



County Hall
Cardiff
CF10 4UW
Tel: (029) 2087 2000

Neuadd y Sir
Caerdydd
CF10 4UW
Ffôn: (029) 2087 2000

AGENDA

Committee COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE

Date and Time of Meeting WEDNESDAY, 15 SEPTEMBER 2021, 4.30 PM

Venue REMOTE VIA MS TEAMS

Membership Councillor Jenkins (Chair)
Councillors Ahmed, Carter, Gibson, Philippa Hill-John, Lent, Lister,
Mackie and McGarry

*Time
approx.*

1 Apologies for Absence

To receive apologies for absence.

2 Declarations of Interest

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

3 Minutes (Pages 5 - 10)

To approve the minutes of the 7 July 2021 Community & Adult Services Scrutiny Committee.

4 Cardiff Replacement Local Development Plan - to follow

4.35 pm

Pre-decision scrutiny

5 Council High-Rise Overcladding - to follow

5.15 pm

Pre-decision scrutiny

6 Development of the Cardiff Design Standards Document (Pages 11 - 34)

5.45 pm

Policy development

7 Urgent Items (if any)

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

- | | | |
|----|--|---------|
| 8 | Community & Adult Services Scrutiny Committee Work Programme 2021-22 (<i>Pages 35 - 40</i>) | 6.15 pm |
| 9 | Way Forward | 6.20 pm |
| 10 | Date of next meeting - 13 October 2021 | |

Davina Fiore

Director Governance & Legal Services

Date: Thursday, 9 September 2021

Contact: Andrea Redmond, 02920 872434, a.redmond@cardiff.gov.uk

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COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE

7 JULY 2021

Present: Councillor Jenkins(Chairperson)
Councillors Ahmed, Carter, Gibson, Philippa Hill-John, Lent,
Lister, Mackie and McGarry

1 : APPOINTMENT OF CHAIRPERSON & COMMITTEE MEMBERSHIP

Noted that the Council at its meeting held on 27 May 2021 appointed Councillor Shaun Jenkins as Chair and the following Members to this Committee: Councillors Ali Ahmed, Carter, Gibson, Hill-John, Lent, Lister, Mackie and McGarry.

2 : TERMS OF REFERENCE

Noted.

3 : APOLOGIES FOR ABSENCE

None received.

4 : DECLARATIONS OF INTEREST

None received.

5 : MINUTES

The minutes of the previous meeting were agreed as a correct record, subject to the inclusion of Councillor Mackie in the attendance list.

6 : LOCAL SOCIAL SERVICES ANNUAL REPORT 2020-21 & ADULTS,
HOUSING & COMMUNITIES DIRECTORATE DELIVERY PLAN

Members were advised that for this item, officers would provide a presentation which would be split into two parts. The first part details the Annual Report followed by an immediate opportunity for Members questions. Following questions on the Annual Report, the presentation will then resume with an overview of the Directorate Delivery Plan, ending with a further opportunity for Members questions.

The Chairperson welcomed: Cllr Susan Elsmore, Cabinet Member for Social Care, Health & Well-being, Cllr Lynda Thorne, Cabinet Member for Housing & Communities; Sarah McGill, Corporate Director People & Communities and Jane Thomas, Director of Adults, Housing & Communities.

The Chairperson invited Cllr Elsmore to make a statement in which she said that this was Sarah McGill's first report. There have been some unique challenges this past year and she hoped that Members can see that Committees comments and recommendations have been integrated into this report. The report is sharper and the language is more citizen focused. Cllr Elsmore went on to outline some of the challenges faced in the previous year including a significant amount of PPE being

delivered and over 1000 staff supported to work remotely; many staff have been repurposed to critical roles into social services. The Cabinet Member considered that the report is a real credit to staff and care providers across Cardiff and she hoped Members could see the spirit of great integration across Adults, Housing and Communities.

Members were provided with the presentation after which the Chairperson invited comments and observations from Committee Members;

Members asked why they could not see an analysis of this year from the Director. Officers explained that there was an analysis of this year's activity included in the report, it identified areas where work was still to be done. The CRW inspection was a very significant event last year it gave a very thorough inspection of the service which involved a range of different workshops and that led to the development of an action plan. This action plan will inform the DDP and feedback to CRW so significant assessments have been carried out throughout the year.

Members considered that there seemed to be more focus on achievements and asked if next year there would be a more personal, frank analysis with greater detail on the challenges. Officers advised it was more appropriate to include this in the action plan appended to the report as that shows the areas requiring action. Members considered the report should be open about significant challenges. Officers stated they would be happy to reflect on this and maybe draw it out a bit in the introduction of the report.

Members were advised that last year was the previous Director's final report and Committee were critical of her 9/10 page analysis. The Cabinet Member explained it is important to remember the report is retrospective and refers to a period in time. Members stated that in previous years Committee had spoken about Directors talking about the service but this year, in contrast to previous ones, it is very stark with no clear Director assessment, leaning too heavily on achievements and doesn't talk enough about challenges. Members were advised that the Director had given space to the Cabinet Members to enable them to have paragraphs in the report and that the Director deserves great credit for her considerable achievements in the area in what has been a particularly challenging year.

Members congratulated the service area on how they have dealt with the pandemic and the collaborative working. Members asked if officers could expand on what they felt went well and what lessons were learned during the period of the pandemic. Officers explained they were unique circumstances, there had been a rapid identification of problems to be solved in each of the cases, lots of logistics and working with the business community, ensuring there was clarity to understand and the ability for people to work together developing an action plan to be delivered in rapid time. As for learning, the ability to get a whole system response which could be applied in other areas of public health challenges going forward.

