

To: Members of the Cabinet

Date: 7 December 2022

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Dear Councillor

You are invited to attend a meeting of the **CABINET** to be held at **10.00 am** on **TUESDAY, 13 DECEMBER 2022** in the **COUNCIL CHAMBER, COUNTY HALL, RUTHIN AND BY VIDEO CONFERENCE.**

Yours sincerely

G. Williams
Monitoring Officer

AGENDA

PART 1 - THE PRESS AND PUBLIC ARE INVITED TO ATTEND THIS PART OF THE MEETING

1 APOLOGIES

2 DECLARATION OF INTERESTS

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

3 URGENT MATTERS

Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act 1972.

4 MINUTES (Pages 7 - 16)

To receive the minutes of the Cabinet meeting held on 22 November 2022 (copy enclosed).

5 HOUSING RENT SETTING & HOUSING REVENUE AND CAPITAL BUDGETS 2023/24 (Pages 17 - 52)

To consider a report by Councillor Rhys Thomas, Lead Member for Housing and Communities (copy enclosed) seeking Cabinet approval for the Denbighshire Housing annual rent increase, the Housing Revenue Account Capital and Revenue Budgets for 2023/24 and Housing Stock Business Plan.

6 CAPITAL PROCESS AND THE FUTURE OF THE STRATEGIC INVESTMENT GROUP (Pages 53 - 66)

To consider a report by Councillor Gwyneth Ellis, Lead Member for Finance, Performance and Strategic Assets (copy enclosed) seeking Cabinet approval of the proposed new capital process.

7 FINANCE REPORT (Pages 67 - 118)

To consider a report by Councillor Gwyneth Ellis, Lead Member for Finance, Performance and Strategic Assets (copy enclosed) detailing the latest financial position and progress against the agreed budget strategy.

8 CABINET FORWARD WORK PROGRAMME (Pages 119 - 124)

To receive the enclosed Cabinet Forward Work Programme and note the contents.

PART 2 - CONFIDENTIAL ITEMS

EXCLUSION OF PRESS AND PUBLIC

It is recommended in accordance with Section 100A (4) of the Local Government Act 1972, that the Press and Public be excluded from the meeting during consideration of the following item of business because it is likely that exempt information as defined in paragraph 14 of Part 4 of Schedule 12A of the Act would be disclosed.

9 RECOMMENDATION OF THE REGIONAL FEE SETTING GROUP (Pages 125 - 148)

To consider a confidential report by Councillor Elen Heaton, Lead Member for Health and Social Care (copy enclosed) seeking Cabinet agreement to the recommendations of the North Wales Regional Fees Group for 2023/24, Residential and Nursing Home fees.

MEMBERSHIP

Councillor Gwyneth Ellis
Councillor Gill German
Councillor Elen Heaton
Councillor Julie Matthews
Councillor Jason McLellan

Councillor Barry Mellor
Councillor Win Mullen-James
Councillor Rhys Thomas
Councillor Emrys Wynne

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LOCAL GOVERNMENT ACT 2000

Code of Conduct for Members

DISCLOSURE AND REGISTRATION OF INTERESTS

I, *(name)*

a *member/co-opted member of
*(*please delete as appropriate)*

Denbighshire County Council

CONFIRM that I have declared a ***personal / personal and prejudicial** interest not previously declared in accordance with the provisions of Part III of the Council's Code of Conduct for Members, in respect of the following:-
*(*please delete as appropriate)*

Date of Disclosure:

Committee *(please specify)*:

Agenda Item No.

Subject Matter:

Nature of Interest:

*(See the note below)**

Signed

Date

*Note: Please provide sufficient detail e.g. 'I am the owner of land adjacent to the application for planning permission made by Mr Jones', or 'My husband / wife is an employee of the company which has made an application for financial assistance'.

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CABINET

Minutes of a meeting of the Cabinet held in the Council Chamber, County Hall, Ruthin and by video conference on Tuesday, 22 November 2022 at 10.00 am.

PRESENT

Councillors Jason McLellan, Leader and Lead Member for Economic Growth and Tackling Deprivation; Gill German, Deputy Leader and Lead Member for Education, Children and Families; Gwyneth Ellis, Lead Member for Finance, Performance and Strategic Assets; Elen Heaton, Lead Member for Health and Social Care; Julie Matthews, Lead Member for Corporate Strategy, Policy and Equalities; Barry Mellor, Lead Member for the Environment and Transport; Win Mullen-James, Lead Member for Local Development and Planning, Rhys Thomas, Lead Member for Housing and Communities, and Emrys Wynne, Lead Member for Welsh Language, Culture and Heritage

Observers: Councillors Jeanette Chamberlain-Jones, Ellie Chard, Karen Edwards, Pauline Edwards, Justine Evans, Huw Hilditch-Roberts, Hugh Irving, Alan James, Gareth Sandilands, Peter Scott and Andrea Tomlin

ALSO PRESENT

Chief Executive (GB); Corporate Directors: Communities (NS); Governance and Business/Monitoring Officer (GW), and Environment and Economy (TW); Heads of Service: Finance and Property (SG); Communities and Customer Services (LG), Business Improvement and Modernisation (NK); Planning, Public Protection and Countryside Services (EJ), and Community Support Services (AL); Traffic, Parking and Road Safety Manager (MJ); Senior Planning Officer (LG); Lead Officer – Community Housing (GD); Strategic Planning and Performance Team Leader (IM); Risk and Asset Manager (TT); Service Manager – Business Support and Communities (NJ) and Committee Administrators (KEJ, NPH & SLW [Webcaster])

1 APOLOGIES

Councillor Emrys Wynne would be late arriving to the meeting.

2 DECLARATION OF INTERESTS

No declarations of interest had been raised.

3 URGENT MATTERS

No urgent matters had been raised.

4 MINUTES

The minutes of the Cabinet meeting held on 18 October 2022 were submitted.

RESOLVED that the minutes of the meeting held on 18 October 2022 be received and confirmed as a correct record.

5 DRAFT SUSTAINABLE TRANSPORT PLAN

Councillor Barry Mellor presented the report seeking Cabinet's views on the Draft Sustainable Transport Plan ahead of the forthcoming public engagement exercise on the Plan in early 2023. The final version of the Plan would be presented to Cabinet for final approval in mid-2023.

Some background to the Plan was provided which had been developed by officers from different council services to reflect the cross-cutting nature of transport. Reference was made to the council's environmental aims and duties and the Plan included all transport related activities to encourage sustainable travel, both from the Climate and Ecological Change Programme and other projects/policies. To align with the Wales Transport Strategy, "Llywbr Newydd", the Plan had a 20-year vision and priorities for the next 5 years which would be succeeded by another set of priorities for the 5 years after that. It was emphasised that actions contained within the Plan were not necessarily new, with much work having been undertaken over a number of years. All those activities had been brought together in one accessible document for clarity and would also help to identify any potential gaps.

Cabinet welcomed the draft Plan and subsequent engagement exercise to provide an opportunity for stakeholders and the public to provide an input into the process. An email had been received from Councillor Jon Harland suggesting minor revisions to the Plan, including the scope to revisit 'Walking Buses' to also include 'Cycling Buses' to encourage more learners to walk and cycle to school, and to deliver safe routes to schools to facilitate active travel. Councillor Gill Greenland highlighted work currently ongoing with schools including cycle proficiency and links to traffic/parking and making schools safe places, and she would also be taking those issues up as the relevant lead member. The Traffic, Parking and Road Safety Manager confirmed the inclusion of cycling buses could be taken forward as part of the feasibility work and acknowledged the importance of safe routes to school to encourage greener travel. There was some debate on the merits of 'Walking Buses' and the importance of buy-in from parents and those facilitating the scheme for it to be successful. Councillor Julie Matthews highlighted issues raised by some residents with no off street parking space available for charging a vehicle and she was pleased to note reference in the Plan for developing that provision.

The Traffic, Parking and Road Safety Manager responded to further questions regarding the importance of the Plan for promoting economic growth and confirmed that the Confederation of British Industry and Federation of Small Businesses would be included in the stakeholder engagement on the Plan. With regard to Welsh Government's proposals for a 20mph speed limit, the aims included road safety and encouragement of sustainable travel choices. A report on the 20mph speed limit would be considered by Communities Scrutiny Committee on 8 December 2022.

The Leader reiterated that the Plan was currently in draft and encouraged full participation in the engagement process ahead of a final Plan for approval mid-2023. He was pleased to note Councillor Harland's points would be taken forward.

RESOLVED that Cabinet –

- (a) *notes the contents of the Draft Sustainable Transport Plan, included in Appendix A to the report;*
- (b) *notes that following the public engagement exercise, and any amendments that may result, the final version of the Sustainable Transport Plan would be presented to Cabinet for discussion and final approval in mid-2023, and*
- (c) *confirms that it has read, understood and taken account of the Well-being Impact Assessment (attached at Appendix B to the report) as part of its consideration.*

6 REVISED DELIVERY AGREEMENT FOR THE REPLACEMENT LOCAL DEVELOPMENT PLAN

Councillor Win Mullen-James presented the report seeking Cabinet's support for the revised Delivery Agreement for the replacement Local Development Plan (LDP) 2018 – 2033 to go to Council for approval and submission to Welsh Government.

The Delivery Agreement (DA) set out the timetable for progressing the LDP to adoption and outlined whom, how and when the Council would consult on the various stages. The current DA had been approved in May 2018. A revised DA was required due to delays in the timetable brought about by the Covid-19 pandemic; delays in the publication of the flood risk policy and guidance, and local elections. No further formal consultation stages could be delivered until the revised DA was approved. The Strategic Planning Group had considered the revised DA in October 2022 and recommended it be progressed to Cabinet and Council for approval.

Cabinet considered the report and, whilst accepting the delays to the previous timetable were due to reasons beyond the Council's control, was keen for the work to be progressed as soon as possible. Questions were raised regarding the approach taken and whether, given the circumstances, there was any scope to change the 2018 start date given the Plan would be adopted some years after that date, and whether the LDP could be an ongoing document reviewed periodically rather than having a set start and end date. The impact of the delay on elements of the current LDP which members wished to challenge was also a concern.

The Senior Planning Officer responded to questions and comments as follows –

- noted that other local authorities had also experienced delays due to similar issues, including the impact of the new phosphate targets on development, and there was confidence that the revised DA would progress the LDP to adoption
- the replacement LDP would cover the period 2018 – 2033 and whilst it was appreciated part of the Plan would be in the past, it was usual for LDPs given the cyclical process. Due to the delays the process would likely take two more years than originally planned
- the revised DA set out a tight and ambitious timetable but there was confidence that it could be met with a view to adopting the new LDP in 2025 with sufficient time left in the Plan for it to be implemented and achieve its aims and objectives.

The revised DA required Council approval before submission to the Welsh Government for their agreement

- if the Plan's start date was moved at this stage the whole process would need to be restarted (because the evidence base had been collated for 2018 – 2033) which would add additional years to the process of adopting a new Plan
- elaborated on the cyclical process of adopting the LDP, usually before the current Plan expired, starting the review a maximum of 4 years from adoption
- the current LDP would remain in force (pending adoption of a new LDP) which at present was just beyond its end date and there was confidence the current LDP was still relevant and fit for purpose when considering planning applications
- there were new policy areas to be included in the new LDP, such as climate change, and where there were changes to national policy (which were out of step with local policy) they would take precedence
- when considering planning applications there may be other relevant material considerations and it was right that members challenged elements within the LDP. Current sites remained in the LDP until the new Plan was adopted
- the current LDP and the Welsh Government's Future Wales National Development Plan remained the two documents for consideration when making decisions and recommendations
- the LDP process was regulated and the requirements set out in legislation – it was a requirement to state the period which the Plan covered
- the Gypsy and Traveller Accommodation Assessment had been approved by Council in December 2021 and submitted to Welsh Government (WG). Feedback was awaited from WG on that document which would form part of the new LDP.

RESOLVED that Cabinet –

- (a) confirms that it has read, understood and taken account of the Well-being Impact Assessment, as detailed in the supplement to the report, as part of its consideration, and*
- (b) recommends the revised Delivery Agreement (DA) to go forward to Council for approval and submission to Welsh Government.*

7 RENTING HOMES (WALES) ACT 2016 AND USE OF THE INTRODUCTORY TENANCY

Councillor Rhys Thomas presented the report seeking Cabinet approval to end the use of Introductory Tenancies for new council tenants and informing Cabinet of the new tenancy agreement for council tenants.

The Renting Homes (Wales) Act 2016, effective on 1 December 2022, would introduce a new tenancy law for all tenants in Wales. The new legislative framework provided an opportunity to review the Council's Introductory Tenancy policy which was considered "draconian" and at odds with the current modernised approach to managing and supporting new tenancies with a range of other solutions. The majority of councils and Registered Social Landlords were taking the same approach. The new law also meant replacement of the current Secure Tenancy by the new Secure Occupation Contract and work had been carried out to

ensure the correct conversion of the existing tenancy into the new contract. Details of the new tenancy agreement had been provided including reference to tenancy transfers, right of succession and a new Fitness for Human Habitation standard.

The Head of Communities and Customers Services stressed the importance of the new legislation and significant work carried out by the Community Housing Team. The Lead Officer – Community Housing outlined the key elements of the new legislation and administration of tenancies and gave assurances that tenants were not losing any of their security in law. It was recommended that Introductory Tenancies no longer be used given the change in culture and intensive support to new tenants. Reference was also made to the Fitness for Human Habitation standard given the tragic case of the death of a child in Rochdale after exposure to mould in his home and assurances provided as to the fitness of council homes.

Cabinet was supportive of the change of approach to new tenants and sought further information in that regard together with work to maintain homes in a good state of repair. Officers confirmed that most local authorities and Registered Social Landlords were of the same view with regard to introductory tenancies with a similar commitment not to evict households, particularly into homelessness, wherever possible. Work to support tenants through the first twelve months of their tenancy was based on a thorough needs assessment of the household, information sharing, regular visits by Housing Officers, and referrals as appropriate for those needing additional support. Cabinet was also advised on ongoing work to maintain quality standards in homes, including issues relating to condensation and mould, with staff briefings and information to tenants. Assurances were provided that, contrary to common practice in England to stop repair work once a disrepair claim was lodged, Denbighshire continued to work with tenants to carry out any outstanding repairs.

The Leader thanked officers for the reassurances provided and work undertaken to support tenants and help them make informed choices to best manage their homes.

RESOLVED that Cabinet –

- (a) *agree that Introductory Tenancies be no longer used for new tenants to the council, and*
- (b) *that the new Occupation Contract for all council tenants, and a summary of the main changes introduced by the new legislation be noted.*

8 LETTINGS POLICY FOR NEW HOMES AT LLWYN EIRIN, DENBIGH

Councillor Rhys Thomas presented the report seeking Cabinet approval for a Local Lettings Policy for allocating the 22 new homes at Llwyn Eirin, Denbigh.

The allocation of homes for social rent was dealt with through the Allocations Policy approved by Council in 2017 and ensured compliance with relevant legislation and guidance for administering a housing register and allocating homes. Due to the large number of new homes at Llwyn Eirin a new approach would be required to ensure the correct mix of households to form a resilient new community whilst meeting local need for housing. The Local Lettings Policy set out how existing

households in Denbigh would be targeted, within reasonable preference categories, to create a mix of Band 1 (Urgent Need) and Band 2 (Housing Need) Households and promote a sustainable community of households with connections to the area.

Cabinet highlighted housing as a key priority and welcomed the new development of council housing to address housing need which had been built to passivhaus standard. The need to create a sustainable community through the local lettings policy was accepted and Cabinet was pleased to note priority for the two Denbigh wards and that Denbigh residents in Band 1 would be homed. The approach would also create more movement in the whole housing market. It was confirmed that once all 22 homes had been let, future lets on an individual basis would be let in accordance with the main allocations policy. Officers confirmed the intention to consider the merits of a local lettings policy for future new build schemes of over 10 homes in order to create sustainable communities and Cabinet would also be involved as part of that process. In terms of support provision for the new development, Housing Officers would be working individually with tenants and the Community Resilience Team would be engaging with the new tenants to help build a sustainable community and ensure its success going forward. It was confirmed that the Housing Act 1996 allowed local authorities to create a local lettings policy.

RESOLVED that Cabinet approve the Local Lettings Policy for allocating homes at Llwyn Eirin, Denbigh (attached at Appendix 1 to the report).

At this point (11.25 am) the meeting adjourned for a refreshment break.

9 PERFORMANCE SELF-ASSESSMENT UPDATE, QUARTER 2, 2022 TO 2023

Councillor Gwyneth Ellis presented the report on the Council's performance against its functions as at the end of quarter 2, 2022 to 2023, including Corporate Plan and Strategic Equality objectives, and the seven key areas of governance.

The report was presented in two parts outlining progress against Performance Objectives and Governance Areas, and captured the evidence that formed part of the Self-Assessment of performance against functions as required under the Local Government and Elections (Wales) Act 2021. The report included a summary of data and project updates together with data tables outlining the current position in full. Recent council activities were also presented that demonstrated support for the Well-being of Future Generations Act, Equality Act, and Socio-Economic Duty.

The Interim Head of Business Improvement and Modernisation explained that the report was the last to be based on the outgoing Corporate Plan for 2017 to 2022, the new Corporate Plan having been approved in October 2022. The Strategic Planning and Performance Team Leader guided Cabinet through each of the five priority areas, highlighting key messages and performance measures in that regard. Attention was also drawn to the corporate health outcomes, in particular areas of concern relating to Finance; Staff Capacity within Internal Audit; Corporate Risk Register and Staff Recruitment/Retention. However, the report also demonstrated the remarkable productivity and progress being made in the council as a whole.

The following issues were raised during the ensuing debate –

- members highlighted the vital function carried out by Internal Audit and discussed the number of vacancies in the Internal Audit Team and their ability to deliver the relevant assurances required. Officers advised that some external audit work would likely be commissioned to ensure the fundamentals of the audit plan were completed and a recruitment exercise was being undertaken to ensure sufficient capacity going forward. Assurances were provided that the issue would continue to be monitored through the quarterly performance reports. It was agreed that Cabinet and Cabinet Briefing be kept informed of progress
- the difficulties in staff recruitment and number of vacancies across the council was acknowledged with a difficult labour market, and the problem was not unique to Denbighshire. In response, the council was reviewing all aspects of its recruitment process to make it as easy as possible for people to engage and to ensure that the council was an attractive employer
- some of the measures in the Wales Index of Multiple Deprivation were published on an infrequent basis and therefore it was difficult to accurately assess the current position and future progress. That issue was being discussed nationally as to how more current data could be accessed to monitor the position. From recent work carried out as part of the Wellbeing Assessment, and pressures faced by communities such as Covid-19 and the cost of living crises, it was anticipated that there would be more pressures in terms of deprivation which was likely to have broadened. Given the theme of a fairer and more equal Denbighshire a framework was being developed to closely monitor deprivation in communities and performance in terms of income and employment, etc. The Leader highlighted the importance of relevant data to drive policy and identify need and referred to the work of Data Cymru which he would feedback
- the status of the percentage of superfast broadband coverage in Denbighshire had been highlighted as a priority for improvement and Councillor Emrys Wynne referred to the discontinuation of the project in Llanfwrog and impact on communities. It was accepted that connectivity was a complex issue, particularly in rural areas, and was largely outside the council's control. Steps to address the issue had been taken by the Economic Ambition Board (EAB) and the council had a Digital Officer who had been working directly with communities to participate in the community fibre broadband voucher scheme. Those challenges had also been raised in recent meetings with local Senedd Members who may be able to influence the process at a national level. The Leader also referred to the EAB's Digital Programme and work to improve connectivity.

