

To: Members of the Cabinet

Date: 14 February 2024

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Dear Councillor

You are invited to attend a meeting of the **CABINET** to be held at **10.00 am** on **TUESDAY, 20 FEBRUARY 2024** in the **COUNCIL CHAMBER, COUNTY HALL, RUTHIN AND BY VIDEO CONFERENCE.**

Yours sincerely

G. Williams
Monitoring Officer

AGENDA

1 APOLOGIES

2 DECLARATION OF INTERESTS

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

3 URGENT MATTERS

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

4 MINUTES (Pages 5 - 14)

To receive the minutes of the Cabinet meeting held on 23 January 2024 (copy enclosed).

5 COUNCIL HOUSING VOIDS REFURBISHMENT FRAMEWORK (Pages 15 - 34)

To consider a report by Councillor Rhys Thomas, Lead Member for Housing and Communities (copy enclosed) seeking Cabinet approval for the re-tendering of the Council's Community Housing Voids Framework.

6 RECOMMENDATIONS OF THE CAPITAL SCRUTINY GROUP (Pages 35 - 44)

To consider a report by Councillor Gwyneth Ellis, Lead Member for Finance, Performance and Strategic Assets (copy enclosed) seeking Cabinet's support of projects identified for inclusion in the 2024/25 Capital Plan and recommendation to full Council.

7 FINANCE REPORT (Pages 45 - 60)

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

8 CABINET FORWARD WORK PROGRAMME (Pages 61 - 64)

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

MEMBERSHIP

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

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

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Press and Libraries
Town and Community Councils

LOCAL GOVERNMENT ACT 2000

Code of Conduct for Members

DISCLOSURE AND REGISTRATION OF INTERESTS

I, *(name)*

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

Denbighshire County Council

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

*(*please delete as appropriate)*

Date of Disclosure:

Committee *(please specify)*:

Agenda Item No.

Subject Matter:

Nature of Interest:

*(See the note below)**

Signed

Date

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

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CABINET

Minutes of a meeting of the Cabinet held in the Council Chamber, County Hall, Ruthin and by video conference on Tuesday, 23 January 2024 at 10.00 am.

PRESENT

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

Observers: Councillors Michelle Blakeley-Walker, Joan Butterfield, Ellie Chard, Ann Davies, Bobby Feeley, Karen Edwards, Pauline Edwards, James Elson, Huw Hilditch-Roberts, Hugh Irving, Alan James, Brian Jones, James May, Terry Mendies, Gareth Sandilands, Andrea Tomlin, Cheryl Williams, David Williams, and Huw Williams

ALSO PRESENT

Chief Executive (GB); Corporate Directors: Social Services and Education (NS), Governance and Business/Monitoring Officer (GW), and Environment and Economy TW; Heads of Service: Finance and Audit (LT), Housing and Communities Service (LG), Corporate Support Service: Performance, Digital and Assets (HVE); Principal Revenues, Benefits and Contract Manager (PB); Service Delivery Manager: Revenues and Benefits (LG); Principal Chartered Valuation and Estates Surveyor (MJ); Valuation and Estates Manager (RE) and Committee Administrators (KEJ & SLW [Webcaster])

1 APOLOGIES

Councillor Win Mullen-James would be arriving late due to a prior engagement.

2 DECLARATION OF INTERESTS

No declaration of interest had been raised.

3 URGENT MATTERS

No urgent matters had been raised.

4 MINUTES

The minutes of the Cabinet meeting held on 19 December 2023 were submitted.

RESOLVED that the minutes of the meeting held on 19 December 2023 be received and confirmed as a correct record.

5 OUTCOME OF COMMUNITIES SCRUTINY COMMITTEE'S REVIEW OF CABINET'S DECISION RELATING TO THE LIBRARY/ONE STOP SHOP SAVINGS PROPOSAL

Councillor Huw Williams, Chair of Communities Scrutiny Committee presented the report on the findings and recommendations of the Scrutiny Committee held on 11 January 2024 following consideration of the call-in of the Cabinet decision taken on 19 December 2023 relating to the Library/One Stop Shop Savings Proposal.

The report referenced the lengthy debate at the Scrutiny Committee meeting based on the grounds of the call-in, and highlighted the Committee's particular concerns over the reduction in opening hours and the impact that would have on the –

- availability and accessibility of library and one stop shop services to residents, especially the most vulnerable and digitally excluded
- availability of 'warm spaces' for those worse hit by the cost-of-living crisis, people who were lonely, and those living with health issues and their carers
- availability of facilities for children and young people to use for study or research work, or as safe havens away from chaotic personal or family situations
- availability of libraries for use by community groups and voluntary organisations for them to deliver much needed support and advice services to residents.

The Committee was also concerned about potential unintended negative effects on other already stretched council services, the adverse effect on staff morale and impact the potential loss of experienced staff would have on the service's future capacity to deliver quality services. Members felt not enough investigations had been made with outside bodies or external organisations to secure other funding or resources to help maintain current service levels prior to a decision being made. Consequently, Cabinet was asked to reconsider its original decision taking into account the Scrutiny Committee's conclusions and recommendations that Cabinet –

- (i) acknowledges Communities Scrutiny Committee's observations, conclusions and recommendations following its review of the Cabinet decision relating to the 'Library/One Stop Shop Savings Proposal', and
- (ii) agrees to the Committee's recommendation to postpone the implementation of the decision until further exploratory work is done to identify alternative funding sources available to the Council or other partner bodies whether in the private or public sector.

The Leader thanked Councillor Williams for reporting on the scrutiny debate and recommendations. Cabinet also thanked the Scrutiny Committee for their work.

Councillor Emrys Wynne sympathised with the concerns raised regarding the potential impact a reduction in hours would have as set out in the report. However, his view remained that the reasons for the call-in, and those concerns, had been thoroughly debated by Cabinet on 19 December and Cabinet had been fully aware of all those issues and risks when the decision was made. The decision was necessary to respond to the severe financial challenge and set a balanced budget. Cabinet had listened and responded to public consultation feedback with changes resulting in circa 30 additional opening hours compared to the original proposal and

opening on specific days. He did not support the Scrutiny Committee's recommendation to postpone implementation of the decision until further work was done to identify alternative funding sources. He had already committed to working with members, officers, and City/Town/Community Councils to consider alternative models of delivering library services with a view to future proofing and growing that provision, mitigating the cuts, and seeking other sources of income, and there was an immediate need to set a balanced budget for the next financial year. No one wanted to cut library services, but the decision represented the best possible outcome for libraries given the current financial position and meant no library would have to close and all current services would continue, albeit on reduced hours.

Councillor Gwyneth Ellis also recognised the thorough scrutiny and was pleased that the recommendation had not been to reverse the decision but to postpone it pending further research into alternative funding sources. Unfortunately, the recommendation was too open-ended, and a commitment had already been made to look into alternative methods of funding and delivering the library service. Given the timescale for budget cuts/savings to be made it was vital that Cabinet confirmed its decision in order to set a balanced budget. The Head of Finance also set out the risks associated with delaying the decision and delivering a balanced budget. Councillor Barry Mellor referred to local authorities in England who had effectively declared themselves bankrupt with many Welsh local authorities close to that position and difficult decisions needed to be made to avoid that outcome.

Councillor Huw Williams thanked Cabinet for the responses. He highlighted the unprecedented response to the consultation and strength of feeling and passionate speakers during the scrutiny debate and Cabinet. The Committee's view had been that more should have been done before the decision was taken on investigating other potential funding streams. However, he did not want to reopen the debate.

Having considered the report and recommendations from the Scrutiny Committee, Cabinet noted that all the issues raised had been taken into account when making the decision at their meeting on 19 December, and commitments had been made to work with stakeholders and external organisations on alternative models of delivering library services and seeking other sources of income. Cabinet sought assurances that work would be undertaken as a matter of urgency. The Chief Executive gave a commitment to work with partners and other organisations with a view to finding alternative ways of supporting libraries and explained that confirming the decision in terms of the budget would allow for clarity and certainty around those discussions. Cabinet re-emphasised the dire financial situation for local government finances and given the scale of budget savings Denbighshire required for next financial year and future years all council services would be facing cuts and a decision on the library savings was being made in that context. The library/one stop shop savings had been debated at length and the decision had been made with a view to safeguarding all libraries in the county so none would have to close.

The Corporate Director: Governance and Business/Monitoring Officer set out the process of the call-in, parameters of the Cabinet debate, and options available to Cabinet in terms of decision making. Councillor Gwyneth Ellis proposed, seconded by Councillor Elen Heaton, that Cabinet agree report recommendation 3.1, and

disagree with report recommendation 3.2 and confirm its original decision, but undertake to do exploratory work to find alternative sources of funding.

