



DINAS A SIR CAERDYDD  
CITY AND COUNTY OF CARDIFF

**COUNCIL SUMMONS**

THURSDAY, 24 NOVEMBER 2016

**GWYS Y CYNGOR**

DYDD IAU, 24 TACHWEDD 2016,

You are summoned to attend a meeting of the **COUNTY COUNCIL OF THE CITY AND COUNTY OF CARDIFF** which will be held at Council Chamber, City Hall, Cathays Park, Cardiff on Thursday, 24 November 2016 at 4.30 pm to transact the business set out in the agenda attached.

**Davina Fiore**  
**Director of Governance & Legal Services**

County Hall  
Cardiff  
CF10 4UW

Friday, 18 November 2016

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Promotion of equality and respect for others | Objectivity and propriety | Selflessness and stewardship  
Integrity | Duty to uphold the law | Accountability and openness

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<i>Item</i>		<i>Approx Time</i>	<i>Time Allotted</i>
<b>1</b>	<b>Apologies for Absence</b> <i>To receive apologies for absence.</i>	4.30 pm	5 mins
<b>2</b>	<b>Declarations of Interest</b> <i>To receive declarations of interest (such declarations to be made in accordance with the Members Code of Conduct)</i>		
<b>3</b>	<b>Minutes (Pages 1 - 30)</b> <i>To approve as a correct record the minutes of the meeting 20 October 2016.</i>		
<b>4</b>	<b>Grangetown By-Election</b> <i>To report on the outcome of the Grangetown By-Election held on 3 November 2016</i>	4.35 pm	5 mins
<b>5</b>	<b>Petitions</b> <i>To receive petitions from Elected Members to Council.</i>	4.40 pm	5 mins
<b>6</b>	<b>Public Questions (Pages 31 - 32)</b> <i>To receive previously notified questions from Members of the Public.</i>	4.45 pm	10 mins
<b>7</b>	<b>Lord Mayor's Announcements</b> <i>To receive the Lord Mayor's announcements including Recognitions and Awards.</i>	4.55 pm	5 mins
<b>8</b>	<b>Appointment of Independent Members to Audit Committee (Pages 33 - 34)</b> <i>Report of the Corporate Director Resources.</i>	5.00 pm	5 mins
<b>9</b>	<b>Cardiff Housing Strategy 2016-2021 (Pages 35 - 112)</b> <i>Cabinet Proposal.</i>	5.05 pm	30 mins
<b>10</b>	<b>Treasury Management Mid-Year Report 2016-17 (Pages 113 - 130)</b>  <b><i>Annexes A&amp;B to Appendix 1 to this report are not for publication as they contain exempt information of the description in Paragraphs 14 and 21 of Schedule 12A of the Local Government Act 1972.</i></b>  <i>Cabinet Proposal</i>	5.35 pm	10 mins

11	<p><b>Statements</b></p> <p><i>To receive statements from the Leader and Cabinet Members</i></p>	5.45 pm	45 mins
<b>Notice of Motion</b>			
12	<p><b>Motion 1</b></p> <p>Proposed by: Councillor Keith Jones</p> <p>Seconded by: Councillor Lynda Thorne</p> <p>This Labour Council:</p> <ol style="list-style-type: none"> <li>1. Recognises the critical shortage of affordable housing across the UK. In Cardiff there are more than 8,000 people on the common housing waiting list for social housing, with over 4,000 in housing need.</li> <li>2. Recognises that the sale of council housing has exacerbated the problem of addressing housing need.</li> <li>3. Recognises that Labour both in Cardiff and Welsh Government have introduced a number of schemes, such as the reduction of the discount available, which has slowed down the number of 'right to buys'.</li> <li>4. Welcomes the Welsh Government's policy of ending the sale of social housing in Wales, and the Council's decision to consult on the suspension of the right to buy across Cardiff.</li> <li>5. Recognises that the Council are embarking on its second Housing Partnership Programme to build more council and affordable homes in Cardiff.</li> <li>6. Calls upon the Cabinet to investigate other innovative approaches, both permanent and temporary, to increase the availability of affordable housing in Cardiff.</li> </ol>	6.30 pm	30 mins

13	<p><b>Motion 2</b></p> <p>Proposed by: Councillor Neil McEvoy</p> <p>Seconded by: Councillor Tariq Awan</p> <p>This Council agrees the following:</p> <ol style="list-style-type: none"> <li>1. to welcome the undertaking given not to lease the former PDSA building in Butetown for it to become a drug rehabilitation centre.</li> <li>2. that given the widespread problem of discarded, dirty needles in some parts of the City, extra specialist cleansing resources will be allocated to such areas in order to solve the problem.</li> <li>3. that in order to alleviate the problem of the injection of drugs in public places in Cardiff, the Council will support a pilot scheme of medically supervised, safe injection rooms, when the agreement of partner agencies and authorities is reached.</li> </ol>	7.00 pm	30 mins
14	<p><b>Oral Questions</b></p> <p><i>To receive oral questions to the Leader, Cabinet Members; Chairs of Committee and/or nominated Members of the Fire Authority.</i></p>	7.30 pm	90 mins
15	<p><b>Urgent Business</b></p>	9.00 pm	5 mins
<b>Unopposed Council Business</b>			
16	<p><b>Appointment to Temporary Governing Bodies</b> (Pages 131 - 136)</p> <p><i>Report of Director Governance and Legal Services</i></p>	9.05 pm	5 mins
17	<p><b>Appointment of Local Authority School Governors</b> (Pages 137 - 142)</p> <p><i>To approve the recommendations of the Local Authority Governor Panel 8 November 2016.</i></p> <p><i>Report of Director Governance and Legal Services</i></p>		
18	<p><b>Political Balance and Committee Membership</b> (Pages 143 - 146)</p> <p><i>Report of Director Governance and Legal Services.</i></p>		

	<p><i>The Constitution provides that the Council will decide the allocation of seats to political groups in accordance with Section 17 of the Local Government and Housing Act 1989 rules relating to Political Balance.</i></p> <p><i>Please note that the Council is asked under this item to approve alternative arrangements to strict political proportionality for appointments to all committees which requires a Nem Con vote – that is a vote to approve without any dissention.</i></p>		
<b>19</b>	<p><b>Appointments to Outside Bodies</b> (Pages 147 - 152)</p> <p><i>Report of Director Governance and Legal Services</i></p>		
<b>20</b>	<p><b>Written Questions</b> (Pages 153 - 154)</p> <p><i>In accordance with the Council Procedure Rules, Rule 17(f) Written Questions received for consideration and response will be included as a record in the minutes of the meeting.</i></p>		

***This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg***

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## THE COUNTY COUNCIL OF THE CITY &amp; COUNTY OF CARDIFF

The County Council of the City & County of Cardiff met at County Hall, Cardiff on 20 October 2016 to transact the business set out in the Council summons dated 14 October 2016.

Present: County Councillor Walsh (Lord Mayor of City & County of Cardiff).

County Councillors Ali Ahmed, Aubrey, Bale, Bowden, Boyle, Bradbury, Bridges, Carter, Chaundy, Clark, Richard Cook, Cowan, De'Ath, Derbyshire, Elsmore, Evans, Ford, Goddard, Goodway, Gordon, Graham, Hill-John, Hinchey, Howells, Hudson, Hunt, Hyde, Keith Jones, Margaret Jones, Joyce, Kelloway, Knight, Lent, Lloyd, Marshall, McEvoy, McGarry, McKerlich, Merry, Michael, Mitchell, Murphy, Parry, Patel, Phillips, Dianne Rees, Robson, Sanders, Simmons, Stubbs, Thomas, Ben Thomas, Graham Thomas, Lynda Thorne, Walker, Weaver, White, Wild, Darren Williams and Woodman

## 83 : APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Manzoor Ahmed, Dilwar Ali, Burfoot, Ralph Cook, Kirsty Davies-Warner, Chris Davis, Govier, Groves, Holden, Magill, Derrick Morgan and David Rees.

## 84 : DECLARATIONS OF INTEREST

The following declarations of interest were declared: -

<b><u>Councillor</u></b>	<b><u>Interest</u></b>
Councillor Ali Ahmed	Item 7: Supplementary Planning Guidance – Houses in Multiple Occupation – Personal interest in an HMO.
Councillor Hudson	Item 6 : City of Cardiff Council Annual Improvement Report and Item 9: Cabinet Member Health, Housing and wellbeing Statement - Personal interest as family member in receipt of Disabled Facilities.
Councillor Kelloway	Item 7: Supplementary Planning Guidance – Houses in Multiple Occupation – Personal interest in an HMO.
Councillor Woodman	Item 9: Cabinet Member Health, Housing and Wellbeing Statement - Personal interest a Member of the Management Board of the Goldies Cymru Charity.

## 85 : MINUTES

The minutes of the meeting of Council on 28 July 2016 were approved as a correct record and signed by the Chairperson.

## 86 : PETITIONS

1. Councillor Marshall – 334 signatures hard copy petition and 2500 on-line petition which was still open calling on the Council not to close Cardiff Central Sport and Community Centre in Ocean Park. **Page 1**

2. Councillor Cowan – 10 signatures seeking clarification and confirmation that the Duke of Edinburgh scheme will continue at Gabalfa Youth Centre for both Silver and Gold Awards.
3. Councillor Diane Rees – 545 signatures calling on the Council to acknowledge the parking problems in Pontprennau and produce an effective strategy to prevent those problems.

## 87 : LORD MAYOR'S ANNOUNCEMENTS

The Lord Mayor made the following announcement to Council:

The 21 October 2016 marks the 50<sup>th</sup> Anniversary of the Aberfan Disaster and the Lord Mayor on behalf of the Council advised that as a mark of respect and in commemoration of the event all Members and staff would be asked to pause for a minute silence at 9.15am tomorrow the exact time that the disaster occurred.

The Lord Mayor congratulated teams on their achievements this month as follows.

School Holiday Enrichment Programme is a scheme that provides nutritious meals, sport and learning to children living in socially deprived areas of the city, has received another award at the “Edu-catering Awards.” This is the fifth award for the project this year.

Keep Roath Tidy scheme was shortlisted in the best partnership category at the recent Local Authority Recycling Advisory Committee, or LARAC award. The judging panel was hugely impressed by the innovative ideas and hard work that recycling officers continue to demonstrate on a daily basis.

Fitness Instructor Phil Carleton, senior fitness instructor at Maindy Centre has been successful in his bid to become powerlifting World Champion.

St David's Hall has been ranked in the Top Ten best-sounding concert halls in the World. According to a study by acoustic expert Leo L. Beranek St David's Hall is ranked 9th and beats world-famous venues such as the Royal Albert Hall and the Sydney Opera House. The city can feel proud that Cardiff has one of the best-sounding concert halls in the world.

Congratulations to Councillor Judith Woodman who became a grandmother for the first time in the early hours of 30 September. Our best wishes to Councillor Woodman, her son, daughter-in-law and new grandson Maelon, Alfie.

The Lord Mayor was delighted to announce that donations and collections for the Lord Mayor's Charity my Charity Cancer Research Wales have reached £8,500 which included £472.36 raised at the occasion wear clothing donation day prior to last month's Council.

In addition, Councillor Dilwar Ali fund-raising towards his May 2017 Walk the Wall in China Trek has now hit £3745, and the Lord Mayor thanked all those who have donated to his just giving site so far.



The Lord Mayor was also delighted to attend the Muslim Council of Wales event on Monday 17 October at which many generous donations were received for the Charity, and she thanked them very much for contributions.

The Lord Mayor was pleased to announce that the following events arranged:

- the Lord Mayor's Curry Night hosted by Councillors Dilwar Ali and Susan White on 20 November 2016 at Llandaff North Rugby Club; and
- Christmas Coffee morning at the Mansion House on Wednesday 14 December 2016.

The Lord Mayor was pleased to advise that as part of Pancreatic Cancer Awareness month in November the Council will be lighting up the Castle and City Hall in purple to mark this important awareness campaign.

## 88 : CITY OF CARDIFF COUNCIL STATUTORY IMPROVEMENT REPORT 2015-16

The Cabinet Member for Corporate Services and Performance proposed the Council's Annual Statutory Improvement Plan for approval by Council. This proposal was seconded by Councillor Bale.

The report was a retrospective summary evaluation of performance for 2015-16 providing the Council's performance against agreed outcomes and improvement objectives and targets. The Cabinet Member was pleased to report improvements in performance in 70% of our National Performance Indicators compared to 47.7% in 2014-15. Performance in 2015-16 exceeds the all-Wales improvement of 65% and this makes the Council the third most improved Local Authority in Wales.

The Council was also making significant progress on a programme of work to further develop and support the embedding of its performance management framework to effect business planning and improvements to performance reporting. A key part of this Performance Management Framework is the development of a consistent approach to setting targets for performance indicators across the Council, ensuring targets that are both realistic and sufficiently challenging.

The Cabinet Member reported positive feedback from the statutory regulators. Estyn in its report in March 2016 had deemed that the Council had made sufficient progress that it did not require further Estyn monitoring. In addition the Care and Social Services Inspectorate Wales (CSSIW) of Children's Services in City of Cardiff Council, March 2016 reported that the Council's Elected Members and Management team had demonstrated a common understanding of the direction and drive needed to ensure Social Services effectively supported improved outcomes for children and young people in Cardiff, and that partnership agencies are engaged strategically and there was evidence of a greater understanding of the complex issues facing the Council.

The Wales Audit Office had concluded in its follow-on report that the Council had achieved a step change in delivering improved outcomes and addressing outstanding issues. The Council's Annual Statutory Improvement Report will be audited by the Wales Audit Office in November 2016.

The Council continued to work with the Policy Review & Performance Scrutiny Committee in reviewing and scrutinising performance.

These improvements had been made within the context of ever increasing demands on services; increases in population and during a very challenging financial period where significant budget savings of £113m had been achieved.

The Lord Mayor invited debate on the report and Councillor Hinchey responded to observations and comments raised in the debate by Members in relation to key priorities; budgetary and savings pressures; demand on services; the upskilling of the workforce; provision of neighbourhood and direct services to communities; increases funding for disabled facility grants; and driving forward on attendance and sickness performance.

RESOLVED - That the City of Cardiff Council Annual Statutory Improvement Report be approved for publication by 31 October 2016.

#### 89 : SUPPLEMENTARY PLANNING GUIDANCE

The Council received for approval draft Supplementary Planning Guidance (SPG) on Houses in Multiple Occupation and Waste Collection and Storage Facilities which help to deliver the Liveable City agenda, bring about positive improvements to neighbourhoods.

The Cabinet Member, Transport, Planning & Sustainability Councillor Patel proposed the SPG Houses in Multiple Occupation, which was seconded by Councillor Michael.

The SPG provides the Council with the tools to deal with the growth of Houses of Multiple Occupation (HMO) and manage future developments in order to retain balanced housing mix in its communities to avoid negative consequences associated with such developments and provide a high standard of development

The SPG was subject to public consultation in May 2016, and a wide range of comments were received, which have been addressed in the SPG report and lead to some changes to the final SPG.

The Lord Mayor invited debate on the SPG Houses of Multiple Occupation (HMO) and a number of issues were raised around the consultation process in particular discussions with key stakeholders; increasing growth of HMO's; impact on communities and isolation of groups in communities; the robustness of the SPG and need for SPG to support and enhance the policies contained in the Local development Plan.

As part of the debate a Motion without notice under Council Procedure Rules 25 (a) (iv) to refer the report back to Cabinet was proposed by Councillor Carter and seconded by Councillor Boyle.

The Cabinet Member, Environment Councillor Derbyshire proposed the SPG Waste Collection and Storage Facilities Houses in Multiple Occupation, which was seconded by Councillor Michael.

The Waste SPG outlines the minimum requirements for waste storage, collection and presentation for all new developments (commercial and domestic) and replaces previous SPG which was out of date with the current waste collection methods and the storage requirements for new developments.

The main changes were to update the storage requirements for all residential dwellings based on the recent collection changes, particularly the sizes of residual waste bins required; clarified the bin provision and storage requirements 1 or 2 bed flats; makes direct reference to houses converted to flats, and the requirement for waste to be storage in an external area and the need for designated storage area for bulky waste for all purpose built flat developments. In addition the SPG provides specific guidance and considerations for developers of new properties.

The Cabinet Member advised that comments received from Councillors and stakeholders were set out in the report.

The Lord Mayor invited debate during which observations were made about sizes of bins; and requirements for larger families. In general, Members welcomed this SPG in particular the guidance to developers about future requirements.

At the end of the debate a vote was taken on the Motion to reference back the SPG for Houses in Multiple Occupation by a show of hands. The reference back was LOST.

The recommendations of the report were put to the vote and the recommendations were agreed.

RESOLVED – That the Houses in Multiple Occupation and Waste Collection and Storage Facilities Supplementary Planning Guidance were approved.

## 90 : MEMBER CHAMPION ANNUAL REPORTS

The Council received the second written Annual Reports from the Member Champion for Equalities and Diversity, Councillor Ali Ahmed; the Member Champion for Community Food Growing, Councillor Gareth Holden; and the Member Champion Cycling and Sustainable Transport, Councillor Iona Gordon setting out activities, successes and suggestions for the future work to optimise the impact on the overall subject area and the work of individual Champions.

Councillor Ali Ahmed presented his report. Members welcomed the work being undertaken on the promotion and support to encourage diversity of Elected Members and it was noted that Councillor Bowden, Cowan and Ali Ahmed had been mentors to individuals who had an interest in standing for election in the future.

Councillor Holden was not present and his report was noted.

Councillor Gordon presented her report and in response to observations made agreed to follow up on the employee cycle purchase scheme. Members noted that the work of all the Member Champions was ongoing.

RESOLVED – That

- (1) the Annual reports from the Member Champion for Equalities and Diversity,; the Member Champion for Community Food Growing, and the Member Champion Cycling and Sustainable Transport were received and noted and the Members were commended on the good work undertaken during the last 12 months;
- (2) the three Member Champion roles be approved until the end of the 2016-17 Municipal year and be reviewed by the new administration.

91 : STATEMENTS

#### Leader Statement and Economic Development & Partnerships

The Leader provided a statement on the Cardiff Convention 2016; Bilingual Cardiff: Five Year Strategy; Cardiff Contemporary; European Local Democracy Week, 10-16 October 2016; Apprenticeships and the commemoration of the 50<sup>th</sup> Anniversary of the Aberfan Disaster

The Leader responded to questions on the Cardiff Convention; apprenticeships and the Bilingual Cardiff: Five Year Strategy. The Leader indicated that he would provide Members with the outcomes from the Cardiff Convention.

#### Environment Statement

The Cabinet Member provided a statement on Parks; Bereavement Services; Cardiff Dogs Home RSPCA Footprint Gold Award Ceremony for the work undertaken with stray dogs and their welfare; Waste and Recycling; and Neighbourhood Services.

The Cabinet Member responded matters raised around litter picking; recycling; street cleansing; blitz teams; apprenticeships; enforcement waste collection; issuing of fines; and staff resources.

The Cabinet Member undertook to provide information to the Member on the number of fines issued and number of waste enforcement officers employed by the Council.

#### Health, Housing & Wellbeing Statement

The Cabinet Member provided a statement on Partnership with Health – Wales Audit Office (WAO) Thematic Review; Unaccompanied Asylum Seeking Children; Golden-Oldies Cymru; Second Annual Tenant Participation Conference; and Preventative Services.

The Cabinet Member responded to matters raised around the support to be given to unaccompanied children and the co-ordinated approach being taken in Cardiff and the support being sought and offered by neighbouring Welsh authorities. The Cabinet Member assured Council of the partnership arrangements and preventative work being undertaken to support the most vulnerable in Cardiff and more importantly working with their needs to ensure the best possible outcome.

Corporate Services & Performance Statement

The Cabinet Member provided a statement on Government Opportunities (GO) Excellence in Public Procurement Awards Wales for 2016/17; the Living Wage; work of the City of Cardiff Council Academy; the Love Where You Live Campaign; C2C services; Migration of Good email users to new system; and SOCITM Award for Phil Bear, ICT Service Manager.

The Cabinet Member responded to issues raised around the service provision to Welsh speakers. He invited the new Councillor to visit C2C to see how it operates.

Deputy Leader and Cabinet Member for Early Years, Children & Families

The Deputy Leader provided a statement on the work of Children's Services in supporting the national response to the facilitation of the urgent transfer to the UK of asylum seeking children from the camp in Calais. Cardiff will play an appropriate role in response to this humanitarian crisis. Over the past week officers have been working intensively with the Home Office, WLGA and partners to put in place a Council-led, multi-directorate and multi-agency response to facilitate the immediate reception of a number of unaccompanied children from the Calais camp.

The safety and wellbeing of the children is our primary concern. We understand that most of these children will have relatives in the UK. It is expected that they will be placed with relatives as soon as possible in other local authority areas across England and Wales, once those local authorities have completed the necessary arrangements.

Members welcomed the Deputy Leader's statement.

92 : MOTION 1

The Lord Mayor advised that a notice of motion proposed by Councillor Dianne Rees and seconded by Councillor Robson had been received and was included on the Summons for the meeting.

The Notice of Motion as proposed by Councillor Dianne Rees was as follows:

This Council notes that:

- There have been a number of unauthorised travellers camps set up in Cardiff Council parks and open spaces.
- When an eviction notice is served on unauthorised camps by Cardiff Council, the notice only excludes campers from returning to the Council open space or park they are currently operating in for three months.
- Some unauthorised camps leave rubbish and cause damage to the park and open space they set up in. This then has to be cleansed and repaired, normally at a cost to the taxpayer.

This Council calls on the Cabinet to:

1. Examine the legal notice served on unauthorised camps in Cardiff with a view that the notice should be extended to prevent a return to all Council owned parks and open spaces.
2. Explore whether the notice can be extended to prevent a return for a period of six months.
3. Consider a mechanism for taking civil action to recover the Council's losses.

Councillor Robson as the seconder deferred to speak later in the debate.

The Lord Mayor advised that there were no amendments to this motion.

The Lord Mayor invited debate on the motion. During the debate a Motion without notice was moved by Councillor Hunt and seconded by Councillor Ben Thomas under Council Procedure Rule 25 (a) (ix) that the question be put.

The Lord Mayor in accordance with her discretion called for the vote on the motion without notice that the question be put.

A request for a recorded vote was received in accordance with Council Procedure Rule 29 (d).

For (45): Councillors Ali Ahmed, Aubrey, Bale, Boyle, Bradbury, Bridges, Carter, Chaundy, Clark, Richard Cook, Derbyshire, Elsmore, Evans, Goddard, Goodway, Gordon, Hinchey, Howells, Hunt, Hyde, Keith Jones, Margaret Jones, Joyce, Knight, Lent, McGarry, Merry, Michael, Mitchell, Murphy, Parry, Patel, Phillips, Rea, Sanders, Simmons, Stubbs, Ben Thomas, Huw Thomas, Thorne, Weaver, White, Wild, Darren Williams and Woodman

Against (10): Councillors Cowan, Graham, Hill-John, Hudson, Kelloway, McKerlich, Dianne Rees, Robson, Graham Thomas and Walker

Abstain (1): Councillor Lloyd.

The Vote for the Motion that the question be put was CARRIED.

The Lord mayor invited the right of reply from the proposer of the motion Councillor Dianne Rees prior to a vote being taken on the Motion.

A recorded vote was requested.

For (9): Councillors Cowan, Graham, Hill-John, Hudson, McKerlich, Dianne Rees, Robson, Graham Thomas and Walker.

Against (45): Councillors Ali Ahmed, Aubrey, Bale, Boyle, Bradbury, Bridges, Carter, Chaundy, Clark, Richard Cook, Derbyshire, Elsmore, Evans, Goddard, Goodway, Gordon, Hinchey, Howells, Hunt, Hyde, Keith Jones, Margaret Jones, Joyce, Kelloway, Knight, Lent, Merry, Michael, Mitchell, Murphy, Parry, Patel, Phillips, Rea, Sanders, Simmons,

Stubbs, Ben Thomas, Huw Thomas, Thorne, White, Wild,  
Darren Williams and Woodman.

Abstain (1): Councillor Lloyd.

The Motion was LOST.

93 : MOTION 2

The Lord Mayor advised that a notice of motion proposed by Councillor Darren Williams and seconded by Councillor Joyce had been received and was included on the Summons for the meeting.

The Notice of Motion was as follows:

This Council:

- Notes that since 2010 wages have gone down in real terms, whilst prices have continued to rise, which has put increasing financial pressure on many hard working families in Cardiff.
- Deplores the Conservatives' rebranding of the National Minimum Wage, as the National Living Wage, in an effort to hoodwink people into believing that they are getting a pay rise.
- Celebrates that since September 2012 this Labour Council has paid a real Living Wage, as defined by the Living Wage Foundation, to all its employees. In April 2015, we became the first Welsh Council to be an accredited Living Wage Employer, and to encourage all contractors working for the Council to also pay their staff a living wage.
- Recognises that many companies and third sector bodies, of all sizes, across Cardiff support their staff by paying a Real Living Wage.

We therefore call on

- (1) this Council to promote Cardiff as a Living Wage City by encouraging, and supporting, businesses and charities who wish to take part in the Living Wage Foundation scheme; and
- (2) the Leader of the Council writes to the Labour Welsh Government to explore ways of encouraging other employers across the City to sign up to paying a Real Living Wage.

The Lord Mayor advised that one amendment to this Motion had been received proposed by Councillor Walker and seconded by Councillor Cowan

The amendment was as follows:

Delete first two bullet points and replace with:

- *Notes that in July 2015 the national Conservative government announced a compulsory living wage from April 2016 of £ 7.20 an hour which will increase annually. Advised by the Low Wage Commission this hourly rate is predicted to rise to £9 or more by 2020.*

*This new living wage is 7.5% higher than the minimum wage existing at the time of the announcement.*

- *Notes that the Consumer Price Index (CPI) rise in the year September 2015 to 2016 was 0.6%. Those on low pay therefore experienced a real increase in their wage packets and pay no tax on the first £11,000 of their income*

Amend third bullet point by:

- (i) First sentence delete all words after 2012 and replace with '*when a proposal to Council was supported by all political parties, this authority has paid a Living Wage to all its employees.*'
- (ii) Second sentence delete the word 'we' and replace with '*Cardiff*'
- (iii) 4<sup>th</sup> line before the word 'encourage' insert the word '*first.*'

The substantive motion would then read:

This Council:

- Notes that in July 2015 the national Conservative government announced a compulsory living wage from April 2016 of £ 7.20 an hour which will increase annually. Advised by the Low Wage Commission this hourly rate is predicted to rise to £9 or more by 2020.

This new living wage is 7.5% higher than the minimum wage existing at the time of the announcement.

- Notes that the Consumer Price Index (CPI) rise in the year September 2015 to 2016 was 0.6%. Those on low pay therefore experienced a real increase in their wage packets and pay no tax on the first £11,000 of their income.
- Celebrates that since September 2012, when a proposal to Council was supported by all political parties, this authority has paid a Living Wage to all its employees. In April 2015, Cardiff became the first Welsh Council to be an accredited Living Wage Employer and the first to encourage all contractors working for the Council to also pay their staff a living wage.
- Recognises that many companies and third sector bodies, of all sizes, across Cardiff support their staff by paying a Real Living Wage.

We therefore call on



- (3) this Council to promote Cardiff as a Living Wage City by encouraging, and supporting, businesses and charities who wish to take part in the Living Wage Foundation scheme; and
- (4) the Leader of the Council write to the Labour Welsh Government to explore ways of encouraging other employers across the City to sign up to paying a Real Living Wage.

The Lord Mayor invited debate on the motion. At the conclusion of the debate the Lord Mayor invited Councillor Williams to sum up.

The Lord Mayor asked for a vote to be taken on the Amendment proposed by Councillor Walker.

The vote was **LOST**.

The Lord Mayor called for a vote on the motion as proposed by Councillor Williams

The Motion was **CARRIED** as follows:

This Council:

- Notes that since 2010 wages have gone down in real terms, whilst prices have continued to rise, which has put increasing financial pressure on many hard working families in Cardiff.
- Deplores the Conservatives' rebranding of the National Minimum Wage, as the National Living Wage, in an effort to hoodwink people into believing that they are getting a pay rise.
- Celebrates that since September 2012 this Labour Council has paid a real Living Wage, as defined by the Living Wage Foundation, to all its employees. In April 2015, we became the first Welsh Council to be an accredited Living Wage Employer, and to encourage all contractors working for the Council to also pay their staff a living wage.
- Recognises that many companies and third sector bodies, of all sizes, across Cardiff support their staff by paying a Real Living Wage.

We therefore call on

- (5) this Council to promote Cardiff as a Living Wage City by encouraging, and supporting, businesses and charities who wish to take part in the Living Wage Foundation scheme; and
- (6) the Leader of the Council write to the Labour Welsh Government to explore ways of encouraging other employers across the City to sign up to paying a Real Living Wage.

94 : ORAL QUESTIONS

Question: *County Councillor Clark*

Key Policy 17 of Cardiff's 2016 Local Development Plan says, "*Cardiff's distinctive heritage assets will be protected, managed and enhanced, in particular the character and setting of its Scheduled Ancient Monuments, Listed Buildings, Registered Historic Landscapes, Parks and Gardens, Conservation Areas, Locally Listed Buildings and other features of local interest that positively contribute to the distinctiveness of the city*".

Can the people of Cardiff be assured that the heritage of this city is safe in this administration's hands by keeping to this commitment including with regard to our Victorian and Edwardian buildings in Conservation areas?

Reply: *County Councillor Patel*

The protection and enhancement of the heritage of our built environment is a priority for the Council.

Supplementary question: *County Councillor Clark*

I'm really concerned that you haven't given an unequivocal "yes" to my question. The Liberal Democrats protected our heritage well. For example, we restored the Cathays Chapels, the Melingriffith Pump, the Castle animal wall, and opened the Cardiff Story.

However, under Labour, the Coal Exchange condition has declined; the Splott University settlement and the Poet's Corner have been demolished when more effort should have been put into listing them locally. And all Council support has been withdrawn from the conservation groups so it is more difficult to protect our conservation areas.

Will you agree that this administration's past record on our heritage has been woeful?

Reply: *County Councillor Patel*

I certainly do not agree with you.

And let me get some facts correct: - It was the Liberal Democrat administration that completely failed on the Local Development Plan (LDP) and did not put any protection in. I am therefore not going to be lectured by you or anybody else saying about putting the protection in. Just like your party didn't do anything about Houses in Multiple Occupation (HMOs) in Cathays and Plasnewydd or anything for the heritage, either.

Supplementary question: *County Councillor Stubbs*

Do you agree with me that the local Labour Councillors put up a real fight to save the University settlement and that planning isn't a political issue; and to suggest that the Planning Committee is political in any way is erring on the dangerous?

Reply: *County Councillor Patel*

I certainly do, and I think Councillor Clark should be apologising to the Planning Committee for the outrageous comments she's made.

Personal explanation (Rule 11 (i): *County Councillor Clark*

Councillor Clark indicated that she had not alluded in her question to the Planning Committee and that she was aware that Councillor Michael, Chair of Planning Committee was keen not to involve politics in the committee business.

