

WEDNESDAY, 4 MARCH 2020

TO: THE EXECUTIVE BOARD MEMBER FOR HOUSING

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR HOUSING** WHICH WILL BE HELD IN **REGENERATION MEETING ROOM, COUNTY HALL, CARMARTHEN, SA31 1JP.**, AT **1.00 PM, ON TUESDAY, 10TH MARCH, 2020** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Wendy Walters

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Emma Bryer
Telephone (direct line):	01267 224029
E-Mail:	ebryer@carmarthenshire.gov.uk

Wendy Walters Prif Weithredwr, *Chief Executive*,
 Neuadd y Sir, Caerfyrddin. SA31 1JP
 County Hall, Carmarthen. SA31 1JP

A G E N D A

1. DECLARATIONS OF PERSONAL INTEREST
2. TO SIGN AS A CORRECT RECORD THE DECISION RECORD OF THE MEETING HELD ON THE 29TH JANUARY, 2019 3 - 4
3. CREATING A LOCAL LETTINGS POLICY FOR DYLAN (PHASE ONE), THE COUNCIL'S FIRST NEW BUILD DEVELOPMENT 5 - 28
4. RENT SETTING FOR PENYBRYN GYPSY/TRAVELLER SITE 2020/21 29 - 34
5. REPORTS NOT FOR PUBLICATION
FOLLOWING CONSIDERATION OF ALL THE CIRCUMSTANCES OF THE CASE AND FOLLOWING THE APPLICATION OF THE PUBLIC INTEREST TEST THE EXECUTIVE BOARD MEMBER MAY CONSIDER THAT THE FOLLOWING ITEM IS NOT FOR PUBLICATION AS IT CONTAINS EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 12 OF PART 4 OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT, 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) (WALES) ORDER 2007
6. SECTION 106 AFFORDABLE HOUSING SALE CRITERIA 35 - 46

Note:- The press and public are not entitled to attend the meeting. The decision record will be published normally within 3 working days.

Agenda Item 2

**EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR
HOUSING**

TUESDAY, 29 January 2019

PRESENT: Councillor: L.D. Evans (Executive Board Member).

The following officers were in attendance:

J. Morgan, Acting Head of Homes & Safer Communities
S.E. Watts, Environmental Protection Manager
M.S. Davies, Democratic Services Officer

EBM Housing Office, County Hall, County Hall, Carmarthen: 9.00am - 9.15 am

1. DECLARATIONS OF PERSONAL INTEREST

There were no declarations of personal interest.

2. DECISION RECORD - 6TH SEPTEMBER, 2018

RESOLVED that the decision record of the meeting held on the 6th September 2018 be signed as a correct record.

3. RENT SETTING FOR PENYBRYN GYPSY/TRAVELLER SITE 2019/20

The Executive Board Member considered a report to confirm the weekly rent increase for the Penybryn Gypsy/Traveller site during financial year 2019/20. The Executive Board Member was informed that the Gypsy and Travellers' site was a Council Tax funded service and there were currently 15 plots on the Penybryn site. All Local Authorities and Housing Associations in Wales had aligned themselves to the social housing rents policy in relation to rental levels for social housing. Although the Penybryn site did not form part of the Housing Revenue Account, and so rental levels charged were not governed by the Welsh Government's rents policy, it was considered fair and equitable for rents to the site to be increased by the same amount applied to Council tenants. For the financial year 2019/20 this would be a 2.4% increase (CPI rate as of September 2018). As a result, it was recommended that the weekly rental levels for 2019/20 for Penybryn site be set at £54.74 (net of service charges and water rates). This rental level would provide an annual income of £39,412.80 for 2019/20, if all 15 pitches were occupied throughout the year.

RESOLVED:

- 3.1 that the rent level for pitches at Penybryn Gypsy/Traveller Site be set at £54.74 for 2019/20 collected over 48 weeks;**
- 3.2 that the service charge policy be applied to ensure tenants of the site pay for those additional services;**
- 3.3 that the charge for water usage be set at £16.00 collected over 48 weeks;**
- 3.4 that officers be authorised to consult with the residents of Penybryn and set the overall charge stated in table 1 in the report.**

EXECUTIVE BOARD MEMBER

DATE

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10TH MARCH, 2020

Executive Board Member:	Portfolio:
Cllr. Linda Davies Evans	Housing

SUBJECT:

Creating a Local Lettings Policy for Dylan (Phase One), the Council's First New Build Development

Purpose:

The purpose of this report is to create a Local Lettings Policy for Phase one of the first Council new build development in Dylan, Llanelli. This Local Lettings Policy will ensure that we create a sustainable, community where people are proud to live.

