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To: Members of the Communities
Scrutiny Committee

Date: 31 January 2025

Direct Dial: 01824 712554

e-mail: democratic@denbighshire.gov.uk

Dear Councillor

You are invited to attend a meeting of the **COMMUNITIES SCRUTINY COMMITTEE** to be held at **10.00 am** on **THURSDAY, 6 FEBRUARY 2025** 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 3 - 4)

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 5 - 12)

To receive the minutes of the Communities Scrutiny Committee held on 12 December 2024 (copy enclosed).

5 REVIEW OF TROLLIBOCS RECYCLING SERVICE AND ASSOCIATED WASTE COLLECTION FUNCTIONS (Pages 13 - 22)

To consider a report by the Head of Highways and Environmental Service (copy attached) on the progress made to date in delivering the revised service following the additional resources provided; and process followed to implement the changes/introduction of the end of lanes collection.

6 CAR PARK INVESTMENT PLAN 2024 - 2029 (Pages 23 - 50)

To receive an update report by the Traffic, Parking and Road Safety Manager (copy attached) to review the last 12 months progress of the Investment Plan.

7 DENBIGHSHIRE'S HOUSING AND HOMELESSNESS STRATEGY ACTION PLAN (Pages 51 - 86)

To consider a report by the Senior Officer - Strategy Planning and Housing (copy attached) on the progress made in delivering the revised Strategy and Action Plan.

8 COUNCIL HOUSING DISPOSAL PROCESS (Pages 87 - 108)

To consider a report by the Lead Officer – Community Housing (copy attached) on the process for disposal of council housing.

9 SCRUTINY WORK PROGRAMME (Pages 109 - 128)

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.

10 FEEDBACK FROM COMMITTEE REPRESENTATIVES

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

MEMBERSHIP

Councillor Michelle Blakeley-Walker
Councillor Karen Edwards
Councillor James Elson
Councillor Jon Harland
Councillor Carol Holliday
Councillor Brian Jones

Councillor Delyth Jones
Councillor James May
Councillor Merfyn Parry
Councillor Cheryl Williams
Councillor Huw Williams

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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, 12 December 2024 at 10.00 am.

PRESENT

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

Councillor Rhys Thomas, Lead Member for Housing and Communities – item 6
Councillor Alan James, Lead member for Local Development and Planning – item 5

Observer: Councillor Terry Mendies

ALSO PRESENT

Corporate Director: Economy and Environment (TW), Development Manager (PM), Head of Community and Housing (LG), The Lead Officer – Community Housing (GD), The Lead Officer: Housing Property (MC), Finance and Assurance Officer (JR), Scrutiny Coordinator (KE), Committee Administrators (SW-minutes & ED-Web Host)

1 APOLOGIES

Apologies were received from Councillor Michelle Blakeley-Walker.

2 DECLARATION OF INTERESTS

Councillor Cheryl Williams declared as personal interest in business item 6 as a Local Authority tenant.

3 URGENT MATTERS AS AGREED BY THE CHAIR

There were no urgent matters.

4 MINUTES

The minutes of the Communities Scrutiny meeting held on Thursday 24 October 2024 were submitted.

Matters arising:

The Corporate Director: Economy and Environment (CDEE) confirmed that following the Committee's recommendation a briefing had been provided to

members following the implementation of the new routes on the Trollibocs Recycling Service and associated waste collection functions.

The CDEE was asked to clarify the position of households living on lanes who had received a letter informing them that they had to change the location of where the waste was presented. The Committee were advised that the Head of Service would respond to the query.

Concern was raised that there were still households whose waste was not being collected at all.

RESOLVED that the minutes of the Communities Scrutiny Committee meeting held on 24 October 2024 be approved as a true and correct record of the proceedings.

5 SUSTAINABILITY OF THE PLANNING COMPLIANCE FUNCTION

The Chair welcomed the Lead Member for Local Development and Planning to the meeting along with the Development Manager.

The Lead Member introduced the report (previously circulated) which examined:

1. the degree to which Denbighshire County Council's planning compliance function was fulfilling its purpose to investigate and remedy alleged breaches of planning control; and
2. the future sustainability of the function.

A decision on the adoption of a new version of the Council's planning compliance charter (Appendix 1 previously circulated) was required from the Committee.

The Development Manager explained the role of the Planning Compliance Department and the system within Denbighshire where breaches of planning control could be reported. Those breaches could range from non-maintenance of grassed areas to large scale environmental damage.

Historically Denbighshire County Council adopted a Planning Compliance Charter (appendix 1) which set out how the Council would investigate planning control. Breaches were rated from Priority 1 to Priority 4. If harm were identified it could result in a Notice, with right to appeal. Continued breaches would constitute a criminal offence with the rights of the Authority to prosecute or undertake work in default.

Concern had been raised over the lack of resources and consequent performance of the Planning Compliance Function. The report set out data of the caseload of Denbighshire's Planning Compliance Officers, with comparison to those of adjacent Local Authorities. It was suggested that the Planning Compliance Charter be updated to reflect that caseload and protect the Council from further complaints and allegations of maladministration.

Responding to Members' questions the Development Manager advised:

- Retrospective planning applications were assessed on acceptability. Where they failed they would be subject to a breach of Planning Control, when applicable an enforcement notice would be served.

Similarly, where a planning application had been granted with conditions, failure to meet those conditions would also result in a breach of Planning Control.

- During the process of enforcement in court the Authority would need to prove that harm had been committed.
- The Planning Compliance role was a discretionary function of the Council and not one that generated income. Outsourcing the service would have a significant financial impact on the Council.
- There were two vacant posts within the Planning Compliance section, one of which was awaiting authorisation for recruitment.
- Other local authorities were also experiencing issues which had led to the Welsh Government proposing to increase planning application fees over the next few years, with the potential to introduce an increased fee for retrospective planning applications.
- There was a need to manage expectations of reported breaches given the number of back cases against the resources to deal with them – priority would need to be given to level 4 incidents and update the Charter accordingly.
- If the public considered that there had been a maladministration on the part of planning compliance there was the option to report it to the Public Services Ombudsman for Wales. Updating the Charter to include more manageable timelines would offer protection against that.
- More enforcement notices had been served by Denbighshire over a given period than any other local authority in North Wales. The serving of an enforcement notice was deemed to be sufficient action in itself under the guidance – resulting in a Land Charge on the property.
- Communication with local members regarding updates on planning breaches in their area could be improved.
- Unlike planning applications, enforcement notices were not publicly available.
- Shared Prosperity Funding had previously been provided for two Place Improvement Officer posts to focus on town centre blight. Authorisation had been approved to extend one of those posts until March 2025. Investigation

would be required to source external funding to extend that role further into the future.

- It was, yet, unknown what impact the proposed National Park would have on the relevant Local Planning Authorities.

Members raised concerns that given the number of backlog of cases that the Authority had, the subsequent negative impact of not recruiting to one of the Planning Compliance Officer vacant posts.

It was proposed that local members be kept informed on the progress of breach complaints in their area, particularly where enforcement notices had been issued, to be able to update complainants and alleviate the pressure on compliance officers' administrative tasks.

The Lead Member understood the concerns raised over the resources available for the Planning Compliance function, agreeing that ideally a cohort of 4 officers would be required to deal with existing caseloads. However, the Authority were under unprecedented financial pressures and that number of officers was unrealistic, it was more sensible to update the Charter to reflect this.

The Committee recommended that a review was brought back to Communities Scrutiny Committee in June 2025 as an update report regarding the impact of the revised charter and resources allocated to the Planning Compliance Function.

Having given the opportunity for all members of the committee to ask questions the Chair allowed a member observing the meeting – Councillor Mendies - to contribute to the discussion.

Councillor Mendies noted that whilst investigations of breaches were not chargeable, forcing breachers of planning to submit planning applications retrospectively or alternatively fining them for doing so could generate income.

The Development Manager responded that very few of the ongoing cases would warrant a planning application to be submitted to remedy the situation. Those cases which conditions were breached would not fall within that category. Undertaking enforcement actions was costly not only in terms of investigation but sometimes required the input of project management and ultimately legal services or undertaking the works in default. The Planning Compliance service would not 'pay for itself', it was not fee earning and a discretionary service.

Councillor Merfyn Parry proposed the following recommendation:

“Due to the limited resources currently available in planning enforcement, both in terms of staffing and finance, I recommend that Denbighshire County Council adopts a more transparent and collaborative approach by informing local members of all planning enforcement notices issued.

Specifically, the following is proposed:

1. Notification to Local Members:

- Local members should receive a summary of all planning enforcement notices sent out within their ward. This notification should include the nature of the enforcement, the timeline for compliance, and potential outcomes if compliance is not achieved.

2. Ongoing Updates:

- Updates should be provided to local members on the progress and outcomes of these enforcements, ensuring they remain informed of any developments or resolutions.

3. Benefits of the Recommendation:

- This approach would enhance transparency and enable members to assist constituents in understanding the implications of enforcement actions.
- It would help manage expectations and reduce confusion or complaints regarding enforcement processes.
- By keeping local members informed, the Council can better utilize the collaborative relationship between officers and elected representatives to ensure compliance and effective resolution of planning breaches. By implementing this recommendation, the Council can strengthen its planning enforcement processes, improve communication with local communities, and make the most effective use of its limited resources.”

RESOLVED that the Communities Scrutiny Committee:

- i. endorses the new version of the Planning Compliance Charter;***
- ii. supports officers’ intention to present the final version of The Charter for Lead Member approval;***
- iii. requests that an update report regarding the impact of the revised Charter and resources allocated to the Planning Compliance Function be presented in June 2025 and***
- iv. requests that going forward all local members should receive a summary of all planning enforcement notices sent out within their ward. Updates should be provided to local members on the progress and outcomes of those enforcements, ensuring they remain informed of any developments or resolutions.***

6 HOUSING RENT SETTING AND HRA BUDGETS 2025/26

The Lead Member for Housing and Communities introduced the report (previously circulated) to consider the social housing rent review and the Housing Revenue Account (HRA) finance. The proposed increase in rent for Community Housing

Tenants was 2.7% - a lower increase than in previous years. The Lead Member referred to the pressures upon the HRA annual capital spend – which had not been matched by external funding – and subsequent need to source additional borrowing.

The Head of Housing and Community Services explained that every year a report was presented to Cabinet to support a rent increase to manage the income required to manage the Council's housing stock. It was important to ensure that any proposed rental increase was affordable to tenants. Appendix 3 set out the procedure for determining housing rent increases.

The Lead Officer – Community Housing summarised the report as follows:

- Weekly rents remained low and within strict affordability measures.
- There were significant budget pressures – Welsh Housing Quality Standard.
- Investments benefitted tenants.
- Less than the maximum possible increase in rent meant less investment in homes.
- Denbighshire's tenants Value for Money satisfaction was amongst the highest in Wales.
- Tenants' satisfaction with the overall service was amongst the highest in Wales.

The Committee were reminded that the maximum rent increase allowed was set every year by Welsh Government, generally based on the September CPI figure plus 1%. In September 2024 CPI was comparatively low compared to previous years at 1.7%.

In consideration of rent increases an affordability assessment was undertaken taking into account the following:

- Joseph Rowntree Foundation (JRF) Living Rent Model.
- Office of National Statistics data from October 2024 on average household incomes within Denbighshire.
- Lowest 30th Percentile of earned income.
- Rent being no more than 28% of the lowest earned income.

The Authority's rents were well within those levels. An infographic (page 65) showed what the increased rent would be for various types of rental property available, all of which proposed rents remained below the Living Rent Model.

The Finance and Assurance Officer explained how rising costs had impacted on the maintenance and new build of housing stock. The grant received from Welsh Government had remained static resulting in the need to borrow. A graph in appendix 3 (page 68) highlighted debt financing costs (interest) rising over the next 7 years with forecasts deficits going into debt in the next 3 years. Hence, a thorough review of the HRA and Capital programme would commence in the new year to ensure that capital projects were financially sustainable.

The Lead Officer: Housing Property reminded members of the Welsh Housing Quality Standards 2023 which drove the maintenance programmes for the housing stock. To be compliant with WHQS there were a number of other new budget pressures including:

- Air Source Heat Pumps.
- Solar Panels.
- External Wall Insulation.
- Kitchen & bathroom refurbishments.
- External storage facility.
- Flooring changes and
- Water butt installation.

Moving forward focus would be on affordable warmth, with the Target Energy Pathways EPC C 75 being the new standard by 2027.

The impact from that investment was improved energy efficiency and likely energy fuel savings to households who responded positively in regard to tenant satisfaction in respect of their rent being value for money.

Responding to members' questions the Head of Service advised that the review in the new year would be to identify how to achieve the WHQS standards plus deliver new social housing given the financial constraints. It was anticipated that a 'deep dive' review would identify efficiencies that could be made and failing to meet WHQS would jeopardise future WG grant funding.

The Committee heard that in addition to work on the housing stock the Service was proactively involved in assisting tenants who may face difficulties in rent payments. The majority of issues arose where the tenant faced a change in circumstances. Housing officers had a dedicated area to support and liaise with tenants, identifying issues at the earliest opportunity. Every effort was made to assist the tenant, with legal recourse being the last option if tenants failed to engage. Rent arrears within the County were similar to all registered social landlords throughout Wales. It was not anticipated that the proposed increase in rent would increase the rate of rent arrears in Denbighshire.

The void rate of properties was approximately 10% of the stock. If a property became void consideration was given to whether to remodel or dispose of the property – depending on the cost of bringing them up to WHQS. Conversely, the service was pursuing a programme of buy back ex council houses (partly funded by Welsh Government) as a cost effective way to add to the housing stock.

The Committee thanked officers for their presentation, the thoroughness of the report presented and excellent work being achieved by the Service.

RESOLVED: that

I. the Committee have considered and agreed the content of the report and

II. the Committee commend the positive work carried out.

7 SCRUTINY WORK PROGRAMME

The Scrutiny Co-ordinator (SC) guided members through the Communities Scrutiny Committee Forward Work Programme (appendix 1).

The Committee were advised that, as requested at the previous meeting, the update of the Trollibocs Recycling Service and Associated Waste Function report following the implementation of the additional resources and route review had been added to February's agenda.

The Public Conveniences Savings Proposal had been amalgamated with the Local Toilet Strategy. The report would be presented at the Committee meeting on 27th March, prior to going to Cabinet for decision in April.

Members were reminded that a scrutiny proposal form was included in the agenda pack. Any items being presented for potential scrutiny should be submitted in time for the next Scrutiny Chairs and Vice-chairs Group which would next meet on 20th January.

RESOLVED that subject to the above the Communities Scrutiny Committee forward work programme be agreed.

8 FEEDBACK FROM COMMITTEE REPRESENTATIVES

There was no feedback received.

Meeting concluded at 11:54

Report to	Communities Scrutiny Committee
Date of meeting	6 th February 2025
Lead Member / Officer	Cllr Barry Mellor: Lead Member for Environment and Transport, Paul Jackson: Head of Highways and Environmental Services
Report author	Tony Ward: Corporate Director for Environment and Economy / Paul Jackson: Head of Highways and Environmental Services
Title	Review of recycling service and associated waste collection functions

1. What is the report about?

- 1.1 This report is about the progress made to date in delivering the waste and recycling service following the allocation of additional resources by Cabinet on 1st October 2024. It is also about process for determining whether properties should have an “End-of-Lane” waste collection service.

2. What is the reason for making this report?

- 2.1 To enable Members to undertake their Scrutiny function by examining the progress made to date in delivering the waste and recycling service following the allocation of additional resources by Cabinet on 1st October 2024. Also, following a request to Scrutiny Chairs & Vice Chairs, the report aims to enable Members to scrutinise the process for determining whether properties should have an “End-of-Lane” waste collection service.

3. What are the recommendations?

- 3.1. That the committee consider whether it is assured that sufficient progress has been made in terms of implementing the planned additional steps enabled by the Cabinet

decision on 1st October 2024, and that the Cabinet decision is resulting in the service change achieving the required aims.

- 3.2. That the committee provide feedback on the process for determining whether properties should have an “End-of-Lane” waste collection service.
- 3.3. That the Committee consider the report and recommend any necessary actions or improvements for the waste service to consider.

4. Report details

- 4.1. On 1st October 2024, Cabinet approved an additional £1.299m in capital expenditure within the Waste Service for the purpose of procuring additional recycling vehicles funded by prudential borrowing.
- 4.2. At the same meeting, Cabinet also agreed an additional £1.067m of revenue costs to ensure the service change could deliver as planned on a sustainable footing. This included the revenue cost of the prudential borrowing to purchase the extra vehicles.
- 4.3. The approval of further capital expenditure has enabled the procurement of 8 additional vehicles to support the revised recycling rounds. These are a mixture of sizes and fuel types in line with operational requirements and corporate objectives. The vehicles have been purchased and we are now awaiting delivery from the supplier. In the interim we are still utilising hired vehicles which are being funded from the service revenue allocation. These will be off hired as soon as possible. The 4 new diesel recycling vehicles are due imminently. The smaller Single Person Operation Vehicles (SPOV) and electric vehicles are due in February and May respectively.
- 4.4. The additional revenue allocation has resulted in the recruitment of 8 additional drivers and 11 additional loaders for the waste service. These posts have been successfully filled, which enabled the implementation of the revised recycling rounds that came into effect on November 4th.
- 4.5. Changes have been made to the back-office structure to allow for full administrative and management support for the front-line functions. This has seen the introduction of two Relief Team Leaders who have been put in post to support the management of the day-to-day collection processes when required. Key posts such as Waste Operations Manager and Senior Team Leader that became vacant during the immediate post service change period have now been filled. Technical Officer

Vacancies have been filled to replace staff who had retired or had gone on maternity leave. Role responsibilities have been amended to ensure a more sustainable workload distribution and to address any single points of failure in terms of task allocations.

