

**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 Tuesday, 9th July, 2024 at 5.30 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor S Sandell (Chair)  
Councillors A Bubb, S Collop, A Kemp and J Rust

An apology for absence was received from Councillor S Lintern and Mrs V Spikings

**OFFICERS IN ATTENDANCE:**

Nikki Patton- Housing Services Manager  
Andy King- Senior Housing Manager  
Richard Cooper- Housing Data Analyst

1 **APOLOGIES FOR ABSENCE**

[You can view the recording of this item on YouTube.](#)

Apologies were received from Councillor Lintern and Councillor Spikings.

2 **NOTES FROM PREVIOUS MEETING**

[You can view the recording of this item on YouTube.](#)

The notes from the previous meeting held on 29<sup>th</sup> February 2024 were agreed as a correct record.

3 **MATTERS ARISING**

There was no matters arising.

4 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

5 **URGENT BUSINESS**

There was no urgent business.

6                    **MEMBERS ATTENDING UNDER STANDING ORDER 34**

There were no members present pursuant under Standing Order 34.

7                    **CHAIR'S CORRESPONDENCE**

There was none.

8                    **UPDATE ON KEY EMERGING THEMES OF HOMELESSNESS & ROUGH SLEEPING STRATEGY & TIMELINE**

[You can view the recording of this item on YouTube.](#)

The Senior Housing Manager gave a presentation to the Task Group on the Key Emerging Themes of Homelessness & Rough Sleeping Strategy and Timeline.

The Senior Housing Manager advised the timeline of the strategy which included a review in March/ April 2024. He confirmed to the Task Group the strategy was schedule to go to the Environment and Community Panel and Cabinet. He added as part of the timeline, the draft strategy was completed in July 2024 and therefore was on track.

The Senior Housing Manager explained to the Task Group sessions had been held to encourage input from Council employees, Local Partners, Public Survey and Lived experience with a total of 118 individuals contributing.

The Senior Housing Manager highlighted to the Task Group the Key Strategy Aims were prevention, intervention, accommodation, recovery, and system support/service culture. He highlighted the values and behaviours included in the strategy were dignity, transparency, flexibility, collaboration, and empowerment.

Councillor Kemp sought further clarification on what happens with people who do not meet the statutory requirements, and do we commission services that will help.

The Senior Housing Manager confirmed that support was available to anyone seeking advice and assistance with ending or preventing their homelessness and not just to those who meet statutory requirements. He provided examples such as Sustainable Housing Partnership Service (SHPS) and Housing First Service which support people who do not meet the statutory requirements.

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## **UPDATE ON HOMELESSNESS STATISTICS**

[You can view the recording of this item on YouTube.](#)

The Housing Data Analyst provided an update on numbers of households in temporary accommodation, number of homeless applications and number of properties advertised. He highlighted the data from last quarter and the data from this quarter last year.

Councillor Bubb sought clarification that data of homeless application and properties advertised should be homeless households instead of individuals.

The Housing Data Analyst clarified this data was each household not individuals.

Councillor Kemp commented the Night Shelter has now closed for the summer and sought clarification on where the people were now it had closed.

The Senior Housing Manager confirmed that some people from the Night Shelter have been placed into accommodation and he is awaiting impact report from the Night Shelter. He referred further to the strategy and advised it has been developed to work in partnership to ensure these people are not rough sleeping. He provided assurance to sustain a long-term housing solution.

The Chair commented that the data on number of properties advertised through Home Choice had improved from previous quarters and from the low numbers that we previously experienced.

The Housing Services Manager added that it was positive to see an increase in social housing properties being available, supply of affordable accommodation but through existing social housing and new properties is a key factor in the Council preventing and ending homelessness. She added that they continued to work with housing providers to increase supply of social housing. .

Councillor Bubb asked Officers if when accommodation becomes available if the circumstances and reason for availability had been considered.

The Housing Services Manager confirmed not specifically as there was continuous change due to different reasons.

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## **NEW CONTRACTS**

[You can view the recording of this item on YouTube.](#)

The Housing Services Manager advised the Task Group, following the recent tender process, Shelter's Housing advice services will continue. This service is funded by the Council and is commissioned for the next three years. She also confirmed to the Task Group, Citizen Advice Norfolk is the new provider for the Money Advice and Income Maximisation Service which would also be funded for the next three years by the Council.

Councillor Kemp asked for Officers to provide contact details for the new contracts with Shelter and Citizen Advice Norfolk. She sought assurance that Citizen Advice Norfolk had the resource and capacity for this and were not under pressure.

The Housing Services Manager confirmed the contact details will be published internally and externally. She confirmed to Cllr Kemp that this was a specifically commissioned service in relation the debt advice and income maximization in West Norfolk and in addition to other services Citizen Advice Norfolk provide not commissioned by the Council. As part of the tender process the Provider's resource to deliver the service is evidenced

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#### **DATE OF NEXT MEETING**

The date of next meeting is to be scheduled in due course.

**The meeting closed at 5.54 pm**