This Local Lettings Policy will apply to phase one on the Dylan Development only, consisting of 12 homes:

- 10 No. two bedroom homes for small families
- 2 No. four bedroom homes for large families



Recommendations / key decisions required:

1. To approve the proposed Local Lettings Policy for the new homes on Phase 1 one on the Dylan Council new build development that will help create a sustainable community where people are proud to live.

Reasons:

- The ward of Bynea is an area of high housing need, which can be best addressed by providing a mix of :
 - two bedroom homes for small families;
 - four bedroom homes for large families;
 - two bedroom bungalows for older people;The Dylan development in the ward of Bynea consists of 32 homes and has been designed to meet the local housing need in the area.
- By applying a mix of tenants across the bands the aim is to ensure that the community is made up of a mix of households and not all high need cases. The aim is to establish community cohesion and sustainable homes for the new development seeing a brand-new community coming together.
- The application of Local Lettings Plans is permitted under section 167(2E) of the 1996 Housing Act

Directorate Communities Name of Head of Service: Jonathan Morgan Report Authors: Rachel Davies Angie Bowen Adele Lodwig	Designation Head of Homes and Safer Communities Strategic Housing Delivery Manager Investment & Income Manager Advice & Tenancy Support Manager	Tel No. 01554 899285 E Mail Address: JMorgan@carmarthenshire.gov.uk Email Addresses: RaMDavies@carmarthenshire.gov.uk 01554 899202 AnBowen@carmarthenshire.gov.uk 01554 899292 ALodwig@carmarthenshire.gov.uk 01554 899218
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Declaration of Personal Interest (if any):

Dispensation Granted to Make Decision (if any):

DECISION MADE:

Signed:

DATE: _____

EXECUTIVE BOARD MEMBER

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY

EXECUTIVE BOARD MEMBER DECISION MEETING FOR HOUSING

10TH MARCH, 2020

SUBJECT:

Creating a Local Lettings Policy for Dylan (Phase one), the Council's First New Build Development

Purpose

The purpose of this report is to create a Local Lettings Policy for Phase one of the first Council new build development in Dylan, Llanelli. This Local Lettings Policy will ensure that we create a sustainable, community where people are proud to live.

This Local Lettings Policy will apply to phase one on the Dylan Development only, consisting of 12 homes.

Context

The Dylan development in the ward of Bynea is the Council's first new build development. The development consists of 32 homes and is a mix of two and four bedroom homes and two bedroom bungalows.

The development will be handed over in three phases. Phase one consists of 12 homes and will be ready for occupation in May 2020. Each phase on the development will have a Local Lettings Policy to ensure that we create a sustainable community.

Housing Need

The ward of Bynea is an area of high housing need. This need can be best addressed by providing a mix of:

- Two bedroom homes for small families, this includes families currently under occupying larger homes in the area;
- Four bedroom homes for large families, this includes families currently living in unsuitable or overcrowded accommodation in the area;
- Two bedroom bungalows for older people in the community who's current homes are unsuitable for their needs.

The Council's new build development at Dylan has been designed to meet this housing need. The first phase which relates to this Local lettings Policy is a mix of ten two bedroom homes and two four bedroom homes. Phase one will be ready for occupation in May 2020.

The Aim of the Local Lettings Policy

The aim of the Local Lettings Policy is to achieve and maintain a balanced and sustainable community by managing the allocation of homes at Dylan. This will include managing the mix of families, some with high vulnerabilities or complex needs, within the estate to reduce the likelihood of lifestyle clashes.

CCC will work openly and honestly to ensure the success of the lettings plan so that the allocations meet local housing need and ensure it is a good and vibrant place to live for current and future residents.

The new homes will be advertised through Canfod Cartref and the adverts will meet the proposal set out in this Local Lettings Policy. We will seek to identify an appropriate mix of tenants based on their current Housing Need and individual circumstances. The LLP will also provide opportunities to transfer existing Social Housing Tenants, if it offers up a better use of housing stock and subsequent Housing opportunities to others on the Housing Register

Carmarthenshire County Council Choice Based Lettings Procedure

The Local Lettings Policy will be implemented in line with Carmarthenshire County Council's Choice Based Lettings Procedure that states:

"A local lettings policy must be approved by the Executive Board Member for Housing (Council) or the housing association board before it can be put into place. It must have partnership approval to ensure any adverse unintended impact on other partner landlords are mitigated and the review period agreed.

