



AGENDA

HOUSING AND HEALTH COMMITTEE MEETING

Date: Tuesday, 5 July 2022

Time: 7.00 pm

Venue: Council Chamber, Swale House, East Street, Sittingbourne, ME10 3HT*

Membership:

Councillors Alastair Gould, Ann Hampshire, Angela Harrison (Vice-Chair), Ken Ingleton, Jackson, Elliott Jayes, Ben J Martin (Chair), Lee McCall, Pete Neal, Richard Palmer, Ken Pugh, Ken Rowles, Bill Tatton, Ghlin Whelan and Mike Whiting.

Quorum = 3

Information for the Public

*Members of the press and public can listen to this meeting live. Details of how to join the meeting will be added to the website on 4 July 2022.

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1. Emergency Evacuation Procedure

The Chairman will advise the meeting of the evacuation procedures to follow in the event of an emergency. This is particularly important for visitors and members of the public who will be unfamiliar with the building and procedures. The Chairman will inform the meeting whether there is a planned evacuation drill due to take place, what the alarm sounds like (i.e. ringing bells), where the closest emergency exit route is, and where the second closest emergency exit route is, in the event that the closest exit or route is blocked. The Chairman will inform the meeting that: (a) in the event of the alarm sounding, everybody must leave the building via the nearest safe available exit and gather at the Assembly points at the far side of the Car Park. Nobody must leave the assembly point until everybody can be accounted for and nobody must return to the building until the Chairman has informed them that it is safe to do so; and (b) the lifts must not be used in the event of an evacuation. Any officers present at the meeting will aid with the evacuation. It is important that the Chairman is informed of any person attending who is disabled or unable to use the stairs, so that suitable arrangements may be made in the event of an emergency.

2. Apologies for Absence

3. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary Interests (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the meeting while that item is considered.

Advice to Members: If any Councillor has any doubt about the existence

or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

4. Minutes

To approve the [Minutes](#) of the meeting held on 18 May 2022 as a correct record.

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|----|---|---------|
| 5. | Forward Decisions Plan | 5 - 6 |
| 6. | Hand over report | 7 - 12 |
| 7. | Training for Swale Rainbow Homes Shareholder Committee | 13 - 16 |
| 8. | Member appointment to Integrated Care Partnership Joint Committee | 17 - 20 |

To agree the Council's member representation to the Integrated Care Partnership Joint Committee.

Issued on Monday, 27 June 2022

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**Chief Executive, Swale Borough Council,
Swale House, East Street, Sittingbourne, Kent, ME10 3HT**

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Housing and Health Committee Forward Decisions Plan

Report title, background information and recommendation(s)	Date of meeting	Open or exempt?	Lead Officer and report author
<p>Draft Housing, Homelessness and Rough Sleeping Strategy 2023/27</p> <p>To agree the updated Strategy</p> <p>Draft Strategy to be considered September 2022, final Strategy to P & R March 2023</p>	13 September 2022	Open	Charlotte Hudson
Housing Allocations Policy 2023/24	8 November 2022	Open	Charlotte Hudson
Nightly Let Procurement Award	17 January 2023	Open	Charlotte Hudson

Temporary Accommodation Options	TBA	Open	Charlotte Hudson
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Housing and Health Committee	
Meeting Date	5 th July 2022
Report Title	Handover report: Executive model to committee system
EMT Lead	Emma Wiggins, Director Regeneration and Neighbourhoods
Head of Service	Charlotte Hudson, Head of Housing and Communities
Lead Officer	Charlotte Hudson, Head of Housing and Communities
Classification	Open
Recommendations	The committee is asked to <i>note</i> the contents of the report.

1 Purpose of Report and Executive Summary

- 1.1 This report is intended to ensure that all housing and health committee members have a common understanding of the committee's remit, including the services it controls, and of current issues and large pieces of work relevant to that remit. Similar reports have been provided to all of the new service committees.

2 Background

- 2.1 Council agreed unanimously in October 2021 to move to a committee system of governance from the 2022/23 municipal year, and the new constitution was adopted in April 2022. The constitution establishes five politically-balanced service committees to undertake the decision-making on what would previously have been executive matters.

- 2.2 The housing and health committee has a number of areas of responsibility on which it is able to make decisions under delegation from council. These are set out in paragraph 2.3.2 of the constitution as follows:

- i. housing advice, homelessness prevention and housing register;
- ii. affordable and social housing;
- iii. disabled facilities grants, home improvements and Staying Put;
- iv. empty dwellings;
- v. private-sector housing support and enforcement;
- vi. health inequalities;
- vii. liaison with public health, health providers and adult social care;
- viii. children and young people, including liaison with children's services; and
- ix. child and vulnerable adult safeguarding

2.3 Appendix One provides committee members with some essential background information on some of these areas of responsibility.

