

Meeting of:	Cabinet
Date of Meeting:	Thursday, 22 October 2026
Relevant Scrutiny Committee:	Place Scrutiny Committee
Item which the Chair has decided is urgent (Part I) (If yes, why)	Not applicable
Urgent Decision Procedure Used (If yes, why)	Not applicable
Item Type	Part I
Report Title:	Housing Development Programme – Change of Use and Refurbishment of 1 Plymouth Road, Barry for Temporary Accommodation
Portfolio Holder:	Cabinet Member for Public Sector Housing and Tenant Engagement
Strategic Leadership Team:	Director of Environment and Housing
Lead Officer:	Housing Development Officer

1.0 What is this report about?

- 1.1 This report seeks Cabinet approval to submit a planning application for the change of use and refurbishment of 1 Plymouth Road, Barry, a former House in Multiple Occupation (HMO), to provide nine self-contained units of temporary accommodation.
- 1.2 The proposal forms part of the Council's wider strategy to increase the supply of high-quality temporary accommodation, reduce reliance on costly emergency accommodation, and improve outcomes for households experiencing homelessness.
- 1.3 The redevelopment will make effective use of an existing Council-owned asset to provide modern, self-contained accommodation that better meets the needs of residents requiring temporary housing support.
- 1.4 The report also seeks approval to appoint a contractor through a direct award to a pre-qualified contractor under Lot 1A of the Welsh Procurement Alliance Framework to undertake the refurbishment and conversion works.

2.0 What are the Recommendations?

	Recommendations – What and How?	Reason for Recommendation – Why?
2.1	That Cabinet considers the proposal to submit a planning application and convert 1 Plymouth Road, Barry into 9 units of temporary accommodation.	To advise Cabinet of the intention to increase the supply of new Council owned temporary accommodation.
2.2	That Cabinet notes that the associated Part II report contains commercially sensitive financial and procurement information and seeks the necessary approvals to progress the development and associated contract award.	To ensure decisions are made to progress this proposed development of new Council owned temporary accommodation.

3.0 What is the background to this report?

- 3.1 The Council is seeking to expand its housing stock and satisfy local housing need through the commissioning of new properties as a new development initiative. The principle of developing new homes was established by the Council following a Cabinet meeting on 11th August 2014 (C2439) and sites across the Vale of Glamorgan were considered for development.
- 3.2 The former House in Multiple Occupation (HMO), 1 Plymouth Road, Barry was acquired by the Council on 28th November 2025 for the purpose of converting it into much needed temporary accommodation.
- 3.3 Demand for temporary accommodation across the Vale of Glamorgan continues to increase given current homelessness pressures, and the Council's responsibilities under housing legislation.
- 3.4 The Council currently relies upon a range of temporary accommodation solutions, including bed and breakfast accommodation and leased properties, which can result in significant ongoing revenue costs.
- 3.5 Feasibility assessments have demonstrated the potential to remodel the building to provide nine self-contained residential units together with associated support and management arrangements.
- 3.6 The proposal would support the Council's long-term strategic objective of increasing the supply of high-quality temporary accommodation under Council ownership and management.
- 3.7 Subject to Cabinet approval, it is intended to submit a Regulation 3 Planning application for the change of use to Sui Generis (Interim accommodation for homeless people), as the Council is both landowner and applicant, the planning application will be submitted pursuant to Regulation 3 of the Town and Country Planning General Regulations 1992 The future use

of the building is Sui Generis due to the specific needs of the potential occupiers, the transient nature of their occupancy and the fact the building will also be staffed.

3.8 The change of use proposes nine self-contained studio flats. Each flat will be self-contained and will include kitchen facilities and bathrooms. Staff facilities are also proposed to accommodate onsite staff and provide space for services.

3.9 The Scheme layout and contextual elevations are provided at **Appendices A – E**.

4.0 What issues are there to be considered?

4.1 The need to provide additional quality, Council owned temporary accommodation has become a major corporate priority for the Council, so that it can provide an adequate response to the current Housing Crisis.

4.2 The proposed development will require planning permission for the change of use and associated building works before construction can commence.

4.3 The scheme would provide nine self-contained units of accommodation, offering improved privacy, dignity and independence for households placed in temporary accommodation.

4.4 The development would support the Council's homelessness prevention agenda by increasing the availability of suitable accommodation within the Vale of Glamorgan.

