



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive

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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Democratic Services
committee.services@tmbc.gov.uk

2 November 2020

To: MEMBERS OF THE COMMUNITIES AND HOUSING ADVISORY BOARD
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Communities and Housing Advisory Board to be held online via Microsoft Teams on Tuesday, 10th November, 2020 commencing at 7.30 pm. Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

PART 1 - PUBLIC

1. Apologies 5 - 6
2. Declarations of Interest 7 - 8

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting

3. Minutes 9 - 14

To confirm as a correct record the Notes of the meeting of the Communities and Housing Advisory Board held on 21 July 2020

Matters for recommendation to the Cabinet

4. Review of Charges and Fees 2021/22 15 - 18

This report updates members of the existing fees charged to licence a house in multiple occupation (HMO) or caravan site and the recommended charge following a review of the costs to process the respective applications. The proposals if adopted would result in fee increases for both HMO and Caravan site licencing, which have been benchmarked against neighbouring authorities.

5. Review of Cemetery Charges 2021/22 19 - 28

This report outlines charging proposals for 2021/22 in regard to Tonbridge Cemetery. It is anticipated that these proposals will generate additional net income of approximately £700.

6. Temporary Accommodation Policy 29 - 42

This report presents a Temporary Accommodation Policy to Members for adoption. The policy sets out the Council's approach to Temporary Accommodation in meeting Statutory Housing Duties, including demand, supply, prioritisation and suitability. There are no expected budget implications beyond those already identified in the Council's budget.

7. Update on Disabled Facilities Grant Budget and Spend 43 - 50

This report gives an update on spend against the 2020/21 Disabled Facilities Grants (DFG) budget and advises how changes on distribution of this money are being built into the Estimates process.

8. Rent Guarantee Pilot for Private Landlords 51 - 66

This report outlines a proposal to pilot rent guarantee and incentive payments for tenancies in the private rented sector. Rent will be guaranteed through a financial commitment to pay any rent arrears during a tenancy, giving financial reassurance to private landlords. Incentives will be through one off payments to private landlords.

9. Revised Safeguarding Policy 67 - 100

To seek endorsement of an updated Safeguarding Policy

10. Leybourne Lakes Country Park- Future Management and Facility Development 101 - 128

This report updates Members on both the proposed transfer of the site management of Leybourne Lakes Country Park [LLCP] to the Tonbridge and Malling Leisure Trust [Leisure Trust], and the Capital Plan scheme for the provision of additional lakeside facilities. The proposed transfer is identified in the Council's First Year Addendum to the Corporate Strategy.

Matters submitted for Information

11. Community Safety Partnership Update 129 - 132

This report will provide an update of some of the recent work of the Community Safety Partnership.

12. Urgent Items 133 - 134

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

Matters for consideration in Private

13. Exclusion of Press and Public 135 - 136

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

PART 2 - PRIVATE

14. Leisure Trust Update 137 - 144

(Reasons: LGA 1972 - Sch 12A Paragraph 3 – Financial or business affairs of any particular person)

This report, prepared in close liaison with the Chief Financial Services Officer, updates on the reopening and operation of the Council's leisure facilities operated by the Leisure Trust, potential changes to the Management Agreement and the Service Management Fee as a result of the Covid 19 virus. The report also highlights the Trust's potential involvement in the future management of Kings Hill Sports Park.

15. Urgent Items 145 - 146

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

MEMBERSHIP

Cllr J L Botten (Chairman)
Cllr S M Hammond (Vice-Chairman)

Cllr Mrs J A Anderson
Cllr Mrs S Bell
Cllr R W Dalton
Cllr N Foyle
Cllr P M Hickmott
Cllr F A Hoskins
Cllr S A Hudson

Cllr K King
Cllr Mrs R F Lettington
Cllr L J O'Toole
Cllr W E Palmer
Cllr Mrs M Tatton
Cllr Miss G E Thomas
Cllr D Thornewell