



24 January 2025

CABINET – 3 FEBRUARY 2025

A meeting of Cabinet will be held at 6.00pm on Monday 3 February 2025 in the Council Chamber at the Town Hall, Rugby.

Members of the public may also view the meeting via the livestream available on the Council's website.

Mannie Ketley
Chief Executive

A G E N D A PART 1 – PUBLIC BUSINESS

1. Minutes.

To confirm the minutes of the meeting held on 21 January 2025.

2. Apologies.

To receive apologies for absence from the meeting.

3. Declarations of Interest.

To receive declarations of –

(a) non-pecuniary interests as defined by the Council's Code of Conduct for Councillors;

(b) pecuniary interests as defined by the Council's Code of Conduct for Councillors; and

(c) notice under Section 106 Local Government Finance Act 1992 – non-payment of Community Charge or Council Tax.

Note: Councillors are reminded that they should declare the existence and nature of their interests at the commencement of the meeting (or as soon as the interest becomes apparent). If that interest is a prejudicial interest, the Councillor must withdraw from the room unless one of the exceptions applies.

Membership of Warwickshire County Council or any Parish Council is classed as a non-pecuniary interest under the Code of Conduct. A Councillor does not need to declare this interest unless the Councillor chooses to speak on a matter relating to their membership. If the Councillor does not wish to speak on the matter, the Councillor may still vote on the matter without making a declaration.

4. Question Time.

Notice of questions from the public should be delivered in writing or by e-mail to the Chief Executive at least three clear working days prior to the meeting (no later than Tuesday 28 January 2025).

Growth and Investment, Digital and Communications Portfolio

5. South West Rugby Design Code SPD - public consultation.

Partnerships and Wellbeing Portfolio

Nothing to report to this meeting.

Finance, Performance, Legal and Governance Portfolio

6. Finance and Performance Monitoring Quarter 3 2024/25.

7. Draft General Fund Revenue and Capital Budget 2025/26 and Medium-Term Financial Plan 2025-30 (report to follow).

8. Devolution White Paper.

Communities, Homes, Regulation and Safety Portfolio

9. Draft Housing Revenue Account Capital and Revenue Budgets 2025/26 and Medium-Term Financial Plan 2025-2029.

Operations and Traded Services Portfolio

Nothing to report to this meeting.

Organisational change Portfolio

Nothing to report to this meeting.

The following item contains reports which are to be considered en bloc subject to any Portfolio Holder requesting discussion of an individual report

Nothing to report to this meeting.

PART 2 – EXEMPT INFORMATION

There is no business involving exempt information to be considered.

Any additional papers for this meeting can be accessed via the website.

The Reports of Officers are attached.

Membership of Cabinet:

Councillors Moran (Chair), Brown, C Edwards, Livesey, Mistry, O'Rourke and Robinson.

CALL-IN PROCEDURES

Publication of the decisions made at this meeting will normally be within three working days of the decision. Each decision will come into force at the expiry of five working days after its publication. This does not apply to decisions made to take immediate effect. Call-in procedures are set out in detail in Standing Order 15 of Part 3c of the Constitution.

If you have any general queries with regard to this agenda please contact Claire Waleczek, Democratic and Support Services Manager (01788 533524 or e-mail claire.waleczek@rugby.gov.uk). Any specific queries concerning reports should be directed to the listed contact officer.

AGENDA MANAGEMENT SHEET

Report Title:	South West Rugby Design Code SPD - public consultation
Name of Committee:	Cabinet
Date of Meeting:	3 February 2025
Report Director:	Chief Officer - Growth and Investment
Portfolio:	Growth and Investment, Digital and Communications
Ward Relevance:	Dunsmore, Bilton, Admirals and Cawston
Prior Consultation:	Yes - see report
Contact Officer:	Hayley Smith/Abigail Murphy
Public or Private:	Public
Report Subject to Call-In:	No
Report En-Bloc:	No
Forward Plan:	Yes
Corporate Priorities:	<p>This report relates to the following priority(ies):</p> <ul style="list-style-type: none"><input checked="" type="checkbox"/> A Healthier Rugby – To support people to live healthier, longer, and more independent lives.<input checked="" type="checkbox"/> A Thriving Rugby – To deliver a thriving economy which brings Borough-wide investment and regenerates Rugby Town Centre.<input checked="" type="checkbox"/> A Greener Rugby – To protect the environment and ensure the Borough adapts to climate change.<input checked="" type="checkbox"/> A Fairer Rugby – To reduce inequalities and improve housing across the Borough. <p>Corporate Strategy 2025-2035</p> <p><input type="checkbox"/> This report does not specifically relate to any Council priorities but</p>
Summary:	This report recommends that the draft South West Rugby Design Code SPD be approved for public consultation
Financial Implications:	The costs of the consultation will be limited to the cost of the press notice and postages. These will be met within the existing Development Strategy budget.

Risk Management/Health and Safety Implications:	There are no health and safety implications
Environmental Implications:	A climate and environmental impact assessment has been produced and is attached as Appendix 3
Legal Implications:	Under Regulations 12, 13 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) before a local planning authority can adopt a supplementary planning document it must hold at least four weeks' public consultation.
Equality and Diversity:	An Equality Impact Assessment is appended to this report as appendix 4.
Options:	<p>Option 1 – Cabinet approves the South West Rugby Design Code SPD for public consultation.</p> <p>Option 2 – Cabinet does not approve the South West Rugby Design Code SPD for public consultation.</p>
Recommendation:	<ol style="list-style-type: none"> 1. The South West Rugby Design Code Supplementary Planning Document (Appendix 1 to this report) be approved for four weeks' public consultation in accordance with Regulations 12, 13 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) (as amended); and 2. delegated authority be given to the Chief Officer for Growth and Investment to make minor amendments as necessary to the document before it is published for public consultation.
Reasons for Recommendation:	To provide a basis for improved consistency and quality across the allocated urban extension known as South West Rugby.

Cabinet - 3 February 2025

South West Rugby Design Code SPD - public consultation

Public Report of the Chief Officer - Growth and Investment

Recommendation

1. The South West Rugby Design Code Supplementary Planning Document (Appendix 1 to this report) be approved for four weeks' public consultation in accordance with Regulations 12, 13 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) (as amended); and
2. delegated authority be given to the Chief Officer for Growth and Investment to make minor amendments as necessary to the document before it is published for public consultation.

1. Executive Summary

- 1.1 A draft South West Rugby Design Code SPD has been produced within the Development Strategy team, with specialist consultant input in respect of movement, streets and landscape.
- 1.2 The production of design codes is encouraged by the National Planning Policy Framework (NPPF), and in this case is intended to both raise quality aspirations and achieve a more consistent and cohesive place overall at South West Rugby. This is particularly important given that the area will be subject to multiple planning applications by different applicants.
- 1.3 The reports seeks Cabinet's authority to undertake a 4 week public consultation on the document. Following completion of the public consultation, and any appropriate amendments made as a result of feedback, it is proposed that the updated SPD will be taken back to the Cabinet and Council to be adopted.

2. Background

- 2.1 A design code is a set of concise principles and parameters, which should be illustrated and measurable wherever possible. They set out mandatory requirements for development, in addition to other principles which will be appropriate in some circumstances. The National Planning Policy Framework (NPPF) sets out that local planning authorities should prepare and use design codes for their areas, which should be consistent with the National Model Design Code, and National Design Guide.

2.2 It is the role of Supplementary Planning Documents to support and provide further detailed guidance on local plan policies and they form a material consideration in decision making. The urban extension at South West Rugby is allocated in the adopted local plan (policy DS3). Policy DS8 sets out a number of requirements for the allocation, and policy DS9 sets out requirements for the spine road network. A South West Rugby Masterplan SPD was adopted in 2021, which supplements policy DS8 and seeks to set out more detailed information on multiple themes, including the provision of infrastructure. The proposed South West Rugby Design Code SPD does not seek to replicate or alter the existing adopted policy nor the Masterplan SPD which remains relevant. Instead, it seeks to set out a range of clear design and placemaking principles, which are intended to generate greater consistency and quality across South West Rugby. This is important as South West Rugby is within multiple landownerships, and different parts of it are expected to be brought forward at different times, and by different landowners or organisations.

2.3 The SPD would provide guidance to applicants in producing planning applications for parcels of South West Rugby, as well as a framework for officers and decision makers in considering planning proposals.

3. The South West Rugby Design Code SPD

3.1 The South West Rugby Design Code SPD sets out a range of requirements and principles to guide development on South West Rugby.

3.2 The content of the code is derived from guidance contained within the National Model Design Code Parts 1 + 2. Much of this guidance is centred around the ten characteristics of a well-designed place as stated in the National Design Guide.

3.3 This code references seven out of the ten characteristics, which are deemed most relevant, impactful and appropriate for the allocation and its requirements. These characteristics are:

- Context
- Identity
- Built form
- Movement
- Nature
- Public spaces
- Homes and buildings

3.4 Those characteristics not included may be covered in existing policy or guidance, or might be more appropriate for design codes covering a larger-scale area, or focusing on different design issues.

3.5 The code follows the structure contained in the National Model Design Code, with three main sections - 'Analysis', 'Vision' and 'Code'. Throughout the development of the design code, there has been engagement with a variety of

stakeholders and interested parties, as outlined further in section 4 of this report.

4. Engagement on the development of the South West Rugby Design Code

4.1 As part of the development of the South West Rugby Design Code, there has been a series of events and workshops, with local residents, pupils at Bilton School, parish councillors and ward councillors. A separate report has been prepared outlining the engagement events that have been undertaken, and how the feedback has been understood and incorporated into the emerging document. The engagement report is included at appendix 2.

4.2 Specialist input was commissioned in respect of the movement elements of the design code (including the overall framework and street typologies and design), and as part of this work officers at the Local Highway Authority have been engaged in the content development throughout.

4.3 In addition, specialist landscape input was commissioned to develop content in respect of landscape character, green infrastructure, and appropriate hard and soft landscaping palettes appropriate to the locality. Landscape advice has contributed to the hard and soft landscape elements of street design. As part of the landscape work, consultants and officers have liaised with Warwickshire County Council ecologists and the Lead Flood Authority.

5. Timing of the South West Rugby Design Code

5.1 The timing of the production of the South West Rugby Design Code SPD relative to planning applications, has been a recurring question/theme throughout the engagement process. The SPD once adopted would become a material consideration in the determination of planning applications.

5.2 Whilst there are some planning approvals across the urban extension area (for example the Tritax employment land and a resolution to grant the Homestead Link Road), the majority of the extension does not currently benefit from planning permission, and the design code therefore has potential to influence development across the area.

6. Next steps - proposed consultation on the SPD

6.1 It is important that the SPD is produced in accordance with the applicable regulations, namely The Town and Country Planning (Local Planning) (England) Regulation 2012 (as amended).

6.2 Accordingly, it is proposed that a four-week public consultation is held. The draft SPD is attached as [appendix 1](#) hosted on the webpage: www.rugby.gov.uk/SWRdesigncode due to its size.

6.3 A notice of the consultation will be published in the Rugby Observer and Rugby Advertiser and copies of the consultation documents will be made available on the Council's website and in the following locations:

- Rugby Borough Council's offices, Town Hall, Evreux Way, Rugby, CV12 2RR,
- Rugby Library and Information Centre, Little Elbow Street, Rugby, CV21 3BZ
- Dunchurch Library, The Green, Dunchurch, CV22 6PA

6.4 Notice of the consultation will be sent to all of those individuals and organisations registered on the Council's planning policy consultation database on the date the consultation commences.

6.5 Following completion of the public consultation, it is proposed that an amended SPD will be brought to Cabinet and Council to be adopted.

Name of Meeting: Cabinet

Date of Meeting: 3 February 2025

Subject Matter: South West Rugby Design Code SPD - public consultation

Originating Department: Growth and Investment

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

SOUTH WEST RUGBY DESIGN

CODE:

**COMMUNITY STAKEHOLDER
ENGAGEMENT SUMMARY**

DECEMBER 2024

Introduction

A design code is a set of concise and measurable requirements for development, aimed at improving overall design quality and ensuring consistency. The National Model Design Code outlines a process for the development of design codes and highlights the benefits of regular engagement throughout stages of the process.

This report outlines the community engagement that has been undertaken in the preparation of the design code for South West Rugby, and will outline the key findings and outputs which have informed how the design code has evolved.

It should be noted that in addition to community involvement, there has been regular engagement with other stakeholders, including land and developer interests, and technical/specialist stakeholders such as local highway authority officers, ecologists and flood officers from Warwickshire County Council. This report however, focusses only on the community stakeholder involvement.

Methods of engagement

Engagement regarding the production of a design code for South West Rugby was conducted throughout 2024 through a range of meetings and events organised by Rugby Borough Council's Development Strategy team.

The engagement sessions for community stakeholder groups fell into two categories:

- 1) **Introductory sessions** – focused on introducing the design code and its purpose, and the initial analysis of the site and the wider area. These workshop sessions were designed to be interactive with feedback invited on post-it notes to various A1 sheets presented. Attendees were asked:
 - a) about visual preferences and priorities for streets, public spaces, and buildings. This included 'ranking' images of streets, public spaces and buildings from within the borough and beyond.
 - b) What is important to you about the South West Rugby area?
 - c) What is characteristic of Rugby and its surroundings? (*school pupils were not asked this question*)
 - d) What would you change about the emerging vision for South West Rugby? (*public introductory session only*)
 - e) How can the existing landscape character contribute to the vision and masterplan? (*school pupils were not asked this question*)

Images of the A1 printed materials utilized in the introductory sessions are included in **appendix 1**, as well as photographed examples of the product with post-it notes attached. A full transcription of all comments received is included for each sheet in appendix 1 also, with responses received from adult participants and school pupils distinguished.

The responses received from adult participants and school pupils have been kept separate because there is sometimes a perceptible difference in emphasis between these groups which it is considered important to acknowledge.

- 2) **Follow-up sessions** – designed to inform community stakeholders of progress since the introductory sessions, including:
- a) how feedback from those sessions has informed the vision and masterplan and other emerging draft code content
 - b) next steps

Images of the A1 printed materials presented at the follow-up sessions are included in **appendix 2**.

The groups involved, dates and locations of their respective meetings, and the main purpose of the sessions are set out below.

Group	Date	Location	Session
Borough Councillors (Dunsmore, Bilton, Admirals and Cawston)	07 March 2024	Town Hall	Introductory
	12 November 2024	Town Hall	Follow up
Bilton School Students	26 April 2024	Bilton School	Introductory
Parish Councillors	14 March 2024	Dunchurch Sportsfield and Village Hall	Introductory
	12 November 2024	Town Hall	Follow up
Public (ticketed event via Eventbrite)	04 June 2024	Dunchurch Sportsfield and Village Hall	Introductory
	05 November 2024	Dunchurch Sportsfield and Village Hall	Follow up

The summary of results outlined in this report, focusses on feedback received in the introductory sessions, and this has informed the evolution of the draft design code. The following sections of this report will seek to outline how in summary, recurring comments from and suggestions from these sessions have been incorporated or reflected into the design code.

Results Summary

Visual preferences

Three visual preferences sheets were presented with participants invited to rank images and add any commentary/opinions on pos-it notes. The three sheets each had a different focus:

- Streets
- Public spaces
- Buildings

Review of the comments received indicated that few had sought to rank the images, and indicated significant overlap of themes across the three sheets. As result, this summary considers all visual preferences together.

Of the 18 examples of housing developments which participants provided feedback on, only two received mostly positive responses amongst both adult participants and school pupils. The first of these was Great Kneighton, Cambridge, where the presence of greenery and the design of the buildings was praised generally. The second was Derwenthorpe, York, where participants liked the perceived quality and varied styles of the buildings, and also praised the presence of open space.



Left: Great Kneighton, Cambridge. Right: Derwenthorpe, York.

Three examples received almost exclusively negative feedback from adult participants. Ashlawn Gardens and Croft Avenue, both in Rugby, were criticised for being dull, lacking amenity green space, and having excessive areas of hard-standing. Participants also strongly disliked Cottom Way, Preston, primarily because of the use of grey on the windows and doors, but also due to the style of the houses and the location of parking immediately outside the front doors.



Left: Ashlawn Gardens, Rugby. Right: Croft Avenue, Rugby.

The comments of school pupils were generally less negative in tone, but predominantly focus on space to walk, open space, play areas and trees where these are evident in the images. Negative comments generally amongst school pupils include colour palettes and a sense of being cramped. A number of comments on each sheet refer to renewable energy (e.g. solar panels), which is assumed to be commentary that these are not evident in the images.

Considering the feedback given for the 18 examples as a whole, we can identify several views that consistently carried weight amongst the participants. The table below summarises these, and how the design code seeks to address them.

You said	We did
The presence of trees, shrubs and other plants is important	We appointed landscape consultants Influence to contribute to the design code. Influence have developed landscape elements of the masterplan, layering upon work already incorporated in the South West Rugby Masterplan SPD. This includes work on existing landscape features, landscape character areas and new planting palettes.
There is a desire to see open space close to housing	The masterplan and vision identify a green infrastructure network. We have also incorporated accessibility standards for open spaces within the design code.
Clearly defined and ample car parking provision is essential	We have worked closely with our appointed transport/movement consultants and colleagues from the Local Highway Authority to incorporate requirements and principles for appropriate parking across the site. The outcomes of this can be found principally in the 'movement' and 'public space' chapters of the code.
There is a desire for housing to have a distinctive style with variation between buildings	We agree, and have set out within the 'built form' chapter how we want to see buildings vary between different character areas, and along different street types and edge conditions. This is to create variety across South West Rugby as a whole, but also within localised areas.
Housing which is taller than two-storeys can detract from an area's environment	We have given building heights a lot of consideration, and included upper limits to the number of storeys we think may be appropriate in different areas of the urban extension. Whilst the design code anticipates substantial areas of housing development within South West Rugby are likely to be predominantly two-storeys, given the scale of the area, different uses within the site, and different scales of streets and open spaces, we have identified that higher buildings may be permissible in some locations.

Streets, public spaces and buildings – important characteristics

60 answers were received to the question “*what is important to you about streets, public spaces, and buildings?*” Broadly speaking, the themes below were most common in the answers received:

- Streets: Safety, wide paths, and green areas.
- Public spaces: Accessible space, green space, play areas, public art and street furniture.
- Buildings: Bungalows, and a variety of types/styles of buildings.

	You said	We did
Streets	Safety	In respect of road safety, we have been working with our appointed consultants and the Local Highway Authority. The design code also includes requirements for enclosure and overlooking of streets and public spaces, and considers matters such as lighting.
	Wide paths	We appointed transport consultants and jointly liaised with Warwickshire County Council as the Local Highway Authority to ensure the code includes appropriate requirements to prioritize walking and active modes of travel.
	Green areas	Green infrastructure is included within the 'nature' chapter at strategic and more local scales. Opportunities to create 'green streets' are also incorporated, drawing on advice from the landscape and movement consultants.
Public spaces	Accessible space	Proximity of public open space to homes is addressed in the design code.
	Green space	As above
	Play areas	Principles for the location and design of play spaces are included in the design code
	Public art	The bespoke nature of public art makes it challenging to specify in detail in a design code, though the principle of public art in South West Rugby is encouraged.

	Street furniture	Some principles and examples are included in the design code
Buildings	Bungalows	Bungalows are permissible within the scope of the code. Building heights are stated as maximums.
	Variety of types and styles	The code identifies different area types and associated characteristics, to assist in generating variety across the area.

South West Rugby Area

32 responses from adult participants were received to the question “*what is important to you about this area [South West Rugby]?*” The themes which appeared most frequently, in descending order, were:

- Natural environment
- Active travel routes
- Good road traffic flow
- Services and facilities
- Distinct boundaries or buffers with existing settlements

30 responses were received to this question from school pupils. These were even more heavily focused on trees and open space, with 10 focusing on saving trees/forests and a further 8 on fields and green spaces.

A desire for retail and food/leisure was another recurring theme amongst school pupils.

You said	We did
Natural environment is a priority	We have worked with landscape consultants to look strategically at green infrastructure across the area, including defining landscape character areas, and key landscape features to be preserved. This builds upon existing information in the Masterplan SPD, which includes a woodland management plan for Cawston Spinney.
Active travel routes as a priority	We have worked with appointed consultants and colleagues at Warwickshire County Council to devise an indicative connected network of routes across the area, linking to existing routes wherever possible. The design of streets and public spaces are addressed in the code, and seek to prioritise active modes of travel.
Good road traffic flow as a priority	We have liaised with County Council colleagues and our appointed consultants where this is within the scope of the design code. The code also seeks to prioritise and encourage active modes of travel for local journeys.
Services and facilities	Existing policy, including the South West Rugby Masterplan SPD already set out a range of services and facilities expected for this site, including Appendix K which has recently been updated with costs. Many comments were focused on early delivery, though this is beyond the scope of the design code.
Distinct boundaries or buffers with existing settlements	The design code examines (in the built form chapter) edges of the area, and the sensitive interface between development and existing built up areas.

Landscape character

54 answers were received to the question “*how can the existing landscape character of the site and its surroundings contribute to the vision and masterplan?*” The responses covered a wide range of topics and varied in their level of detail. Nonetheless, some recurring views could be identified (in descending order of weight), which are included in the table below.

You said	We did
There are concerns about the protection or enhancement of the natural environment	We appointed landscape consultants to advise us on landscape matters, including existing landscape features. Alongside Influence, we have also liaised with colleagues at Warwickshire County Council in respect of ecology and flood risk, to ensure that the masterplan incorporates key landscape and ecological elements and that appropriate principles for the development of parcels, open spaces and streets are included.
Active travel infrastructure should be provided	We have worked with appointed movement consultants and colleagues at the local highway authority to develop an appropriate movement grid which seeks to prioritise active travel. We have also worked with landscape consultants to ensure that routes through green spaces are appropriately provided.
Specific species of plants to be provided or protected	We compiled a list of these very detailed species comments and asked landscape consultants Influence to consider them in the scope of their work. The specific comments and the responses are included in appendix 2 .
There are concerns about the safety of pedestrians	Through the combination of content in the movement, public space and nature chapters, we seek to prioritise pedestrian movement which involves making routes safe and attractive for pedestrians.
Infrastructure and buildings should be accessible	We want infrastructure and buildings to be accessible. At a site wide level, the movement network and arrangement of open spaces seek to create active permeability, whilst street and route design aims to take account of/give priority to active travel to infrastructure such as schools. At a building level, accessibility is incorporated in building regulations.

Character of Rugby

21 answers were received to the question “*what is characteristic or important about Rugby and its surroundings?*” These were particularly diverse and lacked any common focus, suggesting that the respondents did not hold any common perceptions about the character of the town or its surroundings that we could apply to the design code.

Emerging Vision

Participants were presented with the following emerging vision for South West Rugby and were asked what they would add or change:

An attractive, engaging and enjoyable place to live, work and play with a vibrant centre that meets day to day needs and supports an active, resilient community.

A place where green spaces, trees and waterways are celebrated and form an inherent part of the everyday experience.

Where walking and cycling along high-quality links are the travel modes of first choice, with buses providing convenient and attractive connections for longer distance travel. Calm, safe and greened streets provide for connections to strategic roads for longer distance journeys.

Buildings that both respect nearby settlements and contribute to a distinctive sense of place.

31 answers were received. Common themes included:

- Infrastructure for active travel and public transport
- Services and facilities
- Safe play areas
- Protecting or enhancing the natural environment



We adapted the vision accordingly, and presented the updated vision at the follow up sessions as follows:

1. *An attractive, engaging and enjoyable place to live, work and play with a vibrant centre that is a focal meeting place for the community. The centre meets day to day needs of residents and supports an active, healthy, resilient community.*
2. *A place where green-spaces, trees, hedgerows, plants, waterways and the wider natural environment are celebrated and form an inherent part of the everyday experience. Retained landscape features including Cawston Spinney and Cock Robin Wood, alongside new greenspaces of different types, shapes and sizes for the benefit of residents and wildlife, contribute to the character of the locality. Green space to enjoy is located a short walk from home, including safe play areas for younger residents.*
3. *Where walking and cycling along high-quality links are the travel modes of first choice, with buses providing convenient and attractive connections to key destinations within Rugby and for longer distance travel. Calm, safe and greened streets provide for connections to strategic roads for longer distance journeys.*
4. *There is a cohesive variety in built form, with homes and buildings that both respect nearby settlements and contribute to a distinctive sense of place. There is a variety of different types of homes to meet a variety of different needs, and they are designed with quality and climate mitigation in mind. Transitions between different scales and uses are carefully designed and managed to create a safe, social and enjoyable environment for everyone.*

Summary of Responses

Considering the responses received across all of the questions posed, it can be seen that certain concerns or desires, supported by a considerable portion of participants, arose consistently.

Of these, a concern about the protection or enhancement of the natural environment seemed to carry the most weight. This materialised as general expressions of concern about the effect that development may have on the natural environment, through to specific recommendations for building measures, such as the installation of bird boxes or green roofs. Many responses appeared to appeal for the protection or enhancement of the natural environment for its own sake (I.E. because of its intrinsic value), whereas others were more explicitly instrumental, motivated by the perceived positive effects that could be derived for residents or the wider population.

Another matter which was raised in response to nearly all prompts was the need for active travel provision. Often this was expressed in a general manner, but occasionally specific recommendations, such as the creation of a footpath/cycleway linking South West Rugby and

the town centre, were made. The need for active travel routes, particularly footpaths, to be accessible (dropped kerbs, sufficient width, free of obstructions) was frequently raised too.

Finally, a clear desire for newly developed areas to display a distinctive style, with variety between buildings, was present throughout the consultation process. This was often expressed through the criticism of examples that were seen as “dull”, “bland”, “uninspiring” or “uniform”. However, a common view about precisely what facets would positively contribute to a suitable style for South West Rugby could not be detected.

Appendix 1-Materials presented at introductory workshops March – June 2024

The following were presented as A1 sheets, and attendees invited to rank preferences and/or make comments on post it notes. The transcribed notes relevant to each presentation sheet follow immediately after, and comments made by adults and school pupils are identified separately.

HOW WOULD YOU RANK THESE EXAMPLES AND WHY?

1. Tibby's Triangle, Suffolk	4. Wichelstowe, Swindon
2. Ashlawn Gardens, Rugby	5. Priors Hall, Carby
3. Great Kneighton, Cambridge	6. Horsted Park, Kent

STREETS

Streets - how would you rank these examples and why? (adults)						
Comment	1. Tibby's Row, Angle, Suffolk	2. Ashlawn Gardens, Rugby	3. Great Kneighton, Cambridge	4. Wichelstowe, Swindon	5. Priors Hall, Corby	6. Horsted Park, Kent
Comment 1	Cobbled wall nice.	Building large houses with limited parking spaces meaning more cars parked on pavements / verges.	Good horizontal displacement and narrowing. Calm traffic. ü Brick surface.	Not enough parking. Cars park on green spaces.	Bland. Uninspiring.	Interesting brickwork.
Comment 2	Cramped living will need open space nearby.	Boring and uninspiring. The worst on this sheet.	Nice implementation of trees, when grown can cover boring aspects of buildings.	Bland, little green space planted.	Village quarter. Town quarter.	Bungalows for more wheelchair access.
Comment 3	Granny annex inbuilt.	Good parking and space between however need more green/planting. Flooding issue.	Nice contrasting colours. Better planting.	This generally looks better than most standard developer properties.	Street lighting? Could street lights have hoods on the backs of them please so they don't glare into windows of bedrooms. Thanks!	Green space in front of houses and trees/hedges give a less 'harsh' feel to an estate. A semi-rural part.

