

To: Members of the Communities
Scrutiny Committee

Date: 12 October 2023

Direct Dial: 01824 712554

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Dear Councillor

You are invited to attend a meeting of the **COMMUNITIES SCRUTINY COMMITTEE** to be held at **10.00 am** on **THURSDAY, 19 OCTOBER 2023** in **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 (Pages 5 - 6)

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

3 URGENT MATTERS AS AGREED BY THE CHAIR

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 - 12)

To receive the minutes of the Communities Scrutiny Committee held on 7 September 2023 (copy enclosed).

5 REVIEW OF CAR PARK TARIFFS (Pages 13 - 42)

To consider a report (enclosed) by the Traffic, Parking and Road Safety Manager on proposed changes to the Council's car park tariffs policy and associated tariff structures.

10:15 – 11:00

BREAK 11:00 - 11:15

6 GYPSY AND TRAVELLER ACCOMMODATION ASSESSMENT
(Pages 43 - 138)

To consider a report (enclosed) by the Corporate Project manager of the revised Gypsy and Traveller Accommodation Assessment prior to its submission to Welsh Government.

11:15 – 11:45

7 WASTE SERVICE REMODELLING PROJECT UPDATE (Pages 139 - 160)

To receive an update report (enclosed) by the Waste and Recycling Manager associated with the roll-out of the new service.

11:45 – 12:15

8 SCRUTINY WORK PROGRAMME (Pages 161 - 180)

To consider a report by the Scrutiny Coordinator (copy enclosed) seeking a review of the committee's forward work programme and updating members on relevant issues.

9 FEEDBACK FROM COMMITTEE REPRESENTATIVES

To receive any updates from Committee representatives on various Council Boards and Groups

MEMBERSHIP

Councillors

Councillor Huw Williams (Chair)

Councillor Karen Anne Edwards (Vice-Chair)

Michelle Blakeley-Walker

Brian Jones

James Elson

Delyth Jones

Jon Harland

Merfyn Parry

Carol Holliday

Cheryl Williams

Alan James

COPIES TO:

All Councillors for information
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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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COMMUNITIES SCRUTINY COMMITTEE

Minutes of a meeting of the Communities Scrutiny Committee held in COUNCIL CHAMBER, COUNTY HALL, RUTHIN AND BY VIDEO CONFERENCE on Thursday, 7 September 2023 at 10.00 am.

PRESENT

Councillors Karen Edwards (Vice-Chair), James Elson, Jon Harland, Alan James, Brian Jones, Delyth Jones, Merfyn Parry, Cheryl Williams and Huw Williams (Chair)

Lead Member- Lead Member for Health and Social Care, Councillor Elen Heaton was in attendance at the Committee's invitation for agenda item 5.

Observers- Councillor Mark Young.

ALSO PRESENT

Corporate Director: Social Services and Education (NS), Principal Manager - Operational Services (DS), Scrutiny Coordinator (KE and RE) and Committee Administrators (SJ and RTJ).

1 APOLOGIES

Apologies for absence were received from Councillor Michelle Blakeley-Walker.

2 DECLARATION OF INTERESTS

No interests of a personal, or a personal and prejudicial nature were declared.

3 URGENT MATTERS AS AGREED BY THE CHAIR

No matters of an urgent nature had been drawn to the Chair or the Scrutiny Co-ordinator's attention prior to the commencement of the meeting.

4 MINUTES

The minutes of the Communities Scrutiny Committee meeting held on 29 June 2023 were submitted.

Matters Arising – Councillor Elson provided the Committee with a verbal update on the minutes of the previous Capital Scrutiny Group held on the 7th June 2023. He informed members the group were provided with a finance update from the Head of Finance.

The Group discussed a Capital Bid in relation to the Nature Reserve at Green Gates Farm in St Asaph. Which would be mainly funded by the SPF Grants.

A report was also presented on the Sustainable Communities for Learning, which provided some background information for members.

The Group discussed Levelling Up and Shared Prosperity Funds, it listed 8 business cases, no questions were raised on those cases.

The Chair thanked officers for arranging and meeting members at the new waste transfer station in Denbigh. He felt the site visit was extremely interesting and beneficial to see first-hand. Members looked forward to a future visit to see the site in operation.

Councillor Merfyn Parry asked for an update on the Flooding Task and Finish group, the Scrutiny Co-ordinator stated a request at each Member Area Group was currently taking place to nominate a representative to establish the group and schedule the task and finish group meetings.

The Scrutiny Co-ordinator highlighted the Gypsy and Traveller Accommodation Assessment review was due to be presented to the Committee at this meeting but had been deferred to the next committee meeting in October 2023.

The Committee:

RESOLVED: *that, subject to the above, the minutes of the meeting held on Thursday 29 June 2023 be received and approved as a true and correct record of the proceedings.*

5 ENGAGEMENT WITH CARE FORUM WALES (CFW) & CARE PROVIDERS IN DENBIGHSHIRE

The Lead Member for Health and Social Care introduced the report (previously circulated), she reminded members the report followed the call-in report of Cabinet's decision to accept the North Wales Regional fee group recommendation for 2023/24 in December 2022. The Committee had met to discuss the decision earlier in the year and requested an update report from the Adult Social Care and Homelessness Services on their engagement with Care Forum Wales (CFW) & Care Providers in Denbighshire.

The Lead Member noted the report was concise which was due to the fee setting process for 2024/25 was still in the early stages. In her opinion the report highlighted the commitment by the Authority to encourage a transparent and co-productive relationships with the providers in Denbighshire.

The service would continue to work closely with all providers for the fee setting process for the next finance year.

It was stressed to members the purpose of the report was to discuss the concerns raised previously regarding engagement with CFW and local care providers.

The Corporate Director: Social Services and Education thanked the Lead Member for the introduction and continued by stressing, engagement with providers was part of an officer's day to day role. Constant communication between the Authority and providers took place. Across Adult Social Care and Homelessness there were a number of providers that the authority worked alongside and commissioned a

variety of services to support the needs of Denbighshire citizens and often individuals who reside outside the authority.

The report provided an overview of the additional engagement that officers had with providers following the report earlier in the year. The report focused on those providers offering residential care and domiciliary care.

The Chair thanked the Lead Member and Officers for the detailed introduction and report.

In response to members' questions the officers and representatives provided further detail on the following:

- The concern members had raised previously had been around the lack of engagement from providers to discuss fees and costings. Officers stressed the service had engaged with providers regarding the fees, officers were disappointed with the number of providers that formally engaged with the department in the process. Officers had committed to trying to increase engagement with care providers going forward. Members heard that officers worked with providers regionally as a number of providers offered services across numerous authorities.
- Engagement response from providers was historically low, seeking financial data often compounded the issue.
- Within the report it highlighted that the Principal Manager - Operational Services had been engaged with discussions with Care Forum Wales. He stated the meetings he had attended had been informative and positive. It was emphasised that the Chief Executive along with the Corporate Director: Social Services and Education had met with CFW. The Authority had an open dialogue with CFW and was keen to build a good, positive relationship.
- During the Covid pandemic, officers across the Authority fought for the provision of personal protective equipment (PPE), vaccinations, and other considerations for care workers. Discussions with Welsh Government, National Commissioning Board and CFW, on such issues had continued following the ease of restrictions. The case for PPE provision to continue for social care providers to continue in the current financial year. The position had to be that that provision was correctly funded. In those discussions it was made clear that Local Authorities would require the funding in full in order to store and distribute PPE. As an authority the stance taken had been if the funding ended unfortunately the provision ended. Local Authorities could not source the additional resources. On behalf of the Committee, the Chair thanked the Corporate Director for all her efforts to source the PPE for Denbighshire and authorities across Wales.
- Members were pleased to see the progress in making contact with service providers and the process in place to continue improvement to engagement.
- The position of an open book policy had always been held by the authority. Providers were encouraged to contact officers with any specific additional need requirements and to explain the need for any additional funding.
- A number of providers in Denbighshire were small care providers and it was often seen, for those providers to provide the fine detail of additional costs and fees was very time consuming and complicated. The Principal Manager

- Operational Services was keen to offer support to providers to assist providers in making that information available.
- For further providers to engage following the fee setting exercise was seen as positive. Officers would like to see further engagement and stressed further engagement work would continue.
- Members were reminded that the regional process was only a small part of the process for fee setting. Fees were often discussed on a case by case basis.
- Once the indicative rate was published, officers contacted each service provider informing them of the following years indicative rates. They were invited to contact officers and offer feedback and provide evidence of any cases that may require additional costs.
- Feedback from service providers was always encouraged. The Authority had an open door relationship with service providers and would support where possible.
- The relationship with CFW was changeable depending on the issue at hand. Disagreements on certain areas as in any working relationship would be encountered and discussed. Discussions on a day to day basis were positive.
- Return on investment was an important part of the indicative fee setting process, which carried through to the open book exercise.
- Members congratulated the officers for the progress made following the discussion at the previous Committee meeting.

The Chair thanked all the officers for the continued work in engaging with Care providers and offered thanks to all present for the detailed discussion.

At the conclusion of a comprehensive discussion the Committee, having considered the report:

RESOLVED:

- I. Confirmed it had read, understood, and taken account of the update report and*
- II. Requested a further update report be presented to the Communities Scrutiny Committee in six months' time.*

6 SCRUTINY WORK PROGRAMME

The Scrutiny Coordinator guided members through the Communities Scrutiny Committee Forward Work Programme report (previously circulated).

The next meeting was scheduled for 19 October 2023, proposed for that meeting were three agenda items.

- I. The new Waste Service Model- Progress Report;
- II. Rhyl Regeneration Programme and Governance and
- III. Gypsy and Traveller Accommodation Assessment review.

The Scrutiny Co-ordinator encouraged members if they had any issues or concerns to complete and return the Members Proposal Form (Appendix 2) for deliberation at the next Scrutiny Chairs and Vice Chairs meeting on the 3rd October 2023.

Appendix 3 to the report was the Cabinet's Forward Work Programme should the Committee like to scrutinise forthcoming issues.

The Committee:

RESOLVED: *to receive the report and confirm the Committee's forward work programme as detailed in Appendix 1 to the report.*

7 FEEDBACK FROM COMMITTEE REPRESENTATIVES

Councillor James Elson provided feedback on the Capital Scrutiny Group meeting which took place on the 27 July 2023. The group discussed 4 or 5 different items, including an item which reviewed flooding at Rhuddlan cemetery of which the group asked for further consultation. Councillor Elson provided members with a brief description of the other reports presented to the group. He informed members the Llannerch bridge was at stage 2 – design phase, it was pleasing to hear Welsh Government had agreed to support this development over the next 2 years. Councillor Elson informed members a discussion around the repair work to Nant Clwyd y Dre, garden wall had taken place. The project had overspent and would result in the repair work potentially costing £650,000 he suggested it may be an area Scrutiny should debate. He agreed to complete a Scrutiny Member proposal form.

Councillor Cheryl Williams raised concerns on the weeding programme currently being undertaken. The Chair advised Councillor Williams to write to the appropriate officer and request a report be provided to her Member Area Group.

The Chair thanked the Officers for the support and attendance at the meeting and closed the meeting.

The meeting concluded at 10.55 a.m.

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Report to	Communities Scrutiny Committee
Date of meeting	19 th October 2023
Lead Member / Officer	Lead Member for Environment and Transport / Head of Planning, Public Protection and Countryside Services
Report author	Traffic, Parking and Road Safety Manager
Title	Review of car park charges and operational hours

1. What is the report about?

- 1.1. To explain proposed tariff increases for Council car parks; changes to car park charging periods, and the potential introduction of charges in some car parks that are currently free.

2. What is the reason for making this report?

- 2.1. To provide Communities Scrutiny Committee with a detailed understanding of the changes proposed, and the rationale for these changes.

3. What are the Recommendations?

- 3.1. That Communities Scrutiny Committee notes the contents of the report, and provides observations on the proposed increase to parking tariffs, and the other changes proposed.

4. Report details

Background

- 4.1. The Council operates 47 public car parks, 40 of these are pay and display car parks.
- 4.2. Our parking charges were last increased in April 2016. According to Bank of England *Consumer Price Index* (CPI) figures; in that period, the cost of goods

and services in the UK has increased by 31% due to inflation. By April 2024, this is predicted to have increased to nearly 35% above April 2016 levels.

- 4.3. Having withstood these rising costs for some time, it is now necessary to increase our car park tariffs. Whilst the Bank of England forecasts inflation to reduce to 5% by 2024, we will need to introduce an element of “future-proofing” into our proposed car park tariffs to allow for future inflationary rises. This is because we typically only increase tariffs every few years, owing to the costs associated with re-programming our pay and display machines, changing car park signs and legal costs. Together, these costs total approximately £15k. The proposed new car park tariffs are listed in Appendix A.
- 4.4. The amount we charge in our car parks depends upon the type of car park. Our car parks are designated as “Short Stay”, “Long Stay”, or “Beach” car parks. The different charges for each car park type are the same irrespective of which town a car park is located in. We considered whether tariffs should vary between towns but dismissed this on the basis that a similar proposal wasn’t supported by elected members when it was discussed at Communities Scrutiny Committee in the lead-up to the April 2016 car park tariff increases.
- 4.5. In considering the tariff increase, we’ve considered the tariffs charged by other North Wales County Councils, and the amount of inflation from 2016 to 2023, including an allowance for “future-proofing” ahead of continuing high levels of inflation. Information detailing parking tariffs charged by other North Wales County Councils is in Appendix B. Although not reflected in the figures for the other North Wales authorities, it is likely that some of them will themselves be considering further increases for implementation in April 2024.
- 4.6. Our Car Park tariffs were last increased in April 2016, and in April 2009 prior to that. The April 2016 increase included a commitment to increase investment in our car parks, after years of insufficient investment. Investment was managed through the introduction of a Car Park Investment Plan, with significant spend on our car park infrastructure taking place since 2016. We propose to develop a similar Investment Plan for the 5-year period from April 2024 onwards.
- 4.7. Our car park charges currently apply from 8am until 5pm. It is proposed that we extend this period, so that charges apply from 8am until 11pm. This change

reflects that our car parks are assets that aren't just used for 9 hours a day, and need to be maintained. Paying for parking in the evening is not unusual in other counties in North Wales and further afield, please see Appendix B. Conwy County Borough Council's car park charges apply 24 hours a day, but with cheaper rates applying overnight (between 6pm and 8am). In Anglesey, charges apply in full from 8am until 8pm. In Gwynedd, 24-hour charging applies in 37 out of their 59 pay and display car parks, whilst in the remaining 22 car parks, charges apply from 10am to 4.30pm. In Flintshire, charges apply from 9am until 5pm. In Wrexham, they run an initiative which provides free parking after 11am (i.e. charging only applies between 8am and 11am).

- 4.8. Evening charging may generate opposition from some local residents who currently use the car parks to park overnight. However, residents can choose to purchase a Long Stay parking permit, which presently costs £120 a year, although this cost is itself proposed to increase as detailed in paragraph 4.10. People aged 60 or over will continue to be able to purchase a concessionary permit which is just over half the cost of a standard Long Stay permit.
- 4.9. We have a small number of public car parks that are free to use. We are currently reviewing whether there is a case to introduce charging at some, or all, of these free car parks. A list of our free car parks is provided in Appendix C.
- 4.10. It is proposed to increase parking permits costs as detailed in Appendix D. Appendix D also demonstrates that our permit costs are very cheap compared with our neighbouring authorities. Our permit costs remained static from 2009 until the start of the current financial year, which is reflected by how inexpensive they are when compared with other North Wales authorities.
- 4.11. We propose to continue to offer our various free parking initiatives. These include free parking after 3pm in all our town centre pay and display car parks from late November until the 31st December every year. The small areas of free, short stay parking that are present in some of our pay and display car parks will also remain. Finally, we will also continue to provide 5 free parking days each year for every City, Town and Village where we operate pay and display car parks. The respective City, Town and Community Councils choose when to use their 5 free days.

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

5.1. The proposals generally don't contribute towards the Corporate Plan delivery, apart from some benefits from reduced energy consumption in car parks.

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

6.1. The cost of increasing car park tariffs is will approximately be £15k, owing to the re-programming of car park payment machines, changing signs and legal costs.

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

7.1. A comprehensive Well-being Impact Assessment will be undertaken prior to a decision being taken by the Head of Planning, Public Protection and Countryside Services and in order to help inform that decision.

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

8.1. The statutory requirement for changing car park tariffs, and extending charging periods, is that a public notice is placed in each car park and in a local newspaper which displays both the existing and proposed car park tariffs.

8.2. A Traffic Order known as an Off-Street Parking Order (OSPO) is required to introduce charges in car parks that were previously free.

9. Chief Finance Officer Statement

9.1. The fees and charges policy states that they should be reviewed annually where practical to keep up with the inflationary pressures that the Council faces. It is recognised that this is not always possible and that periodic reviews are sometimes required. It is welcome that this has been carried out at a time when the Council faces severe budget pressures and funding constraints. The proposals within this report are fully supported.

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

10.1. The biggest risk will be opposition from residents and town centre retailers. This will require clear communication as to why the changes are being made.

11. Power to make the decision

11.1. Paragraph 8.50 of Appendix 3 to Section 13 of the Council's Constitution.

11.2. Section 35C of Road Traffic Regulation Act 1984. Regulation 25 of Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996.

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Appendix A

Short Stay Car Parks

Duration	Existing Tariff	Proposed Tariff
1 hour	£1.00	£1.50
3 hours	£2.00	£3.00
All day	£7.00	£8.00

Long Stay Car Parks

Duration	Existing Tariff	Proposed Tariff
1 hour	£1.00	£1.50
3 hours	£1.50	£2.50
All day	£3.50	£4.00

Beach Car Parks

Duration	Existing Tariff	Proposed Tariff
1 hour	£1.00	£1.50
4 hours	£3.00	£4.00
All day	£4.50	£5.00

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Appendix B1 – Short Stay Car Parks

Car Park Tariffs charged by other North Wales Authorities

Parking Duration	Proposed Denbighshire CC Cost	Anglesey CC cost	Conwy CBC cost	Wrexham CC cost	Flintshire CC cost	Gwynedd CC cost
30 mins	Will no longer be offered/available	Not offered	Not offered	Not offered	Not offered	Not offered
1 hour	£1.50	£1.00	£1.60	£1.00	30p	£1.00
2 hours		£3.00	£3.30	£1.80	50p	£2.00
3 hours	£3.00					£3.00
4 hours		£6.00	£6.50			£7.00
All day (daytime)	£8.00	£10.00				
Evening						
24 hours						
Charging hours	0800-2300	0800-2000	24 hours	0800-1100	0800-1700	1000-1630

Appendix B2 – Long Stay Car Parks

Car Park Tariffs charged by other North Wales Authorities in comparison with Denbighshire CC

Parking Duration	Proposed Denbighshire CC Cost	Anglesey CC cost	Conwy CBC cost	Wrexham CC cost	Flintshire CC cost	Gwynedd CC cost
30 mins	Will no longer be offered/available	Not offered	Not offered	Not offered	Not offered	Not offered
1 hour	£1.50	£1	£1.40	£1.00		
2 hours		£1.50	£2.30	£1.80	50p	
3 hours	£2.50					
4 hours		£2.00	£3.80			£2.20
All day (daytime)	£4.00	£3.00			£1.50	£4.40
Evening						
24 hours						£5.50
Charging Hours	0800-2300	0800-2000	24 hours	0800-1100	0800-1700	24 hours

Appendix C

Car Parks that are currently free but for which we will consider the potential for introducing charging

Town	Car Park	Comments
Rhuddlan	Vicarage Lane	
Meliden	Ffordd Talargoch	
Rhyl	Marine Lake	
Rhyl	Quay St	Currently closed until 2025
Corwen	Bridge Road	
Denbigh	Townsend	
Denbigh	Mount Pleasant	

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Appendix D

Existing and Proposed Car Park Permit Costs

Type of Permit	Existing Denbighshire CC Cost	Proposed Denbighshire CC Cost	Conwy CBC cost	Wrexham CC cost	Flintshire CC cost	Gwynedd CC cost
Long Stay Car Park (12 month duration)	£120	£140	£243 for County-wide (£115-144 for selected car parks)	£600 for Waterworld CP £400 for Crescent Rd CP	£200	£140
Long Stay Car Park (6 month duration)	£65	£80	Not offered	£300 for Waterworld CP £200 for Crescent Rd CP	Not offered	£70
Long Stay Car Park (3 month duration)	£35	£50	Not offered	Not offered	Not offered	Not offered
Long Stay Car Park - Concessionary for aged 60 and over (12 month duration)	£65	£80	Not offered	Not offered	Not offered	Not offered
Beach Car Park	£65	£80	Not offered	Not applicable	Not offered	Not offered
Beach Car Park (Concessionary for aged 60 and over)	£35	£50	Not offered	Not applicable	Not offered	Not offered
Resident Permit	£25.54	£35	£63 for first vehicle. £84 for second vehicle	Not offered	£25	£60 for first vehicle. £90 for second vehicle
Resident Visitor Permit	£5 for book of 10	£6 for book of 10	£5.80 for book of 10	Not offered	£5 for book of 10	£5 for book of 10

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Car Park Tariff Review: 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: 1271

Brief description: Proposal to increase car park tariffs across all our pay and display car parks, extension of charging hours, introduction of charging in some car parks that are currently free, and increase in parking permit charges.

Date Completed: 10/10/2023 19:15:44 Version: 3

Completed by: Mike Jones

Responsible Service: Planning, Public Protection and Countryside Services

Localities affected by the proposal: Whole County,

Who will be affected by the proposal? Anyone who uses our car parks. Local retailers. Residents affected by displaced parking. Operators of tourist attractions.

Was this impact assessment completed as a group? No

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 : 18 / 36.

Summary for each Sustainable Development principle

Long term

A Car Park Investment Plan will be developed over the coming months, to prioritise and plan future investment in our car parks over the next five years. It is suggested that the Investment Plan itself and future monitoring of progress against the Plan should be brought back to a future meeting of Communities Scrutiny Committee.

Prevention

It's possible that increased car parking charges might discourage some people from using their car, but any such impact is likely to be negligible, hence the proposal is considered to have a neutral impact.

Integration

The proposal will not directly contribute to other Well-being goals, nor the delivery of the LDP.

Collaboration

When this WBIA is reviewed and updated in the coming weeks, this will be undertaken by staff from across a number of different teams and services in order to bring a range of skills, experience and perspectives.

Involvement

There is no statutory requirement to consult upon increasing parking tariffs. The only requirement is to display public notices in the press and affected car parks to list the existing and proposed car park tariffs.

Summary of impact

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

Main conclusions

There are more negative impacts, than positive, owing to the potential financial impact upon individuals. However, this needs to be considered against the fact that the proposed increases are in-line with amount that the cost of goods and services have increased by, due to inflation, since the last tariff increase in 2016.

There are some positive impacts resulting from the increased income enabling us to continue to invest in our car parks.

The likely impact on Denbighshire, Wales and the world.

A prosperous Denbighshire

Overall Impact

Neutral

Justification for impact

Small potential gains resulting from people choosing not to park, are likely to be countered by concerns about a negative impact upon High Street retail performance, albeit there is little evidence to show that increased parking tariffs do actually harm retail performance.

There will be strong concerns about evening charging and the potential impact upon the night-time economy. However, evening charging is fairly commonplace in other North Wales local authorities.

Further actions required

Communication with local business groups will be important to explain the changes and listen to their views.

Positive impacts identified:

A low carbon society

Increased parking tariffs may possibly encourage some people to walk, cycle or use public transport rather than using their car. However, any such impact is likely to be fairly negligible in an area like Denbighshire where there is high reliance on the car.

Quality communications, infrastructure and transport

It would enable car park income to be reinvested into improving the quality of car parks and related services, such as highways and traffic infrastructure.

Economic development

Although there will be very strong concerns about the impact on town centre footfall, there is very little evidence from research that supports that view.

It should also be noted that the proposed changes to car park tariffs are broadly in-line with inflation when considering prices since April 2016 (when our car park tariffs were last increased) to April 2024 when the increased tariffs are likely to be introduced.

Quality skills for the long term

N/A

Quality jobs for the long term

N/A

Childcare

N/A

Negative impacts identified:

A low carbon society

[TEXT HERE]

Quality communications, infrastructure and transport

[TEXT HERE]

Economic development

There is likely to be strong opposition to increasing car park tariffs from retailers, business groups and residents.

Continuing pressures for High Street retailers, including online competition, have seen well-established retailers fold, such as the recent demise of Wilko. There will thus be concern that increased tariffs will be a further deterrent to people visiting town centres.

Evening charging may have a detrimental impact upon some businesses, especially the "night-time" economy.

Quality skills for the long term

N/A

Quality jobs for the long term

N/A

Childcare

N/A

A resilient Denbighshire

Overall Impact

Neutral

Justification for impact

No impact as the proposals relate to increased parking costs, charging for longer periods, and the charging in some car parks that are currently free.

Further actions required

Not applicable

Positive impacts identified:

Biodiversity and the natural environment

No impact as the proposals relate to increased parking costs, charging for longer periods, and the charging in some car parks that are currently free.

Biodiversity in the built environment

No impact

Reducing waste, reusing and recycling

No impact

Reduced energy/fuel consumption

No impact

People's awareness of the environment and biodiversity

No impact

Flood risk management

No impact

Negative impacts identified:

Biodiversity and the natural environment

No impact

Biodiversity in the built environment

No impact

Reducing waste, reusing and recycling

No impact

Reduced energy/fuel consumption

No impact

People's awareness of the environment and biodiversity

No impact

Flood risk management

No impact

A healthier Denbighshire

Overall Impact

Negative

Justification for impact

Increased parking costs might possibly impact upon some people's decision-making, when deciding where to shop or whether to take part in certain leisure activities.

Further actions required

The proposed increase in parking tariffs are broadly in line with inflation, since the last car park tariff increase in April 2016. Any negative impacts should be fairly short-lived.

Positive impacts identified:

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

No impact as the proposals relate to increased parking costs, charging for longer periods, and the charging in some car parks that are currently free.

