

## Minutes of Health & Housing Committee

Meeting Date: Thursday, 18 January 2018 starting at 6.30pm  
Present: Councillor B Hilton (Chairman)

Councillors:

S Bibby	K Hind
S Brunskill	R Newmark
P Elms	M Robinson
R Elms	R Sherras
M Fenton	R Thompson
L Graves	J White
R Hargreaves	

In attendance: Chief Executive, Director of Resources, Head of Regeneration and Housing, Head of Environmental Health Services, Strategic Housing Officer, Senior Accountant.

Also in attendance: Councillors J Alcock and G Mirfin.

### 501 APOLOGIES

An apology for absence from the meeting was submitted on behalf of Councillor P Dobson.

### 502 MINUTES

The minutes of the meeting held on 19 October 2017 were approved as a correct record and signed by the Chairman.

Councillor Mirfin spoke on Minute 343, outlining particular issues with dog fouling in Billington, and putting forward suggestions for Committee to consider with regard to staffing levels, equipment and duties for the dog warden service. The Chair indicated a willingness to meet Councillor Mirfin to discuss the issue outside the meeting. Members also referred to concerns at one new estate in the Ribble Valley, and to the possibility of acquisition of further equipment.

### 503 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 504 PUBLIC PARTICIPATION

There was no public participation.

### 505 REVISED CAPITAL PROGRAMME 2017/2018

The Director of Resources submitted a report seeking Committee's approval of the revised capital programme for the current financial year for this Committee. The original capital programme for 2017/2018 had been approved by Policy and Finance Committee and Full Council in February 2017, and since then regular

reports had been presented to this Committee on progress with the capital programme.

The capital programme originally comprised five schemes with a total estimated cost of £769,220. The schemes had provided for disabled facilities grants, landlord/tenant grants, Clitheroe Market improvements, affordable warmth capital grants and acquisition of the remaining share of 16 Alma Place.

The capital programme had been reviewed and revised. This had incorporated moving the Clitheroe Market improvement scheme of £175,000 to 2018/2019, and an increase in the budgets of £27,110 in respect of disabled facilities grants and £13,010 for affordable warmth capital grants. These revisions resulted in a revised capital programme estimate of £634,340 on four schemes for 2017/2018.

Expenditure on schemes (including commitments) to the end of December 2017 was £267,312. The current underspend of £367,028 against the full year revised estimate was due to lower levels of grant applications approved for the year to date when compared to the levels of full year funding in place for disabled facilities grants, landlord/tenant grants and affordable warmth capital grants.

RESOLVED: That Committee approve the 2017/2018 revised estimate of £634,340 for this Committee's capital programme as set out in the Annex to the report.

#### 506 REVISED REVENUE BUDGET 2017/2018

The Director of Resources submitted a report outlining a revised revenue budget for 2017/2018 for this Committee. She reminded Members that at this time of year, the estimates are revised for the current financial year in order to predict the likely outturn. This also assists in preparing the original estimates for the forthcoming financial year.

The 2017/2018 budget had included provision of 1.1% for pay increases and 1.5% for price increases. As well as using data on actual financial performance to date, there had been detailed discussions with budget holders and Heads of Service on past service provision and future plans, which played an integral part in the budget setting process.

The revised estimate net expenditure for 2017/2018 was £887,400 after allowing for movements on earmarked reserves. This was £37,010 lower than the original estimate, after allowing for movements on earmarked reserves. A comparison between the original and revised budgets for each cost centre was included for Committee's information and significant changes were highlighted.

RESOLVED: That Committee approve the revised revenue estimate for 2017/2018.

#### 507 ORIGINAL REVENUE BUDGET 2018/2019

The Director of Resources submitted a report asking Committee to agree the draft revenue budget for 2018/2019 for this Committee for consideration at Special Policy and Finance Committee.