Members referred to staffing and noted there was no mention of Adult Services vacancies even though there were quite a few and also there was quite a lot of sickness absence. Officers explained they were seeing difficulties across the council in terms of recruitment. With regards to Adult Services some posts are temporary funded but not as many as in Children Services. Referring to sickness, this was in

relation to directly delivering services such as home care and some due to Covid, this is now improving although some staff do have long Covid.

Members noted there had been previous discussion on the format of the report and considered this report had a lot of graphics but it was not easy to access the details within, such as what are the next steps or proposals to make the improvements. Officers explained the priorities have been identified briefly in the report but they were provided in detail in the Directorate Delivery Plan which was being considered next. Going forward these two reports should be seen together with the Annual Report providing a strategic assessment and identifying priorities, with the delivery of them captured in the DDP.

Members were provided with presentation on the Directorate Delivery Plan.

The Chairperson invited Cllr Elsmore to make a statement in which she said that this was a comprehensive plan showing the extent of the programme aimed at integrating services to move forward into the future; Services wrapped around individuals living in their locality from local community well-being teams and hubs. The Cabinet Member hoped Committee could see the integration.

The Chairperson invited Cllr Thorne to make a statement in which she said that the DDP shows how the service is trying to get the right support in the right place at the right time for people. There had been an increase in staff at the Money Advice Service, an increased demand in family homelessness and Rough sleepers were down to 10 regularly at the moment. COVID had brought to the fore the fact that there was lots of overcrowding in smaller properties so the Cabinet Member was pleased to have these interventions going forward.

Members asked if officers were confident all the important priorities had been captured as they were unable to see a hierarchy of importance of tasks to be done within the DDP. Officers were confident, stating that everything set as a priority is reflected in there. Officers added that was the focus in terms of delivery, the route of clear actions and targets to deliver. These will need to be held to account next year.

Members noted it was a huge directorate with so much work to do and asked officers if it felt much bigger to them. Officers agreed yes it was a big directorate but they were really clear that there had been lots of crossover and some barriers have already gone. Wrap around services benefit from a broad remit and this is absolutely the right direction to join up the services, things can be seen more clearly now so it was not considered the directorate was too big.

Members referred to metrics for next year and asked how confident officers were with the transition back into face to face or hybrid services or meetings. Officers were very hopeful, hubs were open and they hope to open a Day Centre next week. There is a need to keep virtual or remote offers too as these have been very useful in not leaving people behind. There would of course be face to face meetings for those who want them but keeping the hybrid/remote meetings was important as people find them more flexible and accessible. Officers added that there is a huge workload at the moment with pent up demand such as housing repairs etc. also the workforce are tired, these are genuine challenges ahead in the next few months.

Members referred to voids and the backlog of maintenance and asked if officers were confident they could get an increase in staff to address this. Officers explained they have allowed considerable resource in the budget for repairs and maintenance. It was stressed however that recruitment is difficult at the moment and also the cost of materials have gone up. The number of voids have increased as people are moving so there will be a hiatus but with an in-house team and a contractor in place this should ease and hopefully by the autumn there will be a pool of small contractors to use too.

The Cabinet Member added that hopefully a year from now Members will see the impact the integration of the Directorates has had.

AGREED: that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

7 : HOUSING DEVELOPMENT NEW BUILD SCHEMES - AUTHORITY TO PROCEED

The Chairperson reminded Members that the Cabinet Report for this item contains two confidential Appendices and should Members wish to ask a question on those Appendices it would need to be taken in a closed session.

The Chairperson welcomed: Cllr Lynda Thorne, Cabinet Member for Housing & Communities; Sarah McGill, Corporate Director People & Communities and Dave Jaques –Housing Development Manager.

The Chairperson invited Cllr Thorne to make a statement in which she said that this was an exciting time as they were entering the phase of development where a number of programmes were starting on site.

Members were provided with an overview of the cabinet report, after which the Chairperson invited questions and comments from Members;

Members noted that the package deal was now going to Linc and asked if there was a potential if the Council could buy a site from Linc and referenced the speed in this decision. Officers said yes this enables them to maximise the delivery of affordable housing and enables both projects to move forward without one being delayed. The Cabinet Member added this means that the Michaelston site can be expanded and delivered earlier.

Members referred to the joint scheme with Hafod and noted they could not see composite images of how it would look asking how much influence the council has on design. Officers explained it was a 50/50 partnership approach, the Council pushes on standards such as energy efficiency, green infrastructure and the size of properties. There was a 50/50 split on style and architecture. Hafod are a reputable company with a big development programme with high standards.

Members asked if it was possible within the scheme to have fewer flats and to have more houses or even the first ever detached council houses. Officers explained the site mix is finely balanced for financial viability, if they were to lower the density than

that would impact on that financial viability. The scheme is already fairly low density as the Council wanted to retain a locally listed building to turn into flats for supported housing, there is a partial flood zone so they are unable to build on part of it, also trees are to be retained and there are sewers running through the centre, which are all constraints they have to work around. There are a lot of larger family homes on site, the flats are larger than Welsh Government standards and all have balconies and outdoor space. The Cabinet member added that she had visited the Mill site this week and the zero home, it was a wonderful sight but the homes were slightly smaller than Welsh Government standard so she considered it was great that the Council, with partners, were able to deliver larger homes.

Members considered it was a good report and an interesting way of working and an interesting proposition. Members noted Linc were a good provider but were concerned about the Council losing any potential gains and some control over the scheme. Officers agreed there was less control with package deals so they were careful of what they considered to take on. Officers added that don't need to take on a lot to meet the Council targets as they have their own sites too but if an opportunity or a quick win etc. becomes available then it is considered. Officers stated that the partnership approach with Housing Associations was heavily prioritised by the Welsh Government in order that Local Authorities and Housing Associations can share resources to mitigate against the lack of resources in development generally at the moment. Officers explained that there would be a shared approach in tendering, procurement, vetting, the design brief, agreeing the specification and the evaluation.

