



## **POLICY AND RESOURCES SCRUTINY COMMITTEE**

**MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON  
THURSDAY, 6TH SEPTEMBER 2018 AT 5.30 P.M.**

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PRESENT:

Councillor J. Pritchard – Chair

Councillors:

M. Adams, Mrs E.M. Aldworth, K. Etheridge, L. Harding, C.P. Mann, J. Ridgewell, Mrs M.E. Sargent, J. Taylor, L.G. Whittle

Cabinet Members:

Mrs B. Jones (Finance, Performance and Governance), Mrs L. Phipps (Homes and Places)

Together with:

S. Couzens (Chief Housing Officer), F. Wilkins (Housing Services Manager), P. Cooke (Senior Policy Officer), T. Evans (Policy Officer), C. Forbes-Thompson (Interim Head of Democratic Services), R. Barrett (Committee Services Officer)

### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors K. Dawson, Mrs C. Forehead, Miss E. Forehead, G. Kirby (Vice-Chair), Mrs D. Price and R. Saralis, together with Cabinet Member C. Gordon (Corporate Services).

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

Councillor Mrs B. Jones (Cabinet Member for Finance, Performance and Governance) sought clarification on whether she was required to declare an interest in the Housing reports (Agenda Items 8-10) as a Council tenant. It was confirmed that as Councillor Jones was in attendance as a Cabinet Member and not as a member of the Committee, and in that the Committee is not a decision making body, she would not be required to declare an interest in this regard.

### **3. MINUTES – 29TH MAY 2018**

RESOLVED that the minutes of the Policy and Resources Scrutiny Committee held on 29th May 2018 (minute nos. 1 - 9) be approved as a correct record and signed by the Chair.

#### **4. CALL-IN PROCEDURE**

There had been no matters referred to the Scrutiny Committee in accordance with the call-in procedure.

#### **5. REPORT OF THE CABINET MEMBERS**

The Scrutiny Committee noted the contents of the reports from Councillor Mrs L. Phipps and Mrs B. Jones, which provided an update on their respective portfolios, and had been circulated to Members in advance of the meeting. Questions and comments were invited on the contents of the reports.

Councillor L. Phipps (Cabinet Member for Homes and Places) outlined developments across Property Services, including a successful 10 year lease for the Ty Dyffryn building, a contract for the construction of a 3G sports pitch at Blackwood Comprehensive School, and the forthcoming completion of a new teaching block at Newbridge School. Members were advised of continuing progress across the WHQS scheme, with 77% of internal works and 53% of external works compliant, resulting in overall compliance of 41%. Wales Audit Office are currently undertaking a review with the Authority to follow up on their previous report. The Scrutiny Committee also noted the shortlisting of Caerphilly Homes by the Association of Public Service Excellence (APSE) for two national awards, comprising one for the Rowan Place transformation project and the other in the field of Construction and Building Services for the delivery of the WHQS programme.

The Committee congratulated Caerphilly Homes staff on achieving the APSE nomination. A Member queried progress on the new sports pitch being developed at the Centre of Sporting Excellence in Ystrad Mynach. It was confirmed that the query would be passed to the Cabinet Member for Neighbourhood Services who would respond accordingly. In response to a Member's query, Officers confirmed that the current WHQS completion rates are on course to meet the projected targets.

Councillor Mrs B. Jones (Cabinet Member for Finance, Performance and Governance) updated Members on Corporate Finance and explained that statistics for 2017/18 are now available from the WG 'StatsWales' website, which puts the Authority in 6th place for Council tax collection rates across Wales, and is a pleasing result. The Cabinet Member also provided an update in respect of the Medium Term Financial Plan and budget setting process for 2019/20. Draft budget proposals for 2019/20 will be presented to Cabinet in the Autumn and will be followed by a period of consultation in line with previous years. Members were reminded of the challenges ahead and of the difficult decisions that will need to be made. It was also noted that a further £3.5m in savings will need to be made due to a change in financial projections and assumptions, and the total savings requirement now stands at £13.5m for 2019/20.

Members sought confirmation on the response rate and response types to a Workforce Planning letter recently sent to all Council staff seeking expressions of interest for reduction of hours, flexible/early retirement and voluntary severance. The Cabinet Member confirmed that a significant number of staff had responded, with the responses currently being analysed, and that she would liaise with the Cabinet Member for Corporate Services and relevant Officers to provide this information to Members.

