

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: Cabinet Member for Housing**

**Decision No:**

**D200079MEM**

**Date: 10 November 2020**

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

**Temporary Accommodation Policy**

**(Report of Director of Planning, Housing and Environmental Health)**

**The report provided details of a Temporary Accommodation Policy which set out the Council's approach to meeting its Statutory Housing Duties regarding the demand, supply, prioritisation and suitability of temporary accommodation. Particular reference was made to the need to demonstrate a clear and consistent approach to the provision of temporary accommodation.**

Following consideration by the Communities and Housing Advisory Board, the Cabinet Member for Housing resolved that:

The Temporary Accommodation Policy, as set out at Annex 1 to the report, be adopted.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 10 November 2020.

Signed Cabinet Member for Housing: P Montague

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 13 November 2020

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.

**Decision Taken By: Cabinet Member for Housing**

**Decision No:  
D200080MEM**

**Date: 10 November 2020**

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

**Update on Disabled Facilities Grant Budget and Spend**

**(Report of Director of Planning, Housing and Environmental Health)**

**The report gave an update on spend against the 2020/21 Disabled Facilities Grants (DFG) budget and advised how changes in distribution of this money were being built into the Estimates process to provide a degree of certainty regarding funding for the approved social care capital projects in the current financial year as well as an option to fund hospital discharge/handypersons costs in 2021/22.**

Following consideration by the Communities and Housing Advisory Board, the Cabinet Member for Housing resolved that:

- (1) the following revisions, which are being incorporated into the 2020/21 Revised Estimates and 2021/22 Estimates due to be presented during the forthcoming budget cycle, be noted:
  1. the amendment of the 2020/21 capital plan provision for mandatory DFGs to £900,000;
  2. the use of £89,000 to fund the hospital discharge/handypersons costs for the current financial year 2020/21;
  3. the use of £16,000 to fund the One You Your Home scheme for the current financial year 2020/21;
  4. the use of £90,000 of underspend this year to enable the funding of hospital discharge/handypersons costs in 2021/22;
  5. the allocation of £77,400 from this year into the 2021/22 mandatory DFG budget to provide a buffer for an unknown allocation from central Government moving forwards; and
- (2) the removal of £125,000 of Council funding for DFGs in 2020/21 during the update of the Capital Plan be noted and viewed as an in-year saving.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 10 November 2020.

Signed Cabinet Member for Housing: P Montague

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 13 November 2020

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**Decision Taken By: Cabinet Member for Housing**

**Decision No:  
D200081MEM**

**Date: 10 November 2020**

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

**Rent Guarantee Pilot for Private Landlords**

**(Report of the Director of Planning, Housing and Environmental Health)**

**The report outlined a proposal to pilot rent guarantee and incentive payments for tenancies in the private rented sector. Under the proposal rent would be guaranteed through a financial commitment to pay any rent arrears during a tenancy to give financial reassurance to private landlords. Incentives would be through one off payments to private landlords.**

Following consideration by the Communities and Housing Advisory Board, the Cabinet Member for Housing resolved that:

- (1) a pilot offer for incentive payments and rent guarantee, using both Discretionary Housing Payments (DHP) and the homelessness reduction initiatives budget, be approved to access tenancies in the private rented sector. This to continue until 31 March 2021 initially with scope to continue beyond this date, dependent on the number of tenancies secured and associated staff resources. Incentive payments will be one off payments to a landlord and rent guarantee will be in place for 6 - 12 months;
- (2) in view of the pressure on the Temporary Accommodation budget and the difficulty in finding good quality private rented accommodation that can be used to discharge the duties of the Borough Council, the decision be taken by the Cabinet Member for Housing, in liaison with the Cabinet Member for Finance, Innovation and Property, and not held over to the next meeting of Cabinet in order to expedite this opportunity as quickly as possible; and
- (3) the pilot offer be monitored and a progress report provided to the Communities and Housing Advisory Board at regular intervals for review and consideration of extending the pilot offer. Monitoring of the pilot will include tenancy sustainment success, administration options, homelessness prevention and landlord and tenant feedback.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 10 November 2020.

