



Email: [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)  
Direct line: 01403 215465

# Housing and Public Protection Policy Development Advisory Group

**Monday, 30th April, 2018 at 5.30 pm**

**Wallis 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](mailto:committeeservices@horsham.gov.uk)

Councillors: Kate Rowbottom (Chairman)

Alan Britten  
Roy Cornell  
Matthew French  
Nigel Jupp

Paul Marshall  
Mike Morgan  
Jim Sanson  
David Skipp

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

---

	<b>Page No.</b>
1. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b>	3 - 4
To receive the notes of the meeting held on 22 <sup>nd</sup> January 2018.	
3. <b>Affordable Housing Delivery - an update</b>	
4. <b>S106 Commuted Sum funding for affordable homes at Broadbridge Heath</b>	5 - 8
5. <b>Forward Plan Extract for the Housing and Public Protection Portfolio</b>	9 - 12
To note the Forward Plan extract (if any) for the Housing and Public Protection Portfolio	

This page is intentionally left blank

**Housing and Public Protection Policy Development Advisory Group**  
**22 JANUARY 2018**

Present: Councillors: Kate Rowbottom (Chairman), Roy Cornell, Matthew French, Nigel Jupp, Paul Marshall, Mike Morgan, Jim Sanson and David Skipp

Apologies: Councillors: Alan Britten

17 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 20<sup>th</sup> November 2017 were received.

The Group noted an update on the Council's pest control service, eight tenders for the contract had been received and these would be considered over the coming weeks.

18 **HOMELESS REDUCTION ACT PRESENTATION**

The Head of Housing Services presented to the Advisory Group details of the new Housing Reduction Act which was expected to come into force in April 2018. The Act placed new duties and responsibilities on Local Authorities' homeless teams to intervene earlier in the prevention of homelessness for all families and single people.

The Head of Housing Services explained the key changes expected under the Act and he then detailed the Council's response to the changes and proposals on how the officers would deal with the additional pressures which the service faced.

The changes were set to be substantial and officers faced added duties and responsibilities but Housing Services had already undertaken work to prepare for the new legislation and it was hoped that the changes would lead further prevention of homelessness in the District.

The Group had no objections to the proposals presented.

19 **ROUGH SLEEPER PRESENTATION**

The Head of Housing Services presented to the Advisory Group an overview on rough sleeping.

The presentation detailed the national homelessness picture and a Horsham perspective.

The Group noted the number of services already available to rough sleepers in the Horsham District.

A briefing note would be sent to all Councillors on how to deal with rough sleepers in their areas. It was suggested that this also be circulated to all the parish councils.

The Members agreed that there should be better publicity of the services offered by the Council and its success in the area.

The Chairman of the Group explained that she would soon be visiting the night shelter, along with the Director of Community Services, and a press release would be made following the visit.

The Group noted the information presented.

Copies of both presentations would be circulated following the meeting.

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

None.

*The meeting closed at 6.58 pm having commenced at 5.30 pm*

CHAIRMAN

Document is Restricted

This page is intentionally left blank

**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 may also include 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](http://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](mailto:committeeservices@horsham.gov.uk)

Tel: 01403 215123

Published on 01 April 2018 (updated 11 April 2018)

#### **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.



	<b>Subject/Decision</b>	<b>Decision Taker</b>	<b>Date(s) of decision</b>	<b>Is all or part of this item likely to be dealt with in private</b>	<b>Contact Officer</b> <b>Cabinet Member</b> (NB include name, title and email address)
1	<b>S106 Commuted Sum funding for affordable homes at Broadbridge Heath</b> Policy Development Advisory Group 30 April 2018	Cabinet	24 May 2018	Open	Rob Jarvis, Head of Housing Services robert.jarvis@horsham.gov.uk  Cabinet Member for Housing and Public Protection (Councillor Kate Rowbottom)

This page is intentionally left blank