Councillor Hugh Irving (signatory to the call-in request) sought to address the Cabinet on the reasoning behind the call-in and challenge of the decision. The Leader confirmed Cabinet was fully aware of the reasons and challenge which had been clearly set out in the report and Cabinet had responded to the issues raised. The matter had been through the proper democratic processes, and given the parameters of the Cabinet debate, it would not be appropriate to re-run or re-open the scrutiny debate. The Monitoring Officer referred to the constitution and confirmed that this was correct. Consequently, the Leader looked to the proposition by Councillor Gwyneth Ellis, seconded by Councillor Elen Heaton, which was restated for clarity. Upon being put to the vote it was –

RESOLVED that –

- (a) *Cabinet acknowledges Communities Scrutiny Committee’s observations, conclusions and recommendations following its review of the Cabinet decision relating to the ‘Library/One Stop Shop Savings Proposal’, and*
- (b) *Cabinet does not accept the Scrutiny Committee’s report recommendation 3.2, confirms its original decision made on 19 December 2023, and undertakes to do further work to identify alternative sources of funding.*

6 COUNCIL BUDGET 2024/25

Councillor Gwyneth Ellis presented the report setting out the implications of Welsh Government’s Provisional Funding Settlement for Local Government 2024/25 and proposals to set a balanced budget for 2024/25, including the level of Council Tax.

The unprecedented financial challenges facing the council, along with all other local authorities, meant a different process to budget setting was required and it had been an extremely difficult and uncomfortable process. Councillor Ellis thanked all involved in that process which had resulted in the submission of a balanced budget.

Councillor Ellis and the Head of Finance and Audit provided an overview of the budget process and latest financial position and elaborated on the proposals for consideration and recommendation to full Council in order to set the budget for 2024/25. In brief, the provisional settlement had resulted in a cash increase of 3.6% (£6.720m) and following a council tax base adjustment was higher than the cash comparison at 3.7% (compared to the Welsh average of 3.1%) with a final settlement expected in early March. The settlement included all pay increases for teaching and non-teaching posts and responsibility to pay care workers the Real Living Wage. Pressures amounting to £24.682m had been detailed and the provisional settlement generated £6.720m leaving a funding gap of £17.962m with proposals to bridge that gap identified in the report and further explained at the meeting. A Council Tax rise of 8.23% plus an additional 1.11% (change to the indicative figure of 1.3% in the report) for the increase in the levy to North Wales Fire and Rescue Authority equating to an overall uplift of 9.34% was proposed to generate £7.580m additional revenue. The proposed use of earmarked reserves

was also highlighted to assist the budget setting. The risks of not achieving a balanced budget had also been set out together with mitigation measures and further work required going forward. The medium-term financial outlook looked equally as challenging. Due to the lateness of the final settlement, it was recommended that authority be delegated to enable cash adjustments in the budget proposals of up to £500k. It was important to note that if proposals in the report were not accepted, alternative proposals must be submitted so that the Council's statutory responsibility to set a balanced budget could be met.

During debate Cabinet condemned the financial situation facing local government which meant severe cuts had to be made to vital services in order to set a balanced budget and called for improved and sustainable funding to deliver those services. It was noted that recent calls had been made by MPs across the political spectrum for the UK Government to provide additional funding for local government. Given the current financial context, Cabinet believed the budget proposals represented the best outcome to ensure social care services and school learners were protected as far as possible and to safeguard the most vulnerable in society.

Cabinet welcomed the higher than expected settlement from Welsh Government but noted it had been based on data which would result in higher demand for services and did not materially change the budgetary position given that service delivery in 2024/25 would cost an additional £24.682m compared to 2023/24, mainly due to inflationary pressures and major increase in demand from client services. The risk that the demand for complex services would continue to increase with more demand for care services and more people facing homelessness was recognised. Tribute was paid to the hard work in making savings to date, despite which, Heads of Service had been issued with a further savings target of £3m to make up the shortfall with proposals to members in March before the start of the financial year; it was noted that initiatives to assist included the voluntary exit scheme and ongoing review of fees and charges. Schools had the largest budget which had been protected in recent years and whilst it could not be protected in its entirety due to the scale of the financial challenge there was an increase of 5.83% overall with schools making a 3% saving. The need to protect unearmarked reserves given the increased level of risk in the budget for 2024/25 and future years was accepted together with proposals for the use of earmarked reserves to assist with the budget setting. Cabinet was aware that the Council Tax increase would be difficult for residents but recognised that the Council Tax Reduction Scheme would safeguard the most vulnerable. The recent changes to the North Wales Fire and Rescue Authority Levy and impact on Council Tax was noted.

Cabinet discussed further elements of the budget as follows –

- Councillor Gill German highlighted the better settlement due to increases in population and free school meals data and the impact on Education and Children's Services which had been recognised in the budget; she had been pleased with the invest to save project in the fostering service to reduce the reliance on external agencies, increase in-house foster carers and work to transform and improve services. The Head of Finance set out the schools' position with increases funded in the schools' budget totalling £7.6m and a 3% efficiency which equated to a reduction of £2.7m which left a net increase of

£5.6m; this represented a 5.8% overall increase in schools' budget. Councillor German felt it was right for the council to absorb many of the schools' pressures and would continue to maximise the benefits to schools through grant allocation

- the Head of Finance and Audit responded to questions regarding the strategy for the use of reserves which included use of the budget mitigation reserve to fund the forecasted overspend of £3.2m in the current financial year which would leave a balance of £1.5m and reassignment of the Pensions Reserve (set aside to fund potential increases in pension contributions) to fund the pay costs in 2024/25 over and above the pressure in the Medium Term Financial Plan and exit costs associated with the Voluntary Exit Scheme which would leave little left in the reserve, and to transfer the balance of the Modified Loan reserve to the budget mitigation reserve which would provide some protection against demand exceeding pressures; there was also a need for an invest to save reserve to move to transformation and pump prime projects. It was recommended earmarked reserves be retained given the current level of risk
- Councillor Elen Heaton highlighted the impact of social care on budgets across Wales, with 50% of in-year pressures attributed to social care reflecting the scale of the pressure, and the complexity of need and future demand increasing whilst resources were diminishing. In response there was a focus on early intervention/prevention services going forward and there was a need to invest in those areas and continue to explore innovative and transformational solutions
- Councillor Julie Mathews drew attention to the Community Impact Assessment which focused on a high-level aggregation of the combined budget reduction measures which would be a live document and assurances were given that the impact and effect of the budget cuts on citizens would be closely monitored by Cabinet and the Corporate Executive Team going forward and potential future collaborative working with other organisations to deliver for the most vulnerable.

At this point the Leader opened up the debate to non-Cabinet members.

Councillor Bobby Feeley voiced her opposition to the library/one stop shop savings. She referred to Denbighshire's last two funding settlements together with Levelling Up Funding for the Vale of Clwyd and Clwyd West and felt the Cabinet had failed to plan ahead and had failed the residents of Denbighshire. She also felt the increase in Council Tax was unacceptable and was unable to support the budget. Councillor Huw Hilditch-Roberts raised questions around schools' budgets and impact on learners; the need to look at innovative solutions and transformational change before cutting services, and concerns over the £3m unidentified savings and potential call on reserves. Councillor David Williams felt that proposals for a new National Park in North East Wales should be shelved given the high cost involved.

The Lead Cabinet Members and relevant officers responded to the issues raised, and subsequent follow up questions and comments, as follows –

- the settlements from Welsh Government had represented a real terms cut when taking into account inflation and cost pressures; local government finances were facing severe cuts and there were calls on the UK Government for a rethink
- Levelling Up Funding for specific capital projects was completely separate funding to the Revenue Support Grant which funded council services

- the high increase in Council Tax reflected the unprecedented financial pressures facing the authority and need to deliver a balanced budget and the Council Tax Reduction Scheme provided some protection for the most vulnerable
- the council had been able to set a lower Council Tax rise in 2023/24 in a cost of living crisis for the benefit of residents
- no one wanted to raise the level of Council Tax and cut services, but it was a necessity in order to deliver a balanced budget or effectively become bankrupt
- it would not be possible to wait for the £3m savings from Heads of Service to be identified before setting the budget due to the timescales involved but they would include savings from the Voluntary Exit Scheme
- the cost pressure for teachers' pensions had been included for schools but it was hoped government funding would cover that cost, and pay pressures for non-schools assumed a 5% pay award which may be higher than the pay award
- whilst there was a risk unearmarked reserves would be needed the intention was to retain that reserve and deal with the pressures as set out in the report
- to protect the most vulnerable and address demand increases the budget proposed an additional: £7.969m for Adult Social Care and Homelessness, £2m for Education and Children's Services, and £5.6m overall for Schools – other services were having to find savings and experience cuts to fund those; investment in other areas included Foster Care Services and LIFT – Local Integrated Families Team in Children's Services
- it was accepted that funding for pay awards across all council services had been recognised and not just for schools for teaching and non-teaching pay awards. However, the council was absorbing schools' inflationary pressures for pay, utilities, NDR and service level agreements so that they were not being passed onto schools which was a big undertaking and not the case in all authorities
- the National Park proposal was not a consideration for the current budget. Natural Resources Wales would be providing an update at Council Workshop on 9 April, and members would have opportunity to debate the issue at that time.

