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Archived Decision for the Portfolio Holder for Commissioning and Procurement 2015



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Decisions taken by Individual Portfolio Holders

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County Councillor R.G. Brown Portfolio Holder for Commissioning and Procurement

Decision Taken 12 January 2015 Decision published 13 January 2015 Decision effective from 12 January 2015

Submission of the Housing Revenue Account business plan to the Welsh Government

DECISION	Reason for Decision
That the HRA business plan is agreed and it is dispatched to the Welsh Government to ensure compliance with timescales.	To ensure that the HRA is able to exit the HRA subsidy regime & to ensure that the application for Major Repairs Allowance is received within the required timescale.

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CYNGOR SIR POWYS COUNTY COUNCIL

REPORT FOR DELEGATED DECISION By County Councillor Graham Brown Portfolio Holder for Commissioning and Procurement Date 12th January 2015

REPORT AUTHOR:	Interim Head of Housing
SUBJECT:	Submission of the Housing Revenue Account business plan to the Welsh Government

REPORT FOR: Decision

1. <u>Summary</u>

1.1. This report asks the Portfolio Holder to agree to the submission of the Housing Revenue Account (HRA) business plan to the Welsh Government, by the deadline of the 12th January 2015.

2. <u>Background</u>

- 2.1. The Cabinet agreed a report on the 30th September 2014, which provided delegated authority for the Portfolio Holder for Commissioning and Procurement to sign the voluntary agreement between the local authority and the Welsh Government, in relation to the reform of the HRA subsidy system.
- 2.2. As part of the arrangements in the run up to the signing of the voluntary agreement, the Council is required to provide an HRA business plan to the Welsh Government by the 12th January 2015. Cabinet agreed a report on 16th December which provided the Portfolio Holder with delegated authority to submit the HRA business plan to the Welsh Government.
- 2.3. The business plan is a projection of the housing revenue account over the next 30 years and whilst the Council has been required to submit business plans to the Welsh Government for a number of years, the new financial freedom afforded to the Council by the self-financing regime which is introduced next April, will mean that the business plan produced for the 12th January deadline contains a number of assumptions about the council's policy in respect of the management of the housing stock, for example:
 - the estimated total borrowing the HRA will commit to (the actual amount will be identified at the end of March 2015)
 - the total investment in re-configuring homes
 - the total investment in the development and acquisition of new homes
 - the size of the HRA reserves
 - the anticipated rent rises that the council will introduce over the 30 year life of the business plan.

- 2.4. Officers from housing and finance have worked to produce the business plan in the format required by the Welsh Government. A copy of the business plan and the associated documentation is attached at appendix 1.
- 2.6 As there is no time between the completion of the business plan and the date of its submission to the Welsh Government, it is also recommended that the business plan is considered by the full council soon after its submission to the Welsh Government.
- 2.7 The Interim Head of Housing and the Professional Lead Finance provided a presentation on the impact of the introduction of the self-financing regime for the HRA in Powys to a Councillors Development Session on the 8th December 2014, where some of the early thinking in respect of the business plan was shared with councillors.
- 2.8 The business plan assumes that the Council will increase its average weekly rent for an HRA property by the guideline rent increase for 2015-16, recommended by the Welsh Government. This is an increase of 2.7%. Whilst the council is able to increase its rents by less than the guideline rent increase figure, (as its average weekly rent is within the target rent band established for Powys by the Welsh Government's Rent Setting Policy) the impact of a less than guideline figure rent increase is to:
 - reduce the amount of revenue available to the HRA
 - increase the HRA's borrowing requirement and
 - delay the growth of reserves which will be used to fund the development of new council housing.
- 2.9 Whilst the council would have wished to have seen a lower rent increase in 2015-16 than 2.7%, the cost of doing so would have been significant and the timescale for the development of the business plan did not provide the opportunity to consider this issue in fine detail. However, as the average weekly rent charged by Powys for an HRA property is one of only two which fall within the Welsh Government's target rent band for their locality, the council can be assured that the increase applied in Powys to the average weekly rent for an HRA property is at the lower end of the rent increases applied by the 11 local authorities which have retained their housing stock.
- 2.10 Finally, the business plan is based on the council's treasury management strategy, i.e. a one pool approach to all council borrowing.

3. Options Considered/Available

3.1 There is only one option available to the Council, to meet the Welsh Governments timetable for the production of business plans.

4. <u>Preferred Choice and Reasons</u>

4.1 The preferred choice is for the Council to meet the Welsh Government's timetable, which will require the Portfolio Holder for Commissioning and Procurement to approve the business plan on behalf of the Cabinet.

5. <u>Sustainability and Environmental Issues/Equalities/Crime and</u> <u>Disorder,/Welsh Language/Other Policies etc</u>

5.1 The submission of the HRA business plan to the Welsh Government is a technical financial matter and will have no impact on the on other policies of the Council.

6. <u>Children and Young People's Impact Statement - Safeguarding and Wellbeing</u>

6.1 The submission of the HRA business plan to the Welsh Government is a technical financial matter and will have no impact on the Council's responsibilities to safeguard and ensure the well-being of children and young people.

7. Local Member(s)

7.1 The submission of the HRA business plan to the Welsh Government is a technical financial matter and will have no impact on the wards of local councillors.

8. <u>Other Front Line Services</u>

8.1 The submission of the HRA business plan to the Welsh Government is a technical financial matter and will have no impact on other frontline services.

9. Support Services (Legal, Finance, Corporate Property, HR, ICT, BPU)

- 9.1 The Capital and Financial Planning Accountant comments that the Business Plan is required in order to secure the Major Repairs Allowance which in 15/6 is expected to be £3.71m. In addition the Business Plan demonstrates that the HRA's capital and revenue expenditure is affordable over the 30 year period of the plan.
- 9.2 Legal The recommendations can be agreed from a legal point of view.

10. Local Service Board/Partnerships/Stakeholders etc

10.1 The submission of the HRA business plan to the Welsh Government is a technical financial matter and will have no impact on other key stakeholders of the Council.

11. <u>Communications</u>

11.1 The Housing Service will advise tenants of the voluntary agreement via the Tenant Liaison Forum, the Open House Newsletter and the website.

12. <u>Statutory Officers</u>

- 12.1 The Strategic Director Resources (Section 151 Officer) notes the comments made by finance and supports the approach to meet the timetable.
- 12.2 The Solicitor to the Council (Monitoring Officer) has commented: "I have nothing to add to the report".

13. <u>Members' Interests</u>

13.1 The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If Members have an interest they should declare it at the start of the meeting and complete the relevant notification form.

Recommendation:	Reason for Recommendation:
That the attached HRA business plan is agreed and it is dispatched to the Welsh Government to ensure compliance with timescales.	To ensure that the HRA is able to exit the HRA subsidy regime & to ensure that the application for Major Repairs Allowance is received within the required timescale.

Relevant Policy (ie	es):		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s): All members

Person(s) To Implement Decision:Interim Head of HousingDate By When Decision To Be Implemented:12th January 2015

Contact Officer Name:	Tel:	Fax:	Email:
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Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning and Procurement

Decision Taken 13 January 2015 Decision published 13 January 2015 Decision effective from 21 January 2015

Radnorshire Museum Collections Appraisal Project

DECISION	Reason for Decision	
That the disposal of items from the Radnorshire Museums collections as set out in Appendix B to the report is approved in accordance with the disposal procedures outlined in the Collections Development Policy.	To ensure the management and ethical disposal of items from the Radnorshire Museums collections in accordance with the Collections Development Policy.	

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CYNGOR SIR POWYS COUNTY COUNCIL.

PORTFOLIO HOLDER DELEGATED DECISION By County Councillor Graham Brown Portfolio Holder for Commissioning and Procurement Date 7 January 2015

REPORT AUTHOR:	Catherine Richards Principal Officer Museums and Archives
SUBJECT:	Radnorshire Museum Collections Appraisal Project
REPORT FOR:	Decision

1.0 <u>Summary</u>

- **1.1** One of the fundamental purposes of Radnorshire Museum is to acquire and preserve objects as a permanent collection for the general benefit and enjoyment of the people of Powys. The Museum, founded in 1929, has a mixed collection of approximately 30,000 items including:
 - Geology
 - Palaeontology
 - Archaeology
 - Fine Art
 - Natural History
 - Social History
- **1.2** Radnorshire Museum has recently undertaken a full appraisal of its collections, with the assistance of an experienced consultant with an extensive background in museum and collection management. The Collections Appraisal Project has now concluded.
- **1.3** The Museum accepts that one of its key functions is to acquire artefacts and to keep them for posterity. In recent years staff have followed a strict collecting policy, however, historically a number of items, often with uncertain provenance and sometimes in extremely poor condition have been taken into the collection. The main driver for this in-depth collection review was to reappraise items and to assess their suitability for long term preservation.
- **1.4** As part of the appraisal process a selection of criteria was used in the assessment of each item, object or collection, and focused on the following:

- Provenance
- Condition including potential conservation/repair cost implications
- Relevance to Radnorshire and current collecting policy
- Potential for display
- Rarity/uniqueness/historical/scientific importance
- Duplicates (commonly occurring items with perhaps many already in collection)

2.0 <u>Collections Development Policy</u>

- **2.1** A Collections Development Policy for Radnorshire Museum was approved by Delegated Decision on 3 June 2014.
- 2.2 The Collections Development Policy sets out the principles that provides Radnorshire Museum with a framework for responsible and ethical acquisition and disposal of collections. The policy applies to material which the museum owns and has accessioned into its collections, or intends to own and accession into its collection. The Policy provided the basis for the Collections Appraisal Project and includes:
 - the Museums Service constitution and statement of purpose
 - the legal basis on which the collections are held
 - the public benefit derived from the effective use and management of the collections
 - an assessment of the needs of the museums' collections
 - the collections held by other museums and organisations collecting in the same or related geographic areas or subject fields

3.0 Rationalisation and Disposal

- **3.1** There is a strong presumption against the disposal of any artefacts in the Radnorshire museum collections. However the Collections Development Policy allows that the museum may carry out a responsible, curatorial-motivated disposal as part of the museum's long-term collections policy.
- **3.2** It is a requirement that such rationalisation will only take place following an in-depth collection review and in order to increase the public benefit derived from the museum collections. The Disposal Procedures as set out in the Collections Development Policy are included as appendix A.
- **3.3** A list of items for disposal is included as appendix B. The reason for the disposal of items from Radnorshire Museum collections follows an in-depth collection review undertaken by an external

consultant. Essentially the disposal is driven by curatorial reasons. There are no financially motivated reasons for disposal of any items.

4.0 <u>Proposal</u>

4.1 The Collections Appraisal Project has now concluded. The purpose of this report is to seek approval for the disposal of a number of items following the Disposal Procedures outlined in appendix A. The main driver for this in-depth collection review was to reappraise items and to assess their suitability for long term preservation.

5.0 One Powys Plan

- **5.1** The Museum Service directly contributes to a number of the One Powys Plan outcomes, in particular, the following:-
 - Stronger communities: Bringing people together in Powys so they feel that they matter and belong in their community
 - Community Safety: For communities in Powys to be protected from crime and disorder and to feel safe and secure in the place that they live
 - Education: All pupils in Powys are supported to achieve their full potential including those with additional learning needs
 - Training & jobs for young people: More young people in Powys would be either in full-time education, gainful employment or employment related training within the county
 - Long term conditions: Citizens with long term conditions are supported and empowered to manage their condition and live fulfilled lives
 - Older people: Older people will be supported to maintain fulfilled lives within stronger communities
 - Healthy lifestyles: Powys citizens will be encouraged to lead active and healthier lives
 - Mental health & wellbeing: Powys citizens will lead fuller and longer lives, be resilient, have good health and be more able to fully participate and contribute to their communities.

6.0 Options Considered/Available

- 6.1 1. *Do Nothing*: this will inhibit Radnorshire Museum from managing its collections in accordance with the Collections Development Policy.
 - 2. Implement the findings of the Collections Appraisal Project: The Collections Development Policy sets out the principles that provides Radnorshire Museum with a framework for responsible and ethical acquisition and disposal of collections. The main driver for this in-depth collection review was to reappraise items and to assess their suitability for long term preservation.

7.0 Preferred Choice and Reasons

- **7.1** The preferred choice is to implement the findings of the Collections Appraisal Project. This has been concluded following an in-depth collection review in order to increase the public benefit derived from the museum collections.
- **7.2** The motivation for disposal of items from the Radnorshire Museum collections is driven by curatorial reasons. There are no financially motivated reasons for disposal of any items.

8.0 <u>Support Services (Legal, Finance, Corporate Property, HR,</u> ICT, BPU)

- **8.1** Finance: We have no concerns about the implementation of the findings of the Collections Appraisal Project as it does not appear that there are any future budgetary implications to take account of.
- **8.2** Legal: Provided that the disposal procedures outlined in the Collections Development Policy have been followed, the recommendation can be supported from a legal point of view.

9.0 <u>Corporate Communications</u>

9.1 Senior Communications Manager: The report is of significant public and service user interest and requires proactive communication following decision.

10.0 <u>Statutory Officers</u>

10.1 The Strategic Director Resources (S151 Officer) notes the comments made by finance

The Solicitor to the Council (Monitoring Officer) has commented as follows: "I note the legal comment and have nothing to add to the report"

11.0 <u>Members' Interests</u>

11.1 The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If Members have an interest they should declare it at the start of the meeting and complete the relevant notification form.

Recommendation:	Reason for Recommendation:	
That the disposal of items from the	To ensure the management and ethical	
Radnorshire Museum collections as set	disposal of items from the Radnorshire	
out in Appendix B is approved in	Museum collections in accordance with	
accordance with the disposal	the Collections Development Policy.	
procedures outlined in the Collections		
Development Policy.		

Relevant Policy (ies):		Radnorshire Museum: Collections Development Policy		
Within Policy:		Y	Within Budget:	Y

Relevant Local Member(s): n/a

Person(s) To Implement Decision:	Catherine Richards	
Date By When Decision To Be Implemented:		28 February 2015

Contact Officer Name:	Tel:	Fax:	Email:
Catherine Richards			catherine.richards@powys.gov.uk

Background Papers used to prepare Report:

CABINET REPORT TEMPLATE VERSION 3

Appendix A

Disposal preliminaries

- a. The governing body will ensure that the disposal process is carried out openly and with transparency.
- b. By definition, the museum has a long-term purpose and holds collections in trust for society in relation to its stated objectives. The governing body therefore accepts the principle that sound curatorial reasons for disposal must be established before consideration is given to the disposal of any items in the museum's collection.
- c. The museum will confirm that it is legally free to dispose of an item and agreements on disposal made with donors will be taken into account.
- d. When disposal of a museum object is being considered, the museum will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to the original grant will be followed. This may include repayment of the original grant and a proportion of the proceeds if the item is disposed of by sale.

Motivation for disposal and method of disposal

- e. When disposal is motivated by curatorial reasons the procedures outlined in paragraphs g-s will be followed and the method of disposal may be by gift, sale or exchange.
- f. In exceptional cases, the disposal may be motivated principally by financial reasons. The method of disposal will therefore be by sale and the procedures outlined below in paragraphs g-m and o/s will be followed. In cases where disposal is motivated by financial reasons, the governing body will not undertake disposal unless it can be demonstrated that all the following exceptional circumstances are met in full:
 - the disposal will significantly improve the long-term public benefit derived from the remaining collection
 - the disposal will not be undertaken to generate short-term revenue (for example to meet a budget deficit)
 - the disposal will be undertaken as a last resort after other sources of funding have been thoroughly explored

The disposal decision-making process

g. Whether the disposal is motivated either by curatorial or financial reasons, the decision to dispose of material from the collections will be taken by the governing body only after full consideration of the reasons for disposal. Other factors including the public benefit, the

implications for the museum's collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. External expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities and others served by the museum will also be sought.

Responsibility for disposal decision-making

h. A decision to dispose of a specimen or object, whether by gift, exchange, sale or destruction (in the case of an item too badly damaged or deteriorated to be of any use for the purposes of the collections or for reasons of health and safety), will be the responsibility of the governing body of the museum acting on the advice of professional curatorial staff, if any, and not of the curator of the collection acting alone.

Use of proceeds of sale

- i. Any monies received by the museum governing body from the disposal of items will be applied for the benefit of the collections. This normally means the purchase of further acquisitions. In exceptional cases, improvements relating to the care of collections in order to meet or exceed Accreditation requirements relating to the risk of damage to and deterioration of the collections may be justifiable. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way. Advice on those cases where the monies are intended to be used for the care of collections will be sought from CyMAL: Museums Archives and Libraries Wales.
- j. The proceeds of a sale will be ring-fenced so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard.