An example is, when looking at new housing developments, a local lettings plan is required to ensure a sustainable community cohesion is sought. Preference can be awarded to transfer applicants to allow for a mix of tenants in a new area."

Allocation and Letting proposal- Dylan Phase one, May 2020

10 x 2 bedroom houses and 2 x 4 Bed Houses

CCC will allocate these properties to the following 'bands' of applicants:

- 3 Band A applicants
- 3 Band B applicants
- 2 'registered only' applicants
- 4 Transfer Applicants

The 4 Transfers will be allocated to Households that are either overcrowding, or under-occupying, their current Social Housing homes.

Transfer Applicants who have a Community Connection will be prioritized. (as laid out in Carmarthenshire's Allocation Policy this will include applicants with connection to the Bynea, Llwynhendy, Llangennech and Hendy Wards)

Allocation Conditions

When allocating homes at Dylan, the following groups will be excluded:

- Anyone subject to a Multi-Agency Public Protection Arrangement (MAPPA).
- Anyone subject to a Criminal Behaviour Order (CRIMBO) or Anti-Social Behaviour Order (ASBO).
- Anyone who would be deemed to be ineligible under the conditions of Sensitive Letting , as laid out in CCC's Choice Based Lettings Procedures

Advertisement

The development will be advertised through Canfod Cartref, completing all the mandatory fields so that the adverts are consistent and transparent.

Shortlisting

The applicants' bids will be assessed based on the Allocations Conditions set out in this Local Lettings Policy and their housing need, as outlined in Carmarthenshire's Allocation Policy.

Equality and Diversity

When allocating these homes, CCC will not discriminate on the grounds of gender, race, ethnic or national origin, religion, sexual orientation, marital status, age or disability.

Term and Review

This Local Lettings Policy will remain in place for 6 months following **all homes** (phase one) being let, to ensure the community is appropriately established. The Policy and its impact on the community will be reviewed by Carmarthenshire County Council, in consultation with its RSL partners, after this period to determine whether the term should be extended.

DETAILED REPORT ATTACHED ?

YES –

- Local Lettings Policy
- Equalities Impact Assessment

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Jonathan Morgan Head of Homes and Safer Communities

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
YES	YES	NONE	NONE	YES	NONE	YES

1. Policy, Crime & Disorder and Equalities

The development of the Local Lettings scheme is aligned with the Council's overarching Access to Social Housing Policy.

2. Legal

The policy must be signed off by the Executive Board Member for Housing before it can be implemented and approved by the Social Housing Partnership to ensure no adverse impact on other landlords. This is in line with the process identified in the Allocation Policy.

5. Risk Management Issues

Failure to implement a Local Lettings Policy for the new development could potentially result in a delay in allocating properties and the lack of cohesion in the new formed communities.

7. Physical Assets

The new development at Dylan will result in 32 additional homes being managed by Housing Services as part of the Council stock. Phase one to which this Local Lettings Policy relates consists of the first 12 homes on the development.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Jonathan Morgan Head of Homes and Safer Communities

1. Scrutiny Committee

N/A

2. Local Member(s)

Cllr Deryk Cundy (Bynea) was consulted on 2nd March, 2020 and is happy to proceed with this Local Lettings Policy.

3. Community / Town Council

N/A

4. Relevant Partners

RSL partnership board consulted and no objections raised.

5. Staff Side Representatives and other Organisations

N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THERE ARE NONE

Creating a Local Lettings Policy for Dylan (Phase one), the Council's First New Build Development

1.0 Purpose

The purpose of this report is to create a Local Lettings Policy for Phase one of the first Council new build development in Dylan, Llanelli. This Local Lettings Policy will ensure that we create a sustainable, community where people are proud to live.

This Local Lettings Policy will apply to phase one on the Dylan Development only, consisting of 12 homes.

10 No. two bedroom homes for small families

2 No. four bedroom homes for large families

2.0 Context

The Dylan development in the ward of Bynea is the Council's first new build development. The development consists of 32 homes and is a mix of two and four bedroom homes and two bedroom bungalows.