Councillor Gwyneth Ellis proposed the report recommendations, with an amendment to recommendation 3.3 to reflect the revised North Wales Fire and Rescue Authority Levy of 1.11% which equated to an overall Council Tax uplift of 9.34%, seconded by Councillor Barry Mellor.

RESOLVED that Cabinet –

- (a) notes the impact of the Provisional Settlement 2024/25;*
- (b) supports the proposals outlined in Appendix 1 to the report, and detailed in Section 4 of the report, and recommends them to the full Council in order to set the budget for 2024/25;*
- (c) recommends to Council the average Council Tax rise of 8.23% for council services plus an additional 1.11% for the increase in the levy to the North Wales Fire and Rescue Authority; this equates to an overall uplift of 9.34% proposed;*
- (d) recommends to Council that authority is delegated to the Head of Finance and Audit in consultation with the Lead Member for Finance, to adjust the*

use of cash reserves included in the budget proposals by up to £500k if there is movement between the draft and final settlement figures in order to allow the setting of Council Tax in a timely manner;

- (e) supports the strategy for use of reserves as set out in paragraph 4.5 of the report and recommends to the full Council, and*
- (f) confirms that it has read, understood and taken account of the Well-being Impact Assessment as set out in Section 7 of the report.*

At this point (11.50 am) the meeting adjourned for a refreshment break.

7 WELSH GOVERNMENT CONSULTATION ON "FAIRER COUNCIL TAX"

Councillor Gwyneth Ellis presented the report seeking Cabinet approval of the proposed consultation response to Welsh Government on "Fairer Council Tax".

Welsh Government (WG) had commenced a consultation on proposed changes to the Council Tax system which aimed to make the distribution of taxes more equitable by reducing Council Tax for those in the lower bands who may struggle to contribute while increasing it for those in higher bands. Views were sought on three options: (1) Minimal Reform; (2) Modest Reform, and (3) Expanded Reform together with implementation timescales.

The Principal Revenues, Benefits and Contract Manager guided Cabinet through the report detail on the consultation together with the reasoning behind the proposed response and the risk, issues and benefits to the Council and its residents. Having provided an overview of the three options it was recommended that Cabinet support the Expanded Reform, as it was deemed the fairest form of taxation option within the consultation for residents. The potential risk to the council through increased reliance on Revenue Support Grant (RSG) funding had been highlighted in the proposed response with a request for WG to provide further assurances on corresponding impacts of RSG. To ensure that any impacts were fully understood and implemented at a pace that could be managed by the council it was proposed that the incremental approach be supported. It was also recommended that Cabinet's decision on the proposed response to the consultation be implemented immediately to ensure submission of the response by the deadline.

Cabinet welcomed the proposed changes to the Council Tax system to make the tax fairer and more progressive and supported the report recommendations and Expanded Reform option which would best benefit Denbighshire residents. However, the potential removal of £8m from the council tax base as a consequence of moving to the new band structure in the expanded scheme and subsequent reliance on that loss being compensated by the RSG was a cause of some concern and Cabinet highlighted the importance of a fair and proportionate RSG settlement to enable the authority to deliver services for residents. The Head of Finance and Audit explained the operation of the current system in allocating the RSG based on the ability of local authorities to raise Council Tax and the continuation of that principle going forward but further detail would be required in order to better understand the full implications of that change, hence the assurances being sought

from WG in the consultation response. Councillor Gill German added that it was important for all local authorities to respond to the consultation in order to work together with the Welsh Government to find the best way forward.

RESOLVED that Cabinet –

- (a) *approve the proposed consultation response as set out in Appendix 4 to the report, supporting officers' recommendations on the Expanded proposal and delivered through an incremental approach, and*
- (b) *the decision be implemented immediately as an urgent decision under Section 7.25 of the Council's Constitution based on the rationale as set out in paragraph 4.4. to the report.*

8 FINANCE REPORT

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

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

- the net revenue budget for 2023/24 was £250.793m (£233.696m in 2022/23)
- an overspend of £3.229m was forecast for service and corporate budgets
- highlighted current risks and assumptions relating to corporate budgets and individual service areas
- detailed savings and efficiencies and increases in fees and charges (£8.172m)
- provided a general update on the Housing Revenue Account, Treasury Management, Capital Plan and major projects.

The Head of Finance and Audit guided members through the detail of the report. There was a slight decrease in the forecasted overspend on service and corporate budgets of £96k compared to the previous month and main areas of overspend continued to be due to pressures in Adults Social Care and Homelessness, Education and Children's Services and Highways and Environmental Services. There had been an increase in Education and Children's Services due to the needs of two existing placements increasing resulting in a negative movement of £480k which had been offset by services finding in-year savings through ceasing non-essential expenditure and delaying expenditure where possible. The Housing Revenue Account had reported a slight reduction in their underspend at £108k from £122k due to a slight reduction in rental income with a forecast year-end balance of £754k. There was no change in the forecasted use of reserves for schools. The usual appendices had been included on the Capital Plan and Major Projects.

The Leader thanked the Lead Member and Head of Service for their continuing hard work and reiterated the importance of the regular monitoring reports.

RESOLVED that Cabinet note the budgets set for 2023/24 and progress against the agreed strategy.

9 CABINET FORWARD WORK PROGRAMME

The Cabinet forward work programme was presented for consideration and members noted one addition for February on 'Capital Budget Proposals 2024/25'.

RESOLVED that Cabinet's forward work programme be noted.

EXCLUSION OF PRESS AND PUBLIC

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

10 DISPOSAL OF PERONNE FARM, FFORDD COPPY, DENBIGH

Councillor Gwyneth Ellis presented the confidential report seeking Cabinet approval to declare Peronne Farm surplus to the requirements of the Council and to approve its disposal as set out within the report in accordance with existing policy.

Cabinet was advised that the property formed part of the Agricultural Estate and details of its current operating arrangements were provided together with the tenancy agreements in place and the proposed terms of disposal. As part of the process local ward members and the local community council had been contacted and no objections to the disposal had been received. The Asset Management Group also supported the disposal as set out and recommended it to council.

During consideration of the report Cabinet noted that a proportion of the net proceeds of the sale would be used to fund current capital expenditure which would reduce the borrowing costs of the Council and allow the release of funding from the capital financing budget to fund the ongoing pressure created by the disposal, which still left a significant capital receipt. In terms of providing the detail of capital receipts generated and their use this information could be included in the Capital Strategy in future. Cabinet would be discussing the Capital Plan at its next meeting.

RESOLVED that Cabinet –

- (a) *approves the declaration of Peronne Farm, as shown edged red on the plan attached at Appendix A to the report, as surplus to requirements and approves the disposal of the farm as set out in the report, and*
- (b) *confirms that it has read, understood and taken account of the Wellbeing Impact Assessment (Appendix D to the report) as part of its consideration.*

The meeting concluded at 12.25 pm.

Report to	Cabinet
Date of meeting	20 th February 2024
Lead Member / Officer	Councillor Rhys Thomas - Lead Member for Housing & Communities/ Mark Cassidy – Lead Officer for Housing Property
Head of Service	Liz Grieve, Head of Housing & Communities Service
Report author	Mark Cassidy – Lead Officer for Housing Property
Title	Council Housing Voids Refurbishment Framework

1. What is the report about?

- 1.1. The re-tendering of Denbighshire County Council's Community Housing Voids Framework.

2. What is the reason for making this report?

- 2.1. To seek Cabinet approval for the re-tendering of the Framework

3. What are the Recommendations?

- 3.1. That the Committee confirms that it has read, understood and taken account of the Well-being Impact Assessment (Appendix 1) as part of its consideration.
- 3.2. That Cabinet approves the re-tendering of the Framework

4. Report details

- 4.1. The Council's Housing Service manages and maintains circa 3,480 tenanted properties. Tenant movement results in approximately 250 properties becoming void annually (empty while new tenants are allocated).
- 4.2. The Council takes this opportunity to refurbish the units to the new lettable standard resulting in expenditure in excess of £4M Million p/a.