Signed Cabinet Member for Housing: P Montague

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 13 November 2020

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**Decision Taken By: Cabinet Member for Community Services**

**Decision No:  
D200082MEM**

**Date: 10 November 2020**

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

**Revised Safeguarding Policy**

**(Report of Chief Executive)**

**The report sought endorsement of an updated Safeguarding Policy and Reporting Procedure for Children, Young People and Adults at Risk. Attention was drawn to the different reporting arrangements and responsibilities arising from the change of the Kent Safeguarding Children Board to become the Kent and Medway Safeguarding Children Multi-Agency Partnership (KSCMP) and to the reporting of concerns about adult safeguarding.**

Following consideration by the Communities and Housing Advisory Board, the Cabinet Member for Community Services resolved that:

- (1) the revised version of the Safeguarding Policy and Reporting Procedure for Children, Young People and Adults at Risk be endorsed; and
- (2) Councillor M Rhodes be the Member Champion for Safeguarding.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 10 November 2020.

Signed Cabinet Member for Community Services: M Rhodes

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 13 November 2020

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**Date: 10 November 2020**

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

**Leybourne Lakes Country Park- Future Management and Facility Development**

**(Report of Director of Street Scene, Leisure and Technical Services)**

**The report provided an update on the proposed transfer of the site management of Leybourne Lakes Country Park (LLCP) to the Tonbridge and Malling Leisure Trust (Leisure Trust) and on the Capital Plan scheme for the provision of additional lakeside facilities. Members were reminded that the proposed transfer had been identified in the Council's First Year Addendum to the Corporate Strategy.**

Following consideration by the Communities and Housing Advisory Board, the Cabinet Member for Community Services resolved that:

- (1) subject to the Monitoring Officer being satisfied about the legality of the actions in relation to the potential transfer:
  1. the potential transfer of the site management continues to be addressed in liaison with the Leisure Trust in accordance with the principles of the existing Management Agreement;
  2. consultation continues with the relevant on site staff at LLCP in liaison with HR regarding their potential TUPE transfer to the Leisure Trust;
  3. a report be presented to the next meeting of this Board on the financial implications/viability of a future transfer; and
  4. the transfer only be progressed if it achieves a saving to the Council and an income stream to the Leisure Trust; and
- (2) in regard to the potential development of a new Lakeside Facility at LLCP
  1. Alliance Leisure Services Ltd be appointed through the UK Leisure Framework to progress the project up to the Cost Confidence stage outlined in its Development Proposal;
  2. the project only be progressed to the Cost Certainty stage by Alliance Leisure Services Ltd if there is confidence that the project can be funded from within the available budget; and

3. approval be granted for a Planning Application to be submitted for the proposed facility development.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 10 November 2020.

Signed Cabinet Member for Community Services: M Rhodes

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 13 November 2020

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**Date: 10 November 2020**

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

**Leisure Trust Update**

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

**(Report of Director of Street Scene, Leisure and Technical Services)**

**The report provided updates on the reopening and operation of the Council's leisure facilities operated by the Leisure Trust and to potential changes to the Management Agreement and the Service Management Fee as a result of the Covid-19 virus.**

Following consideration by the Communities and Housing Advisory Board, the Cabinet Member for Housing resolved that:

- (1) the Service areas identified in sub-section 1.4 of the report be reviewed further in liaison with the Leisure Trust and updates be reported to future meetings of this Board;
- (2) the management fee (provisional) for the year 2020/21 be set at £300,000 and the cash advance remaining at the year-end be rolled forward and that the assumed level of support required in 2021/22 be part of the forthcoming budget setting process subject to the Monitoring Officer being satisfied as to the legality of the action to be taken; and
- (3) an update on the Government's recent funding announcement to support council leisure centres most in need be provided to the Communities and Housing Advisory Board.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 10 November 2020 (contains exempt information).

Signed Cabinet Member for  
Community Services: M Rhodes

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 13 November 2020

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