With regard to the Council's overall financial position, she reminded Members that in September the Council's updated four year Budget Forecast had predicted

budget gaps of £774,000 in 2018/2019, £956,000 in 2019/2020 and £1,139,000 in 2020/2021.

She also informed Members that in October 2016 the Council had submitted an efficiency plan to the Government and received a multi-year finance settlement covering 2017/2018, 2018/2019 and 2019/2020.

The Council had been informed by the Government that the Local Government Finance Settlement for 2018/2019 was to be honoured in respect of the figures previously provided in the multi-year settlement. Additionally, the Government had announced that the Rural Services Delivery Grant would not be reduced to £66,618 as previously indicated, but would remain at £86,603, as received in 2017/2018.

The Budget Working Group would continue to meet over the coming weeks and would also make recommendations to Special Policy and Finance Committee on 6 February 2018 in order to achieve a balanced budget.

The proposed fees and charges for 2018/2019 had been considered by Committee in October and had been incorporated into the service budgets presented to Committee. Following in-depth service analysis and meetings between accountants, budget holders, Heads of Service and Management Team, the proposed draft budget was now presented to Members.

Estimates had been prepared allowing for general pay and price increases at 2%. The budget for each cost centre was presented individually showing the 2017/2018 original estimate, savings, general inflation, variations to the standard budgeted inflation, unavoidable changes to service costs, support services charges and capital charges, which then culminated in the draft original estimate for 2018/2019.

21 cost centres were presented for this Committee and comments given on any large variance, between the 2017/2018 original estimates and 2018/2019 original estimate.

The draft budget was also summarised in two ways; one over the cost of the services provided by the Committee (objective) and the other over the type of expenditure and income (subjective).

The original estimate net expenditure 2018/2019 for this Committee was £958,550, after allowing for movements on earmarked reserves. This was £34,140 higher than the 2017/2018 original estimate, after allowing for movements on earmarked reserves.

**RESOLVED:** That Committee approve the original revenue estimate for 2018/2019 and submit this to Special Policy and Finance Committee.

#### 508 TEMPORARY ACCOMMODATION REVIEW

The Chief Executive submitted a report inviting a review of the use of 90 Whalley Road, Clitheroe as the temporary accommodation provision in the borough. 12 months previously, Committee had approved a year-long pilot in use of the accommodation, following withdrawal of management of the property by Ribble

Valley Homes. Funding had been secured from Lancashire County Council for two years to support 90 Whalley Road and the accommodation at The Sidings in Clitheroe. Maintenance of the building at 90 Whalley Road over the 12 months had been more costly than predicted, mainly due to fire protection measures undertaken in the light of the risks highlighted by the Grenfell Tower tragedy.

Occupancy levels had remained high, with increased demand anticipated after the introduction of new homelessness legislation from April 2018.

RESOLVED: That Committee

1. agree to continue to use 90 Whalley Road as the Council's primary temporary accommodation for the borough; and
2. review use of the accommodation on an annual basis with the matter being reported to Committee.

509 RIBBLE VALLEY BOROUGH COUNCIL AS A DEMENTIA FRIENDLY COUNCIL

The Chief Executive submitted a report seeking Committee's agreement to the actions required for Ribble Valley Borough Council to become a Dementia Friendly Council. The history of the work carried out by the Council over the years in partnership with other interested parties and providers was set out, together with details of the work and factors considered by the Dementia Working Group. Members were advised of the recognition process for Dementia Friendly Communities, and a proposed Dementia Action Plan was submitted for Committee's consideration.

RESOLVED: That Committee

1. note the minutes of the Dementia Working Group meetings held on Wednesday, 4 October 2017 and Monday, 18 December 2017;
2. endorse the continued support for the Dementia Action Alliance and ask for opportunities for further joint working to be explored by the Ribble Valley Health and Wellbeing Partnership;
3. endorse as a framework to guide the work of the Council on its Dementia initiative the Alzheimer's Society foundation criteria, and agree the Dementia Action Plan as set out in the Appendix to the report; and
4. delegate to the Chief Executive the formation of an Officer Working Group to implement the action plan, reporting progress to the Health and Wellbeing Partnership as appropriate and submitting a six month monitoring report to this Committee.