The Chairperson invited questions and comments on the confidential information and Members were reminded that Committee are required to consider this in a closed session to discuss information deemed exempt, in accordance with paragraphs 14 of Part 4 and paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972.

RESOLVED: to exclude the Press and Public from the meeting

AGREED: that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

8 : PREVENT STRATEGY

The Chairperson welcomed Cllr Lynda Thorne, Cabinet Member for Housing & Communities; Gareth Newell, Head of Performance & Partnership, Officers from Cardiff's Prevent Team, led by Steph Kendrick-Doyle, South Wales Police, Chief Inspector Michelle Conquer and Martyn Thomas from the Wales Extremism and Counter Terrorism Unit.

The Chairperson advised Members that in accordance with the legal reasoning detailed on the meeting's agenda, this briefing, on Cardiff's Prevent Programme would be received in a closed session.

Members were reminded that Committee are required to consider this item in a closed session to discuss information deemed exempt, in accordance with paragraphs 18 of Part 4 of Schedule 12A of the Local Government Act 1972.

RESOLVED: to exclude the Press and Public from the meeting

AGREED: that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

9 : URGENT ITEMS (IF ANY)

None received.

10 : DATE OF NEXT MEETING

To be confirmed.

The meeting terminated at 7.15 pm

**CYNGOR CAERDYDD
CARDIFF COUNCIL**

COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE

15 Sep 2021

Council House Build Programme: Updating the Cardiff Design Standards

Purpose of Report

1. To provide Members with background information to aid their contribution to the development of the Cardiff Design Guide.
2. Attached at **Appendix A** is the draft Cardiff Design Guide document.

Scope of Scrutiny

3. During this scrutiny, Members will have the opportunity to review and have input into the development of the Cardiff Design Guide and explore:
 - I. Key factors shaping the document's purpose, objectives, visions, and principles.
 - II. Feedback on the identified vision and principles
 - III. Useability of the document
 - IV. If it will stay current
 - V. Next Steps and timelines
4. Members are reminded that **Appendix A** is a working, draft document which is yet to be finalised and formatted. The feedback Members provide at the meeting will help influence and shape the final document.

Background

5. The Administration's 'Capital Ambition: Our Continuing Commitments for Cardiff' contains a commitment to deliver at least 2,000 new Council homes, of which 1,000 will be complete by 2022, and to work with developers and partners to deliver 6,500 affordable homes across the city by 2026.

6. In order to achieve this, the Council has established a number of development delivery routes as follows:

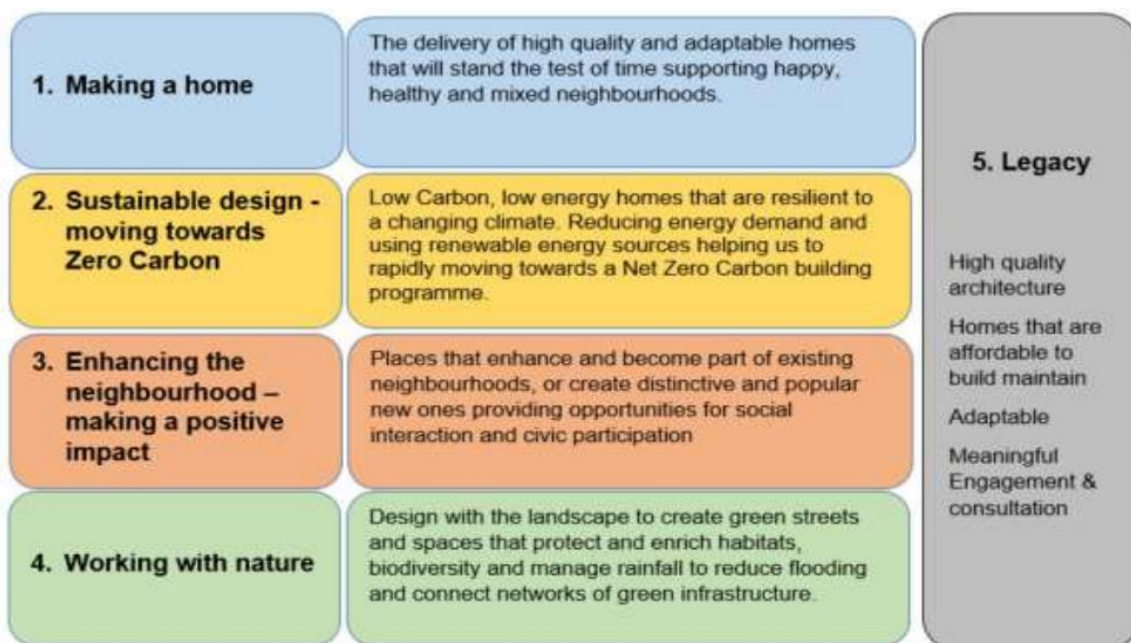
- Cardiff Living Development (300 target)
- Additional New Build Programme (outside of Cardiff Living) (400 target)
- Open Market Buy-Backs (100 target)
- Developer Package Deals (100 target)
- Convert buildings to Council Homes (50 target)
- Meanwhile Use of Land (50 target)

(N.B The targets listed above relate to the 1,000 properties aimed to be complete by December 2022)

