

# Memo (Agenda August 2020)

**To: Parish Councillors**

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

**From:** Sarah Hall

**Date:** 5<sup>th</sup> July 2020 (week commencing 29th June 2020)

**Re:** COUNCILLORS' BRIEFING NOTE

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

(1) **Planning Applications Issued**

Number	Applicant & Reason	Consultation Closes	NPC Meeting

(2) **Delegated Decisions**

Number	Applicant & Reason	Consultation Closes	NPC Meeting

(3) **HDC Decisions**

Number	Applicant & Reason	Comment to HDC	HDC Decision

(4) **Appeals**

Number	Applicant & Reason	PI Decision

(5) **Enforcement Numbers**

Number	Nature of Complaint	HDC Action

(6) **Committee**

Number	Applicant & Reason	Comment to HDC	HDC Recommendation

**Community Speed Watch Data**



**Town/Parish Council Report for Nuthurst Parish Speedwatch Group.**

**Reporting between 05-06-2020 and 05-07-2020**

**Current Volunteers = 22**

**Summary for this Period**

**Number of Sessions this period = 5**  
**Total Vehicles exceeding limit = 18**  
**DVLA Valid vehicles = 16**  
**Accuracy = 88%**  
**Maximum Speed recorded in 30 limit = 42 mph(+40%)**  
**Maximum Speed recorded in 40 limit = 51 mph(+27%)**

**Police Actions this Period**

**Letter Sent = 14**

**Overall**

**My group started Recording\* on = 30-05-2019**  
**Number of Sessions since start date = 45**  
**Vehicles recorded exceeding limit since start date = 291**  
**Maximum Speed recorded in 30 limit = 49mph(+63%)**  
**Maximum Speed recorded in 40 limit = 60mph(+50%)**

Date	Time	Type Traffic Heading	Location	Recorded Percent	Letters	Vehicles
15-06-2020	07:30 -> 08:30	BOOKED traffic heading North East	Nuthurst Street-Jctn of Harriot Close near bus stop next to School 6	6	6 n/a%	0
23-06-2020	07:30 -> 08:30	BOOKED traffic heading North	A281 Brighton Road Monks Gate-Monks Gate	6	6	0 n/a%
25-06-2020	07:30 -> 08:30	BOOKED traffic heading North East	Nuthurst Street-Jctn of Harriot Close near bus stop next to School			n/a%
01-07-2020	07:30 -> 08:30	BOOKED traffic heading North East	Nuthurst Street-Jctn of Harriot Close near bus stop next to School 3	2	2 n/a%	0
03-07-2020	08:00 -> 09:00	BOOKED traffic heading West	Pound Lane-In the lay-by just Wear of Rycroft Meadow	2		0 n/a%
<b>Totals</b>				<b>18</b>	<b>14</b>	

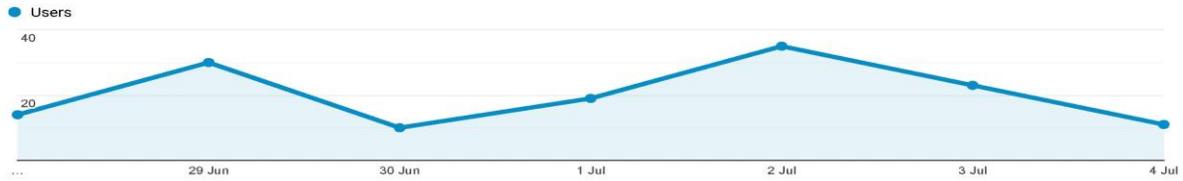
**Website Analytical Data**

**Audience Overview**

28 Jun 2020 - 4 Jul 2020

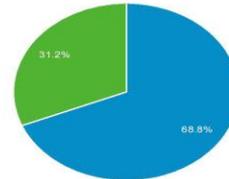
All Users  
100.00% Users

**Overview**



<b>Users</b> 114	<b>New Users</b> 86	<b>Sessions</b> 167
<b>Number of Sessions per User</b> 1.46	<b>Page Views</b> 388	<b>Pages/Session</b> 2.32
<b>Avg. Session Duration</b> 00:02:09	<b>Bounce Rate</b> 58.08%	

■ New Visitor ■ Returning Visitor



Language	Users	% Users
1. en-gb	82	71.93%
2. en-us	30	26.32%
3. en-au	1	0.88%
4. fr	1	0.88%

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**Clerks Update**

- Horsham Fencing have repaired the fence, replaced the gate pot and re-erected a byelaw sign on the village green/play area
- The Clerk has requested a further three quotations for the erection of 'birds mouth' fencing along the verge of the parking triangle area opposite the Dun Horse.
- The Parish Council would like to welcome three new Councillors Cllr John Bromley, Cllr Roger Cato and Cllr Denise Harber

**Correspondence**

Email dated 29<sup>th</sup> June 2020, from HDC  
HDC Latest News



# Latest news

and information

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[Visit our website to read the latest news from Horsham District Council.](#)

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## District high streets begin to re-open

The high streets across the Horsham District are now re-opening with new safety measures in place helping shoppers to feel safe and welcome.

When out and about you'll see one-way signs in key locations, floor stickers and advice for keeping your distance.

Horsham District Council Cabinet Member for the Local Economy Cllr Paul Clarke commented: "It is really pleasing and encouraging to see so many of our District's independent retailers across our market towns and villages re-opening for business again in the last week."



[Read more](#)

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## Council calls for compassion and respect to reduce littering

Litter has become an increasing problem in public spaces during the lockdown, most notably in and around parks and countryside sites, which are seeing a higher volume of visitors than usual. With summer on its way, the Council is calling for compassion to help reduce littering and fly-tipping across the District and supporting Keep Britain Tidy's latest campaign.



The Keep Britain Tidy campaign uses striking visuals to encourage residents and business owners to help protect key workers, reduce the spread of the COVID-19 virus, and keep public spaces clean and tidy by taking their waste home with them if bins are full.

[Read more](#)

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## Council's 2020 events cancelled

Putting the safety and wellbeing of our residents and business communities first is all important for us as a council, so we now feel it is right to announce that there will be no events organised throughout Horsham District during the rest of 2020.

Should circumstances change throughout the year this decision will be reviewed.

In the meantime, our Economic Development team are supporting a programme of virtual events and online trails using their [Horsham Time Well Spent Facebook page](#).

[Read more](#)

## Armed Forces Day flag raised

The [Armed Forces Day](#) flag was raised at Horsham's War Memorial in the Carfax on Monday 22 June at 8am, a few days before the national event on Saturday 27 June.

The flag raising ceremony in Horsham was attended by the Chairman of Horsham District Council, Cllr Karen Burgess, Vice Chairman Cllr David Skipp and Cllr Peter Burgess.

[Read more](#)

# Tackling anti-social behaviour and littering

Anti-social behaviour and littering are unacceptable, and we are working hard to tackle this. Here's what's been happening:



- Our wardens have adjusted their shifts to prioritise our parks and open spaces in the evenings
- Our staff are collecting around 80 bin bags of rubbish from Horsham Park every day and are very grateful to all the volunteer litter-pickers out there who are also helping - thank you!
- We continue to work closely with Horsham Police on cases of anti-social behaviour and vandalism

Anti-social behaviour is a police matter. If you witness anti-social behaviour, please report it online to Sussex Police.

[Report anti-social behaviour](#)

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## Voluntary Sector Resilience Survey

The community response during the coronavirus (COVID-19) 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.

Through collaborative working, the Council's Voluntary Sector Support team, along with Sussex Community Foundation and Healthwatch West Sussex, are looking to capture the experience of the voluntary sector response and future planning to the COVID-19 crisis within the Horsham district.

[Please complete the survey by sharing your experiences and thoughts.](#)

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## Out and about with Horsham District hubs

Last week our staff were visiting the District's community hubs to find out how they're getting on and came across this brilliant 'Mask Tree'. The masks have been made by local volunteers for residents to buy through donations and we thought it was both a great idea and wonderful show of community spirit.



Some of the 27 community hubs are still recruiting volunteers. [Click here to register to volunteer.](#)

[Click here to donate to the COVID-19 Appeal.](#)

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Sign up for parks and countryside news and events

Sign up



Horsham District Council

The banner features a green background on the left with white text and a 'Sign up' button. On the right, there is a photograph of a park with a lake, trees, and two swans. The Horsham District Council logo is positioned in the bottom right corner of the banner.

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Stay connected



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



Horsham District Council

The banner has a blue background. It includes the text 'Stay connected' at the top left, a row of five social media icons (Facebook, Twitter, Instagram, LinkedIn, YouTube) below it, and the council's address in the bottom left. The Horsham District Council logo and name are on the right side.

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Email dated 29<sup>th</sup> June 2020, from SSALC  
Sussex ALC Bulletin



SUSSEX ALC BULLETIN

<a href="#"><b><u>CORONAVIRUS INFORMATION</u></b></a>
<a href="#"><b>OFFICIAL GOVERNMENT GUIDANCE</b></a>
<a href="#"><b>LATEST NALC CORONAVIRUS UPDATE</b></a>
<a href="#"><b>EAST SUSSEX COUNTY COUNCIL: LATEST INFORMATION</b></a>
<a href="#"><b>WEST SUSSEX COUNTY COUNCIL: LATEST INFORMATION</b></a>
<a href="#"><b>SURREY COUNTY COUNCIL: LATEST INFORMATION</b></a>

We are now seeing a relaxation of the 'Coronavirus' rules which has prompted several enquiries from a number of members regarding the resumption of face-to-face meetings and the opening of play areas.

**Face to face meetings** – NALC have updated their [dedicated Coronavirus webpage](#) with a statement on local council meetings. NALC/SLCC strongly discourages face to face meetings and should only happen if it is deemed essential and there is no other option. This reflects the Government's advice – that no-one should take unnecessary risks.

Most councils have acclimatised to virtual meetings and managed to carry on their business very efficiently. We know that some councillors feel unable to use technology and will not attend meetings. However, almost everyone can access meetings by telephone so this, in itself, is not necessarily a good reason to revert to face to face meetings with the attendant risks.

These risks relate to all those who attend the meeting. Elected Members, the Council's employees (where there is a duty of care) and the general public. It is probably the case that most Councils will, in any event, be unable to comply with the requirements for holding Meetings.

There may be a temptation for shortcuts. Councils will need to reflect on how they would explain to someone who attended the Meeting and 'catches' the virus (with the potential of everyone having to face a 14 day lockdown or localised lockdown) why it was essential to hold the face to face Meetings!

**HYBRID Meetings** – virtual and face to face -are being considered for the future and we understand NALC will be looking at this soon.

**Playgrounds** – the advice we have issued is that before opening playgrounds (i) make sure you have undertaken a risk assessment (ii) check out the position with your Insurers (ideally have it confirmed in writing) who will be able to advise on the adequacy of your risk assessment (iii) display appropriate signs on 'social distancing' as a reminder to users (iv) if possible follow the lead of your District/Borough Councils and have regard to their notices/risk assessments.

This may be an opportune time to mention the budget setting process for Year 21/22. There may be financial implications arising from the virus now or in the future that will affect Parish Councils and the sooner they can be thought about the more time you will have to plan and prepare for setting an appropriate precept. We aim to include budget planning in our online training programme.

**Training** - We have now completed our first sessions of online training covering 'New Clerks', 'Councillors Awareness', and 'Effective Chairmen' - certainly something new for us! Our next event is Local Government Finance for Councillors (fully booked) and we are also responding to requests for bespoke training, see details below.

The SSALC Team

### **Planning permission expiry during pandemic**

**The government has confirmed plans to automatically extend all planning permissions that are due to lapse during the coronavirus pandemic, or have already done so, between late March and the end of this year.**

In a statement, the Ministry of Housing, Communities and Local Government (MHCLG) confirmed measures to "enable development which has already received the grant of planning permission or listed building consent and would lapse between 23 March and 31 December 2020 to be extended until 1 April 2021".

Planning permissions expire after three years unless work begins on the project within that time. Following the Covid-19 lockdown in mid-March, many in the development sector lobbied for extensions to planning permissions that were due to expire, arguing that many builders were unable to start on site.