Question: *County Councillor Walker*

Your motion at Council refers to the cost of living pressures experienced by the low paid. Yet every year since becoming Leader you have increased the level of Council Tax by the maximum permitted, with increases higher than many other Councils in the UK. In recognising that the lowest paid suffer most from such tax increases there is a massive contradiction between your actions in power and your group's political posturing and publically voiced complaints. Will you therefore commit to ensuring that, in the upcoming budget, you seek ways to keep council taxes low and avoid again hitting the lowest earners the hardest?

Reply: *County Councillor Bale*

Your statement that the level of Council Tax has increased by the maximum is simply not correct. The increase for the current financial year was broadly in line with the average increase across Wales and, of course, unlike in England, there is no centrally dictated "maximum" in relation to Council Tax here in Wales. UK Government figures show that 77%, that's 134 out of 174 Local Authorities in England and Wales actually increased the average Band D Council Tax by more than Cardiff in the current financial year.

And as Members will know, the Conservative Group has repeatedly called for lower Council Tax increases, but has refused to say what Council services they would cut instead. This Labour administration will continue to protect vital services to the people of Cardiff, services which the low paid and vulnerable rely upon.

We are not only a Living Wage employer, but have also continued to support and protect the Council Tax Reduction Scheme, which is designed to support those on low incomes. And this has a budget of £29.5 million in the current year – a budget which has increased each year to help manage the impact of any Council Tax increases on the city's most vulnerable people.

Supplementary question: *County Councillor Walker*

The better-than-expected settlement from the Welsh Government financially came as a surprise to many people. And we know there's an imminent election and there often are better settlements close to elections, strangely.

Do you now foresee that you might be able to adjust the very high figure you had projected for Council Tax increase in the light of the better-than-expected settlement?

Reply: County Councillor Bale

I would clearly have to consider a whole range of factors over the next few months. We'll be consulting on the budget – the draft budget – in due course, and will listen to the feedback we hear from members of the public in relation to that as well.

Supplementary question: County Councillor Mitchell

Obviously, nobody likes to put Council Tax up. But when we're losing tens and hundreds of millions of pounds over many years, unfortunately, the 1% equates to £1m, which even at 5% is still a drop in the ocean. But I certainly don't like seeing it rise above 3%.

Would you not agree to campaign – or join campaigns – to ask the UK government to claw back some of the £119.4b that goes off-shore in tax-avoidance schemes, tax scams, and offshore trusts?

Reply: County Councillor Bale

Clearly, the whole policy of austerity is driven from Westminster. This is something that has happened for many, many years. Over £200m over the last ten years has been taken out of this Council's budget alone. It simply isn't sustainable.

We've seen in England now this 2% levy on Council Tax bills to attempt to try and plug the gap with social-care costs. But that is nowhere near enough for local authorities to meet that. And I think it is going to come to a point very very soon, particularly in England where the level of funding reductions on local government have been so vast, where some critical services are at risk. And we're already seeing that in terms of some of the knock-on impacts on other parts of the public service, including the NHS in England. And I think that's something we all want to avoid. So I'll certainly be doing my best to lobby government in Westminster to make sure that we get the best deal possible and that's redistributed to support public services across the country.

Question: County Councillor Hunt

Can the Leader of the Council give an update on the work that is continuing on Llanishen Reservoir?

Reply: County Councillor Bale

As you know, bringing forward a high-quality amenity-focussed scheme for Llanishen Reservoir is a priority for the City Council.

Council officers have provided advice to Welsh Water regarding the heritage and ecological aspects of the reservoirs as they seek to fulfil their obligations to make the site safe.

Simultaneously, dialogue is ongoing with Welsh Water to understand their future intentions for the site. They have stated publicly their commitment to opening it up for public access and to examine possible recreational opportunities at the reservoir.

Supplementary question: County Councillor Hunt

I don't know whether the Leader had the opportunity had the opportunity to catch some of the recent Olympics. It was all on at too much of an antisocial hour for me, so I didn't see much of it. But there was – one of our sailing medallists, Hannah Mills, I think learnt to sail on the reservoir. I wonder in the light of that whether there's any sense at the moment that we could have sailing back at the facility?

Reply: County Councillor Bale

You are correct. I understand, having spoken to Hannah Mills' family actually, that Hannah learned in a dinghy on Llanishen Reservoir at a young age and that simply moved on now to an Olympic gold, which is a fantastic achievement of which I'm sure everyone in this chamber would pass on their congratulations to Hannah and her family.

And I'm meeting Welsh Water next week and certainly hoping to open discussions with them as to how we can include some kind of recognition of Hannah's great achievement in the reservoir scheme as that goes forward. And I'll keep you updated.

Supplementary question: County Councillor Walker

I'm sure you will wish to join me in giving our congratulations to the Reservoir Action Group, who really have been at the forefront of making what has happened happen. And they have been supported by members of all political parties and I know you're not trying to capitalise particularly for yourself on all this.

But I think Councillor Hunt has made a very fair point about the sailing, because the sailing in the reservoir did lead not only to Hannah's success, but numbers of British, European, World, and Olympic champions. This is amazing for a tiny stretch of water. So I think it is important for us to recapture that.

My question is when will they be ready to remove the fencing – that horrible metal fencing – that is currently around the site?

Reply: County Councillor Bale

As you may be aware, as I'm sure you read our manifesto, we did give a pledge – a commitment – to campaign and work to reintroduce sailing at Llanishen Reservoir. And that's something that the Labour administration is keen to pursue in the future.

I do take on board your comments about the state of the site at the moment. Welsh Water have been very clear that they don't want to see those sort of physical impediments in the long term. But there are reasons at the moment that they have to restrict access to the site to bring Llanishen Reservoir back into operational use. But once that has happened and after I've had that meeting next week, I'll be in a better

position to update you in terms of the longer-term plans for the regeneration and redevelopment of that area.

Question: *County Councillor Rea*

What is the Council's policy on the maintenance of Council-owned green space which is enclosed and inaccessible to the public?

Reply: *County Councillor Derbyshire*

The Council does not have a formal policy on the maintenance of enclosed and inaccessible land as this issue is addressed on an individual-site basis.

Supplementary question: *County Councillor Rea*

Is it the Council's policy to prioritise those areas where elections are taking place, as there is one particular area in my ward that was cleared but only at election time?

It was given a guarantee to residents when a building was demolished on Cross Street that it would be regularly cleared but it has only happened once, during the Plasnewydd by-election.

Reply: *County Councillor Derbyshire*

I can assure the Councillor that, when we do these things, political nature of the wards is not taken into account one iota.

Supplementary question: *County Councillor Lent*

Can the Cabinet Member confirm that Plasnewydd Labour Councillors and officers have been in dialogue and consultation with local residents on this matter for a number of months?

Reply: *County Councillor Derbyshire*

I am happy to confirm that, Councillor Lent. It is the case that Councillor Rea was referring to the parcel of land and why it was done – I think the reason it was done when it was done when it was, was because of the lobbying by local Councillors to have it tidied up. So the Council was happy to oblige.

Question: *County Councillor Cowan*

How many interim managers do we employ at Operational Manager level and above by Directorate, and how much do we pay each interim manager, and how does that compare to the substantive post comparison salary?

Reply: *County Councillor Hinchey*

The nature of an interim appointment is usually that the individual is not "employed" by the authority as an employee under a contract of employment.

The Council procures interim managers through Commensura, our agency-managed service. Such appointments do not usually benefit from holiday pay, sick leave, or pension contributions, so the pay is higher than the pay for the substantive post to reflect this.

There is currently only one interim manager appointment at the level in this authority, which is the interim Assistant Director for Children's Services. This position is also reflected in pages 58 and 59 of the Council's Statement of Accounts, which was approved by Council last month.

As you will be aware, we have tried on four occasions to recruit to the post. As the responsible Cabinet Member, I am concerned to ensure that we do not make it even harder to recruit good senior staff by putting information in the public arena which encourages criticism of them.

Supplementary question: *County Councillor Cowan*

In order not to embarrass the Council further, I will take the issue up outside the Council Chamber as I know that the number you have quoted is incorrect and I do have written evidence in respect of the number.

Reply: *County Councillor Hinchey*

I welcome that information because Councillor Cowan must have more information from HR Services.

Supplementary question: *County Councillor Lent*

Could the Cabinet Member confirm that the CSSIW recent inspection of Children's Services stressed the importance of stability in this particular area?

Reply: *County Councillor Hinchey*

Absolutely. You are probably more aware than anybody. That CSSIW report gave a very good and positive response to the recent inspection and, therefore, stability over the last four years had been absolutely crucial, particularly given the amount of looked-after children that often come into Cardiff as a resettlement area and the growing pressure around Cardiff.

I think we talked about, at last Council, within a six-week period another 30 children came in as looked-after children. So, absolutely, stability is what we needed.

Question: *County Councillor Gordon*

Are you satisfied that planning guidance in conservation areas is being monitored robustly?

Reply: *County Councillor Michael*

A city-wide review of all 27 conservation areas in Cardiff was completed in 2009.

Each area has an adopted Conservation Area Appraisal to describe its special architectural or historic interest and to help guide development management decisions in order to preserve the area's character and appearance.

Monitoring work and surveys are undertaken regularly and on request when particular enforcement issues or enhancement opportunities arise.

Supplementary question: *County Councillor Gordon*

I've picked up concerns from different conservation areas about contraventions in the conservation areas. And the Victorian Society have offered to try and organise a seminar. I didn't realise there were 27 conservation areas in our city. But they would like to have some feedback about what they think is happening in the conservation areas and I'm just wondering whether you think it'd be best for them to share their findings when they have this meeting with you or whether you'd like the Planning Officers who work in conservation to come to the meeting.

Reply: *County Councillor Michael*

I'm always happy to look at anyone's observations. We robustly keep track with this and there's a slight confusion sometimes with people who think that what they see as a contravention is not actually a contravention. I mean, TAN 9 is the one that actually states that if there's any enforcement to be done, you keep talking until you actually get it right.

But I'm more than happy to meet with Councillor Gordon and meet with Officers to discuss any suggestions you wish to make.

Supplementary question: *County Councillor Boyle*

I'm speaking specifically in relation to the Roath Mill Gardens conservation area, and the guidance on that states that any new building – any *new* buildings – should be designed to harmonise in form and scale with the area and that the first principle of a conservation area is to preserve or enhance its character.

I just wonder, from your experience, how that guidance is interpreted when a new development of obviously contemporary design is proposed within a consistently Edwardian street scene.

How is that modern design generally viewed if it's proposed within an Edwardian conservation area?

Reply: *County Councillor Michael*

I think conservation areas are not something we should actually keep in aspic so that they don't ever change. Conservation areas do change. And one of the things that we like as a planning committee is something radical, something different. And if we get that, we will judge that on its merits and we look at the conservation criteria. So it's not a case of it's a blanket ban.



And it is actually planning guidance and that balance is important to keep. So it's not "its conservation. Therefore, it's aspic – we're not doing any of it." Its planning guidance and we adhere to that.

Question: *County Councillor Woodman*

Could the Cabinet Member please update Council on the work he has done to date to expedite the adoption of new estates by the Council?

Reply: *County Councillor Patel*

The adoption of new roads and public spaces is a priority for the Council to ensure that high standards are achieved in the interest of residents.

However, delays have been experienced on some estates due to difficulties experienced by developers in securing the adoption of drains by Welsh Water. You will be aware that this has been a longstanding problem for the last 10 years or more and is no different to similar delays experienced in other local authorities.

I know that Cabinet Members and officers have been proactive in terms of seeking to promote the resolution of these matters. However, we are constrained by the limited legal powers available to us.

Supplementary Question: *County Councillor Woodman*

I'm very concerned – and I'm sure you share my concern – that residents of Wyncliffe Gardens in Pentwyn have been waiting 10 years, despite local Councillors regularly contacting the Council about this.

Do you think that you can do more with Welsh Water and the developers? Because we've got a lot of new estates going to be built in this city coming forward, east and west. Do you think you could do more to try and get them to take this really seriously and bring about an adoption within a five-year period? It isn't really unreasonable but, for some reason, developers drag it on.

Reply: *County Councillor Patel*

With specific reference to the Wyncliffe Gardens estate in Pentwyn, I can advise you that the adoption of the roads is now quite close. The only outstanding issue is the transfer of the land comprising of two footways to the council and [adjoining?] resident, which are now to be excluded from the works to be adopted. Officers have been advised that the conveyance process for these is now well advanced and completion is fairly imminent.

It is also important to show some successes which have been achieved in recent years. For example, with the adoption of the roads and part of the public open space at the former AWE site in Llanishen. And that's because of the pressures we as Cabinet Members and the Officers have put on the developers.

Question: *County Councillor Hudson*

Can you please outline the cost of both the Caerphilly Road Regeneration Scheme and the A469 Transport & Accessibility Improvement Scheme and what if any penalties are incurred if they overrun their deadlines?

Reply: *County Councillor Patel*

The projected total expenditure on the Birchgrove Shopping Centre regeneration scheme is £228,176.

The projected total expenditure on the A469 Caerphilly Road Local Transport Plan Scheme to implement bus lanes on this arterial route is £2,285,642. This scheme is fully funded by Welsh Government Transport Grant and is being delivered on schedule.

Supplementary question: *County Councillor Hudson*

Can you confirm if some parts of these schemes – and I mean both of them – are flawed and if they've already been changed?

Reply: *County Councillor Patel*

I cannot comment on speculation, unfortunately. I mean, if you're saying something is flawed then I need to know exactly which bits you feel is flawed. And if that's the case, by all means, please contact myself and the Officers and we'll be more than happy to discuss those things.

Supplementary question: *County Councillor Hinchey*

Do you agree that the combined investment by Welsh Government and Council you've just outlined provides new resident bays; improved and safer facilities across the roads, the trees have been improved... Do you agree that, overall, the investment has provided a well overdue, longstanding investment on a key route into Cardiff?

Reply: *County Councillor Patel*

I certainly do, and I've been down Caerphilly Road; and I went down Caerphilly Road before the improvements and I've been down there since the improvements. And I've clearly seen a huge improvement on that.

And this is all about the 50/50 modal shift and the 60/40 modal shift. What we have to do is encourage more and more people to use public transport. And, of course, when you start using the bus lanes, also it's beneficial to the cyclists as well.

And we have got – we've got a corridor which is close to the hospital as well. So, therefore, it's now a real ideal route where people who want to go to the hospital, and also staff who work in the hospital as well, can physically get to that place a lot quicker on the bus route which has been allocated there.

Question: *County Councillor Parry*

Following the £6.5m investment in Active Eastern to make it a real community facility, can the cabinet member for operational property give some examples of other investment by this Labour Council in our buildings across the city, which benefit the people of Cardiff?

Reply: *County Councillor Hinchey*

The Council's five-year property strategy aims to have fewer but better buildings, and seeks to modernise, rationalise, and use buildings collaboratively.

Examples of where we have invested in our operational property include our Hubs across the city. We have provided £8.7m for the new STAR Hub, £1.3m for the Grangetown Hub and £740,000 for the Ely and Caerau Community Hub. In partnership with the Welsh Government, we are also investing £165m in Cardiff schools and our School Organisation Plan, which includes new primary schools and new high schools in the east and west of the city.

We are also investing to reduce the maintenance backlog of our operational properties and £4m of capital funding is made available each year to keep buildings operational. However, we need to continue to manage any such investments to ensure that it remains affordable both now and into the future.

Supplementary question: *County Councillor Parry*

The Eastern Leisure Centre – the newly refurbished Eastern Leisure Centre – and the newly refurbished Rumney Library and Hub are welcome assets now to the people of the east of the city. I think that's all I need to say there.

Reply: *County Councillor Hinchey*

I'm very pleased that one of the local Members is pleased at the modernisation and the services we're providing in the east of the city. Active Eastern, which I think is the new brand that they're using out there, is open and feedback is extremely good so far. And I believe that Councillor Bradbury is about to do an official opening soon and I am sure that he will be inviting you and local Members in the east of the city along to enjoy that.

Question: *County Councillor Sanders*

Excluding children and young people who, for their own protection, need to be placed out of the city, how many looked after children by age, gender, and type of placement including private fostering are, as of the end of September 2016, currently living outside the city?

Reply: *County Councillor Lent*

I can confirm that there were, in total, 223 children placed "out of county" as of 30<sup>th</sup> September 2016. This includes children who have been placed in neighbouring local authorities.

I would be happy to provide you with a detailed breakdown by age, gender, and type of placement following the meeting.

Regulations do not allow for children to be placed “out of county” in private fostering arrangements. These are the responsibility of the local authority where the private fostering arrangement exists.

Supplementary question: *County Councillor Sanders*

Given the reported increase in looked-after-children numbers, how will you increase capacity in this city so that children and young people remain close to where their support services are?

Reply: *County Councillor Lent*

As Councillor Sanders will be aware, we’ve had a major fostering drive recently. And that is the main way that we are trying to increase capacity. We are particularly wishing to attract foster carers who can take different ages, sibling groups, etc. So we’ve been very much altering our focus to meet the children who we need to accommodate.

Supplementary question: *County Councillor Walker*

Presumably, Councillor, you are looking to reduce that number of “out of county”. Can you tell us something of the progress you’re making in reducing that number, because I know how expensive these things cost? And can you give us some idea of how much they might be costing?

Reply: *County Councillor Lent*

What I can tell you is that, since April, we have returned approximately 10 children from expensive residential placements out of county. And we estimate that we’ve saved approximately £800,000 in doing that.

Question: *County Councillor Rea*

Please set out the details of the Council’s plans and schedule for clearing fallen leaves from streets and pavements over the coming six months.

Reply: *County Councillor Derbyshire*

The Council has a number of teams working together to ensure that appropriate resources are committed to clear the leaf fall from streets and pavements across the city.

There are three key elements to work to clear the leaf fall:

Firstly, tidal parking, where we ask residents along tree-lined streets to move their vehicles in order to facilitate access to kerb channels. The timetable started on 5<sup>th</sup> September and runs through to 13<sup>th</sup> December.

Secondly, during the main leaf fall period from 10<sup>th</sup> October through to 23<sup>rd</sup> December, we publish a timetable of the areas in which resources are targeted and these main areas are blitzed on a regular basis.

And, thirdly, after the main leaf fall has happened, we will target hotspot areas at risk of surface water flooding, especially when bad weather is predicted in order to reduce leaf build up around drains.

Supplementary question: *County Councillor Rea*

Will the Council be able to provide Members with lists of – if you're writing to residents of particular streets that are going to be cleared, will you be able to provide Members with those lists when they're planned to be cleared so we can consult with residents ourselves?

Reply: *County Councillor Derbyshire*

I'm happy to provide you with the list of streets in your own area if you just want to drop me an email and let me know.

Question: *County Councillor Cowan*

When will wards in Cardiff North receive the same service as the eight inner City wards which receive the rotational cleansing blitz every two months or so?

Reply: *County Councillor Derbyshire*

We have a commitment to improve the cleansing/street environment quality across Cardiff, despite the severe budgetary challenges faced by the Council as a result of the UK Government's austerity agenda. However, it has to be recognised that the issues across the city are not the same.

The service provided in the inner wards is required to be proportionate to needs. This will relate to population density, social differences, and demands placed on areas by commuters. It is felt that the blitz approach in the inner wards provides a service proportionate to needs that is not suitable or needed for outer wards.

The outer wards are receiving additional cleansing supported by two new afternoon teams that support cleansing of the district shopping centres and hotspot locations, in addition to the existing cleansing regime.

Where we become aware of other areas in a ward that require further cleansing, resources are available to carry out one-off visits to address the issue.

Supplementary question: *County Councillor Cowan*

Perhaps you would like to clarify what "social differences" are for us?

And you mentioned the comment about putting additional resources into the district shopping centres in the hotspot areas, which obviously is welcomed, but a number of people from Rhiwbina talk to me about the lack of street cleansing in the individual streets. They pay some of the highest rates of Council Tax in the city and they feel they don't get value for money. So can you look to put additional resources into the side streets, into the streets where people actually live and reside?

Reply: *County Councillor Derbyshire*

I hope you would agree with me that the footfall in some of the side streets in Rhiwbina is not quite the same as it is in the city centre or areas of Cathays where student populations are high.

We have to be realistic about this. It's never been any different when previous administrations were in place. What we have to do is we have to respond where the greatest need is. The greatest need is not in Rhiwbina. However, as I've said to you, if you want to report areas where you feel there is a particular problem, I'm more than happy to get my Officers to come and have a look and see whether we can help.

Question: *County Councillor Clark*

How many illegal building developments have the planning enforcement team determined for demolition/removal in each of the following years:

- 2012/13;
- 2013/14;
- 2014/15; and
- 2015/16?

For each of those years how many of those illegal developments have actually been demolished.

Please could you also provide details of the status of those that have not been demolished?

Reply: *County Councillor Michael*

It's difficult for me to provide you with all this information in the time available to me so I will seek to provide you with this information after the meeting.

What I would say though is that the purpose of planning enforcement action is to overcome an unacceptable breach of planning control.

Therefore, when enforcement action is pursued, it would not necessarily be for the complete demolition of a building. Partial demolition or other alterations in such buildings may be required in order to make them acceptable in planning terms. Any such enforcement action is only taken as a last resort and the primary responsibility of the enforcement function is to negotiate with and advise property owners to ensure that unacceptable development is made acceptable.

I have a full list of information for the years you've asked, which I haven't got time – I've got ten seconds, so I will give that to you after the meeting.

Supplementary question: *County Councillor Clark*

I welcome the fact that I will have that opportunity after the meeting. Will I get them directly after this meeting?

Because I have been asking this question for just 18 months, now. Just a simple identification of how many have been identified for demolition and how many have actually been demolished. But I really do welcome that, if you have got that

information available to me and you can hand it to me after the committee, I really welcome that. Thank you.

Reply: *County Councillor Michael*

I have got the information on my iPad. I am happy to send it to you after the meeting – all the years you’ve asked for, all the details.

Supplementary question: *County Councillor Robson*

Chair of Planning, and also for the Cabinet Member for Planning as well, can we conduct a review into enforcement, just to ensure that once an enforcement notice is served, it is complied with or acted within a timely fashion?

Reply: *County Councillor Michael*

We only sign them as a last resort. And, I think as the answer says, action is taken as a last result we enforce them. The idea of enforcement is to actually go into negotiations.

I quoted earlier on TAN 9 virtually hands it to you. It says it’s inadvisable to take action – enforcement action – while discussions are ongoing.

So, if you want any information, you have access to the Enforcement Officers, and I am happy for you to come in with me to Planning. We can sit there with officers and ask any questions you want.

Question: *County Councillor Cowan*

Can the Cabinet Member advise how many sites have been visited in Cardiff North in the quest to find a site to assist with household recycling, and where are the sites and what are the timescales?

Reply: *County Councillor Hinchey*

Officers have explored sites and buildings across the city, including wards in the north of the city. This has included a thorough review of Council owned assets and properties on the market with the private sector.

I will provide any local ward Members with more details as they emerge. However, when discussing with reusable market experts, it is essential that a site must meet the criteria of both scale and readily accessible location, which is critical for both those who want to donate and those in the community who actually need those reusable items.

Supplementary question: *County Councillor Cowan*

Thank you for the statement, but basically the question talks about “where are the sites and what are the timescales?” We made some comments and Councillor Derbyshire did, at the last meeting that Wedal Road wouldn’t close until certain criteria had been met, which obviously is very welcomed. But we’re not getting any

substantive information. We have no idea of the timescale – are we looking at a week or are we looking at ten years? Can you give us some indication, please?

Reply: *County Councillor Hinchey*

At this particular time, no. We've engaged some of the third-party providers who are already supplying some of those types of reuse – you know, companies like Track 2000, British Heart Foundation, and Groundworks are another well-established group in South Wales.

So Councillor Derbyshire and I have been talking to them about what their needs are, what their outlooks are in terms of helping people and establishing the type of structure we will want. We certainly above 15000 square feet, for example, given the capacity and size of Cardiff.

So, at the moment, we are looking at a number of properties but we're not at the point where we can disclose particular locations.

Can I ask as well – perhaps I can be a bit cheeky, Councillor Cowan – if you've got some particular HWRC potential sites in Rhiwbina, perhaps you'd like to come forward?

Supplementary question: *County Councillor Clark*

Please could you clarify whether Wedal Road Recycling Centre will remain open until before or after a new Cardiff north recycling centre opens?

Reply: *County Councillor Hinchey*

First, I'd like to point out that Wedal Road won't close until we've got all those alternatives that we said and promised in place.

We're talking about a *reusable* centre. And I guess if I can describe it from our trips to see some other likewise establishments around South Wales, there are a huge number of students – growing number of students – who regularly purchase items and, dare I say, they end up being discarded at the end of term. And parents, like us, who have sent off students, go and rebuy all that stuff. But there are certainly areas around Cardiff where items can be, with a little bit of tender love and care, be repaired and put back into good use so they don't end up either being fully recycled or going to landfill.

Question: *County Councillor Lloyd*

Could the Cabinet Member please tell me when the weeping willow that fell into Roath Park Lake almost a year ago will be removed and will it be replaced?

Reply: *County Councillor Derbyshire*

We anticipate these works will be undertaken and a replacement tree planted by the end of the calendar year.



Supplementary question: *County Councillor Lloyd*

I accepted the spring reason for not felling the tree then. I was told that things were nesting in it. Well, fair enough, I suppose. I know over the summer they've been busy, but surely by now – it is coming up to its first birthday after all – surely it should have been felled by now. It's unsightly to the park users over the summer. Is the monitoring process, if that's what it's called, robust enough now that the Parkwood have taken over the management of a lot of the parks? Is the monitoring robust enough to ensure that our parks are adequate and can remain beautiful for the people who visit them?

Reply: *County Councillor Derbyshire*

I think you got a bit confused about Parkwood. They don't deal with the tree issue at all – that's still within Parks, and I intend for it to remain that way.

The issue has been for us, I think we have to look at priorities here, as always. We've got a relatively small tree team. They deal not just with the trees in parks but on housing estates and on the highway. So we have quite a big responsibility there. And I think the shame of it all is of course that it was vandalism that caused it in the first place, which is terrible to know about.

But what we have to look at is the condition of the tree, whether it becomes a danger to public safety, and also the situation at the time. As you pointed out yourself, there was some delay because of nesting, etc. But also the condition of the tree – it didn't present any danger to the public, even if it might have been a little bit unsightly. And, therefore, it had to wait its turn in terms of prioritising and making sure that, where there were trees that were in danger of coming down and affecting people, that that would have been a problem for us.

So I can assure you, as I say, it is going to be done by the end of the calendar year, and it will be replaced on a like-for-like basis with a weeping willow known as *Salix babylonica*.

95 : URGENT BUSINESS

None

96 : CONSTITUTION COMMITTEE: ASSISTANT TO CABINET MEMBERS -  
ROLE DESCRIPTIONS

The Council was requested to approve the recommendation of the Constitution Committee 21 September, 2016 in relation to the Assistants to Cabinet Member role descriptions.

RESOLVED – That

- (1) the amendment of Article 7.5 of the Constitution to include the Role Description for Assistants to Cabinet Members as set out in the report was approved

- (2) the Monitoring Officer be requested to make the necessary amendments to the Constitution arising from resolution (1) above; and
- (3) the approved Role Descriptions be circulated by the Monitoring Officer to all Assistants to Cabinet Members.

97 : COMMITTEE MEMBERSHIP

The Council received a report identifying the current Committee vacancies and the Party Group nominations to vacancies on Committee had been include on the amendment sheet.

RESOLVED – That

1. Councillor Murphy be appointed to fill the vacancy on the Planning Committee;
2. Councillor Huw Thomas be appointed to fill the vacancy on the Council Appeals Committee.

98 : NOMINATIONS TO OUTSIDE BODIES

The Council was requested to agree the appointment of Council representatives to Outside Bodies under the Local Choice functions in accordance with nominations received from Party Groups as set out on the amendment sheet.

RESOLVED that the following nominations as City of Cardiff representatives on outside bodies be approved:

<u>Name of Organisation</u>	<u>Nominated Representative</u>
Cardiff & Vale of Glamorgan Community Health Council	Mr Gareth Williams
South Wales Fire & Rescue Authority	Councillor Manzoor Ahmed

*(Meeting closed at 20.50pm)*

99 : WRITTEN QUESTIONS

ENVIRONMENT QUESTION

Written Question: *County Councillor Walker*

The Environmental Legislation April 2016 requires public bodies to achieve a biodiverse environment. What actions have so far been taken by the Council in response to this legislation and what future proposals are planned?

Reply: *County Councillor Derbyshire*

As Cardiff's Biodiversity Champion, I have been facilitating more wildlife areas in our parks and open spaces; several of which have been seeded with wild flowers to

encourage pollinators. I have also attended and chair meetings of Cardiff's Biodiversity Partnership and meet regularly with the RSPB and other groups and bodies to explore ways to make Cardiff a more biodiverse city. The Environment (Wales) Act 2016 requires that public bodies, such as the City of Cardiff Council, seek to maintain and enhance biodiversity and, in doing so, promote the resilience of ecosystems in the exercise of their functions.

Chair: \_\_\_\_\_

Date: \_\_\_\_\_

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**CYNGOR DINAS CAERDYDD  
CITY OF CARDIFF COUNCIL****COUNCIL:****24 NOVEMBER 2016**

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**PUBLIC QUESTION NO. 1****QUESTION TO COUNTY COUNCILLOR PATEL  
(TRANSPORT, PLANNING & SUSTAINABILITY PORTFOLIO)****PUBLIC QUESTION FROM RHYS TAYLOR**

Local businesses on Whitchurch Road have long called for business parking permits to be introduced in the area allowing local businesses to utilise resident-only parking spaces during working hours. Cardiff Council has previously conducted a trial of a similar scheme in Riverside; however, the evaluation of this scheme has yet to be published. Can you confirm that the Council intends to publish the evaluation of this scheme in order for business parking permits to be rolled out across the City?

**PUBLIC QUESTION NO. 2****QUESTION TO COUNTY COUNCILLOR MERRY  
(EDUCATION PORTFOLIO)****PUBLIC QUESTION FROM TOM WALKER**

In the 2016 secondary school admissions round a significant number of Marlborough Primary School children who had been long term residents within the Cardiff High School catchment area were not initially allocated a place at Cardiff High School. This resulted in disruption to established peer groups and caused considerable distress to the children concerned.

In view of this, please confirm what, if any, action has the Council taken to ensure that the rights and interests of Marlborough Primary School children, and the preferences of their parents, are adequately and fairly taken into account when allocating places at Cardiff High School?

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**CITY & COUNTY OF CARDIFF  
DINAS A SIR CAERDYDD**



**COUNCIL:**

**24 NOVEMBER 2016**

**REPORT OF CORPORATE DIRECTOR RESOURCES**

**Audit Committee – Independent Member Appointments**

**Reason for this Report**

1. To seek approval for the appointment of new Independent Members of the Audit Committee.

**Background**

2. Under the Local Government Measure 2011 it became a requirement for all Councils to establish an Audit Committee and appoint at least one independent person to that Committee.
3. This Council's Audit Committee was established in May 2012 with four Independent Members from the previous Audit Panel to ensure continuity of experience and expertise. These Independent Members were duly appointed at Annual Council on 17 May 2012. The Independent Members were appointed for two administrative terms unless they indicated that they wished to stand down for any reason.
4. The current composition of the Audit Committee, as approved at Annual Council in May 2016, consists of eight Councillors and four Independent Members. The proportion of Independent Members is one third of the Committee Members, which is the maximum permitted under the Measure. Councillors are appointed to the Committee each year at Council in May.
5. Audit Committee provides a report on its activities, which it presents to Council annually.

**Issues**

6. The appointment of Independent Members of the Audit Committee is the responsibility of Council.
7. In accordance with the Guidance on the Measure, the Council recruits Independent Members of the Audit Committee following a public recruitment exercise and delegates authority to the Corporate Director, Resources, to make the necessary arrangements and appointments.

8. A recruitment exercise was carried out from August to October 2016 concluding with the Audit Committee Appointment Panel made up of the Chair of the Committee; an Independent Member and a Councillor meeting on 7 November 2016 to interview candidates that met the necessary requirements of the role.

### **Legal Implications**

9. The relevant legal provisions are set out in the body of the report.

### **Financial Implications**

10. The cost of the appointments process (e.g. the publication of public advertisements) was met from within existing resources. The costs of remuneration of Independent Members of the Audit Committee under the Independent Remuneration Panel for Wales guidance and the Council's agreed Schedule of remuneration will be met from the existing budget.

### **RECOMMENDATIONS:**

Council is request to:

- (1) approve the appointment of Mr David Price to fill the current vacancy for an Independent Member of the Audit Committee with effect from 25 November 2016;
- (2) approve the appointment of Mr Gavin McArthur to fill a second vacancy that will arise following the next meeting of the Committee to replace Prof, Maurice Pendlebury who has indicated that he wishes to stand down as an Independent Member. This vacancy will be filled from 1 December 2016;
- (3) thank Prof. Pendlebury for his significant contributions to the work of the Audit Committee and previous Audit Panel and wish him all the very best for the future.

**CHRISTINE SALTER**  
**Corporate Director Resources**  
**18 November 2016**

### **Background papers**

Role Description and Person Specification September 2016



**CITY & COUNTY OF CARDIFF  
CINAS A SIR CAERDYDD****COUNCIL:****24 NOVEMBER 2016**

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**CABINET PROPOSAL**

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**CARDIFF HOUSING STRATEGY 2016-2021****Reason for this Report**

1. To seek approval of the new Cardiff Housing Strategy 2016-21 (Appendix A).

**Background**

2. Cardiff's existing Housing Strategy covers the period 2012-17. The date for revising the Strategy has been brought forward by 1 year however, to reflect changes in legislation, UK Government policy and strategic direction.
3. As the over-arching housing strategy for Cardiff, this document sets the strategic direction for housing provision and services across all tenures and identifies the key priorities for the Council and partners. The Strategy references the findings of the Local Housing Market Assessment 2015, which was commissioned to provide a robust evidence base for future housing need, to inform the Housing Strategy. The Market Assessment will be updated bi-annually in accordance with Welsh Government requirements.

**Issues**

4. The Strategy has been developed in a time of increasing housing need and reducing resources. The document therefore focuses on prioritising and meeting the housing needs of the most vulnerable.
5. It also responds to recent Welsh Government legislation including the Housing (Wales) Act 2014, Social Services and Well-being (Wales) Act 2014, Well-being of Future Generations (Wales) Act 2015, and Renting Homes (Wales) Act 2016 and changes in UK Government policy, specifically around welfare reform.
6. The Strategy supports all 4 of the Council's key priorities, with the main emphasis being on supporting the vulnerable. The Strategy reflects the city's aim to be Europe's most liveable city, and seeks to contribute to the Corporate Plan and key themes of the Well-being of Future Generations Act.

## Vision and Key Aims

7. A vision for the Strategy has been set out as follows:

*We aim to deliver the best housing outcomes for the people of Cardiff, working together with our partners to ensure that all our citizens can access high quality, affordable and sustainable homes.*

This vision is supported by 4 Key Aims, each aim is represented by a separate chapter within the Strategy. These aims are as follows:

- To develop a full understanding of housing need in the city (Housing Need)
  - To take a coordinated and evidence based approach to developing and improving homes in Cardiff (Homes)
  - To ensure that the housing needs of the most vulnerable are met (People)
  - To improve neighbourhoods and help build stronger communities (Communities)
8. The Strategy focuses on meeting the needs of the most vulnerable in the community and the Equalities Summary (page 42) and Accessible Services Summary (pages 43-44) set out the actions to be taken to support the vulnerable and ensure equal access to housing.
9. The Strategy sets out a number of ambitious activities to be undertaken by the Council and partners over the next 5 years, listed as 'We Will' commitments. A summary of these actions can be found on pages 45 to 46.
10. A separate action plan will be developed and a monitoring framework established to track progress against these commitments. It is proposed that this take the form of an annual report card, with activities identified through a RAG system.

## Consultation

11. The Strategy has been developed with input from RSL partners and consultation has been undertaken with over 100 stakeholders from the public, private and third sectors.
12. The Strategy was also considered by the Community and Adult Social Services Committee on 6<sup>th</sup> July 2016, a copy of the Committee's letter and response can be found at Appendix B. Changes made as a result of the scrutiny include:
- reference to the findings of the Local Housing Market Assessment on the housing needs of BME Communities
  - reference to the Council's Strategic Equality Plan 2016-2020

- reference to the importance of design in delivering high quality, sustainable, affordable housing.

The Strategy has been amended to reflect these comments and in particular the Equalities section has been considerably strengthened.

13. All Ward Members have been consulted on the Housing Strategy.
14. A number of comments were received during the consultation from a range of partners. These were generally positive, and changes were made as a result to enhance the strategy. A summary of these comments and the changes made can be found at Appendix C.
15. An Equalities Impact Assessment has been carried out and can be found at Appendix D.

### **Reason for Recommendation**

16. The Cardiff Housing Strategy 2016-2021 ensures that the Council has current and relevant strategic plans in place to address housing issues across all tenures.

### **Financial Implications**

17. There are no direct financial implications arising from this report. The report lists a number of aims which will have financial implications. These will need to be delivered within existing financial resources or additional funding be identified before these are implemented. The effectiveness of new and existing policies will need to be continually monitored to feed into future updates of the Strategy and to ensure that the use of resources is effective and sustainable, given current and future restraints on resources.

### **Legal Implications (including Equality Impact Assessment where appropriate)**

18. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. standing orders and financial regulations; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.
19. The Council has an allocation policy in accordance with Part VI of the Housing Act 1996. The scheme has been framed so as to secure that reasonable preference is given to
  - i) People who are homeless (within the meaning of Part II of the Housing (Wales) Act 2014

- ii) People who are owed a duty under sections 66, 73 or 75 of the Housing (Wales) Act 2014
  - iii) People occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions
  - iv) People who need to move on medical or welfare grounds
  - v) People who need to move to a particular locality where failure to meet that need would cause hardship
20. The Council have a duty to carry out a homeless review and formulate a homeless strategy under Part II of the Housing (Wales) Act 2014.
21. The Council have a duty to carry out an assessment of the accommodation needs of Gypsies and Travellers residing in or resorting to its area under Part III of the Housing (Wales) Act 2014.
22. The Council has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are:
- Age
  - Gender reassignment
  - Sex
  - Race – including ethnic or national origin, colour or nationality
  - Disability
  - Pregnancy and maternity
  - Marriage and civil partnership
  - Sexual orientation
  - Religion or belief – including lack of belief
23. As such a decision to implement the proposal has to be made in the context of the Council's equality act public sector duties.

### **HR Implications**

24. There are no HR implications.

### **CABINET PROPOSAL**

Council is recommended to approve Cardiff's Housing Strategy 2016-2021.

### **THE CABINET**

13 October 2016

*The following appendices are attached:*

Appendix A – Cardiff Housing Strategy 2016-2021

Appendix B – Letter from Community & Adult Services Scrutiny Committee and response.

Appendix C – Consultation Summary Report

Appendix D – Equality Impact Assessment

*The following background paper has been taken into consideration*  
Local Housing Market Assessment 2015 Final Report

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# Cardiff

## Housing Strategy

2016 - 2021

Page 41



Draft





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Equalities Summary	42
'We Will' Summary	45

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg.

# Introduction

## Cardiff's Shared Vision

Cardiff's vision is *'to be Europe's most liveable Capital City'* - a great place to work and do business; which attracts and retains the best talent; a place where people love to live; and a city of opportunity for everyone, regardless of background.

Being a liveable capital city means achieving the 7 shared outcomes outlined in Cardiff's Single Integrated Plan, "What Matters":

- ⇒ **People in Cardiff are safe and feel safe**
- ⇒ **Cardiff has a thriving and prosperous economy**
- ⇒ **People in Cardiff achieve their full potential**
- ⇒ **Cardiff is a great place to live, work and play**
- ⇒ **People in Cardiff have a clean, attractive, sustainable environment**
- ⇒ **People in Cardiff are healthy**
- ⇒ **Cardiff is a fair, just, inclusive society**

The Cardiff Liveable City Report (October 2015) highlights Cardiff's performance against these outcomes, showing where the city is doing well and where improvement is needed.

The 7 shared outcomes contribute to the National Well-being Goals set out in the Well-being of Future Generations (Wales) Act 2015, which requires public bodies to adopt sustainable ways of working to improve the economic, environmental, social and cultural well-being of Wales.

## City of Cardiff Council Priorities:



The Council's priorities (see left) recognise the most important areas that need to be addressed in the short to medium term.

This Housing Strategy supports each of these priorities across a range of service delivery areas and indicates how Housing can contribute to the Liveable City agenda over the next 5 years, whilst also preparing a longer-term approach to planning.

## Strategic Links

The Strategy acknowledges the priorities outlined in the Welsh Government's national planning policy, housing and homelessness strategies.

It also responds to recent Welsh Government legislation including the Housing (Wales) Act 2014, Social Services and Well-being (Wales) Act 2014, and Renting Homes (Wales) Act 2016, together with changes in UK Government policy, specifically around welfare reform.

# Introduction

This Housing Strategy for Cardiff 2016-2021 sets out how the City of Cardiff Council and its partners will shape and deliver future housing services and provision across the city.

## Vision

We aim to deliver the best housing outcomes for the people of Cardiff, working together with our partners to ensure that all our citizens can access high quality, affordable and sustainable homes.

The Strategy has been developed in a time of challenges: new legislative duties on local authorities, continuing austerity leading to unprecedented budget cuts and an increasing demand for services.

Recognising these challenges, 4 key aims have been identified.

## Key Aims

- ⇒ **To develop a full understanding of housing need in the city (*Housing Need*)**
- ⇒ **To take a coordinated and evidence based approach to developing and improving homes in Cardiff (*Homes*)**
- ⇒ **To ensure that the housing needs of the most vulnerable are met (*People*)**
- ⇒ **To improve neighbourhoods and help build stronger communities (*Communities*)**

Each key aim is addressed through a separate chapter under the headings of:

- ⇒ ***Housing Need***
- ⇒ ***Homes***
- ⇒ ***People***
- ⇒ ***Communities***

## Partners

Key to the success of any strategy is partnership working. The Council is fortunate to have a wealth of partners who share the same values and priorities, including:

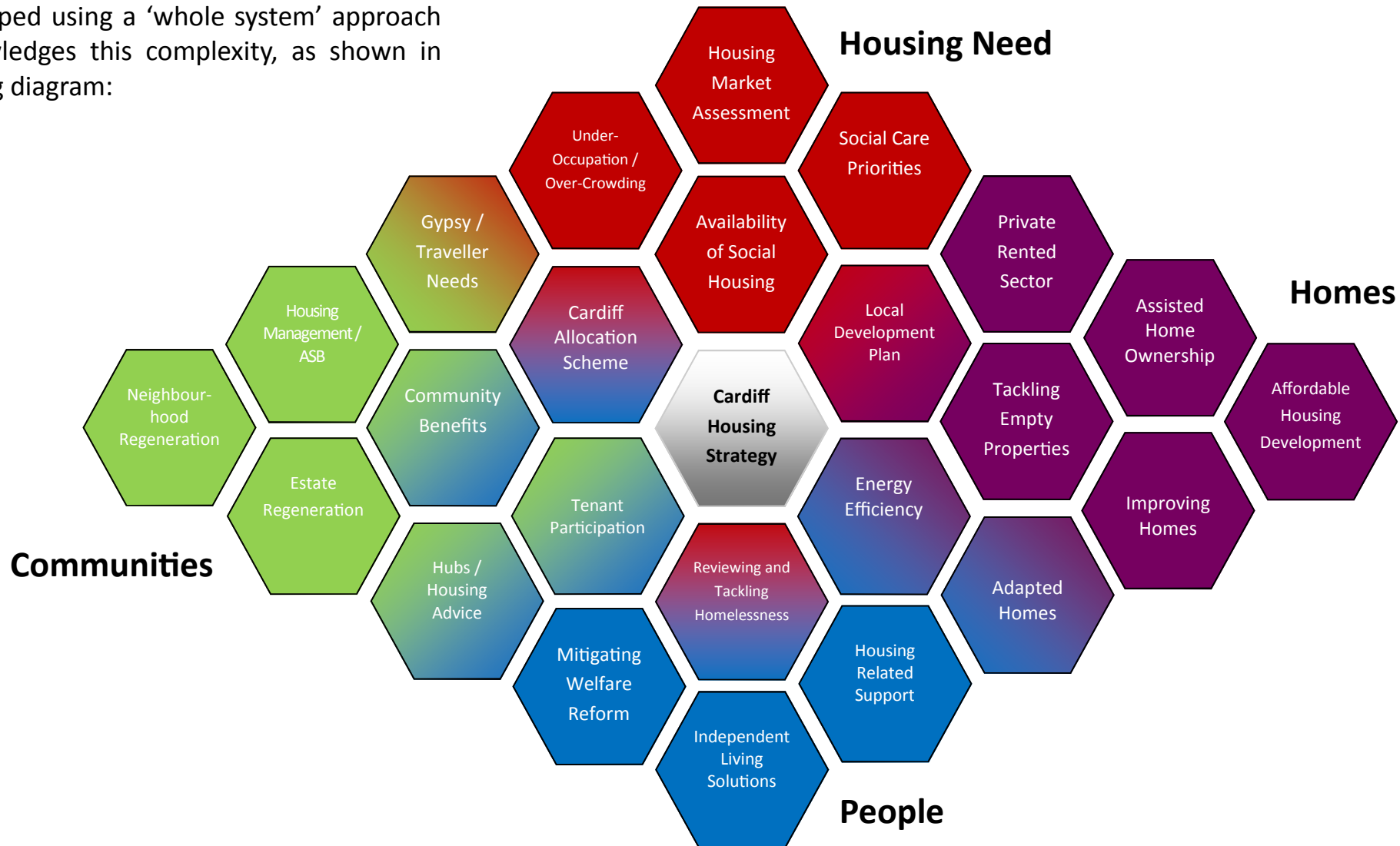
- ⇒ local Housing Associations (known as Registered Social Landlords);
- ⇒ private landlords and letting agents;
- ⇒ third sector support providers;
- ⇒ statutory partners operating in the city including Health, Probation, Police and Fire Service;
- ⇒ Welsh Government.

## Monitoring the Strategy

This Strategy sets out a number of ambitious activities to be undertaken over the next 5 years. These are listed as 'We Will' commitments throughout the document and are summarised on pages 45-46. A separate action plan will be developed and continually monitored with partners to inform an annual report of progress published each year.

# Whole System Approach

It is recognised that aspects of the housing system overlap and that addressing one aspect can have implications for other factors. This Strategy has been developed using a 'whole system' approach that acknowledges this complexity, as shown in the following diagram:



# Housing Need

*To develop a full understanding of housing need in the city*



# Understanding housing need in the city

## Local Housing Market Assessment Findings

In 2015, the Council commissioned a Local Housing Market Assessment (LHMA) to understand the nature and level of housing demand and need within Cardiff. Over 13,000 households were surveyed and secondary data, including population forecasts and Census data, was analysed as part of the assessment.

## Demographic Change

Welsh Government 2011-based projections identify 142,802 households in Cardiff in 2011, rising to 201,792 by 2036, an increase of 41.3%. Average household size will reduce from 2.33 to 2.21 over the same period.

## Tenure Profile

2011 Census data shows that the owner-occupier market has reduced since 2001 from 69.2% to 59.2% of the city. Private renting has almost doubled from 11.1% to 21.9%. The private rented sector is now larger than the social sector, which has remained at around 17%.

## Dwelling Type

31% of dwellings are terraced houses, 29% are semi-detached houses, 26% are flats and 14% are detached houses (2011 Census). The majority (72%) of social sector properties have 1 or 2 bedrooms, whilst in the private sector 66% of properties have 3 or more bedrooms.

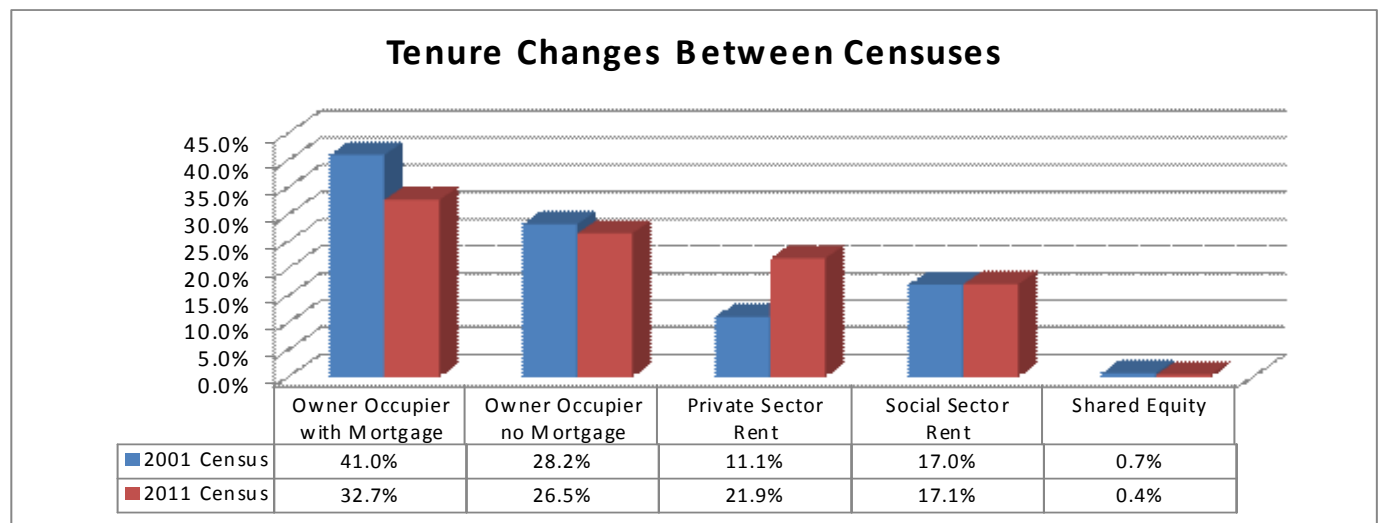
## House Prices and Rental Values

The average price paid for a detached property in Cardiff was £341,177; a semi-detached cost £218,066; a terraced property cost £179,879 and a flat cost £142,888 (Land Registry 2014). The average private rent per month was £559

for a 1 bedroom property, £689 for 2 bedrooms and £857 for 3 bedrooms. This compares to Local Housing Allowance rates of £450 (1 bedroom), £550 (2 bedrooms) and £650 (3 bedrooms).

## Household Income and Affordability

39% of existing households have annual incomes below £20,000, rising to 50% for concealed households (people living within a household wanting to form a separate household, for example adult children living with parents). 51% of existing households earn below the UK average of £26,135 per annum (63% for concealed households).



# Understanding housing need in the city

The following table shows the single income thresholds required to purchase entry level (lowest quartile) properties in Cardiff, based on a 95% mortgage and lending ratio of 3.5 times gross income.

Entry Level Sales – Income Thresholds (£)		
	Sales Level	Income Threshold
1 bed flat	£85,000	£23,100
2 bed flat	£105,000	£28,500
2 bed terrace	£120,000	£32,600

Source: LHMA March 2015

The thresholds for renting entry level properties (based on rent at 25% of gross income) are shown below:

Entry Level Rents – Income Thresholds (£)		
	Rent Level	Income Threshold
1 bed flat	£495	£23,800
2 bed flat	£650	£31,200
2 bed terrace	£650	£31,200

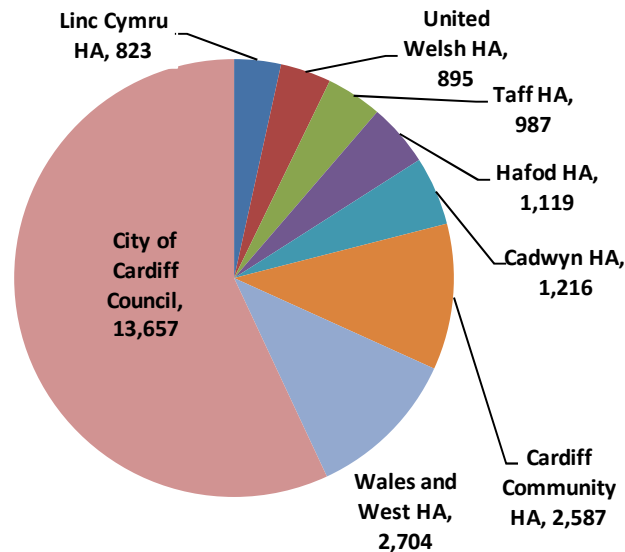
Source: LHMA March 2015

**We Will:** Update and refresh the Housing Market Assessment data.

## Availability of Social Housing

### Stock Levels

The Council and 7 partner Housing Associations have in total almost 24,000 units of social rented accommodation.



Social stock is predominantly located in outlying parts of the city. Demand for all wards is high and opportunities to develop affordable housing across Cardiff are always being explored. New units are planned for the more popular wards adjacent to the city centre.

### Lets

Between the 8 social landlords, an average of 1,644 lets are made each year. Targets are applied to the 3 sub-lists (Homeless, Beneficial Transfer and General) of the Cardiff Housing Waiting List to reinforce movement and maintain social stability by ensuring that a mix of households in different situations are rehoused.

### Cardiff Housing Waiting List

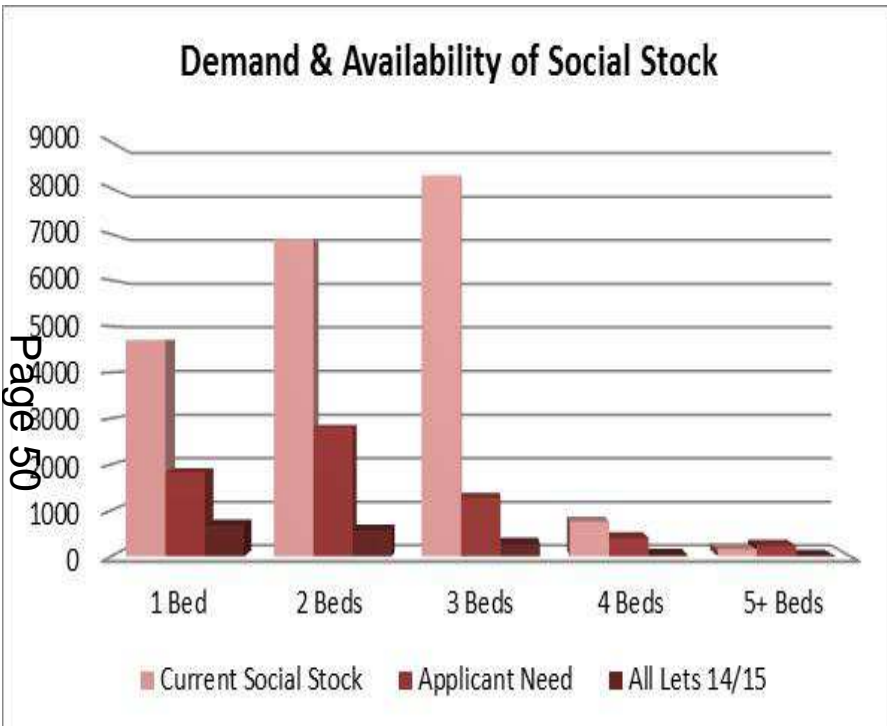
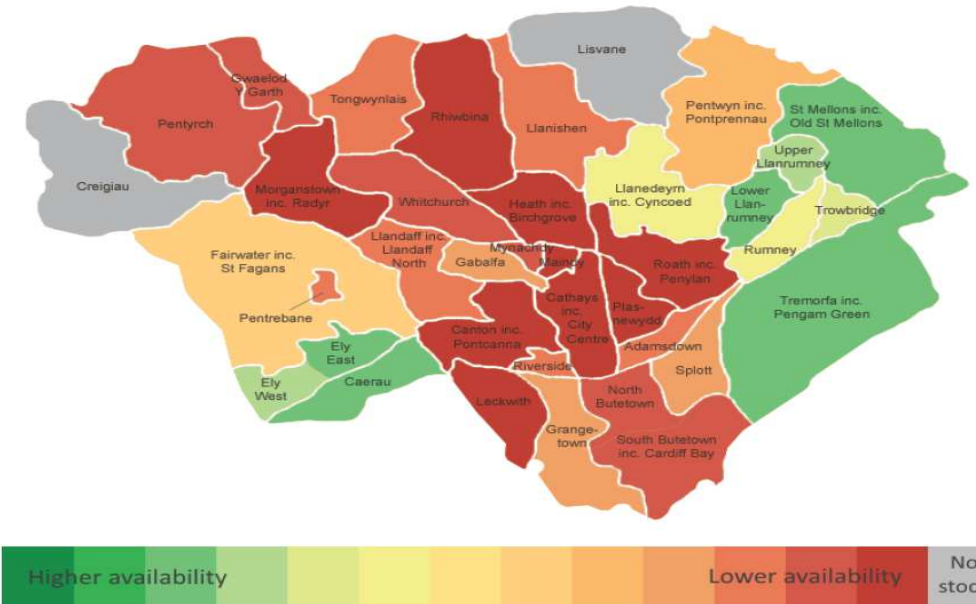
The Council and local RSLs operate a common waiting list for social housing, from which suitable applicants are offered available properties.

For those wanting to join the list, applicants must first attend a Housing Application Interview where all suitable housing options are explained, including joining the waiting list. On average 69 Housing Application Interviews are undertaken each week, with 89% accepted onto the waiting list. A quarter of applications are from existing social tenants wanting to transfer properties.

# Understanding housing need in the city

Maps showing the availability of different types and sizes of accommodation are used to give informed advice (see right for an example).

## Family Need : 3 bed - household with child under 16



The chart above shows the current stock levels by number of bedrooms, compared to the bedroom need of applicants on the waiting list and turnover in 2014/15.

The joint Cardiff Housing Allocation Scheme prioritises applications based on housing need and a local connection to Cardiff. All applications are placed within a Band in date order as shown in the table on the right:

Band	%	Number
Immediate	0.3%	38
Band A - urgent need with local connection	6.4%	577
Band Bi - high need with local connection	9.4%	991
Band Bii - medium need with local connection	33.6%	3487
Band C - urgent need, no local connection	0.0%	0
Band Di - high need, no local connection	0.4%	54
Band Dii - medium need, no local connection	2.7%	269
Band E - no need with local connection	43.4%	3856
Band F - no need, no local connection	3.8%	300
<b>TOTAL</b>	<b>100%</b>	<b>9572</b>



# Understanding housing need in the city

The Housing Waiting List is comprised of households with differing housing needs. These include applicants who:

## ***Are homeless***

The Council has accepted a duty to rehouse 221 households.

## ***Are living in unsatisfactory housing conditions***

- 2765 households (29% of the waiting list) are overcrowded.
- 489 households (5% of waiting list) need to downsize and are on the Beneficial Transfer sub-list.

## ***Need to move on medical or welfare grounds***

- 2477 households (26% of the waiting list) have a medical need.
- 1621 households (17% of the waiting list) need ground floor / lift accessible accommodation.
- 549 households on the Cardiff Accessible Homes list (89% of these also on General List).

## ***Need to move to a particular area to avoid hardship***

Including people fleeing domestic abuse or affected by anti-social behaviour.

Those registered in Bands E and F have no identified housing need and account for almost half of the waiting list. 7% of all applicants have no local connection.

The joint Allocation Scheme is amended as necessary informed by new policy and legislation such as ongoing welfare reforms and operational experience.

## Older People

Cardiff has an ageing population, with implications for the required amount, type and location of older people's housing. Currently there are almost 2000 applicants on the Housing Waiting List aged over 50 wanting social housing.

The majority need 1 bedroom properties but 5% require 2 bedrooms and 990 require ground floor or lift accessible accommodation. 151 of these applicants will release larger social properties.

A survey of these applicants in 2014 highlighted the following information (see table). Respondents identified that the most common reasons for wanting to

Current Waiting List Applicants Aged 50+	Age 50-59	Age 60-69	Age 70-79	Age 80+
Own their own home	6%	12%	17%	28%
Rent privately	37%	25%	11%	13%
Rent social housing	34%	38%	49%	47%
Have adaptations	13%	23%	36%	40%
Receive support	25%	23%	27%	23%
Interested in	84%	88%	79%	70%
Interested in sheltered	27% (but are not eligible)	40%	48%	68%

move were poor health, difficulty with stairs, to live near friends and family and to be with people their own age thereby avoiding isolation.

All available data on both need and older persons stock is currently being collated to inform discussions with partners on how best to address the housing needs of this client group.

**We Will:** Develop an Older Persons Accommodation Strategy for Cardiff.

# Understanding housing need in the city

## *Under-Occupation / Over-Crowding*

Under-Occupation and Over-Crowding		
Tenure	Under-occupied	Over-crowded
Owner occupied with mortgage	45.3%	3.5%
Owner occupied without mortgage	63.4%	0.7%
Private Rented	9.6%	4.0%
Council Rented	12.5%	8.1%
RSL Rented	3.1%	7.6%
<b>All Stock</b>	<b>35.6%</b>	<b>3.7%</b>

The above table shows the findings of the Local Housing Market Assessment on occupation of accommodation by tenure. Around 2,000 social rented family units with 2 or more spare bedrooms were identified - an under-occupation level of 12.5% or 1,673 properties in Council stock, and 3.1% or 324 properties in Housing Association stock.

The number of over-crowded households in the social rented sector was identified as 1,890. Over-crowding affected 10.9% of Cardiff's BME households, compared to 3.7% of the whole population.

### Tackling Under-Occupation

Under the first phase of welfare reforms a total of 4,194 social tenants of working age were identified as being affected by the 'bedroom tax'. 396 of these households are currently on the Housing Waiting List looking to downsize.

The Council and RSLs have used Discretionary Housing Payments (DHPs) to support affected households by contributing towards the shortfall in rent whilst waiting for an offer of housing.

Between January and December 2015,

750 offers of smaller social housing were made. However, many tenants are reluctant to move and have refused suitable offers. This has resulted in the DHP being withdrawn, leaving some households accruing rent arrears.

**We Will:** Continue to work with RSL partners to develop solutions to address under-occupation.

In addition, 16% of applicants on the Common Waiting List aged over 50 have identified a wish to downsize. Many are not affected by the bedroom tax but could free up larger accommodation for those in housing need or over-crowded.

**We Will:** Offer incentives and attractive accommodation to older people who can downsize.

### Tackling Over-Crowding

Currently 28% of households on the Housing Waiting List are over-crowded; the majority require 1 or 2 extra bedrooms but some are extreme cases requiring an extra 3 or 4 bedrooms.

# Understanding housing need in the city

The Allocation Scheme has been revised to prioritise the most severely over-crowded households, however other solutions need to be explored. Potential options could include:

⇒ **Assisting over-crowded households to move to larger accommodation by offering realistic solutions:** help to access the private rented sector by offering bonds; mutual exchanges.

Page 53 **Assisting adult children of over-crowded households to move out:** financial and Into Work advice will be offered as well as bonds.

⇒ **Working to mitigate the impact of overcrowding where a move is not possible:** provision of bunk beds and storage facilities to free up space within the home.

**We Will:** Implement an action plan to assist over-crowded households, having regard to the needs of BME households.

The Scheme will be revised accordingly to ensure that those in greatest housing need are given the necessary priority for re-housing. The impact on available lets will need to be monitored.

## Reviewing Social Care Priorities

### Learning Disabilities

Over the period 2015 to 2020 approximately 175 additional Learning Disability service users will require accommodation and support.

10 service users per year will require bed spaces in shared housing as part of the 'Closer to Home Project', which aims to return service users from existing out of county residential placements and avoid future placements outside Cardiff.

25 service users per year will require move-on housing (core and cluster model) from supported living, family homes with older carers and the Emergency Accommodation Scheme.

## Cardiff Accessible Homes Waiting List

There are currently 510 households waiting for adapted social properties; (many with disabled children). In 2014/15 most lets were 1 bedroom properties:

	Adapted Property Lets 2014/15				
	1 bed	2 bed	3 bed	4 bed	Total
Bungalow	13	7	0	1	21
Flat	70	33	0	0	103
House	3	7	23	4	37
<b>Total Lets</b>	<b>86</b>	<b>47</b>	<b>23</b>	<b>4</b>	<b>161</b>
<b>Need</b>	<b>150</b>	<b>200</b>	<b>130</b>	<b>30</b>	<b>510</b>

A review of the Cardiff Accessible Homes project is underway with partner RSLs. This will evaluate how best to manage households with specific medical needs; there are currently 1621 households on the Common Waiting List with a need for either ground floor or lift accessible accommodation.

**We Will:** Review the way that accessible housing is allocated to best meet needs.

# Understanding housing need in the city

## *Reviewing Homelessness*

### Rough Sleeping

Cardiff has a variety of services to assist those who 'sleep rough' in doorways, parks or other vulnerable settings. During 2015/16, the weekly average of rough sleepers was 42. This high figure is due in part to the increase in European Economic Area (EEA) nationals who can claim Job Seekers Allowance but not Housing Benefit to pay for accommodation, due to a change in legislation in January 2014.

Over the year Cardiff has on average 15 long-term rough sleepers who either refuse, or are too chaotic, to access provision. Outreach teams are engaging with these individuals regularly.



Draft Strategy as at September 2016

### Homelessness Legislation

With the changes to homeless legislation brought in by Part 2 of the Housing (Wales) Act 2014, local authorities have a number of new duties to help anyone seeking housing advice and assistance. Since its introduction, Cardiff has met these new duties in the following ways:

#### ***Duty to Provide Advice and Assistance:***

The Council has a duty to provide advice and assistance to anyone including persons from abroad. Since the inception of the legislation on 28<sup>th</sup> April 2015, 3,373 clients have approached the Housing Options Centre for advice and assistance.

#### ***Duty to Prevent Homelessness:***

The Council is required to work with clients to try and prevent homelessness or secure alternative accommodation. There is no time limit on how long prevention work can be carried out for. Personalised action plans detail what each party can do to try and resolve the client's housing situation. To date 528 households have been assisted, with 61% achieving a positive final outcome.

#### ***Duty to Help to Secure Accommodation:***

Where homelessness cannot be prevented, the Council must assist households in finding suitable alternative accommodation, and where necessary offer interim housing. The duty to help to secure alternative accommodation has been accepted for 1330 clients; 94 of these have been assisted into the private rented sector.

#### ***Duty to Secure Accommodation:***

This includes discharging duty into either private or social housing for those deemed in priority need. Many remain in interim accommodation whilst housing is being sourced. The duty to secure accommodation has been accepted for 392 clients in 2015/16.

#### ***We Will:***

- Develop a new Homelessness Strategy for Cardiff following a full needs assessment and review of services.
- Develop an action plan to address rough sleeping in the city.

# Understanding housing need in the city

## *Gypsies and Travellers*

### Gypsy & Traveller Sites Waiting List

The Council operates two sites: Shirenewton has 59 pitches and Rover Way has 21 pitches. Currently there are 16 households on the waiting list for the Rover Way site and 27 households on the waiting list for Shirenewton. In 2014/15, 2 plots were let on Rover Way (1 to the waiting list and 1 through homelessness) with 2 further lets on Shirenewton (both from the waiting list).

### Gypsy & Traveller Needs Assessment

The Council has undertaken an accommodation needs assessment to plan for future site development. This has involved interviewing all current residents of both sites and projecting growth.

Future need has been forecast at 48 additional authorised pitches over the next 5 years, with 72 over the life of the Local Development Plan (LDP) to 2026 (subject to Welsh Government approval). This increases by a further 21 pitches if Rover Way is ultimately replaced. In

addition a need has been identified for a transit site. Discussions are ongoing with other South East Wales Local Authorities to explore a regional solution.

### Developing Additional Provision

The Council is undertaking a Gypsy and Traveller site selection process to meet the short and long term need for pitches. This process is referenced in the LDP Monitoring Framework.

**We Will:** Take forward delivery of additional Gypsy and Traveller sites to meet short and long term need.

## *Black & Minority Ethnic Households*

The Local Housing Market Assessment examined the needs of Cardiff's Black and Minority Ethnic (BME) communities. BME households were found to be more prevalent in the private rented sector and also to experience higher levels of overcrowding than the wider population. No other distinct housing issues were identified by the Assessment.

## *Assisted Home Ownership*

The Council keeps a register of first-time buyers interested in purchasing a part-share (usually 70-80%) of new build properties specifically developed by partner RSLs or private developers.

There are currently 832 households waiting to hear about new schemes or re-sales of existing shared-equity properties, which must be marketed to the register in the first instance. In 2014/15, 6 1-bed new build flats were offered and 12 re-sales were made; 4 1-bed flats, 7 2-bed flats and 1 3-bed house.

**We Will:** Review additional methods to promote the Assisted Home Ownership Scheme.



# Understanding housing need in the city

## **Assessing Housing Need & Demand**

Following official guidance, the Local Housing Market Assessment calculated existing housing need at 10,006 households and annual newly arising need at 2,236 households. This includes those that lack their own accommodation or live in unsuitable housing and who cannot afford to meet their needs in the market.

**To meet demand, Cardiff needs to build 2,024 affordable properties per year for the next 5 years.**  
*LHMA March 2015*

## **Demand for Market Housing**

The Market Assessment identifies 11,010 existing households planning to move into owner occupied housing and 3,150 planning to move into private rented housing between 2015 and 2018.

2,117 concealed households plan to move into owner-occupation and a further 3,034 into private rented housing.

In-migrant demand over the period is estimated at 10,665, placing total demand for market housing within the City at 29,976 households over the 3 years.

## **Affordable Housing**

The Council regards the following types of housing as affordable:

**Social rented housing** - provided on the basis of need by the Council or RSLs, with rent levels having regard to Welsh Government guideline and benchmark rents.

**Intermediate housing** - provided on the basis of need where purchase prices or rents are above those of social housing but below market house prices or rents. In Cardiff this includes:

- ⇒ *Intermediate Rented Housing*, where rent levels are no more than 100% of Local Housing Allowance (inclusive of service charges) in perpetuity.
- ⇒ *Assisted Home Ownership* shared equity model where prices are at least 30 - 40% below market house prices.

Further analysis of local data is needed to determine the type and size of properties required at a ward level. This will ensure the housing needs of the most vulnerable are met, whilst delivering sustainable communities. Housing's role in making Cardiff a liveable city will be explored and a long-term plan established.

## **We Will:**

- Develop a ward by ward assessment of affordable housing need for Cardiff to inform future development.
- Develop a 30 year plan for housing in Cardiff in line with the Liveable Cities agenda.



***To take a coordinated  
and evidence based  
approach to developing  
and improving homes  
in Cardiff***



# Developing and improving homes in Cardiff

## Implementing the Local Development Plan 2016-2026 (LDP)

The LDP sets out a strategy for the delivery of housing growth in the city up to 2026. The key proposals relating to housing are:

- Delivery of 29,201 new dwellings between 2014 and 2026 (6,646 to be affordable)
- 7 housing-led strategic sites by 2026
- Cardiff Central Enterprise Zone (2,150 dwellings)
- Gas Works (500 dwellings)
- North West Cardiff (5,000 dwellings)
- North of Junction 33 (2,000 dwellings)
- South of Creigiau (650 dwellings)
- North East Cardiff (4,500 dwellings)
- East of Pontprennau Link Road (1,300 dwellings) (See page 21 for map of sites).

In delivering the strategic sites, the LDP aims to respond to evidenced social need through the development of sustainable neighbourhoods, tackling deprivation and improving the quality of life for all.

Measures to achieve this include:

- Providing a range of dwelling sizes, types and affordability
- Providing facilities and infrastructure for existing and new communities
- Supporting regeneration of deprived communities and creating places that encourage social interaction.

The Council uses its Affordable Housing Policy to specify the number of affordable units to be developed on private sites. For the life of the new LDP this will mean that on sites of 5 or more dwellings or 0.1 or more hectares, there will be a requirement for delivery of 30% affordable housing on greenfield sites and 20% on brownfield sites.

*“With a series of large scale housing developments at various stages in the planning process, we see Cardiff as the most active development area in Wales. Upgrading local infrastructure to cope is set to be one of the key constraints and challenges.”*

*Linc-Cymru Housing Association*

## Delivering Affordable Housing

The Council and partner RSLs are committed to continuing to deliver new affordable housing units to meet need. A 5 year development plan has been prepared to reduce the gap between supply and demand (see next page).

Creative approaches are being taken to facilitate delivery. The Council Land Protocol has been set up to offer sites suitable for affordable housing directly to partner RSLs. Development of these sites may use funding from Welsh Government Housing Finance Grant 2, Social Housing Grant or Planning Gain.

The Land for Housing Scheme is a Welsh Government initiative providing interest-free loan funding to support housing delivery by RSLs through securing a land supply. A total of £12 million Financial Transaction funding was released in 2015/16. The Council has supported RSLs in Cardiff to secure £6,130,000 of this funding, increasing the options available to them to acquire development sites to meet strategic housing need.



## Affordable Housing 5 Year Development Plan

Delivery Method	Description	Funding	Anticipated units
Social Housing Grant	This Welsh Government grant is a rolling 3 year programme for local authorities to assist RSLs to develop new social housing. The Council also holds details of further schemes that require identified funding. These 'Reserve Schemes' (totalling £15M) together with further 'Potential Schemes' (totalling £14 M), are used to estimate development opportunities for 2018-2020.	2015/16 - £4.1M 2016/17 - £4.2M 2017/18 - £4.2M 2018/19 - £4.2M 2019/20 - £4.2M	1000 units
Housing Finance Grant 2	A Welsh Government loan facility which can be accessed by RSLs and local authorities for the development of affordable housing in line with Welsh Government development criteria as set for Social Housing Grant. This will not be available until 2017-18, the details of which have not been finalised.	Equivalent capital subsidy of £16.7M	
Section 106 planning obligations	Large strategic sites will deliver the agreed mix of affordable and market properties as well as any community infrastructure such as roads, schools etc. Sites will also include the provision of specific accommodation for older persons, Learning Disabilities schemes and adapted housing for physical disabilities. Once negotiated, the delivery of these properties will be at the developer's timescales.	LDP TARGET over plan period 2013-2026. Para 4.153 = 554 affordable housing units pa	2770 units
Planning Gain (off-site contributions)	This will be used to bring forward schemes requiring funding, targeting specialist units or schemes that bring 'additionality'.	£1.7M	c25 units
Housing Partnership Programme	The first 5 years of this 10 year programme will deliver a mix of affordable (40%) and market properties on a package of sites of Council owned land in partnership with Wates.	circa £15M over the 5 year period	250 units
Additional HRA developments and refurbishment schemes	The Council is currently investigating opportunities to finance and undertake a second development programme to deliver new affordable housing. Council funded stock refurbishment schemes will also deliver new affordable housing units. Confirmed schemes include 150 Thornhill Road, Llanishen and Meteor Street, Adamsdown.	Future Planning Gain and potentially HFG2 and HRA Borrowing	c150 units
Re-purchase of flats/properties sold under Right To Buy	A protocol enabling the re-purchase of flats or houses previously sold through Right To Buy, or to purchase properties for specific housing requirements. Properties need to be in areas of demand and suitable for immediate re-let with vacant possession.	HRA Capital funding and Planning Gain	25 units
<b>5 YEAR TOTAL</b>			<b>4220</b>

## Health and Social Care 5 Year Development Plan

Scheme type	Description	Proposed Funding	Anticipated units
Learning Disabilities (LD)	Delivery of community living schemes and shared living schemes. This includes properties being delivered for the 'Closer to Home' project and for general LD need, incorporating some new build and some scheme refurbishments.	SHG and HRA Capital	36 flats and 15 bedspaces
	An additional 124 units to be delivered through all available opportunities.	SHG / S106 sites / Planning Gain	124 units
Older Persons	New build scheme as part of the wider Maelfa Regeneration project.	HRA Capital & Planning Gain	30 x 1 bed flats
	General need new build housing schemes developed by RSLs and the Council.	SHG / HFG2 and RSL private finance	c300 flats
Adapted properties	These are required to meet a range of identified needs. There are a number of child priority cases outstanding due to the lack of availability of larger properties that can be adapted.	SHG, HFG2 & HRA Capital/borrowing	Target of 10% of RSL new build per year

### Health and Social Care Plan

The Plan outlined above will deliver specialist accommodation to meet identified need. These units will be facilitated through the delivery routes outlined in the 5 year Affordable Housing Development Plan on the previous page.

#### ***We Will:***

- Deliver the 5 year Housing Development Plan including the Health and Social Care units.
- Investigate other ways of delivering affordable housing using innovative finance models.

### ***Design***

All new social housing is required to meet Welsh Government Development Quality Requirements and Welsh Housing Quality Standards, and to be accessible, secure and sustainable. Incorporation of Lifetime Homes and Neighbourhoods for Life principles helps to create inclusive places that people want to live.

The Council is currently developing Supplementary Planning Guidance which will set out the design principles for new residential development in Cardiff.

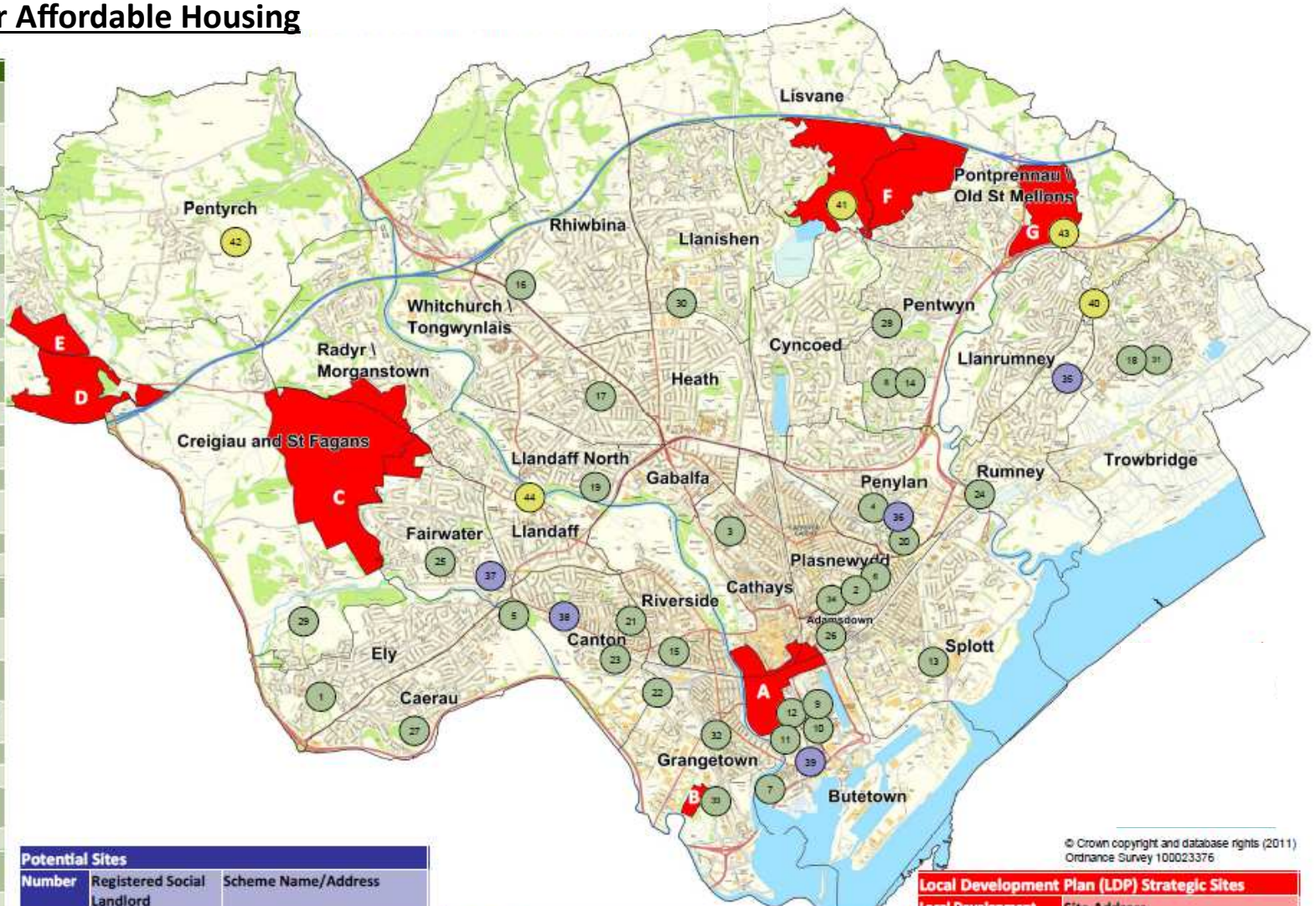
### ***Housing Partnership Programme***

The Council is using its Housing Revenue Account to fund development of new Council housing. The Housing Partnership Programme will invest £33million to deliver homes in high demand areas.

Working with Wates Living Space, around 1500 properties will be built on sites totalling 30 hectares, of which 40% will be Council owned. All properties will meet exceptional levels of design, sustainability and energy efficiency. Construction is due to commence in Winter 2016/17.

# Anticipated Sites to Deliver Affordable Housing

2015 -2020 Registered Social Landlord Sites		
Number	Registered Social	Scheme Name/Address
1	Cadwyn	Glamorgan Wanderers, Stirling Road
2	Cadwyn	58 Newport Road
3	Cadwyn	Pentyrch Road
4	Cadwyn	122-130 Albany Road
5	Cadwyn	Former Ely Farm, Dyfrig Road
6	Cadwyn	97-103 Newport Road
7	Cardiff Community	Former Hamadryad Hospital Site
8	Cardiff Community	The Maelfa (Phase 1)
9	Cardiff Community	Schooner Way
10	Cardiff Community	Former Brandon Tool Hire, 151 Bute Street
11	Cardiff Community	East Tyndall Street
12	Cardiff Community	Former Hannah Street Church
13	Cardiff Community	Moorland Road
14	Cardiff Community	The Maelfa (Phase 2)
15	Hafod	Former Dorothy Lewis Care Home, Canton Court
16	Hafod	81 Pantmawr Road
17	Hafod	2 Mervyn Road
18	Hafod	Former Trowbridge Health Centre, Hendre Road
19	Hafod	Cathedral View, Gabalfa Avenue
20	Linc Cymru	Former Bronte Hostel, Newport Road
21	Taff	Former Canton Police Station, Cowbridge Road East
22	Taff	Clos Parc Morganwg
23	Taff	Church @ Broad Street
24	United Welsh	Former Cardiff Roofing Supplies, New Road
25	United Welsh	Gorse Place
26	United Welsh	Former Rumpoles Public House, Moira Terrace
27	United Welsh	Cwrt yr Ala
28	United Welsh	Former Dome Community Centre, Brynheulog
29	United Welsh	Clos y Cwarra
30	Wales & West	Chiltern Close
31	Wales & West	Former Hendre Public House, Hendre Road
32	Wales & West	St Paul's Church, Paget Street
33	Wales & West	Land off IKEA/Clive Lane
34	Wales & West	Former Blue Dragon, Newport Road



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Potential Sites		
Number	Registered Social Landlord	Scheme Name/Address
35	Cardiff Community	St John's College, Greenway Road
36	Cardiff Community	Fford Nowell
37	Hafod	454 Western Avenue
38	Taff	CVC Car Sales, Cowbridge Road East
39	Wales & West	James Street Butetown

s106 Sites		
Number	Registered Social	Site Address
40	Cardiff Community	Tyn Y Gollen
41	Various	Land North & East of Lisvane (Churchlands)
42	Hafod	Heol Goch
43	Wales & West	Land East of Church Road & North & South of Bridge Road (St Ederyns)
44	Taff	BBC Wales, Llantrisant Road

Local Development Plan (LDP) Strategic Sites	
Local Development Plan (LDP) sites	Site Address
Site A	Cardiff Central Enterprise Zone
Site B	Former Gas Works, Ferry Road
Site C	North West Cardiff
Site D	North of Junction 33 on M4
Site E	South of Creigiau
Site F	North East Cardiff (West of Pontprennau)
Site G	East of Pontprennau Link Road

# Anticipated Housing Partnership Programme Sites

## HPP Portfolio & First Phase Sites

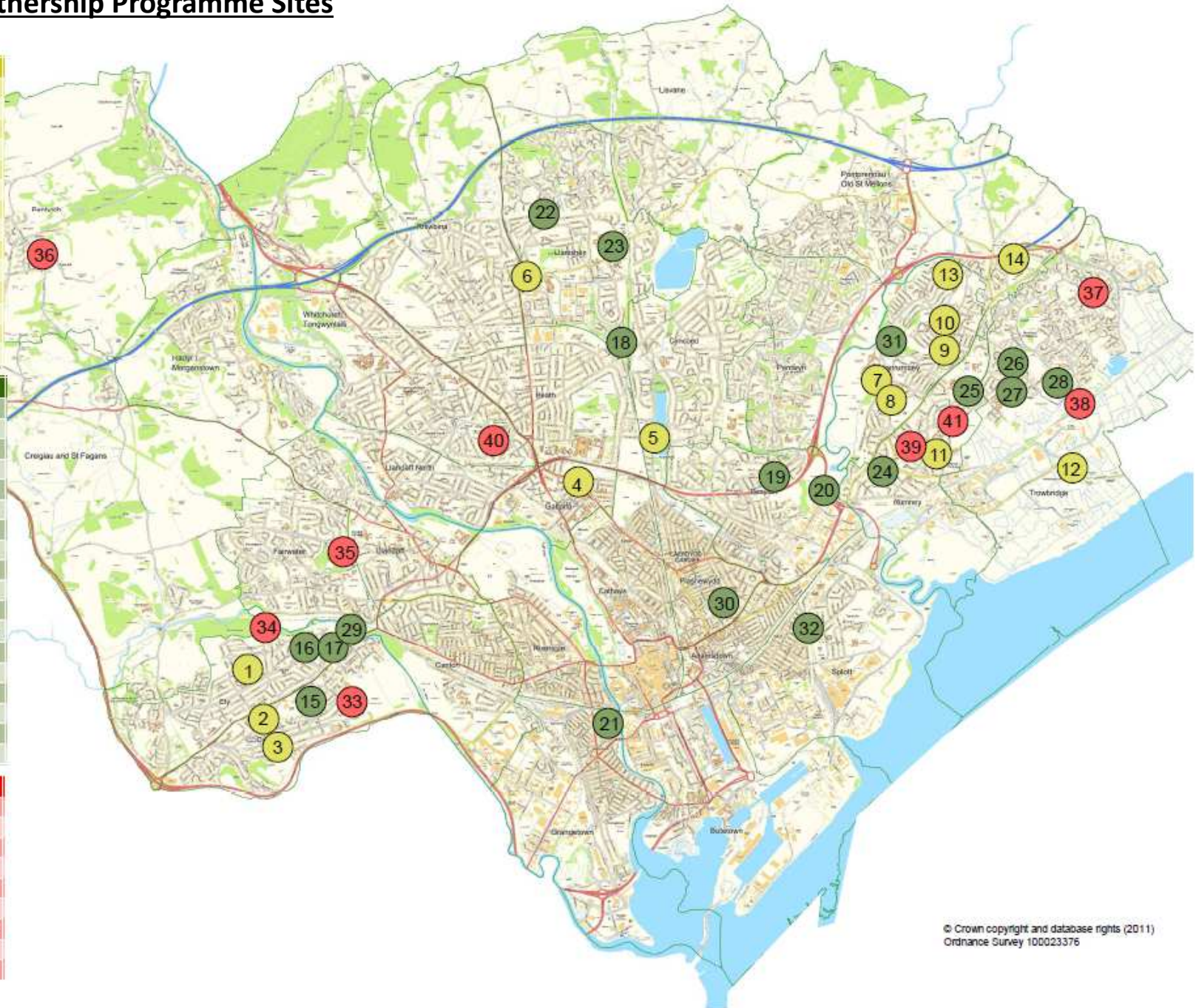
- 1 Snowden Road & Wilson Road, Ely
- 2 Ty Newydd, Caerau
- 3 Heol Trenewydd, Caerau
- 4 Briardene, Gabalfa
- 5 Highfields, Heath
- 6 Walker House, Llanishen
- 7 Braunton Crescent, Llanrumney
- 8 Clevedon Road, Llanrumney
- 9 Llanrumney Depot
- 10 Llanrumney Housing Office
- 11 Llandudno Road & Pwllheli Court, Rumney
- 12 Willowbrook West, St Mellons
- 13 Honiton Road, Llanrumney
- 14 Ty-To Maen, Old St Mellons

## Second Phase Sites

- 15 Caldicot Road, Caerau
- 16 Highmead Road, Ely
- 17 Ely Housing Office & Library
- 18 Fishguard Road, Llanishen
- 19 Ty Mawr, Southminster Road, Penylan
- 20 Howardian Centre, Penylan
- 21 Rutland Street, Grangetown
- 22 Templeton Avenue, Llanishen
- 23 65 Ty Glas Avenue, Llanishen
- 24 Cae Glas, Rumney
- 25 Trowbridge Childrens Centre, Rumney
- 26 Brookfield Drive/Tarwick Drive, St Mellons
- 27 Menai Way, Trowbridge
- 28 Trowbridge Green
- 29 Cherrydale Road, Ely
- 30 Croft Street, Roath
- 31 Llanrumney High School
- 32 Star Centre, Splott

## Third Phase Sites

- 33 Penally Road, Caerau
- 34 22-36 Frank Road, Ely
- 35 38 Gorse Place, Fairwater
- 36 Heol Danyrodyn, Pentyrch
- 37 Crumlin Drive, St Mellons
- 38 Area 11, St Mellons
- 39 Letterston Road/Caer Castell Place, Rumney
- 40 Mynachdy Centre, Llandaff North
- 41 Rumney High School, Rumney

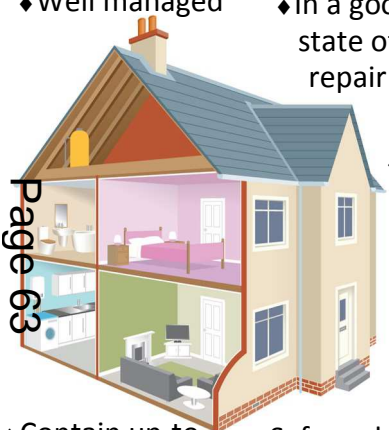


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# Developing and improving homes in Cardiff

## Improving Social Sector Homes

The Welsh Housing Quality Standard (WHQS) developed by the Welsh Government sets a common target for the condition of housing. The aim is to provide homes that are:

- 
- ◆ Well managed
  - ◆ In a good state of repair
  - ◆ Located in attractive, safe environments
  - ◆ Adequately heated, fuel efficient and well insulated
  - ◆ As far as possible suited to specific household requirements (e.g. around disabilities).
  - ◆ Contain up-to-date kitchens and bathrooms
  - ◆ Safe and secure

All social housing in Cardiff meets the WHQS. The focus now is on maintaining the Standard and addressing the number of 'acceptable fails'. Social landlords are required to have policies in place to verify ongoing compliance.

**We Will:** Carry out annual review of WHQS compliance.

## Energy Efficiency

The Standard Assessment Procedure (SAP) is the methodology used by the Government to assess and compare the energy and environmental performance of dwellings. The average SAP rating for social housing stock in Cardiff is 75 (against a WHQS target of 65 or above).

60% of the Council's stock was built before the mid-1960's. An element of this housing was built using non-traditional methods such as steel frames and 'no-fines' cast concrete shells. Generally partner RSL stock is younger, benefitting from modern design and 'Fabric First' energy performance measures.

Energy efficiency works undertaken by social landlords include replacement windows and doors, heating upgrades and loft insulation. Larger scale schemes include solar panels, external wall insulation and over-cladding.

Initiatives are also in place to maximise the benefits to tenants in terms of

reducing fuel bills, tackling fuel poverty and achieving affordable warmth. The Council is targeting its lowest SAP rated properties, undertaking visits to explain the benefits of, and encourage take-up of, energy efficiency improvements.

### Case Study - Whole House Approach

Wales and West Housing Association has specialist staff to advise residents on energy usage and energy-related debt. They have developed a whole house approach involving full property assessments, recommending physical improvements and behavioural changes.

New homes built through the Council's Housing Partnership Programme will be energy efficient, sustainable and affordable to heat. There will also be a trial development of houses built to 'PassivHaus' standards. These innovative properties will use minimal energy for heating and cooling.

**We Will:** Evaluate the efficacy of the PassivHaus model for future developments.

# Developing and improving homes in Cardiff

## *Improving Homes in the Private Rented Sector*

The Council has powers to address standards in the private rented sector which impact on the health and safety of tenants; progressing from informal action to statutory notices and ultimately prosecution. The Housing Health and Safety Rating System is used to assess the degree and likelihood of harm from reported issues such as dampness; excess cold; lack of space and poor hygiene.

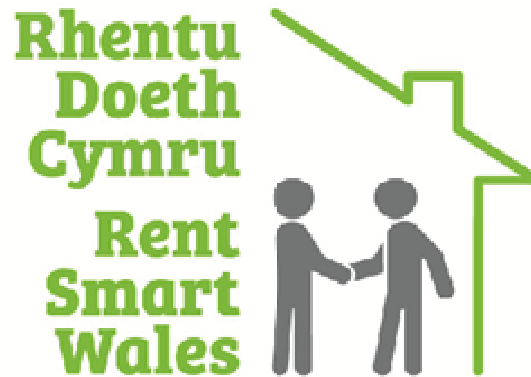
Hazards are scored and classified as being Category 1 (mandatory action required) or Category 2 (discretionary action); Cardiff has decided to always act upon Category 2 hazards of fire, security, structural collapse and falling elements.

Other than the wards where Additional Licensing has been introduced, the overall condition of properties in the sector has not been assessed since 2005.

**We Will:** Undertake a private sector stock condition survey by 2021.

## Rent Smart Wales

Part 1 of the Housing (Wales) Act 2014 places new obligations on private landlords to register themselves and the addresses of their rental properties with Cardiff Council, acting as the designated Licensing Authority for Wales. The Council will administer this work through a new service called Rent Smart Wales.



Rent Smart aims to secure better protection for private tenants through improved property management practices.

All rental properties must have a licensed landlord and/or agent to undertake

letting and management tasks. To obtain a licence, applicants must be deemed 'fit and proper' and undertake approved training. Once licensed, they must comply with a Welsh Government approved letting and management Code of Practice. It is estimated that more than 15% of Welsh private sector landlords operate in Cardiff, which has 17% of the private rented sector stock.

It is recognised that Rent Smart will have important implications for Regulatory Services across Wales. Councils will not only be responsible for promoting and enforcing the scheme's licensing provisions, but will also absorb the anticipated extra demand for action from tenants on poor housing conditions.

**We Will:** Work in partnership with Rent Smart Wales and other Councils to develop a consistent and effective private sector housing enforcement approach across Wales.

# Developing and improving homes in Cardiff

## Houses in Multiple Occupation (HMO) Licensing

All private properties with 5 or more occupiers and 3 or more storeys must have a HMO licence. This ensures that landlords are fit and proper persons, properties are well-managed and hazards are addressed. The Council has licensed 900 such properties in Cardiff.

The Housing Act 2004 enables the Council to extend licensing to other HMOs. An Additional Licensing Scheme operated in Cathays between 2010-15, ensuring an additional 1,664 properties were licensed. This Scheme has been extended for another 5 years. A Scheme also operates in Plasnewydd. This will, in conjunction with the Cathays Scheme, bring around 50% of the City's 8,000 HMOs under effective licensing control.

**We Will:** Evaluate the operation of the HMO Additional Licensing schemes and consider the case for extending city-wide.

## Returning Empty Properties to Use

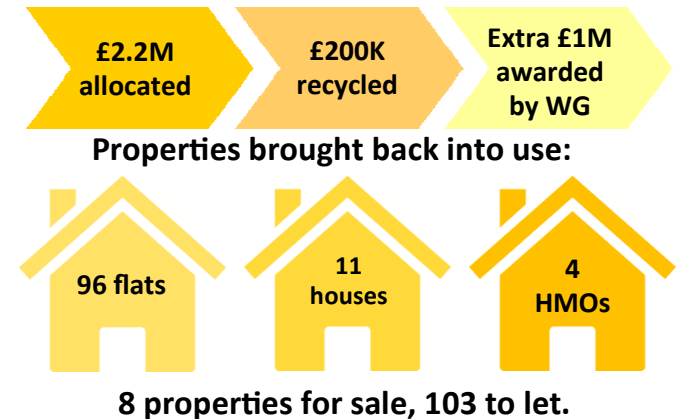
Of the approximate 4,000 privately-owned empty dwellings in Cardiff, 1,300 have been vacant for over 6 months. These properties are a wasted resource and also attract anti-social activity and impact on the appearance of the area.

The Council works with owners to help bring their properties back into use, focussing on those that have been empty the longest. However, when this approach fails, consideration is given to Compulsory Purchase, Enforced Sale or other enforcement measures. In 2014/15, 91 long-term vacant properties were returned to occupation through direct action by the Council.

## Empty Property Loans

Often owners are unable to access the finances needed to make empty properties suitable for rent or sale. In 2012, the Welsh Government launched the Houses into Homes Scheme providing funding to Councils to deliver 0% interest loans to owners.

## Loan Scheme Outputs for Cardiff:



**We Will:** Review the approach taken to tackling empty properties.

### *Case Study - Empty Property*

A 2-bedroom house in Rumney had been empty for 6 years and needed complete refurbishment. The owner secured a Houses into Homes loan from the Council and was also referred to United Welsh Housing Association (UWHA) who supplied further funding. UWHA will now lease the property on the owner's behalf, with the rental income received during the term of the lease to cover the cost of the works.

# Developing and improving homes in Cardiff

## Developing Older Persons Housing

The availability of a range of specialist older persons housing, including sheltered and extra care provision, is recognised as important in maintaining people's independence. A number of older persons schemes are being brought forward by the Council and RSL partners and the need for further provision is being explored. Plans include:

A 22 unit Hafod Housing Association scheme in Gabalfa, due for completion in 2018/19.

- A 50 unit scheme on Newport Road, due for completion by Wales and West Housing Association in 2019/20.

## Reconfiguring Older Persons Housing

The Council is considering how its older persons schemes are categorised and publicised. The terminology used is often off-putting, therefore re-branding is key. Council sheltered housing schemes are being reviewed to ensure they are fit for purpose and offer sustainable living.

These schemes will:

- be future-proofed for independent living;
- be accessible and culturally inclusive;
- include scooter charging and storage;
- include dementia-friendly features
- provide refurbished communal space.

Work is currently underway at Sandown Court. Refurbishment plans have been drawn up for Clos Y Nant with further programmed upgrades to follow at the remaining schemes.

**We Will:** Continue the refurbishment of the Council sheltered schemes.



Typical 1-bed accessible flat lounge layout

## Student Accommodation

Cardiff's student population is approximately 78,000, around a fifth of the whole population. It is estimated that there are 8,000 University-owned and 3,000 privately-owned student residences in the city. An additional 5,800 private residences are currently planned or under construction. A recent study indicated that even with these new developments, there was still a shortage of provision.

It is important that the Council better understands future plans to increase student places in and around Cardiff, and what accommodation needs this will generate. Whilst new student development could free-up traditional shared housing to the market, it does increase land values, making other types of development unviable, for example affordable housing.

**We Will:** Continue to work with developers to provide new student residences on appropriate sites within the city.



*To ensure that the housing needs of the most vulnerable are met*



# Meeting the housing needs of the most vulnerable

## Ensuring Effective Advice is Available

### Community Hubs

The City Centre Advice Hub and the roll out of the local community hub programme will mean that residents are able to access the advice and support they require at a time and place that is convenient for them.

Community Hubs provide a range of services:



Proposed Powerhouse extension, Llanedeyrn

There are community hubs in St. Mellons, Ely, Llanrumney, Grangetown, Butetown, Fairwater, and a partnership hub in Rumney. Deprivation indicators and needs analysis have been taken into account in determining future hub locations. Planned projects include Llandaff North, Splott, Llanedeyrn, Llanishen, and an extension to St. Mellons Hub.

Services are regularly reviewed to meet identified need.

### We Will:

- Deliver 4 new community hubs.
- Extend the role of Housing Solutions Officers in the hubs to assist with homelessness prevention.

# Meeting the housing needs of the most vulnerable

## Tackling Homelessness

A range of options are used to prevent homelessness, including:

- Mediation between family members or between landlord and tenant
- Target hardening measures for those fleeing domestic abuse
- Provision of housing-related support
- Mortgage and debt advice
- Implementing the national pathway to support ex-offenders
- Offering direct payments of Housing Benefit to landlords
- Referral to independent housing advice
- Referral into other advice and 'into work' services.

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In addition, social landlords assist in tackling homelessness by supporting tenants to avoid eviction (for example by addressing rent arrears or anti-social behaviour) and offering 40% of all their available lets to homeless households.

Private landlords play a very important role in meeting housing need. However, in

**Case Study - Calon Leasing Scheme**

Cadwyn Housing Association runs the Calon Residential Leasing Scheme, which sources and provides temporary accommodation to homeless people referred by the Council. The scheme offers private landlords a full management and maintenance service. Social landlords also work closely with Calon, contributing properties for use as temporary accommodation.



a high demand market, people who are homeless or on low incomes can find it hard to access suitable homes.

The Council's homelessness service supports private landlords to let to homeless households by offering:

- A tenant finding and matching service and accompanied viewings
- Property inspection, inventory and Health and Safety Rating System checks

- Dedicated Account Management offering support, mediation and advice for landlord and tenant
- Dedicated fast-tracked Housing Benefit service and direct payments
- Provision of bonds
- Opportunity to advertise properties via [www.cardiffhousing.co.uk](http://www.cardiffhousing.co.uk)



In return, landlords are expected to provide quality properties at reasonable rent levels (Local Housing Allowance rates) and offer a minimum 6 month written tenancy agreement.

**We Will:** Review the support given to private landlords to help them let properties to homeless households.

# Meeting the housing needs of the most vulnerable

## Mitigating Welfare Reform

A joint approach has been taken by the Council and RSLs to prepare for and implement welfare reform changes. Tenant profiling and effective data sharing protocols have allowed early identification and action to help those affected.

Partners have developed initiatives to manage the impact of reforms including prioritising tenants affected by the 'bedroom tax' for rehousing and supporting those affected by the Benefit Cap with 'into work' services.

*"Through close working substantial progress has been made in mitigating the impacts of Welfare Reform, allowing us to assist affected residents, sustain tenancies and prevent homelessness. Continued joint working will enable us to prepare for future changes confident that a consistent approach is being implemented across Cardiff".*

Wales and West Housing Association on behalf of all partner RSLs

## Universal Credit

Universal Credit began in Cardiff in November 2015, affecting new, single job seekers. Natural migration to Universal Credit will take place after a relevant change of circumstances for anyone currently claiming Housing Benefit. New claims from all types of benefit claimants will commence in 2018, with everyone transferred by 2022.

*"Universal Credit is intended to mirror the world of work and so...will be paid monthly in arrears as a single payment for the household and will be paid direct to the claimant, including any assistance towards their rent. The payment must be made into a bank account held by the claimant or the partner".*

Department for Work and Pensions

The Council provides face to face services through the Hubs, offering support to get online, budgeting and 'into work' advice and help with opening a bank account.

## Future Reforms

The household Benefit Cap will be

lowered to £20,000 for families and £13,400 for single people during 2016/17. This will affect a further 700 households in Cardiff.

Local Housing Allowance rates will be applied to social housing tenancies signed after 1<sup>st</sup> April 2016, with Housing Benefit entitlement changing from 1<sup>st</sup> April 2018. This will particularly affect those aged under 35 as their Housing Benefit may be restricted to the Shared Accommodation Rate, which is significantly lower than current rent levels. Supported housing, although initially included, has now been exempted from this reform.

Landlords are assisting claimants to understand and manage the changes being introduced.

### We Will:

- Closely monitor new welfare reform changes and develop plans for action to address them.
- Develop 'single person housing' solutions in partnership with RSLs.

# Meeting the housing needs of the most vulnerable








## Discretionary Housing Payment Fund

This Fund is provided to local authorities by Central Government to assist households with their housing costs. Cardiff uses this funding to help those who are in financial need and have exceptional circumstances.

Cardiff targets its funding towards helping those most in need find a sustainable solution. Each year the Council consults with RSL and other partners on the best allocation of the budget, allowing a proactive and flexible approach as priorities change. Some of the ways the Fund has been used are shown on the right:

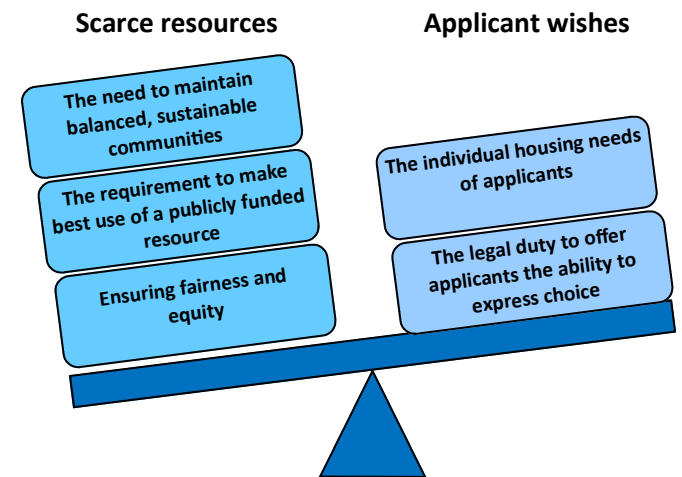
The Council publicises the DHP Fund through leaflets and on its website and through standard letters and forms.

**We Will:** Continue to take a needs-based and flexible approach to prioritising the Discretionary Housing Payment Fund with our RSL and other partners.

-  Helping "bedroom tax" tenants stay in their property where they are disabled, fostering or close to significant age
-  Help for tenants affected by the "bedroom tax" whilst they wait to downsize
-  Removal cost payments for Council and Housing Association tenants who have downsized
-  Help for people affected by the benefit cap whilst they take steps to return to work
-  Assist veterans to reintegrate into the community following service in the Armed Forces
-  Bonds and/or rent in advance to help people secure accommodation in the Private Rented Sector
-  Additional payments to cover the transition between claiming benefits and starting work

## *Operating a Needs Based Allocation Scheme for Social Housing*

Local authorities are required to have a housing allocation scheme. This should set the criteria for determining priorities in allocating available social housing, and the procedures to be followed. It forms the framework to ensure that a balance is achieved between:



In January 2015 the Council and 7 main RSLs with stock in the city adopted the Cardiff Housing Allocation Scheme. This changed the way that social housing is prioritised by using a needs-led approach, with length of time waiting on the list a secondary consideration.

# Meeting the housing needs of the most vulnerable

The Scheme focuses on those with the greatest housing need, predominantly those who are homeless, over-crowded or with a medical need to move. This is reflected in the bands (see right).

**We Will:**

- Work with partner RSLs to ensure the Allocation Scheme assists those in greatest housing need through regular review and scrutiny.
- Amend lettings policies to support those affected by welfare reform.

## Adapting Housing for Disabled People

The Council funds adaptations in the private sector and its own properties to ensure that people can remain independent at home. Nearly 3,000 such adaptations were carried out in 2014/15 with demand increasing annually. The Council has committed further resources to address this. RSLs can access Welsh Government funding to adapt their own properties. The Cardiff Accessible

Common Waiting List Banding Criteria	
<b>Immediate Priority:</b>	
Applicants in <u>immediate</u> housing need - exceptional circumstances exist which require an immediate offer of housing.	
<b>Applicants with identified housing need and a Local Connection to Cardiff:</b>	
<b>Band A</b>	
Applicants with an <u>urgent</u> housing need	
<b>Band B</b>	
Band Bi – Applicants with a <u>high</u> housing need	
Band Bii – Applicants with a <u>medium</u> housing need	
<b>Applicants with identified housing need but no Local Connection to Cardiff:</b>	
<b>Band C</b>	
Applicants with an <u>urgent</u> housing need	
<b>Band D</b>	
Band Di – Applicants with a <u>high</u> housing need	
Band Dii – Applicants with a <u>medium</u> housing need	
<b>Applicants with no identified housing need:</b>	
<b>Band E</b>	
Applicants <u>with</u> a local connection to Cardiff but <u>no</u> identified housing need	
<b>Band F</b>	
Applicants with <u>no</u> local connection to Cardiff and <u>no</u> identified housing need	

Homes service ensures that when adapted social properties are re-let, they go to those most in need.

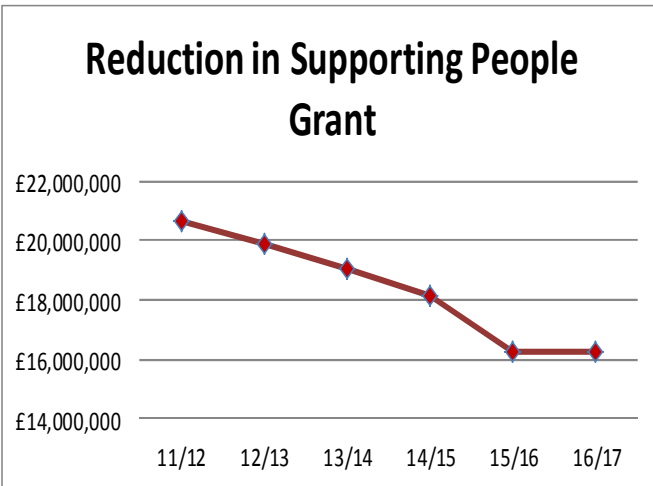
Loans are made available, through a Welsh Government scheme, to ensure that older people can maintain their own homes to be warm, dry, safe and secure.

**We Will:** Review the way that disabled adaptations are delivered to ensure best value for money.

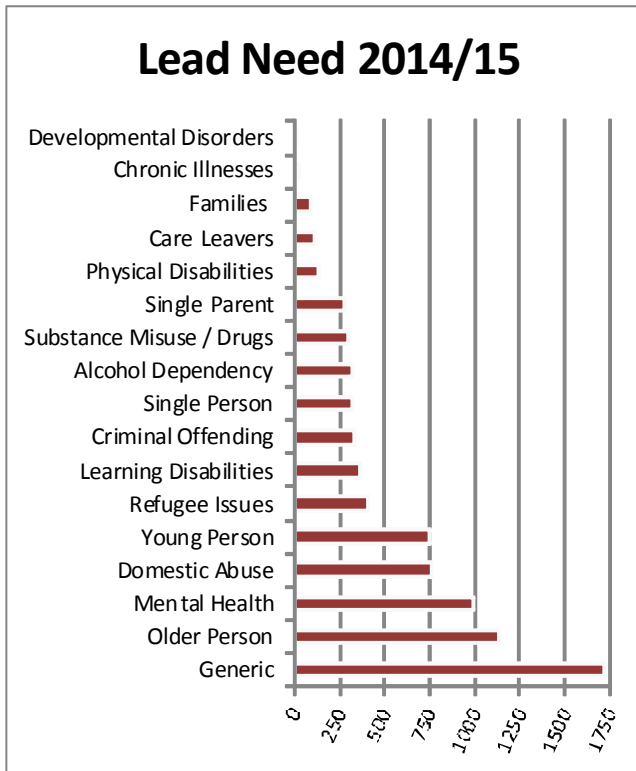
## Delivering Needs-Based Housing-Related Support

The Welsh Government provides Supporting People grant funding to assist vulnerable people to live independently and prevent homelessness. The Council administers the funds and commissions services such as hostels, refuges, supported housing schemes and tenancy support. In Cardiff, a range of third sector support providers deliver 6,716 funded units of housing-related support. A multi-agency Regional Collaborative Committee for Cardiff and the Vale of Glamorgan Councils oversees these arrangements.

# Meeting the housing needs of the most vulnerable



As a result of the redistribution of Supporting People funding across Wales and reductions in the overall grant available, Cardiff's allocation has reduced significantly over recent years. All housing-related support services are therefore being reviewed to prepare for ongoing budget cuts and make efficiencies in how services are accessed, used and monitored. During 2014/15 a total of 11,541 people were supported with the following lead needs:



As a capital city, Cardiff attracts in many individuals wanting to access its services. For homeless people (included in 'Generic' above), data shows a high proportion of people accessing supported housing schemes from outside Cardiff. This has put additional demand on services and the Council is working with the Salvation Army to reconnect people with their local services.



The way in which services are accessed has also been reviewed and a number of single point of entry 'gateways' developed. This is to ensure that people with particular issues, such as being young and vulnerable, can access the service best suited to their needs. By creating one referral route into services, voids and usage can be better monitored. Ultimately this data will show demand and the best performing projects, so that future provision can be properly procured.



# Meeting the housing needs of the most vulnerable

## **Case Study - Young Person's Gateway**

This Gateway brings under one roof the full range of advice, family mediation, support and accommodation services for young people. The facility is delivered in partnership between the Council's Housing and Children's Services along with Llamau Ltd.

Where mediation or other homelessness prevention is not appropriate or is unsuccessful, the young person is assessed by a Social Worker who will determine the most appropriate accommodation for them. Placements into all available support schemes are managed by the Council.

In response to a gap in provision, 15 training tenancies have been established for young people who are ready to take the step towards independence, but who need continued support to ensure they can meet their tenancy conditions. The Council and RSLs have identified specific properties and Llamau deliver the support. Where successful the young person is given the tenancy.

Further pathways into support services for people with specific requirements will be developed as a need is identified. For example, the Council is in discussion with partners in Social Care and Health services to consider how best to support those with mental health issues. This will incorporate projects that can assist those with forensic needs as well as those with specific behaviours such as hoarding.



### **We Will:**

- Establish refined support pathways for specific groups as necessary.
- Develop support service specifications to prepare for re-commissioning, starting with floating support and domestic abuse in 2016/17.
- Develop a dedicated housing-related support service to work with hoarders.

## **Delivering Independent Living Solutions for Older and Disabled People**

Cardiff's Independent Living Service (ILS) helps older and disabled people access a wide range of support to live as independently as possible in their own homes. The focus is on:

- Providing more joined up services.
- Preventing the need for care and hospital admissions.
- Reducing the time spent in hospital.
- Reducing the need for ongoing care.
- Providing flexible services that develop as the needs of the individual change.
- Establishing a coherent, cost effective strategy for the provision of housing.
- Promoting independence and social inclusion.
- Reducing the cultural expectations of social care.

The key elements of this service are described over the page:



# Meeting the housing needs of the most vulnerable



## One Point of Contact

The One Point of Contact multi-skilled telephony and visiting service is the first stop for all enquiries and requests for assistance, including new social care requests. Independent Living officers provide a holistic visiting service advising on the wide range of help available.

## Accommodation Solutions

The Accommodation Solutions Team support hospital staff to assess and plan for individual housing needs to assist a speedy and safe patient discharge. Information is also provided to hospital staff and patients on housing, income maximisation and social inclusion.

## Adaptations

Adaptations can be installed, such as stair lifts, ramps and specialist bathing facilities for people with an identified need. Equipment can also be provided from a service operated in partnership with Health and the Vale of Glamorgan Council.

## Preventative Services for Older and Disabled People

## Independent Living Centre

The Independent Living Centre provides health professionals and citizens with a unique 'smart house' facility that demonstrates a range of equipment which promotes independent living.

## Support in the Community

With the help of volunteer support, the third sector is actively assisting the local authority to tackle social isolation. In addition, third sector providers deliver housing-related support in the home to those that need assistance with housing issues.

## Step-Down Accommodation

The Council has developed 6 flats for patients who are ready for discharge from hospital but unable to go home due to housing issues. The flats were designed with Occupational Therapists and are fitted with adaptations to assist with reablement and promote independence.

## **Case Study - Mr & Mrs M**

Having left hospital following a stroke, Mr M was struggling to get around his home and garden. His wife contacted the Independent Living Service (ILS) for help.

A home visit identified the need for rails and external lighting and arrangements were made to have these installed. The Stroke Association was asked to visit Mr M to provide guidance and support. The ILS Visiting Officer also discussed the couple's income and benefit entitlement.

Mr M can now safely access the garden and bathroom. The couple are getting out more through the contact made with the Stroke Association. They are also £4,212 per annum better off as they are now in receipt of Attendance Allowance.

## **We Will:**

- Review older persons floating support services funded through Supporting People.
- Review step-down accommodation and increase in line with need.

*To improve  
neighbourhoods and  
help build stronger  
communities*



# Improving neighbourhoods and building stronger communities

## Managing Homes Effectively

With over 24,000 households in Cardiff renting their home from a social landlord and a further 31,000 renting from private landlords, there is a strong need for effective housing management practices.

## Renting Homes (Wales) Act 2016

This new Act will simplify the legal framework for renting a home, replacing all current tenancy types with just 2 occupation contracts. The changes are intended to offer greater consistency and clarity in the rights and responsibilities of tenants and landlords. The Act also covers housing management issues such as assisting those fleeing domestic abuse, tackling anti-social behaviour, and managing succession, joint tenancies and abandonment. All contracts will change on a given date, requiring a great deal of planning and administration by landlords.

**We Will:** Ensure tenants are aware of changes in the Renting Homes Act affecting their tenancies.

## Maximising Use of Social Housing

All rented properties will have a void period between tenants, whilst necessary redecoration, repairs or refurbishment is undertaken. Social landlords aim to minimise these void periods to reduce loss of rental income, improve tenant satisfaction and maximise the efficient use of a scarce resource.

Similarly, social landlords need to identify and effectively tackle tenancy fraud to safeguard properties for those most in need. Practices such as sub-letting entire properties; selling on keys and door entry fobs; acquiring tenancies by false means and abandonment all impact on the availability of social stock.

**Act Now to Stop Tenancy Cheats!**

10,000 people in Cardiff are waiting for a council home. We need to make sure they're used by those that need them the most.

**You can help!**

Tell us if you know anyone who has:

- Sublet the whole property
- Sold the keys to someone else
- Lied to get a council home
- Abandoned the property

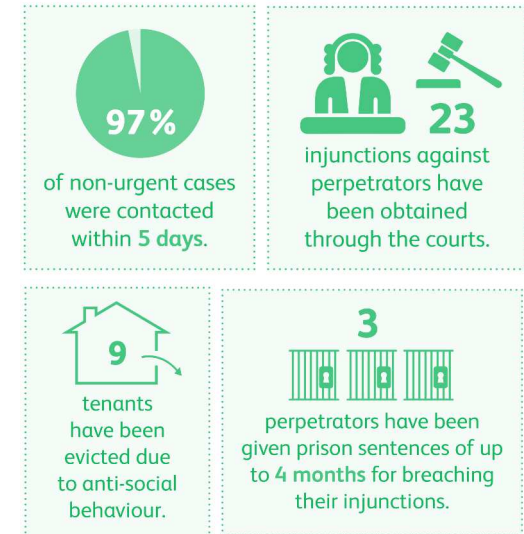
Day or night, call and leave a message  
**029 2087 3500**

Please give as much information as you can. Any information will be treated as confidential. If you would prefer to speak to someone, call our Housing Enquiries Team on 029 2053 7111 or email: [stoptenancycheats@cardiff.gov.uk](mailto:stoptenancycheats@cardiff.gov.uk)

CARDIFF COUNCIL

## Tackling Anti-social Behaviour (ASB)

Anti-social Behaviour such as graffiti, excessive noise and drug-dealing affects tenants, residents and communities. This harmful and unacceptable behaviour is a key priority for action by social landlords. Of the 1200 Council cases dealt with in 2014/15:



The Anti-social Behaviour, Crime and Policing Act 2014 reformed the powers available to landlords, focussing on a victim-led approach, and allowing professionals the flexibility to deal with a range of situations. Landlords have a number of remedies, but use early and

# Improving neighbourhoods and building stronger communities

informal approaches to resolve issues before taking more formal, legal action.

Tackling anti-social behaviour effectively requires a partnership approach between landlords, the Police, Health and the wider neighbourhood. The Council and RSLs engage in a number of multi-agency meetings including monthly Quality of Life meetings, Hate Crime Review Group and Egum, chaired by the Police.

The Council acts as the Community Trigger Coordinator, with a senior manager taking on the role to ensure that victims of anti-social behaviour receive a consistent standard of response. Once a trigger has been activated (following 3 complaints in a 6 month period), relevant agencies are brought together to take a joined-up approach to finding a solution.

**We Will:** Explore the opportunity to develop a joint policy between all social landlords to tackle anti-social behaviour, focussing on estate / community-based responses.

## Case Study - Tackling Low Level Youth Annoyance

The majority of Taff Housing Association's ASB work is around resolving low level youth associated ASB, especially in the summer months. In one particular area, a large amount of complaints were received, involving many children and resulting in more serious secondary disputes between residents. Taff's response included:

- A programme of diversionary activities
- Mediation between tenants involved in secondary disputes
- A scheme-wide 'Resident Agreement' following consultation and detailing clear rules for behaviour
- Liaison with the Police to target youths causing the majority of the trouble and not responding to other efforts
- Tenancy enforcement action against persistent offenders, including formal written warnings and one Notice to Secure Possession.

These measures taken together resulted in a significant drop in youth nuisance and associated tenant disputes.

## Maximising Community Benefits and Employment Opportunities

Social landlords are keen to maximise the training and employment opportunities offered to citizens as a result of investment in developing new properties and maintaining existing stock. This increases the value of the Welsh £.

The Council's Building Maintenance Service Framework ensures that contractors undertaking domestic works comply with requirements to provide the following opportunities for each £1 million contractual spend:

- £1m = • Minimum 52 weeks employment for those from families living in poverty
- £1m = • Minimum 52 weeks employment for the long term economically inactive
- £1m = • Minimum of 52 weeks employment for New Entrant Trainees

# Improving neighbourhoods and building stronger communities

The Housing Partnership Programme will also deliver extensive community benefits by:

- Working with education providers to create work experience placements and initiatives for young people.
- Addressing unemployment or economic inactivity as well as skills development, through creating recruitment and training opportunities.

Creating supply chain opportunities, working with SMEs and social enterprises.

In Phase 1 of the Programme, 4106 training weeks will be delivered and a minimum of 70% of local labour will be recruited.

RSLs similarly have targeted training and recruitment clauses in their development and maintenance contracts. Placements within many of the trades result in real jobs and the ability to choose a more office-based placement is also available.



## Case Study - Lift Scheme

Cardiff Community Housing Association hosts this Welsh Government project in the east of the city. This programme focuses on those who have spent more than six months out of work or training and who face the greatest barriers to becoming employable, such as:

- young single parent households
- households in which the adults have few or no formal qualifications
- people with weak employment records
- individuals with disabilities.

The Council and RSLs offer placements and also refer tenants who could benefit into the scheme.

## We Will:

- Monitor compliance with the community benefits clauses in the delivery of Phase 1 of the Housing Partnership Programme.
- Increase the visibility of additional benefits gained through social housing.

# Improving neighbourhoods and building stronger communities

## Case Study - St. Mellons Housing Compact

Linc-Cymru and Hafod Housing Associations jointly deliver the St. Mellons Together Housing Compact. The Council recently joined the group, bringing together around 1,400 managed homes. Members' tenant participation activities are co-ordinated, avoiding duplication of effort and ensuring limited resources are targeted effectively. Local knowledge and good practice are shared to improve service delivery.

*"The Housing Compact is a good example of what can be achieved when social landlords work together." (Hafod Housing Association)*



## Promoting Tenant and Resident Participation and Involvement

Tenants and residents have a key role to play in shaping and improving housing services. Tenant participation and community involvement is actively promoted by social landlords in Cardiff.

Most have dedicated resource centres where tenants can work closely with specialist officers. Engagement methods typically consist of special interest groups; tenant panels; satisfaction surveys; rewards schemes; conferences; training and community events. Housing Associations also welcome tenants to their Management Boards. Examples of initiatives include:

- CCHA's Tenant Service Inspector Team which annually reviews key service areas such as repairs.
- UWHA's Together Community Fund which has supported 20 projects with £27,000 of funding.
- Taff invites all staff members to engage in tenant-based community activities.

- Cadwyn's Tenants Sharing Talents project, which helps tenants to set up and run special interest groups.
- WWHA's 'Have We Listened' approach, delivering tailored services to residents.
- The Council helps its tenants and household members pay for required training to access the job market.

Future priorities include tenants influencing more services and increasing input by under-represented groups.



Almost 100 people attended the Council's first Tenants Conference in 2015 (see above). The event allowed delegates to highlight what mattered to them.

**We Will:** Explore the feasibility to extend Housing Compacts to other parts of the City through regular joint meetings with RSLs.

# Improving neighbourhoods and building stronger communities

## *Delivering a Programme of Estate and Neighbourhood Regeneration*

### Estate Regeneration Schemes

These schemes focus on improving the environmental quality of Council housing estates. Investment is targeted at areas with multiple problems of physical decline, community safety and other issues. Efforts are made to engage all residents in the scheme, regardless of tenure, for maximum impact. Works may include defensible space measures; gully closures; lighting, street and parking improvements and courtyard renewal. Current schemes include Hodges Square, Butetown; Trowbridge Mawr, and Trenchard Drive, Llanishen.

**We Will:** Develop an estate regeneration strategy to identify future priority areas.

### Neighbourhood Renewal Schemes

This programme delivers environmental enhancement schemes, improves and upgrades local community facilities and

amenities. Twelve projects comprise the current programme; these vary widely in scale and type, from public realm to community safety improvements.

### Alley-gating Programme

Alley-gating of rear lanes is an effective security measure, targeted at areas of high crime and anti-social behaviour. Priorities are identified in consultation with the police and area-based schemes are currently being delivered in parts of Cathays and Gabalfa.

**We Will:** Target funding at gating lanes experiencing the most serious problems.

### Community Shopping Centre Regeneration Schemes

Local shopping centres form the heart of many communities, providing shops and services, employment and a focal point for social interaction. Areas are prioritised for investment based on condition, deprivation and availability of alternative shopping facilities.

### **Case Study - Beechley Drive Upper Shops**

A partnership between the Council and Cadwyn Housing Association has seen a major transformation to Beechley Drive in Pentreban. In 2014-15, a run-down block of maisonettes and shops were demolished and a £2million mixed-use redevelopment scheme delivered.

The land was transferred to Cadwyn at nil value, who developed 4 new shop units and 15 new affordable homes on the site. Funding towards the retail provision was granted under the Council's Community Shopping Centre programme.



# Equalities Summary

## Equalities Duties

The Equalities Act 2010 places duties on public sector organisations to eliminate unlawful discrimination, advance equality of opportunity and foster good relations on the basis of protected characteristics - disability; age; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. Welsh language speakers' needs are also promoted.

In order to understand the diverse housing needs of residents and to ensure equality of access, housing and related services should monitor characteristics of people accessing services.

**We Will:** *Improve equalities monitoring to better understand diverse housing needs and inform future service delivery.*

The Council's Strategic Equality Plan 2016-2020 sets out the Council's commitment to equality, and identifies a number of key equality objectives This Strategy will be

key in addressing these objectives from a housing perspective.

## Equality Impact Assessment Findings

The Strategy's Equality Impact Assessment identified potential differential impacts for age, disability and race. The actions taken or planned to address these impacts are summarised below:

### Age

- Separate Older Persons Accommodation Strategy to be developed
- New accommodation to be developed in line with identified need
- Existing stock to be refurbished and re-categorised to best meet need
- Independent Living Service created to assist older people to live independently
- Older people's floating support services to be reviewed to improve accessibility
- Young People Accommodation Gateway set up offering advice, support and housing, including training tenancies
- 'Single person housing' solutions to be developed with RSLs, in response to benefit changes for the under 35s.

### Disability

- Independent Living Service to assist disabled people to live independently
- Step-down flats developed to enable hospital discharge
- Allocation of accessible housing to be reviewed to best meet need
- Disabled adaptations service to be reviewed to ensure best value and overall funding increased
- Community Living schemes to be developed for learning disability clients
- Pathways into housing-related support to be established for people with mental health issues.

### Race

- Action plan on over-crowding to address the specific needs of BME households
- Additional Gypsy and Traveller sites to be delivered to meet identified need.

No differential impact was identified for the remaining protected characteristics.

**We Will:** *Investigate the slight under-representation of certain ethnic groups on the housing waiting list.*



# Accessible Services for All

Cardiff is a multi-cultural and diverse capital city. Therefore, all services need to be truly accessible, broadly promoted and reflect the communities served. Communication with citizens and between services should be clear and simple, equitable and non-discriminatory.

Housing services provided by all partners aim to be fair and transparent with a focus on ensuring that the most vulnerable in society have opportunities to seek help and be prioritised for assistance. Using a client-centred approach means that their views on the services they require are also heard.

This Strategy responds directly to the four Council priorities (see page 4) and acknowledges the areas that are currently the most important to the citizens of Cardiff. The following section summarises how the Council and partners are addressing the diverse needs of those requiring housing services:

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## Delivering Accessible Services

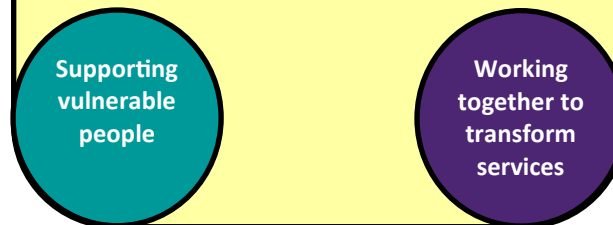
- 7 community hubs established, tailored to each locality's needs
- 5 further hubs in development
- All hubs have level access and have flexible opening hours
- 18 different languages spoken by staff across the hub service
- Holistic home visits offered to those unable to access Hubs



## Client-Centred Services

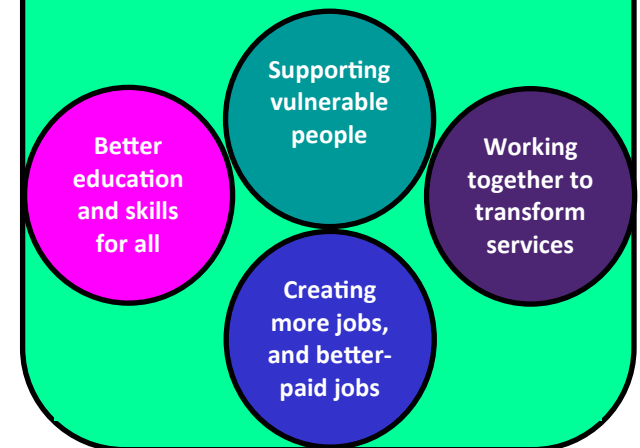
In 15/16:

- 4696 people attended a Housing Application Interview and had their housing options discussed
- 1499 households offered social tenancies through the new needs-based allocation scheme
- 9085 people assisted through housing related support under new needs arrangements



## Engaging and Listening

- Dedicated tenant and resident engagement events/activities
- Client choice embedded in the joint allocations scheme
- Suite of independent living options explored with clients



# Accessible Services for All

## Tackling Poverty

In 15/16:

- £2,037,585 allocated through DHP to support those most affected by welfare reforms
- Face to face into work advice was provided 40,005 times
- 3722 people attend work preparation workshops held in community hubs
- 401 go on to enter employment
- £9m additional benefits gained for clients through the hubs

Better education and skills for all

Supporting vulnerable people

Working together to transform services

Creating more jobs, and better-paid jobs

## Addressing Needs of Specific Groups

- Homeless households offered greater support through new legislation
- Development of gateways into support for single homeless people, those fleeing domestic abuse, with mental health issues and those with substance misuse issues
- Needs assessment of Gypsies and Travellers undertaken
- Developing a new G&T allocations policy
- Re-commissioning of domestic abuse services planned

Supporting vulnerable people

Working together to transform services

## Facilitating Independent Living

- Proposed development of 34 new units of accommodation for those with learning disabilities
- Development of older persons accommodation strategy
- Proposed review of the Cardiff Accessible Homes Scheme
- Young persons gateway making the best use of supported housing resources
- Delivery of training tenancies young people to support move-on

Better education and skills for all

Supporting vulnerable people

Working together to transform services

# 'We Will' Summary

## We will develop a full understanding of housing need by:

**Updating the Housing Market Assessment data (every 2 years)**

**Developing an Older Persons Accommodation Strategy for Cardiff (September 2017)**

### Addressing Under-Occupation / Over-Crowding

- *Work with RSL partners to develop solutions to address under-occupation (June 2017)*
- *Offer incentives and attractive accommodation to older people who can downsize (March 2017)*
- *Implement an action plan to assist over-crowded households, having regard to the needs of BME households (June 2017)*

**Reviewing the way that accessible housing is allocated to best meet needs (March 2017)**

### Addressing homelessness

- *Developing a new Homelessness Strategy for Cardiff following a full needs assessment and review of services (June 2018)*
- *Develop an action plan to address rough sleeping in the city (March 2017)*

**Taking forward delivery of additional Gypsy and Traveller sites to meet short and long term need (2021)**

**Reviewing additional methods to promote the Assisted Home Ownership Scheme (September 2017)**

### Assessing Housing Need and Demand

- *Develop a ward by ward assessment of affordable housing need for Cardiff to inform future development (September 2016)*
- *Develop a 30 year plan for housing in Cardiff in line with the Liveable Cities agenda (January 2018)*

## We will develop and improve homes by:

### Delivering a 5 Year Affordable Housing Development Plan

- *Deliver the 5 year Housing Development Plan including the Health and Social Care units (March 2021)*
- *Investigate other ways of delivering affordable housing using innovative finance models (June 2017)*

### Improving Social Sector Homes

- *Carry out annual review of WHQS compliance (every April)*
- *Evaluate the efficacy of the PassivHaus model for future developments (June 2020)*

### Improving Homes in the Private Rented Sector

- *Undertake a private sector stock condition survey (March 2021)*
- *Work in partnership with Rent Smart Wales and other Councils to develop a consistent and effective private sector housing enforcement approach across Wales (November 2017)*
- *Evaluate the operation of the HMO Additional Licensing schemes and consider the case for extending city-wide (September 2018)*
- *Review the approach taken to tackling empty properties (September 2017)*

**Continuing with refurbishment of the Council sheltered schemes (March 2018)**

**Continuing to work with developers to provide new student residences on appropriate sites within the city (March 2018)**

## We will meet the housing needs of vulnerable people by:

### Ensuring Effective Advice is Available

- *Deliver 4 new community hubs (March 2018)*
- *Extend the role of Housing Solutions Officers in the hubs to assist with homelessness prevention (September 2017)*

# 'We Will' Summary

## We will meet the housing needs of vulnerable people by:

**Reviewing the support given to private landlords to help them let properties to homeless households (March 2017)**

### Mitigating Welfare Reform

- *Closely monitor new welfare reform changes and develop plans for action to address them (ongoing)*
- *Develop 'single person housing' solutions in partnership with RSLs (March 2017)*
- *Continue to take a needs-based and flexible approach to prioritising the DHP Fund with our RSL and other partners (every April)*

### Operating a Needs-Based Allocation Scheme for Social Housing

*Work with partner RSLs to ensure the Allocation Scheme assists those in greatest housing need through regular review and scrutiny (quarterly)*  
*Amend lettings policies to support those affected by welfare reform (September 2017)*

**Reviewing the way that disabled adaptations are delivered to ensure best value for money (March 2017)**

### Delivering Needs-Based Housing-Related Support

- *Establish refined support pathways for specific groups as necessary (March 2019)*
- *Develop support service specifications to prepare for re-commissioning, starting with floating support and domestic abuse (March 2017)*
- *Develop a dedicated housing-related support service to work with hoarders (March 2018)*

### Delivering Independent Living Solutions for Older and Disabled People

- *Review older persons floating support services funded through Supporting People (March 2017)*
- *Review step-down accommodation and increase in line with need (March 2017)*

## We will improve neighbourhoods and communities by:

### Managing Homes Effectively

- *Ensure tenants are aware of changes in the Renting Homes Act affecting their tenancies (March 2018)*
- *Explore the opportunity to develop a joint policy between all social landlords to tackle anti-social behaviour, focussing on estate / community-based responses (March 2018)*

### Maximising Community Benefits and Employment Opportunities

- *Monitor compliance with the social inclusion clauses in the delivery of Phase 1 of the Housing Partnership Programme (every June)*
- *Increase the visibility of additional benefits gained through social housing (every April)*

**Exploring the feasibility to extend Housing Compacts to other parts of the city through regular joint meetings with RSLs (December 2017)**

### Delivering a Programme of Estate and Neighbourhood Regeneration

- *Develop an estate regeneration strategy to identify future priority areas (January 2018)*
- *Target funding at gating lanes experiencing the most serious problems (April 2017)*

## We will address equalities issues by:

- *Improving equalities monitoring to better understand diverse housing needs and inform future service delivery (March 2018)*
- *Investigating the slight under-representation of certain ethnic groups on the housing waiting list (March 2018)*



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My Ref: Scrutiny/Correspondence/Cllr McGarry

08 July 2016

Councillor Susan Elsmore  
Cabinet Member  
c/o Room 520  
County Hall  
Cardiff  
CF10 4UW



Dear Susan

### **Community & Adult Services Scrutiny Committee – 6 July 2016**

On behalf of the Members of the Community & Adult Services Scrutiny Committee, I would like to thank you and officers for attending for Agenda Item 5, the Cardiff Housing Strategy report.

Members have asked that I pass on their congratulations to officers for producing an evidence based, comprehensive, whole system approach strategy. It is obvious that a lot of hard work, thought, planning and organisation have gone into developing the vision, aims and actions contained in the document. This, coupled with the assurances given at Committee by Sarah McGill, Director of Communities, Housing and Customer Services and Jane Thomas, Assistant Director of Communities and Housing, helps to give confidence that officers are able to deliver the many actions in the strategy, with the resources currently available.

It is also heartening to hear that the strategy has been developed in partnership with Registered Social Landlords, Health and Social Care colleagues and private sector landlords, as appropriate. Members recognise that the strategy will require extensive partnership working to deliver the actions and believe that involving partners at the start of the process can only aid this.

With regard to the content of the strategy, Members have the following recommendations, which were discussed at the meeting, aimed at further strengthening the strategy:

- That the strategy more fully references the Black and Minority Ethnic communities in Cardiff and the work that will be undertaken to ensure their specific housing needs are assessed and planned for.
- That reference be made in the Equalities section of the strategy to the Council's Strategic Equality Plan 2016-2020.
- That it be made clear that 4,220 affordable homes will be provided over the 5 years of the strategy, rather than the life of the LDP.
- That reference be made in the strategy to the fact that the design of housing and of estates is critical to ensuring high quality, sustainable affordable

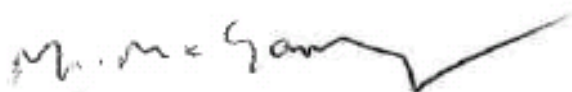
housing that residents wish to live in and that contribute to resilient communities.

Members note that the main risk to the Council, arising from the proposals in the Strategy, is a likely increase in void properties as under-occupation initiatives start to work, as these properties often require considerable work to bring them to a lettable standard. Members also note that the cost of these voids is small when compared with the cost of providing similar houses as new.

Finally, Members are currently finalising the Committee's work programme for the remainder of this municipal year and I am sure that various elements of work mentioned in the Housing Strategy will feature in this, thus enabling Members to carry out more in-depth scrutiny of particular elements of the Strategy.

To summarise, I look forward to hearing back from you on the recommendations contained in this letter, which I hope are of use to you.

Yours sincerely,



**COUNTY COUNCILLOR MARY M<sup>C</sup>GARRY**

**Chairperson - Community & Adult Services Scrutiny Committee**

Cc:	Sarah McGill	Director of Communities, Housing and Customer Services
	Jane Thomas	Assistant Director, Communities & Housing
	Liz Patterson	Personal Assistant
	Matt Swindell	Cabinet Support Officer



**SWYDDFA CYMORTH Y CABINET  
CABINET SUPPORT OFFICE**



Fy Nghyf / My Ref: CM35160  
Eich Cyf / Your ref: Scrutiny/Correspondence/  
Cllr McGarry

Dyddiad / Date: 16 August 2016

Councillor Mary McGarry  
Chair, Community & Adult Scrutiny Committee  
Scrutiny Services  
Room 263  
County Hall  
Cardiff  
CF10 4UW

Annwyl / Dear Mary

**Community & Adult Services Scrutiny Committee 6 July 2016 - Cardiff  
Housing Strategy Report**

Thank you for your letter dated 08th July 2016 on behalf of the Community & Adult Services Scrutiny Committee, with regards the Cardiff Housing Strategy Report.

I am delighted that Scrutiny Members valued the effort that has gone into producing the draft Housing Strategy, and I have passed on your congratulations to Officers as requested.

I agree that the strategy can only be delivered with the help of our partners; we are currently consulting with a wide range of partners and will take they views on board before finalising the document.

In response to the Committee's specific recommendations,

- 1) *That the strategy more fully represents Black & Minority Ethnic communities in Cardiff, and the work that will be undertaken to ensure their specific housing needs are assessed and planned for.*

**ATEBWCH I /  
PLEASE REPLY TO:**

Swyddfa Cymorth Y Cabinet / Cabinet Support Office,  
Ystafell / Room 514, Neuadd y Sir / County Hall,  
Glanfa'r Iwerydd / Atlantic Wharf, Caerdydd / Cardiff,  
CF10 4UW Ffon / Tel (029) 2087 2479

*Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn sicrhau ein bod yn cyfathrebu â chi yn eich dewis iaith boed yn Gymraeg, yn Saesneg neu'n ddwyieithog dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.*

*The Council welcomes correspondence in English and Welsh and we will ensure that we communicate with you in the language of your choice, whether that's English, Welsh or bilingual as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.*

Reference will be included to the findings contained in the Local Housing Market Assessment on the housing needs of BME Communities and links to actions in the strategy will be made clear.

- 2) *That reference be made in the Equalities section of the strategy to the Council's Strategic Equality Plan 2016-2020.*

This section will be updated to include such reference in the final draft.

- 3) *That it be made clear that 4,220 affordable homes will be provided over the 5 years of the strategy, rather than the life of the LDP.*

This will be clarified in the final draft.

- 4) *That reference be made in the strategy to the fact that the design of housing and of estates is critical to ensuring high quality, sustainable, affordable housing that residents wish to live in, and that contributes to resilient communities.*

I agree that quality of design is very important in new housing developments and the views of the Committee will be passed on to colleagues in Planning and those working on the Housing Partnership Programme sites. Officers will work with Planning colleagues to ensure this concern is reflected in the final draft document.

I trust this information is of assistance.

Yn gwyir,  
Yours sincerely,



**Y Cynghorydd / Councillor Susan Elsmore**  
**Aelod Cabinet Dros Lechyd, Tai a Lles**  
**Cabinet Member for Health, Housing & Wellbeing**

Cc: Members of the Community & Adult Services Scrutiny Committee  
Sarah McGill Director of Communities, Housing and Customer Services  
Jane Thomas Assistant Director, Communities & Housing

## Cardiff Housing Strategy 2016-2021 - Consultation Summary Report

The draft Housing Strategy 2016-2021 was issued for a four week consultation period from 8<sup>th</sup> July to 5<sup>th</sup> August 2016. It was sent to over 100 stakeholders including:

- Health and social care, planning and regulatory service colleagues;
- local housing associations;
- private landlord and agent representative bodies;
- equalities organisations;
- third sector support providers;
- statutory partners including Health, Probation and the Police
- all ward members, local MPs and AMs
- Community & Adult Services Scrutiny Committee (CASSC)

Comments were received from a range of partners including housing associations, a neighbouring local authority, equalities organisations, the Police, Planning and Adult Social Services.

Partners were asked to respond to 4 questions. Key responses are summarised below and any changes made to the strategy as a result highlighted.

### **Q1: Are the Vision and Key Aims set out in the draft strategy appropriate?**

There was broad support for the vision and key aims, which were viewed as appropriate and in line with the national housing strategy. The intentions of the Strategy were described as positive and forward thinking. The focus on meeting the needs of the most vulnerable and building stronger communities was welcomed, along with the commitment to partnership working. The addressing of each key aim through a separate chapter within the Strategy and the adoption of a 'whole system' approach were both seen positively.

#### Amendments Made

The contribution of third sector partners in delivering the aims of the Strategy has been strengthened. Explicit reference has been made to the Well-being of Future Generations (Wales) Act 2015 and the Strategy's role in fulfilling its requirements.

### **Q2: Has all available data contributing to an understanding of housing need been considered?**

Respondents felt that a comprehensive range of data had been considered in order to understand housing need in the city. A number of respondents welcomed the intention to develop ward-level data on housing need.

#### Amendments Made

Information on rental values has been added to complement the data on house prices and affordability.

The equalities summary has been strengthened and the links to the protected characteristics made clearer. The need to improve equalities data has been added.

Clearer reference has been made to the spectrum of accommodation options required to enable older people to remain in their own homes where possible.

#### **Q3: Does the draft strategy sufficiently cover all prevalent housing challenges?**

A number of useful suggestions were made highlighting areas where the Strategy could be added to or strengthened.

#### Amendments Made

Information has been added on the demand for student housing across the city and on the impacts of this on the general housing stock.

The importance of good quality design has been made explicit, both in terms of housing and wider neighbourhoods, with reference made to lifetime homes principles. Comments on dementia-friendly environments will be picked up through the development of an older persons accommodation strategy.

#### **Q4: Do the 'We Wills' capture the action needed to address these challenges?**

The 'We Wills' used throughout the document were felt to usefully link the vision and aims of the Strategy to the key actions of the Council and partners.

A number of additional 'We Wills' were added in response to the consultation comments, including improving equalities monitoring; developing a separate action plan to bring together ongoing work around young people; and addressing rough sleeping .

Moving forward, more detailed action plans and milestones will be developed to help monitor implementation of the Strategy.

**List of Consultees**

All Ward Members

Health & Social Care

Tony Young

Amanda Phillips

Isabel Bull

Susan Schelewa

Irfan Alam

Angela Bourge

Housing & NeighbourhoodRenewal

Jane Thomas

Sue Bartlett

Carolyne Palmer

Ellen Curtis

Kate Hustler

Phil Evans

Don Davidson

Chris O'Sullivan

Colin Blackmore

Dave Jaques

Bev King

Helen Evans

Emma Dennett

Ian Ephraim

Neil Sutcliffe

Planning

Andrew Gregory

James Clemence

Simon Gilbert

Stuart Williams

Liz Lambert

Shared Regulatory Service

Dave Holland

Will Lane

Steve Tudball

Rent Smart Wales

Bethan Jones

Cadwyn Housing  
Association

Cardiff Community

Housing Association

Hafod Housing Association  
Limited

Hafod Care Association

Hendre Limited

Linc-Cymru Housing  
AssociationTaff Housing Association  
United Welsh Housing  
AssociationWales and West Housing  
AssociationNewydd Housing  
Association

Cardiff Landlord Forum

ALMA

Home Builders Federation

Tai Pawb

Diverse Cymru

Race Equality First  
C3SCGypsies and Travellers  
WalesCardiff Women's Aid  
BAWSO

Stonewall Cymru

Cardiff and Vale University

Health Board

Regional Collaborative  
CommitteePam Toms Vale of  
Glamorgan CouncilJennifer Ellis Rhondda  
Cynon Taff CouncilSally Davies Newport  
CouncilMark Jennings Caerphilly  
Council

Church Army

The Wallich

Salvation Army

Cardiff YMCA

Huggard

Llamau

Hafan Cymru

Barnardo's

Cardiff Mind

Pen yr Enfys

Gwalia

Pobl Group

Gofal

National Probation Service

Community Rehabilitation  
Company

Police

Fire Service

Families First

Communities First

Neighbourhood

Partnership Leads

Tenants Groups

Public Service Board

Cardiff MPs &amp; AMs

CASSC

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## CARDIFF COUNCIL

**Equality Impact Assessment  
Corporate Assessment Template**



<b>Policy/Strategy/Project/Procedure/Service/Function Title:</b> <b>Cardiff Housing Strategy 2016-2021</b>
<b>New/Existing/Updating/Amending: New</b>

<b>Who is responsible for developing and implementing the Policy/Strategy/Project/Procedure/Service/Function?</b>	
Name: Jane Thomas	Job Title: Assistant Director, Housing & Communities
Service Team: Policy and Development	Service Area: Communities - HANR
Assessment Date: August 2016	

**1. What are the objectives of the Policy/Strategy/Project/ Procedure/ Service/Function?**

The Cardiff Housing Strategy 2016-2021 sets the strategic direction for future housing provision and service delivery across all tenures and identifies the key housing priorities for the Council and partners.

The strategy identifies 4 key aims:

- To develop a full understanding of housing need in the city
- To take a coordinated and evidence based approach to developing and improving homes in Cardiff
- To ensure that the housing needs of the most vulnerable are met
- To improve neighbourhoods and help build stronger communities

The Strategy intends to improve housing outcomes for all citizens, recognising and responding to the diversity of housing needs of people in Cardiff, with a particular focus on the most vulnerable. Whilst this is an over-arching strategic document, it does contain a number of commitments / actions to address issues relating to the protected characteristics.

**2. Please provide background information on the Policy/Strategy/Project/Procedure/Service/Function and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]**

The Strategy demonstrates Housing's contribution to addressing the priorities identified in the 'What Matters' Integrated Partnership Strategy and achieving Cardiff's vision of becoming Europe's most liveable Capital City. It also responds to recent Welsh Government legislation including the Housing (Wales) Act 2014, Well-being of Future Generations (Wales) Act 2015, Renting Homes (Wales) Act 2016, Social Services & Wellbeing (Wales) Act 2014 and

## CARDIFF COUNCIL

**Equality Impact Assessment  
Corporate Assessment Template**

changes in UK Government policy, specifically around welfare reform.

The Strategy sets out a number of ambitious activities to be undertaken by the Council and partners over the next 5 years, listed as 'We Will' commitments. A separate action plan will be developed and a monitoring framework established to track progress against these commitments.

A variety of data has informed the understanding of housing need, as set out in the Strategy. This includes the Local Housing Market Assessment 2015, population projections, Census data and housing waiting list data, homelessness statistics and information from social care colleagues.

These sources confirm that Cardiff has a diverse, growing and ageing population. Welsh Government population projections predict an overall increase in population of 32.7% by 2036, with the most significant growth being in the older age group.

Social Housing accounts for approximately 17% of housing stock in the city (almost 24,000 properties) and there are currently in excess of 8000 applicants on the Housing Waiting List, which operates jointly with Housing Association Partners. Applications to join the List are considered from any person aged 16 years or over. A separate register of applicants needing suitably adapted properties is maintained in partnership with the Cardiff Accessible Homes Project. Applicants are assessed to ensure that when adapted properties become available they are allocated to provide the best 'fit' taking into account housing need and individual circumstances.

'Equal opportunities monitoring information' is requested from all applicants for rehousing with the aim of gathering information regarding the protected characteristics set out in Equality Act 2010. Information relating to age, sex, medical conditions/disability and pregnancy is required from all applicants to inform the assessment of the household makeup and the size and type of housing that the applicant may be offered. Information regarding the remaining characteristics is requested, but is not obligatory, and is not used to directly inform the allocation of accommodation.

**Age****Older People**

Population projections for Cardiff show a 67.6% growth in the 65+ age group over the term 2011–2036, compared to 27.4% growth in all age groups up to 64 years. The implications of an ageing population include increased demand for older people's accommodation and services. The Council and partners will need to ensure such provision is fit for purpose and allocated to maximum effect.

Waiting List figures confirm this high demand with almost 1700 applicants aged 50+ on the List (21% of the List). The majority of these applicants have a 1 bedroom need, and almost half require ground floor or lift accessible accommodation. 16% of applicants on the housing waiting list aged over 50 have identified a wish to downsize.

The 51-60 age group is slightly over-represented on the Waiting List when compared with



## CARDIFF COUNCIL

**Equality Impact Assessment  
Corporate Assessment Template**

the Cardiff population (based on 2011 Census data) whereas the 60+ age group is under-represented (12.4% of the List compared with 20.7% of the Cardiff population). This may be influenced by the fact that, as evidenced in the Local Housing Market Assessment, the majority of older households in Cardiff (60.9%) are owner occupiers (no mortgage) and that a high proportion of these have capital to support their own housing and care needs.

Interrogation of the Waiting List indicates that applicants in the 50+ age group receive a higher proportion of overall lets than would be anticipated based on numbers alone. This is partly explained by the fact that approximately 13% of current Council and Housing Association stock is categorised as sheltered or designated and is not available to younger age groups

### **Young People**

The housing Waiting List data shows an under-representation of applicants aged 16-20 when compared with Cardiff 'usual resident' population data taken from the 2011 census (3.5% compared with 11%). The fact that students are counted as 'usually resident' at their term-time address in the census, and that many young people in the 16-20 age group could be expected to be living with their parents and therefore will not have applied for social housing, helps to explain the difference in percentages for this age group.

For those on the Waiting List, applicants in the 30 and under age group receive a higher proportion of lets than would be expected based on numbers alone. Again, this may be partly explained by the higher availability of smaller units – bedsits and 1 bedroom accommodation account for approximately 21% of non-retirement Council properties.

### **Disability**

The 2011 Census indicates that 18% of the Cardiff population have a long term limiting illness. This general level of disability is supported by the later Local Housing Market Assessment 2015 Household Survey which indicates that 22% of households in Cardiff contain somebody with a disability / limiting long term illness (approximately 31,976 households affected). The Survey indicates that the highest levels of disability are found in the owner occupied sector, followed by Council rented sector. The majority of all disabled household members were over the age of 50 (70% - including 16% over 80) while 12% were under 25 years old. In terms of housing, 13% of all properties had been adapted, rising to 36% of properties occupied by people using a wheelchair. Examination of households needing adaptations now or in the next 3 years showed the majority (60%) were in the owner occupied sector. 82% of those with a care or support need felt they were getting enough support.

Waiting List information indicates that 2238 applicants have a medical need (28% of the Waiting List). Of these 28 have an urgent need for rehousing as a result of their medical condition, 708 have a high need and 1502 a medium need.

There are also 599 households are on the Cardiff Accessible Homes (CAH) list waiting for a suitably adapted Council / Housing Association property. This includes applicants of all ages

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and some households with disabled children. During 2014/15 only 161 adapted properties were let.

Please note that applicants may be registered on both the Cardiff Housing Waiting List (for a general needs property that can be suitably adapted to meet their needs) and the CAH list at the same time.

**Learning disabilities**

Data received from Adult Services indicates that, over the life of the Strategy an additional 175 Learning Disabilities service users will require accommodation and support. 10 service users per year will require bed spaces in shared housing and 25 service users per year will require move-on from supported living.

**Gender re-assignment**

Housing applicants are asked to provide information regarding their gender, with an option to select male-to-female or female-to-male gender re-assignment. No current applicants have indicated that they have undergone gender re-assignment.

**Marriage & Civil Partnership**

Single people are the largest group on the Waiting List - 60% of applicants who provided their marital / partnership status are single. Along with people who are separated, they are over-represented on the List when compared with the population of Cardiff as a whole (66% of the Waiting List compared with 47% of the city population).