4.5 By increasing Council-controlled accommodation provision, the scheme is expected to reduce reliance on more expensive forms of emergency accommodation over time.

4.6 The refurbishment will bring an existing Council asset back into productive use and contribute to the efficient management of the Council's property portfolio.

4.7 Housing Development Officers have considered available procurement options and recommend utilising the Welsh Procurement Alliance Framework. Lot 1A provides a compliant route to market with contractors who have undergone appropriate pre-qualification assessments. This procurement approach has been approved by the Ardal Procurement Service.

4.8 A direct award under the framework is considered appropriate due to the scale of the works programme requirements and the need to expedite delivery of the accommodation. The rationale for the proposed direct award, including value for money, compliance with framework requirements and the assessment undertaken by Officers, is set out in the associated Part II Report.

4.9 Any appointed contractor will be required to comply with all contractual obligations relating to quality, health and safety, social value, sustainability and statutory compliance.

- 4.10 Part II of this report provides Cabinet with commercially sensitive financial, procurement and contractual information relating to the proposed direct award of a construction contract as public disclosure could prejudice the commercial interests of the Council and third parties.

5.0 How evidence has been used to inform the report, including the views of others?

- 5.1 Housing Services have identified a sustained demand for additional temporary accommodation within the Vale of Glamorgan.
- 5.2 Housing Development Officers have undertaken feasibility assessments confirming the suitability of the building for conversion to self-contained accommodation.
- 5.3 Procurement and legal officers have reviewed available procurement options and confirmed that the Welsh Procurement Alliance Framework provides a compliant route for contractor appointment.
- 5.4 The proposal has been developed with input from Housing Services, Legal Services, Finance and Procurement Officers.

6.0 What are the next steps if the recommendations are approved?

- 6.1 Finalise detailed design proposals and supporting technical documentation.
- 6.2 Submit the change of use planning application for determination by the Local Planning Authority.
- 6.3 In conjunction with Ardal, complete the direct award process under Lot 1A of the Welsh Procurement Alliance Framework.
- 6.4 Enter into contract following completion of governance and legal requirements documentation.
- 6.5 Commence refurbishment works following receipt of planning permission and completion of contractual arrangements.
- 6.6 Bring the accommodation into operational use upon completion of the works.

7.0 How does this report support the Vale 2030 and Reshaping?

- 7.1 The proposal supports the Council's objective of creating strong, safe and inclusive communities by increasing access to suitable accommodation for vulnerable households.
- 7.2 The scheme makes effective use of a Council-owned asset and contributes towards delivering sustainable, efficient and value-for-money services.

- 7.3 Increasing the availability of Council-controlled temporary accommodation supports homelessness prevention objectives and reduces dependence on externally sourced accommodation.
- 8.0 **How does this demonstrate the Five Ways of Working?**
- 8.1 **Long Term:** Creates a sustainable housing asset that will provide temporary accommodation for many years.
- 8.2 **Prevention:** Helps prevent homelessness escalation by increasing access to suitable accommodation.
- 8.3 **Integration:** Supports housing, health, wellbeing and community objectives.
- 8.4 **Collaboration:** Has been developed through collaboration between Housing, Property, Finance, Legal and Procurement teams.
- 8.5 **Involvement:** The scheme responds directly to identified housing needs and service demand data.

Resources

9.0 Finance

- 9.1 The capital costs associated with the refurbishment and conversion works will be funded through approved Housing Development Capital Programme (HDCP) resources and any other approved external funding sources. Currently the HDCP includes £600,000 for 2026/27 and £200,000 for 2027/28.
- 9.2 A draft project feasibility estimate prepared by the Council's Employers Agent and development viability appraisal are available in the associated Part II Report.
- 9.3 A detailed contract sum analysis will be submitted by the recommended contractor prior to their appointment from Lot1A of the Welsh Procurement Alliance framework and verified by RPA Ltd, the Council's Employers Agent and Cost Consultant, who will produce a Value for Money Report assess the contract sum analysis against their project feasibility estimate.
- 9.4 The completed scheme is expected to generate revenue savings through reduced use of emergency accommodation and externally procured temporary accommodation.
- 9.5 The proposal supports the Council's strategic approach to reducing temporary accommodation expenditure. Any contract award must be contained within approved budgets and comply with the Council's Financial Regulations and Contract Procedure Rules.

10.0 Workforce

- 10.1 Existing staffing resources within Housing Development team will support delivery of the project.
- 10.2 No additional permanent staffing requirements are anticipated as a direct result of this decision.

