact us urgently.

"In addition, we've had a fantastic response to our appeals for volunteers to support the SRF's response to COVID-19, and will be contacting them in due course to support this and other pieces of work to help Sussex communities."

- Eye protection EN166:2001 Frame Marking: 3
- Hand sanitiser gel (greater than 60% alcohol)
- Disposable overshoes CE marked
- Disposable overalls CE marked
- Disposable plastic apron (single use)
- Disposable gloves (single use) EN:374/5 (Viral protection)/nitrile purple/nitrile blue
- Fluid repellent surgical mask (single use) Type 11R medical use
- Drager dust masks
- Hand soap
- Surface cleanser spray
- Universal cleaner
- Cleaning cloths
- Disinfectant
- Blue wiper roll
- Industrial cleaning wipes (excess of 60% alcohol or a disinfectant contained within it)
- Jumbo toilet roll
- Paper hand towel.

Donations can be made by contacting SussexResilienceForum@sussex.pnn.police.uk. Delivery and collection can be arranged. All items need to conform to the safety standards highlighted above.

Additional information is available from the SRF website <https://www.sussex.police.uk/srf>.

Neighbourhood Watch is pleased to support the SRF and to be one of its Voluntary Sector partners. If you're interested in joining Neighbourhood Watch, or want to find out more,

visit www.sussexnwfed.org.uk or send an email to enquiries@sussexnwfed.org.uk.

Message Sent By

Derek Pratt (Sussex) (NHWN, Administrator, Sussex)

To reply or forward this email please use the buttons below or these links: [Reply](#), [Rate](#), [Forward / Share](#).

Email dated 16th April 2020, from WSCC

West Sussex County Council news release: West Sussex response to Covid-19

Protecting the most vulnerable has been at the heart of West Sussex County Council's response to Covid-19.

Since the outbreak of Covid-19 staff across the County Council have worked really hard to support residents.

The council's Cabinet will meet on April 22 to receive a formal update on the County's response. The Cabinet will be holding a virtual formal meeting, in line with new Government Regulations, as councillors aren't currently able to meet in person.

They will hear that following the Government's official lock-down the council, in partnership with district and borough councils, launched community hubs across the county to make sure those people who are vulnerable, or have been made vulnerable by Covid-19, get the support, supplies and help they need.

Social care staff across the council have been working in hospitals and people's homes supporting residents with social care and health needs.

Hospital discharge hubs have been set up to manage how people are moving through hospitals and care settings and where beds and support are required. This has been set up in partnership with local NHS organisations. As new patients become ready for discharge, teams are working hard to ensure that they can leave hospital as quickly and safely as possible.

Cabinet will be updated on the economic impact of the virus in West Sussex. A briefing will show that large scale job losses and long closures to business are having a significant impact but plans are in place to support the economy as and when the country starts to move into recovery.

The Cabinet will also receive an update on improvements to the Fire and Rescue Service and details of how improvements to Children's Services continue despite the challenges of Covid-19. This means the county's most vulnerable children continue to get the support they need.

Paul Marshall, Leader of West Sussex County Council said: "This virus has caused such significant disruption to our country both in people's lives as they struggle to cope with isolation, illness and , for some, losing loved ones. It has also meant many people have not being able to rely on their usual networks of support and help, leaving them vulnerable. That is where we have done all we can to step in and support our residents. We know this is a worrying and difficult time for every single one of us but we hope we can be there for our residents throughout. I want to use this opportunity to pay testament to our dedicated and committed staff who have gone way above and beyond to do everything possible to support our communities. I am confident that West Sussex along with the rest

of the country will bounce back stronger than ever from these difficult circumstances but in the meantime I reiterate the plea to stay safe, stay inside and take care.”

The full briefing paper on West Sussex’s response to Covid-19 can be found [here](#). Additional updates will be given on the day due to the fast-moving nature of the situation.

All the councillors and officers are attending via an online conference call, so the public aren’t able to physically attend the meeting. However the meeting is being audio webcast so that the public can listen to the meeting and hear the discussion. You can access the webcast on the day [here](#).

The agenda and papers for the meeting will be published in the usual way, via the [County Council website](#)

Our community hubs operate across the county. Wherever you live you can contact the West Sussex hub at www.westsussex.gov.uk/covid19communityhub or call 033 022 27980 from 8am -8pm, 7 days a week. However in some areas there are specific websites:

- Mid Sussex – use www.westsussex.gov.uk/covid19communityhub or call 033 022 27980
- Arun - use www.westsussex.gov.uk/covid19communityhub or call 033 022 27980
- Chichester - use www.westsussex.gov.uk/covid19communityhub or call 033 022 27980
- Crawley – use www.crawley.gov.uk/coronavirus/supporting-community/vulnerable-and-older-people or 01293 438000
- Horsham – use www.horsham.gov.uk/community/coronavirus-community-support
- Adur & Worthing- use <https://www.adur-worthing.gov.uk/coronavirus/community-support/> or call 01903 221222

If you can contact us online please do, that way we can keep the phone lines free for those people who have no other option.