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]

Negative impacts identified:

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

No impact

Access to good quality, healthy food

It is possible that increased parking charges may affect where some people choose to undertake their food shopping, if they currently do some of their food shopping in town centres. This may possibly lead to some of these people choosing to shop in supermarkets where parking is free.

People's emotional and mental well-being

The proposals may possibly have a detrimental impact on the emotional and well-being of people who are more directly affected by the proposals. For example, some business owners might be worried about what the long-term impact upon their business might be.

Access to healthcare

It is possible that if the only available parking for a healthcare facility is within a public car park, then there is a small possibility that increased costs might dissuade some people from visiting a healthcare provider.

Participation in leisure opportunities

As some leisure activities may be viewed as "nice to haves" more than essentials; increased parking costs might possibly discourage some people from partaking in leisure opportunities.

A more equal Denbighshire

Overall Impact

Negative

Justification for impact

Increased parking costs may potentially have a greater impact upon those who have less disposable

income available, or who are car-dependant.

Further actions required

Raise awareness of areas where blue badge holders can park for free, such as the free parking areas in some car parks, on-street pay and display (in Rhyl). Also consider a campaign to remind blue badge holders that they have an additional hour to park in our car park blue badge bays ("disabled bays"), as this can sometimes mean not needing to pay for the next higher tariff, resulting in a cost saving for the individual.

Promote resident permit as this is a cheaper option.

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

[TEXT HERE]

People who suffer discrimination or disadvantage

No likely impact

People affected by socio-economic disadvantage and unequal outcomes

[TEXT HERE]

Areas affected by socio-economic disadvantage

[TEXT HERE]

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

According to the Equality and Human Rights Commission, those with a work-limiting disability are more likely to be experience a pay gap in comparison to those without this type of disability.

Car Park Tariff Review

Increased parking charges may, therefore, have a greater impact upon people with less disposable income. Please note that holders of Blue badges pay standard parking fees in Denbighshire CC car parks, but do receive an additional hour of parking on top of the standard tariff duration. This additional hour is provided because some blue badge holders may require additional time to enter or leave their vehicle, or to travel to their destination.

People who suffer discrimination or disadvantage

No likely impact

People affected by socio-economic disadvantage and unequal outcomes

When viewed in proportion to overall income, increased parking costs are likely to have a greater impact upon those with less disposable income available. This is especially likely to be the case in terms of the Cost-of-Living Crisis.

Areas affected by socio-economic disadvantage

Rural areas such as much of Denbighshire, typically results in greater car-dependency. This means that increased parking charges can potentially have a more significant impact on such communities where other travel options may not be available.

A Denbighshire of cohesive communities

Overall Impact

Positive

Justification for impact

Increasing tariffs broadly in-line with inflation means that it we will be able to continue investing appropriately in our car parks.

Further actions required

Prioritise and plan investment through the implementation of a car park investment plan.

Positive impacts identified:

Safe communities and individuals

Increasing car park tariffs in-line with inflation means that we will continue to be able to invest in our car parks, to keep them safe in terms of investing in and maintaining lighting, CCTV, and fire and ventilation systems in Rhyl Central Car Park and Denbigh Multi-Storey Car Park.

Community participation and resilience

No impact as the proposals relate to increased parking costs, charging for longer periods, and the charging in some car parks that are currently free.

The attractiveness of the area

Increasing car park tariffs in-line with inflation means that we will continue to be able to invest in our car parks, to keep them well-maintained and tidy.

Connected communities

Well-managed car parks, are an important part of the transport network.

Rural resilience

[TEXT HERE]

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

In rural areas where there is often greater car-dependency, the impact of increased parking charges is likely to be greater.

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact

Neutral

Justification for impact

Not likely to have an impact

Further actions required

Not applicable

Positive impacts identified:

People using Welsh

Not likely to have an impact

Promoting the Welsh language

Not likely to have an impact

Culture and heritage

Not likely to have an impact

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

Use of local supply chains.

Further actions required

Continue to use local supplier and contractors wherever possible, whilst ensuring continued compliance with the Council's Procurement Rules (Contract Procedure Rules).

Positive impacts identified:

Local, national, international supply chains

Continuing investment in car parks, will generate works for a number of local contractors and suppliers

Human rights

Not likely to have an impact

Broader service provision in the local area or the region

Not likely to have an impact

Reducing climate change

It is possible that increased car park charges might encourage some people to leave their car at home, and use alternative forms of transport such as the bus, cycling or walking. However, such impact is likely to be negligible given that tariffs are being increased in-line with inflation.

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]

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Report to	Communities Scrutiny Committee
Date of meeting	19 th October 2023
Lead Member / Officer	Cllr. Win Mullen-James – Lead Member for Local Development and Planning Cllr. Peter Scott - Chair – Gypsy and Traveller Accommodation Assessment Task and Finish Group
Head of Service	Emlyn Jones Head of Planning, Public Protection & Countryside Services
Report author	Kimberley Mason (Corporate Project Manager)
Title	Revision of Denbighshire’s Gypsy & Traveller Accommodation Assessment (GTAA) (2023) – report back to Communities Scrutiny from the Task and Finish Group

1. What is the report about?

- 1.1. The Housing (Wales) Act 2014 requires that an assessment of accommodation needs of Gypsies and Travellers must be undertaken and submitted to Welsh Government (WG) every 5 years. The Council undertook the assessment between August and October 2021, and this was submitted to WG on 24 December 2021.
- 1.2. Following Cabinet approval and WG submission of the previous Gypsy & Traveller Accommodation Assessment (GTAA), a family with an existing need who had previously declined to participate, contacted the Council, and asked to now be included.
- 1.3. Following a report to Cabinet Briefing on 9 January 2023, a Task and Finish Group (T&F) was established to support work on the new assessment. The T&F Group has

now concluded its work and the final report from the Group is attached as [Appendix 1](#). This report provides the conclusions from the work of the T&F Group.

- 1.4. This report also presents the revised draft GTAA for Denbighshire, attached as [Appendix 2](#) to be re-submitted to WG following Cabinet approval.

2. What is the reason for making this report?

- 2.1 The purpose of this report is to update Scrutiny Committee on the work of the T&F Group. Work on the revised GTAA has now been completed and the conclusions of the T&F Group will help to inform Scrutiny's consideration of the draft revised GTAA.

3. What are the Recommendations?

- 3.1. That Scrutiny endorses the conclusion of the T&F Group that the WG methodology has been applied appropriately to the analysis of need.
- 3.2. That Scrutiny confirms support for the approach adopted for the delivery of Denbighshire's GTAA as being robust and in line with WG guidance.
- 3.3. That Scrutiny recommends to Cabinet that the revised draft GTAA should be approved for re-submission to WG.
- 3.4. That the Committee confirms that it has read, understood, and taken account of the Well-being Impact Assessment, attached as [Appendix 3](#) as part of its consideration. This was completed prior to the first assessment submission in 2021 and has been reviewed in 2023.

4. Report details

Background

- 4.1. The Housing Act (Wales) 2014 places a legal duty on Local Authorities to assess the accommodation needs of Gypsies and Travellers (Section 101) and subsequently meet those needs (Section 103). There is a legal requirement (Housing (Wales) Act 2014) for GTAAs to be undertaken as a minimum every 5 years. An up to date GTAA is also a requirement for the replacement Local Development Plan (LDP). The deadline for the GTAA to be submitted to Welsh Government was 24 February 2022, but local authorities are permitted to submit a revised GTAA until WG approval. As of September 2023, WG has not yet provided any feedback to any local authorities in

Wales and no clear indication as to when this is likely to occur has been provided either.

- 4.2. WG have published detailed statutory guidance '*Undertaking Gypsy and Traveller Accommodation Assessments*'¹ and will assess the completed GTAA against this methodology.
- 4.3. A robust project management approach was re-established in 2022 with a Member-led Project Board, with the Lead Member working with Senior Officers to direct this work ensuring Member involvement, openness, and transparency.

Task and Finish Group

- 4.4. The purpose of the Group has been to ensure that the approach taken to deliver the revised GTAA complies with the WG methodology and that previous feedback regarding Member and community involvement is considered within the document in line with Scrutiny requirements.
- 4.5. The T&F Group has met three times since March 2023. They have reviewed progress on the assessment and the findings of the revised draft GTAA report. The Lead Member, Councillor Win Mullen-James has also attended meetings as a member of the group. Their final report is attached as [Appendix 1](#).
- 4.6. The revised draft GTAA findings and recommendations were presented to the T&F Group at its meeting on 21 September and the Group agreed that they were satisfied that the WG methodology had been applied appropriately to the analysis of need.

Draft Denbighshire GTAA

- 4.7. A wide range of methods were used to raise awareness of the GTAA and to engage with the Gypsy, Roma, Traveller (GRT) community in line with the Stakeholder Communication and Engagement Plan when the initial work was carried out in 2021.
- 4.8. For the revised assessment, the consultants, Opinion Research Services (ORS) who undertook the assessment in 2021 for Denbighshire, contacted the additional family

¹ <https://gov.wales/sites/default/files/publications/2019-03/undertaking-gypsy-and-traveller-accommodation-assessments.pdf>

for inclusion in the resubmission, assessing their needs using the survey questionnaire provided within the WG methodology. ORS also contacted the existing families interviewed in 2021 to ensure their circumstances had not changed and that their information was updated accordingly.

4.9. Work on the Assessment has now been completed and the revised draft GTAA is attached as Appendix 2.

4.10. The revised draft Denbighshire GTAA concludes that:

Based upon the evidence presented in ORS' study the estimated additional pitch provision needed for Gypsies and Travellers in Denbighshire for the first 5 years of the study period (2023/24 - 2028/29) is for **16 permanent residential pitches**.

Based on the need by 2033, the end of the Denbighshire replacement LDP period, is for a further **2 permanent residential pitches** for future household growth.

This gives a total need for the whole period across Denbighshire for **18 permanent residential pitches** which is **an increase of 6 permanent residential pitches from the previous GTAA completed in 2021**.

To clarify, 1 pitch will meet the needs of 1 household.

There is **no evidence of need for a permanent transit site**, due to the low numbers of unauthorised encampments, short term nature of these encampments and the fact that interviews with Gypsies and Travellers did not identify there was a need for permanent transit provision locally.

4.11. Discussions at this meeting will be reported to Cabinet on 21 November 2023 and the intention is to seek approval at that meeting for submission of the revised draft GTAA to WG for its approval.

5. How does the decision contribute to the Corporate Plan 2022 to 2027: The Denbighshire We Want?

5.1. Completion of the GTAA will contribute to Denbighshire's Well-being and Equality Objective: *A Denbighshire of quality housing that meets people's needs* by identifying the accommodation needs of the Gypsy and Traveller community.

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

6.1. Consultants were procured jointly with Conwy County Borough Council to undertake the GTAA. Denbighshire's commitment of £5,500 has been met from the LDP budget. Any costs incurred from this additional work will be funded through the original commission and the LDP budget.

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

7.1. A Well-being Impact Assessment was carried out for the project in 2021 and reviewed in 2023 for this additional work and is attached as [Appendix 3](#). This concludes that the overall impact was and remains positive.

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

8.1. The T&F Group has met three times since reconvening in March 2023 and discussions informed the work programme for ORS to complete the revised GTAA.

9. Chief Finance Officer Statement

9.1. As set out in Section 6, there are no direct costs related to the work of the T&F Group and it is welcome that the initial costs of consultants have been taken account of within existing budgets.

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

10.1. Several risks to the project have been identified and were included in the full project business case risk assessment. A lack of political support was identified as a significant risk which led to the engagement of the Lead Member in the project from the start, as well as involvement from the Leader during the work completed in 2021. The establishment of the T&F Group and reports to Scrutiny aimed to ensure wider Member involvement in the project.

11. Power to make the decision

[Section 101 - Housing \(Wales\) Act 2014](#)

[Section 21 of the Local Government Act 2000](#)

[Section 7.4.1 and Section 7.4.2 \(d\) of the Council's Constitution](#)

Appendices

Appendix 1 - Gypsy & Traveller Accommodation Assessment (GTAA) Task and Finish Group Report October 2023

Appendix 2 - Revised GTAA 2023 for Denbighshire

Appendix 3 – GTAA Well-Being Impact Assessment 2021 (reviewed in 2023)

Gypsy & Traveller Accommodation Assessment (GTAA)

Task and Finish Group Report October 2023

1. Purpose of the Group

The Housing (Wales) Act 2014 requires that an assessment of accommodation needs of Gypsies and Travellers must be undertaken and submitted to Welsh Government (WG) every 5 years. The Council undertook the assessment between August and October 2021 and a Task and Finish Group (T&F) was established to work on the initial Gypsy & Traveller Accommodation Assessment (GTAA). The GTAA was submitted to WG on 24 December 2021.

Following Cabinet approval and WG submission of the previous GTAA, a family with an existing need who had previously declined to participate, contacted the Council, and asked to now be included.

Following a report to Cabinet Briefing on 9 January 2023, it was acknowledged that the previous T&F group had worked well in supporting the initial assessment, therefore it was agreed to re-establish this group to support work on the new assessment. The T&F Group has now concluded its work and this report provides the conclusions from the work of the group. This report provides an update on the work and presents the findings and recommendations of the T&F Group.

Welsh Government (WG) have published detailed statutory guidance '*Undertaking Gypsy and Traveller Accommodation Assessments*'.¹ This forms the basis for undertaking the GTAA and WG will assess the completed GTAA against this methodology.

The purpose of the T&F Group has been to provide quality assurance by ensuring that the approach taken to deliver the revised GTAA has complied with the WG methodology and

¹ <https://gov.wales/sites/default/files/publications/2019-03/undertaking-gypsy-and-traveller-accommodation-assessments.pdf>

that previous feedback has been considered within the new document in line with Scrutiny requirements. In addition, the group has monitored progress and advised as necessary on the delivery of the Assessment.

2. GTAA Project structure and management

The WG GTAA methodology requires that a project Steering Group is established. There has however been a more comprehensive and robust project structure developed for managing the Denbighshire GTAA, including establishment of a member-led Project Board and a T&F Group. This is above the requirements set out within the methodology and has included a role for Elected Members within the project structure through a T&F Group.

2.1 Project Board

This is a project management requirement and is not a requirement of the WG GTAA methodology. A Project Board was originally established with the purpose of ensuring that this piece of work is Member-led through inclusion of the Leader of the Council and the Lead Member. The Board reconvened in late 2022 to complete the revised Assessment, at this point the Leader agreed with the Board that it was not imperative for them to attend for the additional work. The role of the Project Board has been to manage the delivery of the project, secure resources for the project, and ensure communication about the project.

2.2 Task and Finish (T&F) Group

This is not a requirement of the WG GTAA methodology. The role of the Task and Finish Group as defined in the agreed Terms of Reference has been to monitor adherence to the methodology and report to Communities Scrutiny Committee.

2.3 Consultants

The WG methodology allows for external consultants to be engaged to undertake the Accommodation Needs Assessment. Opinion Research Services (ORS) were commissioned to undertake the assessment on behalf of Denbighshire County Council and Conwy County Borough Council. Separate reports have been developed for each authority and they have carried out the additional work at this time for Denbighshire.

Task and Finish Group Report (October 2023)

2.4 Membership of the Task and Finish (T&F) Group

The T&F Group comprises one elected Member appointed by each of the Council's Member Area Groups (MAG), to ensure geographical spread. The group has been chaired by Councillor Peter Scott and has been supported by the Strategic Planning and Housing Manager and the Corporate Project Manager. The Lead Member, Councillor Win Mullen-James has also been part of the group. The group has met three times since reconvening in March 2023 and discussions have included all aspects of the Welsh Government methodology, project structure, data sources, engagement and communications, data analysis and draft revised GTAA findings.

A summary of the issues discussed at each group meeting is set out below:

Summary of Task and Finish Group meetings	
Meeting 1 - 2 March 2023	<ul style="list-style-type: none">• Reviewed and agreed Terms of Reference for the group• Reviewed background, context, and statutory requirements• Reviewed and agreed Project Structure and management• Discussed timetable for GTAA and future group meetings
Meeting 2 – 14 April 2023	<ul style="list-style-type: none">• Discussed the work programme and progress• Reviewed the governance process for GTAA resubmission
Meeting 3 – 21 September 2023	<ul style="list-style-type: none">• Reviewed the draft revised GTAA• Reviewed and agreed draft report to Communities Scrutiny providing an update of the work of the T&F Group, seeking Scrutiny endorsement of the revised GTAA• Agreed the Group would attend Scrutiny with Chair Cllr. Peter Scott presenting the report

3. Review of GTAA summary findings

A summary of the GTAA analysis and findings for residential and transit needs were presented to the T&F Group at its meeting on 21 September 2023. The findings conclude that:

- Based upon the evidence presented in ORS' study the estimated additional pitch provision needed for Gypsies and Travellers in Denbighshire for the first 5 years of the study period (2023/24 - 2028/29) is for **16 permanent residential pitches**.
- Based on the need by 2033, the end of the Denbighshire replacement LDP period, is for a further **2 permanent residential pitches** for future household growth.
- This gives a total need for the whole period across Denbighshire for **18 permanent residential pitches** which is **an increase of 6 permanent residential pitches from the previous GTAA completed in 2021**.
- To clarify, 1 pitch will meet the needs of 1 household.
- There is **no evidence of need for a permanent transit site**, due to the low numbers of unauthorised encampments, short term nature of these encampments and the fact that interviews with Gypsies and Travellers did not identify there was a need for permanent transit provision locally.

The Task and Finish Group reviewed the GTAA data analysis and summary findings at its meeting on 21 September 2023 and agreed that they were satisfied that the WG methodology had been applied appropriately to the analysis of need.

The T&F Group concluded that the arrangements and process undertaken by the group had worked well and requested that the same group membership be involved in the site selection for pitches, when required, in the next phase of this project.

4. Conclusion

At its meeting on 21 September 2023 the T&F Group requested that comments and conclusions from the group should inform a report to Communities Scrutiny Committee on 19 October 2023, presented by the Chair of the T&F Group, Cllr. Peter Scott. It was agreed Members of the group could also attend Communities Scrutiny Committee meeting.

This report summarises the detailed in-depth discussions undertaken by the group and presents the key conclusions:

The Task and Finish Group reviewed the GTAA data analysis and summary findings at its meeting on 21st September 2023 and agreed that they were satisfied that the WG methodology had been applied appropriately to the analysis of need in the revision of the GTAA.

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Denbighshire County Council Gypsy and Traveller Accommodation Assessment (GTAA) Update

Final Report
October 2023



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Note: This GTAA Report updates the one that was published in November 2021 due to changes to the circumstances on a number of sites and additional interviews that have now been completed with households living in bricks and mortar and households living on unauthorised encampments.

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1. Executive Summary

Introduction and Methodology

- 1.1 The primary objective of this (2023) Gypsy and Traveller Accommodation Assessment (GTAA) Update is to provide a robust assessment of current and future need for Gypsy and Traveller¹ accommodation in Denbighshire.
- 1.2 The reasons for the update are that it has been brought to the attention of the Council that there have been changes to the occupation status on some of the sites that were included in the previous GTAA, and an extended family who declined to take part in an interview previously have now agreed to be interviewed. The update is only to the fieldwork and overall assessment of need.
- 1.3 The GTAA provides a robust and credible evidence base which can be used to aid in the understanding of, and the provision of, Gypsy and Traveller pitches and plots, and potential transit provision, for the Denbighshire Local Development Plan (LDP) period to 2033. The outcomes of this GTAA will replace the outcomes of the previous GTAA that was published in November 2021 and submitted to Welsh Government for approval in December 2021 as it now included a more up-to-date assessment of need.
- 1.4 The GTAA has sought to understand the accommodation needs of the Gypsy and Traveller population in Denbighshire through a combination of desk-based research, stakeholder engagement and engagement with members of the Travelling Community. In addition, during the preparation of the GTAA that was published in November 2021 a range of local stakeholders were invited to sit on a Project Steering Group; a wider GTAA Project Group was established; and a Task and Finish Group was established. An online survey was also distributed to all Elected Members, and City, Town, and Community Councils.
- 1.5 Following preliminary engagement with the Council, a total of 15 interviews were completed with Gypsies and Travellers living on unauthorised sites, unauthorised encampments, and living in bricks and mortar in Denbighshire. This represents a response rate of 100% of identified households. No Travelling Showpeople yards were identified in Denbighshire. Engagement was completed with neighbouring local authorities and other stakeholders during the preparation of the 2021 GTAA to discuss potential need for transit provision. In addition, the Gypsy, Roma, Traveller Liaison Officer sought to engage with households living on encampments.
- 1.6 The baseline date for the revised GTAA is **August 2023**.

Pitch Needs – Gypsies and Travellers

- 1.7 The Welsh Government Guidance requires 2 assessments of need – for the first 5 years of the GTAA period (2023/24 - 2027/28), and for the full LDP period to 2033.
- 1.8 Based upon the evidence presented in this study the estimated additional pitch provision needed for Gypsies and Travellers in Denbighshire for the first 5 years of the GTAA Study period to 2027/28 is for **16 pitches** and need for the remainder of the LDP period to 2033 is for a further **2 pitches**. This gives a total need to the end of the LDP period to 2033 for **18 pitches**. These figures should be seen as the projected amount of provision

¹ See Chapter 2 for the planning definition of a Traveller in Wales.

which is necessary to meet the statutory obligations towards identifiable needs of the population arising in the area. These figures are made up from a combination of unauthorised pitches; unauthorised encampments; concealed/doubled-up households; movement from bricks and mortar; and new household formation.

- 1.9 A detailed breakdown which sets out the components that make up this identified need, together with any other issues that have been taken into consideration can be found in **Chapter 6** of this report.

Plot Needs - Travelling Showpeople

- 1.10 There were no Travelling Showpeople identified living in Denbighshire so there is no current or future need for plots over the LDP period to 2033. The Council should however monitor any future approaches for planning permission from Travelling Showpeople and have in place appropriate Criteria-Based LDP policies to deal with any future applications.

Transit Recommendations

- 1.11 Discussions with local stakeholders, neighbouring local authorities, and analysis of records of unauthorised encampments, confirmed that there are instances of unauthorised encampments in Denbighshire, but that these are normally Travellers passing through for work purposes given that the area is on the main A55 travelling corridor across North Wales for Travellers coming to and from Ireland on the ferry from Holyhead. This is also evidenced by anecdotal information of repeat visits from the same households at similar times of the year.
- 1.12 There have been other localised instances of Travellers temporarily visiting Denbighshire to attend weddings or other events, but no further evidence of any long-term or permanent accommodation needs were identified.
- 1.13 The outcomes from the household interviews and discussions with stakeholders did not identify that there was a need for permanent transit provision locally, although there were discussions about a need for more transit provision across Wales.
- 1.14 It is understood that the Council have recently invested in employing a Gypsy, Roma, Traveller Liaison Officer post as well as formalising a more co-ordinated process for the management of unauthorised encampments. This is understood to be to ensure early engagement with families travelling through Denbighshire, and to provide a coordinated approach to ensure that welfare checks and facilities such as bins and toilets are provided. This resulted in engagement with a total of 5 households living on encampments during the GTAA fieldwork period and none expressed a specific need for formal transit provision. This role is also intended to build better relations between the Council and the Travelling Community. Discussions with the Council have concluded that this approach could be developed further to form the basis of a more comprehensive managed approach to include considerations of options such as negotiated stopping.
- 1.15 Despite the 2016 GTAA identifying a need for transit pitches in Denbighshire, more recent evidence suggests that this is no longer the case and that alternative approaches should be considered. As such it is recommended that **there is not a need at this time for the Council to provide a transit site** in Denbighshire due to the low numbers of unauthorised encampments, and the short-term transient nature of these encampments.

^{1.16} It is also recommended that the Council should continue to monitor the number of unauthorised encampments and consider the use of short-term toleration (including negotiated stopping arrangements) to deal with short-term transient stops. This management-based approach should also include consideration about whether to provide toilets, water and refuse facilities. There are a number of examples across Wales and England where management-based approaches to dealing with unauthorised encampments have been successful. A good example can be found at www.negotiatedstopping.co.uk. There are also many examples where local authorities are taking a more strategic and regional approach towards addressing transit issues including in Essex, Leicestershire, the former Northamptonshire, and Hampshire.

2. Background and Policy Context

The Study

- ^{2.1} Opinion Research Services (ORS) were appointed by Denbighshire County Council (the Council) as independent consultants to update the 2021 GTAA in June 2023 for the new LDP period to 2033.
- ^{2.2} The study provides an evidence base to enable the Council to comply with their requirements towards Gypsies and Travellers under Part 3 of the Housing (Wales) Act 2014, and to support the Denbighshire Replacement Local Development Plan (2018-33). The Act requires Local Authorities to undertake a GTAA at least every 5 years, although Local Authorities have flexibility to undertake GTAAs more frequently if a material change in the level of need in the area has been identified. The Council published a GTAA in November 2021 (covering the period up to 2033) and submitted it to Welsh Government in December 2021. Welsh Government wrote to all Local Planning Authorities in September 2019 to confirm those undertaking an LDP Review must ensure the GTAA establishes an evidence base for Gypsy and Traveller needs across the entire plan period. Welsh Government also confirmed that this may necessitate undertaking of a new GTAA (and providing appropriate site allocations, where relevant) prior to the statutory Deposit consultation to ensure plans can be found sound through the examination process and are able to be adopted. Denbighshire commenced a review of their adopted LDP (2006-2021) in 2018.
- ^{2.3} This GTAA provides an assessment of need for Gypsy and Traveller accommodation in Denbighshire to fulfil these requirements, updating the previous GTAA published in 2021. It is a robust and credible evidence base which can be used to aid in the understanding of, and the provision of Gypsy and Traveller pitches and plots, and also to support the Denbighshire Replacement LDP (2018-2033).
- ^{2.4} We would note at the outset that the study covers the needs of Gypsies (including English, Scottish, Welsh and Romany Gypsies), Irish Travellers, New (Age) Travellers, and Travelling Showpeople, but for ease of reference we have referred to the study as a GTAA.
- ^{2.5} The baseline date for the revised GTAA is **August 2023**.