11.0 Legal and Equalities

11.1 Does an Equalities Impact Assessment need to be completed? If not, why?

An Equalities Impact Assessment has not been completed because An Equality Impact Assessment is not considered necessary for the submission of a planning application for the change of use and subsequent conversion of 1 Plymouth Road into temporary accommodation because the proposal does not introduce a new policy, strategy or service change that would have a differential impact on individuals or groups with protected characteristics under the Equality Act 2010.

- 11.2 The proposal relates to the change of use and refurbishment of an existing building to provide temporary accommodation. The development will increase the availability of housing accommodation and is intended to meet an identified housing need. Access to the accommodation will be determined through existing housing allocation and homelessness processes, which are already subject to the Council's statutory duties under the Equality Act 2010 and associated policies and procedures.
- 11.3 The planning application itself is a regulatory process concerned with the use and development of land and buildings. The submission of the application does not alter eligibility criteria, reduce access to services, remove existing facilities, or introduce any arrangements that would adversely affect persons with protected characteristics. Consequently, no disproportionate negative impacts have been identified.
- 11.4 Furthermore, the proposed works will be required to comply with relevant building regulations and design standards, including accessibility requirements where applicable. As such, the scheme is not expected to disadvantage any particular group and may provide positive benefits by increasing the supply of temporary accommodation available to households in housing need.
- 11.5 For these reasons, it is considered that the proposal has a neutral or potentially positive equality impact and that a separate Equality Impact Assessment is not required at this stage. The Council will continue to have due regard to its Public Sector Equality Duty throughout the planning, development and operational stages of the project.
- 11.6 Planning permission will be required prior to commencement of the proposed conversion works.
- 11.7 The proposed direct award through Welsh Procurement Alliance Framework Lot 1A represents a compliant procurement route, subject to adherence with the Procurement Act

2023, the Social Partnership and Public Procurement (Wales) Act and associated Regulations framework requirements and the Council's Contract Procedure Rules.

11.8 Appropriate building control, planning and statutory approvals will be obtained before the scheme progresses.

12.0 **Key Contacts**

12.1 **Who are the primary officers to contact with any comments and/or queries on the report?**

Lead Officer: Jonathan Lewis Housing Development Officer jlewis@valeofglamorgan.gov.uk	Democratic Services Officer: Matt Swindell Cabinet and Committee Services Officer mlswindell@valeofglamorgan.gov.uk
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Appendices