Disposal by gift or sale

- k. Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain, unless it is to be destroyed. It will therefore be offered in the first instance, by gift or sale, directly to other Accredited Museums likely to be interested in its acquisition.
- If the material is not acquired by any Accredited Museums to which it was offered directly as a gift or for sale, then the museum community at large will be advised of the intention to dispose of the material, normally through an announcement in the Museums Association's Museums Journal, and in other specialist journals where appropriate.
- m. The announcement relating to gift or sale will indicate the number and nature of specimens or objects involved, and the basis on

which the material will be transferred to another institution. Preference will be given to expressions of interest from other Accredited Museums. A period of at least two months will be allowed for an interest in acquiring the material to be expressed. At the end of this period, if no expressions of interest have been received, the museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

Disposal by exchange

- n. The nature of disposal by exchange means that the museum will not necessarily be in a position to exchange the material with another Accredited museum. The governing body will therefore ensure that issues relating to accountability and impartiality are carefully considered to avoid undue influence on its decisionmaking process.
- n. In cases where the governing body wishes for sound curatorial reasons to exchange material directly with Accredited or unaccredited museums, with other organisations or with individuals, the procedures in paragraphs a-d and g-h will be followed as will the procedures in paragraphs p-s.
- p. If the exchange is proposed to be made with a specific Accredited museum, other Accredited museums which collect in the same or related areas will be directly notified of the proposal and their comments will be requested.
- q. If the exchange is proposed with a non-accredited museum, with another type of organisation or with an individual, the museum will make an announcement in the Museums Journal and in other specialist journals where appropriate.
- r. Both the notification and announcement must provide information on the number and nature of the specimens or objects involved both in the museum's collection and those intended to be acquired in exchange. A period of at least two months must be allowed for comments to be received. At the end of this period, the governing body must consider the comments before a final decision on the exchange is made.

Documenting disposal

s. Full records will be kept of all decisions on disposals and the items involved and proper arrangements made for the preservation and/or transfer, as appropriate, of the documentation relating to the items concerned, including photographic records where practicable in accordance with SPECTRUM Procedure on deaccession and disposal.

Appendix B

ltem	Description		
Grinding Stone	Hand operated, rotating grinding/sharpening stone. Circular grind stone mounted in iron frame		
tyre bender	blacksmith's tyre bender		
anvil	blacksmith's anvil		
printing press			
swage block	blacksmith's iron swage block		
unknown object	unknown object, flat iron disc with raised hole in centre		
treadle operated lathe	Treadle operated lathe, wooden, c.1860. Part of. Lathe used by Griffiths builders company Llandrindod Wells. Large size of lathe thought to be due to use by wheelrights / coach builders.		
cigarette machine	cigarette dispensing machine, coin operated, c.1900		
wall paper trimmer	wall paper trimmer, hand operated machine on stand, c.1900.		
printing machine	printing machine, made in USA, c1900		
shower head	Twin shower heads from Spa Pump House, Pump House Hotel, Llandrindod Wells c.1880		
railway dog spanner	Dog spanner used on Central Wales Railway, Llandrindod Wells c. 1900		
hose cradle	Hose cradle from Llandrindod Wells Fire Station c.1900.		
boxing engine	Wheelright's boxing engine, c.1890. Tool used in the production of wooden wheel hubs for carts and wagons.		
mangle	Hand operated mangle c.1900. Davies of Llanidloes.		
mangle	Hand operated mangle c.1900. Prince & Son, Knighton.		
weighing scales	Weighing scales, large, as used to weigh sacks etc. c.1900. Parnall & Sons		
wooden stand, part of.	Wooden stand, part of unknown object.		
press	press, unknown use		
typewriter	Typewriter and wooden case, "Yost" c.1900.		
bottle sealer	Bottle sealer, Large, floor mounted, foot operated sealer. Used by Llandrindod Wells Mineral Waters Company c.1920		
cooking range equipment	Cooking range equipment		
press	Hand operated press.		
sink stand	Cast iron sink stand, white, enamel.		
steel leg vice	Blacksmith's steel leg vice c.1900.		

postbox	Victorian Wall mounted Royal Mail postbox c1880 marked 37 Cwmbach School House on enamel panel. Top cast mark VR with crown. From Pencerrig School, Cwmbach, Builth Wells, via Miss J. Ashton, Headteacher. Formerly in wall beside school but rescued by school when wall was being removed and brought into the school. Donated to the museum as school was closed July 1986.		
invalid chair	Invalid chair, wheeled c.1890. Seat unit missing.		
invalid chair	Invalid chair, three wheeled.		
dining chair	Dining chair, wooden, reed seat, high back.		
dining chair	Dining chair, wooden, reed seat, high back.		
chair	wooden chair, half windsor type.		
leg stand	Farrier's leg stand or lazy blacksmith.		
bottle crate	Bottle crate, wooden, carries four bottles. "Llandrindod Wells Mineral Waters"		
reading slope	Large wooden reading slope.		
wireless	Philco wireless in wood case		
wireless	Ecko wireless in wood case		
wash basin	Wash basin and taps, white enamel, "J.E. Nott & Co. Llandrindod Wells". Fits stand		
wash basin	Wash basin and taps, white enamel, "J.E. Nott & Co. Llandrindod Wells"		
wash basin	Wash basin, with one tap, white enamel, "Shanks & Co."		
stretcher	Stretcher, wooden.		
fireplace	Cast iron fireplace c.1880		
water closet seat	Wooden water closet seat. Part of water closet currently on display in events room. Both items originally from Pentre Farm, Glasbury found at Howey Mill.		
glazed wooden case	Glazed wooden case		
invalid chair	Invalid chair, collapsible, canvas and metal, four wheels.		
bathwater release mechanism	Bathwater release mechanism ex-Spa.		
stool	Stool. wood with pierced top		
umbrella stand	wooden umbrella stand		
magic lantern			
stop tap	Fire Brigade stop tap extension, from Llandrindod Wells Fire Station.		
tin pig bath	Galvanised steel bath, used in the butchering process		
spinning wheel	Spinning Wheel		
invalid chair	Canvas and metal, four wheeled invalid chair		
bier	Wooden Bier		

arm bath	Enamel arm bath with lid. From Llandrindod Wells Hospital		
bridle hanger	Metal hooked implement used for hanging horse bridles for cleaning etc.		
sickle	Sickle with wooden handle		
wooden implement	unknown wooden implement		
tennis racquet and press	Tennis racquet and press		
cricket bat	Cricket bat "English willow"		
cricket bat	Cricket Bat "Merrie England"		
tennis racquet and press	Tennis racquet and press		
cricket bat	Cricket Bat "Regent"		
washboard	Washboard		
massage vibrator	Electric Massage Vibrator and case. Made by Sunco		
balance	Wooden balance		
pump	Hand Pump. Household syphon type.		
typewriter	Typewriter, "Smith Premier"		
typewriter	Typewriter "Underwood"		
invalid chair	Invalid chair, collapsible		
sewing machine	Electric sewing machine made by Singer.		
leg rest	Leg/foot rest, wood and rattan. Accessory for invalid chair/bath chair.		
chair	Folding chair, wooden, green		
unknown object	Unknown object, metal with glass top		
unknown object	Unknown object, circular, metal with clamp,		
wallpaper	Wallpaper, embossed pattern, brown c.1900		
cobbler's tools	Cobbler's tools, two parts, metal		
crate	Crate for Llandrindod Wells Mineral Waters bottles, wood.		
crate	Crate for Llandrindod Wells Mineral Waters, wood		
tool	Railway Points Key, from Llandrindod Wells Railway Station		
flail	Wooden threshing flail in two parts		
self digging spade	Self digging spade		
blacksmith's tools			
blacksmith's tools			
chair	Wooden chair, green		

blacksmith's		
tools		
sign hanger	Iron frame used to support sign on building exterior.	
stirrup pump	Stirrup pump and hose	
fire	Fire, parrafin, primus type	
spinning wheel spindle		
leg support	Leg support from Llandrindod Wells Hospital	
leg support	Leg support from Llandrindod Wells Hospital	
splint	Wooden splint from Llandrindod Wells Hospital	
shoe lasts	Cobbler's shoe lasts, various sizes x5	
record player	Portable record player, "H.M.V.", battery operated c.1960	
tool set	Tool set and metal case	
typewriter	Remington portable typewriter and case	
trouser press	Trouser Press Original	
splint	Wood and Metal Leg Splint from Llandrindod Wells Hospital.	
wireless	"Heathkit Radiogram" wireless in wooden case	
cine film splicing kit	Cine film splicing kit in metal case	
honey press	Wooden honey press, four pieces.	
tape transcripter	"Collaro" Tape Transcripter in case	
door	Half glazed wooden door	
display case	Wooden framed glazed display case	
flag pole	Wooden flag pole, white. (Flag is in storage cupboard under log boat at museum)	
shoe lasts	Cobblers' cast iron shoe lasts and tools	
light fitting	Electric light fitting, brass, three lamp holders	
agricultural tool	unknown agricultural? tool, wood and metal construction.	
unknown	circular object	
crucible	"Morgans" crucible	
blacksmith's tools	Pincers	
tool	Steel tool, right angled handle, unknown use.	
railway equipment	Equipment from Llandrindod Railway Station. Unknown purpose, possible points/signal operation.	
treadle operated lathe parts	Treadle operated lathe parts, Lathe used by J.L. Griffiths builders, Llandrindod and is believed to have been used by a coach builders c. 1890.	
treadle operated lathe chuck	Treadle operated lathe chuck part 2	

r	
treadle operated lathe chuck	chuck from treadle operated lathe -
cutting tool	Hinged cutting tool, inscribed "Improved Patent Chopper"
wallpaper trimmer	Wall paper trimmer, "Empire"
saw	Band saw with frame/handle
stamp	Embossing stamp with two padlocks
coat rack	Wood and metal coat rack, four coat hooks.
stencil set	Stencil set in case
sewing machine	Sewing machine.
ice cream maker	Domestic appliance, unknown use, made by Husqvarna, Sweden. (possible ice cream maker)
stamp	Embossing Stamp "Radnorshire Insurance Committee"
cutting blade	Blade from unknown cutting implement
cutting blade	Blade from unknown cutting implement
sign	Enamel signs x 5 "Apartments"
coal scuttle	Coal Scuttle/ and lid
flambeau holders	Flambeau holders x2
spanner	Fishplate spanner, Llandrindod Wells Railway Station
unknown	Unknown object, possible door stop
oilcan	Oil Can "Kays"
dividers	Set of iron dividers
tool	Selection of Tools Blow lamp, soldering iron, claw hammer, auto screwdriver
carpenters planes	Selection of carpenter's planes

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Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning and Procurement

Decision Taken 21 January 2015 Decision published 21 January 2015 Decision effective from 29 January 2015

Funding for Shelter Cymru

DECISION	Reason for Decision
 That confirmation of funding to the value of £34,000 is provided to Shelter Cymru for the financial year 2015-16, and that the funding is provided from the Housing Revenue Account. That Officers commence 	1. That the decision to fund Shelter Cymru is one which needs to be taken by the portfolio holder, to ensure that it has legitimacy.
discussions with housing associations about the joint funding of the Shelter Cymru housing advice service in Powys for 2016-17 onwards.	2. That funding is shared proportionately between all social landlords who operate in Powys.

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CYNGOR SIR POWYS COUNTY COUNCIL

REPORT FOR DELEGATED DECISION By County Councillor Graham Brown Portfolio Holder for Commissioning and Procurement Date 8th January 2015

REPORT AUTHOR:	Interim Head of Housing
SUBJECT:	Funding for Shelter Cymru
REPORT FOR:	Decision

1. Summary

1.1. This report asks the Portfolio Holder to agree to the continued funding of Shelter Cymru's housing advice service in Powys, via a contribution from the Housing Revenue Account, for the financial year 2015-16.

2. Proposal

Background - Shelter Cymru Housing Advice Service

- 2.1. Section 180 of the Housing Act 1996 empowers the Secretary of State (replaced by the Welsh Ministers following devolution) and local authorities to provide funding to voluntary organisations who play a role in addressing homelessness.
- 2.2. Shelter Cymru provide housing advice services across the 22 local authority areas of Wales, funded in part by Welsh Government and local authority's under the provisions of S.180. This arrangement has been in place for some time.
- 2.3. Attached is a copy of the most recent quarterly monitoring statistic provided to us by Shelter Cymru (covering the period April to June 2014). This shows that the service provided by Shelter Cymru receives a high level of demand at present.
- 2.4. With the introduction of the Housing (Wales) Act 2014 during 2015-16 the Council will rely more on the Shelter Cymru housing advice service to enable us to achieve a greater rate of success in respect of homelessness prevention. The service has two elements which are of value to the Council. First it is a service which is independent of the Council providing a first point of contact for citizens who may not be aware of the Council's statutory duties and plays a key role in providing citizens with good quality housing advice to enable them to address their own housing difficulties. Second, Shelter Cymru have access to specialist legal staff who will act on behalf of citizens of Powys and we as a local authority will refer cases to Shelter for them to undertake more specialist work, to ensure that the applicant doesn't become homeless.

- 2.5. Therefore it is suggested that the funding provided to Shelter Cymru to provide its housing advice service in Powys, is an essential element of the toolkit used by the Council to address homelessness it the County.
- 2.6. The funding provided by the Council (£34,000 in 2014-15) was previously met by a contribution from the Housing Revenue Account (HRA) and the Council Fund. In 2012-13 the mix of funding was £15,000 (HRA), £19,000 (Council Fund). However the previous Head of Service agreed that the funding would come entirely from the HRA, securing a saving of £19,000 to the Council Fund and this decision took effect from 2013-14. I am not aware that this decision received political approval.

Proposed funding arrangements for the Shelter Cymru housing advice service in Powys

- 2.6 The purpose of this report is to agree funding arrangements for Shelter Cymru moving forward and to obtain the consent of the Portfolio Holder for the funding to be charged entirely to the HRA.
- 2.7 Whilst it would be correct to consider the prevention of homelessness and the provision of housing advice to be a matter most appropriately funded from the Council Fund, as it is a statutory responsibility of the local authority rather than a housing landlord activity. However, the Council Fund would not be able to fund such a contribution without a significant impact on the delivery of other housing services funded by the Council Fund, for example private sector housing, homelessness, housing strategy & supporting people. This is despite the Council's contribution to Shelter Cymru being limited to £34,000.
- 2.8 If agreement is provided to the funding of Shelter Cymru housing advice from the HRA for 2015-16, Officers will work with housing association partners to ensure that agreement is reached with all social landlords that own homes in Powys, for each to make a contribution to the costs of the Shelter Cymru housing advice service, based on the number of homes they manage in Powys.

3. One Powys Plan

3.1. This initiative will help us to deliver Stronger Safer and Economically Viable Communities by helping the housing service to achieve a higher rate of homelessness prevention, assisting the Council deliver its statutory obligations.

4. Options Considered/Available

- 4.1. There are two options available to the Local Authority. We either fund Shelter Cymru's housing advice service or we don't.
- 4.2. By providing financial support for Shelter Cymru to fund the housing advice service in Powys means that we are bolstering the Welsh Government investment in the service and supporting a service which works alongside our staff to, where possible, prevent homelessness. In the light of the Housing (Wales) Act 2014 the role performed by Shelter Cymru's housing advice service will become increasingly important.

4.3 By not providing financial support for Shelter Cymru to fund the housing advice service, it is likely that we would receive a resduced level of service from Shelter Cymru which will impact on the Council's ability to increase the proportion of homelessness presentations that we are able to prevent from becoming homeless, but we will also mean that the citizens of Powys will have reduced access to the housing advice service.

5. <u>Preferred Choice and Reasons</u>

5.1. It is recommended that the Council support the funding of Shelter Cymru's housing advice service via funding of £34,000 from the HRA for 2015-16. The reasons for this recommendation are set out in paragraphs 4.2 and 4.3 above.

6. <u>Sustainability and Environmental Issues/Equalities/Crime and</u> <u>Disorder,/Welsh Language/Other Policies etc</u>

6.1. The funding of Shelter Cymru's housing advice service by the Council will have a positive impact on the ability of households in Powys to access independent housing advice and will assist the Council increase the proportion of households it and its partners assist whose possible homelessness is prevented from occurring.

7. Children and Young People's Impact Statement - Safeguarding and Wellbeing

7.1. An increase it the effectiveness of the Council and its partners in preventing homelessness will mean that fewer children experience of becoming homeless.

8. Local Member(s)

8.1. This matter has equal effect across the Council.

9. <u>Other Front Line Services</u>

9.1. This matter will not have an effect on other frontline Services.

10. Support Services (Legal, Finance, HR, ICT, BPU)

10.1. Legal: The recommendation can be supported from a legal point of view.

Finance: The Finance Business Partner confirms that the prevention of homelessness and the provision of housing advice is a statutory responsibility of the local authority, rather than a housing landlord activity, however the Council Fund would not be able to fund the proposed allocation of £34k without a significant impact on the delivery of other housing services funded from baseline, so the proposal is to fund from Housing Revenue Account.

There will be an opportunity for Officers to work with housing association partners to ensure that agreement is reached with all social landlords that own homes in Powys, for each to make a contribution to the costs of the Shelter Cymru housing advice service, based on the number of homes they manage in Powys.

11. Local Service Board/Partnerships/Stakeholders etc

11.1 This is a specific housing matter

12. <u>Communications</u>

12.1 The Housing Service will communicate its on-going commitment to fund Shelter Cymru through the Tenant Liaison Forum, the Open House Newsletter and via the website.

13 <u>Statutory Officers</u>

- 13.1 The solicitor to the Council (Monitoring Officer) has commented as follows: "I have nothing to add to the report."
- 13.2 The Strategic Director Resources (Section 151 Officer) notes the comments made by finance.

14 <u>Members' Interests</u>

14.1 The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If the Portfolio Holder has an interest he should declare it, complete the relevant notification form and refer the matter to the cabinet for decision.

