

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

Decision Taken By: Cabinet Member for Housing

Decision No:

D220021MEM

Date: 15 February 2022

Decision(s) and Reason(s)

Temporary Accommodation

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

The outcomes of consultancy work undertaken in respect of the provision of temporary accommodation were detailed. The Temporary Accommodation Consultancy report was attached at Annex 1. Consideration was given to a number of recommendations relating to the management and procurement of temporary accommodation and attention was drawn to the overview of the Housing Solutions Team, the fundamental importance of triage, casework and outcome management and the need for additional rigor and a revised approach to assessing priority need. Reference was made to the draft Temporary Accommodation Procurement Strategy to be reported to the Finance, Innovation and Property Advisory Board in May 2022, the use of the private rented sector, the draft Landlord Incentive Scheme offer (attached at Annex 2) and the review of the Housing Allocations Scheme. The report highlighted the importance of managing the expectations of residents and stakeholders when communicating the changes to the approach to managing Temporary Accommodation.

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

- (1) the contents of the Temporary Accommodation Consultancy report and the work to date to commence implementation of the recommendations be noted;
- (2) the target for reduction of households in temporary accommodation to 80 by October 2022 be endorsed, subject to noting that the level would fluctuate and that a range of between 70 and 100 households would be considered acceptable for the purposes of performance management;
- (3) the recruitment of additional temporary staffing resource, as detailed in the report, to support delivery of the recommendations in the Temporary Accommodation Consultancy report be endorsed;
- (4) the presentation of a Temporary Accommodation Procurement Strategy to the meeting of the Finance, Innovation and Property Advisory Board in May 2022 be noted;

- (5) the Landlord Incentive Scheme (as set out at Annex 2 to the report) be approved and authority delegated to the Director of Planning, Housing and Environmental Health in consultation with the Cabinet Member for Housing to approve any minor changes to the scheme required to deliver a complete Landlord offer;
- (6) the potential requirement to update the Council's Private Rented Sector Discharge Policy, as set out in 1.7 of the report, to ensure it remained fit for purpose be noted and authority delegated to the Director of Planning, Housing and Environmental Health, in consultation with the Cabinet Member for Housing and the Director of Central Services, to make any necessary changes; and
- (7) the actions taken under the existing Housing Allocations Scheme be noted and the proposed revised Housing Allocations Scheme be presented to the meeting of the Communities and Housing Advisory Board in May 2022 for consideration in advance of formal consultation.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 15 February 2022

Signed Cabinet Member for
Housing

K Tanner

Signed Leader:

M Boughton

Signed Chief Executive:

J Beilby

Date of publication:

18 February 2022

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:
D220022MEM**

Date: 15 February 2022

Decision(s) and Reason(s)

Private Sector Housing Enforcement Policy

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

The report recommended an update to the existing Private Sector Housing Enforcement Policy (attached at Annex 1) to reflect the latest changes in legislation which apply to private sector housing. The report also recommended some minor changes to the 'Policy for Imposing Financial Penalties under the Housing Act 2004 and the Housing and Planning Act 2016' (attached at Appendix 2 to Annex 1).

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

- (1) the changes to the Private Sector Housing Enforcement Policy (attached at Annex 1), including the changes to the 'Policy for Imposing Financial Penalties under the Housing Act 2004 and Housing and Planning Act 2016' be approved.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 15 February 2022

Signed Cabinet Member for
Housing

K Tanner

Signed Leader:

M Boughton

Signed Chief Executive:

J Beilby

Date of publication:

18 February 2022

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Decision Taken By: Cabinet Member for Environment and Climate Change

**Decision No:
D220023MEM**

Date: 15 February 2022

Decision(s) and Reason(s)

Roadside Nature Reserves

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

Further to the item considered on 9 November 2021 (Minute CH 21/36 refers) following the successful trial at Darenth Avenue, Tonbridge, the report identified potential additional sites across the borough for 'Roadside Nature Reserves' (RNR's). The potential site locations were shown in Annex 1 and included Kings Hill, Borough Green, Platt, East Malling, Leybourne and Tonbridge.

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

- (1) the sites listed in Annex 1 of the report be managed as Roadside Nature Reserves from the 2022 growing season in accordance with the cutting regime identified at paragraph 1.1.2 of the report.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 15 February 2022

Signed Cabinet Member for
Environment and Climate Change

R Betts

Signed Leader:

M Boughton

Signed Chief Executive:

J Beilby

Date of publication:

18 February 2022

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Date: 15 February 2022

Decision(s) and Reason(s)

Voluntary and Community Sector Grants

(Report of Chief Executive)

The report sought agreement of the levels of grant funding to key voluntary and community sector groups for the next financial year.

The organisations had provided summaries of progress achieved against the objectives set out in Service Level Agreements. It was noted that it had been an extremely difficult and busy year and that the pandemic had continued to increase pressure and caused change to operating methods.

Careful consideration was given to the financial and value for money implications set out in the report and the potential impact on the voluntary and community sector.

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

- (1) based on the good progress and the support provided to residents from Involve, Imago and the Mediation Schemes, grant funding be continued for year 3 of the 4-year service level agreement;
- (2) based on the good progress and the support provided to residents from Citizens Advice North and West Kent (CANWK), grant funding be maintained at current levels for the financial year 2022/23; and
- (3) based on the good progress and support provided, a 2-year service level agreement be put in place with Age UK Sevenoaks and Tonbridge, at £6,400.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 15 February 2022

Signed Cabinet Member for
Community Services

D Keers

Signed Leader:

M Boughton

Signed Chief Executive: J Beilby

Date of publication: 18 February 2022

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 Community Services

**Decision No:
D220025MEM**

Date: 15 February 2022

Decision(s) and Reason(s)

Community Development Work in East Malling

(Report of Chief Executive)

The report provided an update on the proposed Community Development Worker for East Malling.

Reference was made to the way that community work was delivered in Trench, Tonbridge and this approach had already resulted in significant benefits. It was, therefore, recommended to adopt this model for East Malling.

A Service Level Agreement would be put in place between the Borough Council and the East Malling Centre. The Borough Council would provide a grant of £7,500 per year for a 2-year period and this would be match funded by Clarion Housing Group. It was noted that this proposal did not represent growth to the Council budget but would be a commitment for a 2-year period. By adopting this model there would be additional financial contributions of £5,000 per year from East Malling and Larkfield Parish Council.

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

- (1) the arrangements for the proposed Community Development Worker for East Malling be noted; and
- (2) grant funding of £7,500 per year, for two years, be paid to the East Malling Centre.

Reasons: As set out in the report submitted to the Communities and Housing Advisory Board of 15 February 2022

Signed Cabinet Member for
Community Services

D Keers

Signed Leader:

M Boughton

Signed Chief Executive:

J Beilby

Date of publication:

18 February 2022

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