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14 July 2021

RESIDENTIAL AND WELLBEING SERVICES COMMITTEE

A meeting of the Residential and Wellbeing Services Committee will be held in the **Council Chamber at the Arun Civic Centre, Maltravers Road, Littlehampton BN17 5LF** on **Thursday 22 July 2021 at 6.00 pm** and you are requested to attend.

Members: Councillors Pendleton (Chair), Gregory (Vice-Chair), Catterson, Mrs Cooper, Daniells, Mrs English, Hamilton, Hughes, Needs, Rhodes and Yeates

PLEASE NOTE: Subject to Covid-19 Risk Assessments members of the public are advised that there will be no physical access to this meeting.

Members of the public are asked to watch the meeting online via the Council's Committee pages – the meeting will be available to watch live via the internet at this address: [Agenda for Residential and Wellbeing Services Committee on Thursday 22 July 2021, 6.00 pm - Arun District Council](#)

Any members of the public wishing to address the Committee meeting during Public Question Time, will need to email Committees@arun.gov.uk by 5.15 pm on **Wednesday 14 July 2021** in line with current Procedure Rules. It will be at the Chief Executive's/Chair's discretion if any questions received after this deadline are considered. Permitted questions will be read out by an Officer.

For further information on the items to be discussed, please contact: committees@arun.gov.uk

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members and Officers are invited to make any declaration of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the items or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary/personal interest and/or prejudicial interest
- c) the nature of the interest

3. MINUTES

The Committee will be asked to approve as a correct record the Minutes of the Residential and Wellbeing Services Committee held on 3 June 2021.

4. ITEMS NOT ON THE AGENDA THAT THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

5. PUBLIC QUESTION TIME

To receive questions from the public (for a period of up to 15 minutes).

6. FLAXMEAN SHELTERED HOUSING SCHEME

(Pages 1 - 6)

16 studio flats at Flaxmean House do not have their own bathing facilities and have use of four shared bathrooms: two on the ground floor and two on the first floor. This report examines options for the future of Flaxmean.

7. INFORMATION & ADVICE CONTRACT PROCUREMENT

(Pages 7 - 10)

The Community Advice Services Contract expires on 31 March 2022. The current contract was procured by West Sussex County Council with the support of each District and Borough Council. This paper sets out a proposal to procure a new Community Advice Services contract.

8. ARUN WELLBEING PROGRAMME UPDATE (Pages 11 - 36)

This information report outlines the activity and outcomes of the Arun Wellbeing Programme during 2019-20 and 2020-21. It describes successful initiatives delivered by the Arun Wellbeing Team to both inform and update Committee Members on work to improve the health and wellbeing of Arun residents.

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

Will be circulated separately to the agenda should there be any.

9. WORK PROGRAMME (Pages 37 - 38)

The Committee is required to note the Work Programme for 2021/22.

10. EXEMPT INFORMATION

The Committee is asked to consider passing the following resolution: -

That under Section 100a (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the items.

11. COUNCIL TAX INSOLVENCY WRITE OFFS OVER £5,001 (Pages 39 - 40)

This report seeks Members' approval to write off outstanding council tax charges which are subject to insolvency action.

12. BUSINESS RATES INSOLVENCY WRITE OFFS OVER £10,001 (Pages 41 - 42)

This report seeks Members' approval to write off outstanding business rate charges.

13. BUSINESS RATES DISCRETIONARY RATE RELIEF - 2021/22 (Pages 43 - 48)

This report seeks Members' approval to award Discretionary Rate Relief for the period 1 April 2021 to 31 March 2022 as per the Discretionary Rate Relief Policy.

Note : If Members have any detailed questions, they are reminded that they need to inform the Chair and relevant Director in advance of the meeting.

Note : Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link [Filming Policy](#)