



13 October 2023

CABINET – 23 OCTOBER 2023

A meeting of Cabinet will be held at 6.00pm on Monday 23 October 2023 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

AGENDA PART 1 – PUBLIC BUSINESS

1. Minutes.

To confirm the minutes of the meeting held on 18 September 2023.

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 17 October 2023).

Items for consideration not within a specific portfolio

5. Corporate Strategy Delivery Plan (report to follow).

Growth and Investment Portfolio

6. Rugby Borough Local Plan Issues and Options Consultation (to follow – report to be updated following Planning Services Working Group on 14 September).

7. Economic Development Officer.

8. UK Shared Prosperity Fund 2023/24 (report to follow).

9. Town Centre Regeneration Progress Update and Resourcing.

Leisure and Wellbeing Portfolio

Nothing to report to this meeting.

Finance, Performance, Legal and Governance Portfolio

10. Finance and Performance Monitoring 2023/24 – Quarter 1.

11. Initial Review of General Fund Budget 2024/25 (report to follow).

Communities, Homes, Digital and Communications Portfolio

12. Improvements to the Lawrence Sheriff Almshouses.

Regulation and Safety Portfolio

13. Safer Streets Fund Round Five.

Change and Transformation Portfolio

Nothing to report to this meeting.

Operations and Traded Services 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.

14. Motion to Exclude the Public under Section 100(A)(4) of the Local Government Act 1972.

To consider the following resolution:

“under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of information defined in paragraphs 2 and 3 of Schedule 12A of the Act.”

PART 2 – EXEMPT INFORMATION

Growth and Investment Portfolio

Nothing to report to this meeting.

Leisure and Wellbeing Portfolio

Nothing to report to this meeting

Finance, Performance, Legal and Governance Portfolio

Nothing to report to this meeting.

Communities, Homes, Digital and Communications Portfolio

1. Additional Resources for Housing Services.

Regulation and Safety Portfolio

Nothing to report to this meeting.

Change and Transformation Portfolio

Nothing to report to this meeting

Operations and Traded Services 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

2. Write Offs.

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

The Reports of Officers are attached.

Membership of Cabinet:

Councillors Poole (Chair), Daly, Picker, Ms Robbins, Ms Watson-Merret and Willis.

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: Local Plan Issues and Options Consultation

Name of Committee: Cabinet

Date of Meeting: 23 October 2023

Report Director: Chief Officer – Growth and Investment

Portfolio: Growth and Investment

Ward Relevance: All wards

Prior Consultation: No

Contact Officer: Neil Holly, Development Strategy Manager
neil.holly@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):
 Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)
 Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)
 Residents live healthy, independent lives, with the most vulnerable protected. (HC)
 Rugby Borough Council is a responsible, effective and efficient organisation. (O)
[Corporate Strategy 2021-2024](#)
 This report does not specifically relate to any Council priorities.

(C) Climate
(E) Economy
(HC) Health and Communities
(O) Organisation

Summary: The report seeks Cabinet’s recommendation to Council that they

i) Approve the Rugby Borough Local Plan Issues and Options document, attached as Appendix 2a (with a short form, questionnaire version at Appendix 2b), for an eight-week public consultation; and

- ii) adopt the amended Local Development Scheme (LDS), attached as Appendix 1;
- iii) agree to discontinue the preparation of the Gypsy and Traveller Site Allocations DPD and instead combine this into the new Local Plan; and
- iv) delegate authority to the Chief Officer for Growth and Investment to make minor amendments as necessary to the Local Development Scheme and/or the Issues and Options document.

Financial Implications: The costs of the consultation exercise can be met from within existing budgets.

Risk Management/Health and Safety Implications: A project risk register for the new Local Plan is attached at Appendix 7.

Environmental Implications: Adopting a new local plan will have significant environmental implications for the borough. It represents an opportunity to update our policies on a wide variety of issues with environmental implications, such as climate change policy and the identification of development site allocations.

Legal Implications: Under s15 of the Planning and Compulsory Purchase Act 2004 the council is required to prepare and maintain a local development scheme specifying the local development documents it intends to prepare and the timetable for their preparation. Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 sets out the requirements for this consultation stage.

Regulation 10A of The Town and Country Planning (Local Planning) (England) Regulations 2012 states that a local planning authority must complete a review of its local plan at least every five years, starting from the date of adoption of the local plan. The current Rugby Borough Local Plan was adopted on 4 June 2019. Therefore, a review needed to be completed by 4 June 2024. The purposes of a review is to determine whether or not the plan needs updating and, if so, the scope of update needed.

A Regulation 10A review was undertaken as part of the report to cabinet on 5th December 2022:

<https://www.rugby.gov.uk/meetings/meeting/1272/cabinet>

and concluded that there was a need for a full update to the local plan.

Equality and Diversity:

An Equality Impact Assessment has been undertaken and is provided as Appendix 6 to this report. Romany Gypsies and Irish Travellers are ethnic groups under the Equality Act 2010. Discontinuing the Gypsy and Traveller Site Allocations DPD could have an adverse impact on Gypsies and Travellers if it were to delay the meeting of their accommodation needs. However, it is not considered that incorporating Gypsy and Traveller site allocations into the new Local Plan will delay meeting those needs compared to continuing with a separate Gypsy and Traveller Site Allocations DPD. Additionally, incorporation into the new plan allows a wider range of options to be explored for meeting those needs.

The Issues and Option document does not change policy, but it enables the preparation of the new Local Plan to move forward. It is not considered to have equalities impacts at this stage.

Options:

Option 1 – Cabinet recommends to Council that it approves the Issues and Options document for an eight-week public consultation. This is the recommended option.

Option 2 – Cabinet recommends to Council that it does not proceed with the Issues and Options consultation at present and instead pauses preparation of an updated Local Plan. The Council would then await changes to national planning legislation and policy with a view to proceeding with a full plan update when the Levelling Up and Regeneration Bill's plan-making provisions are brought into effect (currently proposed to be summer 2025 at the earliest). This option would require an amended Local Development Scheme to be brought back to Cabinet and Council at the next available opportunity.

Option 3 – Cabinet recommends to Council that it pauses plan-making on a full plan update to wait for implementation of the planning reforms under the Levelling Up and Regeneration Bill (as per Option 2). In the meantime, Cabinet recommends to Council that it proceeds with a partial update to the Rugby Borough Local Plan 2011-2031 to cover Houses in Multiple Occupation, climate change and (to the extent permissible under a partial plan update) town centre regeneration policies only.

As the current Rugby Borough Local Plan 2011-2031 will be five years post adoption in June 2024 and the plan period ends in March 2031, it is not considered that delaying a full plan update indefinitely is a reasonable option. An indefinite delay would lead to the plan's policies becoming out of date.

No alternative options are identified in relation to discontinuance of the separate Gypsy and Traveller Site Allocations DPD. Based on the nil response to the call for sites there is no realistic prospect that this standalone DPD can successfully proceed. For the same reason, advancing Gypsy and Traveller site allocations as part of the partial plan update (Option 3 above) is not identified as a realistic option.

Recommendation:

IT BE RECOMMENDED TO COUNCIL THAT –

- (1) The Issues and Options consultation document, attached as Appendix 2a (with a short form, questionnaire version at Appendix 2b), be approved for an eight-week public consultation;
- (2) the amended Local Development Scheme (LDS), attached as Appendix 1, be adopted;
- (3) the preparation of the Gypsy and Traveller Site Allocations DPD be discontinued and be instead combined into the new Local Plan; and
- (4) delegated authority be given to the Chief Officer for Growth and Investment to make minor amendments as necessary to the Local Development Scheme and/or the Issues and Options document.

Reasons for Recommendation:

To allow the preparation of the new Local Plan to progress.

Cabinet – 23 October 2023

Local Plan Issues and Options Consultation

Public Report of the Chief Officer – Growth and Infrastructure

Recommendations:

IT BE RECOMMENDED TO COUNCIL THAT –

- (1) the Issues and Options consultation document, attached as Appendix 2a (with a short form, questionnaire version at Appendix 2b), be approved for an eight-week public consultation;
- (2) the amended Local Development Scheme (LDS), attached as Appendix 1, be adopted;
- (3) the preparation of the Gypsy and Traveller Site Allocations DPD be discontinued and be instead combined into the new Local Plan; and
- (4) delegated authority be given to the Chief Officer for Growth and Investment to make minor amendments as necessary to the Local Development Scheme and/or the Issues and Options document.

EXECUTIVE SUMMARY

In December 2022 Council agreed to proceed with a full update to the council's Local Plan.

Following the local elections in May 2023 and in light of proposed changes to national policy and legislation, members decided to seek expert advice on whether to continue with a full update to the local plan. Alternative options considered were to proceed only with a partial update to the local plan or to pause plan making and await changes to national planning policy and legislation.

Planning Services Working Group met on 27th July, 21st August and 14th September to consider these issues. At the meeting on 27th July, the invitation to which was extended to all members, presentations were received by the working group from planning consultants AECOM, WSP and barrister Hugh Richards of No.5 Chambers.

At its meeting on 14th September 2023 the Planning Services Working Group decided by majority after considering that expert advice, to recommend to Cabinet that it continue with the full update to the local plan and proceed with the first required stage of bringing forward a new plan, which is to consult on what the plan should contain.

This is the purpose of the ‘issues and options’ consultation. The proposed consultation document is Appendix 2a (with a short form, questionnaire version at Appendix 2b), while the consultation strategy is Appendix 4.

The proposed public consultation would run between Monday 30 October and Friday 22 December 2023.

As the issues and options consultation is delayed from the timing expected in December 2022, the Council needs to update its Local Development Scheme which sets out the development plan documents it intends to prepare (Appendix 1).

Finally, the December 2022 version of the Local Development Scheme included the Council’s intention to prepare a Gypsy and Traveller site allocations development plan document. An issues and options consultation and ‘call for sites’ for that document took place in October 2022. Unfortunately, no sites were put forward. The council is therefore unable to advance that document and needs to consider alternative options for bringing forward sites to meet the need for Gypsy and Traveller pitches.

Alternative options include authorising unauthorised sites with accompanying green belt changes, liaising with other public sector landowners to identify potential sites, the council acquiring a site itself, or co-allocating a site with a larger employment or housing allocation. These alternative options are most effectively advanced through the preparation of the wider Local Plan update.

It is therefore recommended that a updated Local Development Scheme is adopted which would confirm the discontinuance of preparation of a separate Gypsy and Traveller site allocations DPD.

1. INTRODUCTION

- 1.1. The Council has a statutory duty to review its local plan at least every five years and determine whether its policies need updating. At its meeting on the 14th December 2022 the Council agreed to undertake a full update of the Local Plan.
- 1.2. The first formal stage in the process of preparing a new plan is to undertake a Regulation 18 consultation. The Council has discretion over the format this consultation takes.
- 1.3. The Council has a legal duty to maintain an up-to-date local development scheme (LDS). The LDS is a project plan for producing local development documents, including the Local Plan. It sets out the local development documents that the Council intends to produce and the timescale for their preparation.
- 1.4. The current LDS was adopted in December 2022 but now requires amendment.
- 1.5. In October 2022 the Council consulted on a Gypsy and Traveller Issues and Options document and conducted a call for sites. This report provides an update on the outcome of that consultation and proposes how this can be taken forward.

2. PURPOSE

- 2.1. To update Cabinet on discussions that have taken place since the decision to proceed with a full plan update in December 2022.
- 2.2. To seek Cabinet approval is for an eight-week public consultation on the Local Plan Issues and Options document.
- 2.3. To seek approval to adopt a revised local development scheme that sets out the timeline for preparation of the new Local Plan and other planning policies.
- 2.4. To seek agreement that the preparation of the Gypsy and Traveller Site Allocations DPD is discontinued and this is instead combined into the new Local Plan.
- 2.5. The report includes the following appendices:
 - **Appendix 1** – Amended Local Development Scheme
 - **Appendix 2a** – Local Plan Issues and Options document
 - **Appendix 2b** – short-form, questionnaire version of Local Plan Issues and Options document
 - **Appendix 3** – Gypsy and Traveller Issues and Options Consultation Report
 - **Appendix 4** – Issues and Options Consultation Strategy
 - **Appendix 5** – Sustainability Appraisal Scoping Report
 - **Appendix 6** – Equality Impact Assessment
 - **Appendix 7** – Project Risk Register for the Local Plan update
 - **Appendix 8** – Climate Change and Environment Impact Assessment

3. NATIONAL PLANNING REFORM

- 3.1. Between 22nd December 2022 and 2nd March 2023 the government consulted on proposed changes to the National Planning Policy Framework and on how the transition to the new system of plan-making proposed to be introduced under the Levelling Up and Regeneration Bill might work.
- 3.2. A further consultation on the implementation of plan-making reforms took place between 25th July and 18th October 2023.
- 3.3. The Levelling Up and Regeneration Bill proposes a new plan-making process. A full review and update to national planning policy is also proposed, together with the introduction of national development management policies.
- 3.4. The latest consultation proposals are that the reforms will be implemented by autumn 2024. However, it is only expected that a small number of ‘front runner’ authorities will be able to commence preparing new style plans at that point, with most authorities beginning from summer 2025 or later. The government proposes that there will be a cut-off date of 30 June 2025 by which plans made under the current system would need to be submitted for examination.

- 3.5. At the time of writing, The Levelling Up and Regeneration Bill is undergoing its third reading in the House of Lords. The government has not yet responded to the consultation it undertook last winter, nor issued a new version of the NPPF. This represents a delay on the timetables the government previously set out and it is possible that the proposed timetables for implementing the planning reforms will similarly slip.
- 3.6. A general election will be held no later than 28th January 2025 and its outcome could also affect the currently proposed timetables for planning reform.

4. TAKING STOCK

- 4.1. As set out above on the 14th December 2022 Council decided to proceed with a full update to the current Rugby Borough Local Plan.
- 4.2. Considering the proposed changes to national planning legislation and policy and the change to the composition of the council following the May 2023 local elections to no overall control, members decided to pause and seek expert advice on how to proceed.
- 4.3. Planning Services Working Group met on 27th July, 21st August and 14th September to consider these issues. At the meeting on 27th July, the invitation to which was extended to all members, presentations were received by the working group from two independent planning consultants and a barrister. The presentations set out independent expert advice on the pros and cons of the different options open to the Council as to how to proceed.
- 4.4. It is considered that there are three realistic options open to the Council:

Option 1 – Cabinet recommends to Council that it continues with the full update to the local plan agreed in December 2022 and approves the Issues and Options document for an eight-week public consultation. This is the recommended option.

Option 2 – Cabinet recommends to Council that it does not proceed with the Issues and Options consultation at present and instead pauses preparation of an updated Local Plan. The Council would then await changes to national planning legislation and policy with a view to proceeding with a full plan update when the Levelling Up and Regeneration Bill's plan-making provisions are brought into effect (currently proposed to be summer 2025 at the earliest). This option would require an amended Local Development Scheme to be brought back to Cabinet and Council at the next available opportunity.

Option 3 – Cabinet recommends to Council that it pauses plan-making on a full plan update to wait for implementation of the planning reforms under the Levelling Up and Regeneration Bill (as per Option 2). In the meantime, Cabinet recommends to Council that it proceeds with a partial update to the Rugby Borough Local Plan 2011-2031 to cover Houses in Multiple Occupation, climate change and (to the extent permissible under a partial plan update) town centre regeneration policies only.

- 4.5. As the current Rugby Borough Local Plan 2011-2031 will be five years post adoption in June 2024 and the plan period ends in March 2031, it is not considered that delaying a full plan update indefinitely is a reasonable option. An indefinite delay would lead to the plan's policies becoming out of date.
- 4.6. Because, as detailed in section 8 below, no response was received to the Gypsy and Traveller DPD call for sites there is no realistic prospect that this standalone DPD can successfully proceed. For the same reason, advancing Gypsy and Traveller site allocations as part of the partial plan update (Option 3 above) is not identified as a realistic option.
- 4.7. The benefits and risks of the different options are summarised in the tables below.

Option 1 Continue with full plan update now
<p>Main benefits:</p> <ul style="list-style-type: none"> • Once a new plan is adopted, it would be five years before it would need to be reviewed again. • This is the quickest route to a comprehensive policy update, covering all areas. • Maintain control of development and where it is located by having an up to date plan and a 5 Year Housing Land Supply • The plan period would be extended to 2041 or beyond.
<p>Main risks:</p> <ul style="list-style-type: none"> • The biggest risk is created by the government's proposed 30 June 2025 deadline for submitting a plan for examination under the current plan-making system. That deadline would be difficult to meet and there is a risk that, if it is not changed, we will not meet it. If we fail to meet it, then there will be wasted money and effort. However, it is important to note that the deadline is not yet confirmed in legislation and nor are the transitional arrangements. There has already been delays to the Governments own timetable and the changes would not come into effect until Autumn 2024 which is likely to be after a general election. • Proceeding with an old-style plan now would mean that the authority would be one of the last authorities to adopt a new-style plan under the new system. That could have disadvantages if there are significant changes to national policies to which we would be unable to respond quickly.

Option 2 Pause plan-making to wait for implementation of changes to national policy and legislation
<p>Main benefits:</p> <ul style="list-style-type: none"> • There would be no risk of abortive work and spending. • The council could seek to be one of the first authorities to bring forward a new-style plan reflecting new government policy and legislation.
<p>Main risks:</p>

- The main risk of this option is that it could leave a long gap when the Council does not have an up-to-date plan. The likely earliest date for adopting a plan under the new system is 2028. That gap could grow in government planning reforms are further delayed. In that gap the Council would risk losing planning appeals for unplanned, speculative development. Fighting planning appeals could cost the Council significant money.
- Policies that need updating, including those on climate change, HMOs and town centre regeneration would not be updated until at the earliest 2028.
- The council would fall behind neighbouring councils who are progressing with full plan updates. This risks strategic regional decisions on housing and employment being made without our involvement.
- Government Ministers have also recommended against pausing, as has the legal advice sought by the Council.

