



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

# Community and Wellbeing Policy Development Advisory Group

Tuesday, 15th September, 2020 at 5.30 pm  
via Remote Video Link

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)

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Councillors: Tricia Youtan (Chairman)

Andrew Baldwin	Kate Rowbottom
Chris Brown	Jim Sanson
Frances Haigh	Ian Stannard
Colin Minto	Belinda Walters
Roger Noel	James Wright
Lynn Lambert	

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

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	Page No.
1. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b>	3 - 4
To receive the notes of the meeting held on 13 July 2020	
3. <b>COVID 19 - Service update from the Head of Environmental Health</b>	
o Community Link team update	
o Track and trace update	
o Funding	

4. **COVID 19 - Service update from the Head of Housing and Community Services**

- Community Development team changes
- Community Lottery
- Health and Wellbeing team changes and aspirations for place based service delivery
- Housing team changes
- Ministry Housing Communities & Local Government funding bid for rough sleeping
- Community Safety Public Space Protection Order (PSPO) renewal

5. **Forward Plan Extract for the Community Matters and Wellbeing Portfolio**

5 - 8

To note the Forward Plan extract for the Community Matters and Wellbeing Portfolio

**Community and Wellbeing Policy Development Advisory Group**  
**13 JULY 2020**

Present: Councillors: Tricia Youtan (Chairman), Andrew Baldwin, Frances Haigh, Lynn Lambert, Roger Noel, Jim Sanson, Ian Stannard, Belinda Walters and James Wright

Apologies: Councillors: Chris Brown, Colin Minto and Kate Rowbottom

1 **NOTES OF PREVIOUS MEETING**

The Group received the notes of the previous meeting.

2 **AMENDMENTS TO THE COUNCIL'S PRIVATE SECTOR HOUSING POLICY TO REFLECT CHANGES TO THE ELECTRICAL SAFETY SITPRSE REGULATIONS 2020**

The Principal Environmental Health Officer reported an amendment to HDC's Private Sector housing policy. Landlords would need to carry out an electrical safety certificate survey prior to each new tenancy. Existing tenancies would need an inspection in 2021.

HDC's communications department had published media releases on various HDC communication platforms regarding the new electrical safety standards.

3 **COMMUNITY HUBS - UPDATE**

The Head of Housing & Community Services provided the Group with an update regarding the Community Hubs that had been set up within the district during the Covid-19 pandemic. 27 Hubs had been set up to provide vulnerable members of the public with access to medication, food and other essentials.

At the beginning of July, the need for these hubs was diminishing and so Age UK had agreed to carry out public support going forward.

The Community Development team were working with the Hubs to see if they would be able to continue to operate should there be a second wave during the pandemic. There had also been discussion with Parish Councils to develop new emergency plans.

4 **SLINFOLD - POSSIBLE PROPERTY ACQUISITION**

The Head of Housing & Community reported that there was an opportunity for HDC's housing company to purchase four properties within Slinfold that would be used for affordable housing.

5 **FORWARD PLAN EXTRACT FOR THE COMMUNITY MATTERS AND WELLBEING PORTFOLIO**

The Forward Plan extract was noted.

*The meeting closed at 6.39 pm having commenced at 5.30 pm*

CHAIRMAN

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

## **FORWARD PLAN – Community Matters and Wellbeing Portfolio**

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](http://www.horsham.gov.uk)) or by contacting Committee Services at the Council Offices.

Page 5 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 September 2020

### **What is a Key Decision?**

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

(i) to result in the Council incurring expenditure which is, or the making of savings which are, 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)
5.	<b>Community Lottery</b>	Cabinet	24 Sep 2020	Open	Rob Jarvis, Head of Housing & Community Services. robert.jarvis@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)
8.	<b>Amended Public Space Protection Order</b>	Cabinet	24 Sep 2020	Open	Adam Chalmers, Director of Community Services. adam.chalmers@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)
10.	<b>Housing Strategy 2019 - 2024</b>	Cabinet	26 Nov 2020	Open	Rob Jarvis, Head of Housing & Community Services. robert.jarvis@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)
15.	<b>Amended Public Space Protection Order - public consultation</b>	Cabinet	26 Nov 2020	Open	Adam Chalmers, Director of Community Services. adam.chalmers@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)

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