The Cabinet Members were thanked for their reports.

## **6. POLICY AND RESOURCES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME**

Cath Forbes-Thompson (Interim Head of Democratic Services) presented the report, which outlined details of the Policy and Resources Scrutiny Committee Forward Work Programme (FWP) for the period September 2018 to April 2019. Members were asked to consider the FWP alongside the Cabinet Work Programme as appended to the report and to suggest any changes to its content.

It was noted that there had been no report requests since the publication of the agenda papers. However, Members were referred to the five reports listed for 13th November 2018 and Officers explained that given the maximum of four discussion items per agenda, they would contact Members following the meeting to determine which report could be deferred to a later date or alternatively distributed as an information item.

The Scrutiny Committee were also advised that Officers are progressing arrangements for a workshop to be held with Members and housebuilders to discuss the delivery of the Council's affordable housing targets.

Following discussion on its contents, it was unanimously agreed that the Policy and Resources Scrutiny Committee Forward Work Programme be published on the Council's website.

## **7. CABINET REPORTS**

None of the Cabinet reports listed on the agenda had been called forward for discussion at the meeting.

## **REPORTS OF OFFICERS**

Consideration was given to the following reports. It was agreed that the three Housing reports would be taken in reverse order to that listed on the agenda in order to align with the order in which they were presented to the Caerphilly Homes Task Group.

## **8. CAERPHILLY HOMES ASSET MANAGEMENT STRATEGY**

With the aid of a slideshow presentation, Shaun Couzens (Chief Housing Officer) presented the report, which had been considered by the Caerphilly Homes Task Group on 4th September 2018. The report and presentation outlined the proposed Asset Management Strategy for the Caerphilly Homes housing stock, following the anticipated achievement of the Welsh Housing Quality Standard, and sought Members' views on its contents, prior to consideration of the Strategy by Cabinet.

Members were provided with details of the proposed Strategy which sets out how the Welsh Housing Quality Standard will continue to be maintained post 2020, and will ensure that the Council's housing portfolio continues to provide affordable, quality homes that meet customer's needs now and for the future. The Strategy will apply to the asset management of all existing and future council housing which is supported by the Housing Revenue Account.

It was explained that the Strategy encompasses a number of key issues and considerations, which will work together in an integrated way to deliver the proposed Strategy, including a Delivery Plan, a Procurement Plan, Standard/Quality, a 5 year Asset Maintenance Programme, Reactive and Void Repairs, Statutory Landlord Maintenance, and a Housing (HRA) Business Plan. Further information on these areas was set out in the report

By way of the accompanying presentation, Officers provided an overview of the functions comprising the proposed Asset Management Delivery Plan (which sets out the overarching plan for delivery, is based on a 5 year programme and ensures a fully integrated approach to the delivery of Council homes moving forward). The Plan takes into account the requirement for cyclical/statutory maintenance across Council homes, the process for reactive and void repairs, accessible housing provision, asset maintenance proposals moving forward, energy improvements, and options for increasing Council house supply. Members noted that it is proposed to commence the next external works programme in 2020/21 which will be based on a five-year cycle. It is intended to commence the internal works programme in 2025/26, which will be determined by the Asset Management Database, life expectancy estimates and surveys. It was explained that the extent of work will be based on the condition and not the age of the components (such as kitchen fittings).

During the course of the ensuing debate, a Member made reference to Section 9.2 of the report, which cited a potential investment in the housing stock of over £220m, and sought clarification on whether this amount is a definitive figure. Officers explained that this figure was set at the commencement of the WHQS programme in 2012 and that if costs are likely to exceed this amount, then a further report will be brought forward for Member's consideration.

Following consideration of the report, it was moved and seconded that the following recommendations be referred to Cabinet for approval. By a show of hands this was unanimously agreed.

RECOMMENDED to Cabinet that:-

- (i) the 5 year Asset Management Strategy as set out in the report be established;
- (ii) the proposed delivery plan as indicated in Item 6 of the report be agreed;
- (iii) the assumptions included in the Business Plan that outlines the affordability envelope (as set out in Appendix 1 and paragraph 12.2 of the report) be agreed, whilst noting that these may be subject to change which may result in further reports being submitted;
- (iv) it be noted that separate detailed reports will be submitted in relation to the remodelling of sheltered housing schemes and new Council housing.

