

## CAERPHILLY COUNTY BOROUGH COUNCIL

**NOTICE OF THE DECISIONS FROM THE HOUSING AND ENVIRONMENT SCRUTINY  
COMMITTEE MEETING HELD ON  
TUESDAY 18<sup>th</sup> JUNE 2024 AT 5.30 P.M.**

### PRESENT:

Councillors: M. Chacon-Dawson, R. Chapman, C. Cuss, D.T. Davies (MBE), T. Heron, A. Hussey, A. McConnell, H. Pritchard, J. A. Pritchard, A. Whitcombe (Chair), and S. Williams (Vice Chair).

Cabinet Members: S. Cook (Cabinet Member for Housing) and P. Leonard (Cabinet Member for Planning and Public Protection).

Officers: C. Edwards (Environmental Health Manager), K. Denman (Housing Solutions Manager), R. Hartshorn (Head of Public Protection, Community and Leisure Services), N. Taylor Williams (Head of Housing), L. Roberts (Homeless Prevention Support Worker), C. Forbes-Thompson (Scrutiny Manager), E. Sullivan (Senior Committee Services Officer), J. Thomas (Committee Services Officer).

The decisions and declarations of interest are set out below. For further details please refer to the relevant report.

| ITEM | SUBJECT  | DECISION   | VOTE                                |
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| 1.   | To receive apologies for absence.  | Apologies for absence were received from Councillors C. Bishop, D. Ingram Jones, B. Owen, L. Phipps, M. James, D. Cushing and J. Rao   | N/A                                 |
| 2.   | Declarations of interest.  | There were no declarations of interest received at the commencement or during the course of the meeting.   | N/A                                 |
| 3.   | Housing and Environment Scrutiny Committee held on 30 <sup>th</sup> April 2024.                  | RESOLVED that the minutes of the Housing and Environment Scrutiny Committee meeting held on 30 <sup>th</sup> April 2024 be approved as a correct record.   | 10 For<br>0 Against<br>1 Abstention |
| 4.   | Consideration of any matter referred to this Committee in accordance with the call-in procedure. | There had been no matters referred to the Scrutiny Committee in accordance with the call-in procedure.   | N/A                                 |
| 5.   | Housing and Environment Scrutiny Committee Forward Work Programme.                               | Subject to the follow additional reports on the 17 <sup>th</sup> September 2024 - Universal Credit Report, 11 <sup>th</sup> February 2025 – HRA Business Plan and 25 <sup>th</sup> March 2025 – Common Housing Allocation Policy and the addition to a date to be confirmed a report request by Cllr A. Hussey on 'What Support is the Council Providing to Aid Residents with EV Charging Cabling on Residential Streets' it was moved and seconded that the Forward Work Programme be approved and published to the Council's website. By way of Microsoft | 10 For<br>1 Against<br>0 Abstention |

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|    |   | Forms this was agreed by the majority present.<br><br>RESOLVED that subject to the inclusion of aforementioned additional reports the Housing and Environment Scrutiny Committee Forward Work Programme be approved and published on the Council's website.   |                                      |
| 6. | To receive and consider the Cabinet reports listed on the Agenda. | There had been no requests for any of the Cabinet reports to be brought forward for discussion at the meeting.  | N/A                                  |
| 7. | Public Protection Annual Enforcement Report 2023/24               | Following consideration of the report the Housing and Environment Scrutiny Committee considered and reviewed Public Protection enforcement and other activities, CCTV provision, and noted the activity in relation to Consumer Advice.   | N/A                                  |
| 8. | Welsh Government Leasing Scheme Wales.                            | Following consideration of the report it was moved and seconded that the recommendations contained therein be approved. By way of Microsoft Forms this was unanimously agreed.<br><br>RECOMMENDED to Cabinet that: -<br><br>1. The views of the Housing and Environment Scrutiny Committee be noted.<br><br>2. The Housing and Environment Scrutiny Committee considered and agreed to adopt the Leasing Scheme Wales as part of the overall offer to the private rented sector, under the Caerphilly Keys Brand, to support the Local Authority in the discharge of Homelessness duties.<br><br>3. The Licensing Scheme Wales (LSW) be adopted and taken forward in accordance with WG LSG guidance.<br><br>4. The LSW scheme that would run alongside the existing Caerphilly Keys Scheme which offers a landlord/tenant matching service with tenant/landlord support be endorsed. | 11 For<br>0 Against<br>0 Abstentions |

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|  |  | <p>5. The LSW model be adopted under the following terms: -</p> <ul style="list-style-type: none"><li>• 5-year lease arrangement.</li><li>• £5,000 renovation grant (funded by WG) to bring a property up to standard or EPC rating “C”.</li><li>• A grant of up to £9,999 for Empty Homes being bought onto the scheme.</li><li>• Financial support for staffing costs of £36,000 per year of the 5-year leasing scheme period to help deliver the scheme.</li><li>• 10% of the LHA rate will be used as a Management fee per property to support with costs toward the maintenance of the property.</li><li>• Plus, an additional revenue of £58 per property claimed from Welsh Government.</li><li>• Existing Caerphilly Keys team will run the scheme in the initial phases, and this will be reviewed as and when the scheme develops with additional staffing being considered when required. Funding for this would be drawn from the staffing costs allocation under the scheme and additional support can be drawn from Housing Support Grant contributions.</li><li>• Caerphilly Homes Private Sector Housing team and the Assets, Maintenance and Repairs team will support with initial surveys/schedule of works and confirmation of satisfactory completion of grant aided work.</li><li>• The maintenance and any out of hours maintenance of the properties will be undertaken by Caerphilly Homes with a view of then billing the Housing Solutions team for said works/maintenance, and this will be paid from the management fees claimed.</li><li>• It is considered that the level of repairs and property maintenance within the first year or so should be minimal given the properties will be new to scheme and would have to be bought up to relevant standard.</li></ul> |  |
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|  |  | <ul style="list-style-type: none"><li>• Therefore, the management fee claimed will be held and used across the property portfolio as and when associated costs accrue over the term of the leasing scheme cycle of five years.</li></ul> |  |
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