MHCLG said that it estimates that "by the end of this month alone, more than 400 residential

permissions providing more than 24,000 new homes would have expired" if the measure had not been introduced.

The statement said that planning permissions which have already lapsed before the provisions come into force "will be subject to an Additional Environmental Approval process before the automatic extension can take effect".

It added that today's measures would "prevent work that has been temporarily disrupted by the pandemic from stopping altogether".

When asked by *Planning* for details on when and how the measures announced in the statement would come into effect, a spokeswoman for the MHCLG said that further details "will be set out in due course".

A [report in \*The Times\* on Saturday](#) (subscription) said the measures would "form part of the coronavirus recovery bill, which ministers hope to fast-track through parliament".

[Figures published by the MHCLG on Friday](#), produced by construction analysts Glenigan, show that there are 430 residential projects for which permission is estimated to be lapsing between 23 March and 30 June 2020.

Among these projects are a total of 24,800 homes. The figures only include projects of 10 units or more with detailed or reserved matters permission granted where construction has not started, according to the MHCLG.

[At the start of April](#), the Scottish Government introduced emergency legislation allowing planning permissions due to lapse during the coronavirus crisis to be extended by a year.

At the time, the Royal Town Planning Institute (RTPI) subsequently joined the British Property Federation and the Home Builders Federation [to call on ministers](#) to introduce similar legislation in England.

[Earlier this month](#), a House of Lords MHCLG minister told peers that ministers were considering the move.

Today's MHCLG statement also announced measures to [help developers "quickly agree" more flexible construction site working hours](#) with councils and to [allow planning inspectors consider appeals simultaneously using different formats](#).

An analysis article examining the issue in more detail can be found [here](#).



### **Training and Events**

**\*\*NEW ONLINE TRAINING\*\***

**Being an Effective Councillor Webinar**

*(further dates will be added shortly)*

**Effective Chairmanship & Meetings Webinar**

*(further dates will be added shortly)*

## Local Government Finance for Councillors Webinar

*(further dates will be added shortly)*

**Please visit the [SSALC website](#) for further information and to book a place – spaces are limited so book early to avoid disappointment!**

We are also currently offering a limited training programme should your council require it. We can offer the following subjects by request remotely by Zoom:

Councillors / Chairmanship  
Planning, Finance

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**Email dated 29<sup>th</sup> June 2020, from WSCC**

**WSCC news release: County Council opens birth registration for over 2,000 West Sussex babies born since lockdown**



The Registration Service has now started conducting birth registration appointments at certain locations across the county where they can ensure the necessary social distancing procedures are in place.

The service anticipate that they will need to register in excess of 2,000 births in the coming months as lockdown restrictions stalled all birth registrations since the end of March.

The service respectfully ask that those parents whose babies were born in February, March or April 2020 are allowed to book their appointments first. They will give a further update when they can release bookings for May and June babies.

Residents will be able to register births at offices in Crawley, Chichester (Willow Park), Horsham, Haywards Heath and Worthing and will need to come in for part of the appointment, but each location will have different restrictions.

To register a birth, you will first need to book an appointment online at [www.westsussex.gov.uk/registerabirth](http://www.westsussex.gov.uk/registerabirth)

On your allocated day and time, you will need to attend the chosen office and the Registrar will telephone you to take the registration information. It is therefore very important that you have the mobile phone with you that relates to the mobile number given at the time of booking.

The Registrar will then print the register page and invite you into the office to sign the paperwork at a table as close to the entrance as possible, with screens and other preventative measures in place.

You will then check and sign the register page in front of the Registrar and then the birth certificate can be ordered online after the appointment.

Duncan Crow, Cabinet Member for Fire and Rescue and Communities, said: “We have really appreciated the patience of residents who have wanted to register a birth during the current pandemic. Unfortunately, due to social distancing restrictions and legislation that only allows for individuals to register a birth face to face, the Registration Service has had to follow the national

guidance accordingly.

“Even though there are still some restrictions in place for the time being, the Registrars are looking forward to sharing in your joy at registering the birth of your new baby, but please be patient as they are already very busy tackling the backlog of registrations that have built up during lockdown, so they would appreciate parents’ understanding at this busy time.”

Please note that the service is not given details of new births, so will not be contacting families directly. Anyone who has had a baby during the lockdown period must book their appointment through the County Council website at: [www.westsussex.gov.uk/registerabirth](http://www.westsussex.gov.uk/registerabirth)

#### Notes to Editor

Please see various restrictions in place for each location:

- **Crawley** – anyone attending West Sussex Register Office, Crawley will go into the office for the telephone call due to the large space available at this location.
- **Chichester** – anyone attending Willow Park, Chichester will need to sit in their car or stay outside of the building and wait for the Registrar to call.
- **Horsham** – anyone attending Park House, Horsham will need to go to the office and use the buzzer to alert the Registrar they have arrived.
- **Haywards Heath** – anyone attending Haywards Heath Library needs to sit in their car or stay outside of the building and wait for the Registrar to call.
- **Worthing** - anyone attending Worthing Registration Office needs to stay outside of the building and wait for the Registrar to call.

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**Email dated 30<sup>th</sup> June 2020, from WSCC**

**WSCC news release: Select and Collect service coming to a West Sussex Library near you**



Libraries in West Sussex are introducing a phased reintroduction of services from Monday 6 July, starting with a ‘Select and Collect’ service.

The service will allow residents to collect books from the front doors of all 36 West Sussex County Council owned libraries without the need to enter the building.

People will be able to reserve specific titles in the usual way online or by phoning their local library. In addition, people who may not know exactly what they want to borrow, will be able to ask for a more general selection of books chosen by a member of the West Sussex Library team.

Customers can complete a short online form or phone their local library giving them some basic information so that appropriate books can be selected.

People will also be able to pick up existing reservations made before Monday 23 March.

When items are available, the library service will let customers know and arrange a time for the items to be collected.

Duncan Crow, Cabinet Member for Fire and Rescue and Communities, said: “Throughout the coronavirus pandemic, the West Sussex Library Service has done their utmost to make sure that they offer all library users an alternative service to tide them over until lockdown restrictions were eased.

“Now, they are taking their first step back to a ‘new normal’ by offering this fantastic ‘Select and Collect’ service. We hope that this will get our regular library users comfortable with heading back into their local library when they re-open fully at a later date. It will also allow library users to see some of their regular library staff and have a chat or talk through any worries or concerns they may have about using the libraries at this current time.

“Whatever you plan to do, the staff at all of our libraries are looking forward to welcoming you back.”

Browsing inside the library is not yet available and all libraries will be operating with reduced hours for the foreseeable future.

Once the ‘Select and Collect’ service has been trialled, the next priority is to restore customer access to IT whilst still enabling staff to work safely.

For anyone who cannot visit the library and would like to borrow a selection of stock or request specific items, the Essential Delivery Service, which was set up when libraries closed towards the end of March, will still be available.

There are currently no overdue charges for outstanding items, so please do not worry if you are unable to return your books at this stage.

To take advantage of the ‘Select and Collect’ service, visit [arena.westsussex.gov.uk/web/arena/staff-select](https://arena.westsussex.gov.uk/web/arena/staff-select) and fill out the short online form.

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### **Email dated 30<sup>th</sup> June 2020, from NALC Chief Executives Bulletin**

NALC has updated its dedicated webpage on the coronavirus. This includes updates on advice for users and parents, Arts Fund grants, free litter posters, inspections, public toilets, local council meetings, play areas, first aid training, remote meeting guide, re-opening and hygiene, risk assessment and helping high streets. See the updates below:

#### **Advice for users and parents**

Children and parents must not interfere with closure measures where a playground remains closed. If it is closed then this will be for a good reason. Do not endanger yourself by breaching closure measures. Wait until the playground has been opened properly.

- Maintain social distancing within the playground, according to the government’s latest advice.
- If the playground is too busy then find another playground in which to play.
- Wash your hands before entering the playground and after you have finished. Use hand sanitiser often.

#### **Arts Fund Respond and Reimagine Grants**

The Arts Fund has announced new **Respond and Reimagine Grants** to help museums,

galleries and cultural organisations respond to immediate challenges connected to the COVID-19 crisis, and offer support to adapt and reimagine ways of working for the future.

### **Free posters and resources to help discourage littering**

Natural England has updated its [Countryside code](#).

- Marine Conservation Society (MCS) has created some [posters and other materials](#) for partners to use, which are geared toward use on beaches/in coastal areas.
- Keep Britain Tidy have created a range of [anti-littering campaign resources](#).

### **Inspections**

It is important that playgrounds are inspected before opening to ensure they are suitably safe for visitors. The British Standard EN 1176-1:2017 sets out a three-tier inspection system: a) routine visual inspections, b) operational inspections, and c) annual main inspections.

- We recommend that all playgrounds are up to date with their inspections before opening to the public.
- It is likely that playgrounds will be used heavily once they are opened. It is therefore important that operators consider the frequency of their inspections. It may be that routine inspection will need to be undertaken more often to detect problems arising from misuse, vandalism, litter, wear and tear and weather conditions.

### **Lockdown loo**

[Lockdown loo](#) is a free website that encourages organisations and members of the public to provide information on which public loos are open. Do have a check of your local area and update or add information to help people find local facilities.

### **Local council meetings**

Following the government announcement of further easing of lockdown restrictions from 4 July, both NALC and the Society of Local Council Clerks are strongly advising local councils to continue to meet remotely, without the need for face-to-face contact.

### **Play areas**

On 26 June, the government produced guidance for [managing playgrounds and outdoor gyms](#). NALC will be engaging with the government on the impractical nature of much of this guidance and the financial implication for local councils.

[RoSPA](#) has provided NALC with additional information to complement government guidance: The government has announced that in England children's playgrounds are allowed to open from 4 July 2020. It is important that playgrounds are suitably safe for use and have an effective inspection and maintenance regime in place prior to opening.

### **Psychological first aid training**

Front line staff and volunteers at the forefront of the coronavirus response across England will be able to access a new [Psychological First Aid \(PFA\) training course](#) developed by Public Health England. The free online course teaches responders how to give practical and emotional support on issues such as job worries, bereavement or isolation to those affected by COVID-19.

### **Public toilets**

On 28 June, Local government minister, Simon Clarke MP and environment minister, Rebecca Pow MP **wrote to councils** setting out the government's position on public access to household waste recycling centres and municipal public toilets, which includes government guidance on opening public toilets.

### **Remote meetings guide updated**

At the time of writing this guide, NALC strongly advises local councils to continue to meet remotely, without the need for face to face contact. However, it is worth starting to think ahead to when local councils may be able to start holding in-person meetings again. This updated guide includes a description of what councils must take into consideration when planning for how to hold council meetings in future, plus some practical steps to hold effective hybrid meetings.

### **Re-opening and hygiene**

Playgrounds must be opened in a safe way in accordance with government guidance. If the playground remains closed then it is important that it is still inspected. It is also important that any closure measures (such as signage and locks) remain in place and remain effective. These measures will need to be checked during routine inspections.

### **Risk assessment**

To support local councils using the *Risk assessment for COVID-19* guide – the templates for **council reopening checklist** and **general workplace risk assessment** have been made editable.

### **Support to help high streets**

**The High Streets Task Force**, an alliance of place-making experts that provides encouragement, tools and skills to help communities and councils transform their high streets, have launched a range of support for high streets in England. The support, which is available to local councils and all organisations involved with high streets, includes free access to online training programmes and webinars, as well as data and intelligence on topics including recovery planning and coordination, public space and place marketing.

This information forms part of a NALC's dedicated webpage on the coronavirus. It should not be used as a substitute for government advice, however, there are some practicalities specific to local (parish and town) councils where we hope this information will help you plan ahead and manage your risks. If you would like further advice and support on any of these topics for your local council then please **contact your local county association**. This is a fast-moving situation and we will be updating the webpage regularly.