- 4.6. ICT issues have been a common theme since the roll-out in June 2024, due to system errors and issues that were not identified pre-June 3rd. These have been worked through by internal ICT colleagues in collaboration with our ICT contractors and appear to have largely been resolved, leading to a more streamlined and effective service. These issues included back-office software problems as well as issues with the in vehicle In-Cab technology.
- 4.7. Call volumes to the Customer Contact Centre and reports via our C360 system have reduced significantly since the revised collection rounds were introduced on 4th November. 2195 waste related calls were made to the Customer Call Centre in December 2024, which is very similar to the numbers in March 2024 (1861) and April 2024 (2328) before calls started to spike prior to the roll-out of the new service. The monthly call figures peaked at 13,080 in June 2024. The most recent figures (for December 2024), which are consistent with the figures for March and April 2024, suggest that the service is operating as “Business As Usual”.
- 4.8. Most residents are now having a regular and reliable service in line with what the service would consider to be business as usual activity. The waste service has always had, and always will have, missed collections. It is unrealistic to expect no missed collections due to the number of variables that can affect collection operations. However, the service now believes that the number and frequency of missed collections, whilst still a little higher than pre-June 2024, is now reaching levels in line with normal operations. Repeat missed collections are now isolated cases and, where required, specific actions and activities are taking place to resolve these problems locally. Appendix 1 provides a breakdown by service of the current service level situation.
- 4.9. During the collection route redesign work, 36 properties were identified as needing to move to End of Lane Collections. This is a process where we request that residents present their waste at a location determined by the service in line with operational requirements and our legal authority to do so under Environmental Protection Act (1990) Sec 46. These properties were assessed in accordance with appropriate

protocols and procedures and issued letters informing residents of the change. This is rarely a popular request when made to residents, but the majority of these requests have been accepted without complaint. However, we have been challenged by some of these residents, and we must acknowledge that the wording of our current policy is a little ambiguous, particularly in reference to adopted and unadopted roads, which hasn't helped with those discussions. The service is in the process of reviewing this wording to make it clearer.

4.10. Some Members have been critical of the fact that the service did not warn them about these End of Lane changes before the letters were issued, and that point of view is understood. However, the service felt that these were very operational decisions and, given that it affected such a small number of properties in the County, that no widespread communications were needed with Members. That said, the fact that these reviews were taking place was highlighted at several Councillor briefing sessions. On reflection, and following feedback, it is acknowledged that communications on this issue may have been handled differently. That is a learning point for the service, moving forward.

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

5.1. Implementing the new waste & recycling service, and improving recycling rates, are specific pledges within the Corporate Plan 2022-27.

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

6.1. There are no proposals in this report that are anticipated to require further investment.

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

7.1. A well-being impact assessment is not considered to be required for this report as no decision is being sought.

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

8.1. This report is to enable Scrutiny to review the implementation of the Cabinet decision of 1st October 2024. A Scrutiny Review of the planning and implementation of the service change is planned.

9. Chief Finance Officer Statement

9.1. As set out within the report at para 4.1 and 4.2 additional resources were required to ensure a sustainable change in service delivery was achieved. The additional revenue funding has been included in the budget proposals for 2025/26.

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

10.1. There is a risk that any operational issues stemming from matters outside of our control (for example, the recent extreme weather event) result in the public losing faith in the service again. This can only be managed by good public communications and by ensuring that we have the resources in place to recover quickly from such events.

10.2. There is a risk that the focus on operational collection issues since June 2024 have resulted in less focus on education and behaviour change. We now need to increase our focus on these activities and to work with residents regarding their recycling habits to ensure that we maintain and improve the current quality of the recycling being collected which can be sold to market.

11. Power to make the decision.

11.1. Scrutiny's powers with respect of this matter are set out in Section 21 of the Local Government Act 2000, and Sections 7.1 to 7.4 of the Council's Constitution.

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Appendix 1: summary of current position with other aspects of the waste service

Residual waste collection rounds

1. Along with the recycling rounds, changes were made to the residual waste collection rounds on the same date. This did not change the frequency of the collections but looked to ensure more consistent collections by altering the type of vehicle making the collection and the rounds properties were allocated to. These changes have been largely effective. As with any service, there are still some missed collections, but these are handled via the operations team when they are either known about (i.e. self-reported by the crews) or reported to Customer Services by residents or Councillors. Where required, we have mop-up crews or alternative collections arranged to deal with any issues.

Green waste collection rounds

2. Green waste was, and has been, affected by the same issues as all other services. The service feel that this waste collection stream is now back on track to where it needs to be but as with all other waste collections there have been, and will always be, an element of properties occasionally missed. These are being managed as they are reported to the service via Customer Services.
3. The service and Cabinet (in Cabinet Briefing) recently agreed to an approach to acknowledging the issues faced by green waste customers. The service is currently working through matters relating to this in line with the new subscription year which is due to start on 1st April 2025. A proposal for a Lead Member Delegated Decision on this will be circulated to Members imminently.

Assisted collections

4. We experienced issues with assisted collections being missed after the implementation of the new waste & recycling service. Most of these issues were remedied when the revised collection rounds were introduced on November 4th. The new processes and procedures that were implemented led to greater driver understanding of properties requiring an assisted collection along with greater management ability to audit and check whether an assisted collection had been

Appendix 1: summary of current position with other aspects of the waste service

made. A rationalisation process of properties allocated an assisted collection was conducted which led to 676 properties being removed from this service as it was no longer required.

5. In-Cab improvements and software issue resolution also helped the collection crews and led to improved management ability to identify whether a property has had an assisted collection, leading to fewer reported issues with this service.

AHP collections

6. June saw the roll out of two dedicated AHP rounds which faced issues in the initial stages of the service change being rolled out. Improvements with reporting mechanisms, processes and In-Cab systems mean that this service is now running as it should, albeit facing the usual operational issues that all waste services face.
7. Registrations were reopened for this service in September 2024 and a third allocated AHP has now gone live. This has resulted in increased capacity for this service.
8. The registration process for this system will now remain open permanently and residents can sign up for it at any time. New applications will be processed and added to the existing rounds as they come in. Residents who no longer need the service can either contact us to say it is no longer needed. We also operate a policy whereby we remove the service if a property doesn't present the AHP bin for three consecutive collections.

Textiles collections

9. Textile charity bags have been delivered to all DCC One Stop Shop's (Llangollen, Corwen, Ruthin, Denbigh, St Asaph, Rhuddlan, Rhyl and Prestatyn). Member of the public can pick these up and either ring Co-options to arrange collection (details on the bag itself) or take to one of the many county-wide clothes banks, where they will be collected.

Appendix 1: summary of current position with other aspects of the waste service

Bulky collections

10. Bulky collections are operating as normal and are being managed via CAD Recycling. This interim arrangement is working well, but the intention is to have internal resources reallocated to undertake collections at the earliest opportunity.

Trade collections

11. All contracts that DCC currently have are being serviced with collections. There are no major concerns with this service as it operates separately to the domestic service. Minor issues are being managed effectively by the team.

Roll-in of excess wheelie bins

12. This remains a known issue and is logistically complex to solve. We have officers working on a solution to this problem and aim to ensure we collect any surplus bins in the coming few months. A conscious decision was taken by the Waste Service to pause the collection of these bins to avoid detrimentally affecting the service whilst trying to get to steady state following the introduction of the revised recycling rounds on November 4th, 2024, and to avoid impacting on the Christmas workload peak. We are now actively planning the logistics of this collection process with WRAP and arranging the collection of these bins. Whilst details are yet to be confirmed, this plan should be finalised in the near future, and we aim to begin implementation during February 2025.

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Report to	Communities Scrutiny Committee
Date of meeting	6 th February 2025
Lead Member / Officer	Lead Member for Environment and Transport, Councillor Barry Mellor
Head of Service	Head of Planning, Public Protection and Countryside Services
Report author	Traffic and Transportation Manager, Mike Jones
Title	Progress Update on Car Park Investment Plan

1. What is the report about?

- 1.1. To provide an update on progress against the Council's Car Park Investment Plan for financial year 2024-25, which is Year 1 of the Car Park Investment Plan.

2. What is the reason for making this report?

- 2.1. To review progress as we approach the end of the first year of the Plan, against the activities that were proposed for Year 1 of the Plan.
- 2.2. To update Committee on the proposals for Year 2 of the Plan (financial year 2025-26), included one amendment that has been made to the Year 2 programme since the Plan was introduced last year.

3. What are the Recommendations?

- 3.1 That Communities Scrutiny Committee notes the contents of the report, and provides observations on the proposed report, as appropriate.

4. Report details

Background

- 4.1. At the beginning of financial year 2024-25, we introduced the Council's new Car Park Investment Plan. A copy of the Investment Plan is included in Appendix A for ease of reference. This is a five-year plan which sets out the works we intend to undertake to our car parks during those five years, in order to improve the condition of the car parks and to keep them well-maintained.
- 4.2. The Council operates 47 public car parks, 40 of these are pay and display car parks. The remainder are free to use. All of them need to be maintained.
- 4.3. The car parks each contain various assets which need to be maintained and repaired or replaced if they become damaged. For surface-level car parks; the most expensive asset will usually be the car park surface itself, which will typically be constructed from tarmac. Other typical assets within surface-level car parks include boundary walls, hedges and fences; pay and display machines; signs and posts; road markings; litter bins; trees, hedges and shrubs; kerbs; drainage gullies; lamp columns; CCTV; and height barriers.
- 4.4. We also have two car parks which are actually buildings. These are Central Car Park in Rhyl (formerly known as the Underground Car Park), and the Multi-Storey Car Park at Barker's Well Lane in Denbigh. As well as containing many of the assets found in surface-level car parks; these car parks also include mechanical and electrical assets; such as ventilation systems; sprinkler and dry-riser systems. There is also the building structure itself, stairwells and ancillary areas such as plantrooms.
- 4.5. All our car parks also have individual Service Level Agreements (SLAs) for grounds maintenance. Grounds maintenance includes activities such as emptying bins, litter picking, trimming hedges, and applying weed killer. This work is undertaken by the Council's Streetscene team, within Highways and Environmental Services.

Year 1 of the Investment Plan

- 4.6. Appendix B shows the work activities proposed for Year 1 of the Car Park Investment Plan. Progress against each item is provided in the column down the right-hand side.
- 4.7. In financial terms, just under 60% of the planned work is expected to be complete by the end of the current financial year. The capital funding allocated against the works can be “rolled-over” into the new financial year i.e. it isn’t funding that will be lost if it isn’t spent by the financial year end.
- 4.8. Whilst we would have liked to have made greater progress in the current financial year against the Investment Plan programme, we are still carrying a staff vacancy within the Car Parks team which we propose to address in the coming months. Following the retirement of a member of staff within the Public Protection team, the Car Parks team has also taken over the management of the Council’s CCTV service, which has also had some impact on the ability to deliver against the Car Park Investment Plan.
- 4.9. The works proposed to introduce height barriers in some of the car parks in North Denbighshire have been delayed due to some issues regarding third party land that requires clarification. This is, for example, where a third party has a right of access over our car park and thus where this access can potentially affect the introduction of a height barrier.
- 4.10. The Investment Plan also includes proposals to pilot a motorhome/campervan parking area. Since this proposal was included last year, the scope of this project has developed further with “motorhome aire” facilities such as fresh water supply, electricity supply and waste water disposal facilities being now considered as part of these proposals. This is a project that we are currently working on with colleagues from the Highways Streetscene team.
- 4.11. The copy of the Car Park Investment Plan includes our proposals for Year 2 of the Plan which is financial year 2025-26. The only change to the Year 2 programme since we introduced the Plan last year is the addition of the

resurfacing of the car park in Meliden to the proposals. This has been introduced as a precursor to us potentially introducing charges in the car park, which is currently free to use.

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

5.1. The Car Park Investment Plan will support the delivery of a prosperous, better connected, greener, fairer, safe and more equal Denbighshire

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

6.1. Estimated costs are provided in the draft Car Park Investment Plan in Appendix D to this report. It was intended that the majority of these costs would be funded from the annual Traffic and Parking Block Capital allocation. However, the reduced amount of capital funding available generally, and the slow progress against the items contained within it, mean that there is currently no capital allocation for financial year 2025-26 for car parks. However, we are proposing to firstly complete the works contained within Year 1 of the Plan before potentially submitting an in-year bid for capital funding for consideration by Capital Scrutiny Group.

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

7.1. A Well-being Impact Assessment was produced when the Car Park Investment Plan was first developed last year. For ease of reference, a copy of the WIA is provided in Appendix C to this report.

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

8.1. The draft Car Park Investment Plan was presented to Communities Scrutiny Committee in February 2024. This report provides a follow-up on progress, now that 12 months have passed, and because it is one of the suggestions contained within the February 2024 report.

8.2. There is no statutory requirement to produce a Car Park Investment Plan, nor to consult on it. However, we consider it to be good practice to use such a Plan as a way to plan and prioritise capital investment in our car parks.

9. Chief Finance Officer Statement

9.1. As highlighted in paragraph 6.1 of the report, financial constraints on the council now and in the future will inevitably have an impact on all services. Whilst there will always be a need for the capital block allocations, the block allocations have needed to be reviewed and scaled down accordingly.

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

10.1. There is no statutory requirement to produce a Car Park Investment Plan. However, a failure to produce such a Plan could lead to inefficient use of limited financial resources for reinvestment into our car parks.

11. Power to make the decision

11.1. Section 7.4.2 of the Council's Constitution outlines Scrutiny's powers with respect to examining the impact of decisions and the application of policies.

Contact Officer: Traffic and Transportation Manager Tel: 01824 706959

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Appendix A - Draft Car Park Investment Plan (2024-29)

2024-25 (Year 1)		Estimated Cost (£)
1.1	Introduce pilot parking for motorhomes/camper vans at a suitable car park location in South Denbighshire (subject to consultation with local members and Town or Community Council)	5,000
1.2	Completion of work to install height barriers in North Denbighshire, in locations that are vulnerable to illegal encampments due to not being protected by existing height barriers.	60,000 (funding already allocated)
1.3	Works to mechanical and electrical systems at Denbigh Multi-Storey Car Park	10,000
1.4	Works to introduce pay and display parking in Vicarage Lane Car Park, Rhuddlan	5,000
1.5	Resurfacing of Post Office Lane Car Park, Denbigh	57,000
1.6	Remedial works at Central Car Park, Rhyl to replace existing steel hoops and netting to discourage nesting pigeons.	20,000
1.7	Replace height barriers at Sky Tower Car Park, Rhyl	10,000
1.8	Car park surface asset condition survey	5,000
1.9	Assessment of remedial works required at Denbigh Multi-Storey Car Park	5,000
	Total	177,000

2025-26 (Year 2)		Estimated Cost (£)
2.1	Introduction of further motorhome/camper van parking at a location in North Denbighshire, subject to the performance of the pilot site, and subject to local member and Town/Community Council consultation.	5,000
2.2	Resurfacing of two car parks, subject to findings from condition survey and prioritisation	100,000
2.3	Improvements to car park boundary walls and fences at various locations.	15,000
2.4	Introduction of parking for powered two-wheelers in a selection of car parks, covering our main towns. Identification of car parks will be based on surveys looking at actual space available.	10,000
	Total	130,000

2026-27 (Year 3)		Estimated Cost (£)
3.1	Resurfacing of two car parks, subject to findings from condition survey and prioritisation	90,000
3.2	Improvements to car park boundary walls and fences at various locations.	15,000
3.3	Introduction of coach parking in Quay Street Car Park, Rhyl	40,000
	Total	145,000

2027-28 (Year 4)		Estimated Cost (£)
4.1	Resurfacing of two car parks, subject to findings from condition survey and prioritisation	120,000
4.2	Improvements to car park boundary walls and fences at various locations.	20,000
4.3	Replace half of Pay and Display machines on Rhyl Promenade (Phase 1)	30,000
	Total	170,000

2028-29 (Year 5)		Estimated Cost (£)
5.1	Resurfacing of two car parks, subject to findings from condition survey and prioritisation	120,000
5.2	Improvements to car park boundary walls and fences at various locations	20,000
5.3	Replace remaining half of Pay and Display machines on Rhyl Promenade (Phase 2)	30,000
	Total	170,000

Yearly totals	
2024-25	£177,000
2025-26	£130,000
2026-27	£145,000
2027-28	£170,000
2028-29	£170,000
Grand total	£792,000

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Appendix B – Update on progress against Year 1 of Car Park Investment Plan

Item	Estimated Cost (£)	Update
Introduce pilot parking for motorhomes/camper vans at a suitable car park location in South Denbighshire (subject to consultation with local members and Town or Community Council)	5,000	This is currently in development as a more ambitious proposal compared to the original proposal, which is to consider possible motorhome aire-type facilities similar to those introduced in Gwynedd CC and with potential support from Brilliant Basics WG grant funding. This work is being progressed with colleagues in Highways/Streetscene.
Completion of work to install height barriers in North Denbighshire, in locations that are vulnerable to illegal encampments due to not being protected by existing height barriers.	60,000	Preparation of works are currently being progressed by the Highway Works Unit. There are some issues relating to where third-parties have access to their land via our car parks which need clarifying as this can impact upon our ability to introduce height restrictions.
Works to mechanical and electrical systems at Denbigh Multi-Storey Car Park	10,000	Proposed work is currently being developed by the Car Parks team in conjunction with the Property Services M&E engineer.
Works to introduce pay and display parking in Vicarage Lane Car Park, Rhuddlan	5,000	Delayed by negotiations on land licence for land owned by BCUHB.
Resurfacing of Post Office Lane Car Park, Denbigh	57,000	Works planned for March 2025
Remedial works at Central Car Park, Rhyl to replace existing steel hoops and netting to discourage nesting pigeons.	20,000	Works planned for March 2025
Replace height barriers at Sky Tower Car Park, Rhyl	10,000	Works complete
Car park surface asset condition survey	5,000	Not started

Appendix B – Update on progress against Year 1 of Car Park Investment Plan

Assessment of remedial works required at Denbigh Multi-Storey Car Park	5,000	Complete
Total	177,000	

Car Park Investment Plan: 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: 1338

Brief description: 5 year investment plan for Denbighshire CC managed public car parks (not including Countryside Services car parks).

