

Minutes of Health & Housing Committee

Meeting Date: Thursday, 5 June 2014, starting at 6.30pm
Present: Councillor B Hilton (Chairman)

Councillors:

S Bibby	S Hore
S Brunskill	R Newmark
R Hargreaves	L Rimmer
J Hill	C Ross
K Hind	R Sherras

In attendance: Chief Executive, Head of Environmental Health Services, Head of Financial Services, Housing Strategy Officer.

Also in attendance: Councillor M Ranson.

62 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors J Holgate, M Robinson, I Sayers and J Shervey.

63 MINUTES

The minutes of the meeting held on 20 March 2014 were approved as a correct record and signed by the Chairman.

64 DECLARATIONS OF INTERESTS

There were no declarations of interest.

65 PUBLIC PARTICIPATION

There was no public participation.

66 CLITHEROE FOOD BANK

The Chairman introduced Nigel Rix and Ruth Haldane who gave a brief presentation on the Ribble Valley Food Bank. They informed Committee that a food parcel contains 3 days' worth of provisions and is given to people who have had a referral. The food bank is more than just the provision of food; it also lends a listening ear and signposts to other organisations. It is run by the community for the community with volunteers and donations.

Before the food bank was established in the Ribble Valley parcels were delivered from other organisations outside the borough. There was a recognised need and there are now two established banks in Clitheroe and Longridge.

There are 50 referral agencies, 80 volunteers, 20 tonnes of food donated and financial aid. In the last year there has been 1200 people visit; 51% only once, 88% 1-3 times. The main reasons for needing a food bank are benefit delays

and low income. They went on to address several concerns and misconceptions about the food bank.

The Chairman thanked them both for their very informative presentation.

67 APPOINTMENT OF WORKING GROUPS

RESOLVED: That Committee approve the appointment of the Strategic Housing Working Group – Councillors Hilton, Hind, Robinson, Newmark and the Health and Well-being Partnership Group – Councillor Hilton, Hind, Robinson, Elms, Newmark and Holgate.

68 AUTHORISATION OF ALTERNATIVE PROPER OFFICER

The Chief Executive submitted a report asking Committee to confirm arrangements in relation to the authorisation of proper officer appointments with the local health organisations. Recently there had been significant changes in both associated legislation and the structure of the organisations and their personnel who would provide this service on the Council's behalf and it had therefore been agreed to confirm officer authorisation to ensure an appropriate response to infectious disease problems and outbreaks.

RESOLVED: That Committee approve the authorisation of the officers as outlined in the report for the duties listed to act on behalf of the Ribble Valley Borough Council.

69 MOBILE HOMES ACT 2013

The Chief Executive submitted a report informing Committee of the implications of the Mobile Homes Act 2013 in relation to sites in Ribble Valley, who has the discretion to consider establishing a site licensing policy and fee structure for the licensing of relevant protected sites. He informed Committee that the Caravan Sites and Control of Development Act 1960 had been amended by the Mobile Homes Act 2013 with the changes coming into force on 1 April 2014. These include powers for local authorities to charge fees for their licensing functions in respect of relevant protected sites. The Act also amends the Mobile Homes Act 1983 and introduces enhanced protection and regulation of site agreements in relation to relevant protected sites. The new licensing provisions enable local authorities to regulate site licence compliance more effectively and provide tools to take enforcement action where site owners are not managing and maintaining their sites and its services. The changes are intended to better safeguard residents' health and safety and protect the values of their park homes.

In addition the local authority also has the option to introduce and charge fees for the following:

- Considering applications for the use or transfer of a site licence.
- Considering applicants for altering conditions in a site licence.
- Administration and monitoring of site licences.

He informed Committee that currently the Council has 17 licensed caravan sites. However the definition of "relevant protected sites" excludes sites which have planning permission for holiday use only or where caravans may not be

occupied. As such it would appear that potentially there are only 2 sites which meet the criteria a “relevant protected sites” in the Ribble Valley.

Consideration also needed to be given to exempting sites based on a minimum size, sites not run as a business and gypsy roma and traveller sites. The recommended fee structure was outlined.

Committee discussed the merits of introducing these measures and if this legislation may enable and apply to a recent issue of travellers tending their horses on pasture adjacent to the A59.

RESOLVED: That Committee

1. confirm the introduction of charges in relation to the licensing of relevant protected caravan sites as outline in the report;
2. approve the introduction of the fees set out as outlined subject to publishing a suitable fee policy;
3. approve the exemption of sites for five or less traditional residential park or gypsy roma and traveller units; and
4. establish a working group to look at practical issues relating to the licensing of caravan sites in the Ribble Valley.

70

COMMUTED SUM PROTOCOL

The Chief Executive submitted a report seeking Committee’s approval for the implementation of an affordable housing commuted sum protocol. The Housing Strategy Officer informed Committee that addressing housing needs of the borough continued to be one of the key ambitions of the Council and had been the subject of a recent workshop attended by Councillors.