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**Email dated 30<sup>th</sup> June 2020, from Sussex Police  
Horsham Weekly Bulletin 30.06.2020**



**Horsham Weekly Bulletin**

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**Crime summary**

**Burglary**

Reference: 0537 29th June

Location: Crawley Road, Horsham

Date and time: 1130hrs 29th June

Details: An attempt was made to enter a flat, no entry gained and no damage was caused.

**Burglary other than Dwelling**

Reference: 0635 27th June

Location: Arun Road, Billingshurst

Date and time: Overnight between 26th – 27th June

Details: Several garages broken into overnight. One push scooter taken, unsure what else was stolen.

**Other**

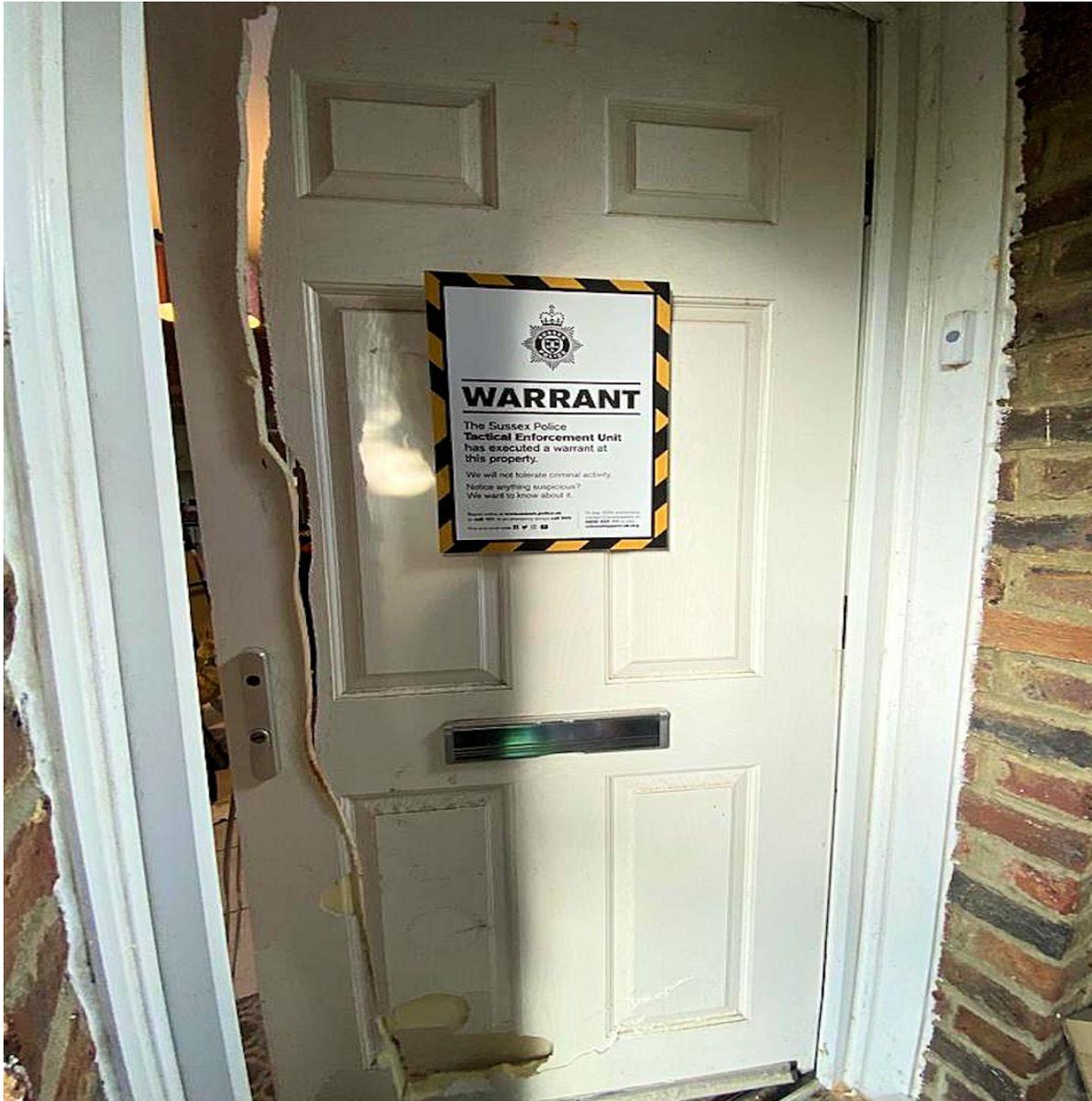
There has been an increase in the Horsham district of thefts from motor vehicles including cars and vans. Please ensure all vehicles are locked and that you take all personal belongings with you. If you have CCTV or Dash cams please make sure they are switched on.

If you are a victim of crime, please report it to us. Thank you.

<https://www.sussex.police.uk/contact/af/contact-us/>

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**Sussex Police's Tactical Enforcement Units (TEUs) continuing to disrupt, enforce and protect**



Sussex Police's Tactical Enforcement Units (TEUs) have been busy making arrests, disrupting criminals and protecting victims over the last month.

The TEU is a proactive police unit, which was set up in December last year to target Sussex's most prolific offenders.

Two separate drugs warrants in Brighton were carried out – one in Auckland Drive where a 31-year-old man was arrested on suspicion of being concerned in the supply of class A drugs, possession of cannabis, a domestic assault and an assault. The team discovered several bags of white powder, cash and mobile phones. He was later released under investigation pending more enquiries.

The other warrant was in Stonecross Road where the team carried out a warrant where a man and a woman were arrested on suspicion of supplying cannabis. Drugs, cash and weapons including flick knives were seized. A man aged 20 and a woman aged 44 were later released under investigation.

The West Sussex TEU team which was launched at the end of May to cover the West Sussex division has also been busy carrying out warrants and making an arrests.

Two officers in the team stopped a car in Worthing. When they searched the vehicle they found £10,000 cash and class A drugs. The driver and passenger, were arrested and the team along with officers from Worthing Prevention and newly recruited officers with their coaching unit carried out further searches at addresses in Worthing and seized a further £50,000 cash and a large amount of cannabis, cocaine and amphetamine.

A 55-year-old man was arrested on suspicion of handling stolen goods, a 32-year-old man was arrested on suspicion of possession with intent to supply a class A drug, a 51-year-old woman was arrested on suspicion of being concerned in the supply of cocaine and a 59-year-old woman was arrested on suspicion of money laundering. They have all been released under investigation.

The teams are made up of eight PCs, and a Sergeant. The TEU will then expand again in July with dedicated teams in Brighton and Hove and East Sussex divisions.

Inspector Dan Hiles, who is leading the TEU, said: "The TEU has been created to disrupt, enforce and protect and that's what the teams have been doing. The first TEU team which was set up at the end of December made 19 arrests, carried out 91 stop and searches targeting serious and organised criminals and created 75 intelligence reports in May alone.

"There is no officer who enjoys the idea of a criminal evading justice. The unit was set up to target exactly those people, while helping to keep communities safe."

To see the full story and more photos, please click on the link or go to the Sussex Police website.

<https://www.sussex.police.uk/news/sussex/news/force-news/sussex-polices-tactical-enforcement-units-teus-continuing-to-disrupt-enforce-and-protect/>

### **Man sentenced for drug dealing between London and Crawley**

A man has been sentenced to prison for drug offences after police executed simultaneous warrants in Sussex and West London.

On Tuesday, 5 May, officers from the West Sussex Community Investigations team, assisted by officers from the Metropolitan Police, executed a warrant in Commonwealth Drive, Crawley, and one at an address in Hammersmith, London.

A large quantity of class A drugs, a number of mobile phones and £2,000 in cash were recovered from the properties.

Nkrumah McKenzie, 31, of Flora Gardens, Hammersmith was arrested at the property and later charged with two counts of being concerned in the supply of class A drugs (cocaine and heroin).

McKenzie pleaded guilty at Lewes Crown Court on Wednesday, 3 June, and was sentenced to a total of four-and-a-half years in prison and a given forfeiture order for the cash found.

Detective Sergeant Peter Yarrow of Sussex Police said; "This successful investigation resulted from close working and sharing of intelligence between the Metropolitan Police and ourselves.

"A 'County Lines' drug supply route between London and Crawley has been completely disrupted and we continue to work with colleagues in London on similar operations involving Sussex."

For further information on work done by Sussex Police to combat drug dealing, and ways in which you can help the police, see the force website.

<https://www.sussex.police.uk/news/sussex/news/court-results/man-sentenced-for-drug-dealing-between-london-and-crawley/>

## Police set to launch summer crackdown on drink and drug-drivers



Police are set to launch a summer crackdown on drink and drug-drivers in Surrey and Sussex.

The two-week campaign aims to educate motorists about the dangers of driving under the influence, and to target offenders who pose a risk to themselves and other road users. While officers routinely respond to reports of drink and drug-driving 365 days a year, patrols will be increased across the counties from 29 June to 13 July.

The campaign also coincides with the National Police Chiefs' Council's seatbelt operation, aimed to raise awareness of the potentially devastating consequences of not belting up in a vehicle.

You can read more about the seatbelt campaign here <http://www.sussexsaferroads.gov.uk/news/buckle-up>

Chief Inspector Michael Hodder, of the Surrey and Sussex Roads Policing Unit, said: "Our priority is to keep everyone as safe as possible on our roads, and to deal robustly with anyone who compromises the safety of themselves or anyone else.

"Much of this is down to education and enforcement of the 'fatal four' offences – speeding, drink and drug-driving, mobile phone use and not wearing a seatbelt. These are the four most common causes of fatal and seriously injury collisions on our roads.

"I'm sure people will have heard me warn them about these dangers before, but the message remains the same as I am committed to saving lives. Drink and drug-driving destroys lives, it's as simple as that.

"While the vast majority of motorists drive safely and responsibly, there continues to be a small minority who think they are above the law. Whether you "feel fine" or were "just around the corner", we've heard every excuse in the book. But there's no excuse for ever driving under the influence of drink or drugs."

Last year in Sussex, a total of 289 crashes involving a drink-driver resulted in one or more persons being injured. Of these, four were fatal.

Chief Insp Hodder said: "These are statistics which are wholly avoidable. By choosing to drink-

drive, you are choosing to put your life – and the lives of other innocent road users – at risk.

“We’ll continue to proactively patrol our counties’ roads and respond to reports of drink and drug-drivers when we receive them. We can’t be everywhere, but we could be anywhere.

“Think carefully before you make your next journey. It could be your last.”

Sussex Police & Crime Commissioner Katy Bourne said: “I am always dismayed by the number of people who choose to get behind the wheel of their vehicle when they are under the influence of alcohol and/or drugs. This is totally irresponsible and potentially life-threatening behaviour.

“Those who are caught over the limit should be in no doubt that they will face the legal and social consequences of their actions, which could mean, fines, imprisonment, losing their licence and their livelihoods.”

Anyone caught and convicted as part of the summer 2020 crackdown will be identified on the Sussex Police news website and social media pages.

The consequences of drink or drug-driving could include the following:

A minimum 12 month ban;

An unlimited fine;

A possible prison sentence;

A criminal record, which could affect your current and future employment;

An increase in your car insurance;

Trouble travelling to countries such as the USA;

You could also kill or seriously injure yourself or someone else.

The drink and drug-driving campaign is being run in conjunction with partners including Sussex Safer Roads Partnership and DriveSmart in Surrey.

People in Sussex can text officers on 65999 with the details of people they suspect of drink or drug-driving, or visit the Operation Crackdown website.

You can also contact the independent charity Crimestoppers anonymously on 0800 555 111 or report it online.

If you know someone is driving while over the limit or after taking drugs, call 999.

<https://www.sussex.police.uk/news/sussex/news/news/police-set-to-crackdown-on-drink-and-drug-drivers/>

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### Help us keep Sussex safe

If you saw or heard anything, or have any information about any incident in this message please **contact us online**, email us at [101@sussex.pnn.police.uk](mailto:101@sussex.pnn.police.uk) or call **101**, quoting the reference number provided.