- 4.3. A Housing Voids Framework minimises costs and time in respect of undertaking works on void housing units, minimising spend from the Housing Revenue Account while maintaining the high standards that have been established by Denbighshire set in terms of quality housing for the Council's housing tenants.
- 4.4. The current, first, Voids Framework was authorised by Cabinet in 2018.
- 4.5. The current Framework has proved that, by having nominated local contractors working with Denbighshire over the lifetime of the Framework, an improved service is delivered, in terms of quality and value.
- 4.6. With the contractors being local, the monies stay in Denbighshire, and with them being local, we have fast turn around times for remedial works and also for tendering of new void works.
- 4.7. In 2017 Denbighshire Housing made a strategic decision to offer an improved void standards to our tenants. This commitment is under constant review, to ensure value for money. The standard will be revised in line with the new mandated Welsh Housing Quality Standards 2023, known as WHQS 2023.
- 4.8. The first Voids Framework was launched in response to the identified need to improve the procurement of voids works. The first framework has delivered improvements and the next iteration of the framework is designed to continue the improvements.
- 4.9. Value and Scope of the Programme: The anticipated value of the programme is up to £16million over four (2+1+1) years, refurbishing circa 250 council homes per year.
- 4.10. Process Overview: The tender will be split into 4 Lots according to value of projects. Lots 1 & 2 lower value (Up to £8000 per contract) with a geographical County split of North and South (of the A55). Similarly Lots 3 & 4 used the same split for higher value (£8000-£50,000 per contract).
- 4.11. An Open (1 stage) procurement procedure will be utilised. This approach removes potential barriers for local SME's to compete with the larger national companies. This has proved extremely successful with the current Framework
- 4.12. The quality/price weighting for all lots will be 60/40.

4.13. A maximum of 4 contractors is set for the lower value Lot award and a maximum of 5 contractors will be set for each higher value Lot award.

4.14. Subject to Cabinet decision, The OJEU notice will be published in May 2024.

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

5.1. The renewed Framework will support priorities within the current 2022 to 2027 Corporate Plan in terms of:

5.2. A Denbighshire of quality housing that meets people's needs. We will be providing homes that meet our tenant's needs and also complying with WHQS 2023.

5.3. A Prosperous Denbighshire. One of the core principals of this Framework will be to make it accessible to Denbighshire based SMEs and Community Benefits will see work experience and apprenticeship opportunities being made to residents.

5.4. A Greener Denbighshire. As part of this Framework and with additional Retrofit capital programmes, we will reduce be reducing the carbon footprint of our homes, whilst providing affordable warmth for our tenants.

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

6.1. The maintenance and refurbishment Framework is valued at £16 million over the life of the Framework, 4 years. (2+1+1).

6.2. Framework management and execution will be met through the existing arrangements and no additional funding will be required for this.

6.3. Legal and Procurement advice continues to be necessary to ensure that the new Framework adheres to new procurement policy and legislation.

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

7.1. The WBIA awarded the Framework 30/36 points with a three star rating.

7.2. The Framework will have an overall positive impact on future generations within Denbighshire due to:

- Improved condition of council housing stock
- Opportunities for local contractors to carry out the works
- Business for the local supply chains for building materials
- Community benefits to include apprentice opportunities

7.3. The Wellbeing Impact Assessment is attached at Appendix 1.

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

- 8.1. We have been in discussion with the procurement team concerning the best vehicle for voids works and a repeat of the original Framework is deemed the most suitable fit.
- 8.2. Consultation has been carried out with contractors currently used for Void refurbishment works. All have expressed an interest in being included on the Framework.

9. Chief Finance Officer Statement

- 9.1. The report seeks Cabinet approval to tender the Housing Voids Framework which will ensure when a council house becomes vacant it will be refurbished to WHQS 2023. Having the framework in place ensures compliance with public procurement regulations, and that works are completed in a timely manner at competitive costs. All of which benefits the Housing Revenue Account which funds these types of activity.

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

- 10.1. Legal challenge in relation to the procurement process – managed by the input of specialist legal and pricing advice in terms of the process and drawing up the required documentation;
- 10.2. Contractor performance is poor – regular monitoring of KPI's within the contract will ensure sanctions are available to the Council to address poor performance
- 10.3. Contractors withdraw from the Framework/go into liquidation – the remaining contractors on the relevant Lot should be able to manage the workload in the short term until another contractor is appointed.

11. Power to make the decision

11.1 The power to make decision is contained in S2 Local Government Act 2000, S111 Local Government Act 1972, Regulation 33 Public Contracts Regulations 2015.

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The re-tendering of the Void Housing Maintenance & Refurbishment Framework :

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: 1171

Brief description: The re-tendering of the Void Housing Maintenance & Refurbishment Framework

Date Completed: 21/02/2023 14:23:58 Version: 2

Completed by: Mark Cassidy

Responsible Service: Finance and Audit Services

Localities affected by the proposal: Whole County,

Who will be affected by the proposal? Denbighshire Housing Maintenance, Contractors and DCC Housing team and Tenants

Was this impact assessment completed as a group? Yes

Summary and Conclusion

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

Score for the sustainability of the approach

3 out of 4 stars

Actual score : 30 / 36.

Summary for each Sustainable Development principle

Long term

As the new Framework is being developed, we will be ensuring contractors and ourselves plan for carbon reduction and the protection of bio-diversity, by specifying such in the specification.

Prevention

Contractors will be engaged with to use methods of working to support DCCs climate change and biodiversity policies e.g. encouraging the use of electric vehicles and plant etc.

Integration

We will develop the framework specification to link with Well-being goals. In practice, the principles of well-being, and an assets-based approach to ensure DCC tenants have quality housing that meets their needs, as defined in the Corporate Plan.

Collaboration

We have consulted with our colleagues in housing and contractors about the best way to develop this framework.

Involvement

The re-tendering of the Void Housing Maintenance & Refurbishment Framework

We won't be expecting contractors to tell us how to develop this framework, however feedback from those using the current framework will be incorporated.

Summary of impact

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

Main conclusions

We will be using the corporate business plan as the driver for the framework, particularly item 1, A Denbighshire of quality housing that meets people's needs.

The likely impact on Denbighshire, Wales and the world.

A prosperous Denbighshire

Overall Impact

Positive

Justification for impact

It is positive because we expect to spend about £10M over the life of the framework, which will be invested in good quality homes and jobs.

Further actions required

N/A

Positive impacts identified:

A low carbon society

We will require contractors to demonstrate they are helping DCC achieve the relevant climate change initiatives. We will be seeking guidance from Roberta Bailey - Procurement Business Partner - Decarbonisation on acceptable measures, we should expect to see.

Quality communications, infrastructure and transport

We will ensure that our gardens are in a condition that is conducive with a good quality of life.

Economic development

We will be offering the opportunity for local contractors to join the framework, we will also be including community benefits as part of the tender. The CBs we'd like to see are around job creation or training, helping with talks in schools about entry into the construction industry, but also physical works to such places as community halls and spaces, similar to the CB work completed at the Phoenix Centre in Rhydwen Drive.

Quality skills for the long term

The re-tendering of the Void Housing Maintenance & Refurbishment Framework

We expect that contractors will provide upskilling qualifications as part of their plan.

Quality jobs for the long term

By offering a relatively stable workflow, we trust contractors will be able to provide good, quality jobs for residents of Denbighshire.

Childcare

N/A

Negative impacts identified:

A low carbon society

[TEXT HERE]

Quality communications, infrastructure and transport

[TEXT HERE]

Economic development

[TEXT HERE]

Quality skills for the long term

[TEXT HERE]

Quality jobs for the long term

[TEXT HERE]

Childcare

[TEXT HERE]

A resilient Denbighshire

Overall Impact

Positive

Justification for impact

Biodiversity in the natural environment won't be affected. We will be encouraging recycling and reuse with our contractors.

Further actions required

N/A

Positive impacts identified:

Biodiversity and the natural environment

No impact

Biodiversity in the built environment

No impact

Reducing waste, reusing and recycling

Contractors will be expected to manage waste responsibly and within the law. Contractors will be encouraged to send rubble, timber etc. for recycling.

Reduced energy/fuel consumption

Any identified insulation or poorly maintained properties will be made good. Also we will be encouraging contractors to reduce travel or find an improved method to do this, such as electric vehicles if possible.

People's awareness of the environment and biodiversity

Tenant packs including explanations of how to operate the heating system efficiently are available to tenants.

Flood risk management

Small maintenance works will have no impact.

