

Lavant Valley Partnership
Minutes of meeting – 3rd March 2015
Weald and Downland Museum, Singleton PO18 0EU

Agenda Item	Notes
1. Welcome, minutes and introductions.	<p>Cllr. Potter welcomed members of the Lavant Valley Partnership (LVP) to the forum meeting and thanked the Weald and Downland Museum for hosting.</p> <p>Present:</p> <p>Henry Potter – Chair - Boxgrove Ward and LVP District Council representative Jane Dodsworth – Head of Service Chichester District Council Matt Gover – LVP Co-ordinator, Chichester District Council Ed Dickinson – West Sussex County Council Martin Funnell – West Sussex County Council Brenda Jackson – Chichester Careline Nathan Jeffrey – Scottish and Southern Electric Simon Oakley – Tangmere ward and County Council representative Jeremy Hunt – West Sussex County Council - Chichester North Ward Carol Thompson – Singleton / Charlton SVFAG Keith Hope-Laing – Singleton Parish Council Danny Sole – Singleton Parish Council Nick Conway – Singleton Parish Council Stephen Tapley – Singleton Parish Council Liz Smith – Oving Parish Council Sjoerd Schuyleman – Oving Parish Council Ron Migliorini – Oving Parish Council Kate Beach – Tangmere Parish Council Roger Birkett – Tangmere Parish Council Hilary Nation – Tangmere Parish Council Adrian Blades – Lavant Parish Council Bob Mallett – Lavant Parish Council Bob Holman – Westhampnett Parish Council</p> <p>Apologies:</p> <p>Angie Hobson - Eartham Jon Bailie – East Dean</p> <p>Minutes of last meeting:</p> <p>The minutes of the previous meeting, held on 27th November 2014, were approved.</p>

<p>2. Community resilience planning</p> <p>Ed Dickinson & Martin Funnell West Sussex County Council</p> <p>Nathan Jeffrey Scottish and Southern Electric</p>	<p>Ed Dickinson, Senior Manager – Rural Area, Community and Economic Development Service was welcomed to the meeting.</p> <p>Ed discussed community resilience and what it means for local communities. He mentioned the top ten threats to West Sussex, which include flooding, pandemic flu and severe weather as examples.</p> <p>Ed mentioned that his team works closely with the pathfinder project through DEFRA (Department for Environment, food and Rural Affairs) Which focusses on funding innovative community responses to increase flood resilience. He also mentioned the ‘what if’ campaign through his team, which provides information and training for parishes.</p> <p>Ed introduced Martin Funnell, Team Advisor – Resilience and Emergencies Team to the meeting. Martin mentioned he is the chair of the Sussex Resilience Partnership. He mentioned the partnership combines all ‘blue light’ emergency services and utility partners.</p> <p>Martin discussed how parishes can be enabled to prepare for a crisis; he mentioned how his team can provide basic first aid training or safety equipment such as hardhats and jackets etc. Risk assessment training is also available, through the ‘What if’ campaign.</p> <p>Martin mentioned an example of good practice with volunteers in Angmering, where volunteers use diversionary traffic posters to aid traffic flow. He also mentioned the Junior Citizen Awards which enhances life skills for young people, as well as raising awareness of emergencies.</p> <p>A question was raised regarding insurance and how it is difficult to get all the relevant information. Martin replied by saying that current insurance policies may be extended, but that his team are in negotiations with underwriters. He also mentioned Sarah’s Bill which is journeying through parliament; this legislation is assumed to be on the statute books in another 6/8 weeks and will protect communities in resilience situations.</p> <p>A discussion followed regarding possible solutions to insurance, further questions were raised regarding specific insurance for volunteers. Martin and Ed both mentioned that they were in discussions with the underwriters of their insurance companies. They mentioned this is a national issue and they are working through it. Martin did request any parish that needs guidance on resilience plans to meet with him. He gave his email address: Martin.Funnell@westsussex.gov.uk and phone number 07709488946.</p>
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	<p>A further question was raised about documentation and information regarding emergency planning and particularly rest centres. Jane Dodsworth mentioned that she will send Matt the Chichester District Council business continuity information. This will be forwarded onto partnership members.</p> <p>Martin reiterated that he wants to meet with parishes on an individual basis to discuss their needs and their resilience plans. Martin then introduced Nathan Jeffrey (Scottish and Southern Energy) to the meeting; Nathan gave an overview of his role, which covers West Sussex, Portsmouth and the Isle of Wight. His role is to work with communities and parishes in particular. This is regarding power loss/cuts and how the community can be kept well informed and supported.</p> <p>Nathan mentioned how he wants to help parishes with their resilience planning, he offered to attend parish meetings and be the central contact with regards to power concerns in an emergency. He also mentioned various materials that are available to parishes in the event of an emergency.</p> <p>A question was raised regarding the geographical reach of his role. Nathan responded by stating that his role is new and will be evolving and expanding. A further question was raised regarding what he needed from parishes; Nathan reiterated his desire to work in tandem with parishes.</p> <p>A question was raised regarding vulnerable people in parishes. Nathan responded by saying if individuals were identified, back up batteries and oxygen equipment can be used. A further question regarding contacting Nathan and Scottish and Southern Energy was raised. Nathan responded stating a dedicated emergency phone number is available and this is 0800 072 7282 The Chair also mentioned UK power networks phone number which was extremely useful for Boxgrove in an emergency in 2013. The number is as follows: 0800 31 63 105.</p>
<p>3. Working with parishes – Brenda Jackson Chichester Careline</p>	<p>Brenda Jackson, Chichester Careline manager – was welcomed to the meeting.</p> <p>Brenda discussed how Chichester careline can work with parish councils in the event of an emergency. She explained how Careline is a 24 hour 365 day a year centre, which operates as part of the district council.</p> <p>She discussed how Chichester Careline is based in Florence Road in Chichester, which is the local telecare supplier and has been in operation for over 30 years. The centre operates an out of hour’s service, on behalf of the district council. She explained how this can act as a central point for parishes, not only to coordinate the emergency response, but to hold a copy of their resilience plan in the centre and to contact the relevant members of the community.</p>