Option 3 Pause plan-making as with option 2 and in the meantime bring forward a partial update to the Rugby Borough Local Plan 2011-2031 to cover Houses in Multiple Occupation, climate change and (to the extent permissible under a partial plan update) town centre regeneration policies only.

Main benefits:

- The short-term cost to the council would be lower than for proceeding with a full update because the requirements for evidence to support new policies would be less.
- A partial update would allow us to update climate change policy and policy for HMOs and (to the extent permissible under a partial plan update) town centre regeneration policies. Updates to other non-strategic development management policies could be included.

Main risks:

- Local plans are required to be examined and found 'sound' by a government-appointed planning inspector before they can be adopted. Because there is evidence of future increased housing and employment land need, there is a significant risk that a planning inspector would find that a partial plan update (which does not address these needs) is not justified. On that basis an inspector could find a partial update to be unsound.
- The Council would fall behind neighbouring councils who are progressing with full plan updates. This risks strategic regional decisions being made on housing and employment without our involvement.
- Proceeding with a partial update of the plan now would not remove the need to complete a full update before the current plan's end date in 2031. This would mean continuing work on a full update following the implementation of the government planning reforms (as with option 2). This option would involve advancing the partial and full update plans alongside each other and so would increase the long-run cost to the council of plan-making.
- A partial update would update some policies, but other important policies could become out of date and remain so until a full plan update is completed. As with

option 2, this would create a risk of those policies being overridden by unplanned, speculative development.

- As with option 1, there is a risk that the partial plan update would fail to meet the 30 June 2025 deadline, leading to wasted money and effort.

- 4.8. At its meeting on 14th September 2023 the Planning Services Working Group decided by majority, after considering the expert advice, to recommend to Cabinet that it continue with the full update to the local plan agreed by Council in December 2022 and proceed to the first formal stage of plan making.
- 4.9. Although it is recommended to continue with a full local plan update, it is recognised that in deciding how to proceed the Council faces a complex decision, with no obviously correct answer. Officers will keep Planning Services Working Group updated on future changes to national policy and legislation to allow the Working Group to advise the Council if it is necessary in future to change course.

5. ISSUES AND OPTIONS CONSULTATION

- 5.1. The first formal stage in the process of preparing a new plan is to undertake a Regulation 18 consultation on what the plan should contain. The Council has discretion over the format this consultation takes.
- 5.2. It is proposed that two Regulation 18 consultations are undertaken. The first consultation will be an 'issues and options' stage. The second, in 2024, will be a consultation on the draft plan. It is permissible to only undertake a single Regulation 18 consultation, but it is considered best practice to hold two.
- 5.3. The proposed Issues and Options document outlines and seeks comments on seven major planning issues to be addressed in the new plan: (1) land for employment uses (2) town centre regeneration (3) pitches for Gypsies and Travellers (4) houses in multiple occupation (5) climate change policies (6) design coding and guidance and (7) land for housebuilding. There is also a final section that allows respondents to submit comments in relation to other topics.
- 5.4. The consultation document does not seek to comprehensively cover all issues and policies that will form part of the new Local Plan. It is considered better to deal with detailed issues at the second 'draft plan' stage Regulation 18 consultation. This approach is also recommended because the government has indicated its intention to publish an updated National Planning Policy Framework. New policies will need to reflect those changes and so we should wait before setting out detailed policy proposals.
- 5.5. The consultation strategy is attached as Appendix 4. The consultation is proposed to run for eight weeks from Monday 30 October to Friday 22 December 2023. The consultation document will be published on the council's website and all organisations and individuals on the Council's planning consultation database will be notified. Copies of the consultation documents and displays will be available at libraries and in the town hall. The consultation will be publicised using the council's social media accounts.

- 5.6. In addition, ‘in person’ drop-in consultation events will be held, together with an online consultation event.

6. SUSTAINABILITY APPRAISAL SCOPING REPORT

- 6.1. The new Local Plan will need to be accompanied by a sustainability appraisal.
- 6.2. The first stage of that process is the publication of a sustainability appraisal scoping report. This is a factual, evidence-based document rather than a policy document. It outlines national and international policies that are relevant to the new local plan and provides a baseline analysis of the existing environmental, economic and social characteristics of Rugby Borough and key sustainability issues. It then uses this material to prepare a proposed sustainability appraisal framework which will be used later in the sustainability appraisal of the plan. The Sustainability Appraisal Scoping Report (Appendix 5) will be consulted on alongside the Issues and Options document.

7. LOCAL DEVELOPMENT SCHEME UPDATE

- 7.1. The most recent Local Development Scheme (LDS) came into effect in December 2022.
- 7.2. The principal reason to update the LDS is to remove references to the preparation of a separate Gypsy and Traveller Site Allocations Development Plan Document (DPD). This is explained in section 8 below.
- 7.3. Additionally, the LDS needs to be updated to reflect:
- (1) The delay in commencing the issues and options consultation in comparison to the timetable envisaged in December 2022, and
 - (2) The most recent information from government on the timetable for producing local plans. The Department for Levelling Up, Housing and Communities ‘Levelling-up and Regeneration Bill: reforms to national planning policy’ consultation (Dec 22-Mar 23) and the subsequent ‘Plan-making reforms: consultation on implementation’ (July 2023 and ongoing) set out the government’s proposed timetable for introduction a new style of local plan. The consultation sets out a timetable for plans to be adopted under the current system and a timetable for when the first plans under the new system will be commenced.

The consultation states that plans being prepared under the current system need to be submitted for examination before 30 June 2025 at the latest. Accordingly, the LDS has been amended to take account of this deadline.

8. GYPSY AND TRAVELLER SITE ALLOCATIONS DPD UPDATE

- 8.1. In October 2022 the Council consulted on a Gypsy and Traveller Issues and Options document and conducted a call for sites. No sites were put forward. A report on the responses received to that consultation is attached as Appendix 3.

- 8.2. The Gypsy and Traveller Site Allocations DPD was proposed to be prepared as a 'daughter' document to the existing Rugby Borough Local Plan 2011-2031. On 14 December 2022, Council decided to commence preparation of a new local plan. In this context, the Gypsy and Traveller Site Allocations DPD would be a stop gap plan. The Gypsy and Traveller Site Allocations DPD was timetabled to be adopted in September 2024, providing interim policy until the new Local Plan – which will need to meet Gypsy and Traveller accommodation needs over a longer time horizon – is adopted in 2026.
- 8.3. As no sites were put forward in response to the October 2022 consultation, it is now necessary to consider other options for identifying sites. Options include:
- authorising unauthorised sites with accompanying green belt changes, although this has not been successful to date as planning applications have been refused and this alone would be insufficient to meet the need;
 - liaising with other public sector landowners to identify potential sites, although the council does not have land available, and Warwickshire County Council has indicated it doesn't have land available for this purpose;
 - the Council acquiring a site; and/or
 - co-allocating a site with a larger employment or housing allocation which could only be done through a full update/ review of the local plan.
 - Discussions with neighbouring authorities through the duty to cooperate would also determine whether or not those authorities are able to contribute to meeting the need for pitches.
- 8.4. Overall, it is considered that a solution is most likely to be achieved through the preparation of the wider Local Plan update and that a standalone Gypsy and Traveller Site Allocations DPD would be unlikely to be able to be successfully advanced. Continuing with a separate Gypsy and Traveller Site Allocations DPD would not save time and would duplicate work.
- 8.5. An update to this effect was provided to Planning Services Working Party on 15 February 2023. The working party indicated its support for the allocation of sites to meet Gypsy and Traveller now being incorporated into the new Local Plan. Cabinet is now asked to agree to discontinue work on a separate Gypsy and Traveller Site Allocations DPD. This would be given effect by adopting an updated local development scheme (section 7 above).

9. CONCLUSION

- 9.1. An eight week 'issues and options' consultation is proposed as the first formal step in producing the new Local Plan.
- 9.2. For the reasons outlined above, it is considered that identifying sites to meet the accommodation needs of Gypsies and Travellers can now most effectively be advanced as part of the wider new Local Plan.

9.3. The Local Development Scheme is proposed to be updated to reflect this change and respond to the recent government consultation on the proposed longstop date for submitting plans for examination under the current system.

Name of Meeting: Cabinet
Date of Meeting: 23 October 2023
Subject Matter: Local Plan Issues and Options Consultation

Originating Department: Growth and Investment

DO ANY BACKGROUND PAPERS APPLY **YES** **NO**

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink
1	Rugby Borough Local Plan 2011-2031, adopted June 2019 https://www.rugby.gov.uk/downloads/file/2319/local_plan_2011-31
2	Local Development Scheme, adopted December 2022 https://www.rugby.gov.uk/downloads/download/101/local_development_scheme
3	Council papers from 14 December 2022 https://www.rugby.gov.uk/meetings/meeting/1280/council
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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 – Local Development Scheme



RUGBY BOROUGH COUNCIL
LOCAL DEVELOPMENT
SCHEME
2023 – 2026
OCTOBER 2023

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2. INTRODUCTION

- 2.1. The council must prepare a Local Development Scheme (LDS) which sets out the local development documents it intends to procure produce and the timetable for their preparation. The LDS helps local communities and interested parties keep track of progress and must be kept up to date.
- 2.2. The main development plan document for Rugby Borough is the Rugby Borough Local Plan 2011-2031 which was adopted on the 4 June 2019 which sets the overall development strategy for the borough until 2031.
- 2.3. This LDS runs until June 2026 to cover the period in which the Council expects to adopt a new local plan and approve a Community Infrastructure Levy charging schedule.

3. THE PREVIOUS LDS

- 3.1. The previous LDS was published in December 2022.

4. DEVELOPMENT PLAN DOCUMENTS

- 4.1. Development Plan Documents (DPDs) are defined in the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) and are used to guide the determination of applications for planning permission. They regulate the use of land in the public interest. They must be prepared in accordance with legal requirements, must be underpinned by evidence, and are tested at an examination in public run by a government appointed planning Inspector. Only when found 'sound' by the Inspector can they be adopted.

- 4.2. It is a legal requirement for DPDs to be subject to a Sustainability Appraisal (SA) incorporating Strategic Environmental Assessment (SEA).
- 4.3. The council intends to produce a new DPD, the updated Rugby Borough Local Plan. A timetable for a review of the Local Plan is set out below. Once adopted the new Local Plan will replace the current Rugby Borough Local Plan 2011-2031.

Stage	Date
Issues and options consultation (Regulation 18)	November – December 2023
Preferred options consultation (Regulation 18)	July 2024
Pre-submission consultation (Regulation 19)	January 2025
Submission for examination	June 2025
Adoption by	By 31 st December 2026

5. NEIGHBOURHOOD PLANS

- 5.1. Neighbourhood plans are prepared by parishes or designated neighbourhood forums. They are subject to a statutory preparation procedure and are required to be independently examined before they can be ‘made’. Once made, neighbourhood plans become part of the development plan for the area.
- 5.2. A list of made neighbourhood plans can be found on the council's website: https://www.rugby.gov.uk/homepage/49/neighbourhood_planning
- 5.3. The following areas have been designated as neighbourhood areas for the purposes of preparing a neighbourhood plan:

Clifton-upon-Dunsmore Parish
 Grandborough Parish
 Dunchurch Parish
 Wolston Parish
 Newton and Biggin Parish

6. COMMUNITY INFRASTRUCTURE LEVY CHARGING SCHEDULE

- 6.1. Rugby Borough Council is preparing a Community Infrastructure Levy (CIL) charging schedule. The draft charging schedule was subject to consultation in August 2023. The next stage will be for the charging schedule to be submitted for independent examination. If the independent examiner finds that the charging schedule meets the basic conditions, then the council will be able to proceed to approve it and bring it into force.
- 6.2. CIL is a charge on new developments to support the provision of local infrastructure to support development.

7. SUPPLEMENTARY PLANNING DOCUMENTS

- 7.1. Supplementary Planning Documents (SPDs) add detail to the policies of the Local Plan but are not development plan documents. They are a material consideration in the determination of planning applications. They are required to be prepared in accordance with a statutory process and in consultation with the public. SPDs are not required to be examined before they can be adopted.
- 7.2. It is no longer a requirement to detail SPDs and the timetable for their preparation within the LDS. A full list of adopted SPDs can be found on the council's website: https://www.rugby.gov.uk/directory/25/our_planning_strategies_policies_and_evidence/category/92

8. MONITORING AND REVIEW

- 8.1. Local planning authorities are required to produce an annual authority monitoring report to assess the implementation of the LDS and the extent to which policies in local development documents are being achieved. The authority monitoring report is based upon the period 1st April to 31st March in each year.

9. CONTACT DETAILS

- 9.1. For more information about any of the issues raised in this Local Development Scheme please contact:-

Development Strategy Team
Rugby Borough Council
Town Hall
Evreux Way
Rugby
CV21 2RR

Tel: 01788 533828
Email: Localplan@rugby.gov.uk

- 9.2. This document together with all other local development documents produced by Rugby Borough Council will be made available on the Council's web site: www.rugby.gov.uk

Appendix 2a – Issues and Options document



RUGBY BOROUGH LOCAL PLAN
ISSUES AND OPTIONS:
OCTOBER 2023



Caldecott Park, Rugby

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2. INTRODUCTION

WHAT IS A LOCAL PLAN?

- 2.1. Local plans set out the policies that councils use to decide applications for planning permission. These policies are often called ‘development management policies’. Applications are made for planning permission to carry out building work or a material change to the use of land or buildings.
- 2.2. A planning application does not need to be made for some types of building work and changes of use which are granted deemed planning permission by government legislation. These are called ‘permitted development’. More details about permitted development can be found on this website: <https://www.planningportal.co.uk/permission/responsibilities/planning-permission/permitted-development-rights> .
- 2.3. Alongside development management policies, local plans set out how many new homes and how much more land for business uses is expected to be needed. Plans show how those needs will be met, usually from a mix of land which already has planning permission and new site allocations (land earmarked for development). Plans also show the infrastructure that will be needed to support development in the area and how this can be paid for. Infrastructure includes (amongst other things) new schools, green spaces, flood defences, and upgrades to roads and public transport.
- 2.4. The plan needs to look at least 15 years ahead in planning for new homes and other uses.
- 2.5. Some plan policies are shown on the policies map, which goes with the plan.

WHAT DOESN'T A LOCAL PLAN DO?

- 2.6. In Warwickshire there are two levels of local government. Rugby Borough Council is the lower tier and decides most planning applications and produces the local plan. Warwickshire County Council is the upper tier and is responsible for planning for transport, schools, waste and minerals. Warwickshire County Council is also responsible for planning for enhancements to the natural environment, through the Nature Recovery Network.
- 2.7. Local plans are not transport plans. Local plans show specific transport upgrades that are needed to support new homes or employment development, but they do not set out a plan for the transport network.
- 2.8. Warwickshire County Council is producing a new Local Transport Plan (LTP4), the latest version can be accessed here: <https://ask.warwickshire.gov.uk/insights-service/local-transport-plan/>. Underneath this strategic document, a Rugby Transport Plan will be developed. Any new Local Plan will need to be considered alongside this document.
- 2.9. Similarly, local plans do not deliver infrastructure. Infrastructure planning in England is complex and fragmented. Infrastructure is delivered by a combination of private companies (water companies, electricity companies, bus companies, rail franchises, broadband providers) and national government agencies (National Highways, Network Rail, and The Environment

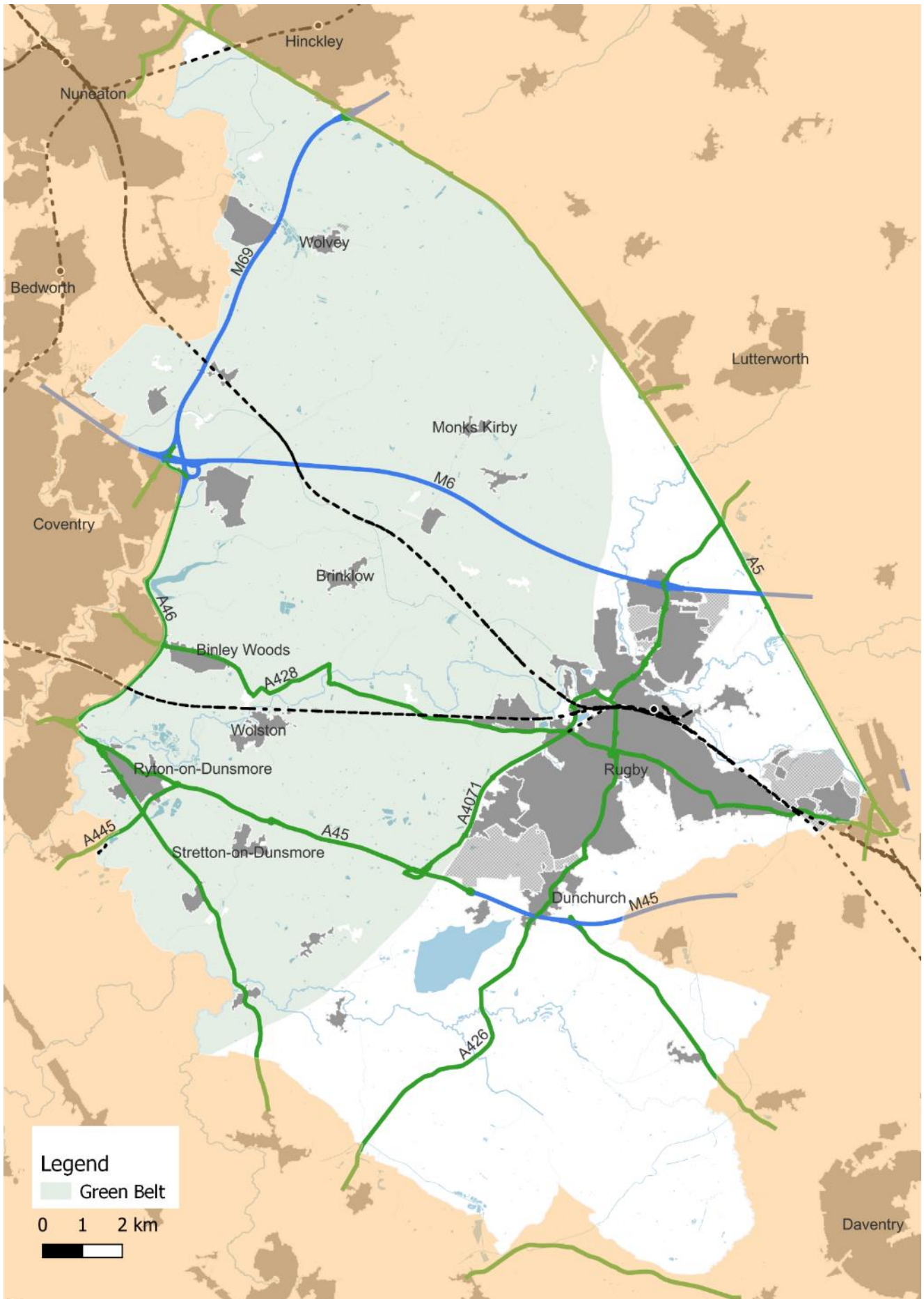
Agency), alongside Warwickshire County Council.