RESOLVED that Cabinet notes the Council's performance against its functions as at the end of quarter 2 of 2022/23 and confirms the content of the draft report.

10 FINANCE REPORT

Councillor Gwyneth Ellis presented the report detailing the latest financial position and progress against the agreed budget strategy.

A summary of the Council's financial position was provided as follows –

- the net revenue budget for 2022/23 was £233.693m (£216.818m in 2021/22)

- an overspend of £5.535m was forecast for service and corporate budgets (£2.661m overspend last month) due to additional pressures in Social Care (Adults and Children), the Homelessness Service and School Transport
- highlighted current risks and assumptions relating to corporate budgets and individual service areas together with the impact of coronavirus and inflation
- detailed service savings and fees and charges increases (£0.754m); no savings having been requested from Community Support Services or Schools
- provided a general update on the Housing Revenue Account, Treasury Management, Capital Plan and major projects.

The Head of Finance and Property highlighted the significant increased overspend from the previous month. Whilst there were sufficient reserves to cover the level of overspend, if all available reserves were required to fund the in-year overspend, it would limit any help in the difficult budget process for 2023/34 and 2024/25. Services would be reviewing income and expenditure with a view to reducing the overspend. Other means of addressing the overspend included utilising the budget mitigation reserve and general reserves together with potential delays in recruitment where it was appropriate. The council's current policy was to maintain the level of reserves at £5m and therefore any reduction from £5m would require a change in policy. It was noted that the service variance columns in Appendix 2 had been placed in the wrong order but the figures and narrative were correct.

Councillor Gwyneth Ellis paid tribute to the hard work of the Head of Finance and Property and his team on both the current budget and overspends and in setting the budget for next year, particularly given the current level of uncertainties. The Leader echoed those sentiments and his appreciation of the hard work involved.

RESOLVED that Cabinet note the budgets set for 2022/23 and progress against the agreed budget strategy.

11 CABINET FORWARD WORK PROGRAMME

The Cabinet forward work programme was presented for consideration and members noted the following additions –

- Care Home Fees in Denbighshire financial year 2023/24 – December
- Denbighshire Learning Disability Supported Living Schemes – January
- Shared Prosperity Funding – January through to June

RESOLVED that Cabinet's forward work programme be noted.

12 CENTRAL RHYL AND CENTRAL PRESTATYN COASTAL DEFENCE SCHEMES - FOLLOW UP PAPER

Councillor Barry Mellor presented the report updating members on the development of the two potential coastal defence schemes for Central Rhyl and Central Prestatyn and sought Cabinet approval to present the project to Council with a recommendation to fund the construction phase of both schemes.

Cabinet had considered a similar report at their last meeting and had supported proposals to progress the two schemes and for their submission to Council for a decision. The Corporate Director: Economy and Environment explained that when finalising the full business case, it was discovered that incorrect project costs for the Rhyl Central Coastal Defence Scheme had been included in the Cabinet report, with a figure of £58m used instead of £66m, and he apologised for the error. It was noted that Cabinet had not made a funding decision at their last meeting but it was appropriate that the correct financial position be reported back to Cabinet given the increased level of financial commitment as set out. Cabinet's attention was drawn to the fact that the two schemes were still worthy of council support in order to protect the towns of Rhyl and Prestatyn from flood risk. 85% of the total cost of the schemes would still be funded by the Welsh Government, and whilst work was ongoing to evaluate options for reducing the costs, the current assumption had been based on the maximum combined cost of both schemes of £92m.

Cabinet had considered the merits of both schemes at their last meeting and the importance of protecting the towns of Rhyl and Prestatyn from flood risk and subsequent devastation caused by flood events. It was noted that both schemes had been fully costed and the error related to an incorrect figure being included in the Cabinet report which had been identified during subsequent checks and balances. Having taken into account the update and corrected project cost for the Central Rhyl Coastal Defence Scheme, Cabinet remained of the view that both schemes were crucial to the security and sustainability of those towns for residents, businesses and tourism and that it was imperative that those towns be protected.

Councillor Gareth Sandilands was supportive of the projects but sought assurances regarding financial stability for the schemes going forward. The Lead Member and officers highlighted the success of the East Rhyl Coastal Defence Scheme which had been completed well within budget and ahead of schedule. A similar approach would be taken to the Central Rhyl and Prestatyn schemes with all aspects of costs being continually monitored by the contractors and the council. All risks had been costed and included in the budget but it was assumed that not all risks would come to fruition and inflationary costs had also been built into the budget which may not be required. Consequently, there was confidence in the budget provision for both schemes and assurance could be taken regarding their deliverability.

RESOLVED that Cabinet –

- (a) *confirms that it has considered the content of the Well-being Impact Assessments for each scheme (attached at Appendix 3a and 3b to the report);*
- (b) *supports the proposal to progress the Central Rhyl Coastal Defence scheme to the construction phase, using the grant aid funding model set out by the Welsh Government, and agrees to the proposal being presented to Council for a decision;*
- (c) *supports the proposal to progress the Central Prestatyn Coastal Defence scheme to the construction phase, using the grant aid funding model set out*

by the Welsh Government, and agrees to the proposal being presented to Council for a decision, and

- (d) *delegates authority to the Coastal Defence Project Board to deliver the schemes.*

EXCLUSION OF PRESS AND PUBLIC

RESOLVED *that under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting for the following item of business on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A of the Act.*

13 TEMPORARY EMERGENCY ACCOMMODATION SUPPORT PROJECT (HOMELESSNESS PREVENTION)

Councillor Rhys Thomas presented a confidential report detailing the outcome of the tender exercise for a new Temporary Emergency Accommodation Support Project and sought Cabinet approval to award the contract to the recommended named service provider as detailed in the report.

Cabinet had previously approved commencement of the procurement as set out in the Commissioning Form in July 2022. The project objective had been to develop Denbighshire's temporary emergency accommodation offer to provide a better experience where people were supported to improve their wellbeing and build on their future. The project had been scheduled to start in January 2023 with a lead in period of 4 months and services commencing in April 2023 to coincide with the opening of Epworth Lodge in Rhyl. Details of the procurement exercise had been provided and recommended service provider who best met the project specification.

Councillor Thomas added that the project would provide comprehensive 24-hour support in addition to the existing support for those in temporary accommodation.

RESOLVED *that Cabinet –*

- (a) *acknowledge that a fair and robust tender exercise had been completed in accordance with the Denbighshire Contract Procedure Rules, and which had identified a clear 'winner', which had set out a programme which met the aims and aspirations of the project specification set out in the tender request;*
- (b) *agree to award the contract to the recommended named service provider as detailed in the report based on their tender proposals at the fee level proposed, as per the award report (attached at Appendix 4 to the report), and*
- (c) *confirms that it has read, understood and taken account of the Well-being Impact Assessment for the Housing Support Grant Delivery Plan 2022-25 (attached at Appendix 3 to the report) as part of its consideration.*

The meeting concluded at 12.40 pm.

Report to	Cabinet
Date of meeting	13th December 2022
Lead Member / Officer	Councillor Rhys Thomas / Liz Grieve Head of Communities & Customers
Report author	Geoff Davies, Lead Officer – Community Housing
Title	Housing Rent Setting & Housing Revenue and Capital Budgets 2023/24

1. What is the report about?

- 1.1. To seek approval from Cabinet for the Denbighshire Housing annual rent increase, the Housing Revenue Account Capital and Revenue Budgets for 2023/24 and Housing Stock Business Plan.

2. What is the reason for making this report?

- 2.1. It is a statutory requirement to set budgets and rent levels before the start of the new financial year. The budget must be consistent with the assumptions within the Housing Stock Business Plan (HSBP) which has been designed to maintain Welsh Housing Quality Standard throughout the 30 year business plan.

3. What are the Recommendations?

- 3.1. That the Housing Revenue Account Budget for 2023/24 (Appendix 1) and the Housing Stock Business Plan (Appendix 2) be adopted.
- 3.2. That rents for Council dwellings be increased in accordance with the Welsh Government (WG) Policy for Social Housing Rents by 5%, with effect from Monday 3rd April 2023.
- 3.3. Cabinet are asked to note the additional report (appendix 3) on Affordability, Cost Efficiencies and Value for Money prior to approving this rent increase.

3.4. That Cabinet confirms that it has read, understood and taken account of the Well-being Impact Assessment (Appendix 4) as part of its consideration.

4. Report details

4.1. The latest forecast outturn for the HRA for 2022/23 is detailed in Appendix 1, in line with the monthly monitoring report. Balances, at year end, are forecast to be £2,157m. Note that the Council has seen cost increases of up to 30% for maintenance and capital programme costs this year.

The proposed budget for 2023/24 is also detailed in Appendix 1.

Welsh Government Rent Policy

Welsh Government developed a policy for social housing rents that will be applied consistently by all social landlords and reflect the type; size; location and quality of the Landlord's properties.

Given the significant rise in UK inflation (CPI) to 10.1%, for 2023/24, the Minister has agreed to a maximum rent increase of **6.5%** in conjunction with some additional commitments being agreed with the housing sector. These include no evictions due to financial hardship and providing targeted support for households, these are matters which we can commit to.

The Minister's decision is a maximum and for Denbighshire we are proposing to increase our weekly rents by **5%**. Therefore, in summary –

- The overall total increase across all stock is 5%.
- The average weekly rent will be £102.31
- The average weekly rent increase will be £4.87

Tenant Support

Whilst 2022 has been a difficult year for household finances, and we know this will continue into 2023 and beyond, we are satisfied we can demonstrate affordability and value for money of our weekly rents.

72% of tenancies are in receipt of welfare benefit and housing costs support with any increase in rent being covered by this support.

We work hard to engage with tenants who are at risk of falling into arrears: we have invested in prevention and early intervention work, focussing on a supportive rather than disciplinary approach. Referring to Citizens Advice Denbighshire and Working Denbighshire for targeted support has been particularly effective (please see Appendix 3).

Capital and New Build Programme

A 5% increase in weekly rents does not keep pace with CPI inflation and the levels of cost inflation we are experiencing which will challenge our ability to continue to invest in our housing stock. However, there is balance to be achieved to support households whilst ensuring we can continue to invest in our existing homes, consider carefully managed growth through our new build programme and provide quality services to support our households effectively.

Housing Stock Business Plan (HSBP)

As part of the budget process it is necessary to review the Housing Stock Business Plan and this is achieved through a due diligence exercise on an on-going basis to review the assumptions used and to validate the robustness of the financial model. In addition the review undertakes a sensitivity analysis.

The current Housing Stock Business Plan assumes a minimum balance of £750k is maintained over the mid-term to mitigate against any future risks.

The HSBP maintains borrowing to fund capital works such as the new build and improvement programmes. The level of borrowing is closely monitored as this is related to annual capital financing costs.

Local Authorities in Wales are still required by Regulation to have regard to the Prudential Code when carrying out their duties under Part 1 of the Local Government Act 2003. Therefore any borrowing undertaken by LHAs following the abolition of the borrowing cap will continue to be “unsupported” and any increase is for Local Authorities to manage within their existing resources.

Each 1% increase in rents gives £170k revenue income year on year. That provides enough budget to borrow a further £3.5m over the period of the Business Plan. The recommendation to apply a 5% increase and not 6.5% will cost the HRA around £250k for every year of the Business Plan. Furthermore,

officers also modelled a 3% rent increase, however this would mean HRA reserves fall below our agreed minimum of £750k within 2 years and would further reduce the borrowing that is affordable to fund the capital programme. This would mean that the Council's capital programme would be severely curtailed. Fewer Council homes would be built and fewer Council homes would be upgraded to improve energy efficiency.

Service Charges

Service chargeable income collects actual costs for specific services and overall shows a slight increase over last year to £401k. Individual properties may be subject to a varied charge. As a result, the average charge per property has increased to £2.33 per week (from £2.23 last year).

Welsh Housing Quality Standard

The Council achieved the Welsh Housing Quality Standard to all the Housing Stock in September 2014. Capital spend has been included in the HSBP which ensures sufficient resources are available to continue to maintain this standard over the 30-year plan. However, we are anticipating a significant increase in required standards as we aim for Net Zero. No budget has been allocated for this yet and longer term funding levels remain unknown.

The stock condition survey has identified repairs, maintenance and improvement costs for the next 30 years which have subsequently been built into the business plan and links to the Asset Management Plan.

5. How does the decision contribute to the Corporate Priorities?

- 5.1. Housing is a Corporate Priority and the 5 year capital program will provide a boost to the local economy by maximising the local employment, training and supply chain opportunities for local people and businesses.

6. What will it cost and how will it affect other services?

- 6.1. The Housing Revenue Account is ring fenced and costs of implementation are covered by income through rents and service charges.

7. What are the main conclusions of the Well-being Impact Assessment?

7.1. The Council appreciates that any increase in weekly rent could have an impact on some of our customers' ability to meet their weekly commitments.

Housing will continue to offer advice and support to all customers to ensure that customers can manage their finances effectively and maximise their income.

Rent collection performance remains excellent and below average in Wales.

8. What consultations have been carried out with Scrutiny and others?

8.1. The Denbighshire Tenants and Residents Federation (DTARF) have been consulted and the reason for the rent increase and the impact on the HRA business plan has been fully explained to the group.

9. Chief Finance Officer Statement

9.1. A full review of the Housing Stock Business Plan (HSBP) has confirmed that the Plan is under significant financial pressures due to rising inflation, increased regulation around housing quality standards and housing need. The current plan for 23/24 allows us to keep our houses in a decent state of repair and continue to invest in new build schemes that we are already committed to. Any reduction in the proposed increase in rent would see reductions in the capital plan which would risk seeing our housing stock fall behind quality standards. Obviously from a financial point of view a further increase would mean that further investment in Welsh Housing Quality Standards could be made quicker and further new build projects could be considered, however we are aware of the cost of living pressures effecting all our residents. Balances, though budgeted to reduce, are still at a prudent level while allowing the funding of new capital expenditure to be provided in the most cost effective way.

10. What risks are there and is there anything we can do to reduce them?

10.1. The risk is a failure to follow the Housing Stock Business Plan and to set budgets accordingly could lead to financial concerns and potential intervention by Welsh Government.

11. Power to make the decision

11.1. Rent policy is determined by the Housing (Wales) Act 2014. The Housing Revenue Account is ring-fenced by statute.

Housing Revenue Account ~ 2023/24 Budget Setting				
<u>2021/22</u>		<u>2022/23</u>		<u>2023/24</u>
Final Outturn	<u>Period 8 - November 2022/23</u>	Original Budget	Forecast Out-turn M8	Proposed Budget
£	<u>EXPENDITURE</u>	£	£	£
2,443,981	Supervision & Management - General	2,734,769	2,832,990	3,080,891
518,411	Supervision & Management - Service Charges	580,003	586,009	637,109
5,182,820	Repairs and Maintenance	5,327,541	5,540,000	6,023,000
8,145,212	Total Housing Management	8,642,313	8,959,000	9,741,000
5,670,915	Item 8 Capital Charges	6,631,000	6,327,000	7,471,000
3,189,469	Capital Funded from Revenue	1,831,000	1,701,102	1,808,102
0	Capital Funded from Revenue - AHG	135,000	134,898	135,000
173,952	Provision for Bad Debts	345,000	145,000	147,000
17,179,548	Total Expenditure	17,584,313	17,267,000	19,302,102
	<u>INCOME</u>			
15,926,474	Rents (net of voids)	16,862,000	16,677,000	17,659,000
373,930	Service Charges	397,000	362,000	383,000
176,961	Garages	182,000	184,408	195,000
0	Affordable Housing Grant	135,000	134,898	135,000
2,152	Interest on Balances & Other Income	5,000	10,000	7,750
16,479,517	Total Income	17,581,000	17,368,306	18,379,750
	Surplus / Deficit (-) for the Year:			
2,489,438	General Balances	1,827,687	1,802,409	885,750
2,756,568	Balance as at start of year ~ General	2,056,536	2,056,536	2,157,843
-3,189,469	Earmarked Balances	-1,831,000	-1,701,102	-1,808,102
2,056,536	Balance as at end of year ~ General	2,053,223	2,157,843	1,235,491

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APPENDIX TWO					
SUMMARY	0	1	2	3	4
	2022/23	2023/24	2024/25	2025/26	2026/27
	£'000	£'000	£'000	£'000	£'000
CAPITAL EXPENDITURE	M8 Outturn				
WHQS Improvements & Maintenance	14,139	9,249	9,572	9,908	10,156
New build	10,625	10,288	4,408	5,501	243
Acquisition of existing properties	750	0	0	0	0
Other Improvements	0	0	0	0	0
	<u>25,514</u>	<u>19,537</u>	<u>13,980</u>	<u>15,409</u>	<u>10,399</u>
CAPITAL FUNDING					
Major Repairs Allowance	2,373	2,373	2,373	2,373	2,373
Capital Receipts	70	895	0	0	0
Borrowing	15,000	12,000	10,500	5,000	5,000
Other Funding Sources	6,235	2,325	0	1,200	0
Capital Expenditure funded by HRA	1,836	1,944	1,107	0	0
	<u>25,514</u>	<u>19,537</u>	<u>13,980</u>	<u>8,573</u>	<u>7,373</u>
REVENUE EXPENDITURE					
Management	3,419	3,718	3,910	4,096	4,249
Repairs & Maintenance	5,540	6,023	6,336	6,639	6,889
Interest	3,070	3,465	3,743	3,858	3,848
Capital Financing Charge	3,257	4,006	4,604	5,128	5,377
	<u>15,286</u>	<u>17,212</u>	<u>18,593</u>	<u>19,721</u>	<u>20,363</u>
REVENUE INCOME					
Gross Rental Income	17,056	18,057	19,168	19,531	20,287
Garages	184	195	201	207	211
Service Charges	362	383	395	407	415
Voids	-379	-398	-420	-426	-441
Bad Debts	-145	-147	-149	-150	-152
WG Affordable Housing Grant (AHG)	135	135	135	135	135
Interest on Balances	10	8	5	4	3
	<u>17,223</u>	<u>18,233</u>	<u>19,335</u>	<u>19,708</u>	<u>20,458</u>
BALANCES					
Surplus / Deficit (-) For Year	1,937	1,021	742	-13	95
Capital Expenditure funded by HRA	1,836	1,944	1,107	0	0
Balance Brought Forward (HRA Reserve)	2,057	2,158	1,235	870	857
Surplus / - Deficit after CERA	101	-923	-365	-13	95
Balance carried forward	<u>2,158</u>	<u>1,235</u>	<u>870</u>	<u>857</u>	<u>952</u>

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Appendix 3 - Housing Rent Setting 2023/2024

Report: Efficiency, Value for Money and Affordability.