Streets - how would you rank these examples and why? (adults)						
Comment	1. Tibby's Row, Suffolk	2. Ashlawn Gardens, Rugby	3. Great Kneighton, Cambridge	4. Wichelstowe, Swindon	5. Priors Hall, Corby	6. Horsted Park, Kent
Comment 4	Too over developed .	Bland/not much green spaces out front.	This is probably better than it looks as Cambridge City Council insist on infrastructure e.g. shops, schools go in first.	All the same trees - plant a variety and those that live longer.	Too much like a flat/apartments because of roof line. • Use gables more regularly.	Herringbone driveways are great at creating a more personal aspect to a section of homes. • Colours are great features in bricks.
Comment 5	Too crowded and buildings are too tall.	Drainage problems - too much concrete!	Really works well with "timber cladding" Houlton e.g. very desirable.	More green space vs brick/concrete. Controlled natural areas.	Townhouses cause parking problems but like it has trees.	• Like landscaping but nowhere to walk. • Dislike block paving.
Comment 6	Dark and dangerous .	WORST completely treeless.	I like the uniformity of these!!	Like that this area is all the same!!	Like - trees, cycle path. Dislike - massing, straight line (no features), parking.	Dislike - nowhere to walk on footpath. Brick facings!
Comment 7	Like - village feel, variety of scene, shielded parking. Dislike - no dedicated pathways.	Where is the green space? Looks dull and depressing.	Like - the architecture. Dislike - straight lines and angles. Where is the parking?	Like the good parking provision.	Like - raised beds, discouraging verge damage. Dislike - not enough parking.	Like - variety of housing, hedgerows, shielded parking. Dislike - no dedicated cycleway/footpath.

Streets - how would you rank these examples and why? (adults)						
Comment	1. Tibby's Row, Angle, Suffolk	2. Ashlawn Gardens, Rugby	3. Great Kneighton, Cambridge	4. Wichelstowe, Swindon	5. Priors Hall, Corby	6. Horsted Park, Kent
Comment 8		Too much hard standing. No greenery.	Like - modern feel, integrated green spaces. Dislike - parking unclear, modular.	Like - dedicated footpath, shielded parking. Dislike - lack of character, straight road.	Hate this.	
Comment 9		This is the absolute worst!! But I like the parking in front of the homes.	Landscaping is great when paving is edged or boxed.	<ul style="list-style-type: none"> • Parking next to houses is a bonus, proper parking makes street scene nicer. • Road is narrow. 		
Comment 10		This is dated now. No more please.	Like but looks like a footpath not a road and no obvious entrances and too uniform.	Like - the verges, the trees, the houses. Dislike - no character, straight lines.		
Comment 11		Like - nothing. Dislike - no integrated green space, lacks any character.				
Comment 12		Ashamed this is ours!!				

Streets - how would you rank these examples and why? (adults)						
Comment	1. Tibby's Row, Angle, Suffolk	2. Ashlawn Gardens, Rugby	3. Great Kneighton, Cambridge	4. Wichelstowe, Swindon	5. Priors Hall, Corby	6. Horsted Park, Kent
Comment 13		Too bland, looks like a large car park, no landscaping.				
Overall perception	Mainly negative	Almost entirely negative	Mainly positive	Mixed	Mainly negative	Mixed

How would you rank these examples and why? (School pupils)						
Comment	1. Tibby's Row, Angle, Suffolk	2. Ashlawn Gardens, Rugby	3. Great Kneighton, Cambridge	4. Wichelstowe, Swindon	5. Priors Hall, Corby	6. Horsted Park, Kent
Comment 1	Too plain maybe.	Needs local shops.	My favourite one is picture 3 because you can clearly see how well the houses are distributed.	Nice size roads and footpaths.	Number 5 is the worst as the parking is narrow and not modern.	Needs spaces for walking.
Comment 2	There are no paths - not safe.	Electric car charging points.	Very spacious.	Old looking can be eye-catching.	Nice colours.	Small road and gardens.
Comment 3	7.5/10 nice walk way, good house design.		Good.	Little lacking.	Too cramped and dated.	Colour scheme could be improved slightly.

How would you rank these examples and why? (School pupils)						
Comment	1. Tibby's Row, Angle, Suffolk	2. Ashlawn Gardens, Rugby	3. Great Kneighton, Cambridge	4. Wichelstowe, Swindon	5. Priors Hall, Corby	6. Horsted Park, Kent
Comment 4	Local shop, small park, look after grass.		I like it the best.	Too plain.	Here the parking looks quite cramped and blocking off some of the road.	Maybe more lights and a bike lane.
Comment 5			Too cramped and too small, need more space.	Solar panels, protect environment, renewable energy.	It would be cool for a bike path along the sides.	
Comment 6			8.5/10 nice modern design.	Needs more lighting and CCTV.		
Comment 7			More CCTV.	This is my favourite because there is plenty of space and lots of parking for the people.		
Comment 8			Solar panels on roofs.			
Comment 9			It needs more street lamps.			
Comment 10			This is one of my favourite as there are more windows south facing so it			

How would you rank these examples and why? (School pupils)						
Row	1. Tibby's Rangle, Suffolk	2. Ashlawn Gardens, Rugby	3. Great Kneighton, Cambridge	4. Wichelsto we, Swindon	5. Priors Hall, Corby	6. Horsted Park, Kent
Comment						
			will save on heating.			
Comment 11			The layout of the road means there's less likelihood of speeding so children can play.			
Comment 12			Maybe add garages for parking.			
Comment 13			Needs a local shop like a Tesco or Sainsbury.			



HOW WOULD YOU RANK THESE EXAMPLES AND WHY? **PUBLIC SPACES**

1. Derwenthops, York	4. The Avenue, Unstford
2. Project Drive, Rugby	5. Brand Road, Rugby
3. Priors Hall, Colby	6. Goldsmith Street, Norwich

Public spaces - how would you rank these examples and why? (adults)						
Comment	1. Croft Row, Rugby	2. Cottam Way, Preston	3. Oakfield, Swindon	4. Houlton, Rugby	5. Tadpole Garden Village, Swindon	6. Goldsmith Street, Norwich
Comment 1	This could be CGI - or anywhere in the UK.	Better range less mono form.	More space.	Soulless - just like everywhere else - no character.	Visitor parking.	Looks like a prison - awful.
Comment 2	6th.	Dislike: Porches. Will date. Grey double glazing.	Single storey dwelling - downsizing .	So soulless! Missing character and space.	Ability to extend or adapt.	Trees.
Comment 3	Too much hard surfacing - drainage problems.	Looks too 1970s style with small windows.	Too flat, no variety of brickwork. Cars will spoil the scene. Greenery minimal.	Prefer different designs and exteriors with parking adjacent.	Solar panels, electric car charging points. Yes üüüü 100%.	Plenty green space, mental health, local flooding.
Comment 4	Dated.	Dislike: Parking in front of houses. Front gardens seem redundant.	Dislike: Looks like a warehouse .	<u>Like</u> The more traditional street scene. Curves. Fencing, trees.	Standards 1. Bin Storage 2. Covered space for cycles including blocks of flats.	Pre-fab homes.
Comment 5	Too bland.	Use grey will be outdated fast.	Design out social/neighbour problems by not having living spaces adjacent.	Acceptable and interesting when entrance doors face different directions.	Siting heat pumps, air con.	% of local bricks.

Public spaces - how would you rank these examples and why? (adults)						
Row	1. Croft Row, Rugby	2. Cottam Way, Preston	3. Oakfield, Swindon	4. Houlton, Rugby	5. Tadpole Garden Village, Swindon	6. Goldsmith Street, Norwich
Comment 6	Not creative, we can do more. Bay windows flat roof no!		Don't like 3 storey, no-one parks in a garage.	More Houlton like as use of differing designs good winding road good.	More interesting - better to have a mix of different designs.	Could this be prefabricated.
Comment 7	Feels outmoded. No style over other estates.		Stairwells divide properties well for noise at entrance and stairwells.		Looks more seasidey. But too many the same.	Looks like a prison block.
Comment 8	Good parking spaces!		Garage too narrow and close to access, cars block a welcome aspect. Love natural brick and simple colour blocks.		Different designs on the theme would be better - but nice clean modern lines appeal to family.	Not too high so good. Brickwork has some features to it. Restrictions of parking good if not overdone.
Comment 9					<u>Dislike</u> We need to think about where the bins are going to be stored! Looks like beach houses. Three storeys too many	<u>Like</u> Brick colour. <u>Dislike</u> The lamp posts. No green space. No parking.

Public spaces - how would you rank these examples and why? (adults)						
Row Comment	1. Croft Row, Rugby	2. Cottam Way, Preston	3. Oakfield, Swindon	4. Houlton, Rugby	5. Tadpole Garden Village, Swindon	6. Goldsmith Street, Norwich
					stairs for residents.	
Comment 10					Modern is nice but can look dated quickly - don't like 3 storey houses.	No pepperpotting social housing.
Comment 11					Not a style in mode of Rugby. Too high as 3 storeys.	Garden spaces have more privacy with slightly raised wall at entrance. Bin receptacles are fabulous for concealing ugly bins.
Comment 12					Yuck <u>3 storey</u> awful terrible for family living.	A modern take on old style terrace, nicer frontages.

Public spaces - how would you rank these examples and why? (adults)						
Comment	1. Croft Row, Rugby	2. Cottam Way, Preston	3. Oakfield, Swindon	4. Houlton, Rugby	5. Tadpole Garden Village, Swindon	6. Goldsmith Street, Norwich
Comment 13					<ul style="list-style-type: none"> • Painting high cables is expensive, maintenance. • Staining of paint will be a problem if not regularly done. 	Nice wheelie bins storage.
Overall perception	Almost entirely negative	Almost entirely negative	Mixed	Mixed	Mainly negative	Mixed

How would you rank these examples and why? (School pupils)						
Comment	1. Croft Row, Rugby	2. Cottam Way, Preston	3. Oakfield, Swindon	4. Houlton, Rugby	5. Tadpole Garden Village, Swindon	6. Goldsmith Street, Norwich
Comment 1	Door hood is weird. Windows uneven. Houses are all really different. No driveway.	Nice design - very eye catching. I love it except the windows are a little small. No green spaces.	Too close. Needs semi-detached house.	Confusing layout.	Balcony for people and fresh air and nice design.	Too square.
Comment 2	No green spaces.	Such a nice design. Windows a bit small. Looks really nice.	Nice storage of vehicles and open spaces in front of the houses.	Small windows. Looks bad. Dirty roads. Houses don't match.	Nice design and balcony for fresh air. Not matching colours. Not a big	No natural habitat.

How would you rank these examples and why? (School pupils)						
Comment	1. Croft Row, Rugby	2. Cottam Way, Preston	3. Oakfield, Swindon	4. Houlton, Rugby	5. Tadpole Garden Village, Swindon	6. Goldsmith Street, Norwich
					drive for cars.	
Comment 3	Very plain, quite boring. Nice but plain.	I love the look but not the spacing.	Brighter roads to compliment sunlight?	Nice green spaces. No garden space. Okay design but a little boring and not good public transport for roads as they are bendy.	Too repeated.	I don't like the layout or the wood with the brick.
Comment 4	It looks bland and I don't like the spacing.	Great parking. Modern houses.	Love the design. Garage stay. Nice sleek look. Good colour choices.	Dirty roads. Lots of curves - hard for cars to get out. Design is a bit plain. Dead ends.	Don't destroy the woods.	Looks nice but too small road. Why the wire?
Comment 5	Put more football pitches to entertain people from new generation.	Great parking. Love the design. Nicer than tarmac.	Nice design. Nice option of sizes. No green spaces but good public areas (benches).	Nice area for a family to live together.	Not much to it to describe. I like the white with the red.	Safe as there are these (arrow pointing to wooden bollard).

How would you rank these examples and why? (School pupils)						
Comment	1. Croft Row, Rugby	2. Cottam Way, Preston	3. Oakfield, Swindon	4. Houlton, Rugby	5. Tadpole Garden Village, Swindon	6. Goldsmith Street, Norwich
Comment 6	7/10 Feels modern, more terrain is needed.	Build more pubs in public areas with big TVs to gain money in certain areas.	Too not spaced and no green spaces.	Too cramped and the green area is so low.	I don't like it because of the colours.	I don't like it as it looks like there are no gardens.
Comment 7	No.	7/10 more green space, looks very pleasant.	Going to be a lot of noise complaints daily.	Put more green.	Very modern and new.	5/10 more green space required, more space is needed.
Comment 8		Yes.	Separate houses to have more personal places.	7/10 quiet area, less modern.	Reminds me of a place near coastal areas - nice.	Barely any greenery.
Comment 9		Needs more colour, sorry.	6/10 needs more green space.	No.	8/10 fairly modern housing, the park here seems a bit small.	No, too plain.
Comment 10			No, too plain.		Yes, no red.	Cramped.
Comment 11			Renewable energy could be added e.g. solar panels.		Yes, no red.	No green space.
Comment 12					Very modern, lots of space.	A bit cramped.
Comment 13					Maybe more	Looks a bit dodgy.

How would you rank these examples and why? (School pupils)						
Comment	1. Croft Row, Rugby	2. Cottam Way, Preston	3. Oakfield, Swindon	4. Houlton, Rugby	5. Tadpole Garden Village, Swindon	6. Goldsmith Street, Norwich
					diverse housing.	



HOW WOULD YOU RANK THESE EXAMPLES AND WHY? **BUILDINGS**

1. Crick Avenue, Rugby	4. Houlton, Rugby
2. Canon Way, Pease	5. Tadpole Garden Village, Swindon
3. Oakfield, Swindon	6. Goldenh Street, Norwich

Buildings - how would you rank these examples and why? (adults)						
Comment	1. Derwenthorpe, York	2. Projects Drive, Rugby	3. Priors Hall, Corby	4. The Avenue, Uttlesford	5. Brand Road, Rugby	6. Goldsmith Street, Norwich
Comment 1	Do not prioritise motor vehicles.	More of this please. Space for recreation and safe open walkway.	Why do we have to have rows of the same?	Nice contrast.	Dull! There are much more exciting examples to aim to replicate.	All of these are so dull, just more of the same as the new developments springing up - this is an opportunity for real innovation.
Comment 2	Good range of styles side-by-side, good biodiversity, spacing.	Good play area.	Too uniform and bland.	Nice mature trees, nice cladding.	Seating good. Bland housing.	Awful housing. ? Maintenance of open spaces ongoing.
Comment 3	Mixed roof lines, good open spaces.	Boring beyond belief. 6th.	Green space is good with houses facing on to it. Paving looks less harsh than usual tarmac.	Uttlesford - shady! Important as world heats up. 2nd.	Designed for work from home.	Play area open space good.
Comment 4	This is the only one that does not look manicured. 1st.	Like - open space. Dislike - needs to be bounded for safety. No play equipment. No tall trees.	4. Nice square but bit functional.	Like - walking space. Dislike - dominant to houses creating too much shade.	6. Attempt to have public space but fails miserably.	Like Green space. Hate 3 storey!! Prop abutting street.

Comment 5	1. • Like openness and vegetation. • plus footpaths.	Looks like a country park but what is current space around Spinney according to Nature England.	Like - not much. Dislike - sterile green space does not have obvious function.	Like - walking/exercise. Dislike - trees too large to allow light to windows.	Like: Trees. Dislike: Bleak seating space.	Grey water system to help reduce water/sewers.
Comment 6	Like - open space with pathways to encourage walking. Dislike - will need more lighting.	3. Nice space but feels a bit manufactured - nice could have more green by the road.	Dislike - the space does not have enough planting to mature.	5. Too dark and overpowering with the trees - houses already in dark.	5. <u>Like</u> Trees. <u>Dislike</u> Hate 3 storey.	Like this one as no car, natural play areas/trees and benches. Façade look different to norm.
Comment 7	Like - architecture. But the planting looks wild.	2. Like - open green lawns. Dislike - unfenced park, dog mess.	3. Like traditional style. Hate - rear parking, no solar.	4. <u>Like</u> Walking. Mature trees. <u>Hate</u> Dark. No mowing. No dog bins.		2. • Nice environment. • Squares of green work well. • Like this.
Comment 8	<u>Love</u> Quality houses! Spread out! <u>Hate</u> Untidy shrubs.					Like - green space blended. People centre. Dislike - where are the cars? Height of some of the buildings.
Comment 9	Nice and flat!! Easy to walk!!					Like Community green space and paving.

Comment 10						Moving water!
Overall perception	Mainly positive	Mixed	Mainly negative	Mixed	Mainly negative	Mixed

How would you rank these examples and why? (School pupils)						
Comment	1. Derwenthorpe, York	2. Projects Drive, Rugby	3. Priors Hall, Corby	4. The Avenue, Uttlesford	5. Brand Road, Rugby	6. Goldsmith Street, Norwich
Comment 1	Sectioned off green spaces which is great.	Nice green open space and park for kids. Good entertainment.	Bad colours.	Clean looking area. Green spaces. Natural form. Developed .	Benches hint a good community.	Good houses. Little green spaces. Unnatural. No habitat really for birds, hedgehogs . Love the animal log.
Comment 2	Good dog walks for pet owners and housing design is absolutely amazing.	Good public transport.	There is a big green space that is great for kids to play on but they have added it in.	Green spaces! It shows it is a healthy environment for animals to live in like birds.	Good bike spot.	Public seating. Natural light. Good colour choices. Nice style. Rich area? Developed .
Comment 3	Alright.	Nice park - large place to play. But not many trees.	You have put down 100 acres of woods and you are doing that to replace it.	Nice walking but too short.	Benches.	Added in grass, bad environment for animals, good for kids though. Good for them to play and explore.

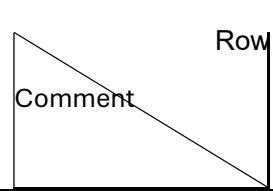
How would you rank these examples and why? (School pupils)						
Comment	1. Derwentho rpe, York	2. Projects Drive, Rugby	3. Priors Hall, Corby	4. The Avenue, Uttlesford	5. Brand Road, Rugby	6. Goldsmith Street, Norwich
Comment 4	No.	Green spaces.	Poor colour choices. Fake grass? Waste of space. House colours don't match. Fake looking.	Nice shade.	Add more green space/flow ers.	Yes.
Comment 5	Yes.	Lots of play room.	No natural habitat for animals to live.	Good scenery type.	Alright.	Yes.
Comment 6	Nice place to live.	I like it because it is nice in the summer.	Unnatural, boring, tiny.	Yes.	Not enough space.	Where are we keeping cars/vehicl es?
Comment 7	Yes.	Bigger park, swings, slides, relaxing benches, flowers, shrubs.	No.	Quite like this one, lots of trees.	I think what is most important is both buildings and trees. We breathe air and buildings so we can get cover from the suns rays.	Great shade and nice play space.
Comment 8	Gorgeous	Yes.	Small play area and dead or new trees.	Yes.	No.	Great play area. Nice place to bring up children.

How would you rank these examples and why? (School pupils)						
Comment	1. Derwenthorpe, York	2. Projects Drive, Rugby	3. Priors Hall, Corby	4. The Avenue, Uttlesford	5. Brand Road, Rugby	6. Goldsmith Street, Norwich
Comment 9	Should be unique and different because if it is the same it would be dull, boring and seem forced.	Love the space.	Don't like the colour scheme.	Yes.	It looks oddly placed (the benches), not the best.	Good.
Comment 10	Different sizes.	Includes a playground for children.	Solar panels, renewable energy.	Yes.	Cramped parking space (cons), tight road space (cons), trees spaced out randomly - unattractive (cons), buildings are new and well designed, clean no signs of vandalism (pros).	Yes.
Comment 11	<u>Amazing</u> , has personality and unique not a copy after a copy.	Larger park, swings, seating. Yes!	Ew.	Nice for a calm walk, I really like the trees like that.	8/10 promotes biking, could have a fountain.	Nice for family.
Comment 12	Looks different (good).	Add more play area. The colours like why.	Really nice.	Bad looking. No.		Not dangerous.

How would you rank these examples and why? (School pupils)						
Comment	1. Derwenthorpe, York	2. Projects Drive, Rugby	3. Priors Hall, Corby	4. The Avenue, Uttlesford	5. Brand Road, Rugby	6. Goldsmith Street, Norwich
Comment 13	9/10 modern area, looks appealing lots of green space.	Gorgeous green space. Water small pond. Small shop or tuck van.	Ugly.	Yes.		Big.
Comment 14		Love!	No.	Nice spot for a pet owner. Should have dog poo bins as animals will be there.		8.5/10 nice green space, nice house design.
Comment 15		Healthy and good, matching building with not unique ruins it.	Nice greenery in centre for colour.	Green space is well placed but is unattractive (pros and cons), good pathway that is also quite spacious (pros), houses are well structured (pros).		Wonderful housing structure (pros), nice green space but has unnecessary bushes (pros and cons), spacious and nice pathway (pros), benches are well placed (pros).

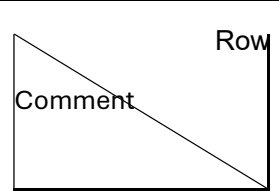
How would you rank these examples and why? (School pupils)						
Comment	1. Derwentho rpe, York	2. Projects Drive, Rugby	3. Priors Hall, Corby	4. The Avenue, Uttlesford	5. Brand Road, Rugby	6. Goldsmith Street, Norwich
Comment 16		Place more football or basketball pitches or playing grounds in empty grass areas.	The colour scheme could have some work.	8/10 nice use of green space the houses make it less appealing.		
Comment 17		7.5/10 Nice amount of green space, local needs a football area, rugby pitch.	More parking spaces in places with a lot of houses or public places like town to get rid of traffic issues.	On the right it looks really sad and unwelcomi ng.		
Comment 18			Area looks really dull. Perhaps it needs an apparatus.	Really nice		

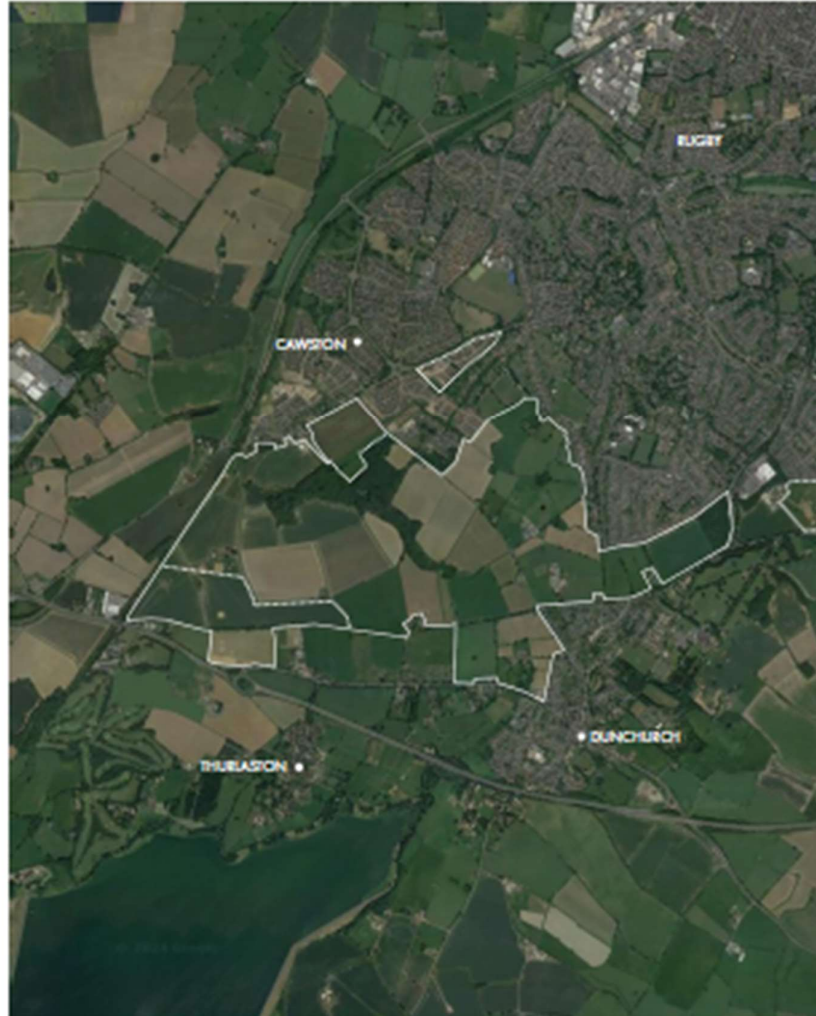
<p>Streets</p>
<p>Public spaces</p>
<p>Buildings</p>
<p>WHAT IS IMPORTANT TO YOU ABOUT THESE TOPICS?</p>

What is important to you about these topics? (Adults)			
	1. Streets	2. Public Spaces	3. Buildings
Comment 1	Green and hedges/trees on streets.	Public art üü to add interest as people move around the site (accessible e.g. visually impaired). Aim to maintain the 'rural' feel to the site, with existing trees, hedges, water courses etc.	Go to Harlow and <u>pinch</u> their idea for a modern acoustically designed performance space in a park. Musicians and performers are sheltered from weather. The public can sit on the grass.
Comment 2	Streets which people can move safely on (in terms of traffic and avoid people feeling unsafe. Increased personal safety).	Natural play areas. üü	Solar panels üü
Comment 3	MORE <u>Wildflower meadows</u> . MORE <u>CAWSTON Dog walking areas</u> . Green buffer areas especially near Coventry Road, Cawston.	Easily accessible from bridal ways.	Heat pumps üü
Comment 4	Not <u>too</u> high density - let people live.	Local people inspired artwork.	Public buildings e.g. schools, GP surgery - grey water scheme.
Comment 5	Open enough for footpath to be well lit.	<ul style="list-style-type: none"> • Sports pitches • Skateboarding • Tennis courts • Basketball 	Theatre, art space, music - performance space.
Comment 6	Cars need to be shielded from the scene.	Good fences make the best neighbours	Be bold! Be innovative!
Comment 7	Think about speeding and parking!! Footpaths need to be full width size for adoption. Dislike affordable housing being squeezed and	Green spaces with purposes: <ul style="list-style-type: none"> • play equipment • seats • paths • architectural feature 	Bungalows - plenty of them!!

What is important to you about these topics? (Adults)			
Comment	1. Streets	2. Public Spaces	3. Buildings
	residents having to pay extra.		
Comment 8	Bushes and trees on the roads.	Public outdoor gym equipment. Urban area not too lonely.	Please not too many redbrick boxes.
Comment 9	NO LTNS!! Let freedom ring!!	Good quality grass and planting!!	Bungalows for down sizing when people need to stay where they are independent.
Comment 10	Avenues!	High quality street furniture. Accessible pocket parks.	Mix of tradition and modern.
Comment 11	Winding roads not motorways.	<ul style="list-style-type: none"> • Shopping precincts for locals to walk to. • Bus access to shops. 	Good lighting turned down at night.
Comment 12	Cul de sacs for kids to play.	Cawston Greenway has a lovely aspect and lots of birdlife. Split dog walkers off in separate areas - encourage them away from wildlife.	Please don't have lots of 3 storey homes.
Comment 13	Wide not narrow!	Public art!! Sculpture.	Bungalows.
Comment 14	Don't put block brick everywhere.	More pathways gravel laid - in the pale yellow crushed stone.	Spaces on plots not to have bins out front.
Comment 15	<u>SAFE WELL SURFACED.</u>	Remember aging population needs accessible housing and services.	Please don't have lots of red brick boxes as houses.

What is important to you about these topics? (Adults)			
Comment	1. Streets	2. Public Spaces	3. Buildings
Comment 16	Robust manhole covers please metal is noisy but certain polycarbon/plastics are cracking and collapsing on driveways.	Protect spinney from encroachment of housing. What is the distance now 45m, 30m or 15m.	Prefer buildings to be more 'heritage' than modern.
Comment 17		A skate park that is quiet! And way from properties.	Gardens for people to enjoy and have grass.
Comment 18		Street furniture that lasts!!	Good quality builds.
Comment 19		Mature trees!	Mix and variety - not a repetitive scene.
Comment 20		Have dog free areas in public spaces.	
Comment 21		Spaces wo walk through and site and not feel surrounded by houses.	
Comment 22		Houlton - V+C chose developers with good landscaping plans - would be good if we have that as important.	
Comment 23		Green <u>mown</u> grass.	
Comment 24		Lit but not light polluting.	
Comment 25		Cycle paths - wider than 3m.	
Common themes	Safety. Wide paths. Greenery.	Accessible spaces. Green space. Play areas. Public Art. Street furniture.	Bungalows. A variety of types.

What is important to you about these topics? (School pupils)			
	1. Streets	2. Public Spaces	3. Buildings
Comment 1	A big street is great for trees to grow, cars to fit and less impacts (car crashes).	Trees should be everywhere since we have far less trees than other towns, if we plant hundreds of trees in a hundred years time, wildlife will be booming.	Buildings should be big and modern styles should be obligated to housing. This should represent pure modern looks for this new area.
Comment 2	Needs a spacious pathway but doesn't take up road spaces.	Park for kids to play and make friends.	And you need to be sure that there are some flats or cheaper housing options.
Comment 3	Larger streets, sorry.	Need a path and trees.	(Nothing really wrong).
Comment 4		Need a large space to compensate for the wood.	Need a garden.
Comment 5		Need more green space.	Need good colours.
Comment 6		Places for games/football.	Balconies for air.
Comment 7		More parking spaces.	Some have bad colour schemes.
Comment 8		Wider road spaces.	Thicker walls for insulation.
Comment 9		Parks nearby with football field and maybe child park for all of them.	Police station, school, pharmacy. All of them.



