

## **TONBRIDGE AND MALLING BOROUGH COUNCIL**

### **STRATEGIC HOUSING ADVISORY BOARD**

**Monday, 8th November, 2010**

**Present:** Cllr Ms J A Atkinson (Chairman), Cllr Mrs B A Brown (Vice-Chairman), Cllr A W Allison, Cllr D J Cure, Cllr Mrs E M Holland, Cllr H S Rogers and Cllr Mrs C J Woodger.

Councillors Mrs Anderson, Balfour, Bolt, N Heslop and Worrall were also present pursuant to Council Procedure Rule No 15.21.

Apologies for absence were received from Councillors Lancaster, Miss Moloney, Mrs Simpson, D Smith and Ms Spence.

#### **PART 1 - PUBLIC**

##### **SH 10/043      DECLARATIONS OF INTEREST**

Councillor Cure declared a personal interest in the item on the Kent and Medway Housing Strategy in that he was in receipt of a pension from DTZ, the consultants which had assisted with the Kent and Medway Strategic Housing Market Assessment.

Councillor N Heslop declared a personal interest in any items that might refer to the Bridge Trust on the grounds that he was a member of their Board.

##### **SH 10/044      MINUTES**

**RESOLVED:** That the notes of the meeting of the Strategic Housing Advisory Board held on 19 July 2010 be approved as a correct record and signed by the Chairman.

##### **SH 10/045      GLOSSARY**

The Director of Health and Housing submitted a glossary of terms used within the reports to the Advisory Board.

#### **MATTERS FOR RECOMMENDATION TO THE CABINET**

##### **SH 10/046      PRIVATE SECTOR LANDLORD ACCREDITATION SCHEMES**

Decision Notice D100129MEM

The joint report of the Director of Health and Housing and the Cabinet Member for Housing gave an update on the findings of the pilot National Landlord Association (NLA) landlord accreditation scheme

and a comparison with other accreditation schemes operating within Kent. The report sought endorsement of promoting and supporting the NLA landlord accreditation scheme to landlords with housing in the Tonbridge and Malling area.

**RECOMMENDED:** That the promotion and support of the National Landlord Association landlord accreditation scheme to landlords with properties within the Tonbridge and Malling area be endorsed.

**SH**  
**10/047**

## **DISABLED FACILITIES GRANT REVIEW**

The joint report of the Director of Health and Housing and the Cabinet Member for Housing provided an update on the waiting times for children's Occupational Therapist assessments and gave details of ongoing financial commitment to adaptation works from Russet Homes.

Members expressed concern at the continuing delays in children's cases receiving an Occupational Therapist assessment and the Director of Health and Housing offered to update Members following a planned further meeting with Kent County Council. The Board commended Russet Homes for their ongoing commitment to partnership working and expressed the hope that the draft Asset Management Delivery Plan (AMDP) would receive the support of the Russet Board. Details were given of an agreement reached by Kent Housing Group on adaptations in the social rented sector covering financial arrangements and levels of service. The report also provided an update on ongoing work with 'in touch' to improve the Disabled Facilities Grant process and gave details of the level of Disabled Facilities Grant spend in 2010/11. The Advisory Board requested that the Director of Health and Housing and the officers within the Housing Team be thanked for their considerable achievements within the Disabled Facilities Grant process.

**RECOMMENDED:** That

- (1) the approach to monitoring of progress of children's Occupational Therapist assessments, as detailed in paragraph 1.1.5 of the report, be endorsed and the offer from Liz Totman, Head of Specialist Children's Services, Kent County Council, to attend a further meeting of the Advisory Board be accepted;
- (2) Russet Homes be commended for their proposed ongoing financial commitment to funding major adaptations for their tenants should this be approved by the Russet Homes' Board;
- (3) the proposal from the Kent Housing Group of a minimum funding commitment by Registered Social Landlords to funding of disabled adaptations be noted;
- (4) the ongoing discussions with 'in touch' with the aim of streamlining and speeding up the Disabled Facilities Grant process be noted; and
- (5) the possible overspend on the 2010/11 Disabled Facilities Grant

budget be noted and the approach outlined in paragraph 1.5.3 of the report to help in controlling further spend be endorsed.

**\*Referred to Cabinet (extraordinary meeting of 15 December 2010)**

**SH  
10/048**

## **HOUSING STRATEGY 2009-2012: ACTION PLAN PROGRESS AND REVIEW**

Decision Notice D100130MEM

A summary was given of the progress made towards achieving the objectives set out in the Housing Strategy Action Plan, which had been approved in November 2009. The report also set out details of a reviewed action plan for the twelve month period to October 2011.

**RECOMMENDED:** That the reviewed Housing Strategy Action Plan, as detailed in Annex 2 to the report, be approved.

**SH  
10/049**

## **KENT & MEDWAY HOUSING STRATEGY**

Decision Notice D100131MEM

The joint report of the Director of Health and Housing, the Director of Planning, Transport and Leisure and the Cabinet Members for Housing and Planning and Transportation gave an update on the progress made on the emerging Kent and Medway Housing Strategy. The report identified a number of concerns in respect of the proposed strategy and possible effects on future affordability and regeneration in West Kent.

**RECOMMENDED:** That the comments, as outlined in the report, be endorsed as the basis for the Council's response to the consultation on the Kent and Medway Housing Strategy.

**SH  
10/050**

## **WEST KENT LOCAL INVESTMENT PLAN**

Decision Notice D100132MEM

The joint report of the Director of Health and Housing and the Cabinet Member for Housing provided an update on progress made by the Council's housing and planning officers with the Local Investment Plan, formerly known as the Single Conversation. The report outlined schemes included in the Local Investment Plan together with the next stages of its development.