Brenda discussed how the centre work with private clients and housing schemes all over the country and take over 2,300 calls per day, with a large amount in the morning hours, between 8-9am. Brenda explained how she works with all the emergency services, which include developing innovative products, relationships and services. These include West Sussex Fire Rescue, with a smoke alarm that not only alerts the user but also the centre itself. She also mentioned how Sussex Police are using the Mindme locate device to reduce crime.

Brenda explained the variety of products and services, available to clients; this includes a bed occupancy sensor, she explained how these products are suitable for a vast age range of clients. This also includes working with the University of Chichester to support students with disabilities.

Brenda spoke enthusiastically about national and international press coverage of the centre, in particular Mindme locate product. She used an example of a client with dementia who on Christmas Day almost walked off the cliffs near Old Harry Rocks in Dorset. The Mindme locate found the clients exact location and the alarm was raised, resulting in the client being airlifted to safety. This story was also a feature on the BBC inside out programme.

A question was raised regarding working with charities; Brenda explained how Chichester Careline develops relationships with various charities and service providers, which includes canine partners. She explained how the careline alarm has been adapted for guide dogs to press, alarming the centre if their owner has fallen or is in danger.

A question was raised regarding cost and affordability of products, Brenda responded by stating that some products have a 13 week free trial at no obligation. **She also reinforced that Chichester Careline is not a commercial business and part of the communities' team in the local authority. This means that Chichester Careline will find ways to help those more in need, working with the pension service or charities regarding attendance allowance as an example.** She reiterated that Chichester Careline will pursue as many funding channels as possible, to get the right support to clients.

Brenda explained she was happy to talk to parishes on a 1-2-1 basis about their resilience plans, supporting vulnerable people, working together in the event of an emergency, or products and services. She also explained she'd be happy to attend any community event or meeting.

4. Items for future meetings	Requests for a speaker on broadband issues were given. Also, an update from Kevin Macknay from West Sussex County Council or CH2M Hill consultants, regarding the surface water management plan. Matt stated he will contact Kevin and check the progress of the report.
5. A.O.B	There was no A.O.B
6. Venue for next meeting	Oving Parish Council (Jubilee Hall) agreed to host the next meeting. Matt will liaise with Oving Parish Council regarding the date for the forum as this may be subject to change.
	Meeting ends.