

Surrey & Sussex



Associations of Local Councils



Membership Information Leaflet

*Affiliated to the National Association of Local
Councils*

www.ssalc.co.uk

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Useful Information About Us

- 316 member councils
- 138 West Sussex member councils, 97 East Sussex member councils, and 81 Surrey member councils
- One of the most active county associations across England

The Role of SSALC

To encourage, represent & advise its member councils and ensure that the voice of the first tier of local government is heard across the three counties, the South East Region and Government.

SSALC works with the District/Borough and County Councils to try to ensure that residents receive “joined up” solutions to local problems; the parishes and towns in each district/borough council area meet together on a regular basis.

The Associations also have strong links with the Sussex & Surrey Police Authorities and Rural Community Councils (Action in rural Sussex and Surrey Community Action).

We assist members with advice on any problems they may have whether legal, technical or of an administrative nature, sourcing answers from the National Association and other professional bodies when necessary. We have a comprehensive programme of training courses and provide bespoke training for individual councils when required. An additional service now offered is assistance with recruitment for town and parish councils on the specific needs of the council (for an additional fee).

The membership area of our web site contains detailed topic notes on a variety of subjects, updates from the National Association of Local Councils (NALC) on legal & financial issues, good councillor guide, being a good employer guide etc. Your clerk is able to supply you with the council ID and password to access the membership side of our website.

Membership is open to all Parish & Town Councils & Parish Meetings in East/West Sussex & Surrey. All member councils have access to the same structure and support whatever their size.

Why be a member of the Sussex & Surrey Associations of Local Councils (SSALC)?

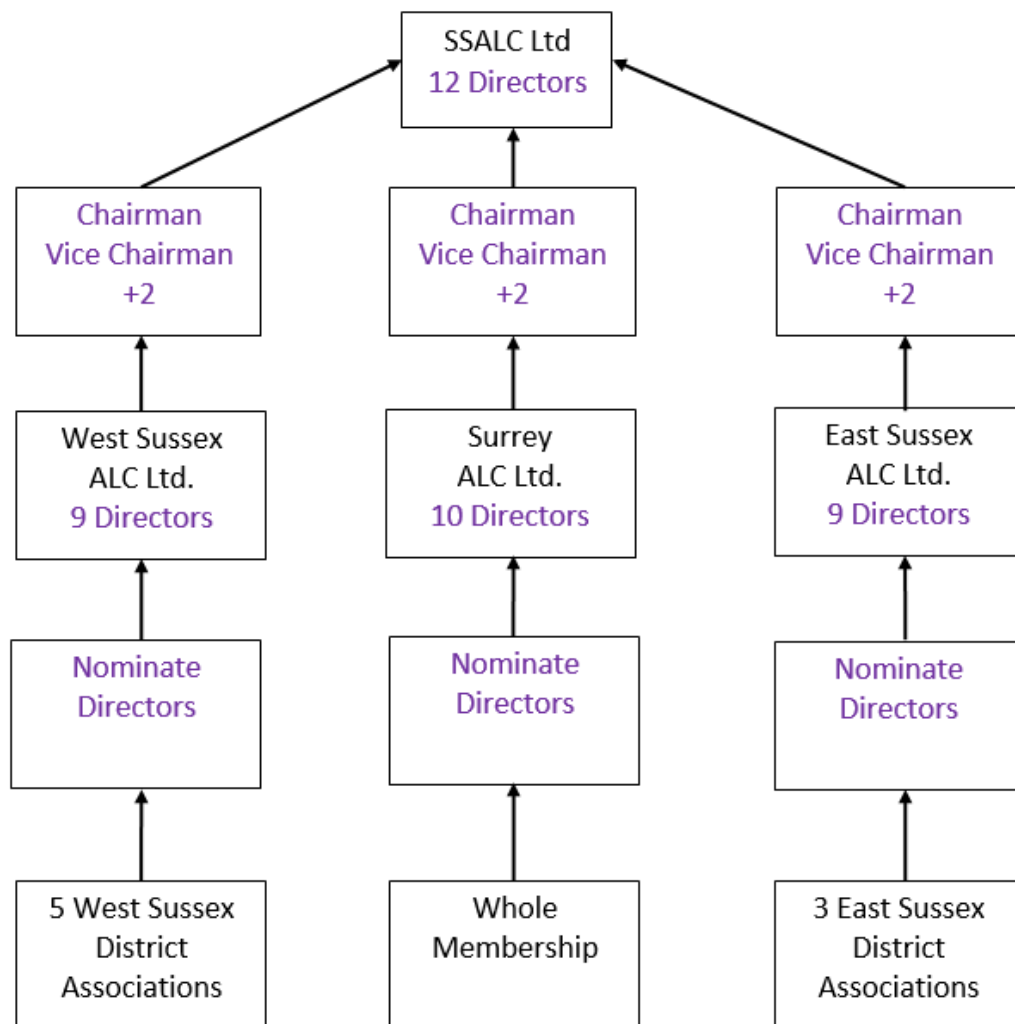
Look upon your membership of SSALC as an insurance - you may not need specific assistance from us this year but many have and were relieved. It is not just the advice you receive but the network opportunities that membership brings within your District, County and beyond.