The development will be handed over in three phases. Phase one consists of 12 homes and will be ready for occupation in May 2020. The site plan of phase one is shown below and consists of plots 1 to 12.



Each phase on the development will have a Local Lettings Policy to ensure that we create a sustainable community.

3.0 Housing Need

The ward of Bynea is an area of high housing need. This need can be best addressed by providing:

- Two bedroom homes for small families, this includes families currently under occupying larger homes in the area;
- Four bedroom homes for large families, this includes families currently living in unsuitable or overcrowded accommodation in the area;
- Two bedroom bungalows for older people in the community who's current homes are unsuitable for their needs.

The Council's new build development at Dylan has been designed to meet this need. The homes on the development consist of:

- 22 x two bedroom homes
- 6 x four bedroom homes
- 4 x two bedroom bungalows

The first phase which relates to this Local lettings Policy is a mix of ten two bedroom homes and two four bedroom homes.

4.0 The Aim of the Local Lettings Policy

The aim of the Local Lettings Policy is to achieve and maintain a balanced and sustainable community by managing the allocation of homes at Dylan. This will include managing the mix of families, some with high vulnerabilities or complex needs, within the estate to reduce the likelihood of lifestyle clashes.

CCC will work openly and honestly with to ensure the success of the lettings plan so that the allocations meet local housing need and ensure it is a good and vibrant place to live for current and future residents.

The new homes will be advertised through Canfod Cartref and the adverts will meet the proposal set out in this Local Lettings Policy. We will seek to identify an appropriate mix of tenants based on their current Housing Need and individual circumstances. The LLP will also provide opportunities to transfer existing Social Housing Tenants, if it offers up a better use of housing stock and subsequent Housing opportunities to others on the Housing Register

5.0 Carmarthenshire County Council Choice Based Lettings Procedure

The Local Lettings Policy will be implemented in line with Carmarthenshire County Council's Choice Based Lettings Procedure that states:

"A local lettings policy must be approved by the Executive Board Member for Housing (Council) or the housing association board before it can be put into place. It must have partnership approval to ensure any adverse unintended impact on other partner landlords are mitigated and the review period agreed. An example is, when looking at new housing developments, a local lettings plan is required to ensure a sustainable community cohesion is sought. Preference can be awarded to transfer applicants to allow for a mix of tenants in a new area."

6.0 Allocation and Letting proposal- Dylan Phase one, May 2020

10 x 2 bedroom houses and 2 x 4 Bed Houses

CCC will allocate these properties to following 'bands' of applicants:

- 3 Band A applicants
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- 2 'registered only' applicants
- 4 Transfer Applicants

The 4 Transfers will be allocated to Households that are either overcrowding, or under-occupying, their current Social Housing homes.

Transfer Applicants who have a Community Connection will be prioritized. (as laid out in Carmarthenshire's Allocation Policy this will include applicants with connection to the Bynea, Llwynhendy, Llangennech and Hendy Wards)

7.0 Allocation Conditions

When allocating homes at Dylan, the following groups will be excluded:

- Anyone subject to a Multi-Agency Public Protection Arrangement (MAPPA).
- Anyone subject to a Criminal Behaviour Order (CRIMBO) or Anti-Social Behaviour Order (ASBO).
- Anyone who would be deemed to be ineligible under the conditions of Sensitive Letting , as laid out in CCC's Choice Based Lettings Procedures

8.0 Advertisement

The development will be advertised through Canfod Cartref, completing all the mandatory fields so that the adverts are consistent and transparent.

9.0 Shortlisting

The applicants' bids will be assessed based on the Allocations Conditions set out in this Local Lettings Policy and their housing need, as outlined in Carmarthenshire's Allocation Policy.

10.0 Equality and Diversity

When allocating these homes, CCC will not discriminate on the grounds of gender, race, ethnic or national origin, religion, sexual orientation, marital status, age or disability.

11.0 Term and Review

This Local Lettings Policy will remain in place for 6 months following **all homes** (phase one) being let, to ensure the community is appropriately established. The Policy and its impact on the community will be reviewed by Carmarthenshire County Council, in consultation with its RSL partners, after this period to determine whether the term should be extended.