Recommendation:	Reason for Recommendation:	
 That confirmation of funding to the value of £34,000 is provided to Shelter Cymru for the financial year 2015-16, and that the funding is provided from the Housing Revenue Account. 	 That the decision to fund Shelter Cymru is one which needs to be taken by the portfolio holder, to ensure that it has legitimacy. 	
2. That Officers commence discussions with housing associations about the joint funding of the Shelter Cymru housing advice service in Powys for 2016-17 onwards.	 That funding is shared proportionately between all social landlords who operate in Powys. 	

Relevant Policy (ie	es):		
Within Policy:	Y / N	Within Budget:	Y / N

Relevant Local Member(s): All members

Person(s) To Implement Decision:	Interim H	lead of Housing
Date By When Decision To Be Impler	nented:	15 th January 2015

Contact Officer Name:	Tel:	Fax:	Email:
Simon Inkson	01597 826631		simon.inkson@powys.gov.uk
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Shelter Cymru

Total number clients: 60 (April – June 2014)

Household type	Number
Adult household	3
Couple & children	8
Couple	7
Single parent male	1
Single parent female	6
Single male	15
Single female	17
Unknown	3
Total	60
Homelessness status	
Imminently homeless	11
Medium Term Risk	13
Not homeless	17
Roofless: potential roughsleeper	4
R'less/str h'less: 3-6mths	1
Statutory homeless	13
Unknown	1
Total	60
Priority need	Number
Children	7
Domestic violence	0
Ex-prisoner	1
Not applicable	24
Not known	4
Not priority	7
Pregnant	0
Vulnerable	17
Total	60
Employment status	Number
Full time (over 30 hours)	0
Not applicable	11
Part time (under 30 hours)	3

	0
Retired	5
Self employed	1
Sick/ill	22
Unemployed	12
Total	60

Local Connection	Number
3 years	1
6 months	27
Family	3
Not applicable	27
Other LA connection	2
Total	0

LA decision	Number
Accepts responsibility	1
Application not allowed	1
Making enquiries	3
No connection	0
No responsibility accepted	2
Not applicable	9
Not involved yet	21
Not priority	3
Total	60

Tenure	Number
Assured shorthold / short assured	11
Friend	1
HA: assured s'hold/short assured	10
HA: assured	7
HA: secure	1
LA secure	10
Not known`	1
Parents	3
Other	2
Owner occupier	6
Refuge	1
Relatives	5
Street homeless	1
Total	60

Total Number Problems Dealt With in Quarter: 180

Problems include	
ASB alleged perpetrator	1
Dampness/disrepair	2
Deposits	8
Homelessness	33
Housing Benefit and CTB	37
Landlord possession action	9
Landlord/ tenant	8
Medical/health	1
Mortgage arrears and possession	7
Other	4
Other benefits	6
Other financial	8
Rent arrears	18
Rents/ rent levels	1
Relationship breakdown	4
Tenancy ending	4
Unsuitable accommodation	1
Wants transfer	2

Closed Cases : 43

Known Outcomes	Casetrack	
Permanently re-housed	2	
Temporarily re-housed	1	
Kept in own home	11	
Homelessness delayed	1	
Conditions in existing home improved	1	
Affordability improved	12	

Client Details

Gender		
Male	28	
Female	32	
Total	60	

Ethnicity	
White British	4
White Irish	50
White other	6
Total	60
Disability	
Longstanding illness or health condition	15
Mental health condition	9
Not considered disabled	32
Not known/ not recorded	4

Total	60

Age Bands	
0-16	1
17-24	6
25- 34	11
35-49	21
50-64	16
25- 34 35-49 50-64 65+	5
Total	60

Feedback:

7 feedback forms have been received during the quarter. 6 people reported that they were 'Very Satisfied' with the service. The remaining respondent did not fully complete the form but did record positive feedback to the other questions.

Comments made on the forms include "Very happy with free advice & help given, poorer families need someone to help in times of need", "Precise information, helped all along the process at different stages" and "The lady I was talking to was a great help. She put my mind at rest and I am very grateful for that."

The Service and staff:

There have been no changes to the service during this quarter. The trial to deliver a fortnightly service in Ystradgynlais is continuing and has been well received.

Kim Waller

Regional Services Manager North

Decisions taken by Individual Portfolio Holders

County Councillor E.A. Jones Portfolio Holder for Education

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 6 February 2015 Decision published 12 February 2015 Decision effective from 20 February 2015

John Beddoes Campus and East Radnor Leisure Centre New Gas Main and Boiler Conversion works

DECISION	Reason for Decision
That the budget virement in respect of John Beddoes Campus and East Radnor Leisure Centre New Gas Main and Boiler Conversion works be approved.	In accordance with Financial Standing Orders

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Ref: Journal No: Journal Name:

Powys County Council

Capital Budget Virement Application Form

[Please see guidance notes on page 2532 of the Intranet]

To Head of Finance

From Place (Directorate)

Schools (Service)

_____ Ian Roberts _____ (Head of Service)

Gareth Jones (Budget Holder)

David Thompson (Project Manager)

Date 14th January 2015

Details of Virement (please refer to notes to ensure all the relevant details are included and extend box to additional page if required) See report below.

<u>New schemes name:</u> John Beddoes Campus and East Radnor Leisure Centre new gas main and boiler conversion works Job code: - To be confirmed by Finance Team

Budget Increases

Scheme N	ame	As above				
Job Code		9F200 9UAN	ИР			
	Total Cost	Prior Years	2014-15	2015-16	2016-17	Future Years
	£	£	£	£	£	£
Existing Budget	0.0	D	0.00	0.00	0.00	0.00
Revised Budget	68,500.0	D	1,500.00	67,000.00	0.00	0.00
Decrease Required	68,500.00	0.00	1,500.00	67,000.00	0.00	0.00

	POWYS COUNT	IY COUNCII.	
Received Leisure and Recreatio Gwalia Offices 1 5 JAN 2015	27 JAM		A Distance of the distance of

Financing

Name of Scheme Reduced: 2014 Various Schools - Replacement of Boilers

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	Total Cost	Prior Years	2014-15	2015-16	2016-17	Future Years
	£	£	£	£	£	£
Existing Budget	100,000.00		100,000.00	0.00	0.00	
Revised Budget	100,000.00		43,360.00		0.00	
Decrease Required	0.00	0.00	-58,640.00	56,640.00	0.00	0.0(

General Capital	32,240.00	32,240.00	0.00	0.00	0.00
Supported Borrowing	67,760.00	67,760.00	0.00	0.00	0.00
Prudential Borrowing	0.00	0.00	0.00	0.00	0.00
Revenue/ Reserves	0.00	0.00	0.00	0.00	0.00
Total	67,760.00	0.00 100,000.00	0.00	0.00	0.00

Other Financial Implications (e.g. future years capital & revenue – must not be left blank) Quotations have been received for the new gas main works and further quotations are required for the new internal pipework and boiler conversion works at both sites. All these works are subject to the agreement of contract final accounts.

Approvals		Signatures		
In all cases	Head of Schools Service		Date	15.115
In all cases	Head of Leisure Service		Date	·\$ 23/1/ps
in all cases	Head of Finance		Date	29/1/15.
£25,001 - £75,000	Portfolio Cabinet Member for Education & Childrens Services	:	Date	3/2/15
£25,001 - £75,000	Portfolio Cabinet Member for Commissioning & Procurement Servict	-	Date	6/2/15
£75,001 - £300,000	Cabinet Minute Ref.		Date	
Over £300,000	Council Minute Ref.		Date	

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ACCOL	untant: Signature	Print Name Date
Сору	of Authorised form r	eturned to Head of Service
Signa	ture	Print Name Date
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Capital Budget Virement Report to Portfolio Holder for Learning & Leisure and Cabinet Members – John Beddoes Campus and East Radnor Leisure Centre new gas main and boiler conversion works

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Background

As part of the Schools Service Major Improvements programme 2014/15 a capital allocation of £31,900 was made to commission a new replacement gas main as the existing system was at the end of its serviceable life. Work has been undertaken to look at the long term benefits of energy and fuel savings for both the John Beddoes Campus and East Radnor Leisure Centre and a business case has been developed the following findings noted in the proposals below.

Proposal

The proposal is to

- 1) Install and commission a new gas main to service the John Beddoes and East Radnor Leisure Centre (ERLC).
- 2) Convert the existing oil fuel boilers to the John Beddoes and East Radnor Leisure Centre to gas fuel system and associated internal pipework.

Options considered

- **Option 1** Do nothing.
- o Option 2 Replacement of gas main to rear of John Beddoes Campus
- Option 3 John Beddoes Campus and East Radnor Leisure Centre new gas main and boiler conversion works.

Risks

The status quo represents a significant risk to the authority in terms of:

- If Option 1 is chosen there will be no beneficial energy cost savings for both sites and oil
 prices are likely to be volatile in future.
- If Option 2 is chosen there will be no beneficial energy cost savings for both sites and oil prices are likely to be volatile in future. The overall estimated costs of this work are £31,900.
- If **Option 3** is chosen then there will be forecast savings of between £17,500 and £30,000 per annum for both sites.

For options 2 and 3, if there is a continued decrease in oil prices then the energy cost savings quoted will reduce and the payback period extends.

Service objectives/benefits

Powys Change Plan - Maintaining the Schools (shared use of facilities) to a fit for purpose standard ensuring they are capable of delivering high quality educational experiences for all pupils. The infrastructure improvement of these shared facilities will ensure the authority demonstrates it is complying with its policy for energy cost savings and the Welsh Government policy for Carbon reduction. This is balanced with the improvement of facilities to create a fit for purpose standard.

Financing

This type of investment represents an upgrading of the Schools and Leisure services infrastructure which has shared use. This is not normally the type of project funded by the schools delegated budget or leisure revenue budget.



Summary of Option 3 Estimated Costs are:

New gas main	£48,500
East Radnor new pipework and boiler conversion	£ 5,900
John Beddoes new pipework and boiler conversion	<u>£14,100</u>
Total Estimated Costs	£68,500
Proposed source of funding Schools Service capital funding contribution from Various School – Boiler replacement 2014/15	£31,900
John Beddoes Campus funding contribution	£ 6,100
Corporate unallocated – ERLC funding	<u>£30,500</u>
Total	£68,500

Fuel Cost Savings

In terms of annual financial fuel cost savings for each site based on oil prices at December 2014, these are:

0	East Radnor Leisure Centre	£11,400
۲	John Beddoes Campus	<u>£ 6,100</u>
	Total	£17,500

In terms of annual financial fuel cost savings for each site based on oil prices at December 2013, these are:

Ø	East Radnor Leisure Centre	£18,000
6	John Beddoes Campus	<u>£12,000</u>
•	Total	£30,000

Payback periods for each site:

Site	Payback period (Years) based on December 2014 oil prices	Payback period (Years) based on December 2013 oil prices
East Radnor Leisure Centre	2.7	1.7
John Beddoes Campus	1.1	6 months

<u>Notes</u>

1. Assuming 'Corporate unallocated' funding approval.

2. Assuming a Schools Service Capital contribution of £31,900, plus a contribution from John Beddoes Campus.

Rationale for recommendation

It is recommended to proceed with Option 3 to achieve the financial savings for both sites.

Date of report: 14th January 2015 By: David Thompson and Gareth Richards

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 Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 6 February 2015 Decision published 17 February 2015 Decision effective from 25 February 2015

Transform Housing IT Budget

DECISION	Reason for Decision
That the budget virement in respect the Transform Housing IT budget be approved.	In accordance with Financial Standing Orders

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Powys County Council

Capital Budget Virement Application Form

[Please see guidance notes on page 2532 of the Intranet]

To Head of Finance

From _	People Services	(Directorate)
-	Housing	(Service)
_	Simon Inkson	(Head of Service)
-	David Roffey	(Budget Holder)
-	Claire Davies	(Project Manager)
Date	23th Jan 2015	

Details of Virement (please refer to notes to ensure all the relevant details are included and extend box to additional page if required)

The Transform Housing IT Project was extended in 2014 for a period of 4 months from July to November. This extension was approved by the Project Board and was required to take into account a restructure of the Housing service team. The restructure required rework of the configuration, a revised training plan, and some additional configuration. However, the principal impact of the restructure was that posts were not filled until September and this delayed the start of the user training.

The additional period of time meant that costs increased. These being costs being project officer time and supplier consultancy days.

New Scheme Name	no new scheme	Job Code_
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Budget Increases

Scheme Name	Transform
Job Code	9H240 9VH004

	Total Cost	Prior Years	2012-13	2013-14	2014-15	Future Years
	£	£	£	£	£	£
Existing Budget	269,000.00		49,667.16	108,157.68	111,175.16	
Revised Budget	337,014.77		49,667.16	108,157.68	179,189.93	
Increase Required	68,014.77	0.00	0.00	0.00	68,014.77	0.00

Financing

Capital Receipts	0.00					
Grant	0.00					
Supported Borrowing	0.00					
Revenue/ Reserves	68,014.77				68,014.77	
Total	68,014.77	、 0.00	0.00	0.00	68,014.77	0.00

Total Financing must match increase required above

Other Financial Implications (e.g. future years capital & revenue - must not be left blank)

The cost of any future maintenance will be met from the HRA

Approvals	a a - 10-10 - 11 mar - 11 a - 11 mar - 11 - 11 - 11 - 11 - 11 - 11 - 11 -	Signatures		
In all cases	Head of Service	. _	Date	30.01.15
In all cases	Head of Finance		Date	2/2/15
£25,001 - £75,000	Portfolio Cabinet Member	· ·	Date	6/2/15
£75,001 - £300,000	Cabinet Minute Ref.		Date	
Over £300,000	Council Minute Ref.		Date	

FMS Updated (office use only)				
Accountant: Signature	Print Name	Date		
Copy of Authorised form returned to Head of Service				
Signature	Print Name	Date		

Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 20 March 2015 Decision published 20 March 2015 Decision effective from 30 March 2015

Amendments to the HRA Rent Setting Policy

DECISION	Reason for Decision
To accept the minor change to the existing rent setting policy as set out in paragraphs 3.2 and 3.3 of the report filed with the signed minutes.	To ensure the policy remains fit for purpose

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CYNGOR SIR POWYS COUNTY COUNCIL

Portfolio Holder Decision Report 9th March 2015

REPORT AUTHOR:	County Councillor Graham Brown Portfolio Holder for Commissioning and Procurement
SUBJECT:	Amendments to the HRA Rent Setting Policy
REPORT FOR:	Decision

1. <u>Summary</u>

1.1. This report sets out a proposal to amend the current rent setting policy for all HRA dwellings.

2. <u>Background</u>

- 2.1. The current rent setting policy was implemented in April 2000 and consists of a base rental charge and points values for various features of a property. The point's value is then multiplied by a set value to come up with a figure which is added to the base rent to obtain the annual rent. This figure for the multiplier is changed every year with the annual rent increase as is the base figure. Details of the existing approach are shown in appendix 1.
- 2.2. Points values are set for the following features:-
 - Type of Property (Detached, Semi, Terraced, etc)
 - Number of Bedrooms
 - Size of Living Area
 - Type of Heating & Number of Radiators
 - Glazing (Full, Partial or Single Glazed)
- 2.3. When the current policy was adopted in 2000 many of the Council properties were unmodernised and did not have a full central heating system or full double glazing. Therefore Council took the decision to offer small differentials in the rents between properties that were unmodernised, part-modernised or fully modernised. The exact rent differential was calculated on the number of radiators installed in a property and the number of window that were double glazed.
- 2.4. To ensure this policy was rigorously enforced Housing Officers have had to keep track of the modernisation of each dwelling and as more radiators and double glazed units have gone in we have slowly increased the rent. This policy was important in setting fair rents in 2000 however it now appears that the policy is no longer fit for purpose and requires a minor amendment
- 2.5. Following the major works of improvement to properties over recent years, including the Welsh Housing Quality Standard programme which will be complete by March 2018, virtually all of our properties have a full central heating system and the ones that do not have it will have it installed the next time the property becomes vacant. However, the team are still working to the policy of counting radiators to set the rent

and this is leading to unintended consequences. We are now in a second phase of modernisation for some properties and old central heating systems are being upgraded. This often means that one more efficient radiator will provide the same heat as two old radiators and so two radiators are replaced with one as an improvement. This then means under the current policy the points for radiators is reduced and the weekly rent is also reduced. So the large capital investment is leading to a marginal loss in income to the Council.

2.6. Not only does this policy lead to unintended consequences as detailed above it is also a very labour intensive exercise to count and record the number of radiators, to then check that against the existing record and make the necessary amendments.

3 <u>Proposal</u>

- 3.1 It is proposed that the following change to the rent setting policy for HRA properties is made.
- 3.2 We will fix all points totals for property features as they are at this time. This means that we will no longer count double glazed windows and radiators as a basis for making marginal changes to rents.
- 3.3 The only exceptions to this policy will be where:
 - we place an improved heating system in a property
 - we undertake major adaptations which extends the living area of the property.

In such instances the points total of the property benefitting from these works will be increased.

- 3.4 This change in policy will have no significant effect on existing tenants as it simply means their rents will remain the same with the exception of the annual rent increase.
- 3.5 In addition, it is recognised within the housing service that the current rent setting policy is outdated and it is proposed that work commences in 2016-17 on the development of a revised rent setting policy for HRA properties from April 2017.