## **9. PROPOSALS FOR INCREASING COUNCIL HOUSING SUPPLY**

With the aid of a slideshow presentation, Shaun Couzens (Chief Housing Officer) and Fiona Wilkins (Housing Services Manager) presented the report, which had been considered by the Caerphilly Homes Task Group on 4th September 2018, and which sought the views of the Scrutiny Committee ahead of its presentation to Cabinet.

The report advised Members of proposals for increasing the supply of Council Housing and outlined principles of development mechanisms and options for delivery. Members were requested to consider the information in the report and provide views on the options to enable Officers to further develop proposals resulting in a more detailed report to be brought forward for building new Council homes on specific sites. The report also included proposals on other options which could be considered for increasing Council housing supply.

Members were advised that the Council's housing stock has been significantly depleted over the years as a result of the Right to Buy process and currently there are approximately 4,300

active applicants on the Common Housing Register seeking a transfer or the allocation of a home. A breakdown of these applicants by housing category was included in the report, which clearly highlights a need for an increase in general accommodation, particularly smaller units of accommodation for single persons. Additionally, work is nearing completion on the Local Housing Market Assessment, and the data gathered suggests that an additional 282 units of affordable housing are required per annum to meet demand and that there is a particular demand for single person accommodation.

The report therefore set out a number of options for increasing Council housing supply, including the use of the Housing Revenue Account to purchase General Fund or private land at market value or provide a leasing option, the redevelopment of existing Housing Revenue Account sites, purchase via Section 106 agreements, or the acquisition of existing properties (either via private properties or through former Council properties). There is also potential to explore several funding options in order to increase Council housing supply, including the use of the Housing Revenue Account, Affordable Housing Grant, Innovative Housing Grant, the Health and Housing programme, or borrowing supported by the Housing Revenue Account. It was noted that these funding options were detailed in both the Business Plan appended to this report and the preceding report (on the Caerphilly Homes Asset Management Strategy) which would be outlined to Members later in the meeting.

The Scrutiny Committee discussed the contents of the report and in response to a Member's query, Officers outlined how Affordable Housing Grant funding could be utilised to increase Council housing supply, explaining that this may be used predominantly for building costs and is dependent on the overall purchase costs. Discussion took place on potential apprenticeship opportunities that could be created and Officers explained that this would be dependent on the number of projects arising from the proposals and the type of work required.

A Member sought further specifics on the locations of the potential development sites for delivery of new homes (as referenced in Section 4 of the report) in order to ascertain whether these proposals could be contentious or non-contentious. It was confirmed that potential sites include Heol Aneurin and Heol Graigwen in Penyrheol, a former club in Trecenydd, Snowden Close in Risca, and an area of land in Blackwood. Officers emphasised that these sites however would require further detailed site investigations to determine their suitability for development and this may determine that not all the proposals will be viable. In response to discussion on how new developments could be project managed, it was explained that there were a number of options. Option 1 of the Development Options for the Affordable Housing Grant examines the use of Registered Social Landlords (RSLs) in this regard which could address the need for specialist resources and build options whilst looking to use smaller local companies to deliver the scheme.

A query was received regarding the Affordable Housing Grant (AHG), in relation to the WG funding of 58%, and the Member asked about set criteria and whether this funding could be provided in partnership with an RSL. Officers confirmed that this grant was specifically allocated to local authorities to assist them with increasing housing supply. However, it would be possible that some sites could be developed jointly with RSLs using different funding streams.

During the course of the debate, a Member queried the use of the term "units" to describe residents' homes and it was explained that this is a technical planning term which encompasses all dwelling types.

Discussion took place on the potential to deliver Council homes through Section 106 agreements and a Member queried whether developers could be compelled to meet the 40% affordable housing target in order to increase this housing provision. Officers explained that the factors associated with each development are examined on a case by case basis and outlined the Council's efforts to achieve and, at times, exceed the target proportion of

affordable housing wherever possible. However, there have been occasions where developers have been able to clearly demonstrate viability issues on a site specific basis, which has resulted in the percentage of affordable housing being set at a lower level in these cases.