3 Proposals

3.1 The committee is asked to **note** the contents of the report.

4 Alternative Options

4.1 As the report is for noting only, there are no alternative options.

5 Consultation Undertaken or Proposed

5.1 As the report is for noting only, no consultation has been undertaken or is proposed.

6 Implications

6.1 As the report is for noting only, there are no implications arising from the recommendations.

7 Appendices

7.1 Appendix One: Handover report

8 Background Papers

- Swale's [corporate plan 2020-2023](#)

Housing and Health Committee Handover Report

1. Relevant Corporate Plan Objectives

The most relevant priorities are;

Priority 1: Building the right homes in the right places and supporting quality jobs for all

- 1.2 Work with registered providers, developers, and community-led housing groups to pursue all viable opportunities for increasing the supply of affordable and social housing across the borough, and ensure that standards in the private rented sector are robustly enforced

Priority 3: Tackling deprivation and creating equal opportunities for everyone

- 3.1 Undertake targeted interventions to identify our most disadvantaged families and communities, improve our understanding of the issues they face, and develop new ways of working to reduce social exclusion and enhance opportunities and quality of life.
- 3.2 Reduce health inequality by developing more productive relationships with local health partners and making health and wellbeing a central consideration in all relevant council decision-making, recognising especially the link between housing and health.

2. Key Policies and Strategies

- Housing, Homelessness and Rough Sleeping Strategy
- Housing Allocations Policy
- Housing Assistance Policy
- Tenancy Strategy
- Enforcement Policy for the Housing Health and Safety Hazard Rating system – Housing Act 2004
- Health and Wellbeing Strategy
- Safeguarding Policy

3. Key Functions and Staffing

The list below gives a high-level list of functions that will be covered by this committee.

- housing advice, homelessness prevention and housing register;
- affordable and social housing;
- disabled facilities grants, home improvements and Staying Put;
- empty dwellings;
- private-sector housing support and enforcement;

- health inequalities;
- liaison with public health, health providers and adult social care;
- children and young people, including liaison with children's services; and
- child and vulnerable adult safeguarding.

Key Management contacts are as shown:

- Charlotte Hudson – Head of Housing and Communities
- Steph Curtis – Community Safety Manager (Safeguarding)
- Roxanne Sheppard – Housing Options Manager
- Glyn Pritchard – Private Sector Housing Manager
- Rebecca Walker – Affordable Housing Manager

4. Success Highlights

- Restructured the housing options team to create a more efficient structure.
- Completed development of and adoption of Housing and Homelessness strategy
- Set up The Homelessness Prevention Team which has successfully prevented 590 households from becoming homeless since its creation.
- Developed and adopted a new fairer Housing Allocations Policy which prioritises need over length of time residing in the borough, including the introduction of an income taper based upon number of bedrooms required as a qualifying criteria.
- Set up the Rough Sleeper Outreach team
 - We have reduced rough sleeper numbers in the borough by 81% since May 2019
 - Pre-Pandemic, we had the second highest percentage decrease in rough sleeper numbers in the country (69% reduction), going from 32 rough sleepers to 10.
 - Further reduced rough sleeping in 2020 to just 5. (Another 50% reduction).
 - Implemented the Rough Sleeper Initiative, including “Everyone in” through the pandemic.
 - 46 former rough sleepers currently accommodated by the borough
 - Secured 2 housing units and support service through the Next Steps Accommodation Programme.
 - Secured funding for a dedicated Drug and Alcohol addiction support worker and for psychological support services.
 - Housing options, via direct lets and Kent Home Choice have housed 1,055 households in social/affordable rent homes through our housing register.
 - More new affordable homes delivered in borough
 - 600 new affordable homes in borough since May 2019. Including 98 social rent homes (none delivered in preceding 5 years)
 - Another 536 firm delivery due and an additional 512 in the pipeline (excluding the 185 Rainbow homes planned). Total Pipeline including SRH now stands at 1,233.
- 251 Long Term Empty Dwellings brought back into use.
 - 2019-20 =116