When comparing the make-up of the Waiting List and the percentage of lets made to each group a slightly higher percentage of lets than would have been expected based on numbers alone are made to single applicants and those who are widowed. This may be partly explained by the fact that the majority of sheltered / designated accommodation for older people is 1 bedroom (and therefore primarily let to single people) and that overall bedsit/1 bedroom accommodation accounts for approximately 30% of Council stock.

**Pregnancy & Maternity**

Approximately 5% of applicants on the Waiting List indicated that they were pregnant. For the purposes of allocating properties unborn children are taken into account as part of the household and are included in the calculation of the size / type of property that an applicant may be offered.

**Race**

Census data from 2011 shows that approximately 15% of Cardiff 'usual residents' were from a BME background – this includes students living in Cardiff during the academic year.

The Local Housing Market Assessment Household Survey undertaken in 2015 supports this general level suggesting that 13% of households in Cardiff are of a BME background. 26% of BME respondents indicated that their homes were inadequate, the most commonly stated reasons being the size and state of repair of the property. Over-occupation (according to the Department for Communities & Local Government 'Bedroom Standard') affects 11% of

## CARDIFF COUNCIL

**Equality Impact Assessment  
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households in the BME community, compared to 4% of households in the whole population.

Interrogation of the Housing Waiting List shows that 'White British' form by far the highest proportion of applicants – 67% of those who provided information about their ethnicity - although this group is slightly under-represented when compared with the Cardiff population of 80%. Other groups that are slightly under-represented (compared with the wider population) include Indian, Pakistani, Chinese, Gypsy & Traveller and White Irish. Over-represented groups include Other White, Black African, Arab, Other Asian, Bangladeshi, Other Black background, Mixed - White & Black Caribbean, Mixed – other, Black Caribbean, Other Mixed - White & Black African.

When comparing the racial make-up of the Waiting List with the percentage of lets made to each racial group, there are some inconsistencies. In 2015/16 76% of lets were made to 'White British' applicants. This is slightly more than would be anticipated based simply on numbers, and a lower percentage than would have been expected were made to other groups, the most marked being: White other; Arab; other Asian; Bangladeshi; other Black Background. Information regarding offers made to the various groups slightly qualifies this information as follows :

<b>Ethnic group</b>	<b>% of Cardiff population</b>	<b>% of Waiting List</b>	<b>% offers</b>	<b>% lets</b>
White British	80.3%	67.2%	73.5%	76%
White other	3.5%	7.1%	5.2%	3.8%
Arab	1.4%	3.0%	1.6%	1.5%
Other Asian	1.3%	2.8%	2.7%	1.8%
Bangladeshi	1.4%	2.5%	0.7%	0.6%
Other black background	0.5%	2.0%	1.3%	1.1%
Black African	1.5%	6.5%	7.3%	7.4%
Mixed White & Black Caribbean	1.1%	1.9%	1.8%	1.5%
Pakistani	1.8%	1.4%	1.2%	1.1%
Mixed other	0.6%	1.0%	0.9%	0.7%
Black Caribbean	0.4%	1.0%	1.1%	0.9%
Other	0.6%	0.8%	0.6%	0.6%
Mixed White & Black African	0.5%	0.8%	0.9%	0.9%
Mixed White & Asian	0.7%	0.7%	0.5%	0.6%
White Irish	0.7%	0.5%	0.3%	0.7%
Indian	2.3%	0.4%	0.3%	0.6%
Chinese	1.2%	0.4%	0.2%	0.3%
Gypsy / Irish Traveller	0.2%	0.1%	0.0%	0.0%

### **Gypsies and Travellers**

The Council operates 2 Gypsy and Traveller sites, comprised of 80 pitches. A separate Waiting List is maintained for the allocation of these pitches with approximately 40 households currently registered. The recent Gypsy and Traveller accommodation needs assessment forecast future need at 64 additional authorised pitches over next 5 years, increasing by 21 pitches if Rover Way site is replaced, along with additional need for a transit site.

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**Equality Impact Assessment  
Corporate Assessment Template**

Work is currently being undertaken to develop a revised Allocation Scheme for Gypsy & Traveller site pitches, bringing this into line with allocation arrangements for mainstream social housing.

**Religion, Belief or non-belief**

Approximately 49% of Waiting List applicants provided information about their religion / belief. Of these 1.2% indicated that they 'preferred not to say'. The most obvious differences between the Cardiff population and the Waiting List 'population' (based on those who provided information) is the under-representation of people with Christian beliefs and over-representation of the Muslim faith. It should be noted that religion / belief is not used to directly influence the allocation of housing, and that applicants are free to include as many areas of the city as they wish on their application in order to meet their cultural needs and choices.

**Sex**

Approximately 59% of Waiting List applicants are female and 41% male. This compares with 51% female and 49% male for whole Cardiff population. Female applicants are over-represented.

Of the 1507 lets of Council and RSL stock in 2015/16, 61% were made to female applicants, and 39% to male applicants.

**Sexual orientation**

Sexual orientation is not recorded as part of the census. However, the Integrated Household Survey (IHS) provides high-level estimates for a number of themes including sexual identity. Percentages reported under this Survey for Cardiff & the Vale of Glamorgan in 2015 are very similar to those indicated by Waiting List applicants who provided a response regarding their sexual orientation.

	Heterosexual / straight %	Gay / Lesbian / Bisexual %	Don't know / refusal %
IHS - Cardiff & Vale of Glamorgan	95%	3%	1%
Housing Waiting List	94%	3%	3%

**3 Assess Impact on the Protected Characteristics****3.1 Age**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative/]** on younger/older people?

	Yes	No	N/A
Up to 18 years	x		

## CARDIFF COUNCIL

**Equality Impact Assessment  
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18 - 65 years	x		
Over 65 years	x		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Housing Strategy will have a positive impact for people of all age groups. It contains a number of age-specific commitments to ensure that the future housing needs of Cardiff residents are addressed.

Older People

- Data has been collated on need and older persons housing stock. Discussions are ongoing with partners and will inform the development of an Older Persons Accommodation Strategy for Cardiff.
- Improved understanding of the individual housing needs of older people will be gained via applicant screening. Matching applicants with suitable properties will be enhanced by the introduction of additional property categories with clear access criteria.
- A package of incentives and assistance will be offered to older people who are under-occupying Council accommodation and looking to downsize.
- New older persons accommodation is to be developed in line with identified need – for example as part of the wider Maelfa Regeneration project.
- Council sheltered schemes are to undergo refurbishment to ensure they are fit for purpose and offer sustainable, independent living.
- Cardiff's Independent Living Service helps older and disabled people access a range of support to live as independently as possible, including a holistic visiting service, adaptations and support in the community.
- Older persons floating support services funded through Supporting People will be reviewed and will be more accessible for older people living in their own homes.

Young People

- The impact of applying LHA rates to social housing tenancies on those under 35 years will be addressed through the separate welfare reform action plan. Work is underway with RSL partners to develop 'single person housing' solutions.
- A specific Young Persons Gateway has been developed, bringing together advice, family mediation, support and accommodation to ensure that young vulnerable people can access housing services best suited to their needs.
- In response to a gap in provision, 15 training tenancies have been created for young people ready to take the step towards independence.
- The Strategy commits to reviewing the way that accessible housing is allocated to best meet needs – this includes families with disabled children.

## CARDIFF COUNCIL

**Equality Impact Assessment  
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- A separate action plan is to be developed to bring together ongoing work around young people.
- Assisted home ownership scheme to be promoted to help first time buyers access the property market (who would otherwise be unable to do so).

Other

- A range of housing types and sizes will be provided through the affordable housing development plan and LDP process suitable for all age groups, including families.

**What action(s) can you take to address the differential impact?**

No further actions identified.

**3.2 Disability**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on disabled people?

	Yes	No	N/A
Hearing Impairment	x		
Physical Impairment	x		
Visual Impairment	x		
Learning Disability	x		
Long-Standing Illness or Health Condition	x		
Mental Health	x		
Substance Misuse	x		
Other			

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Strategy will have a positive impact on disabled people. It contains a number of commitments which will benefit different types of disability.

Physical Disability

- The way that accessible housing is allocated will be reviewed to best meet needs.
- A protocol enabling re-purchase of properties sold through the Right to Buy to address specific housing requirements will prioritise ground floor flats.
- New-build adapted housing is to be provided in response to identified need – for example child priority cases requiring larger adapted properties.
- Funding for adaptations has been increased and the way that disabled adaptations are delivered will be reviewed to ensure best value for money.

Learning Disability

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- Work is ongoing between Housing and Social Services to deliver community living schemes and shared living schemes, incorporating both new build and scheme refurbishment.

Mental Health

- Pathways into housing-related support to be developed for those with mental health issues, including both forensic needs and specific behaviours such as hoarding.

Long-standing Illness or Health Condition

- 6 step-down flats developed for patients unable to be discharged from hospital due to housing issues. This accommodation is to be reviewed and increased in line with need.

General

- Housing advice and assistance delivered from community Hubs offers level access, and facilities for those with sight or hearing impairments. Home visits offered to those unable to access Hubs in person.
- Cardiff's Independent Living Service helps older and disabled people access a range of support to live as independently as possible, including a holistic visiting service, adaptations and support in the community.
- Refurbishment of older people's sheltered stock to RNIB standards.

**What action(s) can you take to address the differential impact?**

No further actions identified.

**3.3 Gender Reassignment**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on transgender people?

	Yes	No	N/A
<b>Transgender People</b> (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

No current applicants have indicated that they had undergone gender re-assignment, therefore it is difficult to assess any specific housing needs or differential impacts relating to this group. The Strategy commits to improving our equalities monitoring, which should result in a more comprehensive data set on which to base future services / provision.

Consultation on the Strategy highlighted potential issues around accessibility and

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harassment/bullying for younger LGBT people if housed in shared accommodation following benefit changes for the under 35s. Evidence on this is currently unclear – however, where the Council is made aware of any such a case, this could be dealt with under the Discretionary Housing Payment process.

**What action(s) can you take to address the differential impact?**

We will continue to monitor applicants for rehousing with regard to gender reassignment and will work with equalities organisations to identify the specific housing needs of this group. Any issues identified will be addressed through the Strategy's associated action plans.

### 3.4. Marriage and Civil Partnership

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on marriage and civil partnership?

	Yes	No	N/A
Marriage		X	
Civil Partnership		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

No negative differential impacts identified.

**What action(s) can you take to address the differential impact?**

The Local Housing Market Assessment considers household formation and size – this information will be taken into consideration in planning new housing provision.

We will continue to monitor applicants for rehousing with regard to marriage and civil partnership. Any issues identified will be addressed through the Strategy's associated action plans.

### 3.5 Pregnancy and Maternity

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on pregnancy and maternity?

	Yes	No	N/A
Pregnancy		x	
Maternity		x	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

No negative differential impacts identified.

Unborn children are recognised as part of the household make-up when assessing size



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of accommodation needed by waiting list applicants.

**What action(s) can you take to address the differential impact?**

We will continue to monitor applicants for rehousing with regard to pregnancy and maternity. Any issues identified will be addressed through the Strategy's associated action plans.

### 3.6 Race

Will this Policy/Strategy/Project//Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White	X		
Mixed / Multiple Ethnic Groups	X		
Asian / Asian British	X		
Black / African / Caribbean / Black British	X		
Other Ethnic Groups	X		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

There are some differences in the numbers of applications to the housing waiting list by ethnicity, with some groups over-represented and some under-represented. Further work will be done to better understand the reasons for this. However, a number of positive actions are identified in the Strategy:

- The Strategy commits to implementing an action plan to assist over-crowded households, including those of a BME background.
- Housing-related advice and assistance is available in a range of community languages at Hub offices, with provision tailored to local demand.
- The cultural requirements of potential residents will continue to be considered during the planning and design of new affordable housing developments.
- The Strategy commits to taking forward delivery of additional Gypsy and Traveller sites to meet short and long term need.
- Work is ongoing around allocating to Gypsy sites, to bring this in line with the mainstream social housing allocation scheme.

**What action(s) can you take to address the differential impact?**

We will investigate the reasons for the under-representation of certain ethnic groups on the housing waiting list.

### 3.7 Religion, Belief or Non-Belief

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Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on people with different religions, beliefs or non-beliefs?

	Yes	No	N/A
Buddhist		X	
Christian		X	
Hindu		X	
Humanist		X	
Jewish		X	
Muslim		X	
Sikh		X	
Other		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

No negative differential impacts identified.

**What action(s) can you take to address the differential impact?**

We will continue to monitor applicants for rehousing with regard to religion, belief or non-belief. Any issues identified will be addressed through the Strategy's associated action plans.

### 3.8 Sex

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on men and/or women?

	Yes	No	N/A
Men		X	
Women		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

No negative differential impacts identified.

**What action(s) can you take to address the differential impact?**

We will continue to monitor applicants for rehousing with regard to sex. Any issues identified will be addressed through the Strategy's associated action plans.

### 3.9 Sexual Orientation

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual		X	

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Gay Men		X	
Gay Women/Lesbians		X	
Heterosexual/Straight		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

No negative differential impacts identified.

**What action(s) can you take to address the differential impact?**

We will continue to monitor applicants for rehousing with regard to sexual orientation. Any issues identified will be addressed through the Strategy's associated action plans.

### 3.10 Welsh Language

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on Welsh Language?

	Yes	No	N/A
Welsh Language		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

Cardiff Housing Strategy 2016-2021 and associated public documents will comply with new Welsh Language standards under the Welsh Language [Wales] Measure 2011. All documents will be translated into Welsh and any publicity on schemes delivered by the Council will also be available in Welsh. The Council requires organisations that receive Council grant funding to similarly ensure that it provides publicity material in both English and Welsh.

**What action(s) can you take to address the differential impact?**

### 4. Consultation and Engagement

What arrangements have been made to consult/engage with the various Equalities Groups?

Consultation on the draft Cardiff Housing Strategy 2016-2021 was undertaken with public, private and third sector partners during July-August 2016. Views were sought from a number of key stakeholders including supported housing providers, health and social care professionals and equalities organisations including Tai Pawb, Diverse Cymru, Race Equality First, Gypsies and Travellers Wales and Stonewall Cymru. Responses were received from Tai Pawb and Diverse Cymru.

The results of the consultation exercise were taken into account in finalising the

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Strategy document. A schedule of consultation responses has been produced, detailing any changes made in response to the comments received.

**5. Summary of Actions [Listed in the Sections above]**

<b>Groups</b>	<b>Actions</b>
Age	A number of actions are identified and embedded in the Strategy.
Disability	A number of actions are identified and embedded in the Strategy.
Gender Reassignment	We will continue to monitor applicants for rehousing with regard to gender reassignment and will work with equalities organisations to identify the specific housing needs of this group. This will be included in the Strategy's action plan, which will incorporate a separate strand relating to ongoing monitoring and resolution of equality issues.
Marriage & Civil Partnership	The Local Housing Market Assessment considers household formation and size – this information will be taken into consideration in planning new housing provision.  We will continue to monitor applicants for rehousing with regard to marriage and civil partnership. Any issues identified will be addressed through the Strategy's associated action plans.
Pregnancy & Maternity	We will continue to monitor applicants for rehousing with regard to pregnancy and maternity. Any issues identified will be addressed through the Strategy's associated action plans.
Race	We will investigate the reasons for the slight under-representation of certain ethnic groups on the housing waiting list.
Religion/Belief	We will continue to monitor applicants for rehousing with regard to religion, belief or non-belief. Any issues identified will be addressed through the Strategy's associated action

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	plans.
Sex	We will continue to monitor applicants for rehousing with regard to sex. Any issues identified will be addressed through the Strategy's associated action plans.
Sexual Orientation	We will continue to monitor applicants for rehousing with regard to sexual orientation. Any issues identified will be addressed through the Strategy's associated action plans.
Welsh Language	
Generic Over-Arching [applicable to all the above groups]	

**6. Further Action**

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

**7. Authorisation**

The Template should be completed by the Lead Officer of the identified Policy/Strategy/Project/Function and approved by the appropriate Manager in each Service Area.

Completed By :	Date:
Designation:	
Approved By:	
Designation:	
Service Area:	

7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate's Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council.

For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email [citizenfocus@cardiff.gov.uk](mailto:citizenfocus@cardiff.gov.uk)

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**DINAS A SIR CAERDYDD  
CITY & COUNTY OF CARDIFF****COUNCIL:****24 NOVEMBER 2016**

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**CABINET PROPOSAL**

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**TREASURY MANAGEMENT MID-YEAR REPORT 2016-17**

***Annexes A&B to Appendix 1 to this report are not for publication as they contain exempt information of the description in Paragraphs 14 and 21 of Schedule 12A of the Local Government Act 1972.***

**Reason for this Report**

1. To inform members of the Council's treasury management activities since 1 April 2016 and the position as at 30 September 2016.

**Background**

2. The Council's treasury management activities are governed by legislation and a Code of Practice developed by the Chartered Institute of Public Finance and Accountancy (CIPFA) updated in 2011.

**Issues**

3. In the budget report of February 2010, Council adopted CIPFA's Treasury Management Code by formal acceptance of the Four Clauses of Treasury Management and Treasury Management Policy Statement as Council policy.
4. In accordance with these policies, this report provides members with a mid year update of Treasury Management activities as at 30 September 2016. Council requires the scrutiny of the accounting, audit and commercial issues of its Treasury Management Strategy and Practices to be undertaken by the Council's Audit Committee.
5. The mid-year monitoring report and supporting Annexes are attached as Appendix 1 and is to be referred to Council on the 24 November 2016 after consideration by the Cabinet.

## **Reasons for Recommendations**

6. Council policy requires the Treasury Management Mid Year Report 2016-17 update to be submitted to Council.

## **Legal Implications**

7. No direct legal implications arise from this report.

## **Financial Implications**

8. The Council's treasury management activities are undertaken in accordance with the policies adopted by Council and under professional codes of conduct established by CIPFA, the Welsh Government and the Corporate Director Resources as part of Treasury Management Practices. This report is part of a suite of reports that members receive on the Council's treasury management activities during the course of a year. Whilst there are no direct financial implications arising from this report, the risks involved with treasury management are continuously reviewed in conjunction with the Council's treasury management advisors.

## **CABINET PROPOSAL**

Council is recommended to note the Treasury Management Mid Year Report 2016-17 (Appendix 1)

## **THE CABINET**

10 November 2016

*The following Appendix is attached:-*

- Appendix 1: Treasury Management Mid Year Report 2016-17  
Confidential Annexe A – Investments at 30 September 2016  
Confidential Annexe B – Investment Charts at 30 September 2016  
Annexe C – Maturity Analysis of borrowing as at 30 September 2016  
Annexe D – Glossary of Treasury Management terms



## Appendix 1

Annexes A&B to this Appendix are not for publication as they contain exempt information of the description in Paragraphs 14 and 21 of Schedule 12A of the Local Government Act 1972.

### Treasury Management Mid-Year Report 2016-17

The City of Cardiff Council



## **Introduction**

- 1.1 Treasury management activities are the management of an organisation's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.
- 1.2 The Council carries out its treasury management activities in accordance with a code developed for public services in 2011 by the Chartered Institute of Public Finance and Accountancy (CIPFA) as well as Council approved policies and clauses adopted by Council in February 2010.
- 1.3 In accordance with these policies, this report provides members with a mid year update of Treasury Management activities as at 30 September 2016 and covers:-
  - the economic background to treasury activities
  - investments
  - borrowing
  - debt rescheduling
  - compliance with treasury limits and prudential indicators
  - strategy update for remainder of year.
- 1.4 Annexe D includes a glossary which defines key terms used in this report. During 2016/17, Audit Committee has received periodic updates on the position and performance of Treasury Management and the issues included in the report below. In addition Council received in September 2016 the Annual Report on the Outturn for Treasury Management for 2015/16.

## **Economic Background**

- 2.1 The referendum vote for Brexit in June resulted in an initial shock fall in economic indicators. Though it is generally accepted that the economy will now avoid flat lining, weak growth in the EU, China and emerging markets is also likely to result in weak UK growth. In response, the Bank of England reduced bank rate from 0.50% to 0.25% in August 2016. Exchange rate volatility is expected to increase inflation in the short term with a forecast of 2.4% in 2018.
- 2.2 The following table gives the Council's treasury management advisors, latest forecast of bank rate and Public Works Loan Board (PWLB) borrowing rates: The view is that there could be further reductions in the short term, without any increases until June 2018. However, this position will be kept under review as potential inflationary pressures increase.

	Sep-16	Mar-17	Mar-18	Mar-19
Bank Rate	0.25%	0.10%	0.10%	0.25%
5yr PWLB rate	1.01%	1.00%	1.10%	1.20%
10yr PWLB rate	1.52%	1.50%	1.60%	1.70%
25yr PWLB rate	2.27%	2.30%	2.40%	2.50%
50yr PWLB rate	2.10%	2.10%	2.20%	2.30%

- 2.3 It can be seen from the table that the cost of borrowing is significantly in excess of the rates that are available from investments. PWLB borrowing rates are based on Gilt yields which have seen a significant reduction due to economic uncertainty and a bond buying programme increasing demand for safe have assets. Whilst geo-political events can have short term impacts on rates, the overall long term forecast is for PWLB rates to rise slowly.

## Investment

- 3.1 The management of the Council's cash flows may involve temporary lending of surplus funds to low risk counterparties or temporary borrowing pending receipt of income.
- 3.2 The Council's investment priorities remain the security and then liquidity of its investments. The Council also aims to achieve the optimum return on its investments appropriate to these priorities.
- 3.3 The Council invests with financial institutions in accordance with criteria approved in the Treasury Strategy. The categories, names, periods and size limits on this list can be extended, varied or restricted at any time by the Corporate Director Resources under delegated powers. Based primarily on Fitch credit criteria and a number of other factors which the Council takes into account, lending to these institutions is subject to time and size limits and credit worthiness continues to be carefully monitored.
- 3.4 Given that bank rates are historically low, and the damping effect on interest rates that the Government's Funding for Lending Scheme rates of investment return also remain low.
- 3.5 At the 30 September 2016, investments stood at £88.9 million. These temporary funds fluctuate daily and arise for a number of reasons, including the timing differences between the receipt of grant and other income and the utilisation of these funds on salaries and other operating costs. It includes the level of reserves, provisions, and other balances. It is also affected by the timing of borrowing and capital expenditure transactions. **Annexe A** shows with whom these investments were held as at 30 September 2016. These are all deemed recoverable.

3.6 A selection of performance indicators and benchmarking charts, is included in **Annexe B** as follows:-

- **Counterparty exposure** displays actual investment against the maximum permitted directly with an organisation. This demonstrates that we are not exceeding any exposure limits.
- **Remaining maturity profile of investments.** This shows the duration of investments is spread and taking advantage of slightly higher rates for longer term investment up to one year where reasonable to do so.
- **Investments by institution.** This expresses the investments held with different institutions as a percentage of the total and shows diversification is sought where possible.
- **Geographic spread of investments** as determined by the country of origin of relevant organisations. All countries are rated AA and above as per our approved criteria and are licensed to take UK deposits. Investments are in Sterling only.
- **Investments by Financial Sector.** The majority of investments continue to be with banks.

3.7 Whilst a difficult figure to forecast due to the uncertainty of the markets, cash flows and the number of variables that impact on the figure, the forecast level of interest receivable from treasury investments for 2016/17 is £490,000 as included in our current projections for capital financing in the Month 6 Budget Monitoring Report for the Council. The return achieved since the start of the year is 0.68% compared to the benchmark 7 day London Interbank Bid Rate (LIBID) of 0.28% and 3 month LIBID 0.38%.

3.8 The Council currently uses the Debt Management and Deposit Facility (DMADF) as a last resort if no alternative investment opportunities are available. The maximum rates available from the facility are 0.15%.

## **Borrowing**

4.1 Long term borrowing is undertaken to finance the Council's Capital Programme and the main sources of borrowing currently are the PWLB and the Money Markets. The Council does not separate General Fund and Housing Revenue Account borrowing as all borrowing is the liability of the Council.

4.2 Where capital expenditure has been incurred without a resource to pay for it immediately e.g. via capital receipts, grants or other contributions, this will increase what is termed the Council's Capital Financing Requirement (CFR) or its need to undertake borrowing. The Council is required to make an annual prudent provision for the repayment of historic capital expenditure from its revenue budget. This reduces the CFR. Calculation of the CFR is summarised in the following table.

	Opening Capital Financing Requirement (CFR)
+	Capital expenditure incurred in year
-	Grants, contributions, reserves and receipts received to pay for capital expenditure
-	Prudent Minimum Revenue Provision & Voluntary Repayment
=	Closing Capital Financing Requirement (CFR)

4.3 The level of CFR is dependant on a range of factors including progress in implementing the Capital Programme during the year so estimates can change.

4.4 At 30 September 2016, the Council had £674.1 million of external borrowing predominantly made up of fixed interest rate borrowing from the PWLB payable on maturity.

31-Mar-16			30-Sep-16	
£m	Rate (%)		£m	Rate (%)
612.8		Public Works Loan Board (PWLB)	620.8	
52.0		Market	52.0	
0.5		Welsh Government	0.5	
0.8		Other	0.8	
<b>666.1</b>	<b>4.84</b>	<b>Total External Debt</b>	<b>674.1</b>	<b>4.81</b>

#### New borrowing undertaken during the year to date

4.5 Two new loans have been undertaken from the PWLB totalling £10 Million at an average rate of 2.53% and an average maturity of forty three years.

#### Maturing Loans in year to date

4.6 Annexe C shows the maturity profile of the Council's borrowing as at 30 September 2016. PWLB loans of £2 million have been repaid in the first half of this year, with a further £3.6 million of PWLB loans and £1 million of Market loans due to be repaid by 31 March 2017. Unless the Council's Lender Option Borrower Option loans (LOBO's) are required to be repaid early, very little debt matures within the next 10 years.

4.7 (LOBO) products are loans to the Council where the lender can request a change in the rate of interest payable by the Council on pre-determined dates. The Council at this point has the option to repay the loan.

4.8 The Council has 6 such loans totalling £51 million and apart from the option to increase rates, these loans are comparable to PWLB and have no other complications such as variation in interest rates or complex terms.

- 4.9 Interest rates on the Council's loans range between 3.81% and 4.35% which are not unreasonable and are below the Council's average rate of interest payable. Details of the loans are shown in the table below.

£m	Potential Repayment Date	Option Frequency	Full Term Maturity
6	21/11/2016	6 months	21/11/2041
6	21/11/2016	6 months	21/11/2041
6	21/11/2016	6 months	23/05/2067
6	01/03/2017	6 months	23/05/2067
5	15/01/2018	5 years	17/01/2078
22	21/11/2020	5 years	23/11/2065

- 4.10 LOBO's to the value of £24 million are subject to the lender potentially requesting a change in the rate of interest payable every six months, which could trigger early repayment. This is deemed unlikely and any risk is a manageable refinancing risk as LOBO's form a relatively low proportion of the Council's overall borrowing at 7.6%.

#### Borrowing Strategy

- 4.11 The borrowing strategy outlined in the February 2016 budget report indicated that:-

*Whilst investment rates remain lower than long term borrowing rates internal borrowing will be used to minimise short-term costs where possible. The forecast level of internal borrowing at 31 March 2016 in relation to the CFR is deemed manageable. However, based on the current forecasts of future capital expenditure plans and high level analysis of the sustainability of internal borrowing from the Council's balance sheet position for future years, external borrowing will be required to be undertaken in the medium term.*

- 4.12 As is shown in above, long term borrowing rates are significantly higher than investment rates which mean that the cost of undertaking new borrowing would have a negative impact on the revenue budget. External borrowing may be deferred in order to minimise short term costs by using temporary cash balances to pay for capital expenditure rather than placing in an investment. This is termed 'internal borrowing'. However deferring borrowing is only a short term measure and could expose the Council to higher borrowing rates and costs in the future. The Council has taken an approach of undertaking external borrowing for an element of any borrowing requirement to mitigate any such risk.
- 4.13 If no further borrowing is undertaken, the value of external loans at 31 March 2017 will be £669.5 million. At the same point, the Council's need to

borrow for capital expenditure purposes, its Capital Financing Requirement (CFR), is currently forecast to be circa £724 million (General Fund £446 million and HRA £278 million). Without any further borrowing this financial year internal borrowing could be £55 million, which is deemed manageable.

- 4.14 It is currently assumed that no further external borrowing will take place during the remainder of this financial year. This has been factored into the Month 6 revenue budget monitoring position with the estimated total interest payable on borrowing for 2016/17 being £32.4 million.

### **Debt Rescheduling**

- 5.1 No debt rescheduling or early repayment of debt has been undertaken to date. The main obstacle remains the level of premium (penalty) that would be chargeable on early repayment by the PWLB. The premium payable on the balance of PWLB loans at 30 September 2016 which are eligible for early repayment (£403 million) is £348 million. This premium is payable primarily because:-

- Interest rates on loans of equivalent maturities compared to those held are currently lower
- A penalty rate or lower early repayment rate was introduced by HM Treasury in November 2007, which increased the cost of premiums and reduced flexibility of Local Authorities to make savings. This remains an obstacle in the ability of local authorities to manage debt more effectively.

- 5.2 Whilst the cost of Premiums can be spread over future years, options for restructuring that have been considered result in an adverse Net Present Value (NPV). Whilst there may have been short terms savings, these were outweighed by potentially longer term costs and not deemed cost effective.

- 5.3 Opportunities for restructuring will continue to be considered in conjunction with our Treasury advisors and reported to Audit Committee periodically as part of standard Treasury Management updates which Cabinet and Council receive.

### **Compliance with treasury limits and prudential indicators**

- 6.1 During the financial year to date, the Council has operated within the treasury limits and prudential indicators set out in the annual Treasury Management Strategy in February 2016.
- 6.2 Following Housing Finance Reform the Council complies with an indebtedness cap in the Housing Revenue Account of £316.5 million. This will need to be monitored closely as part of the Treasury Strategy and HRA Business Planning process.

## **Strategy update for the remainder of 2016/17**

- 7.1 During the remainder of the year, the reduction in Bank of England base rate to 0.25% in August 2016 and impact on interest rates for both investments and borrowing will continue to be reviewed. A strategy of maintaining internal borrowing to maximise short term savings will continue for the next 6 months.
- 7.2 A further update on Treasury Management will be included in the Treasury Management Strategy for 2017/18 as part of the Budget Proposals in February 2017.

## **Annexes**

Confidential Annexe A – Investments at 30 September 2016

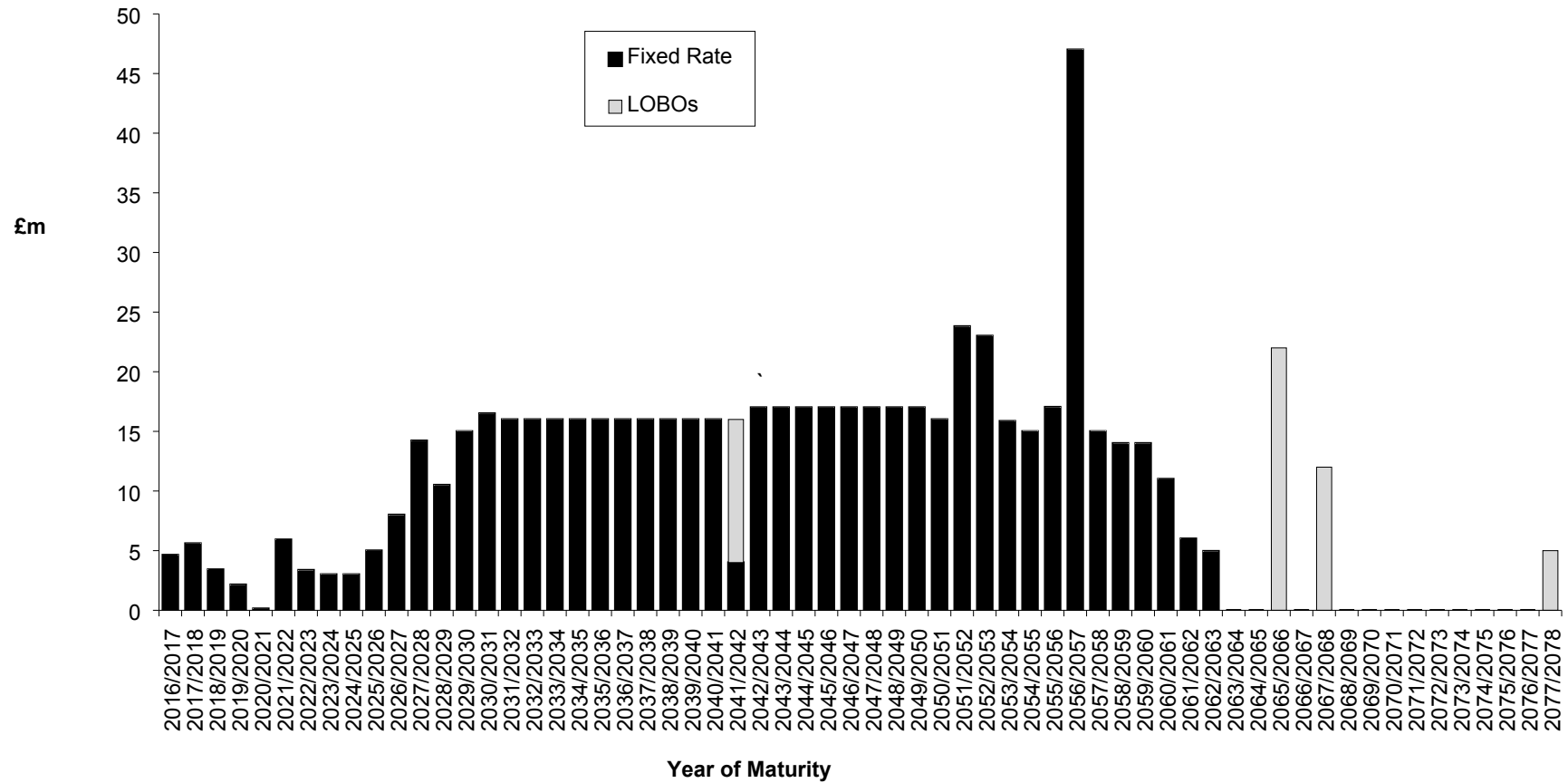
Confidential Annexe B – Investment Charts at 30 September 2016

Annexe C – Maturity Analysis of Borrowing as at 30 September 2016

Annexe D – Glossary of Treasury Management terms



Maturity Profile of Debt at 30 September 2016



### Glossary of Terms - Treasury

#### **Bank Rate**

The rate of interest set by the Bank of England as a benchmark rate for British banks.

#### **Borrowing**

Loans taken out by the authority to pay for capital expenditure or for the prudent management of the Council's financial affairs, which are repayable with interest.

#### **Counterparty**

One of the parties involved in a financial transaction.

#### **Credit Criteria**

The parameters used as a starting point in considering with whom the council may place investments, aimed at ensuring the security of the sums invested.

#### **Credit Rating**

A credit rating assesses the credit worthiness of an individual, corporation, or even a country. Credit ratings are calculated from financial history and current assets and liabilities. Typically, a credit rating tells a lender or investor the probability of the subject being able to pay back a loan. Ratings usually consist of a long term, short term, viability and support indicators. The Fitch credit rating of F1 used by the Council is designated as "Highest Credit quality" and indicates the strongest capacity for timely payment of financial commitments.

#### **Debt Management Account Deposit Facility (DMADF)**

The Debt Management Office provides this service as part of its cash management operations and of a wider series of measures designed to improve local and central government's investment framework and cash management. The key objective of the DMADF is to provide users with a flexible and secure facility to supplement their existing range of investment options while saving interest costs for central government.

#### **Debt Restructuring**

Debt restructuring is a process that allows an organisation to reduce, renegotiate and undertake replacement debt.

#### **Diversification of Investments**

The process of creating a portfolio of different types of financial instruments with regard to type, price, risk issuer, maturity, etc. in order to reduce the overall risk of the portfolio as a whole.

#### **Duration (Maturity)**

The length of time between the issue of a security and the date on which it becomes payable.

### **External Borrowing**

Money borrowed from outside of the Council.

### **Fitch Credit Ratings**

A commercial organisation providing an opinion on the relative ability of an entity to meet financial commitments, such as interest, preferred dividends, repayment of principal, insurance claims or counterparty obligations. The opinion is usually provided in the form of a credit rating.

### **Fixed Rate**

An interest rate that does not change over the life of a loan or other form of credit.

### **Internal Borrowing**

Money borrowed from within the Council, sourced from temporary internal cash balances.

### **Investments**

The purchase of financial assets in order to receive income and/or make capital gain at a future time, however with the prime concern being security of the initial sum invested.

### **Lender Option Borrower Option Loans (LOBOs)**

Loans to the Council where the lender can request a change in the rate of interest payable by the Council at pre-defined dates and intervals. The Council at this point has the option to repay the loan.

### **Liquidity**

The ability of the Council to meet its financial obligations as they fall due.

### **Market Loans**

Borrowing that is sourced from the market i.e. organisations other than the Public Works Loan Board or a Public Body.

### **Minimum Revenue Provision**

This is the amount which must be charged to the authority's revenue account each year and set aside as provision for repaying external loans and meeting other credit liabilities. The prudent amount is determined in accordance with guidance issued by WG. This has the effect of reducing the Capital Financing Requirement (CFR).

### **Money Market Funds**

An investment fund which pools the investments of numerous depositors, spreading those investments over a number of different products and counterparties.

### **Prudential Code for Capital Finance**

The system introduced on 1 April 2004 by Part 1 of the Local Government Act 2003 which allows local authorities to borrow without Government consent,

provided that they can afford to service the debt from their own resources and that any such borrowing is prudent and sustainable. This requires the preparation and approval of various indicators.

### **Public Works Loans Board (PWLB)**

The Public Works Loans Board is a statutory body operating within the United Kingdom Debt Management Office, an Executive Agency of HM Treasury. PWLB's function is to lend money from the National Loans Fund to local authorities and other prescribed bodies, and to collect the repayments.

### **Security**

Protecting investments from the risk of significant loss, either from a fall in value or from default of a counterparty.

### **Sovereign Credit Ratings**

The credit rating of a country. It indicates the risk level of the investing environment of a country, taking into account political risk and other factors.

### **Specified Investments**

A term defined in WG investment regulations, referring to any investments for less than one year, in sterling, and where the principal sum to be repaid at maturity is the same as the principal sum invested. An investment not meeting the above criteria would be termed a Non-specified investment

### **Sterling**

The monetary unit of the United Kingdom (the British pound).

### **Term Deposits**

A term deposit is a money deposit at a banking institution that cannot be withdrawn for a certain "term" or period of time.

### **UK Government Gilts**

Fixed-interest debt securities issued or secured by the British Government. Gilts are always denominated in sterling though the Government occasionally also issues instruments in other currencies in the Eurobond market or elsewhere.

### **Variable Rate**

An interest rate that changes periodically in line with market rates.

### **Yield**

The annual rate of return paid out on an investment in securities, expressed as a percentage of the current market price of the relevant securities.

By virtue of paragraph(s) 14, 21 of Part(s) 4 and 5 of Schedule 12A of the Local Government Act 1972.

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**COUNCIL: 24 November 2016**

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**REPORT OF DIRECTOR GOVERNANCE & LEGAL SERVICES**

**AGENDA ITEM:**

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**APPOINTMENT TO TEMPORARY GOVERNING BODIES**

**Reason for this Report**

1. To appoint parent and staff governors to the temporary governing body of the new secondary school in the West of Cardiff – Cardiff West Community High School.

**Background**

2. The New Maintained Schools (Wales) Regulations 2005 (the Regulations) state that where any proposals to establish a maintained school have been published under any enactment, the local authority may make arrangements to appoint governors to Temporary Governing Bodies under Section 34 of the Education Act 2002 (the 2002 Act) in anticipation of the approval of the proposals or in anticipation of a determination by the authority that the proposals should be implemented.

The Council's Cabinet at its meeting on 10 December 2015 received a report detailing the responses received following consultation on a proposal for a new build high school in the West of the City from September 2018. The Cabinet agreed for the Council to progress to the next stage and publish a legal statutory notice to:

- Close Glyn Derw High School and Michaelston Community College (the Glyn Derw and Michaelston Federation) from 31 August 2017
- Establish a new replacement 11-18 community high school to serve the Caerau and Ely areas from 1 September 2017

The statutory notice was published on 6<sup>th</sup> January 2016 and allowed a period of 28 days from the date of publication for receipt of formal objections to the proposals. The proposals were approved at the Council's Cabinet meeting of 10<sup>th</sup> March 2016.

A temporary governing body was established in January 2016 in anticipation of the approval of the proposals.

### **Issues**

3. Where the need for a temporary governing body arises, it is the statutory duty of the Council to appoint the Local Authority and Parent governors. The Local Authority Governors Panel met on 21 January 2016 to consider the applications for the Local Authority governor positions and their recommendations were approved by Full Council on 28 January 2016. Full Council also appointed parent governors to the temporary governing body at its meeting on 28 January 2016.

### **Reasons for Recommendations**

4. To ensure that the Council fulfils its statutory functions in respect of appointments to Temporary Governing Bodies.

### **Legal Implications**

5. Section 34 of the 2002 Act and Part 2 of the Regulations set out the arrangements that need to be put in place for the temporary government of new maintained schools.
6. In accordance with Section 34 of the 2002 Act, there is a requirement for the local authority to make arrangements for the constitution of a temporary governing body. Regulation 5(1) of Part 2 of the Regulations enables the local authority to put in place arrangements to establish a temporary governing body for a new maintained school once proposals for the new school have been published via a statutory notice. This includes the appointment of Local Authority, Parent and Staff governors in accordance with the Government of Maintained Schools (Wales) Regulations 2005 and the Regulations
7. With regards to the appointment of a temporary Staff governor, the Local Authority must first make a decision whether a temporary Staff governor should be included on the temporary governing body of the new school in accordance with regulation 10 of the Regulations. The Local Authority made a determination on 25<sup>th</sup> August 2016 that a temporary staff governor should be included on the temporary governing body. Any person so appointed following such decision must be employed at a maintained school otherwise than as a teacher.
8. The number of each category of governor required for a temporary governing body are set out in regulation 21 of the Regulations and (in the context of a community school) regulation 13 of the Government of Maintained Schools Wales Regulations 2005.
9. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person



exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council, e.g. standing orders and financial regulations; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

### **Financial Implications**

10. There are no financial implications arising from this report.

### **Recommendation**

11. The Council is asked to agree:

1. The appointment of three parent governors and one staff governor to the Temporary Governing Body of the new Secondary School in the West of Cardiff – Cardiff West Community High School as listed in Appendix 1.

### **DAVINA FIORE** **Director Governance & Legal Services**

Date: 17 November 2016

*The following Appendix is attached:*

Appendix 1	Table containing details of three parent and one staff school governor for appointment to the temporary governing body of Cardiff West Community High School, with criteria for appointment
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*The following Background Documents have been taken into account:*

The New Maintained Schools (Wales) Regulations 2005  
The Education Act 2002  
The Government of Maintained Schools (Wales) Regulations 2005

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## Appointments to the Temporary Governing Body for Cardiff West Community High School

School	Ward	Start of Vacancy	Applications Received	Approved Yes/No
<b>PARENT</b> (4 x parent governor appointments required)	<b>Ely/Caerau</b>	<b>01/02/2016</b>	Ani Baker Karen Dell'Armi Sarah Lewis	
<b>STAFF</b> (1 x staff governor appointment required)	<b>Ely/Caerau</b>	<b>26/08/2016</b>	Joanne Howell Peter Hunt	

### Notes

- Governors can serve on two governing bodies and also a temporary governing body
- The New Maintained Schools (Wales) Regulations 2005 state that “any person responsible for the appointment of a person as a temporary governor must have regard to the desirability of that person being suitably experienced.”
- In the case of parent governor appointments, The New Maintained Schools (Wales) Regulations 2005 state that “no person may be appointed as a temporary parent governor of the new school unless –
  - (a) he or she is the parent of a child who is to become a registered pupil at the school
  - (b) where it is not reasonably practical to appoint such a person, he or she is the parent of a child of compulsory school age.”
 All applications from parent governors meet these criteria.

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**CITY & COUNTY OF CARDIFF  
DINAS A SIR CAERDYDD**



**COUNCIL:**

**24 November 2016**

**REPORT OF DIRECTOR GOVERNANCE & LEGAL SERVICES**

**APPOINTMENT OF LOCAL AUTHORITY GOVERNORS TO SCHOOL GOVERNING BODIES**

**Reason for this Report**

1. To appoint Local Authority School Governors.

**Background**

2. Section 19 of the Education Act 2002 creates the general ability for the Local Authority to appoint governors to the Governing Bodies of maintained schools, with further detail contained in the Government of Maintained Schools (Wales) Regulations 2005. When Local Authority school governor vacancies arise, either by appointees reaching the end of their term of office or resigning, it is the statutory duty of the Council to fill the vacancies as soon as possible.
3. The Local Authority Governors Panel to oversee this process was constituted at the Annual Council in May 2015 and held its first termly meeting in September 2015.

**Issues**

4. The Local Authority Governors Panel met on 8 November 2016 to consider new applications to current and future vacancies up to 31 January 2017. The recommendations of the Panel are contained in Appendix 1 to this report.

**Reasons for Recommendations**

5. To ensure that the Council fulfils its statutory functions in respect of the appointment of local authority governors for maintained schools.

**Legal Implications**

6. As noted in paragraph 2 of the report, the Council is required, pursuant to the Education Act 2002, section 19 and regulations made there under, to appoint local authority governors to the Governing Bodies of maintained schools, in accordance with those statutory provisions.

7. Appointments to outside bodies are a local choice function, which is reserved under the Council's Constitution to full Council. Accordingly, the appointment of local authority governors to Governing Bodies, as recommended in this report, requires the approval of full Council.

### **Financial Implications**

8. There are no financial implications arising from this report.

### **Recommendation**

9. That Council consider the recommendations of the Local Authority Governor Panel of 8 November 2016 and approve the appointments of Local Authority Governors to the School Governing Bodies as set out in Appendix 1.

**Davina Fiore**

**Director Governance & Legal Services**

17 November 2016

*The following Appendix is attached:*

Appendix 1            List of Local Authority School Governor vacancies and recommendations for appointment by the Local Authority Governor Panel for the period 1 October 2016 to 31 January 2017

*The following Background Documents have been taken into account: N/A*

**LA Governor Vacancies - Recommendations from LA Governor Panel  
1 October 2016 – 31 January 2017**

**Appendix 1**

- i. All appointments in the list are recommended by the LA Governor Appointments Panel and will have satisfied the required application process.
- ii. All terms of office unless otherwise stated are for 4 years.

**Existing LA Governor Vacancies**

School	Ward	Start of Vacancy	Re-appointment requested	Applications received	Approved Y/N
Baden Powell Primary School 2 x vacancies	Splott	17/09/2016 17/09/2016			
Bryn Hafod Primary School	Llanrumney	19/05/2016			
Creigiau Primary School	Creigiau	08/10/2016			
Danescourt Primary School 2 x vacancies	Danescourt	01/09/2016 01/09/2016			
Ely and Caerau Children's Centre	Ely	14/07/2016			
Glan Yr Afon Primary School	Llanrumney	13/10/2015		Les Maxim	
Grangetown Nursery School	Grangetown	02/09/2016			
Grangetown Primary School	Grangetown	16/09/2016			
Hawthorn Primary School 2 x vacancies	Llandaff North	10/05/2016 26/09/2016		Steven Chadwell Paul Rock	
Marlborough Primary School	Penylan	10/05/2016		Rodney Berman	
Meadowlane Primary School	Trowbridge	02/09/2016		Dawn Mitchell-Williams	
Moorland Primary School	Splott	26/09/2016			
Oakfield Primary School	Trowbridge	04/03/2015			

Pencaerau Primary School	Caerau	01/09/2010			
Pentrebane Primary School	Fairwater	27/06/2016			
Peter Lea Primary School	Fairwater	27/06/2016			
Rhiwbina Primary School	Rhiwbina	18/10/2016			
Riverbank Special School 2 x vacancies	Caerau	13/06/2016 29/06/2016			
St John Lloyd RC Primary School	Trowbridge	30/01/2013			
St Patrick's RC Primary School	Grangetown	16/09/2016			
The Hollies School	Pentwyn	26/09/2016			
Trelai Primary School	Caerau	13/09/2016			
Thornhill Primary School	Llanishen	22/06/2015			Jackie Jones
Trowbridge Primary School	Trowbridge	11/02/2016			Mike Thomas
Whitchurch High School	Whitchurch	11/09/2016			Nicola Davies
Whitchurch Primary School 3 x vacancies	Whitchurch	01/09/2016 25/10/2016 25/10/2016	Nicola Davies		Sarah Lewis Mike Phillips
Windsor Clive Primary School	Ely	23/03/2016			
Woodlands High School 2 x vacancies	Caerau	10/12/2015 29/09/2016			
Ysgol Glan Ceubal	Llandaff North	01/10/2016			
Ysgol Glan Morfa	Splott	29/01/2014			Anne Hughes
Ysgol Gyfun Gymraeg Plasmawr	Fairwater	25/09/2006			Gareth Owens
Ysgol Gyfun Gymraeg Bro Edern 2 x vacancies	Penylan	27/01/2016 27/09/2016			Nick Speed Gaynor Williams
Ysgol Gymraeg Coed-Y-Gof	Fairwater	22/10/2015			
Ysgol Gymraeg Melin Gruffydd X 2 vacancies	Whitchurch	21/11/2015 04/10/2016			
Ysgol Gyfun Gymraeg Glantaf	Llandaff North	25/10/2016			
Ysgol Mynydd Bychan	Gabalfa	16/12/2015			Rhys Taylor



Ysgol Pen Y Pil	Trowbridge	11/09/2013		Michael Jones	
Ysgol Pen Y Groes 2 x vacancies	Pentwyn	01/09/2012 28/09/2016		Ailsa Newton	
Ysgol Pencae	Llandaff	01/09/2016			
Ysgol y Berllan Deg	Pentwyn	29/02/2016		Rhodri Asby	

**Future LA Governor Vacancies – 1 October 2016 – 31 January 2017**

School	Ward	Start of Vacancy	Re-appointment Requested	Applications Received	Approved Y/N
Bryn Celyn Primary School	Pentwyn	13/12/16	Cllr Keith Hyde		
Fitzalan High School	Canton	19/12/16			
Herbert Thompson Primary School	Ely	20/01/17			
Thornhill Primary School	Llanishen	01/02/17		Lynne Schofield	
Pontprennau Primary School	Pontprennau	01/01/17			
Ysgol Gymraeg Bro Eirwg	Llanrumney	01/02/17			
Ysgol Gymraeg Treganna	Canton	01/02/17			

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**REPORT OF DIRECTOR GOVERNANCE AND LEGAL SERVICES**

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**POLITICAL BALANCE & COMMITTEE MEMBERSHIP****Reason for this Report.**

1. To inform Council of a change in the political composition of the Council; and
2. To make appointments to fill current vacancies on Committees in accordance with the approved allocation of seats to party groups and the respective party group wishes.

**Background**

3. The Council at its Annual Meeting on 28 May 2016 established its committees and allocated seats to party groups in accordance with the relevant provisions of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 as amended.
4. The legislation requires the Council to allocate committee seats to political groups in proportion, as far as is reasonably practicable, to the size of those groups on the Council. Once the Council has determined the allocation of seats, it is obliged to make appointments so as to give effect to the wishes of the political group to which the seat has been allocated.
5. Appointments to Committees have been made in accordance with the agreed allocations and the wishes of the political groups.

**Issues**

6. At the By-Election on the 3 November 2016 Councillor Tariq Awan (Plaid Cymru) was elected to the Ward of Grangetown.
7. Under the relevant legal provisions (referred to under paragraph 3), this changes alters the current allocation of seats on Committees approved at Annual Council 28 May 2016.

8. Based on the revised composition of the Council as from 12 January 2016 the proportional allocation of seats on Ordinary Committees and Scrutiny Committees is as set out in Table A below:

TABLE A - Composition of the Council as at 4 November 2016:

Groups	Number of Councillors	Proportionality	Number of seats
Labour	41	57.75%	77
Liberal Democrat	16	22.53%	30
Conservative	9	12.67%	17
Plaid Cymru	5	7.15%	10**
Ungrouped *	4	0%	0
	75	100%	134

\*Four Independent Members not part of any Group – no entitlement to allocation of seats

9. The vacancies and allocation of seat are discussed with Party Group Whips at their regular monthly meetings. \*\*The Plaid Cymru Group has indicated that it does not wish to take up its allocation of Committee seats, and these seats have been reallocated in discussion with the Party Group Whips and where vacancies cannot be filled offered to Independent Members.
10. The following Committee vacancies are to be filled by Council on 24 November 2016, in accordance with wishes of the political groups to which the seats are allocated. Nominations will be reported to Council on the amendment sheet.

<b><u>Committee</u></b>	<b><u>No of Vacancies</u></b>
Planning Committee	2 vacancies
Licensing Committee	2 vacancies
Public Protection Committee	2 vacancies
Audit Committee	1 vacancy
Corporate Parenting Advisory Committee	2 vacancies
Democratic Services Committee	1 vacancy
Community & Adult Scrutiny Committee	1 vacancy
Economy Scrutiny Committee	2 vacancies
Environment Scrutiny Committee	1 vacancy
Policy Review & Performance Scrutiny	1 vacancy
Bilingual Cardiff Working Group	1 vacancy
Health & Safety Advisory Group	1 vacancy
Glamorgan Archives Joint Committee	2 vacancies

11. Under the rules on political balance, the Council may adopt an alternative arrangement to strict political proportionality for the allocation of seats on Committees and distribute seats on a different basis provided that notice of such proposal is given in the Council Summons, and the alternative arrangement is approved by Council, without any Member voting against the arrangement (referred to as a '*nem con*' vote).

### **Legal Implications**

9. The legal implications are set out in the body of this report.

### **Financial Implications**

10. There are there are no additional financial implications arising from this report that have not been included within the Council's budget for 2015/16.

### **RECOMMENDATIONS**

The Council is recommended to

- (1) note the change in the political composition of the Council as set out in the report; and
- (2) approve appointments to fill the vacancies on Committees in accordance with the approved allocations and the nominations of the party groups, as set out on the Amendment Sheet.

### **DAVINA FIORE**

Director Governance and Legal Services and Monitoring Officer  
18 November 2016

Background Papers

Declaration of Election to the Grangetown Ward 3 November 2016

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**CITY AND COUNTY OF CARDIFF  
DINAS A SIR CAERDYDD**



**COUNCIL:**

**24 NOVEMBER 2016**

**REPORT OF DIRECTOR GOVERNANCE & LEGAL SERVICES**

**APPOINTMENT OF MEMBERS TO OUTSIDE BODIES**

**Reasons for the Report**

1. To agree the appointment of Council representatives to Outside Bodies under the Local Choice functions.

**Background**

2. The Constitution provides that the Council will, from time to time, receive nominations and make Member appointments as necessary to serve as representatives of the Council on outside bodies.

**Issues**

3. The Council is asked to consider nominations to serve on Outside Bodies relating to vacancies and changes as set out in Appendix A of the report and listed on the amendment sheet.

**Legal Implications**

4. The appointment of individuals to serve on outside bodies is a Local Choice function under the Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007. The Council has determined that responsibility for this function shall rest with Full Council unless delegated by the Council.

**Financial Implications**

5. There are no financial implications arising as a direct consequence of this report.

**RECOMMENDATION**

Council is recommended to receive and approve nominations for, and make appointments to those outside bodies as listed in Appendix A and any nominations included on the Council Amendment Sheet on 25 June 2015. .

**DAVINA FIORE**

**Director of Governance & Legal Services**

18 November 2016





NAME OF ORGANISATION	COUNCIL REPRESENTATION	MAIN AIMS & FUNCTIONS OF ORGANISATIONS	NOMINATIONS RECEIVED
Cambrian Educational Foundation for Deaf Children	1 – Member	To offer financial assistance to young people between the ages of pre-school & 25 yrs, who have hearing impairment and either reside in Wales or have a parent who resides in Wales. Assistance is given for their education and social development.	<b>1 vacancy</b>
Cardiff & District Pre-Retirements Association	1 – Member	Offers unbiased advice on a range of specific issues relevant to anyone approaching retirement.	<b>1 vacancy</b>
Cardiff & Vale of Glamorgan Community Health Council	3 – Members	<p>The CHC represents the interests of the patients and public of Cardiff &amp; the Vale of Glamorgan in relation to local health services. The 4 statutory duties/functions of the CHC are to:</p> <ol style="list-style-type: none"> <li>1 Scrutinise the operation of health services in Cardiff &amp; Vale of Glamorgan, to make recommendations for the improvement of that service, and to advise the UHB upon such matters relating to the operation of the health service.</li> <li>2 To be consulted by the UHB in respect of health services for which it is responsible.</li> <li>3 To enter and inspect NHS premises.</li> <li>4 To provide an independent advocacy service on behalf of the Welsh Ministers for those aged 18 and over.</li> </ol>	<p><i>Councillor Hudson</i>  <i>Mr Gareth Williams</i>  <b>1 vacancy</b></p>
Cardiff & Vale University Health Board – Stakeholder Reference Group	1 – Member	The SRG has early engagement and involvement in the determination of the UHB overall strategic direction; provision of advice on specific service proposals prior to formal consultation as well as feedback on the impact of the UHB operations on the communities it services.	<p><i>Councillor Sanders (Independent)</i>  <b>1 vacancy</b></p>
Cardiff Bus	7 – Members (If proportional + 5 Labour; 1 Lib Dem & 1 Conservative)	Cardiff City Transport Services Ltd (otherwise known as Cardiff Bus) is a private limited company which is wholly owned by Cardiff Council. It was constituted as a Public Transport company within the mean of Section 72 of the Transport Act 1985 and the main purpose of the company is the provision of road passenger transport services.	<p><i>Councillors Goddard, Simmons, Benjamin Thomas, White,</i>  <b>1 vacancy (Labour)</b>  <i>Councillor Robson (Conservative)</i>  <i>Councillor Aubrey,</i></p>

NAME OF ORGANISATION	COUNCIL REPRESENTATION	MAIN AIMS & FUNCTIONS OF ORGANISATIONS	NOMINATIONS RECEIVED
Ffotogallery	2 – Members	To widen its range of influence through touring exhibitions, collaborations with other organisations & galleries, through publications and expanding education programme including courses in techniques & appreciation & work with schools & community groups.	<b>2 vacancies</b>

NAME OF ORGANISATION	COUNCIL REPRESENTATION	MAIN AIMS & FUNCTIONS OF ORGANISATIONS	NOMINATIONS RECEIVED
Standing Advisory Council for Religious Education (SACRE)	8 – Members (relevant Cabinet Member)	SACRE is a statutory body which meets once a school term to advise the Council on matters concerned with collective worship and the provision of religious education	<i>Councillor Merry (Cabinet Member)</i> <i>Councillor Ali Ahmed</i> <i>Councillor McGarry</i> <i>Councillor Parry</i> <i>Councillor Elsmore</i> <i>Councillor Gordon</i> <b>2 vacancies</b>

*\*\* Those Members in italics have been appointed previously*

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**CYNGOR DINAS CAERDYDD  
CITY OF CARDIFF COUNCIL**



**COUNCIL:**

**24 NOVEMBER 2016**

**WRITTEN QUESTIONS**

**COMMUNITY DEVELOPMENT, CO-OPERATIVES AND SOCIAL ENTERPRISE  
(COUNCILLOR PETER BRADBURY)**

W1	<p><b><u>WRITTEN QUESTION FROM COUNTY COUNCILLOR McEVOY</u></b></p> <p>How many Cardiff council play centre centres were there in Cardiff on May 3rd 2012?</p> <p>How many were there on November 3rd 2016?</p>
W2	<p><b><u>WRITTEN QUESTION FROM COUNTY COUNCILLOR McEVOY</u></b></p> <p>Can you list the Cardiff Council play centres, youth centres and youth clubs in existence on May 3rd 2012 and those still existing on 03/11/16?</p>
W3	<p><b><u>WRITTEN QUESTION FROM COUNTY COUNCILLOR McEVOY</u></b></p> <p>How many hours in Grangetown Play Centre were funded per week in May 2012 and now?</p> <p>How many hours per week will be funded after April 2017?</p>

**EDUCATION (COUNCILLOR SARAH MERRY)**

W4	<p><b><u>WRITTEN QUESTION FROM COUNTY COUNCILLOR McEVOY</u></b></p> <p>How many Cardiff Council youth clubs and youth centres were there in Cardiff on May 3rd 2012?</p> <p>How many were there on November 3rd 2016?</p>
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**ENVIRONMENT (COUNCILLOR BOB DERBYSHIRE)**

W5	<p><b><u>WRITTEN QUESTION FROM COUNTY COUNCILLOR BRIDGES</u></b></p> <p>What is the council's currently policy on sweeping fallen leaves and unblocking drains which have become clogged with fallen leaves?</p>
W6	<p><b><u>WRITTEN QUESTION FROM COUNTY COUNCILLOR CHAUNDY</u></b></p> <p>While local authorities have no statutory duty to fund or maintain our public parks, will this council recognise the need to 'fully maintain our city parks' and give a commitment in the budget setting for 2017/18 sufficient funds for such maintenance in addition to supplementing community groups or organisations involvement?</p>

**TRANSPORT, PLANNING AND SUSTAINABILITY**  
**(COUNCILLOR RAMESH PATEL)**

W7	<p><b><u>WRITTEN QUESTION FROM COUNTY COUNCILLOR ROBSON</u></b></p> <p>Constituents have been enquiring about the proposed yellow box outside the entrance to Tesco on Ty'n y Parc Road. How long has it been since the box was added to the transport projects list and when the box will be painted?</p>
W8	<p><b><u>WRITTEN QUESTION FROM COUNTY COUNCILLOR BRIDGES</u></b></p> <p>Will the council consider introducing a scheme whereby developers are asked to make a bond payment when work starts on any development, which will only be returned when the work is complete and if the development has caused no damage to the public realm? There have been numerous recent examples of developers causing damage to the public realm, only for the cost of it to be met by the over-burdened council taxpayer.</p>