Legislation and Guidance

Welsh Government Circular 005/2018

- ^{2.6} Welsh Government Circular 005/2018 provides updated guidance on the planning aspects of identifying sustainable sites for Gypsies and Travellers. It also outlines how planning authorities and Gypsies and Travellers can work together to achieve this aim. It supersedes advice contained in Circular 30/2007 “Planning for gypsy and traveller caravan sites”, Circular 78/91 “Travelling Showpeople” and Circular 76/94 “Gypsy Sites Policy and Unauthorised Camping”.
- ^{2.7} The Circular include guidance on a range of issues relating to Gypsies and Travellers including:
- » Definition of Travellers
 - » Gypsies and Travellers – A Context
 - » Duty to Provide Sites
 - » Providing the Evidence Base

- » Regional Working
- » Development Plans
- » Major Development Projects
- » Designated Areas
- » Planning Applications
- » Enforcement
- » Appeals
- » Human Rights and Equality of Opportunity
- » Monitoring Planning Applications

Well-being of Future Generations (Wales) Act 2015

^{2.8} In relation to Gypsies and Travellers, Welsh Government Circular 005/2018 sets out that:

7. The Well-being of Future Generations (Wales) Act 2015 sets a framework for local authorities across Wales to ensure the ‘sustainable development principle’ (meeting the needs of the present without compromising the ability of future generations to meet their own needs) is met. Section 4 of the Act puts in place a number of well-being goals which authorities are to seek to achieve in order to meet this principle. These goals include achieving ‘a Wales of cohesive communities’, containing attractive, viable, safe and well-connected communities, and ‘a Wales of vibrant culture and thriving Welsh language’, containing a society that promotes and protects culture, heritage and the Welsh language.

8. Housing is a fundamental issue that affects the lives of people across Wales, including our Gypsy and Traveller communities. The Welsh Government seeks to ensure a wide choice of accommodation is available to meet the needs of all members of the community. It is reflective of the Government’s commitment to ensure equality of opportunity for all sections of the community and in this instance, Gypsies and Travellers should have equal access to culturally appropriate accommodation as all other members of the community.

Housing (Wales) Act 2014

^{2.9} Part 3 of the Housing (Wales) Act 2014 (the Act) sets out that a *local housing authority must, in each review period, carry out an assessment of the accommodation needs of Gypsies and Travellers residing in or resorting to its area.*

^{2.10} Section 102 of the Act requires that local authorities must prepare a report which they must submit to Welsh Ministers for approval that:

- » details how the assessment was carried out.
- » contains a summary of:
 - the consultation it carried out in connection with the assessment, and
 - the responses (if any) it received to that consultation.
- » details the accommodation needs identified by the assessment.

^{2.11} Once approved the local housing authority must publish the assessment.

- 2.12 If need is identified in the GTAA report, Section 103 of the Act requires that a local authority must exercise its powers in Section 56 of the Mobile Homes (Wales) Act 2013 so far as may be necessary to meet those needs.
- 2.13 Section 106 of the Act sets out that local authorities should have regard to any guidance given by Welsh Ministers. Guidance on Undertaking GTAAs was published by Welsh Government in May 2015 and this Guidance remains in place in 2020.
- 2.14 The GTAA Guidance covers the following issues:
- » Why a specific GTAA is required?
 - » What should be produced?
 - » Who needs to be consulted?
 - » What data sources need to be reviewed?
 - » Understanding the culture of Gypsy and Traveller communities.
 - » How to identify and communicate with Gypsies and Travellers?
 - » How to design, manage and undertake a GTAA?
 - » Support with partnership working and working regionally.
 - » Exploring specialist surveys, techniques, and questions to be used.
 - » How accommodation ‘need’ is assessed?
 - » Submitting reports to Welsh Ministers.
 - » How to make provision for identified need?
- 2.15 Section 108 of the Act sets out that:
- » **Accommodation needs** - includes, but is not limited to, needs with respect to the provision of sites on which mobile homes may be stationed.
 - » **Gypsies and Travellers** – means persons of a nomadic habit of life, whatever their race or origin, including persons who, on grounds only of their own or their family’s or dependent’s educational or health needs or old age, have ceased to travel temporarily or permanently, and members of an organised group of travelling show people or circus people (whether or not travelling together as such), and all other persons with a cultural tradition of nomadism or of living in a mobile home.
 - » **Mobile home** - has the meaning given by section 60 of the Mobile Homes (Wales) Act 2013.

Mobile Homes (Wales) Act 2013

- 2.16 The GTAA Guidance sets out the requirement that local authorities have to meet a legal duty to exercise their functions to provide mobile home pitches to meet any identified needs. These are set out in Section 60 of the Mobile Homes (Wales) Act 2013.
- 2.17 In this Act “*mobile home*” means:
- » *Any structure designed or adapted for human habitation which is capable of being moved from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer) and any motor vehicle designed or adapted for human habitation but does*

not include any railway rolling stock which is for the time being on rails forming part of a railway system, or any tent.

- » *A structure designed or adapted for human habitation which is composed of not more than 2 sections separately constructed and designed to be assembled on a site by means of bolts, clamps, or other devices, and is, when assembled, physically capable of being moved by road from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer).*

Welsh Government Designing and Managing Gypsy and Traveller Sites Guidance

- ^{2.18} As well as publishing guidance on undertaking GTAA's in May 2015 the Welsh Government also published additional guidance on designing and managing Gypsy and Traveller sites in order to assist local authorities in meeting need for Gypsies and Travellers. These two documents are intended as a guide to assist Local Authorities in providing appropriate services at reasonable cost to the public purse for Gypsies and Travellers living on residential sites in Wales. They contain practical guidance to assist local authorities to ensure sites are fit-for-purpose, and how best to manage public Traveller sites. The guidance is not statutory. However, it is anticipated by Welsh Government that the guidance will help local authorities and others in the development, improvement and management of Gypsy and Traveller sites, and will form part of the consideration of the Welsh Government in assessing applications for Sites Capital Grant funding in relation to Gypsy and Traveller sites.

Denbighshire Local Development Plan (2006-2021), Adopted 2013

- ^{2.19} The Denbighshire LDP (2006-2021) was adopted by Denbighshire County Council on the 4th of June 2013 and became operative immediately. The adopted LDP superseded and replaced the earlier Denbighshire Unitary Development Plan.
- ^{2.20} The LDP includes one policy relating to Gypsies and Travellers – Policy BSC 10 Gypsy & Traveller Sites.

Policy BSC 10 – Gypsy & Traveller Sites

Proposals for gypsy and traveller caravan sites (including mixed residential and business sites) will be permitted provided the following criteria are met:

- i) the site is situated outside the Area of Outstanding Natural Beauty, Green Barriers and the Pontcysyllte Canal and Aqueduct World Heritage site (including the buffer zone); and
- ii) the site is located within or on the outskirts of an established settlement boundary with access to a range of facilities/services (including schools), public transport and main transport routes; and,
- iii) the proposal makes suitable provision for on-site play space, storage, and parking; and,
- iv) the proposal would not be detrimental to the amenity of occupiers of adjacent properties.

Sites in other locations will only be permitted where it is demonstrated that sites within or on the outskirts of an established settlement boundaries are not available and all the above criteria are met.

The Council will identify permanent and transit caravan sites for gypsies and travellers should an unmet need be identified for Denbighshire in the emerging North West Wales Local Housing Market Assessment.

Definition of Key Terms

^{2.21} The 2015 GTAA Guidance contains common definitions that have been used in the Guidance and that will also be used in the GTAA Report. These can be found in **Appendix A**.

3. Analysis of Existing Data

- 3.1 The purpose of this section of the GTAA is to set out current information relating to the Gypsy and Traveller population in Denbighshire including previous assessments of need, socio-demographic data, caravan count data and the current provision of accommodation.

Current and Previous GTAAs

Denbighshire GTAA 2021

- 3.2 The most recent GTAA for Denbighshire was completed by ORS and the Final GTAA report was published in November 2021. Based upon the evidence presented in the study the estimated additional pitch provision needed for Gypsies and Travellers in Denbighshire for the first 5 years of the GTAA plan period was for 8 pitches, and for the remainder of the GTAA plan period for a further 4 pitches. This gave a total need for the whole GTAA plan period of 12 pitches.
- 3.3 It was also recommended that there was no need for the Council to provide any transit pitches in Denbighshire.
- 3.4 Given that there were no Travelling Showpeople identified as living in Denbighshire, no assessment of need was undertaken.

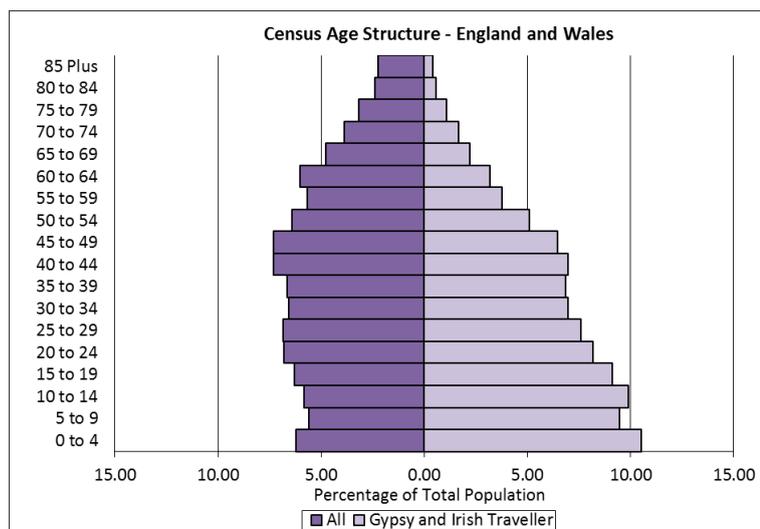
Population Data – 2011 and 2021 Census

- 3.5 Analysis of 2021 Census data relating to the Gypsy and Traveller population identified a total of 23 households who identified as Gypsies or Irish Travellers living in Denbighshire, and a further 14 households who identified as Roma (a new ethnicity category that was included in the 2021 Census) – representing less than 0.08% of households as a whole. It is likely that this could be an under-estimate given the accepted lower than average levels of response to the Census from the members of the Gypsy and Traveller community.
- 3.6 Detailed analysis of the 2021 Census has not yet been completed, but data from the 2011 Census does identify some significant demographic differences when compared to the population as a whole. These are important in terms of explaining the higher rate of new household formation for Gypsy and Traveller households compared with the settled population. In summary the 2011 Census shows that nationally for England and Wales:
- » Just under half of Gypsy or Irish Traveller households had dependent children (45%), compared to 29% for England and Wales as a whole.
 - » The median age of Gypsies or Irish Travellers was 26 years compared to the national median of 39 years.
 - » Just 6% of the Gypsy or Irish Traveller population were aged 65 years and over compared to a national figure of 16%.
 - » Gypsies or Irish Travellers below 20 years of age accounted for 39% of the population compared to a national figure of 24%.
 - » Gypsies or Irish Travellers below 10 years of age accounted for 20% of the population compared to a national figure of 12%.

- » Gypsies or Irish Travellers had the lowest proportion of people rating their health as good or very good at 70% compared to a national figure of 81%.

3.7 The chart below shows the age structure for the whole population (All) and the Gypsy or Irish Traveller population in England and Wales. This shows that there is a higher proportion of Gypsy or Irish Traveller children and younger adults, and significantly lower proportions of those aged 50 and over. This is due to higher birth rates and lower life expectancy for the Gypsy and Traveller population. Unfortunately, due to the low numbers of Gypsies and Irish Travellers identified in the 2011 Census living in Denbighshire it is not possible to make any meaningful comparisons at a local level.

Figure 1 - Comparison of Census Age Structure (2011 Census)



Caravan Count Data

- 3.8 Another source of published information on the Gypsy and Traveller population is the Welsh Government Gypsy and Traveller Caravan Count which uses data provided by Local Authorities and is published twice a year.
- 3.9 This is a physical count of the number of caravans on both authorised and unauthorised sites across Wales. As this count is of caravans and not households, it makes it very difficult to interpret and use for a study such as this because it does not count pitches, resident households, or household demographics. The published count data is merely a snapshot in time conducted by the Local Authority on a specific day in January and July, and therefore any unauthorised sites or encampments which occur on other dates are not recorded. Likewise, any caravans that are away from sites on the day of the count will not be included. The count also does not seek to determine the ethnic status of the occupiers of caravans.
- 3.10 However, the data captured in the Caravan Count does give an indication of the number of sites, and authorised and unauthorised caravans in each local authority, and can be useful in supporting the determination of any transit needs and identifying year on year trends to support an assessment of need.
- 3.11 More recently in Wales a live system has been put in place which allows local authorities to upload details of encampments when they occur throughout the year.
- 3.12 The latest Gypsy and Traveller Caravan County data for Wales is from January 2023 and was published in April 2023.

- 3.13 The latest time series statistical data available published on StatsWales is from April 2020. Analysis of the Caravan Count Data for Denbighshire between January 2010 and July 2021 shows that there have been 2 unauthorised sites recorded in recent years, with 3 tolerated caravans on 1 site and 3 non-tolerated caravans on the other site. It is understood from the Council that these are the 2 unauthorised sites that were identified in the November 2021 GTAA.
- 3.14 Data from the January 2023 Caravan Count identified a total of 3 caravans on unauthorised sites that are tolerated, and 3 caravans on unauthorised sites that are not tolerated, on 2 unauthorised sites.
- 3.15 In addition, details of all recorded encampments from 2014 were provided by the Council and were analysed to help to determine whether there was any need for transit provision. See Chapter 6 for further details.

Current Accommodation Provision

- 3.16 One of the main considerations of this study is provide evidence to support the provision of pitches and plots to meet the current and future accommodation needs of Gypsies and Travellers in Denbighshire. In general, a pitch is an area which is large enough for one household to occupy and typically contains enough space for one or two caravans but can vary in size. A site is a collection of pitches which form a development exclusively for Gypsies and Travellers. For Travelling Showpeople, the most common descriptions used are a plot for the space occupied by one household and a yard for a collection of plots which are typically exclusively occupied by Travelling Showpeople.
- 3.17 The public and private provision of mainstream housing is also largely mirrored when considering Gypsy and Traveller accommodation. One common form of a Gypsy and Traveller site is a publicly provided residential site, which is provided by a Local Authority or by a Housing Association. Pitches on public sites can usually be obtained through signing up to a waiting list, and the costs of running the sites are met from the rent paid by the tenants (similar to social housing).
- 3.18 The alternatives to public residential sites are private residential sites and yards for Gypsies and Travellers. These result from individuals or families buying areas of land and then obtaining planning permission to live on them. Households can also rent pitches on some private sites that are run on a commercial basis. Therefore, these two forms of accommodation are the equivalent to private ownership and renting for those who live in bricks and mortar housing. Generally, the majority of Travelling Showpeople yards are privately owned and managed.
- 3.19 The Gypsy and Traveller population also has other forms of sites due to its mobile nature. Transit sites tend to contain many of the same facilities as a residential site, except that there is a restricted period of residence which can vary from a period of weeks to a period of months. An alternative to a transit site is an emergency stopping place. This type of site also has restrictions on the length of time someone can stay on it but has much more limited facilities. Another alternative is a Negotiated Stopping Agreement that allows Gypsy and Traveller families to set up short-term camps as long as they agree to certain conditions. These are designed to accommodate, for a temporary period, Gypsies and Travellers whilst they travel. A number of authorities also operate an accepted encampments policy where short-term stopovers are tolerated without enforcement action.
- 3.20 Further considerations for the Gypsy and Traveller population are unauthorised developments and encampments. Unauthorised developments occur on land which is owned by the Gypsies and Travellers or with the approval of the landowner, but for which they do not have planning permission to use for residential

purposes. Unauthorised encampments are usually short-term and occur on land which is not owned by the Gypsies and Travellers – for example laybys or car parks.

Sites and Yards in Denbighshire

- ^{3.21} In Denbighshire, at the baseline date for the GTAA, there were no sites with planning permission, and 2 unauthorised sites (7 pitches). There was also no transit provision.
- ^{3.22} Despite efforts to identify them, no Travelling Showpeople yards were found in Denbighshire. This is consistent with findings from previous GTAA's for Denbighshire.
- ^{3.23} Further details can be found in Chapter 5 and **Appendix B**.

Figure 2 - Total amount of provision in Denbighshire (August 2023)

Category	Sites/Yards	Pitches/Plots
Private with permanent planning permission	0	0
Private sites with temporary planning permission	0	0
Public sites	0	0
Public transit provision (seasonal)	0	0
Private transit provision	0	0
Tolerated sites	0	0
Unauthorised sites	2	7
Travelling Showpeople yards	0	0
TOTAL	2	7

Figure 3 - Sites and Yards in Denbighshire (August 2023)

Site Name	Pitches/Plots	Status
Unauthorised 1	1	Unauthorised
Unauthorised 2	6	Unauthorised
Total	7	

4. Methodology

4.1 This section sets out the methodology that has been followed to deliver the outputs for this study. The Welsh Government GTAA Guidance issued under Section 106 of the Housing (Wales) Act sets out the requirements for the GTAA and the methodology and calculation of need that has been followed has sought to address these and allow for a full and robust GTAA to be completed. The study has been undertaken by ORS, in conjunction with Denbighshire County Council, and the approach taken covers the following core areas of work:

- » GTAA Project Steering Group.
- » GTAA Project Board.
- » Task and Finish Group.
- » Identifying and analysing existing data sources.
- » Publicising the accommodation assessment.
- » Conducting the accommodation assessment surveys.
- » Calculating the accommodation needs of Gypsies and Travellers.

4.2 The stages below provide a summary of the methodology that was used to complete this study.

GTAA Project Steering Group

4.3 The Welsh Government GTAA Guidance requires that a Project Steering Group be established to ensure that the study is informed by all available local knowledge and expertise. The Council set up and managed a Joint Steering Group for Denbighshire and Conwy as part of the 2021 GTAA as it was a joint commission. The individuals who attended the meetings of the GTAA Steering Group were:

Figure 4 – GTAA Project Steering Group Membership

Organisation	Role
Denbighshire CC	Lead Member for Planning, Public Protection and Safer Communities
Denbighshire CC	Strategic Planning and Housing Manager
Denbighshire CC	Lead Project Manager
Denbighshire CC	Senior Officer, Strategic Planning and Housing
Denbighshire CC	Senior Officer, Strategic Planning and Housing
Conwy BC	Cabinet Member for Housing and Regulatory Services
Conwy BC	Strategic Planning Policy Manager
Opinion Research Services	Consultant
Opinion Research Services	Consultant
Travelling Ahead	North Wales Engagement Lead
Travelling Ahead	Team Manager

4.4 As set out in the GTAA Guidance the key responsibilities of the Steering Group were to agree on the aims and objectives of the study; to promote the benefits of the study to members of the Travelling Community; to help identify households living in bricks and mortar and on unauthorised sites and encampments; to provide expert stakeholder input into the identification of local need; to provide feedback on the emerging outputs from the study; and to share and promote the final outcomes to members of the Travelling Community. The

first Steering Group meeting was held in June 2021, the second Steering Group Meeting was held in November 2021, and a final Steering Group Meeting was held in January 2022. All meetings were held online due to COVID-19.

- 4.5 The first Steering Group meeting discussed the background to the GTAA and clarified the purpose and the role of the Group. Means of communicating the GTAA were also discussed, together with opportunities to engage with households living in bricks and mortar. The second Steering Group meeting provided an opportunity for an update on the emerging outcomes of the assessment of need and an opportunity to discuss the content of the Draft GTAA Report. The final Steering Group meeting discussed sharing the GTAA Report, discussing how the study outcomes could be communicated to members of the Travelling Community and how to address the identified need in LDP Policies.

GTAA Project Board

- 4.6 In addition to establishing a GTAA Steering Group as required by the Welsh Government GTAA Guidance, the Council also established a GTAA Project Board to support the 2021 GTAA. The key purpose of the Project Board was to provide oversight, direction, and governance for the GTAA project and its workstreams in Denbighshire. It also provided a forum for managing communications and stakeholder engagement. It operated in a similar manner to other Project Boards within the local authority, managing the detail of the project including progress, issues, and risks. The Project Board met monthly since June 2020 until the publication of the 2021 GTAA Report. The Project Board was reconvened in December 2022 to support the 2023 GTAA Update and has met monthly since February 2023.
- 4.7 Membership of the GTAA Project Board comprised the following members with full voting rights:

Figure 5 – GTAA Reconvened Project Board Membership

Role
Lead Member for Local Development and Planning
Head of Planning, Public Protection and Countryside Services
Head of Legal, HR & Democratic Services
Corporate Director – Economy and Environment
Head of Housing and Community Services

Task & Finish Group

- 4.8 A Task & Finish Group was also established by the Council to support the 2021 GTAA. This Group was also reconvened to support the 2023 GTAA Update. The key purposes of the Group were to:
- » Ensure that the approach taken to deliver the new Gypsy and Traveller Accommodation Assessment complied with the Welsh Government methodology and that previous feedback was considered within the new document in line with Scrutiny requirements.
 - » To monitor progress and advise as necessary on the delivery of the Assessment, and to help develop a suitable Stakeholder Engagement Plan to satisfy Scrutiny concerns and requirements.

- 4.9 A total of 5 meetings of the Group were held between May and September 2021, and a final meeting was held in November 2021 to discuss the Draft GTAA Report. Since it was reconvened the Group has met 3 times since March 2023
- 4.10 Membership of the Task & Finish Group comprised Elected Members appointed by each of the Councils 6 Member Area Groups, together with support from Officers. In addition, other individuals were invited to attend certain meetings of the group to discuss specific issues:

Figure 6 – GTAA Reconvened Task & Finish Group

Role
Member Area Group Representative for Elwy (Chair)
Member Area Group Representative for Dee Valley
Member Area Group Representative for Denbigh
Member Area Group Representative for Prestatyn
Member Area Group Representative for Rhyl
Member Area Group Representative for Ruthin
Lead Member for Local Development
Strategic Planning and Housing Manager
Corporate Project Manager

- 4.11 It is anticipated that further meetings of the reconvened Project Board and Task & Finish Group will be held to discuss the outcomes of this GTAA Update.

Stakeholder Engagement

- 4.12 In addition to the Steering Group contact was made with a number of stakeholders listed in Annex 1 in the GTAA Guidance to identify whether they had any particular issues they would like to raise in relation to Gypsies and Travellers in Denbighshire. The organisations that were contacted were:
- » Friends, Families and Travellers
 - » Gypsies & Travellers Wales
 - » Roma Support Group
 - » The Bridges Project
 - » The Gypsy Council
 - » The National Federation of Gypsy Liaison Groups
 - » The Showmen’s Guild of Great Britain - South Wales
 - » The Traveller Movement
 - » The Unity Project
 - » Travelling Ahead
- 4.13 The only response that was received was from Travelling Ahead and a summary of the interview that was completed in 2021 can be found in **Appendix E**.

Identify and Analyse Existing Data

- 4.14 A desk-based review was undertaken to collate and analyse a range of secondary data and other local intelligence that has been used to identify and support the assessment of current and future accommodation need including:
- » Planning records.
 - » Census data.
 - » Site records and waiting lists.
 - » Caravan Counts data.
 - » Records of unauthorised sites/encampments.
 - » Information on planning applications/appeals.
 - » Information on enforcement actions.
 - » Existing GTAA's and other relevant local studies.
 - » Existing national and local policy, guidance, and best practice.

Publicise the Accommodation Assessment

- 4.15 In order to get buy-in from members of the Travelling Community during the preparation of the 2021 GTAA to ensure that they were able and willing to participate in the site and household interviews and provide accurate information, it was important that effective publicity and pre-notification was put in place. This was also very important in terms of identifying households living in bricks and mortar accommodation to interview as part of the study.
- 4.16 The approach to publicity was discussed with members of the Steering Group prior to the fieldwork commencing. This publicity that was put in place included the actions below and examples can be found in **Appendix F**:
- » Press Releases.
 - » Information on the Council's website.
 - » Information in the Council's online residents' publication 'County Voice'.
 - » Social media adverts.
 - » Posters in a range of community venues and libraries.
 - » Promotion through front-line services including the Local Health Board and North Wales Police.
 - » Online engagement with Elected Members, and City, Town, and Community Councillors.
 - » Information circulation by Gypsy and Traveller advocacy organisations.
 - » Word-of-mouth information sharing by Gypsy Liaison officers.
 - » Contact with organisations set out in the Welsh Government GTAA Guidance.

- 4.17 This approach was not repeated for the 2023 GTAA Update as the Council were aware of all the existing Gypsy and Traveller sites in Denbighshire.

Conducting the Accommodation Assessment Surveys

Household Interviews

- 4.18 Through the desk-based research and previous information from the Steering Group, ORS worked closely with the Council to identify all authorised and unauthorised sites, yards, and encampments in Denbighshire, and sought to undertake a full demographic study of the residents on all pitches and plots – as required by the Welsh Government GTAA Guidance.
- 4.19 Contact details for site residents were obtained from the Council and permission was obtained from residents prior to any contact information for telephone numbers being shared with Researchers from ORS via secure email.
- 4.20 Residents on sites were contacted by telephone by Researchers from ORS to arrange an appointment to complete a face-to-face interview. However, all households who were contacted requested to complete their interviews over the telephone. Interviews were completed with all households using the Welsh Government GTAA Household Interview questions.

Bricks and Mortar Interviews

- 4.21 During the completion of the 2021 GTAA ORS worked closely with the Council to identify and encourage households living in bricks and mortar to participate in the assessment. Contacts were sought through members of the Steering Group, speaking with people on existing sites and adverts on social media, and through posters displayed on community noticeboards and within local communities. Permission was obtained for telephone numbers to be shared with Researchers from ORS.
- 4.22 For the 2023 GTAA Update ORS liaised with the Council to identify any further contacts for households living in bricks and mortar and a total of 4 households were identified.
- 4.23 Residents living in bricks and mortar were contacted by telephone by Researchers from ORS to arrange an appointment to complete a face-to-face interview. However, all 4 households who were contacted requested to complete their interviews over the telephone, or via Teams. Interviews were completed with all households using the Welsh Government GTAA Household Interview questions.

