

**Minutes of a meeting of Scrutiny Committee for Community,  
Customer Services and Service Delivery  
held on Wednesday, 10th July, 2019  
from 7.00 - 8.04 pm**

**Present:** A Boutrup (Chair)  
Anthea Lea (Vice-Chair)

L Bennett	S Ellis	S Smith
P Chapman	I Gibson	A Sparasci
R Clarke	J Henwood	D Sweatman
B Dempsey	T Hussain	

**Absent:** Councillors J Mockford and M Pulfer

**1 TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE  
RULE 4 -SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

None.

**2 TO RECEIVE APOLOGIES FOR ABSENCE.**

Apologies were received from Councillors Mockford and Pulfer.

**3 TO RECEIVE DECLARATION OF INTERESTS FROM MEMBERS IN RESPECT OF  
ANY MATTER ON THE AGENDA.**

Councillor Clarke declared a personal interest in Item 7: Review - Statement of Licensing Policy as he professionally involved in a licenced business.

Councillor Sweatman declared a personal interest in Item 5: Mid Sussex Partnership Annual Report as he sits on the Mid Sussex Partnership Board through the Mid Sussex Association of Town Councils.

Councillor Bennett declared a personal interest in Item 5 as she had been involved with the setting up of the Safe Place Pilot in East Grinstead.

Councillor Gibson declared a personal interest in Item 5: Mid Sussex Partnership Annual Report because he sits on the Mid Sussex Partnership Board as Chairman of the Mid Sussex Association of Local Councils.

**4 TO CONFIRM THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON  
20 MARCH 2019 AND 22 MAY 2019.**

The Minutes of the meeting of the Committee held on 20 March 2019 and 22 May 2019 were agreed as a correct record and signed by the Chairman.

## 5 MID SUSSEX PARTNERSHIP ANNUAL REPORT

Neal Barton, Policy, Performance and Partnerships Manager, introduced the report which informed Members of the progress of work by the Mid Sussex Partnership (MSP), an overarching partnership of organisations working to improve the quality of residents' lives across the District. The Partnership assessed the levels of crime in the District and found that it rose 2.2% in 2018/19; however the figure was the lowest in West Sussex. He highlighted the Partnership's work carried out with schools to prevent anti-social behaviour in addition to the improvement and enhancement of the District's CCTV network.

A Member enquired whether the board could look at the issue of the environment and climate change.

Kate Wilson, Business Unit Leader for Community Services, Policy & Performance, explained that previous iterations of the partnership had a sustainability sub-group within it so a task and finish group could also be stood up in the future. She reminded Members that the task & finish groups were designed to address specific issues where a partnership approach could provide better outcomes for residents.

A Member referenced Paragraph 17, P.11 of the report and requested further information on the consultation of the location of the CCTV cameras that took place as well as the criteria that was included.

The Business Unit Leader for Community Services, Policy & Performance outlined the consultation that had taken place.

A Member stressed the need for CCTV in the smaller villages. He also expressed delight to hear that the Mid Sussex Play Days will be carried out in the villages for the first year.

The Cabinet Member for Community mentioned that he was looking forward to the Mid Sussex Play Days.

A Member referenced Paragraph 20, P.12 of the report and sought clarification on how a person would find out where the Safe Place areas are.

The Business Unit Leader for Community Services, Policy & Performance explained that the Safe Place pilot includes 10 venues across East Grinstead such as the town council offices, a fire station and Chequer Mead all of which have visuals making it clear that people can enter there. There is also a mobile app that supports this scheme.

The Ward Member for Ashplants, East Grinstead added that the public can register for a small card to carry in a wallet or purse which has a map that can assist with direction to a Safe Place. She highlighted the recent savings that are required to take place at West Sussex County Council and the references to their possible implications in the report.

The Business Unit Leader for Community Services, Policy & Performance clarified that the Council is in dialogue with officers at the County Council through various forums and understand the challenges that they are encountering. She added that the Council does not yet have the detail of the changes that are yet to come however feels that the Council is in a good position to respond and react to any possible changes.

A Member highlighted the work of the Early Intervention Officer and found it an example of the MSP working effectively.

The Chairman took Members to the recommendation which was agreed unanimously.

## **RESOLVED**

The Scrutiny Committee considered the Mid Sussex Partnership's progress in 2018/19 and endorsed the proposed approach to its future development.

## **6 MID SUSSEX WELLBEING SERVICE**

Paul Turner, Community Services Manager, introduced the report which updated Members on the Mid Sussex Wellbeing Service and informed the Committee that the service had received another 3 years of funding. He added that 93% of those with an intervention maintained their wellbeing programme, the GP Pilot was successful, and the Falls Prevention Programme received national recognition.

A Member highlighted that 69% of women are in the service and said she would like to see more men get involved.