- 2020-21 =76
- 2021-22 =59
- Set and renewed the Staying put framework
- 420 Disabled Facilities Grant Works completed
- 1,414 jobs completed by SBC handy person service
- 5,371 enquires to Home Improvement Agency
- Set up a partnership with BEAM to support those at risk of homelessness going forward (launching soon)
- Set up Swale Rainbow Homes to directly deliver affordable housing with Swale, with initial plans on 3 sites in Sittingbourne to deliver 185 new affordable housing units on council owned land.
- Utilising Data from the housing team to support the Xantura Pilot project.
- Set up an in-house system to distribute the remaining £281k of community housing grant fund.
 - £3,700 of grants issued to community led housing groups in the borough so far with £277,532 available to assist Community Led Housing groups (this is Ringfenced funding from the Stamp Duty Levey that we cannot redistribute to other projects).
- Conducted Home Assessments for the Homes for Ukraine Programme.
- Appointment of dedicated Health and Wellbeing Officer
- Adoption of first Health and Wellbeing Strategy
- Stronger emphasis on health in all policies including the Local Plan
- Improved relationship with CCG to create an improved estates plan linked to Local Plan and S.106 contributions
- Strong partnership liaison with Kent Health and Wellbeing Board
- Representation on Integrated Care Partnership/Board and key engagement around obesity and population health management agendas
- Representation on Local Children Partnership Group
- Delivery of Reconnect Scheme for summer 2021
- Phase 1 and 2 of Building Barriers Initiative, system change project.
- Refreshed Safeguarding Policy
- Pilot into Early Childhood Development
- Dementia Friends Training completed
- Strong linkage with a range of VCS groups to further health outcomes. Including disability forums, mental health charities.

5. Current Workload / Significant Issues

Current Workload

- Local Housing company (Swale Rainbow Homes) and development of 3 identified sites.
- Enablement of Affordable Housing through S.106 and grant and liaison with Registered Providers
- Engagement and support for Community Land Trusts
- Delivery of rough sleeping service (including mobilisation of new services from successful RSI bid 2022 – 2025)
- Delivery and administration of housing register

- Homeless prevention, relief, and statutory homeless services.
- Management and administration of temporary accommodation.
- Implementation of Beam project
- Implementation of Xantura project
- Service improvement programme for Housing Options
- Delivery of Disabled Delivery Grants
- Delivery of Staying Put Service
- Caravan Licencing
- HMO Licencing
- Private Sector Housing Enforcement
- Empty Dwelling programme
- Homes for Ukraine Scheme
- Delivery of Health and Wellbeing Strategy
- Engagement with Clinical Commissioning Group, Integrated Care Partnership and Public Health.
- Delivery of Building Barriers Initiative in Sheerness
- Day to Day Safeguarding issues.
- Engagement with Adult and Children Safeguarding Boards

Significant Issues

- Demand on Housing Options service continues to increase and is likely to continue with cost-of-living crisis.
- Increasing costs of Temporary Accommodation and the impact of this on Council finances.
- Loss of Kent Homeless Connect Service

6. Forward Plan Decisions

- Housing, Homelessness and Rough Sleeping Strategy 2023/27
- Housing Allocations Policy (2023/24)
- Nightly Let Procurement Award
- Temporary Accommodation Options

Housing and Health Committee	
Meeting Date	5 th July 2022
Report Title	Training for Swale Rainbow Homes Shareholder Committee
EMT Lead	Emma Wiggins, Director of Regeneration and Neighbourhoods
Head of Service	Charlotte Hudson, Head of Housing and Communities
Lead Officer	Charlotte Hudson, Head of Housing and Communities
Classification	Open
Recommendations	<p>The committee is recommended to:</p> <ol style="list-style-type: none"> 1. Approve to make Shareholder Training mandatory for all members on the committee. 2. Agree to open up the training to all members of the Housing and Health Committee should they substitute for members on the Committee.

1 Purpose of Report and Executive Summary

- 1.1 This report asks the Housing and Health committee to consider the training for those appointed to the Swale Rainbow Homes Shareholder Committee.

2 Background

- 2.1 In October 2020 it was resolved to create a Local Housing Company (LHC) Swale Rainbow Homes. Swale Rainbow Homes was constituted in April 2021 and directors appointed to operate the Company. The Council is the sole shareholder of the company.
- 2.2 To provide appropriate oversight and scrutiny a Shareholder Panel was established, and a Shareholder agreement drafted setting out the roles and responsibilities, reporting mechanisms and decisions that need to be raised to the Shareholder Panel.
- 2.3 It is extremely important that members of the Swale Rainbow Homes Shareholder Committee, understand their role and do not act as 'shadow directors' of the company. Therefore, training is being arranged and will be delivered by Trowers and Hamlin LLP.
- 2.4 The Housing and Health Committee are asked to consider if this training should be made mandatory for the members that sit on the Shareholder Committee and if the training should be opened to other members of the Housing and Health Committee to assist with increased knowledge and if any members are substituted at the Committee.

3 Proposals

- 3.1 To make Shareholder Training **mandatory** for all those that sit on the Swale Rainbow Homes Shareholder Panel.
- 3.2 To open the training to all committee members that sit on the Housing and health Committee.

4 Alternative Options

- 4.1 To make the training optional or not deliver the training, this is not recommended as committee members need to understand their role and responsibility.

5 Consultation Undertaken or Proposed

- 5.1 None.