Calculate the Accommodation Needs of Gypsies, Travellers and Travelling Showpeople

- 4.24 The Welsh Government GTAA Guidance sets out a detailed methodology to assess current and future pitch needs. This approach has been followed for the purpose of this GTAA.
- 4.25 As with any housing assessment, the underlying calculation is comprised of a relatively small number of factors. In this case, the key issue for residential pitches is to compare the supply of pitches available for occupation with the current and future population need. This information has been obtained from a

combination of the desk-based research and the outcomes of the site and household interviews. The key factors in each of these elements are set out below.

Current Residential Supply

- » Occupied local authority pitches.
- » Occupied authorised private pitches.
- » Vacant local authority pitches and available private pitches.
- » Pitches expected to be vacated in the near future.
- » New local authority pitches private pitches with planning permission.

Current Residential Demand

^{4.26} Total current residential demand is made up of the following components. It was important to make full use of the desk-based research and intelligence from members of the Steering Group to address issues of double counting (for example bricks and mortar households who are also on the waiting list for pitches):

- » Households on unauthorised developments.
- » Households on unauthorised encampments.
- » Concealed /over-crowded/doubled-up households².
- » Conventional housing – movement from bricks and mortar³.
- » New households to arrive from waiting lists/in-migration.

Future Demand

^{4.27} Total future demand is a result of the formation of new households during the study period. ORS has undertaken extensive research into the population and household growth of the Gypsy and Traveller community in England and Wales (**Appendix G**). This was used to inform this element of the Welsh Government GTAA Guidance (see Paragraphs 203-209). Paragraph 203 sets out that the research completed by ORS suggests that an acceptable growth rate is usually within the range of 1.50% – 3.00% per annum and Paragraph 204 sets out that Local Authorities should analyse the demographic data provided by community members to consider their own local anticipated future household growth.

^{4.28} Information from the site interviews provides details of the gross number of new households expected to form within the first 5 years of the study.

^{4.29} The estimate of new household formation for remaining years of the study has been completed based on demographic evidence from the site interviews. Further evidence to support the approach taken to calculate new household formation is set out in Chapter 6.

² Following the guidance set out in Paragraphs 195-201 of the GTAA Guidance.

³ Following the guidance set out in Paragraphs 172-183 of the GTAA Guidance.

Final Outcomes

- 4.30 All of the components of supply and demand are presented in an easy-to-understand table as set out in the GTAA Guidance in Table 3.

Transit Provision

- 4.31 The GTAA also includes an assessment of the need for any transit sites or temporary stopping places to meet the needs of members of the Travelling Community who either travel permanently or for part of the year. In order to investigate the potential need for transit provision when undertaking the GTAA, ORS have undertaken analysis of records of unauthorised sites and encampments that were identified during the desk-based research. Data from the Gypsy and Traveller Caravan Count has also been considered as supporting evidence.

Compliance with Engagement Checklist

- 4.32 The table below shows that the 2021 GTAA has been compliant with all of points set out in the Engagement Checklist in the Welsh Government GTAA Guidance. Given that the 2023 GTAA Update only included a new round of household interviews and subsequent needs analysis, the checklist has been updated where appropriate.

Figure 7 – Engagement Checklist

	Task	Completed
1	<p>Visit every Gypsy, Traveller and Travelling Showperson household identified through the data analysis process up to 3 times, if necessary.</p> <p><i>It was possible for ORS Researchers to contact households living on every site in Denbighshire, and it was possible to interview all resident households that were identified over the phone. [Updated]</i></p>	✓
2	<p>Publish details of the GTAA process, including contact details to allow community members to request an interview, on the local authority website, Travellers Times website and the World's Fair publication. In addition, adverts were placed by Welsh Government.</p> <p><i>Extensive publicity was undertaken to promote the GTAA, and details can be found in Appendix F. However, Worlds Fair ceased being published as a weekly newspaper in 2019 (although there are plans to relaunch it in 2021) and Travellers Times no longer publish details of GTAAs on their Facebook pages.</i></p>	✓
3	<p>Consult relevant community support organisations, such as those in Annex 1.</p> <p><i>Engagement was sought with all organisations listed in Annex 1 of the GTAA Guidance. The only organisation that responded was Travelling Ahead and a telephone interview was completed with their Team Manager. A summary of the outcomes of the interview can be found in Appendix E.</i></p>	✓
4	<p>Develop a Local Authority waiting list for both pitches and housing, which is accessible and communicated to community members.</p>	✓

	<i>There are no public sites in Denbighshire County Council.</i>	
5	<p>Endeavour to include Gypsies and Travellers on the GTAA Project Steering Group.</p> <p><i>Due to the small numbers of Gypsy and Traveller households within the county, it was not possible to encourage a member of the Gypsy and Traveller community to sit on the Steering Group.</i></p>	✓
6	<p>Ensure contact details provided to the local authority by community members through the survey process are followed up and needs assessed.</p> <p><i>All contacts provided by the local authority were followed up and interviews were completed with all households. [Updated].</i></p>	✓
7	<p>Consider holding on-site (or nearby) GTAA information events to explain why community members should participate and encourage site residents to bring others who may not be known to the local authority.</p> <p><i>Due to the very small number of Travellers in Denbighshire and COVID-19 restrictions, it was not possible to hold any on-site information events.</i></p>	✓

5. Survey Findings

Background

- 5.1 The desk-based research, and additional information from the Council, identified a total of 2 unauthorised Gypsy and Traveller sites and no Travelling Showpeople yards in Denbighshire. A total of 4 households living on unauthorised encampments and 4 households living in bricks and mortar were also identified.

Figure 8 - Sites in Denbighshire (August 2023)

Site Name	Pitches	Status
Unauthorised 1	1	Unauthorised
Unauthorised 2	6	Unauthorised
Various (x4)	4	Encampments
Various (x4)	n/a	Bricks and Mortar
TOTAL	11	

- 5.2 Interviews were attempted with households on the sites and encampments between June 2023 and August 2023 and a total of 7 successful interviews were completed across all the 2 sites and encampments. In addition, a total of 4 interviews were completed with households that were identified living in bricks and mortar. This represented an overall response rate of 100% of occupied pitches and households

Figure 9 – Interviews completed in Denbighshire (August 2023)

Site/Yard Name	Pitches	Interviews	Refusals
Unauthorised 1	1	1	0
Unauthorised 2	6	6	0
Unauthorised 3	1	1	0
Unauthorised 4	1	1	0
Unauthorised 5	1	1	0
Unauthorised 6	1	1	0
Bricks and Mortar 1	1	1	0
Bricks and Mortar 2	1	1	0
Bricks and Mortar 3	1	1	0
Bricks and Mortar 4 ⁴	1	1	0
TOTAL	15	15	0

- 5.3 In addition the 2021 GTAA identified a further household who were living in bricks and mortar which they felt was unsuitable for their needs. The Council have confirmed that this household have now been rehoused in suitable accommodation and as such their needs have not been included in the GTAA Update.

Interview Log

- 5.4 A copy of the Interview Log can be found in **Appendix C**.

⁴ This household was living on an unauthorised site in Denbighshire at the time of the 2021 GTAA but have now moved to a bricks and mortar property in Wrexham. Their needs have not been included in the GTAA Update.

Overview and Demographics of Residents

- 5.5 Information collected on the type of accommodation lived in by those who were interviewed shows that the Gypsies and Travellers who were interviewed in Denbighshire live on unauthorised sites, unauthorised encampments, or in bricks and mortar.
- 5.6 Ethnicity data was captured from all the households that were interviewed on the unauthorised Gypsy and Traveller sites and for those living in bricks and mortar. All those who were interviewed identified as Welsh Gypsies.
- 5.7 In total the interviews identified 39 residents living on the 2 unauthorised Gypsy and Traveller sites, the 4 encampments, and living in bricks and mortar. This was made up of 24 adults and 15 children aged under 18. This equates to 62% adults and 38% children and teenagers. Although not a direct comparison, data from the 2011 Census for Denbighshire as a whole (the settled community and the Gypsy or Irish Traveller community) and for Gypsies or Irish Travellers has been compared to the site population. This shows a higher proportion of those aged under 18 in the Gypsy and Traveller population when compared to that of the Denbighshire population as a whole. This is important when considering the new household growth rate that could be applied to the population when longer-term need is determined.

Figure 10 – Age and Gender of Household Members as % of Total Residents Interviewed (August 2023)

Age and Gender - Sites	Number	%
Male	21	54
Female	18	46
Under 18	15	39
18 and over	24	61

Interview Summary

- 5.8 Summaries of the interviews that were completed with Gypsies and Travellers living on unauthorised sites, unauthorised encampments, and living in bricks and mortar can be found in **Appendix D**.

6. Assessing Accommodation Needs

- 6.1 This section focuses on the pitch provision which is needed by Denbighshire County Council for a short-term period of 5 years and the full LDP period to 2033. This includes both current unmet need and need which is likely to arise in the future. This period allows for robust forecasts for future provision, based upon the evidence contained within this study and from secondary data sources.
- 6.2 This section is based upon a combination of information from the household interviews, planning records, and from the Council. In many cases, the survey data is not used in isolation, but instead is used to validate information from planning records or other sources.
- 6.3 This section concentrates not only upon the total provision, which is needed in the area, but also whether there is a need for any transit sites and/or emergency stopping place provision.
- 6.4 Welsh Government Guidance requires an assessment of current and future pitch needs and provides a prescribed framework for undertaking this calculation. This framework has been followed for the purpose of this GTAA.
- 6.5 As with any assessment of housing need the underlying calculation can be broken down into a relatively small number of factors. In this case, the key issue for residential pitches is to compare the supply that is available for occupation with the current and future needs of the households. The key factors in each of these elements are set out in the sections below.

Current Residential Supply

- » Occupied local authority pitches.
- » Occupied authorised private pitches.
- » Vacant local authority pitches and available private pitches.
- » Pitches expected to be vacated in the near future.
- » New local authority pitches private pitches with planning permission.

Current Residential Demand

- » Households on unauthorised encampments.
- » Households on unauthorised developments.
- » Concealed /over-crowded/doubled-up households⁵.
- » Conventional housing – movement from bricks and mortar⁶.
- » New households to arrive from waiting lists/in-migration.

⁵ Following the guidance set out in Paragraphs 195-201 of the GTAA Guidance.

⁶ Following the guidance set out in Paragraphs 172-183 of the GTAA Guidance.

Future Demand

- 6.6 Total future demand is a result of the formation of new households during the study period. Information from the site interviews provides details of the gross number of new households expected to form within the first 5 years of the study (although it is important to *net* this off against supply that has been identified during the first 5 years of the study). New household formation for the remainder of the study period have been based on demographic evidence from the site interviews.

Current Authorised Residential Supply

- 6.7 To assess the current Gypsy and Traveller provision it is important to understand the total number of existing pitches and their planning status. At the baseline for the GTAA there were no authorised sites in Denbighshire.

Figure 11 – Total number of authorised sites in Denbighshire (August 2023)

Category	Sites	Pitches	Occupied
Private sites with permanent planning permission	0	0	0
Private sites with temporary planning permission	0	0	0
Public sites (Council and Registered Providers)	0	0	0
Public transit provision	0	0	0
Private transit provision	0	0	0
Tolerated sites	0	0	0
Total	0	0	0

- 6.8 The next stage of the process is to assess how much space is, or will become, available on existing sites in order to determine the supply of available pitches. The main ways of finding this is through:
- » **Current vacant pitches** – There are no authorised sites in Denbighshire.
 - » **Pitches expected to become vacant** – There are no authorised sites in Denbighshire.
 - » **Pitches currently with planning permission** – There are no pitches on sites that have planning permission that have not been implemented.
- 6.9 This gives a figure for **overall supply of no pitches**.

Figure 12 - Summary of Pitch Supply in Denbighshire - August 2023

Category	Pitches
Current vacant pitches	0
Pitches expected to become vacant	0
Movement to bricks and mortar	0
Out-migration	0
Unimplemented pitches with planning consent	0
TOTAL SUPPLY	0

Current Residential Demand

- 6.10 The next stage of the process is to assess current need and determine how many households are currently seeking pitches in the area.

Current Unauthorised Sites and Encampments

- 6.11 The study has identified 2 unauthorised sites in Denbighshire. A site with 1 pitch (Unauthorised 1) and a site with 6 pitches (Unauthorised 2). The study also identified 4 households living on unauthorised encampments in Denbighshire.

Figure 13 - Summary of Unauthorised and Tolerated Pitches in Denbighshire (August 2023)

Site	Pitches
Unauthorised Sites (x2)	7
Unauthorised Encampments (x4)	4
TOTAL	11

Concealed Households and Over-Crowded Pitches

- 6.12 The site interviews sought to identify concealed or doubled-up households on sites that require a pitch immediately. Welsh Government Guidance defines concealed households as those which are unable to achieve their own authorised accommodation and are instead living within authorised accommodation (houses or pitches) assigned to another household. This may include adult children who have been unable to move home or different households occupying a single pitch. The site interviews identified **1 concealed or doubled-up household, and no over-crowded pitches.**

Conventional Housing

- 6.13 Identifying households in bricks and mortar has been frequently highlighted as an issue with GTAA's. The 2021 Census identified a total of just 36 Gypsy or Irish Traveller and Roma households in Denbighshire living in bricks and mortar.
- 6.14 As noted earlier, ORS went to all possible lengths to identify Gypsies and Travellers living in bricks and mortar and worked with Council Officers, and households that were interviewed to identify households to interview. This process resulted in 4 households that were interviewed, 2 who stated that they had a need to move to a site in Denbighshire; 1 who was happy living in bricks and mortar; and 1 who are now living in bricks and mortar in Wrexham.

Figure 14 - Summary of Bricks and Mortar Need in Denbighshire - August 2023

Site	Pitches
Existing households	2
TOTAL	2

New Households to Arrive

- 6.15 At the time of the GTAA there were no public sites in Denbighshire and no waiting list. Therefore, there are **no additional households** in need of a pitch in Denbighshire from the waiting list.
- 6.16 Assessments also need to consider in-migration (households requiring accommodation who intend to move into the study area from outside) and out-migration (households intending to move away from the study area). Site surveys typically identify only small numbers of in-migrant and out-migrant households and the data is not normally robust enough to extrapolate long-term trends. At the national level, there is zero net migration of Gypsies and Travellers across the UK, but this assessment has considered local migration effects on the basis of the best local evidence available.
- 6.17 Evidence drawn from household interviews in Denbighshire, and discussions with the Council has been carefully considered **and has identified no evidence of any in-migration**.

Additional Pitch Provision: Future Need

- 6.18 The next stage of the process is to assess future need and determine how many households are likely to be seeking pitches in the area in the future during the first 5 years of the assessment, and for the longer LDP period to 2033.

Population and Household Growth

- 6.19 Nationally, a household formation and growth rate of 3.00% net per annum has been commonly assumed and widely used in local GTAAs, even though there is no statistical evidence of households growing so quickly. The result has been to inflate both national and local requirements for additional pitches unrealistically. In this context, ORS has prepared a *Technical Note on Household Formation and Growth Rates* that was updated in June 2020. The main conclusions are set out here and the full Technical Note can be found in **Appendix G**.
- 6.20 Those seeking to provide evidence of high annual net household growth rates for Gypsies and Travellers have sometimes sought to rely on increases in the number of caravans, as reflected in the Caravan Counts. However, Caravan Count data is unreliable and erratic – so the only proper way to project future population and household growth is through detailed demographic analysis.
- 6.21 The research undertaken by ORS has identified that the growth in the national Gypsy and Traveller population may be as low as 1.50% per annum – much less than the 3.00% per annum often assumed, but still greater than in the settled community. Even using extreme and unrealistic assumptions, it is hard to find evidence that net Gypsy and Traveller population and household growth rates are above 2.00% per annum nationally.
- 6.22 The often assumed 3.00% per annum net household growth rate is unrealistic and would require clear statistical evidence before being used for planning purposes. In practice, the best available evidence supports the ORS national net household growth rate of 1.50% per annum for Gypsies and Travellers.
- 6.23 There are 2 measures of household growth that are used for the assessment of need in this study. Evidence of gross household formation (family growth) from Section D of the Household Survey, netted off against evidence of 1 year pitch turnover and pitches expected to become vacant, has been used for the first 5 year period. New household formation for the remaining years of the GTAA has been based on demographic evidence from the household interviews.

- 6.24 The site and bricks and mortar interviews identified **2 new households** as a result of family growth from teenagers over the first 5 years of the assessment, and a no annual pitch turnover as there are no public sites.
- 6.25 Household formation for the remainder of the GTAA period to 2033 has been based on the overall demographics of the population. The GTAA Guidance recommends that applying a net compound growth rate should be considered.
- 6.26 However, in certain circumstances where the numbers of households and children are low, or the population age structure is skewed by certain age groups, it is not appropriate to apply a percentage rate for new household formation. In these cases, a judgement is made on likely new household formation based on the age and gender of the children. This is based on the assumption that 50% of households likely to form will stay in the area. This is based on evidence from other GTAAs that ORS have completed across England and Wales. This approach has been taken to determine levels of new household formation for Gypsies and Travellers in Denbighshire for the wider period to 2033 given the low numbers of younger children identified in the household interviews. The outcome is that a total future need for 2 pitches was identified for the period 2028/29–2033. However, it should be noted that this figure may change over time.

Overall Need for Gypsies and Travellers in Denbighshire

- 6.27 The Welsh Government Guidance requires 2 assessments of need – for the first 5 years of the study period, and for the full Local Development Plan period.
- 6.28 Following this approach, the overall estimated provision that is needed in Denbighshire for the first 5 years is for **16 pitches**.
- 6.29 The overall estimated provision that is needed up to 2033 is for **18 pitches**.

Figure 15 – Pitches Needed in Denbighshire from 2023-2033

Current Residential Supply	Number of Pitches	Notes
A. Occupied Local Authority Pitches	0	No public sites
B. Occupied authorised private pitches/tolerated pitches	0	No authorised sites
Total	0	
Planned Residential Supply	Number of Pitches	
C. Vacant Local Authority pitches and available vacant pitches	0	No public sites
D. Pitches expected to become vacant in near future	0	No public sites
E. New Local Authority and private pitches with planning permission	0	No unimplemented pitches
Total	0	
Current Residential Demand	Pitch Demand	
F. Unauthorised encampments	4	4 encampments
G. Unauthorised developments	7	7 unauthorised pitches
H. Overcrowded pitches/Unsuitable accommodation	1	1 doubled-up household
I. Conventional housing	2	2 households from bricks and mortar
J. New households to arrive	0	No in-migration
Total	14	
Current Households	Future Households (at year 5)	Future Households (years 6 to 12)
K. 14 households	16	18
L. Additional household pitch need	2	2
Unmet Need	Need Arising	Need Accommodated
M. Current residential demand	14	
N. Future residential demand (year 5)	2	
O. Future residential demand (years 6 to 10)	2	
P. Planned residential supply		0
Q. Unmet need (5 year)	16	
R. Unmet need (to end of the Denbighshire LDP period to 2033)	18	

Transit/Emergency Stopping Site Provision

- 6.30 Transit sites serve a specific function of meeting the needs of Gypsy and Traveller households who are visiting an area or who are passing through. A transit site typically has a restriction on the length of stay of around 13 weeks and has a range of facilities such as water supply, electricity, and amenity blocks. An alternative to a transit site is a temporary stopping place. This type of site also has restrictions on the length of time a Traveller can stay on it but has much more limited facilities with typically only a source of water and chemical toilets provided.
- 6.31 The Criminal Justice and Public Order Act 1994 is particularly important with regard to the issue of Gypsy and Traveller transit site provision. Section 62A of the Act allows the Police to direct trespassers to remove themselves, their vehicles, and their property from any land where a suitable pitch on a relevant caravan site is available within the same Local Authority area. A suitable pitch on a relevant caravan site is one which is situated in the same Local Authority area as the land on which the trespass has occurred, and which is managed by a Local Authority, a Registered Provider or other person or body as specified by order by the Secretary of State. Case law has confirmed that a suitable pitch must be somewhere where the household can occupy their caravan. Bricks and mortar housing is not a suitable alternative to a pitch⁷. Therefore, a transit site both provides a place for households in transit to an area and also a mechanism for greater enforcement action against inappropriate unauthorised encampments.
- 6.32 Consideration will also have to be given to the Police, Crime, Sentencing and Courts Act which came into force in June 2022. Part 4 of the Act gives the Police additional powers to deal with unauthorised encampments through new offences relating to residing on land without consent in or with a vehicle and new powers in relation to the seizure of property.
- 6.33 In order to identify whether there is a need for the Council to provide transit accommodation analysis has been undertaken of the Caravan Count data, recorded encampment data provided by the Council, and the outcomes from the household interviews.
- 6.34 Discussions with local stakeholders at the time of the 2021 GTAA, and analysis of records of unauthorised encampments, confirmed that there are limited instances of unauthorised encampments in Denbighshire, and that these are normally Travellers passing through for work purposes given that the area is on the main A55 travelling corridor across North Wales for Travellers coming to and from Ireland on the ferry from Holyhead. There have also been records of encampments in the middle and south of the county. There is also evidence of records of repeat annual visits from the same households at similar times of the year.
- 6.35 There have been other localised instances of Travellers temporarily visiting Denbighshire to attend weddings or other events, but no further evidence of any long-term or permanent accommodation needs were identified.
- 6.36 Detailed analysis of records of unauthorised encampments in Denbighshire from 2014 to 2023 are shown in the table below. These include localised instances of Travellers temporarily visiting Denbighshire to attend

⁷ <https://www.travellerstimes.org.uk/features/lawyers-opinion-police-powers-and-unauthorised-camps-travellers-motor-vehicles-and>

weddings or other events, but no further evidence of any long-term or permanent accommodation needs were identified.

- 6.37 The outcomes from the household interviews and discussions with stakeholders did not identify that there was a need for permanent transit provision locally, although there were discussions about a need for more transit provision across Wales.

Figure 16 – Recorded Encampments in Denbighshire 2014-2023 (to October)

Year	Recorded Encampments	No. of Locations
2014	9	8
2015	6	6
2016	15	13
2017	17	17
2018	15	15
2019	7	7
2020	4	4
2021	12	11
2022	13	12
2023 (to October)	5	5

Transit Recommendations

- 6.38 The outcomes from the household interviews and discussions with stakeholders did not identify that there was a need for permanent transit provision locally, although there were discussions about a need for more transit provision across Wales.
- 6.39 The Council employ a Gypsy, Roma, Traveller Liaison Officer post as well as having formalised a more co-ordinated process for the management of unauthorised encampments. This is understood to be to ensure early engagement with families travelling through Denbighshire, and to provide a coordinated approach to ensure that welfare checks and facilities such as bins and toilets are provided. This resulted in engagement with a total of 5 households living on encampments during the GTAA fieldwork period and none expressed a specific need for formal transit provision. This role is also intended to build better relations between the Council and the Travelling Community. Discussions with the Council have concluded that this approach could be developed further to form the basis of a more comprehensive managed approach to include considerations of options such as negotiated stopping.
- 6.40 Despite the previous GTAA identifying a need for transit pitches in Denbighshire, more recent evidence suggests that this is no longer the case and that alternative approaches should be considered. As such it is recommended that **there is not a need at this time for the Council to provide a transit site** in Denbighshire due to the low numbers of unauthorised encampments, and the short-term transient nature of these encampments.
- 6.41 It is also recommended that the Council should continue to monitor the number of unauthorised encampments and consider the use of short-term toleration (including negotiated stopping arrangements) to deal with short-term transient stops. This management-based approach should also include consideration about whether to provide toilets, water and refuse facilities. There are a number of examples across Wales

and England where management-based approaches to dealing with unauthorised encampments have been successful. A good example can be found at www.negotiatedstopping.co.uk. There are also many examples where local authorities are taking a more strategic and regional approach towards addressing transit issues including in Essex, Leicestershire, the former Northamptonshire, and Hampshire.

Need for Travelling Showpeople Plots

- ^{6.42} Given that there were no Travelling Showpeople identified as living in Denbighshire, no assessment of need has been undertaken. The Council should however monitor any future approaches for planning permission from Travelling Showpeople and have in place appropriate criteria based LDP policies to deal with any future applications.

7. Conclusions

Gypsy and Traveller Pitch Need

- 7.1 Based upon the evidence presented in this study the estimated additional pitch provision needed for Gypsies and Travellers in Denbighshire for the first 5 years of the study period (2023/24-2028/29) is for **16 pitches** and need by 2033, the end of the Denbighshire replacement LDP period, is for a further **2 pitches**. This gives a total need for the whole period across Denbighshire for **18 pitches**.

Travelling Showpeople Plot Need

- 7.2 Given that there have been no Travelling Showpeople identified as living in Denbighshire, no assessment of need has been undertaken. The Council should however monitor any future approaches for planning permission from Travelling Showpeople and have in place appropriate criteria based LDP policies to deal with any future applications.

Transit Sites

- 7.3 Despite the previous GTAA identifying a need for transit pitches in Denbighshire, more recent evidence suggests that this is no longer the case and that alternative approaches should be considered. As such it is recommended that **there is not a need at this time for the Council to provide a transit site** in Denbighshire due to the low numbers of unauthorised encampments, and the short-term transient nature of these encampments.

Addressing Identified Need

- 7.4 In general terms need identified in a GTAA should be seen as need for pitches. Welsh Government Guidance on Designing Gypsy and Traveller Sites (2015) recommends that as a minimum a pitch should be capable of accommodating an amenity block, a mobile home, a touring caravan, and parking for two vehicles. However, this guidance relates only to public sites provided by Local Authorities and there are currently no public sites in Denbighshire.
- 7.5 Given that the need identified in Denbighshire is from households living on unauthorised sites, from unauthorised encampments, or from households living in bricks and mortar who have expressed a desire to either meet their own needs, or for new public site provision, it is recommended that the Council should seek to support these households to meet their need.
- 7.6 It is recognised that the Council are in the process of reviewing their adopted LDP that sets out how overall housing need will be addressed. The replacement Denbighshire LDP covers the period 2018-2033. The findings of this report should be considered as part of future housing mix and type within the context of the assessment of overall housing need in relation to Gypsies, Travellers and Travelling Showpeople.