- 2.10. A linked point is that local plans do not have an implementation budget. Local plans are implemented by private developers and infrastructure providers. Infrastructure can be part funded by developers' contributions but is also reliant on national government funding. Funding for infrastructure is controlled by central government and is often distributed through competitive bidding processes.
- 2.11. In this context, the role of local plans is to show in broad terms the infrastructure that is needed to support new development in the area and how that infrastructure could be delivered.
- 2.12. Finally, local plans do not make detailed decisions about the design of individual buildings and spaces. These more detailed decisions are considered at the planning application stage. Local plans can, however, set design policies and be supported by design guides or codes and this is the preferred mechanism by which such design policies can be delivered.

WHAT IS THE CURRENT LOCAL PLAN FOR RUGBY BOROUGH?

- 2.13. The current Rugby Borough Local Plan 2011-2031 can be accessed on the council's website: https://www.rugby.gov.uk/info/20004/planning_strategy/348/local_plan_2011-2031.
- 2.14. Alongside the local plan, there are several neighbourhood plans which can also be accessed on the council's website: https://www.rugby.gov.uk/homepage/49/neighbourhood_planning.

[[Can we list the neighbourhood plans in this document for completion's sake.]]
- 2.15. Warwickshire County Council has produced minerals and waste plans which cover Rugby Borough: <https://www.warwickshire.gov.uk/planningstrategies>.
- 2.16. The current Rugby Borough Local Plan 2011-2031 will remain in force until the new local plan is adopted by the council and comes into effect.
- 2.17. Neighbourhood plans that have been made will continue to be in place after the new local plan is adopted. However, parts of neighbourhood plans may be superseded by the new local plan.



Rugby Borough

WHY ARE WE UPDATING OUR LOCAL PLAN?

2.18. Councils are required by law to complete a review their local plans every five years starting from the date of plan adoption. The current Rugby Borough Local Plan 2011-2031 was adopted in June 2019. Therefore, the latest date for completing a review is June 2024.

2.19. The purpose of a review of a local plan is to decide whether there is a need to update its policies. Several factors are relevant in deciding whether policies have become 'out of date' and need updating. These include changes to national planning policy and evidence of changes to local circumstances. Policies are not automatically out of date after five years. However, the government's Planning Practice Guidance says that most plans will need updating in full or in part at least every five years.

2.20. On 14 December 2022 Rugby Borough Council decided to go ahead with a full update of the local plan's policies. The report to council found several changes telling in favour of a plan update:

- the declaration of a climate change emergency by the council,
- the introduction of the Environment Act 2022 and its requirement for biodiversity net gain,
- new evidence of future needs for homes and employment land, particularly for warehousing uses, through the Coventry and Warwickshire Housing and Economic Development Needs Assessment 2022,
- the need for policies to support the regeneration of Rugby town centre.

2.21. Additionally, the report identified the risk that, if the policies are not updated, there will be more planning applications for development that is not in line with the plan. Such applications could be backed by arguments that the plan's policies are out of date.

2.22. Further reasons for updating the plan are the need for policy on houses in multiple occupation and the need to identify sites to meet Gypsy and Traveller accommodation needs.

2.23. Because the policies identified as needing updating included 'strategic' policies of the plan and cover a range of areas, it was decided to go ahead with a full rather than partial update to the plan.

WHAT ABOUT CHANGES TO NATIONAL POLICY?

2.24. We are producing our new local plan against a backdrop of changing national planning law and policy. The Levelling Up and Regeneration Bill will change the system of producing local plans and the government is updating its national planning policy. More details can be found here: <https://bills.parliament.uk/bills/3155> and here: <https://www.gov.uk/government/consultations/levelling-up-and-regeneration-bill-reforms-to-national-planning-policy>

2.25. We are following closely and responding to those changes.

2.26. Among the changes is the proposed introduction of standard national development management policies which will apply across the country. There will also be an updated National Planning Policy Framework.

WHAT IS THE TIMETABLE FOR PRODUCING THE NEW LOCAL PLAN AND WHAT HAPPENS NEXT?

2.27. The full timetable for producing the new local plan is set out in the council's Local Development Scheme, which can be accessed here:
https://www.rugby.gov.uk/downloads/download/101/local_development_scheme

2.28. This consultation is the first step in that process.

THE STRUCTURE OF THIS DOCUMENT

2.29. The rest of this document is about seven most significant planning issues facing the borough:

- [Land for employment uses](#)
- [Town centre regeneration](#)
- [Pitches for gypsies and travellers](#)
- [Houses in multiple occupation](#)
- [Climate change policies](#)
- [Design coding and guidance](#)
- [Land for housebuilding](#)

2.30. For each of these issues we explain the issue, show the options open to us in the new local plan, and ask for your views. We will use your views to shape our new policies.

SUSTAINABILITY APPRAISAL SCOPING REPORT

2.31. Alongside our local plan issues and options, we are also consulting on our sustainability appraisal scoping report. This can be accessed here: [\[insert link\]](#).

2.32. This is the first stage of the sustainability appraisal of our new plan. The sustainability appraisal will consider the potential social, environmental and economic effects of the plan.

CALL FOR SITES

2.33. Alongside this consultation we are asking landowners and developers to put forward their land for consideration for allocation in the new local plan. You do this by completing our call for sites form here: [\[insert link\]](#) and emailing it to localplan@rugby.gov.uk

2.34. After the consultation closes, we will produce our housing and economic land availability

assessment ('HELAA'). This is the first stage of assessing sites for allocation in the new plan. The method for our HELAA is set out here [\[insert link\]](#).

HOW DO I RESPOND?

2.35. Responses to this consultation must be received no later than [\[date\]](#). You can respond on our website at the following address: [\[insert\]](#).

2.36. Alternatively, you can respond by email to localplan@rugby.gov.uk or by post to:

Development Strategy
Rugby Borough Council
Town Hall
Evreux Way Rugby
CV21 2RR



mtc

mtc Reception

Manufacturing Technology Centre, Ansty Park

3. LAND FOR EMPLOYMENT USES

WHAT IS THE ISSUE?

- 3.1. We now have new, longer-term projections for the need for land for employment uses (offices, research and development, industrial and warehousing).
- 3.2. We need to think about how we can meet the projected need for employment land to allow the borough's economy to continue to grow.

THE DETAIL

- 3.3. The Coventry and Warwickshire Housing and Economic Development Needs Assessment (HEDNA) 2022 https://www.rugby.gov.uk/directory_record/55399/coventry_and_warwickshire_housing_and_economic_development_needs_assessment_hedna_2022/category/86/reviews_studies_and_assessments shows three components of future need for employment land. These are shown in the table below:

Type of employment land	Land needed 2021-2041 (in hectares)	Land needed 2021-2050 (in hectares)
Gross requirement for strategic warehousing land across Coventry and Warwickshire (this means land for warehouses of over 9,000m ² in floor area)	551ha	735ha
Net need for office land (Rugby Borough only)	5.2ha (4.2ha with hybrid working)	6.5ha
Gross requirement for industrial land (Rugby Borough only) (this includes smaller warehouses of up to 9,000m ² in floor area)	150.5ha	218.2ha

- 3.4. The projected requirement for industrial land (which includes smaller warehouses) is a *gross* requirement. It is based on projecting forward past trends for gross industrial and smaller warehouse floorspace delivery. This means that not all this requirement will need to be met on new employment land. Some of the requirement will be met by redeveloping land that is already in industrial use.
- 3.5. Similarly, the requirement for strategic warehousing land is a gross requirement. This requirement is calculated as follows:
 - A continuation of past (2011-2019) trends for large warehouse building in the sub-region for the first ten years of the projection period (2021-2031).
 - For the rest of the projection period the requirement for warehousing is modelled based on a combination of:
 - The projected need to replace existing warehouses when they become obsolete (replacement demand); and

- The projected growth in freight traffic in the region and the warehouses needed to handle that traffic.
- 3.6. As with the industrial land requirement, the requirement for large warehousing will in part be met by redeveloping existing land in warehousing use.
 - 3.7. The method for projecting the future need for office space is different. This uses forecast of the number of people that will be employed in office-based jobs in future. It then converts the number of employees into a floorspace requirement, using average employment densities for office buildings. The floorspace requirement is then converted into a land requirement.
 - 3.8. The requirement for office space is calculated using 2019 (pre-pandemic) rates of homeworking. The HEDNA also includes a scenario whereby home or hybrid working persists in office-based sectors and this reduces the requirement for office floorspace by 30%. This would reduce the requirement for office land (including margin) for 2021 to 2041 from 5.2ha to 4.2ha.
 - 3.9. At the time of writing, hybrid working appears to have become embedded for office jobs. This means that the hybrid working scenario for future office need may be more realistic. The requirement for office space, as it is based on labour demand, is a net need. That means that it would need to be met from added floorspace, rather than the redevelopment or refurbishment of existing offices.

WHAT TYPE OF EMPLOYMENT LAND DO WE NEED?

- 3.10. The HEDNA doesn't split the need for industrial and smaller warehousing land in the borough into different types of employment land. It does, however, recommend that, because of the high demand for warehousing land, we should make specific site allocations for B2 industrial and light industrial (now use class E(g)(iii)) land.
- 3.11. Additionally, the feedback we have received from local businesses is that there is a shortage of 'grow on space' in the borough to allow existing businesses to expand and incubator space for new start-ups.
- 3.12. Successful business clusters have developed in the borough, in particular the Manufacturing Technology Centre and associated manufacturing uses at Ansty Park. However, there is an impetus to diversify the borough's economy and support the development of local skills to meet future business needs.
- 3.13. Alongside any review of the Local Plan, Rugby Borough Council is producing a new economic strategy which will inform the local plan. As part of this Economic Strategy, we will consult with the Coventry and Warwickshire Chamber of Commerce, the Coventry and Warwickshire Growth Hub and Warwickshire County Council, West Midlands Combined Authority and other partners and representatives of the business community to refine our understanding of the employment land we need.

WHY IS THERE HIGH NEED FOR WAREHOUSES?

- 3.14. Retailers and manufacturers have moved to 'just in time' inventory management, whereby

goods are received from suppliers when they are needed rather than being stored on site. Supply chains have become increasingly complex and international. These factors increase the need for warehousing space. At the same time, online retail has rapidly grown as a percentage of all retail sales from 2.7% in January 2007 to 26.6% in January 2023. (<https://www.ons.gov.uk/businessindustryandtrade/retailindustry/timeseries/j4mc/drsi>).

- 3.15. These changes have driven rapid growth in the need for warehouse floorspace. Savills estimates that warehouse floorspace in the UK grew by 32% between 2015 and 2021.
- 3.16. Rugby Borough sits at within the so-called 'Golden Triangle' for distribution. This is an area of the East and West Midlands that has 35% of all UK warehouse floorspace. The Golden Triangle is favoured by transport and distribution businesses because it allows efficient access to large parts of the country via the motorway and rail network.
- 3.17. The Office for National Statistics ranked Rugby Borough as the local authority district in England and Wales with the highest proportion of business units used for transport and storage. Transport and storage made up 17.5% of business units in the borough in 2021. <https://www.ons.gov.uk/businessindustryandtrade/business/activitysizeandlocation/articles/heriseoftheukwarehouseandthegoldenlogisticstriangle/2022-04-11>
- 3.18. Nearby districts of North Northamptonshire (5), West Northamptonshire (7) and Nuneaton and Bedworth (15) also feature in the top twenty local authority districts with the highest proportion of business premises used for transport and storage.
- 3.19. The 2021 Census showed that 3.8% of people aged 16 years and over in employment in Rugby Borough worked in warehousing and support activities for transportation. This is the second highest proportion of any local authority district in England and Wales, after Spelthorne District which borders Heathrow Airport.
- 3.20. Although Rugby and the Midlands are an attractive location for warehousing space, it is important to recognise that a sizeable proportion of our existing industrial land is used for manufacturing and research and development uses. This is true, for example, of GE Power Conversion, Ansty Park and for part of Prologis Park at Ryton.
- 3.21. It is the Council's expectation that the Economic Strategy will support the expansion of manufacturing, research and development employment land. Therefore, additional site allocations are likely to be necessary to enable this need to be met and for Rugby to continue to be able to attract the next generation of these skilled businesses and jobs.

WHY DO WE NEED TO PLAN FOR LARGE WAREHOUSES?

- 3.22. National government policy states that local authorities must plan for objectively assessed needs for housing and other uses. This includes warehouses. Local plans must be consistent with national policy.
- 3.23. National policy in the National Planning Policy Framework (NPPF) says local authorities in their plans should "address the specific locational requirements of different sectors. This includes making provision for (...) storage and distribution operations at a variety of scales and in suitably accessible locations."

WHY IS THE NEED FOR LARGE WAREHOUSING A COVENTRY AND WARWICKSHIRE WIDE FIGURE RATHER THAN A FIGURE FOR RUGBY BOROUGH?

- 3.24. Large warehouses over 9,000sqm tend to be occupied by large companies that serve a regional, national or international market. They are not tied to one local authority area.
- 3.25. For this reason, it makes more sense to consider the need for large warehouses at a sub-regional level.
- 3.26. The way the requirement is calculated, using sub-regional projections of future freight traffic, means that it does not disaggregate into separate local authority projections.

HOW WILL THE STRATEGIC WAREHOUSE FIGURE BE SPLIT BETWEEN INDIVIDUAL AUTHORITIES?

- 3.27. Along with other West Midlands local authorities, Rugby Borough Council has jointly commissioned a strategic employment sites study. An earlier similar study was published in 2015 but is now out of date. A further strategic employment sites study was published by the Greater Birmingham and Solihull Local Enterprise Partnership (GBS LEP) in 2021. Rugby Borough Council was not involved in the preparation of the GBS LEP study.
- 3.28. The new West Midlands Strategic Employment Sites Study will update the position on the supply of sites. It will also find opportunity sites for potential future supply. This will include considering the contribution to meeting future need that will be made by the redevelopment of existing employment sites.
- 3.29. Once we have this evidence, we will have a clearer picture of how much more land needs to be found across Coventry and Warwickshire to meet the need for strategic warehousing. It will then be for the Coventry and Warwickshire authorities to agree how that need is split between the different local authority areas.

HOW DOES THE NEED FOR EMPLOYMENT LAND COMPARE TO THE CURRENT PLAN?

- 3.30. Under the current Rugby Borough Local Plan, we are planning for the delivery of 208 hectares of employment land 2011-2031. This includes 98ha that was to accommodate Coventry City Council's unmet need.
- 3.31. The current local plan does not distinguish between strategic and non-strategic employment land. The local plan's Rugby Borough requirement for 102ha of employment land over 20 years 2011-31, compares to an industrial land requirement in the HEDNA for 150.5ha 2021-2041. This shows that the need for Rugby Borough has grown.
- 3.32. Added to this in the current local plan is 98ha of need from Coventry City Council's area. It is yet to be decided whether Coventry City Council will be able to meet its own need for industrial land and, if not, where any unmet need will be met. However, Rugby Borough

Council will need to contribute to meeting some of the identified need for strategic warehousing land in Coventry and Warwickshire.

HOW MUCH EMPLOYMENT LAND SUPPLY DO WE HAVE?

- 3.33. The latest information is contained in the Rugby Borough Council Authority Monitoring Report 2022-2023. This records the position as at 31st March 2023.
- 3.34. The Authority Monitoring Report 2022-23 shows substantial progress to meeting the 2011-2031 requirement for employment land, with 191.53ha of the target 208ha either already built or under construction.
- 3.35. The report shows completions of 30.55ha (124,670m² in floorspace) in 2022-23 and a further 30.18ha of land (79,561m² of floorspace) under construction. The sites completed in 2021-23 and under construction contribute to meeting the 2021-2041 (or 2050) need. The sites under construction (as at 31st March 2023) are at Prospero Ansty.
- 3.36. In terms of future supply, the Authority Monitoring Report shows 115.08ha of land with planning permission which is not yet under construction. Most of this is made up by three sites: Prospero Ansty at the former Rolls Royce site (9.58ha), Tritax Symmetry which forms part of the South West Rugby strategic allocation (40.7ha), and the former Rugby Radio Station site allocation (31ha).