WHAT IS IMPORTANT TO YOU ABOUT THIS AREA?

What is important to you about this area? (adults)	
Comment 1	Keep all the footpaths and put in some more. üü
Comment 2	Woodlands - Biodiversity.
Comment 3	VIP - Cawston woods. Biodiversity.
Comment 4	Public footpath from Cawston to Draycott Water.
Comment 5	Where is all the employment promised by the warehousing?
Comment 6	Why has the boundary between Bilton and the new development not been defined?
Comment 7	Pond/lake in Cawston Spinney routes to/from.
Comment 8	Bilton village centre - preserve its traffic flow.
Comment 9	Traffic issues!! Bilton.
Comment 10	Protect Spinney.
Comment 11	Cawston Spinney - boundary and protected. Keep it a safe place to enjoy.
Comment 12	Calm traffic from outset - chicanes etc.
Comment 13	Access for Thurlaston onto Cov. Road as traffic increases.
Comment 14	Build primary school up front.
Comment 15	Make a village centre where people will want to walk to.
Comment 16	Buffer between Dunchurch and new site.
Comment 17	No punch throughs into Montague.
Comment 18	Make cycleway to Sainsburys.
Comment 19	Consider blend to nearest existing neighbours.
Comment 20	Cock Robin Wood.
Comment 21	Services, schools GPs etc. Cycle paths. <u>Dislike</u> loss of green fields.
Comment 22	Manage traffic impact on Alwyn Road.
Comment 23	Create wildlife areas - wilderness.
Comment 24	Bilton Alwyn Road Allotments. Protecting its boundaries.
Comment 25	Traffic not backed up in Dunchurch.
Comment 26	Water supply from STW (arrow pointing on map).
Comment 27	Maintain <u>distinct</u> distance from Dunchurch.
Comment 28	Do proper enviro impact assessments.
Comment 29	Need to have schools and shops and takeaways.
Comment 30	Ask people what is important to them!
Comment 31	No cut (punch) throughs to traffic from Alwyn Road.
Comment 32	Safe routes to Rugby High School.
Count	Common themes
7	Natural environment
5	Active travel routes
3	Good road traffic flow
4	Services and facilities
3	Distinct boundaries/buffers with existing settlements

What is important to you about this area? (School pupils)	
Comment 1	Save the forests.
Comment 2	Have a sports hall with handball kit.
Comment 3	Save the forests.
Comment 4	Nature forest area plant 100s trees. Farm.
Comment 5	Add more restaurants, more choice halal/vegetarian food, cater to all.
Comment 6	Putting buildings in empty land would up the pollution.
Comment 7	Don't put too much housing as you want some of the countryside.
Comment 8	More shops, chippy, more housing.
Comment 9	Shopping or retail parks here instead of just housing like near Dunchurch or Thurlaston so there is variety.
Comment 10	Good enough civilisation here.
Comment 11	Cheaper houses down here/flats or cheaper houses.
Comment 12	More chippys.
Comment 13	Parks/places to walk your dog. Shops like Co-op, Onestop, Starbucks etc. Park areas for kids (younger). Leave a small part of the forest so people can walk through it. Trees on the path/sidewalk then flats.
Comment 14	Save the fields.
Comment 15	Save forests and fields.
Comment 16	Save fields.
Comment 17	Save the forest.
Comment 18	Keep the fields and forest.
Comment 19	Walk path, bike route, fishing, horse route, shop, large pond, wooden park.
Comment 20	You are taking away green so make sure you add enough back.
Comment 21	Big space for big houses.
Comment 22	Needs more woods as lots of people go for walks.
Comment 23	Save the fields.
Comment 24	Because you are taking away green spaces. You need to add green spaces too!
Comment 25	Keep these fields.
Comment 26	Good for farming and crops supply.
Comment 27	Wind turbine at roundabout.
Comment 28	Don't take the forest.
Comment 29	Keep some trees as they produce H2O.
Comment 30	Mini hydro dam on stream.



WHAT IS CHARACTERISTIC OR INTERESTING ABOUT RUGBY AND ITS SURROUNDINGS?

- Row 1. Brickwork in Rugby
- Row 2. Streets and building in Rugby
- Row 3 - 4. Variety in housing in Church and The Square
- Row 5. Green spaces in The Square and Cowson

What is characteristic or interesting about Rugby and its surroundings? (adults)				
Comment	Row 1. Brickwork in Rugby	Row 2. Streets and building in Rugby	Row 3 and 4. Variety in housing in Dunchurch and Thurlaston	Row 5. Green spaces in Thurlaston and Cawston
Comment 1	Public building pub, shop etc. more like this.	Honeydew resistant lime trees would be beneficial in streets - very Rugby.	Porches give variation, nicer to look at.	Bench but no path? Accessibility (niche but if accessibility UNKNOWN WORD use).
Comment 2	Interesting architectural features.	Innovation. This has to be about creating an exciting, thriving lifestyle choice. The housing needs to inspire a younger generation who are keen to live in sustainable housing - supporting the environment. But this also needs to allow space for cultural UNKNOWN WORD (art, theatre, music etc) and to meet the needs of all residents not just the very young and very old.	Character age.	Not all white PVC windows.

What is characteristic or interesting about Rugby and its surroundings? (adults)				
Comment	Row 1. Brickwork in Rugby	Row 2. Streets and building in Rugby	Row 3 and 4. Variety in housing in Dunchurch and Thurlaston	Row 5. Green spaces in Thurlaston and Cawston
Comment 3	Doesn't fit in with the other buildings of Rugby School. New development insulated well understand why it is built the way it is but stands out.	Think about our teens and how they are going to use this space and what will they do there? Think about leisure but not just the same as all the other towns. Be creative! Set a trend - make Rugby a place that is exciting and where people want to live. Not more of the same that would be very disappointing.	Bungalow/single storey needed for ageing population but new modern design needed.	Self build sites.
Comment 4	Brickwork that says 'Rugby'.	Hard edge from road to building, could have some sort of barrier between path and road.	Single storey properties and bungalows to downsize to?	Nice but not likely.
Comment 5	As Rugby School develops create a 'style' that could carry on through the design plan?	Don't like stand alone trees. Better if have flower bed or grass around it.		Good idea to have select areas for wild plants/community gardens.
Comment 6	Where are the pretty brickwork examples in Rugby? Other than the school.			
Comment 7	Nice brickwork gives Rugby a unique aspect.			

N.b. This question was not posed to school pupils

An emerging vision...

An attractive, engaging and enjoyable place to live, work and play with a vibrant centre that meets day to day needs and supports an active, resilient community.

A place where green spaces, trees and waterways are celebrated and form an inherent part of the everyday experience.

Where walking and cycling along high-quality links are the travel modes of first choice, with buses providing convenient and attractive connections for longer distance travel. Calm, safe and greened streets provide for connections to strategic roads for longer distance journeys.

Buildings that both respect nearby settlements and contribute to a distinctive sense of place.

Your thoughts

Some prompts...

Trees
Roads
Walking
Schools

Shops
Village
Play spaces

Distinctive
Children
Families
Buildings

Facilities
Landscape
Public transport

Streets
Heritage
Green spaces
Contemporary

Cycling
Accessibility
Driving

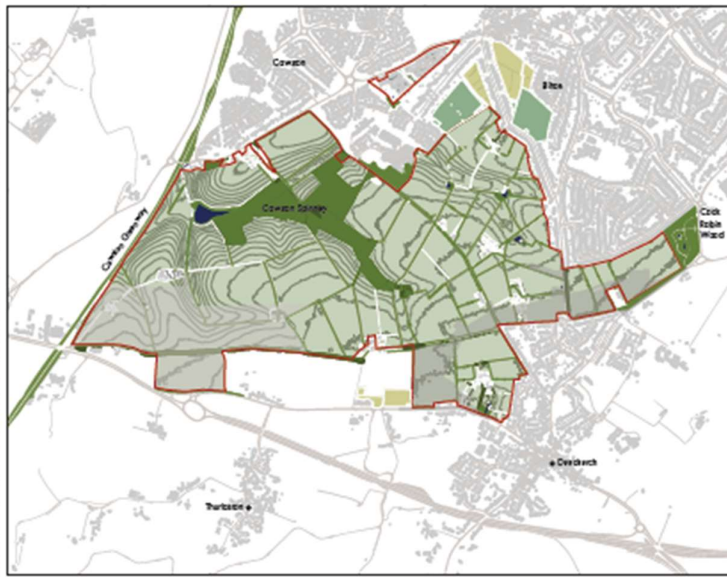
AN EMERGING VISION - WHAT WOULD YOU ADD OR CHANGE?

An emerging vision - what would you add or change?	
Comment 1	What is Rugby's USP? 21st Century USP not just history.
Comment 2	Social housing that can't be sold.
Comment 3	Allotments pls.
Comment 4	Cycle and walk ways all the way to town. üü Why has the local plan nor the SW Rugby SPD provided for this.
Comment 5	Public spaces that are green but also community use buildings not just housing.
Comment 6	Street names WW1/2/3 veterans.
Comment 7	More interesting non-generic - not major construction company standard dull buildings.
Comment 8	Encourage outdoor activities for children. Safe spaces to play. Cycle ways to school to gain independence.
Comment 9	Community garden/herb bed.
Comment 10	Housing built with rain water catch, solar panels etc - not retrofit.
Comment 11	Landscape and ecology. We have purple hairstreak butterflies along our disused railway line, they feed on Elms. Could we have elms within new hedgerows to connect and aid migratory routes? Please note that Dutch Elm disease flight path is at 10m height (just above house height) so no elms in new street trees or woods, please only hedges. :)
Comment 12	All housing to see something green.
Comment 13	Ability to walk places - safely and easily, inc. access. Like walk from Cawston to Bilton (to use shops etc.)
Comment 14	A sense of community is essential to make housing - homes where people want to be. Existing 'heritage' areas should be encourage to thrive.
Comment 15	Circular cycle paths and cycle links to Bilton.

Comment 16	Good public realm with nature and public art. Natural play areas - will encourage residents to go out more.
Comment 17	Are the buildings going to be future proofed to avoid constant road works to install the "latest" codes or requirements.
Comment 18	Community areas going to have appropriate hubs to facilitate e.g. finance services, local working, leisure pursuits?
Comment 19	Prioritise walking and bikes - not cars.
Comment 20	Why is L&Q planning on a cycle route to the South of Coventry Road Cawston and Symmetry one to the North - how does that make sense?
Comment 21	Community Facilities.
Comment 22	Cawston offers cycle paths and lots of natural green areas which encourage nature and offer a semi-rural aspect. ü ü
Comment 23	Doctors surgery, church, shops, play areas.
Comment 24	Public Art that is accessible to all.
Comment 25	Public transport? Essential location hospital, schools, shops, town centre.
Comment 26	Non-drive highway from estate to town/station.
Comment 27	Skate park/basket ball/5 a side space.
Comment 28	Drives which allow water to run through the earth not into drains and not allowed to pave or tarmac over. Be green.
Comment 29	Dentists? Hospital improvement? Doctors? Schools? In time for all this housing?
Comment 30	The new GP surgery should have started before March 23. IDP in Local Plan. Why not?

Comment 31	The whole area is dependant on appropriate infrastructure. An earlier consultation with H.E. suggested this was outside the scope until the major links for traffic are resolved. It will seize up. Heavy traffic from Tritax All has to exit south from the site then through a complicated interchange to go North. Where is the North exit from the site?
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N.b this question was posed in the ticketed public introductory session only.



Landscape characteristics

Much of the landscape of the allocation is characterised by open grassland and arable fields, defined by a series of established hedgerows, together with individual mature trees and small copses.

A network of ponds appear periodically within the fields.

There is a well vegetated public bridleway running east-west along Northampton Lane.

Mature ancient woodland exists within the north of the allocation known as Cowson Spinney.

The site slopes up generally from north to south.



Left, middle right and right Characteristic field boundaries with established hedgerows and mature trees. Middle left: One in a series of bodies of water throughout the site.

Your thoughts

HOW CAN THE EXISTING LANDSCAPE CHARACTER OF THE SITE AND ITS SURROUNDINGS CONTRIBUTE TO THE VISION AND MASTERPLAN?

How can the existing landscape character of the site and its surroundings contribute to the vision and masterplan? (adults)	
Comment 1	Any gravel use decorative. Please check British Geology Survey borehole information for insights into sub soil, rock and graves, composition/soil colour as Rugby/Thurlaston/Brinklow Quarry has 'gravel cells' which could help character.
Comment 2	New hedgerows: please consider using 7+ native species including viburnum opulus and lantana and maybe Ruscus aculeaths (Butcher's Broom) this heritage species grows at Rugby School in the woods.
Comment 3	Consider local/regional park equipment. We grew up with 'Wicksteed Kettering' playground equipment, can we still support them?
Comment 4	Consider the larger picture, is the National Forest regeneration scheme close enough to link in? How could it connect up with land on all sides of the site.
Comment 5	Roads wide enough with parking to stop parking on paths.
Comment 6	No bollards on paths as they obstruct mobility scooters.
Comment 7	Plant the correct trees and shrubs that will not destroy roads and paths with roots.
Comment 8	Insect and bird friendly considered so that there is less need to leave verges unmowed.
Comment 9	Open spaces to be safe, engaging, include water - consider families, teenagers, dog walkers.
Comment 10	Sufficient bins.
Comment 11	School parking - potentially a one way drop and drive system with a car park for those that need to go into the school (how does pick up work with drop and drive?)
Comment 12	Fruit and orchard patches.

Comment 13	Berry bearing plants.
Comment 14	Built in bird boxes.
Comment 15	Landscape mosaic. Consider retaining any local large pebbles 50mm and found during final stone pick, for use in piles/heaps and dead wood piles for cold blooded lizards, newts, butterflies to bask in the sun.
Comment 16	Section flat roofs.
Comment 17	Sufficient street lighting - can some stay on all dark hours for safety?
Comment 18	Consider overgrown paths - if hedges on the sides then how quick do they grow vs cutting schedule.
Comment 19	Make all cut through paths wide enough for dog walkers to pass people that are not keen on dogs.
Comment 20	Facilities - public toilet? Shops, pharmacy.
Comment 21	Make the street names mean something to the areas history.
Comment 22	Accessibility - curbs must be flat to the road. Drives also need to be flat to the kerb.
Comment 23	Effective speed controls.
Comment 24	RE: Cawston Spinney and SW local landscape character. The bluebells there are one of the few species that live symbiotically with Beech trees with it (allelopathic leaf litter and leaf canopy) create blocks of core woodland if you'd like to optimise bluebell woods.
Comment 25	Incorporate existing water with paths for walks.
Comment 26	Ecology: create pockets of 'super abundances' of plant species such as yellow flowered Birdsfoot Trecoil, to encourage through transit of Dingy Skipper butterflies.

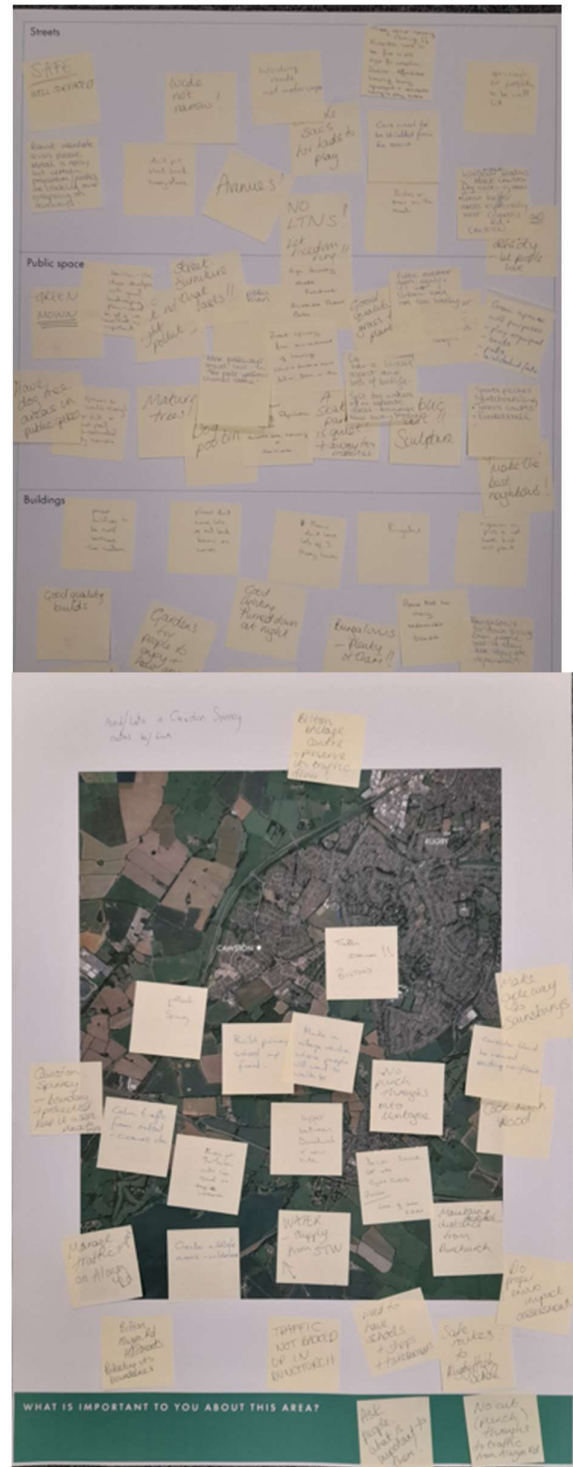
Comment 27	Why is there no cycle link to our town centre?
Comment 28	Bus ways gates and priority to prevent buses sitting in traffic and thereby discouraging their use.
Comment 29	Secondary School Movement - Why do symmetry's planning applications not allow for children to walk/cycle to new secondary school???
Comment 30	Cawston Road has to be bigger if there is going to be more housing/school not safe at current state for more housing.
Comment 31	Masterplan has STC crossing over Homestead Link. Why did planning committee vote to approve a plan which went against the Masterplan?
Comment 32	Make sure there are clearly separated pavement and cycleway and road.
Comment 33	Why when the SW Rugby SPD called for this boundary to be strengthened have the planning committee voted for it to be grubbed up.
Comment 34	Why are mounds being allowed in this area when the SW Rugby SPD said they were uncharacteristic?
Comment 35	Why fell this tree?
Comment 36	Where is the new road on these maps?
Comment 37	Make use of existing woodland, hedges and trees to build up BNG %.
Comment 38	(Refers to Comment 37) Indeed if only Cllr Picker thought that way!!!
Comment 39	Don't grub out hedges - build around them. If they have to come out do it when the birds are not nesting.
Comment 40	Why are Homes England bringing in <u>Norway</u> Maples and honeysuckle from <u>China</u> instead of our English honeysuckle? Without any opposition from Cllr Picker's planning team?

Comment 41	Ideas for street names, local people who have achieved fame (school house names such as Whittle, Brook etc). Ideas for public art at roundabouts: symbols/metaphors to represent local heroes/famous.
Comment 42	Rivers - walkways to open water good public spaces people are drawn to water.
Comment 43	Areas that had lots of green spaces if development put on it, why not make green roofs?
Comment 44	Why cannot we have a list of tree and shrub species from the Ancient Woodland part of Cawston Spinney which <u>must</u> be used instead of Viburnum Lantana, Sorbus acupava etc..etc beloved by Homes England?
Comment 45	Keep old trees that have major impact on the view of the area and develop around. Keep houses in area spread-out so we can keep some sort of old landscape - to keep some of the identity.
Comment 46	Indeed when was the last time a report to planning committee mentioned the BAPs to which Rugby is a co-signatory?
Comment 47	<u>Hard landscape/Builds</u> Pugin built St Maries Church, he called Rugby 'Butternorth town' because of the distinctive brickwork patterns of Rugby School, St Cross etc.
Comment 48	The Butterworth 'diaper' brick patterns could be subtly worked into hardworks, in places (as we have no local stone).
Comment 49	New woodland creation: please note local BAP plan targets to include foodstuff of endangered local wildlife and habitat. Look at local woodland surveys for native species to include (note also what was/is missing) to retain local identity.
Comment 50	Landscape: Scots pines along Dunchurch Primary routes are very locally distinctive and a good large scale for large scale main routes. Midland Hawthorn would be good for smaller scale important routes.

Comment 51	Where can you find <u>Midland</u> Hawthron locally? I believe it is <i>Crategeus monogyna</i> . I would be delighted to be proved wrong.
Comment 52	What do developers and Cllr Picker's team never even refer to the seminal Warwickshire Landscape Guidelines which provide specific advice on species?
Comment 53	Landscape trees: Collins Gem Guide states that English oak (<i>Queras robus</i>) reigns supreme in the Midlands.
Comment 54	Regarding any fruit planting - please be mindful of who is to pick fruit (consider local groups?) to avoid fallen fruit causing rat problem near housing, so keep any orchards not too close to homes.

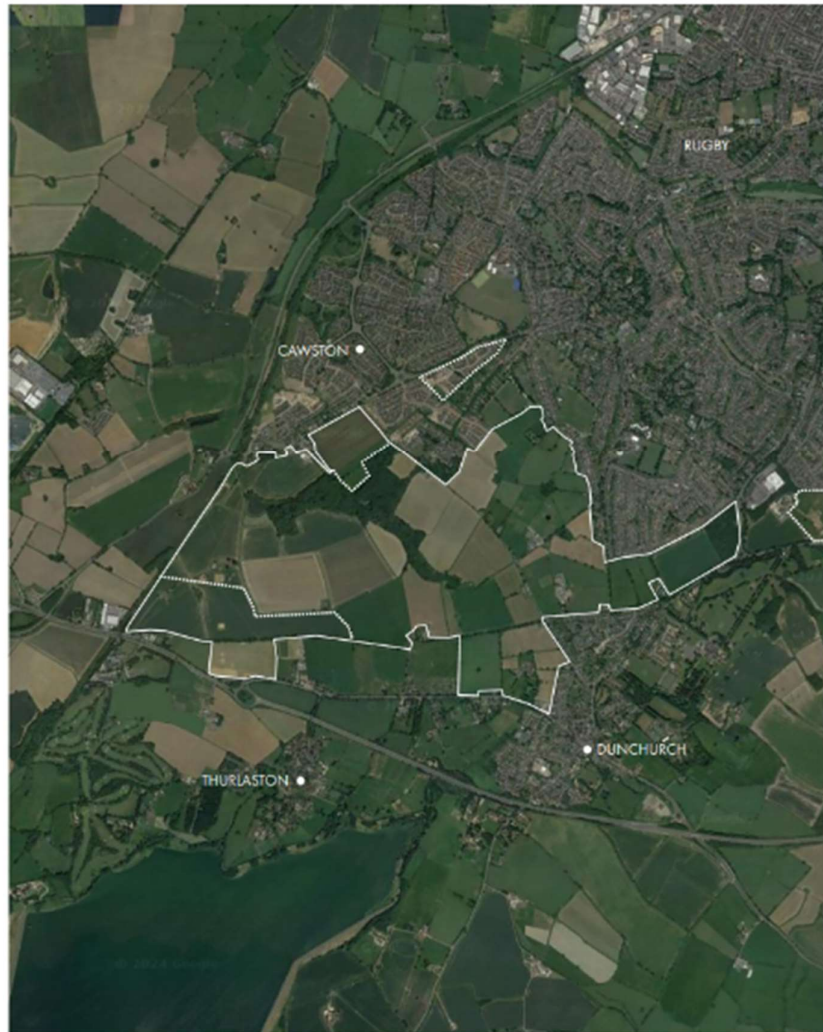
N.b this question was not posed to school pupils

Examples of the outputs



Appendix 2

Materials presented at workshops in November 2024 (presented as A1 size printed sheets)



SITE AERIAL

We have held previous sessions with:

Parish councillors

Members of the public

Students at Bilton School

Local councillors

We spoke about:

- What is important or distinctive about the site and area
- What is important about aspects such as streets, public spaces and buildings
- An emerging vision for the site
- Emerging masterplan principles regarding landscape, movement and the built environment.
- Examples of built projects with a range of design approaches



Key themes that have come out of previous engagement include:

The importance of the protection and enhancement of the **natural environment**, both for its own sake and for its positive impact on local people, including future residents.



How we plan to address these in the code:

We have appointed a landscape consultant to help us propose a suitable landscape approach based on the key characteristics of the site, advise on provision of different types of open space and identify suitable planting species for different parts of the site.

The importance of **active travel provision** and the accessibility around the site and into wider areas of Rugby.



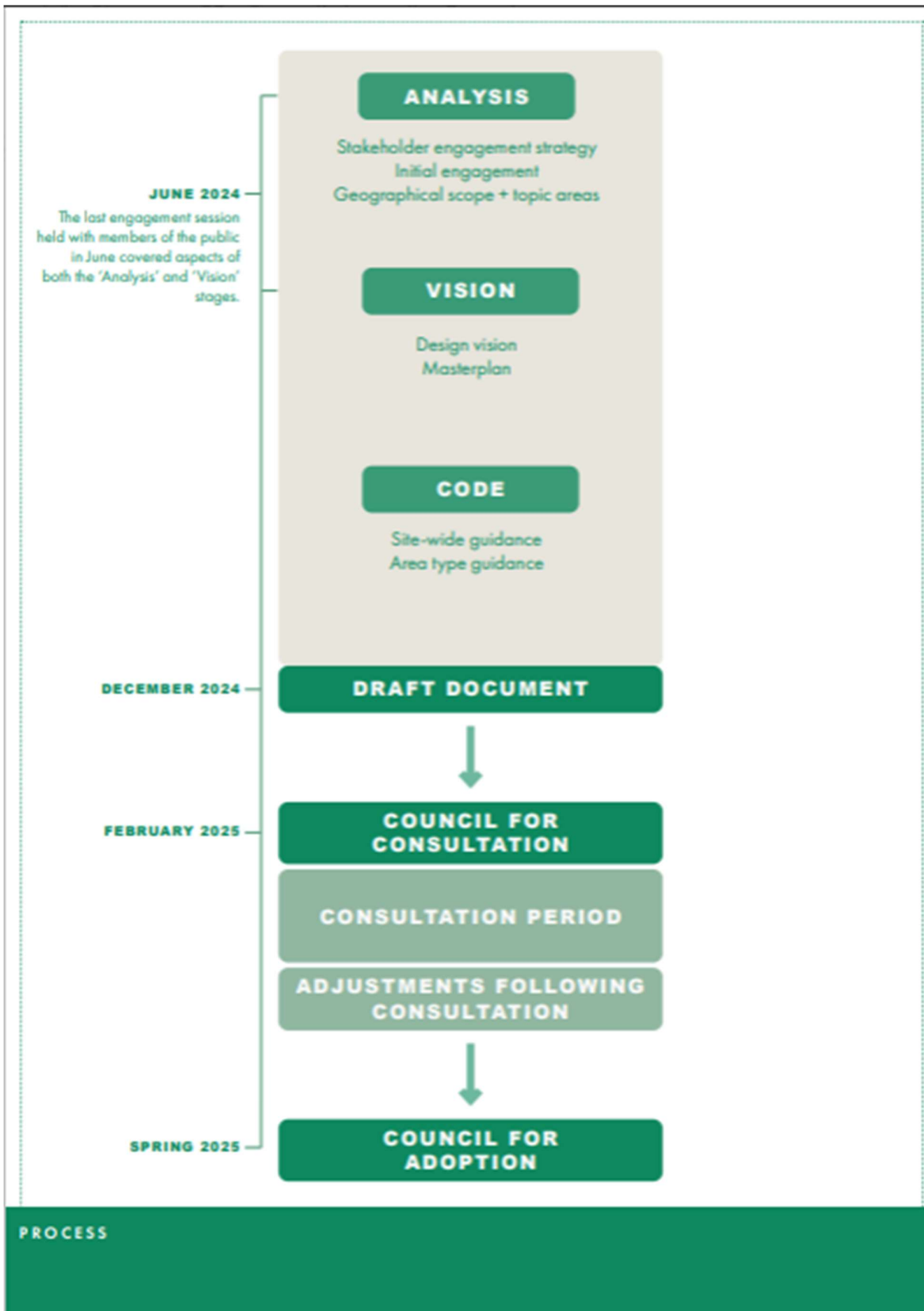
We have a transport consultant providing advice on the provision of and access to active travel routes, along with advice regarding access to and use of the proposed public transport provision. There are several elements due to be included in the code that aim to prioritise travel for non-vehicular users. These include the design of junctions to aid pedestrian priority, continuous + level footways and ensuring non-vehicular permeability throughout parts of the site not accessible to vehicles.