Appendix A: Definition of Key Terms

<p>Concealed or ‘doubled-up’ household</p>	<p>This refers to households which are unable to achieve their own authorised accommodation and are instead living within authorised accommodation (houses or pitches) assigned to another household.</p> <p>This may include adult children who have been unable to move home or different households occupying a single pitch.</p>
<p>Current residential demand</p>	<p>Those with a need for authorised pitches for a range of reasons, including:</p> <p>An inability to secure an authorised pitch leading to occupation of unauthorised encampments.</p> <p>An inability to secure correct planning permission for an unauthorised development.</p> <p>Households living in overcrowded conditions and want a pitch.</p> <p>Households in conventional housing demonstrating cultural aversion.</p> <p>New households expected to arrive from elsewhere.</p>
<p>Current residential supply</p>	<p>The number of authorised pitches which are available and occupied within the Local Authority or partnership area. This includes pitches on Local Authority or private sites.</p>
<p>Future residential demand</p>	<p>The expected level of new household formation which will generate additional demand within the 5-year period of the accommodation assessment and longer LDP period.</p>

<p>Gypsies and Travellers</p>	<p>(a) Persons of a nomadic habit of life, whatever their race or origin, including:</p> <p>(1) Persons who, on grounds only of their own or their family's or dependent's educational or health needs or old age, have ceased to travel temporarily or permanently, and</p> <p>(2) Members of an organized group of travelling show people or circus people (whether or not travelling together as such); and</p> <p>(b) All other persons with a cultural tradition of nomadism or of living in a mobile home.</p> <p>Source: Section 108, Housing (Wales) Act 2014</p>
<p>Household</p>	<p>In this guidance this refers to individuals from the same family who live together on a single pitch / house / encampment.</p>
<p>Household growth</p>	<p>In this guidance household growth is defined by the number of new households arising from households which are already accommodated in the area.</p>
<p>Overall residential pitch need</p>	<p>The ultimate calculation of unmet accommodation need which must be identified through the Gypsy and Traveller accommodation assessment process. This figure can be found by adding the immediate residential need to the future residential demand. The overall residential need will capture the needs across the 5-year period within which the accommodation assessment is considered to be robust.</p>
<p>Planned residential pitch supply</p>	<p>The number of authorised pitches which are vacant and available to rent on Local Authority or private sites. It also includes pitches which will be vacated in the near future by households moving to conventional housing or in other circumstances. Additional pitches which are due to open or private sites likely to achieve planning permission shortly should be included as planned residential supply.</p>

<p>Residential pitch</p>	<p>Land on a mobile home site where occupiers are entitled to station their mobile homes indefinitely (unless stated in their pitch agreement). Typically includes an amenity block, space for a static caravan and touring caravan and parking.</p>
<p>Residential site</p>	<p>A permanent residential site can be privately owned or owned by the Local Authority. This site will be designated for use as a Gypsy and Traveller site indefinitely. Residents on these sites can expect to occupy their pitches for as long as they abide by the terms of their pitch agreements, under the Mobile Homes (Wales) Act 2013.</p> <p>Working space may also be provided on, or nearby, sites for activities carried out by community members.</p>
<p>Temporary residential site</p>	<p>These sites are residential sites which only have planning permission or a site licence for a limited period. Residents on these sites can expect to occupy their pitches for the duration of the planning permission or site licence (or as long as they abide by the terms of their pitch agreements, under the Mobile Homes (Wales) Act 2013 – whichever is sooner).</p>
<p>Temporary Stopping Place</p>	<p>Also known as a ‘stopping place’, ‘Atchin Tan’, or ‘green lane’, amongst other names. These are intended to be short-term in nature to assist Local Authorities where a need for pitches is accepted, however, none are currently available. Pro-actively identified temporary stopping places can be used to relocate inappropriately located encampments, whilst alternative sites are progressed.</p> <p>Temporary stopping places must make provision for waste disposal, water supply and sanitation at a minimum.</p>
<p>Transit pitch</p>	<p>Land on a mobile home site where occupiers are entitled to station their mobile homes for a maximum of 3 months.</p>

	<p>Transit pitches can exist on permanent residential sites; however, this is not recommended.</p>
<p>Transit site</p>	<p>Transit sites are permanent facilities designed for temporary use by occupiers. These sites must be designated as such and provide a route for Gypsies and Travellers to maintain a nomadic way of life. Individual occupiers are permitted to reside on the site for a maximum of 3 months at a time.</p> <p>Specific terms under the Mobile Homes (Wales) Act 2013 apply on these sites. Working space may also be provided on, or near, sites for activities carried out by community members</p>
<p>Unauthorised development</p>	<p>Land occupied by the owner without the necessary land use planning permission.</p>
<p>Unauthorised encampment</p>	<p>Land occupied without the permission of the owner or without the correct land use planning permission. Encampments may be tolerated by the Local Authority, whilst alternative sites are developed.</p>

Appendix B: Sites and Yards in Denbighshire (August 2023)

Site/Yard	Operational Pitches/Plots	Unauthorised Pitches/Plots
Public Sites		
None	-	-
Private Sites with Permanent Permission		
None	-	-
Private Sites with Temporary Permission		
None	-	-
Tolerated Sites		
None	-	-
Unauthorised Sites		
Unauthorised 1	-	1
Unauthorised 2	-	6
TOTAL PITCHES	0	7
Public Transit Sites		
None	-	-
Private Transit Sites		
None	-	-
Private Travelling Showpeople Yards		
None	-	-
Tolerated Travelling Showpeople Yards		
None	-	-
Unauthorised Travelling Showpeople Yards		
None	-	-

Appendix C: Interview Log

Address	Type of tenure	Engagement attempts	Engagement techniques	Completed or refusal?	Reason for refusal?
Unauthorised 1	Unauthorised Site	04/07/2023	Telephone	Complete	n/a
Unauthorised 2	Unauthorised Site	04/07/2023, 16/08/2023	Telephone, SMS Message	Complete	n/a
Unauthorised 3	Unauthorised Encampment	22/06/2023	Telephone	Complete	n/a
Unauthorised 4	Unauthorised Encampment	22/06/2023	Telephone	Complete	n/a
Unauthorised 5	Unauthorised Encampment	22/06/2023	Telephone	Complete	n/a
Unauthorised 6	Unauthorised Encampment	22/06/2023	Telephone	Complete	n/a
Bricks and Mortar 1	Bricks and Mortar	22/06/2023	Telephone	Complete	n/a
Bricks and Mortar 2	Bricks and Mortar	22/06/2023	Telephone	Complete	n/a
Bricks and Mortar 3	Bricks and Mortar	04/07/2023, 16/08/2023	Telephone, SMS Message	Complete	n/a
Bricks and Mortar 4	Bricks and Mortar	07/07/2023	Telephone	Complete	n/a

Appendix E: Interview Summary – Travelling Ahead

ORS interviewed a representative from Travelling Ahead for the 2021 GTAA⁸.

Travelling Ahead are an organisation which provides support, advice and advocacy for Gypsy, Traveller and Roma families across Wales. They have helped to raise awareness of Accommodation Assessments across Wales to ensure that the Travelling community are represented and were able to offer assistance to ORS in engaging with Travelling Community in Denbighshire for the latest Assessment.

The following matters were highlighted during the discussion with ORS and relate to existing matters in Denbighshire, and the wider context of Gypsy, Traveller and Travelling Showperson accommodation in Wales.

Denbighshire Specific Issues

- » It was felt that, within Denbighshire Council, there should be continued engagement with members of the Travelling Community, including relationship-building engagement with elected members. This engagement should be intended to better understand what the needs of the Travelling community are and to strengthen understanding of the Local Authority duty to actually deliver sites.
- » Underlying all of the Gypsy and Traveller accommodation work in Denbighshire is the recent history concerning the planning committee's refusal of the site put forward by Council Officers last year (2020). The refusal of the site was accompanied by public opposition. The whole process has done untold damage to the faith of the community into how likely it is that the Council are willing or will be able to follow through on delivering any sites in the foreseeable future. This is felt by and impacts not just the local family who were due to be allocated the site, but all the community across North Wales. The council has to work to address these issues systemically and urgently if there is any chance of rebuilding this trust.
- » The new Gypsy and Traveller Liaison post in Denbighshire Council is understood to have helped with the management of encampments in the area. It was felt it has allowed for negotiations on stopping which has made mutually beneficial arrangements and is building relationships/reputation with members of the Travelling community.

Wider Regional/National Issues

- » It was highlighted that there could be unidentified need arising from people living in nomadic accommodation, such as vans, who reside regularly on the North coast of Wales. This includes holiday makers and others that would not be seen as traditional Gypsy Travellers. These people are therefore not subjected to the same sort of scrutiny and the

⁸ <https://www.tgpcymru.org.uk/what-we-do/travelling-ahead-wales-gypsy-roma-and-traveller-advice-and-advocacy-service/>

same sort of response from local people and Councils as those seen as Gypsies and Travellers would be.

- » The lack of any form of transit provision in North Wales is seen as a big concern, especially after a need for transit provision was identified in the last round of GTAAs and no provision has been delivered. The Housing Act duty has not been met and shows no signs of being met. It was suggested that advice on this issue could be sought from organisations outside of Councils and discussed with people with experience of travelling. It was felt that engagement with members of the Travelling community will be the best way to identify what form the transit provision should take. Furthermore, the Council should continually be monitoring the situation and hold itself accountable for any lack of action.
- » Given the lack of progress with transit provision in North Wales, there is concern whether the GTAA process as a whole actually delivers the network of support for nomadic families that is actually needed. While need is being systematically measured, it can be questioned whether what is identified is monitored and/or implemented correctly. Concerns regarding the reviews of encampment being undertaken by the police and councils across North Wales with no involvement of Gypsies and Travellers
- » Travelling Ahead would like to see Welsh Government promote a form of 'pre-application support' for Travellers looking to purchase land. This is in order to limit the frequency with which Travellers purchase land that is ultimately unsuitable for permanent accommodation.
- » Travelling Ahead would also like to see Welsh Government provide grants and encourage leases so that people who don't have their own resources may be able to access land over the long-term.

Appendix F: Publicity Examples (2021 GTAA)

NEW – Gypsy and Traveller Accommodation Assessment 2022

Conwy and Denbighshire County Councils invite you to take part in a survey to make sure we know what your accommodation needs are.

- ? Are you a Gypsy, Travelling Show person or Traveller?
- ? Do you live in, or stop off in Conwy and/or Denbighshire?
- ? Do you find it hard to find the right places to live or stop off in Conwy and/or Denbighshire?

If the answer is **YES** then please contact Opinion Research Services who are doing the work for the councils, to take part in the new survey to help us assess your needs.

Contact: **Michael Bayliss**
☎ **07471 267095** or **01792 535300**
✉ **Michael.Bayliss@ors.org.uk**

Thank you for your help.



NEWYDD – Aseiad o Anghenion Llety Sipsiwn a Theithwyr 2022

Mae Cyngor Sir Conwy a Sir Ddinbych yn eich gwahodd i gymryd rhan mewn arolwg i sicrhau ein bod yn gwybod beth yw eich anghenion o ran llety.

- ? Ydych chi'n Sipsi, aelod o Sioe Deithiol neu'n Deithiwr?
- ? Ydych chi'n byw yng Nghonwy a /neu Sir Ddinbych neu'n aros yma?
- ? Ydych chi'n ei chael yn anodd dod o hyd i'r lleoedd iawn i fyw neu aros yng Nghonwy a /neu Sir Ddinbych?

Os **YDYCH** gallwch gymryd rhan mewn arolwg newydd a fydd yn ein helpu i asesu eich anghenion, drwy gysylltu ag ORS (Opinion Research Services) sy'n cynnal yr arolwg ar ran y Cyngor.

Cysylltwch â: **Michael Bayliss**
☎ **07471 267095** neu **01792 535300**
✉ **Michael.Bayliss@ors.org.uk**

Diolch am eich help.



Copy of DCC Website page – uploaded 5/8/21

New Gypsy and Traveller Accommodation Assessment 2022

- Are you a Gypsy, Travelling Show person or Traveller?
- Do you live in, or stop off in Denbighshire?
- Do you find it hard to find the right places to live or stop off in Denbighshire?

If the answer is **yes** then please contact ORS (who are doing the work for the Council) to take part in the new survey to help us assess your needs.

Contact: Michael Bayliss
Phone: 07471 267095 or 01792 535300
Email: Michael.Bayliss@ors.org.uk

The Council has to carry out a new Gypsy and Traveller Accommodation Assessment (GTAA) to assess the current and future accommodation needs of Gypsy, Travelling Show People and Traveller families in Denbighshire. This study once complete and approved by Welsh Government will replace the previous one approved in 2017. You can access a copy of the previous assessment below.

 [2017 Gypsy and Traveller Accommodation Assessment \(PDF, 2.75MB\)](#)

The Council is keen that anybody who identifies as a member of the Gypsy, Travelling Show People or Traveller community has the opportunity to take part in the study to ensure that their current and future accommodation needs are assessed. This is for both residential need and any need for sites for families travelling through Denbighshire. The invitation to take part in the survey applies equally to all members of the above communities whether currently in traditional caravan or trailer living or currently living in Bricks and Mortar accommodation.

If you would like to take part in the study, or if you know somebody who should be included in the survey then please contact the survey team:

Contact: Michael Bayliss
Phone: 07471 267095 or 01792 535300
Email: Michael.Bayliss@ors.org.uk

Related websites

[Guidance for those supporting Gypsy and Traveller communities: COVID-19 \(external website\)](#)

Document accessibility

[Download Adobe Acrobat Reader from Adobe.com.](#)

[What we're doing to improve accessibility.](#)

Copy of DCC facebook post 09/08/2021

<https://www.facebook.com/denbighshirecountycouncil>

The image is a screenshot of a Facebook post from the Denbighshire County Council page. The post is dated 8 August at 03:59. The main text of the post reads: "A survey has been launched as part of work to produce an up to date needs assessment for Gypsy and Traveller accommodation in Denbighshire. Denbighshire County Council is assessing current accommodation need for Gypsies, Traveller and Travelling Show people and this does not include looking for locations for sites. The process will include talking to Gypsy and Traveller families, key stakeholders and representative groups and will run until 7 October 2021. It will include a review of local data, including the number of unauthorised encampments that have taken place in the county and a consultation with families from the Gypsy and Travelling community living in Denbighshire." Below the text is a large logo for "sir ddinbych denbighshire County Council" with the Welsh word "Cyngor" above it. At the bottom of the post, there is a link to "DENBIGHSHIRE.COUNCIL.GOV.UK" and a title "Survey for needs assessment for Gypsy and Traveller accommodation | Denbighshire County Council". The post has 3 reactions and 1 share. On the right side of the screenshot, there is a sidebar with "Pages liked by this Page" including Citizens Advice, Community Catalysts Denbighsh..., Pavilion Theatre Rhyd, Rhyd Journal, and Home Education Wales. There are also language options (English (UK), Polish, Spanish, Portuguese (Brazil), Français (France)) and footer information about page insights, privacy, terms, advertising, and choices.

Rhyl Journal 09/08/2021

<https://www.denbighshirefreepress.co.uk/news/19500585.survey-help-produce-needs-assessment-gypsy-traveller-accommodation/>

News
9th August

Survey to help produce needs assessment for Gypsy and Traveller accommodation

By Arron Evans | [@ArronEvansNews](#)
Reporter



A new gypsy and traveller site is being looked into in Denbighshire.

[f](#) [t](#) [in](#) [e](#) 0 comment

A SURVEY has been launched as part of work to produce an up to date needs assessment for Gypsy and Traveller accommodation in Denbighshire.

Denbighshire County Council is assessing current accommodation need for Gypsies, Traveller and Travelling Show people and this does not include looking for locations for sites.

The process will include talking to Gypsy and Traveller families, key stakeholders and representative groups and will run until 7 October 2021.

It will include a review of local data, including the number of unauthorised

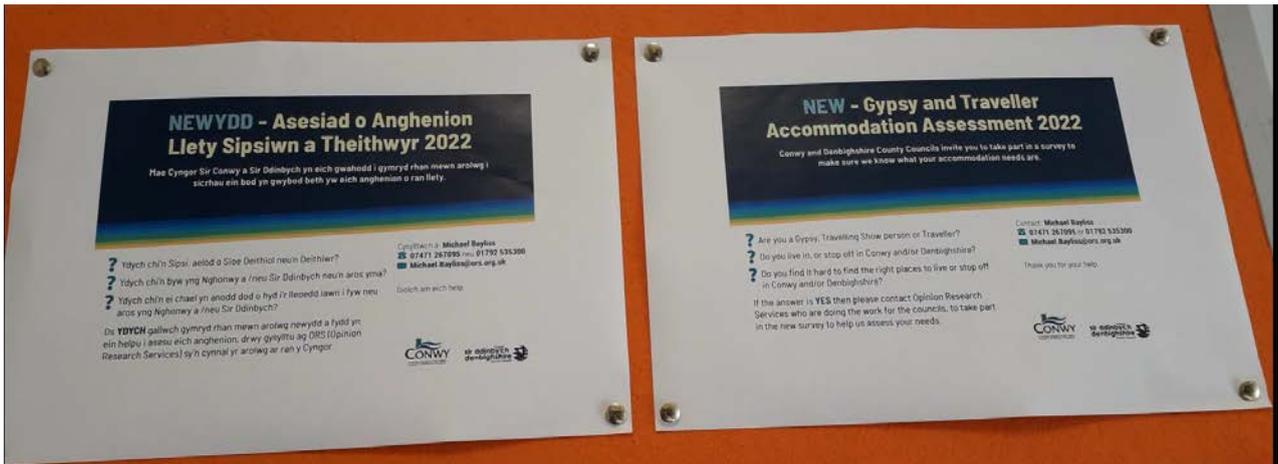
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Appendix G: Technical Note on Household Formation and Growth Rates



Technical Note

Gypsy and Traveller Household Formation and Growth Rates

June 2020

Opinion Research Services



As with all our studies, this research is subject to Opinion Research Services' Standard Terms and Conditions of Contract.

Any press release or publication of this research requires the advance approval of ORS. Such approval will only be refused on the grounds of inaccuracy or misrepresentation.

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Household Growth Rates

Abstract and Conclusions

1. National and local household formation and growth rates are important components of Gypsy and Traveller accommodation assessments, but until 2013 little detailed work had been done to assess their likely scale. ORS undertook work in 2013 to assess the likely rate of demographic growth for the Gypsy and Traveller population and concluded that the figure could be as low 1.25% per annum, but that best available evidence supports a national net household growth rate of 1.50% per annum.
2. This analysis was produced as a separate document in 2013 and then updated in 2015 (www.opinionresearch.co.uk/formation2015) in light of comments from academics, planning agents and local authorities. The 2015 document was complex because there was still serious dispute as to the level of demographic growth for Gypsies and Travellers in 2015. However, ORS now consider these disputes have largely been resolved at Planning Appeals and Local Plan Examinations, so we consider that much of the supporting evidence is now no longer required to be in the document.
3. This current document represents a shortened re-statement to our findings in 2015 to allow for easier comprehension of the issues involved. It contains no new research and if reader wishes to see further details of the supporting information, they should review the more detailed 2015 report.

Introduction

4. Compared with the general population, the relative youthfulness of many Gypsy and Traveller populations means that their birth rates are likely to generate higher-than-average population growth, and proportionately higher *gross* household formation rates. However, while their *gross* rate of household growth might be high, Gypsy and Traveller communities' future accommodation needs are, in practice, affected by any reduction in the number of households due to dissolution and/or by movements in/out of the area and/or by transfers into other forms of housing. Therefore, the *net* rate of household growth is the *gross* rate of formation *minus* any reductions in households due to such factors.

Modelling Population and Household Growth Rates

5. The basic equation for calculating the rate of Gypsy and Traveller population growth seems simple: start with the base population and then calculate the average increase/decrease by allowing for births, deaths, in-/out-migration and household dissolution. Nevertheless, deriving satisfactory estimates is difficult because the evidence is often tenuous – so, in this context in 2013, ORS modelled the growth of the national Gypsy and Traveller population based on the most likely birth and death rates, and by using PopGroup (the leading software for population and household forecasting). To do so, we supplemented the available national statistical sources with data derived from our own surveys.

Migration Effects

6. Population growth is affected by national net migration and local migration (as Gypsies and Travellers move from one area to another). In terms of national migration, the population of Gypsies and Travellers is relatively fixed, with little international migration. It is in principle possible for Irish Travellers (based in Ireland) to move to the UK, but there is no evidence of this happening to a significant extent and the vast majority of Irish Travellers were born in the UK or are long-term residents.

Population Profile

7. The main source for the rate of Gypsy and Traveller population growth is the UK 2011 Census. The ethnicity question in the 2011 Census included for the first time 'Gypsy and Irish Traveller' as a specific category. While non-response bias probably means that the size of the population was underestimated, the age profile the Census provides is not necessarily distorted and matches the profile derived from ORS's extensive household surveys.

Table 1 - Age Profile for the Gypsy and Traveller Community in England (Source: UK Census of Population 2011)

Age Group	Number of People	Cumulative Percentage
Age 0 to 4	5,725	10.4
Age 5 to 7	3,219	16.3
Age 8 to 9	2,006	19.9
Age 10 to 14	5,431	29.8
Age 15	1,089	31.8
Age 16 to 17	2,145	35.7
Age 18 to 19	1,750	38.9
Age 20 to 24	4,464	47.1
Age 25 to 29	4,189	54.7
Age 30 to 34	3,833	61.7
Age 35 to 39	3,779	68.5
Age 40 to 44	3,828	75.5
Age 45 to 49	3,547	82.0
Age 50 to 54	2,811	87.1
Age 55 to 59	2,074	90.9
Age 60 to 64	1,758	94.1
Age 65 to 69	1,215	96.3
Age 70 to 74	905	97.9
Age 75 to 79	594	99.0
Age 80 to 84	303	99.6
Age 85 and over	230	100.0

Birth and Fertility Rates

8. The table above provides a way of understanding the rate of population growth through births. The table shows that surviving children aged 0-4 years comprise 10.4% of the Gypsy and Traveller population – which means that, on average, 2.1% of the total population was born each year (over the last 5 years). The same estimate is confirmed if we consider that those aged 0-14 comprise 29.8% of the Gypsy and Traveller population – which also means that almost exactly 2% of the population was born each year.
9. The total fertility rate (TFR) for the whole UK population is just below 2 – which means that on average each woman can be expected to have just less than two children who reach adulthood. We know of only one estimate of fertility rates of the UK Gypsy and Traveller community, in *'Ethnic identity and inequalities in*

Britain: The dynamics of diversity by Dr Stephen Jivraj and Professor Ludi Simpson (published May 2015). The authors use the 2011 Census data to estimate the TFR for the Gypsy and Traveller community as 2.75.

10. ORS used our own multiple survey data to investigate the fertility rates of Gypsy and Traveller women. The ORS data shows that on average Gypsy and Traveller women aged 32 years have 2.5 children (but, because the children of mothers above this age point tend to leave home progressively, full TFRs were not completed). On this basis it is reasonable to infer an average of 3 children per woman during her lifetime, which is broadly consistent with the estimate of 2.75 children per woman derived from the 2011 Census.

Death Rates

11. Although the above data imply an annual growth rate through births of about 2%, the death rate has also to be taken into account. Whereas the average life expectancy across the whole population of the UK is currently just over 80 years, a Sheffield University study found that Gypsy and Traveller life expectancy is about 10-12 years less than average (Parry et al (2004) *'The Health Status of Gypsies and Travellers: Report of Department of Health Inequalities in Health Research Initiative'*, University of Sheffield).
12. Therefore, in our population growth modelling we used a conservative estimate of average life expectancy as 72 years – which is entirely consistent with the lower-than-average number of Gypsies and Travellers aged over 70 years in the 2011 Census (and also in ORS's own survey data).

Modelling Outputs

13. If we assume a TFR of 3 and an average life expectancy of 72 years for Gypsies and Travellers, then the modelling, undertaken in PopGroup, projects the population to increase by 66% over the next 40 years – implying a population compound growth rate of 1.25% per annum. If we assume that Gypsy and Traveller life expectancy increases to 77 years by 2050, then the projected population growth rate rises to nearly 1.50% per annum. To generate an 'upper range' rate of population growth, we assumed an implausible TFR of 4 and an average life expectancy rising to 77 over the next 40 years – which then yields an 'upper range' growth rate of 1.90% per annum.

Household Growth

14. In addition to population growth influencing the number of households, the size of households also affects the number. Hence, population and household growth rates do not necessarily match directly, mainly due to the current tendency for people to live in smaller childless or single person households.
15. Because the Gypsy and Traveller population is relatively young and has many single parent households, a 1.25%-1.50% annual population growth could yield higher-than-average household growth rates, particularly if average household sizes fall or if younger-than-average households form. However, while there is evidence that Gypsy and Traveller households already form at an earlier age than in the general population, the scope for a more rapid rate of growth, through even earlier household formation, is limited.
16. Based on the 2011 Census, the table below compares the age of household representatives in English households with those in Gypsy and Traveller households – showing that the latter has many more household representatives aged under-25 years. In the general English population 3.60% of household representatives are aged 16-24, compared with 8.70% in the Gypsy and Traveller population. ORS's survey data shows that about 10% of Gypsy and Traveller households have household representatives aged under-25 years.