4 <u>One Powys Plan</u>

4.1 This is a minor change of policy that will have no wider impact.

5 Options Considered/Available

- 5.1 The Portfolio holder could decide to keep the current scheme. This would continue to be expensive to administer and it will lead to unintended consequences.
- 5.2 The Housing Service is committed to a fundamental review of rent setting. This is to take place in 2016 and at that time alternative proposals will be brought to Cabinet for consideration.

6 <u>Preferred Choice and Reasons</u>

6.1 The current policy does not meet the needs of the modern service. It is expensive to administer and produces unintended consequences.

7 <u>Sustainability and Environmental Issues/Equalities/Crime and Disorder,/Welsh</u> Language/Other Policies etc

7.1 This is a minor change to an existing policy and as such it has no wider impact.

8 <u>Children and Young People's Impact Statement - Safeguarding and Wellbeing</u>

8.1 This is a minor change to an existing policy and as such it has no wider impact.

9 <u>Local Member(s)</u>

9.1 This matter has equal effect across the Council

10 Other Front Line Services

10.1 This is a minor change to an existing policy and as such it has no wider impact.

11 Support Services (Legal, Finance, HR, ICT, BPU)

- 11.1 Finance The Finance Business Partner can confirm that following the proposed exit of the Housing Revenue Account Subsidy, Landlords will be given responsibility for setting rents within a Target Rent Band set by Welsh Government. Any proposed adjustments to rents will need to be reflected within the Business Plan to ensure that future plans are sustainable and will support the Service area.
- 11.2 Legal The Legal Services support the proposal recommended in this report and are happy to support same with legal advice and assistance where and when required

12 Local Service Board/Partnerships/Stakeholders etc

12.1 This is a minor change to an existing policy and as such it has no wider impact.

13 <u>Communications</u>

13.1 We have advised members of Tenant Liaison Forum about the proposed change to the rent setting policy.

14 <u>Statutory Officers</u>

14.1 The Solicitor to the Council (Monitoring Officer) has commented: "I have nothing to add to the report".

14.2 The Strategic Director Resources (S151 Officer) notes the comments made by finance'.

Recommendation:	Reason for Recommendation:
To accept the minor change to the existing rent setting policy as set out in paragraphs 3.2 and 3.3 above	To ensure the policy remains fit for purpose

Relevant Policy (ie	es):		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):

Person(s) To Implement Decision:	David R	offey
Date By When Decision To Be Implemented:		1 st April 2015

Contact Officer Name:	Tel:	Fax:	Email:
David Roffey	01874 612290		david.roffey@powys.gov.uk

Background Papers used to prepare Report:

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RENT SETTING POLICY

How rents are calculated?

Rents are calculated using a mixture of a "points formula" and a base rent in order to give the Council sufficient money to balance the books – something we have to do by law. Points are awarded against various property features and a value is given to each point, as follows.

Weekly base rent (2000/01)	£28.3021*
Weekly value per point (2000/01)	£0.18292*
Type of property:	Points
Detached house or bungalow	50
Semi-detached/end of terrace house or bungalow	40
Terraced house or bungalow	35
Ground floor flat	30
Flats above ground floor (including those served by lifts)	20
Flats above two storeys (without a lift)	10
Bedsit	No points
Designated defective dwelling	5
Number of bedrooms:	
For each bedroom	10 points
Internal living area:	
Internal living area less than 45m2	No points
Internal living area 45m2 to 74m2	5
Internal living area 75m2 to 94m2	10
Internal living area 95m2 and above	15
Central heating (points per radiator to a maximum of 8 radiators):	
Mains gas central heating	2
Other types of central heating	1.5
Other heating:	
Storage heaters (points per heater)	1
Solid fuel (no radiators)	No points
Warm air electric heating	No points
Glazing:	Points
Full double glazing	10
Partial double glazing	5
All other forms of glazing	No points
Other features:	
Two internal toilets	2
Exclusive use of garden	5
Shared garden	2

House with no garden	Minus 5 points
Sheltered property with resident warden	5
Sheltered property without resident warden	2

Please note this list does not include any additional charges that you may have to pay (such as water or sewerage charges that may be payable with rent, or for garages let as part of your house tenancy). These will be charged separately and notified to you in your annual notice of rent.

Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

County Councillor Avril York Portfolio Holder for Planning and Regeneration

Decision Taken 20 March 2015 Decision published 27 March 2015 Decision effective from 7 April 2015

Review of the Strategic Housing Partnership Terms of Reference and Structure

DECISION	Reason for Decision
To approve the terms of reference and reconvene the Strategic Housing Partnership.	To ensure the partnership remains fit for purpose.

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CYNGOR SIR POWYS COUNTY COUNCIL

Portfolio Holder Decision Report March 2015

REPORT FOR:	Decision
SUBJECT:	Review of the Strategic Housing Partnership Terms of Reference and Structure
AUTHORS:	Portfolio Holder for Planning and Regeneration County Councillor Graham Brown Portfolio Holder for Commissioning and Procurement
REPORT	County Councillor Avril York

1. Summary

1.1 This report sets out a proposal to reform the Strategic Housing Partnership and adopt a new Terms of Reference

2. Background

- 2.1 The Strategic Housing Partnership began as the Affordable Housing Task Group in 2005/6 to address the corporate priority for the delivery of affordable housing. Since 2010 it has been designated a partnership and includes a wider range of stake-holder members, including member representation from Brecknockshire, Radnorshire and Montgomeryshire.
- 2.2 Internal discussion of the partnership over the last 18 months had indicated a need for a wider focus than the delivery of affordable housing alone and consideration of the need to revise the groups terms of reference. This was reflected in the consideration of the Interim Head of Housing as part of the redesign of the Housing Service
- 2.3 As requested a survey was drawn up and undertaken by the officer responsible for facilitating the partnership and a total of 15 interviews were conducted during late September and October 2014 to ascertain members' views.
- 2.4 The various comments were anonymised and circulated to management and partnership members and a workshop conducted on 30th October 2014. The notes of the views of Group members circulated to the meeting are attached as Appendix 1. The following points were agreed at the October meeting.
- 2.5 Vision and Purpose of the Partnership After lengthy and considered discussion it was agreed that the vision of the Partnership should be expressed as: "Ensuring a secure future in suitable housing for everyone in Powys". This vison needed to be expressed in simple language and not in any sort of council jargon.
 In discussing the role and purpose there was a considered viewpoint that the partnership should have a wide and comprehensive overview of housing with a consideration of it assisting the Council deliver the Strategic Housing function. With that in mind various ideas were put forward in terms of role that will be

included below in consideration of potential work streams. The final conclusion of the discussion was that the role and purpose of the partnership is: **"To enable a** *strategic approach to housing in the light of the One Powys Plan and other legislation and policy."*

- 2.6 **Work streams** In light of the discussion on the above vision and purpose it became very clear that the agenda for meetings could become extremely long and complicated. Taking various of the main areas of work that were considered important it was suggested that there be work streams for the partnership that would have smaller sub-groups of interested partners working on the issues and reporting to the full partnership. The initial suggestions for work streams (neither a comprehensive nor exclusive list) were:
 - Affordable Housing and Housing Support.
 - Housing and regeneration
 - Responding to Welsh Government Consultations
 - Mortgage rescue and welfare issues
 - Understanding the Housing Market

It was suggested that the work streams would have a mixture of leads, some PCC officers and some from other agencies.

- 2.7 **Governance and reporting within PCC structures -** part of the weakness seen by all and discussed at length was the relevance of the partnership and its work to the wider strategic purpose of the Council. Discussion varied around the role of the group and how it could best fit into existing structures. It was for this reason it was felt essential to have a portfolio holder present to be the link with the decisionmaking process and that the Group needed to connect with one of the Programme Boards of the One Powys Plan.
- 2.8 **Terms of Reference** the discussions having ranged around the issues above it became clear that the current terms of reference, membership and meeting structures were not suitable for the framework suggested. The workshop therefore turned its attention to the core of these issues and suggested that the Strategy Team Leader be responsible for drafting new Terms of Reference. These are appended for information.

3 Proposal

- 3.1 It is proposed that the following changes to the Strategic Housing Partnership be agreed.
- 3.2 Political membership shall be one Portfolio holder with Housing within their portfolio. In the first instance it is proposed that the lead portfolio holder will be the Portfolio holder for Regeneration and should they be unable to attend the Portfolio holder for Commissioning & Procurement. There will no longer be member representation from each of the shire districts.
- 3.3 The membership of the partnership shall be widened to include greater representation from the private and voluntary sectors.
- 3.4 The Brecon Beacons National Park be requested to re-instate Officer involvement.
- 3.5 That there should be a smaller "core" group driving the partnership with workstreams reporting to the full Partnership. Page 60

- 3.6 That meetings be held on a quarterly basis for the full partnership.
- 3.7 That officers of relevant Powys departments attend when required to assist on the delivery of different work streams.
- 3.8 That the work streams be led by the most appropriate person, not necessarily a Powys County Council officer.
- 3.9 Finally, that the new terms of reference, attached at Appendix 2, which detail these proposals be approved for adoption.

4 One Powys Plan

4.1 This is a minor change of policy that will ensure that the objectives of the Strategic Housing Partnership closely align with those of the One Powys Plan.

5 Options Considered/Available

- 5.1 The Portfolio holders could decide to keep the current structure.
- 5.2 The proposed new structure.

6 Preferred Choice and Reasons

6.1 The proposed new structure was developed by the existing membership who agreed that the partnership was no longer providing the strategic input necessary to comply with the One Powys Plan.

7 <u>Sustainability and Environmental Issues/Equalities/Crime and Disorder,/Welsh</u> Language/Other Policies etc

7.1 This change to an existing structure will have a positive impact by providing strategic direction to the Housing Service, which has been developed in partnership with all key stakeholders.

8 Children and Young People's Impact Statement - Safeguarding and Wellbeing

8.1 This is a change to an existing structure and as such it has no wider impact.

9 Local Member(s)

9.1 This matter has equal effect across the Council

10 Other Front Line Services

10.1 This is a minor change to an existing policy and as such it has no wider impact.

11 Support Services (Legal, Finance, HR, ICT, BPU)

11.1

12 Local Service Board/Partnerships/Stakeholders etc

12.1 This is a change to an existing structure that will further advance the Council's drive to work in partnership with interested agencies and individuals.

13 Communications

14 Statutory Officers

- 14.1 The Strategic Director Resources (Section 151 Officer) notes the comments made by Finance.
- 14.2 The Solicitor to the Council (Monitoring Officer) has commented: "I have nothing to add to the report".

Recommendation:	Reason for Recommendation:
To accept the proposals as laid out	To ensure the partnership remains fit
and re-convene the partnership	for purpose

Relevant Policy (ie:	s):		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):

Person(s) To Implement Decision:	Terry Fl	ynn
Date By When Decision To Be Implen	nented:	1 st March 2015

Contact Officer Name:	Tel:	Fax:	Email:
Terry Flynn	07836 686329		terry.flynn @powys.gov.uk

Background Papers used to prepare Report:

Notes of the workshop discussion held in October 2014.

• **Structure:** In considering the work stream approach it was agreed that if all those involved were to meet regularly the meeting would become too large to be effective. It was therefore considered appropriate to recommend a "core and hub" approach that would mean a smaller over-arching partnership group that would be consistent in attendance and provide a continuity of oversight.

• **Membership:** The existing membership is poorly balanced in terms of the private sector and we should therefore strive to include a wider private sector involvement, specifically to include more builders, (the Home Builders Federation?); funders, possibly building on the relations with Lloyds that were created under the Local Authority Mortgage Scheme; landowner representatives and possibly external specialists in housing and planning law.

• **Political:** It was suggested that political membership should be the portfolio holder alone as representing the decision making authority of the Council. It was universally agreed that Shire representation was anachronistic and unnecessary so long as there is a reporting mechanism.

• **Powys CC Officer Members:** It was agreed that the Strategy and Affordable Housing Leads should be regular attendees along with representatives from Planning Policy and Development Management and that other officers should attend at need and when issues of relevance were to be discussed.

• **Housing Associations:** The lack of commitment by some association reps was noted and it was considered that the invitation to attend continue to be offered but that we should rely on the three that have always consistently attended to be the representation of the sector.

• **Brecon Beacons National Park:** It was felt that the invitation to send officer representation to the core partnership group would restore a good working relationship.

• Following these points it was felt that the core group would define itself after a preliminary meeting to agree the new way forward and ToR.

Meetings:

• It was agreed that meetings of the (core) partnership as proposed above should be 6 monthly, with the work streams meeting as frequently as necessary to undertake their specific tasks and that these should be conducted in a project management style process with targets and timelines agreed with the partnership.

• Chairmanship of the meeting should be discussed and agreed at the first meeting to accept the new ToR. (Cllr R. Harris made this proposal and was happy to abide by an election so long as the PH is present at the meeting that suffices from her point of view)

• Each Work stream to be led by an appropriate person, not necessarily an officer, although officers should be involved in each to ensure linkage.

• It was also felt that the only "quorum" requirement should be the presence of the Portfolio Holder or a representative of Cabinet delegating for the PH.

The Powys Strategic Housing Partnership – Terms of Reference

Table of Contents

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1. Introduction, Vision and Purpose

The Powys Strategic Housing Partnership is an assembly of stakeholders with an interest in the provision and maintenance of housing of all tenures across Powys.

The Vision of the partnership is:

"Ensuring a secure future in suitable housing for everyone in Powys"

The purpose of the partnership is to contribute to the formation of housing strategy for the County and to provide input to the development of housing and housing related policies and give consideration to potential new ways of working for the Council and partner agencies. It is critical that the work of the Partnership follows the strategic direction established by the Local Service Board in the One Powys Plan.

The partnership is intended to give as wide and inclusive a perspective as possible on housing issues within Powys, focusing on the challenges created by the geography, demography and economy of the County. This will include:

- the identification of housing needs
- the development of new housing and use of the existing housing stock to meet housing needs
- the prevention and alleviation of homelessness
- the management and maintenance of the existing housing stock

In the light of the above vision statement the role and purpose of the partnership is expressed as:

"To enable a strategic approach to housing in the light of the One Powys Plan and other legislation and policy."

2. Functions of the Partnership:

The primary function of the partnership is to be a forum for discussion and agreement in respect of recommendations arising from work undertaken by a number of specifically agreed work-streams, which the Partnership will establish to address a range of housing and housing related issues. The Partnership will monitor progress in these work-streams and assist in setting realistic time frames, milestones and targets for completion of agreed work.

The initial work streams (neither a comprehensive nor exclusive list) are:

- understanding the housing market and the development of the Housing Strategy
- housing and regeneration (including reducing the carbon footprint of the housing stock)
- responding to Welsh Government consultations
- The management and maintenance of the housing stock
- homelessness prevention and alleviation
- tackling poverty
- the Common Housing Register Partnership Board

The work streams will have a variety of leads, some being PCC officers and some from other sectors.

Work-streams will be conducted in a project management format and shall have specific milestones and time-lines agreed and monitored by the partnership.

3. Structure:

If all those who wish or need to be involved were to meet regularly the meeting would become too large to be effective. It is therefore considered appropriate to have a "core and hub" approach that means a smaller over-arching partnership group that is consistent in attendance and provides a continuity of oversight.

4. Membership of the Strategic Housing Partnership:

Membership:

The membership should strive to include a wide private sector involvement, specifically builders, funders, landowner representatives and, if possible, external specialists in housing and planning law.

Political:

The portfolio holder for Regeneration shall represent the decision making authority of the Council and shall provide a reporting mechanism to the appropriate Programme Boards. Should the Portfolio Holder for Regeneration be unable to attend, their position will be filled by the Portfolio Holder for Commissioning and Procurement.

Powys CC Officer Members:

The Housing Strategy Team Leader will act as facilitator for the Partnership. The Senior Management Team for Housing shall be represented at all meetings. The Affordable Housing Officer, other team leaders and representatives from Planning Policy and Development Management shall be regular attendees at relevant work stream meetings. These and other officers, representing differing sections of the Council, shall attend the full partnership meeting when issues of relevance are to be discussed; or when reporting on work-streams.

Housing Associations:

As major partners in the delivery of affordable housing those housing associations working in Powys have a standing invitation to attend the core group and to contribute to workstreams

Brecon Beacons National Park:

As the Planning Authority for a large area of Powys the National Park shall have officer representation on the core partnership group.

Following these points of basic membership the core group will define itself according to changing need over time.

5. Expectations of Members of the Partnership:

In the light of the vision and purpose expressed above the main expectations are that members of the partnership shall:

- Attend and contribute to meetings unless reasonably otherwise constrained.
- Contribute to work-streams relevant to their field.

- Share information and best practice.
- Support and advise the Council's officers and the Portfolio Holder in enabling the delivery of agreed objectives.
- Respect and observe the normal codes of behaviour for meetings.
- Respond to correspondence on issues relative to the partnership.

6 Governance:

These arrangements seek to set out the framework of accountabilities and governance in order to ensure that all partners are clear about their roles and responsibilities regarding the partnership.

The aim of the partnership, in the light of the above vision statement, will be to coordinate and ensure the effectiveness of the work of each partner in contributing to and supporting the strategic housing role of PCC.

Through its portfolio holder member the partnership is accountable to the Stronger Communities Board.