**Email dated 17th April 2020, from NALC
Chief Executives Weekly Bulletin**

Leading the way on virtual meetings

I wanted to start this week by praising the how I’ve seen the local (parish and town) council sector embrace virtual/remote meetings, with so many of you holding your first-ever meetings using a range of platforms over the last week – a huge well done. And also to say I’m delighted NALC has been leading from the front using videoconferencing for some time (okay we didn’t have rules stopping us!), but we’ve accelerated this over the last month to meetings of our teams, all staff, Committees, county officers, chairman and vice-chairmen, and more.

Our head of policy and communications, Justin Griggs, hosted this week’s county officer meeting via Zoom with around 30 colleagues and NALC staff to stay in touch, provide an update on our work and answer questions, and share information.

NALC's senior management team met the chairman and vice chairman via Zoom on 16 April to discuss our current priorities of business continuity, supporting councils and county associations, and engaging with government, as well as them providing an update on what is happening on the ground in their areas. I was struck by the concluding remarks by our chairman, Cllr Sue Baxter, which I wanted to share: "Thank you to everyone at NALC and our county associations for stepping up and responding to the challenge of new ways of working, and adapting to change so quickly". This applies to our councils too so a huge thank you from all of us.

NALC coronavirus page and mailout

Updates to our dedicated [coronavirus page](#) this week (and highlighted in two dedicated newsletters) covered Zoom discount, demonstration video of a virtual meeting, guidance on hosting public meetings, a legal briefing note, advice on cybersecurity and playgrounds. Please do continue to make use of this resource and let other local councils know about it too. I want to make a special mention of an update to the [Coronavirus case studies](#), this latest version now includes around 150 brilliant examples of local councils supporting their communities; this will be updated again next week with new examples sent into us.

Financial impact survey

We need your help to gather evidence on the financial impact of the coronavirus on local councils. This information is vital to our representations to the government on the loss of income to local councils during these difficult times, and the need for a tailored financial support package for the sector. Earlier this week we published a short survey which includes questions on precept, staffing and income, so clerk colleagues it would be helpful to have this data to hand when [completing the survey](#). Please help us to help you by taking a few minutes to complete the survey as soon as possible or by 24 April at the latest. NALC's Super Councils Network has already completed a separate survey and does not need to complete this survey. We are also working with county officers on a separate survey on the financial impact on county associations.

New legal guidance

This week we published a [legal briefing](#) which gives guidance on the implications for local councils of the Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020. This includes commentary on the prohibition on holding elections to fill casual vacancies until 6 May 2021.

Select Committee calls Robert Jenrick MP to give evidence

The chairman of the Housing, Communities and Local Government Committee, Clive Betts MP, has written to the secretary of state, Robert Jenrick MP, asking to him to attend and give evidence on the work of his department during the current situation. Sue has written to Clive to welcome and support this move, highlighting the role local councils playing and including the link to the case studies publication, and urging him not to overlook our councils in this session, and offering to brief him and committee further.

New local government minister...

Yesterday it was confirmed that Simon Clarke MP had extended his existing responsibilities for regional growth by taking over as local government minister from Luke Hall MP (who remains a junior minister for rough sleeping and housing). Our chairman, Cllr Sue Baxter, has already written to congratulate him, calling for urgent dialogue with him about the impact of Coronavirus on the local council sector and the need for support including financial assistance.

... and new shadow secretary of state

Last week the new leader of the Labour Party, Keir Starmer MP, named his new **shadow cabinet**. The shadow secretary of state for communities and local government, Andrew Gwynne MP – who many of you will know from attending and speaking at NALC events and also his interview in *LCR magazine* – stood down from the role. He has been replaced by Steve Reed MP, the former leader of Lambeth Council who previously held the shadow ministerial briefs for local government and more recently civil society. We have already been in touch to congratulate him to organise an early briefing, in particular on the impact of Coronavirus on the local council sector.

Update on pay negotiations

A quick update on the trade union response to the National Employers for local government final pay offers for the four negotiating groups for which they have the responsibility: the main local government workforce, local authority Craftworkers, chief executives and chief officers. The main local government workforce has been **offered improved pay increase of 2.75 per cent from 1 April 2020**, plus an additional one day's leave which would increase the minimum entitlement from 21 to 22 days per year (plus public holidays). This offer would affect over 1 million employees. The unions have responded asking for further consideration, and National Employers will be reviewing the union's response before replying. The circular setting out the

employer offers, forwarded yesterday can now be found [here](#).

And finally...

On the [NALC blog](#), colleagues and I reflect on the last month of homeworking and swapping 109 Great Russell Street for our home office.

Email dated 17th April 2020, from HDC
Coronavirus (COVID-19) 17 April: Information and advice for public and businesses



Now, more than ever

For simple steps to look after your mental wellbeing
search **Every Mind Matters**

STAY HOME ▶ PROTECT THE NHS ▶ SAVE LIVES

Coronavirus (COVID-19)

Information and advice for public and businesses from Horsham District Council

Timestamp: 17 April 2020

This is a regular email bulletin that Horsham District Council will be sending out updating you on latest guidance and advice about coronavirus (COVID-19), updates about Council services and actions being taken.

This bulletin has been sent to public email subscribers, Horsham District Council members, Neighbourhood Councils, Parish Council clerks and Horsham District Council staff.

