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23 November 2021

To: Councillors Miss L Bambridge, C Bower, A Bubb, S Collop, C Morley and
J Rust

Dear Member

Homelessness & Housing Delivery Task Group

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 1st December, 2021 at 2.00 pm** in the **Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies for absence

To receive any apologies for absence.

2. Notes from previous meeting (Pages 3 - 5)

To confirm as a correct record the notes from the previous meeting.

3. Matters arising

4. Declarations of interest

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member of an item or simply observing the meeting.

5. Urgent Business

To consider any business which, by reason of special circumstances, the Chair proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act 1972.

6. Members attending under Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and on what items they wish to be heard before a decision on that item is taken.

7. Chair's correspondence

8. Draft Terms of Reference

9. Draft Support in Safe Accommodation Strategy for Norfolk - Norfolk County Council

10. Newly Emerging challenges

- High Support Needs
- Staffing in the care and support sector
- Non UK Nationals

11. Exclusion of Press and Public

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.

12. Financial Assistance

13. Date of next meeting

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**HOMELESSNESS & HOUSING DELIVERY TASK GROUP**

Minutes from the Meeting of the Homelessness & Housing Delivery Task Group held on Monday, 6th September, 2021 at 1.30 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT:

Councillors Miss L Bambridge, A Bubb, S Collop (Chair),
C Morley and J Rust

1 APPOINTMENT OF CHAIR

RESOLVED: That Councillor Mrs S Collop be appointed as Chair for remainder of the Municipal Year.

2 APPOINTMENT OF VICE-CHAIR

RESOLVED: That Councillor A Bubb be appointed as Vice-Chair for the remainder of the Municipal Year.

3 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Mrs Bower.

4 NOTES FROM PREVIOUS MEETING

The notes from the previous meeting were agreed as a correct record.

5 MATTERS ARISING

There were no matters arising.

6 DECLARATIONS OF INTEREST

There were no declaration of interests.

7 URGENT BUSINESS

There was no urgent business to report.

8 MEMBERS ATTENDING UNDER STANDING ORDER 34

There were no Members attending under Standing Order 34.

9 **CHAIR'S CORRESPONDENCE (IF ANY)**

There was no Chair's correspondence to report.

10 **TERMS OF REFERENCE FOR THE TASK GROUP**

[Click here to view a recording of this item on You Tube](#)

Councillor Morley queried why the press and public needed to be excluded. The Assistant Director explained that it was important to discuss the role that the Council's partner organisations would play and in doing that, it would include funding, resources and contracts relating to those partner organisations.

The Assistant Director explained that an internal audit review had taken place and recommended that there needed to be a review of the Task Group's Terms of Reference.

Councillor Morley commented that the reference documents were dated 2018 and he queried that, as a Task Group, it should be looking at more up to date versions.

The Assistant Director advised that there was some more emerging guidance in relation to the rough sleeper strategy so those references could be updated together with some planning guidance.

AGREED: That the Terms of Reference be updated.

11 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100(A)(4) the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 2 of the Part 1 of Schedule 12A to the Act.

12 **EVERYONE IN INITIATIVE AND RESPONSE TO ROUGH SLEEPING DURING COVID-19**

The Task Group received an update from officers on Everyone In initiative and response to rough sleeping during Covid 19.

RESOLVED: That the report be noted.

13 **DATE OF NEXT MEETING**

To be arranged.

The meeting closed at 2.47 pm