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8 March 2022

HOUSING AND WELLBEING COMMITTEE

A meeting of the Housing and Wellbeing Committee will be held in **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 17 March 2022 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, Madeley, Needs and Yeates

PLEASE NOTE: Where public meetings are being held at the Arun Civic Centre, to best manage safe space available, members of the public are encouraged to watch the meeting online via the Council's Committee pages.

1. Where a member of the public wishes to attend the meeting or has registered a request to take part in Public Question Time, they will be invited to submit the question in advance of the meeting to be read out by an Officer, but of course can attend the meeting in person. There will be limited public access to this meeting and admission for public speakers will be by ticket only, bookable when submitting questions. Attendees will be asked to sit in an allocated seat in the public gallery on a first come first served basis. Only one ticket will be available per person.
2. It is recommended that all those attending take a lateral flow test prior to the meeting.
3. Those attending the meeting will not be required to wear a face covering however, are encouraged to bring one along to cover instances where a meeting may have higher public attendance. Masks will be made available at the meeting.
4. We request members of the public do not attend any face to face meeting if they have Covid-19 symptoms.

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, 09 March 2022 in line with current Committee Meeting Procedure Rules. It will be at the Chief Executive's/Chair's discretion if any questions received after this deadline are considered. 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

(Pages 1 - 8)

The Committee will be asked to approve as a correct record the minutes of the Housing and Wellbeing Committee held on 24 January 2022.

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. ARUN INSPIRES PROGRAMME

(Pages 9 - 12)

The Arun Inspires Programme was established in 2019 to advance the cultural offer in Arun, particularly for children and young people. The programme is funded with a legacy contribution from Inspire Leisure and partnership funding from Artswork, supported by Arts Council England. The programme is due to end in September. Artswork has proposed a second phase of the Arun Inspires programme for consideration by the Committee.

7. CONTINUATION OF THE LOCAL COUNCIL TAX
HARDSHIP SCHEME FOR 2022/23 (Pages 13 - 18)
- In accordance with the provisions of the Officer Scheme of Delegation in the Council's Constitution, this report provides an update to the Committee on the decisions taken by the Chief Executive to incur expenditure or take urgent action to continue the Hardship Fund for claimants of the Local Council Tax Support Scheme (LCTS) for 2022/23 and further asks committee to authorise the Chief Executive to agree a Discretionary Scheme to be funded through central government grant for payments of up to £150 for households in Bands E to H who might be experiencing fuel poverty but not beneficiary of the Council Tax Rebate.
8. GRANT FUNDED HOMELESSNESS EXPENDITURE (Pages 19 - 22)
- This report asks the Committee to note expenditure in relation to Government Grants and Funding received in respect of tackling and preventing homelessness and rough sleeping, and to mitigate the impact of COVID-19 on those who are homeless or at risk of homelessness.
9. HOUSING COMPENSATION POLICY (Pages 23 - 40)
- This policy details the circumstances in which the Council might pay compensation to a tenant or leaseholder. It covers both mandatory compensation and discretionary compensation.
10. DEVELOPMENT OF NEW COUNCIL HOUSING (Pages 41 - 54)
- Following the adoption of the Housing Revenue Account Business Plan (HRA) in July 2017, a programme to develop or acquire up to 250 new affordable homes over a ten-year period was agreed. Since 2017 to date, 81 new homes have been added to the HRA portfolio, with an additional 40 homes due to be completed within the next 10 months. This report seeks authority to develop a further 12 new homes on HRA land.
11. LOCAL MANAGEMENT AGREEMENT - PROPOSAL FOR
NIGHTINGALES SHELTERED SCHEME, FINDON (Pages 55 - 150)
- This report seeks Committee approval for the formulation and implementation of a Local Management Agreement between Nightingales Tenants Association and the Council.

12. NEW HOUSING MANAGEMENT SYSTEM PROJECT UPDATE (Pages 151 - 156)

This report provides Members with a progress update in relation to the implementation of the new Integrated Housing Management System – Civica CX and provides an update on the financial projections for delivering the system.

13. LEISURE OPERATING CONTRACT UPDATE (Pages 157 - 162)

Arun District Council has provided support to mitigate the impact of the COVID-19 pandemic on its leisure operating contract. This report provides an update on the financial year 2021/22.

14. PARTNERSHIP AGREEMENT - PUBLIC HEALTH WELLBEING PROGRAMME (Pages 163 - 172)

The West Sussex Wellbeing Programme is commissioned by West Sussex County Council, Public Health Department. Since 2011, Arun District Council has delivered a prevention and wellbeing service under this agreement which provides a wellbeing service that focuses on addressing local health inequalities. This report seeks Committee approval to enter into a new five-year funding and partnership agreement with West Sussex County Council to enable the continuation of the Wellbeing Programme in Arun.

15. COMMUNITY WARDENS (Pages 173 - 182)

This report examines the progress and performance of the Community Warden project since its inception in April 2021. Consideration is given to the performance of the team and the impact that the project has on the local community. Details are set out for the continuation of the project with the proposal for extending the same model to Bognor Regis.

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

The report attached details what was discussed at the meeting of the Sussex Police and Crime Panel held on 28 January 2022.

16. DRAFT WORK PROGRAMME FOR 2022/23 (Pages 189 - 192)

The draft Work Programme for 2022/23 is attached for members to review.

17. 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 item 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 item.

18. COUNCIL TAX WRITE OFFS OVER £5,001

(Pages 193 -
198)

This report seeks Committee approval to write off outstanding council tax charges which have progressed through the statutory recovery action, and the debtor has absconded. Despite extensive tracing enquiries the Council has been unable to locate the debtor.

19. COUNCIL TAX INSOLVENCY WRITE OFFS OVER £5,001

(Pages 199 -
202)

This report seeks Committee approval to write off outstanding council tax charges which are subject to insolvency action. The liable party has been awarded either a Debt Relief Order, declared Bankrupt or is subject to an Individual Voluntary Arrangement (IVA), and therefore the Council are legally unable to pursue the customer for the outstanding council tax charges.

20. BUSINESS RATES WRITE OFFS OVER £10,001

(Pages 203 -
206)

This report seeks Committee approval to write off outstanding Business Rates and Business Improvement District (BID) charges where the Council have been unable to collect outstanding business rates charges or locate the whereabouts of the debtor.

21. BUSINESS RATES INSOLVENCY WRITE OFFS OVER £10,001

(Pages 207 -
210)

This report seeks Committee approval to write off outstanding Business Rates and Business Improvement District (BID) charges where the liable party is subject to insolvency action. The account holder has been awarded either a Debt Relief Order, declared Bankrupt or is subject to an Individual Voluntary Arrangement (IVA), and therefore the Council are legally unable to pursue the customer for the outstanding business rates charges.

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 - [PART 8 - CP - Section 5 Filming Photographic Protocol](#)