[Visit our website for the latest updates on Council services.](#)

Government guidance

The Government announced yesterday Thursday 16 April that it has extended the UK lockdown period up to at least 7 May 2020.

This means that everyone must continue to adhere to the guidelines set out by the Government to stay at home, other than for essential reasons, and to continue practicing social distancing with anyone outside of your own household, wherever possible.

[Visit the Government's website for more information](#)

Community support

Council leaflet drop

With some residents unable to access the internet or engage on social media, Horsham District Council, working in conjunction with West Sussex County Council, has committed to provide residents with information straight to their homes.

From 20 April, every household will receive a printed leaflet with information about support available, who is eligible for help and how to access help, including a phone line which will be manned from 8am to 8pm seven days a week, and a dedicated website with links to vital services.

[Visit our website for more information about support for vulnerable and elderly people](#)

Community safety

Sky lanterns

Please don't release sky lanterns to show your appreciation for NHS workers during the Covid-19 crisis. Continue to show your support for the NHS and other essential workers on Thursday evenings in safe ways – the easiest is to simply stand on your doorsteps and clap.

Following the [National Fire Chiefs Council - NFCC](#) guidelines, we strongly advise against releasing sky lanterns.

Sky lanterns pose huge risks to wildlife and livestock, with many documented cases of animals and birds dying from ingesting debris from lanterns. The lanterns are a source of littering and are a significant fire hazard that could cause additional strain on already hard-pressed public services at this time.

Bonfires and BBQs

West Sussex Fire & Rescue Service and West Sussex County Council are urging residents to think twice about bonfires and BBQs and not to burn waste. [Read the full statement here.](#)

It comes as nice weather is predicted and social distancing restrictions remain in place. To avoid injuries or damage to property, residents should follow these simple precautions:

- Don't burn household or garden waste
- Never leave a fire unattended
- Ensure a BBQ is on a flat site, well away from a shed, trees or shrubs
- Keep children, garden games and pets well away from the cooking area
- Keep a bucket of water or sand nearby for emergencies
- Ensure the BBQ is cool before attempting to move it
- If you're using a disposable BBQ ensure it has cooled before putting it in the bin. To avoid starting a fire you should allow it to cool for several hours and then pour copious amounts of water over it to make sure it is out before putting it in the bin.

Business

Small Business and Retail, Hospitality and Leisure Grant Schemes

We have received over 1,400 applications for the Small Business and Retail, Hospitality and Leisure Grant Schemes in a very short period of time and we are working through these as quickly as we can.

So far 596 businesses have been provided with grant funding, totalling £8,060,000.

The team are prioritising the payment to your nominated accounts and it is likely that applicants will receive payment ahead of any payment advice. Applicants are encouraged to check accounts directly for payment.

If you've received an acknowledgement of your application please don't ring or email to find out where it is because this creates extra work, slowing down how quickly we can issue the grant to you. Thank you for your patience and understanding during these challenging times.

Apply for grant funding

If you are a small business or a business in the retail, hospitality and leisure sectors and are struggling as a result of the crisis, [do apply now for the support available through the Local Authority Business Grant to Businesses Scheme.](#)

Things to do while at home

Explore our District's history from your home

Discover local history from your own home with Horsham Museum & Art Gallery. The museum doors may be closed for now, but the team's online blog continues to share fascinating stories of our District's history.

This week's post is titled '[Spies of Horsham](#)' and follows the stories of two well-known spied with connections to Horsham.

[Visit the blog to read more posts](#)

Dan Snow's VE Day Challenge

The Department for Digital, Culture, Media and Sport have teamed up with historian and presenter Dan Snow to find out how YOU would tell the story of VE Day to mark the special 75th anniversary on Friday 8 May.

How would you tell the story of VE Day today? There are lots of ways you could bring the story to life:

- You could write a short news report in the style of today or 75 years ago
- Make a short video that tells the story of VE Day
- Write or perform a poem, song, drawing or other work of art
- Share the story of someone in your family or area who was involved in the War

Post your creative content on social media using the **#VEDay75** hashtag and tagging Dan Snow in **@thehistoryguy** on [Twitter](#) and [Instagram](#) and the DCMS using **@DCMS** on [Twitter](#) and **@dcmsgovuk** on [Instagram](#).

Email your entries to ve-vjday75@culture.gov.uk and the department will feature a selection on their website. Just include your first name, age and town.

↳ Dan Snow Retweeted



DCMS @DCMS · 2h

If you're looking for creative things to do with the children this weekend, take a look at Dan Snow's challenge to tell the story of #VEDay.