Introduction

As part of the annual rent setting process, Welsh Government has required social landlords to consider an “assessment of cost efficiencies across the operating cost base, value for money and affordability for tenants”.

We have gathered existing data that we use to monitor these areas. This includes the use of the HOUSEMARK specialist housing benchmarking tool. The full report is available on request.

This report outlines our approach to these three requirements.

Affordability

This year for this first time we have adopted the Joseph Rowntree Foundation (JRF) Living Rent Model to enable us to assess our rent levels in relation to household income in the county.

This uses the Office for National Statistics (ONS) data on income in the county.

We have used the 30th percentile of the average income to reflect the lower third level of the average income. We have compared our weekly rents and set a target to be within 28% of the average weekly income as adopted by the Living Rent Model.

This means a person within the lowest third of the average income would have a weekly rent of no more than 28% of this income.

Denbighshire 2022 All			30Pctl
ONS ASHE	Gross Oct All 2022		£325.10
Less Tax & NI			£297.00
		28%	£83.16

All our rents are within these boundaries which allows us to conclude that our rents are affordable when considered as part of a nationally recognised calculation.

We have modelled the full 6.5% increase allowed by WG and in addition the 5% recommended in this report.

Uplift Options								Plus 5%	Plus 6.5%
					Current			weekly	weekly
	Bedroom		Bedsit Base	30 Pctl	Target			Diff v 30 Pctl	Diff v 30 Pctl
Property Type	Number	Adj Factor	Rev Adj Factor	Living Rent	Rent	5%	6.50%	(loss)	(loss)
BEDS	Bedsit	1	1	£83.16	72.81	£76.45	£77.54	-£6.71	-£5.62
BUNG	1 bed	1.2	1.2	£99.79	90.54	£95.07	£96.43	-£4.73	-£3.37
BUNG	2 bed	1.4	1.4	£116.42	100.59	£105.62	£107.13	-£10.80	-£9.30
BUNG	3 bed	1.5	1.5	£124.74	110.66	£116.19	£117.85	-£8.55	-£6.89
BUNG	4 bed	1.6	1.6	£133.06	120.72	£126.76	£128.57	-£6.30	-£4.49
FLAT	1 bed	1.1	1.1	£91.48	81.91	£86.01	£87.23	-£5.47	-£4.24
FLAT	2 bed	1.3	1.3	£108.11	91.02	£95.57	£96.94	-£12.54	-£11.17
FLAT	3 bed	1.4	1.4	£116.42	100.12	£105.13	£106.63	-£11.30	-£9.80
HOUSE	1 bed	1.2	1.2	£99.79	90.54	£95.07	£96.43	-£4.73	-£3.37
HOUSE	2 bed	1.4	1.4	£116.42	100.59	£105.62	£107.13	-£10.80	-£9.30
HOUSE	3 bed	1.5	1.5	£124.74	110.66	£116.19	£117.85	-£8.55	-£6.89
HOUSE	4 bed	1.6	1.6	£133.06	120.72	£126.76	£128.57	-£6.30	-£4.49
HOUSE	5 bed	1.7	1.7	£141.37	130.77	£137.31	£139.27	-£4.06	-£2.10
HOUSE	6 bed	1.8	1.8	£149.69	130.77	£137.31	£139.27	-£12.38	-£10.42
MAIS	1 bed	1.15	1.15	£95.63	81.91	£86.01	£87.23	-£9.63	-£8.40
MAIS	2 bed	1.35	1.35	£112.27	91.02	£95.57	£96.94	-£16.70	-£15.33
MAIS	3 bed	1.45	1.45	£120.58	100.12	£105.13	£106.63	-£15.46	-£13.95

The baseline for our weekly rents have historically been using social rent “target rent” levels. These are set by Welsh Government (WG) based on a number of factors similar to the living rent model but use other social and housing market factors to determine target rents for social landlords.

These levels have not been released by WG since Covid but we continue to base our rents on this level by applying the same annual percentage increase to these baseline figures, as set for all our rents.

We currently have 72% of households in receipt of some support to meet their weekly rent, either through Housing Benefit or Universal Credit Housing Costs.

Any increase in weekly rent charge will be met by the housing costs support for these households.

We continue offer a range of support for households who are required to pay a partial or full amount of their weekly rent from earned income.

Advice & Support to Promote Affordability

We offer as much advice and support as we can for households with affordable repayment terms should families fall into arrears, offer budgeting advice and make appropriate referrals for specialist support.

Key To Advice Project with Citizens Advice Denbighshire

In addition to the Council's contract for Welfare Rights advice with Citizens Advice Denbighshire (CAD) we have entered into an additional project, **Key To Advice**, which enables the housing team to benefit from a specific worker from CAD to provide support to tenants. This includes a focus on fuel poverty to assist our tenants with their fuel bills and tariffs.

Highlights of April 2022 to November 2022 of the Key to Advice project are:

- 400 tenants supported
- £1,404,037 annual income gains
- Advice on £1,186,028 debt
- 139 tenants removed from income poverty

Working Denbighshire

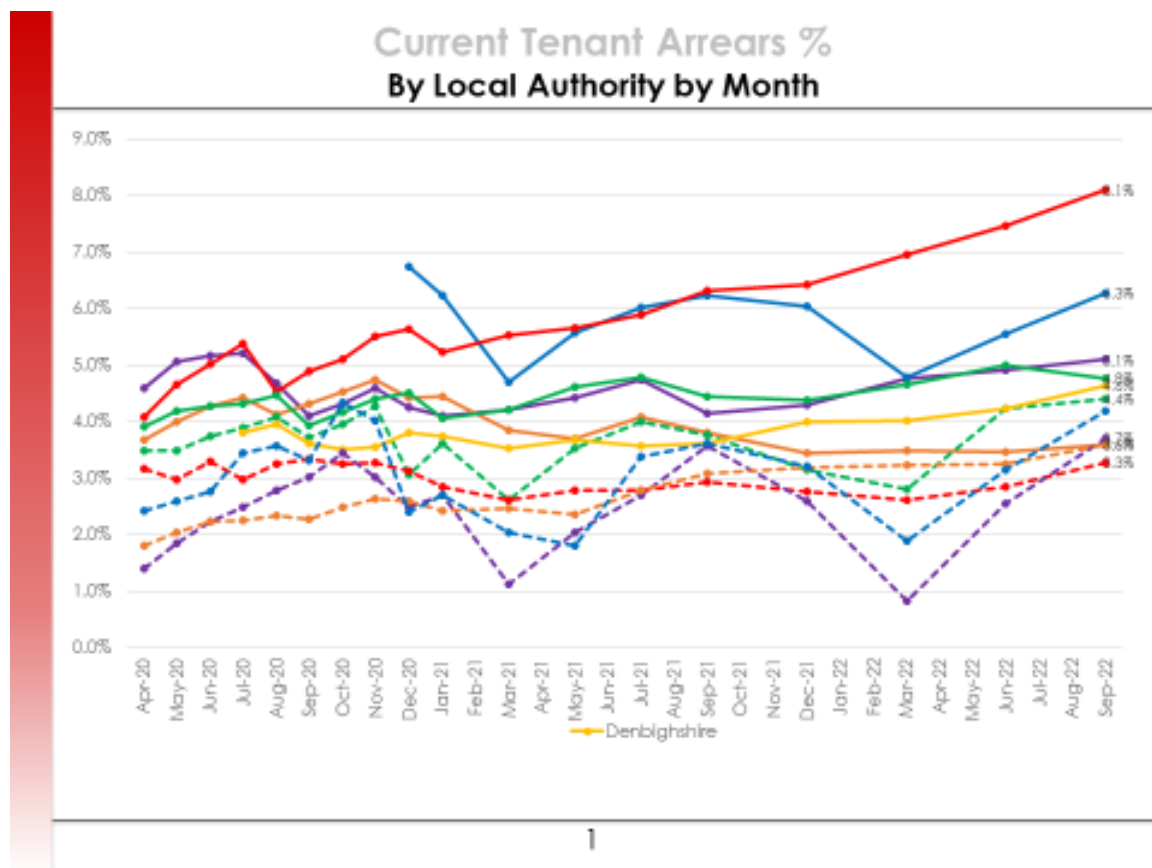
We also have a dedicated Housing Employment Mentor in partnership with Working Denbighshire. This focuses on working closely with tenants to enable them to be employment ready, provide access to job searches and provide work placements and training opportunities.

- 63 council tenants have been referred for advice
- 15 employment outcomes
- 11 qualification outcomes

Rent Arrears

We closely monitor all households rent accounts and offer comprehensive advice and support.

The graph below shows that our current rent income owed of 4.6% (of total annual rent income) is also the Wales average for Local Authorities (4.6%).



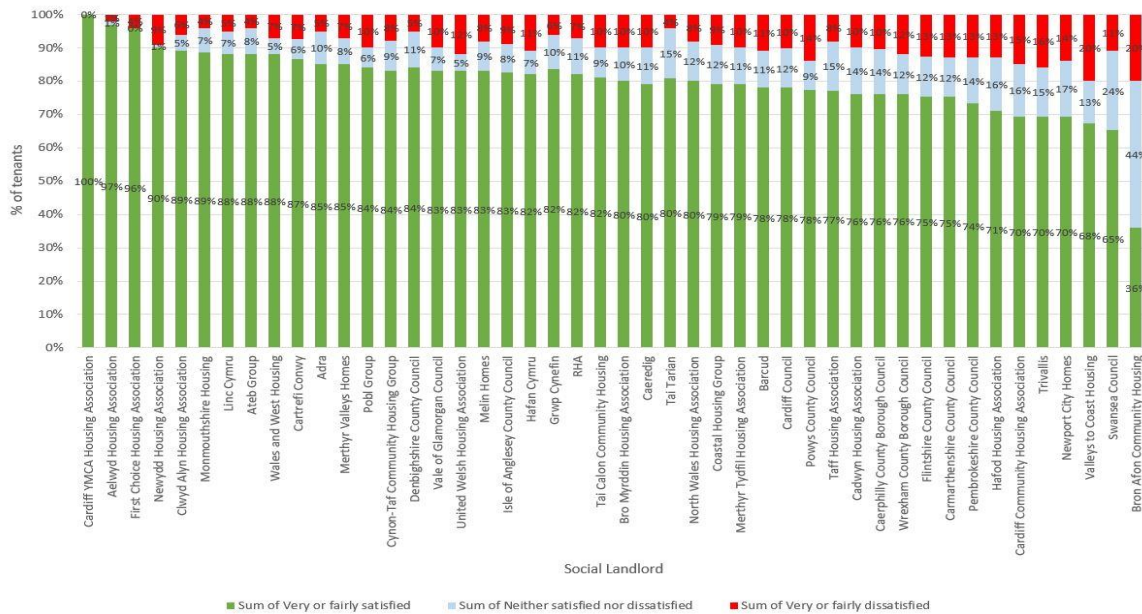
Communication with Tenants

- We provide information to our tenants on how their rent money is spent. Each year with the rent increase notification letter we send all tenants a booklet which explains -
- How the average weekly rent is spent with a breakdown of our management, maintenance and finance costs.
- A breakdown of planned Income and expenditure
- Our average weekly rent compared to other North Wales Social Landlords.

Value For Money

Other than the detailed comparison of our costs with other similar landlords our most appropriate measure of value for money is feedback from our tenants.

The graph below shows all social landlords (Councils and RSL's) in Wales. Denbighshire has 85% value for money satisfaction which places us 15th out of 46 Landlords in Wales.



Impact Assessment

We complete a well-being impact assessment annually with tenant representatives to consider the balance of an inflationary rent increase alongside the benefits this can have for the whole group of tenants through investment in the quality of homes, improving the energy efficiency of homes and services and projects to support families.

The positive aspects of the assessment conclude that we need to maintain pace with inflation and rising costs in order to be able to maintain the level of investment for all our households.

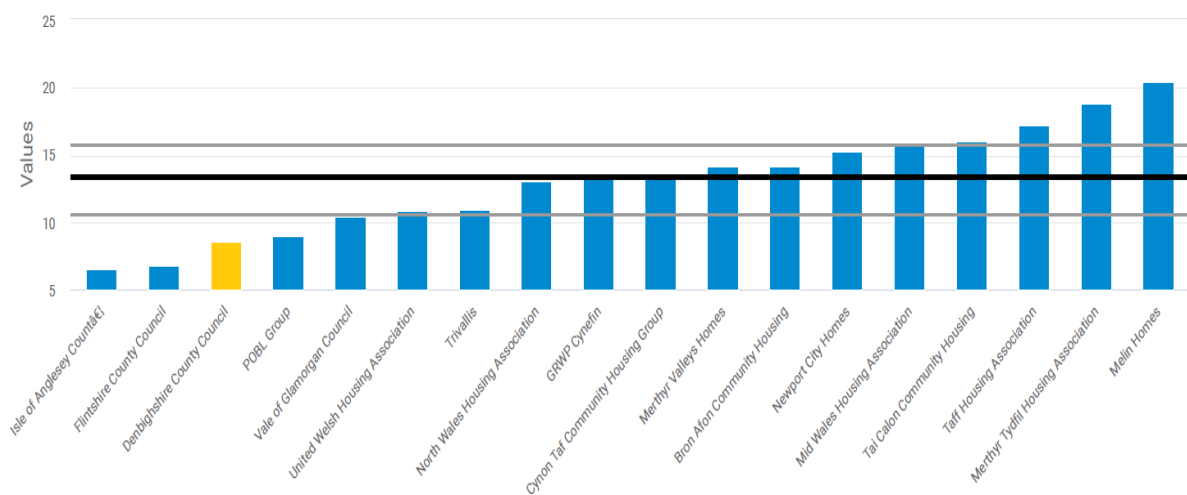
Cost Efficiencies

The information below is taken from data provided by HOUSEMARK and shows our costs are relatively low compared to comparable landlords but our cash investment in our assets is high.

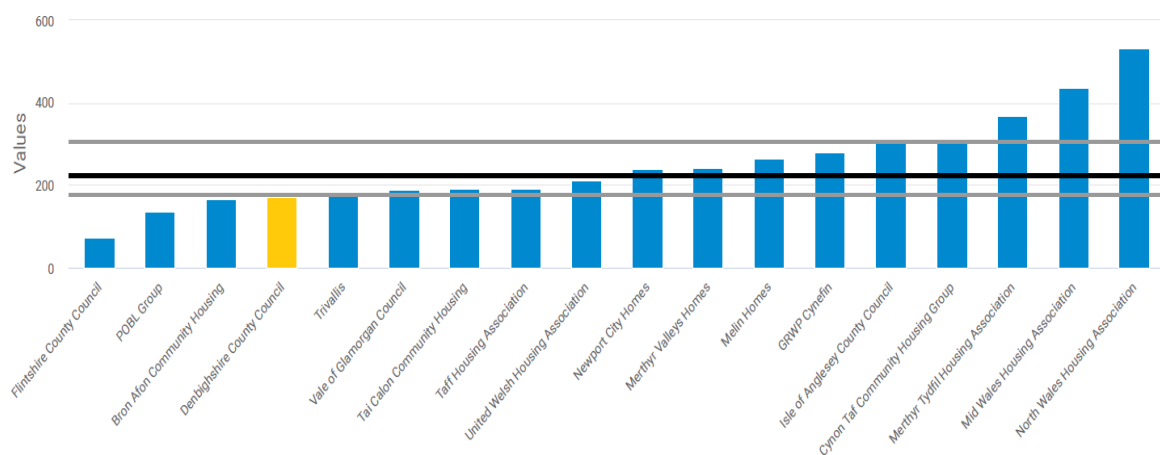
1.1 Overheads

These graphs show Overheads as a percentage of our Turnover and Cost Per Property (CPP) and Employee Overheads. This shows that our operating costs are amongst the lowest of comparable landlords.

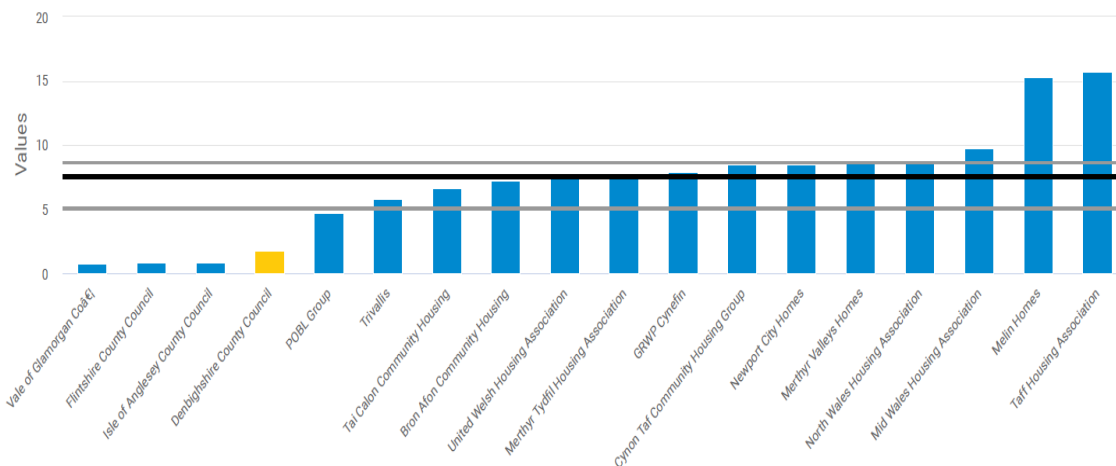
Overheads as a % of turnover



Overhead CPP



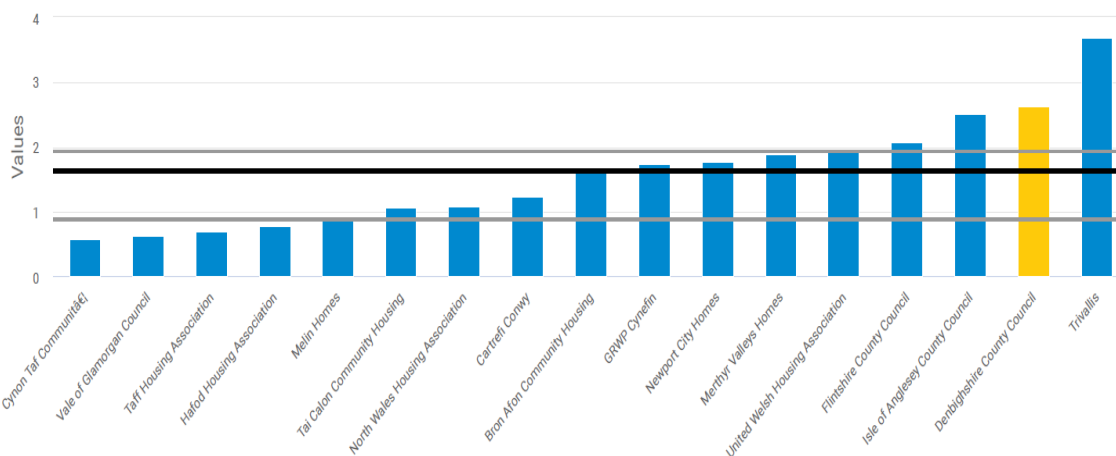
Overhead employees per 1,000 properties



Rent Loss

This graph shows that we perform relatively poorly in terms of rent loss when carrying out works in between tenancies (Voids). This is explained due to the extensive volume of works we undertake. The lettings standards for new tenants are extremely high but we recognise the need to carry out works and the associated processes as efficiently as we can so this is closely monitored.

