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Direct line: 01403 215465

# Community and Wellbeing Policy Development Advisory Group

Tuesday, 10th November, 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)

Councillors: Tricia Youtan (Chairman)

Andrew Baldwin  
Chris Brown  
Frances Haigh  
Colin Minto  
Roger Noel

Lynn Lambert  
Kate Rowbottom  
Jim Sanson  
Belinda Walters  
James Wright

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

|   | Page No. |
|---|----------|
| 1. <b>Apologies for absence</b>   |          |
| 2. <b>Notes of previous meeting</b>   | 3 - 6    |
| To receive the notes of the meeting held on 15 September 2020   |          |
| 3. <b>Lockdown Community Response</b>   |          |
| To receive a briefing from the Head of Housing & Community Services on the Community response to the Lockdown |          |
| 4. <b>COVID - update</b>  |          |
| To receive a briefing from the Head of Environmental Health & Licensing                                       |          |

5. **Horsham District Homes - Dukes Square development**

To receive a briefing from the Head of Housing & Community Services

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

7 - 10

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

**Community and Wellbeing Policy Development Advisory Group**  
**15 SEPTEMBER 2020**

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

Apologies: Councillors: Chris Brown and Colin Minto

Also Present: Councillors: Ruth Fletcher and David Skipp

6 **NOTES OF PREVIOUS MEETING**

The Group received the notes of the previous meeting.

7 **COVID 19 - SERVICE UPDATE FROM THE HEAD OF ENVIRONMENTAL HEALTH**

The Head of Environmental Health & Licensing joined the PDAG to give a service update. The department had maintained its services and continued to support businesses successfully during the pandemic, despite an increase in demand for their services.

The presentation began with an overview of the Commercial Team's inspections of businesses and investigations of complaints made by the public. There was a backlog of food safety inspections because of premises closures during lockdown.

Environmental Health had also worked with partners to produce Covid-19 risk assessments and safety policies, which businesses were now required to undertake to protect their employees and the public.

The Licensing team had offered free Tables and Chairs licenses across the district in response to the pandemic, to enable people to eat outside. The pandemic had also caused challenges for Taxi drivers across the district.

The Housing team were continuing with disability adaptations and housing inspections after a lull caused by the lockdown.

There had been a rise of reports of bonfires over the first period of lockdown. However on the whole the messaging regarding bonfires being unacceptable had been effective.

The Head of Environmental Health & Licensing gave an update on Covid-19 Infection rates and Track & Trace within the district. There had been a small number of local outbreaks, which reflected rising infections nationally.

8 **COVID 19 - SERVICE UPDATE FROM THE HEAD OF HOUSING AND COMMUNITY SERVICES**

The Head of Housing & Community Services joined the PDAG to give a service update. A new full time employee had joined the Community Development Team, funded through the West Sussex voluntary sector alliance. The new post will allow the team to meet additional demand created by Covid-19, and support the district's Community Partnerships and new community groups.

The Head of Housing & Community Services reminded the Group that a report would be considered by Cabinet on 24 September, which recommended that the Council's Community Lottery continue after a successful first year. It was noted that the Lottery had already raised just under £57,000 for 81 local causes.

The Heath & Wellbeing Team were aiming to shift to delivering programmes with focused outcomes in areas where specific needs had been identified, including helping older residents become active again after the lockdown with the Strong and Steady programme.

Throughout Covid-19 Housing Services had dealt with rising demand for Corona housing placements. 19 rough sleepers had been housed at usual establishments plus an additional resource at the Chatsworth Hotel in Worthing and permanent housing solutions will have been identified for all of them. The Head of Housing & Community Services gave an overview of the plans to grow the Housing Team in response to an identified demand that is set to grow.

The Ministry of Housing, Community & Local Government have made additional funding for rough sleepers available and Housing Services have submitted a bid for facilitating 24/7 supported accommodation.

The Community Safety Team have been reviewing the current Public Space Protection Order (PSPO). A revised order will be consulted on, if approved by Cabinet, with a view to being adopted 1 April 2021. The PSPO applies across the whole of the district to prevent nuisance and anti-social behaviour. The revised PSPO would retain existing activities whilst also adding a range of others including: intoxication by psychoactive substances; antisocial behaviour in car parks and stairwells; selling of periodicals which include a prize completion dependant on skill; no unlicensed busking; and no drinking alcohol in The Causeway and Gardens of Remembrance. The Group noted that the PSPO did not cover criminal activity.

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

The Forward Plan extract was noted.

*The meeting closed at 6.32 pm having commenced at 5.30 pm*

CHAIRMAN

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**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.

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 November 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><br><b>Cabinet Member</b><br>(NB include name, title and email address)   |
|--------|--|-----------------------|----------------------------|---|---|
|        | <b>Horsham District Homes - Affordable Housing Investment at Roman Way</b> | Cabinet<br>Council    | 26 Nov 2020<br>9 Dec 2020  | Part exempt   | Rob Jarvis, Head of Housing & Community Services. robert.jarvis@horsham.gov.uk<br><br>Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan) |
| Page 9 | <b>Amended Public Space Protection Order</b>                               | Cabinet               | 26 Nov 2020                | Open  | Adam Chalmers, Director of Community Services. adam.chalmers@horsham.gov.uk<br><br>Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)    |
|        | <b>Amended Public Space Protection Order - public consultation</b>         | Cabinet               | 28 Jan 2020                | Open  | Adam Chalmers, Director of Community Services. adam.chalmers@horsham.gov.uk<br><br>Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)    |
|        | <b>Housing Strategy 2019 - 2024</b>  | Cabinet               | 25 March 2020              | Open  | Rob Jarvis, Head of Housing & Community Services. robert.jarvis@horsham.gov.uk<br><br>Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan) |

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