Table 2 - Age of Head of Household (Source: UK Census of Population 2011)

Age of household representative	All households in England		Gypsy and Traveller households in England	
	Number of households	Percentage of households	Number of households	Percentage households
Age 24 and under	790,974	3.6%	1,698	8.7%
Age 25 to 34	3,158,258	14.3%	4,232	21.7%
Age 35 to 49	6,563,651	29.7%	6,899	35.5%
Age 50 to 64	5,828,761	26.4%	4,310	22.2%
Age 65 to 74	2,764,474	12.5%	1,473	7.6%
Age 75 to 84	2,097,807	9.5%	682	3.5%
Age 85 and over	859,443	3.9%	164	0.8%
Total	22,063,368	100%	19,458	100%

¹⁷ The following table shows that the proportion of single person Gypsy and Traveller households is not dissimilar to the wider population of England; but there are more lone parents, fewer couples without children, and fewer households with non-dependent children amongst Gypsies and Travellers

Table 3 - Household Type (Source: UK Census of Population 2011)

Household Type	All households in England		Gypsy and Traveller households in England	
	Number of households	Percentage of households	Number of households	Percentage households
Single person	6,666,493	30.3%	5,741	29.5%
Couple with no children	5,681,847	25.7%	2345	12.1%
Couple with dependent children	4,266,670	19.3%	3683	18.9%
Couple with non-dependent children	1,342,841	6.1%	822	4.2%
Lone parent: Dependent children	1,573,255	7.1%	3,949	20.3%
Lone parent: All children non-dependent	766,569	3.5%	795	4.1%
Other households	1,765,693	8.0%	2,123	10.9%
Total	22,063,368	100%	19,458	100%

18. The key point, though, is that since 20% of Gypsy and Traveller households are lone parents with dependent children, and up to 30% are single persons, there is limited potential for further reductions in average household size to increase current household formation rates significantly – and there is no reason to think that earlier household formations or increasing divorce rates will in the medium term affect household formation rates. While there are differences with the general population, a 1.25%-1.50% per annum Gypsy and Traveller population growth rate is likely to lead to a household growth rate of 1.25%-1.50% per annum

Summary Conclusions

19. The best available evidence suggests that the net annual Gypsy and Traveller household growth rate is 1.50% per annum. Some local authorities might allow for a household growth rate of up to 2.50% per annum, to provide a 'margin' if their populations are relatively youthful; but in areas where on-site surveys indicate that there are fewer children in the Gypsy and Traveller population, lower estimates should be used.
20. The outcomes of this Technical Note can be used to provide an estimate of local new household formation rates by adjusting the upper national growth rate of 1.50% based on local demographic characteristics.
21. In addition, in certain circumstances where the numbers of households and children are higher or lower than national data has identified, or the population age structure is skewed by certain age groups, it may not be appropriate to apply a percentage rate for new household formation. In these cases, a judgement should be made on likely new household formation based on the age and gender of the children identified in local household interviews. This should be based on the assumption that 50% of households likely to form will stay in any given area and that 50% will pair up and move to another area, while still considering the impact of dissolution. This is based on evidence from over 140 GTAA's that ORS have completed across England and Wales involving over 4,300 household interviews.

By virtue of paragraph(s) 13 of Part 4 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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Gypsy and Traveller Accommodation Assessment 2021, revised 2023: 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: 896

Brief description: The Council is required under the Housing Act (Wales) 2014 section 101, to assess the accommodation needs of Gypsies, Roma and Travellers . The report provides an assessment of need to meet this duty. The Council is required to update the GTAA every five years. New assessments were originally required to be submitted to Welsh Government by Feb 2021 but this was extended to Feb 2022 in the light of Covid restrictions which impact on the methodology required to complete the assessment. Denbighshire's GTAA was submitted to Welsh Government in December 2021. This assessment has now been reviewed and updated and the revised GTAA is now in draft final form.

Date Completed: [TEXT HERE] Version: 0

Completed by: [TEXT HERE]

Responsible Service: Planning, Public Protection and Countryside Services

Localities affected by the proposal: Whole County,

Who will be affected by the proposal? Members of the Gypsy, Roma and Traveller community in need of residential or transit accommodation. Residents of Denbighshire Elected Members.

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 : 27 / 36.

Summary for each Sustainable Development principle

Long term

Project is limited to a needs assessment at this stage and only identifies need. It does not propose mechanisms for meeting the identified need. Future stages will involve the consideration of physical assets, climate change etc but at this stage the report only assesses existing and predicted future growth.

Prevention

Through the identification of any housing needs for members of the Gypsy, Roma and Traveller Community the Council can actively take steps to address any need. This project is limited to the assessment of need. Any future actions to address the need will seek to ensure that the accommodation needs of members of the Gypsy, Roma and Traveller Community are appropriately met and seek to reduce the occurrence of unauthorised encampments which may be in ecologically sensitive locations.

Integration

An up to date Gypsy and Traveller Accommodation Assessment is a required piece of evidence for the progression of an LDP. Not having this assessment completed and approved by Council and Welsh Government will prevent the replacement LDP from progressing to Deposit, Examination and Adoption. This would leave the Council vulnerable to speculative development.

Collaboration

The assessment process has been progressed jointly with Conwy CBC to Welsh Government Guidance to achieve benefits of collaboration. Denbighshire has received an individual needs assessment report for the county area. The Council has a duty under the Housing Act (Wales) 2014 to carry out this work.

Involvement

The assessment is a factual price of work not subject to public consultation. There has been consultation with members of the Gypsy, Roma and Traveller Community and with representative organisations. Face to face interviews were offered as set out in WG Guidance. Criticism of previous assessments included insufficient engagement with members of the GRT Community, additional steps have been taken to increase involvement in this assessment. A Task and Finish Group has overseen engagement with the GRT Community and that the study is compliant with the WG methodology.

Summary of impact

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

Well-being Goals	Overall Impact
A globally responsible Denbighshire	Positive

Main conclusions

The overall impact of carrying out and revising the Gypsy and Traveller Accommodation Assessment (GTAA) is positive. The assessment is required by law and forms a key piece of evidence for the replacement LDP. Gypsies and Travellers are a group often subject to discrimination and they have protected characteristics recognised in law. The GTAA forms an assessment and identifies any need for culturally appropriate accommodation for members of the Gypsy and Traveller community currently residing within Denbighshire or travelling through the County. A project management approach has been taken to progressing the study with regular briefings for elected members and senior officers. A member led Task and Finish group was established to oversee the consultation with members of the Gypsy and Traveller community to ensure that their views are understood and taken into account. The GTAA establishes need for culturally appropriate accommodation but does not make recommendations on site specific locations to address that need.

The likely impact on Denbighshire, Wales and the world.

A prosperous Denbighshire

Overall Impact

Neutral

Justification for impact

The project was limited to an assessment of the accommodation needs of members of the Gypsy, Roma and Traveller community. The assessment identifies any accommodation needs but the strategy for meeting any needs will form a separate piece of work. Having a clear picture of accommodation needs will be beneficial as having stable and suitable accommodation provides a secure base from which to learn, seek employment and access health care.

Further actions required

Awareness raising must be carefully managed to ensure that consistent messages are used across Council services and in dealing with comments from the public. The Council should take a clear stance on how it will respond to racist comments and take appropriate action. The benefits of having a clear picture of accommodation needs needs to be communicated to all groups.

Positive impacts identified:

A low carbon society

In conducting telephone, rather than face to face interviews there have been carbon savings. Although all households were offered the opportunity to have a face to face interview, preference for telephone interviews were given in all cases.

Quality communications, infrastructure and transport

Having a clear and agreed assessment of accommodation needs of members of the Gypsy, Roma and Traveller Community for Denbighshire will enable the Council to plan effectively.

Economic development

Members of the Gypsy, Roma and Traveller Community may be at greater socio-economic disadvantage when compared to the general population. Having a clear and agreed assessment of their needs may assist in reducing this inequality.

Quality skills for the long term

Conducting the assessment and progressing it through approval by the Council and Welsh Government may provide opportunities for awareness raising and training both across the Council and the wider public.

There has been considerable experience gained in the project management of a sensitive study which must be delivered to a limited timescale.

Quality jobs for the long term

The assessment required project management support which has generated income for this service that is reliant on fees.

Childcare

There are no anticipated impacts on childcare arising from the assessment.

Negative impacts identified:

A low carbon society

No known impacts identified.

Quality communications, infrastructure and transport

No known impacts identified.

Economic development

No known impacts identified.

Quality skills for the long term

The assessment interviews were carried out by consultants who are experienced in this type of work. There were limited opportunities for shared learning around the technical side of the assessment but there was learning around the management of a sensitive project.

Awareness raising can generate negative comments linked to stereotypes of people with protected characteristics.

Quality jobs for the long term

No known impacts identified.

Childcare

There are no anticipated impacts on childcare arising from the assessment.

A resilient Denbighshire

Overall Impact

Positive

Justification for impact

The GTAA is a report that identifies the accommodation needs of Gypsy, Roma and Traveller Families in Denbighshire. The GTAA only identifies the quantum of any need, it does not propose sites to address any identified need. The GTAA identifies need and indicates broadly where within the County the need exists. The identification of any sites to meet this need will form a separate piece of work. Completion of a GTAA is a requirement under the Housing Act (Wales) 2014. The GTAA is also a required part of the evidence base for the replacement LDP and must be completed and approved before the replacement LDP can be progressed to Examination and adoption. A new LDP is required to provide an up to date development framework that contributes to a more resilient Denbighshire.

Further actions required

The GTAA is a report that identifies the accommodation needs of Gypsy, Roma and Traveller Families in Denbighshire. The GTAA only identifies the quantum of any need, it does not propose sites to address any identified need. A project management approach is being used to try to ensure

that the progression and approval of the GTAA is completed in a timely fashion. Elected members and senior officers have been regularly briefed and updated on the project prior to it starting and this has continued throughout its development.

Positive impacts identified:

Biodiversity and the natural environment

The GTAA is a required part of the evidence base for the replacement LDP. Having an up to date and approved GTAA will enable the replacement LDP to progress towards adoption. This will ensure that development happens in a planned manner on sites where the impacts on biodiversity and the natural environment are minimised. The replacement LDP will also contain up to date policies that will seek to protect the natural environment.

Biodiversity in the built environment

The GTAA is a required part of the evidence base for the replacement LDP. Having an up to date and approved GTAA will enable the replacement LDP to progress towards adoption. This will ensure that development happens in a planned manner on sites where the impacts on the built environment are minimised. The replacement LDP will also contain up to date policies that will seek to protect the built environment.

Reducing waste, reusing and recycling

The GTAA is a required part of the evidence base for the replacement LDP. Having an up to date and approved GTAA will enable the replacement LDP to progress towards adoption. The replacement LDP will contain up to date policies that will seek to reduce and manage waste.

Reduced energy/fuel consumption

The GTAA is a required part of the evidence base for the replacement LDP. Having an up to date and approved GTAA will enable the replacement LDP to progress towards adoption. The replacement LDP will contain up to date policies that will seek to reduce energy consumption through increased use of renewable technologies, requirements for the installation of renewable technology in new developments and the drive towards being a net zero carbon Council.

People's awareness of the environment and biodiversity

No known impacts identified.

Flood risk management

The GTAA is a required part of the evidence base for the replacement LDP. Having an up to date and approved GTAA will enable the replacement LDP to progress towards adoption. The replacement LDP will reflect the latest flood risk policies and mapping to ensure that any developments are not subject to flood risk and that the impacts of climate change are fully considered.

Negative impacts identified:

Biodiversity and the natural environment

Any delay in approving the GTAA will impact on the progress of the replacement LDP as it is a required part of the evidence base. Denbighshire may be subject to speculative development on non allocated sites due to not having an up to date LDP and an identified land supply for housing, employment, retail etc.

Biodiversity in the built environment

Any delay in approving the GTAA will impact on the progress of the replacement LDP as it is a required part of the evidence base. Denbighshire may be subject to speculative development on non allocated sites due to not having an up to date LDP and an identified land supply for housing, employment, retail etc.

Reducing waste, reusing and recycling

Any delay in approving the GTAA will impact on the progress of the replacement LDP as it is a required part of the evidence base. If there is no up to date LDP then the Council will be reliant on old policies that do not fully reflect the aspiration for carbon reduction and addressing the environmental emergency declared.

Reduced energy/fuel consumption

No known impacts identified.

People's awareness of the environment and biodiversity

No known impacts identified.

Flood risk management

Any delay in approving the GTAA will impact on the progress of the replacement LDP as it is a required part of the evidence base. If there is no up to date LDP then the Council will be reliant on old policies that do not fully reflect the latest position regarding flood risk policy and mapping.

A healthier Denbighshire

Overall Impact

Positive

Justification for impact

Members of the Gypsy, Roma and Traveller community have protected characteristics and need culturally appropriate accommodation to support their emotional and mental well-being. Completing a GTAA identifies families in need. Establishing contact with Gypsy, Roma and Traveller families may enable other support services to build improved relationships and improve the health outcomes for members of the Gypsy, Roma and Traveller Community.

Further actions required

Throughout the GTAA process the scope of the assessment has been made clear in that it relates to an assessment of need and that the study will not make any recommendations on sites. This can help to manage the expectations of members of the Gypsy, Roma and Traveller Community.

Positive impacts identified:

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

The identification of Gypsy, Roma and Traveller families in need of culturally appropriate accommodation in Denbighshire may assist other services in better engaging with families to support their health and well-being. As a highly marginalised group in society with protected characteristics, improved engagement may enable services to be better delivered through improved

communication and the building of relationships.

Access to good quality, healthy food

No known impacts identified

People's emotional and mental well-being

The GTAA is restricted to the identification of housing need for Gypsy, Roma and Traveller families. In carrying out the assessment the Council is acknowledging that people with protected characteristics may have different accommodation needs that are culturally appropriate to them. The acknowledgement of this need may improve the well-being of Gypsy, Roma and Traveller families if they feel that their needs are better understood.

Access to healthcare

The identification of Gypsy, Roma and Traveller families in need of culturally appropriate accommodation in Denbighshire may assist other services in better engaging with families to support their health and well-being. As a highly marginalised group in society with protected characteristics, improved engagement may enable services to be better delivered through improved communication and the building of relationships.

Participation in leisure opportunities

No known impacts identified

Negative impacts identified:

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

No known impacts identified.

Access to good quality, healthy food

No known impacts identified

People's emotional and mental well-being

Approving the GTAA will raise the profile of the issue and may increase concern amongst both the settled and Gypsy, Roma and Traveller communities about future stages.

Access to healthcare

No known impacts identified.

Participation in leisure opportunities

No known impacts identified

A more equal Denbighshire

Overall Impact

Positive

Justification for impact

Members of the Gypsy, Roma and Traveller community have protected characteristics under the Equalities Act and frequently suffer from discrimination. Completing and approving the GTAA which will identify any accommodation needs is a step towards reducing the inequality in housing opportunity suffered by members of the Gypsy, Roma and Traveller Community. Improved health and education outcomes might also be a positive impact in the longer term.

Further actions required

Regular briefings for elected members to pass on to their communities to dispel common misconceptions and reduce discrimination should it arise. Emphasise that the GTAA does not make recommendations on sites to meet the need identified. The Council can ensure that the project aligns with its Public Sector Equality Duty under the Equalities Act (2010).

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

Members of the Gypsy, Roma and Traveller community have protected characteristics under the Equalities Act. Completing and approving the GTAA which will identify any accommodation needs is a step towards reducing the inequality in housing opportunity suffered by members of the Gypsy, Roma and Traveller Community.

People who suffer discrimination or disadvantage

Members of the Gypsy, Roma and Traveller community have protected characteristics under the Equalities Act and frequently suffer from discrimination. Completing and approving the GTAA which will identify any accommodation needs is a step towards reducing the inequality in housing opportunity suffered by members of the Gypsy, Roma and Traveller Community.

People affected by socio-economic disadvantage and unequal outcomes

Members of the Gypsy, Roma and Traveller community have protected characteristics under the Equalities Act and frequently suffer from discrimination and socio-economic disadvantage. Completing and approving the GTAA which will identify any accommodation needs is a step towards reducing the inequality in housing opportunity suffered by members of the Gypsy, Roma and Traveller community.

Areas affected by socio-economic disadvantage

The GTAA identifies families in need of culturally appropriate accommodation. The GTAA does not make any recommendations as to sites but the Council will have information on the location of families in any need. This can be mapped against areas of known socio-economic disadvantage.

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

Carrying out the GTAA may raise the profile of members of the Gypsy, Roma and Traveller community currently resident in Denbighshire which may increase their vulnerability as a group with protected characteristics.

People who suffer discrimination or disadvantage

Approving the GTAA may raise the profile of members of the Gypsy and Traveller community currently resident in Denbighshire which may increase their vulnerability as a group with protected characteristics.

People affected by socio-economic disadvantage and unequal outcomes

Approving the GTAA may raise the profile of members of the Gypsy, Roma and Traveller community currently resident in Denbighshire which may increase their vulnerability as a group with protected characteristics who are also subject to socio-economic disadvantage..

Areas affected by socio-economic disadvantage

No known impacts identified.

A Denbighshire of cohesive communities

Overall Impact

Neutral

Justification for impact

The impact is considered to be neutral as there are positive impacts in terms of increased consultation with a group with protected characteristics but that raising the profile of members of the Gypsy, Roma and Traveller Community may lead to division. Lack of consultation with the Gypsy, Roma and Traveller Community was highlighted by Scrutiny Committee as a weakness in the current GTAA. This has been addressed via a Task & Finish group of elected members who have overseen and approved all of the engagement for the assessment.

Further actions required

Individual families have been interviewed as part of the preparation and consultation of the assessment. Their identities and address details will not be disclosed although general geographical area(s) of need are highlighted in the report . A Task and finish group was established to ensure that the consultation and engagement was robust. A detailed communication and engagement strategy was developed to ensure there was early engagement with key stakeholders to raise awareness of the project. Officers will continue to support understanding through reviewing good practice and

lessons learnt from across the UK.

Positive impacts identified:

Safe communities and individuals

Members of the Gypsy, Roma and Traveller Community currently living in culturally inappropriate accommodation may be subject to discrimination

Community participation and resilience

The Welsh Government methodology for preparing the GTAA which must be followed includes a requirement for face to face interviews with members of the Gypsy, Roma and Traveller community. This ensures that members of the community who may not normally be reached by consultations have an opportunity to input into the assessment which directly concerns them. All households identified through extensive engagement expressed a preference for a telephone interview where they agreed to participate in the assessment.

The attractiveness of the area

The GTAA itself only assesses housing need and has no impact on the physical environment at this stage. The GTAA is a required part of the evidence base for the LDP and without it, the LDP cannot progress. The replacement LDP will contain policies for environmental protection and enhancement, and safeguard green space.

Connected communities

No known impacts identified

Rural resilience

No known impacts identified

Negative impacts identified:

Safe communities and individuals

Approving the revised GTAA may raise awareness within wider communities that members of the

Gypsy and Traveller community are resident within an area. This may lead to an increase in discrimination and the perception that a particular group in society are receiving more assistance than others.

Community participation and resilience

This Needs Assessment is targeting a traditionally hard to reach group which even with additional efforts taken to engage may not wish to participate in this process.

The attractiveness of the area

The GTAA itself only assesses housing need and will have no impact on the physical environment at this stage. The GTAA is a required part of the evidence base for the LDP and without it, the LDP cannot progress. With no replacement LDP there will be no up to date policies for environmental protection and enhancement, and the safeguarding of green space.

Connected communities

No known impacts identified

Rural resilience

No known impacts identified

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact

Positive

Justification for impact

The GTAA assesses the need for culturally appropriate accommodation of members of the Gypsy, Roma and Traveller community. This is a vital aspect of Gypsy, Roma and Traveller culture and the assessment will inform the Council of the needs of the community in order to sustain their heritage and culture. The GTAA is also a required piece of evidence for the replacement LDP. Having an up to date LDP will ensure that the latest policies to protect and enhance the Welsh language and our

cultural heritage will be in force.

Further actions required

A project management approach was taken to the GTAA to ensure that it was completed in a timely fashion. There are regular briefings for elected Members and senior officers to ensure that there is clarity over the requirement to produce a GTAA; the methodology that must be followed and the reporting and approval process. The need to have the GTAA in place in order to progress the LDP is also being clearly communicated.

Positive impacts identified:

People using Welsh

Some members of the Gypsy, Roma and Traveller Community will be Welsh speakers. The GTAA is a required part of the evidence base for the replacement LDP and must be completed and approved before the replacement LDP can be progressed to Examination and adoption. Having an up to date LDP will ensure that appropriate policies for the protection and enhancement of the Welsh language are included in the plan.

Promoting the Welsh language

Some members of the Gypsy, Roma and Traveller Community will be Welsh speakers. The GTAA is a required part of the evidence base for the replacement LDP and must be completed and approved before the replacement LDP can be progressed to Examination and adoption. Having an up to date LDP will ensure that appropriate policies for the protection and enhancement of the Welsh language are included in the plan.

Culture and heritage

Some members of the Gypsy, Roma and Traveller community have protected characteristics linked to their cultural identity. The GTAA will assess the needs of members of this community in terms of culturally appropriate accommodation.

Negative impacts identified:

People using Welsh

Any delay to the completion and approval of the GTAA will impact on the LDP preparation. The replacement LDP cannot be approved without an up to date GTAA. If the replacement LDP is not progressed then the policies used to determine planning proposals will be increasingly out of date and opportunities may be lost to encourage the use of the Welsh language.

Promoting the Welsh language

Any delay to the completion and approval of the GTAA will impact on the LDP preparation. The replacement LDP cannot be approved without an up to date GTAA. If the replacement LDP is not progressed then the policies used to determine planning proposals will be increasingly out of date and opportunities may be lost to promote the use of the Welsh language.

Culture and heritage

No known impacts identified

A globally responsible Denbighshire

Overall Impact

Positive

Justification for impact

A jointly commissioned study has reduced costs and the need to travel to conduct interviews. Improved communication and links between members of the Gypsy, Roma and Traveller community and service providers may lead to improved outcomes in terms of health and education.

Further actions required

No known negative impacts have been identified at this stage.

Positive impacts identified:

Local, national, international supply chains

The study has been jointly commissioned with Conwy CBC to reduce the impact of travel for

interviews and consultations. Each authority has received its own detailed report and evidence of need.

Human rights

Members of the Gypsy, Roma and Traveller community have protected characteristics under the Equalities Act. The GTAA is a requirement under the Housing Act (Wales) 2014 to make an assessment of the need for culturally appropriate accommodation for members of the Gypsy, Roma and Traveller community in Denbighshire.

Broader service provision in the local area or the region

The GTAA requires interviews and consultation with members of the Gypsy, Roma and Traveller community. Establishing links with families currently resident in the County or passing through may assist other services concerned with health, education etc to build relationships with the families to better deliver services and improve outcomes across a range of partner organisations.

Reducing climate change

No known impacts identified

Negative impacts identified:

Local, national, international supply chains

No known impacts identified

Human rights

No known impacts identified

Broader service provision in the local area or the region

No known impacts identified

Reducing climate change

No known impacts identified

Report to	Communities Scrutiny
Date of meeting	19th of October 2023
Lead Member / Officer	Cllr Barry Mellor (Lead Member for Highways & Environment) / Tony Ward (Corporate Director for Environment & Economy)
Head of Service	Paul Jackson
Report author	Simon Lammond, Waste and Recycling Manager / Lowri Roberts, Project Manager
Title	Update for Waste Service Remodelling Project

1. What is the report about?

- 1.1. This report provides Communities Scrutiny with an update regarding the planned service change for waste collection in Denbighshire.

2. What is the reason for making this report?

- 2.1. The report is to inform Communities Scrutiny of the current progress of the project and to highlight the risk around the timely approval of the operational permit required for the new Denbigh Waste Transfer Station.

3. What are the Recommendations?

- 3.1. That Communities Scrutiny discusses the contents of the report and provides observations on these elements.
- 3.2. That Communities Scrutiny confirms that it has read, understood, and taken account of the recently updated Well-being Impact Assessment (Appendix 1) as part of its consideration.

4. Report details

- 4.1. In December 2018 Cabinet agreed that the Denbighshire waste collection model would change from a co-mingled recycling model to a new kerbside sort system. This includes other service changes such as the introduction of a new Absorbent Hygiene Products service and a change in non-recyclable collection to 4 weekly.
- 4.2. Several elements are needed to support the service change, the key investment being a new fit for purpose Waste Transfer Station (WTS) in Denbigh. The new WTS will be completed in December 2023. For the new WTS to become operational, a permit must be approved by Natural Resources Wales. This is to ensure that the new WTS meets all the regulatory requirements as set out by NRW.
- 4.3. In January 2023 Denbighshire submitted the permit application for the new waste transfer station in Denbigh. There has been a considerable delay by NRW in 'duly making' the application due to a significant volume of work. In July 2023 DCC were notified that an officer had been allocated to the application. The application was 'duly made' on the 04/09/2023.
- 4.4. Following the duly made status, a period of technical assessment takes place. NRW will issue a Schedule 5 Notice if they require any further information. NRW will aim to conclude the process within a 4-month period, but this 4-months relates to NRW time only. Where requests for information are made to DCC the clock will stop, this can draw out the 4-month timescale considerably depending on the nature of the information requested.
- 4.5. The waste service is required to undertake a significant recruitment exercise to ensure the service is fully resourced to meet the service implementation. Following discussion with NRW in September, and a review of the key planning activities for the roll out of the new service, we are planning for the new service to be implemented from June 2024.

Absorbent Hygiene Products Service Roll Out (AHP)

- 4.6. The new AHP service has gone live as of the 25th of September. This is currently a pilot service for the LL16 / LL17 postcode areas. This covers St Asaph, Denbigh, Bodfari, Llandyrnog, Llanrhaeadr, Henllan, Nantglyn, The Green, Trefnant, St Asaph, Allt Goch, Rhualt and Tremeirchion.

- 4.7. The service have had approximately 600 households sign up for this service, this number was within the range expected due to the demographic make-up of the two areas. There are 8,890 households within the two pilot areas, based on an average sign up of around 8% it was expected that roughly 711 households would be eligible. It is important to note that sign up rates across Wales vary considerably, likely due to demographics.
- 4.8. Enforcement officers will be actively servicing this area as part of the pilot to advise residents and monitor the expected reduction of AHP within the residual waste stream. This approach allows better monitoring and control of the early roll out as the targeted area is operationally more efficient and provides accessible transport links to Parc Adfer who will process the waste until the new service is launched.

