



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX  
Telephone: 01553 616200  
Fax: 01553 691663

Monday 1<sup>st</sup> July 2024

To: Councillors A Bubb, S Collop, A Kemp, S Lintern, J Rust, S Sandell and  
Mrs V Spikings

Dear Member

**Homelessness & Housing Delivery Task Group**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 9th July, 2024 at 5.30 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 - 6)**

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

**3. Matters arising**

**4. Declarations of interest (Page 7)**

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. Update On Key Emerging Themes of Homelessness & Rough Sleeping Strategy & Timeline**

**9. Update on Homelessness Statistics**

**10. New Contracts**

**11. Date of next meeting**

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

**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 Thursday, 29th February, 2024 at 11.00 am 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 Ryves and Mrs V Spikings

**Portfolio Holder:**

Councillor J Rust – Portfolio Holder for People and Communities

**Officers:**

Duncan Hall – Assistant Director  
Nikki Patton – Housing Services Manager  
Andy King – Senior Housing Manager  
Richard Cooper - Housing Data Analyst

**1 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor Lintern.

**2 NOTES FROM PREVIOUS MEETING**

The notes from the meeting held on 13 November 2024 were agreed as a correct record.

**3 MATTERS ARISING**

There were no matters arising.

**4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5 URGENT BUSINESS**

There was no urgent business to report.

**6 MEMBERS ATTENDING UNDER STANDING ORDER 34**

There were no Members present pursuant to Standing Order 34.

7 **CHAIR'S CORRESPONDENCE**

There was no Chair's correspondence to report.

8 **UPDATE ON THE TIMETABLE FOR THE REVIEW OF THE HOMELESSNESS & ROUGH SLEEPING STRATEGY**

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

The Housing Strategy Officer updated the Task Group on the timeline to produce the Homelessness and Rough Sleeping Strategy. He advised that there was a requirement to publish the Strategy every five years. The last Strategy was published in January 2020 and there was a deadline to publish the next one by January 2025.

There were two dual pressures that needed to be taken into account.

1. Clear need to work at pace; and
2. Additional need to get things right – this was something that came out of the work that was carried out to review the level of homeless provision in the Borough and with this in mind the timeline was being extended towards publishing the Strategy.

He explained that he wanted to introduce three things:

- Greater emphasis on lived experience
- Wider net of contributors
- Check-back stage.

The Task Group noted the next steps for the adoption of the Strategy.

**AGREED:** That the report be noted.

9 **UPDATE ON HOMELESSNESS FIGURES**

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

The Housing Strategy Officer took the opportunity to thank the Housing Data Analyst for putting together the figures for the Task Group.

The Housing Strategy Officer provided an update to the Task Group and provided information in relation to:

- The number of people sleeping rough in King's Lynn & West Norfolk, nationally (excluding London) and London Borough.

It was noted that the number of reported rough sleepers throughout the month continued to remain comparatively low, despite an increase in support needs and pressures around move-on accommodation.

- The number of approaches for assistances
- Accommodation options

It was explained that there was a significant delay in accessing long-term accommodation, which was causing households to remain in the first and second stage of accommodation for longer periods of time.

- Housing first - lack of available properties
- Social Housing – lack of properties made available by housing associations, increased need in the borough.
- Private rented – increased difficulty in accessing due to affordability and lack of supply.

There had been a 41% decrease in available housing (2021-2023) and a 325% increase in households with a Full Housing Duty owed awaiting social housing (2021-2023).

The Chair asked with regards to rough sleeping whether the Council were seeing people coming into the Borough from other areas. In response it was explained that this was something that required further analysis. To illustrate, the two people recorded as sleeping rough at the 2023 national rough sleeping snapshot had both arrived at the borough shortly before the night of the snapshot estimate.

Councillor Mrs Spikings asked whether the figures took into account people sleeping in cars. In response it was explained that the way which Purfleet Trust, who operated the outreach service, carried out a daily sweep of areas where they considered that there would likely be people sleeping rough and information was relied on from CCTV and from members of the public, who could report this via Streetlink which was a national website. A report then went through to the local authority who could send out their outreach service.