Below are just a few of the services that SSALC provide:

- Represent the interests of Town and Parish Councils in Sussex & Surrey, locally, regionally & nationally
- Provide guidance, information & advice – in particular legal, financial, employment, planning and procedural – up to 7.30pm each working day
- Represent the interests of member councils if disputes arise with Districts, Boroughs or the County Council
- Support councils at times of emergency and need e.g. provision of locum clerk, recruitment or as an independent adviser to try to resolve tensions
- Over 60 training events yearly + bespoke training events to suit your councils' needs – all at member rates
- Visioning sessions
- Access to the SSALC website, which includes a great deal of information e.g. Updates on legislation, hot topics, upcoming events, clerk vacancies, local council news etc.
- Special rates for members via: Mulberry & Co, HR Services Partnership & West Sussex Mediation Services
- Access to the Chief Constable & PCC twice yearly

If your council is not a member then please contact the SSALC office (01273 830200) for further information.

SSALC Committee Structure



District Associations (East & West Sussex)

Each member council appoints two representatives to their District Association. Meetings provide opportunities for liaison with County/ District Councils and other authorities on matters of common interest. The Associations elect representatives to the East/West Sussex boards.

East/West Sussex & Surrey ALC Committee Meetings.

The committees meet to discuss matters raised by the parishes and to report on regional / national matters; which are then reported back to the member councils. They make recommendations to the SSALC board on the Associations operations, policies and funding.

Events & Training Information

We organise training for local councils delivered by its county training partnership 'Three Counties Training.' The training covers the needs of councillors, chairmen and clerks. Events range from three hour daytime sessions, evenings, or one day events, at a variety of suitable venues across East and West Sussex. SSALC also offer bespoke training to provide tailored training for a specific councils needs.

Some of the events/training we currently offer are as follows:

- New Clerks' Training Days
- Clerks Networking Days
- Chairmens Networking Day
- Legal & Finance Day
- Chairmens Training
- Councillor Briefing & Awareness Training
- Spring & Autumn Conferences
- Meetings, Appraisals, Planning & Finance Training
- A CiLCA programme

The links for the booking forms to book on to any of our events can be found on our website here:

http://www.ssalc.co.uk/EventsTraining_19251.aspx

Members may realise that there are limited events being held at Surrey venues. It has been recognised that Surrey Parishes gained more benefit from localised tailored events. Surrey parishes are of course still just as welcome to attend any of the dates shown in the training programme.

If your council has a training need please contact Anna Beams at anna.beams@ssalc.co.uk so we can organise a localised training event on specific subjects for your parish and or neighbouring parishes if appropriate.

SSALC Website Information

What information can councils retrieve from the SSALC website?

- Events/Training details: booking form links & programmes
- Board/District Association meeting minutes
- Finance information
- Employment information
- NALC & Surrey Hills Legal Topic Notes (LTNs)
- NALC Updates/Briefings
- Consultations (NALC, Government etc.)
- Acts/White Papers
- Council clerk contact information for all members of SSALC
- Job vacancies
- Presentations from events
- Publications (Good councilor guide, Governance & Accountability, model standing orders, financial regulations, grievance & disciplinary procedures, appraisal form, conducting risk assessments, being a good employer etc.)

www.ssalc.co.uk

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