Reference was made to the use of empty commercial premises to deliver Council homes and it was confirmed that the proposals will explore the purchase of these buildings in order to bring them back into beneficial use. Clarification was also provided on the current level of HRA borrowing and it was explained that there has been no borrowing to date for the delivery of the WHQS programme; however, it was likely that borrowing would be required from later this year. There is headroom within the HRA borrowing cap to support a number of the proposals, in addition to the other sources of funding that were identified within the report.

Following consideration of the report, it was moved and seconded that the following recommendations be referred to Cabinet for approval. By a show of hands this was unanimously agreed.

RECOMMENDED to Cabinet that:-

- (i) the principle of building new Council homes and access to the AHG in full or part be agreed;
- (ii) the HRA sites to progress with detailed viability studies and the principle of identifying and pursuing suitable General Fund or open market sites for the development of affordable housing, be agreed;
- (iii) the transfer and purchase of new homes through Section 106 Agreements where there is an identified housing need and associated business case, be agreed;
- (iv) the selective acquisition of existing properties to support housing need and subject to value for money being demonstrated, as set out in item 4.7 and 4.8 of the report, with individual acquisitions being progressed in consultation with the Cabinet Member for Homes and Places, be agreed;
- (v) a review of resources to support the preferred approach be agreed;
- (vi) the delivery options outlined be considered regarding the Officers' preferred Options 2 and 5 with the aim of the Council accessing AHG and delivering new council homes within the stated timeframes (i.e. 2019/20);
- (vii) the submission of future reports for approval providing more detail on any viable development sites for new Council home provision, be agreed.

## **10. REMODELLING AND RECLASSIFICATION OF OLDER PERSONS ACCOMMODATION**

With the aid of a slideshow presentation, Shaun Couzens (Chief Housing Officer) and Fiona Wilkins (Housing Services Manager) presented the report, which had been considered by the Caerphilly Homes Task Group on 4th September 2018, and which sought the views of the Scrutiny Committee on a number of preferred options for remodelling and reclassification of older persons accommodation ahead of its presentation to Cabinet.

Officers gave an overview of current sheltered housing schemes across the county borough, and reminded Members of the review of sheltered housing in 2013, which identified 6 sheltered housing schemes in the Eastern Valleys area as unfit for purpose due to the small

size of the units and accessibility issues. In 2015, Cabinet approved the completion of preliminary studies to consider the feasibility of remodelling these schemes to meet future needs and demands, committing to consider implementation of viable options post 2020.

Members were advised that since these studies were commissioned, further issues have arisen and investigations have identified the need for a wider review of certain older person services. Officers explained that there is a surplus of older persons accommodation across the county borough, together with a lack of single persons accommodation, increased waiting lists for Council housing and a need to tackle homelessness within the county borough. Therefore, in addition to the proposed options arising from the feasibility studies, the report also proposed the re-classification or decommissioning of several other schemes within the county borough in order to increase uptake of these properties, and proposed the granting of delegated powers to Officers to reclassify such accommodation in the future (in consultation with the Cabinet Member for Homes and Places).

Further information on each of the schemes under consideration was also tabled to Members at the meeting, which outlined the number of units per scheme, the facilities available, and the level of current demand. The rationale for each proposal and the potential impacts for tenants was set out in the report, and contained the following Officers preferred options:-

- **Britannia Court (Risca)** - undertake WHQS improvement works and decommission the external flat blocks from the sheltered housing scheme;
- **Ty Melin (Croespenmaen)** and **Ynyswen (Pontllanfraith)** - proceed with partially compliant WHQS remodelling;
- **Castle Court (Pontywaun), St Mary's Court (Risca) and Waunfawr House (Crosskeys)** - undertake a programmed closure for these schemes for a replacement new build alternative as a replacement for these schemes and investigate options for the disposal or redevelopment of the sites;
- **Hafod y Bryn (Risca)** – reclassify from sheltered housing to designated general needs and older persons housing;
- **Tredegar Court (Crosskeys)** – remove the extra care classification to return it to a sheltered housing scheme;
- **Nantddu, Waunfach Street flats, Claude Road (Denscombe) and Grange Close (Trecenydd)** – fully decommission these partially decommissioned schemes;
- **Central Avenue (Pantside), Railway Terrace (Abercarn), Chatham Place (Markham) and Pencoed Avenue (Cefn Fforest)** – reclassify these older persons housing stock to general needs use;

The details of the consultation carried out to date with local ward councillors and tenants on the proposals were set out in the report and noted by the Committee. Officers explained that responses have been minimal but positive to date and that residents have generally welcomed the proposals as an opportunity to evaluate the types of services they are currently paying for and whether or not they are needed in their scheme. Further tenant consultation will take place across a number of the schemes should the recommendations be supported.