A desire for buildings to display a distinctive style with **variety between buildings**. This was based on the opinion that some of the examples shown were 'dull' or 'bland'.



We are currently developing the 'built form' section of the code. One of the aims of this will be to address the arrangement of buildings and their relationship with the space around them, with the aim of providing distinction between different parts of the site.

PREVIOUS ENGAGEMENT



The emerging vision presented at the previous session:

An attractive, engaging and enjoyable place to live, work and play with a vibrant centre that meets day to day needs and supports an active, resilient community.

A place where green spaces, trees and waterways are celebrated and form an inherent part of the everyday experience.

Where walking and cycling along high-quality links are the travel modes of first choice, with buses providing convenient and attractive connections for longer distance travel. Calm, safe and greened streets provide for connections to strategic roads for longer distance journeys.

Buildings that both respect nearby settlements and contribute to a distinctive sense of place.

What you said in response to the question "What would you add or change?":

Services and facilities

Doctors surgery, church, shops, play areas.
Public spaces that are green but also community use buildings not just housing.

Natural environment and green space

All housing to see something green.
Community garden/herb bed.
Allotments pls.
Cawston offers cycle paths and lots of natural green areas which encourage nature and offer a semi-rural aspect.

Safe play spaces for children

Encourage outdoor activities for children. Safe spaces to play.
Cycle ways to school to gain independence.
Natural play areas - will encourage residents to go out more.
Skate park/basket ball/5 a side space.

Active travel and public transport

Ability to walk places - safely and easily, inc. access. Like walk from Cawston to Bilton (to use shops etc.)
Circular cycle paths and cycle links to Bilton.
Prioritise walking and bikes - not cars
Non-drive highway from estate to town/station.
Public transport? Essential location hospital, schools, shops, town centre.

Built form

More interesting non-generic - not major construction company standard dull buildings.
Social housing that can't be sold.
What is Rugby's USP? 21st Century USP not just history.
Housing built with rain water catch, solar panels etc - not retrofit.

Vision statement updated to reflect comments:

An attractive, engaging and enjoyable place to live, work and play with a vibrant centre **that is a focal meeting place for the community. The centre meets the day to day needs of residents** and supports an active, **healthy**, resilient community.

A place where trees, hedgerows, plants, waterways and the wider natural environment are celebrated and form an inherent part of the everyday experience. Retained landscape features including Cawston Spinney and Cock Robin Wood, alongside new greenspaces of different types, shapes and sizes for the benefit of residents and wildlife, contribute to the character of the locality. Green space to enjoy is located a short walk from home, including safe play areas for younger residents.

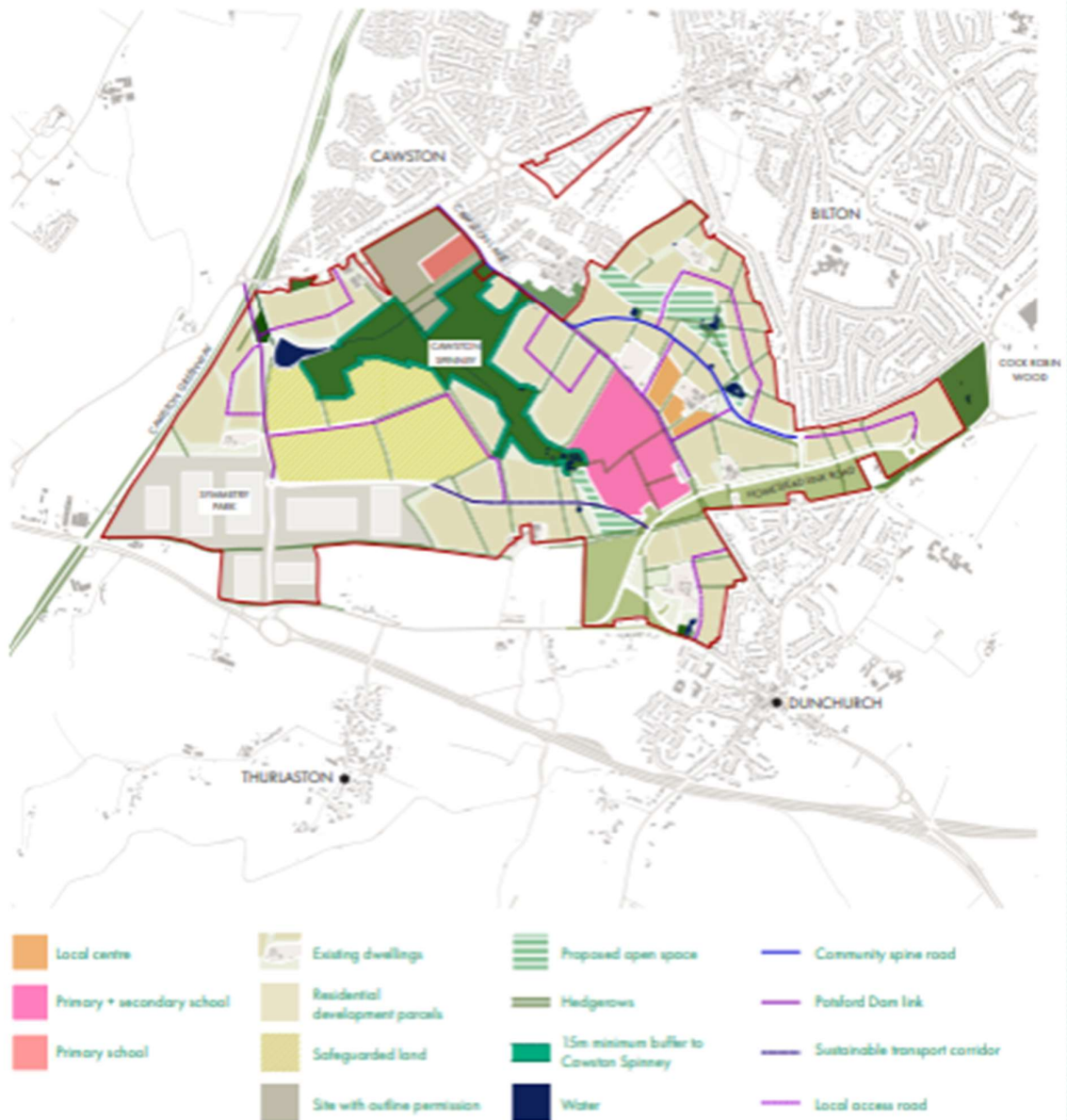
Where walking and cycling along high-quality links are the travel modes of first choice, with buses providing convenient and attractive connections to key destinations within Rugby and for longer distance travel. Calm, safe and greened streets provide for connections to strategic roads for longer distance journeys.

There is a cohesive variety in built form, with homes and buildings that both respect nearby settlements and contribute to a distinctive sense of place. There is a variety of different types of homes to meet a variety of different needs, and they are designed with quality and climate mitigation in mind. Transitions between different scales and uses are carefully designed and managed to create a safe, social and enjoyable environment for everyone.

VISION

The emerging framework masterplan is intended to:

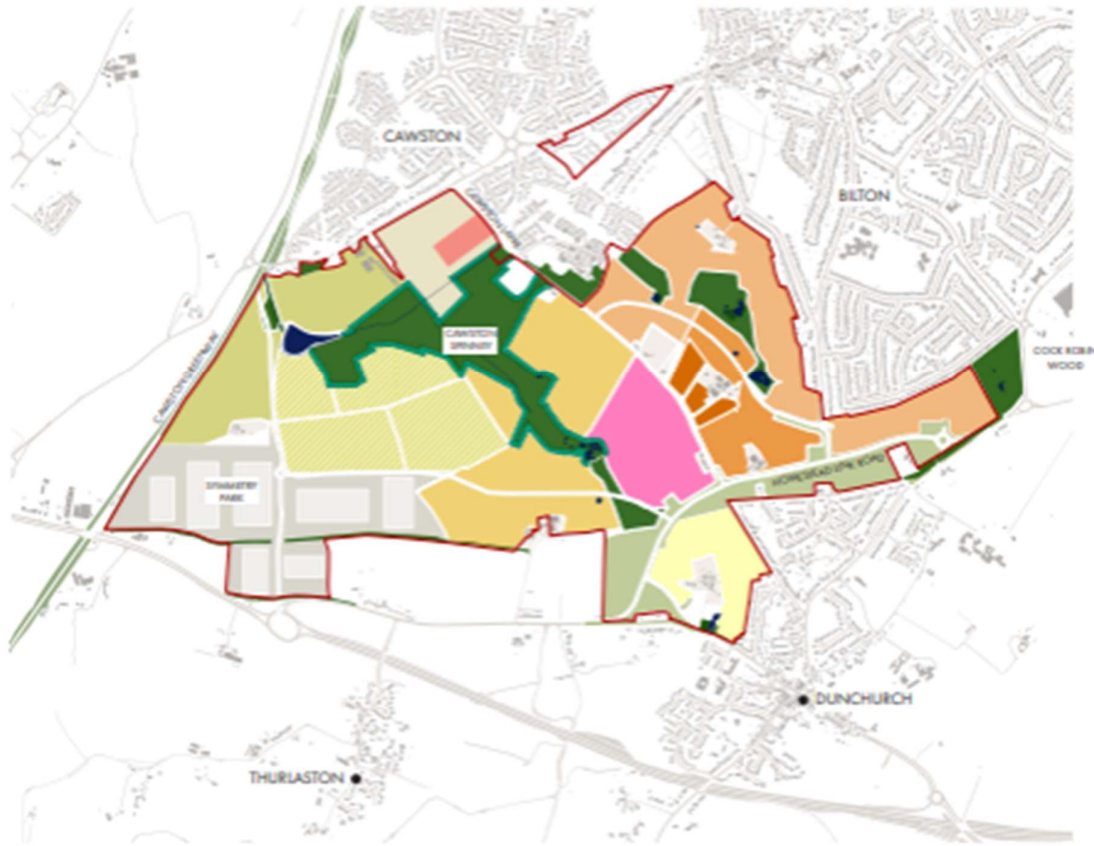
- Set out site-wide principles including: the local centre and schools positions; key landscape + green infrastructure features; connection to wider street network; and the broad position of primary streets, secondary streets and the main local access roads.
- Form the basis for the more detailed strategies contained later in the code.












EMERGING FRAMEWORK MASTERPLAN

These area types are intended to:

- Identify different contexts that developments will need to respond to across the site.
- Provide broad characterisations for the different types of places that could be provided.

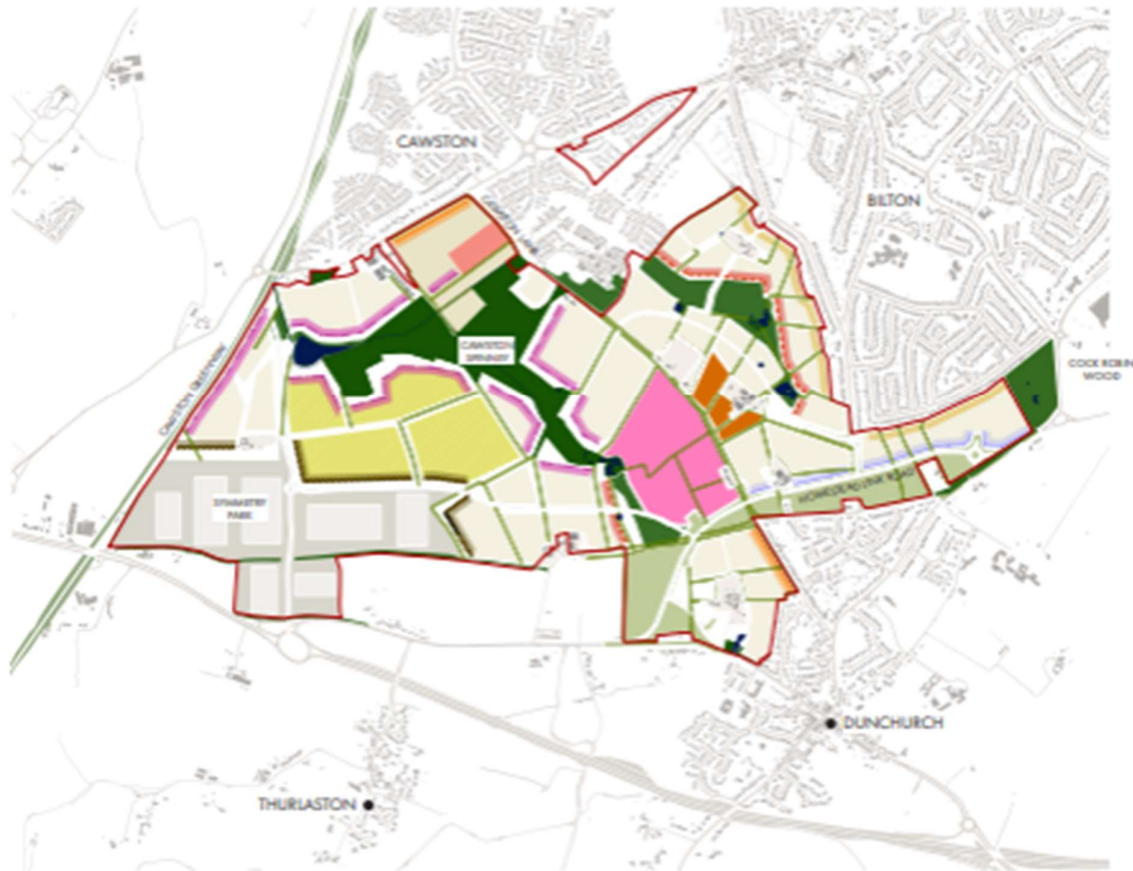


 Safeguarded land	 Primary + secondary school	 Primary school
 Local centre A dense and lively area with a mix of uses including community facilities + amenities, along with the highest density housing on the site. It is adjacent to one of the site's primary schools and the secondary school, and in closest proximity to some of the public transport links.	 Suburban residential Residential development which will have a more suburban feel, becoming less dense and more informal, offering a range of dwelling types and arrangements. This area is characterised by proximity to the school sites, Cawston Spinney and nearby access to public transport provision.	
 Urban residential Majority residential development surrounding the local centre. This will be relatively high density and to give an urban feel the built form will be formal, ordered and have a close relationship with the street.	 Homestead south Lower density and low rise residential development that interacts carefully with the western edge of Dunchurch and is characterised by its small size and the green surroundings of the Homestead Link Road parkland.	
 Bilton parkland Residential development adjoining the southern and western edges of Bilton. Identified by close proximity to the local centre, the southern side of Rugby and adjacency with the proposed new open space. Built development will be less dense and formal than in the 'urban residential' area, with more variety to dwelling type and arrangement.	 Green edge Residential development which is relatively separate from the rest of the development to the east and characterised by its relationships with the landscape features of Cawston Spinney and Cawston Greenway. Development here will be of the lowest density on the site and will have the most variety and least formality.	

PROPOSED AREA TYPES

These edge conditions are intended to:

- Identify parts of the site that require particularly careful or particular treatment.
- Propose appropriate responses to these edges.



 Safeguarded land

 Primary + secondary school

 Primary school

 Local centre

Green edge

The majority of this edge will border Cawston Spinney. There is a requirement for a minimum 15m buffer around the ancient woodland. We are currently proposing that development at this edge should reduce further in density and formality, providing a 'gentle' relationship with the buffer. It will be expected for the buffer to widen regularly to allow extra 'breathing space' for the woodland, as well as bringing green and landscaped characteristics into the residential development.

Homestead Link Road edge

This edge will border the Homestead Link Road and its associated landscaping. It will also be the edge that signifies access into the development from the Homestead Link Road. It is currently proposed that dwellings at this edge will be set behind a landscaped verge for resident aspect and amenity. At the same time, buildings here will be required to provide a sense of presence and to act as markers at entrances into the site, so may feature taller building heights in certain locations.

Residential rear edge

This edge borders the rear of existing dwellings, where generally new development should meet 'backs' with 'backs', to avoid one-sided development that insufficiently overlooks open spaces.

Parkland edge

This edge will border the proposed new open spaces to the north east of the site and adjacent to the schools site. It will be different to the proposed 'green edge' because of its proximity to the higher density local centre, related facilities and public transport links. This means it is more appropriate for this edge to be denser and more formal.

Residential front edge

Development at this edge will face existing dwellings, with which it will need to have a careful relationship. It will be expected for new development to reflect some of the built characteristics of the existing, such as building height, set back from the street and plot widths.

Warehouses edge

This edge will border the employment buildings at Symmetry Park. Due to the size of the employment buildings and the activities that take place there we are currently proposing code requirements to create distance between dwellings and warehouses, to use significant soft landscaping between the building types and not orientate dwellings directly towards warehouses.

PROPOSED EDGE CONDITIONS

Appendix 2 – Detailed landscape comments received and responses

Consultation Comment	Influence response
2. Ecology: create pockets of 'super abundances' of plant species such as yellow flowered Birdsfoot Trefoil, to encourage through transit of Dingy Skipper butterflies.	Where appropriate areas of POS to be set aside for habitat creation, wide margins, woodland copse creation.
Cawston Spinney and SW local landscape character. The bluebells there are one of the few species that live symbiotically with Beech trees with it (allelopathic leaf litter and leaf canopy) create blocks of core woodland if you'd like to optimise bluebell woods.	The Warwickshire Landscape Guidelines and the Cawston Spinney Woodland Management Plans have been consulted to identify common native plant species to the area and a plant palette has been produced to ensure the landscape character is represented within new landscape developments.
4. Insect and bird friendly considered so that there is less need to leave verges unmowed	Verges along highways to be seeded with flowering amenity lawn mix, managed to high mower setting. Areas of grassland to be implemented in areas where tussocky, unmown grass is appropriate. SUDs at highways to incorporate natives where appropriate and use pollinator friendly ornamentals to add to the biodiversity offering alongside highways where verges maintained as grassland are inappropriate.
5. Good idea to have select areas for wild plants/community gardens.	Guidelines for the provision of POS both appropriate for public use and areas that are to be protected for wildlife will be set out within the design code.
6. Plant the correct trees and shrubs that will not destroy roads and paths with roots.	Use of landscaping techniques such as tree root barriers to ensure trees and landscaping don't impact on the hard landscape. Interface of soft and hard landscaping will be set out within the street typologies section of the design code.
7. New hedgerows: please consider using 7+ native species including viburnum opulus and lantana and maybe Ruscus aculeatus (Butcher's Broom) this heritage species grows at Rugby School in the woods	As above the landscape guidelines and woodland management plans alongside the Warwickshire, Coventry & Solihull Sub-Regional Green Infrastructure Strategy have been consulted to create plant palettes to guide plant selection within developments. Where appropriate species rich (7+) hedgerows will be implemented at boundaries across SW Rugby.
8. Why are Homes England bringing in Norway Maples and honeysuckle from China instead of our English	No comment on Homes England strategy. As above plant palettes will be produced to guide landscape developments. Plant selections of

honeysuckle? Without any opposition from Cllr Picker's planning team?	both native and non-native species will be approved if they are appropriate to the landscape conditions present and resilient to climate change.
9. Why cannot we have a list of tree and shrub species from the Ancient Woodland part of Cawston Spinney which must be used instead of Viburnum Lantana, Sorbus acupava etc..etc beloved by Homes England	No comment on Homes England strategy. See above.
10. New woodland creation: please note local BAP plan targets to include foodstuff of endangered local wildlife and habitat. Look at local woodland surveys for native species to include (note also what was/is missing) to retain local identity.	LBAPs will be consulted in the production of the plant palettes and landscape strategies for the design code.
11. Landscape: Scots pines along Dunchurch Primary routes are very locally distinctive and a good large scale for large scale main routes. Midland Hawthorn would be good for smaller scale important routes.	Noted.
12. Fruit and orchard patches.	The LBAP for Traditional Orchards will be consulted to guide recommendations for the design code.
13. Honeydew resistant lime trees would be beneficial in streets - very Rugby.	Noted.
14. Regarding any fruit planting - please be mindful of who is to pick fruit (consider local groups?) to avoid fallen fruit causing rat problem near housing, so keep any orchards not too close to homes.	In line with The Environment Act 2021 a mandatory requirement to deliver a 10% biodiversity net gain will apply to development of sites. Biodiversity Gains Plans will be required to outline how, for any habitat that has been enhanced or created for BNG, they must be secured, managed and maintained for at least 30 years, and how they will achieve the proposed distinctiveness and condition. It is assumed that as part of planning process a Habitat Management and Maintenance Plan (HMMP) or Landscape Management and Ecological Plan (LEMP) will be required outlining the parties responsible for the management and maintenance of landscape features to ensure all landscape typologies are appropriate to their location and available maintenance provision.

<p>15. Consider overgrown paths - if hedges on the sides then how quick do they grow vs cutting schedule.</p>	<p>See above.</p>
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Rugby Borough Council

Climate Change and Environmental Impact Assessment

South West Rugby Design Code SPD – Agreement to undertake Public Consultation

CONTEXT

In 2019 the UK Parliament set a commitment in law to reach net zero carbon emissions by 2050. Achieving this target will require considerable effort with public bodies, private sector organisations, the third sector and individuals working together to take action. Rugby Borough Council declared a climate emergency in 2019, in doing so committed to:

- To move the Council's operations towards Carbon Neutrality by 2030.
- To establish action to tackle climate change as a key driver of all decision-making.
- To provide community leadership in reducing the impact of Climate Change.
- To take action to mitigate the impact of climate change on a Borough wide basis and beyond, through adaptation.

The Council's Corporate Strategy (2021-24) [link](#) sets ambitious outcomes in relation to Climate Change. These ambitions must now be progressed through the decisions which the Council makes.

It is therefore important that Rugby Borough Council gives due regard to climate change when making decisions. In the context of the Council's business, Climate Change includes carbon emissions, biodiversity, habitat loss and environmental destruction. When putting forward recommendations for decision, officers must assess how these recommendations are likely to influence our climate change commitments by completing the following Climate Change and Environmental Impact Assessment.

A copy of this Climate Change and Environmental Impact Assessment, including relevant data and information should be forwarded to the Deputy Chief Executive.

If you require help, advice and support to complete the forms, please contact Dan Green, Deputy Chief Executive.

SECTION 1: OVERVIEW

Portfolio and Service Area	Growth and Investment
Policy/Service/Change being assessed	The report recommends to Cabinet that it approves the publication of the draft South West Design Code SPD for public consultation.
Is this a new or existing Policy/Service/Change?	New.
If existing policy/service please state date of last assessment	Not applicable.
Ward Specific Impacts	Dunsmore, Bilton, Admirals and Cawston
Summary of assessment Briefly summarise the policy/service/change and potential impacts.	<p>The South West Rugby Design Code aims to set out specific and concise design parameters to:</p> <ol style="list-style-type: none"> 1. Ensure a cohesive layout and design approach to the allocated urban extension, building further upon the work in the adopted South West Rugby Masterplan SPD (2021). This is deemed necessary due to the multiple land ownerships and the anticipation that there will be no overarching planning application. I.e. multiple planning applications are anticipated. 2. Enhance the overall design quality of development across the urban extension. <p>In developing this design code, specialist input has been provided on matters of movement and active and sustainable travel, and landscape and ecology. Whilst this assessment indicates 'no change' with regard to climate indicators, the document has been developed with the aim of uplifting the quality of development proposals in respect of these key climate matters, amongst others.</p>
Completed By	Hayley Smith, Principal Planner
Authorised By	Neil Holly, Development Strategy Manager
Date of Assessment	11 December 2024

SECTION 2: IMPACT ASSESSMENT

Climate Change and Environmental Impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner	Timescales
Energy usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None at this stage			
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None at this stage			
Sustainable Transport/Travel (customers and staff)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None at this stage			
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None at this stage			
Community leadership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None at this stage			
Biodiversity and habitats	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None at this stage			
Adaptation/Mitigation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None at this stage			
Impact on other providers/partners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None at this stage			

SECTION 3: REVIEW

Where a negative impact is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

Review date	Adoption of the updated SPD, likely April 2025.
Key points to be considered through review	No negative impacts have been identified at this stage.
Person responsible for review	Hayley Smith, Principal Planner
Authorised by	Neil Holly, Development Strategy Manager

EQUALITY IMPACT ASSESSMENT (EqIA)

Context

1. The Public Sector Equality Duty as set out under section 149 of the Equality Act 2010 requires Rugby Borough Council when making decisions to have due regard to the following:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
 - age
 - disability
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - sex/gender
 - sexual orientation
3. In addition to the above-protected characteristics, you should consider the crosscutting elements of the proposed policy, such as impact on social inequalities and impact on carers who look after older people or people with disabilities as part of this assessment.
4. The Equality Impact Assessment (EqIA) document is a tool that enables RBC to test and analyse the nature and impact of what it is currently doing or is planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. The questions will enable you to record your findings.
6. Where the EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. Once completed and signed off the EqIA will be published online.
8. An EqIA must accompany all **Key Decisions** and **Cabinet Reports**.
9. For further information, refer to the EqIA guidance for staff.
10. For advice and support, contact:
Rebecca Ewers
Corporate Equality and Diversity Officer
rebecca.ewers@rugby.gov.uk
01788 533509

Equality Impact Assessment

Service Area	Development Strategy, Growth and Investment
Policy/Service being assessed	South West Rugby Design Code – consultation draft
Is this a new or existing policy/service? If existing policy/service please state date of last assessment	This is a new document which supplements existing adopted policy in respect of South West Rugby
EqlA Review Team – List of members	
Date of this assessment	
Signature of responsible officer (to be signed after the EqlA has been completed)	

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Corporate Equality and Diversity Officer.