Appendix A – A 104 Proposed Site Plan

Appendix B – A 105 Proposed Ground Floor Plan

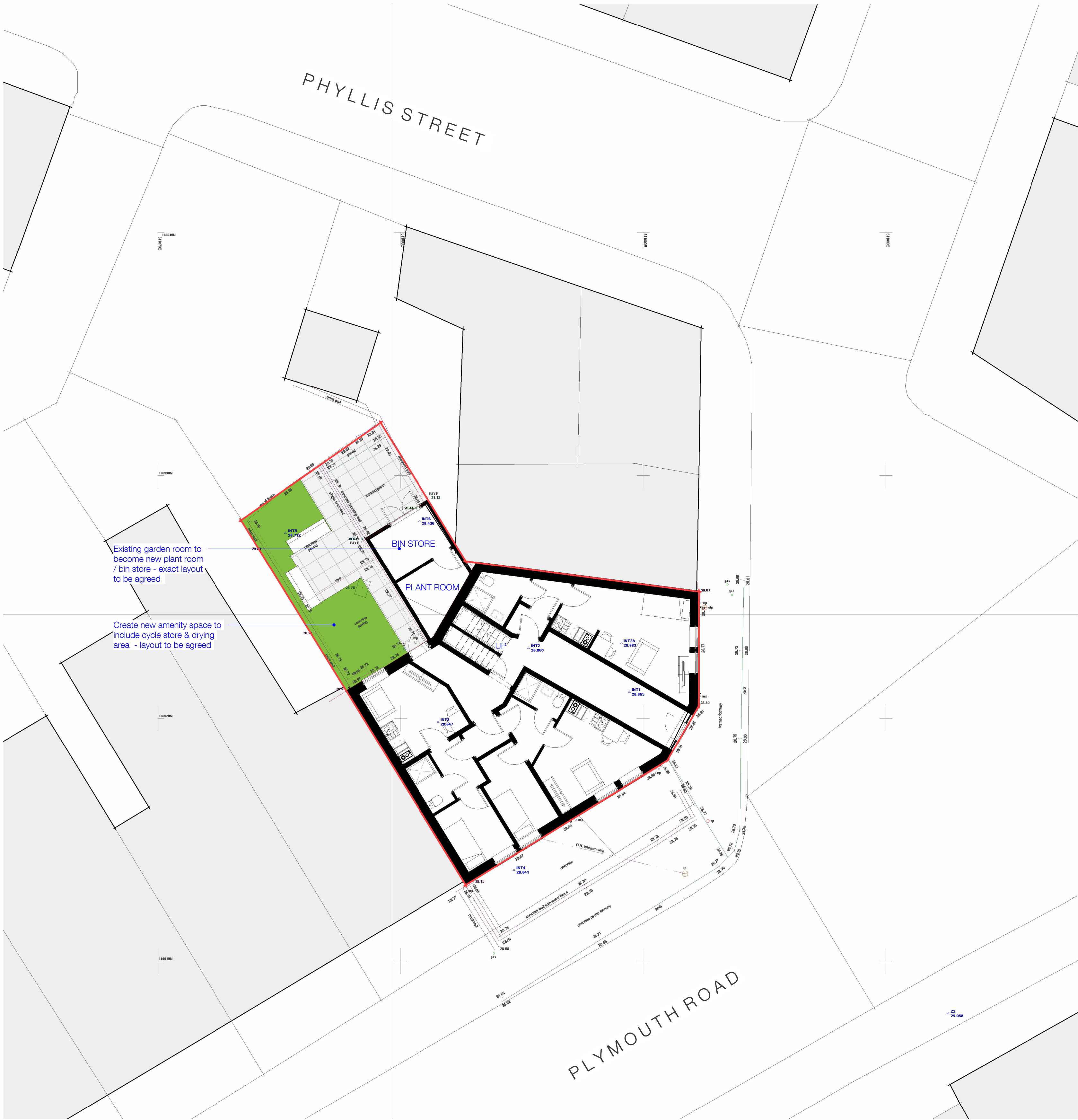
Appendix C – A 108 Proposed First Floor Plan

Appendix D – A 109 Proposed Second Floor Plan

Appendix E – A 110 Proposed Elevations

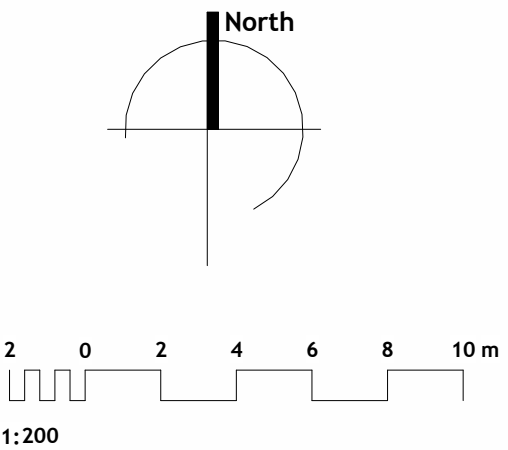
Background Documents

None.



Proposed site layout
1 : 100

Accommodation schedule			
Plot number	Level	Type	Area
Plot 1	Level 0	1b1p Studio	23 m²
Plot 2	Level 0	1b1p Studio	26 m²
Plot 3	Level 0	1b1p Studio	23 m²
Plot 4	Level 1	1b1p Studio	35 m²
Plot 5	Level 1	1b1p Studio	26 m²
Plot 6	Level 1	1b1p Studio	26 m²
Plot 7	Level 2	1b1p Studio	32 m²
Plot 8	Level 2	1b1p Studio	25 m²
Plot 9	Level 2	1b1p Studio	28 m²