Each partner retains their own existing lines of accountability within their organisations. Partners should therefore be aware of their own roles and responsibilities, and governance structures within their own organisations.

Each member of the Board has a responsibility to ensure their own organisation is informed of the work of the partnership and particularly to highlight through their organisations governance arrangements any risks associated with that organisation not meeting its given commitments.

7. Conflicts of Interest:

All members of the partnership are expected to draw the Chair's attention to and declare any conflict of interest that may arise.

8. Meetings:

Meetings of the (core) partnership as proposed above should be 3 monthly, with the work streams meeting as frequently as necessary to undertake their specific tasks.

Chairmanship of the meeting shall be agreed by consensus and the chairman shall be nominated at the first meeting of the calendar year. In the absence of the Chair a deputy shall be agreed by those present at the meeting.

There shall be no specific quorum for meetings however the attendance of at least one Portfolio Holder or cabinet representative shall be considered essential to maintain the link with the political process of the council. This shall apply whether or not the Portfolio Holder is elected Chair. Each work stream shall be led by an appropriate person, not necessarily a Powys CC officer, although officers should be involved in each to ensure strategic linkage.

Meetings of work-streams shall be as frequent as necessary for the work undertaken and shall report regularly to the Partnership. These reports may be either verbal or written depending on the work-stream. Workstreams will also be showcased at the proposed annual housing conference.

9. Outcomes and Decision Making

The partnership shall be a forum for consultation, advice and guidance and as such may reach conclusions and agreed positions that may not be seen as binding on any partner organisation or member since the individual partner organisations shall have their own decision-making processes to observe.

However it is presumed that all members of the partnership shall have sufficient stature within their organisations to be able to speak with a suitable degree of commitment and to relay the workings and discussions of the partnership to their own decision-makers in a positive and supportive way.

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8

Decisions taken by Individual Portfolio Holders

County Councillor W.B. Thomas Leader

County Councillor R.G. Brown Portfolio Holder for Commissioning and Procurement

County Councillor W.T. Jones Portfolio Holder for Finance

Decision Taken 23 April, 2015 Decision Published 6 May 2015 Decision Effective 14 May 2015

Leisure Management Contract – stage 2 Consideration of Proposed Tariffs of Charges and Membership

DECISION	Reason for Decision:	
That the tariffs of charges and memberships proposed by Tenderer 1 & 3 are acceptable and should be the subject of evaluation under Stage 3 of the evaluation process.	To ensure full compliance with the Council's tender requirements.	
That the proposed new pricing structure is introduced from 1 st June 2015.	To enable maximisation of potential income generation in readiness for transfer of Leisure Services to the new Leisure Operator.	

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By virtue of paragraph(s) 14 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 4 June 2015 Decision published 8 June 2015 Decision effective from 16 June 2015

Budget Virements

DECISION	Reason for Decision
That the budget virements in respect of Leisure and Recreation capital budgets be approved.	In accordance with Financial Standing Orders

Capital Budget Virement Application Form

[Please see guidance notes on page 2532 of the Intranet]

To Professional Lead : Finance

From <u>Recreation and Leisure</u> (Service)

Stuart Machintosh (Head of Service)

Stephan Butcher (Budget Holder)

Stephan Butcher (Project Manager)

Date 27th May 2015

Details of Virement (please refer to notes to ensure all the relevant details are included and extend box to additional page if required)

The Outdoor Recreation Service currently has a Capital Grant to the value of £60,000 for plant and machinery, this grant is part of the Councils' devolvement process of playing fields and buildings.

As the devolvement process has moved along, terms have changed in regards to certain Town Councils wanting to discuss possible larger asset transfers involving a number of PCC services, this has put a number of our devolvement plans on hold.

This virement requests of the Grant sums identified for these areas involved where discussions are still taking place to be carried forward into the next financial year?

The sites and Grant sums are -

Builth Wells, The Groe, Grant payment to either Builth TC or Builth Rugby Club = $\pounds4,746$

Hay-on-Wye, Recreation Ground, Grant Payment to either Hay Town Council or Recreation Association =£5,339

Newtown, Trehafren/Vaynor Playing Fields, Grant Payment to either Newtown TC or Sports Association = £9,809

Budget Increases		POW
Scheme Name	2014 Plant & Machinery	/ -OHPORS COUNT
Job Code	CC940 LZ005	" oup
		HZ JULI TIJ

	Total Cost	Prior Years	2014-15	2015-16	2016-17	Future Years
	£	£	£	£	£	£
Existing Budget	60,000.00		60,000.00			
Revised Budget	60,000.00		0.00	60,000.00		
Decrease Required	0.00	0.00	-60,000.00	60,000.00	0.00	0.00
Financing						
Name of S	cheme Redu	ced				
Job Code						

Capital Receipts	0.00					
Grant	0.00					
Supported Borrowing	60,000.00		0.00	60,000.00		
Revenue/ Reserves	0.00					
Total	60,000.00	0.00	0.00	60,000.00	0.00	0.00

Other Financial Implications (e.g. future years capital & revenue - must not be left blank)

The budget will be reviewed in 2015/16.

Approvals		Signatures		
In all cases	Head of Service	,	Date	1/6/15
In all cases	Head of Finance TR		Date	4/4/15 .
£25,001 - £75,000	Portfolio Cabinet Member		. Date	416/15
£75,001 - £300,000	Cabinet Minute Ref.		Date	
Over £300,000	Council Minute Ref.		Date	

FMS Updated (office use only)	<u>an an an an Anna an A</u> nna		
Accountant: Signature	Print Name	Date	
Copy of Authorised form return	ned to Head of Service		
Signature	Print Name	Date	

Powys County Council

Ref: Journal No: Journal Name:

21 MAY 2010

R. A. M. D.

Capital Budget Virement Application Form

[Please see guidance notes on page 2532 of the Intranet]

To Professional Lead Finance

From Leisure and Recreation (Service)

Stuart Macintosh (Head of Service)

Stuart Macintosh (Budget Holder)

David Thompson (Project Manager)

Date 13th May 2015

Details of Virement (please refer to notes to ensure all the relevant details are included and extend box to additional page if required)

Virement to amend attached capital budgets at year end and do any roll forwards.

All virements are over £25,000.

No budgets are funded from reserves.

	Total Cost	Prior Years	2015-16	2016-17	2017-18	Future Years
	£	£	£	£	£	£
Existing Budget	108,000.00	108,000.00				
Revised Budget	108,000.00	30,776.49	77,223.51			
Increase Required	0.00	-77,223.51	77,223.51	0.00	0.00	0.00

Capital Receipts	0.00					
Grant	0.00					
Supported Borrowing	77,223.51		77,223.51			
Revenue/ Reserves	0.00					
Total	77,223.51	0.00	77,223.51	0.00	0.00	0.00

Other Financial Implications (e.g. future years capital & revenue - must not be left blank)

None

Approvais		Signatures		
In all cases	Head of Service		Date	
in all cases	Strategic Director: Resources		Date	21/5/15.
£25,001 - £75,000	Portfolio Cabinet Member	•	Date	4/6/18
£75,001 - £300,000	Cabinet Minute Ref.		Date	
Over £300,000	Council Minute Ref.		Date	

FMS Updated (office use only)				
Accountant: Signature	Print Name	Date		
Copy of Authorised form returned to Head of Service				
Signature	Print Name	Date		

Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 5 June 2015 Decision published 8 June 2015 Decision effective from 16 June 2015

Charges and Fees for the Library Service 2015/16

DECISION	Reason for Decision:
1. That the charges and fees for Library Services for 2015/16 are approved as set out in Appendix A.	In order to try to achieve current income targets and stabilise service budget at a time when some income streams are declining.
2. The increases take effect as from1st July 2015.	

CYNGOR SIR POWYS COUNTY COUNCIL

PORTFOLIO HOLDER DELEGATED DECISION By County Councillor Graham Brown (Portfolio holder for Commissioning and Procurement)

June 2015

REPORT AUTHOR: Kay Thomas, Principal Librarian

SUBJECT: Charges and Fees for the Library Service 2015/16

1. <u>Summary</u>

1.1 The purpose of this report is to obtain approval for the proposed charges and fees for Library Services for 2015/16. (See full list of proposed charges in appendix A)

2. <u>Proposal</u>

- 2.1 It is proposed to make some increases to fees and charges as follows, in order to contribute to service income. As some areas of income are declining through service development (for example library fines, due to the availability of online renewals), the proposal is to make increases in other areas, to ensure that basic costs are covered, and to stabilise the revenue budget.
- 2.2 It is proposed to increase fines on overdue books and talking books for adults from 10p per item per day to 15p per item per day, to a maximum of £5 per item.
- 2.3 It is proposed to increase fines on overdue items for adults on mobile libraries from 10p per missed visit, to 15p per missed visit, to a maximum of £5 per item.
- 2.4 It is proposed to increase the cost of hiring a feature film DVD for adults or children from £2 to £2.50 per week
- 2.5 It is proposed to make the charge for photocopies a flat rate of 10p per sheet A4, 20p per sheet A3, irrespective of quantity.
- 2.6 It is proposed to introduce a new charge of 5p per sheet of blank A4 paper supplied

- 2.7 It is proposed to increase room hire rates for voluntary/educational organisations as follows (during opening hours): From £10 to £15 per hour From £20 to £30 per 3 hour session;
- 2.8 It is proposed to increase room hire rates for other organisations from £40 to £50 per 3 hour session (during opening hours)
- 2.9 It is proposed to increase the charge for the use of the kitchen facilities at Brecon Library from £5 to £10 per meeting, and at all other libraries, from £2 to £5 per meeting
- 2.10 It is proposed that the threshold for a 10% discount on room hire bookings be increased from 5 sessions to 10 sessions minimum.
- 2.11 It is proposed to increase charges for exhibitions as follows: Non selling exhibitions – from free to £10 per exhibition Selling exhibitions – from £15 per week/£45 per month to a flat rate of £50 per exhibition, plus 10% commission on sales
- 2.12 It is proposed to increase charges for display case hire as follows: Non selling display – from free to £5 per display Selling display - from £5 per week/£15 per month to £25 per display plus 10% commission on sales
- 2.13 It is proposed to introduce donations boxes in all libraries, and to investigate the opportunity for donations to be made online
- 2.14 It is proposed to build on the current sale of memory sticks, book tokens and postage stamps in libraries through the trial of a stationery shop at Newtown Library, due to the distance from the town centre; to include paper, envelopes, plastic pockets/wallets, pens, pencils and reading promotional items, and to investigate whether i-tunes vouchers and mobile phone top-ups could be included.

3. One Powys Plan

- 3.1 Powys Library Service provides a wide variety of opportunities for the community to enjoy a range of services and facilities, and to generally improve the quality of life of local people. The services are linked to key corporate priorities and provide the Council with the opportunity to maintain and improve the wellbeing of Powys' residents.
- 3.2 Powys Library Service contributes to the achievement of the following One Plan outcomes:
 - Older people are supported to lead fulfilled lives within their communities

- Mental health and wellbeing, and active healthier lifestyles
- Support and opportunity for vulnerable families
- Children and young people are supported to achieve their full potential
- Support for job seekers and students
- Safer, stronger and economically viable communities through the provision of a safe inclusive environment which brings people together so that they feel they matter, belong and can contribute to their community.
- Financially balanced and fit for purpose public service
- 3.3.1 Powys Library Service contributes to the values of accessibility and equality as outlined in the One Plan, ensuring that all members of the community are able to access our services with ease and on an equal basis.

4. Options Considered/Available

4.1 Option 1: No Change Some charges, such as room hire rates may become out of line with other comparable council service charges. Service income declines.

Option 2: Charges levelled with some increase This option provides a more equitable approach to charges across the service and proposes some modest increases to cover costs and contribute to service income, whilst maintaining most charges at their current level.

Option 3: Increase Charges for all Services It is a requirement of the Welsh Government under the terms of the Public Libraries and Museums Act that core services remain free at the point of delivery.

5. <u>Preferred Choice and Reasons</u>

- 5.1 It is recommended that the charges outlined in Option 2 are adopted. Library Service prices are pitched at a level to facilitate and encourage maximum levels of access and participation. For most areas of service a significant increase in prices has the potential to result in fewer participants and reduced income levels.
- 5.2 Improvements to the service through the availability of online renewals and text and email notices to residents to remind them to renew their books has led to a decrease in income from library fines, hence some increases and new proposals are included to offset this reduction.

6. <u>Sustainability and Environmental Issues/Equalities/Crime and</u> <u>Disorder,/Welsh Language/Other Policies etc</u>

- 6.1 The charges and fees detailed in the Appendix are equitable across Powys.
- 7. Children and Young People's Impact Statement Safeguarding and Wellbeing n/a
- 8. <u>Local Member(s)</u> n/a
- 9. <u>Other Front Line Services</u> n/a

10. <u>Support Services (Legal, Finance, HR, ICT, BPU)</u>

- 10.1 Finance have been involved in the costing of the proposals and can confirm that current income levels are declining, therefore the proposed revised charges should help maintain the current income targets within the library service budgets.
- 10.2 The Professional Lead-Legal support the recommendation in this report and the Legal Services will offer assistance as and when required
- **11.** <u>Local Service Board/Partnerships/Stakeholders etc</u> n/a

12. <u>Communications</u>

12.1 Information regarding charges and fees are published on the County Council's website. They are also advertised at premises in public areas, and are provided in response to written or telephone enquiries, or by visitors in person.

13. <u>Statutory Officers</u>

- 13.1 The Strategic Director Resources (Section 151 Officer) notes the comments made by finance.
- 13.2 The Solicitor to the Council (Monitoring Officer) has made the following comment: "I have nothing to add to the report."

14. <u>Members' Interests</u>

The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If the portfolio holder has an interest, he should declare it, complete the relevant notification form and refer the matter to Cabinet for a decision.

Recommendation:	Reason for Recommendation:
1. That the charges and fees for Library Services for 2015/16 are approved as set out in Appendix A.	In order to try to achieve current income targets and stabilise service budget at a time when some income streams are declining.
2. The increases take effect as from1st July 2015.	

Relevant Policy (ie	es):		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s): n/a

Person(s) To Implement Decision:Kay ThomasDate By When Decision To Be Implemented:1st July 2015

Contact Officer Name:	Tel:	Fax:	Email:
Kay Thomas	01597 826864		kay.thomas@powys.gov.uk

APPENDIX A

LIBRARY SERVICE FEES AND CHARGES:

Fines – books	Branches: Adult: 15p per day overdue for each item (max. £5.00 per item).
	Mobile libraries: 15p per item per missed visit.
	Children: no fines on children's items.
Fines – other	Talking books: Adult – 15p per day overdue for each item, to a maximum of £5.00. No fines on children's items.
	DVDs: Hire charge £1.00: no rehire; fine of 20p per day
	Hire charge $\pounds 2.50$: no rehire; fine of 50p per day to a maximum of $\pounds 5.00$
Reservations	Books in stock or on order: no charge Not in stock book or periodical: £6.00 Music and play sets: £20.00
DVDs	Hire charge: £1.00 per week for children's, information, and music Hire charge: £2.50 per week for adults and children's feature films
Talking Books	Hire charge: £2.00. No charge for children's items
Replacement tickets	Adult/children: £1.00
Sales of withdrawn stock	Adult fiction: from 20p Non-fiction: from 50p Junior: from 10p Audio: from 50p
Photocopies	A4, 10p per sheet; A3, 20p per sheet
Paper	A4 5p per sheet
Printouts	A4: 15p black & white, 35p colour
	A3: 20p black & white, 50p colour (where available) Microfiche/film printout -
	A4: 30p self-service, 50p postal (where available)

	Digital copies and printouts undertaken by staff: £1.00 each
Damaged & lost items	Books: In print: current published price Out of print: current average cost for book type DVDs: Individually priced
Use of Computers	Free bookable sessions
Sale of memory sticks	£5.00
Room hire	Voluntary/educational organisations: £30.00 per 3 hour session; £15.00 per hour; £50.00 per 3 hour session out of library opening hours (to recover cost of caretaker call out)
	Other organisations: £50.00 per 3 hour session during library opening hours; £20 per hour
	Use of kitchen facilities Brecon £10, others £5.00
	Reduced rates for regular bookings: 10% reduction for regular bookings (10 per year and over)
Exhibitions	Galleries: £10 per non selling exhibitions £50 + 10% of sales for selling exhibitions
	Display cases: £5 for non selling exhibitions Selling: £25.00 + 10% of sales for selling exhibitions
	Local organisations information displays: FREE at the discretion of the Branch Librarian
Fax	Incoming: 50p per page Outgoing: UK £1.00; Europe - £2.00 for 1 st page, £1.00 for each subsequent page; World - £3.00 for 1 st page, £1.00 for each subsequent page
Laminating (where available)	A4 size: £1.50 A3 size: £2.00

Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 16 June 2015 Decision published 16 June 2015 Decision effective from 24 June 2015

Homelessness Act 2014 – Decisions of Intentional Homelessness

DECISION	Reason for Decision:
1. That Powys County Council continues to apply the Intentionality test in respect of the all groups listed in Appendix 1 with the exception of 16 & 17 year olds	 Powys County Council makes a very small amount of intentional decisions and the test is applied after much consideration. Young persons will be removed from the intentionality test – it is not felt this group is always able to make best judgements regarding their
2. That arrangements are made to place relevant notices on the public website and at public facing offices and that Welsh	housing and circumstances that may lead to them losing accommodation.
Government are informed of Powys County Council's position.	2. In order to comply with the Regulations contained in the Act.