Non-Standard Households

- 4.9. The Waste service delivers a standard service across the county, however not all properties are suitable for the standard service due to storage issues, for example communal households. The service provides a non-standard for these households, which is largely a sack service. Across Denbighshire there are currently 5,203 non-standard properties.
- 4.10. The service has undertaken a survey of these non-standard households prior to the implementation of the new service. New solutions will be required for some households as dry recycling will need to be collected as source segregated. The 5,203 non-standard properties have been allocated into categories, these are:
- Green (3,398 properties)
 - Amber (915 properties)
 - Red (890 properties)
- 4.11. Following the survey, it has been determined that the 'green' households will be able to have a trolleybox (the standard service) at their property. This is the majority of current non-standard households. The Amber properties will require a further 'deep dive' and it is expected that some of these could have a trolleybox, the remaining would have a communal solution such as 240litre source segregated containers in place of the comingled 1,100litre bins plus some properties would have a sack service. The red properties would all still require a sack service.

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

- 5.1. The implementation of the new waste service is linked with the corporate priority 'A Greener Denbighshire'. Directly this relates to the theme to improve recycling rates and reduce waste by introducing the new kerbside recycling system from 2024. This will underpin Denbighshire's commitment to becoming a Net Zero Carbon organisation by 2030.

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

- 6.1. The costs of implementing the new service changes are covered from the mobilisation and container budget allocations within the overall project budget.
- 6.2. Implementation of the new service will impact on various council services, including Customer Services and the Communications Team, and representatives from these service areas are included in the relevant mobilisation work stream project teams.

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

- 7.1. The overall outcome of the Well-being Impact Assessment is positive – see Appendix 1 for further details.

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

- 8.1. The principle of implementing the new waste model, following the Welsh Government Blueprint for waste services, was originally approved at the Strategic Investment Group (SIG) and Cabinet in December 2018. An updated Business Case was also presented to, and approved by, the Council in April 2022.
- 8.2. In December 2021, an update was provided to Communities Scrutiny Committee, and this report also included an updated Waste Collections Policy.

9. Chief Finance Officer Statement

- 9.1. Although there are no direct financial implications of this report, the business case for the large capital investment in waste over recent years has been based on the revenue implications of the model described in this report.

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

10.1. There are three key risks concerning the implementation of the new service model by March 2024. These are:

- **Permit Approval:** Operations at the new WTS are subject to the approval of a bespoke permit which was submitted in January 2023 to Natural Resources Wales (NRW). The permit needs to be approved before the service change can take place. This process can take approximately 12 months, but we are engaging with NRW at an operational and strategic level regarding this issue.
- **WTS Readiness:** The WTS is currently scheduled for completion in December 2023. This is currently on track, which should allow the WTS to be ready for the assembly and delivery of containers in readiness for the roll out to residents. Progress to completion of the WTS is being managed and monitored by the Project Team and Board.
- **Staff Availability:** Although plans are in place to recruit the staff needed to run the new service, there is a risk that the full quota of positions are not filled. The service is working closely with HR to plan the most appropriate recruitment exercise for these types of roles and will also work with Working Denbighshire on the recruitment of staff and work placements.

11. Power to make the decision

11.1. Section 21 of the Local Government Act 2000

11.2. Section 7 of the Council's Constitution.

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OPTION 5 (Preferred) - Weekly Kerbside Sort (including food waste), 4- weekly residual, AHP service

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:	407
Brief description:	<p>This assessment is required as the Council needs to fundamentally change the way we collect household waste to further improve recycling in the County as part of strategy to meet Welsh Government 70% recycling target by 2024/25 and to address on-going budget pressure expected to rise to £900,000 by 2019/20 due to the current cost of sending our mixed blue bin recycling for further separation at a Materials recovery Facility. In Option 5 (preferred) the comingled blue recycling 240l bin would be replaced with a TrolliBocs System, where residents present sorted waste into separate stackable containers. The Trollibocs and the existing food waste caddy would be collected weekly on the same vehicle, resulting in resource revenue savings from the provision of higher quality, pre-sorted recycling. . Residual waste would be collected every 4 weeks in a 240l black bin (as opposed to fortnightly in a 140/180l bin) which is projected to reduce the amount of waste that could have been recycled going in the black bin (currently 51% of items in the black bin could have been recycled on our other kerbside services). An optional human hygiene waste service would be offered to remove "smelly waste" from the residual bin where required. New recycling waste streams would be targeted, including batteries, small electrical, electronic equipment (WEEE) and textiles and collected on the same day as the recycling, but every fortnight. Currently residents put paper, card, wax cartons, plastic containers/bottles, can and glass bottles/jars altogether in a 240litre blue bin which is collected fortnightly.</p>
Date Completed:	19/10/2018 08:29:46 Page 435

Completed by:	Tara Dumas
Responsible Service:	Highways & Environmental Services
Localities affected by the proposal:	Whole County,
Who will be affected by the proposal?	All Residents / Households in Denbighshire; Operational Waste Team as new model rolled out
Was this impact assessment completed as a group?	Yes

IMPACT ASSESSMENT 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 : 27 / 30.

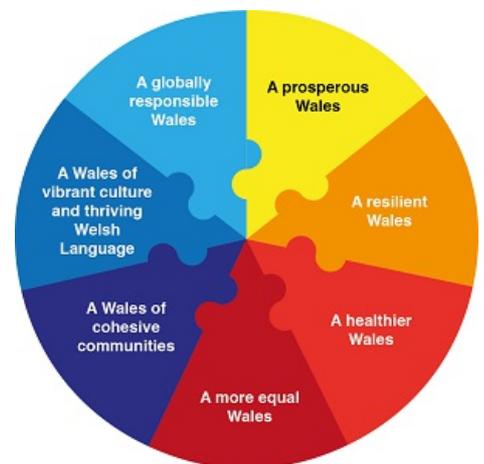
Implications of the score

Implementing the preferred option will align DCC to the Welsh Government waste collection blueprint, meaning that we are operating to a consistent approach to other Welsh LA's in order to maximise the quantity and quality of recyclable household waste we collect. The preferred option seeks to restrict residual capacity further than the blueprint by The Welsh Government have carried out relevant sustainability and economic appraisals on their blue print (Independently reviewed in March 2016 by Eunomia) to determine it to be the most economically and environmentally practical approach to managing household waste.

Summary of impact

Well-being Goals

A prosperous Denbighshire	Positive
A resilient Denbighshire	Positive
A healthier Denbighshire	Neutral
A more equal Denbighshire	Neutral
A Denbighshire of cohesive communities	Neutral
A Denbighshire of vibrant culture and thriving Welsh language	Neutral
A globally responsible Denbighshire	Positive



Main conclusions

Overall the proposed project to Remodel the Waste Service Collection should have positive impacts in terms of a prosperous and resilient and a globally responsible Denbighshire as the new service will increase recycling performance by at least 3%. The higher quality recyclable stream will support the adoption of EU Circular Economy measures and the Welsh Economic Action Plan. The model is also the most cost efficient of all options considered, bringing in a new income stream that protects other council services from further resource reductions. There is a neutral impact on equality due to the introduction of a new service to deal with hygiene waste sometimes produced by young families and the elderly. We have reviewed (currently in draft) our waste policies to ensure exemptions can be awarded to households that struggle to participate fully in the recycling service for genuine physical or mental health reasons. There are no health implications for the new service. Residual waste will be collected less frequently but smelly waste such as nappies and food waste will be collected weekly. There is a neutral impact on vibrant culture and welsh language as all communications will be available in Welsh and English. There will be a significant focus on community engagement throughout and post implementation, encouraging intergenerational learning (young people as ambassadors) and motivational communications materials. There is a neutral impact on cohesive

communities as the new waste model supports and strengthens a social enterprise operating model for the collection and re-use of textiles, and the service changes are supported through a new (draft) household waste collection policy, to support the regulation of the new operating model.

Evidence to support the Well-being Impact Assessment

- We have consulted published research or guides that inform us about the likely impact of the proposal
- We have involved an expert / consulted a group who represent those who may affected by the proposal
- We have engaged with people who will be affected by the proposal

THE LIKELY IMPACT ON DENBIGHSHIRE, WALES AND THE WORLD

A prosperous Denbighshire

Overall Impact	Positive
Justification for impact	The new waste service will secure the long term future of the service and associated jobs and importantly contribute to increasing recycling rates in the County which will minimise residual waste generated by the County's residents. There is an overall reduction in the Council's carbon footprint through enhanced capture of recycling, especially food waste. Materials recycled are of higher quality which will help stimulate growth in the manufacturing industry within the UK.
Further actions required	Maximising the positive impacts from higher recycling rates will be dependant on undertaking a comprehensive communication campaign and ongoing education strategy that provides both instructional and motivational information to encourage people to take the extra effort to recycle more and separate their household waste items into various containers. A YouGov Survey stated that 70% of people want to know what happens to their rubbish and 32% would be more likely to separate their materials if they knew what happened to them. the Viridor Recycling Index 2017 (consumer survey) showed that only a quarter of people believed their waste was properly recycled and showed a clear need for better education, with seven in ten (69%) people feeling frustrated about not having enough education materials on recycling. There is an opportunity to re-engage with Denbighshire citizens to provide the information that will inform and influence pro-environmental behaviours. Consideration to reducing manual handling concerns will be given when specifying the new kerbside recycling vehicles, including consultation with Unions and the workforce. W and R team to investigate introduction of a "ready for work" programme to train up new operatives (workforce succession planning) and career pathways opportunities for existing employees to upskill.

Positive impacts identified:

A low carbon society	<p>Application of the waste hierarchy, enhanced opportunity for closed loop recycling, greater quantities of waste recycled, less vehicle passes to each households over a 4 week period, vehicle haulage movements as recycling is bailed locally - so overall greater environmental benefits. Increased in recycling performance of 3.1% projected. There is a wide evidence base to show that Kerbside Sort yields a lower carbon footprint than co-mingled collections. The carbon impacts of different methods of collection and post collection sorting were shown by the ADAS report for London Borough of Camden which stated that: "The carbon footprint of the whole process for the co-mingled collection, transfer and MRF is 77% greater than for the kerbside sorted recycle collection system."</p> <p>High quality materials are more likely to be used in closed loop recycling where glass bottles and jars are recycled into similar products, paper into paper and so on. The carbon benefits of the closed loop recycling of glass were demonstrated in a 2006 paper "The impact of the carbon agenda on the waste management business", Grant Thornton, Oakdene Hollins. The reduced carbon impact of kerbside sort vehicles compared to large Refuse Collection Vehicles currently used to collect recycling in DCC are considerably lower, as supported by the following paper "Kerbside Recycling in Wales: Environmental Costs, Waste and Resources action Programme (WRAP) Page 479.</p>
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<p>Quality communications, infrastructure and transport</p>	<p>All new waste collection rounds will undertake route optimisation analysis to reduce unnecessary mileage and optimise efficiency, as well as round risk assessments to avoid traffic congestion where practical. The changes will be supported by a communications plan, to include face to face public engagement, a schools education package, and revised instructional material. Option 5 will result in significant capital investment in local authority depots (North Wales) and new waste containers. There may be an opportunity to combine the provision of salt barns with the depot bulking facilities at one of the sites, improving the way we manage winter maintenance resources.</p>
<p>Economic development</p>	<p>Collected recycling will be of adequate quality to be reprocessed in the UK (as opposed to being shipped overseas), encouraging home grown manufacturing industries to develop/expand. Collecting high quality recycling through source segregation is a priority for Welsh Government as they recognise the opportunities the EU "Circular Economy" package brings to helping Wales grow its own economy, and in a more sustainable way (www.gov.wales news article "Wales leading the way towards becoming a circular economy" 28th June 2018. Positive impacts of the circular economy on economic growth are also recognised in the Welsh Government's Economic Action Plan.</p> <p>The paper by the Resources Association "Putting quality recycling at the heart of a circular economy" August 2015 concludes that mandatory source separation of recyclables, including biowaste, would reduce recycling contamination and create new economic opportunity. By example, an article by Simon Weston (LetsRecycle.com 17th July 2017) director of raw materials (Confederation of Paper Industries) states "Recent work conducted by the Confederation of Paper Industries (CPI) estimates that an increase of one percentage point in contamination would increase costs by about £8 million per annum across the entire UK mill system. For a large paper reprocessor this could equate to as much as £1.25 million per percentage point increase for each 100,000 tonnes of raw material procured. These sorts of additional costs undermine the viability of domestic re-processors when compared with foreign competitors using other material streams, and could lead to plant closures and job losses."</p> <p>Kerbside Sort systems yield very low contamination rates (1% Friends of the Earth, compared to Commingled recycling schemes that rarely achieve contamination rates below 5% and often in excess of 10%). Hygiene waste will be collected separately in the Option. It is possible that this waste stream can be recycled and future discussions with Welsh Government are anticipated over the opportunity for this waste to be re-processed in Denbighshire. This would created further jobs through the construction and operation of a new facility.</p>
<p>Quality skills for the long term</p>	<p>Waste operatives will require enhanced manual handling training. In addition, the service will be modernised to closely monitor recycling habits of individuals through enhanced data capture of weight based information. Team members will be trained to use route optimisation software. DCC's waste technical team will be trained to collate and report on a wider range of performance data. The team will be required to deliver behaviour change messages to a wide range of audiences, including to school groups and private/social landlords. Increased procurement skills and experience will also be required. The service change would be supported through the adoption of an environmental enforcement policy which the team will be required to adopt. Whilst the existing enforcement team have all existing knowledge and skills, wider adoption by the rest of the team will be required.</p>

Quality jobs for the long term	<p>All waste operatives will be required to become "recycling ambassadors" as their acceptance/rejection of presented material will be fundamental to providing weekly feedback to the residents about what can and can not be collected on the kerbside sort scheme. Expected that Waste team jobs will be secured, may be need for additional Waste Team members depending on future operational model - to be confirmed as part of further development of Business Case. The baseline is unaffordable and jobs across other council service are at risk should we not change the way we deliver our services.</p> <p>This option will secure at least 9 full time jobs in a local Social Enterprise, and support at least 18 people with learning disabilities, through the collection, sorting , cleaning and resale of textiles.</p>
Childcare	There are no known increased benefits arising from changing from the baseline to Option 5. Working hours are not modelled to change.

Negative impacts identified:

A low carbon society	<p>approx. 35,000 Blue recycling bins and 30,000 grey residual bins will become redundant but recovered bins will be collected and sent for recycling. Recovered plastic is often recycled into new waste containers. procurement of new containers will specify some recycled content (whilst maintaining strength / life expectancy of the container).</p> <p>Option 4 and 5 include the option to direct deliver recycling from the North of the County to a Conwy facility (additional 6-8 miles round trip)increasing the distance travelled by affected vehicles. This is yet to be decided.</p>
Quality communications, infrastructure and transport	Option 4 and 5 include the option to direct deliver recycling from the North of the County to a Conwy facility (additional 6-8 miles round trip)increasing the distance travelled by affected vehicles.
Economic development	None - the current receiver of comingled recycling would prefer source segregated material, due to higher quality of paper.
Quality skills for the long term	It is envisaged that the increased manual handling requirements on the kerbside sort option will lead to a number of operatives seeking redeployment or retirement. This will produce a knowledge gap in the service for which we must prepare over the next 2 years.
Quality jobs for the long term	The manual handling implications of the kerbside sort system may present as a barrier to older operatives or operatives with pre-existing conditions that limit repetitive lifting operations. A key HR work stream has been set up to identify redeployment opportunities for staff who may not be able to carry out the new duties and jobs will be re-evaluated to reflect the change in operations. The Service has already identified the Council's Career Pathways programme as a strategy to deliver succession planning and develop skills of existing employees. They are also proactively engaged in promoting career opportunities externally, such as attending job fairs.
Childcare	There are no known increased implications arising from changing from the baseline to Option 5.

A resilient Denbighshire

Overall Impact	Positive
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Justification for impact	Overall, despite potential for negative consequences due to potential increase in collection vehicle mileage and possible negative behaviour reactions by disgruntled residents who may take against recycling agenda as a consequence overall it is felt the overall message will raise awareness of the importance of recycling and the new model will support the capacity to further increase domestic recycling rates
Further actions required	Negative behaviour issues will be tackled through targeted communications on the benefits of the change to collection model to try to get all residents on board. As far as is possible new collection vehicles will be the most fuel efficient models affordable to reduce fuel consumption and emissions as far as practical to mitigate this issue.

Positive impacts identified:

Biodiversity and the natural environment	This option enables the reprocessing industry to operate closed loop recycling solutions, saving the need to use virgin materials extracted from the natural environment across the world. More recycling will be recovered than the baseline option. Evidence suggest that people adopting pro-recycling behaviours on a kerbside sort system become more supportive of wider environmental issues.
Biodiversity in the built environment	Currently around 10,000 households are receiving a sack collection for residual/recyclable waste. Sacks are ripped open by scavenging animals (seagulls, rats and foxes) providing an unnatural source of food, leading to unhealthy increases in populations of some species that may displace other species. This option will seek to reduce the number of households on a sack collection and provide a more regulated system that will prohibit residents placing food waste into sacks. The Trollibocs system does help contain litter as it must be presented lidded but will require enforcement to ensure boxes are not presented off the trolley and without lids.
Reducing waste, reusing and recycling	Option will improve and increase domestic recycling performance and produce cleaner material more suitable for closed loop recycling.
Reduced energy/fuel consumption	Food waste is co-collected on the same recycling vehicle as dry material and the number of residual collection passes per month are reduced. Overall this results is less vehicle movements.
People's awareness of the environment and biodiversity	New collection model will further raise awareness of need to and issues around recycling. A communications Strategy has been developed and includes an Education Campaign to promote pro-recycling behaviours in young people, and encourage them to take home important messages.
Flood risk management	Any changes in use to the Lon Parcwr depot to receive waste will require enhanced flood mitigation due to proximity of river. This option is still being considered and will be revisited if this depot will be used.

Negative impacts identified:

Biodiversity and the natural environment	Any development at the Lon Parcwr Depot could have an adverse effect on the local environment (Salmon River adjacent) and therefore consultation with NRW and Planning will inform depot options appraisal. As a result of the service change around 35,000 blue wheeled bins and up to 30,000 black wheeled bins will become redundant. These will be collected for recycling into new bins. To partially offset the environmental impact, new containers will contain the optimum recycled content whilst maintaining durability. Residents will be asked to request a larger black bin only if they need it, in order to reduce wastage and cost.
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Biodiversity in the built environment	Development of a waste transfer facility could impact, depending on location, yet to be determined.
Reducing waste, reusing and recycling	May encourage negative behaviour from disgruntled Residents who take against new arrangements and deliberately reduce recycling efforts. Many local authorities have restricted residual waste capacity and reduced collections to 3 weekly. there is no evidence to suggest an increase in fly tipping in these authorities. However, it is necessary to support these service changes with fair but firm household waste collection policy and resource enforcement activities adequately to ensure that dumping of rubbish and deliberately cross contaminating waste streams is appropriately regulated.
Reduced energy/fuel consumption	New collection model may generate additional distance travelled that may increase fuel consumption - to be confirmed once new collection model analysed in detail and location of tipping facilities are confirmed. Initially, households may take extra journeys to the household recycling parcs to dispose of excess waste. Overall, capacity for their waste will be increased by 57litres each week. Therefore as long as waste is segregated it should be able to be managed kerbside. The household waste collection policy will specify that households will qualify for additional capacity as long as they can demonstrate they recycle all they can, and capacity is a regular issue. Residents taking "black bag" type waste to the Recycling Parcs will be asked to segregate recyclables or the bags will be rejected. Therefore encouraging the correct behaviours at home, negating the need for additional journeys.
People's awareness of the environment and biodiversity	May encourage negative behaviour from disgruntled Residents who take against new arrangements and deliberately reduce recycling
Flood risk management	

A healthier Denbighshire

Overall Impact	Neutral
Justification for impact	Neutral overall as few relevant impacts, where potential impacts do exist they are likely to be minimal
Further actions required	Positives on engaging people in a positive way will be stressed and highlighted as part of communications during/post implementation

Positive impacts identified:

A social and physical environment that encourage and support health and well-being	This option requires the householder to do more to manage their waste responsibly. More support will be offered to residents to comply and a sustained and focussed environmental campaign will offer opportunities for social norming and intergenerational learning, where schools and their pupils encourage their communities to recycle more.
Access to good quality, healthy food	NONE
People's emotional and mental well-being	Engaging people further in the need and activity of increasing recycling will engage them in a positive activity that can improve their sense of participation and doing good. There is evidence that people using a kerbside sort system are more "bought into" recycling as they believe more strongly the material is going to be made into new products. There is also evidence to suggest engaged recyclers are more likely to engage or be supportive of wider environmental initiatives.

Access to healthcare	NONE
Participation in leisure opportunities	NONE

Negative impacts identified:

A social and physical environment that encourage and support health and well-being	There is a risk that those residents who do not currently engage with DCC's waste collection system will find the new system more challenging. therefore incidents of alleyway dumping may increase if not managed. DCC will introduce a new enforcement policy and increased communications programme to mitigate these risks.
Access to good quality, healthy food	NONE
People's emotional and mental well-being	Possible issues with the change upsetting residents and affecting their well being due to change and the need to adapt to new arrangements which they may feel antagonism towards, or be fearful they will not be able to cope with the new system.
Access to healthcare	NONE
Participation in leisure opportunities	NONE

A more equal Denbighshire

Overall Impact	Neutral
Justification for impact	Most protected groups should be unaffected by the new waste model as households already present and segregate their rubbish. There may be a negative impact on residents with disability or who are elderly/infirm but variants to the main system will be put in place to recognise and manage this.
Further actions required	Recycling rates in areas with poor economic circumstances is often lower than in other areas. More targeted communications, such as roadshows, School visits and door to door support will be required to ensure residents in these areas fully understand the new system and take care to store their waste and recycling containers on their own properties so they are not abused or stolen.

Positive impacts identified:

<p>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</p>	<p>The new Service will include a free separate collection of nappy/incontinence waste upon request, helping households with young children, or residents with medical needs cope better with the Waste Collection Service. This is an improvement to the existing service. Where possible discreet but accessible collection points from inside the household property boundary may be requested for those requiring the services due to medical conditions.</p>
<p>People who suffer discrimination or disadvantage</p>	<p>NONE</p>
<p>Areas with poor economic, health or educational outcomes</p>	<p>All trollibocs and new waste containers will be provided free of charge during the service change, even though the Council has a right to charge for them.</p> <p>W and R department will liaise with the Council's troubled families team and other appropriate outreach workers to ensure that waste requirements are understood and passed on to households, should waste issues or questions arise.</p> <p>A schools Education programme will be launched to support the new waste model, and priority focus will be given to schools in derived areas. The new waste model will increase the opportunities for employment and "ready to work" schemes.</p>
<p>People in poverty</p>	<p>People in poverty often produce more waste - especially food waste and packaging waste. The new model provides greater capacity overall, on a 4 weekly basis to manage and contain waste.</p>

Negative impacts identified:

<p>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</p>	<p>People with some disabilities may find the new way of presenting waste more challenging, due to the need to separate waste into more containers, and due to the fact that they may need a larger residual bin, which could be heavier to manoeuvre. Consultation with disability user group representatives has also identified that the new Trollibocs system requires more "bending" that could prevent or put off some infirm residents from using the service. For this reason a range of container options will be offered to infirm or disabled residents and the Trolliboc design will take account of feedback received through consultations. DCC operate an assisted collection service so if a household find their residual bin too heavy due to size can either be given a smaller bin (subject to having capacity) two smaller bins, or may apply to be on the assist list where we collect the bin from the curtilage of their property. The new DCC waste enforcement policy will allow for households to be listed as exempt from recycling some or all materials if a disability and/or lack of support genuinely prevents them from doing so (e.g. sheltered accommodation with occupants with dementia). Trollibocs can be provided with braille stickers where needed and all associated instructional material will be provided in appropriate mediums for sight impaired occupants.</p> <p>Opportunities for upskilling and redeployment will be provided to employees who are unable to manage the new manual handling requirements of the collection service</p>
<p>People who suffer discrimination or disadvantage</p>	<p>If a household has suffered discrimination from sections of their community in the past, they are more likely to be reported to us if they struggle to comply with the new system. The DCC enforcement policy will always include an initial educational step before enforcement action is taken to help residents to adjust to the new requirements.</p>
<p>Areas with poor economic, health or educational outcomes</p>	<p>Recycling rates in areas with poor economic circumstances is often lower than in other areas.</p>
<p>People in poverty</p>	<p>The Council has the right to issue a fixed penalty to residential occupants for failing to recycle, or dumping black bag waste. In order for the new scheme to work longer term, it will be necessary to monitor activities of non-compling households more rigorously, that could lead to FPN's being issued. However, the revised Council enforcement procedure will ensure that every household will be given the opportunity to correct behaviours. In addition, an early payment option with a reduced fine level can also be included.</p>

A Denbighshire of cohesive communities

<p>Overall Impact</p>	<p>Neutral</p>
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Justification for impact	<p>Overall positive impact as new collection model offers opportunities to raise awareness of need to and increase ability to recycle for residents and benefit this may bring to engagement and reducing littering but is small risk it may also lead to feeling that change being done to residents and an associated problem of littering and fly tipping may result however this is thought to be low risk. The new system will be better regulated to identify non-compliance quickly and target behaviour change processes efficiently. There will be less (no) abandoned contaminated bins on the streets in the future preferred model.</p> <p>The Recycle More Waste Less Survey showed that households are currently more likely to have space in their residual black bin on collection day than their recycling bins, evidencing that the new model, to increase recycling capacity by 57litres per week and reducing residual capacity by 10litres per week is manageable. This, combined with the fact that on average 51% of the waste in the black bins could be recycled on our existing services supports a move to shift the focus and resources to collecting more recyclable waste.</p>
Further actions required	<p>There is a perception that a reduced residual collection frequency could attract pests. The new model will offer a weekly opt-in service for human hygiene waste and the weekly food waste service will continue and be expanded to all houses, meaning waste most likely to attract pests and vermin should not be in the residual bin. Households remaining on a sack collection will be provided with gull-proof sacks to contain their disposal pink sacks. This will keep waste and odours contained and enable the Council to regulate the capacity given to sack customers so that recycling behaviours are still incentivised.</p>

Positive impacts identified:

Safe communities and individuals	<p>All wheeled bins and Trollibocs will be assigned to individual properties, encouraging ownership so they are not left out on the highway where they pose a fire risk. Currently there are excessive numbers of abandoned blue recycling bins on the public highway due to them becoming contaminated. This will not be an issue in the new model.</p>
Community participation and resilience	<p>All residents have had the opportunity to be surveyed about the changes and will have the opportunity to raise concerns they may have already that can be addressed via the proposed changes or concerns they may have in relation to the new change that can influence its design e.g. frequency of nappy collections.</p> <p>A sustained schools education programme will result in a significant number of young people becoming recycling ambassadors, and offering learning /recycling opportunities within their communities.</p>
The attractiveness of the area	<p>With improved recycling it may be that this leads to a reduction in litter / waste as more recyclable material is captured via the new collection arrangements. Sack collections and on street solutions (currently abused) will be phased out wherever possible. Enhanced consultation with HMOs and private landlords will seek to ensure adequate and appropriate provision is made for tenanted properties.</p>
Connected communities	<p>Intention to use social norming as a way to promote pro-recycling behaviours and identify recycling champions.</p>

Negative impacts identified:

Safe communities and individuals	Residents who fail to comply with the new system and dump their waste will lower the environmental quality where they live - leading to the broken windows effect. The new waste model, however, will have boosted resources to target those individuals with appropriate education and enforcement action. It is not envisaged, however that these issues will increase in number from the baseline model. Areas causing issues now will be visited to ensure the optimal system is put in place to prevent waste escaping into the environment.
Community participation and resilience	Many residents will not have actively engaged during the proposal phase and provide resistance as the service is rolled out.
The attractiveness of the area	Residents who fail to comply with the new system and dump their waste will lower the environmental quality where they live - leading to the broken windows effect. The new waste model, however, will have boosted resources to target those individuals with appropriate education and enforcement action. It is not envisaged, however that these issues will increase in number from the baseline model. Areas causing issues now will be visited to ensure the optimal system is put in place to prevent waste escaping into the environment. There is a perception that a reduced residual collection frequency could attract pests.
Connected communities	Initially some recyclers may disengage with the new service if they disagree with the proposals. Mitigate with regular and targeted coms using the Waste Recycling Action Programme's (WRAP's) segmentation research. New scheme must be flexible to address individual needs where appropriate.