Notes

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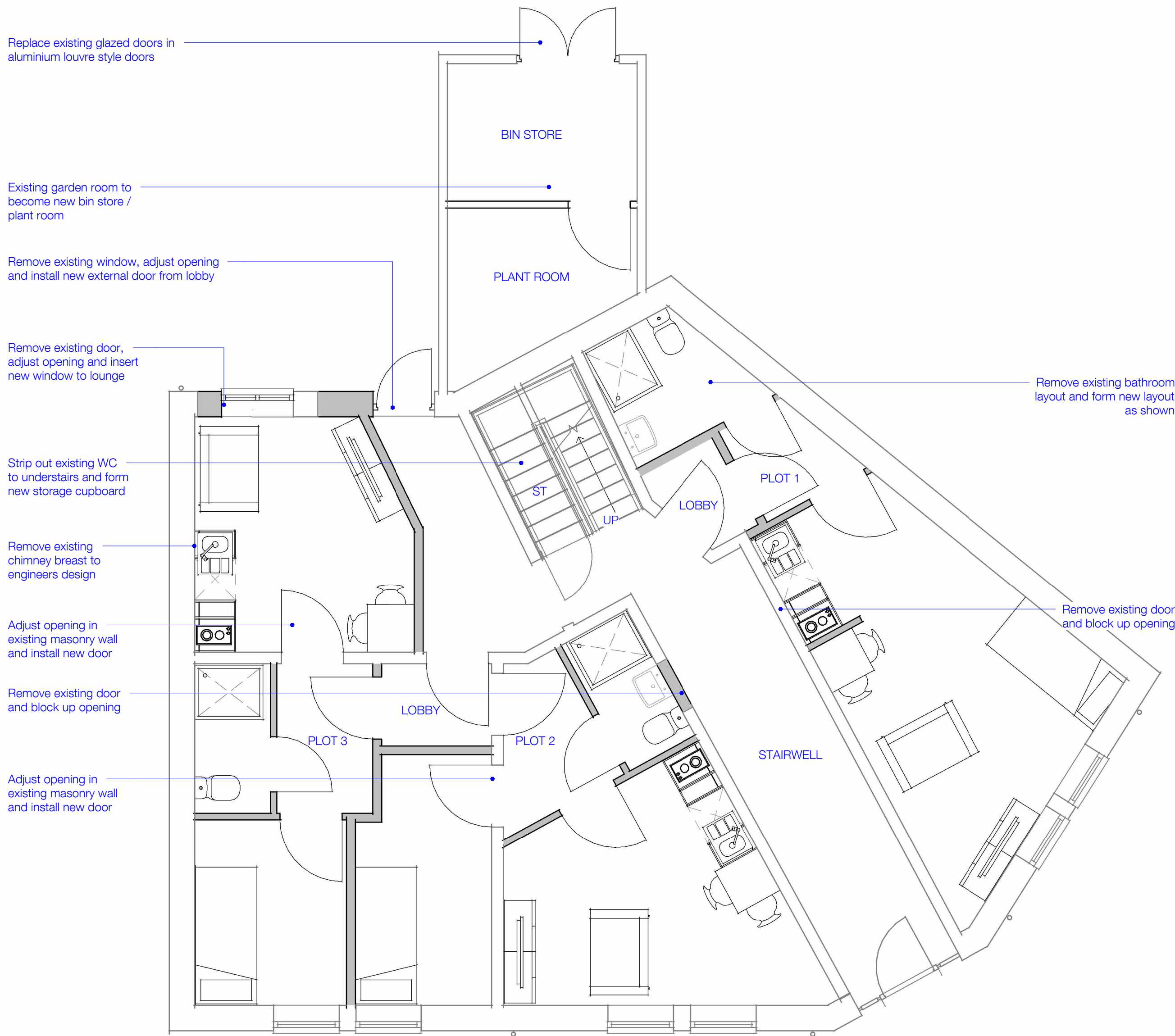
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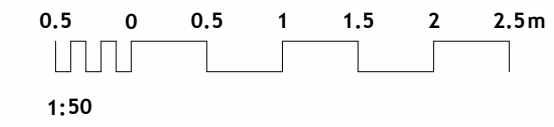
T. 02920 306400
chamberlainmossking.co.uk

Project	1 Plymouth Road, Barry
Project number	N659
Client	Vale of Glamorgan
Title	Proposed site plan
Drawing number	A104
Scale	1 : 100 at A1
Revision	
Status	PLANNING
Drawn	MM
Date	17.06.2026