CYNGOR SIR POWYS COUNTY COUNCIL

Portfolio Holder Decision Report By County Councillor Graham Brown Portfolio Holder for Commissioning and Procurement

Date 8th June 2015

REPORT AUTHOR:	Simon Inkson, Head of Housing
SUBJECT:	Housing Act 2014 – Decisions of Intentional Homelessness
REPORT FOR:	Decision

1. Summary

- 1.1. The Housing Act 2014 introduces a major change in working practices and responsibilities regarding the local authority's statutory duties to the Homeless. Responsibility for deciding upon whether to continue assessing intentionality and which groups of applicant to apply the test to will rest with the individual local authority.
- 1.2. This report requests that the Portfolio Holder agree to the continuation of the assessment of intentionality when applied to specific groups of applicant(s) and if necessary provide notification prior to the commencement of the statutory instruments which apply from 1 July 2015.

2. Background and Proposal

Housing Act 2014 – The Homelessness (Intentionality) (Specified Changes) (Wales) Regulations 2015

- 2.1. Part of the Housing Act 2014 delegates responsibility for deciding upon whether to continue applying the test of Intentionality to individual local authorities.
- 2.2. Section 78 of the Housing (Wales) Act 2014 provides that when assessing an applicant for help with homelessness under Section 75, a local housing authority may not have regard to intentionality, unless it has decided to have regard to one or more of the categories of applicants specified by the Welsh Ministers. Section 78(1) of the Act places an obligation on the Welsh Ministers to make regulations to specify such categories.
- 2.3. The Regulations list the following categories of applicants for the purposes of Section 78. The list is based on Section 70 of the Act, which sets out the list of persons who have a Priority Need for accommodation. This list is at Appendix 1.

- 2.4. A local housing authority which decides to have regard to intentionality must provide a written notice to the Welsh Ministers of their decision. The written notice must specify
 - a) the list of specified categories of applicants, and
 - b) the reason(s) for having regard to the category or categories contained in the list of specified categories of applicants.
- 2.5. The written notice must be provided to the Welsh Ministers no less than 14 days prior to the implementation of the decision to have regard to intentionality.
- 2.6. A local housing authority which decides to have regard to intentionality must publish a notice of its decision
 - a) on the Authority's website, and
 - b) by posting a copy of the notice at the offices where applications for help with homelessness are received,

no less than 14 days prior to the implementation of the decision to have regard to intentionality.

- 2.7. A local authority must take reasonable steps to notify its decision to applicants and their advisers and in particular must make a copy of the notice of its decision available, without charge, to applicants who will be affected by the decision.
- 2.8. A local housing authority that has decided to have regard to intentionality may not revise the list of specified categories of applicants more than twice a year.
- 2.9. A local housing authority that decides to have regard to intentionality in accordance with Section 78 must not have regard to intentionality in relation to an existing applicant.

3. One Powys Plan

3.1 This is a minor change of approach that will help us to deliver Stronger Safer and Economically Viable Communities by ensuring that vulnerable young people who approach the housing service for assistance, receive a consistent service across the council.

4. Options Considered/Available

4.1. The local authority has two options to decide upon. Either we decide to discontinue applying the intentionality test to all categories of person who approach as homeless (in which case no further action regarding notification is required), or we decide upon the categories of persons to apply the test to and ensure our decision is notified to Welsh Government and published by notice including on the Powys County Council website 14 days prior to the implementation.

5. <u>Preferred Choice and Reasons</u>

- 5.1. It is recommended that the Council continues to apply the test of intentionality to all of the groups listed in Appendix 1, with the exception of 16 & 17 year olds.
- 5.2. This recommendation is made in recognition of the very low level of intentionally homeless decisions made by the Council each year which indicates the level of care that is taken in applying the intentionality test.
- 5.3. In addition, the exclusion of 16 & 17 year olds from the intentionality test recognises that young people are not always appreciative of the decisions they make regarding their housing and this exclusion will allow the Council to work more pro-actively with younger people to source appropriate housing options. In addition, the local authority, under its corporate parenting responsibility would have a duty to accommodate a homeless 16 & 17 year, even if they had been found intentionally homeless in respect of its homelessness responsibilities, so to apply the intentionality test to this group would appear to be a waste of officer time.
- 5.4. Statistics indicate only 2% of all the formal homelessness decisions made in 2012 / 2013 and 2013 / 2014 were of intentional homelessness all involved persons over 18 years of age.

6. <u>Sustainability and Environmental Issues/Equalities/Crime and Disorder/Welsh</u> Language/Other Policies etc

- 6.1. The retention of the power to determine that groups of applicants are intentionally homeless, will ensure that groups of applicants do not intentionally worsen their circumstances to obtain access to a diminishing supply of social housing.
- 6.2. The exclusion of 16 & 17 year olds from the intentionality test recognises that the council has a wider parenting responsibility to such young people who approach as homeless.

7. <u>Children and Young People's Impact Statement – Safeguarding and Wellbeing</u>

- 7.1. The retention of the power to determine that groups of applicants are intentionally homeless, will ensure that groups of applicants do not intentionally worsen their circumstances to obtain access to a diminishing supply of social housing.
- 7.2. The exclusion of 16 & 17 year olds from the intentionality test recognises that the council has a wider parenting responsibility to such young people who approach as homeless.

8. Local Member(s)

8.1. This matter has equal effect across the Council.

9. <u>Other Front Line Services</u>

9.1. This matter will not have an effect on other frontline Services.

10. Support (Legal, Finance, HR, ICT, BPU)

- 10.1. Finance the Finance Business Partner can confirm that in order to comply with the Regulations contained in the Housing Act 2014 the decision upon whether to continue assessing intentionality and which groups of applicant to apply the test to will rest with the individual local authority. In Powys there is only a very small amount, 2%, of intentional decisions and the exclusion of 16 & 17 year olds from the intentionality test recognises that the council has a wider parenting responsibility to such young people. Any financial implications can be met within the current financial envelope.
- 10.2 Legal the Professional Lead –Legal supports the recommendation made in this report.

11. Local Service Board/Partnerships/Stakeholders etc

11.1 This is a specific housing matter

12. <u>Communications</u>

12.1 The Housing Service will place a notice on the Powys County Council website to advise of the decision to continue to have regard to intentionality in respect of homelessness decisions and the priority need groups that the test will still apply to. Notices will also be placed in public facing offices where persons present in housing need and can also be communicated via the Housing Services FaceBook page.

14 <u>Statutory Officers</u>

- 14.1 The Strategic Director Resources (Section 151 Officer) notes the comments made by finance.
- 14.2 The Solicitor to the Council (Monitoring Officer) : " I have nothing to add to the report".

15 <u>Members' Interests</u>

15.1 The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If the Portfolio Holder has an interest he should declare it, complete the relevant notification form and refer the matter to the cabinet for decision.

Recommendation:	Reason for Recommendation:	
1. That Powys County Council	1. Powys County Council makes a	
continues to apply the	very small amount of intentional	

Intentionality test in respect of the all groups listed in Appendix 1 with the exception of 16 & 17 year olds	decisions and the test is applied after much consideration. Young persons will be removed from the intentionality test – it is not felt this group is always able to make best
 That arrangements are made to place relevant notices on the public website and at public facing offices and that Welsh 	judgements regarding their housing and circumstances that may lead to them losing accommodation.
Government are informed of Powys County Council's position.	2. In order to comply with the Regulations contained in the Act.

Relevant Policy (ie	es):		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s): All members

Person(s) To Implement Decision:	Rob Powell, Homelessness Prevention & Housing Options Lead	
Date By When Decision To Be Implemented:		30 th June 2015

Contact Officer Name:	Tel:	Fax:	Email:
Rob Powell	01597 827464		rob.powell@powys.gov.uk

F:\wlegal\Clarence\Reports\BOARD REPORT TEMPLATE VERSION 6

PRIORITY NEED GROUPS

- a) A pregnant woman or a persons with whom she resides or might reasonably be expected to reside;
- b) A person with whom a dependent child resides or might reasonably be expected to reside;
- c) A person –
- i) Who is vulnerable as a result of some special reason (for example: old age, physical or mental illness or physical or mental disability), or
- ii) With whom a person who falls within sub-paragraph (i) resides or might reasonably be expected to reside
- d) A person -
- i) who is homeless or threatened with homelessness as a result of an emergency such as flood, fire or other disaster, or
- ii) with whom a person who falls within sub-paragraph (i) resides or might reasonably be expected to reside
- e) A person -
- i) who is homeless as a result of being subject to domestic abuse, or
- ii) with whom a person who falls within sub-paragraph (i) resides (other than the abuser) or might reasonably be expected to reside
- f) A person
 - i) who is aged 16 or 17 when the person applies to a local housing authority for accommodation or help in obtaining or retaining accommodation, or
 - ii) with whom a person who falls within sub-paragraph (i) resides or might reasonably be expected to reside;
- g) A person -
- (i) who has attained the age of 18, when the person applies to a local housing authority for accommodation or help in obtaining or retaining accommodation, but not the age of 21, who is at particular risk of sexual or financial exploitation, or
- (ii) with whom a person who falls within sub-paragraph (i) resides (other than an exploiter or potential exploiter) or might reasonably be expected to reside;
- h) A person –

) who has attained the age of 18, when the person applies to a local housing authority for accommodation or help in obtaining or retaining accommodation, but not the age of 21, who was looked after, accommodated or fostered at any time while under the age of 18, or

) with whom a person who falls within sub-paragraph i) resides or might reasonably be expected to reside;

i) A Person –

i) who has served in the regular armed forces of the Crown who has been homeless since leaving those forces, or

ii) with whom a person who falls within sub-paragraph (i) resides or might reasonably be expected to reside

- j) A person who has a local connection with the area of the local authority and who is vulnerable as a result of one of the following reasons –
- i) having served a custodial sentence within the meaning of Section 76 of the Powers of Criminal Courts (Sentencing) Act 2000,
- ii) having been remanded in or committed to custody by an order of a court, or

iii) having been remanded to youth detention accommodation under Section 91(4) of the Legal Aid, Sentencing and Punishment of Offenders Act 2012,

or a person with whom such a person resides or might reasonably be expected to reside

Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 15 July 2015 Decision published 16 July 2015 Decision effective from 24 July 2015

Housing Revenue Account funding for the Phoenix Peace of Mind Project

DECISION	Reason for Decision:
That Powys County Council Housing Revenue Account continues to support the Phoenix Peace of Mind project by providing it with £40,000 funding in 2015/16.	Support for the project ensures that all new tenants are able to move into accommodation with a basic pack of furniture and household goods, which reduces the risk of tenancy
	termination and the potential of rent arrears growth.

CYNGOR SIR POWYS COUNTY COUNCIL

Portfolio Holder Decision Report By County Councillor Graham Brown Portfolio Holder for Commissioning and Procurement

July 2015

REPORT AUTHOR:	Simon Inkson, Head of Housing
SUBJECT:	Housing Revenue Account funding for the Phoenix Peace of Mind Project
REPORT FOR:	Decision

1. Summary

1.1. The Housing Revenue Account (HRA) has in previous years provided funding for the Peace of Mind project, run by Phoenix. The decision made to fund Phoenix has previously been an Officer decision and this report seeks approval from the Portfolio Holder for the continuation of funding.

2. <u>Background and Proposal</u>

Phoenix Peace of Mind Project

- 2.1 The Peace of Mind (POM) project was originally set up by Phoenix furniture, a social enterprise operating in Newtown and Llandrindod Wells. Their core business is to recycle good quality used furniture and offer it for re-sale at very low prices to people living on benefits or low income. They have been providing this service in Powys for around ten years, and currently are financially stable through their showroom sales, and with additional funding received by Powys County Council Waste Management in the form of credit tokens for dealing with Bulky Collections, which are then used for recycle rather than Landfill.
- 2.2 The service provided by Phoenix was in recent years extended to provide start up packs of furniture, free of charge to people in need. This was run on a pilot basis for 12 months in Radnorshire and Montgomeryshire, funded by Regeneration and Supporting People Programme Grant. Research undertaken by the Supporting People Team showed that:
 - 31% of the sample cases had been known to us, and have been through the homelessness/housing system before. This group have already been through temporary accommodation and either moved to accommodation of their own which has failed and led to eviction
 - 68% of the sample cases stated that if they had not received support through Peace of Mind would have resulted in them going in to debt. This would have

been through the use of pay day loans, catalogues, doorstep lenders and even friends. On borrowing this money, their intention is to repay it, but if having fallen on hard times would have used their rent money to pay creditors even though they would have gone in to arrears with their landlord. Going in to debt with the landlord seemed a better option than dealing with a creditor. If the landlord was Powys County Council, the people felt that "the council can afford it".

- 26% of the sample cases stated that they would have tried to access funds through homelessness or social care to buy items needed if there was no support from Peace of Mind
- 11% of the sample cases stated that it would take them up to 3 months to purchase essential furniture items while in receipt of benefits. The remaining 89% stated that it would take over three months and anything up to two years to purchase essential items with their current level of income and no additional funding.
- 37% of the sample cases state that they are fleeing an abusive relationship. This group have left their belongings at their previous home due to suddenly leaving, and are unable to return to collect them due to risk.
- 2.3 The Peace of Mind project supported 350 individual households in 2014-15, of which 280 (80%) were HRA tenants. The Peace of Mind project brings with it a number of benefits to the HRA. First, it ensures that tenants have a basic level of furniture and household equipment, without which the number of tenancy terminations are likely to increase, increasing rent loss whilst properties are empty and repair costs. Second, the provision of such equipment free of charge, reduces pressure on tenants to go into debt purchasing furniture and household equipment. This is will increase the likelihood that such tenants will have the ability to pay their rent, reducing rent arrears.
- 2.4 In 2014-15 the HRA provided £40,000 funding for the Phoenix Peace of Mind project, to sustain the project and provision has been made in the HRA for a £40,000 contribution to be made in 2015-16.
- 2.5 We would want the Peace of Mind project to funded on a sustainable basis beyond the current financial year and will be seeking housing associations whose tenants make use of the service to share the funding of the project, in future financial years.

3 One Powys Plan

3.1 This is a continuation of the existing approach, but ensuring that it has political agreement, which will help us to deliver Stronger Safer and Economically Viable Communities by ensuring that tenants in need have access to furniture packs and household equipment free of charge.

4 Options Considered/Available

4.1 The local authority has two options to decide upon. Either we decide to discontinue the existing approach which brings with it a risk of increasing tenancy terminations and with it void rent loss and repair costs and potentially increasing rent arrears as tenants on limited incomes borrow money to purchase such equipment, or we continue to provide support for Phoenix Peace of Mind project.

5 Preferred Choice and Reasons

5.1 It is recommended that the Council continues to provide financial support for the Phoenix Peace of Mind project

6 <u>Sustainability and Environmental Issues/Equalities/Crime and Disorder/Welsh</u> Language/Other Policies etc

- 6.1 Support for the Phoenix Peace of Mind project will ensure that furniture is recycled reducing the amount of waste being placed in landfill sites.
- 6.2 Support for the Phoenix Peace of Mind project will ensure that households who have limited means will be able to furnish accommodation allocated to them, potentially reducing the likelihood of those households becoming indebted, purchasing furniture and household goods.

7 Children and Young People's Impact Statement – Safeguarding and Wellbeing

7.1 Support for the Phoenix Peace of Mind project will ensure that households who have limited means will be able to furnish accommodation allocated to them, potentially reducing the likelihood of those households becoming indebted, purchasing furniture and household goods.

8 <u>Local Member(s)</u>

8.1 This matter has equal effect across the Council.

9 Other Front Line Services

9.1 This matter will not have an effect on other frontline Services.

10 Support (Legal, Finance, HR, ICT, BPU)

- 10.1 Finance "the Finance Business Partner can confirm that the Housing Revenue Account (HRA) has in the past supported the Phoenix Peace of Mind project and that £40k has been included in the Business Plan for 2015/16."
- 10.2 Legal "the Professional Lead-Legal supports the recommendation and the reasons for same and will lend legal support when required."

11 Local Service Board/Partnerships/Stakeholders etc

11.1 This is a specific housing matter

12 <u>Communications</u>

12.1 The Housing Service will advise the Tenant Liaison Forum of its intention to continue to fund the Phoenix Peace of Mind project and will advertise the availability of the service to all new tenants and on the Council's website.

14 <u>Statutory Officers</u>

- 14.1 The Strategic Director Resources (Section 151 Officer) indicates the need to ensure we continue to challenge whether we get value for money and notes the comments made by finance.
- 14.2 The Solicitor to the Council (Monitoring Officer) has commented as follows: "I note the legal comment and have nothing to add to the report."

15 <u>Members' Interests</u>

15.1 The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If the Portfolio Holder has an interest he should declare it, complete the relevant notification form and refer the matter to the cabinet for decision.

Recommendation:	Reason for Recommendation:
That Powys County Council Housing Revenue Account continues to support the Phoenix Peace of Mind project, by providing it with £40,000 funding in 2015-16.	Support for the project ensures that all new tenants are able to move into accommodation with a basic pack of furniture and household goods, which reduces the risk of tenancy termination and the potential of rent arrears growth.