HOW MUCH MORE EMPLOYMENT LAND DO WE NEED TO FIND?

- 3.37. The table below shows the potential additional land needed to meet Rugby Borough's own need for industrial land. This **excludes** the Coventry and Warwickshire strategic warehousing need and Rugby Borough's need for land for offices. This varies depending on the length of the plan period we choose to plan for.

	Plan period 2021-2041	Plan period 2021-2050
Requirement for industrial land (excluding strategic warehousing and offices)	150.5ha	218.2ha
Completions 2021-2023	32.65ha	32.65ha
Total supply already identified	145.26ha	145.26ha
Supply still needing to be found	No additional supply needed	40.29ha

WHERE ARE POTENTIAL LOCATIONS FOR EMPLOYMENT LAND?

- 3.38. Land for large-scale manufacturing and distribution uses needs to have good access to A-roads and motorways. This will avoid inappropriate routing of HGVs through residential areas and country lanes.
- 3.39. Large scale employment locations should be close to existing settlements to allow staff access to work. Remote rural locations should therefore be avoided.
- 3.40. Considering these restrictions, we have identified the following potential locations. These are shown on the map on page 16.

Potential strategic employment locations
M6 junction 2 (north of junction)
Ansty Business Park expansion/A45 Walsgrave Junction
Prologis Park Ryton expansion
Safeguarded land within the South West Rugby allocation
A45/A4071 junction
A5 north of Houlton
M6 Junction 1
South of Hinckley

3.41. At this stage these are broad locations, not sites. If land is put forward in these locations or elsewhere it will be assessed through the housing and employment land availability assessment later this year. In assessing locations transport impact and HGV routing will be considered, as will the Warwickshire Local Transport Plan

3.42. Most of the broad locations shown above lie within the Green Belt. We will consider whether there are exceptional circumstances which justify alterations to the Green Belt. Other important considerations will be landscape impact, the capacity of the highways network, and transport accessibility, both for commercial traffic and for employees getting to work. We will also consider the contribution that proposals can make to reducing carbon emissions and delivering wider benefits to the borough's economy and residents.



Potential strategic employment locations

CONSULTATION QUESTIONS

1. How much employment land should we be planning for?
2. What type of employment land should we be planning for?
3. Please provide any comments you have on the suitability of any of the broad locations listed above (or another location we have missed).
4. How can we provide more space to allow existing businesses to expand?
5. We are minded to allocate sites specifically for industrial (B2) and light industrial (E(g)(iii)) uses. Do you support this and if so, where?
6. Are there exceptional circumstances that mean we should amend Green Belt boundaries to meet the need for employment land?



Regent Street, Rugby

4. TOWN CENTRE REGENERATION

WHAT IS THE ISSUE?

4.1. On 14 December 2022, the council approved the Rugby Town Centre Regeneration Strategy 2022. In addition, nationally there have been significant changes to permitted development and use classes for town centre uses. We need to update the policies of the Rugby Borough Local Plan 2011-2031 to respond to these changes and support town centre regeneration.

THE DETAIL

4.2. Chapter 7 of the Rugby Borough Local Plan 2011-2031 has the plan's three policies on Rugby town centre, policies TC1, TC2 and TC3. Since the evidence that supports the current Local Plan 2011-2021 was prepared, there have been several changes:

- The redevelopment of the first phase of the Elliott's Field Retail Park was completed in 2016 and the construction of the second phase of the retail park opened in 2018, the latter adding more than 9,000m² of retail floor space.
- The Covid 19 pandemic has accelerated the growth of online retail. Online retail has grown from 7.2% of sales at the start of the current plan period in 2011 to 26.6% in January 2023.
- In 2020 the government introduced the Class E (Commercial, business and service) use class which replaced several former town centre use classes. The effect of this change is to give greater flexibility to change the use of town centre units without the need to obtain planning permission.
- In 2021 the government introduced a new permitted development right to change the use of a building from Class E use to residential. This allows changes from Class E to residential without the need to obtain planning permission. Shops in rural areas with high house prices are particularly vulnerable to change to residential use under this policy.
- In 2022, as noted above, Rugby Borough Council approved the Rugby Town Centre Regeneration Strategy.
- The population of the borough has grown from 100,100 in 2011 to 114,400 in 2021.

4.3. To understand the impacts of these changes on Rugby town centre in more detail, we will be updating our Retail and Main Town Centre Uses Study, which was published in 2015.

WHAT MIGHT WE CHANGE?

4.4. We are considering the following local plan policy changes:

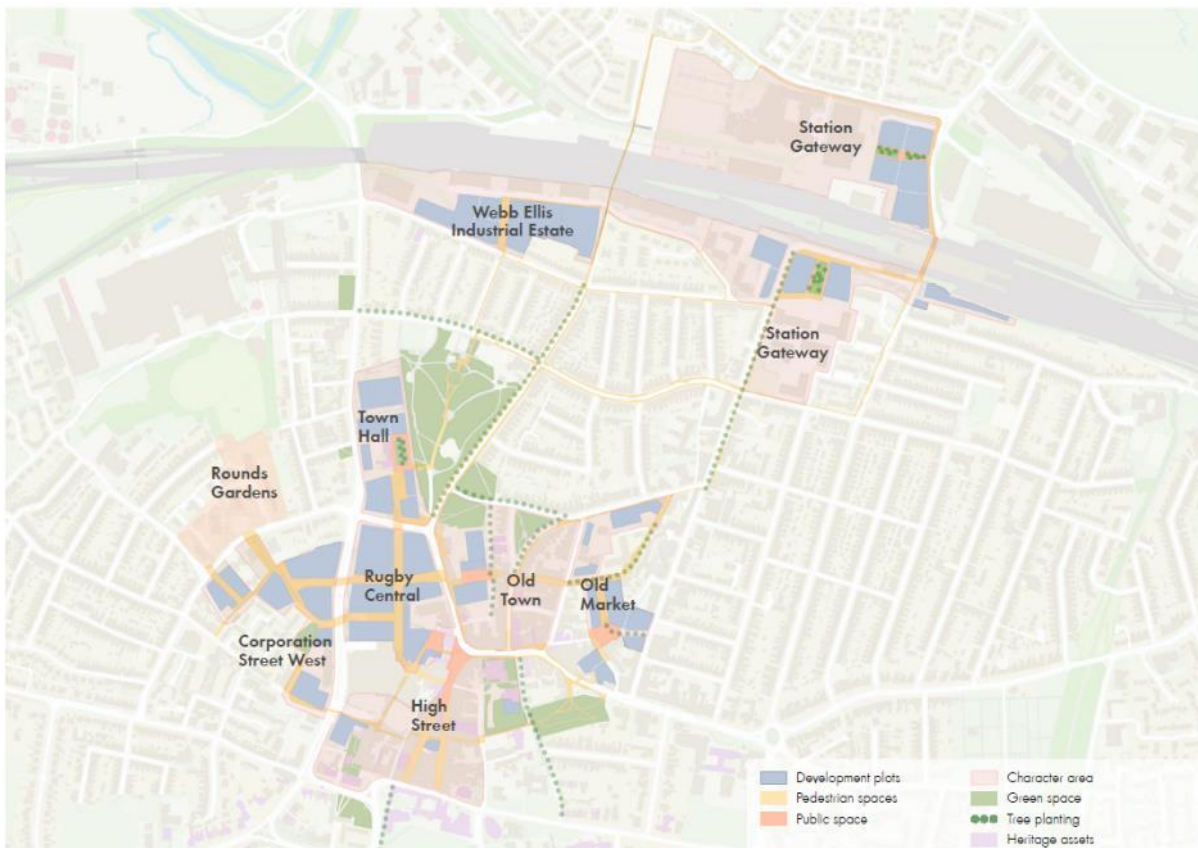
- Deleting primary and secondary shopping frontage policies, which require a specified percentage of units in the identified frontages to be in the former A1 (retail) use class.

This policy is no longer workable following the introduction of the Class E use class.

- Deleting the Primary Shopping Area (PSA) policy which looks to keep an area focussed on the former A1 (retail) use class. At present national policy still requires local plans to define PSAs, but this is likely to change.
- Introducing site allocation policies for important redevelopment sites in the Town Centre Regeneration Strategy, to set out what the council want to happen on these sites.
- Showing infrastructure improvements in the town centre that the council wants to see to support its regeneration, for example changes to public spaces and roads. The purpose of this would be to support future funding bids for these improvements and to strengthen the basis for seeking developers' contributions.
- Introducing a public realm policy setting out how we want the streets and public spaces to be designed.
- A policy that supports the principle of more housing in the town centre.
- Defining local centres. Currently the only town centre defined on the Local Plan policies map is Rugby town centre. No district or local centres are shown.

WHICH TOWN CENTRE SITES COULD HAVE SITE ALLOCATION POLICIES?

- 4.5. Site allocation policies could cover the key areas of change shown in the Rugby Town Centre Regeneration Strategy. These are shown in the map below.



Development sites identified in the Rugby Regeneration Strategy

4.6. Sites covered by site allocation policies could include:

- Rugby Town Hall, the Benn Hall and Newbold Road Car Park
- Webb Ellis Industrial Estate
- Royal Mail and Mill Road Car Park
- Stagecoach, Railway Terrace
- Rugby Central
- John Barford Car Park, Old Market Place and Railway Terrace Car Park
- Rugby Borough Council depot on Albert Street
- North Street Car Park

4.7. Site allocation policies would need to avoid being too prescriptive over land use as this could deter development. However, policies could set design and other goals for the development of a site. Site allocation policies can encourage development and support assembly of development sites.

WHERE COULD WE DEFINE LOCAL CENTRES?

- 4.8. Rugby Borough has several local centres outside of Rugby town centre. Examples include Dunchurch, Clifton Road, Hillmorton High Street, Paddock, Bilton Main Street, Brownsover, Woodlands and Coton Park. There are other centres, not listed here that could also be considered.
- 4.9. Defining local centres would help support new main town centre uses in these locations. It would also support the council in monitoring changes over time. However, it would not give the council added powers to protect units in the centres from change to residential use.
- 4.10. It might also be right to define centres within the Houlton development, including Dollman's Farm local centre and, depending upon how quickly progress is made in building, potentially the new district centre.
- 4.11. It is not proposed that Elliott's Field Retail Park or Junction 1 Retail Park should be defined as district or local centres. These retail parks do not have the characteristics of district/local centres and are instead out-of-town retail parks.

CONSULTATION QUESTIONS

7. Do you agree with our proposals to remove the primary shopping area and primary and secondary frontage designations in Rugby town centre?
8. Which town centre sites should have site allocation policies and what should they say?
9. Should we introduce a policy that sets out the improvements to streets and spaces we want to see in the town centre?
10. Should we define other local centres outside of the town centre? If yes, which centres should we include?
11. Are there other things the local plan should do to support local centre and town centre regeneration?



Kings Newnham

5. PITCHES FOR GYPSIES AND TRAVELLERS

WHAT IS THE ISSUE?

5.1. We need to find pitches for Gypsies and Travellers to meet future needs. There is a shortage of authorised sites at a national, regional and local level and as a consequence many Travellers live on unauthorised or unsuitable sites. If suitable sites can be found through the planning process it will reduce illegal encampments, which often cause conflict with the settled community.

THE DETAIL

5.2. The government’s Planning Policy for Traveller Sites (PPTS, 2015) requires local authorities in producing their local plans to set targets for pitches for Gypsies and Travellers and plots for travelling show people. We must also find sites for the next 5 years against the target and sites or broad locations for at least the next 10 years.

5.3. Until the new Local Plan is adopted the requirement for Gypsy and Traveller pitches will remain as set out in Policy DS2 of the Rugby Borough Local Plan 2011-2031.

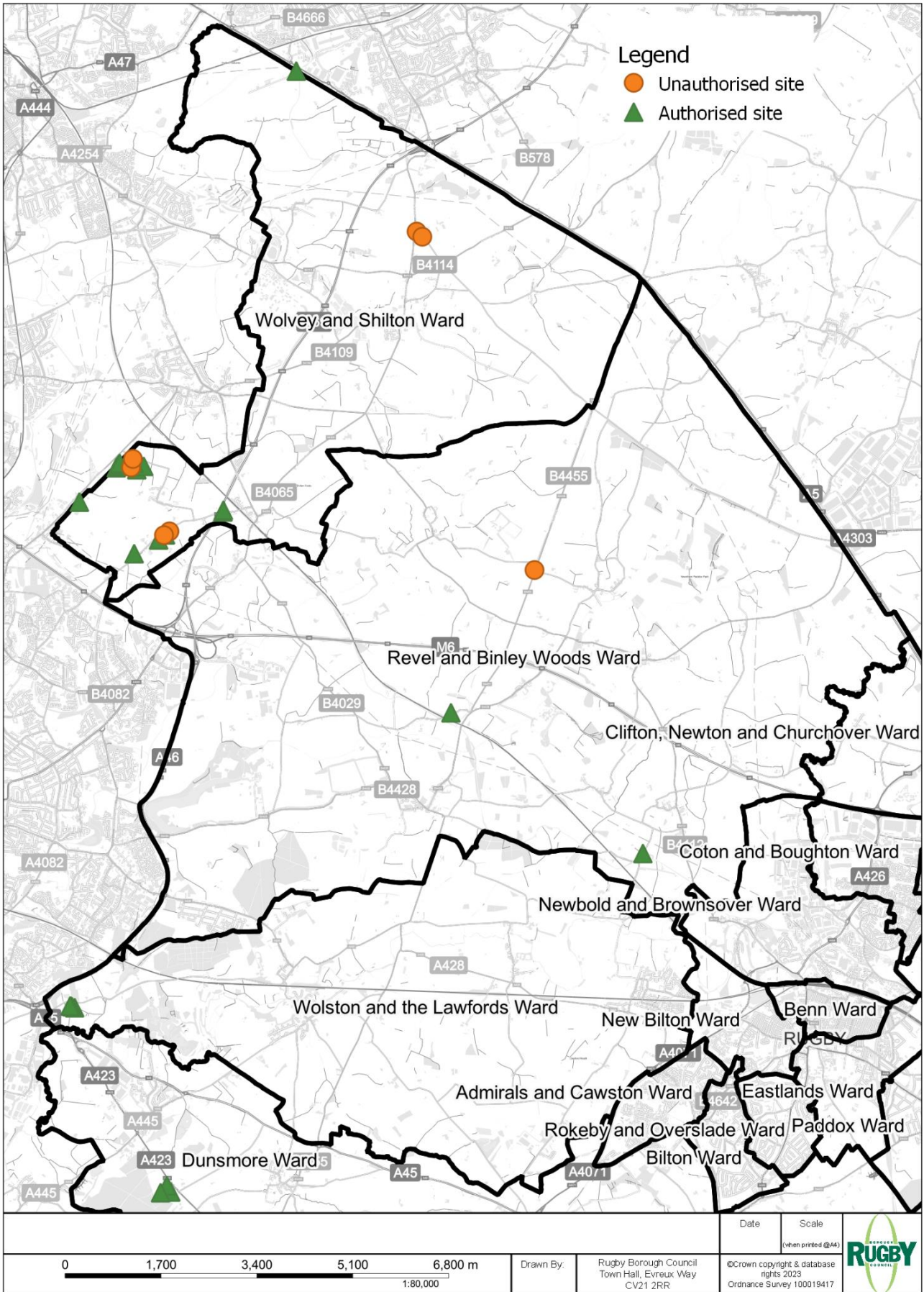
5.4. In September 2022 we published our [Gypsy and Traveller Accommodation Assessment Study](#) (GTAA). This study was produced through engagement with the Gypsy and Traveller community. It shows the need for pitches in the period 2022-2037 in five-year tranches.

5.5. The GTAA shows different targets based on two different methods for determining who is a Gypsy or Traveller. The first method used is the ‘ethnic definition’ which is based on the ethnic identity of individuals. Gypsies and Irish Travellers have both been recognised as distinct ethnic groups by the courts in the context of the Equality Act 2010.

5.6. The second method used in the GTAA is the government’s PPTS 2015 definition. The PPTS defines Gypsies and Travellers as persons of nomadic habit of life including those who have ceased to travel temporarily on grounds of their own or the family or dependent’s education or health needs or old age.

5.7. The assessed need, based on these two different definitions is shown in the table below.

Period	Ethnic definition (pitches)	PPTS 2015 definition (pitches)
2022-2027	48	29
2027-2032	15	13
2032-2037	16	14
Total 2022-2037	79	56



Existing Gypsy and Traveller Sites

- 5.8. The continued use of the PPTS definition has been thrown into doubt by the Court of Appeal's decision in *Smith v Secretary of State for Levelling Up, Housing and Communities & Anor* [2022] EWCA Civ 1391. In that case, the court concluded that the PPTS definition was discriminatory, did not pursue a legitimate aim and was not proportionate. The court's decision concerned Ms Smith's appeal against refusal of planning permission for her caravan. The court quashed the planning inspector's decision to reject that appeal. The court's decision doesn't have the wider effect of quashing the PPTS definition, but it does call into question its continued use.
- 5.9. In addition to the need for pitches, shown above, the GTAA recommends that Rugby Borough Council adopts a negotiated stopping policy for transit pitches. A negotiated stopping policy would involve caravans being sited at a suitable location for an agreed and limited period. Alternatively, the GTAA recommends a new transit site for 6-10 pitches.
- 5.10. No need for new plots for travelling show people is found in the GTAA.

WHY ARE WE NOT PRODUCING A GYPSY AND TRAVELLER DPD?