Signed on behalf of Carmarthenshire County Council:

Name: _____

Date: _____

Signature: _____

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Carmarthenshire County Council

Assessing Impact

The Equality Act 2010

The Equality Act 2010 (the Act) brings together and replaces the previous anti-discrimination laws with a single Act. It simplifies and strengthens the law, removes inconsistencies and makes it easier for people to understand and comply with it. The majority of the Act came into force on 1 October 2010.

The Act includes a new public sector equality duty (the 'general duty'), replacing the separate duties on race, disability and gender equality. This came into force on 5 April 2011.

What is the general duty?

The aim of the general duty is to ensure that public authorities and those carrying out a public function consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities. The duty ensures that equality considerations are built into the design of policies and the delivery of services and that they are kept under review. This will achieve better outcomes for all.

The duties are legal obligations. Failure to meet the duties may result in authorities being exposed to legal challenge.

Under equality legislation, public authorities have legal duties to pay 'due regard' to the need to eliminate discrimination and promote equality with regard to race, disability and gender, including gender reassignment, as well as to promote good race relations. The Equality Act 2010 introduces a new public sector duty which extends this coverage to age, sexual orientation, pregnancy and maternity, and religion or belief. The law requires that this duty to pay 'due regard' be demonstrated in the decision making process. It is also important to note that public authorities subject to the equality duties are also likely to be subject to the obligations under the Human Rights Act and it is therefore wise also to consider the potential impact that decisions could have on human rights as part of the same process.

Carmarthenshire's approach to Equality Impact

In order to ensure that the council is considering the potential equality impact of its proposed policies and practices, and in order to evidence that we have done so, every proposal will be required to be supported by the attached Equality Impact Assessment.

Where this assessment identifies a significant impact then more detail may be required.

Reporting on assessments

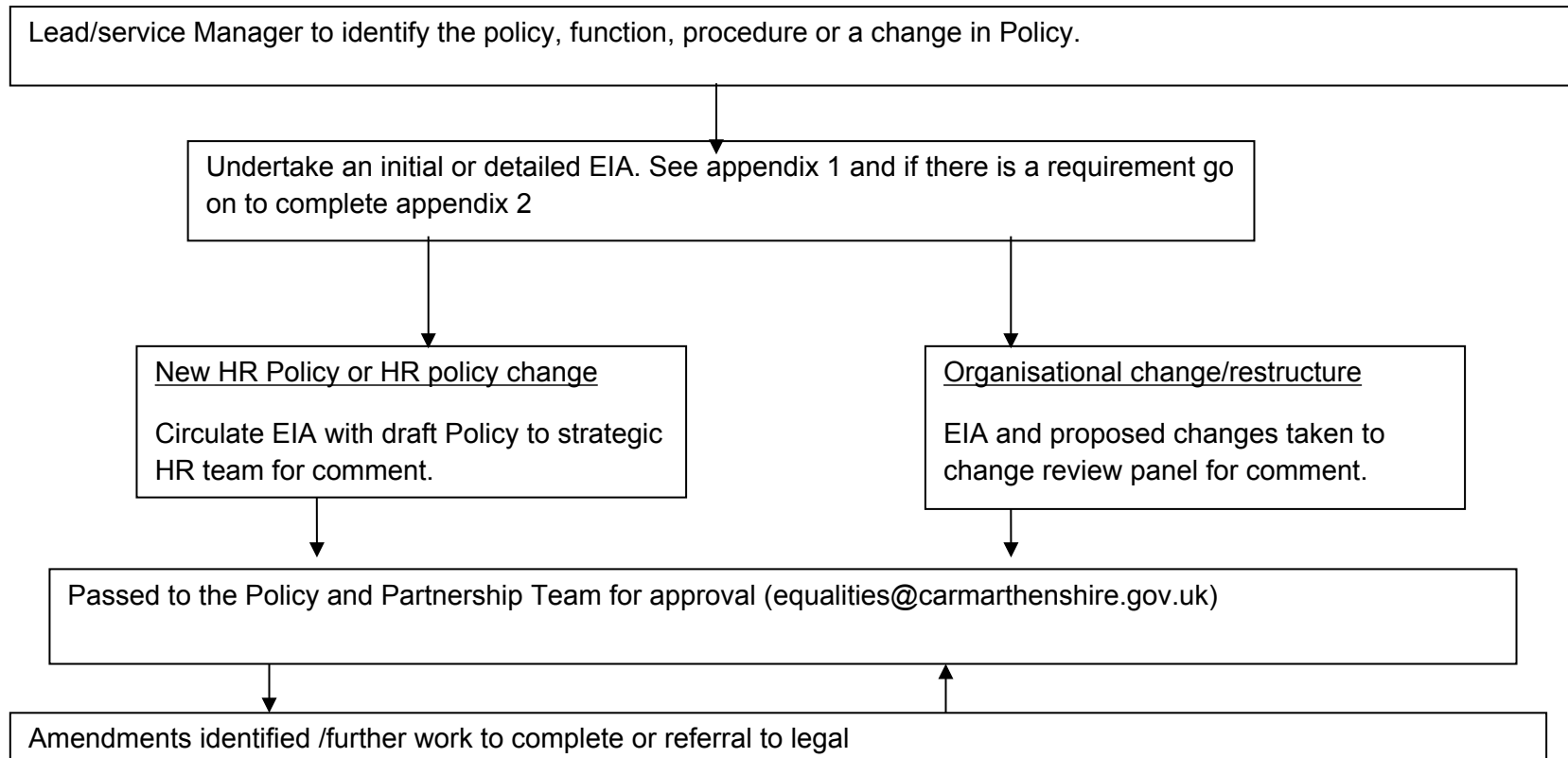
Where it is clear from the assessment that the likely impact on the authority's ability to meet the general duty is substantial, then it must publish a report.