Negative impacts identified:

Biodiversity and the natural environment

[TEXT HERE]

Biodiversity in the built environment

[TEXT HERE]

Reducing waste, reusing and recycling

[TEXT HERE]

Reduced energy/fuel consumption

[TEXT HERE]

People's awareness of the environment and biodiversity

[TEXT HERE]

Flood risk management

[TEXT HERE]

A healthier Denbighshire

Overall Impact

Positive

Justification for impact

The re-tendering of the Void Housing Maintenance & Refurbishment Framework

The refurbishment of homes will have some positive impacts on our tenants, however with regards to lifestyle and access to fast food etc. this framework will have little or no effect.

Further actions required

N/A

Positive impacts identified:

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

We will provide our residents with a safe, quality home to live in, adding to their emotional and mental wellbeing.

Access to good quality, healthy food

[TEXT HERE]

People's emotional and mental well-being

We will provide our residents with a safe, quality home to live in, adding to their emotional and mental wellbeing.

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

[TEXT HERE]

Access to good quality, healthy food

[TEXT HERE]

People's emotional and mental well-being

[TEXT HERE]

Access to healthcare

[TEXT HERE]

Participation in leisure opportunities

[TEXT HERE]

A more equal Denbighshire

Overall Impact

Neutral

Justification for impact

Whilst properties will be updated with modern heating systems, windows, insulation etc., this does not necessarily mean that tenants on low income could actually afford to run the heating systems.

Further actions required

N/A

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

[TEXT HERE]

People affected by socio-economic disadvantage and unequal outcomes

The refurbishment of properties will include sheltered accommodation, with adaptations where required. We will provide tenants with modern, safe heating systems and insulated properties to aid with tackling fuel poverty.

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

[TEXT HERE]

People who suffer discrimination or disadvantage

[TEXT HERE]

People affected by socio-economic disadvantage and unequal outcomes

Modern heating systems may prove to be too expensive to run for some tenants to use regularly.

Areas affected by socio-economic disadvantage

[TEXT HERE]

A Denbighshire of cohesive communities

Overall Impact

Positive

Justification for impact

New let properties will look presentable with manageable gardens, new fence lines where deemed necessary. Shared spaces will be addressed as required.

Further actions required

N/A

Positive impacts identified:

Safe communities and individuals

Refurbished homes will be safe and secure when handed over to incoming tenants. Tenant forums DTARF, do contribute to the running of the service. Feedback on newly let homes is gathered and used to improve standards. Refurbished homes will be handed over in a smart, tidy appearance. Gardens will be made manageable for incoming tenants. New fences will be provided where necessary.

Community participation and resilience

[TEXT HERE]

The attractiveness of the area

[TEXT HERE]

Connected communities

[TEXT HERE]

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

[TEXT HERE]

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact

Neutral

Justification for impact

We have no influence over the use of Welsh Language in the voids process.

Further actions required

N/A

Positive impacts identified:

People using Welsh

[TEXT HERE]

Promoting the Welsh language

[TEXT HERE]

Culture and heritage

[TEXT HERE]

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 carbon reduction initiatives in the supply chain and use of local contractors.

Further actions required

N/A

Positive impacts identified:

Local, national, international supply chains

The framework will hopefully attract local contractors. We already have a supply agreement from a local builders merchant.

Human rights

[TEXT HERE]

Broader service provision in the local area or the region

[TEXT HERE]

Reducing climate change

We will be encouraging prospective contractors to provide support to Denbighshire's climate targets.

Negative impacts identified:

Local, national, international supply chains

[TEXT HERE]

Human rights

[TEXT HERE]

Broader service provision in the local area or the region

[TEXT HERE]

Reducing climate change

[TEXT HERE]

Report to	Cabinet
Date of meeting	20 February 2024
Lead Member / Officer	Councillor Gwyneth Ellis, Lead Member for Finance, Performance and Strategic Assets / Liz Thomas, Head of Finance and Audit
Report author	Liz Thomas, Head of Finance and Audit
Title	Recommendations of the Capital Scrutiny Group

1. What is the report about?

Block allocation capital bids received for inclusion in the 2024/25 Capital Plan.

2. What is the reason for making this report?

The role of the Capital Scrutiny Group (CSG) is to provide an independent review of all business case proposals for capital investment, other than schemes under £0.250m that are funded 100% by external grant funding. CSG considered the block allocations for 2024/25 prepared by each service at its meeting on 26 January in preparation for the Capital Plan being considered by full Council at the end of February 2024.

3. What are the Recommendations?

3.1 That Cabinet note the contents of this report.

3.2 That Cabinet approves the principles for capital schemes as set out in 4.3.

3.3 That Cabinet supports the projects shown in Appendix 1 for inclusion in the 2024/25 Capital Plan and recommends accordingly to full Council.

4. Report details

4.1 The available funding for 2024/25 is shown below:

Source	Amount £000
General Capital Grant	3,128
Un-hypothecated Supported Borrowing	3,045
Sub-total: WG Funding – Provisional Settlement December 2023	6,173
Prudential Borrowing ICT - existing provision	250
Prudential Borrowing – Highways	2,000
Capital receipts	111
Estimated unused contingency b/f	328
Total Funds Available 2024/25	8,862

4.2 The Capital Plan spends money on two types of project. The first type are one-off projects, such as a new school; the second type is a 'block allocation'. These are on-going programmes of work that stretch over several years (and may never be complete) e.g. schools maintenance. Elements of this work may be paid for from repair and maintenance budgets, but a significant part is funded through the Capital Plan.

4.3 A moratorium on any further DCC funded schemes for 2023/24 has been agreed, and Cabinet / CET agreed to implement the following set of criteria / principles for capital schemes:

- The council should work towards capping the block allocations to the level of capital funding received from Welsh Government i.e. £6.173m per the above table.
- Urgent Health and Safety issues should be prioritised.
- Consideration to be given to invest-to-save schemes, even if the benefit is reducing pressures in the medium-term.
- Grant funded schemes – more reliance on using grant funding as effectively as possible. 100% grant funded schemes are obviously preferable, but it is recognised that sometimes match funding will be required. Consideration should also be made to any ongoing revenue impact of a capital grant.
- Capital receipts or delays to other projects will be the only other source of funding available for 24/25 and 25/26.

4.4 Appendix 1 shows the proposed block allocations with the recommended funding source for each highlighted in the appropriate column. The following points should be noted:

- It is proposed that the schools' block allocation be reduced. This is due to the schools' allocations being increased in recent years above the annual allocation it would normally have received from general capital funding.
- In recent years, the Council has invested significantly in highways resurfacing, with £4m being the current (2023/24) annual capital allocation (in addition to revenue funding and any WG capital funding available). The £4m allocation is funded by borrowing which costs c£300k every year for 40 years from revenue. Given the Council's current financial position, funding through borrowing at this level every year is financially unsustainable. It is proposed to reduce the capital allocation to £2m in 2024/25 and review the funding approach as set out below.
- General Capital Funding column – these are funds such as general grants and contributions from the capital financing budget.

4.5 Welsh Government capital funding settlement is similar to 2023/24. A narrative to support the recommendations of the Capital Scrutiny Group is included as Appendix 2.

4.6 The membership of the Capital Scrutiny Group is as follows:

- Cabinet Member – Leader of the Council and Lead Member for Economic Growth and Tackling Deprivation
- Cabinet Member – Lead Member for Finance, Performance and Strategic Assets
- Cabinet Member - Deputy Leader and Lead Member for Education, Children and Families
- Representative from each scrutiny committee
- Chief Executive
- Corporate Director – Governance and Business
- Head of Finance (S.151) and Audit
- County Landlord

4.7 There is a need to review how the block allocations are funded in the capital budget. There is not sufficient time to review all block allocations for 2024/25 but work on 2025/26 can begin immediately after the 2024/25 budget is set. The proposal is that all block allocations are reviewed, including those funded from capital receipts or prudential borrowing such as the highways resurfacing allocation, and that in total they match available funding from Welsh Government through the settlement, as far as possible. This review will require input from all services around their annual level of need, and input from Cabinet, CSG and back bench Members on their priorities. Affordability and links to the Council Plan will guide those discussions and outcomes.

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

Projects have been reviewed to ensure that they satisfy the Council's corporate objectives.

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

6.1 Cost implications

The costs of the schemes are shown in Appendix 1. The prudential borrowing costs will be met through the 2024/25 revenue budget.

6.2 Staffing / ICT / accommodation implications

Each new project is required to complete a Project Business Case form and any specific implications are discussed at that stage by Capital Scrutiny Group.