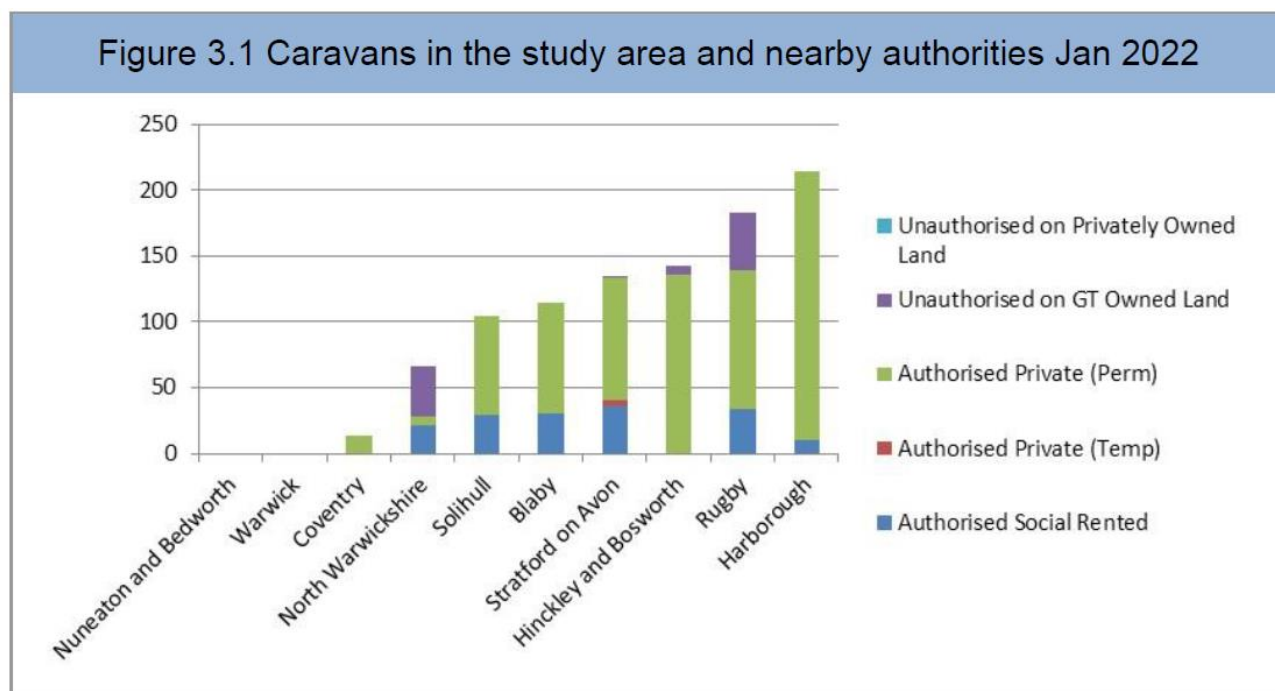
- 5.11. Between October and November 2022 we consulted on issues and options for a proposed Gypsy and Traveller DPD. At the same time, we ran a 'call for sites' asking landowners to put forward land for Gypsy and Traveller sites. No sites were put forward in response to that consultation.
- 5.12. Because no sites were put forward the council has decided that updates to policies for Gypsy and Traveller sites should now form part of the wider plan update. That gives us more options for finding sites to meet the need.

AS NO SITES WERE PUT FORWARD, WHAT ARE THE OPTIONS FOR FINDING SITES?

- 5.13. It could be that wider awareness of the local plan issues and options consultation will encourage landowners to put forward land. However, this is unlikely. Other options for bringing forward sites are:
- To regularise existing unauthorised sites, some of which are longstanding.
 - To allocate land for Gypsy and Traveller pitches as part of a wider industrial or residential site allocation. National Planning Policy for Traveller Sites encourages this approach.
 - For Rugby Borough Council to buy land for the purposes of creating a Gypsy and Traveller site and/or a transit site.
 - For another public sector landowner such as the county council to make their land available for this purpose. We are in discussions with other public sector landowners, but it looks unlikely that land will be put forward.
 - Expand existing authorised private sites. This choice was set out in the October to November 2022 consultation. This would only be a workable choice if the land is

available, and the owners of the private sites are willing to expand.

5.14. Another choice, in view of the difficulties we have in finding sites, would be to ask our neighbouring Warwickshire authorities to accommodate some of the need for Gypsy and Traveller pitches. The figure below from the GTAA 2022 shows that neighbouring Nuneaton and Bedworth Borough, Warwick District, Coventry City and Stratford-upon-Avon Districts have far fewer Gypsy and Traveller pitches than does Rugby Borough. The GTAA acknowledges that need can sometimes be met outside of the local authority in which it arises, and nature of Gypsy and Traveller lifestyles means that they are unlikely to be tied to one local authority area.



Source: DLUHC Traveller Caravan Count, Jan 2022

IF ANY SITES ARE PUT FORWARD, HOW WILL WE ASSESS THEM?

5.15. Our current Local Plan policy DS2 sets criteria for assessing the suitability of sites. We consulted on the continued use of these criteria in the Gypsy and Traveller Site Allocations DPD consultation (October – November 2022). The criteria are as follows:

- The site has good access to local services such as schools and health facilities;
- The site satisfies the sequential and exception tests for flood risk;
- The site is not next to uses likely to endanger the health of occupants such as a refuse tip, sewage treatment works or contaminated land;
- The development is appropriate in scale compared with the size of the existing settlement or nearby settlements;
- The development would be able to achieve a reasonable level of visual and acoustic privacy both for people living on the site and for those living nearby;

- The site has appropriate vehicular access;
- The development will comply with Policy SDC1 in respect of design and impact on the surrounding area and amenity of existing residents;
- The site would be well-laid out to supply adequate space for residents;
- The site would include landscape measures to mitigate visual impacts; and
- Adequate provision for water supply, power, drainage, sewage and waste disposal can be made.

5.16. In addition to assessing sites for suitability, we will also consider availability and achievability.

CONSULTATION QUESTIONS

12. The council proposes to plan for Gypsy and Traveller pitches based on the ethnic need target of 79 pitches 2022-2037 identified in the GTAA 2022. Do you agree?
13. How can we find sites to accommodate the need for Gypsy and Traveller pitches?
 - (a) Allocate sites for Gypsy and Traveller pitches as part of new employment land or housing developments?
 - (b) Regularise existing unauthorised sites?
 - (c) Create a new borough or county council-owned site?
 - (d) Other (please explain).
14. When allocating sites for pitches, what size of site should we be seeking to allocate?
15. Should we adopt a negotiated stopping policy which allows caravans to be sited at a suitable location for an agreed and limited period.



Terraced housing near Rugby Station

6. HOUSES IN MULTIPLE OCCUPATION

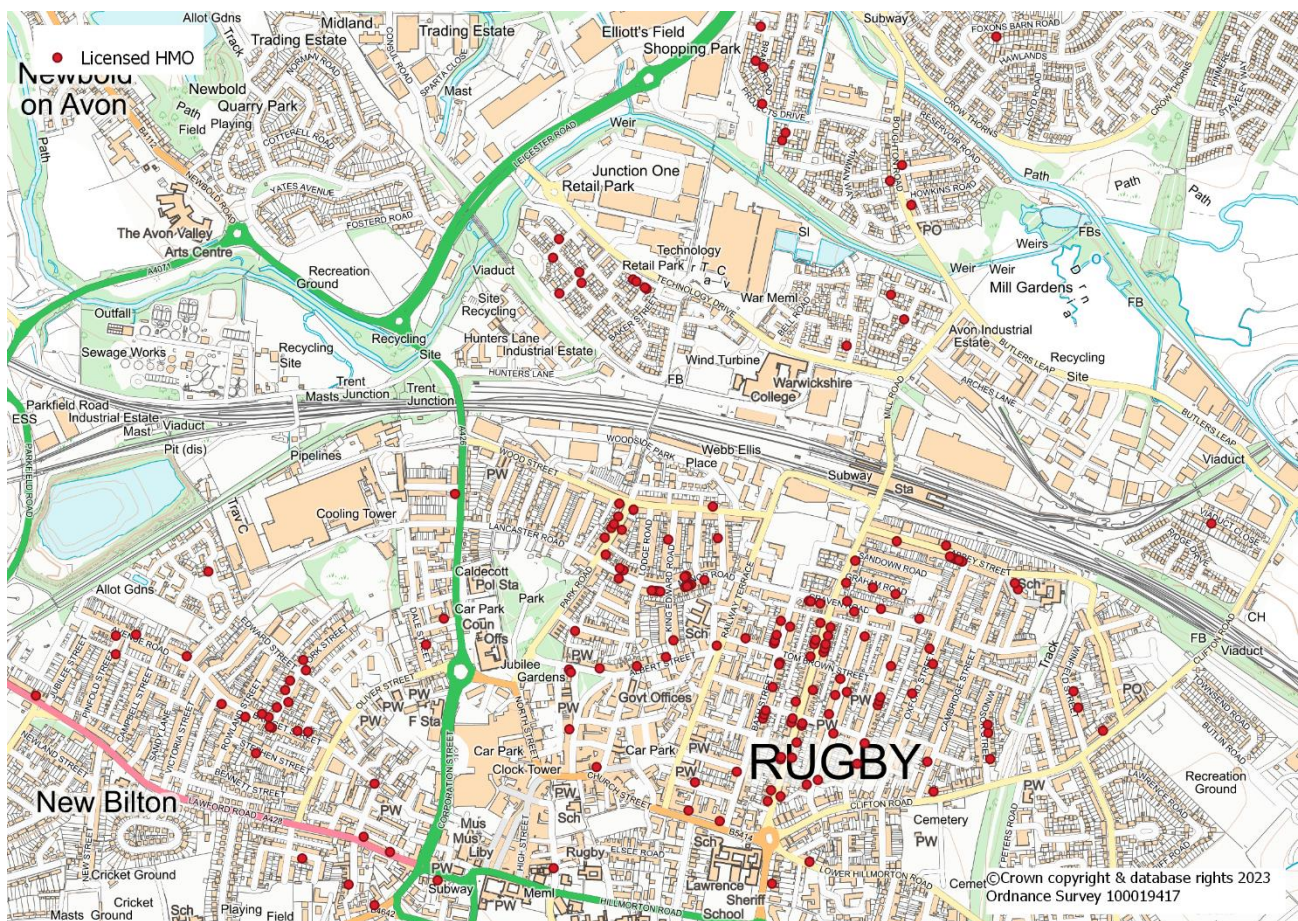
WHAT IS THE ISSUE?

6.1. Rugby town has experienced growth in the number and concentration of Houses in Multiple Occupation (HMOs), particularly within areas of central Rugby. At present, the Local Plan 2011-2031 is silent on HMOs. There is a desire to introduce a policy on HMOs through the new local plan.

HMOs IN RUGBY BOROUGH

6.2. As of February 2023, there were 199 licensed HMOs in Rugby Borough. Not all HMOs are licensed, as HMOs with fewer than five residents do not have to register. The 2021 census recorded 216 HMOs in the borough, of which 134 were small HMOs and 82 large HMOs.

6.3. The greatest concentrations of HMOs is in Benn and New Bilton wards in central Rugby.



HMOs in central Rugby

WHY HAS THERE BEEN A GROWTH IN THE NUMBER OF HMOs IN RUGBY BOROUGH?

6.4. In contrast to other parts of the country where HMOs are often student housing, it seems that most residents of HMOs in Rugby Borough are adults in work. The increase in HMOs may be

linked to the growth of major employment sites near to the town, for example Rugby Gateway and the Daventry International Rail Freight Terminal.

- 6.5. The growth in HMOs may also be associated with international migration, although this is not clear.
- 6.6. HMOs supply cheaper accommodation for workers who may not be able to afford rising rents or access smaller social housing which is in limited supply. Additionally, there has been a limited supply of smaller housing units such as apartments.

WHAT IS THE PLANNING STATUS OF HMOs?

- 6.7. Under The Town and Country Planning (Use Classes) Order 1987 small houses in multiple occupation are use Class C4. These are defined as homes occupied by three to six unrelated individuals as their main residence who share basic amenities such as a kitchen or bathroom.
- 6.8. Larger HMOs with more than six residents are classed as 'sui generis' uses.
- 6.9. Class C3 of the Use Classes Order is dwellinghouses occupied by up to six individuals living together as a single household.
- 6.10. Class L of The Town and Country Planning (General Permitted Development) Order 2015 (as amended) grants deemed planning permission for changing the use of an existing building from C3 use (dwellinghouse) to C4 use (HMO) or vice-versa. This means that houses can be changed into HMOs for up to six residents without the requirement to obtain planning permission.
- 6.11. Changing the use of a building from a C3 dwellinghouse or C4 HMO to a large HMO with more than six residents, would require planning permission.
- 6.12. Since 1st April 2018 there has been a requirement for anyone who rents out a property to five or more tenants in two or more households to apply to the local council for a HMO licence.

WHAT CONCERNS HAVE BEEN EXPRESSED ABOUT THE GROWTH IN HMOs?

- 6.13. Nationally, the following concerns have been expressed about the impact on local areas of concentrations of HMOs:
 - Relatively transient populations leading to reduced community cohesion. This can be accelerated if longer-term residents move out.
 - Pressure on parking and the paving of front gardens to increase parking.
 - Lower property standards, including untidy front gardens and reduced maintenance.
 - Overflowing bins.
 - Noise and disturbance due to the lifestyles of younger adults and shift-working. The former concern may relate more often to student housing.

- Increased local rents/house prices because of the higher overall rents that HMOs can command.

6.14. It is difficult to obtain evidence on the extent to which these issues are occurring in Rugby Borough and whether that is linked to an increase in the number of HMOs. There is, however, clear concern among councillors and some residents in affected wards about these issues.

WHAT OPTIONS ARE THERE FOR MANAGING HMOS THROUGH PLANNING?

6.15. There are several types of planning policies which seek to control HMOs:

- Amenity-based policies which look to address the impact of HMOs on the amenity of neighbouring residents/the area. Such policies may be insufficient alone in resisting proposals for HMOs. A policy could also introduce criteria that planning applications for HMOs need to satisfy, for example in relation to parking, refuse storage, and the adequacy of the accommodation for its occupants in terms of space and layout.
- Density/radius policy. For example, Coventry City Council's draft HMO DPD proposes a restriction on further HMOs where 10% or more of all dwellings within a 100m radius are HMOs.
- Proximity based policies. For example, Coventry's draft policies seek to prevent three consecutive HMOs on a street frontage or non-HMO dwellings being "sandwiched" between HMOs.

6.16. Density/radius and proximity-based policies are often used in conjunction with Article 4 directions which bring smaller, Use Class C4, HMOs within the remit of planning control. The effect of an Article 4 direction is to remove deemed planning permission for changes from C3 (dwellinghouse) use to C4 (small HMO), making planning applications necessary.

6.17. Within the town centre, using 10% of properties as the overconcentration threshold and a 100m radius, there would be existing localised over-concentrations.

6.18. A new policy could be localised and applicable in only those wards where overconcentration is an issue. However, Coventry City Council's policy notes that such an approach could displace HMOs to other areas leading to new concentrations.

WHAT MIGHT BE THE DOWNSIDES OF PLANNING CONTROL OVER HMOS?

6.19. If the effect of a concentration policy on HMOs were to reduce the supply of this type of housing, this could reduce the housing options for lower income workers. However, given the concentrations of HMOs in Rugby Borough are quite localised, it is considered unlikely that more control would reduce the supply of HMOs overall.

ARE THERE OTHER THINGS THE COUNCIL COULD DO?

6.20. The council currently licenses HMOs with five or more residents. It could introduce additional licensing to bring the threshold for requiring a license down to three residents. This could give better control over HMO standards but wouldn't prevent the creation of new small HMOs though permitted development.

CONSULTATION QUESTIONS

16. The council proposes to introduce a policy to limit concentrations of HMOs within a 100m radius to 10% of dwellings, avoid non-HMO dwellings being sandwiched between two HMOs and avoid three consecutive HMOs on a street. Do you agree with this policy?
17. We also propose to introduce a criteria-based policy that sets clearer standards for parking, refuse storage, and the adequacy of external and internal space for HMOs. Do you support such a policy?



Brandon Wood

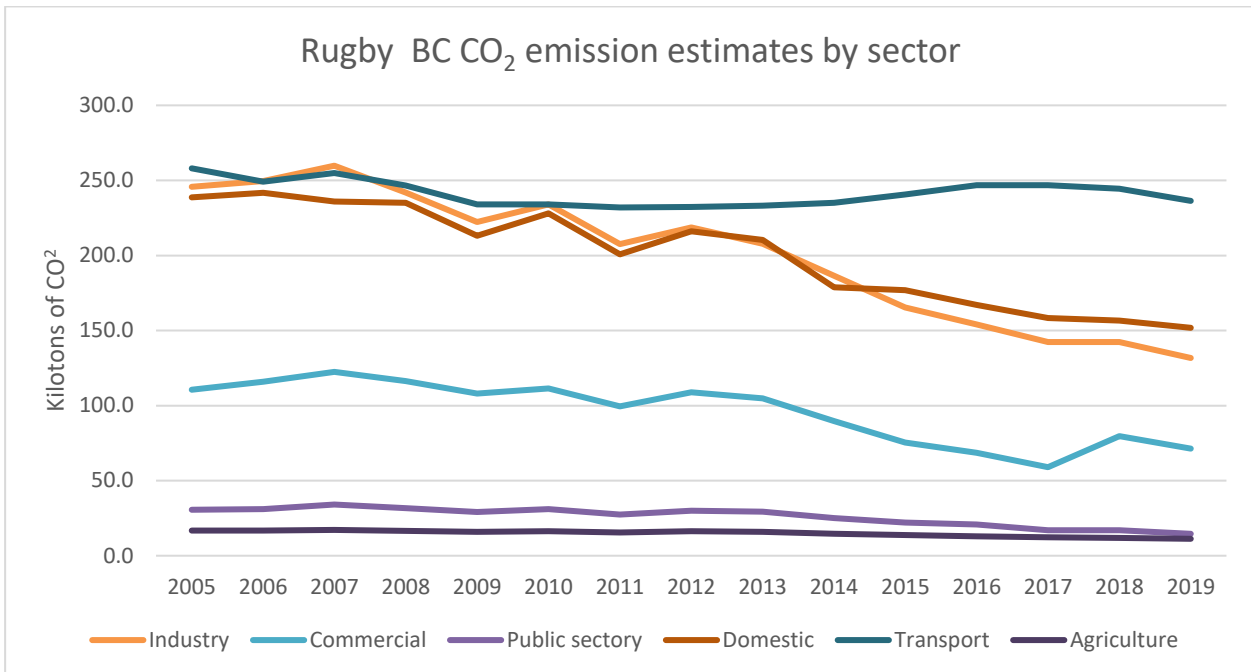
7. CLIMATE CHANGE POLICIES

WHAT IS THE ISSUE?