Relevant Policy (ie	es):		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s): All members

Person(s) To Implement Decision:Simon Inkson, Head of HousingDate By When Decision To Be Implemented:9th July 2015

Contact Officer Name:	Tel:	Fax:	Email:
Simon Inkson	01597 826572		simon.inkson@powys.gov.uk

Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 3 August 2015 Decision published 3 August 2015 Decision effective from 11 August 2015

Powys Library Service Annual Return 2014/15 Welsh Public Library Standards: 5th Performance Framework, 2014-2017

DECISION	Reason for Decision:
That the Annual Return on the Library Service 2014/15 filed with the signed minutes be approved for submission to the Welsh Government.	To aid compliance with the requirements of the Welsh Public Library Standards.

CYNGOR SIR POWYS COUNTY COUNCIL. PORTFOLIO HOLDER DELEGATED DECISION BY

CLLR GRAHAM BROWN (PORTFOLIO HOLDER FOR PROCUREMENT AND COMMISSIONING)

July 2015

REPORT AUTHOR:	Kay Thomas, Principal Librarian
SUBJECT:	Powys Library Service Annual Return 2014/15 Welsh Public Library Standards: 5 th Performance Framework, 2014 - 2017
REPORT FOR:	Approval

1. <u>Summary</u>

- 1.1. The purpose of the report is to give consideration to the Annual Return (see Appendix A) to the Welsh Government on the Library Service, for the year 2014-2015, as required under the Welsh Public Library Standards (5th Framework).
- 1.2. The Welsh Government has a supervisory and monitoring role in relation to the 22 Library Authorities in Wales.
- 1.3. Welsh Public Library Standards (WPLS) were first developed in 2002. The period 2014 -2017 is covered by a fifth performance framework. Under this framework, the Authority's performance will be measured annually against a revised set of Standards and a range of key Performance Indicators.
- 1.4. The Standards are intended to help define the responsibilities of library authorities in providing a "comprehensive and efficient" service under the Public Libraries and Museums Act 1964. The performance framework aims to:
 - Safeguard the improvements achieved since 2002
 - Protect library services from disproportionate resource reductions
 - Reflect the ways in which libraries can make significant contributions to the delivery of key national policy agendas
 - Provide a suitable tool to support the management of services, and to ensure that services are delivered efficiently.

2. Proposal

2.1. It is proposed that the Annual Return on the Library Service 2014-15 is submitted to the Welsh Government as required under the Welsh Public Library Standards.

3. One Powys Plan:

- 3.1. During the year of the report, Powys Library Service contributed to the achievement of the One Powys Plan vision, values and priorities; in particular:
 - We will work together to meet the needs of Powys citizens, delivering high performance and value for our communities, providing our residents with accessibility to services, in an atmosphere of openness, respect, learning and trust.
 - Older people are supported to lead fulfilled lives within their communities
 - Carers have a good sense of wellbeing, through access to social and leisure opportunities
 - Providing a boost to mental and emotional wellbeing
 - Addressing child poverty
 - Powys citizens will be supported and empowered to lead active and healthier lives
 - Supporting children and young people to achieve their full potential
 - Stronger communities bringing people together in Powys, so they feel that they matter, belong and can contribute to their community.
 - Enabling joined up services for Powys citizens through public and third sector partnerships

4. Options Considered / Available

4.1. The Authority is obliged to comply with the reporting requirements of the performance framework and of the Welsh Public Library Standards.

5. Preferred Choice and Reasons

5.1. To aid compliance with the Welsh Public Library Standards.

6. Support Services (Legal, Finance, HR, ICT, BPU)

6.1 Finance – There are no financial implications as far as this report is concerned.

6.2 The Professional Lead – Legal agrees that the recommendation should be implemented and this process should be carried out

7. <u>Statutory Officers</u>

7.1 The Strategic Director Resources (Section 151 Officer) notes the comments made by finance.

7.2 The solicitor to the Council (Monitoring Officer) has commented as follows: "I note the legal comment and have nothing to add to the report."

8. <u>Members' Interests</u>

Recommendation:	Reason for Recommendation:
That the Annual Return on the Library	To aid compliance with the
Service 2014-15 in Appendices A and	requirements of the Welsh Public
B to the Report be approved for	Library Standards.
submission to the Welsh Government	

Relevant Policy (ie	es):		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s): n/a

Contact Officer Name:	Tel:	Fax:	Email:
Kay Thomas	01597 826864	01597 826872	kay.thomas@powys.gov.uk

Background Papers used to prepare Report:

Appendix A - Annual Return on the Library Service 2014-15Powys Final CyMAL - Welsh Public Library Standards - Reporting Template - Libraries making a difference - Revised October - English%.xls

Appendix B – Case studies and contribution to Welsh Government priorities <u>Powys Final - WPLS Case study template - English.doc</u>

'Libraries making a difference: The Fifth Framework of Welsh Public Library Standards 2014 – 17'

..\Framework 5 final Oct 2014\Libraries making a difference 5th quality framework 2014 2017.pdf

CABINET REPORT TEMPLATE VERSION 3

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Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

County Councillor J.H. Brunt Portfolio Holder for Highways

Decision Taken 18 August 2015 Decision published 1 September 2015 Decision effective from 9 September 2015

Llangattock Litter Pickers

DECISION	Reason for Decision:
To grant a licence under S142 of the Highways Act 1980 to Llangattock Litter pickers to maintain the planters and adjacent grass verge and 3 wildflower areas on Powys County Council land.	The proposed scheme and granting of the licence would be in line with the Powys One Plan which commits to Stronger, safer and economically viable communities.

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CYNGOR SIR *POWYS* COUNTY COUNCIL. August 2015

PORTFOLIO HOLDER DELEGATED DECISION By COUNTY COUNCILLOR JOHN BRUNT (Portfolio Holder for Highways)

And

COUNTY COUNCILLOR GRAHAM BROWN (Portfolio Holder for Commissioning and Procurement)

REPORT AUTHOR:	Brian Price
SUBJECT:	To decide whether or not to grant a licence under S142 of the Highways Act 1980 to permit Llangattock Litter pickers to provide and maintain wooden flower planters and wildflower areas within Llangattock.
REPORT FOR:	Decision

Summary

Llangattock Litter pickers are a Community group in Llangattock and they have previously provided and maintained 9 wooden flower planters in the village, which have been placed on a number of areas of highway verge. They have requested permission (Appendix A) to place a further 14 wooden flower planters in the village on highway verges (Appendix B) and offered to maintain these planters and surrounding grass verges. Llangattock Litter pickers have offered to supply wildflower seed mix for 3 areas of highway verge (Appendix C) and work in partnership with the Authority to prepare these wildflower areas and maintain them going forward.

The Llangattock Litter pickers have drawn up an agreement with local residents (Appendix D) and provided a list of 20 residents that have volunteered to carry out various maintenance tasks.

PCC have informed the Llangattock Litter pickers of the requirements set out in the licence and they have received a draft copy of the licence for comments and provided their comments to the draft Deed. (Appendix E).

Llangattock Litter pickers have provided details on their expenditure to date and they spent £995.07 on the existing 9 wooden planters and flowers. They have spent £1257.78 on the 14 new wooden planters and flowers which are waiting to be situated. The wildflower seed and lining paint has been purchased at a cost of £511.95.

The Llangattock Litter pickers have informed the Community Council of their proposals and these proposals were discussed at the Community Council meeting in November 2014. The Community Council have some concerns

over the location of the wildflower areas and how the areas would look at the end of the summer. A number of emails have been written since and Brian Price had a site meeting with the Community Council to address their concerns on the 9th March 2015, but only the Clerk of the Community Council attended. The Community Council have written to the Chief Executive of Powys County Council and he has provided a written response. The County Councillor is aware of the proposals and has no objections to the idea of the wildflower areas or the wooden planters, but has raised concerns on the consultation process.

The licence will be granted for one year and thereafter one year on one year until terminated. It may be terminated by either party by giving one months' notice in writing.

Proposal

To decide whether or not to grant a licence under S142 of the Highways Act 1980 to Llangattock Litter pickers to maintain the planters and adjacent grass verges and 3 wildflower areas on Powys County Council land.

One Powys Plan

The proposed scheme and granting of the licence would be in line with the Powys One Plan which commits to Stronger, safer and economically viable communities and states we will:

- Develop a scheme that encourages communities to work with local organisations to improve services at neighbourhood level. This will include:
 - 1. Empowering people to have a greater voice and influence local decision making and service delivery in their area
 - 2. Encouraging shared ownership of community facilities and providing support to people who want to get involved in running services but lack the necessary resource to do so
- Launch a volunteer programme that encourages more people to volunteer and share their skills to make Powys communities stronger and more self-reliant. We will also support existing volunteers so that they can continue to do so.

What difference will we make?

- Our towns and villages will be more community focused, self-reliant and resilient
- People will volunteer and take an active part in supporting their community
- People will feel that they matter, that they have a voice and can influence local decisions

Options Considered/Available

N/A

Preferred Choice and Reasons

N/A

Sustainability and Environmental Issues/Equalities/Crime and Disorder,/Welsh Language/Other Policies etc

The wildflower areas would ensure we comply with the Welsh Government Action Plan for pollinators in Wales. Powys County Council as a Public body have a legal duty under the Natural Environment and Rural Communities Act (NERC) 2006 to have regards to the conservation of biodiversity in exercising its functions.

Children and Young People's Impact Statement - Safeguarding and Wellbeing

N/A

Local Member(s)

Statement from Local Member Cllr Jeff Holmes

"I have no problem with Llangattock Litter pickers working with Powys County Council in the supplying, planting and maintenance of wildflowers. The agreed areas should have the approval of the Community Council to ensure their future plans are not affected. The wooden planters if located correctly will be an asset to our village."

Other Front Line Services

Wildflower areas would be cut and cleared once a year by HGSS staff, these areas are currently cut 3 times a year by HGSS staff. A one metre width of grass verge around the wooden flower planters will be maintained by the Community group and therefore reduce the cost to the HGSS Service who currently carry out this work at a cost of £795.59 per year.

Support Services (Legal, Finance, Corporate Property, HR, ICT, BPU)

Finance have noted the detail in the report and agree to grant licence to the Llangattock litter pickers to maintain planters and wildflower verges in the area in partnership with Powys County Council. This should reduce the Councils resource requirements within this area by £397.80 per year.

Local Service Board/Partnerships/Stakeholders etc N/A

IN/A

Corporate Communications N/A

Statutory Officers

The Solicitor to the Council (Monitoring Officer) has commented as follows: "I support the decision making process."

Members' Interests

The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If Members have an interest they should declare it at the start of the meeting and complete the relevant notification form.

Recommendation:	Reason for Recommendation:
To decide whether or not to grant a licence under S142 of the Highways Act 1980 to Llangattock Litter pickers to maintain the planters and adjacent grass verge and 3 wildflower areas on Powys County Council land.	

Relevant Policy (ie	es):		
Within Policy:	Y / N	Within Budget:	Y / N

Relevant Local Member(s): Cllr Jeff Holmes

 Person(s) To Implement Decision:
 Brian Price

 Date By When Decision To Be Implemented:
 With immediate effect

Contact Officer Name:	Tel:	Fax:	Email:
Brian Price	01874 754636		brian.price@powys.gov.uk

Background Papers used to prepare Report:

Appendix A - Formal request letter from Llangattock Litter pickers

Appendix B - location plans for planters.

Appendix C - location plans for wildflower areas.

Appendix D - Llangattock Litter pickers letter to residents Clos Cilau and Plasderwen and Supporters list and Volunteer list from residents

Appendix E – Llangattock Litter pickers response to draft licence.

10 emails including Llangattock Community Council, Llangattock Litter pickers and PCC Officer Brian Price.

Letter to Chief Executive and the reply.

Powys One Plan

Natural Environment and Rural Communities Act (NERC) 2006



Placing of flower troughs at Clos Cilau & Roundabout at Plas Derwen

Introduction

We successfully placed five flower troughs in Llangattock in 2013 and a further four in 2014. The nine flower troughs have been well received by the community of Llangattock and visitors to the community with positive feedback on the whole.

With the above in mind we approached Brian Price at Powys County Council with a proposal to introduce an additional number flower troughs into the community in 2015 totalling another fourteen. Brian has approved the placing of the additional flower troughs to be located on verges under his control with a proposal of seven out of the additional fourteen flower troughs for 2015 to be placed in Clos Cilau and Plas Derwen which we know now needs approval by PCC Housing hence this letter of intent.

Location of flower troughs

In total, seven out of the fourteen flower troughs are proposed to be placed in 2015 in Llangattock will be located at Clos Cilau and Plas Derwen.

Five of the flower troughs being placed in Clos Cilau and two at the front of the roundabout at Plas Derwen as indicated on the attached location plan. A key to the plan is below:

• Triangle - Existing flower troughs in situ since 2014

Picking our wa

- Star Proposed locations for placing in 2015
- Circle Proposed location and already agreed following dialogue with Brian Price/Ceri Lewis

Maintenance intentions

Verges

Llangattock Litter Pickers will bring the verges where the flower troughs are to be placed up to the standard it expects the verge to be kept in by the volunteer group. Llangattock Litter Pickers will then hand over the verge maintenance over to the group of volunteers (as per attached list) headed up by Gill Parsons (15 Clos Cilau) who Llangattock Litter Pickers will liaise with directly going forward as one point contact for the group of volunteers.

Flower Troughs

The flower troughs themselves will need very little maintenance as we have carefully sourced good quality larch flower troughs that do not need painting given the natural preservatives contained in the wood and are of sturdy construction. Please refer to our flower supplier's website for flower trough specification (http://www.gardenlarch.co.uk/garden-planter-trough-larch-fsc-timber-145m-trough---extra-wide-450mm-wide-x-350mm-high-105-p.asp)

Plants

The flower troughs planting will be made up of 50% perennials and 50% annuals (both winter and summer annuals). With plants sourced from local suppliers and where possible plants that aid pollinators.



Attached to this document is the formal offer we forwarded to Gill Parsons which details in greater depth the role and responsibilities of both Llangattock Litter Pickers and the group of volunteers at Clos Cilau and Plas Derwen.

Timescale

Placement of the flower troughs will take place in March 2015. The flower troughs will have their perennials already planted in. Slow release fertiliser and bark acting as a mulch to preserve water content in warm weather will also be present in the flower troughs.

The summer annuals will be planted once the threat of frost has disappeared which we envisaged will be late spring.

Support from residents/tenants

Gill Parsons (15 Clos Cilau) attended residents/tenants properties in Clos Cilau and Plas Derwen to both gain support for the proposed flower troughs and also secure volunteers to both mow & maintain the verges that the flower troughs will be placed on, water the flower troughs and deadhead flowers.

We have attached the spread sheet of support and volunteers to this letter.

Insurance

Llangattock Litter is fully insured through a combined liability and personal accident insurance policy through Keep Wales Tidy that includes for the use of lawn mowers and strimmers by vounteers. The policy provides £10,000,000 limit of indemnity with £5,000,000 of public liability and £5,000,000 of product liability.

We have attached the insurance policy certificate for 2014 and await the 2015 certificate from Keep Wales Tidy having repeatedly chased Keep Wales Today for it. They await a copy of the certificate from their brokers for all insured groups through Keep Wales Tidy. We have had confirmation via email from Keep Wales Tidy that cover is in place for Llangattock Litter Pickers and if needed Keep Wales Tidy can confirm this to Powys County Council in the event that the certificate has not been forwarded by Keep Wales Tidy.