The report went on to highlight grounds where a commuted sum may be considered. This included:

- where affordable housing need in the parish had been met through affordable housing delivery;
- where there is a need but for a lesser number of units than will be delivered through 30% of the site being affordable and therefore delivery will be part on site and part commuted sum; and
- where there is an identified housing need but the location of the site is not suitable for delivery on site.

The report included several examples of various mechanisms for calculating the requirement and set out a proposed protocol for a methodology of how Ribble Valley would approach this. Where commuted sums are accepted the amount payable per dwelling would be a sum equal to the difference between the highest value a partner RSL would be willing to purchase at (without grant) and an independent market valuation of the dwelling. A proposed protocol for the use of any commuted sum collected was also outlined in that it would be used to

contribute towards a broad range of schemes and initiative linked to providing additional affordable housing. The commuted sums would be applied by Ribble Valley Borough Council to meet local needs in accordance with the housing needs priorities and in line with the priorities set out in the Council's housing strategy and any other relevant planning policies and guidance. It was also proposed that following enforcement of the protocol the contributions and their utilization would be monitored quarterly by the Strategic Housing Working Group and reported on an annual basis to the Health and Housing Committee.

RESOLVED: That Committee

1. approve the grounds to consider requesting a commuted sum as outlined;
2. approve the protocol for use of commuted sums as outlined; and
3. approve the methodology for collection of any commuted sum be retained as approved within the Addressing Housing Needs 2012 policy document as an interim policy pending further consultation and review with relevant bodies and that the outcome of the consultations be reported back to this Committee at the next available meeting.

71 CAPITAL OUTTURN 2013/14

The Director of Resources submitted a report seeking Member approval for the slippage of capital schemes from the 2013/14 financial year to the 2014/15 financial year and to review the final outturn on the capital programme for 2013/14 for this Committee. The Capital Programme for the Health and Housing Committee for 2013/14 had consisted of 6 schemes totalling £461,820. At the end of 2013/14 actual expenditure had totalled £427,132 which equated to 92% of the revised estimate.

Four schemes were unfinished at the end of the financial year and therefore slippage had been requested to be carried forward into 2014/15. These schemes include the cemetery extension, disabled facilities grants, landlord/tenant grants and the repossession prevention fund.

RESOLVED: That Committee approve the request for slippage of £34,680 into the 2014/15 financial year.

72 REPRESENTATIVES ON OUTSIDE BODIES 2014/15

The Chief Executive submitted a report informing Members of the Outside Bodies that come under the remit of the Health and Housing Committee and their membership.

RESOLVED: That the report be noted.

73 GENERAL REPORT OF THE CHIEF EXECUTIVE ON THE ENVIRONMENTAL HEALTH SERVICE

Committee considered the general report of the Chief Executive which had been submitted to Committee for information and included Hanson Cement Liaison Minutes and updates on air quality, private water supplies risk assessment

progress, dog control orders and tobacco and nicotine containing products briefing paper.

RESOLVED: That the report be noted.

74 TODBER CARAVAN PARK, BURNLEY ROAD, GISBURN

The Chief Executive submitted a report for Committee's information regarding an application to revise an existing Site Licence. Planning permission had been granted on 14 February 2014 to allow the entire caravan park to be used for 12 month holiday use. As such a condition had been added to the amended Site Licence which stipulates "that the caravan shall only be used for the purpose of holiday accommodation and not as a permanent residence and that the site owner should also maintain and make available for inspection a suitable register with supporting evidence showing the details of the primary residence of the owner and/or occupier of the caravan".

RESOLVED: That the report be noted.

75 MINUTES OF THE HEALTH AND WELL-BEING PARTNERSHIP GROUP

Committee received the minutes of the Health and Well-being Partnership Group for the meeting held on Monday, 19 May 2014.

76 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business be Exempt Information Under Categories 1 and 3 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

77 REQUEST TO VARY THE DFG APPROVAL PROCESS

The Chief Executive submitted a report requesting Committee for consent to vary the disabled facilities grant approval process on a new build property. Suspension of Standing Orders with regard to the requirement to obtain two tenders for work was needed in order to secure an adapted new build property for a person in housing need.

RESOLVED: That Committee approve the suspension of Standing Orders with regard to tenders for the works and approve the disabled facilities grant, the consent being only applicable to the unit at Plot 22 Preston Road, Longridge.

78 GENERAL REPORT – GRANTS

The Chief Executive submitted details of five disabled facilities grants and four boiler replacement grants.

RESOLVED: That the report be noted.

79 AFFORDABLE HOUSING UPDATE

The Chief Executive submitted an update on the affordable housing schemes in progress and proposed in the borough. These had been split into applications

which had been submitted and were either approved or waiting determination subject to Section 106 Agreements being completed. The minute of the recent Strategic Housing Group meetings were also included for Committee's information.

RESOLVED: That the report be noted.

The meeting closed at 8.00pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

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