- 7.1. On 18 July 2019 Rugby Borough Council adopted a motion to declare a climate emergency. We need to update our local plan to contribute to reducing carbon emissions, encouraging sustainable development and alternative energy sources, and adapting to the impact of climate change on our communities.
- 7.2. We also need to set out how planning can contribute to the borough becoming net zero carbon by 2050, in line with the national government target.

THE DETAIL

- 7.3. The Intergovernmental Panel on Climate Change (IPCC) advises that “Human activities, principally through emissions of greenhouse gases, have unequivocally caused global warming, with global surface temperature reaching 1.1°C above 1850–1900 in 2011–2020.” (IPCC AR6 Synthesis Report 2023).
- 7.4. By 2040 warming is more likely than not to reach 1.5°C above 1850-1900 levels. The IPCC project that, without a strengthening of policies, global warming of 3.2°C will happen by 2100. Limiting warming to 2°C would require deep emissions reductions in all sectors this decade.
- 7.5. The IPCC states “Human-caused climate change is already affecting many weather and climate extremes in every region across the globe.” and “Continued global warming is projected to further intensify the global water cycle, including its variability, global monsoon precipitation, and very wet and very dry weather and climate events and seasons”.
- 7.6. In 2019 Rugby Borough had the 33rd highest carbon dioxide emissions per person of 333 English local authority districts when emissions from large industrial sites, railways and motorways are excluded (these sources are excluded because they are outside of local authority influence). The sectors contributing most to Rugby Borough’s emissions are transport excluding motorways and railways (38% of emissions), industry excluding large industrial sites (32% of emissions) and domestic heating and electricity (25% of emissions). The high levels of transport and industrial emissions reflect the structure of Rugby’s economy. The trends in emissions by sector in Rugby Borough is shown in the table below:



- 7.7. Emissions have declined, except for transport emissions which have remained relatively stable.
- 7.8. We are legally required to take steps within our local plan to secure that the development and the use of land in Rugby Borough contributes to reducing carbon emissions and adapting to a changing climate (section 19(1A) of the Planning and Compulsory Purchase Act 2004).
- 7.9. Similarly, national policy says that local plans need to mitigate climate change and adapt to its effects.

HOW CAN LOCAL PLANS RESPOND TO CLIMATE CHANGE?

- 7.10. The IPCC AR6 Synthesis Report 2023 shows the choices that have the greatest potential to reduce carbon emissions in the near-term. It also shows those measures for adapting to a changing climate that are most workable.
- 7.11. The measures with the greatest potential to reduce greenhouse gas emissions in the near-term which are within the remit of local plans are increasing solar and wind energy production, ecosystem restoration and afforestation, efficient buildings and enabling modal shift by improving public transport and low-carbon travel options such as cycling.
- 7.12. The most effective climate change adaptation responses which are relevant to local plans are diversifying energy supply (through wind and solar), improving water use efficiency, sustainable land use and urban planning, green infrastructure, and ecosystem services.
- 7.13. The current Rugby Borough Local Plan has policies which are relevant to many of the above measures. The following sections look at the main options for going further than our current policies.

ZERO CARBON ENERGY SOURCES

- 7.14. The biggest reduction to our greenhouse gas emissions can be achieved by installing more solar

and wind electricity generation. This is also important to reduce our reliance on imported gas, reduce the price of electricity and achieve greater energy security. The energy price rises following Russia's invasion of Ukraine have highlighted the importance of energy security.

- 7.15. The government's data shows Rugby Borough had 16.7 megawatts (MW) of renewable electricity production capacity in 2021. The main parts of this were 8.7 MW of solar energy and 6.1 MW of landfill gas. Rugby has the 269th most renewable energy generating capacity installed out of 376 Great British and Northern Irish local authorities.
- 7.16. The main renewable energy technologies likely to be workable in the borough are solar and wind energy.
- 7.17. National policy states that "a planning application for wind energy development involving one or more turbines should not be considered acceptable unless it is in an area identified as suitable for wind energy development in the development plan or a supplementary planning document; and, following consultation, it can be demonstrated that the planning impacts identified by the affected local community have been appropriately addressed and the proposal has community support".
- 7.18. The current Rugby Borough Local Plan does not show any areas as suitable for wind energy development. This means that at present new wind farms in the borough are blocked.
- 7.19. Other countries are more supportive of onshore wind energy. For example, Scotland, Germany, Spain, France.
- 7.20. National policy is silent on solar farms. Solar farms and wind energy would be classed as inappropriate development in those parts of the borough which are Green Belt. This means that planning permission for solar farms in these areas would only be granted if very special circumstances can be shown to exist.
- 7.21. We could take a more supportive stance to both solar and wind energy, including identifying areas in which we would support new wind and solar energy generation. These could include locations along the A5 and motorways including highway verges and central reservations. Additionally, we could support or even require roof-mounted solar panels on certain types of building, for example large industrial and warehouse buildings. This could form part of a net zero buildings policy (see below).
- 7.22. In addition to wind and solar, other zero carbon energy sources and technologies are likely to be important. These could include hydrogen energy infrastructure and battery energy storage systems/

AFFORESTATION, ECOSYSTEM RESTORATION AND GREEN INFRASTRUCTURE

- 7.23. The introduction from November 2023 of mandatory 10% Biodiversity Net Gain (BNG) from development through the Environment Act 2021 strengthens the ability of local areas to secure habitat restoration as part of development. The purpose of biodiversity net gain is not to respond to climate change, but to enhance biodiversity. This is important because England is one of the most nature depleted countries in the world. However, the delivery of biodiversity

net gain will also have benefits for both reducing greenhouse gas emissions and adapting to climate change.

7.24. The requirement in the Environment Act 2021 is that development sites should deliver at least a 10% enhancement on the pre-development biodiversity value of the site. The priority is to deliver this improvement on site, but there is also a choice for the requirement to be met by improving the biodiversity of land elsewhere. More information on BNG can be found here: <https://www.gov.uk/government/collections/biodiversity-net-gain>

7.25. Because BNG is in legislation, we do not need to have a local plan policy to secure it. However, there are options for us in the new local plan to:

- Require more than the 10% biodiversity net gain required by the Environment Act. This would have implications for the viability of development.
- Specify priority locations or allocate sites for offsite biodiversity net gain. This option could support larger scale habitat restoration/creation, but it could reduce the flexibility of the market and Warwickshire County Council to decide where offsite gains should take place.

7.26. A linked but separate topic is green infrastructure and public open space. This is currently covered by Local Plan 2011-2031 Policy HS4 (Open Space, Sports Facilities and Recreation).

7.27. We will revisit those standards in the new local plan. In reviewing our open space and green infrastructure policies, one option would be for us to set a policy requiring new developments to increase tree canopy cover. Colchester Borough Council, for example, requires major developments to deliver a 10% increase in on site tree canopy cover. Cornwall Council goes further, in its recently adopted Climate Emergency DPD, by requiring canopy coverage equal to at least 15% of the site area to be provided in all major development.

7.28. In 2023 Friends of the Earth estimated, based on National Forest Inventory data, that just 4.5% of Rugby Borough is woodland. This places Rugby Borough in the bottom 20% of English local authorities for woodland cover. This strengthens the case for a canopy cover policy.

ENERGY AND WATER EFFICIENT BUILDINGS

7.29. In June 2022, the government's updated Building Regulations 2021 came into effect with uplifted standards for building energy performance (Part L of the Building Regulations). These changes reduced Carbon Dioxide emissions targets by 31% for new homes and 27% for other buildings compared to the earlier 2013 standards.

7.30. In 2025 the government will implement the full Future Homes Standard (FHS) and Future Buildings Standard (FBS). The FHS will require Carbon Dioxide emissions to be 75-80% lower than 2013 version of the Building Regulations. The FHS and FBS will ensure that buildings built after 2025 are 'zero carbon ready' which means that no retrofit would be needed for the homes to become zero carbon in the longer term as the electricity grid decarbonises.

7.31. These changes are being implemented through the Building Regulations which are set nationally. The government has made it clear that local authorities can introduce more

stringent standards through their local plans.

- 7.32. Local policies can require buildings to be 'net zero' now. This is achieved by setting more stringent building energy performance standards (see boxed text below) requiring on-site renewable energy production to match energy consumption and, if that is not possible, requiring developers to make a financial contribution to a carbon offset fund set up by the council.

How do local plan policies require higher levels of building energy performance?

There are two main ways in which more stringent policies can be drafted.

The first way is to set standards as a specified percentage improvement on the energy performance metrics required by Part L of the Building Regulations. The Building Regulations use three metrics. (1) Emissions Rate (2) Primary Energy Rate and (for dwellings) (3) Fabric Energy Efficiency Rate. In each case the Building Regulations set target values.

The Emissions Rate is measured in kilograms of CO₂ emissions per square metre of floor area per year. It estimates emissions from space heating, water heating, pumps and fans (cooling) and lighting. It varies depending on which fuel is used. Where renewables are produced on site, these are subtracted from the energy demand.

The Primary Energy Rate models how much energy (in kilowatt hours per square metre per year) will be needed for heating, hot water, lighting and cooling for the building. It depends on the fuels used. Where renewables are produced on site, these are subtracted from the energy demand.

The Fabric Energy Efficiency Rate measures the demand for energy (in kilowatt hours per square metre, per year) for heating and cooling. It depends on factors like the building's size, shape, insulation, air permeability, need for mechanical ventilation

The second way is to set more stringent local targets for building energy use, which are not linked to the Building Regulations. These can be targets for total energy use and/or energy use for space heating, in each case expressed in kilowatt hours per square metre per year. Total energy use targets will include energy use for space heating, water heating, cooling/ventilation, and lighting (this is called regulated energy). Unlike the Building Regulations, targets may also include unregulated energy use, which will include energy used running appliances like IT equipment, cookers, refrigerators etc.

- 7.33. An example of a recently adopted local plan that sets more stringent targets is the Bath and North East Somerset (BANES) Core Strategy and Placemaking Plan adopted 19 January 2023. BANES' policy is a net zero policy in that it requires on-site renewables to meet on-site energy demand or, failing that, a payment into an offset fund.

- 7.34. Another example is Cornwall Council's Climate Emergency DPD adopted 21 February 2023 which effectively adopts the same policy text as BANES in requiring new residential development to be net zero.

- 7.35. Locally, Warwick District Council's Net Zero Carbon DPD is currently at the examination stage.

- 7.36. To implement a Net Zero buildings policy in Rugby Borough we would need applicants for planning permission to submit energy statements and we would need to recruit a specialist officer to assess those energy statements.
- 7.37. A policy requiring net zero buildings would increase build costs. Cornwall Council's 2021 viability evidence estimated that the cost of their net zero policy would be to add £8,189 to build costs compared to a house built under the 2013 Building Regulations (before the 2021 changes were implemented). This compares to the costs of the Future Homes Standard 2025 which was estimated to be £3,538 per house above the 2013 Building Regulations.
- 7.38. Bath and North East Somerset's evidence estimates that net zero for non-residential development would increase build costs by 4%. For residential developments, Bath's evidence shows a 3% increase to build costs. Warwick DC's viability evidence uses the same 3% uplift to build costs for residential development, but a 6% uplift to build costs for non-residential development.
- 7.39. Rugby Borough is in a water stressed area. We already though our local plan require that new dwellings meet the additional Building Regulations requirement to limit water use to 110 litres of water per person per day. Through the new plan we could extend water efficiency requirements to non-residential buildings. One way of doing that, proposed in the Greater Cambridge local plan, is to require non-residential buildings to achieve full credits for Wat 01 of the BREEAM standard.

CONSULTATION QUESTIONS

18. Should we show areas of the borough in which wind and/or solar energy will be supported? Is so, where?
19. If some new wind development schemes could be community owned by Rugby Borough residents, would that increase your support for this type of development?
20. We are minded to introduce a policy that supports other zero carbon energy infrastructure including battery energy storage and hydrogen energy infrastructure. Do you agree?
21. Should we adopt a minimum tree canopy policy for new development?
22. Should we identify priority locations or allocate sites for biodiversity net gain for sites which are unable to provide all the net gain on site and, if so, where?
23. Would you support the creation of additional country parks as part of delivering biodiversity net gain?
24. Should we require developers to prioritise the delivery of biodiversity gain within close proximity to the development?

25. We are considering requiring all new residential developments to be net zero. Do you agree?
26. We are considering requiring all new non-residential developments to be net zero. Do you agree?
27. Are there other climate change policies we should be introducing?
28. Should we require non-residential development to meet higher water efficiency standards to reduce water usage?



Charolais Gardens, Rugby

8. DESIGN CODING AND GUIDANCE

THE ISSUE

- 8.1. Since the current Local Plan 2011-2031 was adopted, the government has placed greater emphasis in national policy on the design quality of new development. We need to respond to that locally through updated policies.

THE DETAIL

- 8.2. The National Planning Policy Framework (NPPF) says that one of the goals of the planning system is to create well-designed, beautiful places and that good design is a key aspect of sustainable development. The NPPF also says that:

To provide maximum clarity about design expectations at an early stage, all local planning authorities should prepare design guides or codes consistent with the principles set out in the National Design Guide and National Model Design Code, and which reflect local character and design preferences.

- 8.3. Design guides and codes can be area-wide, for a neighbourhood or for a specific development site. To carry weight in decision-making they should be produced as part of a plan or as a supplementary planning document.
- 8.4. A design code is a set of illustrated design requirements that set specific, detailed parameters for the physical development of a site or area. A design guide is less strict, providing guidance on how development can be carried out in accordance with good design practice. Design codes can also be introduced through Neighbourhood Plans.
- 8.5. The government has published [the National Design Guide](#) and [National Model Design Code](#).
- 8.6. The Levelling-up and Regeneration Bill, at the time of writing in the House of Lords committee stage, will go further by requiring every local authority to produce a design code for its area.
- 8.7. In addition, the [Building Better, Building Beautiful Commission](#) identified a number of ways in which higher quality design and style of homes could build on local knowledge and tradition to develop new housing with the consent of the local community.

WHAT CURRENT DESIGN POLICY DO WE HAVE?

- 8.8. The borough has, in addition to current local plan policy, our Climate Change and Sustainable Design and Construction Supplementary Planning Document which includes as Appendix B the Residential Design Guide.
- 8.9. The Coton Park East Supplementary Planning Document and South West Rugby Supplementary Planning Document provide brief, site-specific design guidance for those sites.
- 8.10. The neighbourhood plans for Willoughby, Ryton-on-Dunsmore, Brinklow, Brandon and

Bretford, Wolvey and Coton Forward also have design policies for those areas. Some parishes have village design statements in place, although many of these were produced a long time ago.

WHAT ARE THE OPTIONS FOR NEW DESIGN CODES AND GUIDANCE?

- 8.11. In view of the increased emphasis government has placed on good design, there is a need to strengthen and extend our local design policy.
- 8.12. There are two key issues to decide about new design policy. First, we need to decide the scale at which we produce design codes/guidance. Second, we need to decide the degree of detail and prescription to include.
- 8.13. As outlined above, the scale covered could be all of Rugby Borough, smaller neighbourhoods such as Rugby town centre, or individual development sites such as South West Rugby.
- 8.14. The Department for Levelling Up, Housing and Communities' publication *National Model Design Code Pilot Programme Phase 1: lessons learned* suggests that individual neighbourhoods or sites are the scale at which design coding works best.
- 8.15. One way of splitting the borough into smaller areas, suggested in the National Model Design Code, would be to define area-types based on character. Examples of these could include...
- 8.16. Turning to the question of degree of prescription, most historic design policies have been flexible guidance rather than strict rules. However, there is a general recognition that the results of this have been variable and there is a push from government for clearer design codes.
- 8.17. The report on the design coding pilots finds that some matters lend themselves to strict rules, for example building heights, density, parking ratios, front garden sizes, boundary treatments, amounts of land for open space, street patterns, individual plot sizes. Other matters like the appearance of buildings are more suited to guidance. Most design codes produced in the pilot had a mix of must (mandatory), should (expected) and could (optional) statements.

HOW CAN WE RESOURCE DESIGN CODING?

- 8.18. Rugby Borough Council doesn't employ an urban designer and doesn't have the skills to produce design codes in house. This means that we would need to instruct consultants to help us produce design codes. This would increase the expense of doing so.
- 8.19. One choice for managing the cost would be for design codes to be produced as part of neighbourhood plans. The disadvantages of this approach are that it would delay design codes being put in place and lead to uneven coverage.