Here's how to get involved 📌

#StayHomeSaveLives | @thehistoryguy



Quick links

[Check the NHS website if you have symptoms](#)

[Full guidance on staying at home and away from others](#)

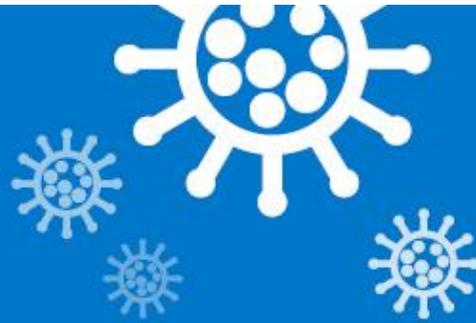
[Staying at home if you think you have coronavirus \(self-isolating\)](#)

[How to protect extremely vulnerable people \(shielding\)](#)

[Visit the Government's business support website](#)

Coronavirus (COVID-19)

Please read the latest advice
and updates on our services at
www.horsham.gov.uk/coronavirus



www.horsham.gov.uk/coronavirus



Stay connected



Parkside, Chart Way, Horsham,
West Sussex,
RH12 1RL



Horsham
District
Council

Email dated 17th April 2020 from SALC
Sussex ALC Bulletin

<u>CORONAVIRUS INFORMATION</u>
OFFICIAL GOVERNMENT GUIDANCE
LATEST NALC CORONAVIRUS UPDATE
EAST SUSSEX COUNTY COUNCIL: LATEST INFORMATION
WEST SUSSEX COUNTY COUNCIL: LATEST INFORMATION
SURREY COUNTY COUNCIL: LATEST INFORMATION

Dear All

We are now almost at the end of week 4 of restrictions. For those that have had or are experiencing this virus or any other ill health we send you our very best wishes for a good recovery.

We have certainly been faced with an onslaught of legislation and advice. As one Clerk has said 'it is a newly planted minefield' Some feel it is too much information, others may feel there is insufficient guidance on the application of the legislation. The reality is that there is a wide and varying demand for information so it is important we pass on the information we receive including the advice and guidance as it arrives.

Funding Support to Parish Councils - You will have seen that NALC are working with MHCLG to include Parish Councils in the proposal to provide funding to local authorities covering unplanned costs incurred during this difficult time. NALC will shortly be asking all Parish Councils to quantify the financial impact of managing their business since 'lockdown'. A response from as many Councils as possible will be more persuasive and will demonstrate the wider impact on local councils (not just the Principal Authorities). For some Councils it will be difficult to 'carry on' and in that case it will mean seeking support from the Principal Authority and raising precepts next year to pay it back!

Furloughing Staff - Our HR Advisers have provided some guidance on furloughing (attached). NALC are currently pressing for clarification as it remains unclear as to whether or not Councils can reclaim salaries should they furlough employees.

There is still uncertainty as to whether or not Clerks are 'essential workers'. The Government advice has been that if you cannot work at home then going to the office is acceptable if absolutely necessary. We feel that, wherever possible, clerks should work from home and only go to the office to collect files etc. Councillors should not attend the office.

Below are a few of the most often asked questions-

Communication -We were delighted with the response to our recent survey –which reflects the various mediums being used (Zoom, Google, Microsoft Team, Go To Meetings, Slack and Skype). There was a mixture of responses telling us about what you are doing and also some requests for clarification. We will share/respond to requests shortly.

A big thank you to those Clerks who have also separately let us know about actions taken by their Councils. Such as the different ways of supporting local groups, circulating leaflets/cards with useful information, setting up partnerships with surrounding villages and organisations with a call centre manned 7 days a week, establishing ongoing 'buddy' relationships between volunteers and residents in need, and publishing national Covid19 information through web links. One Council has produced a very informative video on You tube. We hope to be able to send you these examples shortly. It was also interesting to read how one council has put in place a verification system for all volunteers and those requesting help to protect from fraud and scams.

Six month rule -We have been asked about the 6 month rule – disqualification of councillors who do not attend a meeting for 6 months. The advice is clear. It still applies. There is an expectation that Councils will be holding at least one meeting. This may not necessarily be so for smaller councils or councils where its Members are unable to (rather than do not want to) access suitable technology. If any Council does have a problem then contact us and we will try to give some pragmatic advice on a case by case basis!

Public/Meetings - The legislation still requires the exercise of the right for the public to 'attend meetings'. The law does not give them a right to speak. The right to and the rules of speaking are included in a Council's Standing Orders. Where public speaking is permitted by your Council (and this may require an amendment to your Standing Orders) guidance says that as long as they can hear the proceedings that will suffice; where someone is asking the question they should, if possible, be seen.

Do Standing Orders need to be amended? What information should be included on the Agenda re rights of speaking/legislation enabling remote meetings? We have not, as yet, received any formal guidance from NALC though we believe it is being considered. Practically it would be worth just adding the 'rights' to your Standing Orders with the same wording on your Agendas. We do not think it is an imperative as you are being legally compliant in any event – however, it is good practice to provide the information particularly citing the legislation under which you are undertaking Council business.

Grant Funding -What about giving grants to unincorporated Groups who have been set up to support the local community? Parish Councils are being encouraged to provide that support. The dilemma is that Parish Councils are required to 'protect' the public purse. Unless a Council has the GPC it does not have a power to make grants to individuals. So what about groups of individuals? Mark Mulberry (SSALC Accountant) advises:

'The issue with unincorporated groups is that there is no regulation, no accountability. Grants given by the local authority should be seen to go through the usual standard process for grant giving and be approved by members' 'The grant also needs to be within the thresholds of S137 etc'.

If Councils comply with this when giving grants to Groups then this will probably suffice – if, however, the money is given outside the normal practices this could present a problem for the Council later on.

Keep a look out for any emails from Anna passing on 'experiences' of other Councils when we receive them.

