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THURSDAY, 25TH AUGUST, 2016

TO: THE EXECUTIVE BOARD MEMBER FOR HOUSING

I HEREBY SUMMON YOU TO ATTEND AN **EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR HOUSING** WHICH WILL BE HELD IN **ROOM 65, COUNTY HALL, CARMARTHEN AT 10.00 A.M. ON THURSDAY, 1ST SEPTEMBER, 2016** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Mark James

CHIEF EXECUTIVE



PLEASE RECYCLE

| | |
|---------------------------------|---|
| Democratic Officer: | Michelle Evans Thomas |
| Telephone (direct line): | (01267) 224470 |
| Fax: | (01267) 224911 |
| E-Mail: | MEEvansThomas@carmarthenshire.gov.uk |
| Ref: | AD016-001 |

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 11TH APRIL, 2016. 3 - 4
3. LEASE AGREEMENT FOR THE FAMILY CENTRES. 5 - 14

**EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR
HOUSING**

Monday, 11 April 2016

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

The following Officers were in attendance:

R. Staines, Head of Housing and Public Protection

K. Thomas, Democratic Services Officer

Committee Room 2 - 3 Spilman Street - 9.00 - 9.15 am

1. DECLARATIONS OF INTEREST

There were no declarations of interest

2. MINUTES

RESOLVED that the Decision Record of the meeting held on the 29th February, 2016 be signed as a correct record.

3. REPORT NOT FOR PUBLICATION

RESOLVED that pursuant to The Local Government Act 1972 as amended by The Local Government (Access to Information) (Variation) (Wales) Order 2007 the following item was not for publication as the report contained exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Act.

4. PURCHASE OF A LEASEHOLD FLAT SOLD UNDER THE RIGHT TO BUY

Following the application of the public interest test it was **RESOLVED** pursuant to the Act referred to in minute 3 above not to publicise the content of the report as it contained exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information) (Paragraph 14 of Part 4 of Schedule 12A to the Act).

The public interest test in this matter related to the fact that the report included personal data. Accordingly, the public interest in disclosure was outweighed by the public interest in maintaining confidentiality.

The Executive Board Member considered a report on a request received from the leaseholder of a former Council Property for the Council to re-purchase the property detailed within the report.

RESOLVED that the Council repurchase the former council property detailed in the report at the current open market value.

CHAIR _____

DATE _____

1ST SEPTEMBER, 2016

| | |
|--------------------------------|-------------------|
| Executive Board Member: | Portfolio: |
| Cllr. Linda Evans | Housing |

SUBJECT:

LEASE AGREEMENT FOR THE FAMILY CENTRES

Purpose:

To agree the arrangements for the five Family Centres to continue to use properties within the Housing Revenue Account portfolio.

Recommendations / key decisions required:

To consider:

- the continued use of the five properties identified in this report as Family Centres;
- whether a rental charge should be levied or not;
- the terms of the revised lease agreement and the granting of the lease.

Reasons:

The then Executive Board Member for Housing considered and agreed to the renewal of the Family Centre leases back in January 2011. These leases are now coming to an end and the EBM for Housing is asked to consider their renewal.

| | | |
|--|---------------------------------------|--|
| Directorate: Communities | Designation | Telephone Nos./Emails: |
| Name of Head of Service: Robin Staines | Head of Housing and Public Protection | RStaines@carmarthenshire.gov.uk 01267 228960 |
| Report Author: Les James | Housing Services Manager | lesjames@carmarthenshire.gov.uk 01267 228930 |

Declaration of Personal Interest (if any):

None

Dispensation Granted to Make Decision (if any):

N/A

(If the answer is yes exact details are to be provided below:)

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
1ST SEPTEMBER, 2016**

LEASE AGREEMENT FOR THE FAMILY CENTRES

Background

There are five Family Centres that use HRA (Housing Revenue Account) properties as a base. The Family Centres were initially set up using the Sure Start initiative monies and are located at Betws, Garnant, South Cefncaeau, and two in Carmarthen.

The centres are heavily reliant on funding and without the granting of a lease, the Family Centres will be unable to draw down on funds awarded to them or apply for future funding. In order to continue to operate as Family Centres, it is essential that they have a formal lease agreement in place.

Aims of the Family Centres

The aim of the Family Centre is to provide support to families. Parents are offered courses on various subjects including language and play, healthy eating, computer courses and parenting courses. Families are provided with a range of activities including craft activities, family fun days out, outdoor play, and lunch clubs. The Family Centres offer a safe space where the individual needs of children, parents and carers are respected and supported

The Family Centres receive support from Carmarthenshire Family Centre Network. This is a constituted body which provides training, develops good practice and attracting funding.

Finance

The five Family Centres are funded through a mixture of grants and other funding streams. For them to obtain such funding, organisations usually have to provide evidence of arrangements in place for example permission to occupy a building.

There is a cost associated with the lease in terms of rent loss, insurance costs, repair and maintenance costs and mortgage repayments. However this will be balanced against the wider social value that the centres bring. The authority has recognised this given the previous decisions to waive the rent. Our current contribution to supporting the Family Centres is by allowing them to occupy the premises rent free.