6.3 Assessment of impact on Climate Change – Mitigation and Adaptation

New capital projects are subject to scrutiny by Capital Scrutiny Group. Each business case will show, where relevant, carbon tonne emission pre and post project, thus identifying whether the project is carbon emission positive, negative or neutral. In addition, it is necessary to ensure new capital projects are future proof and able to adapt to climate change.

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

A full Impact Assessment has been completed for each capital bid reviewed by Capital Scrutiny Group. A copy of each individual Wellbeing Assessment is available in the members' library on the Modern.gov system.

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

Heads of Service approved the submission of the bids which were then reviewed by Capital Scrutiny Group. If approved by Cabinet, these proposals will form part of the full Capital Budget which will go to Council for approval on 27 February.

9. Chief Finance Officer Statement

The Capital Finance Budget currently stands at £15.243m (2023/24) which equates to approximately 6.1% of our net revenue budget. This is expected to rise materially in response to budget settlements being significantly below inflation. It is important that all aspects of the budget contribute to ensuring that the Council remains financially sustainable over the coming very difficult period. A reduction in the capital programme is something that Members have suggested the Council consider as part of overall work to set balanced budgets in the future. This needs to be considered alongside the requirement for the Council to continue to invest appropriately in its assets. Not to do so can incur more significant costs in the long term. With the continuing reduction in the real value of Welsh Government supported borrowing, the Council must rely on its own resources more and more.

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

- 10.1 Possible risks would include schemes not progressing, loss of grant and disruptions to services. The condition of assets would continue to deteriorate if investment is not made, and this may lead to the loss of important services.
- 10.2 No capital project is without risk. However, all schemes are reviewed by Capital Scrutiny Group and are also subject to on-going monthly monitoring and reporting.

11. Power to make the decision

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

2024/25 Capital Bids - Proposed Block Allocations

APPENDIX 1

WIA Ref	Project Name	Head of Service	Capital Plan Requirement 2024/25 £000	Prudential Borrowing £000	General Capital Funding £000	TOTAL 2024/25 £000	Brief Description
G01	Minor Adaptations; Community Equipment, Telecare	Ann Lloyd	240		240	240	Minor Adaptations and Equipment
G02	Private Sector Housing Assistance	Emlyn Jones	1,500		1,500	1,500	Housing Improvement Works to Private Sector Dwellings
G03	Schools Capital Maintenance Works	Helen Vaughan-Evans	1,500		1,500	1,500	Works to a range of work streams in schools.
G04	Non School Public Buildings Capital Maintenance Works	Helen Vaughan-Evans	1,368		1,368	1,368	Works to a range of work streams for Public Buildings
G05/G06/G07	Highways works	Paul Jackson	3,180	2,000	1,180	3,180	Improvements to roads and bridges. Coastal Protection
G08	Traffic Works	Emlyn Jones	324		324	324	Road Safety Improvement Schemes.
G09	Desktop & ICT Infrastructure Projects	Helen Vaughan-Evans	250	250		250	£1m 4-year rolling programme
	Capital Contingency		500		500	500	
	TOTALS		8,862	2,250	6,612	8,862	

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Bids submitted to Capital Scrutiny Group were broadly in line with previously agreed block allocations for services, with the exception of the Property block allocation and Highways prudential borrowing, as noted in the main report. Services were asked to provide a business case to support their bids.

Each bid was submitted with approval of the relevant Head of Service. The proposed allocations are detailed in Appendix 1 and in summary are as follows:

- An allocation of £240k is recommended for Minor Adaptations, Community Equipment and Telecare. This funding is targeted at enabling the elderly and disabled to remain in their own homes.
- It is proposed to allocate £1.5m in support of Private Sector Housing Assistance. The funding will be used in the main on the provision of Disabled Facilities Grants.
- Both the school and non-school capital maintenance bids include provision for essential maintenance such as asbestos removal, fire risk assessment work, equalities etc. It is recommended that £1.5m be allocated to schools capital maintenance works. It is also proposed to allocate £1.368m to non-schools capital maintenance work. It is further recommended that the appropriate Heads of Service determine the precise allocations to works required, in order of priority.
- Council on 30 January 2024 was asked to approve £150k revenue funding to fund capital spend on Highways as part of the 2024/25 Investment in Priorities. This will allow £2.000m of capital expenditure.
- In addition to this, it is proposed to allocate £710k block allocation for structural and other repairs including highway maintenance, street lighting and bridges. Also included within this recommendation is a further £470k for repairs to bridge structures. This is the eighth year of a proposed ten-year Highways Structure Backlog Project.
- An allocation of £324k is recommended to carry out road safety improvements.
- It is proposed to allocate £250k of the £1m four-year rolling programme to fund the annual desktop refresh and a number of other projects in order to maintain the Council's ICT infrastructure. Years 2 to 4 to be reviewed in 2024/25
- Capital Scrutiny Group recommends maintaining the allocation set aside for any contingencies at £0.5m, in line with 2023/24.

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Report to	Cabinet
Date of meeting	20 February 2024
Lead Member / Officer	Councillor Gwyneth Ellis, Lead Member for Finance, Performance and Strategic Assets / Liz Thomas, Head of Finance and Audit
Report author	Liz Thomas, Head of Finance and Audit
Title	Finance Report (January 2023/24)

1. What is the report about?

The report gives details of the council's revenue budget and savings as agreed for 2023/24. The report also provides a summary update of the Capital Plan as well as the Housing Revenue Account and Housing Capital Plan.

2. What is the reason for making this report?

The purpose of the report is to provide an update on the council's current financial position and confirm the agreed service budgets for 2023/24.

3. What are the Recommendations?

3.1 Members note the budgets set for 2023/24 and progress against the agreed strategy.

4. Report details

4.1 The report provides a summary of the council's revenue budget for 2023/24 detailed in Appendix 1. The council's net revenue budget is £250.793m (£233.696m in 22/23). The position on service and corporate budgets is a forecast overspend of £2.840m (£3.229m overspend last month) mainly due to pressures within Adults Social Care and

Homelessness, Children's Services and Highways and Environmental Services. This month, further savings found by services and release of some corporate contingencies is offset by increased costs in winter maintenance. The budget mitigation reserve can cover this overspend in the current year, however that reduces the resources available to meet unforeseen pressures in future years. Services need to continually review expenditure and income in their areas to mitigate the impact of the overall budget overspend. Narrative around the current risks and assumptions underlying this assessment are outlined in Section 6 and Appendix 2.

The 2023/24 budget required service savings and efficiencies of £8.172m to be identified and agreed as detailed below:

- Capital Financing Budget & Corporate contingencies budget reduced (£2.267m)
- Impact of the triennial actuarial review of the Clwyd Pension Fund (£3.828m)
- Savings from bringing Revenues & Benefits service back in house (£0.300m)
- Fees and Charges inflated in line with agreed Fees and Charges policy (£0.423m).
- Operational efficiencies (£0.538m) within Head Service delegated responsibility in consultation with Lead Members.
- Schools were also asked to plan for 1% efficiencies (£0.816m).

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

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

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

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

6.1 Corporate Budgets – It is estimated corporate contingencies of £893k and capital financing budget of £750k can be released. Contingencies are held until the appropriate time when there is greater certainty on actual outturn costs; the release this month of £502k includes contingencies held for Council wide travel costs, impact of changes to NNDR valuations and impact of general inflation.

6.2 Education and Children's Service – Although an additional pressure of £2.7m was included in the budget for 2023/24 this service area remains a risk. The current outturn

prediction is £2.452m overspend (previously £2.389m) due to pressures in children's social care (£2.490m), and a small surplus in Education services (-£38k). The movement this month is mainly due to new independent living and foster placements, and increased costs for additional learning needs.

6.3 Adult Social Care and Homelessness – Although an additional pressure of £8.187m was included in the budget for 2023/24 this service remains an area of concern. The current outturn prediction is £1.885m overspend (previously £1.938m) due to pressures in Adult Social Care (£1.041m) reduced slightly this month, and in Homelessness (£0.844m).

6.4 Schools - The budget agreed by Council for 2023/24 included a total net additional investment (excluding increases in Welsh Government grants) in schools delegated budgets of £3.03m. The latest projection for school balances to be carried forward into 2024/25 is a net credit balance of £1.729m, which represents a decrease of £7.210m on the balances brought forward into 2023/24 of £8.939m. The majority of the movement is as expected as the high opening balances were mainly due to receipt of one-off funding to be spent on catch-up and recovery programmes in school. Education and Finance colleagues work closely to help ensure that these balances are used effectively and monitor closely those schools projecting deficit balances. There is a small underspend of £139k on non-delegated school budgets.