Date Completed: 18/01/2024 19:48:33 Version: 1

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? Car park users, retailers and tourist operators

Was this impact assessment completed as a group? Yes

Summary and Conclusion

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

Score for the sustainability of the approach

2 out of 4 stars

Actual score : 24 / 36.

Summary for each Sustainable Development principle

Long term

The purpose of the Car Park Investment Plan is to ensure that investment in our car parks is prioritised to ensure most the effective and efficient use of limited available funding. The Plan is intended to ensure that a strategic approach is taken to ensure that works are prioritised where they are most needed.

Prevention

Consideration will be given to the recycling of planings, and use of recycled resurfacing materials.

Integration

The proposal contributes towards the Connected Denbighshire theme. This is because well-maintained and well-managed car parks are an important part of the transport network.

Collaboration

The Investment Plan is based on the existing condition of our car park assets, with prioritised according to that condition.

Involvement

Car Park Investment Plan

The Draft Car Park Investment Plan is to be considered and discussed by Communities Scrutiny Committee.

Summary of impact

Well-being Goals	Overall Impact
A prosperous Denbighshire	Positive
A resilient Denbighshire	Neutral
A healthier Denbighshire	Neutral
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

It is important that we continue to maintain our car parks to keep them safe, clean, tidy and welcoming to use. Whilst national transport policy gives a higher priority for modes of transport other than the car, private car use will continue to play an important role in a predominantly rural county like Denbighshire. Effective, well-managed car parks are important for the local economy especially in terms of retail and tourism.

The likely impact on Denbighshire, Wales and the world.

A prosperous Denbighshire

Overall Impact

Positive

Justification for impact

The Plan involves taking a proactive approach to optimise investment in our car parks.

Further actions required

Submit annual business case for Traffic and Parking Block Capital so that Capital Scrutiny Group has the opportunity to scrutinise proposed car park spend.

Positive impacts identified:

A low carbon society

Within the lifespan of the previous Car Park Investment Plan, we introduced Electric Vehicle Charging Points in a total of 12 of our public car parks. We are currently at the stage of evaluating the usage of those existing EV charging points before deciding upon the introduction of any further charging points.

Quality communications, infrastructure and transport

Safe, secure, clean, tidy and well-managed car parks are an important part of infrastructure for many car-based trips, especially trips to town centres and tourist attractions.

Economic development

Well-managed car parks are important for town centre retail. A regular turnover of parking spaces ensures availability of spaces. A failure to maintain car parks effectively can negatively impact perceptions and the visitor experience.

Quality skills for the long term

Not applicable

Quality jobs for the long term

Not applicable

Childcare

Not applicable

Negative impacts identified:

A low carbon society

Modern national transport policy prioritises sustainable modes of transport such as active travel and passenger transport. In large towns and cities, transport policy can sometimes involve reducing the number of available parking spaces to encourage greater use of other modes of transport. We are not proposing to take that approach because we recognise that Denbighshire is predominantly rural, meaning that many people are dependent upon the private car.

Quality communications, infrastructure and transport

[TEXT HERE]

Economic development

[TEXT HERE]

Quality skills for the long term

Not applicable

Quality jobs for the long term

Not applicable

Childcare

Not applicable

A resilient Denbighshire

Overall Impact

Neutral

Justification for impact

There are fairly even mix of positive and negative impacts above.

Further actions required

Consider use of permeable paving solutions for the Lower Barkby Beach Car Park.

Consider rain water gardens in some car parks, providing that any features provided are very low maintenance.

Positive impacts identified:

Biodiversity and the natural environment

Not applicable - The Car Park Investment Plan is not likely to increase biodiversity in the natural environment.

Biodiversity in the built environment

We do not have any immediate plans to increase the amount of green infrastructure in our car parks under these proposals. However, this is something that could be considered, and could also help to reduce the amount of impermeable areas.

Reducing waste, reusing and recycling

The potential to recycle car park surface planings, and to use recycled materials for new surfacing will be considered.

Reduced energy/fuel consumption

[TEXT HERE]

People’s awareness of the environment and biodiversity

The Car Park Investment Plan will not impact upon people's awareness of the environment

Flood risk management

Generally, the Car Park Investment Plan is not likely to increase the amount of impermeable surfacing within our car parks, the only exception to this is the Lower Barkby Beach Car Park.

Negative impacts identified:

Biodiversity and the natural environment

Not applicable - The Car Park Investment Plan is not likely to increase biodiversity in the natural environment.

Biodiversity in the built environment

[TEXT HERE]

Reducing waste, reusing and recycling

Despite any potential use of recycled materials, resurfacing car parks is still likely to result in the production of some waste products.

Reduced energy/fuel consumption

Additional fuel will be consumed using construction plant to resurface the car parks, and for other construction works

People’s awareness of the environment and biodiversity

The Car Park Investment Plan will not impact upon people's awareness of the environment

Flood risk management

We are considering proposals to resurface the car park at Lower Barkby Beach in Prestatyn. The

current surface is unbound and permeable.

A healthier Denbighshire

Overall Impact

Neutral

Justification for impact

The Car Park Investment Plan is not applicable to the majority of these.

Further actions required

Not applicable.

Positive impacts identified:

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

Not applicable. The Car Park Investment Plan will not contribute towards health and well-being.

Access to good quality, healthy food

Not applicable. The Car Park Investment Plan will not contribute towards access to good, healthy food.

People's emotional and mental well-being

Not applicable. The Car Park Investment Plan will not contribute towards people's emotional and mental well-being.

Access to healthcare

Maintaining car parks well, may have a positive impact on access to healthcare in some cases, for example, any car parks that are the best location for parking to access healthcare, will assist if they are well-maintained i.e. feel safe, secure, are well-lit and free of potholes and other trip hazards.

Participation in leisure opportunities

Not applicable. The Car Park Investment Plan to people's participation in leisure opportunities.

Negative impacts identified:

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

Not applicable. The Car Park Investment Plan will not contribute towards health and well-being.

Access to good quality, healthy food

Not applicable. The Car Park Investment Plan will not contribute towards access to good, healthy food.

People's emotional and mental well-being

Not applicable. The Car Park Investment Plan will not contribute towards people's emotional and mental well-being.

Access to healthcare

[TEXT HERE]

Participation in leisure opportunities

Not applicable. The Car Park Investment Plan to people's participation in leisure opportunities.

A more equal Denbighshire

Overall Impact

Neutral

Justification for impact

The Car Park Investment Plan is intended to ensure that car parks are well-maintained, and to avoid situations (such as potholes, loose handrails or uneven surfaces) that could be potential barriers to

people with impaired mobility.

Further actions required

Ensure effective inspection regimes, reporting of problems and effective prioritisation of works.

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

If car parks are not maintained well, then they could potentially have a negative impact upon people with impaired mobility as this could make areas of the car park inaccessible. Having a Car Park Investment is therefore more likely to have a positive impact in this regard.

People who suffer discrimination or disadvantage

Not applicable. The Car Park Investment Plan will not impact upon this.

People affected by socio-economic disadvantage and unequal outcomes

Not applicable. The Car Park Investment Plan will not impact upon this.

Areas affected by socio-economic disadvantage

Not applicable. The Car Park Investment Plan will not impact upon this.

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

Not applicable. The Car Park Investment Plan will not impact upon this.

People affected by socio-economic disadvantage and unequal outcomes

Not applicable. The Car Park Investment Plan will not impact upon this.

Areas affected by socio-economic disadvantage

Not applicable. The Car Park Investment Plan will not impact upon this.

A Denbighshire of cohesive communities

Overall Impact

Positive

Justification for impact

The Car Park Investment Plan will help contribute towards safety, connected communities and the attractiveness of an area.

Further actions required

Ensure Investment Plan is used as basis of Block Capital bid and progress is reviewed against it regularly.

Positive impacts identified:

Safe communities and individuals

Well-maintained car parks are more likely to feel safe, i.e. lighting and CCTV (where provided) is working effectively, surfaces are maintained, car parks are kept tidy and not overgrown.

Community participation and resilience

The Car Park Investment Plan is not applicable to this.

The attractiveness of the area

Whilst people do not visit an area to view its car parks, there is no doubt that badly-maintained car

Car Park Investment Plan

parks can create a negative perception for an area. Often, within a car park will be the first time where a brand new visitor to an area sets foot on the ground.

Connected communities

Well-maintained car parks are an important part of transport infrastructure.

Rural resilience

The Car Park Investment Plan is not likely to impact upon rural resilience.

Negative impacts identified:

Safe communities and individuals

[TEXT HERE]

Community participation and resilience

The Car Park Investment Plan is not applicable to this.

The attractiveness of the area

[TEXT HERE]

Connected communities

[TEXT HERE]

Rural resilience

The Car Park Investment Plan is not likely to impact upon rural resilience.

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact

Neutral

Justification for impact

The Car Park Investment is not likely to have an impact upon Welsh language usage or promotion, not Welsh culture and heritage.

Further actions required

Not applicable

Positive impacts identified:

People using Welsh

Not applicable - the Car Park Investment Plan is not likely to impact upon usage of the Welsh language.

Promoting the Welsh language

All Car Park signage will be provided in accordance with the Welsh Language Standards i.e. Bilingual Welsh above English. The smartphone app we use, PayByPhone, also has a Welsh Language version available.

Culture and heritage

Not applicable - the Car Park Investment Plan is not likely to impact upon Welsh culture and heritage.

Negative impacts identified:

People using Welsh

Not applicable - the Car Park Investment Plan is not likely to impact upon usage of the Welsh language.

Promoting the Welsh language

[TEXT HERE]

Culture and heritage

Car Park Investment Plan

Not applicable - the Car Park Investment Plan is not likely to impact upon Welsh culture and heritage.

A globally responsible Denbighshire

Overall Impact

Positive

Justification for impact

Use of local supply chains and suppliers. Encouraging use of EVs through providing charging points in our car parks.

Further actions required

Consider availability of local contractors and suppliers when procuring work and equipment.

Positive impacts identified:

Local, national, international supply chains

Local contractors and suppliers will be used wherever possible, subject to compliance with Contract Procedure Rules.

Human rights

Not applicable to human rights

Broader service provision in the local area or the region

Not applicable

Reducing climate change

We will use LED lighting when lighting is being upgraded. 98% of our Pay and Display machines use solar power. We have existing EV charging points in our car parks, and will consider providing more where there is demand, and where it is financially viable.

Negative impacts identified:

Local, national, international supply chains

[TEXT HERE]

Human rights

Not applicable to human rights

Broader service provision in the local area or the region

Not applicable

Reducing climate change

Well-maintained car parks do not contribute directly to encouraging greater use of active travel modes and passenger transport.

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Report to	Communities Scrutiny
Date of meeting	6 February 2025
Lead Member / Officer	Councillor Rhys Thomas, Lead member for Housing & Communities.
Heads of Service	Emlyn Jones/Liz Grieve/Ann Lloyd
Report author	Jane Abbott, Senior Officer - Strategy Planning and Housing
Title	Denbighshire's Housing & Homelessness Strategy Action Plan

1. What is the report about?

1.1. To examine the progress made to date in delivering the revised Strategy and Action Plan approved by County Council in December 2020 (the report to also include data and analysis on the current impact, along with potential future impact, on the Homelessness Service of the introduction of the private rented sector 6-month tenancy termination notice period)

2. What is the reason for making this report?

2.1. To enable Members to examine the delivery of the Housing & Homelessness Strategy to date and provide feedback regarding the progress.

3. What are the Recommendations?

3.1. That the Committee confirms that it has examined the progress of the Strategy and provided relevant feedback regarding delivery of the action plan.

4. Report details

4.1. Denbighshire's Housing & Homelessness Strategy sets out the Council's vision and aims for housing in the County for the period 2021-2026. It is an important corporate document for the Council and provides the framework for all Council housing and homelessness related functions (private & public). The Strategy is

set within the framework of the Corporate Plan as detailed in 5.1 and sits alongside the Local Development Plan (LDP). The Strategy identifies 6 “Themes” which are priority areas for action to be targeted:

- More homes to meet local need and demand.
- Creating a supply of affordable homes.
- Ensuring safe and healthy homes.
- Preventing & ending homelessness in Denbighshire
- Homes and support for vulnerable people.
- Promoting and supporting communities.

- 4.2. Delivery of the Action Plan is overseen by the Corporate Plan Housing & Homelessness Board, which is chaired by Cllr Rhys Thomas in his role as Lead Member for Housing & Communities. Membership of the Group comprises those Lead Members with responsibility for an area of housing or homelessness within their portfolios, relevant Heads of Service, and the Strategic Planning & Housing Manager.
- 4.3. The Action Plan for the Strategy currently comprises of 42 actions. The Strategy is a live document, and additional actions are added as appropriate when projects are completed, and new ones identified as contributing to the theme.
- 4.4. 24 actions are now completed and incorporated as ‘business as usual’ within the relevant service, 13 actions are on track and 5 actions have experienced some challenges, however this is being actively managed, and they are still progressing and are on target to be completed through the life of the Strategy. There are no red actions.
- 4.5. Actions are reviewed prior to each meeting with the action plan made available to all members of the group prior to the quarterly meeting, to ensure there is time to monitor progress of the Strategy and challenge as appropriate.

Key areas of progress 2023/2024 include:

- 155 affordable housing dwellings brought forward in Denbighshire in 2023/24, of these 123 dwellings were new build properties.
- Since the start of the Housing & Homelessness Strategy 2021¹, a total of 781 affordable dwellings have been brought forward

¹ Reporting year 2020-21

- New ‘over 50’s’ Council developments have completed at Llys Llen, Prestatyn and Llys Elizabeth, Rhyl and by targeting under occupying tenants for these new apartments 23 general need family social properties were released for new tenants.
- Since the HMO Additional Licencing scheme was introduced in December 2020, 191 licences have been issued – 54 of which are new dwellings to the licensing scheme.
- My Home Denbighshire, an early intervention collaboration project between Clwyd Alyn, Shelter Cymru and DCC, targeting citizens ‘upstream’ has been operational for 2 years. The service has supported 491 citizens at threat of homelessness aiming to reduce the number of people entering Statutory Services as appropriate accommodation solutions are found.
- 102 homes in Denbighshire (January 2024 – November 2024) have been improved with solar PV panels and 13 homes have had air heat source pumps, insulation and ventilation works through ECO4 funding.

4.6. The change in regulations surrounding the eviction notice process because of the Renting Homes (Wales) Act was implemented on 1st December 2022. The table below illustrates the homelessness households who have been given a duty to assist from DCC and the reason for homelessness was the reason of loss of rent or tied accommodation. Included in the table is also those who have been evicted due to rent arrears.

Year	Loss of rented or tied accommodation	Of which rent arrears in private sector dwellings
2021/22	157	2
2022/23	218	3
2023/24	226	3
2024/25 (to date)	83	6

- 4.7. It can be seen from the data that there was a large increase in households presenting to DCC, due to the loss of their rented accommodation. My Home Denbighshire was also launched in in the last quarter of 2022 and has assisted households with early intervention services. In Quarter 1 2024/25, the data collected illustrates that 81.71% of referrals made to My Home Denbighshire have been from those within the Private Rented Sector, seeking help with an aim to prevent individuals from having to access statutory services or temporary accommodation.
- 4.8. In conclusion the Housing & Homelessness Strategy continues to be delivered by the various departments of the Council and is on course to be completed by December 2026.