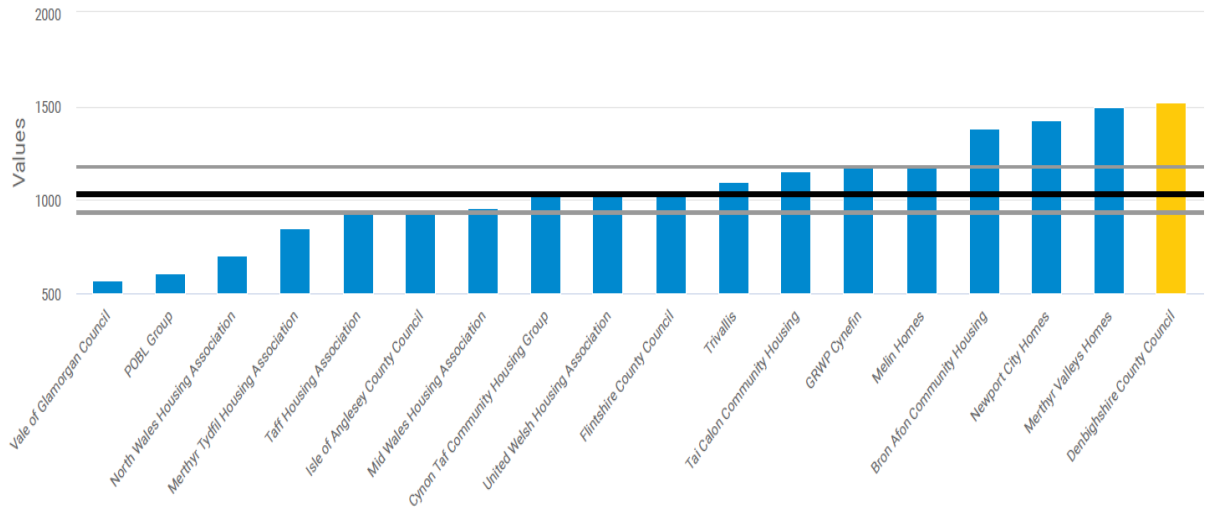
Void loss %



Cost of Repair and Voids work

To illustrate the relative investment, this graphs shows we are high cost in terms of the level of investment in our homes primarily due to void work costs.

Total CPP of responsive repairs & void works





ANNUAL RENT INCREASE FOR COUNCIL TENANTS : Well-being Impact Assessment Report

This report summarises the likely impact of the proposal on the social, economic, environmental and cultural well-being of Denbighshire, Wales and the world.

Assessment Number: 1119

Brief description: ANNUAL RENT INCREASE FOR COUNCIL TENANTS

Date Completed: 18/11/2022 15:29:25 Version: 1

Completed by: Geoff Davies

Responsible Service: Communities and Customers

Localities affected by the proposal: Whole County,

Who will be affected by the proposal? ALL COUNCIL HOUSING TENANTS

Was this impact assessment completed as a group? Yes

Summary and Conclusion

Before we look in detail at the contribution and impact of the proposal, it is important to consider how the proposal is applying the sustainable development principle. This means that we must act "in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs."

Score for the sustainability of the approach

3 out of 4 stars

Actual score : 34 / 36.

Summary for each Sustainable Development principle

Long term

The annual rent increase will present challenges for some households particularly due to the current cost of living crisis. However in order for the Housing service to be able to continue to invest in our housing stock and our services particularly to increase the energy performance of our homes we need to increase our income as close to meeting rising costs as possible.

Prevention

The business plan relies on keeping pace with inflation to ensure we can continue to develop tenants to support those that need, build resilience in others and tackle the energy performance issues of our homes. This impacts on the climate and also tackles fuel poverty for households

Integration

The Business Plan will enable us to deliver high quality homes and services for tenants and their communities. we can also build new council homes to meet the significant need. this supports a safe and secure home which impacts on many other services such as health, social care and education

Collaboration

The HRA 30 year Business plan supports the Asset Management Plan and our approach to improving the lives of our communities.

ANNUAL RENT INCREASE FOR COUNCIL TENANTS

Involvement

We consult the Tenants Federation on the rent increase each year. Whilst they accept it is not popular they acknowledge the investment needs and the longer term view. We survey our tenants every 2 years and ask about their views on our services and specifically about the value for money for their rent

Summary of impact

Well-being Goals	Overall Impact
A prosperous Denbighshire	Positive
A resilient Denbighshire	Positive
A healthier Denbighshire	Positive
A more equal Denbighshire	Positive
A Denbighshire of cohesive communities	Positive
A Denbighshire of vibrant culture and thriving Welsh language	Positive
A globally responsible Denbighshire	Positive

Main conclusions

Whilst a rent increase can present challenges for some households particularly due to the additional pressure brought on household finances due to the cost of living crisis we need to continue to invest in our housing stock. This is to ensure our homes are quality and efficient to live in particularly with regards to the significant investment required in energy efficiency of our homes. In addition we provide and fund support serves, partnerships and projects to support households.

ANNUAL RENT INCREASE FOR COUNCIL TENANTS

We understand that due to the significant increase in household cost inflation (CPI), a full inflationary increase would be unreasonable this year however this adds pressure to our business plan due to a below inflation increase. We accept this as a balance between the need to invest in our housing stock whilst also supporting households at a difficult time.

The likely impact on Denbighshire, Wales and the world.

A prosperous Denbighshire

Overall Impact

Positive

Justification for impact

This will have a positive impact because a sustainable HRA will support the provision of quality social housing for people in Denbighshire into the long term. Whilst any increase in weekly outgoings could have an impact on households failure to invest could jeopardise our future growth.

Further actions required

We have a Financial Inclusion Action Plan which will help mitigate the impact on households through a series of actions. The increased income will enable us to increase our investment in our stock, neighbourhoods and support services.

Positive impacts identified:

A low carbon society

Increasing our income will allow us to investigate and invest in better ways to provide homes including low carbon homes and investing in improving the efficiency of existing stock.

Quality communications, infrastructure and transport

This will enable us to continue to invest in areas we own including open spaces and neighbourhoods

Economic development

A sustainable HRA business plan will support local businesses into the future

Quality skills for the long term

Increasing our income will help us to meet staffing costs and develop future opportunities

Quality jobs for the long term

This will enable us to continue to invest in skills through improvement works and community benefits. Also to provide services to support households into work

Childcare

[TEXT HERE]

Negative impacts identified:

A low carbon society

[TEXT HERE]

Quality communications, infrastructure and transport

[TEXT HERE]

Economic development

An increase in weekly rent could have an adverse effect on families weekly income and ability to manage their childcare and work balance

Quality skills for the long term

[TEXT HERE]

Quality jobs for the long term

[TEXT HERE]

Childcare

An increase in weekly rent could have an adverse effect on families weekly income and ability to manage their childcare and work balance

A resilient Denbighshire

Overall Impact

Positive

Justification for impact

We are able to invest in promoting healthier communities for our tenants

Further actions required

We are able to invest in additional services such as community development staff to significantly increase our work to promote health and well being. The negative is increased could increase arrears / debt issues but our resources allow us to invest in projects to mitigate this and far reaching actions to tackle financial exclusion and debt.

Positive impacts identified:

Biodiversity and the natural environment

Investment in housing stock including new build will enable us to consider community benefits including these factors

Biodiversity in the built environment

Investment in lower quality stock will enable us to demolish and replace homes and consider biodiversity in this process.

Reducing waste, reusing and recycling

ANNUAL RENT INCREASE FOR COUNCIL TENANTS

Investment in housing stock including new build will enable us to consider community benefits including these factors

Reduced energy/fuel consumption

Investment in our housing stock is required to ensure we can maximise energy efficiency and reduce fuel use and carbon through poor performing homes.

People's awareness of the environment and biodiversity

Investment in housing stock including new build will enable us to consider community benefits including these factors

Flood risk management

Ensuring that new build schemes will achieve flood mitigation works by design

Negative impacts identified:

Biodiversity and the natural environment

[TEXT HERE]

Biodiversity in the built environment

[TEXT HERE]

Reducing waste, reusing and recycling

[TEXT HERE]

Reduced energy/fuel consumption

[TEXT HERE]

People's awareness of the environment and biodiversity

[TEXT HERE]

Flood risk management

[TEXT HERE]

A healthier Denbighshire

Overall Impact

Positive

Justification for impact

We are able to invest in promoting healthier communities for our tenants and provide safe and secure homes for families

Further actions required

We are able to invest in additional services such as community development staff to significantly increase our work to promote health and well being. The negative is increased could increase arrears / debt issues but our resources allow us to invest in projects to mitigate this and far reaching actions to tackle financial exclusion and debt.

Positive impacts identified:

A social and physical environment that encourage and support health and well-being

This will allow us to continue to invest in health and well being including physical assets such as play areas and also working with our communities

Access to good quality, healthy food

We have staff resources to help our communities develop resilience and promote healthy lifestyles

including projects to support healthy eating

People's emotional and mental well-being

We have staff resources to help our communities develop resilience and promote health and well being. We have a Financial Inclusion action plan to tackle debt and financial exclusion issues which will support emotional well being.

Access to healthcare

Through having staff resources available we are supporting a Public Health Wales project on Tackling health inequality and can continue with similar work

Participation in leisure opportunities

This will allow us to continue to invest in health and well being including physical assets such as play areas and also working with our communities to enhance access to leisure activities.

Negative impacts identified:

A social and physical environment that encourage and support health and well-being

[TEXT HERE]

Access to good quality, healthy food

[TEXT HERE]

People's emotional and mental well-being

[TEXT HERE]

Access to healthcare

[TEXT HERE]

Participation in leisure opportunities

[TEXT HERE]

A more equal Denbighshire

Overall Impact

Positive

Justification for impact

Continued investment in line with inflation will support our business plan to able to continue to offer social housing and related services to those who are not served by the private housing market.

Further actions required

We will mitigate the negatives of the rent increase, which could disproportionately effect households with the protected characteristics through investment in financial inclusion initiatives and support services which will also benefit wider tenant population

Positive impacts identified:

Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

Continued investment in line with inflation will support our business plan to able to continue to offer social housing and related services to those who are not served by the private housing market.

People who suffer discrimination or disadvantage

ANNUAL RENT INCREASE FOR COUNCIL TENANTS

Continued investment in line with inflation will support our business plan to be able to continue to offer social housing and related services to those who are not served by the private housing market.

People affected by socio-economic disadvantage and unequal outcomes

A sustainable HRA will enable us to continue to provide quality housing and also invest in support initiatives that tackle poverty and provide opportunity in our communities,

Areas affected by socio-economic disadvantage

An increase in rent could have an adverse effect on households but the rise is below CPI inflation and will be offset by significant investment in support services in this area.

Negative impacts identified:

Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

[TEXT HERE]

People who suffer discrimination or disadvantage

[TEXT HERE]

People affected by socio-economic disadvantage and unequal outcomes

[TEXT HERE]

Areas affected by socio-economic disadvantage

[TEXT HERE]

A Denbighshire of cohesive communities

Overall Impact

Positive

Justification for impact

A sustainable HRA business plan will enable us to maintain adequate resources to support communities.

Further actions required

The Business Plan has enabled us to deliver increased work with communities to focus on additional areas of work which will support community participation and resilience in the long term.

Positive impacts identified:

Safe communities and individuals

sustainable HRA business plan will enable us to maintain adequate resources to promote safe communities and tackle issues and individuals. These resources can support partnership working to work together to take a strategic approach to promoting safe neighbourhood's and also joint working to tackle issues

Community participation and resilience

The Business Plan has enabled us to deliver a community development team to focus on additional areas of work which will support community participation and resilience. We are developing this through a Community Investment strategy and related work plans.

The attractiveness of the area

ANNUAL RENT INCREASE FOR COUNCIL TENANTS

We are able to invest significantly in improving the appearance of our neighbourhoods through the HRA

Connected communities

The Housing team and community development work enables us to ensure that people are connected to services and network as well as through digital inclusion work

Rural resilience

The Housing team and community development work enables us to ensure that people are connected and ensure that our homes in rural areas are able to contribute to the rural economy by providing quality homes and investment projects and opportunities

Negative impacts identified:

Safe communities and individuals

[TEXT HERE]

Community participation and resilience

[TEXT HERE]

The attractiveness of the area

[TEXT HERE]

Connected communities

[TEXT HERE]

Rural resilience

[TEXT HERE]

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact

Positive

Justification for impact

The service adheres to the Welsh language standards but a sustainable HRA will enable us to consider opportunities to further promote the Welsh Language

Further actions required

This work can include providing community development activities through the Welsh language will be integral with in our Community Development Strategy.

Positive impacts identified:

People using Welsh

A sustainable HRA enables us to continue to promote the Welsh Language and support staff to work in the medium of Welsh so people can use their first language to access the service. We also adopt a local lettings policy which gives priority in rural areas to people from the community to help with protecting the future use of the welsh language in our communities.

Promoting the Welsh language

The service adheres to the Welsh language standards but a sustainable HRA will enable us to consider opportunities to further promote the Welsh Language. This work can include providing community development activities through the Welsh language.

Culture and heritage

ANNUAL RENT INCREASE FOR COUNCIL TENANTS

A sustainable HRA enables us to continue to promote the Welsh culture and heritage and support organisations and projects in our communities

Negative impacts identified:

People using Welsh

[TEXT HERE]

Promoting the Welsh language

[TEXT HERE]

Culture and heritage

[TEXT HERE]

A globally responsible Denbighshire

Overall Impact

Positive

Justification for impact

Good quality social housing is key to ensuring that the local economy can thrive in Denbighshire and North Wales. The continued growth of the business plan will support future provision to meet growing need. The service will be able to develop partnerships and support other organisations who are providing services to our tenants. Investment in our homes can contribute significantly to the net zero target.

Further actions required

The service supports the Council's corporate objectives in addition to the more specific plans such as the Housing Strategy and Homelessness Prevention Strategy. Wider health & well being is promoted in addition to the investment in the local economy.

Positive impacts identified:

Local, national, international supply chains

The HRA commits significant invest through stock and neighbourhood improvement programmes. In

addition new build homes will add significantly to this and we have awarded a significant contract for new homes components that will be manufactured in North Wales. This supports the local economy.

Community Benefits

are integral to all contracts to ensure employment and training opportunities are mandatory and the impact is captured as evidence.

Human rights

The HRA investment enables us to provide jobs and opportunities which promote excellent employment practices and working conditions. High quality housing supports the Right to Housing

Broader service provision in the local area or the region

Good quality social housing is key to ensuring that the local economy in Denbighshire and North

Wales is sustainable and supports the economic activity of the area by providing affordable housing

options in the area. In addition the provision of social housing with increasing stock numbers will

support a number services which seek to support households with settled and secure accommodation in safe neighbourhoods.

Reducing climate change

The HRA Business Plan will invest in existing homes and new homes to deliver the highest standards of energy performance and use of renewable energy sources in our homes.

Negative impacts identified:

Local, national, international supply chains

[TEXT HERE]

Human rights

[TEXT HERE]

Broader service provision in the local area or the region

[TEXT HERE]

Reducing climate change

[TEXT HERE]

Report to	Cabinet
Date of meeting	13 th December 2022
Lead Member / Officer	Councillor Gwyneth Ellis, Lead Member for Finance, Performance and Strategic Assets / Steve Gadd, Head of Finance and Property
Report author	Steve Gadd
Title	Capital Process and the future of the Strategic Investment Group

1. What is the report about?

- 1.1. To update Cabinet on a proposed new capital budget setting process and changes to the Terms of Reference and name of the Strategic Investment Group.

2. What is the reason for making this report?

- 2.1. To provide Cabinet with an update on the new draft capital process and the proposed new Capital Scrutiny Group prior to making the formal changes required.

3. What are the Recommendations?

- 3.1. That Cabinet review and approve the new capital process.
- 3.2. That Cabinet support the draft Terms of Reference of the Capital Scrutiny Group which will be presented for approval at the first meeting of the Group.