Details of Strategy/ Service/ Policy to be analysed

<u>Stage 1 – Scoping and Defining</u>	
(1) Describe the main aims, objectives and purpose of the Strategy/Service/Policy (or decision)?	The aim of the South West Rugby Design Code is to set out clear design and placemaking parameters for developments at South West Rugby. It seeks to generate greater consistency and cohesiveness across the allocated urban extension, which is particularly important as the 'site' is within multiple different ownerships and will be brought forward through multiple planning applications. It also aims to raise quality overall.
(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?	The design code aims to make us more effective and consistent in guiding planning applications at South West Rugby, whilst also aspiring to higher quality places and associated social, environmental and economic benefits.
(3) What are the expected outcomes you are hoping to achieve?	<ul style="list-style-type: none"> • Improved clarity and consistency on expectations across the development of South West Rugby to assist the process of considering and determining planning applications. • Improved quality in the development at South West Rugby, with associated social, environmental and economic benefits.
(4) Does or will the policy or decision affect: <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	<ul style="list-style-type: none"> • The policy will initially principally impact applicants and developers through the planning process for developments at South West Rugby. • Residents likely to be impacted by development at South West Rugby (i.e. in immediately surrounding areas) have been invited to engage in the development of the design code, to manage impacts on them and seek to achieve local aspirations. • In meeting its objectives, the design code should positively impact the future occupiers of properties at South West Rugby.
<u>Stage 2 - Information Gathering</u>	As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, e.g. service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

Appendix 4

<p>(1) What does the information tell you about those groups identified?</p>	<p>As part of the process of developing the design code for South West Rugby, we have engaged with local residents (those in neighbouring areas to the allocation), and stakeholders, including land owners, developers and colleagues at Warwickshire County Council. A report regarding the engagement undertaken is included as appendix 2 of the report.</p>		
<p>(2) Have you consulted or involved those groups that are likely to be affected by the strategy/ service/policy you want to implement? If yes, what were their views and how have their views influenced your decision?</p>	<p>As above. We have sought to engage elected representatives, members of the public and local secondary school children, to get their views on the area, site, key characteristics, and aspirations. The report summarising the engagement undertaken is included in appendix 2 of the Cabinet report.</p>		
<p>(3) If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary.</p>	<p>We have engaged as outlined above. The Cabinet report is seeking approval for a public consultation on the complete draft South West Rugby Design Code SPD, so further feedback will be invited.</p>		
<p><u>Stage 3 – Analysis of impact</u></p>			
<p>(1) <u>Protected Characteristics</u> From your data and consultations is there any positive, adverse or negative impact identified for any particular group, which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE No impact</p>	<p>DISABILITY No impact</p>	<p>GENDER No impact</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP No impact</p>	<p>AGE No impact</p>	<p>GENDER REASSIGNMENT No impact</p>
	<p>RELIGION/BELIEF No impact</p>	<p>PREGNANCY MATERNITY No impact</p>	<p>SEXUAL ORIENTATION No impact</p>

Appendix 4

<p>(2) <u>Cross cutting themes</u> (a) Are your proposals likely to impact on social inequalities e.g. child poverty, geographically disadvantaged communities? If yes, please explain how? (b) Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes, please explain how?</p>	<p>A key objective of the design code is to maximise opportunities for active travel and public transport to avoid geographical isolation.</p> <p>The provision of necessary infrastructure and some locational information is already included in existing policy and a South West Rugby Masterplan SPD which remain relevant.</p> <p>No.</p>
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>No adverse impact envisaged – the objective is to design and inclusive development.</p>
<p>(4) What actions are going to be taken to reduce or eliminate negative or adverse impact? (This should form part of your action plan under Stage 4.)</p>	<p>As above</p>
<p>(5) How does the strategy/service/policy contribute to the promotion of equality? If not, what can be done?</p>	<p>As above – aims to support the creation of an inclusive development</p>
<p>(6) How does the strategy/service/policy promote good relations between groups? If not, what can be done?</p>	<p>N/a</p>
<p>(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>N/a</p>

<p><u>Stage 4 – Action Planning, Review and Monitoring</u></p>																														
<p>If No Further Action is required then go to – Review and Monitoring</p> <p>(1) Action Planning – Specify any changes or improvements that can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.</p>	<p>EqlA Action Plan</p> <table border="1" data-bbox="875 464 2112 692"> <thead> <tr> <th data-bbox="875 464 1122 539">Action</th> <th data-bbox="1122 464 1368 539">Lead Officer</th> <th data-bbox="1368 464 1615 539">Date for completion</th> <th data-bbox="1615 464 1861 539">Resource requirements</th> <th data-bbox="1861 464 2112 539">Comments</th> </tr> </thead> <tbody> <tr> <td data-bbox="875 539 1122 576"></td> <td data-bbox="1122 539 1368 576"></td> <td data-bbox="1368 539 1615 576"></td> <td data-bbox="1615 539 1861 576"></td> <td data-bbox="1861 539 2112 576"></td> </tr> <tr> <td data-bbox="875 576 1122 612"></td> <td data-bbox="1122 576 1368 612"></td> <td data-bbox="1368 576 1615 612"></td> <td data-bbox="1615 576 1861 612"></td> <td data-bbox="1861 576 2112 612"></td> </tr> <tr> <td data-bbox="875 612 1122 649"></td> <td data-bbox="1122 612 1368 649"></td> <td data-bbox="1368 612 1615 649"></td> <td data-bbox="1615 612 1861 649"></td> <td data-bbox="1861 612 2112 649"></td> </tr> <tr> <td data-bbox="875 649 1122 692"></td> <td data-bbox="1122 649 1368 692"></td> <td data-bbox="1368 649 1615 692"></td> <td data-bbox="1615 649 1861 692"></td> <td data-bbox="1861 649 2112 692"></td> </tr> </tbody> </table>					Action	Lead Officer	Date for completion	Resource requirements	Comments																				
Action	Lead Officer	Date for completion	Resource requirements	Comments																										
<p>(2) Review and Monitoring State how and when you will monitor policy and Action Plan</p>	<p>This EqlA will be reviewed again after the public consultation and before the SPD proceeds to adoption.</p>																													

Please annotate your policy with the following statement:

‘An Equality Impact Assessment on this policy was undertaken on (date of assessment) and will be reviewed on (insert review date).’

Agenda No 6

AGENDA MANAGEMENT SHEET

Report Title:	Finance and Performance Monitoring – Quarter 3 2024/25
Name of Committee:	Cabinet
Date of Meeting:	3 February 2025
Report Director:	Chief Officer - Finance and Performance
Portfolio:	Finance, Performance, Legal and Governance
Ward Relevance:	All Wards
Prior Consultation:	All Group Leaders
Contact Officer:	Tracy.Wright@rugby.gov.uk
Public or Private:	Public
Report Subject to Call-In:	Yes
Report En-Bloc:	No
Forward Plan:	Yes
Corporate Priorities:	This report relates to the following priority(ies): <input checked="" type="checkbox"/> A Healthier Rugby – To support people to live healthier, longer, and more independent lives. <input checked="" type="checkbox"/> A Thriving Rugby – To deliver a thriving economy which brings Borough-wide investment and regenerates Rugby Town Centre. <input checked="" type="checkbox"/> A Greener Rugby – To protect the environment and ensure the Borough adapts to climate change. <input checked="" type="checkbox"/> A Fairer Rugby – To reduce inequalities and improve housing across the Borough. Corporate Strategy 2025-2035 <input type="checkbox"/> This report does not specifically relate to any Council priorities but
Summary:	This report sets out the 2024/25 Quarter 3 finance and performance position for the Council and other adjustments for approval as required by Financial Standing Orders.
Financial Implications:	As detailed in the main report.
Risk Management/Health and Safety Implications:	This report is intended to give Cabinet an overview of the Council's forecast spending and

performance position for 2024/25 to inform future decision-making.

Environmental Implications: There are no environmental implications arising from this report and no environmental assessment is required for this report.

Legal Implications: There are no legal implications arising from this report.

Equality and Diversity: No new or existing policy or procedure has been recommended and no Equalities Impact Assessment is required for this report.

Options: None

Recommendation:

- 1) The Council's forecast financial position for 2024/25 be considered; and
- 2) performance information in section 5 of the report be noted.

Reasons for Recommendation: A strong financial and performance management framework, including oversight by Councillors and the Leadership Team, is an essential part of delivering the Council's Corporate Strategy.

Cabinet - 3 February 2025

Finance and Performance Monitoring – Quarter 3 2024/25

Public Report of the Chief Financial Officer

Recommendation

- 1) The Council's forecast financial position for 2024/25 be considered; and
- 2) performance information in section 5 of the report be noted.

1. EXECUTIVE SUMMARY

1.1. The main purpose of this report is to provide a summary of the 2024/25 forecast position for the General Fund and the Housing Revenue Account. Also included is information on the Council's savings programme and performance measures.

1.2. The key findings of this report are as follows:

- **General Fund revenue** – in the General Fund there is a forecast pressure of £1.157m. This comprises of a £2.278m pressure across services which is offset by a (£1.121m) saving in the net cost of borrowing.
- **General Fund capital programme** – the budget for the Capital programme is £9.168m compared to a £8.243m forecast. This majority of the difference reflects (£1.003m) of reprofiling due to scheme changes.
- **Housing Revenue Account** – there is a forecast pressure of £0.443m across the HRA. This will reduce the contribution to reserves at the end of the year to keep the HRA main account balanced.
- **Housing Revenue Account capital programme** – the Capital programme is forecast to consume £20.990m. This reflects a saving of (£0.356m).
- **Savings programme** – the savings target for 2024/25 is (£3.033m). The latest projection is for (£2.822m) to be delivered.
- **Performance measures** – quarter two performance measures are detailed in Section 5.

2. BACKGROUND

2.1. Local Authorities have a requirement to account separately for core operational services and the provision of dwellings. This is achieved by creating two reporting functions. The General Fund and the Housing Revenue Account.

- 2.2. The General Fund is the main revenue account of the local authority, which includes day-to-day income and expenditure on the provision of services. Activities within the General Fund include waste and recycling, parks and recreation and regulatory services.
- 2.3. The Housing Revenue Account is a statutory requirement for local authorities with a council housing stock. It contains all the expenditure and income relating to the direct provision of that stock. Included in the Housing Revenue Account are elements such as rent, service charges, maintenance, repairs, and property management.
- 2.4. The Council takes a multiyear approach to its budget planning and monitoring, recognising that the two are inextricably linked. At three-month intervals officers provide their latest forecast expectations for each of the reporting units. This report offers the latest outlook based on the information available at 31 December 2024 (Quarter Three).
- 2.5. Throughout the report, pressures and savings are referred to. A pressure is an instance whereby forecast costs have exceeded budget or forecast income has not met target. This will be shown as a positive value. A saving occurs where forecast expenditure is lower than budget or forecast income is higher than the target. This is displayed using brackets.
- 2.6. This report also contains an update on savings proposals and the performance measures that are seen as fundamental to the Council's continued focus on improving its offering to the local community.

3. GENERAL FUND (GF)

GF Operating Position (Appendix 1)

- 3.1. The 2024/25 General Fund revenue forecast position is summarised below.

Table 1: General Fund 2024/25 Forecast

Type	Budget £000	Q1 Forecast £000	Q2 Forecast £000	Q3 Forecast £000	Q3 Variance to Budget £000
Cost of General Fund services	19,640	20,150	21,042	21,917	2,277
Corporate items	2,106	1,813	1,554	985	(1,121)
Total	21,746	21,963	22,596	22,902	1,156

- 3.2. Across the Council there is a forecast pressure of £1,156m compared to the budget of £21,746m. The service variance is £2,277m, which is offset from savings in corporate items of (£1.121m).
- 3.3. The main contributing factors to the pressures are shown below. Further details of portfolio variances can be found in Appendix 1.
- 3.4. Staffing and agency costs across the Council are reporting a pressure of -£0.646m:

- There are several services that are experiencing pressures relating to staffing costs. Operations and Traded are enduring elevated levels of staff sickness and absence. This has necessitated the need to turn to the agency market and offer overtime to ensure that the service continues to operate. On average the Council is currently losing 4.9 days per FTE to short term sickness and illness. Within the professional services functions such as Legal, Finance and Planning, agency staff are being utilised to cover key roles within the teams. Experienced agency staff with the right level of skills are highly sought after and come at a premium cost. The current staff turnover rate across the Council is 15.7% against a year end target of 13.4%. Vacancies within services such as Information Technology are producing savings that are offsetting against the overall pressure.

3.5. Costs associated with the Sherborne Recycling Facility are forecast to produce a pressure of £0.374m:

- As reported at quarter two the Sherborne facility is forecasting a pressure against the original business plan. The gate fee is higher than anticipated due to higher debt servicing costs and increased overheads at the site. Recycling materials are selling at less than was predicted which is due to volatility in the market and higher than anticipated contamination levels. The use of a third-party haulage company is causing a pressure due to increased haulage required from the waste depot in Rugby to the Sherbourne facility or energy waste plant. The pressure is partly offset from the income reimbursed by Warwickshire County Council for recycling and a rebate from the Sherbourne Facility. The facility is currently in the process of producing a detailed forecast update which will be hoping to share to Sherborne partners during quarter three.

3.6. Planning income is currently reporting a forecast pressure of £0.750m:

- The number of major applications which attract large fees is lower than what was anticipated when compared against the 5-year average which was the basis on how the budget was set. This has had an impact on the income forecast. Householder applications have kept pace with prior years but as the fees are significantly smaller this is not having an impact on the pressure. Income generated will be kept under review because forecasting demand is traditionally complicated even with the detailed data officers hold on development in the Borough.
- The Council offers a paid pre-app service for potential development schemes which is well used and officers discuss potential timeframes with applicants/developers. However, fee income is entirely out of the Council's control and developers for commercial sensitivity reasons tend to be cautious on what they disclose.

3.7. External Audit Fees are reporting a pressure of £0.153m

- Previous budget monitoring reports contained the audit fee pressure. Rugby is part of the national procurement process for external audit services. For 2024/25 officers expected an increase in the contract value

of 150%. However, the contract price was only communicated after the 2024/25 budget was set. Audit fees have risen considerably across the sector, the work has not increased, and the Council is no greater risk than it was in previous years but the current forecast cost of the 2023/24 audit will be £179,000. The contract has been set and there is no ability to reduce or negotiate this, therefore the pressure will need to form part of the 2025/26 budget setting process. Further to the above and due to the 2023/24 audit taking longer than originally planned there is the mechanism through the PSSA agreement that the Council could incur potential additional charges.

3.8. Net cost of borrowing is reporting a saving of (£1.580m)

- The pressures on General Fund services are being alleviated by a saving in the net cost of borrowing. Interest rates were budgeted at a prudent and responsible level. With the Bank of England continuing to keep rates at an elevated level the Council has continued to see a benefit during the third quarter of this year. However, this benefit cannot be relied upon in future periods as the expectation remains that at some point interest rates will begin to fall.

GF Savings Programme (Appendix 1)

3.9. The Council's 2024/25 savings programme totalled (£3.033m). 93% of the savings are forecast to be delivered.

Table Two: General Fund Savings Programme

Type	Target £000	£000	£000	£000
Savings target	(3,033)	(2,822)	(61)	(150)

3.10. The impact of non-delivery of savings plans means that the Council's reserve balances may need to be used to fund the pressures, or Council will be asked to approve additional savings proposals to ensure a balanced Medium Term Financial Plan. Progress on the plans will continue to be reported throughout the 2024/25 financial year.

3.11. In addition to the savings approved as part of the budget setting process, the general fund also has embedded savings in relation to digitalisation (£0.173m) and a general corporate savings target (£0.300m) as at quarter 3 these are ranked as Amber.

GF Capital Programme

3.12. The approved General Fund capital programme is £9.168m, there is currently (£0.078m) of forecast pressures.

Table Three: General Fund Capital Programme

Type	Revised Budget £000	Budget Reprofiling £000	Reprofiled Budget £000	Q1 Forecast £000	Q2 Forecast £000	Q3 Forecast £000	Variance to Budget £000
GF Capital	9,168	(1,003)	8,165	7,857	8,685	8,243	78

- 3.13. Where project timelines deviate from the original plan, reprofiling of the budget takes place. Currently within the general fund there is (£1.003m) of reprofiling. Of this total, (£0.314m) is related to the Alwyn Road changing rooms project. This is currently at design stage and main works aren't due to begin until April 2025 along with (0.294m) relating to the Housing Acquisition Fund and (0.296m) for Rainsbrook Cemetery. This is not an issue, however if schemes span multiple years there is a risk of increased costs although this is no projected at this time it will be monitored. As well as pushing costs back, on occasions schemes will take place quicker than the original plan, in these circumstances there will be a positive balance for reprofiling.
- 3.14. A detailed summary of all the GF Capital programme for 2024/25 is shown in Appendix 1.

4. HOUSING REVENUE ACCOUNT (HRA)

HRA Operating Position (Appendix 2)

- 4.1. The Housing Revenue Account is forecasting a pressure of £0.443m that will be offset by a reduction in the planned contribution to reserves to produce a balanced budget.
- 4.2. The 2024/25 HRA revenue forecast position is summarised below.

Table Four: HRA Revenue Outturn Position

Type	Revised Budget £000	Q1 Forecast £000	Q2 Forecast £000	Q3 Forecast £000	Outturn Variance to Budget £000
Income	(19,694)	(19,792)	(19,793)	(19,680)	126
Expenditure	15,558	16,231	15,751	16,098	540
Cost of HRA services	(4,136)	(3,561)	(4,042)	(3,582)	341
Interest and investment income/expense	(10)	(10)	(121)	(121)	(111)
Net cost/(surplus) after interest	(4,146)	(3,571)	(4,163)	(3,703)	443
Contribution to capital expenditure	4,345	3,522	4,114	3,902	(443)
Contributions to (+) / from (-) reserves	49	49	49	49	0
Total	0	0	0	0	0

- 4.3. Although the HRA will report a balanced position, where there are significant variances within function, they are shown below.
- 4.4. The Housing Repairs Account is reporting a pressure of 0.809m. This is due to the following factors:
- There is a £0.495m pressure relating to external contractors and material costs. This is due to a high volume of work being received that requires major works the service has been required to engage with specialist contractors. As reported during the first budget monitoring report of 2024/25 the majority of the pressure relates to roofing costs.

- The roofing work for the team is undertaken by a contractor due to the nature of the expertise and the difficulty in recruitment. It is worth noting that if there were an internally employed roofing team to undertake the work, the costs would still be high as a large part of the cost relates to scaffolding where costs have increased across the sector, plus the scope of work required would also remain consistent.
- £0.266m – Contract Income – a budget was set with the intention to offer more external services. Due to the volume of internal works and pressure on the service to deliver in a timely manner, expansion of the service has not been possible. The service is planning to undertake a review to understand if there may be potential future capacity to offer additional external services.

4.5. Supervision and Management is reporting a (£0.283m) saving:

- (£0.392m) – Staff Costs - There are vacancies within Supervision and Management that are providing a saving where roles have been difficult to recruit to or where recruitment activity has been paused. The service is currently reviewing different options with the intention of readvertising certain roles imminently.

4.6. Net cost of borrowing is reporting a saving of (£0.111m)

- Similarly to the General Fund the HRA is benefiting from interest rates remaining at elevated levels.

HRA Capital

4.7. The approved HRA capital programme is £23.468m and includes the Council's house building programme of works.

Table Five: HRA Capital Programme

Type	Revised Budget £000	Budget Reprofiled £000	Reprofiled Budget £000	Q1 Forecast £000	Q2 Forecast £000	Q3 Forecast £000	Variance to Budget £000
HRA Capital Programme	23,918	(2,572)	21,346	22,200	21,008	20,990	(356)

4.8. The HRA capital programme is forecasting a (£0.356m) saving. There is a (£0.401m) saving related to the demolition work at Rounds Gardens. Where demolition is complete and concrete barriers have been installed to secure the site with access only available to maintenance vehicles. Initial design works for the site started in July and will be followed by more detailed plans.

4.9. Details of the HRA capital programme can be found in Appendix 2.

5. PERFORMANCE SUMMARY

5.1. This section of the report summarises the performance of the organisation against key performance indicators (KPIs) for Q3. It provides a snapshot of key achievements and areas requiring improvement across various service areas.

Table Six: Performance Summary

Quarter Three Performance	Total	RAG Rating			
Key Performance Indicators	76	40	13	7	16

5.2. The Power Bi dashboard that contains the full suite of measures can be found [here](#).

Q3 Highlights

5.3. During Q3 there has been a number of instances where performance has exceeded target. They include:

- Council tax collection all years is 5% above target at 96% - Performance shows to the end of December the Council has reduced arrears by £3.45m which equates to 31% and represents the best quarter 3 performance since 2018
- Property repairs have delivered 100 % of minor voids completed on time. (up to 7 days) Despite the high volume of major void receipts, the workload for minor voids has remained manageable, enabling our internal workforce to handle these efficiently and respond swiftly.
- New homes built in the borough has been calculated at 873, which is 210 (32%) above the target of 663

Areas for Improvement

5.4. In certain areas performance has fell below the targets that were set at the beginning of the year. Some examples of this include:

- The % of BID levy collected is 12% lower than the target of 96%. However, of the £67,000 outstanding for 2024/25, a large proportion of this relates to one account and it is expected that this will be collected before year end and the target be achieved.
- The percentage of planned food inspections completed is currently rated red. This in part is due to officer capacity. There were an additional 34 visits to E rated premises as part of the Covid catch-up, or new business registration visit.

5.5. Over time the performance catalogue will continue to evolve including more detailed trend analysis. New measures could be added, and current ones, that may no longer be viewed as critical, will be replaced.

Name of Meeting: Cabinet

Date of Meeting: 3 February 2025

Subject Matter: Finance and Performance Monitoring – Quarter 3
2024/25

Originating Department: Finance and Performance

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

Appendix 1 - General Fund Dashboard - Quarter 3 2024-25

1) Revenue Forecasts

Portfolio	Current Net Budget	Exp to date plus commitments	Forecast	Total Variance Q3	Total Variance Q2	Movement
	£000	£000	£000	£000	£000	£000
Finance, Performance, Legal & Governance	3,645	4,364	4,453	808	726	82
Communities and Homes, Regulation and Safety	5,574	10,958	5,666	92	(97)	189
Growth and Investment, Digital and Communications	1,444	4,458	1,971	526	(60)	586
Operations and Traded Services	5,001	1,505	5,876	875	896	(21)
Partnerships and Wellbeing	3,867	3,712	3,973	105	38	67
Organisational Change	109	290	(32)	(141)	(100)	(41)
Chief Executive	0	260	12	12	(1)	13
Corporate Items	2,106	447	985	(1,121)	(552)	(569)
Total Approved Budget	21,746	25,994	22,904	1,156	850	306

2) Reserve Summary

Name of reserve	Balance at 01/04/24	Forecast contribution (to)/from	Balance at 31/03/25	Forecast contribution (to)/from	Balance at 31/03/26	Balance at 31/03/27	Balance at 31/03/28
	£000	£000	£000	£000	£000	£000	£000
Gen Fund Revenue Acc	(2,250)	0	(2,250)	0	(2,250)	(2,250)	(2,250)
Business Rates Equalisation Reserve	(16,740)	(4,214)	(20,954)	(630)	(21,584)	(22,752)	(24,135)
Budget Stability Reserve	(3,013)	350	(2,663)	0	(2,663)	(2,663)	(2,663)
Town Centre Strategy Reserve	(4,810)	653	(4,157)	400	(3,757)	(3,357)	(2,957)
STW Pensions Reserve	(86)	0	(86)	0	(86)	(86)	(86)
Section Agreements	(2,056)	114	(1,942)	103	(1,839)	(1,736)	(1,633)
Non-Conditional Revenue Grants	(196)	0	(196)	0	(196)	(196)	(196)
Warwickshire Consortium Reserve	(2)	0	(2)	0	(2)	(2)	(2)
Total corporate reserves	(29,153)	(3,097)	(32,250)	(127)	(32,377)	(33,042)	(33,922)
Finance, Performance, Legal & Governance	(59)	(1)	(60)	(3)	(63)	(63)	(63)
Communities and Homes, Regulation and Safety	(773)	168	(605)	(38)	(643)	(643)	(643)
Growth and Investment, Digital and Communications	(376)	54	(322)	0	(322)	(322)	(322)
Operations and Traded Services	(84)	7	(77)	0	(77)	(77)	(77)
Partnerships and Wellbeing	(100)	0	(100)	0	(100)	(100)	(100)
Organisational Change	0	0	0	0	0	0	0
Chief Executive	(2,901)	445	(2,456)	(50)	(2,506)	(2,506)	(2,506)
Total Portfolio earmarked reserves	(4,293)	673	(3,620)	(91)	(3,711)	(3,711)	(3,711)
Total Reserves	(33,446)	(2,424)	(35,870)	(218)	(36,088)	(36,753)	(37,633)

3) Capital Summary

Portfolio	Current Budget	Exp to date plus commitments	Forecast	Pending Reprofiting Requests	Total Variance
	£000	£000	£000	£000	£000
Finance, Performance, Legal & Governance	30	0	0		(30)
Communities and Homes, Regulation and Safety	4,288	2,654	3,644	(618)	(26)
Growth and Investment, Digital and Communications	1,410	298	1,452		42
Operations and Traded Services	1,619	1,132	1,612		(7)

Partnerships and Wellbeing	1,822	548	1,535	(385)	99
Organisational Change	0	0	0		0
Chief Executive	0	0	0		0
Grand Total	9,168	4,632	8,243	(1,003)	78

4) Head Count

	Budget	Actual	Variance
Finance, Performance, Legal & Governance	55.09	44.98	(10.11)
Communities and Homes, Regulation and Safety	96.10	92.15	(3.95)
Growth and Investment, Digital and Communications	79.68	65.91	(13.77)
Operations and Traded Services	128.12	125.03	(3.09)
Partnerships and Wellbeing	53.04	52.42	(0.62)
Organisational Change	15.40	10.07	(5.33)
Chief Executive	2.00	2.00	0.00
Total			(36.86)

5) Delivery of new savings & income targets

	£000s	£000s	£000s	£000s
		Red	Amber	Green
Total				
Finance, Performance, Legal & Governance	144		18	126
Growth and Investment, Digital and Communications	321	150		171
Communities and Homes, Regulation and Safety	369			369
Operation and Traded Services	245			245
Partnerships and Wellbeing	764			764
Organisational Change	0			0
Chief Executive	43			43
Corporate Items	1,147		43	1,104
TOTAL GF	3,033	150	61	2,822
Red and Amber savings- further details				
Planning Income	increased income target	150		
Corporate Items	Income related to the PAGOBO initiative		43	
Pension recharges	2024/25 WCC Pension Recharges		18	

7) Revenue variance narrative								
PORTFOLIO	Item Variance to budget	Pressure(Saving)	Expenditure Type	Service Area	Description	Root Cause Analysis - When you have found a material variance you must first determine the root cause of the variance	Impact - Next quantify the impact This involves not only understanding the impact to the current month, also if no changes are made what the go-forward impact to the business is for both favourable and unfavourable budget variances	Action - The final part of any analysis should include an action for the business What can be put in place to mitigate the impact
Legal & Governance Finance & Performance	275	Pressure	Expenditure	Finance & Performance	Staff Costs	<p>Financial Services:</p> <p>Vacancies being covered- Payments Officer Lead Accountant (Capital) Lead Accountant (GF maternity cover) Finance Business Partner and in addition to this there is cover for a team member who is on long term sick leave List 4 Systems Contractor</p> <p>Additional Agency staff-Technical Accountant Finance Contractor</p> <p>Revenues Team:</p> <p>Earlier in the year agency staff were used to help deliver the service</p> <p>A Change Officer and the Corporate Assurance manager post remain vacant A contractor is being deployed to cover a manager role</p>	<p>Financial Services:</p> <p>Experienced agency staff with the right level of skills are highly sought after and come at a premium cost</p> <p>Revenues Team:</p> <p>This has allowed the team to maintain standard service provision</p> <p>Corporate Assurance:</p>	<p>Financial Services:</p> <p>Ongoing recruitment in attempt to fill roles within the team The FDP has been filled and the post holder starting in January 25 2 Lead Accountant roles Agresso expert are being and will be covered by already in post agency staff</p> <p>Revenues Team:</p> <p>Corporate Assurance:</p> <p>The roles are being reviewed there has been two failed attempts to recruit to the vacant manager the change officer is on hold whilst a review of requirements takes place</p>
	153	Pressure	Expenditure	Finance & Performance	External Audit Fees	The contract price of external audit fees was only communicated after the budget was set In addition delays in the 2023/24 external audit have increased the contract price	Impact on 2024/25 budget which was set prior to the announcement of the contract values	Limited action as the fees are set nationally Included as part of the 2025/26 budget setting process
	49	Pressure	Expenditure	Finance & Performance	Other Running Expenses - General Financial Services	This pressure is related to Access Paysuite the Councils direct debit costs and online payments system The majority of people now use this method of payment as opposed to cash & cheques In addition this includes software subscriptions	If the current run rate persists it will result in a significant budget pressure on budget	Officers are conducting a detailed piece of analysis work is required looking at price and volume of transactions
	49	Pressure	Expenditure	Finance & Performance	Other Running Expenses - Council Tax	Third party fees to identify additional business rates due to RBC A 5% fee commission is paid for each property identified The £20000 spend represents an additional £1m of rates income	2024/25 additional income	Continue to engage with the agency
	106	Pressure	Expenditure	Legal & Governance	Staff Costs	<p>Agency staff have been utilised to cover for vacancies absence and maternity leave</p> <p>Vacant posts include:</p> <p>Management Support Services - Leadership & Legal Support Officer</p> <p>Democratic Services - Mayoral & Civic Officer and Democratic Services Lead Officer</p> <p>Legal Services - Legal Services Manager Senior legal officer Assistant legal officer</p>	Experienced agency staff with the right level of skills are highly sought after and come at a premium cost	The structure of the legal services team is currently being reviewed
Regulation & Safety, Communities & Homes	(87)	Saving	Expenditure	Regulation & Safety Portfolio	Staff Costs	<p>Bereavement Services:</p> <p>The vacancy for a Bereavement Services Team Leader and for a part time administrator have now been filled.</p> <p>Safety and Resilience:</p> <p>The two vacant Safety and Resilience Officer posts have now been filled.</p> <p>Licensing:</p> <p>There is 1 vacant post within the service as two separate roles have been combined. The new role will be for a Trainee Licensing Support Officer, but it is unlikely to be filled in this FY.</p>	<p>Bereavement Services:</p> <p>Bereavement Services Team Leader post has been filled, and the Crematorium is facilitating a new shift pattern to reduce gas usage</p> <p>Safety and Resilience:</p> <p>With two new staff members recruited, services across the organisation are being increased to normal levels in the Safety and Resilience team.</p> <p>Licensing:</p> <p>Until the proposed Enforcement (& Licensing) Support Officer has been finalised there will be a reliance on the Community Wardens to attend and repair broken machines within our car parks. With their primary focus being community work, it does cause a time lag in getting the machines back up and running.</p>	<p>Bereavement Services:</p> <p>Recruitment has been completed</p> <p>Safety and Resilience:</p> <p>The posts have both been filled and the new employees have started</p> <p>Licensing:</p> <p>Vacancy unlikely to be filled by the end of FY; job description to be assessed by HR, agreed by head of service, send out to ad, interviews, shortlisting, appointment, notice period etc - likely only Q2 26 at the earliest.</p>
	283	Pressure	Expenditure	Communities & Homes - Housing Advice & Benefits Team	Agency Staff	It is difficult to recruit experienced housing benefit staff. Nationally, it was intended that HB would transition to UC - wholly administered by the DWP. This has not happened and there remains legacy work for the LA. However, as a consequence of this policy position, people are less likely to train in the discipline of HB administration, meaning we are recruiting from a smaller and more competitive pool of applicants, many of whom aspire to 100% remote working.	Without agency staff we would be unable to satisfy our statutory duties in terms of HB administration. If people fall into crisis as a result of delays in administering claims then this could potentially result in increased homelessness.	Costs will be monitored closely
	(127)	Saving	Expenditure	Communities & Homes - Housing Advice & Benefits Team	Salaries & Wages	There have been vacancies in the team and agency staff have been used to cover these roles. Currently, there are two vacant Benefits Officer positions.	A review of the recruiting process alongside the changing landscape of the jobs market	The recruitment processes to be reviewed and look to develop an apprentice / trainee

