



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

# Community and Wellbeing Policy Development Advisory Group

Tuesday, 18th May, 2021 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 - 4
To receive the notes of the meeting held on 9 March 2021	
3. <b>Housing Strategy 2021-26</b>	
To receive a presentation from the Head of Housing & Community Services on the initial proposals in relation to a new Housing Strategy for 2021-2026	
It is suggested that the new strategy reflects our further enhanced learning through the COVID pandemic, takes stock of recent achievements, and proposes where we need to review and investigate further before implementing actions to achieve the proposed draft key objectives:	

- Ending the need for anyone to sleep rough
- Supporting independent living
- Delivering affordable homes for our communities
- Providing safe and secure homes for those in need
- Preventing homelessness

The Group will be invited to discuss these five draft objectives, and the Head of Housing & Community Services will expand upon them and how the Housing Service and its partners could address these areas moving forward.

4. **Taxi Licensing Policy Review**

To receive a briefing from the Head of Environmental Health & Licensing on the review of the Council's Taxi Licensing Policy

5. **Implementation of the New 'Fit and Proper Persons' Provisions**

To receive a briefing from the Head of Environmental Health & Licensing on the implementation of new 'Fit and Proper Person' provisions under the Caravan Sites and Control of Development Act 1960

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

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

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**Community and Wellbeing Policy Development Advisory Group**  
**9 MARCH 2021**

Present: Councillors: Tricia Youtan (Chairman), Andrew Baldwin, Chris Brown, Frances Haigh, Colin Minto, Roger Noel, Lynn Lambert, Kate Rowbottom, Jim Sanson and Belinda Walters

Apologies: Councillors: James Wright

21 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 19 January 2021 were received by the group.

22 **HOMELESS ACCOMMODATION PROCUREMENT EXEMPTION**

The Head of Housing and Community Services summarised a report regarding a Procurement Code exemption to remove the need to advertise for a contractor to provide temporary short-term accommodation for homeless residents for the financial years 2021/22 and 2022/23, up to but not exceeding a predetermined total spend.

23 **S106 FUNDS FOR SAXON WEALD**

The Head of Housing and Community Services provided a briefing on an application for Section 106 funding to support the delivery of additional rented homes at Eyles Close, Horsham.

A delegated authority report would progressed and published before the end of March 2021 for allocation in the current financial year.

24 **COVID - 19 UPDATE**

The Head of Environmental Health and Licensing provided an update regarding COVID-19 within the Horsham District.

COVID-19 cases had been decreasing since the end of December 2020.

As of 3 March 2021 there were 24 cases within Horsham District, the lowest in West Sussex.

The Government had announced the rollout of asymptomatic testing that would comprise of three strands: Institution/employer-led testing; Community testing; and Home testing/Community Collect. More information about these three strands would be announced in the coming month.

Vaccination targets across the district had been either met or exceeded.

COVID Response Hubs were undertaking constant reviews to adapt their models to better suit the need of individual areas.

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

The Forward Plan Extract was noted by the group.

*The meeting closed at 6.48 pm having commenced at 5.30 pm*

CHAIRMAN

**FORWARD PLAN – Community & 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 2151

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### **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)
3.	<b>Housing Strategy 2021 - 25</b>	Cabinet	10 Jun 2021	Open	Rob Jarvis, Head of Housing & Community Services robert.jarvis@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)
4.	<b>Implementation of the New 'Fit and Proper Person' Provisions</b>	Council	23 June 2021	Open	Marc Rankin, Head of Environmental Health & Licensing marc.rankin@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)
	<b>Taxi Licensing Policy Review</b>	Council	1 Sept 2021	Open	Marc Rankin, Head of Environmental Health & Licensing marc.rankin@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)

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