



## **CAERPHILLY HOMES TASK GROUP (WELSH HOUSING QUALITY STANDARD)**

**MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH  
(SIRHOWY ROOM) ON THURSDAY, 19TH MAY 2016 AT 5.00 P.M.**

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PRESENT:

C. Davies - Chair

### **Task Group Members:**

Mrs Y. Bryant, Mrs S. Jones, Mrs B. Jones, Miss A. Lewis, Mrs D. Moore, J. Moore, D.V. Poole and Mr J. Smith.

M. Betts (Community Participation Officer), P. Davy (Head of Programmes), J. Roberts-Waite (Strategic Co-ordination Manager), K. Webb (Relationship Manager) and C. Evans (Committee Services Officer)

### **1. APOLOGIES**

Apologies for absence were received from L. Ackerman, E. Forehead, J. Gale and K. James.

### **2. DECLARATIONS OF INTEREST**

Mrs Y. Bryant, C. Davies, Mrs S. Jones, Mrs B. Jones, Miss A. Lewis, Mrs D. Moore, J. Moore and Mr J. Smith as Council Tenants declared a personal but not prejudicial interest in all agenda items.

### **3. MINUTES – 18TH FEBRUARY 2016**

RESOLVED that the minutes of the meeting held on the 18th February 2016 be approved as a correct record and signed by the Chair.

### **4. TENANT PARTICIPATION STRATEGY 2016 - 2019**

The report was considered by the Caerphilly Homes Task Group (CHTG) on 19th May 2016 which outlined the draft Tenant Participation Strategy (2016 – 19) and sought their views prior to its presentation to Cabinet for approval.

Members were advised that the 2016-19 Strategy defines the purpose (the reason for Tenant Participation) and responds to the challenges and opportunities of the world within which Caerphilly Homes operates. The Strategy has been developed in consultation with tenants and staff (through a number of workshop and feedback sessions).

Members noted the purpose of the Strategy, its 4 Key Objectives, along with information on how it was developed. The Strategy also referred to the development of an Action Plan to support the delivery of the strategic objectives over the next 3 years.

Following full consideration of the Tenant Participation Strategy 2016 - 2019, CHTG fully supported the document and requested that Cabinet be informed of their endorsement. By a show of hands this was unanimously agreed.

RESOLVED that Cabinet be advised of the endorsement of The Caerphilly Homes Task Group for the Tenant Participation Strategy 2016-2019 as presented in Appendix 1 of the Officers Report.

## **5. WHQS LOCAL EMPLOYMENT FUND – SUPPORTING LIFT**

The report sought the views of CHTG prior to a decision being made on the allocation of the 2016/17 Local Employment Fund budget, to support the development of the Welsh Government funded LIFT programme, delivered within the County Borough via Communities First.

As part of the Council's commitment to tenants outlined in the Offer Document the Council allocated £50,000 per annum to establish the Local Employment Fund for projects that aim to support unemployment/ inactive tenants into work.

During 2015/16, Cabinet approved the transfer of the entire allocation of £50,000 to support the delivery of the Welsh Government's LIFT programme on the basis that the LIFT programme is designed specifically to support workless households – many of which, will reside within the Council's housing areas.

The programme is specifically aimed at supporting people living within workless households in the Upper Rhymney Valley and Caerphilly Basin.

The Task Group thanked the Officer for the report and discussion ensued. A Member sought clarification on the geographical areas in which the programme is delivered and the reasons for this. Officers highlighted that, originally the programme was to be delivered in the Caerphilly Basin area only; however, a successful case was put forward to offer provision on the Rhymney Valley area also.

Concerns were expressed that the programme may have limitations in terms of equalities for tenants and Members queried whether the money could be used to develop a County Borough Wide Programme. Officers highlighted that the LIFT programme, whilst it does not cover all areas of the borough, is being targeted towards a wide range of people who are not currently employed. The Programme also targets the most deprived areas within the borough, and additional support services are in place within Communities First areas. It was however noted that there is insufficient funding and resources to set up a separate programme through WHQS.

A Member queried how long support services are provided within the LIFT scheme. Members noted that the programme will offer support to a tenant for as long as is required and throughout the entire journey into work.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was agreed by the majority present.

RESOLVED that for the reasons contained in the Officers report The Caerphilly Homes Task Group endorse the allocation of the 2016/17 Local Employment Fund

budget, to support the enhancement of the Welsh Government funded LIFT programme, prior to the decision being made under officer delegated powers.

## **6. SUPPLY PARTNER ARRANGEMENT – PROGRESS REPORT**

The report, which was presented by the Relationship Manager, provided the Caerphilly Homes Task Group with an update on the progress to date in relation to the Supply Partner Arrangement.

The Task Group noted that the Supply Partner Contract is a 10-year arrangement for the Supply of Plant and Materials to WHQS and HRO. The contract also extends to contractors in relation to Key Components. Key Components have been structured to ensure consistency of products. The contract was awarded to Robert Price Builders Merchants, a Welsh SME. The estimated value (over 10 years) is £70 million

The Supply Partner is responsible for managing the Supply Chain effectively; ensuring robust processes are in place for the selection and vetting of their Supply Chain partners. Additionally they are expected to remove bottlenecks and drive out unnecessary costs throughout the supply chain, focussing attention on adding value.

All materials required by WHQS and HRO are purchased via the Supply Partner, thus eliminating contract leakage and maverick spend.

Innovation and continuous improvement are a key requirement of the Supply Partner contract.

The Task Group thanked the Officer for the report and discussion ensued. A Task Group Member raised concerns over value for money with the Contract. The Task Group were reminded that there is a complex contract in place with Robert Price. However, any specific concerns are to be referred to the Head of Programmes for investigation where appropriate.

The Task Group discussed the ordering process and it was noted that, where stock has been ordered and there has been slippage, the stock can be held at Robert Price required.

The Caerphilly Homes Task Group noted the report.

## **7. INFORMATION ITEMS**

The Task Group noted the following items for information, full details of which were included within the Officers reports. They were not brought forward for review.

1. Sheltered Housing Schemes
2. WHQS Programme – 2015/16 Outturn

## **8. TO RECEIVE ANY REQUESTS FOR AN ITEM TO BE INCLUDED ON THE NEXT AVAILABLE AGENDA**

The following requests were received:-

1. An update be received on the Environmental Programme
2. A report on the Procurement Process for the WHQS Programme.
3. A report on the Programme of Works for Sheltered Housing and communication with tenants.

The meeting closed at 6.07pm

Approved as a correct record subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 30th June 2016.

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CHAIR