As ever remain safe and well. Remember you can only do your best ...

The SSALC Team, 18th April 2020

New emergency PD right for NHS coronavirus facilities comes into effect

A new emergency permitted development (PD) right allowing English councils and health service bodies to create new facilities to combat the spread of coronavirus without the need for planning permission has come into effect this morning.

[Read more](#)

Risk Management Guidance

The National Cyber Security Centre has issued guidance with regard to risk management whilst Council staff are working from home during these tough times.

[Read more](#)

Parish Online Extend Free Trial

Parish Online is now offering an **Extended 3- month Free Trial** so that you can benefit from the system without cost during the coronavirus outbreak.

[Read more](#)

Email dated 17th April 2020, from Sussex Police

In the know
Surrey and Sussex



Appeal For Ppe To Protect Front Line Workers of Sussex Continues

Please forward this important message to your contacts including via social media

Public service organisations continue their plea to businesses and the public to get in touch if they can supply vital PPE to protect frontline workers during the COVID-19 pandemic.

Following a county-wide appeal, the Sussex Resilience Forum (SRF) has been contacted by businesses and individuals from a wide range of sectors, from nursery schools through to pharmaceutical suppliers, offering to manufacture or donate unused supplies.

The SRF co-ordinates the response, resilience and recovery plans for all emergency services and local authorities, also drawing on resources such as the military, with direct links into Government. Plans are closely aligned with NHS teams, who report through a regional mechanism to the Department for Health (DFH).

The multi-agency group is sourcing kit to fill in the gaps until national supply chains of protective equipment, such as gloves, face masks and gowns, are in place.

Since a major incident was declared in Sussex on 20 March in response to COVID-19, the SRF has already ensured that care homes and other health settings have had supplies via deliveries across the county, working closely with local authorities.

Dave Miller, Assistant Chief Constable of Sussex Police and SRF Chair, said:

"My personal thanks to every single person who's been in touch with offers of PPE. It is incredible that we have this support from the public as the SRF pulls out all the stops to get protective kit to those who need it most.

"There are almost 3,500 care settings in Sussex, and the SRF has co-ordinated the distribution of over 250,000 items of PPE so far this month, with more deliveries due imminently.

"But we know that we need more protective masks, gloves, aprons and sanitising gel to keep sufficient supplies.

"As this public health emergency unfolds, we are working hard to ensure that we

can get the data on where supplies are most needed, and also to make sure that everyone is using the most up to date guidance.

"From all agencies, our thanks to all of the heroic front line workers in the health, social care and emergency services working day and night to keep the public safe."

Items require are as follows:

- Eye protection EN166:2001 Frame Marking: 3
- Hand sanitiser gel (greater than 60% alcohol)
- Disposable overshoes CE marked
- Disposable overalls CE marked
- Disposable plastic apron (single use)
- Disposable gloves (single use) EN:374/5 (Viral protection)/nitrile purple/nitrile blue
- Fluid repellent surgical mask (single use) Type 11R medical use
- Drager dust masks
- Hand soap
- Surface cleanser spray
- Universal cleaner
- Cleaning cloths
- Disinfectant
- Blue wiper roll
- Industrial cleaning wipes (excess of 60% alcohol or a disinfectant contained within it)
- Jumbo toilet rolls
- Paper hand towels

Donations can be made by contacting SussexResilienceForum@sussex.pnn.police.uk. Delivery and collection can be arranged. All items need to conform to the safety standards highlighted above.

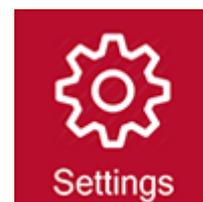
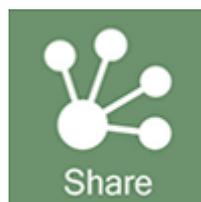
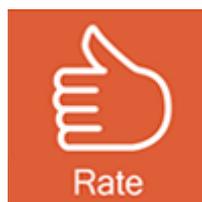
Additional information is available from the SRF website <https://www.sussex.police.uk/srf>.

Neighbourhood Watch is pleased to support the SRF and to be one of it's Voluntary Sector partners. If you're interested in joining Neighbourhood Watch, or want to find out more, visit www.sussexnwfed.org.uk or send an email to enquiries@sussexnwfed.org.uk.

Message Sent By

Derek Pratt (Sussex) (NHWN, Administrator, Sussex)

To reply or forward this email please use the buttons below or these links: [Reply](#), [Rate](#), [Forward / Share](#).



Email dated 17th April 2020, from WSCC

West Sussex County Council news release: COVID-19 community work support available from County Council



news release

PR 14856

For Immediate Release

17 April 2020

COVID-19 community work support available from County Council

The next round of Community Initiative Funding, which supports West Sussex community groups and organisations, is now open and has been extended to support groups carrying out Coronavirus-related community work.

In addition, more than £26,000 funding, which was underspent in the 2019/20 round of Community Initiative Funding (CIF) for all West Sussex County Council County Local Committees (CLCs), has been transferred to support the work of the County Council's community hub (COVID-19).

The community hub is supporting the most vulnerable residents across West Sussex who have been told by government they must isolate to stay safe. Find out more at www.westsussex.gov.uk/covid19communityhub.