7. The Council House Build Programme benefits from a significant HRA Capital allocation but also attracts external funding in the form of Grants, Planning Gain and income from the sale of land or low-cost homes through the Assisted Home Ownership scheme. Currently, just under £31 million has been achieved through these routes.
8. To date, the Council House Build Programme has successfully bid for 5 Welsh Government Innovative Housing Grants attracting over £8.7 million to deliver innovative and low-carbon schemes.
9. Previously, the Social Housing Grant (SHG) had only been available to Housing Associations. However, the Welsh Government confirmed that from April 2021, Council's with a Housing Revenue Account will be able to apply for the Grant, which in turn will help provide a Capital subsidy for its developments.
10. Schemes approved for SHG funding will be required to meet the standards and viability parameters set by Welsh Government, known as 'Design Quality Requirements'.
11. In August 2021 the Welsh Government updated the Design Quality Requirements which included an update in energy performance standards along with a move to net zero carbon standards. The updated Design Quality Requirements produced by the Welsh Government are available [here](#). Members are to note that the updated Requirements produced by the Welsh Government are embedded within the draft Cardiff Design Guide's requirements.

Cardiff Design Standards Document – Its Purpose

12. The Cardiff Design Guide is intended to clearly set out the Council’s vision, objectives and minimum requirements which will underpin every development site. As it will be used to underpin every development site, it will need to provide a clear focus on the importance of quality in the creation of new homes, and places the Council make.
13. To achieve this, the Council’s Housing Development team have reviewed the Council’s policy framework and other best practice guidance to define 5 clear and focused principles to be delivered through the design and development of the Council’s New Build Programme. Those principles are:



14. The 5 design principles are intended to provide clarity on what matters to the Council. With an intended focus on outcomes by explaining what Council developments must do or be; as opposed to being too prescriptive or subjective about what they must look like.

Cardiff Design Standards Document – How the Document will be used

15. The document will be used to brief design teams to ensure that the design principles contained in the document are embedded throughout all stages of the New Build Programme. The design principles should be followed through the entire bidding, design and implementation process; acting as a key reference point, underpinning decisions at every stage and remaining the test of a successful scheme.

Document Structure

16. The proposed document structure is as follows:

- Forward
- The Council's Ambition & Vision
- Purpose of the Document
- Key Principles
- How the document will be used
 1. Making a Home
 2. Sustainable Design (Moving Towards Zero Carbon)
 3. The neighbourhood (Making a Positive Impact)
 4. Working with Nature
 5. Legacy

Way Forward

16. Councillor Lynda Thorne (Cabinet Member – Housing & Communities), Sarah McGill (Corporate Director – People & Communities) and Dave Jaques (Operational Manager – Development & Regeneration) will be available to answer Members questions and contribute to discussions.

17. Following this item, Members will then be able to decide what comments, observations or recommendations they wish to pass to assist in the document's development.

Legal Implications

18. The Scrutiny Committee is empowered to enquire, consider, review and Recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

19. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATIONS

The Committee is recommended to:

- i. Consider the information provided in this report, its Appendix and information received at the meeting;
- ii. Decide what comments and feedback it wishes to relay to assist in the document's development.

DAVINA FIORE

Director of Governance and Legal Services

9 Sep 2021

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CARDIFF DESIGN GUIDE

FOREWARD

(Lynda & Sarah)

CONTENTS:

- **THE COUNCIL'S AMBITION**
- **OUR VISION**
- **PURPOSE OF THIS DOCUMENT**
- **KEY PRINCIPLES**
- **HOW THIS DOCUMENT WILL BE USED**

MAKING A HOME

SUSTAINABLE DESIGN – Moving Towards Zero Carbon

THE NEIGHBOURHOOD – Making a positive Impact

WORKING WITH NATURE

LEGACY

OUR DEVELOPMENT AMBITION

Cardiff Council has implemented an exciting and ambitious development programme which will deliver in excess of 2,500 new council homes and affordable homes for sale in the longer term.

Our award winning development programme currently represents one of the largest council housing build programmes in Wales and will see around £800 million invested into delivering affordable homes in volume and at pace.

Our programme will deliver a wide range of new homes for all types of residents ensuring that we start to 'fill the gaps' and address our housing need. We will deliver the homes that are very much needed in the right areas close to services and facilities.

We are doing this in order to address some of the very specific challenges we face in the city.

- Up to 8,000 people on our waiting list and a continuing shortfall in the number of new build affordable homes across all wards.
- A range of housing needs including homelessness, overcrowding, older persons, accessibility and medical needs.
- A lack of truly affordable homes for local communities
- A third of existing households and over a quarter of young people under 20 years of age living in poverty.
- Responding to the 'One Planet Cardiff' strategy moving us rapidly towards Zero Carbon developments by utilising on-site renewable technologies, sustainable forms of construction such as Passivhaus or enhanced building fabric to reduce carbon and tackle fuel poverty and assessing the upfront and embodied carbon through the design & construction phases.

The importance of place-making and urban design in developing high quality new homes that help promote health and wellbeing and will adapt around our residents changing needs whilst making a positive impact within our communities