Please find attached supplementary information about the funding of the five Family Centres.

3. Finance

| Family Centres | | 2016/17 |
|-------------------------------|------------------|------------------|
| Garnant Family Centre | 25 Maes y Bedol | 5,159.52 |
| Ty Tyfu Family Centre | 19 Treforis | 5,122.56 |
| Carmarthen Family Centre | 21 Chapel Street | 4,298.40 |
| The Park Hall Family Centre | 114 Park Hall | 5,226.24 |
| South Cefncaeau Family Centre | 2 Ynyslas | 5,174.88 |
| | | 24,981.60 |

The £24,981.60 is met by Housing Revenue Account budget and is our contribution to supporting the five Family Centres using Housing properties.

CONSULTATIONS

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

Signed: Robin Staines

Head of Housing & Public Protection

1. Scrutiny Committee – N/A

2. Local Member(s)

Name(s) of local member(s) and individual comments to be included, if appropriate

Cllr. Ryan Bartlett; Cllr. Kevin Madge; Cllr. Alun Lenny; Cllr. Peter Hughes-Griffiths; Cllr. Winston J Lemon; Cllr. Louvain Roberts; Cllr. Theresa Bowen; Cllr. Sharen Davies; Cllr. Meryl Gravell; Cllr. D W Hugh Richards

Councillors who responded were in favour of renewing the leases as the Family Centres provide a vital service to the local communities.

3. Community / Town Council – N/A

4. Relevant Partners

Consultation was undertaken with the five Family Centres on the terms of the lease.

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:**

THESE ARE DETAILED BELOW

| Title of Document | File Ref No. | Locations that the papers are available for public inspection |
|--|--------------|---|
| Carmarthenshire Family Centre Brochure | | http://fis.carmarthenshire.gov.uk/pdf/famcen_e.pdf |
| The Carmarthenshire Homes Standard Plus (Chs+) "Delivering What Matters". | | http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=131&MId=346&Ver=4 |

General Terms of Lease

Landlord: Carmarthenshire County Council, County Hall, Carmarthen, Carmarthenshire SA31 1JP.

Tenant:

Premises: Morfa Family Centre, 20 School Road, Morfa, Llanelli
Felinfoel Family Centre, Ysgol Maes y Felin, Ynyswen, Felinfoel, Llanelli

Plan to be provided as part of final lease.

Term: 5 years.

Repairing and Insuring: Tenant to occupy the premises on Full Repairing Terms. Landlord to insure structure of the premises. Tenant to insure contents.

Break Clause: Either party can end the lease by giving to the other not less than 6 months notice.

Rent: To be confirmed. A report will be presented to the Executive Board Member for Housing. The purpose is to seek permission to continue the current arrangement of waiving the rent.

Rent Review: The Council may increase the rent on an annual basis by giving to the Tenant one month's notice in writing specifying the new rent payable.

Use: To use the premises only as a Family Centre.

Outgoings: Tenant to be responsible for all outgoing including Rates, contents insurance and all utilities for the premises.

Alterations: No alterations without Landlord's consent.

Alienation: Absolute prohibition on subletting or assignment of part. No assignment or subletting of whole without Landlord's approval subject to continuation of use.

Landlord & Tenant 1954 Act: To be contracted out? If the Lease is contracted out the tenant will not have a right to renew the lease at the end of the term.

Legal Costs: Each party to pay its own costs.

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INFORMATION ON FAMILY CENTRES BASED IN LOCAL AUTHORITY HOUSING STOCK

| FAMILY CENTRE | ANNUAL RENTAL COSTS | MAIN FUNDERS | ADDITIONAL FUNDERS | APPLICATIONS SUBMITTED |
|---|----------------------------|--|--|---------------------------------------|
| Elaine James Garnant FC 25 Maes y Bedol Garnant 01269 825941 tots.tyni@btconnect.com | 0 | Big Lottery Fund (01.04.16 – 31.03.19) | Flying Start (01.04.16 – 31.03.17) | N/A |
| Clare Edwards Betws FC 19 Treforis Betws 01269 595378 betwsfamcentre@btconnect.com | 0 | Big Lottery Fund (01.10.14 – 30.09.17) | Flying Start (01.04.16 – 31.03.17) | N/A |
| Sam Duggan Ty Ni and 21 Chapel Street 01267 222443 tyhpusandtynifamilycentres@gmail.com | 0 | Families First (01.04.16 – 31.03.17) Flying Start (01.04.16 – 31.03.17) | Trusthouse (ending Aug 16) RBA (ending October 16) The Archbishop of Wales Fund for Children (ending May 17) | Santander Discovery Awards for All |
| Sam Duggan Ty Hapus 114 Park Hall 01267 223020 tyhpusandtynifamilycentres@gmail.com | 0 | | Oakdale Trust (ending May 17) | |
| Sharan Condon Ty Enfys Family Centre, 2, YNYSLAS, LLANELLI, SA14 9BT 01554 749396 tyenfys@gmail.com | 0 | Henry Smith Charity BBC Children in Need | Llanelli Rural Community Grant | BBC Children in Need Henry Smith |

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