



Email: committeeservices@horsham.gov.uk
Direct line: 01403 215465

Community and Wellbeing Policy Development Advisory Group

Wednesday, 4th April, 2018 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:

Tricia Youtan (Chairman)	
Andrew Baldwin	Billy Greening
John Blackall	Josh Murphy
Alan Britten	Jim Sanson
Karen Burgess	David Skipp
David Coldwell	Ben Staines

You are summoned to the meeting to transact the following business

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meeting	3 - 6
To receive the notes of the meeting held on 31 October 2017	
3. Voluntary Sector Support Service	
Update on launch of the Council's new Voluntary Sector Support Service following the cessation of the grant to Horsham and Mid Sussex Voluntary Action. An email regarding new Council support to the voluntary sector was sent to all Councillors on 28 March	
4. Neighbourhood Warden Schemes	7 - 10
The Council currently manages three Neighbourhood Warden Schemes in: Ashington; Steyning, Bramber and Upper Beeding; and Pulborough. The PDAG will receive an update on progressing a two-year pilot scheme to extend the Neighbourhood Warden Scheme to other Parish and Neighbourhood Council wards	

5. **Health and Wellbeing Hub**

11 - 20

The PDAG will be updated, including some case studies, on the work of the Health and Wellbeing Hub

6. **Social Prescribing**

Officer presentation on social prescribing, including the potential benefits to residents

7. **Primary Care Planning Update**

Following receipt of CCG letter regarding Kilnwood and North Horsham developments

8. **Forward Plan Extract for the Community and Wellbeing Portfolio**

There are no items on the current Forward Plan for the Community and Wellbeing Portfolio

Community and Wellbeing Policy Development Advisory Group
31 OCTOBER 2017

Present: Councillors: Tricia Youtan (Chairman), Andrew Baldwin, Karen Burgess, David Coldwell, Jim Sanson and David Skipp

Apologies: Councillors: John Blackall, Alan Britten, Billy Greening, Josh Murphy and Ben Staines

Also Present: Councillor Leonard Crosbie

30 **NOTES OF PREVIOUS MEETING**

The notes of the meeting of the PDAG held on 13 June 2017 were received.

31 **NEIGHBOURHOOD WARDEN SCHEMES - POTENTIAL ADDITIONAL SCHEMES**

Members were reminded that the Council currently managed three Neighbourhood Warden Schemes in: Ashington; Steyning, Bramber and Upper Beeding; and Pulborough. Each scheme supported two wardens in undertaking a wide range of activities, including high visibility patrols to tackle anti-social behaviour, and organising clubs for elderly and vulnerable people in the community. At a previous meeting the PDAG had expressed an interest in expanding the scheme, in particular with regard to Horsham town centre.

The Cabinet Member sought feedback from the PDAG on the possibility of introducing a two year pilot scheme, which would support parishes by providing funding for start-up costs. The Neighbourhood Councils that covered the unparished town centre would be part of the scheme.

The Head of Community & Culture outlined details of the proposed pilot for both the Parish and Neighbourhood Council wards.

Members discussed the successful impact of the current Warden Schemes and noted that adjacent parishes would have the opportunity to 'cluster', as was the case with Steyning, Bramber and Upper Beeding. Members were mindful that the emphasis on Wardens' duties in the town centre would differ to those in rural areas.

The Cabinet Member, with the support of the PDAG, agreed that, subject to further consideration of any financial consequences, Parish and Neighbourhood Councils should be consulted later in the autumn to test the level of interest in the initiative.

32 **FIXED PENALTY NOTICE POLICY**

The Health and Wellbeing/Community Safety Manager explained that the Council's Fixed Penalty Notice policy needed to be updated in order to implement effectively the Public Space Protection Order which had been introduced by Council last year.

There were a variety of situations where an FPN may be issued including depositing litter; waste deposit offence; leafletting; anti-social behaviours; nuisance parking; abandoning a vehicle; and graffiti and fly posting. Members were shown the new style penalty notices, which would help streamline the system.

Training sessions had taken place for relevant staff to ensure appropriate use of FPNs. It was also noted that the Police would be able to issue FPNs on behalf of the Council.

Members of the PDAG discussed the proposal, and were supportive of the draft policy as submitted.

33 **RECURRENT/STRATEGIC GRANTS - BIDS FOR SUPPORT IN 2018/2019**

The Head of Community and Culture outlined the process by which community organisations of strategic importance were recurrently funded by the Council. It had been agreed by the PDAG in June 2017 that the Cabinet Member would seek the advice of the PDAG on any bids from recurrently funded organisations for over £3,000.

The Community Development Officer (Grants and Funding) advised that nine organisations had applied for strategic grants for 2018/19, six of which were for over £3,000. The group noted details of the applications and the amount of funding that was requested and recommended. Each application had been scrutinised to ensure the recommended grant reflected the scope of the organisation.

Members noted that the applications had only come from organisations that had applied in previous years, and were concerned that the availability of these grants was not made known to other community groups. Officers confirmed that details of strategic grants were available on the Council website, and that there were a number of other ways in which the Council supported voluntary organisations.

Members asked that a review of the current guidelines for strategic grants be carried out. Details of such a review would be agreed between the Head of Community & Culture and the Cabinet Member.

The Cabinet Member, supported by the PDAG, agreed to the officer recommendations.

34 **GENERAL SUPPORT AND ADVICE TO COMMUNITY AND VOLUNTARY ORGANISATIONS**

The Community Development and Safeguarding Manager reported that 60 people from voluntary groups would be attending a conference at the Drill Hall on 13 November to discuss the Council's role in supporting voluntary and community services. The council had taken on this role instead of the CVS (Community Voluntary Service) and the conference would be a consultation event to help establish the best ways in which the Council could work with the voluntary groups.

The Cabinet Member suggested that Members should be invited to attend.

35 **FORWARD PLAN EXTRACT FOR THE COMMUNITY AND WELLBEING PORTFOLIO**

The item on the Forward Plan for the Community and Wellbeing portfolio was noted.

The meeting closed at 6.45 pm having commenced at 5.30 pm

CHAIRMAN

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank