



Monday 27 June 2022

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DEPUTY LEADER OF THE COUNCIL AND CABINET MEMBER FOR FINANCE DECISION-MAKING MEETING

A meeting of the Deputy Leader of the Council and Cabinet Member for Finance Decision-Making Meeting will be held at virtually on **Tuesday, 5 July 2022 at 3.00 pm.**

Rob Weaver
Chief Executive

To: Members of the Deputy Leader of the Council and Cabinet Member for Finance
Decision-Making Meeting
(Councillor Mike Every)

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the date of the meeting.

AGENDA

1. **Grant Request From Cirencester Housing for Young People (Pages 3 - 12)**
This report seeks the approval of the Deputy Leader of the Council and Cabinet Member for Finance of a grant request from Cirencester Housing.

Reporting Officer: Jenny Poole (jenny.poole@cotswold.gov.uk)

DATE OF DECISION: NO EARLIER THAN TUESDAY 5 JULY 2022

DEADLINE FOR COMMENTS: NOON ON MONDAY 4 JULY 2022

Note: Any Member who wishes to comment on an item is requested to send those comments (preferably by e-mail) to the Reporting Officer, copied to Democratic Services, by the deadline identified.

Any comments received will be reported to the Decision-Maker prior to the decision(s) being taken.

Any member of the public who wishes to attend this meeting as an observer, please contact Democratic Services (democratic@cotswold.gov.uk)

(END)

Agenda Item 1

Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	DEPUTY LEADER AND CABINET MEMBER FOR FINANCE DECISION MAKING MEETING
Report Number	AGENDA ITEM I
Subject	GRANT REQUEST FROM CIRENCESTER HOUSING FOR YOUNG PEOPLE
Wards affected	Watermoor
Accountable member	Cllr Mike Every, Deputy Leader and Cabinet Member for Finance Email: Mike.Every@cotswold.gov.uk
Accountable officer	Jenny Poole, Deputy Chief Executive Email: Jenny.Poole@cotswold.gov.uk
Summary/Purpose	Cirencester Housing for Young People (CHYP) has approached the Council with a request for grant funding to enable the charity to make adjustments to its property at Querns Lane which are necessary to comply with Housing in Multiple Occupation Regulations. The report asks the Deputy Leader and Cabinet Member for Finance to consider the grant request.
Annexes	Annex A – Background documents for the funding request Annex B – Accommodation figures from CHYP for last 5 years
Recommendation/s	Please write recommendations using letters and italics as below. <i>a) That the Deputy Leader and Cabinet Member for Finance approves the award of a one-off grant of £3,360 to Cirencester Housing for Young People to enable the Charity to make alterations to its property at Querns Road to comply with the accommodation standards for Housing in Multiple Occupation.</i>
Corporate priorities	Helping residents and communities access the support they need for good health and wellbeing.
Key Decision	No
Exempt	No
Consultees/ Consultation	Cabinet Member for Housing and Homelessness, Leisure and Communities. Ward Member – Cllr Gary Selwyn

I. BACKGROUND

- 1.1. Cirencester Housing for Young People (CHYP) is a successful local charity which supports young homeless people. Officers in the Housing Service consider the services provided by CHYP to be a valuable resource and acknowledge that some of the referrals to CHYP would have been referrals to the Council if not accommodated by CHYP. Details of the number of young people supported by CHYP over the last 5 years is set out at Annex B.
- 1.2. In January 2022, the Council approved an application for a House in Multiple Occupation licence to CHYP Ltd for the property at 29-31 Querns Lane in Cirencester. One of the conditions of the licence is that the floor area of any room in the HMO used as sleeping accommodation by one person aged over 10 years is not less than 6.51 square metres. Two of the bedrooms in the Querns Lane property are 6.31 square metres. CHYP has 18 months, from January 2022, to satisfy this condition.
- 1.3. CHYP are proposing to increase the size of the two rooms by building an open alcove in the corner of each room. The estimate for the work is £1,400 plus VAT per room, totalling £3,360. CHYP have approached the Council to ask if grant funding is available to finance the alterations. Documentation supporting this request is attached at Annex A.
- 1.4. The Council's Building Control team have been consulted on the proposed building alterations and there do not appear to be any reasons why the alterations would not achieve Building Regulation approval.
- 1.5. The Cabinet Member for Housing and Homelessness and the Ward Member both support the request for grant funding.

2. FINANCIAL IMPLICATIONS

- 2.1. This grant payment is in addition to the revenue budget available for Community Welfare and other grants. The Council Priorities Fund has sufficient funding available to finance this grant payment.
- 2.2. The properties at 29 and 31 Querns Lane, Cirencester are managed by Cirencester Housing for Young People Limited. Up to 10 August 2021, the company operated under the Co-operative and Community Benefit Society Act 2014 as a Community Benefit Society. CHYP also operated a charity for fund raising purposes with the charity transferring its surpluses to the Community Benefit Society. On 10 August 2021, CHYP closed the charitable arm as part of the conversion of the two separate entities into one charitable incorporated organisation.
- 2.3. The audited accounts for the period to 30 September 2021 for both the Community Benefit Society and the charity have been provided. During the year to 30 September 2021, the charity raised net income of £177,048. All of this income was transferred to the Community Benefit Society and the charity held no assets or liabilities. The Community Benefit Society accounts show income of £20,500 from the charity Restricted Funds and £156,548 from the charity General Fund.
- 2.4. Overall, the Community Benefit Society made a loss of £14,655 in the year to 30 September 2021. The General Reserve of the Society at 30 September 2021 was £393,157 and the Society held cash of £88,888. However, the General Reserve, reflects the value of the Querns Lane property of £432,062 and is not necessarily available to fund operational activity.

- 2.5. The accounts indicate that while CHYP overall is in a financially sound position, it is reasonable for the Council to support the entity with a grant of £3,360 to enable the two rooms to be altered to comply with Regulations.

3. LEGAL IMPLICATIONS

- 3.1. A Grant Agreement will be put in place between the Council and CHYP to prescribe the use of the funds and require CHYP to provide evidence to the Council of the works carried out to comply with the Housing in Multiple Occupation accommodation standards.
- 3.2. Save from the above there are no legal implications arising directly from this report.

4. RISK ASSESSMENT

- 4.1. It is possible that CHYP does not use the funding provided through this grant to make the necessary alternations to the Querns Lane property. A Grant Agreement, as set out above, will be put in place between the Council and CHYP specifying the use of the funds and requiring CHYP to provide evidence that the works have been carried out.

5. EQUALITIES IMPACT

- 5.1. There is no direct impact upon equalities as a result of this decision.

6. ECOLOGICAL AND CLIMATE EMERGENCY IMPLICATIONS

- 6.1. There are no ecological or climate emergency implications as a result of this decision.

7. ALTERNATIVE OPTIONS

- 7.1. If the Deputy Leader and Cabinet Member for Finance decides not to award the grant to CHYP, the charity will need to find alternative sources of funding or will not be able to use two rooms to provide accommodation for young people.

8. BACKGROUND PAPERS

- 8.1. None

(END)

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Jenny Poole

From: rebecca cotton <rebecca.chyp@gmail.com>
Sent: 14 March 2022 09:51
To: Joe Harris; Jenny Poole; Lisa Spivey; Joseph Walker; ERS
Subject: Cirencester Housing for Young People - Room Size issue
Attachments: 29-31 Querns Lane HMO Licence (1).pdf; Letter to CDC Derogation for room sizes 29-31 Querns lane.docx; CHYP room size derogation, CDC response, 17th February 2022 (1).jpg; Querns Lane ESTIMATE.doc

Dear Lisa, Jenny

I am emailing you today because we find ourselves in a situation where in 18 months from the 11th of January 2022, we will no longer be able to use 2 of our bedrooms in our property in Querns Lane reducing the provision from 7 rooms to 5 rooms. This is due to the 2 rooms in question being 6.31m² rather than the required 6.5m²

We feel strongly that this difference in size is not something a young homeless person would consider an issue particularly if the alternative is staying somewhere they are at risk or spending the night outside. We also understand from Gary Packers letter Ref: C/21/00681/HMO, that the size of room is enshrined in statute and so can not be deviated from.