4. Report details

- 4.1 The future of the capital process and the Strategic Investment Group has been a priority for the last 18 months. Although it had been hoped that a proposal would be ready over the summer it is important that we get this right. The guiding principles behind the review have been:

- Some members of SIG had expressed concerns about their role in making key decisions – it was agreed that this would be considered in the review
- Need for strong governance about how we allocate and approve capital resources
- Scrutiny and transparency of decision making – including review of previous decisions/projects to learn from experience
- Simplification of decision making for low level grant-funded schemes
- Aim to synchronise the business case processes for capital projects and the wider project management processes of the Council (through the use of Verto)
- Address the support required for the proper administration of the processes

4.2 The majority of the details of the proposals are contained in the draft Terms of Reference and appendix which is included as Appendix 1 to this report. The main points of the proposal are:

- A new group would be created called the Capital Scrutiny Group – the group would scrutinise business cases and capital budgets but final decisions would not rest with this group. The CSG's views would be taken into consideration by the other decision making bodies set out below.
- Backbench membership of the CSG has been kept as nominations of the Scrutiny Committees
- The council's constitution allows Cabinet to approve individual capital schemes, with the annual Capital Plan requiring approval by the full Council (Chart B).
- Council Executive Team can approve schemes under £1m if CSG has recorded support (Chart C).
- Cabinet are required to make the final decision on all schemes over £1m (Chart C).
- Schemes under £1m, that are not supported by CSG, can be taken by the Head of Service to Cabinet for a final decision if agreement cannot be reached (Chart C)

- In-year grant funded schemes up to £0.250m in value do not need to go through CSG and can be approved by the Head of Service, the relevant Director and the Head of Finance.
- Further work is required on the details of the capital bid forms and process. The aim is that all capital projects will need to complete the Verto project forms – but that these will in the future include all the additional information required to make decisions on capital business cases. This is an ongoing project and detailed operational guidance will be developed by the spring.
- The proposal is that the CSG and the Budget Board will be supported by the Committee Services team from April 2023. Discussion have been ongoing on this issue and arrangements have been agreed in principle.
- It is important to note that the process and the terms of reference will be subject to annual review.

5. How does the decision contribute to the Corporate Priorities?

- 5.1. Many of the Council Priorities requires capital investment in order to be achieved. The proposal sets out a clear and robust process to ensure that decisions are taken which are affordable and seen in the wider context of affordability and competing resources.
- 5.2. Having a robust capital budget setting process to set a budget each year is a core duty of the Council and is crucial to ensure the good governance of the Council as set out in the new Corporate Plan.

6. What will it cost and how will it affect other services?

- 6.1. Each business case will identify the financial implication of individual projects.
- 6.2. The proposal will impact on the resources of Committee Services – however Finance have agreed to fund any pressure from service reserves up to the end of 2024/25 financial year.

7. What are the main conclusions of the Well-being Impact Assessment?

7.1. In the view of the Section 151 a wellbeing impact assessment is not required at this stage as this involves internal processes only.

8. What consultations have been carried out with Scrutiny and others?

8.1. The proposals have been discussed with key officers including the Chief Executive and Director of Governance and Business. The proposals have also been discussed at Cabinet Briefing in November. Further consultation was carried as set out below:

- Governance and Audit Committee – 23rd November – a number of minor amendments will be included – including the addition of a glossary in the final published guidance
- Report to SLT which was positively received – they requested details of what schemes would need to go through to Asset Management Group which will be included in the final guidance.
- The proposals would also require changes to the Constitution (including Financial Procedure Rules) which will be developed if Cabinet approve this report. Changes to the Constitution are agreed on an annual basis.

9. Chief Finance Officer Statement

9.1 It is hoped that the proposed processes will ensure that decisions concerning capital strategies and projects will be more transparent, strategic and efficient. The hope is that most bids will come through the annual capital budget process so that competing bids can be assessed in the context of resources available, rather than taking isolated decisions. However, in year decisions will always be required and the process allows for the proper scrutiny of those decisions.

10. What risks are there and is there anything we can do to reduce them?

10.1. The risk of not having an agreed process to develop, assess and scrutinise the Council's capital requirements could lead to sub-optimal decision making.

11. Power to make the decision

Local authorities are required under Section 151 of the Local Government Act 1972 to make arrangements for the proper administration of their financial affairs.

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CAPITAL SCRUTINY GROUP

November 2022

DRAFT TERMS OF REFERENCE.

The Capital Scrutiny Group (SIG) will provide an independent review of all business case proposals for capital investment other than schemes under £0.250m that are funded 100% by external grant funding. Final decisions will be taken by the following bodies as set out in Appendix 1, but will need to take account of the comments and views of the CSG:

- The council's constitution allows Cabinet to approve individual capital schemes, with the annual Capital Plan requiring approval by the full Council (Chart B).
- Council Executive Team can approve schemes under £1m if CSG has recorded support (Chart C).
- Cabinet are required to make the final decision on all schemes over £1m (Chart C).
- Schemes under £1m, that are not supported by CSG, can be taken by the Head of Service to Cabinet for a final decision if agreement cannot be reached (Chart C)

Quorum membership of CSG is achieved when two cabinet members are in attendance, one of whom is the lead member responsible for Finance and two CET members, one of whom is the S.151 Officer (or is represented by the Deputy S.151 Officer).

Ideally a consensus should be reached on decisions to support or not support individual bids. However the Lead Member with responsibility for Finance (Chair) can choose to take the decision to a vote if required.

CSG membership includes:

- Lead Cabinet member responsible for Finance (Chair)
- Leader of the Council
- Cabinet Member (to be nominated by Cabinet)
- Representative from each scrutiny committee
- Corporate Director for Governance and Business
- Head of Finance (S.151 Officer)
- County Landlord

Core Functions:

1. To review and comment on all capital schemes (other than those under £0.250m which are 100% externally funded) and register support if appropriate.
2. The overall decision making process is outlined in Appendix 1. If CSG do not feel that they can support a particular scheme, then CSG can request that any concerns or comments that they wish to record are reported to Cabinet to make the final decision if the Head of Service wishes to pursue.
3. Ensure all bids for capital schemes:
 - Comply with all statutory requirements
 - Have a full Business Case (in the prescribed format)
 - Consider an environmentally enhanced (net carbon zero/ecologically positive compatible) business option.
 - Clearly identify the total funding requirement and potential sources of funding
 - Clearly identify current and future revenue implications, including the whole life cost over 20 years for the preferred business option as well as for the environmentally enhanced business option if it is not selected as the preferred option.
 - Explain the impact on the council's corporate assets, carbon emissions and biodiversity.
 - Support the council's agreed priorities, including Net Carbon Zero and Ecologically Positive Council by 2030 goals.
 - Include an assessment under the Wellbeing of Future Generations Act
4. Review and comment on the Medium Term Capital Strategy and the annual bids to be included in the Capital Budget each year.
5. Review a selection of capital bids previously approved on an annual basis and consider reporting any comments and recommendations to Cabinet as appropriate.
6. The Terms of Reference apply to schemes accounted for within the council's General Fund and the Housing Revenue Account (HRA). However, annual capital expenditure included in the 'block grants' approved as part of the annual Capital Budget approved by Cabinet and Council will not require approval for individual schemes. Also excluded are schemes in support of the maintenance of the council's housing stock and the ad-hoc acquisition of former housing stock disposed of under

the Right to Buy scheme, will be approved annually by Cabinet as part of the HRA revenue and capital budget process and will not routinely require further approval by CSG.

7. CSG will normally be scheduled to meet in the following months (6 times a year).

Also included is an outline of the workload for each meeting:

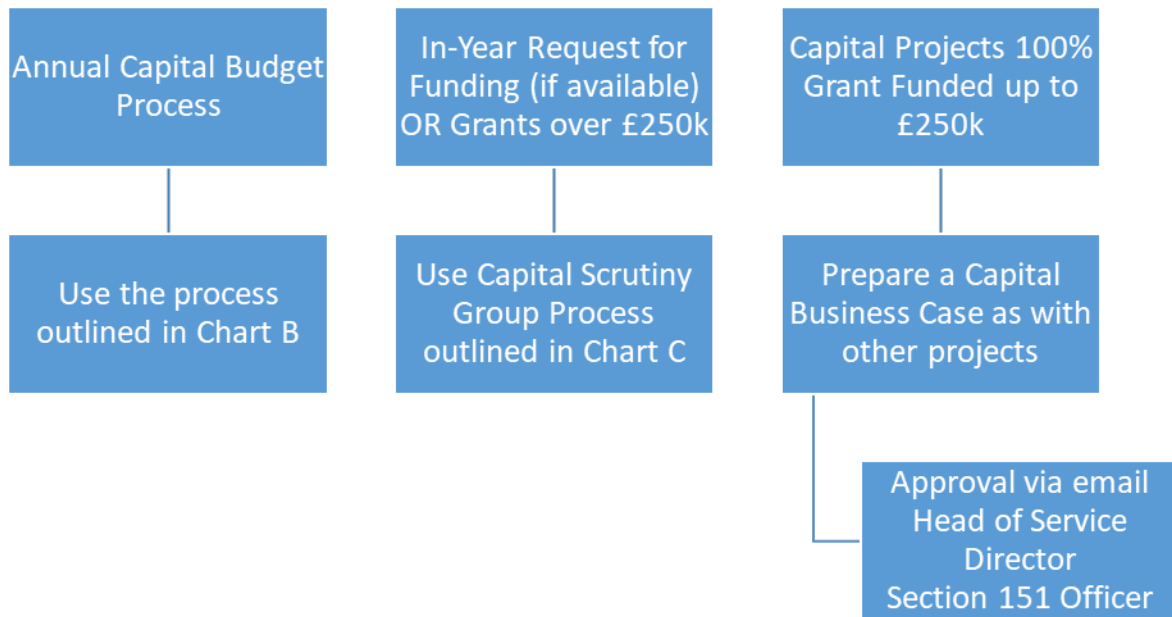
- May – review any in year bids
- July – review any in year bids and progress on annual capital budget process
- September – formal review of Medium Term Capital Strategy and the annual bids
- November – review any in year bids
- January – review of capital budget process and review any in year business cases
- March – review a selection of capital projects that are complete or part complete and review any in year business cases

However, it is recognised that the nature of some bids or proposals may require additional meetings or, subject to the agreement of the lead member responsible for Finance and the Head of Finance, consideration and approval of proposals via e-mail.

8. CSG will agree a summary of actions, taking into account confidentiality requirements, which will allow representatives of Scrutiny Committees to report back to those committees.
9. Review the training requirements of Members of CSG, SLT, Middle Managers and the wider Council membership on the capital decision making process on an annual basis.

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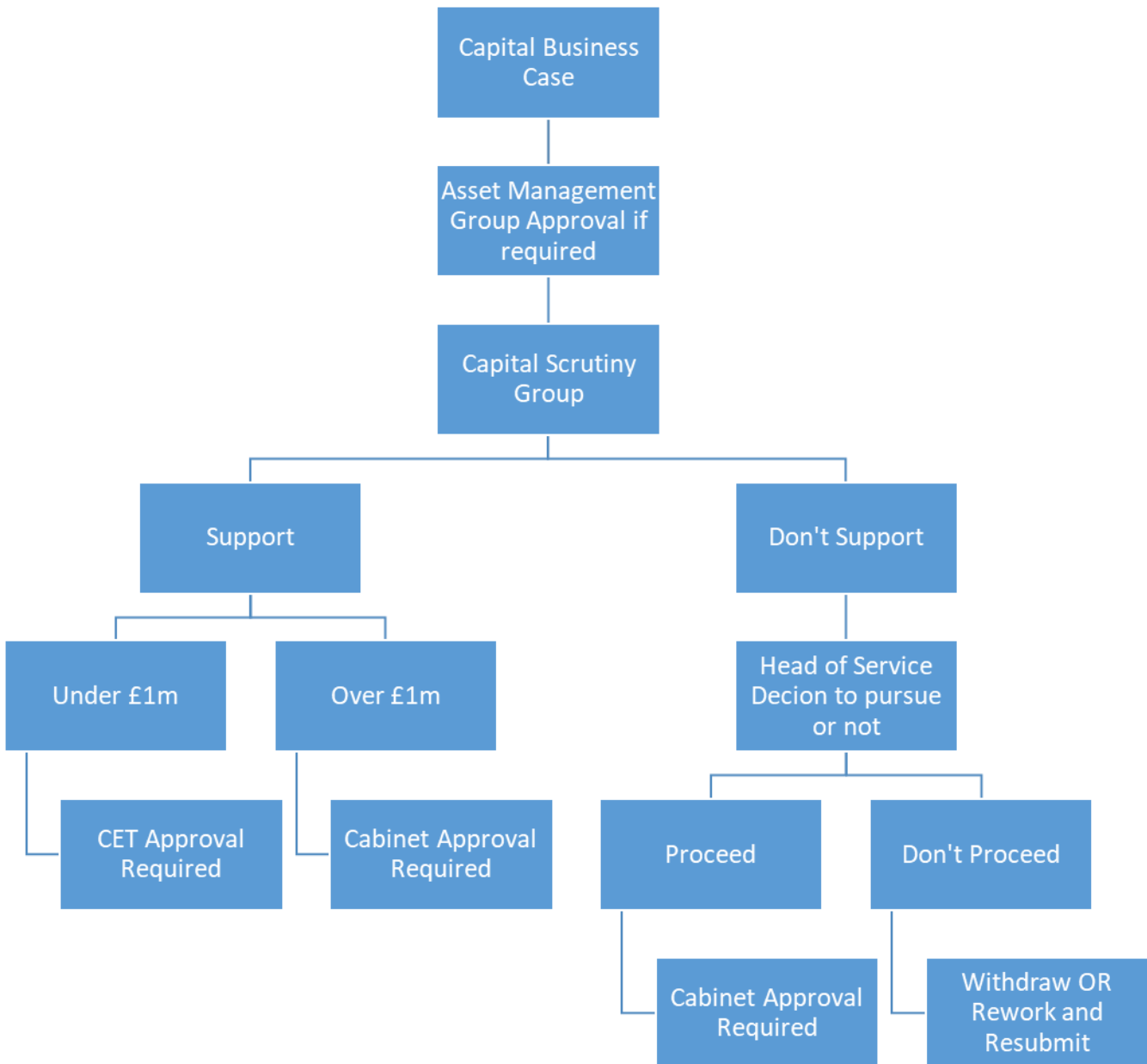
Summary of Capital Process (Chart A)



Annual Capital Budget Process - Intended for almost all non-granted bids (Chart B)



Capital Scrutiny Group Process – (Chart C)



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Report to	Cabinet
Date of meeting	13 rd December 2022
Lead Member / Officer	Councillor Gwyneth Ellis, Lead Member for Finance, Performance and Strategic Assets / Steve Gadd, Head of Finance and Property
Report author	Steve Gadd, Head of Finance and Property
Title	Finance Report (November 2022/23)

1. What is the report about?

The report gives details of the council's revenue budget and savings as agreed for 2022/23. The report also provides a summary update of the Capital Plan as well as the Housing Revenue Account and Housing Capital Plan.

2. What is the reason for making this report?

The purpose of the report is to provide an update on the council's current financial position and confirm the agreed service budgets for 2022/23.

3. What are the Recommendations?

- 3.1 Members note the budgets set for 2022/23 and progress against the agreed strategy.
- 3.2 Members approve the plans to spend a capital grant (£1.203m) to upgrade Schools' kitchens and dining facilities to accommodate the Universal Primary Free School Meals scheme as detailed in section 6.9 and Appendix 5.

4. Report details

The report provides a summary of the council's revenue budget for 2022/23 detailed in Appendix 1. The council's net revenue budget is £233.696m (£216.818m in 21/22). The

position on service and corporate budgets is a forecast overspend of £2.189m (£5.535m overspend last month). The reduction of £3.346m is due to services' actions to identify service reserves which can be released and achieve in-year temporary savings, underspend in capital financing costs and further release of corporate contingency. Services need to continually review expenditure and income in their areas to mitigate the impact of the overall budget overspend. The budget mitigation reserve will cover this level of overspend in the current year. Narrative around the current risks and assumptions underlying this assessment are outlined in Section 6 and Appendix 2.

The 2022/23 budget required service savings and efficiencies of £0.754m to be identified and agreed as detailed below:

- Fees and Charges inflated in line with agreed Fees and Charges policy (£0.120m).
- Operational efficiencies (£0.634m) mostly identified by services throughout the year and within Head Service delegated responsibility in consultation with Lead Members.
- No savings were requested from Community Support Services or Schools.

The operational savings and fees and charges increases are assumed to have been achieved.

5. How does the decision contribute to the Corporate Priorities?

Effective management of the council's revenue and capital budgets and delivery of the agreed budget strategy underpins activity in all areas, including corporate priorities.

6. What will it cost and how will it affect other services?

Significant service narratives explaining variances and risks are detailed in Appendix 2, however the following should also be noted:

6.1 Impact of Corona Virus and Inflation - We continue to claim for eligible Free School Meals direct payments. A contingency of £1.9m was agreed as part of the budget for 22/23 to fund any ongoing impact of the pandemic which cannot be claimed from WG this year, and in recognition of the increases in inflation at the time the budget was set. Whilst the risk due to Covid has diminished considerably, the inflationary risk has increased largely due to the war in Ukraine. The position will continue to be monitored closely over the coming months.

6.2 Corporate Budgets – It is estimated that corporate contingencies amounting to £1.036m can be released; which includes £700k of the contingency detailed in 6.1 and £230k due to travel savings from new ways of working. Details relating to other risks are still being analysed:

- Pay settlements for 2022/23 – pay awards have been agreed for local government services employees, Chief Officers and Chief Executives and funds have been vired to services to fund the increase. Although ‘final offers’ have been made, the pay settlement for craftworkers and teachers have yet to be agreed.
- Call on contingencies relating to energy and other inflationary pressures (see 6.1)

These will be monitored closely over the coming months.

6.3 Education and Children’s Service – The current outturn prediction is £2.423m overspend (previously £2.700m). Although an additional pressure of £750k was accepted as part of the agreed budget for 2022/23 this remains an area of concern. The majority of the pressure (£2.180m) relate to residential and independent fostering placements, which have either commenced this financial year or are now projected to continue longer than previously predicted. The Education service overspend (£243k) is due to Out-of-County income budget pressure of £742k offset this month by grant maximisation and small efficiencies across the service. The Out-of-County income budget is overspent due to a reduction in number of pupils from other Councils attending DCC facilities.

6.4 Community Support Service – Although an additional pressure of £3.127m was included in the budget for 2022/23 this service area remains a high risk area. The current outturn prediction is £2.287m (previously £2.169m) due to an overall pressure of £4.7m, in high cost placements (£3.1m) and homelessness service (£1.6m), netted off by fully utilising a cash reserve (£2.4m) (see Appendix 2 for further details).

6.5 Schools - The budget agreed by Council for 2022/23 included a total net additional investment (excluding increases in Welsh Government grants) in schools delegated budgets of just over £4.4m. The latest projection for school balances to be carried forward into 2023/24 is a net credit balance of £5.991m, which represents a decrease of £6.457m on the balances brought forward into 2022/23 of £12.448m. The movement is as expected as the movement last year largely related to the receipt of one-off funding and one-off savings relating to schools being closed for much of the year and, in particular, a number of large grants were received at the end of March. The grants are now projected to be

spent this financial year on the catch-up and Covid recovery programme in schools. There is a small underspend of £78k on non-delegated school budgets.

6.6 The Housing Revenue Account (HRA). The latest revenue position assumes a decrease in balances at year end of £194k compared to £4k at the time the budget was approved. This decrease relates to a reduction in estimated rental income. HRA balances are therefore forecast to be £1.863m at the end of the year. The HRA Capital budget of £26m is largely allocated between planned improvements to existing housing stock (£15m) and new build developments and acquisitions (£11m).