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

- 5.1. The Housing & Homelessness Strategy is one of the main vehicles for delivering the Council's theme of 'A Denbighshire of quality housing that meets people's needs'. The Strategy also contributes to the priorities of 'A healthier and happier, caring Denbighshire' and 'A greener Denbighshire.'
- 5.2. Through the Strategy's theme of 'Ensuring safe & healthy homes' there are initiatives which make a positive contribution to the Council's aim of the Council becoming Net Carbon Zero and Ecologically Positive by 2030.
- 5.3. These include the ECO4 scheme (action 3.08) which improves energy efficiency in homes which have been identified as having poor energy measures and the programme of decarbonising Council homes (action 3.02)

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

- 6.1. The costs of the projects are closely monitored. All costs will be kept within budget – ours and those of our partners.

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

- 7.1. The annual report does not require a Well-being Impact Assessment because it provides a retrospective evaluation of performance, and the publication of the report has no potential impact on future generations. However, Well-being Impact Assessments was undertaken of the Strategy at the time of its adoption.

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

- 8.1. A range of mechanisms are in place to monitor progress, including regular reports to the Corporate Plan Housing Board and reports as and when required by Scrutiny.

9. Chief Finance Officer Statement

- 9.1 Not required.

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

10.1 Ensuring that people are supported to live in homes that meet their needs is a key priority for the Council. A range of mechanisms are in place to monitor progress, including regular reports to the Corporate Plan Housing Board and as and when required by Scrutiny.

11. Power to make the decision

11.1. Local Government Act 2000, Housing Act 1985 (S8), Housing Act 2004 (S8), Local Government Act 2003 (S87), Housing (Wales) Act 2014.

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Denbighshire County Council

Housing & Homelessness Strategy

Action Plan December 2024

J Abbott



Appendix A

Introduction

The Housing & Homelessness Strategy and accompanying Action Plans were adopted by the Council in December 2020 and are an amalgamation of all our actions concerned with housing, homelessness, and housing related support. As a result, the implementation of the Strategy is being undertaken by several different departments, in many instances working with partner organisations.

The relevant actions have been included in each service business plan as appropriate and are monitored by the relevant Lead Members and Heads of Service through the Corporate Plan Housing Board, chaired by Councillor Rhys Thomas in his role as Lead Member for Housing & Communities. The Housing & Homelessness Strategy is based around 6 key themes, and the Action Plan is structured around these themes, setting out the key actions required to deliver the desired outcomes for each key theme:

1. More homes to meet local need and demand.
2. Creating a supply of affordable homes
3. Ensuring safe and healthy homes
4. Preventing & ending homelessness in Denbighshire
5. Homes and support for vulnerable people
6. Promoting and supporting communities

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	Major issues - action stalled or will not meet targets
	Minor Issues - some slippage but actions taken to address
	No issues - action on track
	Action now complete or part of Business As Usual work



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Theme Title	Reference	Action	Justification / Context	Update	RAG Status	Completion Date	Lead Member / Head of Service
More homes to meet local need & demand	1.01	Review LDP housing allocations and policies as part of statutory LDP Review	Current LDP covers the period up to 2021, a review of policies and land use for the County is a statutory requirement.	We are working to progress background technical evidence and candidate sites assessments for Denbighshire's Replacement LDP. The Delivery Agreement has been revised and was approved by Council (6th December 2022) and subsequently submitted to and approved by WG. This sets out a revised timetable for the LDP. We have held workshop sessions with councillors to discuss candidate sites assessments. We are currently awaiting new WG flood risk guidance (TAN15) to enable this work to be completed (Dec 2024)		Apr-25	Alan James Emlyn Jones
More homes to meet local need & demand	1.02	To develop an Infrastructure Plan for Denbighshire	Identification of infrastructure issues and requirements to inform policies and land allocations to enable housing growth and development.	Infrastructure Plan will be further developed as part of the work on the replacement LDP and site assessments. A continuous review process required for this. (Dec 2024)		Apr-25	Alan James Emlyn Jones
More homes to meet local need & demand	1.03	Update Local Housing Market Assessment incorporating housing need and demand data.	Current assessment was completed in 2019. Statutory requirement to provide an updated assessment every 2 years	WG guidance, template and toolkit for undertaking LHMA published in June 2022. A revised LHMA tool was devised by Welsh Government in June 2023. Development of new LHMA for Denbighshire is currently underway and the data is being transferred to the revised LHMA tool. Some issues with the LHMA tool and another version was issued in Dec 2023. Data will need to be transferred and the model re-run. Work currently being completed. (February 2024). Extensive work was carried out and the draft LHMA was approved by Cabinet Briefing on 7 May 2024 and Cabinet on 21 May 2024. Draft LHMA was submitted via the portal on 3 June 2024. Preliminary feedback highlighted the need to rework the rents figures and work is ongoing undertake this work and amend the LHMA. No further		Apr- 25	Rhys Thomas Emlyn Jones

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				updates on the extent and timescales for Welsh Government feedback (August 2024). Feedback has highlighted the need to rework the rents figures and other tweaks - work is ongoing undertake this work and amend the LHMA before resubmitting to Welsh Government. Welsh Government are looking to revise the LHMA methodology (December 2024)			
More homes to meet local need & demand	1.04	Undertake a Gypsy & Traveller accommodation needs assessment and take action on its findings.	Housing (Wales) Act 2014 requires an updated Gypsy & Traveller Accommodation Assessment to be carried out every 4 years and for any needs identified to be addressed.	New G & T Assessment has been undertaken as part of the background evidence for the LDP. Work was led by Project Board and Task and Finish Group. Draft GTAA approved by Cabinet in December 2021 and submitted to WG for approval. Original action completed. A new Project Board and Scrutiny Task and Finish Group was re-established to review the GTAA to ensure that it is as up to date as possible, and all families have been included. Families previously involved with the GTAA were re-interviewed to ensure needs information is up to date. The revised GTAA was completed and approved by Cabinet for re-submission to WG in November 2023. Revised GTAA was submitted in December 2023 and further questions received from WG. GTAA approved by WG 31/5/2024 – GTAA will be published on DCC website (May 2024). DCC responded to the further issues raised by Welsh Government regarding the draft GTAA and Welsh Government approved it on 24 May 2024 (August 2024)		Dec-22	Alan James Emlyn Jones
More homes to meet local need & demand	1.05	Implement the Empty Homes Delivery Plan	Better use of existing housing stock by continuing to target empty homes across the County.	Empty Homes matching service was launched in October 2020. Signposting to the DCC leasing scheme is utilised whenever feasible. Empty Homes Project Officer was appointed in Nov 2022 and is providing additional resource to focus on bringing empty homes back into use. (May 2023). 59 letters issued to date. 9 properties have been forwarded to Homeless Service in regard to PRS scheme. Site visit with Cllr Rhys Thomas recently undertaken to a few LTE's in Rhyl to highlight the issues with empties. Cllr Thomas found the visit very informative. Draft Comms Plan developed and sent to Comms Team. Presentation has been developed and		Dec-26	Rhys Thomas Emlyn Jones

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				delivered to all MAGs. WG National Empty Homes Grant Scheme - 10 enquiries in total received of which 3 applications cancelled, 3 waiting survey; 4 SoWs completed and returned to RCT of which 1 hasn't progressed, 2 are awaiting approval and 1 has been approved (February 24). Empty Homes Officer role is currently vacant, and the job description is being reviewed in preparation of the role being transferred to Housing & Communities service. It is envisaged the new role will also need to be strategic as well as operational to ensure a more strategic approach for empty homes (December 2024)			
More homes to meet local need & demand	1.06	Take action on recommendations of the Gypsy & Traveller Accommodation Needs Assessment	Housing (Wales) Act 2014 requires an updated Gypsy & Traveller Accommodation Assessment to be carried out every 4 years and for any needs identified to be addressed.	Revised GTAA was submitted to WG in December 2023 and further questions received from WG. Consultants ORS currently drafting responses. Project Board & Member Task & Finish Group to be re-established to explore how identified accommodation can best be met. (February 2024) The Welsh Govt approved the revised GTAA and identified a need to be met. This has partly been resolved through a local private landowner who has been granted Planning Permission for 7 Mobile homes, in Rhyl. The Council have a temporary site to accommodate 4 Mobile homes (September 2024) for a family identified in both the previous GTAA and the most recent one. This temporary support is for the interim, whilst the council identify land and manage to secure Planning for a permanent site, which the family will be able to use for a minimum of 20 years without the need to move. A new Project Board and Task and Finish group are in the process of being organised to fulfil the outstanding need and to ensure it is met, in a timely fashion. (December 2024).		Dec-26	Alan James Emlyn Jones

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<p>Creating a supply of affordable homes</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 62</p>	2.01	Review of Local Development Plan policies such as affordable housing in rural areas and commuted sums	To ensure that affordable housing requirements are balanced against viability of site delivery and the amount of affordable housing being delivered by private developers is maximised without impacting overall housing delivery. Requirements for rural affordable housing, and the Council's approach, will also be reconsidered to ensure this supports sustainable rural communities.	This will form part of the Replacement LDP evidence and methodology. Updated development viability assessment will be essential to inform our approach in the Replacement LDP. Work will include testing a range of methods for calculating financial contributions towards affordable housing, with the aim of reducing the number of calculations currently used. We will also test a range of approaches to calculating the value of affordable properties, to ensure this is set at an appropriate level. (December 2024)		Dec-26	Alan James Emlyn Jones
<p>Creating a supply of affordable homes</p>	2.02	Review the current approach and thresholds for affordable housing requirements in LDP policies	To ensure that affordable housing requirements are balanced against viability of site delivery and the amount of affordable housing being delivered by private developers is maximised without impacting overall housing delivery. Requirements for rural affordable	This will form part of the Replacement LDP evidence and methodology. Updated development viability assessment will be essential to inform our approach in the Replacement LDP and this will be undertaken in due course. The Strategic Planning and Housing Team are currently working on the development of the Development Viability Model which will form the basis of this work. (December 2024)		Dec-26	E Alan James Emlyn Jones

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			housing, and the Council's approach, will also be reconsidered to ensure this supports sustainable rural communities.				
Creating a supply of affordable homes	2.03	Promotion of Tai Teg affordable housing register	Tai Teg is the Affordable Housing Register for Denbighshire, ensuring promotion will enable applicants to find suitable accommodation and the list is used in planning application responses as an indication of demand.	This action is on-going, and press releases have been produced, and a video recorded to actively promote the Tai Teg register and promote all types of schemes available Homebuy, Rent to Own, Intermediate Rental & Shared Equity. Tai Tag was promoted at the Cost-of-Living Crisis Summit (public event) on 29 November 2022 through Grwp Cynefin who discussed the affordable housing register with members of the public that attended. Economic and Business Development included an article about Tai Teg in the March digital edition of the Business Bulletin. (August 2023). A brief for a CRM system has been developed by the partners to assist with future development of the LHMA and are currently seeking funding from Welsh Government (Dec 2023). Meeting with partners to establish costings, minimum £50,000 needed to redevelop the site and will take approximately 12 months - information fed back to WG for consideration (Mar 2024). The funding bid to Welsh Government has been unsuccessful and the partners will have to have to look at alternative funding options. The personal information of applicants has been removed and put on the Grwp Cynefin server to protect this information as much as possible (August 2024). The CRM is going out to tender in December 2024/January 2025 and the timetable will be circulated by Grwp Cynefin shortly (December 2024).		Dec-26	Rhys Thomas Emlyn Jones

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<p>Creating a supply of affordable homes</p>	<p>2.04</p>	<p>Publicise successful affordable housing schemes with relevant partners</p>	<p>Promotion will enable applicants to find suitable accommodation and the list is used in planning application responses as an indication of demand</p>	<p>Strategic promotion of affordable housing schemes with partners both before and after development to maximise applicants and success stories. Relevant local Members are advised of properties available in their area. New scheme completed at Glasdir, Ruthin by Clwyd Alyn – Members & Officers attended the open day (August 2023). Visits/photos arranged as and when appropriate (Mar 2024). Ongoing process to publicise schemes as and when they come forward (August 2024). Cllrs & Officers visit to Land adjacent to Ysgol Pendref, Denbigh - Oct 2024 - tenants moving in January 2025 and redeveloped Edward Henry St prior to tenants moving in Dec 2024. (November 2024)</p>		<p>Dec-26</p>	<p>Rhys Thomas Emlyn Jones</p>
<p>Creating a supply of affordable homes</p>	<p>2.05</p>	<p>Develop & adopt a Council Housing Asset Strategy</p>	<p>Develop an Asset Strategy which includes a development & maintenance programme to include the carbon zero aspirations of the Council</p>	<p>Draft document agreed. Final document to be progressed through the democratic process. (Feb 2021). Strategy to be presented to SLT & Cabinet Briefing Oct - Nov. (Sept 2021) FWP of SLT oversubscribed. Scheduled for presentation Jan 2022 (Nov 2021) Adopted (Feb 2023)</p>		<p>Dec-21</p>	<p>Rhys Thomas Liz Grieve</p>
<p>Creating a supply of affordable homes</p>	<p>2.06</p>	<p>Review existing housing portfolio with emphasis on providing suitable accommodation to the future older person demographic of Denbighshire</p>	<p>The purpose of this review is to inform the future type of Council Housing needed in Denbighshire</p>	<p>There is on-going review existing DCC stock portfolio including non-housing assets to assess viability for repurposing and suitability to meet the future older person demographic in Denbighshire. A number of projects are underway to ensure assets are used effectively into the future (Nov 2021) Ongoing (Dec 2023). Best Use of Stock Plan ensures that housing stock is utilised in the best manner sometimes setting up a chain of moves which can mean several people are provided with more appropriate accommodation. Llys Llen & Llys Elizabeth developments targeted under occupiers in general needs housing to free up 23 family homes and provide quality accommodation for older people. (Dec 2024)</p>		<p>Apr-21</p>	<p>Rhys Thomas Liz Grieve</p>

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<p>Creating a supply of affordable homes</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 65</p>	<p>2.07</p>	<p>Practical completion of new homes through Housing Development Programme</p>	<p>Corporate Priority of 170 homes by April 2022</p>	<p>Planning applications approved for Llys Anwyl , Granite & Next in Rhyl, the former library site in Prestatyn. Tenders received for The Dell apartments in Prestatyn. (Jun 2021) Remaining property in the terrace of HMOs in Bath Street in Rhyl purchased to enable a more comprehensive conversion scheme to be undertaken (Feb 2023). The new build Passivhaus apartments on Caradoc Road in Prestatyn have been completed. Shell repairs to the terraced houses in Aquarium Street in Rhyl completed. Planning permission granted for an amended scheme to convert the terrace of HMOs in Bath Street in Rhyl into apartments to include the additional property purchased. Planning application for conversion of former Post Office on Wellington Road in Rhyl to provide residential units on upper floors validated. (March 2024). Planning application for redeveloping the building which previously housed the Goldilocks salon on Queen Street in Rhyl approved. Contractor appointed to complete ground works at Llwyn Eirin development in Denbigh. (June 2024). Development of new apartments at Llys Liên on Nant Hall Road in Prestatyn and apartments provided through the conversion of Llys Anwyl on Churton Road in Rhyl handed over. Contractor appointed to complete internal fit-out of the terraced houses in Aquarium Street in Rhyl. (September 2024). Contractor appointed to complete facade works to new homes at Llwyn Eirin in Denbigh following liquidation of previous Principal Contractor and Planning permission granted for conversion of former Post Office at 26 Wellington Road in Rhyl into apartments (December 2024).</p>		<p>Dec 2026</p>	<p>Rhys Thomas Liz Grieve</p>
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 66</p> <p>Ensuring safe & healthy homes</p>	<p>3.01</p>	<p>To ensure Council accommodation is maintained to meet the Welsh Housing Quality Standard</p>	<p>Funding has been given to DCC towards achieving these standards which have to be achieved by December 2020 and maintained after this date.</p> <p>In October 2023, Welsh Government launched a revised standard, known as WHQS 2023. The standard includes new measures which came into force on 1st April 2024. There was also a revision to WHQS 2023 issued in April 2024.</p>	<p>Although WHQS has been achieved in Denbighshire, considerable works are required now and, in the future, however the pandemic has impacted on the delivery of internal refurbishments (kitchens & bathrooms) since 2020. External works were prioritised during 20/21 & 21/22 to ensure compliance in these areas were maintained, and we now intend to recommence our internal programmes of work during 2023. This will see approx. 80 properties improved internally as well as a further 250 properties improved as part of the voids process. Internal improvements are also being delivered via our voids framework and as part of our reactive works unit which annually delivers more than 250 property improvements each year.</p> <p>WG released a new version of WHQS in October 2023. There are new items that came into force on 1st April 2024, such as introducing flooring at change of tenancy. The new standard is quite prescriptive about what landlords must do, namely:</p> <p>Timeline for achievement of the Standard</p> <p>By 31 March 2025, landlords must:</p> <ul style="list-style-type: none"> • Assess the condition of their stock and the work necessary to meet the Standard; • Estimate the investment needed to achieve the Standard; • Complete tenant engagement on the programme; • Prepare and submit a Compliance Policy to the Welsh Government; and • Update the Business Plan to reflect the programme. <p>By 31 March 2027, landlords must:</p> <ul style="list-style-type: none"> • Produce Target Energy Pathways, informed by their Whole Stock Assessment; <p>By 31 March 2034, landlords should have:</p> <ul style="list-style-type: none"> • Confirmed that all their housing stock meets the Standard. <p>Capital works programmes continue to be delivered but cost increases are impacting on the volume of work in terms of affordability. Budgets are being closely monitored</p>	<p>Dec-26</p>	<p>Rhys Thomas Liz Grieve</p>
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				and programmes of works amended and prioritised accordingly. Gas compliance remains high with all properties receiving an annual gas check where applicable and all properties on either solid fuel or oil-fired heating also being checked. We are currently also checking all the electrical installations in our properties to ensure all properties are checked every 5 years, to comply with new legislation from this year. All properties with a communal area are also being annually checked by a dedicated Fire Safety Officer to ensure our Fire Risk Assessments remain up to date and compliant. (Dec 2024)			
<p>Ensuring safe & healthy homes</p> <p>Page 67</p>	3.02	Decarbonisation of social housing stock by 2030	Climate & Ecological Change Strategy commitment	<p>Programmes of work have been developed and implemented to tackle decarbonisation to meet WG targets and our Corporate target of zero carbon emissions by 2030. Intelligent Energy System (IES) are being installed across the housing stock to gather data on property condition in preparation for improvement works . Meeting the decarbonisation targets will be subject in part to the allocation of grant funding, which previously we submitted bids. DCC’s settlement is considerably less than the previous grant award, this will have an impact on the type and quantity of works we can complete as part of the programme. (Sept 2021). Surveying work has now commenced to properties in Denbigh and Rhyl as part of the 2023/24 external improvement programme’s. A community-based project has been delivered in Betws GG, which involved a ground source heat pump which includes both tenanted and privately owned properties. The scheme has been funded as part of the Optimised Retrofit Project and included additional insulation and PV improvements to the council housing stock in the village. Additional members of staff have now been recruited to undertake surveys and data analysis for current and previous programmes of works (August 2023)</p> <p>WHQS 2023 sets out the following: All homes must meet a minimum of SAP 75 - EPC C by 31st March 2030.</p>		Dec-30	Rhys Thomas Liz Grieve