The Community Initiative Fund supports local projects in two ways, depending on their size:

- The Micro Fund is for small-scale projects with a total value of £750 or less and can be applied for through the CLCs
- The West Sussex Crowd is a crowdfunding platform through which the County Council can contribute towards an element of a project or where the total project costs exceed £750

Cabinet Member for Fire and Rescue and Communities, Duncan Crow, said: "I'm pleased to announce the underspend of CIF funding from last year will go directly to help boost the invaluable work being carried out by the community hub. We are targeting help to those identified as being most vulnerable and ensuring they have ample provisions and support while in isolation.

"We also recognise that communities across the county have stepped up in these unprecedented times to help meet the needs of vulnerable people in their local area. As a thank you and to help support them, we are widening the criteria for just the next round of CIF applications for our Micro Fund and the West Sussex Crowd. I would encourage local groups to have a look and see if the funding available would help them in their vital work. By providing a small amount of extra money to groups, we will be able to help them expand and carry out even more help and assistance across the county."

This could include projects directly supporting their communities in the current situation, such as voluntary organisations being able to support those self-isolating and groups providing support to the most vulnerable in West Sussex. The criteria for just the next round of funding will be widened to include applications for revenue spend, for example costs for training, staffing or room bookings.

In addition, Spacehive, which manages the West Sussex Crowd website, has said it is waiving the fee for any projects created on the community crowd funding website during this time.

The deadline to upload a project idea to West Sussex Crowd and apply to CIF for additional funding consideration is Thursday 28 May.

To find out the Micro Fund application deadline for the County Local Committee covering your project location or for any other enquiries, please email talkwithus@westsussex.gov.uk or telephone 0330 22 25075. For further information visit the 'Community Initiative Fund' page on the County Council [website](#).

Email dated 17th April 2020, from WSCC

West Sussex County Council news release: West Sussex Fire & Rescue Service to support ambulance service during COVID-19



news release

PR 14859

For Immediate Release

17 April 2020

West Sussex Fire & Rescue Service to support ambulance service during COVID-19

Staff at West Sussex Fire & Rescue Service are supporting their blue light colleagues in the fight against COVID-19 by providing support to South East Coast Ambulance Service (SECAMB).

Next week, a team of four members of fire service staff will be deployed to provide logistical support.

The team will be collecting personal protective equipment (PPE) and other essential clinical supplies from SECAMB's logistics base near Tunbridge Wells and distributing it to their three ambulance service 'Make Ready' stations in West Sussex - Worthing, Tangmere and Gatwick.

The four members of staff work in the fire service's training team. Due to the current pandemic, their normal way of working has changed and they are able to support ambulance service colleagues. Their support will be on a rota basis without causing disruption to how the team functions.

Chief Fire Officer Sabrina Cohen-Hatton said: "I'm proud that people in our fire service have volunteered to take on additional critical roles during this crisis to support colleagues in SECAMB."

“These are unprecedented times, and we all want to help where and when we can to keep people in our communities as safe as we can.”

SECamb Executive Director of Operations Joe Garcia said: “We already have strong working relationships with our fire service colleagues and I would like to thank West Sussex Fire and Rescue Service for being able to provide this additional logistical support. It is very much appreciated and will help us boost our distribution capacity across our region.”

Other ways that West Sussex Fire & Rescue Service staff could support SECamb are being developed.

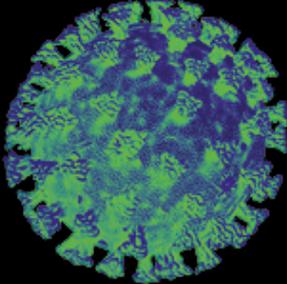
West Sussex Fire & Rescue Service, which is part of West Sussex County Council, is working alongside colleagues in teams across the county council to support the county-wide response to COVID-19.

Email dated 17th April 2020, from WSCC
Coronavirus (COVID-19) advice - Friday 17 April



www.westsussex.gov.uk/coronavirus

Coronavirus (COVID-19) Update



As we enter a further stage of lockdown we wanted to give a reminder of where you can find the latest information and updates regarding the COVID-19 outbreak.

It is so important that we all continue to stay at home wherever possible and do not meet others, even friends or family. Remember you can spread the virus even if you don't have symptoms.

We should all make sure we:

- Only go outside for food, health reasons or work (but only if you cannot work from home)

- Stay 2 metres (6ft) away from other people at all times
- Wash our hands as soon as we get home

With the majority of us spending prolonged periods of time at home, taking care of your mind as well as your body has never been more important. The [Every Mind Matters website](#) from the NHS has guidance, tips and advice on looking after your mental health and wellbeing at this challenging time.

If you are unsure about the advice then take a look at the government website for guidance on [what you can and cannot do](#). There is also a really helpful blog from Public Health England which is regularly updated to answer many [frequently asked questions](#).

There are steps we can all take to prevent the spread of coronavirus. Please follow the [NHS advice](#) and:

- wash your hands with soap and water often – do this for at least 20 seconds
- always wash your hands when you get home or into work
- use hand sanitiser gel if soap and water are not available
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin straight away and wash your hands afterwards
- try to avoid close contact with people who are unwell

Please also visit our [dedicated webpage](#) where you can find updates on our services and how they are being impacted in light of the current situation, as well as lots of other links to useful sources of information for residents and businesses.