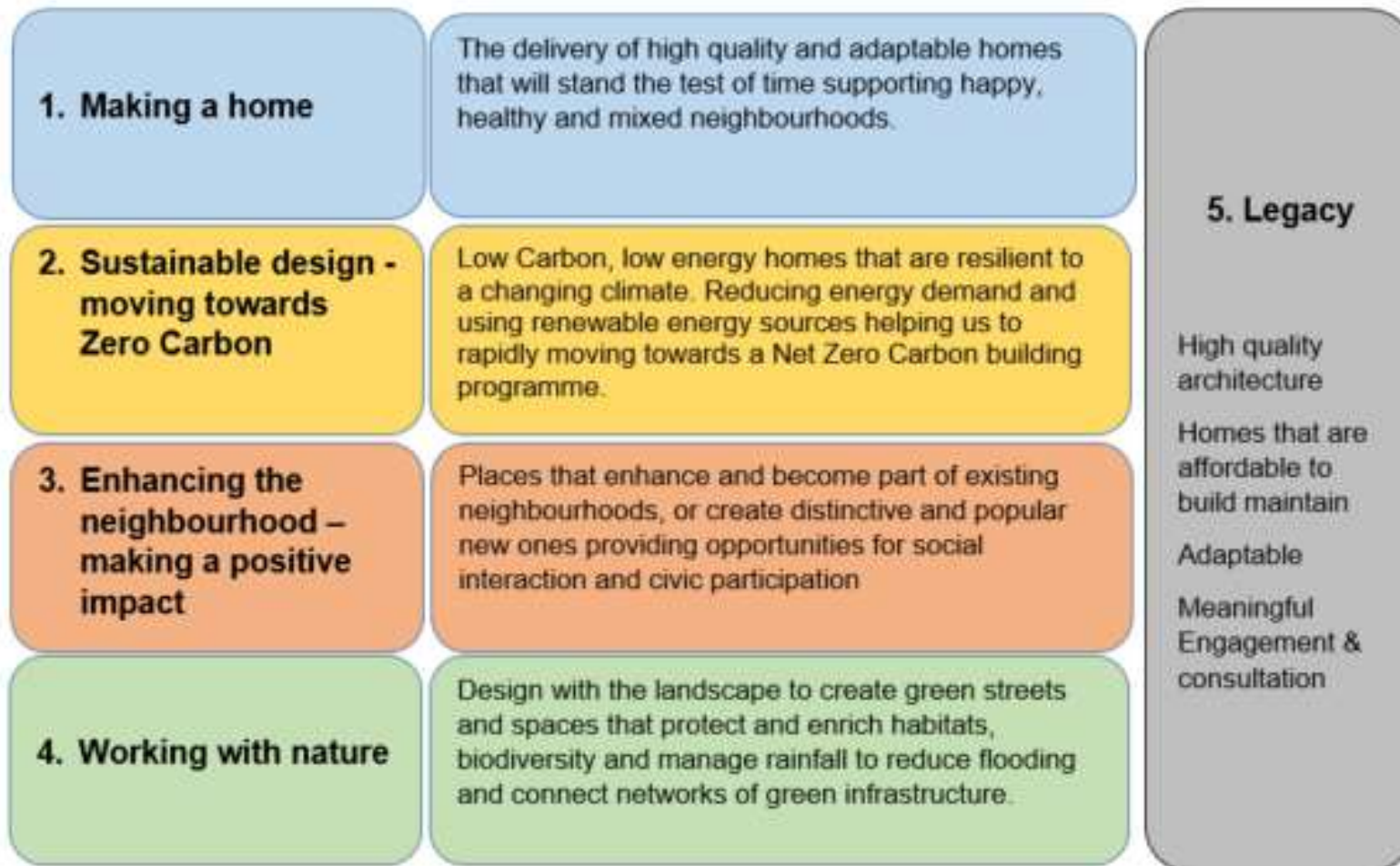
VISION

Our vision is to create a long lasting legacy of attractive, timeless homes and inclusive neighbourhoods built to meet the demands of the 21st century for low impact, low carbon developments. Providing safe, healthy places where people can be proud to live. We will endeavour to have a positive impact within the communities in which we build our homes.

THE PURPOSE OF THIS DOCUMENT

This document focuses on the importance of quality in the creation of our new homes and the places we make. To achieve this, we have reviewed the Council's policy framework and other best practice guidance to define 5 clear, simple and practical principles that should be delivered through the design and delivery of our new build programme.

Using these design principles we will provide clarity on what matters to the Council, focusing on outcomes, by explaining what our new developments must do or be, rather than being too prescriptive or subjective about what they must look like.



KEY PRINCIPLES

<p>1. Making a home</p> <p>Design principles:</p> <ul style="list-style-type: none">• Meeting DQR (2021)• Space standards & comfort• Storage• Daylight & ventilation• Privacy – visual / noise• Private outdoor spaces• Adequate home working spaces• Tenure neutral• Accessible and adaptable homes	<p>2. Sustainable design – towards Zero Carbon</p> <p>Design principles:</p> <ul style="list-style-type: none">• Adopt Fabric first approach & Robust detailing• Optimise Solar gain• Design in renewable energy• Minimise Operational Carbon• Consider net-zero carbon through design• Achieve EPC A (SAP92 or greater)• Reduce the performance gap• Reduce Waste• Encourage the use of MMC, modular & Timber frame• Include an overheating strategy• Electric Vehicle charging points
<p>3. Enhancing neighbourhoods & making a positive impact</p> <p>Design principles:</p> <ul style="list-style-type: none">• Meaningful Community engagement• Responding to character• Movement & wayfinding – making it easy to get around• Create safe, animated streets & public realm• Opportunities for social interaction• Play & active lifestyles• Community growing spaces• Consider the wider impact	<p>4. Working with nature</p> <p>Design principles:</p> <ul style="list-style-type: none">• Multifunctional green spaces• Sustainable drainage principles designed in from the start• Protect & enhance biodiversity• Green streets• Enhanced planting• Green roofs• SUDs features that provide a positive impact and improve the public realm

HOW THIS DOCUMENT WILL BE USED

This document will be used to brief design teams & consultants to ensure that our design principles are embedded throughout all stages of the new build programme.

Our design principles should be followed through the entire bidding, design and implementation process; acting as a key reference point, underpinning decisions at every stage and remaining the test of a successful scheme.

We will be reviewing all new proposals against these principles and will expect the design teams we appoint to carry out and submit an audit against the full set of design requirements at each of our stages up to making a planning application.