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				By 31 March 2027, landlords must produce Target Energy Pathways, informed by their Whole Stock Assessment; (Dec 2024)			
Ensuring safe & healthy homes	3.03	Develop and adopt a new Housing Revenue Account borrowing strategy	Changes in how the Housing Revenue Account can be leveraged need to be taken into account in the 30-year business plan	Devise and adopt a new HRA borrowing Strategy to consider changes in permitted borrowing levels and capping – 30-year business plan. Research undertaken and proposals are being developed (June 2021) Works undertaken to determine costs and funding levels required going forward. Revised date for strategy to be confirmed following SLT review and Housing Management Structure. (Feb 2023). The recent expansion of the HRA capital programme to meet WHQS standards and new build and net carbon zero targets has not been accompanied by a corresponding increase in external funding, meaning the Council's only option is to fund the capital programme through borrowing. However, when combined with high inflation and rises in interest rates the level of HRA borrowing is limited by the cost of financing that debt (MRP and interest). Therefore, until there is a significant change in the financial climate, the current HRA borrowing strategy is to borrow up to the limit of what can be sustained by the revenue account. Borrowing less means reducing the capital programme further than is already necessary, borrowing more is unaffordable (May 2024)		Sep-21	Rhys Thomas Liz Grieve
Ensuring safe & healthy homes	3.04	Support Rent Smart Wales	Set up by Welsh Government to comply with the Housing (Wales) Act 2014 with regards to Landlord licensing	Promote Rent Smart Wales and ensure new and existing landlords have undertaken the training and are licensed through the scheme. Very few properties are not registered any properties inspected for Homelessness Prevention are checked and there is a section on the HMO application form to ensure compliance, so procedures are in place to gather information and compliance from new landlords (Oct 2021). Property checks are continuing, and unregistered properties are reported to Rent Smart Wales as and when any are identified (Dec 2024).		Dec-26	Rhys Thomas Emlyn Jones

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 69</p> <p>Ensuring safe & healthy homes</p>	3.05	Work directly with landlords to Improve standards in the Private Rented Sector	Improve communication & engagement with landlords to improve standards in the Private Rented Sector	<p>EPC & Rent Smart Wales data used to inform best locations for targeted work. Increase awareness of energy schemes such as NEST & Arbed. This action was impacted by the need to divert resources due to the pandemic, but we are now beginning to move back to business as usual functions but have backlog of work to catch up on. Arbed have their own work plan to target areas of need and access to Rent Smart Wales data. The Landlord Forum has been put on hold for 12 months as the pandemic has meant we could not run them as usual, however previous feedback about moving the venue for the forum around the County and putting it on at different times was well received. (Oct 2021). In discussions with Conwy over holding joint virtual Landlord Roadshow over MS Teams in the next 6 months (Feb 22). Joint landlord roadshow with Conwy didn't happen, but now planning to run one before the Renting Homes Wales implementation date instead (Aug 22). Denbighshire Landlord Roadshow to be held in Rhyl on 24th November - 3 speakers covering the following topics: The introduction of the Renting Homes Wales legislation in December 22, update on Rent Smart Wales and DCC private leasing scheme (Nov 22). Looking at holding another landlord roadshow before the end of the year - no firm date agreed yet though but now aiming for early 2024. (Dec 23). Landlord Roadshow put on-hold due to lack of staff resources; currently reviewing whether we can support this in the future (December 24).</p>		Dec-26	Rhys Thomas Emlyn Jones
<p>Ensuring safe & healthy homes</p>	3.06	Implement & enforce Minimum Energy Efficiency Standards (MEES) in the private rented sector	Statutory requirement under Energy Efficiency (Private Rented Sector) England & Wales Act 2015	<ul style="list-style-type: none"> · Develop a fines policy & procedure · Implement enforcement of applicable fines for serial non-compliance and non-engagement of MEES <p>This has now been completed and implementation is part of business as usual (June 2021). Meeting held to discuss implementation of MEES, standardised Policy & procedures not available yet. Data Sharing agreement required with Rent Smart Wales & we are waiting for approval to be granted before we can obtain current information on the number of F&G EPC rated properties in</p>		Apr-21	Rhys Thomas Emlyn Jones

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Page 70				<p>Denbighshire (Feb 23). Data Sharing Protocol submitted to RSW and awaiting approval, but as soon as it has been in the next few months, we are ready to start identifying F&G rented properties and contacting owners. (May 23). Still waiting for data sharing agreement to be signed off by RSW and therefore until this has been completed, we are unable to progress things (Sept 23). No further update at present (March 2024). Data sharing agreement has been signed off by RSW. From the information provided from Rent Smart Wales, 145 'F' rated and 74 'G' rated properties have been identified in Denbighshire. Over the next month, the owners of these properties will be contacted and advised that they cannot rent out properties with 'F' or 'G' rated properties unless they have a valid exemption. We expect the number of 'F' & 'G' properties on the list to be reduced after contact for a number of reasons, e.g. the data isn't 100% accurate - some property owners may have already applied for an exemption, or will do so after receiving this letter, some EPCs will be out of date as the owners will have already carried out work to improve the energy efficiency of their properties. Once we have established the true numbers of 'F' & 'G' properties in Denbighshire, these will be targeted for further action. (Dec 24)</p>			
<p>Ensuring safe & healthy homes</p>	<p>3.07</p>	<p>Implement Additional Licensing for HMO's scheme now extended to Prestatyn, Denbigh & Llangollen</p>	<p>Raise standards of properties & their management.</p>	<p>Additional Licensing of HMO's scheme in force in Rhyl recently extended to include Prestatyn, Denbigh & Llangollen (June 2021). Majority of licences issued since 2021 have now had full inspection carried out, but there is still a backlog of risk-based inspections of HMOs that still need carrying out which is being addressed (Feb 22). Since the new Additional Licensing scheme was introduced in 1st December 2020 we have issued 72 licences (8 new and 64 renewals). There are now a total of 172 HMO licenced premises in Denbighshire and we have started expanding the scheme to Prestatyn and Denbigh and will be commencing Llangollen shortly. (Aug 22). Backlog of HMO proactive inspections completed, and 86 new and renewal</p>		<p>Dec-26</p>	<p>Rhys Thomas Emlyn Jones</p>

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				HMO licences issued since the HMO Additional licensing Scheme came into force. (Nov 22). Since the Additional Licensing scheme was introduced in 1st December 2020 we have issued 163 licences (44 new and 119 renewals) (Mar 24). Since the Additional Licensing scheme was introduced in 1st December 2020 we have issued 191 licences (54 new and 136 renewals) (December 24).				
Page 7	Ensuring safe & healthy homes	3.08	Target financial resources to ensure housing will be more energy efficient helping the environment and improving housing quality	To improve energy efficiency in housing and reduce fuel poverty	Arbed scheme was closed in November 2021 prior to additional schemes being carried out. ECO4 went live in December 2022 and is being administered on behalf of DCC by Flintshire County Council. A total of 83 homes in Denbighshire are being improved through ECO4 measures (including improved insulation, solar PV panels, air source heat pumps etc) in January - May 2023. (August 2023). A total of 517 homes in Denbighshire have had measures approved through ECO4 for FY 23/24 (May 24).		Dec-26	Rhys Thomas Emlyn Jones
	Ensuring safe & healthy homes	3.09	Unauthorised residential occupation of holiday caravans will be reduced	Many people are living in caravans which do not have planning permission for permanent residency. Some caravans provide poor housing conditions, and this will ensure that people are not living in unsuitable accommodation.	There is evidence of people living permanently in substandard holiday caravans in the County, highlighted even more during the pandemic. Not only is this unsuitable accommodation for many of these people but the permanent residential accommodation is unauthorised. A multi-department approach to dealing with the issue is being planned but has been delayed due to Covid restrictions and reallocation of resources. This has been identified as a large project requiring a strategic/corporate approach needing additional resources. (Oct 2021). Research continuing to take place to determine the extent of the problem (Feb 22). Task and finish group currently reviewing data to determine whether any proactive enforcement is required. (Aug 22). Officer has been retained in Public Protection to update the outstanding caravan site licencing work (currently 2 days a week until the end of October) and they will be		Dec-26	Rhys Thomas Emlyn Jones

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				checking unauthorised residential occupation of holiday caravans during the inspection of the sites (Sept 23) Officer carrying out caravan project is due to retire end Dec 23 and after that there are no plans to continue with pro-active caravan site visits. (Mar 24). Officer has retired from DCC and not been replaced - only reactive work now being carried out on caravan site licensing - e.g. new site applications, variations & investigation of high-risk complaints. (Aug 24.)			
Preventing & ending Homelessness in Denbighshire Page 72	4.01	Develop easily accessible information and advice for prevention of homelessness	Easily accessible information enables citizens to make informed choices regarding their housing situation.	- Housing support programme strategy now published on DCC website, further media campaigns will be released following submission of the Rapid Rehousing Plans (September 2022), also marketing of the PRS leasing scheme Wales in readiness for next years target lease acquisition. (Feb 2023). Media coverage for PRS on hold, this year's target is 8 properties, we currently have 7 properties, and all are likely to be signed up, if WG provide funding over and above the target media campaign will be reconsidered (June 2023). This work is ongoing. We are working with the Web Team to streamline the referral form for Housing Related Support e.g., floating support to ensure it is more accessible (Sept 2023). We continue to ensure the website is up to date with all information. The Homeless Prevention Triage team are the first point of call and are readily available with information and advice to support people to make choices regarding their housing situation (March 2024). No further update currently required (May 2024)		Apr-21	Rhys Thomas Ann Lloyd



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<p>Preventing & ending Homelessness in Denbighshire</p>	<p>4.02</p>	<p>Develop an early intervention and prevention service, involving a wide range of partners to support households at risk of homelessness</p>	<p>Housing Act (Wales) 2014 requires Local Authorities to prevent homelessness and ensure access to services to support households at risk of homelessness</p>	<p>Building on best practice to procure early intervention services that provide robust support to households at risk of homelessness e.g. debt advice, Mediation, support to Landlords, etc. The Early Intervention and Prevention project was awarded April 2022, the provider has been through a recruitment exercise and due to begin from 9th September (Aug 2022). My Home Denbighshire project established as a consortium of Shelter Cymru, Clwyd Alyn, and Warm Wales (Feb 23). Project fully operational 2nd tranche of homelessness awareness training being delivered to LA's and third sector, looking to expand to private sector e.g., bus drivers, pharmacies, qtr. 4 - 90% prevention rate (June 2023). The project is continuing to look at ways to strengthen the awareness of the services e.g., social media platforms, marketing materials. The project is creating links within communities by doing walk and talk sessions, drop in's and linking with established partner agencies such as the iCan Hub (Sept 2023). The service has supported 491 citizens to date with the aim of providing rapid early intervention support to reduce people entering Statutory Services. The project continues to see an increase in the number of referrals for those within with Private Rented Sector with figures from Quarter 1 2024/25 showing 81.71% of all referrals. A strategic review of the project is underway to understand the current learning from the project i.e. trends, evaluate its effectiveness, and to continue to strengthen the project to enhance its early intervention offer within Denbighshire. (December 2024)</p>		<p>Dec-22</p>	<p>Rhys Thomas Ann Lloyd</p>
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<p>Preventing & ending Homelessness in Denbighshire</p>	<p>4.03</p>	<p>Develop a homelessness hub with access to wrap-around services through multi-disciplinary interventions for those experiencing homelessness</p>	<p>Welsh Government Phase 3 Plan to end homelessness</p>	<p>Recruit a multi-disciplinary team to provide wrap-around services to those households experiencing homelessness. Multi-disciplinary team is now fully in place. In addition to the Team Critical Time Intervention support Workers have been relocated from Housing First into Homelessness Prevention. The team now deliver over and above statutory work: Social Work led support; Counselling; Critical Time Interventions; and Substance Misuse / Mental Health services (Feb 2022). Team structure continues to develop. The trial for CTI working in the same manner as HSP's has been positive to improve the customer journey and is ongoing. There have been leads created within HSP's e.g., Senior Substance Misuse HSP and a Mental Health HSP as these have been areas identified where targeted support is required (Sept 2023). The multi-disciplinary team continues to see success and continuous improvements to the service. In recent months, there has been a change to the structure to include Senior Homeless Support Practitioners, which has ensured that each of the professions (SMS, Occupational Therapist, Social Worker) can focus solely on their disciplines, whilst ensuring that the HSP's have accessible line managers. This change has seen a significant impact on the prevention work and team morale (March 2024). The team is very well settled now and have been instrumental in supporting citizens at the end of October 2024 there were 309 households overall in temporary accommodation, 133 in Emergency B&B & 176 in Leased accommodation (Nov 2024)</p>		<p>Dec-22</p>	<p>Rhys Thomas Ann Lloyd</p>
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<p>Preventing & ending Homelessness in Denbighshire</p>	<p>4.04</p>	<p>Establish in-house emergency accommodation facilities for homeless citizens</p>	<p>Welsh Government Phase 3 Plan to end homelessness</p>	<p>Contract awarded for the conversion of the former care home in Brighton Road in Rhyl (Feb 2023) Technical Design for conversion works being developed by Principal Contractor in line with Design & Build contract prior to works starting on site. Additional consents required for fire protection works at the former care home on Brighton Road in Rhyl which has delayed progress with the conversion. (December 2023) Application for Listed Building consent for fire protection works at the former care home on Brighton Road in Rhyl submitted. (March 2024). Application for Listed Building consent for fire protection works at the former care home on Brighton Road in Rhyl approved enabling contractor to be instructed to commence conversion works. (June 2024). Contractor took possession of the former care home on Brighton Road in Rhyl to undertake conversion works. (September 2024).</p>		<p>Dec-26</p>	<p>Rhys Thomas Ann Lloyd</p>
<p>Preventing & ending Homelessness in Denbighshire</p>	<p>4.05</p>	<p>Develop a rapid rehousing model for citizens affected by homelessness with appropriate support</p>	<p>Welsh Government Phase 3 Plan to end homelessness</p>	<p>Work has started on developing the Rapid Rehousing Transition Plans in line with WG guidance draft for June 22 and final for September 22. The pilot Private Rented Sector Leasing scheme pilot with Conwy has now ceased and been replaced with a Wales wide scheme offering leases of between 5-20 years, project scheme currently under review with legal and project team being set up to scope out the scheme for DCC. The scheme has a 10-year programme of securing 80 leased properties up to 2027 followed by no further acquisitions but a managed portfolio of the 80 to 2032. (Feb 2022). Rapid rehousing plan live from April 1st, section 7 resources plan now to be monitored for performance against plan, too early to give indications of progress (June 2023). The transition towards Rapid Rehousing is being considered in all aspects of delivery including MDT way of working, and all contract reviews are considered in line with Rapid Rehousing approach. As Rapid Rehousing requires a Corporate Approach, a Rapid Rehousing Delivery Group, with lead officers from across the council, will be driving the agenda</p>		<p>Dec-26</p>	<p>Rhys Thomas Ann Lloyd</p>