6.5 The Housing Revenue Account (HRA). The latest revenue position assumes a decrease in balances at year end of £796k compared to £922k at the time the budget was approved. This movement relates to a reduction in estimated rental income, offset by a reduced contribution to the HRA capital programme. HRA balances are therefore forecast to be £772k at the end of the year. The Capital budget of £17m is largely allocated between planned improvements to existing housing stock (£9m) and new build developments and acquisitions (£8m).

6.6 Treasury Management – At the end of January, the council's borrowing totalled £299.943m at an average rate of 4.39% and our investments were £17.4m at an average rate of 5.18%.

6.7 A summary of the council's **Capital Plan** is enclosed as Appendix 3. The approved capital plan is £101.7m with expenditure to date of £58.3m. Appendix 4 provides an update on the major projects included in the overall Capital Plan.

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

A Well-being Impact Assessments for the Council Tax rise was presented to Council on 31 January 2023.

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

In addition to regular reports to the Corporate Governance Committee, the budget process has been considered by SLT, Cabinet Briefing, Group Leaders and Council Briefing meetings. The School Budget Forum have been included in the proposals through-out the year. Trade Unions have been consulted through Local Joint Consultative Committee.

9. Chief Finance Officer Statement

The substantial level of overspend across services is a grave concern. All services were asked to find in-year savings by ceasing non-essential spending and delaying expenditure where possible. These savings found this month offset an increased cost for winter maintenance. The earmarked Budget Mitigation reserve will be used to support the overspend, but the overall position mean continued positive management action is required to reduce in-year expenditure. The services need to continually review the expenditure and income in their areas to mitigate these budget overspends. Significant investment has gone into these specific service areas in recent years and the demand pressures continue on the services. Substantial work has been undertaken to set a balanced budget for 2024/25 and current service pressures are reflected in the recently refreshed Medium Term Financial Plan.

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

This remains a very challenging financial period and these specific service issues, along with inflationary pressures across all services, are becoming increasingly hard to finance as our funding fails to keep up with inflationary, service and demographic pressures. The level of budget pressures in year reduces our level of contingencies for the future and puts pressure on the financial resilience of the Council when faced with the financial position projected within the Medium Term Financial Plan. Although the financial outlook looks uncertain, the Council has a robust Budget Process in place which will help identify these

pressures and identify savings and methods of funding which will help maintain the Council's financial health going forward.

11. Power to make the decision

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

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Appendix 1

DENBIGHSHIRE COUNTY COUNCIL REVENUE BUDGET 2023/24

Jan-24	Net Budget	Budget 2023/24			Projected Outturn						Variance	
	2022/23	Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net	Net	Previous Report
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
Housing and Communities	2,755	3,615	-793	2,822	4,213	-1,584	2,629	598	-791	-193	-6.84%	-209
Education and Children's Service	19,160	39,004	-16,988	22,016	37,986	-13,518	24,468	-1,018	3,470	2,452	11.14%	2,388
Corporate Support: Performance, Digital, Assets	6,966	11,831	-3,807	8,024	13,591	-5,894	7,697	1,760	-2,087	-327	-4.08%	-207
Corporate Support: People	3,868	6,304	-1,953	4,351	6,154	-1,987	4,167	-150	-34	-184	-4.23%	-149
Finance and Audit	3,323	5,324	-2,124	3,200	5,619	-2,581	3,038	295	-457	-162	-5.06%	-167
Highways and Environmental Services	17,275	30,928	-12,562	18,366	34,847	-15,328	19,519	3,919	-2,766	1,153	6.28%	919
Planning, Public Protection and Countryside	11,168	19,630	-7,480	12,150	20,258	-8,244	12,014	628	-764	-136	-1.12%	-138
Adult Social Care and Homelessness	44,174	74,291	-21,894	52,397	72,349	-18,067	54,282	-1,942	3,827	1,885	3.60%	1,938
Leisure - Retained Budgets	3,654	3,402	0	3,402	3,397	0	3,397	-5	0	-5	-0.15%	-5
Total Services	112,343	194,329	-67,601	126,728	198,414	-67,203	131,211	4,085	398	4,483	3.54%	4,370
Corporate	17,699	47,589	-29,271	18,318	46,696	-29,271	17,425	-893	0	-893	-4.87%	-391
Precipos & Levies	5,381	6,064	0	6,064	6,064	0	6,064	0	0	0	0.00%	0
Capital Financing	15,943	15,243	0	15,243	14,493	0	14,493	-750	0	-750	-4.92%	-750
Total Corporate	39,023	68,896	-29,271	39,625	67,253	-29,271	37,982	-1,643	0	-1,643	-4.15%	-1,141
Council Services & Corporate Budget	151,366	263,225	-96,872	166,353	265,667	-96,474	169,193	2,442	398	2,840	1.71%	3,229
Schools & Non-delegated School Budgets	82,330	93,575	-9,135	84,440	101,785	-10,291	91,494	8,210	-1,156	7,054	8.35%	7,054
Total Council Budget	233,696	356,800	-106,007	250,793	367,452	-106,765	260,687	10,652	-758	9,894	3.95%	10,283
Housing Revenue Account	4	19,302	-18,380	922	18,710	-17,914	796	-592	466	-126		-108

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Appendix 2 - Service Variance Narrative

Service	Variance Last Month £000	Variance This Month £000	Change £000	Description
Housing and Communities	-209	-193	16	Underspend due to vacancy management and maximisation of grants offset this month by minor variances.
Education and Children's Service	2,388	2,452	64	See body of report for summary. Overspend in children's social care (£2.490m) mainly due to placements costs, further increasing this month (£49k) due to new independent living and fostering placements. All placements have been costed to realistic timescales, however no allowance has been made for any further placements throughout the year. Underspend in Education services (-£38k) due to grant maximisation offset by further costs this month (£15k) in Additional Learning Needs.
Corporate Support: Performance, Digital, Assets	-207	-327	-120	Underspend due to in-year savings from vacancy management and reduced spend on supplies further increased this month by maximisation of income from grants and fees & charges.
Corporate Support: People	-149	-184	-35	Underspend, and increase this month, due to vacancy management.
Finance and Audit	-167	-162	5	Underspend due to vacancy management and maximisation of grants offset this month by minor variances.
Highways and Environmental Services	919	1,153	234	Overspend due to pressures in highways maintenance, streetscene and waste services increased this month due to new fleet vehicles and costs for winter maintenance.
Planning, Public Protection and Countryside	-138	-136	2	Underspend due to vacancy management. Current School Transport contracts are included in the projection, but risks remain as there is no allowance for any further emergency or discretionary transport requirements.
Adult Social Care and Homelessness	1,938	1,885	-53	See body of report for summary. The £1.885m overspend is due to an overall pressure in Adult Social Care (£1.041m) and in Homelessness (£0.844m). The pressures in Adult Social Care reduced slightly this month (-£54k). The pressures in Homelessness are due to the average length of stay and rate per night in temporary accommodation.
Leisure - Retained Budgets	-5	-5	0	Minor variances
Corporate & Miscellaneous	-391	-893	-502	Release of contingencies; pay and energy inflation and a further £502k for general inflation this month. See body of report for details
Precepts & Levies	0	0	0	See body of report for details
Capital Financing	-750	-750	0	Reduced capital financing costs in-year due to delayed expenditure on some capital projects. The position on capital financing is very much related to progress on capital projects and variances do not fully crystallise until the final outturn is known. Whilst in previous years any underspend on this budget has been carried forward to help support the capital programme, this will not be possible this year due to the level of overspend currently being reported on revenue.
Council Services & Corporate Budget	3,229	2,840	-389	

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Denbighshire County Council - Capital Plan 2022/23 - 2025/26

APPENDIX 3

Position to end January 2024

Capital Expenditure

Total Estimated Payments - Other

Total Estimated Payments - Major Projects:

Housing Improvement Grants

Highways Maintenance

Central Prestatyn Coastal Defence Scheme

Central Rhyl Coastal Defence Scheme

Rhyl Queens Market Redevelopment

Waste Service Remodelling

Contingency

Total

Capital Financing

External Funding

Receipts and Reserves

Prudential Borrowing

Unallocated Funding

Total Capital Financing

	2022/23 OUTTURN POSITION £000s	2023/24 ORIGINAL ESTIMATE £000s	2023/24 LATEST ESTIMATE £000s	2024/25 LATEST ESTIMATE £000s	2025/26 LATEST ESTIMATE £000s
Total Estimated Payments - Other	25,658	22,464	37,646	22,537	5,656
Total Estimated Payments - Major Projects:					
Housing Improvement Grants	1,303	1,500	1,912	0	0
Highways Maintenance	4,713	4,713	4,484	1,004	0
Central Prestatyn Coastal Defence Scheme	496	16,420	11,183	9,199	5,216
Central Rhyl Coastal Defence Scheme	626	35,052	31,751	24,340	9,309
Rhyl Queens Market Redevelopment	3,662	2,848	2,708	175	0
Waste Service Remodelling	4,372	8,847	11,687	0	0
Contingency		500	329		
Total	40,830	92,344	101,700	57,255	20,181
External Funding	26,922	21,253	31,390	15,947	5,497
Receipts and Reserves	2,329	3,980	7,033	738	0
Prudential Borrowing	11,579	67,111	63,277	40,570	14,684
Unallocated Funding	0	0	0	0	0
Total Capital Financing	40,830	92,344	101,700	57,255	20,181