This document forms part of a suite of other important documents and should be read in conjunction with Welsh Government's Development Quality Requirements (2021) Beautiful homes & places, Lifetime Homes, the Council's Care-Ready standard for accessible homes, Local Development Plan, Residential Design Guide SPG and Green Infrastructure SPG.

1 MAKING A HOME

A legacy of high quality and adaptable homes that will stand the test of time supporting happy, healthy and diverse neighbourhoods regardless of health, age or disability.

The quality of our homes help shape the quality of our lives. Put simply, our new homes should be designed as places where people want to live. Meaning, homes that are attractive, healthy, adaptable, inclusive, and secure.

Our homes will be designed to make the most of every useable space meeting our minimum space and accessibility standards – to make sure every home functions well for a wide range of people and rooms are spacious, flexible and adaptable for people to relax, socialise, work or study.

We expect every home to be carefully designed to ensure ample amounts of daylight and sunlight with easy access to useable private outdoor space. Homes must be safe, comfortable and practical with sufficient and well placed storage built in and able to accommodate a range of renewable technologies.

Every home should be designed to meet the Welsh Government Development Quality Requirements 2021 – Creating Beautiful Homes and Places, as a minimum. We share the Welsh Government vision that living well in a quality home brings a wide range of benefits to health, learning & prosperity.

Our design guide focuses on the enhancements that we want to deliver above the DQR 2021 standard, across all tenures of homes that we build.

Key Design principles

- Meeting DQR (2021)
- Space standards
- Storage
- Daylight & ventilation
- Privacy – visual / noise
- Private outdoor spaces
- Dedicated home working spaces
- Tenure neutral
- Accessible and adaptable homes

Meeting DQR 2021

This is a minimum requirement and the current Welsh Government document is provided in appendix A.

Space Standards & storage

We will expect our homes to reflect our *minimum* space standards and designed to accommodate flexible layouts. We have chosen to slightly exceed the DQR space standards to ensure that adequate storage is not compromised by the inclusion of renewable technology into all of our homes.

Property Details		WG DQR 2021		2021 Cardiff Design Standard	
Designation	Home Type	DQR floor area (GIA) m2	Storage m2 (within GIA)	CCC floor area (GIA) m2	Storage m2 (within GIA)
8P5B	3 Storey house				
7P4B	2 Storey House	114	3	115	3
6P4B	2 Storey House	110	3	110	3
5P3B	2 Storey House	93	2.5	95	2.5
4P3B	2 Storey House	88	2.5	88	2.5
4P2B	2 Storey House	83	2.5	85	2.5
3P2B	2 Storey House	74	2	75	2
3P2B	Bungalow	58	2	60	2
2P1B	Bungalow		2	52	2
3P2B	Flat - walk up	65	2	67	2
2P1B	Flat- walk up	53	1.5	55	1.5
3P2b	Flat - common access	58	2	60	2
2P1B	Flat - common access	50	1.5	52	1.5
3P2B	Older persons flat			68	2.5
2P1B	Older persons flat			53	2

Secure and useable bin storage facilities should be incorporated thoughtfully into the design to avoid clutter detracting from the overall street scene and providing a welcoming entrance to the home. This will be particularly important for mid terrace properties.

Accessible, effective and usable places to store bicycles need to be included. Semi-detached properties may utilise rear gardens with space to the side of homes. However, mid terrace homes will require integrative solutions to avoid or limit the use of external gullies.

Adequate internal storage for recyclable materials should be provided.

2 bedroom homes should be future proofed to incorporate the plumbing, electrical and mechanical ventilation connection to allow for a future installation of a level access ground floor shower. This space should be initially designed to provide an additional storage cupboard to be removed should a shower be installed at a later date

3, 4 and 5 bedroom homes should include for the level access ground floor shower to be installed during the build.

Dedicated home working spaces

Every home should provide a dedicated home working space adequate for the property type. The space should be well lit and comfortable with suitable power sockets, preferably with an openable window close by. The space should allow an occupant to regularly work from home.

Daylight and ventilation

Our homes should benefit from high levels of natural daylight and good ventilation throughout. The use of larger floor to ceiling windows in key positions is welcomed.

Each home should have a light, welcoming entrance.

Through the positioning of windows, habitable rooms and gardens, each home should be designed to consider the inside/outside relationship to maximise natural light into the home and making the best of views out.

Tenure neutral development

Many of our schemes will deliver homes for sale as well as social rented homes. All of our schemes should be tenure neutral in their design achieving the same design standards and energy performance standards. Different tenures should be truly integrated throughout the scheme.

Private outdoor space

Providing adequate and private outdoor space suitable for each property type is a key requirement. Private gardens are to be provided for all houses providing a safe place for children to play, have the potential for food growing and are easy to maintain. Level access should be achieved from the rear door to the garden.

Flats and Apartments

Blocks of flats should be designed with ideas of space and creating communities, meaning: entrances that are welcoming, secure and visible from the street; communal spaces that are secure, encourage chance encounters and neighbourliness; flats that benefit from good orientation, dual-aspect, balconies or patios providing usable private outdoor space; and, shared facilities such as bins and bike stores that are secure and well lit.

Ground floor flats should be designed to be more accessible with their own front doors and well-designed circulation space and a level access shower room. They should also incorporate a rear door from the lounge providing direct and level access to a private patio area. Making these properties flexible and adaptable for tenants who are less mobile.

Older Persons Housing

Responding to our Older Persons Housing Strategy, we have identified the need to provide new housing that meets the specific needs of older people in the city. In particular, we aim to ensure our new homes for older people are places that cultivate a sense of privacy, independence, sociability, homeliness, belonging and connectedness with the wider community.