6.7 Treasury Management – At the end of November, the council’s borrowing totalled £234.058m at an average rate of 4.09%. Investment balances were £6.3m at an average rate of 1.86%.

6.8 A summary of the council’s **Capital Plan** is enclosed as Appendix 3. The approved Capital Plan for 22/23 is £51.8m with expenditure to date of £17.9m. Appendix 4 provides an update on the major projects included in the overall Capital Plan. The Capital Plan contingency was increased by £1.676m to £2.176m (up from the £0.500m agreed in February) due to carrying forward the unhypothecated element of a capital grant received from WG in March. After an allocation made to the Waste Project, the contingency level at £1m will help mitigate the risks to the overall programme of the impact of inflation on capital costs.

6.9 The Budget Board has reviewed and support a business case for spending a £1.203m capital grant from Welsh Government. The proposal is to upgrade Schools’ kitchens and dining facilities to accommodate the Universal Primary Free School Meals scheme. The proposals are detailed in Appendix 5 and recommended in 3.2.

7. What are the main conclusions of the Well-being Impact Assessment?

A Well-being Impact Assessments for the Council Tax rise was presented to Council on 25 January.

8. What consultations have been carried out with Scrutiny and others?

In addition to regular reports to the Corporate Governance Committee, the budget process has been considered by SLT, Cabinet Briefing, Group Leaders and Council Briefing

meetings. The School Budget Forum have been included in the proposals through-out the year. Trade Unions have been consulted through Local Joint Consultative Committee. The Covid pandemic has continued to impact on the level of consultation and engagement with the public, however plans are in place to engage early with all stakeholders during the budget process for 2023/24.

9. Chief Finance Officer Statement

As noted in section 6, the substantial specific pressures and level of overspend across services is a grave concern in the current year and for the medium term. Significant investment has gone into these specific service areas in recent years and it is expected that that need will continue. Initial pressures have already been included in the Medium Term Financial Plan and these will be kept under review, while the pressure for these services will need to be closely monitored and reviewed in the coming months. All services need to review expenditure and income in their areas to mitigate these budget overspends. After action by services to achieve savings in-year, the budget mitigation reserve will now cover this level of overspend. These issues, along with inflationary pressures across all services, are becoming increasingly hard to finance as our funding fails to keep up with inflationary, service and demographic pressures.

10. What risks are there and is there anything we can do to reduce them?

This remains a very challenging financial period and there is still uncertainty around the ongoing inflationary increases, Brexit and the financial strategy of the UK government in dealing with the long term financial impact on the public finances of the response to Covid, the cost of living crisis and recent announcements about tax policy. Although the financial outlook looks uncertain a robust 3/5 year budget process to help meet the challenges ahead has recently been approved by SLT, CET, Cabinet and scrutinised by the Governance and Audit Committee. The significant budget pressure in-year will reduce the level of reserves held by the Council and this will be taken into review during the budget process.

11. Power to make the decision

Local authorities are required under Section 151 of the Local Government Act 1972 to make arrangements for the proper administration of their financial affairs.

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Appendix 1

DENBIGHSHIRE COUNTY COUNCIL REVENUE BUDGET 2022/23

Nov-22	Net Budget	Budget 2022/23			Projected Outturn							Variance
	2021/22	Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net	Net	Previous Report
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
Communities and Customers	3,263	4,306	-850	3,456	5,728	-2,459	3,269	1,422	-1,609	-187	-5.41%	-2
Education and Children's Service	17,802	35,046	-15,989	19,057	32,629	-11,149	21,480	-2,417	4,840	2,423	12.71%	2,700
Business Improvement and Modernisation	4,593	6,813	-1,449	5,364	6,727	-1,702	5,025	-86	-253	-339	-6.32%	-52
Legal, HR and Democratic Services	2,364	4,333	-1,632	2,701	4,314	-1,752	2,562	-19	-120	-139	-5.15%	-105
Finance and Property	5,744	10,791	-4,640	6,151	10,773	-4,789	5,984	-18	-149	-167	-2.72%	0
Highways and Environmental Services	15,730	29,855	-12,257	17,598	27,275	-9,584	17,691	-2,580	2,673	93	0.53%	373
Planning and Public Protection	9,562	18,057	-7,311	10,746	20,147	-8,659	11,488	2,090	-1,348	742	6.90%	844
Community Support Services	39,854	64,574	-20,399	44,175	65,114	-18,652	46,462	540	1,747	2,287	5.18%	2,169
Leisure - Retained Budgets	3,255	3,402	0	3,402	3,414	0	3,414	12	0	12	0.35%	12
Total Services	102,167	177,177	-64,527	112,650	176,121	-58,746	117,375	-1,056	5,781	4,725	4.19%	5,939
Corporate	18,474	47,331	-29,271	18,060	46,447	-29,423	17,024	-884	-152	-1,036	-5.74%	-404
Precincts & Levies	5,060	5,381	0	5,381	5,381	0	5,381	0	0	0	0.00%	0
Capital Financing	15,176	15,956	0	15,956	14,456	0	14,456	-1,500	0	-1,500	-9.40%	0
Total Corporate	38,710	68,668	-29,271	39,397	66,284	-29,423	36,861	-2,384	-152	-2,536	-6.44%	-404
Council Services & Corporate Budget	140,877	245,845	-93,798	152,047	242,405	-88,169	154,236	-3,440	5,629	2,189	1.44%	5,535
Schools & Non-delegated School Budgets	75,941	91,349	-9,700	81,649	97,274	-9,246	88,028	5,925	454	6,379	7.81%	5,909
Total Council Budget	216,818	337,194	-103,498	233,696	339,679	-97,415	242,264	2,485	6,083	8,568	3.67%	11,444
Housing Revenue Account	653	17,585	-17,581	4	17,300	-17,106	194	-285	475	190		1,031

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Appendix 2 - Service Variance Narrative

Service	Variance Last Month £000	Variance This Month £000	Change £000	Description
Communities and Customers	-2	-187	-185	Underspend due to vacancy management and use of reserves
Education and Children's Service	2,700	2,423	-277	See body of report for summary. Overspend due to children's social care placements and a reduction in level of out-of-county education income. Reduction this month due to grants maximisation and in-year efficiencies across the services, offset by an increase to social care legal costs. All residential and fostering placements have been costed to realistic timescales however no allowance has been made for any further placements throughout the year.
Business Improvement and Modernisation	-52	-339	-287	Underspend due to small efficiencies and vacancy management
Legal, HR and Democratic Services	-105	-139	-34	Underspend due to small efficiencies and vacancy management
Finance and Property	0	-167	-167	Underspend due to small efficiencies and vacancy management
Highways, Facilities and Environmental Services	373	93	-280	The overspend relates to increasing costs for major projects, street lighting, depot maintenance and staffing. The reduction this month is due to planned in-year small efficiencies, reduced use of agency staff and vacancy management.
Planning and Public Protection	844	742	-102	The overspend relates to School Transport costs and reduced planning income. Although a £500k pressure was approved as part of the 22/23 budget process for school transport and the service is utilising a cash reserve in-year, the service is projecting an overspend. The reduction this month relates to vacancy management and in-year small efficiencies and use of reserves.
Community Support Services	2,169	2,287	118	See body of report for summary. The £2.3m overspend is due to an overall pressure of £4.7m, in high cost placements in Specialist Services (£3.1m) and homelessness (£1.6m), netted off by use of reserves (£2.4m). The homelessness overspend is due to higher rates and lengthier stays at accommodation. The increase this month relates to additional high cost placements in Specialist Services.
Leisure - ADM	12	12	0	The overspend relates to minor variances.
Corporate & Miscellaneous	-404	-1,036	-632	Release of contingency and savings realised from new ways of working. See body of report for details
Precepts & Levies	0	0	0	See body of report for details
Capital Financing	0	-1,500	-1,500	Reduced capital financing costs in-year due to delayed expenditure on some capital projects. The position on capital financing is very much related to progress on capital projects and variances do not fully crystallise until the final outturn is known. Whilst In previous years any underspend on this budget has been carried forward to help support the capital programme, with the level of overspend currently being reported it is unlikely that this will be possible this year.
Council Services & Corporate Budget	5,535	2,189	-3,346	

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Denbighshire County Council - Capital Plan 2022/23
Position to end NOVEMBER 2022

APPENDIX 3

Capital Expenditure

Total Estimated Payments - Other

Total Estimated Payments - Major Projects:

Housing Improvement Grants

Highways Maintenance

East Rhyl Coastal Defence Scheme

Rhyl Queens Market Redevelopment

Waste Service Remodelling

Contingency

Total

Capital Financing

External Funding

Receipts and Reserves

Prudential Borrowing

Unallocated Funding

Total Capital Financing

	2021/22 OUTTURN POSITION £000s	2022/23 ORIGINAL ESTIMATE £000s	2022/23 LATEST ESTIMATE £000s
Total Estimated Payments - Other	21,254	23,771	33,284
Total Estimated Payments - Major Projects:			
Housing Improvement Grants	1,210	1,200	1,565
Highways Maintenance	4,109	4,710	5,495
East Rhyl Coastal Defence Scheme	5,137	3,575	480
Rhyl Queens Market Redevelopment	1,682	3,493	4,224
Waste Service Remodelling	2,152	11,428	5,731
Contingency		500	981
Total	35,544	48,677	51,760
External Funding	20,482	19,399	31,397
Receipts and Reserves	5,223	7,944	6,601
Prudential Borrowing	9,839	21,334	13,762
Unallocated Funding	0	0	0
Total Capital Financing	35,544	48,677	51,760

Note: 2022-23 Original Estimate is the position as approved by Council on 22nd February 2022

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Appendix 4 - Major Capital Projects Update – November 2022

Rhyl Queens Market Redevelopment	
Total Budget	£13.242m
Expenditure to date	£7.703m
Estimated remaining spend in 22/23	£3.000m
Future Years estimated spend	£2.539m
Funding	WG £8.060m DCC Asbestos £0.272m. DCC £4.910m
Narrative: Construction commenced on Monday 15 August by Wynne Construction and is scheduled to finish July 2023. The procurement of an operator opportunity is currently live on Sell2Wales, with a closing date of December 6 th .	
Forecast In Year Expenditure 22/23	£4.225m

Sustainable Communities for Learning – Band B	
Total Budget	£51.9m
Expenditure to date	£0.6m
Estimated remaining spend in 22/23	
Future Years estimated spend	
Funding	WG £36.1m, DCC £15.8m
Narrative:	
<p>Progress continues to be made on the development of projects for Band B of the Sustainable Communities for Learning Programme in partnership with Welsh Government.</p> <p>The Outline Business Case for the Ysgol Plas Brondyffryn project was approved by Welsh Government and the pre planning consultation with the community on the proposed design of the new school has now taken place. The consultants are now reviewing the findings from this consultation exercise. The statutory notice for the proposed extension in capacity was published on the 8th November and the period for objection runs until the 5th December 2022.</p> <p>The feasibility works for options at Ysgol Bryn Collen / Ysgol Gwernant in Llangollen have been received and these will now be assessed to determine the shape of the project moving forward.</p> <p>Dialogue has commenced with Denbigh High School over Band B funding and this will now be progressed. Options for Ysgol Pendref are also under consideration to enable this project to commence.</p> <p>The projects under Band B will be required to meet Net Carbon Zero requirements and Welsh Government have agreed to meet these additional costs to an agreed benchmark. Discussions have also taken place with Welsh Government regarding likely cost pressures for individual projects and how this will impact on the overall programme affordability. These issues were discussed with the Modernising Education Programme Board at their last meeting.</p>	
Forecast In Year Expenditure 22/23	

Waste Service Re-modelling	
Total Budget	£20.699m
Expenditure to date	£7.012m
Estimated remaining spend in 22/23	£4.339m
Future Years estimated spend	£9.348m
Funding	WG £11.132m, DCC £9.567m
Narrative:	
<p>A number of work streams are being taken forward including:</p> <ul style="list-style-type: none"> • Work is now underway on Phase 2 of the construction of the new waste transfer station (WTS) at the Colomendy Industrial Estate in Denbigh. It is anticipated works will be complete by autumn 2023. The precise dates for roll out of the new service from the new WTS to be confirmed in due course and is dependent on issue of a permit to operate the WTS from NRW. • Specification and procurement of the new fleet required to support the new model has been completed with delivery of this new fleet anticipated to commence ahead of the roll out of the new service to allow for commissioning and training on the new fleet before it goes operational. • Procurement of the new containers required for the new collections model are ongoing, with the main order for the trolley boxes for the recycle awarded in October 2022. Further procurement of reaming containers required will continue during 2023. • A number of mobilisation and communication activities are ongoing to prepare for the service change and include developing the new collection routes; planning for any staffing changes/requirements and ongoing engagement and communication with stakeholders and residents. 	
Forecast In Year Expenditure 22/23	£5.811m

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STRATEGIC INVESTMENT GROUP

BUSINESS CASE – CAPITAL INVESTMENT

This Business Case provides justification for undertaking a project. The completed form will be reviewed by the Strategic Investment Group who will make a recommendation to Council whether the bid should be approved and included within the Capital Plan. All sections should be completed and evidence of costs will need to be supplied.

For details of Strategic Investment Group meetings and deadlines for the submission of this form, please contact Richard Humphreys, Capital & Technical Finance Team on ext 6144.

Project Name:	Universal Primary Free School Meals (UPFSM) (Phase 2)
Project Reference:	
Project Manager:	Isobel Bourke-Richardson
Workstream/Programme:	

Head of Service/Project Sponsor	Geraint Davies	Lead member:	Gill German
Service:	Catering Services	LM Portfolio:	Education, Children and Families
Form completed by:	Isobel Bourke-Richardson/ Hayley Jones	Date:	
Service Accountant:	Martyn Dodd	Date:	

PROJECT TYPE

*Please categorise your project type. Mark **one** box only.*

SMALL	<input type="checkbox"/>	MEDIUM	<input checked="" type="checkbox"/>	LARGE	<input type="checkbox"/>
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DECISION SOUGHT FROM SIG:	The approval to spend the second phase of WG's Universal Primary Free School Meals (UPFSM) funding grant permitting catering service to commence the refurbishment of 16 School kitchens/dining spaces to accommodate the project.
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EXECUTIVE SUMMARY

Highlights the key points in the Business Case to include:-

- what the project will achieve / important benefits
- estimated costs
- how the project will be funded

The Catering service will be required to refurbish 25 school kitchens throughout the roll out to accommodate the additional 3600 meals per day when full roll out date of project is agreed. WG have previously awarded £859k of capital funding for the 2022/23 financial year and £63k of revenue funding to assist with delivering the pledge. This funding has now been spent and the authority has successfully completed phase 1 of the rollout to all Reception pupils in DCC schools.

£1.2million of capital funding has now been awarded by WG for the second phase of the rollout. This second round of funding is not only to undertake refurbishment of school kitchens but also to increase the capacity and quality of the dining provisions in our primary schools. With this in mind the proposal is that this funding be used to refurbish and increase the cooking capacity at an additional 10 kitchens and improve dining facilities at a minimum of 7 schools.

BUSINESS OPTIONS

Analysis and reasoned recommendation for the base business options of: do nothing / do the minimal or do something.

You must include an environmentally enhanced (net carbon zero/ecologically positive compatible) option. If your project is a business development project, then this may not be relevant.

Option 1:		Do nothing – maintain the existing situation			
Please provide brief details:					
No further works would be undertaken to extend catering capacity and Denbighshire would not meet WG pledge to provide Free school meals to all Primary school pupils.					
Please mark with an X how this option compares with the preferred option in terms of Cost, Time, Quality and Benefits:					
Costs	Costs more		Time	Takes longer to deliver	
	Costs the same			Takes the same to deliver	
	Costs less	X		Is quicker to deliver	X
Quality	Improves the quality		Benefits	Improves benefits	
	Is the same quality			No impact on benefits	
	Is a lower quality	X		Worsens benefits	X
What is the main reason this option has not been selected?					
Following an assessment of the current provision (appendix 1) it was identified that there were kitchens that had not been refurbished during the first phase of works which would still be					

insufficiently equipped to implement UPFSM. Some kitchens and dining facilities were identified as having minor issues while others require significant works to implement UPFSM.

The do nothing option does not provide catering services with the necessary capacity required to provide free school meals to all primary school aged children.

Option 2:		Environmentally enhanced option – Convert all school canteens operating from Gas to Electric.			
Please provide brief details:					
This option would involve reducing catering equipment which use natural gas or LPG and converting all canteens to electrical appliances. Sourcing renewable electricity for these sites to reduce carbon emissions.					
Please mark with an X how this option compares with the preferred option in terms of Cost, Time, Quality and Benefits:					
Costs	Costs more	X	Time	Takes longer to deliver	X
	Costs the same			Takes the same to deliver	
	Costs less			Is quicker to deliver	
Quality	Improves the quality		Benefits	Improves benefits	
	Is the same quality	X		No impact on benefits	X
	Is a lower quality			Worsens benefits	
What is the main reason this option has not been selected?					
This is not a realistic option as not all areas have load capacity required to deliver this option. There is a limited budget to deliver UPFSM and converting all sites from gas to electric would mean an increase in the equipment required. Where possible electric catering equipment will be installed and moving forward if there is capacity within the network where the school is located to use electrical appliances this will be considered in the future.					

Option 3:		Create a central production kitchen.			
Please provide brief details:					
Central production kitchen involving a new facility with new provision and approx. additional 4 to 6 vehicles to distribute meals. Changes to existing kitchens with additional serving and hot holding equipment.					
Please mark with an X how this option compares with the preferred option in terms of Cost, Time, Quality and Benefits:					
Costs	Costs more	X	Time	Takes longer to deliver	X
	Costs the same			Takes the same to deliver	
	Costs less			Is quicker to deliver	
Quality	Improves the quality		Benefits	Improves benefits	
	Is the same quality			No impact on benefits	
	Is a lower quality	X		Worsens benefits	X

What is the main reason this option has not been selected?

Quality of food is likely to be impacted – e.g. potentially arriving cold to school and could impact on food safety standards.

Use of vehicles to distribute meals to school sites would have a significant cost implication long term and would have significant impact on carbon neutral targets.

EXPECTED BENEFITS

The benefits that the project will deliver expressed in measurable terms against the situation as it exists prior to the project. Remember to capture co-benefits (the added benefits we get from this action/project as well as the direct benefits it will realise).