Note: 2023/24 Original Estimate is the position as approved by Council on 28 February 2023

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Major Capital Projects Update – January 2024

Rhyl Queens Market Redevelopment	
Total Budget	£13.253m
Expenditure to date	£12.847m
Estimated remaining spend in 23/24	£0.231m
Future Years' estimated spend	£0.175m
Funding	WG £8.060m DCC Asbestos £0.272m. DCC £4.921m
Narrative: Construction commenced on Monday 15 August 2022 and is scheduled to handover w/c February 12 th 2024. Options for operating the Queen's Market is being progress. The Council's Facilities Management Team will be responsible for the building in the interim, with the support of the Housing Maintenance Team.	
Forecast In Year Expenditure 23/24	£2.708m

Waste Service Re-modelling	
Total Budget	£21.992m
Expenditure to date	£15.980m
Estimated remaining spend in 23/24	£6.012m
Future Years estimated spend	£0
Funding	WG £12.022m, DCC £9.970m
Narrative:	
<p>A number of work streams are being taken forward including:</p> <ul style="list-style-type: none"> • Work is ongoing with Phase 2 of the construction of the new waste transfer station (WTS) at the Colomendy Industrial Estate in Denbigh. Completion is currently anticipated in March 2024. • Permit application for new WTS - NRW issued a Permit on 14th December 2023. • At present working towards a go live of the new recycling collections model in early June 2024 subject to recruitment of new staff required to serve the new model. • In advance of the main service change, a roll out of AHP weekly collections for those who wish to sign up was launched at the end of September 2023 in an initial Pilot area (LL16 / LL17). Sign-up launched County wide in January 2024 for implementation in June 2024 in conjunction with the switch to the new recycling collections model. • Specification and procurement of the new fleet required to support the new model has been completed with delivery of this new fleet from start of 2024 ahead of the roll out of the new service to allow for commissioning and training on the new fleet before it goes operational in June. • Procurement of the new containers complete and deliveries to DCC have commenced ahead of roll out in 2024 from the end of February through to end May to deliver the new containers to households ahead of the go live switch to the new recycling collections model in June. • A number of mobilisation and communication activities are ongoing to prepare for the service change and include developing the new collection routes; planning for any staffing changes/requirements and ongoing engagement and communication with stakeholders and residents. 	
Forecast In Year Expenditure 23/24	£11.687m

Sustainable Communities for Learning – Band B	
Total Budget	£51.9m
Expenditure to date	£1.176m
Estimated remaining spend in 23/24	£0.417m
Future Years' estimated spend	£50.307m
Funding	WG £36.1m, DCC £15.8m
Narrative:	
<p>The various schemes included within Band B of the Sustainable Communities for Learning Programme in partnership with Welsh Government are progressing as follows.</p> <p>Ysgol Plas Brondyffryn In September 2023 Cabinet approved to proceed to submit a planning application for development on the Ystrad Road site. Work on the project is progressing with a view to a formal submission of the planning application during 2024.</p> <p>The Denbigh High project is linked to the Ysgol Plas Brondyffryn scheme. The design brief is currently being developed with the view of commissioning concept designs for the site. As part of the process discussions are taking place with the school.</p> <p>Ysgol Bryn Collen / Ysgol Gwernant in Llangollen Further design work is being commissioned to progress the project.</p> <p>Ysgol Pendref Further feasibility work with input from the school will review options to create a concept design which identifies the preferred solution for the project.</p> <p>All the projects under Band B are required to meet Net Carbon Zero requirements and Welsh Government have agreed to meet these additional costs to an agreed benchmark. Discussions have also taken place with Welsh Government regarding likely cost pressures for individual projects and how this will impact on the overall programme affordability. The 4 Band B projects will need to be considered as part of the next phase of the delivery of Sustainable Communities for Learning Programme whereby a rolling programme of projects will need to be submitted to Welsh Government in early 2024.</p>	
Forecast In Year Expenditure 23/24	£0.640m

Central Prestatyn and Central Rhyl Coastal Defence Schemes – Construction Phase	
Total Budget	Prestatyn £26.094m Rhyl £66.026m
Expenditure to date	Prestatyn £9.488m Rhyl £21.136m
Estimated remaining spend in 23/24	Prestatyn £2.191m Rhyl £11.240m
Future Years' estimated spend	Prestatyn £14.415m Rhyl £33.650m
Funding	Prestatyn: WG £22.18m; DCC £3.914m Rhyl: WG £56.122m; DCC £9.904m
Narrative:	
<u>Prestatyn</u>	
Construction has commenced by Balfour Beatty and is scheduled to finish September 2025.	
Aggregate has been placed to embankment, remedial works to the existing promenade stepped revetment, installation of offices at the east end of the scheme and development of the detailed design for the refurbishment of Rhyl Golf Club. Costs relating to the refurbishment of the golf club are still being reviewed and will be discussed at the January Board meeting. Stage 2 construction of the bund is due to be completed at the end of February and then there will be a period of dormancy (6-9months depending on weather conditions).	
<u>Rhyl</u>	
Construction has commenced by Balfour Beatty and is scheduled to finish October 2025.	
Agreements with SC2 and the Kiosk owners have now concluded, negotiations continue with the SeaQuarium. All livestock were removed by January 5 th 2024 so that construction can now continue within the previously restricted area.	
Forecast In Year Expenditure 23/24	Prestatyn £11.183m Rhyl £31.751m

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
19 March	1	Care Home Fee Setting 2024/25	To seek Cabinet approval for the Fee Structure 2024/25	Yes	Cllr Elen Heaton Lead Officer/ Report Author Nicola Stubbins/Ann Lloyd
	2	Sustainable Communities for Learning – Rolling Programme	To approve the draft proposals for the next stage of the Sustainable Communities for Learning programme for submission to Welsh Government	Yes	Cllr Gill German Lead Officer – Geraint Davies Report Author – James Curran
	3	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas
	4	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet’s attention	Tbc	Lead Officer – Scrutiny Coordinators
23 April	1	North East Wales Archive Project	To update Cabinet in respect of the NLHF application outcome, and to seek a decision re the next steps	Yes	Cllr Emrys Wynne Lead Officer – Liz Grieve Report Author – Craig Berry/Sian Lloyd Price
	2	Denbighshire’s draft Local Housing Market Assessment	To seek Cabinet approval of the assessment for submission to Welsh	Yes	Cllr Rhys Thomas Lead Officer/Report Author – Angela Loftus/Sue Lewis

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
			Government		
	3	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas
	4	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet’s attention	Tbc	Lead Officer – Scrutiny Coordinators
21 May	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet’s attention	Tbc	Lead Officer – Scrutiny Coordinators
25 June	1	Council Performance Self-Assessment 2023 to 2024 (year end)	To consider a report by the Strategic Planning Team for Council to approve the Performance Self-Assessment 2023 to 2024.	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author – Helen Vaughan-Evans, Iolo McGregor, Emma Horan
	2	Reviewed and updated Denbighshire County Council’s Climate and Ecological Change	To present the reviewed and updated Climate and Ecological Change strategy	Yes	Cllr Barry Mellor / Liz Wilcox-Jones / Helen Vaughan-Evans

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
		Strategy (2021-2030)	document for Council to decide on whether to adopt it		
	3	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas
	4	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators
30 July	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators

FUTURE ITEMS

19 Nov	Council Performance Self-Assessment Update – July to September (QPR2)	To consider a report by the Strategic Planning Team for Council to approve the Performance Self-Assessment July to September	Cllr Gwyneth Ellis Lead Officer/Report Author – Helen Vaughan-Evans, Iolo McGregor, Emma Horan
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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>20 February</i>	<i>6 February</i>	<i>19 March</i>	<i>5 March</i>	<i>23 April</i>	<i>9 April</i>

Updated 09/02/2024 – KEJ

Cabinet Forward Work Programme.doc