Alternatively you can contact the independent charity **Crimestoppers**, anonymously, on **0800 555 111**, or online at [www.crimestoppers-uk.org](http://www.crimestoppers-uk.org)

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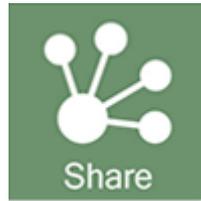
**Links and attachments:** Sussex Police will only ever link you to secure Websites we trust. We will only send you attachments where we believe it is absolutely necessary.

**Message Sent By**

Janice Brown (Police, Prevention Support & Engagement Officer, Sussex)

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



**Email dated 1<sup>st</sup> July 2020, from WSCC**

**WSCC news release: Plans for protecting West Sussex residents from the spread of COVID-19 are published**



**Plans for protecting West Sussex residents from the spread of COVID-19 are published**

Plans for how West Sussex will cope with any local outbreak of COVID-19 have been published by West Sussex County Council.

Every County and Unitary Council has been asked to publish its plans to deal with local pockets of the virus which may appear.

The West Sussex plan, which includes details about the public health response, what action businesses and members of the public might be asked to take, and how this will be communicated, can be found on our [website](#).

Amanda Jupp, Cabinet Member for Adults and Health at West Sussex County Council, said: "COVID-19 has affected our way of life and everyday routine extensively. We have been asked to make unprecedented sacrifices in order to limit the spread of this virus and as national restrictions begin to lift, it is important for us to make sure that here in West Sussex we are able to monitor and manage any rise in cases locally.

"I know that a considerable number of people, as well as our businesses, are very keen to get back to a more normal life, but I also recognise that this will cause a certain amount of anxiety. We want to ensure that we get the balance right between keeping our residents safe and well while getting our economy back on track."

To ensure the plan is delivering for residents, a Local Outbreak Engagement Board (LOEB) will be established as a sub-group of the County Council's Health and Wellbeing Board (HWB). This is chaired by Amanda Jupp and will report to the quarterly Health and Wellbeing Board, which is held in public. Dates and times of the meetings are available on our [website](#).

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# Community Safety

in the Horsham district

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## Top line crime survey results

Horsham District Council is a lead member of the local Safe and Well Partnership and in January we launched a survey to collect residents' views on crime and disorder. A number of issues were covered and we were pleased that 774 people completed the survey.



Some of the top-line results are:

- 92% felt very or fairly safe during day and 52% felt very or fairly safe after dark.
- 75% felt a visible police presence would make them feel safer, 44% said CCTV and 39% said better lighting.
- 54% were very or fairly worried about being a victim of crime.
- 21% said they had been a victim in the past 3 years.
- 83% felt lack of respect for others and their property was the main cause of crime. 70% believed it was because of drug abuse, and 70% because there were not enough police.
- Asked about the top three things HDC should focus on, 62% said dealing with drug and alcohol use, 56% said ASB, and 40% said knife and gang crime.

Your views count and this information will now be considered by the Safe and Well Partnership who will ensure that action plans to address crime and disorder pick up on this valuable feedback.

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# Are you aware of the Community Trigger?

The Community Trigger is a process which allows members of the public to ask their local Community Safety Partnership to review responses to incidents of anti-social behaviour.



The Trigger, introduced by the Anti-Social Behaviour Crime and Policing Act 2014, came into force in October 2014 and ensures that all agencies are working together to resolve incidents of anti-social behaviour that are affecting residents' quality of life. This will be done by appropriately sharing information between agencies, reviewing the actions that have been taken, using available resources to try and reach a solution and making recommendations that will hopefully prevent the situation re-occurring.

To find out more and for details of how to submit a Trigger click the link below.

[Read More](#)

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## Summer security tips

Despite the ongoing Coronavirus restrictions, burglars are still taking advantage of opportunities to steal your possessions and the latest police data shows that theft and burglary figures are still high.



Taking just a few precautionary steps can make a big difference to keeping your home and possessions safe.

- Lock your front door and close large windows every time you leave the house. Even when you're just out in the garden.
- Hide all keys, including car keys, out of sight and away from the letterbox. Remember a device could be used to hook keys through the letterbox.
- Install good outside lighting.
- Make sure the fences around your garden are in good condition.
- Secure bikes at home by locking them to an immovable object inside a locked shed or garage.
- Keep ladders and tools stored away. Don't leave them outside where they could be used to break into your home.
- Ensure side gates are locked to prevent access to the rear of the property.
- Mark your possessions with your postcode and house number using an ultra-violet pen and register on [www.immobilise.com](http://www.immobilise.com) free of charge
- Consider joining or forming a [Neighbourhood Watch](#) scheme.
- Remove valuables from view of ground floor windows and store any high value items such as jewellery and passports in a secured safe.
- Ensure you always lock your car doors, close windows and leave valuables out of sight in the boot - even if the car is on your driveway.

More tips and advice can be found on the Sussex Police website [here](#):

Residential burglary prevention

Keep your home safe

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## Horsham District Neighbourhood Wardens

### Q3-Q4 2019-2020 report

The Council employ 14 Neighbourhood Wardens who work in specific parishes in the district.

The parishes who currently have wardens are Ashington, Billingshurst, Pulborough, Southwater, Storrington and Sullington, Steyning, Bramber and Upper Beeding, and the Horsham town Neighbourhood areas of Denne, Forest and Trafalgar.

The Warden work includes, amongst other tasks, patrolling the district by car and foot, using techniques to help decrease anti-social behaviour, supporting vulnerable residents and local schools, and arranging the clear up of litter and dangerous objects.

Despite the Covid-19 restrictions, the wardens have still been working in their parishes and supporting their communities. To find out more information about their work in the last 6 months click the link below.



In the last six months of 2019-20, the Wardens have patrolled for a total of

**3120**  
**hours,**  
**1773**  
of which  
were on foot.

[Read More](#)

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*Stay connected*



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



**Horsham**  
**District**  
**Council**

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Email dated 1<sup>st</sup> July 2020, from WSCC  
Your Town and Parish Council News - July 2020

# TOWN AND PARISH NEWS

Working together on behalf  
of our communities



Issue 16 | July 2020



## Plans published for protecting West Sussex residents from the spread of COVID-19

Plans for how West Sussex will cope with any local outbreak of COVID-19 have been published by the county council.

Every county and unitary council has been asked to publish its plans to deal with local pockets of the virus which may appear.

The West Sussex plan, which includes details about the public health response, what action businesses and members of the public might be asked to take, and how this will be communicated, can be found on our [website](#).

Find all the latest local and national information - including service updates - about the pandemic [here](#).

## Green light for 21km of temporary cycleways in West Sussex

Great news for cyclists! Funding for all seven temporary cycleway schemes in West Sussex has been approved by the Department for Transport.



**[Read the full story.](#)**

*Photo credit: Darren Cool Images*



## Select and Collect service coming to a West Sussex Library near you

From Monday (July 6), West Sussex Library service is introducing a 'Select and Collect' service. People will be able to reserve specific titles in the usual way online or by phoning their local library. Those customers who may not know what they want to borrow will be able to ask for a more general selection chosen by a member of the library team. These can then be collected from the front of all 36 of our libraries without the need to enter the building.

*Photo credit: Khamkhor from Pixabay*

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## Funding available for apprenticeship training

Applications are now open for West Sussex based businesses to apply for funding for apprenticeship training from the county council. As an apprenticeship levy payer, the county council can transfer 25% of their annual levy fund to other employers through a digital account. This funding can then be used to fund apprenticeship training for a new, or existing staff member to help tackle skills gaps.



[Click here to find out more information or to make an application](#)

Applications will be reviewed on a first come first served basis and the application period could end at any time.



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## Gigabit voucher scheme

Partnership working by West Sussex councils and the Department for Digital, Culture, Media and Sport means extra money will be available for gigabit-capable broadband for residents and businesses in rural areas.

Parish and Town Councils can support by raising awareness of the scheme and connecting individuals seeking to progress applications with others in their community. If you are aware of members of your community who would like to improve their broadband we would like to hear from you.

More about the new West Sussex Gigabit Voucher Scheme [here](#) and [here](#)

*Photo credit: Department for Digital, Culture, Media and Sport*

## Birth registrations open for West Sussex babies born since lockdown

The Registration Service has restarted birth registration appointments at certain locations across the county. They anticipate they will need to register in excess of 2,000 births in the coming months, as lockdown restrictions stalled all birth registrations from the end of March. Further guidance on the current procedure for registering a birth can be found on our [website](#).



*Photo credit: Daniel Nebreda from Pixabay*



### Shut fires out!

Did you know - by closing your doors at night or before leaving the house, you can prevent the spread of a fire and toxic smoke by up to 20 minutes?

During 2018/19, West Sussex Fire & Rescue Service attended 428 house fires, many of which involved vulnerable people. We would really appreciate it if you could please help us share the message within your communities, to reduce this statistic and keep more people safe in their homes. We have [created a toolkit](#) with all the resources and messages you need to share the information far and wide.

## Our latest communication campaigns

Take a look at three of our latest communication campaigns:

- [Change a life with foster care](#)
- [Jobs in care](#)
- [Shut fires out](#)



Feel free to share these links, and the information contained within, to help keep your residents updated and informed.



Have your say on local issues that affect you

Have your say on matters that affect you and your local communities - and get your residents to do the same - by visiting our **Have Your Say Consultation Hub**. From major road schemes and Joint Area Action Plans, to premises licence applications and safeguarding in our schools; we want to hear your residents' views to help shape future policy and decisions.

[Go to the Have Your Say Consultation Hub](#) for details of all of our current consultations.

### Your Voice: The People's Panel

Alternatively, encourage your residents to join **Your Voice: The People's Panel** where they'll be regularly consulted about a number of important local issues. Once registered they'll receive links to surveys, reports and outcomes and occasionally links to other public surveys.



[Find out more information and subscribe here.](#)



### Get in touch!

If you have any questions about the stories you've read, please email us at:

[townandparishcouncilnews@westsussex.gov.uk](mailto:townandparishcouncilnews@westsussex.gov.uk)

### Follow us on social media

for all the latest news and updates to help keep our communities informed and safe during this time, visit us on [Facebook](#) and [Twitter](#).



[Manage your preferences](#) | [Help with your account](#)

Email dated 1<sup>st</sup> July 2020, from HDC Voluntary Services  
Update for Parish Council Clerks



# Voluntary Sector Support

in the Horsham District

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## Dear Parish Council Clerk,

We thought it would be helpful to provide you with an update from Voluntary Sector Support. If you aren't already aware, Voluntary Sector Support is hosted at Horsham District Council and exists to support a vibrant and independent voluntary sector.



We work with charities in a number of ways including support in finding and applying for grant funding, volunteer recruitment, safe and effective management of charities, facilitating network meetings and much more. We send regular email updates to over 800 representatives from the local voluntary sector on a fortnightly basis. You may have seen that we have taken the liberty of also sending you a courtesy copy of our newsletters which we hope you might also support us in sharing with your networks as you see appropriate.

Our Voluntary Sector Support service is working well remotely and we continue to support community groups through this time. We are able to meet with individuals and groups virtually over email, phone and video call. We are also supporting individual residents who express an interest in volunteering, finding roles to suit them across the district.

The impact of COVID-19 on the voluntary sector is far reaching, as in other sectors. It's estimated that voluntary and community groups could be facing as much as a 48% decline in income against their budgets, whilst at the same time predicting a 43% increase in demand for their services. This is extremely challenging for the local sector and we anticipate local charities having to make difficult decisions.

We are undertaking our own local survey in partnership with the Sussex Community Foundation and Healthwatch West Sussex. Our Voluntary Sector Resilience Survey (details below) aims to gather a more local picture and inform our service planning to best support the community.

We are already seeing first-hand the challenge faced by the voluntary sector locally, not only in how best to manage their services through COVID-19, but also as we all look to recover. We are anticipating an increasing demand for our service. However, please do

encourage groups to approach us for support, information, advice and guidance. We are here to help as best we can.

There are a number of ways that you, community groups and charities can get in touch with us:

- Phone: 01403 215191
- Email: [volunteering@horsham.gov.uk](mailto:volunteering@horsham.gov.uk)
- Visit our webpage
- Like our Facebook page
- Follow us on Twitter

Ahead of our usual Voluntary Sector Support Newsletter which will be sent again soon, herewith a few updates, which we'd appreciate your support in promotion locally.