510 THE HOUSING AND PLANNING ACT 2016 – CIVIL PENALTIES

The Chief Executive submitted a report seeking Committee's approval for implementation of new enforcement powers contained in part 2 of the Housing and Planning Act 2016, relating to rogue landlords and property agents in England

The legislation included a range of different measures for local authorities, including a database of rogue landlords/property agents, planning orders, civil penalties as an alternative to prosecution for certain offences and extension of rent repayment orders for a range of transgressions. Adoption of the powers would support and compliment the actions already available to the Council to tackle housing issues.

RESOLVED: That Committee

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1. recommend that Council approve the policy and matrix for the use of civil penalties set out in Appendix 1 to the report and its inclusion in the Environmental Health Enforcement Policy;
2. delegate to the Head of Environmental Health Services all powers to issue, use and enforce civil penalties as detailed in the Housing and Planning Act 2016 and any regulations made thereunder; and
3. delegate to the Head of Environmental Health Services all powers to issue, use and enforce rent repayment orders as detailed in the Housing and Planning Act 2016 and any regulations made thereunder.

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#### 511 THE SMOKE AND CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015

The Chief Executive submitted a report, seeking Committee's authorisation for the Head of Environmental Health Services and Environmental Health Officers to carry out enforcement under the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 and also seeking approval for the Statement of Principles which the authority would adopt to determine the amount of the penalty charge in the event of a breach of the regulations.

The regulations relate to properties in the private rented sector, requiring provision of a working smoke alarm on each storey of a private rented home, a working carbon monoxide alarm in each room with a solid fuel burning combustion appliance, and checks that the alarms are in working order at the start of each tenancy. Enforcement of the regulations was conducted by local authorities, including through imposition of penalty charges, and the Head of Environmental Health Services had consulted with other authorities in Lancashire in preparation of a Statement of Principles to determine the appropriate level of penalty charges applicable.

RESOLVED: That Committee approve

1. the Head of Environmental Health Services and Environmental Health Officers be authorised to exercise the Council's full enforcement powers under the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 made under Section 150(1)-(6) and (10) of the Energy Act 2013 and paragraph 3(a) of Schedule 4 to the Housing Act 2004 that came into force on 1 October 2015;
2. the Statement of Principles which the local authority will follow in determining the amount of a penalty charge related to a breach of the Smoke and Carbon Monoxide Alarm (England) Regulations 2015; and

3. amendment of the Council's Private Sector Enforcement Policy to include the new regulations.

512 THE LITTER STRATEGY FOR ENGLAND AND RELATED ISSUES

The Chief Executive submitted a report summarising the Government Litter Strategy for England, and outlining regional working to develop behavioural change and education initiatives to help to reduce litter.

The Strategy considered litter in three contexts: resource efficiency and waste management; aquatic and marine litter and fly tipping. It also considered the introduction of charging at Household Waste Recycling Centres by some Councils and the impact of that charging procedure.

Consultation had taken place on the introduction of fixed penalties for fly tipping, which powers had already been implemented successfully in parts of England. The Head of Environmental Health Services would be consulting with neighbouring local authorities on the use of such powers.

RESOLVED: That Committee note

1. and support the Litter Strategy for England; and
2. that further work be undertaken working across the region with partner bodies to develop behavioural changes and education initiatives to help to reduce litter and fly tipping.

513 ADOPTION OF REVISED CAT BOARDING MODEL STANDARD LICENCE CONDITIONS

The Chief Executive submitted a report recommending adoption of a new set of model licence conditions for licenced catteries which had been issued by the Chartered Institute of Environmental Health, to replace the current conditions adopted in 1997.

