

**FRIDAY, 12 MARCH 2021**

**TO: THE EXECUTIVE BOARD MEMBER FOR HOUSING**

I HEREBY SUMMON YOU TO ATTEND A VIRTUAL MEETING OF THE **EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR HOUSING** WHICH WILL BE HELD AT **9.00 AM, ON THURSDAY, 18TH MARCH, 2021** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

*Wendy Walters*

**CHIEF EXECUTIVE**

<b>Democratic Officer:</b>	<b>Kevin Thomas</b>
<b>Telephone (direct line):</b>	<b>01267 224027</b>
<b>E-Mail:</b>	<b><a href="mailto:kjthomas@sirgar.gov.uk">kjthomas@sirgar.gov.uk</a></b>

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 23RD JULY 2020** 3 - 4
- 3. RENT SETTING FOR PENYBRYN GYPSY/TRAVELLER SITE 2021/22** 5 - 10

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

## EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR HOUSING

23 JULY 2020

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

**The following officers were in attendance:**

R.M. Davies, Strategic Housing Delivery Manager;

J. Owen, Democratic Services Officer.

Virtual Meeting: 10:00am - 10:15am

**1. DECLARATIONS OF PERSONAL INTEREST**

There were no declarations of personal interest.

**2. TO SIGN AS A CORRECT RECORD THE DECISION RECORD OF THE  
MEETING HELD ON THE 10<sup>TH</sup> MARCH 2020**

**RESOLVED** that the decision record of the meeting held on the 10<sup>th</sup> March 2020 be signed as a correct record.

**3. CREATING A LOCAL LETTINGS POLICY FOR GARREGLWYD, ONE OF THE  
COUNCIL'S FIRST NEW BUILD DEVELOPMENTS**

The Executive Board Member, in line with Carmarthenshire County Council's Choice Based Lettings Procedure, considered a report on creating a Local Lettings Policy for a new build development in Garreglwyd, Pembrey.

The report outlined that the Garreglwyd development, designed to meet the areas high housing needs, was one of the first Council new build developments to be completed provided 14 homes and comprised of a mix of 12 x two bedroom houses and 2 x four bedroom houses.

The Local Lettings Policy appended to the report, detailed the proposed allocation and letting of the houses along with information on the allocation conditions, advertisement and shortlisting.

The Policy aimed to achieve and maintain a balanced and sustainable community by managing the allocation of homes at Garreglwyd creating a sustainable community where people are proud to live.

The Executive Board Member noted that policy would remain in place for 6 months following the letting of all homes, ensuring that the community was appropriately established. In addition, the policy and its impact on the community would be reviewed by Carmarthenshire County Council in consultation with its housing association partners, after the 6-month period in order to determine whether the term should be extended.

The Executive Board Member acknowledged that local Members were consulted on the proposed Local Lettings Policy and were in agreement that the Local Letting Policy should be applied to the initial lettings on the Garreglwyd development.

**RESOLVED to approve the proposed Local Lettings Policy for the new homes in the Garreglwyd new build development.**

\_\_\_\_\_  
**EXECUTIVE BOARD MEMBER**

\_\_\_\_\_  
**DATE**

18<sup>TH</sup> MARCH, 2021

<b>Executive Board Member:</b>	<b>Portfolio:</b>
<b>Cllr. Linda Evans</b>	<b>Housing</b>

<p><b>SUBJECT:</b></p> <p><b>Rent Setting for Penybryn Gypsy/Traveller Site 2021/22</b></p> <p><b>Purpose:</b></p> <p>The purpose of this report is to confirm the weekly rental increase for the Penybryn Gypsy/ Traveller site during the financial year 2021/22.</p>
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<p><b>RECOMMENDATIONS / KEY DECISIONS REQUIRED:</b></p> <ul style="list-style-type: none"> <li>The rental level for pitches at Penybryn Gypsy/Traveller Site be increased by 1.5% and therefore be set at £57.06 (plus service charges and water rates) for 2021/22.</li> </ul>
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<p><b>REASONS:</b></p> <ul style="list-style-type: none"> <li>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.</li> </ul>
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<p><b>Directorate:</b> Communities</p> <p><b>Name of Head of Service:</b> Jonathan Morgan</p> <p><b>Report Author:</b> Sue Watts</p>	<p><b>Designation</b></p> <p><b>Head of Homes &amp; Safer Communities</b></p> <p><b>Environmental Protection Manager</b></p>	<p><b>Telephone/Email Address:</b></p> <p>JMorgan@carmarthenshire.gov.uk 01267 228960</p> <p><a href="mailto:sewatts@carmarthenshire.gov.uk">sewatts@carmarthenshire.gov.uk</a> 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
Recommendation of the Officer was adopted <b>subject to the amendment(s) and reason(s) specified:</b>	
Reason(s) why the Officer's recommendation was <b>not adopted:</b>	

**EXECUTIVE SUMMARY**  
**EXECUTIVE BOARD MEMBER DECISION MEETING FOR**  
**HOUSING**

**18<sup>TH</sup> MARCH, 2021**

**SUBJECT:**

**Rent Setting for Penybryn Gypsy/Traveller Site 2021/22**

**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 2021/22 this would be a 1.5% increase (CPI rate as of September 2020).

As a result, it is recommended that the weekly rental levels for 2021/22 (financial year) for Penybryn site is set at £57.06 (net of service charges and water rates). This rental level will provide an annual income of £41,083.20 for 2021/22, if all 15 pitches were occupied throughout the year.

	<u>Weekly Rate</u>
	£
<b>Rent paid to Landlord</b>	<b><u>£57.06</u></b>
<b>Service charges</b>	
Communal repairs	£16.02
Communal Lighting / Electricity	£0.53
Grounds maintenance	£0.00
Play area service charge inspection	£1.89
Communal Pest control	£0.00
Communal Refuse Removal/Street Cleansing	£9.72
Furniture & White Goods	£0.00
Admin Fee 10%	£2.82
<b><u>Total Services</u></b>	<b><u>£30.98</u></b>
<b>Net Rents &amp; Service Charge</b>	<b>£88.04</b>
<b><u>Eligible Rent</u></b>	<b><u>£88.04</u></b>
<b>Note: Non Eligible Services</b>	
Welsh Water Charge	£21.15
<b><u>Total Non Eligible Charge</u></b>	<b><u>£21.15</u></b>
<b><u>Total Inclusive Rent</u></b>	<b>£109.19</b>

**Table1: Total rent payable for Penybryn Gypsy/Traveller Site for 2021/22**

*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 £57.06 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 £21.15 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



# 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
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   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**