Latest news



'Thank you' to the care workers

People working in care are doing an amazing job at this particularly difficult time and we want to say a huge 'thank you' to each and every person caring for our vulnerable and elderly residents. Now more than ever the care sector needs more people to work in care, so if you feel you have the skills and values to take on this challenging but enormously rewarding role please search for local jobs or contact our Proud to Care team [here](#).

People from all sorts of backgrounds can be perfect for a job in care - [read about Brendan](#) who worked in Hotel Management for 25 years until he changed careers to work in care and hasn't looked back.

Support and local advice



Could you benefit from emotional support, guidance and a listening ear? If so, Carers Support West Sussex are on hand to help during these uncertain times.

They are available via email, phone or online where they can offer you a friendly and informal chat. You do not need to be in a caring role to benefit from this service.

Phone: 0300 028 8888

Email: info@carerssupport.org.uk

Website and online chat: www.carerssupport.org.uk

Response line opening times: Mon, Tue, Thur & Fri 9am - 5pm, Wed 9am-7pm, Sat 10am-12pm.



Urgent appeal for specialist equipment

People in West Sussex who are no longer using key items of specialist community equipment are being asked to return them as soon as possible to help the NHS during the coronavirus crisis.

Items urgently needed include; specialist hospital-style beds, mattresses, hoists, commodes.

Any unused equipment currently on loan can be returned if no longer needed.

To arrange a collection please phone NRS Healthcare on 0345 127 2931 or email enquiries@westsussex.nrs-uk.net

NRS Healthcare runs the county's specialist rehab equipment service on behalf of the council and the local NHS.

All collection drivers will follow strict social distancing measures.



Need some extra help?
Vulnerable residents can get support with our community hub. You can also volunteer to help. [Find out more.](#)



Make history
The West Sussex Record Office is asking residents to document their experience during the coronavirus. [Learn more.](#)



Waste tips
Follow West Sussex Recycles on [Facebook](#), [Twitter](#) and [Instagram](#) for information on collections and tips on reducing waste.



Read all about it
You can access our eLibrary 24/7 so while you're at home you can still enjoy a good book. [Explore our selection.](#)



Have your say
Give your views on local issues that affect you by visiting the [Have Your Say Consultation Hub](#).



Social media
Follow us on [Facebook](#) and [Twitter](#) for the latest coronavirus updates.

Please encourage your friends and family to subscribe to receive these important updates [via our registration page](#).

CORONAVIRUS
STAY HOME
PROTECT THE NHS
SAVE LIVES



Email dated 18th April 2020, from WSCC

FYI: West Sussex County Council news release: Former High Sheriff's high praise for West Sussex Record Office and fire service



news release

PR 14855

For Immediate Release

16 April 2020

Former High Sheriff's high praise for West Sussex Record Office and fire service

The West Sussex Record Office and West Sussex Fire & Rescue Service's FireBreak and Safe Drive Stay Alive initiatives have been honoured by the former High Sheriff of West Sussex, Davina Irwin-Clark, for their services to the community.

The two organisations are to be awarded Certificates of Commendation from the High Sheriff to reward 'unsung heroes' who receive little recognition in their day-to-day jobs.

They also highlight the valuable work and effort that these areas do every day for the community and the county.

Earlier in the year, Davina Irwin-Clark had a tour around the Record Office to see for herself the work they do.

Wendy Walker, West Sussex County Archivist, said: "We feel so privileged that the former High Sheriff chose the Record Office to receive one of her awards this year. It was such a pleasure to show her around so that she could meet all of the staff and see the work that we do to preserve the rich heritage of West Sussex and make it accessible for everyone to see. With more than eight miles of records and documents dating back over 1,200 years there is something in our collections for everyone.

"We work with local communities across the county to help them preserve and engage with their heritage. Staff here take great pride in what they do and this award recognises their commitment and hard work. It is also a testament to all of our volunteers who contribute so much in helping us to open up the archives for people to see."

Nicki Peddle, West Sussex Fire & Rescue Service's Head of Prevention, whose teams deliver Safe Drive Stay Alive and FireBreak, said: "It is incredibly humbling to be honoured by the former High Sheriff for the work we carry out with young people in our communities.

"Since 2006, Safe Drive stay Alive has reached more than 112,000 students, giving them valuable insight on how they can be safer when using our roads. We know it has a lasting impact on the students who attend.

"FireBreak is a fantastic opportunity for young people to learn more about our fire and rescue service, while improving skills such as teamwork, discipline and self-confidence, which are all incredibly valuable in day-to-day life.

"It is a real honour for our staff, volunteers and partners who deliver these two valuable programmes to be recognised, and I know the award will have come as a surprise, as to them this is just part of what they do every day to help keep the residents of West Sussex safe."

This year, the former High Sheriff of West Sussex decided to present 12 awards, nine of them to charities and the three to West Sussex County Council operated services.

Mrs Davina Irwin-Clark, former High Sheriff of West Sussex, said: "I found my visit to the West Sussex Record Office absolutely fascinating and I am delighted to be able to give this encouragement to the work being undertaken there, which is of such significance both locally and internationally.