Initial and Detailed Equality Impact Assessments

The initial EIA (appendix 1) is a simple and quick method of assessing the effect of a policy, function, procedure, decision including financial cuts on one or more of the protected characteristics.

The Service Manager responsible for the relevant new or revised policies, functions, procedures and financial decisions must undertake, at least, an initial EIA and where relevant a detailed Equality Impact Assessment (appendix 2); EIA must be attached as background paper with reports to Executive and Scrutiny .

Equality impact assessment – Process to follow where HR implications have been identified



Initial Equalities Impact Assessment Template

Appendix 1

Department: Communities	Completed by (lead): Adele Lodwig ,Advice & Tenancy Support Manager	Date of initial assessment: February 2020 Revision Dates: (N/A)
Area to be assessed: (i.e. name of policy, function, procedure, practice or a financial decision)	Dylan Local Lettings Plan	
Is this existing or new function/policy, procedure, practice or decision?	It is an existing under Carmarthenshire' Access to Social Housing policy, however, this is to assess a Local Lettings Plan as part of a new build development at Dylan Llanelli	
What evidence has been used to inform the assessment and policy? (please list only)		
<p>There is a legal requirement to review allocations policies as per Housing Act. There is no legal duty to review Local Lettings plans, however, given we are deviating from the 'normal' allocation policy, we believe it to be best practice to consider any equality's impact and consultation has been completed with -</p> <ul style="list-style-type: none"> • Partner RSLs • Local Members • Staff 		

1. Describe the aims, objectives or purpose of the proposed function/policy, practice, procedure or decision and who is intended to benefit.	<p>The purpose of a local lettings plan (LLP), which is allowed within our Allocations Policy and the Housing Act, is to enable a mix of household types into a new development to ensure community cohesion and give a newly formed community balance. This is only for the first round of allocation. All future allocations will be let in accordance thereafter with the Allocation Policy.</p> <p>The LLP also allows us the opportunity to give existing tenants the ability to move where they are under or over crowded in Council accommodation but have not wanted to move on as they wish to remain in secure social housing or in their local area.</p>
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		Local Members have been actively consulted in developing the LLP. We have developed it to ensure it means both legal requirements and local needs.			
The Public Sector Equality Duty requires the Council to have “due regard” to the need to:- (1) eliminate unlawful discrimination, harassment and victimisation; (2) advance equality of opportunity between different groups; and (3) foster good relations between different groups (see guidance notes)		2. What is the level of impact on each group/ protected characteristics in terms of the three aims of the duty? Please indicate high (H) medium (M), low (L), no effect (N) for each.	3. Identify the risk or positive effect that could result for each of the group/protected characteristics?		4. If there is a disproportionately negative impact what mitigating factors have you considered?
			Risks	Positive effects	
Protected Characteristics	Age	Low			Open to anyone over 16 years therefore no negative impact.
	Disability	Low		Later phases of the development will have bungalows, therefore positive consideration can be given to disabled applicants for these	

			homes.	
Gender reassignment	Low	Gender is not a deciding factor.		
Race	Low	Race is not a deciding factor.		
Religion/Belief	Low	It is not a deciding factor.		
Pregnancy and maternity	Low	When an applicant is pregnant they require 2 bedrooms to accommodate the unborn child and not be considered as a single person.		
Sexual Orientation	Low	It is not a deciding factor.		
Sex	Low	It is not a deciding factor.		