Furthermore, these homes should be attractive to those residents considering down-sizing to a property more suited to their needs.

A detailed older person design standard is appended to this document.

2

SUSTAINABLE DESIGN –

TOWARDS ZERO CARBON

Low Carbon, low energy homes that are resilient to a changing climate. Reducing energy demand and using renewable energy sources helping us to rapidly move towards a Net Zero Carbon building programme.

Directly delivering against the commitments of the One Planet Cardiff Strategy we will move swiftly to a net-zero carbon development programme regardless of tenure. Ensuring that our new homes meet energy and decarbonisation requirements set out in this document.

From scheme inception consideration must be made by our design teams to maximise the opportunities for solar gain, the integration of solar PV panels and the use on on-site renewable technologies.

Our focus will be on making the building fabric work as hard as possible to reduce energy demand and minimise the operation carbon of our homes. Full consideration should be made for our schemes to be delivered using Modern Methods of Construction, Modular build systems or through low-carbon build methods such as Passivhaus.

We will also ensure that our homes are resilient to a changing climate by developing an overheating strategy for each scheme.

Design teams will be evaluated on their approach to meeting these standards and their ability and desire to deliver innovation throughout the design process.

Key Design principles:

- **Adopt Fabric first approach & Robust detailing**
- **Optimise Solar gain**
- **Design in renewable energy**
- **Minimise Operational Carbon**
- **Consider net-zero carbon through design**
- **Achieve EPC A (SAP92 or greater)**
- **Reduce the performance gap**
- **Reduce Waste**
- **Encourage the use of MMC, modular & Timber frame**
- **Include an overheating strategy**
- **Electric Vehicle charging points**

3

ENHANCING NEIGHBOURHOODS &

MAKING A POSITIVE IMPACT

Key Design Principles

- **Meaningful Community engagement**
- **Responding to character**
- **Movement & wayfinding – making it easy to get around**
- **Create safe, animated streets & public realm**
- **Opportunities for social interaction**
- **Play & active lifestyles**
- **Community growing spaces**
- **Consider the wider impact**

4

WORKING WITH NATURE

Design with nature to create green streets and spaces, protect and enrich natural habitats, connect networks of green infrastructure and manage rainfall to reduce flooding

Our new developments will be green, meaning, tree-lined, climate resilient with open spaces that are rich in biodiversity creating attractive settings for new homes, encouraging people to spend more time outdoors and allowing healthy ecosystems to develop.

Each one of our developments should be seen as an opportunity to enhance and reinforce Cardiff's green infrastructure. By working with the natural environment, opportunities to link together green spaces should be maximised, helping wildlife get about, creating attractive neighbourhoods and improving people's health and wellbeing by bringing nature closer to where people live.

Every opportunity should be taken to create green streets by planting trees and creating green spaces where native plant species will be used to support and enhance biodiversity, creating an attractive landscape.

Sustainable Urban Drainage Systems (SuDS) will also be made an integral part of the landscape; integrating rainfall management with amenity and biodiversity.

Key Design principles:

- Multifunctional green spaces
- Sustainable drainage principles designed in from the start
- Protect & enhance biodiversity
- Green streets
- Enhanced planting
- Green roofs/Green Walls
- SUDs features that provide a positive impact and improve the public realm

Multifunctional Green spaces

Where suitable and where possible green spaces should serve a variety of purposes and recreational needs such as exercise and relaxation. The public realm we introduce into our schemes should be encourage their use by residents and provide informal play opportunities, community growing spaces or informal areas to support community cohesion.

Sustainable drainage principles designed in from the start

Sustainable Urban Drainage systems should be made an integral part of the design process from day one – integrating rainfall management with the use of the development. This means integrating SuDS design with amenity, biodiversity and site layout to use land efficiently and provide multi-functional benefits in terms of environmental, community and cost.

All drainage designs must meet the requirements of the SuDs Approving Body (SAB).

The use of a green roofs can be considered for constrained sites that do not provide sufficient space on the ground for SUDs.

Protect & enhance biodiversity

We want to create wildlife friendly neighbourhoods demonstrating a net gain for biodiversity overall by protecting, linking and creating habitats at the level of the neighbourhood and the home.

Thought should be given to the protection and enhancement of the existing habitats and areas of woodland and where possible enhancing these with green corridors and within the public realm we introduce.

Where it is deemed appropriate the ability to integrate greenery into the architecture can be explored as a way to complement well designed green areas.

Green streets

Streets should be people places, highly vegetated and attractive. Every scheme is an opportunity to plant new trees, making boundaries green and providing a variety of landscaped spaces to encourage people outdoors.

Consideration should be made for:

- A green street providing a green buffer between the pedestrian and the car.
- A green street also providing local storm water management & integrated with the SUDS strategy.
- Shrub planting at ground level creating a successful buffer or threshold between the private dwelling and the public street.
- Landscaping used to obscure car parking
- Green 'islands' that separate parking spaces and act as traffic calming devices

Enhanced Planting

In order that our schemes create a strong character and a pleasant setting from handover, planting should be mature in nature providing good coverage.

