



Email: committeeservices@horsham.gov.uk
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Housing and Public Protection Policy Development Advisory Group

Monday, 20th November, 2017 at 5.30 pm
Howard Room, Parkside, Chart Way, Horsham

The Access to Information Procedure Rules are not applicable to Policy Development Advisory Groups and members of the public may not attend. Members of the Council who are not members of the Policy Development Advisory Group may attend to observe the proceedings, seating for which will be provided, subject to providing advance (by noon of the day of the meeting) written notification to the Chairman of the meeting and committeeservices@horsham.gov.uk

Councillors:

Kate Rowbottom (Chairman)	Paul Marshall
Andrew Baldwin	Mike Morgan
Alan Britten	Jim Sanson
Roy Cornell	David Skipp
Matthew French	
Nigel Jupp	

You are summoned to the meeting to transact the following business

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meeting To receive the notes of the meeting held on 21 st August 2017	3 - 4
3. Affordable Housing Investment To receive an update on the Council's approach to affordable housing investment and the use of affordable housing commuted sum payments	5 - 14
4. Implementation of Civil Penalties under the Housing and Planning Act 2016 To receive a briefing on new provisions in the Housing and Planning Act 2016 designed to crack down on rogue landlords and the policies the Council is required to adopt to make full use of civil penalties and rent repayment orders	15 - 22

5. **Proposal to extend the scope of discretionary Disabled Facilities Grants** 23 - 32
To receive a briefing on a proposal to maximise how disabled facilities grants are used within current mandatory legislation to help people access adaptations to keep safe, warm and living well in their homes
6. **The future provision of the Pest Control Service** 33 - 36
To receive a briefing on the current pest control treatment service and an evaluation of future delivery options
7. **Forward Plan Extract for the Housing and Public Protection Portfolio** 37 - 38
To note the Forward Plan extract for the Housing and Public Protection Portfolio

Housing and Public Protection Policy Development Advisory Group
21 AUGUST 2017

Present: Councillors: Kate Rowbottom (Chairman), Alan Britten, Paul Marshall, Mike Morgan, Jim Sanson and David Skipp

Apologies: Councillors: Andrew Baldwin, Roy Cornell, Matthew French and Nigel Jupp

Also Present: Leonard Crosbie

6 **TO APPROVE THE NOTES OF THE PREVIOUS MEETING**

The group approved the notes of the meeting held on 3rd July 2017.

7 **COMMUTED SUMS - AFFORDABLE HOUSING INVESTMENT POLICY**

The Head of Housing Services presented a briefing note on the updating of the Affordable Housing Investment Policy detailing the current position and the proposals going forward.

Three options had been identified on the use of the commuted sums to deliver solutions to those with the greatest housing needs whilst also providing financial or community benefit to the Council and its customers.

Members were asked whether they supported the options detailed in the Policy or for feedback on the proposals to deliver affordable housing.

Members considered the briefing note. They questioned whether a breakdown of the housing register figures in the District would help identify whether the demand was being met accordingly.

The Members also questioned the Council's plans for housing in the District for the next five years, this information could be useful when considering the Policy.

The Policy would be presented to Cabinet in November, if approved, it is envisaged using externally sourced expertise to support the delivery of the project as promptly and efficiently as possible.

The consensus of the Members was that this was a positive step in the right direction. The proposals were supported by the group and asked to be kept updated on progress over the coming months.

The group was keen to support the local economy and also to use local contractors when possible.

8 **PUBLIC HEALTH FUNERALS**

Members noted that the Council had received a letter from the Veterans Bereavement Support seeking support from the Council by working together when dealing with the death of a veteran who needs a public health funeral.

This would mean that the organisation could ensure that veterans do not have unattended funerals instead with selective mourners and representatives from the regiment in which they served.

There were no cost implications to the Council.

Members noted that the Council had already signed the Armed Forces Covenant.

The group fully supported this proposal subject to the deletion of A.3. in the Draft Policy regarding attendance at funerals. It would not be possible for a Council officer to attend the funeral service as a mourner of a non-former serviceman or woman.

Members supported this.

9 **PRIVATE SECTOR HOUSING ASSISTANCE POLICY**

The Head of Environmental Health and Licensing presented the Private Sector Housing Assistance Policy. This was reviewed on an annual basis. Members noted that there were no recommendations for changes this year.

Officers drew Members attention to the Disabled Facilities Grants (DFG) as the budget had increased significantly and there was likely to be an underspend. Members were informed that a project was being undertaken by WSCC with the district and borough councils to address this. Members were keen to be kept involved and monitor this project as it moved forward.

10 **FORWARD PLAN EXTRACT FOR THE HOUSING AND PUBLIC PROTECTION PORTFOLIO**

The Forward Plan extract for Housing and Public Protection was noted.

The meeting closed at 6.44 pm having commenced at 5.30 pm

CHAIRMAN

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

FORWARD PLAN

This notice sets out details of key decisions that the Cabinet or a Cabinet Member intend to make, and gives 28 days' notice of the decision under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The notice also includes details of other decisions the Council intends to make.

The reports and any background documents that have been used to inform the decisions will be available on the Council's website (www.horsham.gov.uk) or by contacting Committee Services at the Council Offices.

Whilst the majority of the Council's business will be open to the public, there will be occasions when the business to be considered contains confidential, commercially sensitive or personal information. This is formal notice under the 2012 Regulations that part or all of the reports on the decisions referred to in the schedule may be private because they contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and the public interest in withholding the information outweighs the public interest in disclosing it.

If you wish to make representations about why part or all of the papers should be open to the public, please contact Committee Services at least 10 working days before the date on which the decision is to be taken.

If you wish to make representations to the Cabinet or Cabinet Member about the proposed decisions, please contact Committee Services to make your request.

Please note that the decision date given in this notice may be subject to change.

To contact Committee Services: E-mail: committeeservices@horsham.gov.uk or Tel: 01403 215123
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What is a Key Decision?

A key decision is an executive decision which, is likely –

- (i) to involve expenditure or savings of £250,000 or more as well as otherwise being significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

	Subject/Decision	Decision Taker	Date(s) of decision	Is all or part of this item likely to be dealt with in private	Contact Officer Cabinet Member (NB include name, title and email address)
5.	Affordable Housing Investment (Previously listed as: Creation of a vehicle for the delivery of housing) Policy Development Advisory Group 21 August 2017	Cabinet	23 Nov 2017	Open	Adam Chalmers, Director of Community Services adam.chalmers@horsham.gov.uk Cabinet Member for Housing and Public Protection (Councillor Kate Rowbottom)
8 Page 38	Housing and Planning Act 2016 - proposal for the implementation of a civil penalties/prosecution policy for specific housing offences Policy Development Advisory Group 20 November 2017	Cabinet	23 Nov 2017	Open	John Batchelor, Head of Environmental Health & Licensing john.batchelor@horsham.gov.uk Cabinet Member for Housing and Public Protection (Councillor Kate Rowbottom)
10.	Disabled Facilities Grants - to increase the scope of discretionary Disabled Facilities Grants assistance the Council is able to offer to help a disabled person live safely in their home Policy Development Advisory Group 20 November 2017	Cabinet	23 Nov 2017	Open	John Batchelor, Head of Environmental Health & Licensing john.batchelor@horsham.gov.uk Cabinet Member for Housing and Public Protection (Councillor Kate Rowbottom)