This project would put in place all the necessary equipment and facilities to ensure that all Denbighshire Primary schools are able to provide Free school meals to all primary pupils from Reception to Year 6 as all kitchens would have capacity to fulfil meal provision from September 2023. This is the second phase in a long term project which aims to deliver on WG’s commitment to provide FSM to all primary school pupils by September 2024.

The benefits of delivering UFSM have been identified by WG and include the following:

- Raising the profile of healthy eating across the whole school,
- increasing the range of food pupils eat,
- improving social skills at mealtimes,
- improvements to behaviour and attainment.

More widely, in rolling out this commitment we will be working with partners to increase the supply of Welsh food onto the school plate. This will:

- shorten supply chains,
- support local food producers and distributors where possible.
- strengthen the Foundational Economy.

EXPECTED DIS-BENEFITS

Outcomes perceived as negative by one or more stakeholders

The primary focus for the project is to increase Denbighshire’s Primary school kitchen infrastructure in order to cater for all pupils, however this will have a significant effect on energy usage which is in opposition to the aims of DCC to become Net Carbon Zero.

TIMESCALE

Over which the project will run (summary of the Project Plan) and the period over which the benefits will be realised

Date	Milestone
September - October 2022	Site Assessments
November 2022 – December 2022	Equipment orders placed
January 2023	UPFSM rollout - Year 1 – TBC by CET
January – August 2023	Phase 2 Site works
April 2023	UPFSM roll out – Year 2
Sept 2023	UPFSM roll out – Year 3 & 4
April 2024	UPFSM roll out – Year 5 & 6

CAPITAL COSTS – CONSTRUCTION PROJECTS

COMPLETE ALL THREE TABLES BELOW FOR CONSTRUCTION PROJECTS
 LEAVE BLANK/DELETE SECTION FOR BUSINESS DEVELOPMENT PROJECTS

The capital cost of a project is an important consideration in terms of whether or not it should proceed.

- Any costs relating to ICT infrastructure and equipment should have been provided by ICT department.
- Any costs that relate to construction should have been provided by Design & Development or Building Services.

Please provide details of any capital funding that has already been spent on the project:	
Enter details of cost element below:	Total
Feasibility (surveys, market research, etc)	
Client side project management	
OTHER Large and Light Catering Equipment	£508k
OTHER Estimated Building work / Ventilation upgrade	£351k
TOTAL	£859k

Please provide details of the capital funding requirement (not including amount already spent):				
Enter details of cost element below:	2022/23	2023/24	Future Years	All Years Total
Feasibility (surveys, market research, etc)				
Client side project management				
Land/property acquisition				
Land preparation/remediation				
Demolition and/or site security				
Construction, refurbishment or maintenance	£90k	£636k		£726k
BREEAM rating of "Excellent"				
Security measures (CCTV, door entry, etc)				
Fire prevention measures (sprinklers, etc)				
External landscaping and other works				
Land/property acquisition				
Highways work				
ICT infrastructure and hardware				
Fixtures & fittings				
Furniture				
Planning/Building Regulation Costs				
Design Team Fees (architects, QS, etc)				
Legal Costs and Fees				
Marketing/Consultation				
External Project Support (eg gateway review)				
OTHER Cooking Equipment	£257k			£257k
OTHER Dining Equipment	£100k			£100k
OTHER Contingency	£53k	£67,238		£120,238
OTHER (please enter)				
TOTAL	£500k	£703,238		£1,203,238

Please provide details of proposed capital funding sources					
Enter details of funding source	Status:	2022/23	2023/24	Future Years	TOTAL
WG Grants	Approved	£859,456			£859,456
WG Grants	Approved	£500,000	£ 703,238		£1,203,238
WG Grants				Currently unknown	
TOTAL		£1,359,456	£703,238		£2,062,694

REVENUE COST IMPACT

TO BE COMPLETED FOR ALL PROJECTS

In considering whether a project should be developed due regard should be made to the potential impact on revenue budgets.

If the activity will result in a requirement for additional revenue funding, please provide details below:			
What is the impact of this project in terms of the <u>annual</u> revenue requirement for:	Existing Revenue Budget	Post-project Revenue Budget	Increase/Decrease
staff costs (salaries and associated) Assumption based on feeding reception only.	£2,065,193	£2,582,589	£517,396
energy costs (heating, lighting, ICT, etc)			
property maintenance and servicing costs			
other property related costs (rental, insurance, etc)			
ongoing ICT costs (licences, etc)			
mileage of Denbighshire fleet vehicles			
mileage for business travel by Denbighshire employees using their personal vehicles			
OTHER (Kitchen Equipment purchase, Maintenance and Servicing)	£124,542	£126,642	£2,100
OTHER (please enter)			
OVERALL REVENUE REQUIREMENT			

Please provide brief details of the revenue impact of this project:

- Where revenue savings are forecast, you should detail what is proposed for the saving (e.g. reduction of an existing revenue budget, re-allocation of revenue to alternative services area, etc)
- Where revenue increases are forecast, you should provide details of how the revenue shortfall will be addressed. In this instance you should also append a three year surplus/deficit forecast.

- *Details of any one-off revenue cost requirements that may be required post-project implementation (e.g. recruitment, redundancies, etc). DO NOT include any costs detailed in the capital section of this Business Case*

WG Funding will determine what impact this proposal will have on the revenue spend. It is anticipated that there will be increased costs due to the increased number of meals, however this will reduce the cost per head as a consequence.

WHOLE LIFE COST

NOTE: THIS SECTION IS CURRENTLY IN DEVELOPMENT AND FURTHER GUIDANCE ISSUED IN DUE COURSE. OFFICERS DO NOT NEED TO COMPLETE THIS SECTION AT THIS STAGE UNLESS THEY HAVE UNDERTAKEN A WHOLE LIFE COSTING EXERCISE ALREADY INDEPENDENTLY WITHIN THEIR PROJECT.

Please provide brief details of the whole life cost impact of this project over a 20-year period. This should be completed for the preferred business option as well as for the environmentally enhanced business option if it is not selected as the preferred option:

- *[guidance to follow]*
- *[guidance to follow]*
- *[guidance to follow]*

PROJECT MANAGEMENT

Please provide details of proposed project management – Establishment of Project Board etc

Project board has been established, and project management support will be provided from the Modernising Education team.

STATUTORY REQUIREMENTS / HEALTH & SAFETY

This section should identify how the activity will help Denbighshire meet any of its statutory requirements. Please include any Health & Safety Issues that the activity will address in this section. Please leave blank if not applicable.

All works will be delivered in line with statutory requirements.

CARBON MANAGEMENT IMPACT

Please consult with Council's Principal Energy Manager (robert.jones@denbighshire.gov.uk) and the Council's Climate and Ecological Change Programme Manager (helen.vaughan-evans@denbighshire.gov.uk) before completing this section.

Denbighshire has committed to reducing its carbon emissions from buildings and fleet by at least 15% by 2022, for the Council to be net carbon zero by 2030 (buildings, fleet, waste, business travel, staff commuting, street lighting) and for the Council to reduce its supply chain emissions by 35% by 2030.

The Business Case requires you to make a forecast for the anticipated carbon emissions impact of the project.

Annual Forecasts:	Annual (current)	Carbon (kgCO ₂ e)	Annual (Post Project)	Carbon (kgCO ₂ e)	Carbon Variance	Comments
Money spent on external goods and services (UNIT= £)						
PHASE 1 SCHOOLS Energy consumption in buildings: (UNIT = kWh)	3006955.00	57866 0.52	3013323.00	58546 1.52	6801	Figures relate to total increase in energy usage at phase 1 schools. Data provided is for whole site as kitchen usage cannot be identified separately. Variance is calculated based on new equipment installed and items of equipment removed. A full breakdown of calculations can be found in appendix 2a.
PHASE 2 SCHOOLS Energy consumption in buildings: (UNIT = kWh)	1960351	33259 1.9	1805556.81	36426 8.60	31676.69	Figures relate to total increase in energy usage at phase 2 schools. Data provided is for whole site as kitchen usage cannot be identified separately. Variance is calculated based on new

						equipment installed and items of equipment removed. A full breakdown of calculations can be found in appendix 2b.
Energy consumption in Street Lighting: (UNIT = kWh)	n/a					
Fuel consumption of Denbighshire Fleet vehicles: (UNIT = litres/ kWh)	n/a					
Mileage of Business Travel (personal vehicles): (UNIT = miles travelled)						
Mileage of Staff Commute: (UNIT = miles travelled)						
Tonnes of waste produced: (UNIT = tonnes)	Food 115.92 Residual 891.24 Recycling 750.96		Food 231.84 Residual 1782.48 Recycling 1501.92		Food 115.92 Residual 891.24 Recycling 750.96	Figures relate to total annual waste from all DCC primary schools before and after full rollout to all year groups. An assumption has been made that if the numbers of pupils having school meals is double what it is currently there will be a requirement to double bin collections. Therefore waste will be doubled.
One off Forecasts:			Project cost (£)	Carbon (kgCO2 e)		Comments
Money spent on external goods and services (UNIT= £)						
TOTAL CARBON EMISSIONS		91125 2.4		91483 4.2	3582	

Annual Forecasts:	Current	Carbon Absorption (kgCO2e)	Post Project	Carbon Absorption (kgCO2e)	Carbon Absorption Variance	Comments
Hectare of Grassland (UNIT=ha)						
Hectares of Forestland (UNIT=ha)						
TOTAL CARBON ABSORPTION						

Please highlight the appropriate cell depending on whether on balance this project helps, hinders or is neutral to the Council's goal to become net carbon zero by 2030 (reducing carbon emissions and increasing carbon absorption).

Net Carbon Zero Council Summary	HELPS	HINDERS	NEUTRAL
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Please provide brief details of the carbon impact of this project, and detail specific actions that will be taken to reduce carbon emissions. If carbon emissions are expected to increase as a result of this project, please provide details of proposed actions to compensate for this increase in other areas of the Service's activity and/or via tree planting/land management for the benefit of carbon sequestration.

It is acknowledged that the project will result in an unavoidable increase in consumption of carbon as a result of increased uptake. However, we will attempt to mitigate some of this increase via utilisation of renewable and sustainable energy sources if possible and use electrical appliances rather than gas where feasible along with putting in place initiatives to promote recycling by staff and pupils and using recyclable materials.

Capacity within the network constricts the number of electrical appliances in some sites however following implementation of the first phase, five gas kitchen appliances have been swapped for electrical equivalents. In phase 2 will continue to swap from gas to electric appliances wherever possible.

In addition, future developments such as Sustainable Communities for Learning projects will consider how it can mitigate and improve the impact of increased consumption. The phased roll out of the UPFSM project will also be managed closely to ensure clear communication routes are in place in order to minimise confusion amongst stakeholders around timings for year groups accessing to the UPFSM provision.

Climate Change Lead Officer statement:

Please provide a statement from the Climate Change Lead Officer. Contact Helen Vaughan-Evans on

The target carbon reduction for non-domestic buildings is at least 60% by 2030 in order for the Council to achieve Net Carbon Zero by 2030. It is appreciated that this project is required to deliver on the commitment to provide Free School Meals to all primary school pupils by September 2024.

The preferred option will result in increased use of gas and electricity, with associated increase in carbon emissions, by increasing cooking capacity at eleven sites. However, switching from gas to electric powered equipment where possible will limit the increase in carbon emissions at those sites. The environmentally enhanced option of converting all school canteens operating from Gas to Electric has not been selected because not all areas have load capacity to deliver this option.

For completeness and future reference, I am including here the information provided by the Project Manager. It shows the small difference of carbon savings that would be made in choosing the environmentally enhanced option (only a 2% smaller increase in carbon savings than the preferred option).

Option	Carbon emissions for entire school site (tonnes of CO2e)	Difference in CO2 compared to status quo (Tonnes of CO2e)	Percentage increase of tonnes CO2e for each option
Status quo	333	N/A	N/A
Refurbishment – preferred option	364	+ 32	9.6% increase
Environmentally enhanced – all electric	357	+24	7.2% increase

Technically, upgrading electrical capacity at the sites is a challenge. It has been confirmed that even if it were technically possible to upgrade all the schools and go all electric, it would not be feasible to do within the time and budget to meet the WG timeline.

Proposals to increase renewable energy sources are welcomed, together with future stages of development such as Sustainable Communities for Learning projects considering how the impact of increased energy consumption can be mitigated and reduce the impact.

The Officer should also be aware of the minimum standard for new build and refurbishments based on carbon in operation and embodied carbon which was passed by Cabinet in December. Papers/info here (agenda item 8):

<https://moderngov.denbighshire.gov.uk/ieListDocuments.aspx?CId=281&MId=6276&LLL=0>

Carbon emissions from waste, particularly residual waste, are significant. Initiatives to promote recycling by staff and pupils are welcomed and should be pursued as they could reduce the carbon impact of the project. The Project Manager and Project Team should engage with DCC waste services trade waste team early to ensure proper waste disposal facilities which support low carbon waste streams are factored into the scheme.

DCC's Climate and Ecological Change Strategy has a 'plus' target for reducing carbon from its supply chain by 35% by 2030. Every effort should be taken within the procurement activity of this spend on construction and electrical equipment to specify the works for the benefit of low carbon, to assess the bids from a low carbon consideration (eg including quality criteria questions with a scoring weighting) and monitor carbon emission performance of the chosen contractor (eg through contract management, provision of data).

The project manager should continue to engage with their Procurement Business Partner early in maximising on low carbon / carbon sequestration/ ecological improvement opportunities from the supply chain associated with this project.

climatechange@denbighshire.gov.uk.

BIODIVERSITY IMPACT

Please consult with Denbighshire's Biodiversity Lead Officer before completing this section. Contact Joel Walley on joel.walley@denbighshire.gov.uk.

The Council has a statutory duty to ensure compliance and enforcement of the Habitats Regulations (as amended in 2017). Furthermore, the Environment (Wales) Act, 2016 requires the Council to maintain and enhance biodiversity, and promote the resilience of ecosystems. At this pre-feasibility stage, please determine the anticipated impact of the project on biodiversity, and proposed measures to ensure the project results in an overall biodiversity enhancement.

Please mark a cross in the appropriate box.

Will this project impact on a habitat that supports living organisms (plant or animal), or involve physical works to property or Land?	Yes		No	X
--	-----	--	----	---

If you have answered yes to the above question, please complete all the following biodiversity sections. If answered no, please leave blank

IMPACTS ON BIODIVERSITY	Yes		No	
Has an ecological appraisal or survey of the site or proposals taken place?				
Cofnod eMapper Link:				
Please provide brief summary of survey findings, or provide a copy of the ecological report for review:				

Please provide brief details of how the project will avoid harm to biodiversity.

•

Please provide brief details of how the project will mitigate and compensate for any harm to biodiversity.

•

Please provide brief details of how the project will enhance biodiversity and restore ecosystem resilience.

Please highlight the appropriate cell depending on whether on balance this project helps, hinders or is neutral to the Council's goal to become ecologically positive by 2030 (increasing the species richness of land).

Ecologically Positive Council Summary	HELPS	HINDERS	NEUTRAL
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Ecology Officer summary:

Please provide a statement from the Biodiversity Lead Officer. Contact Joel Walley on joel.walley@denbighshire.gov.uk.

Name: **Date:**

MAJOR RISKS TO THE PROJECT

A summary of the key risks associated with the project together with the likely impact and plans should they occur is provided below:

Title	Inherent Risk	Mitigating Action	Residual Risk
Project costs exceed WG funding	Unable to complete works to all sites. Failure to deliver UPFSM.	<ul style="list-style-type: none"> • Only complete works within funding provided. 	Delayed roll out of UPFSM. Unable to deliver full UPFSM across Denbighshire.
Availability of Heavy Cooking Equipment to cook meals.	Unable to deliver key milestones of UPFSM.	<ul style="list-style-type: none"> • Buy in readymade meals, provide packed lunches and or transport from a nearby school for a short period of time. • Delay roll out of project. 	Quality of readymade meals may not be as good. Reputational risk if roll out in delayed.
Availability of contractors and suppliers to undertake the works	Unable to deliver key milestones of UPFSM.	<ul style="list-style-type: none"> • Delay roll out of project. 	Reputational risk if roll out in delayed.
Not enough skilled staff required to deliver additional Meals.	Shortage of skilled staff to meet demand. Quality of food is impacted.	<ul style="list-style-type: none"> • Recruitment Campaign using jobs fairs and social media with vacancy information. Utilise school's social media and parent portals as a method of advertising locally and school specific. • Retrain existing staff and upskill where required and possible. • Work with schools regarding lunch service times. • Decrease choice of provision 	Potential delay on roll out Increased cost to buy in products. Limited food choices

Title	Inherent Risk	Mitigating Action	Residual Risk
		<ul style="list-style-type: none"> Buy in some products to compensate for lack of staff but this will be at higher cost than current in house homemade provision. 	
Parents expectations regarding UPFSM rollout and when they don't have to pay for FSM.	<p>Increased parent debt</p> <p>Increased cost to the Authority.</p>	<ul style="list-style-type: none"> Clear communication plan, providing key information to parents at key stages within the project roll out. Explaining who is entitled, and how they access the provision 	
Following the rollout of UPFSM children/ parents may choose not to take up the offer.	Investment does not achieve its intended purpose.	<ul style="list-style-type: none"> Promote the menu options available 	
Insufficient 'True' FSM funding	Funding shortfall if all those eligible for true FSM actually take up the offer due to rollout.	<ul style="list-style-type: none"> Ongoing review of true FSM uptake to monitor rising budget pressures Potential of increasing budget pressure has been raised with appropriate DCC officers. 	

Likelihood	A - Almost Certain					
	B - Highly Likely					
	C - Probable					
	D - Possible					
	E - Rare					
		5 - Very Low	4 - Low	3 - Medium	2 - High	1 - Very High
		Impact				

SUPPORTING INFORMATION

Please list any supporting documents that accompany this Business Case

RAG assessment for kitchen works (Appendix 1)

ANNUAL CAPITAL BIDS – BLOCK ALLOCATIONS

Please provide details of expenditure and commitments for allocations received in the current financial year.

COUNTY LANDLORD STATEMENT

Please provide a statement from the County Landlord and where applicable the recommendation of the Asset Management Group. Contact Tom Booty on tom.booty@denbighshire.gov.uk.

The proposals are supported on the basis of the ethos and rationale of providing a beneficial service to the residents of Denbighshire and in particular meeting the needs of the most vulnerable. However, the deadlines imposed for the delivery of those benefits is not conducive to sustainable and efficient development of DCC's school buildings and longer term service delivery. More time for review and planning of works could have delivered a holistically better outcome.

Supplied by: David Lorey Date: 25/11/2022

CHIEF FINANCE OFFICER STATEMENT

Please provide a statement from the Chief Finance Officer. Contact Steve Gadd on steve.gadd@denbighshire.gov.uk.