There were a number of catteries in Ribble Valley, and the current local standards were not consistent with and were more demanding than the model standards. The model licence conditions had been prepared in 2016 and were considered sensible, sound, reflective of modern cattery practice and providing protection for the animals which were boarded.

RESOLVED: That Committee

1. adopt the new set of cattery licence conditions to take effect from 1 January 2018 for all new catteries; and
2. ask officers to agree a reasonable time period for existing catteries to secure compliance where major changes were required from 1 January 2018.

514 UPDATE ON DISABLED FACILITIES GRANTS

The Chief Executive submitted a report for Committee's information, updating Members on the current position in terms of delivery of disabled facilities grants.

This followed the more flexible approach allowed by the Better Care Fund in delivery of disabled adaptations since May 2017. The Strategic Housing Officer also advised Committee that the grant monies were protected by imposition of a local land charge where the works consisted of alterations to the property of an owner/occupier.

RESOLVED: That the report be noted.

515 TACKLING ROGUE LANDLORDS

The Chief Executive submitted a report for Committee's information on the approach taken by Ribble Valley Borough Council in development of a policy as to when to prosecute and when to impose a civil penalty when there had been contravention of provisions relating to rogue landlords under the Housing and Planning Act 2016. Impact on staff resources, offset by the receipt of any fixed penalties, were also considered.

RESOLVED: That the report be noted.

516 INTRODUCTION OF THE HOMELESSNESS REDUCTION ACT 2017

The Chief Executive submitted a report for Committee's information on the introduction of the Homelessness Reduction Act 2017, and its implications for the Council's housing service. The Act introduced additional duties for local authorities, and expanded the number of people entitled to advice, support and housing, both by reference to the circumstances leading to threatened or actual homelessness and by increasing the period prior to loss of a home during which an affected person was entitled to the relevant support and services. Training was required for the Council's housing service, and some government funding had been made available to meet the cost of the additional duties.

RESOLVED: That the report be noted.

517 WIGWAM HOLIDAYS RIBBLE VALLEY, MOORGATE FARM, DINCKLEY

The Chief Executive submitted a report for Committee's information on the grant of a new licence for a caravan site at Moorgate Farm, Dinckley – a site for which planning permission had been granted and for which, therefore, a licence had to be granted subject to the imposition of appropriate conditions.

RESOLVED: That the report be noted.

518 CALDER FARM CARAVAN SITE, BOLTON-BY-BOWLAND

The Chief Executive submitted a report for Committee's information on the grant of a new licence for a caravan site at Calder Farm, Bolton-by-Bowland – a site for which planning permission had been granted and for which, therefore, a licence had to be granted subject to the imposition of appropriate conditions.

RESOLVED: That the report be noted.

519 HOMELESS FORUM

Committee received the minutes of Homeless Forum held at 90 Whalley Road, Clitheroe on 29 November 2017.

520 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business be an Exempt Information under Categories 1 and 7 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

521 AFFORDABLE HOUSING UPDATE

The Chief Executive submitted a report for Committee's information with the minutes of the meeting of Strategic Housing Working Group held on 7 November 2017.

RESOLVED: That the report be noted,

522 GENERAL REPORT – GRANTS

The Chief Executive submitted a report for Committee's information on approval of 12 disabled facilities grants, one landlord/tenant grant and five affordable warmth grants.

182 applications had been made for household flood resilience grants for which 180 have been approved. In the case of the remaining two applications, the owners had decided not to proceed. 173 had been fully completed and payments made, and of the remaining seven, four applications had work completed but snagging issues were being addressed; two applications (relating to listed buildings) had work yet to commence and one application (which related to a listed building) had work which had commenced and was nearing completion.

32 business applications had been approved of which 31 had been completed and paid. For the one remaining application, work had been completed but snagging issues were being addressed.

Officers were increasing efforts to follow up any outstanding works to ensure timely completion of each scheme before the closure of the government programme.

RESOLVED: That the report be noted.

The meeting closed at 8.29pm.

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