Councillor Mrs Spikings asked how many people would know about Streetlink? In response it was explained that this needed to be considered as part of the Strategy and how to engage with people about rough sleeping. The Housing Strategy Officer acknowledged that there was work to be done in this area.

The Housing Strategy Manager explained that there was also a lot of multi-agency working across statutory and voluntary services, which the Council worked with in terms of making sure that information was shared and vulnerable people were not sleeping in cars, etc. Streetlink was publicised and more work needed to be done as part of the emerging strategy.

In response to a question from Councillor Mrs Collop, the Housing Services Manager provided an update on the properties at Reid Way. A full report would be provided to the Task Group at the next meeting. The Council was also looking to purchase other units of accommodation.

In response to a question from Councillor Bubb, the Senior Housing Manager advised that he wished to do further work to have a clearer understanding of how many people were new to rough sleeping and had slept rough elsewhere.

**AGREED:** (1) That the updated be noted.

(2) That a report on the accommodation at North Lynn be provided at the next meeting.

## 10 **UPDATING OF TERMS OF REFERENCE**

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

The Housing Strategy Manager explained that updating the Terms of Reference had been an action from the previous meeting.

She advised that under the membership of the Task Group, it should read seven members.

**AGREED:** That the revised Terms of Reference be agreed with the amendment noted above.

## 11 **DATE OF NEXT MEETING**

The next meeting would be arranged when required.

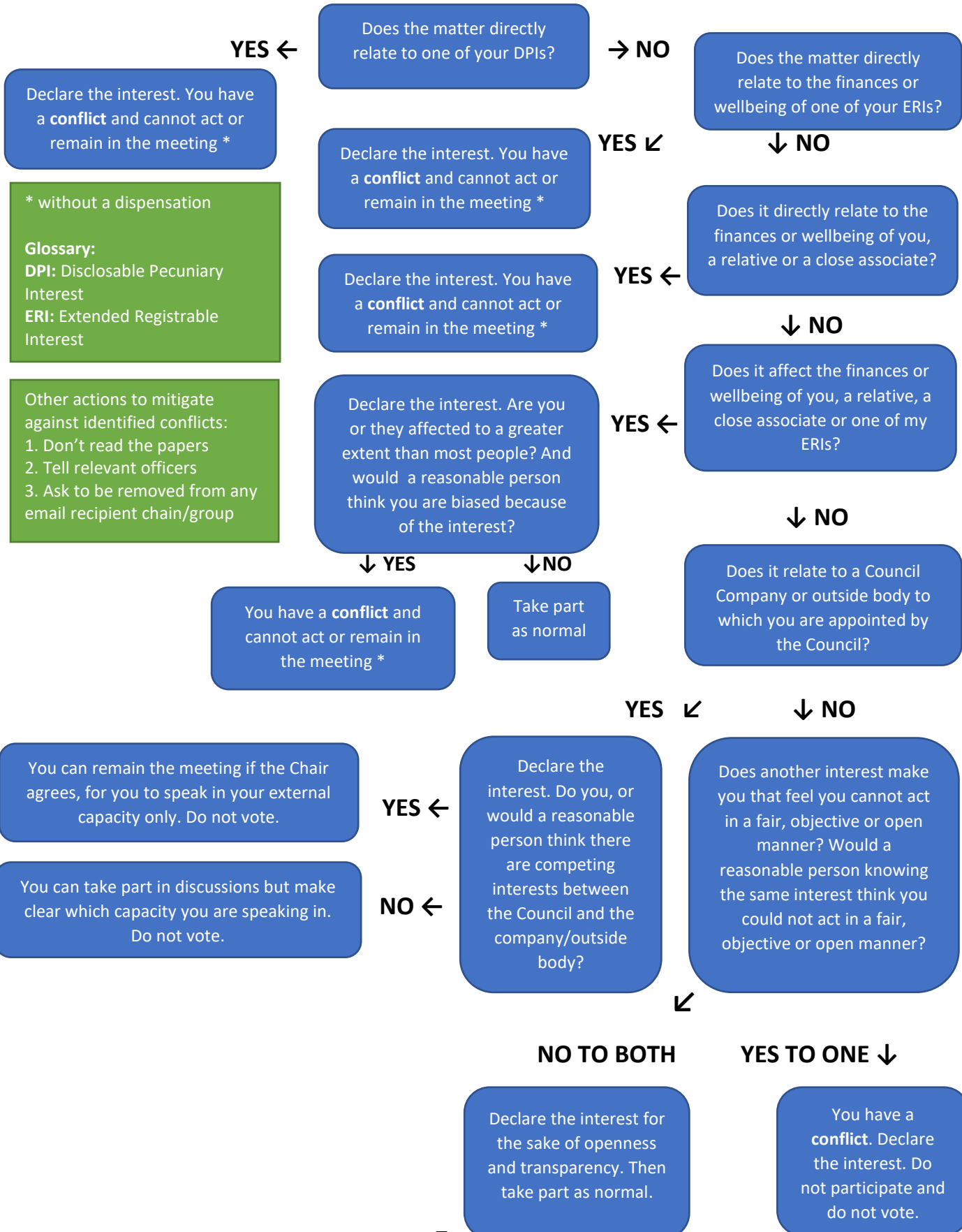
The Housing Strategy Manager advised that there would be a monthly data report sent to the Task Group and a meeting of the Group held quarterly.

