

**CABINET****Tuesday, 26th July, 2016**

Present:-

Councillor Burrows (Chair)

Councillors T Murphy  
Blank  
HuckleCouncillors Ludlow  
A DioufNon Voting J Innes  
Members BrownHollingworth  
Wall

\*Matters dealt with under the Delegation Scheme

**57 DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS  
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

**58 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bagley, T Gilby and Serjeant.

**59 MINUTES****RESOLVED –**

That the minutes of the meeting of Cabinet held on 12 July, 2016 be approved as a correct record and signed by the Chair.

**60 FORWARD PLAN**

The Forward Plan for the four month period 1 August to 30 November, 2016 was reported for information.

**\*RESOLVED –**

That the Forward Plan be noted.

**61 DELEGATION REPORT**

Decisions taken by Cabinet Members during June and July, 2016 were reported.

**\*RESOLVED –**

That the Delegation Report be noted.

62

**CARAVAN AND MOBILE HOME PARK LICENSING**

The Housing Manager submitted a report to inform members of changes to the regulations for the licensing of Caravan and Mobile Home Parks introduced under the Mobile Homes Act 2013, and to request approval for the proposed fee policy in relation to the functions delegated to the Council under the Act. The Housing Manager noted that the new legislation only applied to sites used for human habitation all the year round, with sites used for seasonal activities, not open all year, such as holiday caravan sites, being exempt from the legislation.

The report advised that the new legislation gave local councils the authority to charge fees for licence applications, amendments and variations, the power to charge an annual licence fee reflecting the cost to the local authority of administering the licence, the power to refuse to grant a site licence where it was considered that the applicant was unsuitable to hold a licence and the power to vary the licence conditions on existing sites where it was felt that the existing conditions were no longer adequate or obsolete. The legislation also required each local authority to adopt and publish a fee policy. The council's proposed fee policy was attached as an appendix to the officer's report.

The report also requested that delegated authority be given to the Cabinet Member for Housing to authorise variations to the Council's adopted standards for residential Caravan and Mobile Homes Parks, as well as delegated authority to officers with regard to the authorisation and refusal of licences, as well as to deal with the enforcement of licence conditions.

**\*RESOLVED –**

1. That the changes to the licensing and management of Caravan and Mobile Home Parks, as introduced under the Mobile Homes Act 2013 be noted.
2. That the matters to be taken into consideration when determining whether a licensee or site manager is a 'fit and proper person', as detailed in sections 6.11 to 6.14 of the officer's report, be approved.
3. That the proposed fee structure, as detailed in the Fee Policy at Appendix A of the officer's report, be approved.
4. That the Model Standards for Caravan Sites in England 2008 be adopted as the minimum standards to be applied to licence conditions.
5. That responsibility for the approval of any variations to the Council's adopted standards for residential Caravan and Mobile Homes Parks, to accord with

changes to the Model Standards, be delegated to the Cabinet Member for Housing.

6. That the responsibility for the authorisation and refusal of licence applications, including renewal, revocation and licence variations be delegated to the Health and Wellbeing Manager and the Private Sector Housing Manager.
7. That responsibility for the enforcement of licence conditions, including the inspection of sites, issuing of Compliance Orders, emergency remedial action and the authorisation of works in default, be delegated to the Private Sector Housing Manager.

## **REASONS FOR DECISIONS**

The powers and resources now available to the local authority will enable it to take appropriate action to monitor and enforce reasonable minimum standards on Mobile Homes Sites. It will provide vulnerable occupiers, many of whom are elderly, with regulatory protection against the worst practices of unscrupulous site owners.

## **63 HOMELESSNESS STRATEGY**

The Housing Manager submitted a report to seek approval for the adoption and publication of the North Derbyshire Joint Homelessness Strategy 2016 – 2021, which set out the Council's approach to dealing with homelessness in Chesterfield and across North Derbyshire. A strategy was required as the Homelessness Act 2002 had placed an obligation on local authorities to review homelessness in their area and to produce and publish a five year strategy and action plan to tackle the issue in their area.

The report noted that the council had produced an interim Homelessness Statement for 2014/15 that had set out the key strategic priorities and the challenges faced relating to homelessness in Chesterfield, pending the development of a joint North Derbyshire Homelessness Strategy with the neighbouring districts of Bolsover and North East Derbyshire. The report noted that since 2003 Chesterfield Borough Council, along with Bolsover and North East Derbyshire District Councils had made considerable progress in improving services and reducing homelessness in their areas since each Council published their first homelessness strategies

The Housing Manager advised that as many of the issues faced by Chesterfield Borough Council with regard to homelessness were the same as those faced by the neighbouring authorities of Bolsover and North East Derbyshire, and that as the majority of the services and support available for homeless people were common

throughout the three areas, it was practical to look at a shared overarching strategy. This strategic approach to joined up working would also enable the best use of resources, and would also maximise the opportunities to bring additional funding in to this area.

In order to move the joint working arrangement forwards the three councils had appointed consultants to carry out a review of homelessness across North Derbyshire, and to produce a joint Homelessness Strategy for 2016 – 2021. The proposed North Derbyshire Homelessness Strategy 2016 – 2021 set out the framework in which the council would develop and deliver homelessness prevention, advice and support services both in Chesterfield and north Derbyshire, and the proposed strategy was included in full as an appendix to the officer's report.

**\*RESOLVED –**

That the North Derbyshire Joint Homelessness Strategy 2016-2021 be adopted and published.

**REASON FOR DECISION**

To ensure compliance with the statutory obligation of having a strategy in place to deal with homelessness in the Borough.