Having looked at the issue and taken advice we feel we can increase the size of these rooms by the required amount by building an open alcove in the corner of the 2 rooms. This will involve removing a small part of a supporting wall and lintels being input. The estimate for the work is £1400 plus Vat per room. If we can not find another way around this we would like to request financial support to undertake this work. We know this will take several rooms out of service temporarily and with waiting lists as they are this is not an ideal situation and so if possible please consider the cost to put the young people up elsewhere temporarily if the rooms are currently in use while the work goes ahead.

I attach

- The HMO License
- Estimate for works
- Letter - request for derogation from room size requirements
- Response letter

Many thanks
Rebecca

Rebecca Cotton
Community and Corporate Partnerships
Email: rebecca.chyp@gmail.com
Mob: 07870808390

C/O Whiteway Farmhouse
The Whiteway
Cirencester
GL7 7BA

7th March 2022

Rebecca Cotton,
Cirencester Housing for Young People Ltd
29/31 Querns Lane,
Cirencester
GL7 1RL

Dear Rebecca,

Please find below a guide price for the work to be carried at Querns Lane. Please note the increase from the initial guide price because the cost of materials has significantly increased.

Work to increase the size of rooms 1 and 5 Querns Lane to 6.51m².

To cut through, supply and position lintels, install studwork and dry line. New walls to be plastered and painted.

2 men for two days plus plasterer - per room £1,400.00 + VAT

Total cost £2,800.00 + VAT

Yours sincerely,

Martin Lafford

Reply to: Gary Packer
Tel: 01285 623000
Email: ERS@cotswold.gov.uk



COTSWOLD
DISTRICT COUNCIL

Mr Andy Johnson
Chairman
Cirencester Housing for Young People
29 - 31 Querns Lane
Cirencester
Gloucestershire
GL7 1RL

Ref No : C/21/00681/HMO

Date : 17th February 2022

Dear Mr Johnson

Re: Request for derogation from room size requirements

Thank you for your recent letter to Philip Measures regarding the above; this has been discussed between myself (the case officer) and Mr Measures. It was agreed that I would provide a written response.

We do sympathise with CHYP on this; as you have written, the rooms in question are only a little under the minimum size and the charity does need all the bedrooms it can get. We do understand and accept that altering the rooms will make little practical difference.

However, the minimum room sizes are enshrined in statute and we are not aware of any authority that would permit the Council to deviate from this.

We must therefore conclude that there can be no derogation from the room size requirements.

There is an 18 month period, dated from 3rd August 2021, before the condition has to be complied with, and the 'undersize rooms' can be occupied throughout this time as far as is practicable.

Yours sincerely

Gary Packer
Senior Officer

CC: Philip Measures, Service Leader, Operational Services

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Cirencester Housing for Young People Accommodation Figures for Last 5 years

2017 15 Accommodated

7	Males	3 16 - 18 year olds	3 19 - 21 year olds	1 22 - 25 years
8	Females	7 16 - 18 year olds	1 19 - 21 year olds	0 22 - 25 years
3	Moved to own accommodation			
2	Moved on to Uni			
3	Moved back home or with partner			
6	Were asked to leave			

2018 13 Accommodated

9	Males	4 16 - 18 year olds	4 19 - 21 year olds	1 22 - 25 year old
4	Females	2 16 - 18 year olds	0 19 - 21 Year olds	2 22 - 25 year olds
2	Moved to own accommodation			
7	Moved back home or with partner			
4	Were asked to leave			

2019 13 Accommodated

6	Males	3 16 - 18 year olds	1 19 - 21 year old	2 22 - 25 year olds
7	Females	4 16 - 21 year olds	2 19 - 21 year olds	1 22 - 25 year old
4	Moved to independent accommodation			
4	Moved back home to family or with partner			
1	Moved on to university			
4	Were asked to leave			

2020 4 Accommodated

1	Male	0 16 - 18 year olds	1 19 - 21 year old	0 22 - 25 year old
3	Female	2 16 - 18 year old	1 19 - 21 year old	0 22 - 25 year old
3	Moved back with family or partner			
1	Abandoned Tenancy			

2021 11 Accommodated

4	Male	2 16 - 18 year old	1 19 - 21 year old	1 22 - 25 year old
7	Female	6 16 - 18 year old	0 19 - 21 year old	1 22 - 25 year old
4	Moved back with family or partner			
1	Moved to accommodation at university			
3	Were asked to leave			
3	residents who moved into CHYP during 2021 are still living at CHYP.			

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