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**CYNGOR CAERDYDD
CARDIFF COUNCIL**

**COMMUNITY & ADULT SERVICES
SCRUTINY COMMITTEE**

15 September 2021

**COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE WORK
PROGRAMME 2021/22**

Purpose of the Report

1. To seek Members' approval for the Committee's 2021/22 planned programme of work.

Background

2. In line with the requirements of the Council's Constitution and good scrutiny practice, each Scrutiny Committee sets its own work programme for the forthcoming year (*Scrutiny Procedure, Rule 7*). The Committee is therefore tasked with constructing a work programme that ensures the time available to the Committee is used most effectively by considering items in a timely fashion that maximises the impact of scrutiny.
3. Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council's decision-making process and the way in which it delivers services. The main roles of the Scrutiny Committees are:
 - i. Holding to account the Cabinet and officers, as decision-makers.
 - ii. Being a '*critical friend*', questioning how decisions have been made, providing a '*check and balance*' to decision makers and undertaking reviews of services and policy.
 - iii. Providing a voice for citizens.
4. At July's Council meeting 2021 a calendar of Committee meetings were agreed by Members. The dates agreed for the Community & Adult Services Scrutiny Committee are:

Day	Date	Start	Estimated Duration (Hours)	Est End	Committee
Wed	15-Sep-21	16:30	2.5	19:00	CASSC Scrutiny Committee
Wed	13-Oct-21	16:30	2.5	19:00	CASSC Scrutiny Committee
Wed	10-Nov-21	16:30	2.5	19:00	CASSC Scrutiny Committee
Wed	8-Dec-21	16:30	2.5	19:00	CASSC Scrutiny Committee
Wed	12-Jan-21	16:30	2.5	19:00	CASSC Scrutiny Committee
Mon	14-Feb-22	13:30	2.5	15:30	CASSC Scrutiny Committee
Mon	28-Feb-22	16:30	2.5	19:00	CASSC Scrutiny Committee

Work Programming

5. The Committee's Work Programme, is updated and amended during the year in order to respond to urgent priorities, policy developments, and unplanned pre-decision opportunities. It also has to remain flexible and responsive in order to cover any urgent issues occurring throughout the year.

6. During July 2021, Committee Members held an informal work-programming forum of the Committee to initiate work programming discussions. This informal forum took place on 27 July 2021 where Members considered known priorities and upcoming areas of work for the directorates to inform their deliberations.

7. The key areas for Committee consideration during their 2021/22 Work Programme were agreed by the Members present as:
 - Cardiff Council House Repair Process
 - Serious Violent Crime in Cardiff
 - Access to Community Mental Health Services

8. The exact focus and objective of each key area is yet to be confirmed. As such, during the next few weeks these areas are to be researched in order to ensure the work is both effective and relevant, and to also ascertain potential contributors.

9. In addition, Members present at the forum also agreed that, to focus the agendas more effectively, the work programme would also include:
 - A system of briefs/updates/progress reports be established outside of Committee, to free up valuable Committee time, but also to keep Members informed of progress. Should any concerns or questions be raised following receipt of these

briefings they may then be brought onto the Committee's Agenda for formal consideration.

- In line with the Local Government and Election (Wales) Act, seek to increase input from the public, stakeholders, service providers and service users where appropriate and viable.

10. Following the forum the resultant list of potential committee items were then inputted into a work programme calendar (attached at **Appendix A**) to form a work programme for the year.
11. The prioritised topic list has been developed into a draft of how the Committee's work programme might look should Members decide to go ahead with topics as identified and prioritised. This draft programme, attached at **Appendix A**, will need to allow flexibility for inevitable additional items over the year and revisions to the Cabinet Forward Plan. It will therefore be updated throughout the year to ensure that scrutiny focus remains in line with the ambitions of the Council and thereby adds value to the Council's agenda.
12. Members are to note, in the interests of better public engagement, the Committee's Forward Plan will be published on the Council website. It will be refreshed on a quarterly basis and look ahead a minimum of 4 months.

Way Forward

13. Members are invited to discuss and agree priorities, and whether any amendments are required, prior to circulation of the final programme.

Legal Implications

14. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions

taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

15. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATIONS

The Committee is recommended to consider its work programme for 2021/22, including:

- i. The draft Work Programme at **Appendix A**, becomes the outline work programme for the Committee, notwithstanding matters that arise throughout the year that are unknown to the Committee at this point in time.
- ii. Note that the work programme be published on the Council's website and updated on a quarterly basis.

DAVINA FIORE

Director Governance & Legal

9 September 2021

Appendix A

	September	October	November	December	January	February	March	April (Pre-election period)	May	June	July
Committee Item 1	Replacement Local Development Plan	Noisy Neighbours Briefing - Noise complaint process for private, domestic dwellings	Adult Services Strategy	Cardiff Council House Repair - To understand how the Council manages the quality of existing stock	Cardiff & Vale 2022 Population Needs Assessment	Corporate Plan	HRA Business Plan 2022-23				
Committee Item 2	Overcladding	2021/22 Quarter 1 Performance - Adult Social Services & People & Communities	Approval of revised Gypsy and Traveller Accommodation Assessment		Serious Violent Crime in Cardiff	Budget	Access to Community Mental Health Services				
Committee Item 3	Cardiff Design Standards - Policy Development		Supported Living (Learning Disabilities Review)				2021/22 Quarter 2 & 3 Performance - Adult Social Services & People & Communities				
			Closer to Home Cabinet Response'								
Committee Business Items -	CASSC Work Programme 2021/22, Correspondance ,FWP	Correspondance & FWP	Correspondance & FWP	Correspondance & FWP	Correspondance & FWP		Correspondance & FWP				
Written Briefings outside of Committee to be scheduled	Covid-19 & Cardiff Care Homes	Covid-19 Impact on those with a Learning Disability									
Briefs/Reports/ Updates outside of Committee	Month 6 - Budget Monitoring Report. Capturing areas relevant to this Committee.			Month 9 - Budget Monitoring Report. Capturing areas relevant to this Committee.							
Cabinet Dates	23-Sep	14-Oct	18-Nov	16-Dec	20-Jan	17-Feb	10-Mar	Pre-election	TBC	TBC	TBC

Pre-decision	Policy Review / Development	Monitoring	Briefing	Item agreed at WP Forum
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