The Committee discussed the proposals at length and acknowledged the disparity between the demand for single person accommodation and the number of voids across sheltered housing schemes and the need to take action in this regard. During the course of the debate, clarification was sought on the shape and length of the proposed programme closure

and replacement new build for three of the schemes. Officers explained that this would be subject to planning approval and building regulations and so they would be unable to give an indication of the timeline at present.

Concerns were raised regarding the proposals to change some schemes to general use and whether this could result in mixed tenancies and different age groups living together. Officers confirmed that they were not seeking to change the age profile for the majority of the stock but that in cases where there is potential to do so, existing residents will be supported if they have concerns about these changes.

A Member queried whether there had been any change to the situation regarding the 6 schemes identified as unfit for purpose since the approval of the feasibility studies in 2015. Officers confirmed that these were set out in the report but that the main changes related to Britannia Close, involving the cost of the work and the limitations due to the type of design. This scheme was therefore recommended for WHQS works only rather than full remodelling work. Officers also referred to the recommendations where three other schemes were proposed for demolition, providing approval was received to replace them with a new purpose built scheme on an alternative site.

Reference was made to the potential re-apportionment of service charges at sites where it is proposed to reduce the number of accommodation units, and a Member raised concerns over the potential increase in the level of service charges payable by these tenants. Officers outlined the current high level of voids across these schemes and explained that reducing the number of units will create larger homes and a better standard of living for its tenants which should increase demand despite the associated increase in service charges.

Members were reminded that the Authority recently reviewed its service charges and were advised that Officers will continue to work with tenants wherever possible to achieve a fair balance. In response to a query on the payment of service charges in cases of hardship, it was noted that Cabinet previously agreed a cap on the highest charges and charges and there is currently a transition period before these are implemented in full. Overall, the proposals will give the opportunity for Officers to review services with sheltered housing tenants to ensure they are only paying for services that they receive or require. It was also confirmed that approximately 65% of sheltered housing tenants are in receipt of housing benefit. Discussion took place regarding service charges in the case of void properties and Officers confirmed that these costs are met by the Housing Revenue Account.

In closing, Officers gave an overview of the Housing Business Plan up to 2025 as appended to the Proposals for Increasing Council Housing Supply report and the Caerphilly Homes Asset Management Strategy, and which feeds into the proposals across the three Housing reports presented to the Committee. Officers explained that these proposals take into consideration the Business Plan to ensure that they remain financially viable. It was noted that the Plan up to 2025 has been populated using current rates, plus inflation for each year and based on the proposed asset management delivery plan. This includes anticipated expenditure per annum on statutory maintenance, reactive repairs, asset maintenance programme, remodelling sheltered schemes, works of adaptation and energy improvement works, and balances the available expenditure against the available financing.

It was noted that the borrowing capacity over this 5 year period is £180m (with some £34m flexibility before the borrowing cap is breached). However, borrowing capacity is dependent on the assumptions in the Business Plan and the level of borrowing required to meet WHQS. The Plan makes a number of financial assumptions regarding inflation, rental income, costs, debt and planned maintenance (post WHQS). Deviations from any of these assumptions will impact on the affordability of the Business Plan resulting in a change to the borrowing requirements which in turn will affect the borrowing capacity.

Following consideration of the report, it was moved and seconded that the Officers preferred



option as set out in Sections 10.1.1 to 10.1.6 of the report be supported, together with report recommendations 10.2 to 10.6, and that these be referred to Cabinet for approval. By a show of hands this was unanimously agreed.

