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To: All Members of the Council  
Chief Executive

Please ask for Martin Elliott

Direct Line 01246 345236

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Our Ref  
Your Ref

Dear Councillor,

Record of Decisions taken by Cabinet - 26 July, 2016

At a meeting of the Cabinet held on 26 July, 2016, the following decisions were reached on the items listed in the attached schedule.

The implementation of these Cabinet decisions is suspended until the call-in period has expired without a call-in being validly invoked. Any Member of the Council shall be entitled to call for a decision to be suspended by giving notice to the Monitoring Officer *either by telephone, fax, email or in writing not later than 5.00 pm on the day following the date of the Cabinet meeting.*

Any decision so suspended shall not be capable of implementation for a period of five calendar days from the date of the Cabinet meeting which will expire on 31 July, 2016.

(DURING THE CALL-IN PERIOD A REQUEST MAY BE MADE IN RESPECT OF ANY DECISION SO SUSPENDED BY NOT LESS THAN ONE QUARTER OF THE TOTAL MEMBERSHIP OF THE OVERVIEW AND PERFORMANCE SCRUTINY COMMITTEE. TO DO THIS YOU WILL NEED TO NOTIFY THE MONITORING OFFICER IN WRITING, BY FAX OR BY EMAIL BY 5.00 PM ON 31 JULY 2016 BEING FIVE DAYS FOLLOWING THE DAY OF THE CABINET MEETING.)

continued

Public Information**6. Caravan and Mobile Home Park Licensing****\*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.

7. Homelessness Strategy

**\*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.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'S. Smith', written in a cursive style.

Local Government and Regulatory Law Manager and Monitoring Officer