**RECOMMENDED:** That the Draft West Kent Local Investment Plan be endorsed.

## **MATTERS SUBMITTED FOR INFORMATION**

### **SH 10/051 THE AUDIT COMMISSION'S KEY LINES OF ENQUIRY (KLOES) FOR HOUSING**

The report of the Director of Health and Housing provided an outline of progress made in assessing the housing service against the Audit Commission's Key Lines of Enquiry. Members were advised that the process had been closely aligned to the review of the Housing Strategy Action Plan, which was the subject of a separate report to the Board.

### **SH 10/052 PRIVATE SECTOR HOUSING UPDATE**

The report of the Director of Health and Housing provided an update on RSL progress in meeting the Decent Homes Standard; events which took place within the Borough during Child Safety Week; the outcome of the landlord fair held on 11 October 2010; progress on the Energy Activity Programme for 2010-11; progress of the private sector stock condition survey; and the North and West Kent Private Sector Renewal Partnership.

### **SH 10/053 HOUSING NEEDS UPDATE**

The report provided updates on the activity of the Housing Options and Housing Register Services. The Board acknowledged the comprehensive work undertaken by the Housing Options Team and requested that the Team Manager, Jane Rogers, be given its best wishes on taking up her new post at a neighbouring authority.

### **SH 10/054 DRAFT COMMON HOUSING ASSESSMENT FRAMEWORK**

The report of the Director of Health and Housing updated Members on the development of a Kent-wide common housing assessment (CHA) framework for housing allocations throughout the Kent Homechoice partnership.

### **SH 10/055 STRATEGY AND ENABLING UPDATE**

The report provided an update on progress made by the Council's Registered Social Landlord (RSL) partners in providing new affordable housing in the Borough, and summarised the programmes for 2009/10 to 2011/12. Details of progress on housing strategy matters were also submitted.

### **SH 10/056 COMPREHENSIVE SPENDING REVIEW**

The report of the Director of Health and Housing summarised the implication for housing emerging from the Government's recent Comprehensive Spending Review.

**SH  
10/057**      **EXTERNAL CONSULTATIONS**

The report set out details of external consultations responded to since the last meeting of the Advisory Board.

**MATTERS FOR CONSIDERATION IN PRIVATE**

**SH  
10/058**      **EXCLUSION OF PRESS AND PUBLIC**

The Chairman moved, it was seconded and

**RESOLVED:** That, as public discussion would disclose exempt information, the following matters be considered in private.

**PART 2 - PRIVATE**

**MATTERS SUBMITTED FOR INFORMATION**

**SH  
10/059**      **SERVICE OF STATUTORY NOTICES**  
**(Reason: LGA 1972 - Sch 12A Paragraph 3 – Financial or business affairs of any particular person)**

Members noted the Statutory Notices served since the last meeting of the Advisory Board.

**SH  
10/060**      **KENT FIVE-YEAR SUPPORTING PEOPLE STRATEGY 2010-2015**  
**(Reason: LGA 1972 - Sch 12A Paragraph 3 – Financial or business affairs of any particular person)**

The report of the Director of Health and Housing provided a brief outline of the present position regarding the contract which currently delivered floating support services to older people.

The meeting ended at 2123 hours

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: CABINET MEMBER FOR**

**Housing**

**Decision No: D100129MEM**

**Date: 8th November 2010**

**Decision(s) and Reason(s)**

**Private Sector Landlord Accreditation Schemes**

**(Joint Report of Director of Health and Housing and Cabinet Member for Housing)  
(Annex)**

**The report gave an update on the findings of the pilot National Landlord Association (NLA) landlord accreditation scheme and a comparison with other accreditation schemes operating in Kent. The report sought endorsement of promoting and supporting the NLA landlord accreditation scheme to landlords with housing in the Tonbridge and Malling area.**

Following consideration by the Strategic Housing Advisory Board, the Cabinet Member for Housing resolved that the promotion and support for the NLA landlord accreditation scheme to landlords with properties within the Tonbridge and Malling area be endorsed.

Reasons: As set out in the report submitted to the Strategic Housing Advisory Board of 8 November 2010.

Signed Cabinet Member for Mrs J Anderson  
Housing:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

**Date of publication: 12 November 2010**

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: CABINET MEMBER FOR**

**Housing**

**Decision No: D100130MEM**

**Date: 8th November 2010**

**Decision(s) and Reason(s)**

**Housing Strategy 2009-2012: Action Plan Progress and Review**

**(Joint Report of Director of Health and Housing and Cabinet Member for Housing)**

**(Annex 1)**

**(Annex 2)**

**A summary was given of the progress made towards achieving the objectives set out in the Housing Strategy Action Plan, which had been approved in November 2009. The report also set out details of a reviewed action plan for the twelve month period to October 2011.**

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Housing**

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**Date: 8th November 2010**

**Decision(s) and Reason(s)**

**Kent & Medway Housing Strategy**

**(Joint Report of Director of Health and Housing, Director of Planning, Transport and Leisure and Cabinet Members for Housing and Planning and Transportation)**

**The report gave an update on the progress made on the emerging Kent and Medway Housing Strategy. The report identified a number of concerns in respect of the proposed strategy and possible effects on future affordability and regeneration in West Kent.**

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**Decision Taken By: CABINET MEMBER FOR**

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**Decision No: D100132MEM**

**Date: 8th November 2010**

**Decision(s) and Reason(s)**

**West Kent Local Investment Plan**

**(Joint Report of Director of Health and Housing and Cabinet Member for Housing)**

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