RECOMMENDED to Cabinet that:-

- (i) **Option B** be agreed for Britannia Court – retain and incorporate into the current WHQS programme of work, and decommission the external flat blocks from the scheme if feasible following further investigatory work and consultation with existing tenants – estimated cost as above plus the provision of dispersed alarms (8 units at approx. £40 each) for the blocks of flats, totalling £900,320;
- (ii) **Option A** be agreed for Ty Melin – proceed with the partially WHQS compliant remodelling to provide 23 units at the cost of £1,720,000;
- (iii) **Option A** be agreed for Ynyswen - proceed with the partially WHQS compliant remodelling to provide 13 units at the cost of £820,000;
- (iv) **Option F** be agreed for Castle Court - a programmed closure for the scheme for a replacement new build alternative as a replacement for 3 schemes and investigation of options for disposal or redevelopment of site – estimated new build cost £4,513,375;
- (v) **Option D** be agreed for St Marys Court – a programmed closure for the scheme for a replacement new build alternative as a replacement for 3 schemes and investigation of options for disposal or redevelopment of site – estimated new build cost £4,513,375.
- (vi) **Option D** be agreed for Waunfawr House – a programmed closure for the scheme for a replacement new build alternative and investigation of options for disposal or redevelopment of site – estimated new build cost £4,513,375.
- (vii) Hafod Y Bryn Sheltered Housing Scheme be reclassified from sheltered housing to designated general needs and older persons housing, subject to consultation and technical feasibility, and the communal facilities be converted into a ground floor 3 bed flat;
- (viii) the extra care classification for Tredegar Court be removed to return it to a sheltered housing scheme;
- (ix) the 4 partly decommissioned schemes as set out in the report be fully decommissioned – estimated cost of providing dispersed alarm to 133 units is £5,320 if required by the tenants;
- (x) the older persons housing stock at the specific locations mentioned within the report be reclassified to general needs use;
- (xi) Officers be granted delegated powers to re-classify older persons' accommodation to general needs using the principles identified in the report, in consultation with the Cabinet Member for Homes and Places.

## 11. ELECTRIC VEHICLE STRATEGY AND ACTION PLAN

Paul Cooke (Senior Policy Officer) and Tracy Evans (Policy Officer) presented the report, which outlined the Council's draft Electric Vehicle Strategy and Action Plan and sought the

views and recommendations of Members on its contents prior to presentation to Cabinet.

Members were advised that Caerphilly County Borough Council's first Electric Vehicle Strategy and Action Plan (appended to the report) presents an innovative and strategic approach for electric vehicles across the county borough. It sets out the proposed approach to supporting the installation of electric vehicle infrastructure to maximise the economic, social and environmental benefits and opportunities that electric vehicles provide, and for electric vehicles to be a fundamental part of the Council's own fleet.

Officers outlined the growing market in electric vehicles, arising from the UK Government's announcement to ban new diesel and petrol vehicles from sale in the UK from 2040 and the increasing number of car manufacturers investing in the new technology. Advances in battery technology in particular have allowed electric vehicles to have ranges in excess of 180 miles on a full battery charge, and the number of new electric and hybrid vehicle registrations in Wales rose by 35% in 2017, with 82 electric vehicle registrations in the Caerphilly county borough. However there are currently no publicly available electric vehicle charge points in the Caerphilly county borough and only 439 charge points across Wales.

It was explained that due to the aforementioned developments, a strategy to support the implementation of electric vehicles and electric vehicle charge points is required to progress this important work. This will put into place the infrastructure to support staff and residents to invest in electric vehicles and encourage visitors who drive electric vehicles to visit the county borough. The strategy also includes the promotion and installation of infrastructure to support electric bikes (E-bikes), electric mopeds and other electric vehicles that contribute to the overall aims of the strategy. Members were also referred to the aims and key objectives of the CCBC Electric Vehicle strategy as set out in the report.

During the course of the debate, Members commented on the logistics of introducing home charging points for those vehicles using on-street parking. It was explained that the technology allows for flexible options such as lamppost charging and the Strategy will explore central charging points such as car parks, doctors' surgeries and leisure centres. Discussion also took place regarding the use of hybrid vehicles post 2040 and it was explained that the legislation should allow for the continued use of the vehicle via its electric components.

Following consideration of the report, the Policy and Resources Scrutiny Committee were supportive of the proposals outlined in the draft Strategy and felt that it was important for Caerphilly County Borough Council to lead by example. It was therefore moved and seconded that the following recommendation be referred to Cabinet for approval. By a show of hands this was unanimously agreed.

RECOMMENDED to Cabinet that the draft Electric Vehicle Strategy and Action Plan as appended to the report be approved, in order to encourage further take-up of electric vehicle usage.

The meeting closed at 7.22 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 2nd October 2018, they were signed by the Chair.

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CHAIR