General

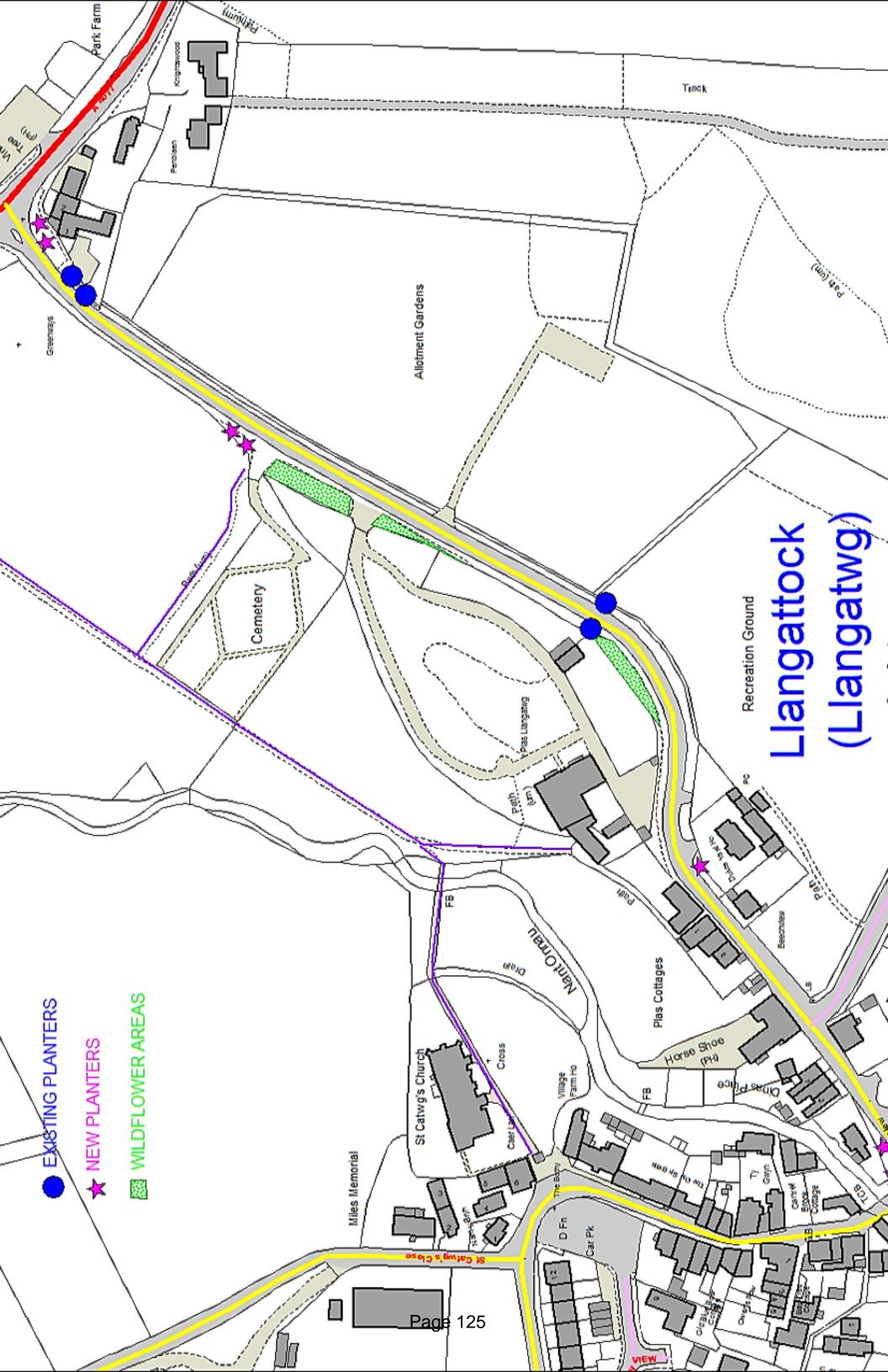
We attach Llangattock Litter Pickers Annual Report for 2014 for your information giving the background to our activities, achievements and results to date.

Attachments:

- 1. Llangattock Litter Pickers Annual Report 2014
- 2. Insurance Policy Certificate (2014)
- 3. List of support and volunteers from Clos Cilau & Plas Derwen
- 4. Location Plan
- 5. Formal offer letter to Gill Parsons (15 Clos Cilau)

Picking our way to a cleaner Community







Dear Gill

Further to our conversations regarding the possible locating of additional flower troughs at both Clos Cilau and Plas Derwen we write to you with the offer from Llangattock Litter Pickers.

Llangattock Litter Pickers are offering to provide an additional five flower troughs at both Clos Cilau and Plas Derwen. This is in addition to the two already located at the entrance to Plas Derwen (marked up as triangles on the attached map) and the two planned for installation in Clos Cilau opposite the road that takes you on up to Llangattock School/Llangattock Community Hall (marked up as circles on the attached map).

The flower troughs would be installed at the locations proposed on the attached map (those areas marked on the map) and subject to agreement in writing from Powys County Council and Llangattock Litter Pickers informing Llangattock Community Council.

We are of the understanding following dialogue with Powys County Council that Powys County Council Highways maintained verges in 2015 will only see the verges cut three times within the growing season. Llangattock Litter Pickers believes the installation of flower troughs on road side verges present an opportunity for the verges that the flower troughs are located on to be maintained to a standard that would make the residents proud of and more acceptable than just three cuts of the grass as is planned in 2015.

Clos Cilau/Plas Derwen Volunteer Group

- The grass verge that both surrounds the flower trough and the verge itself that the flower trough be located on is both mowed and strimmed (including around the flower troughs) at least fortnightly in the growing season (April November).
- The flower troughs be watered within the growing season (April October) at least three times a week.
- Dead heading as and where necessary of the flowers contained in the flower troughs.
- Adherence to the risk assessment to satisfy the terms of the Public Liability and personal injury insurance Llangattock Litter Pickers have in place.
- Adherence to the terms of this offer letter to satisfy the undertaken given to Powys County Council by Llangattock Litter Pickers.

Llangattock Litter Pickers

Picking our

- Purchase, fill with compost and plant up the flower troughs with a mixture of perennials and summer plants in the first instance.
- Locate the flower troughs on the verges we have identified as suitable following consultation with Powys Council and inform Llangattock Community Council of the intentions.
- The purchase and planting of both summer and winter annuals in the flower troughs on an annual basis.
- Feeding of the flower troughs on a fortnightly basis in the growing Season (April October).

leaner Community



- Managing of the perennial plants contained with the flower troughs.
- Maintenance of the actual flower troughs themselves.
- Flower troughs and plants contained within them would remain the property of Llangattock Litter Pickers.
- If at the end of the growing season the flower trough were deemed not to have been cared for by the appointed volunteer pool, Llangattock Litter Pickers reserve the right to re-locate the troughs.
- Written undertaking provided to Powys County Council that the verges are maintained to an acceptable standard on an on-going basis.
- Liability and personal injury insurance would be provided for volunteers but adherence to the risk assessment provided by Llangattock Litter Pickers would be a pre-condition to this.

If you are in agreement to the above Llangattock Litter Pickers ask that in order to satisfy the terms set out by Powys County Council that a list of willing volunteers is gathered from residents of Plas Derwen and Clos Cilau. Llangattock Litter Pickers will also need a list of residents of both Clos Cilau and Plas Derwen who express their support of the locating of further flower troughs and grass verges to be maintained by the volunteer group. This is a precondition of this project moving forward as without this we are unable to satisfy the terms set out by Powys County Council.

Whilst this email may come across as being quite formal for something as simple as installing and maintaining flower trough along with the cutting and strimming of grass, it is important that both Llangattock Litter Pickers and volunteers looking after the flower troughs and verges do so in both a safe manner not to harm themselves or any member of the public and also to satisfy the landowner which in this case is Powys County Council. We are sure that once the troughs are in place, it will be neither hard nor complicated to maintain them and they will bring a lot of pleasure to many people in the area.

If we can ask for the attached supporters/volunteer list to be returned to us by Friday 9th January 2015 and we can liaise with Powys County Council to take the proposed project forward in readiness for flower troughs to be located in Spring 2015. Can we also ask for confirmation who will be the lead contact with contact details provided along with an email confirming acceptance of this offer letter.

Please feel to contact us should you have any questions or need any clarification on any point that is contained within this letter.

Regards

Llangattock Litter Pickers

Attached:

1. Supporters/volunteer list

Picking our way

2. Location map where flower troughs are proposed to be located

ner Community

Llangattock Litter Pickers

Emma/Graham

Afternoon

Thanks for the draft licence which we can confirm we are happy to sign with Powys County Council (PCC) with just one alteration suggested. The provision to allow trees to be planted on the verge is something that we currently do not have planned by it may be the case in the future that say the group wanted to plant some fruit trees to complement the current and planned wild flowers/flower troughs. There is only provision in the draft licence for "up to three feet" in height. Would PCC consider increasing this to allow for fruit trees. Naturally it goes without saying that as a group we would seek permission in the first instance from Powys County Council which would allow PCC the opportunity to take a view on the appropriateness of fruit trees to be planted at a given location under the licence.

Where do we stand in terms of 3rd party contractors doing work on the verges that are covered by the licence? I say this as there has been recent works in the village on verges that are under the scope of the licence and we have some concern that if the verges are not returned to either the state they were found in before the works took place or for example damage was done to the verge/flower troughs/wild flowers that were not replaced/compensated for then the liability in terms of costs would fall on the group. Is there also a mechanism from PCC that can inform us as and when works are planned on verges that are under licence to the group.

Confirmation as requested regarding the two names and addresses for the licence as follows:

Crickhowell, Powys,

- Michael Butterfield -
- Peter Bates -

Crickhowell, Powys,

We look forward to hearing from you.

From: <u>emma.phillips1@powys.gov.uk</u> To:

CC: <u>ceri.lewis@powys.gov.uk</u>

Subject: FW: Clos Cilau & Plas Derwen - Licence for Proposed Flower Troughs and Verge Maintenance Date: Thu, 5 Mar 2015 10:05:08 +0000

Dear Michael

I refer to your email correspondence in relation to the above.

I am able to attach hereto a draft Licence to plant in the highway under the provision of the Highways Act 1980 for your perusal. I should be grateful for your commetns in relation to this draft Deed to allow any amendments to be made. I would also appreciate it if you would kindly advise me of the names and addresses of two members of your group who are empowered to sign this Licence on the groups behalf. These details will be required to be entered in to the first paragraph of the Licence itself.

I await hearing further from you with regard to the matter in due course.

Plans to follow.

Regards

Graham

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Decisions taken by Individual Portfolio Holders

County Councillor R.G. Brown Portfolio Holder for Commissioning & Procurement

Decision Taken 7 September 2015 Decision published 7 September 2015 Decision effective from 15 September 2015

Closure and

Refurbishment of Fairview, Temple Street, Llandrindod Wells

DECI	SION	Reason for Decision:
1.	That approval is given to formally close Fairview.	1. The property requires large scale refurbishment.
2.	That approval is given to compensate the one secure tenant who resides in the block.	2 We are required under statute to provide homeless and disturbance compensation to the existing secure tenant.

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CYNGOR SIR POWYS COUNTY COUNCIL

REPORT FOR DELEGATED DECISION By County Councillor Graham Brown Portfolio Holder for Commissioning and Procurement Date 4th September 2015

REPORT AUTHOR:	Head of Housing
SUBJECT:	Closure and Refurbishment of Fairview, Temple Street, Llandrindod Wells
REPORT FOR:	Decision

1. <u>Summary</u>

1.1. This report seeks the approval of the Portfolio Holder for Commissioning and Procurement to the closure of Fairview and the payment of relevant compensatory payments to existing secure tenant.

2. Proposal

- 2.1. Fairview is large late Victorian building, located on Temple Street, near the centre of Llandrindod Wells. Fairview contains nine large two and three bedroom flats over three floors with a large attic fourth floor that remains unused. The space standards in this property are very generous with large rooms. Fairview represents a considerable, if underutilised, HRA asset in the centre of town.
- 2.2. The exterior of the property is in need of extensive maintenance and repairs with work required to the large roof, windows, lintels and brickwork. The flats are served by an internal set of wide stairs but there is no lift or fire escape.
- 2.3. The interior of the flats are in reasonable condition, however, the communal areas are characterised by have a "tired" appearance and requiring refurbishment.
- 2.4. The flats have had two principal purposes in the last 10 years, they have been used as general needs accommodation and as a managed homeless unit. They are currently occupied by one secure tenant with a small number of homeless units also being let.
- 2.5. Neither purpose has proved satisfactory. The flats are so large they are suited to families. However, the lack of a lift, the lack of parking and the minimal garden provision make the block unsuitable for family accommodation and for older persons' accommodation. This meant that the recent letting history of the block has been characterised by long void periods.
- 2.6. Around 8 years ago the block was turned into a managed homeless unit with Trothwy Cyf. Each flat was divided into separate lettable rooms with shared facilities. This proved successful at first, however, over time it became clear that the size and

location of the unit was attracting a large number of single homeless people with challenging behaviour. This led to increasing issues of anti-social behaviour and the scheme became less successful. In 2009 we opened a new homeless unit, Gwynfa, in Lant Avenue, Llandrindod Wells. This is a smaller and more manageable unit and this continues to be a success. Fairview remained for part use as a homeless unit but we restricted the number of vulnerable people we housed there.

- 2.7. Fairview is currently substantially empty and is an underutilised resource. There are broad plans the make use of the proximity of the block to the town centre facilities and the hospital to convert the block for a use related to older people. However, no definite plan has been agreed. What is agreed is that the block needs radical refurbishment and a complete remodelling to make better use of this asset. The recent exit from the Housing Revenue Account subsidy regime means that the Housing Service now have the capital resources to invest in the refurbishment of this block.
- 2.8. Before any such investment can be made, Portfolio Holder approval is required to close the block. Only flat 3 Fairview is occupied by a secure tenant whose tenancy start date 16th October 1995. Four households are currently accommodated as homeless in Fairview, awaiting the allocation of more permanent accommodation.
- 2.9. The secure tenant is happy in this property. Early discussions have taken place with her about a possible move and if we can find the right accommodation for her she is likely to move voluntarily.
- 2.10. In moving the secure tenant out of the block Powys County Council will be required to provide a compensation payment, as set out in the Land Compensation Act 1973. This compensation is made up of:
 - a statutory Home Loss payment of £4,700 per household.
 - a disturbance allowance to cover the cost of any expenses she may incur in the move from to their temporary accommodation.
- 2.11. The Housing Service is currently working with a range of internal (Adult Social Care) and external (Powys teaching Health Board) partners to develop a new use for this block. The exact details of this development are yet to be determined. We will undertake to offer one of the new flats to Miss W once the work is completed. The completion of any refurbishment and remodelling work is likely to be around 2017-18.
- 2.12. A capital budget provision of £1.1 million has been made for this work as part of the Housing Business Plan. Spending on the scheme will be held within this amount.
- 2.13. A recent valuation undertaken for the Council by the District Valuer suggests that the capital value of Fairview is currently in the region of £180,000 and would be in the region of £600,000 following the completion of works of refurbishment. This would suggest that the proposed investment by the HRA to improve the property would not obtain a suitable return. However, if one factors in the revenue stream from the refurbished property, less provision for voids and bad debts (4%) and expenditure on the maintenance of the block (10%), the net income to the Council would be in the region of £1,300,000 over a 30 year accounting period.

3. One Powys Plan

- 3.1. This initiative will help us to deliver Stronger Safer and Economically Viable Communities by ensuring the most is made of this valuable asset by building better quality new accommodation.
- 3.2. The works of improvement to Fairview, which is located in a conservation area in the centre of Llandrindod Wells, will do much to improve the quality of the local environment.

4. **Options Considered/Available**

- 4.1. Options available are:
- 4.2. **Decanting existing occupiers and undertaking works of improvement** The size and location of this block are such that it would lend itself to a refurbishment scheme and provision has been made in the HRA business plan.
- 4.3. **Demolition** The property forms part of the Llandrindod Wells conservation area and so there is likely to be opposition to demolition. Also, the property is a valuable resource and we are confident we can remodel accommodation within the existing envelope in a way that is cost effective and beneficial to the local community.
- 4.4. **Sale** We could receive a one-off capital receipt from the sale of the property. However, given current property prices in Llandrindod Wells we do not feel we will achieve a high price for the sale. We will lose control over the future housing use of this block if it is sold and we will lose the valuable resource is represents.

5. <u>Preferred Choice and Reasons</u>

5.1 The size and location of this block are such that it would lend itself to an excellent refurbishment scheme. This is our preferred option and it is affordable in our current business plan.

6. <u>Sustainability and Environmental Issues/Equalities/Crime and</u> <u>Disorder,/Welsh Language/Other Policies etc</u>

6.1. The provision of better housing in Llandrindod Wells will support sustainability and environmental issues.

7. Children and Young People's Impact Statement - Safeguarding and Wellbeing

7.1. There are no issues in respect of safeguarding children in regards to this proposal.

8. Local Member(s)

8.1. The local member for Llandrindod Wells Councillor Keith Tampin has been fully briefed on our proposals, has assisted Officers engage successfully with the residents and is in full support of the proposed approach.

9. <u>Other Front Line Services</u>

- 9.1. The redesign of the block is being undertaken in consultation with Adult Social Care, to ensure that the accommodation developed meets the needs of clients of the service, which will reduce Adult Social Care expenditure in other areas.
- 9.2. This matter will not have an effect on other frontline Services

10. <u>Support Services (Legal, Finance, HR, ICT, BPU)</u>

- 10.1. Legal: the Professional Lead -Legal supports the recommendation in this report
- 10.2. Finance: The Capital and Financial Planning Accountant confirms that a budget of £1.1m has been allocated for the work at Fairview.

11. Local Service Board/Partnerships/Stakeholders etc

11.1 This is a specific Housing Management matter

12. <u>Communications</u>

12.1. The Housing Service has already consulted with the County Councillor for this area and consultation will commence with residents following portfolio approval. The consultation will be undertaken face to face and in letter form.

13. <u>Statutory Officers</u>

- 13.1 The solicitor to the Council (Monitoring Officer) has commented as follows: " I note the legal comment and have nothing to add to the report."
- 13.2 The Strategic Director, Finance & Infrastructure (Section 151 Officer) notes the comments made by Finance.

14. <u>Members' Interests</u>

14.1. The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If the Portfolio Holder has an interest he should declare it, complete the relevant notification form and refer the matter to the cabinet for decision.

Recommendation: Reason for Recommendation:
--

 That approval is given to formally close Fairview. 	1. The property requires large scale refurbishment.
 That approval is given to compensate the one secure tenant who resides in the block. 	2 We are required under statute to provide homeless and disturbance compensation to the existing secure tenant.

Relevant Policy (ies):			
Within Policy:	Y	Within Budget:	Y

Relevant Local	All members
Member(s):	

Person(s) To Implement Decision:	Head of Housing		
Date By When Decision To Be Implemented:		30 th September 2015	

Contact Officer Name:	Tel:	Fax:	Email:
Dave Roffey	07715959009		david.roffey@powys.gov.uk

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