Proposed ground floor plan

1 : 50



Notes

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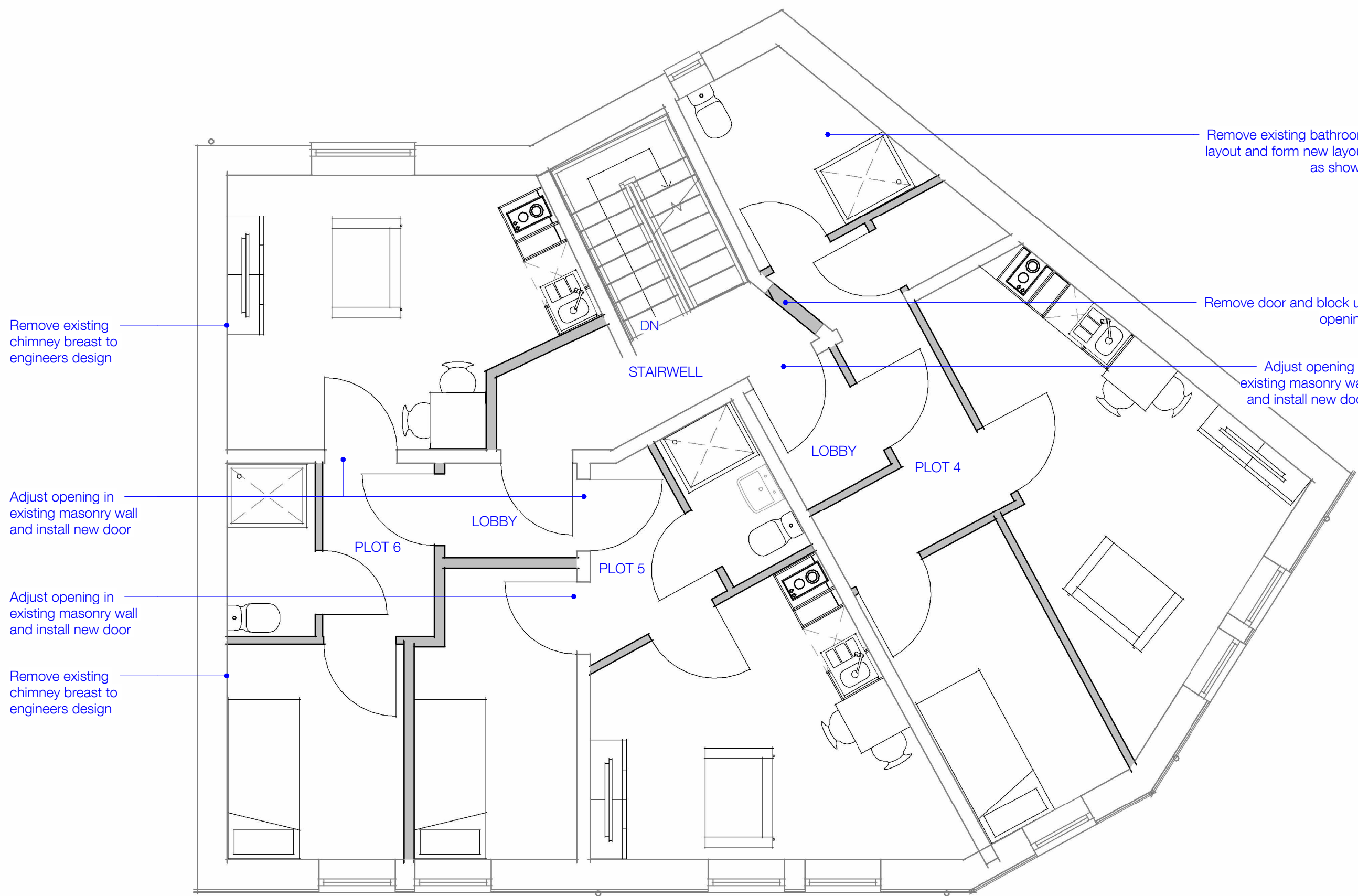
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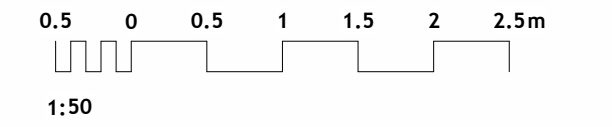
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Project	1 Plymouth Road, Barry
Project number	N659
Client	Vale of Glamorgan
Title	Proposed ground floor plan
Drawing number	A105
Scale	1 : 50 at A1
Revision	
Status	PLANNING
Drawn	MM
Date	17.06.2026