**The meeting closed at 11.30 am**



**DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART**

**START**



Declare the interest. You have a **conflict** and cannot act or remain in the meeting \*

\* without a dispensation  
**Glossary:**  
DPI: Disclosable Pecuniary Interest  
ERI: Extended Registrable Interest

Other actions to mitigate against identified conflicts:  
1. Don't read the papers  
2. Tell relevant officers  
3. Ask to be removed from any email recipient chain/group

# Homelessness and Rough Sleeping Strategy - draft

July 2024





# Timeline – a reminder

## **March/April 2024**

Homelessness review presented as Cabinet paper and to E&C

## **July 2024**

- Publication of draft strategy
- Presentation to HHDTR
- Check-back with partners
- Scrutiny at E&C

**November 2024**  
Cross-partnership launch event

## **April to June 2024**

Development of strategy:

- Partners
- Lived Experience
- “Wider net” of community partners
- Council staff
- Task Group

## **September/October 2024**

Formal adoption by cabinet and council



# Developing the strategy

## Sessions with council staff

Housing staff; other council departments

## Sessions with local partners

Over 30 attendees across two sessions at King's Lynn Town Hall including health, probation, housing, key charities

**118 individuals contributed, including at least 27 with lived experience of homelessness.**

Discussed and responded to key themes arising from homelessness review.

## Sessions with people with lived experience

Sessions at The Purfleet Trust and the King's Lynn Night Shelter. 19 people with lived experience of homelessness

## A public survey

28 responses, including eight responses from people who declared that they were homeless or at risk (or had been homeless in the past).



# Key Strategy aims

## Prevention

Ensure that, where possible, a person at risk of homelessness does not become homeless.

Identify at-risk groups and individuals as early as possible.

Support “universal” measures that will reduce the risk of homelessness for all residents.

## Intervention

Ensure that people who are homeless are identified quickly and placed into suitable, cost-effective accommodation where necessary.

Avoid and reduce the use of Bed and Breakfast and nightly-paid accommodation

Ensure that support is provided to overcome barriers to accessing (and sustaining) emergency accommodation.

## Accommodation

Ensure that safe accommodation is available to everyone who needs it.

Ensure that accommodation is suitable to a household’s needs.

Ensure that people residing in short/medium term accommodation (such as hostels) are supported to move on in a timely and sustainable manner.

## Recovery

Ensure that nobody experiences homelessness more than once.

Ensure that formerly homeless people are empowered to thrive in the borough.

**Systems Support and Service Culture:** work as one borough to achieve prevention, intervention, accommodation and recovery aims. Design services with service users, and in line with the values of the partnership.

## VALUES AND BEHAVIOURS

dignity | transparency | flexibility | collaboration | empowerment