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact	Neutral
Justification for impact	There will be a lot of communications material produced to provide instructional and motivational information to target audiences and the public in general. Every opportunity to promote the Welsh Language and cultures will be taken during the development of our campaigns.
Further actions required	There are no identified negatives.

Positive impacts identified:

People using Welsh	The proposed waste collection system is more aligned to those in the other Welsh authorities. This consistency will assist in general understanding in any language as families and friends communicate beyond County boundaries. All communications, including the survey, media releases and instructional information will be produced in Welsh as well as English.
Promoting the Welsh language	There is an opportunity to display bi-lingual advertisements with simple messages/ catch phrases
Culture and heritage	In the longer term, once kerbside capture of materials is maximised, there is an opportunity to promote re-use of kerbside materials and carry out campaigns to extend the life of items through repair. This will encourage people to learn traditional skills, such as sewing. There is also an opportunity to appeal to target audiences through tying together traditional activities and recycling/re-use behaviours (e.g. A rugby player recycling his old shirt, a sheep farmer recycling his working dogs' food packaging etc...)

Negative impacts identified:

People using Welsh	NONE
Promoting the Welsh language	NONE
Culture and heritage	NONE

A globally responsible Denbighshire

Overall Impact	Positive
Justification for impact	Positive overall as aligns with other North Wales LA's - developing common resident experience and producing higher quality resources that can stimulate local and national manufacturing opportunities.
Further actions required	As part of design and communications around collections model change Denbighshire will learn from experience at Conwy CBC and from all previous service changes in Wales and wider afield, through data held by WRAP (Waste Resources Action Programme)

Positive impacts identified:

Local, national, international supply chains	The baseline waste model produces low quality recycling which has limited markets, often overseas. This option produces source segregated material which can be used by local and national manufacturing companies.
Human rights	NONE
Broader service provision in the local area or the region	By making the proposed changes the waste collection model in Denbighshire will more closely align with others across North Wales, including specifically Conwy CBC therefore making any option for Service of Council mergers in future a simpler task

Negative impacts identified:

Local, national, international supply chains	Initially there will be a drop in the volume of some non-target plastic that is currently being marketed but the benefits of producing cleaner material far outweigh this.
Human rights	To support the introduction of the new scheme, the Council will be reviewing its waste enforcement policies to ensure the scheme is regulated. The Council will, in all cases act in accordance with the Regulators Code (2014).
Broader service provision in the local area or the region	NONE

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Report to	Communities Scrutiny Committee
Date of meeting	19 October 2023
Head of Service	Catrin Roberts, Head of Corporate Support Services: People
Report author	Karen Evans, Scrutiny Co-ordinator
Title	Scrutiny Work Programme

1. What is the report about?

1.1 The report seeks Communities Scrutiny Committee to review its draft forward work programme (see Appendix 1). As part of its review the Committee is asked to reflect on how Scrutiny can support the delivery of the Council's Corporate Plan and its aim of becoming Net Carbon Zero and Ecologically Positive by 2030, whilst also prioritising matters which the Committee deems important to scrutinise.

2. What is the reason for making this report?

2.1 To seek the Committee to review and agree on its programme of future work, and to update members on relevant issues.

3. What are the Recommendations?

That the Committee

- 3.1 considers the information provided and approves, revises or amends its forward work programme as it deems appropriate;
- 3.2 determines whether any key messages or themes from the current meeting should be publicised via the press and/or social media.

4. Report details

- 4.1 Section 7 of Denbighshire County Council's Constitution sets out each Scrutiny Committee's terms of reference, functions and membership, as well as the rules of procedure and debate.
- 4.2 The Constitution stipulates that the Council's scrutiny committees must set, and regularly review, a programme for their future work. By reviewing and prioritising issues, members are able to ensure that the work programme delivers a member-led agenda.
- 4.3 For a number of years it has been an adopted practice in Denbighshire for scrutiny committees to limit the number of reports considered at any one meeting to a maximum of four plus the Committee's own work programme report. The aim of this approach is to facilitate detailed and effective debate on each topic.
- 4.4 In recent years the Welsh Government (WG) and Audit Wales (AW) have highlighted the need to strengthen scrutiny's role across local government and public services in Wales, including utilising scrutiny as a means of engaging with residents and service-users. From now on scrutiny will be expected to engage better and more frequently with the public with a view to securing better decisions which ultimately lead to better outcomes for citizens. AW will measure scrutiny's effectiveness in fulfilling these expectations.
- 4.5 Having regard to the national vision for scrutiny whilst at the same time focussing on local priorities, the Scrutiny Chairs and Vice-Chairs Group (SCVCG) recommended that the Council's scrutiny committees should, when deciding on their work programmes, focus on the following key areas:
- budget savings;
 - achievement of the Corporate Plan themes (with particular emphasis on their deliverability during a period of financial austerity);
 - any other items agreed by the Scrutiny Committee (or the SCVCG) as high priority (based on the PAPER test criteria – see reverse side of the 'Member Proposal Form' at Appendix 2);

- Urgent, unforeseen or high priority issues; and
- Supporting the Council's continued recovery work in relation to the effects of the COVID-19 crisis on Council services, the local economy and the county's communities

4.6 Scrutiny Proposal Forms

As mentioned in paragraph 4.2 above the Council's Constitution requires scrutiny committees to prepare and keep under review a programme for their future work. To assist the process of prioritising reports, if officers are of the view that a subject merits time for discussion on Scrutiny's business agenda they have to submit a formal request to the SCVCG seeking Scrutiny to consider a report on that topic. This is done via the submission of a 'proposal form' which clarifies the purpose, importance and potential outcomes of scrutinising suggested subjects.

- 4.7 With a view to making better use of scrutiny's time by focussing committees' resources on detailed examination of subjects, adding value through the decision-making process and securing better outcomes for residents, the SCVCG decided that members, as well as officers, should complete 'scrutiny proposal forms' outlining the reasons why they think a particular subject would benefit from scrutiny's input. A copy of the 'member's proposal form' can be seen at Appendix 2. The reverse side of this form contains a flowchart listing questions which members should consider when proposing an item for scrutiny, and which committees should ask when determining a topic's suitability for inclusion on a scrutiny forward work programme. If, having followed this process, a topic is not deemed suitable for formal examination by a scrutiny committee, alternative channels for sharing the information or examining the matter can be considered e.g. the provision of an 'information report', or if the matter is of a very local nature examination by the relevant Member Area Group (MAG). No items should be included on a forward work programme without a 'scrutiny proposal form' being completed and accepted for inclusion by the Committee or the SCVCG. Assistance with their completion is available from the Scrutiny Co-ordinator.

Cabinet Forward Work Programme

- 4.8 When determining their programme of future work it is useful for scrutiny committees to have regard to Cabinet's scheduled programme of work. For this purpose, a copy of the Cabinet's forward work programme is attached at Appendix 3.

5. Scrutiny Chairs and Vice-Chairs Group

- 5.1 Under the Council's scrutiny arrangements, the Scrutiny Chairs and Vice-Chairs Group (SCVCG) performs the role of a coordinating committee. The Group's next meeting is scheduled for 28 November 2023.

6. How does the decision contribute to the Corporate Plan 2022 to 2027: The Denbighshire We Want?

- 6.1 Effective scrutiny will assist the Council to deliver its Corporate Plan in line with community needs and residents' wishes. Continual development and review of a coordinated work programme will assist the Council to deliver its corporate themes, improve outcomes for residents whilst also managing austere budget and resource pressures.
- 6.2 Whilst the decision on the Committee's forward work programme itself will have a neutral contribution on the Council's aim of becoming Net Carbon Zero and Ecologically Positive by 2030, the Committee by effectively scrutinising all matters examined by it can help support the delivery of this ambition.

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

- 7.1 Services may need to allocate officer time to assist the Committee with the activities identified in the forward work programme, and with any actions that may result following consideration of those items.

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

8.1. A Well-being Impact Assessment has not been undertaken in relation to the purpose or contents of this report. However, Scrutiny through its work in examining service delivery, policies, procedures and proposals will consider their impact or potential impact on the sustainable development principle and the well-being goals stipulated in the Well-being of Future Generations (Wales) Act 2015.

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

9.1. None required for this report. However, the report itself and the consideration of the forward work programme represent a consultation process with the Committee with respect to its programme of future work.

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

11.1 No risks have been identified with respect to the consideration of the Committee's forward work programme. However, by regularly reviewing its forward work programme the Committee can ensure that areas of risk are considered and examined as and when they are identified, and recommendations are made with a view to addressing those risks.

11. Power to make the decision

12.1 Section 21 of the Local Government Act 2000.

12.2 Section 7.11 of the Council's Constitution stipulates that scrutiny committees and/or the Scrutiny Chairs and Vice-Chairs Group will be responsible for setting their own work programmes, taking into account the wishes of Members of the Committee who are not members of the largest political group on the Council.

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Communities Scrutiny Committee Forward Work Plan

Note: Items entered in italics have not been approved for submission by the Committee. Such reports are listed here for information, pending formal approval.

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
19 th October	Cllr. Barry Mellor	1. New Waste Service Model – Progress Report T.B.C.	To examine the progress in relation to the activities associated with rollout of the new Service (incl. <ul style="list-style-type: none"> An update on the implementation of the main service change update on the implementation of the AHP Service 	Identification of actions or resolutions to any gaps or obstacles encountered to date with the rollout process with a view to addressing them in time to secure a seamless rollout of the new Service and ensure residents’ buy-in and compliance with the new waste and recycling service which will support the Council’s ambition in relation to carbon reduction.	Tony Ward/ Andy Clark/ Simon Lammond/ Russell Vaughan (Peter Clayton to be invited to Committee)	By SCVCG March 2023
	Cllr. Win Mullen-James Extend invite to Cllr Peter Scott (Chair of T&F Group)	2 GTAA	To review the revised assessment prior to its being submitted to Welsh Government	Members’ views and observations are sought on the detail of the work carried out and the revision of the previously submitted GTAA.	Kimberley Mason	23/05/23 (rescheduled July 2023)
<i>(Members have asked also to see the</i>	Cllr. Barry Mellor	3. Review of car park tariffs	To examine proposed changes to the Council’s car park tariffs policy	Pre-decision scrutiny of proposed changes to car park policies, tariffs etc. and their impact on residents, businesses across the county will	Emlyn Jones/Mike Jones	<i>By SCVCG July 2023</i>

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)		Purpose of report	Expected Outcomes	Author	Date Entered
<i>latest position with regards to delivering the current Car Park Management Plan)</i>				and associated tariff structures, including charging hours, blanket charging policy etc. (along with the draft county Car Park Masterplan and proposed return on investment associated with the new proposals)	enable Scrutiny to formulate recommendations in relation to the proposals to aid better decision-making. This will support the Corporate Themes of realising a prosperous and better connected Denbighshire		
7 December	Cllr. Win Mullen-James	1.	Second Homes and Short-term Holiday lets and their impact have been fully assessed) (timing tbc – once the full details of the WG proposals are known (incl. Licensing Scheme proposals)	To report the findings and conclusions of the Welsh Government's study in relation to addressing the impact of second home ownership in Wales, including its proposals for reviewing the regulatory framework and system as they apply to holiday accommodation, along with national and local taxation	(i) An assessment of the proposals' anticipated impact on Denbighshire County Council, residents, businesses and local economy (ii) Formulation of recommendations with a view to realising maximum benefits for the Council, residents businesses and the economy, or for mitigating the impact of any risks that may arise from any proposals	Emlyn Jones/Angela Loftus/Lara Griffiths/Paul Barnes/Gareth Roberts	June 2022 (rescheduled November 2022/ March 2023)

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)		Purpose of report	Expected Outcomes	Author	Date Entered
				systems (the WG's "three-pronged approach to address [the] second homes crisis"			
<i>(check if any WG reviews/legislation outstanding in relation to sustainable transport at present)</i>	Cllr. Barry Mellor	2.	Draft Sustainable Transport Plan	To consider the initial findings following the consultation of the draft plan	Pre-decision scrutiny to enable the formulation of recommendations to Cabinet in relation to approving and adopting a Sustainable Transport Plan for the county that will support the delivery of the Corporate Plan themes of a better connected and greener Denbighshire, whilst also contributing to the Council's ambition of becoming net carbon zero and ecologically positive by 2030	<i>Mike Jones</i>	<i>By SCVCG July 2023</i>
	Cllr Rhys Thomas	3	Housing Rent Increase and Budgets 2024 / 25	To consider the process for determining the recommendation on the level of weekly rent increase for Community Housing tenants.	Pre-decision scrutiny to determine: <ul style="list-style-type: none"> I. has the increase being proposed adequately considered II. the impact on affordability for households and III. the impact of other options on Housing investment budgets. 	Liz Grieve / Geoff Davies	By SC&VCG 03/10/23
	Leader	4	Rhyl Regeneration Programme and Governance	To examine the effectiveness of the Programme Board's work in delivering the regeneration programme to date	Identification of any barriers or slippages and the formulation of recommendations to try and address them and sustain the delivery of the programme to secure the regeneration of Rhyl to benefit the	<i>Tony Ward</i>	<i>June 2022</i>

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)		Purpose of report	Expected Outcomes	Author	Date Entered
					economy and the lives of the town's residents and the county in general		
1 February 2024							
14 March							
9 May	Cllr. Barry Mellor	1.	Tree Maintenance & Management (tbc)	To examine the Council's policy(ies) relating to tree maintenance and management along with the resources allocated for tree maintenance and management work across Denbighshire	An evaluation of the effectiveness of the Council's current work in relation to tree management and maintenance with a view to securing sufficient resources to ensure the delivery the Council's Corporate Plan themes of a greener, and a fairer, safe and more equal Denbighshire whilst also supporting the ambition of becoming an ecologically positive and net carbon zero authority by 2030.	Andrew Cutts/Joel Walley/Emlyn Jones	By SCVCG July 2023
27 June							
5 September							
24 October							
12 December							
2025							
Feb 2025 (date tbc)							

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
March/ April (date tbc)	Leader/Cllr. Barry Mellor	1. Rhyl Promenade Masterplan	To examine the proposals contained in the Rhyl Promenade Masterplan to be implemented following the completion of the coastal flood defence schemes	Consideration of the draft masterplan and the public's views on its contents will enable the Committee to formulate recommendations with respect of the final masterplan that will support the Council, business community and residents' aspirations to realise the sustainable economic regeneration of Rhyl and Denbighshire by linking the beach/promenade to the town. Delivering a prosperous and better connected Denbighshire	Tony Ward	By SCVCG July 2023 (in response to a Notice of Motion to County Council)

Future Issues

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
	Update on the Draft Tourism signage Strategy	To provide an update on progress in regard to brown tourist direction sign projects within Denbighshire	Mike Jones/Peter McDermot	09/05/23

For future years

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Communities Scrutiny Committee Forward Work Plan

Information/Consultation Reports

Information / Consultation	Item (description / title)	Purpose of report	Author(s)	Date Entered
INFORMATION (for circulation early autumn 2023 <i>once work has been undertaken</i>)	Community Impact Assessment on the communities of Rhewl and Llanynys	To present the findings of the community impact assessment undertaken following the closure of Ysgol Rhewl as agreed as part of the modernising education programme	Geraint Davies/James Curran	December 2020

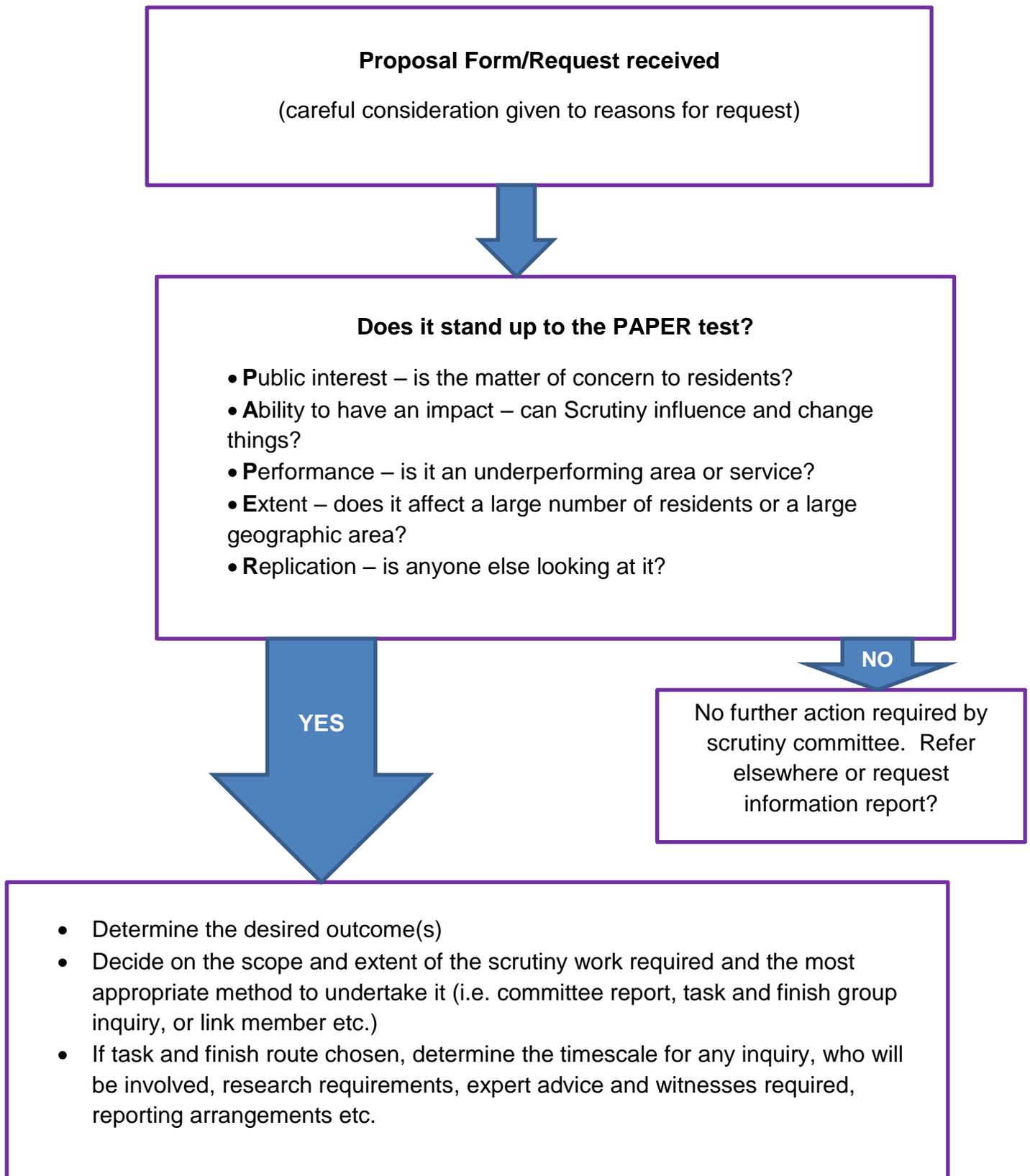
Note for officers – Committee Report Deadlines

Meeting	Deadline	Meeting	Deadline	Meeting	Deadline
19 October 2023	5th October	7 th December	23 November	1 st February 2024	18th January

03/10/23 KE

Member Proposal Form for Scrutiny Forward Work Programme	
NAME OF SCRUTINY COMMITTEE	
TIMESCALE FOR CONSIDERATION	
TOPIC	
What needs to be scrutinised (and why)?	
Is the matter one of concern to residents/local businesses?	YES/NO
Can Scrutiny influence and change things? (if 'yes' please state how you think scrutiny can influence or change things)	YES/NO
Does the matter relate to an underperforming service or area?	YES/NO
Does the matter affect a large number of residents or a large geographical area of the County (if 'yes' please give an indication of the size of the affected group or area)	YES/NO
Is the matter linked to the Council's Corporate themes? (if 'yes' please state which theme(s))	YES/NO
To your knowledge is anyone else looking at this matter? (If 'yes', please say who is looking at it)	YES/NO
If the topic is accepted for scrutiny who would you want to invite to attend e.g. Lead Member, officers, external experts, service-users?	
Name of Councillor/Co-opted Member	
Date	

Consideration of a topic's suitability for scrutiny



Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
24 October	1	North East Wales Archive project	To provide Cabinet with an update, to review the options appraisal and seek authorisation to submit a National Lottery Heritage Fund grant application, noting the required match funding contribution if successful	Yes	Cllr Emrys Wynne Lead Officer – Liz Grieve Report Author – Craig Berry / Sian Lloyd Price
	2	Salt Barns (South)	To seek Cabinet approval to progress the project to the procurement and tendering stage	Yes	Cllr Barry Mellor Lead Officer/Report Author – Andy Clark
	3	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Head of Finance and Audit
	4	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinator
21 November	1	Library Savings Proposal	To outline how savings could be achieved by reducing Library Services	Yes	Cllr Emrys Wynne Lead Officer/Report Author – Liz Grieve

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
	2	Gypsy and Traveller Accommodation Assessment (GTAA)	To seek approval for re-submission of the draft amended GTAA to the Welsh Government	Yes	Cllr Win Mullen-James Lead Officer – Tony Ward Report Author – Angela Loftus / Kimberley Mason
	3	Council Performance Self-Assessment Update – July to September	To present an update on the council's performance against its functions, including Corporate Plan and Strategic Equality objectives	Tbc	Cllr Gwyneth Ellis Lead Officer – Nicola Kneale Report Author – Emma Horan
	4	Re-tendering of Supported Living Contracts	To request Cabinet approval for DCC to commence the re-tendering of supported living contracts	Yes	Cllr Elen Heaton Lead Officer – Ann Lloyd Report Author – Charlotte Jones / Liana Duffy
	5	Contract for Haulage, Sorting and Brokerage of Dry Mixed Recycling (DMR)	To consider a contract variation/extension of DMR	Yes	Cllr Barry Mellor Lead Officer/Report Author – Simon Lammond
	6	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Head of Finance and Audit
	7	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators
19 December	1	Care Home Fee Setting 2024/25	To brief Cabinet on the outcome of the Regional	Yes	Cllr Elen Heaton Lead Officer / Report Author –

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
			2024/25 Care Home Fee Setting process and seek approval for Denbighshire's response to its recommendation		Nicola Stubbins / Ann Lloyd
	2	North Wales Construction Framework (NWCF) Phase 3	To approve the NWCF following the procurement exercise	Yes	Cllr Julie Matthews Lead Officer – Lisa Jones Report Author – Karen Bellis
	3	North Wales Velodrome Business Case	To consider the business case for the North Wales Velodrome Project		Cllr Rhys Thomas Tony Ward / Jamie Groves
	4	Housing Rent Setting & Housing Revenue and Capital Budgets 2024/25	To seek approval for the proposed annual rent increase for council housing and to approve the Housing Revenue Account Capital and Revenue Budgets for 2024/25 and Housing Stock Business Plan	Yes	Cllr Rhys Thomas Lead Officer/Report Author Geoff Davies
	5	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Head of Finance and Audit
	6	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators

Cabinet Forward Work Plan

Meeting	Item (description / title)	Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
23 January	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc Cllr Gwyneth Ellis Lead Officer/Report Author Head of Finance and Audit
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc Lead Officer – Scrutiny Coordinators
20 February	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc Cllr Gwyneth Ellis Lead Officer/Report Author Head of Finance and Audit
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc Lead Officer – Scrutiny Coordinators
19 March	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc Cllr Gwyneth Ellis Lead Officer/Report Author Head of Finance and Audit
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc Lead Officer – Scrutiny Coordinators

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 October</i>	<i>10 October</i>	<i>21 November</i>	<i>7 November</i>	<i>19 December</i>	<i>5 December</i>

Updated 04/10/2023 – KEJ
Cabinet Forward Work Programme.doc

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