The programme and approach to the WG requirement to provide Universal Primary Free School Meals is fully supported. There are financial risks around the project, such as the ongoing revenue implications but the funding is available for this aspect and we should proceed as outlined in the report.

Supplied by: Steve Gadd Date: 24/11/2022

VERIFICATION:

Project Manager:			
Project Sponsor:			
Name:		Position:	
Signature:		Date:	

For use by Finance:

Result of S.I.G. Review	
Date of Meeting	
Approval	
Code	

Universal Free School Meals for all Primary School Children: Well-being Impact Assessment Report

This report summarises the likely impact of the proposal on the social, economic, environmental and cultural well-being of Denbighshire, Wales and the world.

Assessment Number: 1041

Brief description: Welsh Government have announced that Free meals will be available to all primary school pupils starting from 1st September 2022. This will be a phased approach where some of the youngest children in primary schools will begin receiving free school meals from September 2022 with UPFSM being available to all primary aged pupils by September 2024. This will increase Catering service daily meals from 3500 to 7687 per day. In order to meet this commitment, Denbighshire identified a number of school kitchens requiring significant improvements to increase meal capacity. As part of the first phase of works refurbishments have already been undertaken at 13 school kitchens. Phase 2 of the project is looking at refurbishing an additional 10 kitchens along with improvements to dining facilities at at least 7 sites.

Date Completed: 21/11/2022 13:37:27 Version: 6

Completed by: Isobel Bourke-Richardson

Responsible Service: Highways and Environmental Services

Localities affected by the proposal: Whole County,

Who will be affected by the proposal? Primary School Pupils Parents Catering Services School Staff

Was this impact assessment completed as a group? Yes

Summary and Conclusion

Before we look in detail at the contribution and impact of the proposal, it is important to consider how the proposal is applying the sustainable development principle. This means that we must act "in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs."

Score for the sustainability of the approach

2 out of 4 stars

Actual score : 24 / 36.

Summary for each Sustainable Development principle

Long term

The project aims to provide all primary school children with access to free school meals by September 2024. Consideration must be made for the ongoing maintenance replacement of equipment. Discussions of how this will take place have been held with Finance. The long term delivery of UPFSM needs to be considered as funding has only been agreed with WG for the first 3 years.

Prevention

This proposal directly links to policy to tackle child poverty and cost of living crisis.

Integration

Link to the resilient communities and Young people corporate priorities. The benefits of delivering UPFSM have been identified by WG and include the following: - Raising the profile of healthy eating across the whole school, - increasing the range of food pupils eat, - improving social skills at meal times, - improvements to behaviour, attendance and attainment.

Collaboration

Collaboration has been developed within the local authority, regionally and nationally to develop the commitment.

Involvement

Stakeholders including school staff and parents have been consulted on the UPFSM proposal. Elected members will be involved in the project as the project is developed.

Summary of impact

Well-being Goals	Overall Impact
A prosperous Denbighshire	Positive
A resilient Denbighshire	Negative
A healthier Denbighshire	Positive
A more equal Denbighshire	Positive
A Denbighshire of cohesive communities	Neutral
A Denbighshire of vibrant culture and thriving Welsh language	Neutral
A globally responsible Denbighshire	Neutral

Main conclusions

Overall the proposal will bring about significant positive benefits by establishing the required staffing and infrastructure to deliver Universal Primary Free School Meals (UPFSM) for all primary age pupils across Denbighshire. UPFSM will support the aims of tackling child poverty and the cost of living crisis by reducing the burden on all families of providing a lunch time meal for their children. Primary pupils will have consistent access to healthy, nutritionally balanced meals and the shared dining experience will help improve social skills at meal times - all of which have been shown to positively impact behaviour and attainment. The use of local suppliers wherever feasible will support the shortening of supply chains and the increasing number of employment opportunities will benefit the

Universal Free School Meals for all Primary School Children

local employment market.

We acknowledge that the project will result in an unavoidable increase in consumption of energy/fuel and water, as a result of increased uptake. We will attempt to mitigate some of this increase via installation of electrical appliances rather than gas wherever this is feasible along with putting in place initiatives to promote recycling by staff and pupils and using recyclable materials wherever possible. We will also look to mitigate and improve any impact within future developments such as Sustainable Communities for Learning projects. The phased roll out of the UPFSM project will also be managed closely to ensure clear communication routes are in place in order to minimise confusion amongst stakeholders around timings for year groups accessing to the UPFSM provision.

The likely impact on Denbighshire, Wales and the world.

A prosperous Denbighshire

Overall Impact

Positive

Justification for impact

The infrastructure will support increased capacity for delivering school meals and this will:
Make use of the local supply chain wherever possible will have a positive impact on local economy.
Support the aims of tackling child poverty and the cost of living crisis.
Increase employment.

Further actions required

Increasing the number of appliances will impact on energy consumption. This will be unavoidable to achieve UFSM for all primary pupils.
Considerations will be made as to how to mitigate the impact of the issues raised in the economic development section once WG provide further details on UPFSM delivery.

Positive impacts identified:

A low carbon society

The proposal will have no material impact on a low carbon society.

Quality communications, infrastructure and transport

The infrastructure will support increased capacity for delivering school meals. the use of the local supply chain wherever possible will have a positive impact on local economy.
This will support tackling child poverty and the cost of living crisis.

Economic development

The delivery of UPFSM, aims to tackle child poverty and will support with the unprecedented cost of living crisis.

Quality skills for the long term

The proposal will have no material impact on quality skills for the long term.

Quality jobs for the long term

Increased catering vacancies across the county.

Increased hours for existing staff to deliver UPFSM.

Childcare

The proposal will have no material impact on childcare.

Negative impacts identified:

A low carbon society

Increasing the number of appliances will impact on energy consumption. This will be unavoidable to achieve UFSM for all primary pupils.

Quality communications, infrastructure and transport

The proposal will have no negative impact on quality communications, infrastructure and transport.

Economic development

UPFSM offer may impact on eligible true FSM's due to the additional funding which is associated with this eligibility e.g. deprivation grant.

Debt which may be built up as a result of the phased approach of the UPFSM delivery.

Quality skills for the long term

The proposal will have no negative impact on quality skills for the long term.

Quality jobs for the long term

The proposal will have no negative impact on quality jobs for the long term.

Childcare

The proposal will have no negative impact on childcare.

A resilient Denbighshire

Overall Impact

Negative

Justification for impact

Unavoidable increase in consumption of energy/fuel and water, as a result of increased uptake. This will result in more frequent deliveries, more equipment and capacity to cater for all pupils.

Centralised recycling, which will improve percentage of recyclable goods going to recycling.

Further actions required

Through increased awareness of the recycling process and recyclable materials for pupils and staff there should be a rise in the percentage of waste recycled. This could also have a positive impact on recycling habits at home, which will contribute to some of the mitigation for increased fuel consumption.

Positive impacts identified:

Biodiversity and the natural environment

The proposal will have no material impact on biodiversity and the natural environment.

Biodiversity in the built environment

The proposal will have no material impact on biodiversity and the built environment.

Reducing waste, reusing and recycling

Increased use of recyclable packaging

Reduced energy/fuel consumption

The proposal will have no material impact on reduced energy/fuel consumption.

People's awareness of the environment and biodiversity

Centralised recycling, which will improve percentage of recycleable goods going to recycling.

Increased awareness of the recycling process for pupils and staff. this could also have a positive impact on recycling habits at home.

Flood risk management

The proposal will have no material impact on flood risk management.

Negative impacts identified:

Biodiversity and the natural environment

The proposal will have no negative impact on biodiversity and the natural environment.

Biodiversity in the built environment

The proposal will have no negative impact on biodiversity and the built environment.

Reducing waste, reusing and recycling

Increase of recycling due to an increase in uptake.

Reduced energy/fuel consumption

Unavoidable increase in consumption of energy/fuel and water, as a result of increased uptake. this will result in more frequent deliveries, more equipment and capacity to cater for all pupils.

People's awareness of the environment and biodiversity

The proposal will have no negative impact on people's awareness of the environment and

biodiversity.

Flood risk management

The proposal will have no negative impact on flood risk management.

A healthier Denbighshire

Overall Impact

Positive

Justification for impact

The benefits of delivering UPFSM have been identified by WG and include the following:

- Raising the profile of healthy eating across the whole school,
- increasing the range of food pupils eat,
- improving social skills at meal times,
- improvements to behaviour and attainment.
- meals provided will be nutritionally analysed in line with WG healthy eating in schools policy.
- UFSM offer will take away the stigma behind FSM.

Further actions required

As there is no negative impact there are no mitigating measures required.

Positive impacts identified:

A social and physical environment that encourage and support health and well-being

The benefits of delivering UPFSM have been identified by WG and include the following:

- Raising the profile of healthy eating across the whole school,
- increasing the range of food pupils eat,
- improving social skills at meal times,
- improvements to behaviour and attainment.

Access to good quality, healthy food

Universal Free School Meals for all Primary School Children

Meals provided will be nutritionally analysed in line with WG healthy eating in schools policy.

People's emotional and mental well-being

Parent/carers having the reassurance that their child will be fed will have a positive impact.

UPFSM offer will take away the stigma behind 'true' FSM.

Access to healthcare

The proposal will have no material impact on access to healthcare.

Participation in leisure opportunities

The proposal will have no material impact on participation in leisure opportunities.

Negative impacts identified:

A social and physical environment that encourage and support health and well-being

The proposal will have no negative impact on the social and physical environment that encourages and supports health and wellbeing.

Access to good quality, healthy food

The proposal will have no negative impact on access to good quality, healthy food.

People's emotional and mental well-being

The proposal will have no negative impact on people's emotional and mental wellbeing.

Access to healthcare

The proposal will have no negative impact on access to healthcare.

Participation in leisure opportunities

The proposal will have no negative impact on participation in leisure activities.

A more equal Denbighshire

Overall Impact

Positive

Justification for impact

The UPFSM offer supports families with primary aged children regardless of their background and need.

Further actions required

Discussions with WG regarding rollout and clear communication on the delivery. There also need to be a strategy on how to manage issues surrounding debt for non payment of meals.

Positive impacts identified:

Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

UPFSM will benefit all primary school pupils by September 2024.

People who suffer discrimination or disadvantage

Removing the stigma of current 'true' FSM in primary schools.

People affected by socio-economic disadvantage and unequal outcomes

Removing the stigma of current FSM in primary schools.

Provision is equal for all.

Areas affected by socio-economic disadvantage

The UPFSM offer reduces the burden of choosing between feeding their children or paying bills.

Negative impacts identified:

Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

Due to the phased approach, some age groups will see a delay in the availability of UPSFM.

People who suffer discrimination or disadvantage

If application for UPFSM is required in the future then certain groups may still be at a disadvantage due to potential difficulties accessing/understanding/completing the application process.

People affected by socio-economic disadvantage and unequal outcomes

If application for UPFSM is required in the future then certain groups may still be at a disadvantage due to potential difficulties accessing/understanding/completing the application process. .

Interpretation of UPFSM offer and the phased approach may result in non payment for meals and families incurring debt.

Areas affected by socio-economic disadvantage

The proposal will have no negative impact on areas affected by socio-economic disadvantage.

A Denbighshire of cohesive communities

Overall Impact

Neutral

Justification for impact

The proposal is not expected to positively or negatively impact upon the cohesive communities wellbeing goal.

Further actions required

Universal Free School Meals for all Primary School Children

As there are no anticipated negative impacts then mitigation is not required.

Positive impacts identified:

Safe communities and individuals

The proposal will have no material impact on safe communities and individuals.

Community participation and resilience

The proposal will have no material impact on community participation and resilience.

The attractiveness of the area

The proposal will have no material impact on the attractiveness of the area.

Connected communities

The proposal will have no material impact on connected communities.

Rural resilience

The proposal will have no material impact on rural resilience.

Negative impacts identified:

Safe communities and individuals

The proposal will have no negative impact on safe communities and individuals.

Community participation and resilience

The proposal will have no negative impact on community participation and resilience.

The attractiveness of the area

The proposal will have no negative impact on the attractiveness of the area.

Connected communities

The proposal will have no negative impact on connected communities.

Rural resilience

The proposal will have no negative impact on rural resilience.

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact

Neutral

Justification for impact

Although the use of Welsh language will be encouraged the pool of staff with this skill set is likely to be limited.

Further actions required

Denbighshire promote the development of employees Welsh language skills and this will be encouraged and promoted during the recruitment phase.

Positive impacts identified:

People using Welsh

More staff required - which may result in increased numbers of non Welsh speaking staff. These staff will be immersed in Welsh speaking setting on a daily basis and there will be support and encouragement to develop Welsh Language skills.

Promoting the Welsh language

More staff required - which may result in increased numbers of non Welsh speaking staff. These staff will be immersed in Welsh speaking setting on a daily basis and there will be support and encouragement to develop Welsh Language skills.

Culture and heritage

Universal Free School Meals for all Primary School Children

Cultural themed food days will be delivered school wide and provided to all pupils to raise awareness of local culture and heritage.

Negative impacts identified:

People using Welsh

More staff required - which may result in limited pool of Welsh speaking staff with the required skill set.

Promoting the Welsh language

If the authority end up in a situation where non welsh speaking staff are employed in Welsh schools and these staff do not actively engage in developing their use of the Welsh language, this could dilute the use of Welsh language with staff and pupils.

Culture and heritage

The proposal will have no negative impact on culture and heritage.

A globally responsible Denbighshire

Overall Impact

Neutral

Justification for impact

More widely, in rolling out this commitment we will be working with partners to increase the supply of Welsh food onto the school plate. This will:

- shorten supply chains
- support local food producers and distributors
- strengthen the Foundational Economy.

All procurement and tender processes will assess contractors social values, working rights and other relevant policies.

As this is an all Wales commitment there may be an impact on availability of equipment and resources, which could impact delivery timescales.

Universal Free School Meals for all Primary School Children

Increasing the number of appliances will impact on energy consumption. This will be unavoidable to achieve UFSM for all primary pupils.

Further actions required

Delivering UPFSM in a phased approach will assist with the demand for equipment and resources. We will be realistic in what equipment is required for each site and will take in to consideration what is the most energy efficient appliance (gas/ electric).

Positive impacts identified:

Local, national, international supply chains

More widely, in rolling out this commitment we will be working with partners to increase the supply of Welsh food onto the school plate. This will:

- shorten supply chains
- support local food producers and distributors
- strengthen the Foundational Economy.

Human rights

All procurement and tender processes will assess contractors social values, working rights and other relevant policies.

Broader service provision in the local area or the region

The proposal will have no material impact on the broader service provision in the local area or the region.

Reducing climate change

The proposal will have no material impact on reducing climate change.

Negative impacts identified:

Local, national, international supply chains

The proposal will have no negative impact on local, national, international supply chains.

Human rights

The proposal will have no negative impact on human rights.

Broader service provision in the local area or the region

As this is an all Wales commitment there may be an impact on availability of equipment and resources, which could impact delivery timescales.

Reducing climate change

Increasing the number of appliances will impact on energy consumption. This will be unavoidable to achieve UFSM for all primary pupils.

Cabinet Forward Work Plan

Meeting	Item (description / title)	Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer	
24 Jan	1	Queen’s Market: Operator Contract Award	Following the culmination of the procurement process to appoint an operator for the Queen’s Market in Rhyl, approval is sought from Cabinet to award a contract to the preferred tenderer	Yes	Cllr Jason McLellan Lead Officer Emlyn Jones Report Author Russ Vaughan
	2	Ysgol Plas Brondyffryn	To consider the Outline Business Case for the proposed new building for Ysgol Plas Brondyffryn	Tbc	Cllr Gill German Lead Officer Geraint Davies Report Author James Curran
	3	Denbighshire Learning Disability Supported Living Schemes	To ask Cabinet to approve the temporary extension of these contracts and to approve the timescale and process for the recommissioning/retendering of the contracts.	Yes	Cllr Elen Heaton Lead Officer David Soley Report Author Alison Heaton
	4	Shared Prosperity Funding – Investment Proposals	To seek Cabinet approval for spend against the Shared Prosperity Fund	Yes	Cllr Jason McLellan Lead Officer – Liz Grieve Report Author – Melanie Evans
	5	North East Wales Archive Project	To provide Cabinet with an update, and to seek	Tbc	Cllr Emrys Wynne Lead Officer – Liz Grieve

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
			authorisation to submit a National Lottery Heritage Fund grant application		Report Author – Craig Berry
	6	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Steve Gadd
	7	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinator
21 Feb					
	1	Shared Prosperity Funding – Investment Proposals	To seek Cabinet approval for spend against the Shared Prosperity Fund	Yes	Cllr Jason McLellan Lead Officer – Liz Grieve Report Author – Melanie Evans
	2	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Steve Gadd
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinator
28 March					
	1	Shared Prosperity Funding – Investment Proposals	To seek Cabinet approval for spend against the Shared Prosperity Fund	Yes	Cllr Jason McLellan Lead Officer – Liz Grieve Report Author – Melanie

Cabinet Forward Work Plan

Meeting	Item (description / title)	Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
				Evans
	2	Finance Report	To update Cabinet on the current financial position of the Council	Tbc Cllr Gwyneth Ellis Lead Officer/Report Author Steve Gadd
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc Lead Officer – Scrutiny Coordinator
25 April	1	Shared Prosperity Funding – Investment Proposals	To seek Cabinet approval for spend against the Shared Prosperity Fund	Yes Cllr Jason McLellan Lead Officer – Liz Grieve Report Author – Melanie Evans
	2	Finance Report	To update Cabinet on the current financial position of the Council	Tbc Cllr Gwyneth Ellis Lead Officer/Report Author Steve Gadd
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc Lead Officer – Scrutiny Coordinator
23 May	1	Shared Prosperity Funding – Investment Proposals	To seek Cabinet approval for spend against the Shared Prosperity Fund	Yes Cllr Jason McLellan Lead Officer – Liz Grieve Report Author – Melanie Evans

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
	2	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Steve Gadd
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet’s attention	Tbc	Lead Officer – Scrutiny Coordinator
27 June	1	Shared Prosperity Funding – Investment Proposals	To seek Cabinet approval for spend against the Shared Prosperity Fund	Yes	Cllr Jason McLellan Lead Officer – Liz Grieve Report Author – Melanie Evans
	2	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Steve Gadd
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet’s attention	Tbc	Lead Officer – Scrutiny Coordinator

Cabinet Forward Work Plan

Note for officers – Cabinet Report Deadlines

<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>
<i>24 January</i>	<i>10 January</i>	<i>21 February</i>	<i>7 February</i>	<i>28 March</i>	<i>14 March</i>

Updated 29/11/2022 – KEJ

Cabinet Forward Work Programme.doc

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