The Community Services Manager outlined some of the measures being taken to engage more men with the service, including the setting up of a male-only weight management and exercise programme being piloted at Hanbury Stadium, Haywards Heath.

A Member enquired whether the Council keeps a record of those who do not identify as a male or female on the application form.

The Community Services Manager confirmed that there is a 'prefer not to say' option for people in stating their gender.

A Member enquired what the Wellbeing team is doing to provide for those with mental health issues.

The Community Services Manager explained that is not much the Council can add to the incredible work already done by the community and charity groups in Mid Sussex. He added that the Council does signpost where possible to the local organisations when mental health sufferers come to the Council for assistance.

A Member sought clarification on the rationale for the targets that are set for this service. He also asked about measurement of unmet need.

The Community Services Manager highlighted that a business plan is created every year in collaboration with Public Health and is informed by demographic and other health information. In terms of unmet needs, the team has connections with the health network that provide local information about health needs and gaps in services.

A Member noted the aging population within the District and queried whether retirement homes are being targeted.

The Community Services Manager informed the Committee that demographic information is also highlighting the ageing population and the team have carried out work to prevent the elderly falling, which can have serious implications for their health and mobility.

The Cabinet Member for Community highlighted that it could take decades for lifestyle changes to feed through to mortality rates. He commended the work of the Wellbeing team who are all passionate about their work.

The Chairman took Members to the recommendation which was agreed unanimously.

### **RESOLVED**

The Committee noted the performance of the Wellbeing service in 2018/19; considered and endorsed the proposed approach for the continued delivery of the Wellbeing Service for 2019/20.

## **7 REVIEW - STATEMENT OF LICENSING POLICY**

Paul Thornton, Senior Licencing Officer, introduced the report which sought the Committee's views on the content of the Draft Review Statement of Licensing Policy 2020 before it goes out to public consultation in July 2019. The Licencing Policy is used to inform the community and applicants of the Council's procedures and addressed issues in licenced premises. He referenced Paragraph 8 which outlined the two amendments to the Policy.

A Member sought clarification as it does not specify in the Policy that applicants must advertise in the area of the location of their licenced premises.

Tom Clark, Solicitor to the Council, clarified that applicants must advertise where the location is.

A Member enquired whether forecourts are considered to be inside the licenced premises.

Senior Licencing Officer explained that it depends on the area which is defined as the licenced premises as beer gardens for example do not have to be included in the licence premises area. If enforcement or police matters arise then it would be dealt with under the responsibility of the premises.

The Chairman took Members to the recommendation which was agreed unanimously.

### **RESOLVED**

The Committee endorsed the Draft policy of Licensing, at Appendix 1, for public consultation.

## **8 UPDATED POLICY ON LICENSING OF SEX ESTABLISHMENTS**

Paul Thornton, Senior Licencing Officer, introduced the report which sought the Committee's views on the content of the Draft Policy for Licensing of Sex Establishments before it goes out to public consultation in July 2019. He explained that there is no statutory requirement for such a policy to be in place however good

practice dictates that one is in place. He confirmed that he had not received an application for a sex establishment since the Council implemented the Policy.

A Member noted that Mill Green Business Park has its name missing.

The Senior Licencing Officer confirmed that he would make the amendment to the report.

A Member sought clarification on why a person who is 18 years of age can apply for this type of establishment but cannot enter due to an age limit of 21 to access the premises.

The Senior Licencing Officer outlined that if a licence was granted, a negotiation would have to be made with the applicant to discuss the permitted age.

A Member felt that the wording in the report provides a means for discouraging applicants for applying as it guides them that the Council will reject their application.

Tom Clark, Solicitor to the Council, clarified that it is not a policy that the Council will refuse application however it is a Council policy to discourage such establishments for conducting business in this District.

The Chairman took Members to the recommendation which was agreed unanimously.

#### **RESOLVED**

The Committee endorsed the Policy on Licensing of Sex Establishments, at Appendix 1, before it is issued for public consultation.

### **9 SCRUTINY COMMITTEE FOR COMMUNITY, CUSTOMER SERVICES AND SERVICE DELIVERY WORK PROGRAMME**

Tom Clark, Solicitor to the Council, introduced the report which presented the Committee's Work Programme for the forthcoming year.

A Member requested that scrutiny of public toilets be put on the agenda for future committees.

The Chairman asked the Member to speak to her about the issues but the committee agenda was very full.

#### **RESOLVED**

The Committee noted the Committee's Work Programme as set out at paragraph 5 of the report.

### **10 TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS URGENT BUSINESS.**

None.

**11 QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10 DUE NOTICE OF WHICH HAS BEEN GIVEN.**

None.

The meeting finished at 8.04 pm

Chairman