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				forward (Sept 2023). The rapid rehousing delivery group is now fully established, and project managed, three priority workstreams have been identified including revising the plan and associated strategy documents. (May 2024)			
Preventing & ending Homelessness in Denbighshire	4.06	Review services provided internally & externally through Housing Support Grant (HSG) to ensure a range of support is available	Welsh Government Phase 3 Plan to end homelessness	Strategic lead and commissioning jointly looking at the revision of support services in line with contract end and requirements for rapid rehousing, various contracts for renewal from Oct 23 - Mar 24 (Feb 23). The review process has begun and all support contracts have been mapped out, we are currently plotting the customer journey to establish what is required going forward opposed to what we currently have, current support contracts are in varying processes of extension to Oct 2024 in order to give enough time to ensure that the review is accurate and that any changes do not create increased numbers into homelessness (June 2023). The tender for one of our re-tendered projects 'Keep My Home' in line with Rapid Rehousing is due to close this quarter. Once this tender has been successfully awarded, we will monitor the project and the impacts of its implementation as we continue to review the wider support services. We have several strategic reviews to complete for contracts that are approaching their final years (March 2024). Rapid Rehousing Delivery Group continues to develop and is seeking project management / transformational support to drive the agenda forward as the previous project manager left the local authority. Great links have been made to increase collaboration across the council to support Rapid Rehousing and in particular the plan to move away from using unsuitable B&B temporary accommodation. Contract has now been awarded for 'Keep my Home' (November 2024)		Jun-22	Rhys Thomas Ann Lloyd
Preventing & ending Homelessness in Denbighshire	4.07	Deliver workshops to secondary school aged children on homelessness	To identify children at risk of homelessness at an early stage and ensure that support	To deliver accredited & non- accredited workshops to young people within schools, colleges & youth centre. The Youth Service homelessness prevention team have delivered Information events to two Year 7-year groups to 2 secondary schools providing them with key information		Mar-26	Rhys Thomas Ann Lloyd

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		and available support	and guidance is available.	on factors of homelessness, challenging ideas and values of how they view homelessness as well as support services available. 34 young people identified as vulnerable and potentially at risk of becoming homeless by their school have completed Agored accreditations to enable them to build resilience and confidence to seek advice, as well as them being aware of self and support available to them with housing issues. (Nov 22). Youth Homelessness projects to be reviewed March 23 (Feb 23). Early Intervention Youth Workers and Early Intervention Project (My Home Denbighshire) have been working collaboratively to target schools and young people. This work will be picked up as part of the newly established Rapid Rehousing Group, to ensure this work is streamlined and we ensure it is a two-way conversation to engage young people and reduce the stigmas of homelessness (March 2024). Now a workstream on Rapid Rehousing, no further update at present (May 2024).			
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 17</p> <p>Preventing & Ending Homelessness in Denbighshire</p>	4.08	Identify young people at risk of homelessness through training professionals working in their environment	To identify children at risk of homelessness at an early stage, through a range of environments, referring them for applicable support	Offer bespoke youth work interventions to young people who are referred to the service through schools, colleges, self or from other professional bodies/organisations (Police etc) My Home Denbighshire are targeting schools and other services that support young people as part of their communication strategy to offer support of identifying the early signs of homelessness. Youth Services and My Home Denbighshire are building links to work closely together (Sept 2023). Early Intervention Youth Workers and Early Intervention Project (My Home Denbighshire) have been working collaboratively to target schools and young people. This work will be picked up as part of the newly established Rapid Rehousing Group, to ensure this work is streamlined and we ensure it is a two-way conversation to engage young people and reduce the stigmas of homelessness. We will also be working to identify other ways outside of schools as part of this work, to identify young people at risk of homelessness (March		Mar-26	Rhys Thomas Ann Lloyd

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				2024). Now a workstream on Rapid Rehousing, no further update at present (May 2024)				
Page 78	Preventing & ending Homelessness in Denbighshire	4.09	Extend the Housing First project	Welsh Government Phase 3 Plan to end homelessness	To develop a plan on integrating Housing First into the Homelessness Support Pathway. WG are carrying out an evaluation of Housing First across 2022/23 to determine the delivery method for subsequent years. The current model has been extended across into Flintshire with all three counties being managed by a single operational Manager in DCC (Jan2022 - March 2023) Trail blazer extended to March 24. All current arrangements are extended to March 2024 (June 2023). The Housing First funding for 2024/25 has been confirmed for Conwy and Denbighshire. The decision has been made to disband the additional Flintshire County Council bolt on partnership as of 31st March 2024 (FCC HSG funded), as it is evident that delivering the service across 3 counties was creating inefficiencies from a logistical perspective (March 2024). FCC element of Housing First now handed back and the project is now back in line with the original pathfinder agreement for Conwy and Denbighshire. A review is underway from both authorities with regards how service delivery will continue to be delivered in line with individual rapid rehousing plans (Dec 2024)		Mar-22	Rhys Thomas Ann Lloyd
	Preventing & ending Homelessness in Denbighshire	4.10	Development of the Youth Service digital youth work to promote and engage young people in the issue of Youth Homelessness in Denbighshire.	Develop a greater understanding of homelessness, so that young people know when they can access support	See 4.07 & 4.08 (May 2024)		Mar-22	Rhys Thomas Liz Grieve

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<p>Preventing & ending Homelessness in Denbighshire</p>	<p>4.11</p>	<p>Provide good quality, well managed temporary accommodation solutions during the homelessness assessment process</p>	<p>Homelessness applicants need good quality well-managed accommodation, for their well-being and health.</p>	<p>· Private Rented Sector pilot project is being embarked on with Conwy Council, which will provide temporary accommodation solutions. · Work with Community Housing and RSLs to increase the number of properties they provide to the Homelessness Prevention Team, across the County. Although numbers are still small, we are engaging with landlords and going through the sign up process (Feb 2021). Update on PRS LSW 4.05, properties continue to be supplied through CH to homelessness (Aug 2022) 'PRS LSW - on target for the first 4 properties, a great deal of interest being shown by private Landlords, next year's target is 8 properties taking the total to 12. (Feb 2023). Last year's target met, this year's target of 8 is well on its way with potential 7 to sign up, the Pathfinder with CCBC has now been disbanded and the grant award proportional to DCC has been transferred to us, this includes 7 properties (June 2023). Work is ongoing with Community Housing and RSLs to increase the number of properties within Denbighshire (Mar 2024). Issues are being experienced from a legal support perspective, this year's target is 20 additional properties, legal are supporting the process of trying to commission external support (Dec 2024)</p>		<p>Dec-26</p>	<p>Rhys Thomas Ann Lloyd</p>
<p>Preventing & ending Homelessness in Denbighshire</p>	<p>4.12</p>	<p>To provide bespoke youth work support to young people engaging with other DCC departments and partners.</p>	<p>To identify young people at risk of homelessness at an early stage and ensure that support and guidance is available.</p>	<p>See 4.07 & 4.08 (May 2024)</p>		<p>Mar-22</p>	<p>Rhys Thomas Liz Grieve</p>
<p>Homes & support for vulnerable people</p>	<p>5.01</p>	<p>Three Extra Care facilities in development or</p>	<p>Corporate Priority for current Corporate Plan</p>	<p>Planning approved for Llys Awelon extension, Ruthin – tender process due to commence (Nov 2020) Options for hub & spoke facility in Corwen being explored (Feb 2021) Residents moved into Awel Y Dyffryn January</p>		<p>Dec-26</p>	<p>Elen Heaton Ann Lloyd</p>

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 80</p>		<p>completed by 2026</p>		<p>2022. Task and Finish Group looking at feasibility of Corwen facility (Feb 2022). Following the temporary stalling of plans for Corwen, work has recently begun again in earnest, with a working group meeting fortnightly. This will now be taken forward without Community Housing due to conflicting timescales. A prior information notice is being drafted to be circulated to RSLs to gage their interest in partnering with CSS to develop this extra care provision. Corwen work is progressing and BCHU have been invited to the fortnightly meetings. Llys Awelon, monthly project team and bimonthly board meetings are being held and managed by Grwp Cynefin. Confirmation that application for additional funding via HCF has been approved in principle. Discussions ongoing with Learning Disabilities Team regarding possible proposals with the units funding. Site signboard has now been erected. (Feb 2023). Corwen have had interest from RSL's expression of interest to engagement event being published on sell2wales for RSL's to attend (Sept 2023). Llys Awelon due to be completed Jun 2024 (Mar 2024). In last 3 site meetings Llys Awelon Read Construction have confirmed the 26th of June 2024 completion date. Grwp Cynefin advised that the anticipated date for training/demonstrations/orientation is 5th July 2024 for a period of two weeks. It was agreed that relevant Managers from DCC be involved in these training days at the outset before rolling out to care staff. (May 2024)</p>			
<p>Homes & support for vulnerable people</p>	<p>5.02</p>	<p>Investigate more 'own front door' schemes for vulnerable people</p>	<p>Over 100 vulnerable adults in Denbighshire would benefit from the enablement and support which comes from living in these schemes</p>	<p>Working with social landlords to include specialist units on new developments and adapt existing dwellings. 4 units coming forward on Plas Deva development in Meliden (Feb 2021). Update on Meliden – the 4 tenants have moved into their flats in summer 2022 (build delay). The support service has been commissioned. Initial feedback from the tenants has been very positive, in that they like having their own front door, along with the peer support from each other (and some paid support). The 4 flats in Awel y Dyffryn for people with a learning disability are also</p>		<p>Dec-26</p>	<p>Rhys Thomas Ann Lloyd</p>

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<p>Page 6</p>				<p>an own front door model, and we are exploring options with Grwp Cynefin for another block of 4 flats in the south of the county. As a model we are finding that it works well, including because there is less of an issue with compatibility than in traditional shared supported living (November 2022). Discussions ongoing with Grwp Cynefin re south of the county, pulling together options for a business case (Feb 2023). Data received from CSS so need can be fed into the next iteration of the Affordable Housing Prospectus which RSLs use to help inform their development plans. (Mar 2024). This has been discussed at length and there is at present a stage 0 form being submitted at the next stage of submissions for prioritisation, this will then potentially allow funding for a project manager to run the scheme of Own Front Door (May 2024). Discussions ongoing with First Choice Housing Association to develop a scheme in Prestatyn/Rhyl (Dec 2024)</p>			
<p>Pages & Support for Vulnerable people</p>	<p>5.03</p>	<p>Investigate funding options including the SHG/ICF for the Corwen Extra Care Scheme</p>	<p>Corporate priority of increasing Extra Care in Denbighshire</p>	<p>Sian Lloyd Price is working up the scheme to get it ready to bid for SHG funding if appropriate and available (Feb 2022). Phosphates issues have stalled the project as no build work can commence in the River Dee area, work is underway to resolve the issue as it is also affecting other planning applications in the area. (Aug 2022). As above, following the temporary stalling of plans for Corwen, work has recently begun again in earnest, with a working group meeting fortnightly. Housing Strategy colleagues have been invited to the next working group to explore options for use of SHG/RIF (November 2022). Corwen work is progressing and BCU have been invited to the fortnightly project team meetings. Expression of Interest has been published with a closing date on 13/3 and a Council Briefing has been shared with the local members 20/2. (Feb 2023). Llys Awelon now in building phase, Corwen have had interest from RSL's expression of interest to engagement event being published on sell2wales for RSL's to attend (June 2023). The engagement event for the</p>		<p>Mar-23</p>	<p>Elen Heaton Ann Lloyd</p>

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Page 82				<p>Corwen Extra Care Project was completed and this established concerns with the size of the development and units which would be required to incorporate an RSL which then directed the team to commence work on the discussion paper. The update on the phosphates highlighted that from December 2025 Welsh Water have confirmed that additional capacity can be added due to ongoing work and improvements to the treatment plant. This was welcomed news and as a result opened the table for all options to be considered, this potentially incorporating a hub and spoke facility, this potentially including surrounding DCC owned properties located in the vicinity of CYG. A visit to Marleyfields was undertaken (Jan 24) by the team to view their new facility which then presented a firsthand look on what could be delivered as a potential on the existing site. SHG funding is allocated for the next 3 years but they can consider schemes for reserve which can be brought forward for slippage money, but they are looked at on their own merits a major factor being deliverability. At present we are too far away to be considered for this funding although this along with IRCF and HCF will be the main source of funding if the project team can establish a worthwhile and deliverable scope (Dec 2024)</p>			
Promoting & supporting communities	6.01	Implement Tenant Engagement Strategy	It is vital for Denbighshire Housing to work closely with our tenants and households, so we understand their needs and aspirations. Feedback and co-production will influence our community investment, service	The Bi-annual survey of all Denbighshire Housing households has been completed. Detailed analysis is underway. The feedback will be reviewed and will help inform next steps and input into the development of an engagement plan for 2021/22. (Feb 2021). An action plan to respond to the survey is now in place which includes actions to increase engagement. This has been shared with the Tenants' Federation. Support has been put in place to support tenants' groups to resume their activity post Covid. (Aug 2021). A plan is being developed to engage with council tenants during 2023/24. This will include the STAR Survey 2023, a series of Summer Roadshows and a mini consultation on Rent Setting (May 2023). The		Dec-26	Rhys Thomas Liz Grieve

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 83</p>			<p>development and plans. This is particularly vital due to the impact of Covid-19 on our communities.</p>	<p>Engagement Plan for 23/24 is in progress and includes actions for events at Meliden and Rhyl and to work with tenants on Rent Setting Policy (Sept 2023) We have just completed our B-biannual STAR survey of all households with a 25% response. The outcomes will be taken to Communities Scrutiny in February 2024. The tenants federation recently completed the WBIA for housing rent increase and Budget setting for 24/25. (Dec 2023). We are currently working on the Engagement Plan for 2024, partly in response to the STAR survey feedback and to help us continue to get to know our tenants better. This will include a series of Summer Roadshows around our communities (Feb 2024). Engagement Plan for 2024 is underway and includes priorities such as WHQS engagement and growing our engagement. (May 2024). We have commissioned TPAS Cymru (Tenant Participation Advisory Service) to carry out an audit of our engagement activities to assess where we currently are and to inform the action plan we will need going forwards (August 2024) We have recently completed a self-assessment prior to the TPAS Cymru assessment. Work is ongoing to increase participation including a successful Tenant Takeover week on social media. (November 2024)</p>			
<p>Promoting & supporting communities</p>	<p>6.02</p>	<p>Review SARTH</p>	<p>The regional Allocations Policy has been in operation since 2017 in Denbighshire. It is vital to ensure that the policy remains fit for purpose and the regional partners have agreed to review the policy.</p>	<p>The regional group are monitoring developments since Covid-19 and the potential need for a new approach to the Allocations Policy. An additional review has been commissioned to assess the strength of the council's current approach to providing effective housing options advice and coordination of services to support the prevention of homelessness (Feb 2021). Further updates are expected from WG regarding Allocations Policy considering their Rapid Rehousing proposal. The SARTH review findings did not suggest any major structural changes however there are actions which will be discussed with all SARTH partners in Q3 (Aug 2021). The regional group are looking at the higher-level arrangements and monitoring WG guidance on Allocations Policy. The group</p>		<p>Mar-22</p>	<p>Rhys Thomas Liz Grieve</p>

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 84</p>				<p>have offered to pilot any new approach to this with WG and a workshop has been arranged for March 2022. Actions from the review to improve the operational service are underway. (February 2022) Work is ongoing to develop a joint working approach with WG and the SARTH partners around a new Allocations Policy Framework. WG has commenced the review of legislation around Homelessness and housing allocations with a view to delivering Rapid-Rehousing. Denbighshire has submitted evidence to the review and attended consultation events. (May 2023). SARTH Regional Partnership are carrying out a review of the current operation of the policy and with the changes likely to be included in the new legislation to model future policy. (Dec 2023). We are supporting WG with research into the consultation on Social Housing Supply and we responded to the consultation on Allocations and Homelessness in January 2024. We are awaiting further guidance, but the SARTH partnership is moving forwards with interim measures to help ensure the policy supports the current housing need situation. (Feb 2024). A project brief for external consultant support has been developed by the partners to look at short term issues to support Rapid Rehousing and effective operation of SARTH with longer term WG Policy development to be considered. (MAY 2024) The review project is currently out to tender with an anticipated start date of October 2024 (August 2024). Tenders for the review have been received and are currently being evaluated. (November 2024)</p>			
	<p>Promoting & supporting communities</p>	<p>6.03</p>	<p>Develop a 5-year rent policy</p>	<p>In 2020, Welsh Government introduced a 5 year Rent Policy which gives certainty for the HRA but also adds additional requirements to ensure the Council</p>	<p>The Cabinet decision on the Rent Increase in 2021 included assessments of Value for Money, Efficiencies and Affordability as part of the annual Council Housing stock business plan and rent increase process. (June 2021)</p>		<p>Apr-21</p>

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			considers affordability and value for money when applying the annual rent increase for council homes.				
Promoting & supporting communities	6.04	Work with police, registered social landlords & other partners on focused neighbourhood management in West Rhyl	Complementing the extensive regeneration work which has been carried out in the area with the removal poor quality accommodation by supporting the community.	Multi agency/service group relaunched in Oct 2017, new terms of reference and chaired by Emlyn Jones (June 2021). Public Protection are attending in a 'partnership' role. i.e. there may be some issues in HMO's that crop up that Public Protection need to or can deal with (Feb 22).		Dec-26	Rhys Thomas Emlyn Jones
Promoting & supporting communities	6.05	Bring first point of contact for SARTH in-house	To better integrate the approach with Denbighshire response and create efficiencies in the process by doing so.	Project in place and new arrangements due to go live on schedule on 1st April 2023. Further benefits of the new approach have been identified and will be maximised going forwards. (Feb 2023). This is now complete and business as usual. Further service development to follow. (May 2023). SARTH service is now business as usual (May 2024)		Mar-23	Rhys Thomas Ann Lloyd

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Report to	Communities Scrutiny Committee
Date of meeting	6 th February 2025
Lead Member / Officer	Councillor Rhys Thomas, Lead member for Housing & Communities.
Head of Service	Liz Grieve Head of Housing & Communities
Report author	Geoff Davies, Lead Officer – Community Housing
Title	Council Housing Disposals

1. What is the report about?

- 1.1. To consider the principle of the council voluntarily seeking to sell a council house and to review the associated processes.