Proposed first floor plan
1 : 50



Notes

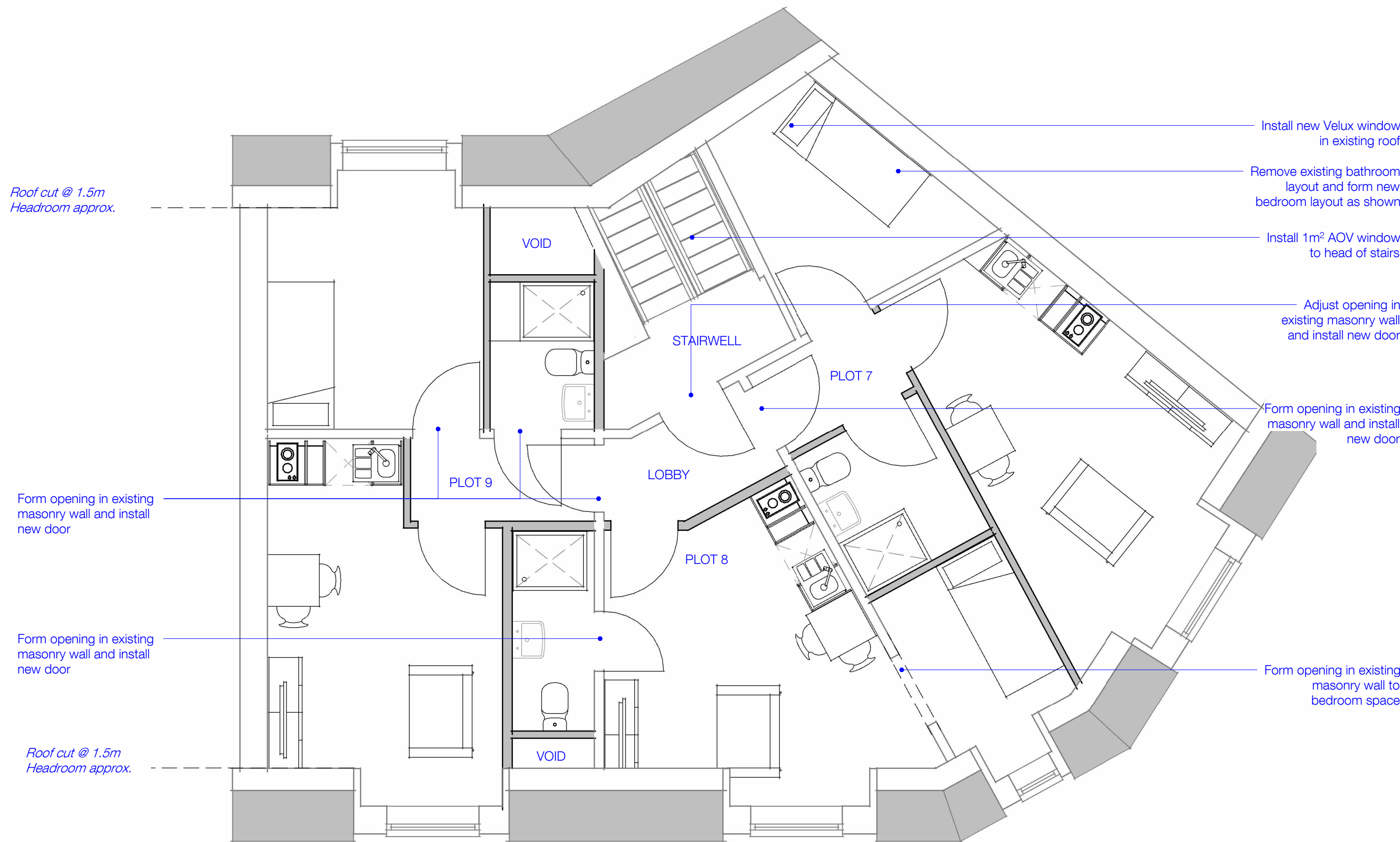
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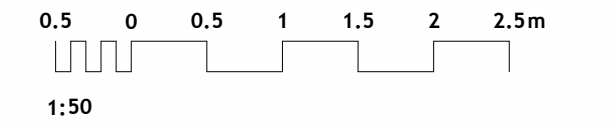
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Project	1 Plymouth Road, Barry
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Client	Vale of Glamorgan
Title	Proposed first floor plan
Drawing number	A108
Scale	1 : 50 at A1
Revision	
Status	PLANNING
Drawn	MM
Date	17.06.2026



