

Penallta House,  
Tredomen Park,  
Ystrad Mynach,  
Hengoed CF82 7PG

Tŷ Penallta,  
Parc Tredomen,  
Ystrad Mynach,  
Hengoed CF82 7PG

Chief Executive / Prif Weithredwr  
**Anthony O'Sullivan BSc(Eng), MSc, CEng, FICE, FCIHT**



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**Date: 28th November 2012**

Dear Sir/Madam,

A meeting of the **Caerphilly Homes Task Group (Welsh Housing Quality Standard)** will be held at **Penallta House, Tredomen Park, Ystrad Mynach (Sirhowy Room)** on **Thursday 6th December 2012** at **5:00 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'A O'Sullivan', is written over a light blue circular background.

**Anthony O'Sullivan**  
CHIEF EXECUTIVE

## **A G E N D A**

1. Declarations of interest.
2. Apologies for absence.
3. To receive and approve the minutes of the meeting held on the 25th October 2012.
4. To receive and note the following reports of Officers;
  - (1) Kitchen Design Software (Presentation);
  - (2) Progress Report Sheltered Housing Review;
  - (3) Welfare Reform Act Update;
  - (4) Communication Strategy for Housing Service;
  - (5) WHQS Programme Monitoring Report.

**A greener place Man gwyrddach**



5. To receive and consider the following reports of Officers and to make recommendations to the Cabinet Sub Committee:-

(1) HRA Garages.

**Circulation:**

Councillors:

Ms L. Ackerman, R.T. Davies, K. James, G. Jones, C.P. Mann, Mrs. D. Price, K.V. Reynolds

Tenant Representatives:

Mr C. Davies, Mr B. Hoskins, Mrs S. Jones, Ms A. Lewis, Mr. L. Lewis and Mrs A. McConnell

And Appropriate Officers