2. What is the reason for making this report?

- 2.1. To examine the rationale for selling a council house or other asset and to understand the process involved with disposal.

3. What are the Recommendations?

The committee considers the contents of the report and makes any comments or recommendations.

4. Report details

- 4.1. When the Right to Buy was abolished in Wales in 2018 the council has been able to avoid selling any homes through the compulsory legislation. Under Right to Buy the council had no control over which homes were sold as existing tenants exercised their legal right. The abolition has enabled us to have more certainty over our stock in the longer term and to manage capital improvement programmes and associated budgets.

- 4.2. Our priority is to provide quality homes in the areas where the need for housing is. We are very reluctant to sell as we want to improve and also increase our housing stock where possible, but we have to accept that in some very rare cases a property may be the wrong property in the wrong location.
- 4.3. In addition to these housing need considerations, there are increasing standards for social housing along with increasing costs and we have a greater understanding of the diversity of our stock in terms of age, design and condition. We are now able to identify a very small number of homes that are increasingly unviable to retain.
- 4.4. Whilst sales through the Right to Buy were compulsory, any sale since its abolition would be a voluntary decision. In response to initial cost and viability concerns with vacant homes, we have carried out a detailed review of housing need and asset management considerations which has led to a recommendation to sell four council owned houses to date. These have been subject to delegated approval by the Head of Housing & Communities in consultation with the Lead Member.
- 4.5. These asset management considerations apply to assets owned by housing, referred to as Housing Revenue Account (HRA) assets, and can also include land, garage sites and waste treatment facilities, as examples, in addition to houses.
- 4.6. This has involved developing new processes to deal with voluntary sale of HRA assets. The four houses recommended for sale to date are:
- **Bryn Castell, Rhuddlan** – This property is currently with a subject to contract sale for an agreed price of £175k. This property was a unique stand-alone property built in the late 1800's and the required works were estimated, by an independent surveyor, to be £141k to achieve acceptable standards, in addition to layout issues that would not suit modern, family living.
 - **8, Glascoed Road, Cefn Meridog** – This property is also currently subject to contract sale of £150k. This was the last property retained by the council in a terrace in a rural location. The property was in poor condition internally and required works were estimated to be £80k. There

is no current need for housing in this location. It should be noted that a house was purchased in nearby Trefnant, which was an ex-council house adjacent to existing council houses, and which was seen as an opportunity to provide a more appropriate direct replacement in this case.

- **1 Colomendy, Cyffylliog** – This property is currently open for offers. This house is situated in a rural village where very few assets are retained and there is no housing need that cannot be met through other local housing stock. Due to the age of the previous tenant and length of their tenancy, limited works had been carried out over the years. Estimated works of £105k would be required to achieve current and future standards.
- **6 Hen Afon, Tremeirchion** – This property is currently open for offers. This property is the last house retained by the council in the middle of a terrace in a rural location. There is no current need for social housing in the immediate area. The estimated costs to achieve current and future standards is £75k.

- 4.7. In these cases, a detailed report setting out the recommendations was provided and a site visit undertaken, which included local members, in order to be able to explain the justification for sale. An example report is included in appendix 1.
- 4.8. Once a decision to dispose of a property is agreed, a number of services are involved to progress the matter. A process document has now been developed to ensure we can act efficiently once a future decision is taken. The process document is attached as appendix 2.
- 4.9. The sale of homes is expected to be rare and only in exceptional cases for clear and fully considered asset management reasons. The list of assets currently under consideration is attached in appendix 3 for information.
- 4.10. The sale of homes is currently only considered when a property is not currently tenanted. We had a recent example of a property that has similar considerations to the four above with exceptional levels of investment required due to the age, stone structure and rural location of the property. Our preference would be to sell, however, as the current tenant and their household is happy in their home they do not want to move. We have therefore developed a multi stage programme that will improve the home over forthcoming years that

will incrementally help us achieve better standards, even if full compliance is unlikely to be achieved due to the attributes of the property, whilst minimising disruption to the family.

4.11. In summary, the disposal of council assets, and in particular houses that could be homes for people in need, will only be considered in exceptional cases. These considerations are set out in the guidelines and will identify where significant levels of investment are required that cannot be considered to provide good value for money, where retention of an isolated property is not viable and where need for the type of property can be met in other ways in the area in which it is located.

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

5.1. Housing is a Corporate Priority and quality housing is key element of this.

5.2. Welsh Housing Quality Standard 2023 (WHQS) has working towards a net zero Housing stock as core element.

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

6.1. The Housing Revenue Account is ring fenced and any receipts from sale are retained within the HRA.

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

7.1. No impact assessment has been carried out however the recommendations to dispose of a property include consideration of local housing need to ensure there is no detrimental impact on people in need of housing.

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

8.1. No formal consultation has been carried out as no decision or changes proposed with this report.

9. Chief Finance Officer Statement

9.1. There are no costs associated with this report. The Housing Revenue Account (HRA) is ring fenced and costs for delivering services to tenants are budgeted and funded by the HRA. Any capital receipts from sale would be retained by the HRA.

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

10.1. The risk of failing to manage resources affectively could lead to inappropriate investment in homes that are unviable The risk is, a failure to follow the Asset Management Plan principles could lead to poor investment decisions and a failure to deliver value for money within the HRA Housing Stock Business Plan.

11. Power to make the decision

11.1. There is no decision required with this report. The Housing Revenue Account is ring-fenced by statute.

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Report to	Housing Executive Board
Date of meeting	10th October 2022
Lead Member / Officer	Councillor Rhys Thomas / Liz Grieve Head of Communities & Customers
Report author	Geoff Davies, Lead Officer – Community Housing
Title	Proposed Disposal of 8 Glascoed Road, Cefn Meriadog

1. What is the report about?

1.1. To seek approval to dispose of a council house – 8 Glascoed Road due to asset management considerations.

2. What is the reason for making this report?

As part of our Asset Management plan we are required to consider feasibility and value for money when managing our assets. On a very occasional basis a HRA asset (i.e a council house) may become either surplus to requirements, unviable to retain or simply be the wrong property in the wrong area. We anticipate this will be a very rare occurrence but we have to ensure we can provide quality homes in areas where people want to live.

3. What are the Recommendations?

3.1. To dispose of a council house – 8 Glascoed Road due to asset management considerations detailed below.

4. Report details

The above house was built in 1930 and since that time, whilst the necessary compliance and aesthetic / comfort improvement works such as replacement kitchen units have been carried out, very limited more structural improvement works have been carried out to the property.

Also during this period all the other houses in this terrace have been sold through the Right to Buy leaving this sole end terrace within the council's ownership.



Housing Need

The property is situated in Cefn Meriadog and is a rural location. It occupies a large corner plot and is elevated from the road level, there is no parking currently and is remote in terms of access to public transport.

We currently have no recorded need from any households with a local connection to this community in need of social housing. The property has remained visibly unoccupied for a year and we have received no enquiries regarding its availability other than offers to buy the property.

The recommendation is we sell this property and use the capital receipt to purchase another home in the same ward but in a higher demand area of Trefnant and adjacent to other homes we own. It is not a decision we take lightly as we are experiencing significant demand for housing however we are still required to make decisions about our housing stock in line with asset management and value for money principles.

We have only sold one property within the last 5 years which demonstrates that this is rare approach.

Asset Management

The reason for the recommendation to sell is due to the significant investment that would be required to refurbish the property to the standards that we are required to adhere to. We estimate this to be £80,000 to bring to the current WHQS standards. Further investment will be required to achieve forthcoming WHQS 2 particularly with regards to energy efficiency. The fact that this is end terrace which can lead to complications when undertaking external enveloping works requiring party wall agreements to be put in place for example.

Under different circumstances we would undertake this work as usual however as this property is the only one retained in the council's ownership in the terrace, allied to the lack of local need, the logical asset management decision would suggest sale as the most prudent option.

We appreciate that we are facing unprecedented demand for housing in other areas of the county and have therefore pre-empted this sale by identifying and purchasing a similar 3-bedroom house, 21 Maes Gruffydd in the nearby village of Trefnant where we have more adjacent stock and more housing need.

Investment Detail

The property would require significant investment to meet WHQS standards and our target EPC rating, if this will be possible at all. The neighbouring privately owned property currently has an EPC of G. The installation of PV panels, external wall insulation and new non-fossil fuel heating would potentially only achieve a D. We calculate, that a B rating could be achieved with exceptional investment such as through the installation of a wind turbine.

A summary of the investment required -

- The floors would require excavating, insulating & concreting, a damp proof injection would be required and full re-plastering throughout.
- The Kitchen and bathroom need replacing,
- Removal of oil boiler and replacement is required
- The Roof is in need of full replacement
- A Full electrical re-wire is required
- External enveloping, inc External Wall Insulation
- Property would benefit from a driveway due to lack of safe parking
- Garden and boundary requires extensive work to make secure and usable

Conclusion

In summary, the reasons for this recommendation are:

- There is no recorded need from any households with a local connection to this community.
- Significant investment that would be required to refurbish the property to the standards that we are required to adhere to with current WHQS.
- Further investment will be required to achieve forthcoming WHQS 2
- The property is the only one retained in the council's ownership in the terrace
- We will use the capital receipt to purchase another home in the same ward but in a higher demand

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

5.1. Housing is a Corporate Priority and the Asset Management Plan supports the economy by maximising the local employment, training and supply chain opportunities for local people and businesses.

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

The Housing Revenue Account is ring fenced.

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

No impact assessment has been completed however the use of the capital receipt to purchase another property will provide a much needed home for a local family in housing need.

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

The Asset Management Plan has been approved by the Council's Cabinet

9. Chief Finance Officer Statement

N/A

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

The risk is, a failure to follow the Asset Management Plan principles could lead to poor investment decisions and a failure to deliver value for money within the HRA Housing Stock Business Plan.

11. Power to make the decision

Acquisition and disposal of HRA assets is delegated to the Head of Service with further consultation with Head of Legal, Head of Finance and Lead Member where appropriate.

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Tai Sir Ddinbych
Denbighshire Housing
Buddsoddi yn ein Cymunedau • Investing in our Communities



Guidelines for the Disposal of HRA Assets

Version	1
Date	December 2024
By	Geoff Davies
Review	December 2027

Purpose

The purpose of this document is to provide a framework to support decision making when it is appropriate to sell a Housing Revenue Account (HRA) asset if the continued ownership is no longer deemed to be in the wider interests of the HRA.

Disposals

Disposals will generally be considered where there is no housing need for the particular property type in the immediate area and / or where there are asset management factors such as the viability of long term investment, needs to be considered.

Prior to the disposal of any HRA asset, full consideration will be given to other opportunities to support the provision of local affordable housing.

Governance

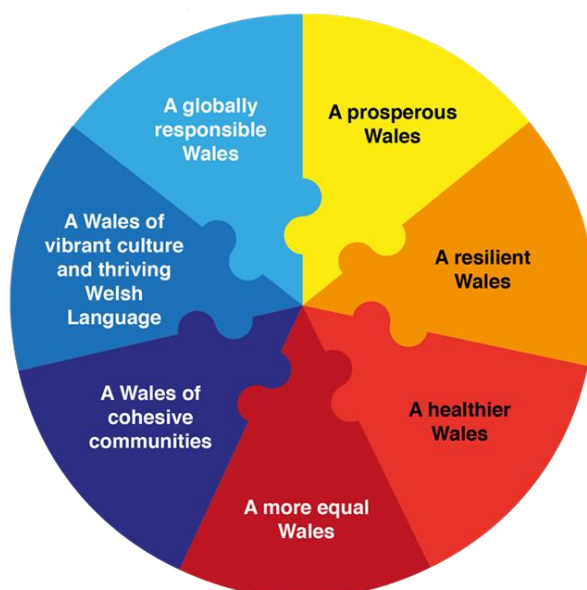
Decision making for the disposal of HRA assets is delegated to the Head of Service following consultation with the Lead Member.

The Lead Officer for Community Housing and Lead Officer for Property & Housing Stock will make recommendations to the Head of Housing & Communities based on the contents of this document.

Lead member and individual local member consultation will take place prior to any final recommendation being made.

Well-being of future generations

This approach aims to support the longer term view of how we manage our neighbourhoods and create communities where people can live healthy lifestyles and contribute to the seven well-being goals.



Welsh Housing Quality Standards

When a recommendation for disposal of a property for asset management reasons is being considered, the ability to achieve long term quality standards, affordable warmth and net zero ambitions will be key.

The Welsh Housing Quality Standard (WHQS) is the standard the Welsh Government expects all social housing to achieve. WHQS addresses not just the physical conditions of properties, but also integrates social, environmental and economic concerns.

Value for Money

Once a property is being considered for disposal, strict timescales should be adhered to ensure the matter is actioned in an efficient and value for money approach for the HRA.

Loss of income and other costs associated with empty properties is monitored within Community Housing Performance management.

Disposal

When looking to dispose of a property consideration will need to be given to a number of factors, these are:

Asset management

- Property is a maintenance liability and costs of continued work are prohibitive, due to age, design or current condition.
- Property falls below our standards and investment required to reach the appropriate standard is not viable
- Property is in isolated location with no other HRA assets nearby

Social factors

- Limited Housing Need for the location (that cannot be met otherwise)
Limited Housing Need for the property type
- All affordable housing options have been exhausted
- No likely long term benefit for future generations of retention

Value for Money

- The re-sale value of the property outweighs other benefits
- Cost of service provision does not support efficiency and value for money.
- The viability of investment is prohibitive in terms of long term need.

Environmental factors

- Sale would create potential to significantly improve the area
- The property has exceptionally poor energy performance
- The property could not be expected to achieve WHQS without exceptional levels of investment.

Exceptional circumstances

- Other factors not included above that make an exceptional case to consider disposal

Disposal Process

Stage 1 (Weeks 1 – 4)

Community Housing / Property - Identification of property for disposal

Identification of property by Housing / Property through asset management or housing management processes will require a disposal matrix and report to be completed to make recommendation on grounds for disposal.

A site visit will be arranged to view the property with the Head of Housing & Communities, the Lead Member for Housing and the local members where the property is situated.

The decision to be made by Lead Member and Head of Housing & Communities

The matter will then be passed to the Valuation & Estates Team within Corporate Property to action the disposal.

Stage 2 (Weeks est. 4 – 12)

Valuation & Estates Team & Legal Service - Investigation and Instruction

V&E Procedure -	Estimated time frame
<p>V&E to receive written instruction from HRA once they have declared the property surplus to requirements. HRA to provide the written support for the surplus approval.</p> <p>Instruction should also include justification for the disposal and estimated costs for refurbishment. Cost code to be provided.</p>	
<p>Request title to establish extent of ownership and any errors on the boundaries.</p>	1 week
<p>Review case to assess if a report on title is required to highlight any issues, especially last remaining dwellings as there may be excess land associated with the site that requires consideration. (Septic tanks, private drainage or services running across land, especially in rural areas).</p> <p>Establish any restrictions on the property.</p> <p>Meet with HRA officer to discuss site, visit.</p>	2 weeks
<p>Request Report on Title if applicable</p>	between 1 month and 3 months
<p>Consider best disposal method, i.e. private treaty, auction, named party</p>	
<p>The officer scheme of delegation shows that Head of Housing & Communities Service can dispose of land and buildings by freehold or leasehold, with a market value from £30,001 to £1million, in consultation with the Lead Member, S.151 and the Monitoring Officer.</p> <p>Consultation is to be undertaken with these Officers and Members, outlining reasons why, costs and proposed disposal method. Responses must be received.</p>	up to 3 weeks

Contact Agents outlining our requirements. Request guide prices.	2 weeks
Instruct Legal to prepare contracts	
Agree terms with the Agent, i.e. selling fee. Approve brochure documents.	2 weeks
Property to be advertised for a minimum of 3 weeks. Offers at the end are to be reviewed, price and financial standing of applicant to be considered. If no interest is shown, property remains on the market until sold	minimum of 3 weeks
Await for memorandum of sale from the Agents once all the relevant financial checks have been made by them	1 week
Legal instruction with buyer details	1 week
Aim to exchange and complete within 3 months.	