"I have also been fortunate enough to have attended many FireBreak pass-out ceremonies at various fire stations around the county, and the message I hear loud and clear each time is just how rewarding all of the young people have found the experience. I know that an awful lot of hard work goes into organising these courses, as with the incredibly important Safe Drive Stay Alive course too, and so this is my way of saying a big thank you to all of those working away behind the scenes to bring it all to life.

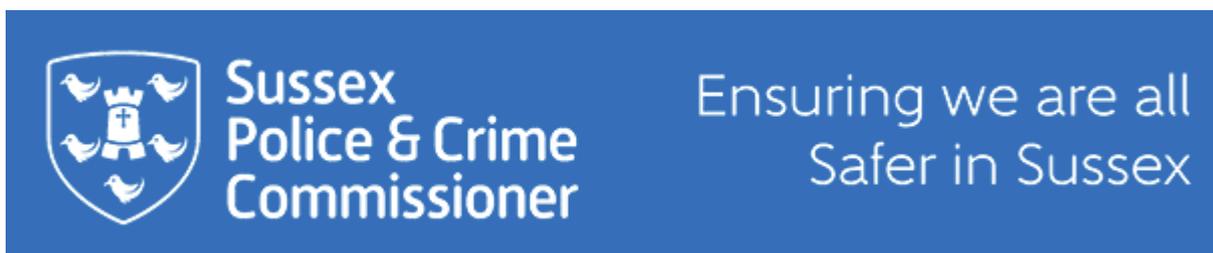
"The current Covid-19 situation will have had a big impact on both services, but I am confident they will both bounce back strongly and continue their great work when life returns to normal."

Mrs Davina Irwin-Clark was High Sheriff of West Sussex in 2019/20. She has now been succeeded by Dr. Tim Fooks.

If you want to find out more about the West Sussex Record Office, visit www.westsussex.gov.uk/recordoffice

For more information on Safe Drive Stay Alive visit: <https://www.westsussex.gov.uk/fire-emergencies-and-crime/west-sussex-fire-and-rescue-service/safety-advice-for-young-people/safe-drive-stay-alive/> and for FireBreak: <https://www.westsussex.gov.uk/fire-emergencies-and-crime/west-sussex-fire-and-rescue-service/safety-advice-for-young-people/fire-rescue-service-targeted-education/>

**Email dated 18th April 2020, from Sussex Police
Virtual consultation across Sussex**



Hello,

Today I chaired a briefing for our Sussex MPs with the Chief Constable and other senior police officers to ensure that our MPs are kept abreast of all developments in the policing of the county during these unprecedented times.

We discussed the policing response to domestic abuse (DA) which is causing concern during lockdown in terms of people being trapped at home with their abuser, whether it be physical, emotional or financial abuse.

MPs were reassured that advice has been updated for officers to give to DA victims to help keep themselves safe during this time, including offering video or telephone appointments to improve accessibility to officers. Also, the '55' technology is in place for those too scared to speak, to alert a call handler to the fact they need help by pressing 55 on their phone once they've dialled 999.

The next step is an external DA campaign targeting people without access to the internet and signposting them where to go for help using banners or posters at supermarkets, medical centres and pharmacies.



I am pleased to know that such effort is going in to supporting victims of DA at what is a stressful time for everybody, let alone those suffering some form of abuse within their own homes.

The #YouAreNotAlone campaign has been launched nationally by the Home Secretary with the aim of reassuring domestic abuse sufferers that support is still available. There is a 24 hour National Domestic Abuse helpline number on 0808 2000 247 and all local support services can be found on www.safespacesussex.org.uk

Sussex Police also gave reassurances today that the Force is currently in a good place where resource and demand are concerned; levels of absenteeism due to sickness and/or self-isolation have actually gone down and there is a good supply of personal protective equipment available to officers.

Over last week's Easter Bank Holiday weekend, the majority of Fixed Penalty Notices were issued to people from outside Sussex travelling into the county. It was confirmed at today's briefing that Sussex Police will continue with their successful approach of explaining and encouraging people to comply with the regulations in force, and only to use enforcement as a last resort.

Overall it was reassuring to hear that Sussex Police are maintaining exceptional levels of normal service at these very challenging times and my heartfelt thanks go out to the officers and staff who are working tirelessly to keep people safe in our county.

Virtual consultation across Sussex

Following my news about our 'virtual' consultation across Sussex, I'm now delighted to report that all ten councils we approached have agreed to take part. In the west of the county those are: Bramber, Broadbridge Heath, Haywards Heath, Midhurst and Rustington; in the east we'll be speaking to Battle, Lewes, Peacehaven, Polegate and Uckfield.

These remote meetings will address issues such as local communities' interaction with the Force - particularly important during these current times of lockdown and social distancing - as well as approaches to rural crime and support for local businesses.

I also plan to hold remote consultations with members of the National Farmers Union (NFU) in the next fortnight. The issue of rural crime will be a key focus for me in the coming year and I want to ensure that the farming community feels engaged with and well supported by Sussex Police.

Stay safe and well.



Katy Bourne OBE
Sussex Police & Crime Commissioner



SHARE WITH A FRIEND