CONSULTATION QUESTIONS

29. Should we produce design codes as part of our new local plan?

30. Which areas should design codes cover?

- (a) Borough-wide
- (b) Borough-wide divided into character areas (for examples Rugby town centre, interwar suburb, Victorian terrace, village core)
- (c) only for some neighbourhoods (please specify which),
- (d) only for large new development sites
- (e) other (please specify)



Houlton

9. LAND FOR HOUSEBUILDING

WHAT IS THE ISSUE?

9.1. Our current local plan runs until 2031. We need to plan for new housing over the longer term.

THE DETAIL

9.2. The government's Planning Practice Guidance sets out a standard method for local authorities to calculate their minimum future housing need. The National Planning Policy Framework (NPPF) requires the standard method to be used unless exceptional circumstances justify an alternative approach.

9.3. At the time of writing, the standard method is based on the 2014-based household projections which forecast future increase in the number of households from 2014. The average annual increase in the number households over the next 10 years is the starting point for the standard method (using the 2014-based projections). This is then adjusted using housing affordability data to give the minimum annual local housing need.

9.4. The affordability adjustment uses the ratio of average annual earnings to average house prices (in both cases medians) in the local authority. The uplift is applied if the average house price is more than four times average annual earnings. The higher house prices are compared to earnings, the higher the uplift. For each 1% the ratio is above 4, the housing need is increased by a quarter of a percent.

9.5. Average house prices in Rugby Borough in 2023 were 7.17 times average incomes. This leads to a 20% uplift to housing need.

9.6. As summer 2023, the housing requirement for Rugby Borough calculated using the standard method is **506 homes per year**.

9.7. The government has set out its intention to amend the standard method for calculating local housing need in 2024, when the first post-Census 2021 population and household projections are published.

9.8. The Coventry and Warwickshire Housing and Economic Development Needs Assessment (Iceni Projects, 2022 'HEDNA') was commissioned by the six Coventry and Warwickshire local authorities. The HEDNA provides an alternative housing need figure. It uses the most up to date data available to produce a projection for future population growth and growth in the number of households. The affordability uplift use in the government's standard method is then applied to give a housing need figure.

9.9. The HEDNA's 2021-2041 annual housing need figure for Rugby Borough was 735 homes per year using 2021 affordability data. This number could be recalculated using the latest 2022 affordability data and a 2023 base date, which would reduce the figure to 672 homes per year.

9.10. A different population and household projection was produced for the HEDNA because of concerns about the inaccuracy of the 2014 based population and household projections, which

are used in the government’s standard method. The 2014 household projections significantly overestimate Coventry’s population in 2021, compared to what the 2021 Census shows. The overestimation of Coventry’s population is a longstanding issue, which the Office for National Statistics has acknowledged.

9.11. The overestimation of Coventry’s population leads to an overestimation of the population and need for housing in the Coventry and Warwickshire Housing Market Area within the government’s standard method. The table below shows a comparison of the need for housing across the housing market area under the standard method and the HEDNA projection.

	Coventry	North Warks	Nuneaton & Bedworth	Rugby	Stratford-on-Avon	Warwick	Total
Standard method 2023	3,247	168	442	506	569	670	5,602
HEDNA 2022	1,964	119	409	735	868	811	4,906

HOW HAS RUGBY BOROUGH’S POPULATION CHANGED SINCE 2011?

9.12. Between 2011 and 2021 Rugby Borough’s population grew by 14.3%, higher than the increase for England of 6.6%. Rugby Borough’s percentage population growth was the highest among local authority districts in the West Midlands over this period, although the same as neighbouring Harborough District in Leicestershire. Rugby Borough’s population grew by a similar 14.4% between 2001 and 2011.

9.13. Compared to England as a whole, Rugby Borough has seen higher levels of 2011-2021 population growth among those aged 75 to 79 (up 47% compared to an increase of 22% nationally), those aged 55 to 59 (up 37% compared to an increase of 27% nationally) and those aged 30 to 34 (up 33% compared to an increase of 13% nationally).

9.14. In 2021 Rugby’s average household size was 2.4 people. This is the largest in Warwickshire after Coventry, and an increase from 2.34 people in 2011.

9.15. Over the period 2011-2021 the number of dwellings in Rugby Borough increased by 14%, compared to 8.3% for England as a whole (source ONS Live Table 125).

9.16. We do not yet have detailed Census 2021 components of population growth data. However, Office for National Statistics time-series data published with the mid-year estimates suggests that between mid-2010 and mid-2020 in Rugby Borough 59% of population growth was due to people moving to the area from within the UK, 22% was due to international migration, and 19% was due to natural change (i.e. more births than deaths).

HOW DOES FUTURE NEED FOR HOMES COMPARE TO THE CURRENT RUGBY BOROUGH LOCAL PLAN AND PAST LEVELS OF HOUSEBUILDING?

- 9.17. The current Rugby Borough Local Plan 2011-2031 plans for 12,400 additional homes over the twenty-year plan period. Of these, 2,800 are homes that Coventry City Council was unable to accommodate in its administrative area.
- 9.18. The current plan seeks to accommodate 620 new homes a year as an average across the plan period. This is higher than housing need of 506 new homes a year calculated using the government’s standard method, but lower than HEDNA 2022 need of 735 new homes a year.
- 9.19. Over the period 2011 to 2023 on average 673 new homes (net) a year were built in Rugby Borough. Over the longer term, 2001-2023 an average of 616 net new homes each year have been built in Rugby Borough.

HOW MUCH HOUSING DO WE HAVE IN THE PIPELINE?

- 9.20. We have a lot of land for housing that already has planning permission or was allocated for development in the current Local Plan 2011-2031. If, as is likely, the base date for the new plan is 2021, then houses that were built in 2021-2023 will also count towards meeting the housing requirement for the new plan. Finally, we know small sites of fewer than five homes consistently deliver around 50 new homes a year in the borough. We call these small sites windfalls.
- 9.21. These sources of projected future housing supply are shown in the table below. This table shows the future housing supply as at 31st March 2023.

Source of future housing supply	Number of houses
Housing Completions 2021-2023	2,288
Coton Park East site allocation	720
South West Rugby site allocation (estimated 4,364 deliverable by 2041)	4,766
Rugby Gateway site allocation	703
Houlton (Rugby Radio Station) site allocation (estimated 3,165 deliverable by 2041)	4,603
Main rural settlement site allocations	410
Other current planning permissions (less 5% non-implementation rate for permissions not under construction)	506
Small site (fewer than five homes) windfalls 2023 to 2041 at 50 homes per year (1,350 to 2050)	900
Total identified supply to 2041	13,056
Total identified supply to 2050	15,346

HOW MUCH MORE HOUSING LAND DO WE NEED TO IDENTIFY?

- 9.22. The answer to this question depends on how many homes we plan for and the length of the plan period. We know that to be found ‘sound’ by government planning inspectors, we will need to include an additional supply ‘buffer’ above the housing requirement. We have included a 10% buffer in the calculations below.

9.23. The first table below shows the position if the plan period is 2021-2041. The second table below shows the position if the plan period is 2021-2050

Scenario	Minimum local housing need	HEDNA 2022
Houses each year	506	735
Total Houses 2021 to 2041	10,120	14,700
Total houses 2021 to 2041 with 10% supply buffer	11,132	16,170
Total supply already identified	13,056	13,056
Supply still needing to be found	No additional supply needed	3,114

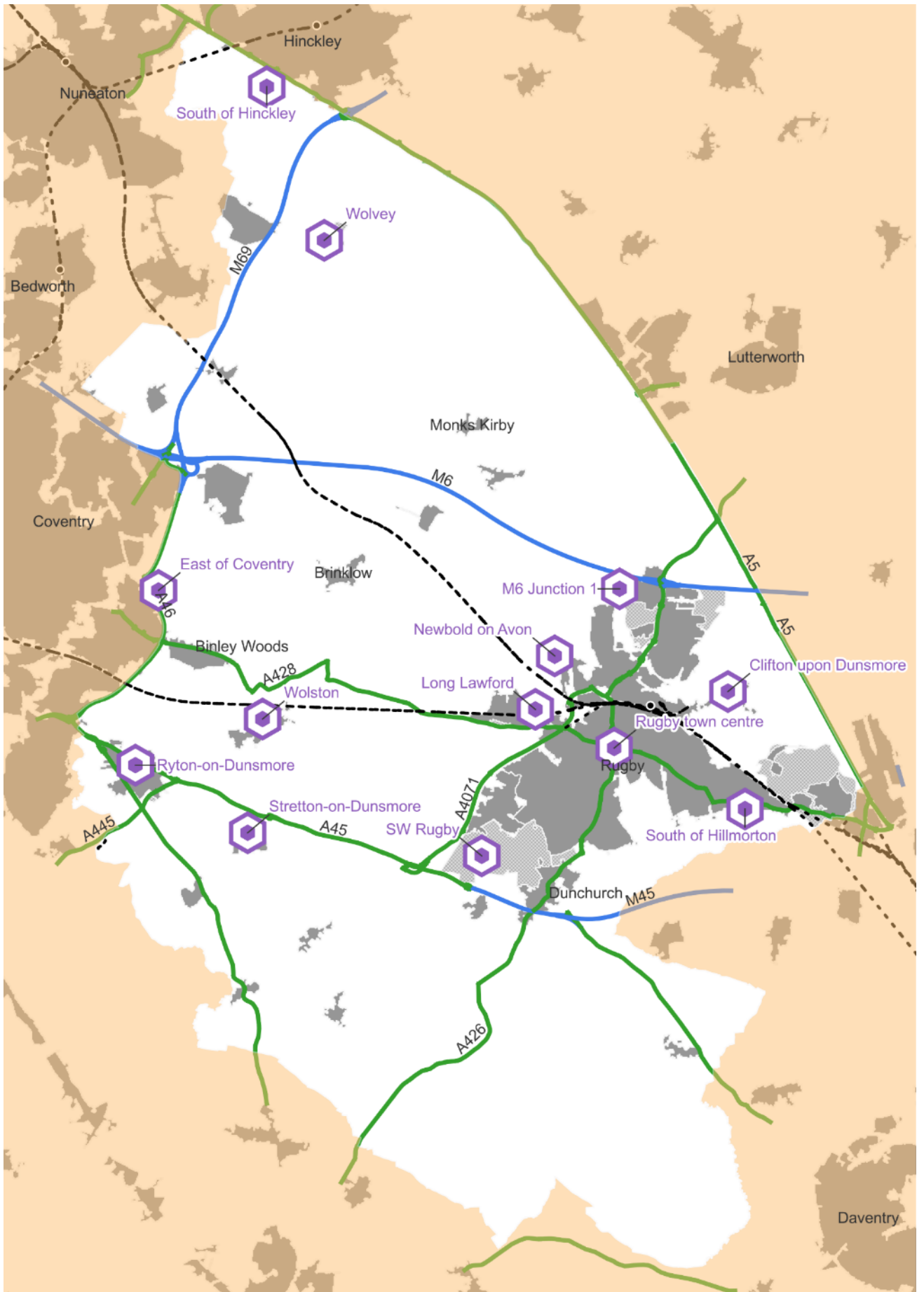
Scenario	Minimum local housing need	HEDNA 2022
Houses each year	506	735
Total Houses 2021 to 2050 (29 years)	14,674	21,315
Total houses 2021 to 2050 with 10% supply buffer	16,141	23,447
Total supply already identified	15,346	15,346
Supply still needing to be found	795	8,101

WHERE ARE THE POTENTIAL LOCATIONS FOR NEW HOUSING?

9.24. We have not yet produced a Housing and Economic Land Availability Assessment, so we do not know which land will be put forward as potentially suitable for housing development.

9.25. The below map shows, based on sites that were put forward to the last plan and a high-level consideration of constraints and designations, some of the broad locations in which housing could be built. Those locations include Rugby town centre (see section 8) where there is potential to encourage more new homes.

9.26. There may be other locations that we have not shown on this map that will be put forward in response to this consultation.



Potential housing locations

WHAT TYPE AND SIZE OF NEW HOMES DO WE NEED?

- 9.27. The HEDNA 2022 provides an estimate of the need for affordable housing. This forms part of overall housing need, rather than being additional to it. Nonetheless, the evidence shows considerable need for affordable housing, particularly in the social or affordable rented tenures (together making up 82% of affordable housing need). It will be important for the new plan to maximise the number of new affordable homes that are built.
- 9.28. We will decide the percentage of affordable housing that we can realistically seek on housing development sites when we have viability evidence.
- 9.29. The HEDNA also includes evidence on the mix of new housing sizes that are likely to be needed in future, both for affordable and open market housing. The HEDNA consultants recommended the mix of sizes of new homes for different tenures should be as shown in the table below.

	1-bedroom	2-bedrooms	3-bedrooms	4+-bedrooms
Market housing	10%	30%	45%	15%
Affordable home ownership	20%	40%	30%	10%
Rented affordable housing	35%	30%	20%	15%

HEDNA 2022 suggested housing size mix

- 9.30. The housing size mix shown above is based on there being future reductions in under-occupancy (where households have more bedrooms than they need) and over-occupancy (where there is overcrowding) among newly forming households in comparison to how households of the same age lived in 2011. There are question marks about whether this would happen, because it would rely on more downsizing among older residents.
- 9.31. It is also important to note that housing mix policies set out the mix of housing we need across the borough. It will not be realistic to seek exactly this mix from every new development.
- 9.32. The HEDNA also recommends that we require all new dwellings in all tenures to meet optional Building Regulations M4(2) standards for accessible and adaptable dwellings, which are similar to the Lifetime Homes Standards. It also recommends that at least 10% of homes meet the higher M4(3) wheelchair user dwelling standards (with a higher proportion needing to meet this standard in the affordable sector).

CONSULTATION QUESTIONS

31. How many homes should we be planning for?
- (a) Minimum local housing need
 - (b) The HEDNA 2022 need
 - (c) Other (please specify)
32. Would you support RBC both improving existing and developing new social and affordable housing (like the regeneration of Rounds Gardens and Biart Place)?

33. Please provide any comments you have on the suitability of any of the broad locations listed above for new housing. Are there any locations that we have missed?
34. Do you support a requirement for all new dwellings to meet the additional Building Regulations standard for accessible and adaptable dwellings and for at least ten percent of dwellings to be suitable for wheelchair users?
35. Please provide any other comments you have on the type and size of new homes we need.



Dunchurch village

10. OTHER TOPICS

- 10.1. This document has focussed on seven big planning issues facing our borough. Please use the consultation question below to highlight any other planning issues or new policies you think we should include in the new plan.
- 10.2. For example, we intend to increase the emphasis on sustainable travel to accord with Warwickshire County Council's new Local Transport Plan 4 and the forthcoming transport plan for Rugby Borough to be produced by Warwickshire County Council.
- 10.3. We are also considering introducing a policy to protect stadia as community and sports facilities.

CONSULTATION QUESTION

36. Are there any other issues or policies (not covered by the questions above) that we should cover in the new plan?
37. Do you support our intention to bolster our policies on sustainable travel?
38. Do you support a policy protecting stadia as community and sports facilities? If so, which stadia should we protect?

Appendix 2b – short-form, questionnaire version of Local Plan Issues and Options document

Land for employment uses

We now have new, longer-term projections for the need for land for employment uses (offices, research and development, industrial and warehousing).

We need to think about how we can meet the projected need for employment land to allow the borough's economy to continue to grow.

