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| ESSP new without graphic | **Meeting Notes**  **Thursday 30th October 2014**  **Civic Community Hall, Hailsham** |

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| **IN ATTENDANCE** |

**ESSP Members present:**

Cllr. Keith Glazier (Vice Chair) East Sussex County Council

Kim Goodall Job Centre Plus

Neil Honor Sussex Police

Graham Kane (on behalf of Katy Bourne) Sussex Police & Crime Commission

Jeremy Leggett Action in Rural Sussex

Steve Manwaring SpeakUp Representative

Andrea Saunders Surrey and Sussex Probation Trust

Keith Stevens (Chair) Sussex Associations of Local Councils

Alan Streets (on behalf of Amanda Philpot & Eastbourne, Hailsham & Seaford, and Ashley Scarff) Hastings & Rother CCGs, and High

Weald Lewes Havens CCG

Michael Turner Environment Agency

Gary Walsh East Sussex Fire & Rescue Service

**Also in attendance (official observers):**

Andy Arnold (speaker) East Sussex County Council

Louise Barr DCLG

Indea Cadman-Rivers East Sussex County Council

Elizabeth Curtis (speaker) East Sussex Fire & Rescue Service

Sarah Feather East Sussex County Council

Ian Fitzpatrick (on behalf of Rob Cottrill) Eastbourne Borough Council

Isabel Garden (on behalf of Charles Lant) Wealden District Council

James Harris (speaker) East Sussex County Council

Becky Shaw East Sussex County Council

Jon Wheeler East Sussex County Council

**Apologies for absence**:

Cllr Carl Maynard Rother District Council

Cllr Chris Dowling East Sussex County Council

Gill Cameron-Waller Wealden District Council

Cllr Jeremy Birch Hastings Borough Council

Katy Bourne Police and Crime Commissioner

Rob Cottrill Eastbourne Borough Council

Steve Hare SpeakUp Representative

John Hodges Hastings Area Chamber of Commerce

Richard Homewood Hastings Borough Council

Charles Lant Wealden District Council

Amanda Philpot Eastbourne, Hailsham & Seaford, and Hastings & Rother CCGs

Ashley Scarff High Weald Lewes Havens CCG

Cllr Bob Standley Wealden District Council

Cllr David Tutt Eastbourne Borough Council

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| **NOTES** |

1. **Welcome and Apologies**

Keith Stevens welcomed Amanda Saunders, Kim Goodall, Michael Turner and Louise Barr, who gave a brief overview of her role, as new members of ESSP and thanked Chris Wick and Ron Francis for their contribution to the ESSP. Keith also welcomed ESSP members, delegates, observers, guests and speakers. Apologies were given and those attending on behalf of others were identified. Keith also thanked Wealden District Council for hosting ESSP at Hailsham Civic Community Hall for the meeting.

1. **Urgent items of business**

None

1. **Notes of the meeting held on 29 April 2014 and Matters Arising**

Minutes were agreed as an accurate record and actions confirmed as completed.

1. **Feedback from the Open For Growth Peer Challenge**

James Harris, East Sussex County Council, provided an update of the Open for Growth Peer Challenge which covered the rationale behind the Peer Challenge; the main areas of focus; the incorporation of the findings into existing strategy and next steps. He also informed ESSP Board members about how they can continue to engage in the follow up plans resulting from the Peer Challenge report. Cllr Keith Glazier emphasised the importance of continued partnership work as the action plan from the Peer Challenge is finalised and implemented.

**5) Bedtime Check Campaign – Elizabeth Curtis, East Sussex Fire and Rescue Service**

Elizabeth Curtis, East Sussex Fire and Rescue Service (ESFRS), gave ESSP an update on the marketing techniques and tools used to influence voluntary change in behaviour to the benefit of individuals and society. She informed ESSP that Social Marketing is being embedded at ESFRS with the aim of raising awareness of key risks among different groups of our community. She also highlighted target audiences for ESFRS, the current communication channels and some of their campaigns. Elizabeth encouraged partners to work together to send out key messages across all organisations.

**Action: Partner organisations to contact Elizabeth (**[**Elizabeth.Curtis@esfrs.org.uk**](mailto:Elizabeth.Curtis@esfrs.org.uk)**) if they wish to discuss ideas for shared communications.**

1. **Environment Strategy Update (requested from April meeting) – Michael Turner, Environment Agency & Andy Arnold, ESCC**

Michael Turner, Environment Agency, and Andy Arnold, ESCC, updated ESSP on:

1. The indicators that have been adopted to measure the long-term effectiveness of the annual action plans that the ESSP approves each April;
2. Progress against these indicators in key areas and gave a particular focus to the issues of fuel poverty in East Sussex.