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HRA DISPOSALS - Update December 2024

No.	Address	Date Agreed	Description	Proposal	Update
1.	Bryn Castell, Rhuddlan	26/09/2023	Unviable to retain	Sale	SALE In Progress
2.	8 Glascoed Road, Cefn Meriadog	26/09/2023	Surplus to Requirements	Sale	SALE In Progress
3.	1 Colomendy, Cyffylliog	26/09/2023	Surplus to Requirements	Sale	SALE In Progress
4.	5 Hen Afon, Tremeirchion	26/09/2023	Surplus to Requirements	Sale	Currently on the market
5.	Treatment Works Tremeirchion	TBC	Waste Treatment site under HRA ownership but more appropriate ownership to be investigated. Investment required prior to transfer.	Transfer of ownership	TBC
6.	Sun Terrace (Row of 6 Houses)	2021	Surplus to Requirements – multiple issues with location and external layout.	Potential sale	Currently under consideration

7.	Bryn Awelon, Cyffylliog (row of 6 bungalows)	TBC	Surplus to Requirements – no demand in very rural location	TBC	Informal Discussion with Developer on going
8.	4 Colomendy, Cyffylliog	TBC	Surplus to Requirements - similar issues to 3 above.	Potential sale	Recent void – review to be progressed.
9.	Cartref, Denbigh	TBC	Unviable to retain - Site Visit with HoS / Lead and Local Members now complete.	Potential sale	Formal approval now required.
10.	Corwena Terrace	TBC	Surplus to Requirements	Potential sale	Site Visit with HoS / Lead and Local Member Required

Report to	Communities Scrutiny Committee
Date of meeting	6 February 2025
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 10 March 2025.

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/Updated	
2025							
6 Feb 2025	Cllr. Barry Mellor.	1	Review of trollibocs recycling service and associated waste collection functions (including the changes to 'end of lane' collections)	To examine the (i) progress made to date in delivering the revised service following the additional resources provided; and (ii) process followed to implement the changes/introduction of the end of lanes collection	Assurances that the additional resources provided for the service has achieved the required aims and that the process followed for the introduction/implementation of end of lane collections was transparent, fair and had due regard to the needs of residents with protected characteristics	Tony Ward / Paul Jackson	CSC 24/10/24 KE.(amended by SCVCG January 2025 (RhE))
	Cllr. Barry Mellor	2	Car Park Investment Plan 2024 - 2029	To review the last 12 months progress of the Investment Plan	Assurances that the Car Park Investment Plan is running to schedule.	Emlyn Jones / Mike Jones	Communities Scrutiny Committee February 2024 (KE)
	Cllr. Rhys Thomas	3	Denbighshire's Housing and Homelessness Strategy Action Plan	To examine the progress made to date in delivering the revised Strategy and	The identification of actions that will support and ensure the delivery of the Council's Corporate Theme of quality housing that meets people's needs and ultimately the Corporate Plan.	Liz Grieve/ Sue Lewis/Jane Abbott	Transferred from PSC July 2024

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)		Purpose of report	Expected Outcomes	Author	Date Entered/Updated
				Action Plan approved by County Council in December 2020			
	Cllr. Rhys Thomas	4	Council Housing Disposal Process	Examine the process for disposal of ex council homes and scrutinise any obstacles that may cause delays in the disposal process	To understand the various services involved in the disposal of ex council housing stock and the process / barriers that may cause delay in their disposal.	Liz Grieve / Geoff Davies/ Robin Jones	Communities Scrutiny Committee May 2024 (KE)
27 March 2025	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) rescheduled by SCVCG Sept 2024 (RhE)
	Cllr. Barry Mellor	2.	<i>Draft Local Toilet Strategy & Savings Proposal</i>	<i>To examine the progress made to date on the Local Toilet Strategy and consider it in-line with draft</i>	<i>To provide observations / recommendations prior to the report going to Cabinet for a decision.</i>	<i>Paul Jackson/Hayley Jones</i>	<i>Requested by Corporate Director 04/12/24 (KE)</i>

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)		Purpose of report	Expected Outcomes	Author	Date Entered/Updated
				<i>recommendations for savings proposals.</i>			
	Cllr. Rhys Thomas	3.	Emergency Heating Provision	To consider what emergency measures are put in place to protect vulnerable residents in case of heating failure.	Ensure there is a procedure to provide alternative source of heating for vulnerable tenants in case of heating system failure.	Liz Grieve/ Ann Lloyd?	SC&VCG 25/11/24 (KE)
15 May 2025	Cllr. Alan James	1	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	SC&VCG
26 June 2025	Cllr. Gwyneth Ellis	1.	Review of the Second Home/Long-term Empty Council Tax Premium	To examine the proposed premium charges for 2026/27 having regard to the data analysis of the impact of the 2024/25 premium increase as well as the outcome of the public consultation on the proposed	Pre-decision scrutiny of the proposals will support effective decision-making ensuring that the Cabinet's decision on the premiums supports the delivery of the Corporate Plan's objectives.	Liz Thomas/Paul Barnes/Elaine Edge/Leah Gray	By SCVCG Sept 2024 (RhE)

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)		Purpose of report	Expected Outcomes	Author	Date Entered/Updated
				policy and premiums for 2026/27 onwards			
(timing to be confirmed by the Service)	Cllr. Barry Mellor	2.	Parking Enforcement	To examine the criteria and policies in place for designating parking restrictions across the county, along with the Service's procedures, performance, and effectiveness in enforcing parking restrictions	To determine whether the Council has effective policies and procedures in place for designating appropriate parking restrictions that meet the needs of all areas of the county, ensuring that the most effective use is made of resources to effectively manage and enforce all restrictions to ensure that Denbighshire is a fairer, safer and more equal county for all its residents.	Emlyn Jones/Gareth Roberts/Mike Jones	By SCVCG January 2025 (RhE)
4 September 2025							
16 October 2025							

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered/Updated
11 December 2025						

Future Issues

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
<p>Second Homes and Short-term Holiday lets and their impact have been fully assessed)</p> <p>(timing tbc – once the full details of the WG proposals are known (incl. Licensing Scheme proposals)</p>	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 systems (the WG's "three-pronged approach to address [the] second homes crisis"	<p>(i) An assessment of the proposals' anticipated impact on Denbighshire County Council, residents, businesses, and local economy</p> <p>(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</p>	Emlyn Jones/Angela Loftus/Lara Griffiths/Paul Barnes/Gareth Roberts	June 2022 (rescheduled November 2022/ March 2023/ October 2023/May 2024 (by SCVCG))RhE

Information/Consultation Reports

Information / Consultation	Item (description / title)	Purpose of report	Author(s)	Date Entered
INFORMATION				

Communities Scrutiny Committee Forward Work Plan

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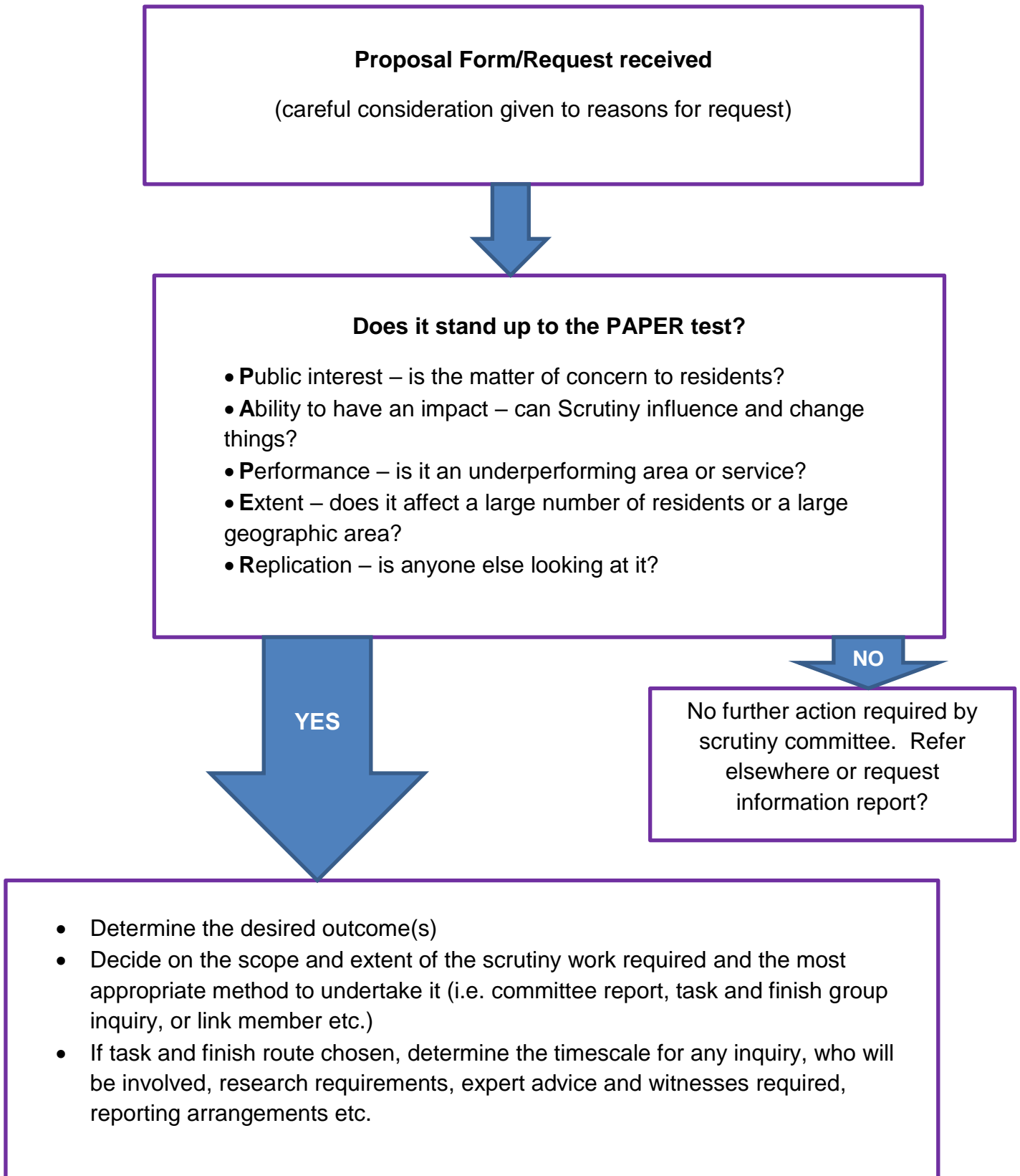
Note for officers – Committee Report Deadlines

Meeting	Deadline	Meeting	Deadline	Meeting	Deadline
6 th February	23rd January	27 th March	13th March	15 th May	30th April

RhE 21/01/2025

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	Decision required (yes/no)	Author – Lead member and contact officer	Date Entered / Updated By
18 Feb	1	Corporate Joint Committee Governance Arrangements	To agree the governance arrangements for the transfer of the NWEAB into the CJC	Yes	Cllr Jason McLellan Lead Officer/Report Author – Gary Williams	26.04.24, rescheduled 11.06.24, 10.09.24, 25.10.24, 17.12.24 KEJ
	2	North Wales Domiciliary Care Agreement	Contract Award Agreement of the formal tender	Yes	Cllrs Elen Heaton & Diane King Lead Officer/Report Author – Nicola Stubbins / Ann Lloyd / Llinos Howatson	17.09.24 KEJ rescheduled 12.12.24 from Jan to Feb
	3	Panel Performance Assessment Response	To approve the Council's management response to the Panel Performance Assessment Report	Yes	Cllr Gwyneth Ellis Lead Officer/Report Author – Helen Vaughan-Evans / Heidi Barton Price	12.04.24 KEJ, rescheduled 25.10.24 KEJ
	4	Interim Position on the Proposal for a new National Park in North East Wales	To consider a draft interim position on the National Park proposal that attempts to capture the initial view of members and officers. To then confirm the 'next steps' process for DCC to adopt the interim position before it is sent to NRW.	Yes	Cllr Alan James Lead Officer/Report Author – Emlyn Jones / Huw Rees	28.11.24 KEJ
	5	Public Services Ombudsman for	To provide an overview of	Yes	Cllr Julie Matthews	10.09.24,

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of Report	Decision required (yes/no)	Author – Lead member and contact officer	Date Entered / Updated By
		Wales Annual Letter	Denbighshire's summary of performance from the PSOW and actions required		Lead Officer/Report Author – Ann Lloyd / Kevin Roberts	rescheduled 02.10.24, 22.10.24, 11.12.24 KEJ
	6	Updated Contract Procedure Rules	To seek approval of the updated Contract Procedure Rules	Yes	Cllr Julie Matthews Lead Officer/Report Author – Karen Bellis	12.11.24 KEJ rescheduled 11.12.14 from Jan to Feb
	7	HR Policies: Sexual harassment Policy (new) , Foster Friendly Policy (new) , Redeployment Policy (revised)	To obtain Cabinet approval to adopt the 3 policies	Yes	Cllr Julie Matthews Lead Officer – Catrin Roberts / Report Author – Louise Dougal / Andrea Malam	18.12.24 KEJ
	8	Revenue Budget and Council Tax Setting 2025/26	To review and approve the budget and Council Tax setting proposals for the forthcoming financial year 2025/26	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas	15.05.24 KEJ
	9	Finance Report	To update Cabinet on the Council's current financial position for 2024/25	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas	Standing Item
	10	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators	Standing Item
25 March	1	Residential Care Fees	To seek Cabinet approval for the	Yes	Cllr Elen Heaton	25.09.24

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of Report	Decision required (yes/no)	Author – Lead member and contact officer	Date Entered / Updated By
		2025/2026	setting of care home fees for the financial year 2025/26.		Lead Officer/Report Author – Nicola Stubbins / Ann Lloyd	KEJ
	2	End of School Improvement Agreement (GwE)	To approve the termination of the agreement to work in partnership with other North Wales local authorities in the context of the regional School Effectiveness and Improvement Service (GwE)	Yes	Cllr Diane King Lead Officer/Report Author – Geraint Davies	09.01.25 KEJ
	3	Finance Report	To update Cabinet on the Council's current financial position for 2024/25	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas	Standing Item
	4	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators	Standing Item
29 April	1	Draft Local Toilet Strategy and Savings Proposal	To approve the Local Toilet Strategy	Yes	Cllr Barry Mellor Lead Officer/Report Author – Paul Jackson / Hayley Jones / Kimberley Mason	14.10.24 KEJ
	2	Denbighshire's Economic Strategy	Outline of Denbighshire's new Economic Strategy & Action Plan and request for Cabinet to approve the final documents		Cllr Jason McLellan Lead Officer/Report Author – Emlyn Jones / James Evans	27.09.24 KEJ rescheduled 13.12.24 from Feb to April

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of Report	Decision required (yes/no)	Author – Lead member and contact officer	Date Entered / Updated By
	3	Finance Report	To update Cabinet on the Council's current financial position for 2024/25	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas	Standing Item
	4	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators	Standing Item
27 May	1	Finance Report	To update Cabinet on the Council's current financial position for 2024/25	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas	Standing Item
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators	Standing Item
24 June	1	Council Performance Self-Assessment 2024 to 2025 (year-end)	To consider a report on the Performance Self-Assessment	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author – Helen Vaughan-Evans / Emma Horan	03.10.24 KEJ
	2	Finance Report	To update Cabinet on the Council's current financial position for 2024/25	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas	Standing Item
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators	Standing Item

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of Report	Decision required (yes/no)	Author – Lead member and contact officer	Date Entered / Updated By
29 July	1	Second Home / Long-term Empty Council Tax Premium	To provide information and an update on the proposed Council Tax premiums for second homes and long-term empty properties	Yes	Cllr Gwyneth Ellis Lead Officer/Report Author – Liz Thomas / Paul Barnes / Elaine Edge / Leah Gray	04.12.24 KEJ
	2	Finance Report	To update Cabinet on the Council's current financial position for 2024/25	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author Liz Thomas	Standing Item
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Lead Officer – Scrutiny Coordinators	Standing Item

FUTURE ITEMS 2025

18 Nov	Council Performance Self-Assessment Update - April to September (QPR1&2) 2025	To consider an update report on the Performance Self-Assessment April to September	Tbc	Cllr Gwyneth Ellis Lead Officer/Report Author – Helen Vaughan-Evans / Emma Horan	03.10.24 KEJ
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Note for officers – Cabinet Report Deadlines

<i>Meeting</i>	Deadline	<i>Meeting</i>	Deadline	<i>Meeting</i>	Deadline
<i>18 February</i>	4 February	<i>25 March</i>	11 March	<i>29 April</i>	11 April

Cabinet Forward Work Plan

Updated 21/01/2025 – KEJ

Cabinet Forward Work Programme.doc