	Welsh language	Low	The LLP and advertising the homes on Canfod Cartref descriptions are provided in both English & Welsh		
	Any other area				

5. Has there been any consultation/engagement with the appropriate protected characteristics?	<p>No <input checked="" type="checkbox"/></p> <p>As no identified issues to address.</p>
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<p>6. What action(s) will you take to reduce any disproportionately negative impact, if any?</p> <p>The Council is committed to securing genuine equality of opportunity, whether required in law or not, in all aspects of our activities as service providers. In practice, this means that every effort is made to ensure that all sectors of the community have equal access to services offered by the Council and its partners. No person will receive less favourable treatment than others because of gender, disability, age, ethnic or national origin, marital status, religious creed, sexuality or responsibility for dependants.</p>

<p>7. Procurement</p> <p>There are no procurement issues</p>

<p>8. Human resources</p> <p>There are no human resource issues.</p>

9. Based on the information in sections 2 and 6, should this function/policy/procedure/practice or a decision proceed to Detailed		
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Impact Assessment? (recommended if one or more H under section 2)		NO <input type="checkbox"/>
Approved by: Head of Service	Jonathan Morgan Head of Service	Date: 20 Feb 2020

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Detailed Equalities Impact Assessment Template

Appendix 2

Department:	<p>Not applicable Initial impact assessment is sufficient</p> <p>Please see initial impact assessment</p>
Completed by (lead):	
Date of Detailed assessment:	
Area to be assessed: (<i>Policy, function, procedure, practice or a financial decision</i>)	<p>Please see initial impact assessment</p>
Is this existing or new function/policy/Procedure/ practice	<p>Please see initial impact assessment</p>

1. Describe the aims, objectives or purpose of the function/policy, practice or procedure and who is intended to benefit.	<p>Please see initial impact assessment</p>
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<p>2. Please list any existing documents, evidence, research which have been used to inform the Detailed equality impact assessment. (This must include relevant data used in this assessment)</p>				
<p>3. Has any consultation, involvement been undertaken with the protected characteristics to inform this assessment? (please provide details, who and how consulted)</p>				
<p>4. What is the actual/likely impact?</p>				
<p>5. What actions are proposed to address the impact? (<i>The actions needs to be specific, measurable and outcome based</i>)</p>	<p>What are we going to do</p>	<p>Who will be responsible</p>	<p>When will it be completed</p>	<p>How will we know we have achieved our objective</p>

6. How will actions be monitored?				
Approved by: Head of Service		Date:		

Thank you for completing this assessment.

For further information regarding Assessing Impact, please contact the -

Policy & Partnership Team

Chief Executive's Department

01267 22(4914) / (4676)

equalities@carmarthenshire.gov.uk

Please send a copy of the assessment to the above e-mail address upon completion.

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DATE: 10TH MARCH, 2020

Executive Board Member:	Portfolio:
Cllr. Linda Evans	Housing

<p>SUBJECT:</p> <p>Rent Setting for Penybryn Gypsy/Traveller Site 2020/21</p> <p>Purpose:</p> <p>The purpose of this report is to confirm the weekly rental increase for the Penybryn Gypsy/ Traveller site during the financial year 2020/21.</p>

<p>RECOMMENDATIONS / KEY DECISIONS REQUIRED:</p> <ul style="list-style-type: none"> The rental level for pitches at Penybryn Gypsy/Traveller Site be increased by 2.7% and therefore be set at £56.22 (plus service charges and water rates) for 2020/21.

<p>REASONS:</p> <ul style="list-style-type: none"> To increase the rental level at Penybryn Gypsy/Traveller site by following the Welsh Government rent setting policy for social rents and to comply with the service charge policy.