## Voluntary Sector Resilience Survey

Through collaborative working the Sussex Community Foundation and Healthwatch West Sussex, Voluntary Sector Support want to capture the experience of the voluntary sector response and future planning to the COVID-19 crisis within the Horsham district. The COVID-19 crisis has highlighted the importance of the voluntary and community sector and the vital role of volunteering and community support during this crisis.



We want to hear about your experiences of COVID-19, to help us to better understand the challenges for your organisation and the wider voluntary and community sector. We will use this information to advocate for your interests and, wherever possible, to adapt our services to meet your needs.

We will also use the information in our joint reports which will be widely distributed to our members and partners. We will anonymise all data. This information will be stored on Healthwatch West Sussex, Sussex Community Foundation and Voluntary Sector Support IT systems and will be password protected.

Please take some time to complete this survey and share your experience and thoughts. It should only take you about 10 minutes.

If you would prefer to have a phone interview, please also contact Cheryl Berry.  
Email: [cheryl.berry@healthwatchwestsussex.co.uk](mailto:cheryl.berry@healthwatchwestsussex.co.uk)

Thank you for your support with this request.

[Respond here](#)

# Voluntary Sector COVID Restore and Recovery network meeting – Focus on employment

14 July 2020 at 14.00

To support local voluntary and community groups in their planning of support for local residents, we have arranged a network meeting to take place focusing on employment.

This network session is open to representatives of local COVID-19 Community Hubs and also Voluntary and Community Groups across the Horsham District.



Attendees will be joining Voluntary Sector Support and guests Sue Carey (Job Centre) and Leigh Chambers (Horsham District Council) to discuss the existing support for residents looking for employment.

The aim of the meeting is also to explore opportunities for working together to reduce duplication of support (on the theme of employment) as we move through COVID-19. Together with the Voluntary Sector and wider partners we hope to best support residents and make the most effective use of our combined skills, experience and resources.

## A little about our speakers:

- Sue Carey - Gatwick Diamond Jobcentres Partnership Advisor

Sue works alongside Partnership Manager Alison Barrett and together they cover five Jobcentres across Sussex and Surrey.

Sue will provide an update on the current service delivery from Jobcentres, how they are planning to deliver the service as we move forward through COVID-19 and what they envisage the challenges will be.

- Leigh Chambers - Horsham District Council

Leigh is Horsham District Council's Economic Development Officer for Employment and Skills alongside being the West Sussex Programme Manager for 'Journey to Work'.

Horsham District Council has supported unemployed people through the Journey to Work programme for 8 years and have helped more than 600 people into work during that time. Since 2018, the Council has also worked with Horsham-based company SETAS to run its WISH clubs (Work Information & Support Hubs). Both projects run side by side and whilst both have had to resort to remote contact and support with their customers during COVID-19, currently 130 people are being helped with CV, application and interview support, job searching and holistic support including mentoring, counselling and health and wellbeing advice.

## A little about the network meeting:

- Questions are invited from attendees in advance of the meeting. Dependent on time questions will also be taken during the meeting.
- Ahead of the meeting attendees will be emailed a link to access the network meeting via your usual web browser.

## Further information:

Email your questions to: [volunteer@horsham.gov.uk](mailto:volunteer@horsham.gov.uk)

Telephone: 01403 215191

[Book here](#)

## New Advice regarding the safe re-opening of shared community buildings

The Ministry of Housing, Communities & Local Government just yesterday (30 June) published guidance for those managing community centres, village halls and other community facilities on safely re-opening multi-purpose buildings.

The government will allow community centres and other multi-use community facilities to open on 4 July.

Managers of community facilities will have discretion over when they consider it safe to open for any activity permitted by legislation and may decide to remain closed if they are not able to safely follow the advice in the relevant guidance to make the space coronavirus secure.



The guidance covers some key considerations for safely reopening community facilities, such as:

- Social distancing and capacity
- Cleaning
- Hygiene and face coverings
- Vulnerable people
- Toilets
- Noise
- Track and trace
- Travel and parking

Advice is also provided on the permitted activities in multi-use community facilities, with links to relevant guidance for each use. The guidance also provides information on enforcement.

[See full guidance](#)

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**Community  
Development**



**Horsham  
District  
Council**

For extra news and updates, follow us on Twitter  
[@myhorsham](#)

If you have any questions or an article you'd like us to include please feel free to contact us.

**Rachel Evans and the Voluntary Sector Support Team**

**Telephone:** 01403 215191

**Email:** [volunteering@horsham.gov.uk](mailto:volunteering@horsham.gov.uk)

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**Email dated 2<sup>nd</sup> July 2020, from AGE UK Horsham  
Weekly Update**

It's Thursday so, time for the weekly update from me. J

First of all, I am pleased to announce that Age UK Horsham District is now part of Age UK West Sussex, Brighton and Hove. The merger allows us to share our expertise, resources and local knowledge, ensuring services are sustainable and able to help more people than ever before. Additionally, the impact of Coronavirus on income across the charity sector emphasises how important it is for charities to work together to reduce overheads. One larger charity can be run more efficiently and the money-saving move will mean more of each donation can be directly invested in frontline services. We are now bigger and better!

Some of our services are currently unavailable due to Coronavirus. Once restrictions are lifted existing services will continue to be delivered by dedicated staff and volunteers in Horsham. We anticipate that the merger will also allow the development of new activities and support options for people aged 50+. With this in mind, I mentioned last week that we are currently carrying out a survey of clients to try and gauge current demand for restarting services again. **If you have 10 minutes and are happy to help with this then please call 01403 260560 and leave your name and preferred contact number and one of the survey team will call you back. Your feedback is much appreciated.** J

I have attached the press release about the merger and if you go to the Age UK Horsham District website <https://www.ageuk.org.uk/horshamdistrict>, the information is also on there.

As usual, a few additional bits from me below.

Stay safe and well- you know where we are should you, or anyone you know, need our support- **01403 260560**

Nicky x

- 1) Please see the link below from the government which was published on Tuesday. It might be useful guidance for some of you.

**COVID-19: Guidance for the safe use of multi-purpose community facilities**

[https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities?utm\\_source=2b2520c6-5f06-42f3-b7f9-067c4b570a5a&utm\\_medium=email&utm\\_campaign=govuk-notifications&utm\\_content=immediate](https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities?utm_source=2b2520c6-5f06-42f3-b7f9-067c4b570a5a&utm_medium=email&utm_campaign=govuk-notifications&utm_content=immediate)

**2) Message re the Libraries-**

Libraries in West Sussex will be starting a phased reintroduction of services from Monday 6 July with a Select and Collect option from the front doors of all 36 library buildings.

They sent the following message-

We have reopened our library [catalogue](#) for reservations of specific titles but we realise that not everyone knows exactly what they want to borrow and so we are offering two different free services:

Customer Select – using the library [catalogue](#) for customers to reserve specific titles in the usual way online or by phoning their nearest [large library](#). This includes existing reservations made before Monday 23 March.

Staff Select – allowing customers who may not know exactly what they want to borrow to ask for a more general selection of books, chosen by one of our expert staff. Customers can complete a simple [online form](#), or phone their nearest [large library](#).

Whichever option you have chosen, when your items are available we will let you know, by phone or email, and arrange for you to collect them during our more limited library opening hours.

Browsing in the library is not yet available; however restoring customer access to IT is a high priority, whilst still enabling staff to have time to complete their jobs in safety.

West Sussex Libraries has also been delivering books to customers over the last three months via our [Essential Delivery Service](#). This service is still available for anyone who cannot visit the library and would like to borrow a selection of stock or request specific items.

There are currently no overdue charges for outstanding items, so please do not worry if you are unable to return your books at this stage.

#### [More chances to return your books](#)

We have received piles of books, audiobooks and Project Loans at our special library returns sessions and, just in case you couldn't make one of them, we have arranged some more dates.

At the following times you will be able to return any borrowed items (books, audiobooks or school Project Loan boxes) to the door of your local West Sussex library:

- Tuesday 30 June, 2.00pm-4.00pm
- Thursday 2 July, 10.00am-12.00pm
- Saturday 4 July, 10.00am-12.00pm

There will continue to be no charges on any items that have not been returned during this time. It also doesn't matter if your books were borrowed from a different library to the one you return them to, or if someone else drops them off on your behalf.

If you have items that you're keen to return outside of the times listed, we have large letter boxes available at [Billingshurst](#), [Bognor Regis](#), [Crawley](#), [East Grinstead](#), [Goring](#), [Haywards Heath](#), [Horsham](#), [Petworth](#), [Southwick](#), [Steyning](#) and [Witterings](#).

**Nicky Fuller**

**Rural Outreach Development Worker**

Age UK Horsham District | Lavinia House | Dukes Square | Horsham | RH12 1GZ



Call 01403 260560



We are still here for you during self isolation with information and advice, telephone befriending, doorstep deliveries, welfare and safety support and well-being advice.

Find out more at [www.ageukhorshamdistrict.org.uk](http://www.ageukhorshamdistrict.org.uk) or call us on 01403 260560.

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Email dated 2<sup>nd</sup> July 2020, from Sussex Police  
Sussex Police Horsham Weekly Bulletin

**In the know**  
Surrey and Sussex



**Sussex Police**



Horsham Bulletin

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News and appeals  
Jo Shiner announced as next Chief Constable of Sussex



“I am incredibly proud and privileged to have been given the opportunity to lead Sussex Police over the next five years,” said Jo Shiner on being appointed the next Chief Constable of Sussex Police.

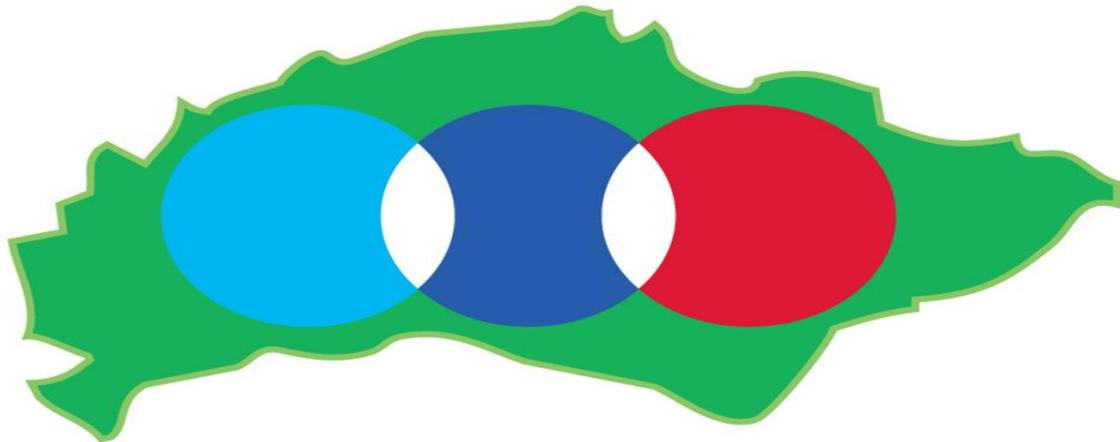
Jo takes up the post on July 11, becoming the first ever woman to lead the force, following a unanimous decision by the Police and Crime Panel to approve the appointment by Katy Bourne, Sussex Police and Crime Commissioner.

She said: “During my 18 months as Deputy Chief Constable I have experienced the hard work and dedication of all frontline colleagues and those supporting them. They police with pride and professionalism to keep the public safe every day.

To see the full story, please click on the link or go to our website.

<https://www.sussex.police.uk/news/sussex/news/force-news/jo-shiner-announced-as-next-chief-constable-of-sussex/>

**As the NHS prepares to mark its 72nd anniversary, public services urge Sussex to ‘stay safe’ as pubs and restaurants re-open**



# SUSSEX RESILIENCE FORUM

Leaders from local authorities, blue light services and health, have come together to urge people to pay a fitting tribute to the 72nd anniversary of the NHS this weekend, as pubs and restaurants re-open, by staying safe.