	100	Saving	Expenditure	Communities & Homes - Housing Advice & Benefits Team	Accommodation Charge	Due to successful PSL scheme and the housing teams work in homeless prevention the need for emergency accommodation has been reduced so far this year. As winter approaches, homeless rough sleepers are placed into accommodation under the Severe Weather Emergency Protocol (SWEPEP). This may lead to an increase in accommodation usage and associated costs.	The impact here is capricious & the service needs to be agile & responsive to changing demands with the need for emergency housing	Continue to have a robust & varied approach to early homeless prevention and the temporary accommodation offer
	156	Pressure	Expenditure	Communities & Homes - Corporate Property R&M	R&M External Contractors	Maintenance/material costs rising annually, reactive maintenance to larger stock i.e. RAGM (biggest outlet at present) and some works mandatory to allow for insurance policies to be in place for future key exhibits), Town Hall, WSLU, Benn Hall, JBCP absorbing the budget, £56,000 committed in TF to include Gate Breaster curtain at WSLU, embankment works to RBC land, Planned gas and electrical works at around £11,000 and allowance made based on average monthly spends to the end of the financial year.	Regularly monitor budget vs. actuals, periodic cost audits and cost analysis. By basing budgets on reliable data. Utilising the correct budgets in line with the category of works. Communicate effectively with Managers across the corporate service areas we maintain to utilise the budgets effectively and when necessary.	Investing time in cost analysis and investigating alternate contractors/materials in line with the organisations procurement procedures will have a positive result and reduction in the overspend.
	39	Saving	Expenditure	Communities & Homes - Housing Property Maintenance Team	Salaries & Wages	The saving relates to the salary vacancy, as the decarbonisation position is now filled with a permanent role.	Consultancy fees will reduce due to permanent position.	No action required.
	260	Saving	Expenditure	Digital and Communications Portfolio	Staff Costs	ICT Services: £150,000 variance relates to 3 vacancies within the services. They are a GIS Specialist, a Senior ICT Officer and a Senior Business Analyst. Customer Services: £106,000 variance relates to 3 vacant posts within the service. They are a Customer Services Coach, Customer Experience Lead and an apprentice.	ICT Services: Agency workers have been used to cover the vacancies due to the nature of the service. Customer Services: These posts are likely to still be vacant into Quarter 4 whilst the posts are advertised. This is causing pressure on the service with a reduced workforce. Apprenticeship Scheme: A further vacant position within Customer Services has arisen due to promotion within the department which is due to be filled by end of financial year.	ICT Services: These posts are being advertised through a specialist agency which will incur a recruitment fee with a the posts estimated to be recruited shortly, assuming new recruits notice period. Customer Services: The vacancies are yet to be advertised and there has been a redistribution of hours due to an employee retiring. Internal advertisement has resulted in the successful recruitment to offer promotion opportunities. The resulting vacant positions are in the process of being advertised. Apprenticeship Scheme: Customer Services now has 1 vacant position to be filled by end of financial year, 1 vacant post will be filled by Revenues & Benefits, there is now also a vacant post currently held within finance.
	757	Pressure	Income	Growth & Investment Portfolio	Planning Income	Planning Income: Applications are lower than the budgeted target. Ongoing uncertainty in the global economic market, interest rate levels and cost of living concerns is making investors and individuals more cautious about commencing development. Impact from initially the General Election in July 24 and then the scheduled Budget by the new Government at end of Oct 24 adding further uncertainty and meaning the submission of major applications in particular are being delayed or held back.	Potential short term overspend and greater pressure to fulfil our statutory duties as uncertainty over fee income remains. A more achievable budget has estimated at £3,500m rather than £1.550m based on the trends and general uncertainties such as economic unpredictability. General Election and subsequent result and then the Autumn Budget.	Pressure reported at Quarter 3 however enquiries have been made with the Council from a potential developer. It is hoped that this significant pressure may be reduced by the end of the year.
	350	Savings	Expenditure	Growth & Investment Portfolio	Salary Costs	Development Strategy: 2 posts which are budgeted as 1 FTE but both posts are filled with part time hours, 1 vacant Senior Planning Officer. Major Projects and Economic Development: The Economic Development Lead post has been vacant as of May-August and is currently being covered by a consultant and the Economic Development Officer Post will also be vacant from mid-October 2024. There was a vacant PPO in major projects from May-September 2024, however that post is now filled from early September 2024. Development Management: They was still a vacant Land Charges post and two Principal Planning Officer posts along with a Graduate Planner post. The Land Charges post has been recruited to and the Principal Planning Officer posts are out to advert following a market supplement review.	The vacant posts within the Local Planning Authority results in the service being unable to fulfill its statutory duties and provide decisions in a timely manner. This can lead to stifling economic growth and uncertainty with developers and investors. It also exposes the Council to potentially more appeals and expense if performance targets are not achieved. Vacant posts also impacts on the speed on which the Council can deliver the Local Plan and Economic Strategies.	Use of agency to fill vacant posts will be reviewed in Q4 2024-25. Development Strategy: The senior role in this team has gone through numerous unsuccessful recruitment exercises. The post is being covered by a consultant who will be in place for the next year to enable continuity in Local Plan preparation. Major Projects and Economic Development: The Principal Planning Officer post is not filled and the two Economic Development Officer posts have been recruited to and will start in Q4. The consultants will remain in place until the end of the financial year to finish the delivery of UKSPF and to produce the Economic Strategy. Development Management: The Land Charges post has been recruited to and starts in Q4. The two Principal Planning Officer posts are out to advert and the Graduate Planner posts is under review.
Digital & Communications, Growth & Investment	119	Pressure	Expenditure	Growth & Investment Portfolio	Agency Costs & Direct Employment Costs	Agency staff are used to fill all but one of the posts listed above. The consultancy staff are required to deliver our corporate priorities.	Agency spend is offset by underspend on salaries & wages. Work is being distributed across remaining members of staff. Agency staff that are proficient and experienced enough with the right level of skills in planning are highly sought after and come at a premium cost.	Development Strategy: The senior role in this team has gone through numerous unsuccessful recruitment exercises. The post is being covered by a consultant who will be in place for the next year to enable continuity in Local Plan preparation. Major Projects and Economic Development: The Principal Planning Officer post is not filled and the two Economic Development Officer posts have been recruited to and will start in Q4. The consultants will remain in place until the end of the financial year to finish the delivery of UKSPF and to produce the Economic Strategy. Development Management: The Land Charges post has been recruited to and starts in Q4. The two Principal Planning Officer posts are out to advert and the Graduate Planner posts is under review.
	53	Pressure	Expenditure	Growth & Investment Portfolio	Appeals Costs	Following the refusal of planning permission the applicant has the right of appeal to the Secretary of State who appoints a Planning Inspector to review the case. The majority of appeals are dealt with by Planning Officers however in complex cases which require legal representation and expert witnesses on matters which the Council does not have the relevant expertise in house e.g. landscape and heritage then these services will need to be procured in order to defend the Council's decision. In light of this, a specific budget has now been set against this new budget code to enable appeal expenditure to be more closely monitored going forward based on an average annual cost of £50,000	Pressure on the budget	A specific budget of £50,000 has been created to ensure that these costs can
	35	Pressure	Expenditure	Growth & Investment Portfolio	Fees & Charges	RBC offer a paid pre-app service for potential development schemes which is well used and we discuss potential time frames with applicants/developers. However, fee income is entirely out of officers control and developers for commercial sensitivity reasons tend to be cautious on what they will sell us. The income trends will be closely monitored.	Pressure on the budget	The revenue stream will be closely monitored during 2024/25
	142	Pressure	Expenditure	Growth & Investment Portfolio	Other Running Expenses	This pressure relates to increased development Activities' costs in relation to consultancy costs and external legal costs for Major Projects. These costs relates to professional fees, fees for services for Frasers Campus Lighting, Expenses for initial baseline survey Frasers Campus and Project Alpha (Rugby) and planning advice in relation to the South West Rugby Allocation	The majority of these costs are recovered through reimbursements. Resulting in only a £8k pressure	Ongoing monitoring
	134	Pressure	Income	Growth & Investment Portfolio	Fees & Charges		This income offset the expenditure above	Ongoing monitoring
	37	Pressure	Income	Growth & Investment Portfolio	Other Running Expenses	Income relates to Reimbursements and Fees & Charges set out above which only results in a £8k or	Pressure on the Local Plan budget for 24/25 but less pressure on Local Plan budget for 25/26	Ongoing monitoring
	26	Pressure	Expenditure	Growth & Investment Portfolio	Other Running Expenses	Non-fee earning works	This is as a consequence of the additional training that Building Control Officers are required to undertake following the Grenfell Tower Fire. Training is non-fee earning work which the Council is billed for from the Warwick Building Control Partnership	The budget for 25/26 has been requested to be increased to cover for the additional pressure which will occur in future years given the need for the training to be ongoing.

Operations and Traded Services	374	Pressure	Other Running Expenses/Income	Domestic Waste Collection	External Contractor & Operator	<p>Sherbourne Recycling:</p> <p>£278,000 pressure due to less than expected income received for recycling materials and high gate fees.</p> <p>£96,000 pressure due to increased haulage costs for materials from the waste depot in Rugby to the end destinations such as Sherbourne or energy from waste plant.</p> <p>The pressure is offset from the income reimbursed by Warwickshire County Council for Recycling.</p>	<p>Sherbourne Recycling:</p> <p>Gate fees are higher than budgeted for.</p> <p>Potential higher costs due to expired contract and lighter loads being collected.</p>	<p>Sherbourne Recycling:</p> <p>Working closely with SRF to ensure waiting times are reduced.</p> <p>New contracts are currently being negotiated and processes checked to ensure full loads are collected.</p>
	489	Pressure	Expenditure	Operations & Traded Portfolio	Salaries & Wages	<p>The high levels of staff sickness and absence have necessitated the need to turn to the agency market to ensure that the service continues to operate. Agency are also used to cover Annual Leave as there are no operatives available to cover on this the Establishment list. Agency is also being used to fill 2 vacant office staff positions until approval for salaries to be added to the establishment list have been approved. These are the Fleet Manager and VSU Finance admin assistant.</p>		<p>The service is working with HR to help manage sickness and absence levels as well as exploring initiatives to deliver efficiencies across working practices. There is currently 6 Long Term Sick.</p>
PORTFOLIO	Variance to budget	Pressure(Saving)	Expenditure Type	Service Area	Description	Root Cause Analysis - When you have found a material variance you must first determine the root cause of the variance.	Impact - Next, quantify the impact. This involves not only understanding the impact to the current month; also if no changes are made, what the go-forward impact to the business is for both favourable and unfavourable budget variances.	Action - The final part of any analysis should include an action for the business. What can be put in place to mitigate the impact.
Partnerships and Wellbeing	30	Pressure	Expenditure	HR Training	Software Packages	£15,000 pressure is due to advertising multiple times in an attempt to fill vacant posts. The Employee Survey (£11,000) was not budgeted for and along with an increase in software licences has resulted in a £23,000 pressure. The remaining £5,000 is for Consultancy charges that have increased in cost.	No further costs that are not budgeted for are expected in the next quarter	The HR training budget will be monitored very closely in Quarter 4
	20	Pressure	Expenditure	HR	Salaries & Wages	A HR consultant was hired to cover WSU at £10,000.	No further costs that are not budgeted for are expected in the next quarter	The HR staffing budget will be monitored very closely in Quarter 4
	90	Pressure	Income	Sport & Recreation	Income	The £460,000 income target is not being achieved. The situation is exacerbated by vacancies as well as the ongoing difficulties in recruiting qualified personnel.	Staff shortages are impacting 2024/25 income targets.	The service is actively recruiting in an attempt to fill their vacant roles.
	(93)	Saving	Expenditure	Leisure & Wellbeing	Staff Costs	Although some of the recruitment drives have been successful, there are still unfilled posts and the team are in the process of recruiting for these roles. On Track is expected to end the year with a saving of £54,000 in their staffing budget.	The main impact is that the leisure team have not been in a position to offer all of their services to the community and this has impacted their income - see above.	There are a number of other positions that will become vacant due to maternity leave and resignations. Recruitment is underway for the existing vacancies as well as those where the positions are expected to become vacant.
Organisational Change	(51)	Saving	Expenditure	Organisational Change Portfolio	Salaries & Wages	<p>Transformational Change Unit</p> <p>Vacant Programme Lead is expected to be filled by January 2025 and a fixed term vacant Project Officer post is no longer required. Project Officer post which is filled on a part time basis however, the budget is set as 1 FTE.</p>	The impact on the service is that work is having to be managed within the current establishment until the vacancy is filled.	Keep under review
	(90)	Saving	Expenditure	Transformation Unit - Organisational	Salaries & Wages	At the start of the year there were 3 vacancies: Data Analyst, Transformation Project Officer and Transformation Programme Manager. A fixed term Programme Manager started with RBC in November 2024. The Data Analyst and Project Officer will not be recruited to in 2024/25.		
Corporate Items	(1,580)	Saving	Income	Council	Net cost of Borrowing	The pressures on General Fund services are being alleviated by a saving in the net cost of borrowing. Interest rates were budgeted at a prudent and responsible level. With the Bank of England continuing to keep rates at an elevated level the Council has continued to see a benefit during 2024	This benefit can not be relied upon in future periods as the expectation remains that at some point interest rates will begin to fall.	Keep under review

8) Capital variance narrative

PORTFOLIO	Scheme	Expenditure plus commitments	Current Forecast	Pending Reprofitting Requests	Variance	Narrative
		£0	£0	£0	£0	
Finance, Performance, Legal & Governance	Income Management System	0	0	0	0	Upgrade to cloud based version to avoid the current system becoming non-compliant with regulations. Budget will not be used
		0	0	0	0	0
Communities and Homes, Regulation and Safety	Lawrence Sheriff Almshouses	74	50	(28)	78	The final instalment of the grant is not scheduled to be paid until 2025/26
	Corporate Property Enhancements	76	157	0	157	This scheme was created to provide funds for enhancement works to take place across all corporate buildings.
	Housing Acquisition Fund	0	0	(294)	294	This scheme is used to purchase properties to add to our Housing Stock. There are no likely purchases at this time that meet the requirements.
	Great Central Walk Bridge	300	280	0	280	This scheme was created for the refurbishment of bridges on the old railway line.
	Disabled Facilities Grant	0	833	0	833	This grant will be passed on in full to HEART (Nuneaton and Bedworth Borough Council) for allocating out the funding.
	UKSPF - White Good Scheme	1	0	0	0	
	Rainsbrook Cemetery preparation	2,191	2,196	(296)	2,492	Due to seasonal constraints, these works will be completed in 2025/26 with the remainder of the budget being reprofiled accordingly. The scheme is expected to be completed within the budget remaining.
	Memorial Safety	9	60	0	60	This scheme is to allow for Headstone refurbishments to take place in Cemeteries to make them safe. The project is expected to be complete by 31st March 2025
	Safer Streets	3	68	0	68	Purchase of additional CCTV cameras and upgrades around the Rugby area and improved lighting around St Andrews Church and Trinity Graveyard. The scheme is funded through the Safer Street 4
		2,653	3,644	(618)	4,262	
Growth and Investment, Digital and Communications	UKSPF Capital- Business and Community Hub	56	255	0	255	to provide a physical and virtual space where local businesses, residents and delivery partners can come together.
	UKSPF Capital- Rugby College EV workshop	0	750	0	750	will be passed to Rugby College to create an Electric vehicle Workshop
	UKSPF Capital- Caldecott Park Accessibility Equipment	0	29	0	29	Accessible play equipment at Caldecott Park
	UKSPF Capital- Benn Partnership Enhancements	0	13	0	13	will be passed to Benn Partnership for building enhancements
	UKSPF Capital- Hill Street Youth & Community Centre building improvements	0	48	0	48	will be passed to Hill Street Youth & Community Centre for building improvements
	UKSPF Capital- Newbold Village Hall building improvements	0	6	0	6	will be passed to Newbold Village Hall for building improvements
	ICT Renewal Programme	48	114	0	114	for the replacement of client devices e.g. Laptops.
	ICT refresh programme - Infrastructure	30	50	0	50	for the replacement of physical and virtual servers, firewalls, backup and business continuity systems.
	ICT refresh programme - AV equipment	12	18	0	18	for the replacement of equipment within meeting rooms, the Council Chamber and other work spaces which require IT equipment e.g. Microsoft Teams devices.
	Digitalisation and Development Programme	12	58	0	58	This scheme was created to drive digitalisation across the organisation.
	Direct Debit Digitalisation	140	140	0	140	This scheme has nearly completed and will end by March 2025
Sophos Intercept	0	0	0	0		
		298	1,481	0	1,481	
Operations and Traded Services	Street Furniture	9	35	0	35	for an annual refresh of bins, benches, bus shelters and other items within our Borough.
	Purchase of Waste Bins	140	88	0	88	for the acquisition of domestic refuse bins for new housing developments. Most of the funds are financed through S106 contributions and other developer income.
	Purchase of Vehicles	984	1,489	0	1,489	for the regular replacement of Vehicles and Equipment for front line services within the General Fund.
		1,132	1,612	0	1,612	
	Open Spaces Refurbishment - Safety Improvements	111	118	0	118	£0.111m paid to contractor for Safety Improvements October 2024 coded to Park Connector Network below

Partnerships and Wellbeing	Park Connector Network	51	237	0	237	Crowthorns park connector project completed October 2024. Other projects to be brought forward by end of the year. The budget was raised by £100,000 to £237,000 on the proviso that this would be match funded. This match funding was not realised, which means that the budget will fall back to £137,000
	New Bilton Recreation Ground Refurbishment	11	150	0	150	Appointed landscape architect & CDM is progressing. Expected to be completed by March 2025
	Open Spaces Refurbishment - Charwelton Drive	9	150	0	150	Appointed landscape architect & CDM is progressing. Expected to be completed by March 2025
	Alwyn Road Changing Rooms	25	40	(314)	354	This is in the design stage of the scheme and an outline planning application has been submitted. Should this be approved, the construction works will begin in 2025/26 so the budget will be reprofiled accordingly.
	Alwyn Road Sports Pitches refurbishment	0	0	(71)	71	this is in the planning stages with works expected to begin in 2025/26 so the budget will be reprofiled accordingly.
	Open spaces refurbishment - Bawnmore rd play area	9	150	0	150	Appointed landscape architect & CDM is progressing. Expected to be completed by March 2025
	Betony Road Play Area	0	93	0	93	Betony road site visit October 2024. Will be completed by March 2025
	Cawston Green Gym	0	44	0	44	Section 106 funded possibility project to be brought forward as capacity allows. Will be completed in 2 year capital rules.
	Centenary Park Allotments Newbold	1	71	0	71	Feasibility study completed. Ground clearance finished. Architects appointed, Initial drawings received. There is a further £250k to spend which will be sourced through S106. Further paper being written regarding future funding.
	Brindley Road/Lennon Close Play Areas and Hillmorton Recreation Ground	0	80	0	80	Equipment replacement taken place at Hillmorton and surfacing & equipment renovations being planned at Brindley Road
	play equipment refurbishment and youth provision	50	50	0	50	Section 106 funding for ad hoc repair & Maintenance works as required
	Swimming Pool Support Fund	149	185	0	185	This scheme has been created to pass the grant funding onto our swimming pool operators. The grant was awarded to support with capital improvements to the Leisure Centre, specifically the swimming pool area.
	UKSPF Capital - St. Andrew's Garden Improvements	27	36	0	36	This scheme will provide improvements to make the area more secure through landscaping works.
	UKSPF Capital - Newbold Quarry accessibility Improvements	56	51	0	51	This scheme will secure the public space which as a disused quarry has health and safety implications.
	UKSPF Capital - Caldecott Park Accessibility Improvements	14	18	0	18	This scheme will provide improvements including installing toddler play equipment and improved paths around flowerbeds.
	UKSPF Capital - Albert Street Hoarding	13	13	0	13	The remaining artist works on the hoarding installed at the site are now complete.
UKSPF Capital- Pytchley Road Path Improvements	20	20	0	20	A Park Connector scheme project to improve accessibility from Great Central Walk to Pytchley Road Bridge; works are currently in progress.	
		547	1,506	(385)	1,891	
General Fund Total		4,631	8,243	(1,003)	9,246	

Appendix 2 - Housing Revenue Account (HRA) Dashboard - Quarter 3 2024/25

1) Revenue Summary

Service	Current Budget	Total Income/ Expenditure	Forecast	Pending Supplementa ry Budget /Virement	Pending Reserve Movement Requests	Total Variance
	£000	£000	£000	£000	£000	£000
Rent income from dwellings	(18,342)	(9,794)	(18,318)	0	0	24
Rent income from land and buildings	(129)	(62)	(124)	0	0	5
Charges for services	(1,180)	(589)	(1,180)	0	0	0
Contributions towards expenditure	(42)	(31)	(57)	0	0	(16)
Total Income	(19,694)	(10,476)	(19,680)	0	0	13
Transfer to Housing Repairs Account	4,779	4,278	5,588	0	0	809
Supervision & Management	6,945	2,210	6,661	0	0	(283)
Rent, rates, taxes and other charges	125	196	140	0	0	15
Depreciation and impairment	3,324	0	3,324	0	0	0
Debt management costs	0	0	0	0	0	0
Provision for bad or doubtful debts	66	0	66	0	0	0
Total Expenditure	15,240	6,684	15,780	0	0	541
HRA share of Corporate/Democratic Core Costs	318	0	318	0	0	0
Net cost of HRA services	(4,136)	(3,792)	(3,582)	0	0	554
Interest payable and similar charges	1,104	0	1,113	0	0	8
Interest and Investment Income	(1,115)	0	(1,234)	0	0	(119)
Net Operating expenditure	(4,146)	(3,792)	(3,703)	0	0	443
Contributions to (+) / from (-) reserves	49	0	49	0	0	0
Revenue Contributions to Capital Expenditure	4,345	0	3,902	0	0	(443)
(Surplus) / Deficit for the Year on HRA Services	248	(3,792)	248	0	0	0

2) Head Count- Vacancies (HRA)

Service	Budgeted FTE's 24/25	Actual FTE's at Q3	Vacant FTE's at Q3
Housing	48.41	33.81	(14.60)
Property Repairs Service	50.32	45.03	(5.29)
	98.73	78.84	(19.89)

3) Reserves & Balances

Name of reserve / balance	Balance as at 1/04/24	Forecast contribution (to)/from	Forecast balance as at 31/03/25	Forecast contribution (to)/from	Forecast balance as at 31/03/26	Forecast contribution (to)/from	Forecast balance as at 31/03/27
	£000	£000	£000	£000	£000	£000	£000
Housing Revenue Account Balances	(4,085)	0	(4,085)	0	(4,085)	0	(4,085)
HRA Capital Balances	(15,003)	(3,288)	(18,291)	(4,795)	(23,086)	(4,225)	(27,311)
HRA Major Repairs Reserve	(5,802)	756	(5,046)	(756)	(5,802)	(512)	(6,314)
Housing Repairs Account	(16)	16	0	0	0	0	0
HRA Climate Change Reserve	(1,512)	1,315	(197)	0	(197)	0	(197)
HRA - Transformation Reserve	(77)	(150)	(227)	0	(227)	0	(227)
Sheltered Housing Rent Reserve	(407)	(49)	(456)	(51)	(507)	(53)	(560)
Right to buy Capital Receipts	(12,040)	2,600	(9,440)	0	(9,440)	0	(9,440)
	(38,943)	1,200	(37,743)	(5,602)	(43,345)	(4,790)	(48,135)

5) Revenue variance narrative

Service	Q3 Variance £000	Item variances to budget	Pressure/(Saving)	Expenditure Type	Service Area	Description	Root Cause Analysis - When you have found a material variance you must first determine the root cause of the variance.	Impact - Next, quantify the impact. This involves not only understanding the impact to the current month; also if no changes are made, what the go-forward impact to the business is for both favourable and unfavourable budget variances.	Action - The final part of any analysis should include an action for the business. What can be put in place to mitigate the impact.
Housing Repairs Account	809	495	Pressure	Other Running Expenses	PRS Unplanned M&R	External Contractors and materials	Contractor spend still high due to specialist contractor requirements and 2 x operative vacancies on establishment, material costs and inflation.	All contractors have experienced an increase in workload during the busiest period for property repairs, driven by storm and weather related damage. The demand for subcontractors has risen accordingly, with issues such as damp, mould, roofing, and guttering further contributing to the increase in expenditure. The impact will be as forecast and a growth form has been submitted to allow for projected increase for 2025/26.	A growth form has been put in for the forecasted overspend, a new roofing contractor has been procured, we are utilising out current DLO labour workforce to do minimal repairs to guttering, PASMA training is being looked at to decrease costs for scaffolding and to have better in house control for guttering works. mould and condensation works include a substantial cost due to decorating with specialist mould treatments we are procuring a product which can be added to normal paint to make it a mould treatment paint and we are looking to recruit for one of the open roles a decoartor to complete these works.
		266	Pressure	Income	PRS Unplanned M&R	Contract Income - Internal	Income target will not be delivered and will have an ongoing impact on budget deficits growth form for decrease has been submitted for 2025/2026 budget.	Income has been lower than expected due to system issues with our suppliers. Additionally, reliance on a single officer as a single point of failure has slowed transaction processing, requiring more manual intervention than anticipated.	Income Target for 2025/26 to be reviewed at budget setting, growth form submitted to reduce target.
		(150)	Saving	General Running Expenses	PRS Unplanned M&R	Materials	Root cause is due to the 2 x operative vacancies.	Current decrease will trend into the next financial year, 2 operative positions are impacting on this but also transactions from IT systems not being processed in a timely manner due to system issues with supplier and manual interventions required.	Due to the increase in sub-contractor use and the challenge of hiring for operative positions, this has lead to the decrease in material spend, it is expected to see this trend back up in the next financial year. some outstandings payments are still to be made to the main supplier bradfords with an amount of £55k
Supervision & Management	(283)	(265)	Saving	Expenditure	Supervision & Management	Salaries	There are vacancies that have been difficult to recruit to or where recruitment activity has been paused.		The service is currently reviewing different options with the intention of re-advertising certain roles imminently.
		(127)	Saving	Expenditure	Tanser Court	Consultancy Costs	A budget of £150,000 was approved for options appraisals for Tanser Court. Initial consultancy work was undertaken, however, there is no further consultancy required as this has now progressed to a capital scheme.	The saving is helping to offset spend on stock conditions surveys which was not budgeted for in full.	No action required
		200	Pressure	Expenditure	Supervision & Management	Stock Condition Surveys	£283,000 was agreed and expected to cover the initial 60% of properties (2,300), however this scheme has now been accelerated meaning the costs have been incurred early than originally anticipated.	The budget savings from Tanser Court and other areas is helping to offset this shortfall.	Keep under review
Interest and Investment Income	(111)		Saving	Expenditure	HRA	Net Cost of Borrowing	The pressures on the HRA are being alleviated by a saving in the net cost of borrowing. Interest rates were budgeted at a prudent and responsible level. With the Bank of England continuing to keep rates at an elevated level the Council has continued to see a benefit during the first half of the year	As the capital balance is reduced in meeting the cost of delivering the scheme, the investment return will also continue to reduce	This benefit can not be relied upon in future periods as the expectation remains that at some point interest rates will begin to fall.
Revenue Contributions to Capital Expenditure	(443)		Saving	Expenditure	HRA		in order to fund pressures elsewhere in the HRA, the contribution to capital has been reduced	there is less in balances to fund future capital activity	future plans need to be aligned with the cash available to deliver them