**Action: Michael Turner and Andy Turner to attend future ESSP meeting to present an annual update (April). Sarah Feather/Indea Cadman-Rivers to add item to future ESSP meeting.**

1. **Transport Update – Jon Wheeler, Team Manager, Strategic Economic Infrastructure, ESCC**

Jon Wheeler provided a presentation which focused on the link between transport and delivering the County Council’s key priority: supporting economic growth. Jon provided an update on a range of existing Plans/Policy documents.

Jon then presented an update on a number of current projects which are currently underway including the Bexhill Hastings Link Road, North Bexhill Gateway Road and the A21 Tonbridge to Pembury improvements. Jon also discussed the recent Local Growth Deal received by the South East Local Enterprise Partnership and the funding received for East Sussex, the majority of which is for transport infrastructure.

**Action: Jon Wheeler to attend future ESSP meeting to present an annual update (December 2015). SF/ICR to add item to future ESSP meeting.**

1. **Report of the Annual Assembly – Keith Stevens, Chair, ESPP**

Keith Stevens gave a report on the Annual Assembly that was held in July. It was noted that feedback was positive. Keith reminded ESSP that part on the WW1 presentation encouraged people to get involved in recording information. Steve Manwaring informed the ESSP that he has worked in collaboration with Dr. Chris Kempshall, First World War Commemorations Project Officer, ESCC, to produce a story on East Sussex Soldiers that were ‘shot at dawn’ due to breaking or ‘perceived’ breaking of military laws. Steve also said that it had been really easy to collaborate with ESCC on this project and encouraged other partners to do the same. Steve also reminded ESSP members that although we could do no more for those soldiers that were shot we could all continue to help people that suffer with post-traumatic stress disorder and other mental health problems.

Keith finished the feedback by telling ESSP that there have been plenty of suggestions for next year’s Assembly and it is suggested that the event focuses on Community Resilience. There was agreement for this subject.

1. Update papers were circulated for information about the following items:

* Family Keywork – Jeremy Leggett asked if this might come to a future meeting for a verbal update.
* SPACES

**Action: SF/ICR to add Family Keywork as a verbal update to a future meeting.**

1. **Any Other Business**

Gary Walsh, East Sussex Fire and Rescue Service, took the opportunity to remind partners about the planned industrial action by the Fire Fighters Union that would take place for 4 days from 31st October. Information will be circulated to ESSP members.

**Action: SF/ICR to circulate information on planned industrial action by ESFRS Fire Fighters Union to all ESSP members.**

Becky Shaw notified the Board of changes to the structure of the Probation Service. It was noted that Seetec won the tender to provide services to the Kent, Surrey and Sussex Community Rehabilitation Company (CRC). The Board were in agreement that the Probation Service should be an item covered at a future meeting.

**Action: SF/ICR to put an item covering the Probation Service on to the Forward Plan.**

Alan Streets suggested that the Better Together programme would be a good agenda item for a future meeting. Keith Stevens confirmed that this was on the forward plan.

1. **Future meetings:**

* 3 February, Council Chamber, Hastings Borough Council, Hastings
* 23 April, Council Chamber, County Hall, Lewes
* 8 September, Venue TBC
* 8 December, Council Chamber, County Hall, Lewes

All meetings to take place at 10am.

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| **SUMMARY OF AGREED ACTIONS –** | |
| **Item** | **Action** |
| **5** | **Partner organisations to contact Elizabeth (**[**Elizabeth.Curtis@esfrs.org.uk**](mailto:Elizabeth.Curtis@esfrs.org.uk)**) if they wish to discuss ideas for shared communications.** |
| **6** | **Michael Turner/Andy Arnold to attend future ESSP meeting to present an annual update (April). Sarah Feather/Indea Cadman-Rivers to add item to future ESSP meeting.** |
| **7** | **Jon Wheeler to attend future ESSP meeting to present an annual update (December 2015). SF/ICR to add item to future ESSP meeting.** |
| **9** | **SF/ICR to add Family Keywork as a verbal update to a future meeting.** |
| **10** | **SF/ICR to circulate information on planned industrial action by ESFRS Fire Fighters Union to all ESSP members.** |
| **10** | **SF/ICR to put an item covering the Probation Service on to the Forward Plan.** |