The combined message from Sussex Resilience Forum partners, is to stay alert to Covid-19 and avoid placing strain on the NHS and other local services as pubs, restaurants and many other leisure facilities re-open this Saturday, 4 July.

Public services across Sussex are preparing for the potential impact of the changes that will see people able to drink and socialise in 'Covid-secure' licensed premises for the first time in months.

Local services are preparing for a surge in demand with the prospect of warm weather and the relaxation of the social distancing measures encouraging more visitors to enjoy the coast and night-time economy. As the NHS is set to mark its 72nd year on 5 July, in what has been described as "the most challenging year in its history", the call to the public is to pay a fitting tribute by following guidance and avoiding unnecessary risk this weekend.

It comes after incidents last week where huge numbers of visitors left roads gridlocked near Camber and the police and the local authority left dealing with the aftermath of large gatherings in Brighton and Hove.

The message from partner organisations ahead of Saturday 4 July is clear: enjoy yourself but stay safe and respect our local communities.

Chair of Sussex Resilience Forum, Assistant Chief Constable Dave Miller said: "Our businesses and communities are understandably welcoming the further easing of restrictions planned.

“We want everyone to be able to enjoy the additional freedom this will bring but our plea is to do this safely and to avoid placing additional strain on emergency services and the health service that have all worked so hard to prevent the public during this pandemic.

“The fact that the re-opening coincides with the 72nd anniversary of our health service, which has demonstrated its incredible resilience and relentless care throughout this pandemic, makes our message even more important.

“For many, the experience of visiting a pub or restaurant will be very different, as social distancing restrictions will remain in place, and large gatherings continue to be prohibited. This means that pubs and restaurants will have a number of measures in place, with limits on the number of customers they can welcome into their premises.

“It’s crucial people plan ahead, contact the venue they are visiting or check their website to find out how to do this in a safe way.”

Police and local authorities are working closely together to support the further re-opening of the local economy with a view to maximising public safety and to preventing and tackling anti-social or criminal behaviour and the impact of this on our local communities.

Those who do decide to visit pubs and restaurants, are encouraged to take the following steps to ensure their trip is as safe as possible:

Follow social distancing guidance at all times

Plan ahead – many pubs and restaurants will be working to a strict ‘bookings only’ policy to limit numbers

Avoid large gatherings and do not congregate outside licensed premises

Assistant Chief Constable Dave Miller continues; “What is important now, is that we all continue to support our communities in preventing the spread of the virus, which remains a real risk.

“Our teams across the SRF will be working hard to ensure that resources are in place to respond to demand, but we would ask everyone to play their part by working with us. Please enjoy our pubs and restaurants sensibly, take note of the new restrictions in place, and avoid large crowds to keep each other safe.”

South East Coast Ambulance Service Operating Unit Manager Tim Fellows said: “This weekend we’ll be joining in saying thank you to everyone who has supported the NHS over the last few challenging months. To help us we really need people to act responsibly so there isn’t unnecessary additional pressure on our service. We urge everyone to please be sensible, stay safe and carry on looking after themselves, each other and the NHS.”

Partners working as part of the Sussex Resilience Forum and joining in this call to communities include:

Emergency services including Sussex Police, South East Coast Ambulance Service, East Sussex and West Sussex Fire and Rescue Services

Health organisations including Public Health England, Sussex Partnership NHS Foundation Trust and Brighton & Sussex University Hospitals Trust

Local authorities including East Sussex County Council, West Sussex County Council and Brighton & Hove City Council

Further information on changes to restrictions can be found at [gov.uk](http://gov.uk)<http://gov.uk>

<https://www.sussex.police.uk/news/sussex/news/news/as-the-nhs-prepares-to-mark-its-72nd-anniversary-public-services-urge-sussex-to-stay-safe-as-pubs-and-restaurants-re-open/>

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### Help us keep Sussex safe

If you saw or heard anything, or have any information about any incident in this message please **contact us online**, email us at [101@sussex.pnn.police.uk](mailto:101@sussex.pnn.police.uk) or call **101**, quoting the reference number provided.

Alternatively you can contact the independent charity **Crimestoppers**, anonymously, on **0800 555 111**, or online at [www.crimestoppers-uk.org](http://www.crimestoppers-uk.org)

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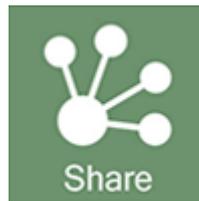
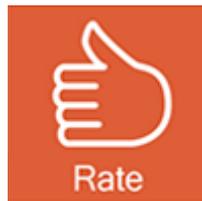
**Links and attachments:** Sussex Police will only ever link you to secure Websites we trust. We will only send you attachments where we believe it is absolutely necessary.

*Message Sent By*

Janice Brown (Police, Prevention Support & Engagement Officer, Sussex)

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



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Email dated 2<sup>nd</sup> July 2020, from HDC  
Health & Wellbeing Newsletter



# Health and Wellbeing

July 2020

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Welcome to your July health and Wellbeing update. The team have been very busy working hard to try and change the way some of our services operate so that we can continue to offer sessions and courses to help you improve your health and wellbeing.

This month sees the return of our **Weight Off Workshop (WOW)** so if you're someone who has indulged a little too much lately or perhaps you've always wanted to lose weight but never quite stuck at it then our WOW course could be for you! We also welcome back our **Outdoor Fitness** sessions, now for groups of just 5 people, these are perfect for anyone who is looking to start getting active.

We have also introduced a brand new service for 2020, the **Wellbeing Package!**

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## New Wellbeing Package!

We have introduced a brand new comprehensive Wellbeing Package.

At Horsham District Wellbeing we recognise that there is not a 'one size fits all' approach when it comes to staying healthy.



The new Wellbeing Package looks more closely at three different areas of health and wellbeing and is offered via phone or video call.

Find out how this service can help you take control of your health and wellbeing.

[Wellbeing Package](#)

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## New Weight Off Workshops



**Our Weight Off Workshops (WOW) are now available over the phone and via video call, so you can opt for either one-to-one telephone support or be part of a small group via video.**

Over 12 weeks our free workshops focus on weight loss, physical and emotional wellbeing along with advice and tips for sustainable lifestyle improvements. Sessions are available during the day and evening as well as the weekend!

**Next available courses:**

**Virtual WOW:** Tuesday 7 July 7pm | Thursday 9 July 10am | Saturday 8 Aug 10am

**Telephone WOW:** Sessions available now!

[Enquire now](#)



## Outdoor fitness is back!

In line with the current government guidelines we are now able to offer outdoor exercise for groups of 5. We have teamed up with local company Outdoor Military Fitness to offer a bespoke course just for our Wellbeing clients. The course offers participants a great introduction to exercise in a small and friendly group.

This is perfect if you are looking to get active and enjoy the outdoors. Over the course of 5 sessions (one per week) you will get a taste of all sorts of exercises aimed at beginners, and our friendly instructor will tailor exercises to suit all individuals.

**Next available courses:**

Tuesday 14 July 6pm | Wednesday 15 July 10am

[Enquire now](#)



## Staying safe in hot weather

Hot weather can cause heat exhaustion in people and animals. It is important to make sure you and those you care for are suitably hydrated.

Dehydration can cause significant health problems, particularly in the elderly. They may be unaware of becoming overheated and not drinking enough liquids to stay hydrated.

If you are worried about the summer heat, you can find information and tips through AgeUK on how to stay cool in summer.

Age UK Advice

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## What's keeping you awake?

Sleep plays a critical role when it comes to maintaining positive mental health, especially during the Covid-19 pandemic.

More than 4 in 10 Brits are experiencing more sleep problems than usual due to the pandemic.

Getting a good night's sleep can be critical to maintaining good mental wellbeing. Worries can contribute to sleep problems and longer stretches of poor sleep can start to affect our lives by causing extreme tiredness which makes usually manageable tasks harder.

To help you sleep better, visit **Every Mind Matters** to access simple NHS advice for getting a good night's sleep.



Sleep better

Our Wellbeing advisors can give you advice and support on improving your sleep. Get in touch for a one to one appointment.

Contact us

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## Drift off easily with these helpful tips....

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## Stop Smoking service

Throughout the pandemic we have been supporting Horsham residents and those that work across the District to quit smoking.

There are so many reasons to quit smoking but there has also never been a more important time than right now during the coronavirus pandemic. Evidence shows that Covid-19 is increasing smokers' desire to quit.

Horsham Wellbeing is supporting a new national campaign called **Quitforcovid**, which is helping to raise awareness of just how critical it is to seek out support to stop smoking.

You are **four times more likely** to be a successful quitter if you have professional support from an advisor compared to trying alone.

The good news is you don't have to go it alone, help is available. We offer tailored appointments with advice and support over the telephone and online. Sessions are with a trained Smoking Cessation Advisor who will be able to provide you with information on the appropriate Nicotine Replacement Therapy (such as gum, nasal sprays, patches etc.) to help you along your journey.

[Book an appointment](#)



## Volunteer today!

Horsham District Council provide a volunteer service matching people who want to volunteer with charities and groups that need their time and skills in the Horsham District.

Volunteering provides many benefits to both mental and physical health. It can help counteract the effects of stress, anger and anxiety. The social contact aspect of helping and working with others can have a profound effect on your overall psychological well-being.

### Follow these four simple steps to get volunteering!

**Step one:** [Register as a volunteer](#)

**Step two:** Find an opportunity and 'register your interest'

**Step three:** We will forward your details onto the relevant organisation and ask them to contact you

**Step four:** Potentially meet the organisation and find out more!

If you can't find an opportunity to suit you, you can call or email the team who will be happy to help.

**01403 215191**

[volunteering@horsham.gov.uk](mailto:volunteering@horsham.gov.uk)

[www.volunteerhorshamdistrict.co.uk](http://www.volunteerhorshamdistrict.co.uk)

## Alcohol Advice Service

Our new **free** service provides a series of one to one sessions to support people who may be drinking at increasing risk or higher risk levels. It is a confidential, non-judgemental service with no group work involved and people are not expected to stop drinking completely unless they want to.

Each session last approximately 45 mins and we are pleased to be able to offer these over the phone or via video call. You can have up to 8 sessions or you can opt to have fewer or just the one.

If you feel drink is sneaking up on you and you could benefit from this service, it is very easy to be referred or to refer yourself.



Contact us



HM Government



**WEAR A FACE COVERING  
IF YOU CAN**

- **AT THE SHOPS**
- **ON PUBLIC TRANSPORT**
- **IN ENCLOSED SPACES**



**STAY ALERT › CONTROL THE VIRUS › SAVE LIVES**

*Stay connected*



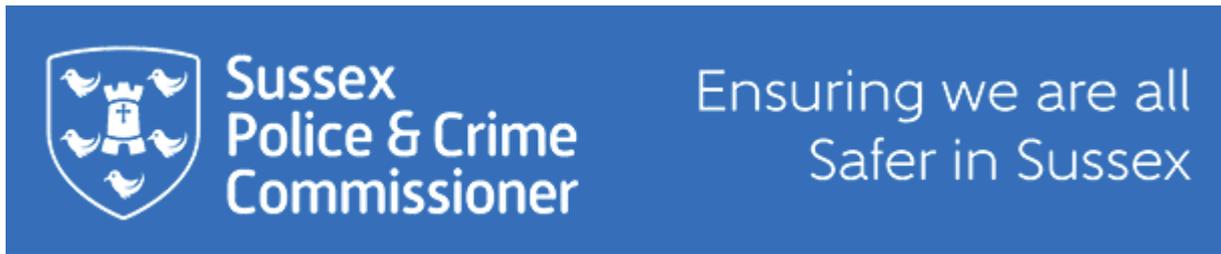
Parkside, Chart Way, Horsham,  
West Sussex,  
RH12 1RL  
[www.horshamdistrictwellbeing.org.uk](http://www.horshamdistrictwellbeing.org.uk)

[info@horshamdistrictwellbeing.org.uk](mailto:info@horshamdistrictwellbeing.org.uk)

*horsham district  
wellbeing*

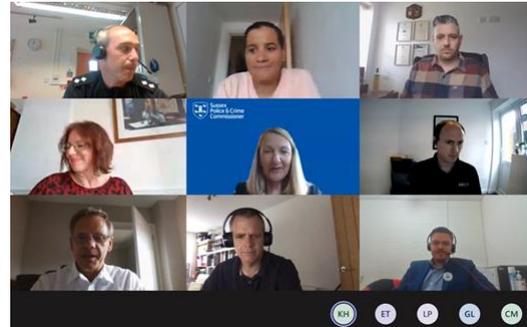


**Horsham  
District  
Council**



Hello,

On Tuesday the Police & Crime Panel unanimously supported my decision to appoint Jo Shiner as the new Chief Constable of Sussex Police.