4) Capital Summary

Service	Current Budget	Total Expenditure	Forecast	Pending Supplementary Budget/ Virement/ Reprofiling	Total Variance	Narrative
	£000	£000	£000	£000	£000	
Biart Place - Construction	9,455	8,656	13,672	3,845	372	The value for construction works is higher than originally budgeted, largely due to inflation in the period between the budget being approved and the final contract being signed. There is also a pressure arising from onsite compensation events, submitted by the main contractor under the terms of the NEC3 contract. As construction is out of the ground, the risk profile of these events occurring is diminishing as this is the phase of the project where the abnormal and unknown events tend to materialise. £3.845m budget reprofiling required from 2025/26 to realign budgets based on the current programme.
Biart Place- Design	221	22	22	0	(199)	With the design of the scheme complete and the successful novation of the architects and civil / structural engineers to the main contractor, future costs associated with design are included in the construction budget. This saving has occurred as when the budget was approved it included the option of RBC retaining the design team for the whole scheme rather than them being novated to the main contractor.
Housing Management System	82	91	82	0	0	
Fire Risk Prevention Works	100	34	100	0	0	50% actually committed but there is 24 jobs allocated for fire door remedial works which costs are unknown at present
Rewiring	160	129	160	0	0	Expected to spend all of budget spend currently on track
Lifeline Renewal Programme	46	27	46	0	0	
Finlock Gutter Improvements	100	87	100	0	0	
Rebuilding Retaining Walls	102	44	80	0	(22)	
Replacement Footpaths	119	10	65	0	(54)	
Driveways	40	(14)	30	0	(10)	
Fire Risk Prevention works voids	70	65	90	0	20	
Rewiring Unplanned Renewals	100	6	100	0	0	
Fire Risk Unplanned Renewals	60	6	40	0	(20)	
Roofing unplanned renewals	62	30	62	0	0	
Lesley Souter house new boiler and building management system	68	74	0	0	(68)	
Disabled Adaptations	250	159	250	0	0	
Kitchen Modifications	859	718	930	0	71	Potential overspend of £71k. Average cost of kitchen supply costs has been under-estimated. Bathroom underspend to aid offset this budget
Kitchen Modifications Voids	200	63	85	0	(115)	
Kitchens non voids	52	136	167	0	115	
Heating Upgrades	60	54	69	0	9	Potential overspend of £9k two new installs from 2023/2024 to be delivered. Four installs in total remaining
Bathroom Modifications	358	181	310	0	(48)	Currently 42 bathrooms allocated
Bathroom Modifications - voids	100	60	100	0	0	
Bathrooms non voids	50	16	45	0	(5)	
Roof and Boiler works (Tanser Court)	450	0	450	0	0	
Carbon Management Plan (HRA)	1,315	1,306	1,315	0	0	Expected to spend budget
Purchase of Council Houses	7,450	2,221	2,250	(5,200)	0	There are no further house purchases expected to complete in 2024/25. (£5.200m) to be reprofiled to 2025/26, with a number of acquisitions already secured for completion next year.
Rounds Gardens demolition	522	81	121	0	(401)	Demolition works are completed; final account yet to be agreed. Concrete barriers installed on site. Site is secured, with access only for maintenance vehicles. Low level fencing is in place. Circa £400,000 saving against original budget

Rounds Gardens- Design and Legal Fees	1,381	156	164	(1,217)	0	Initial survey and design works started in July to be followed by more detailed design. Awaiting further outputs from design before further contractual commitment. (£1.217m) to be reprofiled to 2025/26
Property Repairs Team Vehicle	86	0	86	0	0	
Overall Total	23,918	14,417	20,990	(2,572)	(356)	

AGENDA MANAGEMENT SHEET

Report Title: Devolution White Paper

Name of Committee: Cabinet

Date of Meeting: 3 February 2025

Report Director: Chief Officer - Legal and Governance

Portfolio: Finance and Performance, Legal and Governance

Ward Relevance: All

Prior Consultation: N/A

Contact Officer: Chief Officer - The Legal & Governance

Public or Private: Public

Report Subject to Call-In: No

Report En-Bloc: No

Forward Plan: No

Corporate Priorities: This report relates to the following priority(ies):
 A Healthier Rugby – To support people to live healthier, longer, and more independent lives.
 A Thriving Rugby – To deliver a thriving economy which brings Borough-wide investment and regenerates Rugby Town Centre.
 A Greener Rugby – To protect the environment and ensure the Borough adapts to climate change.
 A Fairer Rugby – To reduce inequalities and improve housing across the Borough.
[Corporate Strategy 2025-2035](#)
 This report does not specifically relate to any Council priorities but

Summary: The report sets out a summary and key points in respect of the Devolution White Paper that was published in December.

Financial Implications: None arising directly from this report.

Risk Management/Health and Safety Implications: None arising directly from this report.

Environmental Implications: None arising directly from this report.

Legal Implications:	None arising directly from this report.
Equality and Diversity:	None arising directly from this report.
Options:	N/A
Recommendation:	The contents of the report be noted.
Reasons for Recommendation:	Contents of the report be noted.

Cabinet - 3 February 2025

Devolution White Paper

Public Report of the Chief Officer - Legal and Governance

Recommendation

The contents of the report be noted.

1. Executive Summary

- 1.1. This report sets out a summary of the recent English Devolution White Paper. This White Paper details the aspirations in respect of local government reorganisation and the establishment of strategic authorities. This reorganisation is set to underpin streamlined decision making and rebalance of power from central government towards regional decision making.
- 1.2. As detailed within the report the County Council as the top tier authority have expressed an interest to be part of the proposed devolution and it is anticipated that if approved this will delay the proposed county elections in May 2025.

2. English Devolution White Paper

- 2.1. The Government's English Devolution White Paper was released on 16 December 2024 and represents a significant reorganisation of local government. The white paper focuses on structures within all two-tier areas and builds on the previous Government's focus on Mayoral Combined Authorities.
- 2.2. The English Devolution White Paper makes 4 fundamental changes to the previous approach:
 - The shift towards introducing Mayoral Combined Authorities to all areas of England and the associated move to unitary local authorities. This will replace two tier local government where it exists.
 - Clarity in relation to the powers available and the conditions for accessing them replaces a deal-based negotiation.
 - Further clarity about the size of the units of governance (unitary councils of at least 500,000 population with few exceptions and Mayoral Combined Authorities with minimum of 1.5m population).
 - Clarity in respect of the role of a Mayor in relation to the current local government responsibilities for Strategic Planning and Housing and also, in time, for wider public services including Police, Fire and Rescue, Probation, skills and employment support, environment and climate change, business support and health and health inequalities.

3. Devolution

- 3.1. The White Paper sets out a clear objective of the Government's ambition towards a rebalancing of power from central government. This will place more emphasis and power on visible local leadership and accountability, with a stated intention to establish Strategic Authorities (SAs) in all areas.
- 3.2. The Government will legislate to create Strategic Authorities with three new defined statuses:
 - Foundation Authorities
 - Mayoral Authorities
 - Established Mayoral Authorities
- 3.3. Strategic Authorities will be regional bodies created to streamline decision-making across local councils. They will be new legal entities with population of 1.5 million or more (save in exceptional circumstances). The White Paper provides a strong emphasis for the mayoral model of devolution, arguing it provides strong leadership, accountability and convening power.
- 3.4. Several of the powers proposed are only available to Mayoral Authorities. Current Combined Authorities with a strong track record will be able to apply for Established Status to unlock further devolution powers and funding including an Integrated Financial Settlement.
- 3.5. The Government's clear drive is for all parts of the country to eventually have a Mayoral Strategic Authority. Having established the Council of Nations and Regions and the Mayoral Council, the Government's policy places Mayors "front and centre" as fundamental partners to the Government. The White Paper contains a Devolution Framework summary table which sets out the differences in powers and functions between the Foundation and Mayoral status.
- 3.6. This clear drive towards Mayoral Authorities is reflected in significant increases in powers in what the government calls "the devolution offer". The proposed increases to mayoral powers can be categorised in four ways: the power to make important decisions, the power to control budgets and funding the power to set long-term plans and strategies, and the power to implement policies directly and moving away from a reliance on central government.
- 3.7. Within the White Paper the Government sets out in detail a proposed list of areas of competence where Strategic Authorities should have a mandate to act strategically to drive growth and provide support on shaping public services. These include:
 - Transport and local infrastructure
 - Skills and employment support
 - Housing and Strategic Planning
 - Economic development and regeneration
 - Environment and climate change
 - Health, wellbeing and public service reform

- Public safety

3.8. The Government has committed to a simplified funding landscape for SAs with Mayoral strategic Authorities receiving a consolidated funding pot covering: local growth, place, housing and regeneration; non apprenticeship adult skills; and transport. Foundation Strategic Authorities will have less flexibility receiving dedicated local growth allocations decided by formulae.

3.9. Alongside devolution the Government intends to facilitate local government reorganisation for two-tier areas and for those unitary councils where there is evidence of failure or where their size or boundaries may be hindering their ability to deliver sustainable and high-quality services for their residents. All councils in an area are expected to work together to develop unitary proposals that are in the best interest of the area as a whole and there is an expectation that new unitary authorities will usually have a population of 500,000 or more.

3.10. The Government also intends to grant itself a ministerial directive to create Strategic Authorities in any places where local leaders have not agreed on how devolved powers should be accessed.

4. Next Steps

4.1. The Government has written asking for a response from Council Leaders in relation to the appetite for joining the Devolution Priority Programme (DPP). The DPP is aimed at places ready to come together under the geographical criteria set out in the White Paper and wishing to progress towards a Mayoral Strategic Authority at an accelerated timescale. Joining the programme will have several clear benefits for residents and businesses, these include:

- Having access to the Mayoral strategic authority level of the framework (as set out in the White Paper)
- Taking a seat at the Council of the Nations and the Regions, Mayoral council to feed into national policy making
- Starting the clock on getting to Established status, which requires a Mayor being in place for 18 months, which if reached unlocks the single settlement
- Backing from government, including Ministerial support and engagement to meet timescales for May 2026 and capacity funding to start flowing the year before the election.

4.2. The Government has requested for a response by 10th January 2025 from top tier authorities giving a clear commitment to devolution and reorganisation, including a request from those Council's whose election is to be postponed. Following receipt of the response the Government will take a decision, as to whether to postpone the election for a year to May 2026.

4.3. In March 2025 areas will be required to submit indicative reorganisation plans.

4.4. In the Autumn 2025 areas will submit new unitary proposals. At this time relevant legislation will be laid before Parliament in relation to MCCA areas.

4.5. At the end of 2025 and in early 2026 Ministers will consider unitary proposals and delivery phasing with statutory consultations being undertaken on the first tranche of proposals.

5. Warwickshire Devolution

5.1. In respect of Warwickshire, the County Council convened an urgent decision in respect of formally responding to the request from central government and a willingness to be considered for local government reorganisation. A copy of the report and decision can be found at the following link;
<https://democracy.warwickshire.gov.uk/ielIssueDetails.aspx?Id=20921&PlanId=0&Opt=3#A112673>

5.2. As set out within the report any proposed devolution will have a direct impact upon the scheduled county elections which are due to take place in May 2025.

6. Conclusion

6.1. The Devolution White Paper sets out a clear directive in respect of local government reorganisation. This reorganisation provides an opportunity for growth and streamlined decision making and importantly a rebalance of power from central government.

Name of Meeting: Cabinet
Date of Meeting: 3 February 2025
Subject Matter: Devolution White Paper
Originating Department: Legal and Governance

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

Agenda No 9

AGENDA MANAGEMENT SHEET

Report Title:	Draft Housing Revenue Account Capital & Revenue Budgets 2025/26 and Medium Term Financial Plan 2025-29
Name of Committee:	Cabinet
Date of Meeting:	3 February 2025
Report Director:	Chief Officers for Finance & Performance and Communities & Homes
Portfolio:	Communities, Homes, Digital and Communications and Finance, Performance, Legal and Governance
Ward Relevance:	All
Prior Consultation:	Group Leaders, Leadership Team, Portfolio Holder for Community and Homes and the Liberal Democrat spokesperson on Housing Issues. All members were invited to the October workshop on rent setting.
Contact Officer:	Jon Illingworth, Chief Officer – Finance and Performance and Chief Financial Officer jon.illingworth@rugby.gov.uk Michelle Dickson, Chief Officer – Communities and Homes michelle.dickson@rugby.gov.uk
Public or Private:	Public
Report Subject to Call-In:	Yes
Report En-Bloc:	No
Forward Plan:	Yes
Corporate Priorities:	This report relates to the following priority(ies): <input type="checkbox"/> A Healthier Rugby – To support people to live healthier, longer, and more independent lives. <input type="checkbox"/> A Thriving Rugby – To deliver a thriving economy which brings Borough-wide investment and regenerates Rugby Town Centre. <input type="checkbox"/> A Greener Rugby – To protect the environment and ensure the Borough adapts to climate change. A Fairer Rugby – To reduce the inequalities and improve housing across the Borough.

Corporate Strategy 2025-2035

This report does not specifically relate to any Council priorities but

Summary:	The primary purpose of this report is to present the proposed HRA rent increase, a draft HRA revenue position (see Appendix A) and a capital position (see Appendix B) for 2025/26, plus a HRA Medium Term Financial Plan (MTFP) (see Appendix C) which will then be recommended for adoption to Council on 4 February.
Financial Implications:	The financial implications are contained in the report.
Risk Management/Health and Safety Implications:	None as a direct result of this report
Environmental Implications:	Change and Environmental Impact Assessment is included as Appendix D
Legal Implications:	Rent increases are governed by the Housing Act 1985
Equality and Diversity:	Equality Impact Assessment is included as Appendix D
Options:	None as a direct result of this report
Recommendation:	IT BE RECOMMENDED TO COUNCIL THAT - 1) The draft revenue budgets for 2025/26 and the updated medium term financial plan in Appendices A and C be approved inclusive of 2.7% increase in rent and service charges based on estimated costs; and 2) the approved capital budget in Appendix B be noted.
Reasons for Recommendation:	The rent and budget for 2025/26 is required to be approved by council to meet with statutory guidelines. The proposed rent increase is necessary to ensure that continued investment can be made into providing quality homes and housing services.

Cabinet - 3 February 2025

**Draft Housing Revenue Account Capital & Revenue Budgets
2025/26 and Medium Term Financial Plan 2025-29**

**Public Report of the Chief Officer Finance & Performance and Chief
Officer Communities & Homes**

Recommendation

IT BE RECOMMENDED TO COUNCIL THAT -

1. The draft revenue budgets for 2025/26 and the updated medium term financial plan in Appendices A and C be approved inclusive of 2.7% increase in rent and service charges based on estimated costs; and
2. the approved capital budget in Appendix B be noted.

EXECUTIVE SUMMARY

This report relates to the HRA dwellings owned by the Council. As at 13th December 2024, this was 3445 although the number fluctuates due to acquisitions and disposals.

The report sets out the Housing Revenue Accounts budgets, both capital and revenue for the financial year 2025/26. The main features of the report are:

- The HRA will set a balanced budget keeping the main reserve at £4.085m.
- A proposed annual rent increase off set at 2.7% on all dwellings.
- The annual HRA Capital Programme totals, for 2025/26, £15.977m.
- All HRA reserves (excluding capital receipts) will total £30.150m at the end of 2025/26.

The budget along with its reserves demonstrates that the Housing Revenue Account's financial position is robust and sustainable, allowing the continuation of a quality housing service across the Borough.

1. Purpose

- 1.1. The purpose of this report is to present a final draft HRA revenue position and a capital position for 2025/26 based on budget submissions, plus a HRA Medium Term Financial Plan (MTFP) ahead of Special Council on 4 February 2025.
- 1.2. The Council is required to carry out an annual review of rents and notify tenants not less than 28 days prior to the proposed date of change which will come into effect from 1 April 2025.

2. Background

- 2.1.** The Council is required by the Local Government and Housing Act 1989 (Section 74) to keep a Housing Revenue Account (HRA) which records all revenue expenditure and income relating to the provision of Council dwellings and related services. The use of this account is prescribed by statute. The Council is not allowed to fund any expenditure for non-housing related services from this account. In addition, the Act ensures that the HRA does not fall into a deficit position.
- 2.2.** The rent for the year needs to align with the Regulator for Social Housing Rent Policy Statement. The Rent Policy Statement sets requirements and expectations regarding charges including increasing and decreasing rents and service charges.
- 2.3.** This report includes the following appendices:
 - **Appendix A** – Draft Revenue Budgets 2025/26 Summary – Housing Revenue Account
 - **Appendix B** – Proposed Housing Revenue Account Capital Programme 2025/26 and onwards
 - **Appendix C** – Medium Term Financial Plan – Housing Revenue Account 2025/26-2029/30
- 2.4.** Throughout the report savings on expenditure and income are shown in brackets

3. Summary

- 3.1.** The estimates contained within this report represent the latest information available to officers. Further changes may arise from the following operational and policy areas:
 - Revisions to cost estimates, project timelines, and external funding in relation to the capital schemes
 - Staffing and other changes arising from a review of costs
 - Revisions to inflation estimates impacting construction industry materials and labour costs; and
 - Direct and indirect impact of efficiency measures arising from:
 - Digitalisation measures
 - Structure and delivery mechanisms of support service recharges
 - Updated requirements for the capital programme
- 3.2.** Significant activities within or impacting upon the Housing Revenue Account in 2024/25 to date include:
 - 9 property acquisitions have been completed.
 - 10 properties sold under Right to Buy.
 - Recent changes to the Right to Buy regulations have seen a large increase in Right to Buy enquiries which may result in sales in Q4.

- The Navigation Way (formerly Biart Place) Capital Scheme has been progressing and will complete during 2025/26 adding 100 social rent properties to the stock.
- In the first two quarters of the 2024/25 financial year the number of sales and acquisitions has balanced, keeping the Council Stock numbers steady.
- During 2024/25 the level of voids has been reduced to around 1.9% from a 5.4% high in 2023/24. The proportion of voids which are now classed as major voids is 7.7%.

3.3. In April, the Government announced that the current rent settlement would be rolled over for another year. Therefore for 2025/26 the indicative rise in rents is an increase of 2.7%, using prior years guidance of CPI (at September) +1%. For financial planning within the Medium-Term Financial Plan, rent uplifts are estimated at 3% from 2026/27 (Bank of England CPI target of 2% + 1%).

3.4. The government is currently consulting on a new rent settlement covering the next five years along the same lines of CPI +1% to give Councils more certainty about the future.

3.5. As part of the autumn statement 2024, the government announced changes to the Right to Buy Scheme. These changes will reduce, considerably, the amount of discount available to tenants who wish to buy their Council homes. The maximum discount for the West Midlands is now £26,000, which has reduced from £102,400. Tenants who have applied to purchase their home prior to 21 November 2024 will still be able to obtain the old discount. Between October and 21 November 2024, the Council received 57 new Right to Buy applications. Due to the short timeframe the sudden and unexpected increase in applications had an impact on resource within various teams across the Council, as applications were progressed within the mandatory time limits. The impact was relatively short-lived, with three applications received since the 22 November 2024. Alongside the Housing Services Department, there are resource implications for the Legal Services Team as well as the Assets and Transformation (Estate) Teams. Each Team is involved in processing the applications from initial receipt through to completion.

4. Revenue

4.1. The current proposed revenue income and expenditure account for the HRA is shown in Appendix A, however in summary;

	2024/25 £000s	2025/26 £000s	Difference £000s
Income	(19,806)	(20,728)	(922)
Expenditure	19,806	20,728	922
Net	0	0	0

4.2. There are no significant variances from the January draft presented to Cabinet, except for a change in Central Recharges, amounting to £0.205m. The significant areas of movement are outlined below:

4.2.1 Employee costs - £0.147m At the end of October, the Chancellor of the Exchequer announced increases in Employer's National Insurance payments by 1.2% while lowering the starting threshold to £5,000. These changes have been built into the employee costs for next year as well as allowing for an estimated pay increase of 2.5% for 2025/26. This has impacted on both Supervision and Management (£0.062m) and the Repairs function (£0.085m). Although, as part of the Local Government Provisional Finance Settlement, a grant to local authorities to cover this cost was announced, it does not apply to the HRA.

4.2.2 Utility Costs - £0.075m The Q3 quarterly energy report from ESPO provides an update on forecasted energy cost changes for next year. It predicts a 38% decline in wholesale electricity prices (down to 7.663p/kWh), resulting in an overall 17% reduction in total electricity billing costs when factoring in third-party network, government, and fixed charges. For gas, the report expects a 20% decrease in total billing costs, driven by a projected 32% drop in wholesale prices (to 3.26p/kWh).

	2024/25 £000s	2025/26 £000s	Difference £000s
Electricity	275	228	(47)
Gas	138	110	(28)
Total	413	338	(75)

4.2.3 Central Recharges - £0.205m The estimated costs for 2025/26 total £3.199m and represent the HRA's allocated share of overheads for services such as Corporate Property, ICT, Legal, Human Resources, Payroll, and other associated costs. The overall change is primarily due to salary increases across the authority, as well as growth in service areas such as HR and IT.

4.2.4 Reduction in Contract Income - £0.266m The income target has been lowered from £1.126m to £0.860m. The previous target assumed the commercialising of PRS services, which has proven unfeasible due to the service's current capabilities and capacity.

4.2.5 Increase in External Contractor Costs - £0.495m Primarily to address the significant rise in roofing repair requests due to ageing stock and no capital programme for roofing. The PRS workforce does not have the specialist skills for tasks like roofing and scaffolding, which are in high demand, carry high safety risks and are therefore costly. Proposals are underway to establish a roofing capital programme and following the requirements of the capital strategy, a report will be presented to Cabinet in the spring. As a result of this, the roofing spend could be capitalised, potentially reducing the requirement for this budget.

4.2.6 Smoke Alarm Replacement - £0.140m New legislation requires the installation of interlinked smoke alarms on each floor of a property. Current costs indicate an average of £250 per two-storey property. With a property list of approximately 1,600 dwellings, the total estimated cost is £0.400m. A phased implementation is proposed over a three-year period, requiring an annual budget allocation of approximately £0.140m.

4.2.7 Charges for Capital - £0.100m Estimates for 2025/26 charges will be based around Chartered Institute for Public Finance and Accountancy (CIPFA) and Central Government guidance. If there is a variance on final depreciation charge the excess or deficit is transferred to the Major Repairs Reserve to ensure the smoothing of costs for major works over the medium term.

4.2.8 Stock Condition Survey - £0.093m After completing 100% of the Stock Condition Survey in 2024/25, provision needs to be made to continue to inspect 20% of the Council's stock per annum on a rolling basis. This will give the Council ongoing assurance in terms of the known safety of its homes, whilst providing the most accurate information possible on which to plan its capital works and future investment programmes.

5. Capital

5.1. The current proposed capital programme is shown in Appendix B, however in summary:-

	2024/25 £000s	2025/26 £000s	2026/27 £000s	2027/28 £000s	2028/29 £000s	2029/30 £000s
Expenditure	20,896	17,474	4,882	4,867	4,867	4,867
Funded by						
Revenue Contributions /RTB receipts	3,779	7,005	1,820	1,805	1,805	1,805
Grants	2,804	1,700	0	0	0	0
Major Repair Reserve	2,870	3,062	3,062	3,062	3,062	3,062
Borrowing	11,443	5,707	0	0	0	0
Total	20,896	17,474	4,882	4,867	4,867	4,867

5.2. The above table includes estimated re-profiling between 2024/25 and 2025/26 of the HRA's major schemes (£000s). The capital expenditure is significantly higher in the first two years (2024/25 and 2025/26) due to expenditure associated with major projects:

Navigation Way (Formerly named Biart Place)

- The profiling of the Biart Place/Navigation Way scheme has been reviewed based on latest programme information and £3.845m has been allocated into 2024/25 from the 2025/26 Budget.
- A total £13.521m in 2024/25 and £6.190m in 2025/26 is allocated for the development and construction of Navigation Way.
- The development is expected to be complete by the end of 2025/26, with a final allocation of £0.015m budget for 2026/27 for administration of the defects correction period and final account.

Rounds Gardens

- The demolition of the structures was completed in 2024/25 with the final account yet to be agreed, a saving against the £0.522m budget remaining for demolition is expected.

- £1.217m of the design budget is to be reprofiled from 2024/25 to 2025/26 as the project brief is being revisited and reviewed ahead of further detailed design work.

Purchase of Council Houses

- £5.200m to be reprofiled from 2024/25 to 2025/26 which will be used to fund several properties which have been arranged to be completed in 2025/26.
- There were 4x 2beds, 4x 3beds and 1x 4 bed acquired during 2024/25 to strategically align with meeting housing needs and demand. The acquisition of these properties contributes to the prevention of housing crises that could result in homelessness.
- The Housing Service and Project Management Team lead on the acquisition process with cross-departmental collaboration between housing advice, legal, insurance, property repairs and finance in helping to ensure that the property meets needs, is of a suitable quality, is financially viable and that the conveyancing process runs smoothly. Anticipated completions for 2025/26 currently stand at 16 properties for HRA.

5.3. The Prudential Code for Capital Finance in Local Authorities sets out that to demonstrate that an authority takes capital expenditure and investment decisions in line with service objectives and properly takes account of stewardship, value for money, prudence, sustainability and affordability, authorities should have in place a Capital Strategy. The Capital Strategy will set out the long-term context in which capital expenditure and investment decisions are made and gives due consideration to both risk and reward and impact on the achievement of priority outcomes.

5.4. The Capital Strategy also gives the Chief Financial Officer the delegated authority to review the funding of the capital programme and make changes where appropriate.

6. Decarbonisation of the housing stock

6.1 A plan is being established to incorporate how the capital programme can help the Council to deliver the climate change commitments as identified in the Corporate Strategy. In achieving this there will also be benefits to the tenants as the schemes will support them in managing utility costs, through reduced energy consumption.

6.2 The Council has been carrying out a full stock condition survey during 2024/25 which will give the Council firm evidence bases to inform the HRA Business Plan and the Corporate Asset Management Strategy. Stock modelling software has been purchased, which will support the development of plans in a strategic way.

7. MEDIUM TERM FINANCIAL PLAN 2025/26-2029/30

7.1. Appendix C shows the MTFP for the next five financial years and below is a summary:-

	2025/26 £000s	2026/27 £000s	2027/28 £000s	2028/29 £000s	2029/30 £000s
Income	(20,728)	(21,681)	(22,384)	(23,110)	(23,860)
Expenditure	20,728	21,681	22,384	23,110	23,860
Net	0	0	0	0	0

8. Funding of the HRA

8.1. The funding for the HRA is generated through:

- Dwelling/Garage Rents
- Service charges
- Individual heating system charges

8.2. Rent

8.2.1 CPI in September 2024 was 1.7%. This means rents could rise by a maximum of 2.7%. The increase in rent is critical to the delivery of the social landlord function as this income is also used to provide household repairs for example plumbing and electrical repairs and improvements such as energy efficient boilers replacements at no additional cost to the tenant.

8.2.2 Each 0.5% of rent increase up or down has an impact on the income budget of approximately £90,000. The table below shows the effect of an increase below the government guideline of 2.7% and its impact over the next 3 years.