Proposed second floor plan
1 : 50



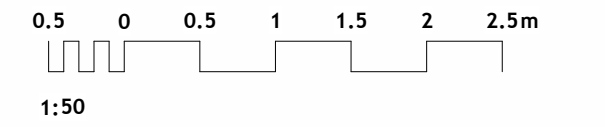
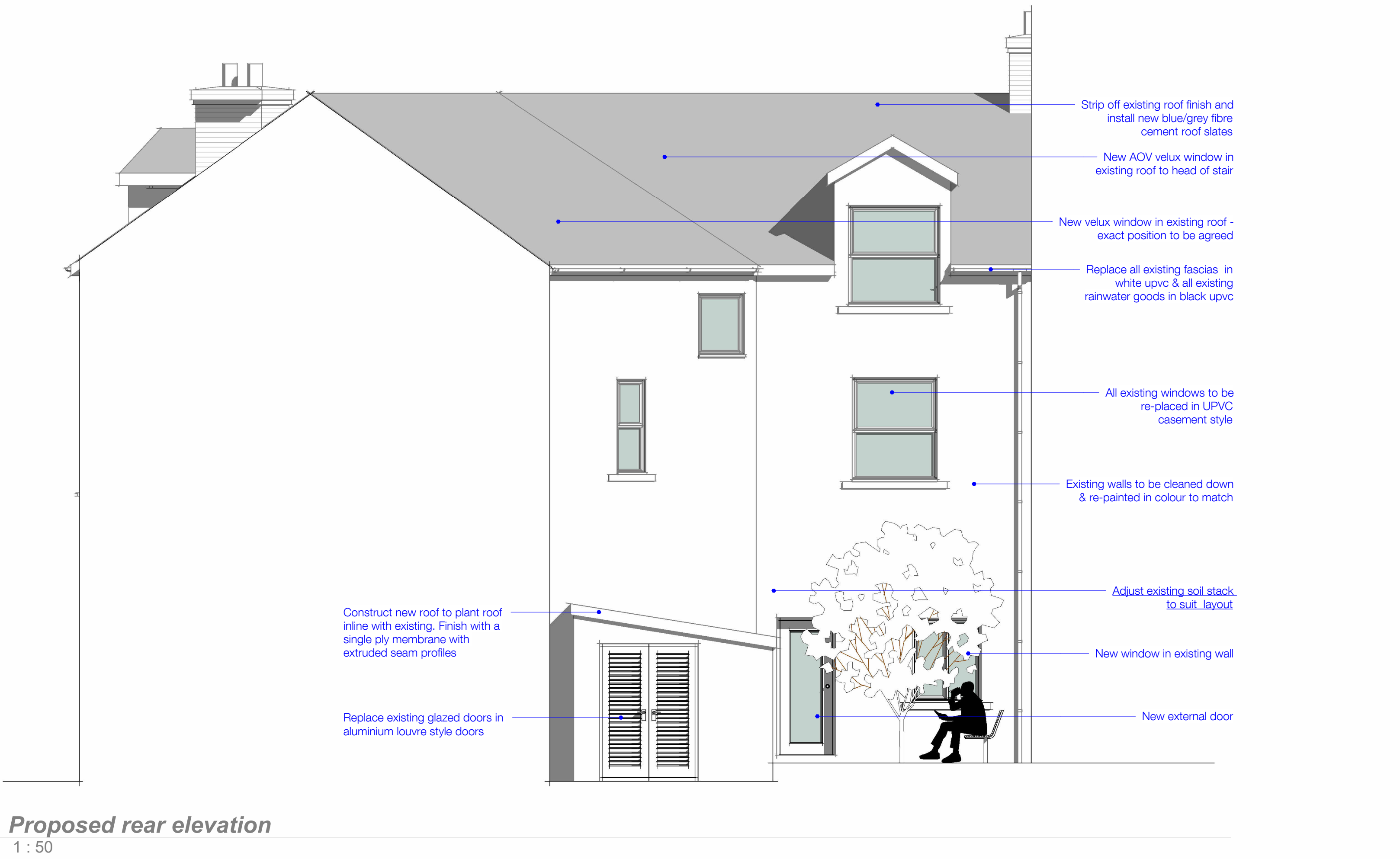
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Project	1 Plymouth Road, Barry
Project number	N659
Client	Vale of Glamorgan
Title	Proposed second floor plan
Drawing number	A109
Scale	1 : 50 at A1
Revision	
Status	PLANNING
Drawn	MM
Date	17.06.2026



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Project number	N659
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Drawing number	A110
Scale	1 : 50 at A1
Revision	
Status	PLANNING
Drawn	MM
Date	17.06.2026