In one of her first actions as Chief, she joined me as the newest member of our recently established Safer Sussex Business Partnership, demonstrating her commitment to tackling business crime.

In this meeting with representatives from large retailers, smaller businesses, security and business crime experts, we addressed the 32% rise in physical assaults, verbal abuse and intimidation against shopworkers.

It was revealed that these crimes have been exacerbated by the current pandemic because of social distancing and shortages of certain food items. One large retailer logged over 7,300 incidents within the last three months, including physical assaults and verbal abuse of staff.

It was noted that the majority of crimes are carried out by prolific offenders, who use threatening and sometimes violent behaviour if challenged by staff. It was agreed that better intelligence sharing with the police is key to ensuring these people are taken off our streets.

Chief Constable Shiner said; "We have seen how intrinsic retail workers are to our way of life: treating them like this is not how we show our thanks, and we are committed to bringing this sort of crime down. No one deserves to go to work in fear of violence."

Another two meetings have been scheduled for later this month to identify easier and less time-consuming ways for businesses to report crime and then subsequently how officers will investigate and feedback results. I will keep you updated on Sussex Police's progress in a future newsletter.

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[More funding for local support services](#)

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This week I also announced that 21 charities and other organisations supporting victims of domestic abuse and sexual violence across Sussex will benefit from nearly £700,000 in emergency funding - the county's portion of Ministry of Justice cash. Read more here.

This money will be used to help meet additional costs that local charities have incurred during the pandemic and help them prepare and expand their services to cope with the expected influx in referrals as lockdown restrictions continue to loosen.

Victim Support Area Manager, Kay Birch said; "We had a 13% increase in referrals in just one week in June with around 450 people identified as in need of support. This funding will enable us to: increase staff and volunteer hours; provide safety equipment; and purchase IT essentials we need so online support can be offered as an option even beyond lockdown."

You can find details of help and support available on Safe Space Sussex.

This weekend will see the further loosening of lockdown restrictions with pubs, bars, restaurants and some leisure facilities reopening.

I understand that people will want to take advantage of this opportunity to return back to some normality. However, it is important that we do so safely with social distancing in mind. If you arrive somewhere and notice that social distancing isn't achievable then please, reassess your plans.

Police officers will be out and about in our communities this weekend helping to keep us safe. Please ensure you show them respect and know that any assault on an emergency service worker is unacceptable and will be treated extremely seriously.



Katy Bourne OBE

Sussex Police & Crime Commissioner



HAVE YOUR SAY IN OUR LATEST POLL

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**Email dated 3<sup>rd</sup> July 2020 from HDC**  
**Coronavirus (COVID-19) 3 July - Information and advice for Horsham District residents**

# Coronavirus (COVID-19)

Information and advice for Horsham District residents

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*Timestamp: 3 July 2020*

## What you can and can't do from Saturday 4 July

### Gatherings, public spaces, and activities

- You can meet in groups of up to two households in any location - public or private, indoors or outdoors. You do not always have to meet with the same household - you can meet with different households at different times.
- When you are outside you can continue to meet in groups of up to six people from different households, following social distancing guidelines.
- Additional businesses and venues will be able to open, including pubs, restaurants and cafes.
- Outdoor playgrounds and outdoor gyms can open
- Stay overnight away from your home with your own household or [support bubble](#), or with members of one other household
- It will be against the law to gather in groups larger than 30 people, except for a limited set of circumstances to be set out in law.

[Read the full Government guidance about what you can and can't do from 4 July.](#)

### Restaurants, pubs, cafes and takeaway reopening

Public services across Sussex are preparing for the potential impact of the changes that will see people able to drink and socialise in 'Covid-secure' licensed premises for the first time in months.

If you are planning on visiting pubs and restaurants at the weekend, please enjoy yourself but stay safe and respect our local communities. Take note of the new restrictions in place, and avoid large crowds to keep each other safe.

[Read the Government guidance about meeting people outside of your home.](#)

### Clinically extremely vulnerable

From Monday 6 July, the guidance for vulnerable people who have been shielding during the coronavirus COVID-19 lockdown will be updated.

[Find out more about the Government's plan to support the clinically vulnerable.](#)

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# Respect people, property and the environment this weekend

We're delighted that more of our town centre businesses and parks facilities are intending to open this weekend and ask that you enjoy them safely.

We've had reports of litter, anti-social behaviour and social distancing being ignored over the past few weeks, and would like to remind everyone visiting our parks and town centres to please be respectful to people, property and the environment.



- **Maintain social distancing**
- If you are visiting a pub, café, shop or restaurant, please follow the guidelines set out by the management. They've put a lot of work in to get things ready for us all; let's help them to reopen and run their business safely
- Do not gather in large groups.
- We are working hard with the intention of opening all 52 of the council-owned play areas across the District safely on 4 July. If you are using our play areas, please [follow the guidance on our website](#) and the entrance signs and do not use equipment that is closed
- Please use litter bins or take your litter home with you
- **Report anti-social behaviour to Sussex Police**
- If you are a parent, take steps to keep your children safe. Encourage social distancing and safe use of play equipment, and check in with older children about their plans if they are going out to meet friends

Working together is the only way to keep our District safe for everyone, including more vulnerable members of our communities. Consider the impact of your actions on others, and take personal responsibility for your part in reducing our area's coronavirus risk.

The Council is working hard to:

- Make sure businesses feel supported in their work to reopen. **If you are a business owner looking for extra support, visit our website for guidance and resources.**
- Support the police by including known hotspots for anti-social behaviour on our neighbourhood warden rounds.

# Parks and countryside

## Play areas to reopen 4 July

We have been working hard to put in place the Government recommended safety measures needed to re-open our play areas safely on Saturday 4 July, and we are delighted to confirm that all of our 52 play areas will be open to the public.

All council-owned play areas have been safety inspected but cannot be guaranteed to be coronavirus (COVID -19) free.

If you plan to use our play areas, please take all reasonable precautions to ensure your and your family's safety by [following the guidelines on our website](#) and on signage at each play area.



## Horsham Park outdoor gyms to reopen 4 July

The outdoor gym area at Horsham Park will also re-open on 4 July. Users should follow the on-site signage to ensure they are using the machines and fitness equipment correctly and if the equipment is busy and does not allow for adequate social distancing, return later to use it. This equipment is for use by adults and older children only.

[Visit our website for the latest information about the Council's parks, leisure and venues.](#)

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# Health and wellbeing

## New bike scheme increases mobility for local keyworkers

Cleaner air, improved community spirit and a better appreciation of physical exercise have all been considered as significant benefits coming out of the coronavirus lockdown period.

The Council's Sports Development team has embraced all of these benefits recently by supporting a new scheme which recycles old bicycles and gives them to NHS key workers and community hub volunteers, helping them to go about caring for the vulnerable in our local communities at this difficult time.



[Read more](#)

## New phone access health programme

In response to the current pandemic, the council's wellbeing team have launched a new health and wellbeing programme which can be accessed from home by phone. Find out more and book your place.



[Read more](#)

A poster from the NHS about handwashing. The left side shows a close-up of hands being washed with soap and water in a white sink. The right side is a blue background with the NHS logo at the top right. The main text reads "CORONAVIRUS HANDWASHING REMAINS CRITICAL" in large, bold, yellow and white letters. Below this, there are two bullet points: "Keep a safe distance from others (2 metres where possible)" and "Limit contact with other people". At the bottom, it says "For more ways to stay safe go to gov.uk/coronavirus". At the very bottom, a yellow banner with black text says "STAY ALERT CONTROL THE VIRUS SAVE LIVES". The HM Government logo is in the top left corner of the poster.

### Stay connected



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



Horsham  
District  
Council

Email dated 3<sup>rd</sup> July 2020, from Sussex Police  
Fake Emails Asking To Renew Your Tv Licence



### Fake Emails Asking To Renew Your Tv Licence

Dear Coordinators, could you please forward this message to your members.

We have been alerted to the fact that scam emails requesting people to renew their TV licence are doing the rounds. Please be alert to these and check **VERY CAREFULLY** before clicking on any link - if the email looks in any way suspicious (e.g. poor language, request to "click here for details" or "click here to pay") then delete the email immediately.

Also, please note that the date for the end of free TV licences\*\* for the over 75s has been delayed - **no new date has yet been announced.**

\*\* free TV licences will still be available for anyone over 75 who receives a pension credit; more information can be viewed by clicking on the links below.

[https://www.tvlicensing.co.uk/age?wt.mc\\_id=bbc\\_pr\\_o75\\_english](https://www.tvlicensing.co.uk/age?wt.mc_id=bbc_pr_o75_english)

<https://www.gov.uk/government/news/bbc-and-governments-joint-statement-on-delaying-the-tv-licence-fee-for-over-75s>

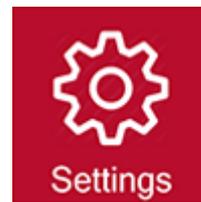
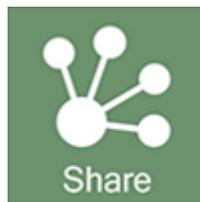
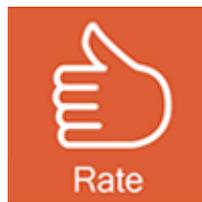
Thank You.

Ken Broomfield  
Secretary, Horsham District NHW Association.

***Message Sent By***

Kenneth Broomfield (NWN, Register Administrator, Sussex, Horsham District)

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



To login to your account, [click here](#), To report a fault, [click here](#)

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**Email dated 3<sup>rd</sup> July 2020, from NALC  
Chief Executives Bulletin**

This week we notched up 100 challenging days in lockdown, and I think many of us have felt more anxious and frustrated than usual.

It's been an extremely difficult period in our national story with huge loss of life, separation from loved ones and economic and educational turmoil. It hasn't been the easiest chapter for our tier of local government either.

With that in mind, I couldn't be prouder of how we've all worked together to step up and play a leading role in supporting our communities, and are turning that page. Local councils have been at the heart of the community response to the pandemic, and I am confident will play a key role in the recovery too.

Which is why today's bulletin departs its usual format, instead of reflecting on the last few months and just what has been achieved and looks to the challenges ahead.

In terms of the impact on the sector, the New Year and new government seemingly a distant memory. Our offer to the government then was the role of local (parish and town) councils in building strong communities. Conveyed at our timely Lobby Day which saw county associations at the forefront of building links with MPs, many of them new. Their ask of us, however, more immediate in mobilising our hyper-local networks to help our communities with the developing pandemic.

Which is precisely what you did, among the first to react and step up, just some of which is captured in our [Coronavirus case studies publication](#), updated this week to now include 400 examples which we have shared widely including with the government.

To support you in these efforts we set up a dedicated [coronavirus webpage](#), a hub for information and a wealth of advice and resources, which has to date received 123,000 hits. Plus a regular newsletter to make sure you receive information as fast as possible.

Together we've worked hard to persuade the government to consider the unique needs of local councils as they focussed quite rightly on health and social care.

We secured some successes. An extension to audit deadlines plus new rules to allow councils to meet remotely for the first time in history. Then swiftly publishing a range of guidance – including on remote meetings now downloaded 17,000 times – to help you navigate through this new way of working and ensuring local democracy can function. I've been struck by the positive way you have embraced this and really led the way in local government, increasing engagement from residents too. There is widespread support for this flexibility to continue and I am keen to work with the Local Government Association and others to lobby for this.