<p>Directorate: Communities</p> <p>Name of Head of Service: Jonathan Morgan</p> <p>Report Author: Sue Watts</p>	<p>Designation</p> <p>Head of Homes & Safer Communities</p> <p>Environmental Protection Manager</p>	<p>Telephone/Email Address:</p> <p>JMorgan@carmarthenshire.gov.uk 01267 228960</p> <p>sewatts@carmarthenshire.gov.uk 01267 228929</p>
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Declaration of Personal Interest (if any):

Dispensation Granted to Make Decision (if any):

DECISION MADE:

Signed:

DATE: _____

EXECUTIVE BOARD MEMBER

The following section will be completed by the Democratic Services Officer in attendance at the meeting

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY
EXECUTIVE BOARD MEMBER DECISION MEETING FOR
HOUSING SERVICES

DATE: 10TH MARCH, 2020

SUBJECT:

Rent Setting for Penybryn Gypsy/Traveller Site 2020/21

Context

The Gypsy and Travellers' site at Penybryn is a Council Tax funded service. There are currently 15 plots on the Penybryn site.

All Local Authorities and Housing Associations in Wales have aligned themselves to the social housing rents policy in relation to rental levels for social housing. Although Penybryn site does not form part of the Housing Revenue Account, and so rental levels charged are not governed by the Welsh Government's rents policy, it is considered fair and equitable for rents to the site follow this policy. It is therefore proposed that rents for Penybryn site be increased by the same formula applied to council tenants using the Welsh Government rent setting policy. For the financial year 2020/21 this would be a 2.7% increase (CPI rate as of September 2019).

As a result, it is recommended that the weekly rental levels for 2020/21 (financial year) for Penybryn site is set at £56.22 (net of service charges and water rates). This rental level will provide an annual income of £40,478.40 for 2020/21, if all 15 pitches were occupied throughout the year.

	<u>Weekly Rate</u>
	£
Rent paid to Landlord	£56.22
Service charges	
Communal repairs	£18.74
Communal Lighting / Electricity	£1.18
Grounds maintenance	£0.00
Play area service charge inspection	£1.89
Communal Pest control	£0.00
Communal Refuse Removal/Street Cleansing	£10.89
Furniture & White Goods	£0.00
Admin Fee 10%	£3.27
Total Services	£35.97
Net Rents & Service Charge	£92.19
Eligible Rent	£92.19
Note: Non Eligible Services	
Welsh Water Charge	£17.00
Total Non Eligible Charge	£17.00
Total Inclusive Rent	£109.19

Table1: Total rent payable for Penybryn Gypsy/Traveller Site for 2020/21

Please note that rent is calculated over a 48 week period and takes into account four non-collection weeks, which also apply to council tenants.

Recommendations

1. The rental level for pitches at Penybryn Gypsy/Traveller Site is set at £56.22 collected over 48 weeks.
2. Apply the service charge policy to ensure tenants of the site pay for those additional services.
3. The charge for water usage is set at £17.00 collected over 48 weeks
4. Authorise officers to consult with the residents of Penybryn and set the overall charges stated in table 1.

DETAILED REPORT ATTACHED ?

NO



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www.carmarthenshire.gov.wales

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Jonathan Morgan

Interim Head of Homes and Safer Communities

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
NONE	YES	YES	NONE	NONE	NONE	NONE

2. Legal

The rent increases follows the Mobile Homes (Wales) Act 2013.

- (1) The pitch fee can only be changed in accordance with this paragraph, either—
- (a) with the agreement of the occupier, or
 - (b) if a tribunal, on the application of the owner or the occupier, considers it reasonable for the pitch fee to be changed and makes an order determining the amount of the new pitch fee.
- (2) The pitch fee must be reviewed annually as at the review date.
- (3) At least 28 clear days before the review date the owner must serve on the occupier a written notice setting out proposals in respect of the new pitch fee.

An Equality Impact Assessment has been carried out which concludes that no adverse impact will occur to this particular characteristic group.

3. Finance

Increasing the weekly rental levels at Penybryn will provide an annual income which covers expenditure incurred by the Council Fund in the running and upkeep of the caravan site.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **Jonathan Morgan** Interim Head of Homes & Safer Communities

1. Scrutiny Committee - N/A

2. Local Member(s)

Cllr. Derrick Cundy has been consulted and confirmed that he would like to follow with precedent and raise the rent in line with other Council tenants.

3. Community / Town Council - N/A

4. Relevant Partners - N/A

5. Staff Side Representatives and other Organisations - N/A

**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

THERE ARE NONE

Agenda Item 6

By virtue of paragraph(s) 12 of Part 4 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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