Possible % rent increase 2025/26	Loss of income with subsequent 3% increase in future years				Total Accumulative Loss 3 Years £000s
	2024/25 £000s	2025/26 £000s	2026/27 £000s	2027/28 £000s	
2.70%	495	0	0	0	0
2.20%	404	92	94	97	283
1.70%	312	183	189	195	567
1.20%	220	275	283	292	850
0.70%	128	367	378	389	1,134

8.2.3 Rent estimates for 2025/26 assume a stock level of 3,472 available to let HRA properties at the start of April 2025. It is estimated that sales and purchases will balance out in 2024/25. An average void rate of 2.40% is estimated for 2025/26. It is expected that Navigation Way development will come online during 2025/26 which will bring a further 100 properties into the stock.

9 Rent Calculation

9.1 The calculations for rents are based on average rents over the entire year. The percentages applied to this may not be the same as the ones applicable when considering a 48 or 49-week rent year.

9.2 The following calculations are based on stock numbers as of October 2024. Tenants with a 48/49 week tenancy agreement get four “non payment rent weeks per year. They are charged the same amount of rent as those paying for 52/53 weeks of this year but just over the shorter period. Tenants with Council debts are encouraged to carry on paying as usual during these weeks to reduce their liability to the council. Currently, 52% of Council tenants receive help with the payment of their rent through Universal Credit or Housing Benefit. The financial support received will be adjusted to account for any changes in rent or eligible service charges.

	2024/25	2025/26	Average Increase	Average Increase
	£	£	%	£
Average Weekly Rent 52 week basis	104.60	107.42	2.7%	2.82
Average Weekly Rent 48 week basis	113.31	116.36	2.7%	3.05
Total annual rent	18.324m	19.229m		

9.3 Estimated rental income from dwellings of £19.229m for 2025/26. The estimate is based on the central business case of:

- An average 2.40% void rate across the stock;
- 5 Right-to-Buy sales in 2025/26;
- Acquisition of 15 properties.
- 100 new properties coming into the rental through the Navigation Way scheme during the second half of the year

9.4 The table below shows the impact of voids on the income levels. As well as the loss in income, the Landlord also becomes liable for the Council Tax and utility standing charges between tenancies.

	Loss of income	Additional Council tax (based on a band D property – Rugby Town Area)	Total impact
	£000s	£000s	£000s
1%	192	83	275
2%	384	168	552
3%	577	248	825

9.4 Each additional RTB sale produces an average rent loss of £5,586 in a full year. The average target rent in 2025/26 (52-week basis) will be £115.33 as compared to the average actual rent of £107.42.

10 Rent Collection/Bad Debt Provision

10.1 The collection rate for rent and service charges and the performance in managing rent debt is critical to the financial position of the HRA and has a direct impact on the amount of bad debt provision that must be set aside.

10.2 Arrears greater than 4 weeks amounted to £1.416m as at mid-September and 66% of this total (£0.939m) relates to current tenants. The Council's bad debt provision for HRA rents is currently £0.640m. This figure is reviewed as part of the year-end process and adjusted appropriately. Each year the Council includes a budget relating to the increase of this provision and for 2025/26 this budget will remain the same at £0.066m. The level of rent arrears will be reviewed in year and will be monitored until final budget setting in February. Arrears greater than 4 weeks amounted to £0.830m as at 01 January 2025 for current tenants or 42%. Current tenant arrears greater than 4 weeks has reduced from £0.925m as at 01 January 2024 or 47%. The overall debt owed to the Council has increased due to bad debt. The bad debt management will be moving to a debt collection agency in 2025.

11 Service Charges

11.1 In line with government guidance, service charges are de-pooled from rent charges which enables tenants to see the estimated amount spent on services. Income from service charges is estimated at £1,212m in 2025/26 including a void allowance of 2.40%.

11.2 The average weekly impact upon utilities and cleaning service charges arising from the estimates of costs associated with that service in 2025/26 (on a 52 week basis) is as follows:

Charge Type	Average Charge p/w (52 wk basis) £	Average Change p/w £
Communal Lighting - Electricity (Rebateable – eligible for Housing Benefit)	2.02	0.09
Communal Heating – Gas (Rebateable – eligible for Housing Benefit)	0.61	0.03
Communal Cleaning (Rebateable – eligible for Housing Benefit)	3.37	0.30
Independent Living Co-ordinator (to be increased in line with rent rise)	10.31	0.00
Water	7.33	0.00

12 Woodside Park Rents

- 12.1 It is proposed that Pitch fees for Woodside Park are to rise in line with HRA rents. The current pitch fee is £148.64 and will rise in 2025/26 to £152.70 - an increase of £211.12 per annum (2.7%). These will be included as part of the fees and charges schedule approved by Council in February. Changes to pitch fees are governed by the Mobile Homes Act 1983.

13 Individual Apartment Heating costs

- 13.1 The recovery of heating costs only relates to 3 Independent Living schemes (Albert Square, Tanser Court and Lesley Souter House).

Charge Type	Average Charge p/w (52 wk basis) £	Average Change p/w £
Individual Apartment heating cost Communal Heating – Gas (Non-Rebateable – Very Sheltered Housing only – not eligible for Housing Benefit)	15.43	(0.64)

- 13.2 Unlike a service charge, this is the heating charge for the tenants as the sites have a centralised heating system, which feeds the domestic supply of each individual property within the housing scheme. Tenants are responsible for their domestic utility costs as are other households within the HRA. According to the Housing Benefit guidance for supported housing claims (Section 184), heating, lighting, and hot water charges are considered ineligible for housing benefit.

- 13.3 This is also a fixed charge so the affected tenants will be insulated from any in year price fluctuations.

14 Reserves

- 14.1 As part of the annual budget setting process an assessment of required level of reserves needs to be undertaken, taking account of the potential future financial risks faced by the landlord. It is considered prudent to hold sufficient reserves and balances to give the Council the ability to manage any peaks in expenditure and troughs in income and funding over the medium term and give the Council time to plan service changes and further efficiencies.
- 14.2 It is anticipated that the Sheltered Accommodation Reserve may be used in part to fund the upgrading of facilities in key Independent Living Schemes.
- 14.3 It is proposed that a contribution to HRA transformation reserve of £0.300m be made for 2025/26, to be funded from the Housing Capital Investment balances. This funding will be used to carry out the proposed improvement plan, when it is drawn up, to boost capacity for project development and

delivery. This is essential so that the service can maintain a customer focused approach on the day-to-day management of our portfolio of homes and prepare for the new social housing inspection regime which began in 2024.

14.4 The availability of these reserves provides resilience to enable services to provide a positive and dynamic response to any shock events such as unexpected interventions from the Regulator, without compromising the service to our tenants.

14.5 A summary of total balances is shown below:

	1 April 2024	1 April 2025	1 April 2026
	£000s	£000s	£000s
Housing Revenue Account	4,085	4,085	4,085
Major Repairs Reserve	5,802	6,256	6,608
Housing Capital Reserve	15,513	18,179	18,030
Climate Change Reserve	1,512	0	0
Sheltered Accommodation Reserve	407	456	506
Transformation Reserve	77	227	527
Total	27,396	29,203	29,756

14.6 HRA Revenue Balance: This reserve is held in order to fund tenant services and day to day repairs and maintenance of the Council housing stock. It is estimated HRA Revenue balance on 31 March 2025 will be £4,085m. which equates to just over £1,000 per property. This level is considered prudent, similar to what a homeowner might set aside for domestic emergencies, and to ensure the Council is prepared to meet any unforeseen repairs and changes in revenue costs arising relating to the HRA Medium Term Financial Plan.

14.7 Major Repairs Reserve: The Major Repairs Reserve (MRR) reflects the need to replace major components as they wear out. This funding, together with previous allocations of supported borrowing and revenue contributions, has enabled the Council to maintain the housing stock in a good condition. Balances will require reviewing considering any regulatory changes in future years.

14.8 Housing Repairs Account: The Housing Repairs Account is an earmarked reserve used to mitigate the risks associated with cyclical and responsive repairs over time. The forecast balance over the period of the medium-term financial plan is Zero. In addition to the above, the Council has also made revenue contributions set aside for capital investment in prior years to fund new build, estate regeneration and other works.

14.9 Climate Change Reserve: The reserve has been established to support the Council's objective to move operations towards carbon neutrality by 2030. It is used to seek out matched funding schemes when external funding becomes available. It has been utilised to match fund a £2.2 million project through the Social Housing Decarbonisation Fund, which has been used to fund energy

efficiency improvements to 112 of the hardest-to-heat homes across Rokeby and Long Lawford. These two areas have been identified as having a high proportion of Wimpey No-Fines properties with solid concrete walls, amongst the poorest performing in our stock in terms of energy efficiency. Both areas also have higher than average levels of fuel poverty – Long Lawford Lower Super Output Area (LSOA) has a fuel poverty level of 19%, and Rokeby LSOA 20%, compared with a Borough-wide average of 14.4%, and a national average of 13.2%. The scheme is to be delivered over two years, with the final phase of the works expected to be completed by March 2025.

15 Right-to-Buy (RTB) Capital Receipts:

15.1 The Council has a 1-4-1 retention agreement with MHCLG allowing it to retain a greater proportion of receipts upon the condition that they are utilised in provision of replacement housing within 5 years. Receipts that are not utilised must be returned to Her Majesty's Treasury (HMT) and incur an interest charge of Bank of England Base Rate plus 4%.

15.2 In July 2024 the Government announced changes to rules surrounding Right to Buy receipts to increase flexibility from previous system. This is currently applicable to the financial years 24/25 and 25/26 only.

- The maximum contribution of Right to Buy receipts for replacement affordable housing was increased from 50% to 100%.
- Right to Buy receipts can now be used alongside Section 106 contributions
- The cap on the number of replacement properties delivered as acquisitions (as opposed to built) has been removed.

15.3 Under the changes to the Right to Buy discount allowable from November 2024 it is likely that amount of capital receipts becoming available will reduce along with the balance on the reserve.

15.4 The total amount of capital receipts relating to HRA sales at the beginning of 2024/25 was £10.455m.

16 Void Management

16.1 There is a direct relationship between the time a property remains void, and the rent foregone. Consequently, ensuring that homes are re-let in the most efficient manner is a key priority for housing and property repairs service staff.

16.2 For 2025/26 the target for void property rent and service charge loss will be set at 2.40%, equating to £0.473m. Where rechargeable works are identified at the point of tenancy termination, tenants are offered the opportunity to make good or will be billed for the costs. Void rechargeable repairs (the works identified through this process) year to date are £0.108m.

- 16.3** During 2024/25, the voids performance has significantly improved. However, there are numerous activities underway or planned to potentially further improve performance:
- **Housing Allocations Policy** – the policy is currently being reviewed with the aim of making social housing in Rugby more accessible to those with an affordable housing need by increasing the number of Rugby residents eligible to join the housing waiting list. This is a positive step for Rugby residents and will increase the number of applicants we can let our properties to, decreasing void losses. Proposals for a new allocation policy will be presented to Members for consideration in Spring 2025.
 - **Pilot Project** - to advertise harder to let properties with local private letting agents to reach a wider number of local residents who meet the criteria of the Allocations Policy and are in need of affordable housing. This approach has proved to be successful and has had a positive impact on performance.
 - **Temporary Accommodation** - using vacant properties to reduce reliance on private sector leased properties to meet temporary accommodation requirements. This will fill voids and reduce expenditure.
 - **Pre Allocation** – there has been a positive and sustained move towards the pre-allocation of properties to new tenants as soon as notice is received from the previous tenant. This helps to minimise void times in cases where notice is received.
 - **Tenancy Health Checks** – Launched in Summer 2024, the programme aims to visit each household every year to assess how they are managing their tenancy. Approximately four hundred visits have already been completed. It enables the Housing Services Team to engage with tenants in areas such as financial and property management. The Team can identify properties of concern and tackle issues before properties become void. This complements existing work with external contractors who visit homes to carry out gas and other compliance testing programmes. Contractors are encouraged to be the eyes and ears of the Council and report back any concerns they have including regarding the condition of the property. If concerns are raised, the Housing Services Team will carry out a home visit to establish facts and arrange appropriate follow up action.
 - **Estate inspections** – are ongoing with a published list of inspection dates and areas. The inspections bring together several Council Departments, elected Members and Tenants. One of the aims of the programme is to pro-actively identify properties that are in a poor state of repair by taking note of potential warning signs such as unkempt gardens / damaged glazing and initiate intervention before a property becomes void. Such properties are also prioritised for a follow up tenancy health check.
 - **Introductory tenancies** - are used for those without a successful tenancy history. Once a tenancy has been satisfactorily conducted for twelve months, the agreement reverts to a secure tenancy. A home visit informs part of the review process. If there are concerns, the introductory period will be extended

or, if appropriate, tenancy termination procedures will be initiated.

- **The Incentive Scheme** – aims to encourage tenants to move from larger general needs properties that they might find difficult to maintain, to smaller independent living units.
- **The Disposals Procedure** – is used to consider sale of properties where it is appropriate to do so.
- **Pre termination inspections** - have been introduced for tenancies where notice is received to proactively ensure that outgoing tenants understand what they are obliged to put right, and the condition they are required to leave the property in when the keys are returned, to avoid potentially costly recharges. Where repairs are required because of damage outside of fair wear and tear these will be arranged and the tenant recharged.
- **Post tenancy start works** – where it is safe and appropriate to do so, some works to properties and external areas will be completed around the tenant after they have moved in, with the aim of reducing the time that properties are void, as well as reducing time spent in temporary accommodation, where this has been necessary.
- **Decorating Vouchers** – where appropriate, rather than carrying out a full or partial decoration of a void property, which is expensive and time consuming, decorating vouchers are issued to new tenants. This also gives tenants autonomy as they can carry out the works to their own taste.
- **External Contractor** – An external contractor is being used to support the service and increase turnaround times.
- **Prioritisation of Properties** - As a responsive local landlord, with teams working closely together, our Property Repairs Service gives priority to property types most in demand as highlighted by our Housing Advice and Benefits and Housing Services Team.
- **Stock Condition Survey** – The stock condition survey is now underway with all the stock being surveyed in 2024/25 and 1900 surveys already completed. The survey has resulted in a significant increase in the number of reported repairs.

17 Service Transformation

- 17.1 Significant work has taken place during 2024/25 to transform services for tenants, with further work planned for 2025/26.
- 17.2 The Property Repairs Service has moved from the Operation and Traded Services Portfolio to the Communities & Homes Portfolio with effect from 1 January 2025. This ensures that the housing, repairs and assets teams are working within a single service.

- 17.3** Consultancy support has been engaged to support future development of the service, aligned to the transfer of the property repairs service to within the portfolio. This is following two lines of enquiry – the customer journey (the focus being on telephony and the effective integration and harmonisation of IT systems) and commercial (supply chains, scheduling and procurement). This work will be ongoing until Spring 2025 and will result in a planned programme of service transformation.
- 17.4** Earlier in 2024, the Independent Living Service, previously centred in operating hubs at various Independent Living Schemes, co-located within the Housing Service – again, with the aim of integrating collaborative service delivery and enhancing the flow of communication and support between the teams, which is of particular benefit for the most vulnerable of tenants
- 17.5** Stock condition survey is progressing with the aim of securing validation of the known condition of 100% of the housing stock by the end of 2024/25, with a rolling programme of 20% per annum to be undertaken thereafter to ensure a continued understanding of both condition and future investment requirements.
- 17.6** A mock inspection of the service was undertaken in late 2024, to validate compliance with the requirements of the Regulator of Social Housing’s Consumer Standards. A resulting action plan for further service development, utilising the findings, is in the progress of being agreed.
- 17.7** Digitalisation opportunities continue to be developed to improve the service offer for customers – including a new digital mutual exchange platform, enabling tenants to seek exchange opportunities across the country.
- 17.8** The rollout of tenancy health checks went live in September 2024, following a pilot program earlier in the year. By December, this had resulted in 300 additional home visits to support our most vulnerable households. These visits will continue all households on a rolling programme of visits.
- 17.9** By continuing to develop the housing management IT system to meet the requirements of the service, it has been possible to reduce spending on other licenses by £60,000 per annum.
- 18.0 Conclusion**
- 18.1** The proposed rent increase is necessary to ensure that continued investment can be made into providing quality homes and housing services.
- 18.2** The aspiration for continued improvement to homes and housing services is evident within the report, with clear plans in place to ensure delivery.

Name of Meeting: Cabinet

Date of Meeting: 3 February 2025

Subject Matter: Draft Housing Revenue Account Capital & Revenue Budgets 2025/26 and Medium Term Financial Plan 2025-29

Originating Department: Finance and Performance

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

DRAFT REVENUE BUDGETS 2025/26 SUMMARY**HOUSING REVENUE ACCOUNT**

	2024/25 Draft Budget £000s	2024/25 Revised Budget £000s	2024/25 Forecast £000s	2025/26 Draft Budget £000s	
INCOME :-					
Rent Income From Dwellings	(18,342)	(18,342)	(18,318)	(19,229)	Rent estimates based on rent increase of 2.7% and estimated 20 Right to Buy sales, 15 purchases, 50 New Builds coming on line in year and voids at 2.4%.
Rent Income From Non - Dwellings	(129)	(129)	(124)	(129)	Garage rents have increased based upon current usage and a 2.7% increase.
Charges For Services	(1,180)	(1,180)	(1,180)	(1,212)	Currently based on an average increase of 2.7% and a void allowance of 2.40%
Contributions Towards Expenditure	(154)	(154)	(170)	(158)	
Total Income	(19,806)	(19,806)	(19,793)	(20,728)	
EXPENDITURE :-					
Transfer To Housing Repairs Account	4,779	4,779	5,416	5,881	Includes increases for salaries (incremental and pay award costs), changes for planned repairs and maintenance and capital charges, and an increase in external contractors and maintenance costs, and a reduction in internal contractual income
Supervision & Management	6,810	6,810	6,637	6,864	Includes increases for salaries (incremental and pay award costs)
Rents, Rates, Taxes & Other Charges	125	125	140	150	
Depreciation and Impairment	3,324	3,324	3,324	3,424	MHCLG and CIPFA have produced guidelines regarding council dwelling depreciation to co-incide with the introduction of HRA self-financing. Estimates for 2024/25 have been prepared on this basis.
Debt Management Cost	0	0	0	0	There will be no borrowing within the HRA so no broker fees are due.
Provision For Bad or Doubtful Debt	66	66	66	69	
		0			
Total Expenditure	15,105	15,105	15,583	16,388	
HRA Share of Corporate & Democratic Core Costs	318	318	318	329	
NET COST OF HRA SERVICES	(4,384)	(4,384)	(3,892)	(4,011)	
HRA SHARE OF OPERATING INCOME & EXPENDITURE INCLUDED IN THE WHOLE AUTHORITY INCOME & EXPENDITURE ACCOUNT					
Interest Payable & Similar Charges	1,104	1,104	1,113	1,104	Borrowing to remain consistent with previous years fixed-term estimate
Interest & Investment Income	(1,115)	(1,115)	(1,234)	(1,063)	
NET OPERATING EXPENDITURE	(4,394)	(4,394)	(4,013)	(3,969)	
Contributions to (+) / from (-) Reserves	49	49	49	350	Overall net changes for income and expenditure detailed above are reflected in the amount contributed to capital expenditure.
Revenue Contributions to Capital Expenditure	4,345	4,345	3,964	3,619	Overall net changes for income and expenditure detailed above are reflected in the amount contributed to capital expenditure.
Surplus(-)/Deficit for year	0	0	0	0	

Proposed Housing Revenue Account (HRA) Capital Programme 2025/26 and onwards

	Revised 2024/25 Capital Programme	Proposed 2025/26 Capital Programme	Proposed 2026/27 Capital Programme	Proposed 2027/28 Capital Programme	Proposed 2028/29 Capital Programme	Proposed 2029/30 Capital Programme
	£000s	£000s	£000s	£000s	£000s	£000s
Improvements & Capitalised Repairs per Capital Strategy						
Bathrooms	358	65	65	65	65	65
Bathrooms - Voids	100	100	100	100	100	100
Bathrooms - Unplanned Renewals	50	50	50	50	50	50
Fire Risk Prevention Works	100	100	100	100	100	100
Fire Risk Prevention Works Voids	70	70	70	70	70	70
Fire Risk Prevention Works - Unplanned Renewals	60	60	60	60	60	60
Heating Upgrades	60	20	20	20	20	20
Kitchen Improvements	859	1,510	1,510	1,510	1,510	1,510
Kitchen Improvements - Voids	200	200	200	200	200	200
Kitchen Improvements Unplanned Renewals	52	52	52	52	52	52
Driveways	40	25	25	25	25	25
Rewiring	160	160	160	160	160	160
Rewiring Unplanned Renewals	100	100	100	100	100	100
Finlock Gutter Improvements	100	100	100	100	100	100
Roofing Unplanned Renewals	62	50	50	50	50	50
Replacement Footpaths	119	100	100	100	100	100
Rebuilding Retaining Walls	102	50	50	50	50	50
Lesley Souter house new boiler and building management system	68	0				
Housing Management System	82	60	60	60	60	60
Carbon Management Plan	1,315	0	0	0	0	0
Disabled Adaptations	250	250	250	250	250	250
Lifeline Renewal Programme	46	60	60	60	60	60
Property Repairs Vehicle Replacement	86	0	0	0	0	0
Purchase of Council Homes	2,250	6,885	1,685	1,685	1,685	1,685
Rounds Gardens Capital	164	1,217	0	0	0	0
Rounds Gardens Demolition	522	0	0	0	0	0
Biart Place	13,521	6,190	15	0	0	0
TOTAL	20,896	17,474	4,882	4,867	4,867	4,867
Draft Financing: -						
HRA Capital Balances	(136)	4,251	1,146	1,131	1,131	1,131
RTB receipts	2,600	2,754	674	674	674	674
Climate change reserve	1,315	0	0	0	0	0
Grants	2,804	1,700	0	0	0	0
Major Repairs Reserve	2,870	3,062	3,062	3,062	3,062	3,062
Borrowing	11,443	5,707	0	0	0	0
TOTAL	20,896	17,474	4,882	4,867	4,867	4,867

MEDIUM TERM FINANCIAL PLAN - HOUSING REVENUE ACCOUNT (HRA): 2025/26 - 2029/30

	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	Notes
	£000s	£000s	£000s	£000s	£000s	£000s	
INCOME							
Dwelling Rent	(18,342)	(19,229)	(20,142)	(20,804)	(21,488)	(22,194)	*1 / *2
Non Dwelling Rent (Garages)	(130)	(129)	(128)	(127)	(126)	(124)	*3
Service Charges	(1,180)	(1,212)	(1,248)	(1,286)	(1,324)	(1,364)	*2
Contributions towards expenditure	(154)	(158)	(163)	(168)	(173)	(178)	*2
TOTAL	(19,806)	(20,728)	(21,681)	(22,384)	(23,110)	(23,860)	
EXPENDITURE							
Repairs & Maintenance	4,779	5,881	5,993	6,108	6,225	6,344	*4
Supervision & Management	6,810	7,069	7,116	7,248	7,382	7,519	*5
Rents, Rates, Taxes	125	150	150	150	150	150	
Charges for Capital	3,324	3,424	3,527	3,633	3,742	3,854	
Debt Management	0	0	0	0	0	0	
Provision for Bad Debts	66	69	72	74	76	78	*6
HRA Share of Corporate & Democratic Core Costs	318	329	336	343	350	357	
Net Interest Payments	(11)	42	3	3	3	3	
Revenue Contributions to Capital Expenditure	4,195	3,413	4,430	4,769	5,124	5,495	
Contribution to/from(-) reserves	199	351	54	56	58	60	
Total	19,806	20,728	21,681	22,384	23,110	23,860	

Data							
Stock	Stock at 1st April	3,472	3,467	3,527	3,587	3,597	3,607
	Purchases	15	15	15	15	15	15
	Sales	(20)	(5)	(5)	(5)	(5)	(5)
	Additional new builds	-	50	50	0	0	0
	Total before voids	3,467	3,527	3,587	3,597	3,607	3,617
	Voids	(84)	(85)	(86)	(86)	(87)	(87)
	Chargeable housing stock	3,383	3,442	3,501	3,511	3,520	3,530
Rents	Prior year rent £ (52 week basis)	97.12	104.60	107.42	110.64	113.96	117.38
	Current year rent £ (52 week basis)	104.60	107.42	110.64	113.96	117.38	120.90
	Increase £	7.48	2.82	3.22	3.32	3.42	3.52
	Rent Increase % (CPI + 1%)	7.70	2.70	3.00	3.00	3.00	3.00
	Prior year rent £ (48 week basis)	105.21	113.31	118.41	121.96	125.62	129.39
	Current year rent £ (48 week basis)	113.31	118.41	121.96	125.62	129.39	133.27
	Increase £	8.10	5.10	3.55	3.66	3.77	3.88
	Rent Increase % (CPI + 1%)	6.70	4.50	3.00	3.00	3.00	3.00
Other	Salaries/Cleaning/Contractors/Internal recharges	6.65	3.50	2.00	2.00	2.00	2.00
Increases	Inflation	6.70	3.50	2.00	2.00	2.00	2.00
	Electricity	(20.00)	3.50	2.00	2.00	2.00	2.00
	Gas	(15.00)	3.50	2.00	2.00	2.00	2.00
	Other Supervision and Management %	1.00	1.00	1.00	1.00	1.00	1.00

Notes

*1 Based upon current projections (as at August 2023) of 15 purchases and 20 sales and 84 voids for each financial year. For 2024/25 this includes an additional 21 properties for Platinum Court and Mill House, for 2025/26 and 2026/27 an additional 100 properties for Biart Place and 2027/28 an additional 100 properties for the Rounds Gardens redevelopment.

*2 Projections from the Bank of England are that inflation will rise above the target of 2% by the end of 2024 before Falling back to 2% by early 2025. Average inflation for each year after 2024/25.

	%	%	%	%	%	%
Inflation as at September 2024 %		1.70	2.00	2.00	2.00	2.00
Including 1% for rent calculations	6.70	2.70	3.00	3.00	3.00	3.00

*3 Decreased garage rental as usage is in decline

*4 Increases for Repairs and Maintenance:-

	%	%	%	%	%	%
Salaries	6.65	3.50	2.00	2.00	2.00	2.00
Repairs and Maintenance	6.70	3.50	2.00	2.00	2.00	2.00
Materials	6.70	3.50	2.00	2.00	2.00	2.00
External contractor	6.70	3.50	2.00	2.00	2.00	2.00
Contract Income	6.70	3.50	2.00	2.00	2.00	2.00
Other costs	1.00	1.00	1.00	1.00	1.00	1.00

	£000s	£000s	£000s	£000s	£000s	£000s
Salaries	2,041	2,154	2,197	2,241	2,286	2,332
Repairs and Maintenance (MOS00, UMR01-29)	2,515	2,515	2,565	2,617	2,669	2,722
Materials	690	690	704	718	732	747
External contractor	370	865	882	900	918	936
Contract Income	(1,126)	(860)	(877)	(895)	(913)	(931)
Other costs	289	517	522	527	533	538
Total before change in stock	4,779	5,881	5,993	6,108	6,225	6,344

*5 Increases for Supervision and Management
Gas/Electricity increase have been based utility price estimates from ESPO

MEDIUM TERM FINANCIAL PLAN - HOUSING REVENUE ACCOUNT (HRA): 2025/26 - 2029/30

	%	%	%	%	%	%
Salaries/Cleaning/Internal recharges	6.65	3.50	2.00	2.00	2.00	2.00
Electricity	(20.00)	3.50	2.00	2.00	2.00	2.00
Gas	(15.00)	(20.00)	2.00	2.00	2.00	2.00
Other Supervision and Management	1.00	1.00	1.00	1.00	1.00	1.00
	£000s	£000s	£000s	£000s	£000s	£000s
Salaries/Cleaning/Internal recharges	5,835	6,119	6,241	6,366	6,494	6,623
Electricity	234	228	233	237	242	247
Gas	112	110	112	114	117	119
Stock Condition Survey	150	150	57	57	57	57
Other Supervision and Management	479	473	473	473	473	473
	<u>6,810</u>	<u>7,080</u>	<u>7,116</u>	<u>7,248</u>	<u>7,382</u>	<u>7,519</u>

*6 Provision for bad debt based upon rent debit