And we moved quickly ourselves to use remote meetings to bring county and national officers together to ensure regular and effective communications. These have taken place every week since lockdown and there is unanimous support these should also continue. NALC's meetings and committees have also been held remotely, saving time, money and reducing our carbon footprint.

County associations have been at the frontline of providing advice and support to councils, many of whom given the circumstances offering help irrespective of membership. They have rapidly innovated to make sure councils receive the best possible support, including moving training and events online.

Next week we will be announcing our own online events programme for the year ahead, which I'm really excited about. This will bring together national policymakers and other stakeholders, plus those in our sector, to build mutual understanding and engagement.

But we have not always been as influential as we would like, and we will need to continue to press the government to engage more effectively with us. In particular to ensure guidance on moving out of lockdown is more relevant and realistic. Which this week's advice on playgrounds certainly wasn't.

And continue to press for financial support for those councils who need it most. We're working hard on this and [seeking clarification on yesterday's announcement on further funding](#) to ensure compensation for lost income applies beyond principal councils.

Funding was discussed with the new local government minister last week, and some positive outcomes secured. Firstly, the government does not plan to change our revenue-raising ability and extend council tax referendums. Secondly, they remain committed to pressing ahead with legislation on public toilets. Thirdly, a team of officials has now been set up to look at parish finances and the challenges we face. Lastly, if there are local councils unable to meet the costs of Public Works Loan Board debt repayments, they should contact [parish.borrowing@communities.gov.uk](mailto:parish.borrowing@communities.gov.uk).

As we move into the next phase, I am confident that well run, ambitious local councils, providing real local leadership, will be crucial to the recovery of our places, and the country. I know many of you are already working on recovery plans with your partners.

Further devolution and localism also have a part to play. Along with the theme of building back stronger and more resilient communities, this featured prominently in our meeting with the local government minister, who indicated the role of our councils will be at the heart of the white paper due in the Autumn.

And finally, I wanted to recognise and applaud all our sector's staff and councillors for keeping the show on the road under real pressure and in difficult circumstances. This dedication and commitment to our communities, will I am sure to help us all get through this, together.

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**Email dated 3<sup>rd</sup> July 2020, from HDC**

**Business Coronavirus (COVID-19) 3 July: Restaurants, cafes, and pubs reopening 4 July | High Street Recovery Packs | New measures to boost post lockdown economy for Horsham**

# Coronavirus (COVID-19)

Information for businesses from Horsham District Council

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*Timestamp: 3 July 2020*

## Fortnightly monitoring survey

Answer our fortnightly monitoring survey by telling us about your current situation and what support your business requires.

[Answer survey](#)

---

## Restaurants, cafes, and pubs reopening from Saturday 4 July

Following recent Government announcements, many hospitality establishments are preparing to safely reopen from Saturday 4 July.

[Read the full guidance for people who work in or run restaurants, pubs, bars, cafes or takeaways.](#)

To lend a helping hand, the Council's Environmental Health and Licensing team can answer your questions about the restrictions and measures that should be put in place ready for opening. Get in touch on 01403 215 615 or [publichealth.licensing@horsham.gov.uk](mailto:publichealth.licensing@horsham.gov.uk).

## Protecting customers and visitors on site

[Read the Government's guidelines with steps you should take to protected as much as possible.](#)

## When can you use one metre plus social distancing?

- The default for social distancing in England remains at two metres after 4 July, including when visiting restaurants and pubs, both inside a premises and in any garden or outside space.
- If two metres is not achievable or is inappropriate at your businesses, then the distance can be reduced to one metre but only if other infection prevention measures are in place.

[Read more guidance about one metre plus social distancing](#)

## What is the largest group of people allowed?

- Groups of two households can meet inside a café, restaurant or pub.
- If you are a single-adult household and have formed an exclusive 'support bubble' with another household, you can be counted as one household together. This means an indoor gathering could be of two households and their support bubbles.
- Up to six individuals from a mix of households can meet in an outside space, such as a pub garden.
- There are no limits on the number of the groups just outlined that can attend a premises at any one time, as long as appropriate social-distancing between the different groups is maintained.

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## Grants and funding

### You can still apply for the Discretionary Grants Fund Scheme

There's still time for small businesses with high fixed property-related costs who are not eligible for the other Government funding schemes and have been affected by coronavirus to apply to the [Discretionary Grants Fund Scheme](#).

So far £518,000 has been paid to 54 businesses through the scheme and some £750,000 is still available.

Businesses can apply for funding from Saturday 4 July. Applications will be assessed on a first come, first served basis. The scheme will close once all the funds have been allocated.

Your business will not be entitled for a grant if you have received funds under another Government scheme.

[Apply now](#)

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## High Street Recovery Packs

Produced in partnership with local task forces and businesses, our High Street Recovery Packs contain resources to help businesses in a variety of sectors to reopen safely.

[Download the Food and Drink with Customer Seating Recovery Pack](#)

[Download the Hairdressing Salons Recovery Pack](#)

[Download the Leisure and Tourism Recovery Pack](#)

[Download the Retail Recovery Pack](#)

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# Sector-specific guidance

## Find guidance to help you re-open your business safely

Use the Department for Business, Energy & Industrial Strategy's guidance finder to help you carry out a risk assessment and make sensible adjustments to your sites and workforce.

This guidance is only for businesses that are allowed to reopen in England.

Visit [GOV.UK](https://www.gov.uk) to find guidance for your business



## New guidance available for reopening salons and spas

Beauty businesses face a unique set of challenges due to the unavoidable personal contact between clients and staff providing beauty treatments.

To support them as they prepare to reopen, the Chartered Institute of Environmental Health have produced [new guidance for salons and spas](#) to help assess and reduce the risks.

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# Training and webinars

## VisitEngland Business Recovery Webinars

Register now for the second of VisitEngland's business recovery webinars, Business adaptation and reopening, for expert insight and practical advice.

[Register your place](#)

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## Beware of Health & Safety Scams

Businesses in West Sussex have received fraudulent emails claiming to be from the Health and Safety Executive alleging serious complaints and threatening enforcement action.

Companies are at risk of agreeing for services that they did not need or purchasing fake personal protective equipment that do not meet the required standard.

[If you have any concerns or have been contacted in this way, report an incident](#)

## Access to hygiene facilities for drivers

Businesses are reminded of their obligations to extend the use of site sanitary conveniences to visiting drivers not directly in their employment.

Visiting drivers must be allowed to use welfare facilities like sinks and toilets if requested, an important need in the current pandemic.

[Find out more about the guidance from the Health and Safety Executive.](#)



The poster features a photograph of hands being washed with soap and water under a running faucet. The NHS logo is in the top right corner. The main text reads 'CORONAVIRUS HANDWASHING REMAINS CRITICAL'. Below this, two bullet points are listed: 'Keep a safe distance from others (2 metres where possible)' and 'Limit contact with other people'. A URL 'gov.uk/coronavirus' is provided for more information. At the bottom, a yellow banner contains the slogan 'STAY ALERT CONTROL THE VIRUS SAVE LIVES'.

HM Government

**NHS**

**CORONAVIRUS  
HANDWASHING  
REMAINS CRITICAL**

- Keep a safe distance from others (2 metres where possible)
- Limit contact with other people

For more ways to stay safe go to [gov.uk/coronavirus](https://gov.uk/coronavirus)

**STAY ALERT CONTROL THE VIRUS SAVE LIVES**

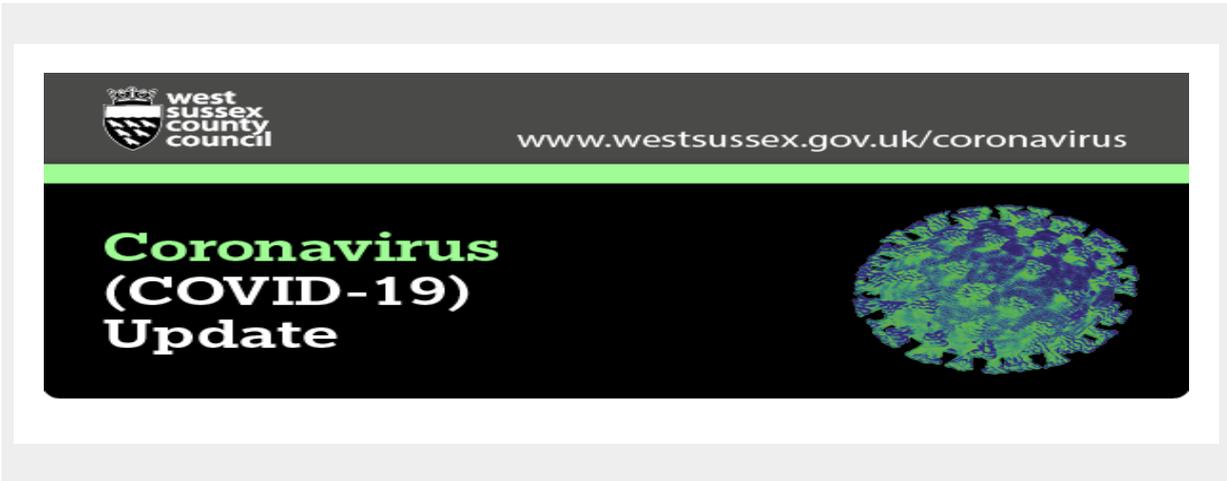
*Stay connected*



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

 **Horsham  
District  
Council**

Email dated 5<sup>th</sup> July 2020 from WSCC  
News from West Sussex County Council: 3 July 2020



The banner includes the West Sussex County Council logo and the URL 'www.westsussex.gov.uk/coronavirus'. The main text reads 'Coronavirus (COVID-19) Update' in green and white. A stylized illustration of a coronavirus particle is shown on the right side.

west sussex county council

[www.westsussex.gov.uk/coronavirus](https://www.westsussex.gov.uk/coronavirus)

**Coronavirus  
(COVID-19)  
Update**

Dear residents and partners,

We are delighted to see that many of our local businesses are planning to reopen from this weekend, following the government's **change to lockdown restrictions**.

Please be mindful that not all businesses will reopen so help them by checking their website or social media channels to see if they are reopening and, if they are, what measures you will need to follow to keep yourself and others safe.

Lockdown easing comes with risks of further outbreaks. To help us manage any new outbreaks in the county we have developed a 'local outbreak control plan' which includes details about the public health response and what actions businesses and residents might be asked to take – **please take a look**.

Finally, on Sunday (5 July) at 5pm we will join the nation in wishing the NHS a very happy 72nd birthday, and to say thank you for the incredible work they continue to do every day. We hope you'll find time to show your support as well, as we clap for these key workers.

Keep safe and thank you for your continued support.



### **Stay safe as pubs and restaurants reopen**

Leaders from local authorities, blue light services and health have come together to urge people to stay alert to Covid-19 and avoid placing strain on local services as businesses reopen.

**[Read more.](#)**



### **More items allowed at recycling sites**

From Monday (6 July) residents will be able to deposit more items at our Household Waste Recycling Sites.

There are still restrictions on certain materials and social distancing rules apply.

Trailers will only be accepted at certain sites.

**[For full details read our release online.](#)**



### **'Select and Collect' service coming to a West Sussex Library near you!**

From Monday (July 6), West Sussex Library service is introducing a **'Select and Collect' service**. People will be able to reserve specific titles in the usual way online or by phoning their local library.

These can then be collected from the front of all 36 of our libraries without the need to enter the building.

[Find out more.](#)



**Birth registrations open for 2,000 West Sussex babies born since lockdown**

The Registration Service has restarted birth registration appointments at certain locations across the county.

They anticipate they will need to register in excess of 2,000 births in the coming months, as lockdown restrictions stalled all birth registrations from the end of March.

[Find out more.](#)



**Help keep our county clean**

As lockdown restrictions are relaxing more people are visiting public spaces and areas of natural beauty.

Keep our countryside, beaches and parks clean by taking a bag for your own rubbish in case you cannot find a bin, or the bin is full.

**[Leisure ideas for this weekend.](#)**



**Coronavirus updates**

Visit our website for the very latest service updates.

[Visit the webpage.](#)

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