6 Implications

Issue	Implications
Corporate Plan	This supports objective 1 of the corporate plan. Building the right homes in the right places.
Financial, Resource and Property	The training will cost £950 and funding has been secured for this.
Legal, Statutory and Procurement	The training will cover the legal responsibilities of the Shareholder Panel.
Crime and Disorder	No implications identified at this stage.
Environment and Climate/Ecological Emergency	No implications identified at this stage.
Health and Wellbeing	No implications identified at this stage.
Safeguarding of Children, Young People and Vulnerable Adults	No implications identified at this stage.
Risk Management and Health and Safety	The training will manage the risk of Shareholder Panels acting outside of their remit.
Equality and Diversity	No implications identified at this stage.
Privacy and Data Protection	No implications identified at this stage.

7 Appendices

7.1 None

8 Background Papers

8.1 There are no background papers.

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Housing and Health Committee	
Meeting Date	5 July 2022
Report Title	Member appointment to Integrated Care Partnership (ICP) Joint Committee
EMT Lead	David Clifford
Head of Service	Head of Policy, Governance and Customer Services
Lead Officer	Jo Millard – Senior Democratic Services Officer
Classification	Open
Recommendations	The committee is recommended to: 1. Agree which member should be appointed to the Integrated Care Partnership (ICP) Joint Committee.

1 Purpose of Report and Executive Summary

- 1.1 This report asks the Housing and Health committee to agree the council's member representation for the municipal year 2022/23 on the Integrated Care Partnership (ICP) Joint Committee.

2 Background

- 2.1 A joint arrangement is one in which the council collaborates with other local authorities or agencies to provide services in partnership. Member appointments to the boards or committees exercising political control over such arrangements are distinct from nominations to outside bodies, in which members are asked to take on the role of directors or trustees of separate organisations, generally with a fiduciary duty to those organisations and not as representatives of the council.
- 2.2 In respect of joint arrangements, members are appointed to boards or committees with the express intention that they will represent Swale's interests on those boards or committees. Under the executive model, member appointments to boards, committees or steering groups covering joint arrangements were made by cabinet or by the executive leader.
- 2.3 This was logical inasmuch as joint arrangements generally cover services which were previously executive matters. Moving to the committee system, it is appropriate that these appointments are made by the service committee within whose remit the service in question falls.

3 Proposals

3.1 The Integrated Care Partnership (ICP) is a partnership between the newly formed NHS Integrated Care Board (ICB) and Kent and Medway Local Authorities. Membership will consist of:

- The Leader of KCC
- The Leader of Medway Council
- Chair of the Kent and Medway ICB
- Two additional local authority elected executive members from KCCC who hold an appropriate portfolio responsibility related to Joint Committee business
- Two additional local authority elected executive members from Medway Council, who hold an appropriate portfolio responsibility related to Joint Committee business
- One additional ICB Non-Executive Director
- An ICB Partner Member who can bring the perspective of primary care
- The Chairs of the four Kent and Medway Health and Care Partnerships
- An elected District Council representative from within the geographies of each of the four Kent and Medway Health and care Partnership.

3.2 The main purpose of the Joint Committee is to produce an Integrated Care Strategy, developed with respective system partners and stakeholders, which covers the needs of the whole population of Kent and Medway. The Joint Committee may from time to time have other responsibilities given to it by the local authorities and/or the ICB, subject to compatibility with legislation and compliance with the decision making process of the relevant body.

3.3 A nomination is sought for a member representation from Swale Borough Council to be appointed.

4 Alternative Options

4.1 The governance mechanisms for the joint arrangements require members to be appointed to these roles, so there are no alternative options.

5 Consultation Undertaken or Proposed

5.1 These are routine appointments to existing arrangements, so no consultation has been undertaken or is proposed.

6 Implications

Issue	Implications
Corporate Plan	The joint arrangements contribute to a number of corporate plan objectives, primarily but not

	exclusively under Priority 4, “renewing local democracy and making the council fit for the future”.
Financial, Resource and Property	One of the reasons for the existence of the joint arrangements is to provide necessary services more efficiently and hence produce savings for the councils. There are no specific financial implications in the appointment of members to the governance bodies.
Legal, Statutory and Procurement	The joint arrangements are established in contracts or other agreements between the partner councils, which include provision for members to be appointed to governance bodies.
Crime and Disorder	No implications identified at this stage.
Environment and Climate/Ecological Emergency	No implications identified at this stage.
Health and Wellbeing	No implications identified at this stage.
Safeguarding of Children, Young People and Vulnerable Adults	No implications identified at this stage.
Risk Management and Health and Safety	No implications identified at this stage.
Equality and Diversity	No implications identified at this stage.
Privacy and Data Protection	No implications identified at this stage.

7 Appendices

7.1 None

8 Background Papers

8.1 There are no background papers.

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