



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

Housing & Public Protection Policy Development Advisory Group

Tuesday, 18th January, 2022 at 5.30 pm
via Remote Access

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)

Chris Brown
 Liz Kitchen
 Mike Morgan
 Jon Olson
 Louise Potter

Kate Rowbottom
 Jack Saheid
 Ian Stannard
 Claire Vickers
 Belinda Walters

You are summoned to the meeting to transact the following business

Glen Chipp
 Chief Executive

Agenda

Page No.

1. **Apologies for absence**

2. **Notes of previous meeting**

3 - 6

To receive the notes of the meeting held on 9 November 2021.

To receive the following items relating to the policy development process:

3. **Community Link Digital Investment**

7 - 8

To receive a briefing from the Head of Environmental Health & Licensing before the proposal is considered by cabinet on 27 January.

To receive the following service updates:

4. **Horsham District Homes Update**

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

5. **Homeless Update**

To receive a briefing from the Head of Housing & Community Services on the Protect & Vaccinate Instruction and Severe Weather Emergency Provision (SWEP).

6. **Forward Plan Extract for the Housing and Public Protection Portfolio**

9 - 12

To note the Forward Plan extract for the Housing and Public Protection Portfolio

Agenda Item 2

Housing & Public Protection Policy Development Advisory Group **9 NOVEMBER 2021**

Present: Councillors: Tricia Youtan (Chairman), Andrew Baldwin, Tony Bevis, Jonathan Chowen, Kate Rowbottom and Belinda Walters

Apologies: Councillors: Liz Kitchen, Jack Saheid and James Wright

Also Present: Councillor Louise Potter

4 NOTES OF PREVIOUS MEETING

The notes from the previous meeting held on 29 June were received.

5 DUKES SQUARE - HORSHAM DISTRICT HOMES

The Head of Housing & Community Services briefed the group on the draft proposal to re-develop part of Dukes Square to provide affordable housing accommodation. This would involve relocating QM Studios/Music Alliance to the north of the square.

Seventeen units of accommodation would be provided to offer accommodation with the intention of improving facilities and offering a greater community focus. The intention would be for residents on the housing register to move into this accommodation.

The Head of Housing & Community Services would seek feedback from Councillors before Horsham District Homes (the affordable housing company owned by the Council) put forward a planning application as soon as practically possible. He invited members of the PDAG to ask questions or share comments on the proposals.

Adequate parking provision was discussed; Members were reassured that sufficient parking provision would be made available. It was reported that other sites had been considered but this was deemed the most appropriate for relocation of QM Studios/Music Alliance.

Overall the group were very positive regarding the proposals and looked forward to receiving more detailed information as soon as available.

6 HOUSING AND HOMELESSNESS STRATEGY ACTION PLANS

The Head of Housing & Community Services briefed the group on developments in the Strategy Action Plan. He advised that work was being undertaken to update the housing register. Current data had

shown increasing numbers on the register and clarity needed to be gained as to the validity of this data. Therefore the Housing Team had recently sent out forms to renew applications to check if the correct people were on the register or if circumstances had changed. It was reported that data will be received by the end of December 2021.

Discussion took place regarding the housing nominations scheme for new builds and the turnover of re-lets. The Head of Housing & Community Services advised that a more tailored approach was required for the housing register to prioritise transfer cases, manage expectations, improve timeframes and to enable more tailored interventions. Further work will need to be undertaken and any recommendations of policy changes will be discussed at a future PDAG meeting.

7 **HOMELESSNESS UPDATE**

The Housing Services Manager updated the group on current homelessness numbers within the District. There had been a slight increase in rough sleepers from last year but a positive improvement from two years ago with only seven rough sleepers identified during a district-wide count undertaken last week. The Housing Team were working closely with Turning Tides with the joint goal that no one needs to sleep rough through having no other choice. Members were advised of the complex issues that led people to sleep rough and the interventions and services available, which they were encouraged to use.

The group were extremely impressed with the Housing Services Manager and Homelessness Team and thanked them for the work they were doing. The winter night shelter scheme was raised and, although a night shelter cannot be run due to Covid-19 restrictions, a small budget is available for B&B accommodation. Cases would be looked at on an individual basis with a moral responsibility to look after those in need in severe weather conditions.

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

There were no current forward plans for this PDAG however it was noted that there would be some in the near future.

The meeting closed at 6.34 pm having commenced at 5.30 pm

CHAIRMAN

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Agenda Item 3

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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 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) 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

Tel: 01403 215123

Published on 04 January 2022

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.

	Subject/Decision	Decision Taker	Date(s) of decision	Is all or part of this item likely to be dealt with in private	Contact Officer Cabinet Member (NB include name, title and email address)
8.	Community Link digital switch	Cabinet Council	27 Jan 2022 9 Feb 2022	Open	Marc Rankin, Head of Environmental Health & Licensing marc.rankin@horsham.gov.uk Cabinet Member for Housing and Public Protection (Councillor Tricia Youtan)
9.					

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