The Coventry and Warwickshire Housing and Economic Development Needs Assessment (HEDNA) 2022 shows three components of future need for employment land. These are shown in the table below:

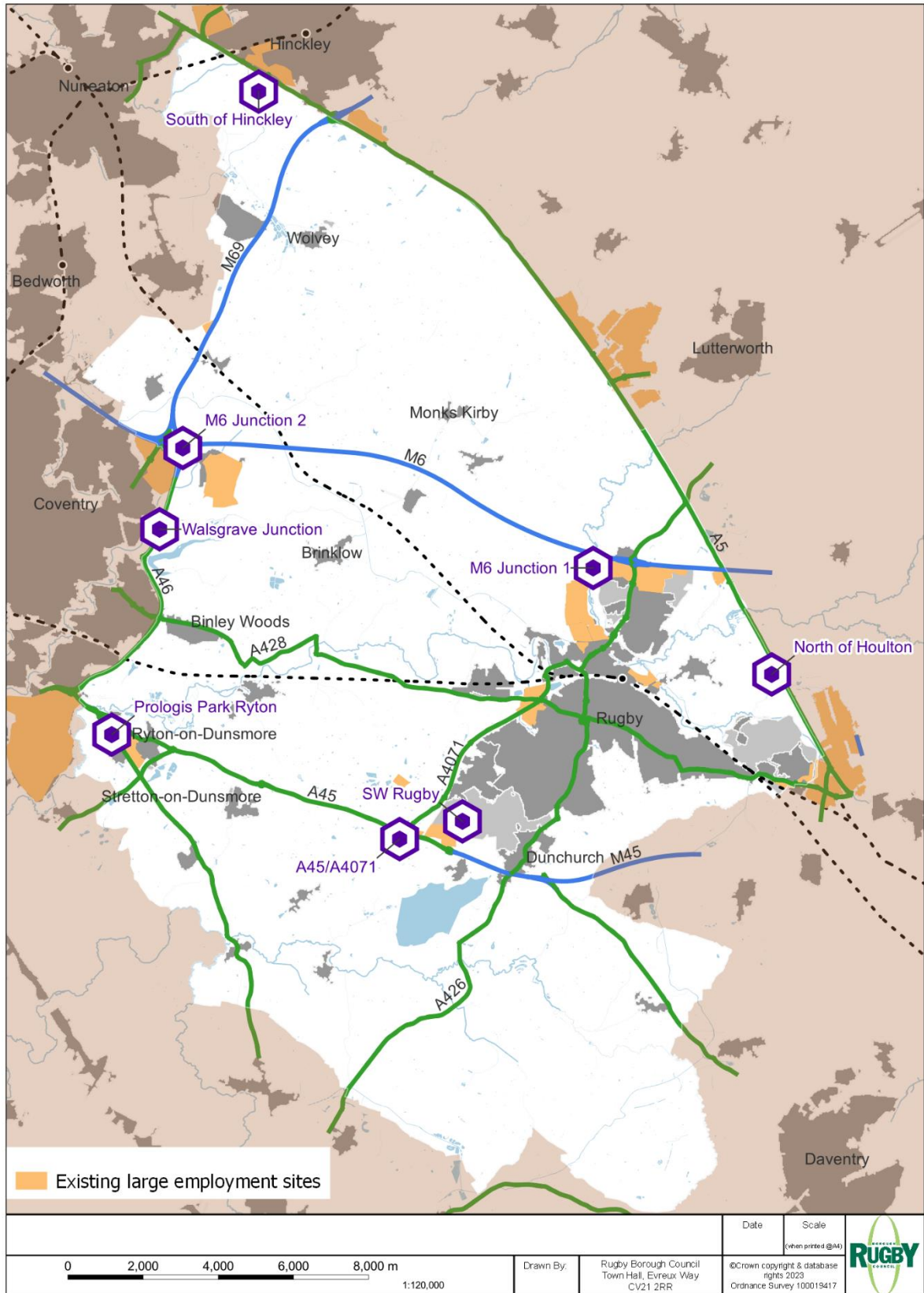
Type of employment land	Land needed 2021-2041 (in hectares)	Land needed 2021-2050 (in hectares)
Gross requirement for strategic warehousing land across Coventry and Warwickshire (this means land for warehouses of over 9,000m ² in floor area)	551ha	735ha
Net need for office land (Rugby Borough only)	5.2ha (4.2ha with hybrid working)	6.5ha
Gross requirement for industrial land (Rugby Borough only) (this includes smaller warehouses of up to 9,000m ² in floor area)	150.5ha	218.2ha

1. How much employment land should we be planning for?
2. What type of employment land should we be planning for?

We need to decide where to accommodate future employment land demand. Land for large-scale manufacturing and distribution uses needs to have good access to A-roads and motorways. This will avoid inappropriate routing of HGVs through residential areas and country lanes.

Large scale employment locations should be close to existing settlements to allow staff access to work.

Considering these restrictions, we have identified the potential locations shown on the map below.



Potential strategic employment locations

3. Please provide any comments you have on the suitability of any of the broad locations listed above (or another location we have missed).

The feedback we have received from local businesses is that there is a shortage of 'grow on space' in the borough to allow existing businesses to expand and incubator space for new start-ups.

4. How can we provide more space to allow existing businesses to expand?
5. We are minded to allocate sites specifically for industrial (B2) and light industrial (E(g)(iii)) uses. Do you support this and if so, where?

Most of the broad locations shown on the map above lie within the Green Belt. We will consider whether there are exceptional circumstances which justify alterations to the Green Belt.

6. Are there exceptional circumstances that mean we should amend Green Belt boundaries to meet the need for employment land?

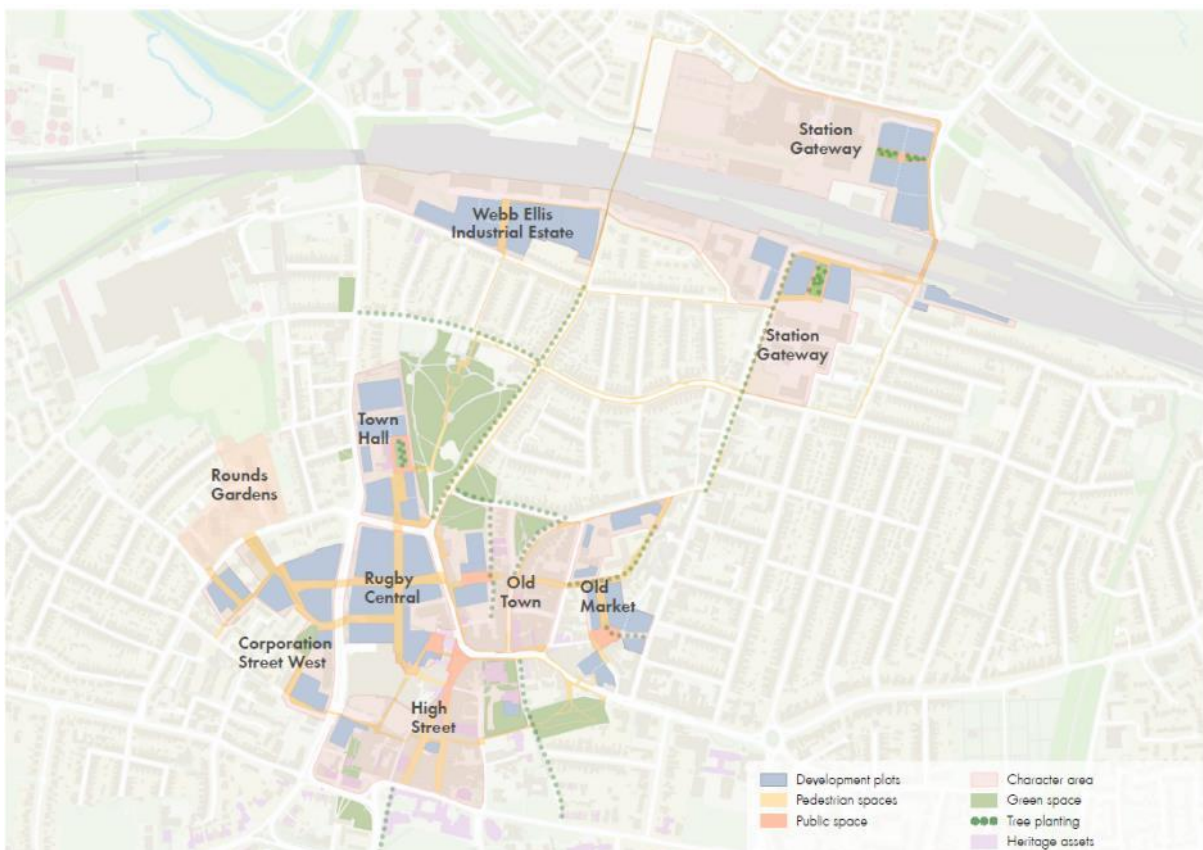
Town centre regeneration

In 2020 the government introduced the Class E (Commercial, business and service) use class which replaced several former town centre use classes. The effect of this change is to give greater flexibility to change the use of town centre units without the need to obtain planning permission.

Considering this change, we propose deleting primary and secondary shopping frontage policies, which require a specified percentage of units in the identified frontages to be in the former A1 (retail) use class. We don't think this policy is workable following the introduction of the Class E use class.

7. Do you agree with our proposals to remove the primary shopping area and primary and secondary frontage designations in Rugby town centre?

We propose to introduce site allocation policies for important redevelopment sites in the Town Centre Regeneration Strategy, to set out what the council want to happen on these sites.



Rugby Regeneration Strategy map of potential development parcels

Sites covered by site allocation policies could include:

- Rugby Town Hall, the Benn Hall, and Newbold Road Car Park
- Webb Ellis Industrial Estate

- Royal Mail and Mill Road Car Park
- Stagecoach, Railway Terrace
- Rugby Central
- John Barford Car Park, Old Market Place and Railway Terrace Car Park
- Rugby Borough Council depot on Albert Street
- North Street Car Park

8. Which town centre sites should have site allocation policies and what should they say?

9. Should we introduce a policy that sets out the improvements to streets and spaces we want to see in the town centre?

Currently the only town centre defined on the Local Plan policies map is Rugby town centre. No district or local centres are shown.

Defining local centres would help support new main town centre uses in these locations. It would also support the council in monitoring changes over time. However, it would not give the council added powers to protect units in the centres from change to residential use.

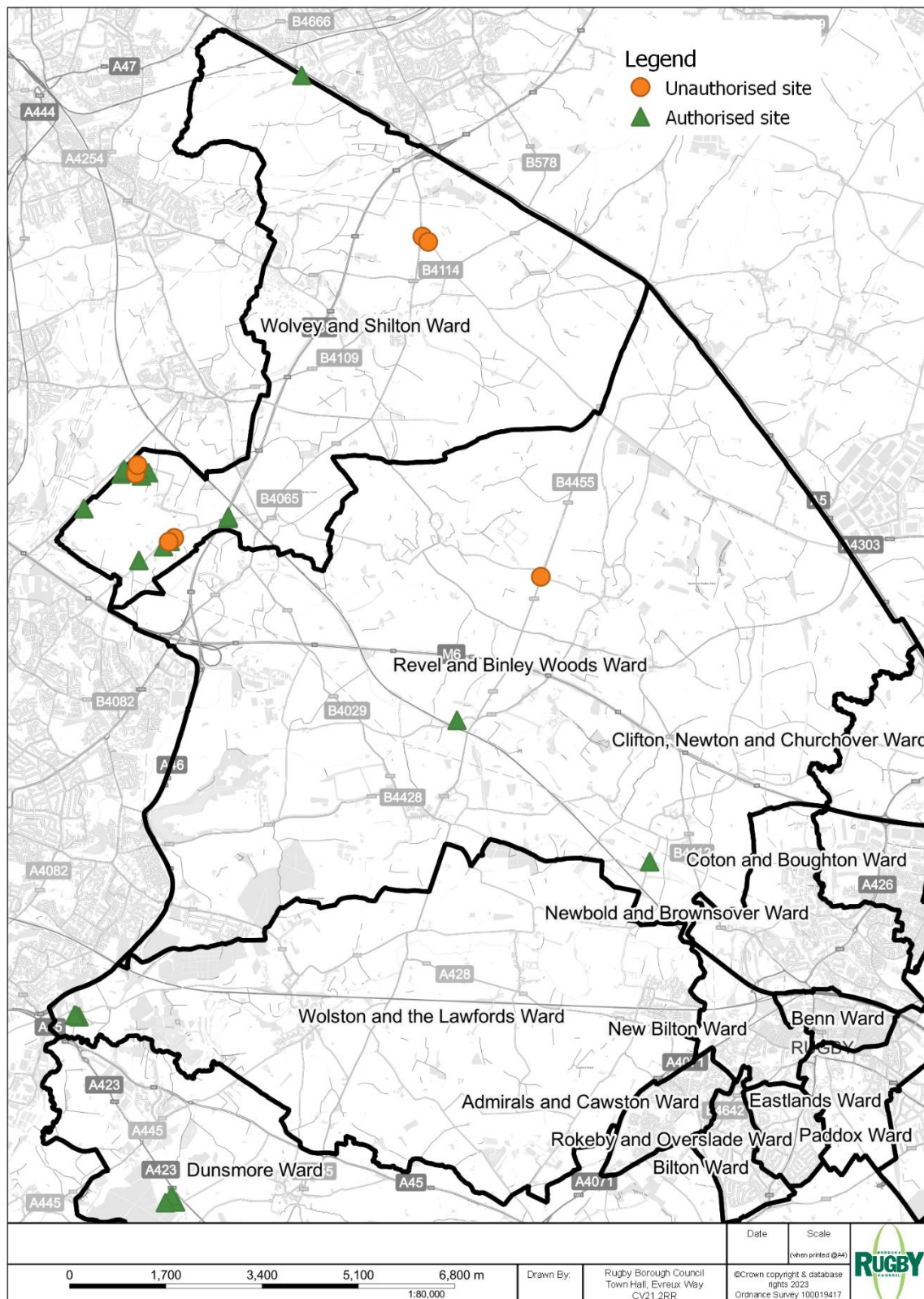
Rugby Borough has several local centres outside of Rugby town centre. Examples include Dunchurch, Clifton Road, Hillmorton High Street, Paddox, Bilton Main Street, Brownsover, Woodlands and Coton Park. There are other centres, not listed here that could also be considered.

10. Should we define local centres? If yes, which centres should we include?

11. Are there other things the local plan should do to support local town centre regeneration?

Pitches for Gypsies and Travellers

We need to find pitches for Gypsies and Travellers to meet future needs.



Existing Gypsy and Traveller Sites

In September 2022 we published our Gypsy and Traveller Accommodation Assessment Study (GTAA).

The GTAA shows different targets based on two different methods for determining who is a Gypsy or Traveller. The first method used is the 'ethnic definition' which is based on the ethnic identity of individuals.

The second method used in the GTAA is the government's Planning Policy for Traveller Sites 2015 definition (PPTS). The PPTS defines Gypsies and Travellers as persons of nomadic habit of life including those who have ceased to travel temporarily on grounds of their own or the family or dependent's education or health needs or old age. It excludes those who have permanently stopped travelling.

The High Court has found the PPTS 2015 definition to be discriminatory, but it has not been withdrawn and remains government policy.

Period	Ethnic definition (pitches)	PPTS 2015 definition (pitches)
2022-2027	48	29
2027-2032	15	13
2032-2037	16	14
Total 2022-2037	79	56

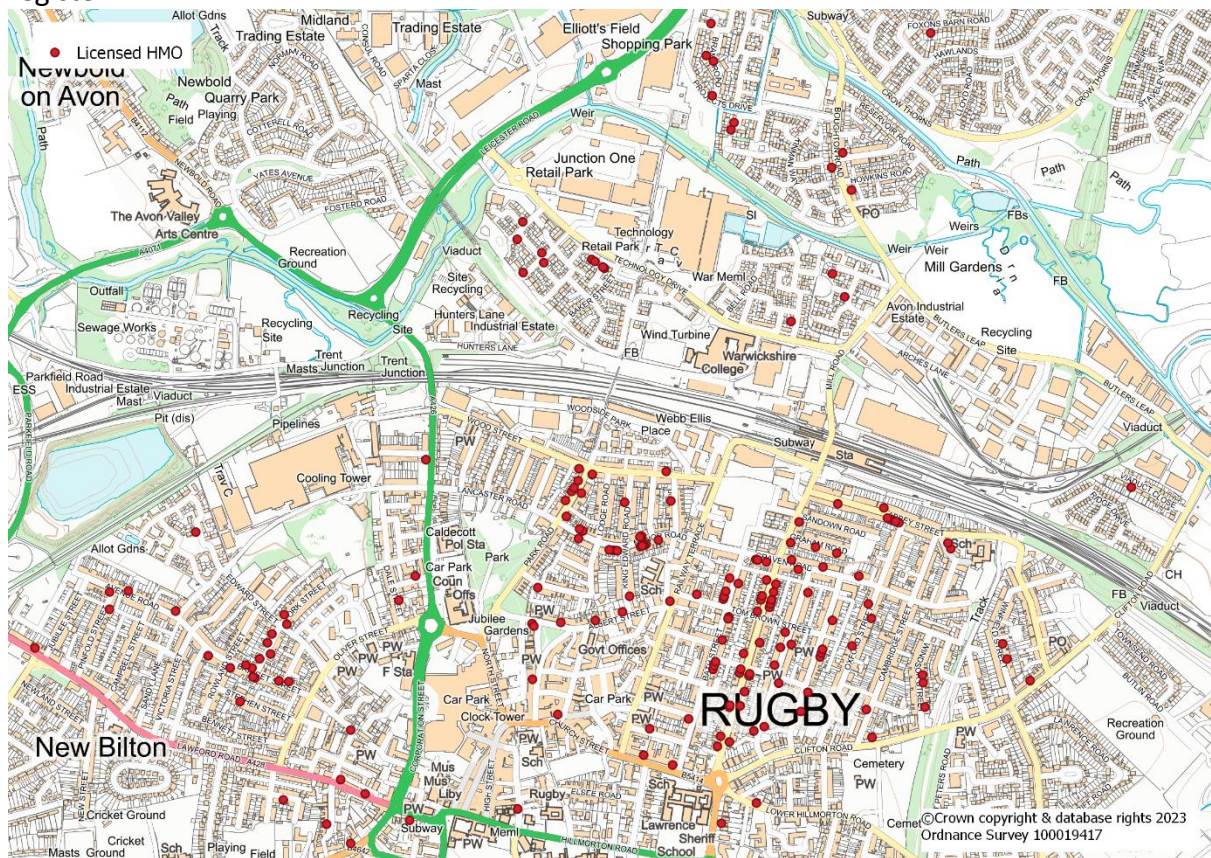
12. The council proposes to plan for Gypsy and Traveller pitches based on the ethnic need target of 79 pitches 2022-2037 identified in the GTAA 2022. Do you agree?
13. How can we find sites to accommodate the need for Gypsy and Traveller pitches?
 - (a) Allocate sites for Gypsy and Traveller pitches as part of new employment land or housing developments?
 - (b) Regularise existing unauthorised sites?
 - (c) Create a new borough or county council-owned site?
 - (d) Other (please explain).
14. When allocating sites for pitches, what size of site should we be seeking to allocate?
15. Should we adopt a negotiated stopping policy which allows caravans to be sited at a suitable location for an agreed and limited period.

Houses in Multiple Occupation

Houses in Multiple Occupation (HMOs) are homes occupied by three or more unrelated individuals who share basic amenities such as a kitchen or bathrooms.

Rugby town has experienced growth in the number and concentration of HMOs, particularly within areas of central Rugby. The current Local Plan 2011-2031 is silent on HMOs. There is a desire to introduce a policy on HMOs through the new local plan.

As of February 2023, there were 199 licensed HMOs in Rugby Borough as shown on the map below. Not all HMOs are licensed, as HMOs with fewer than five residents do not have to register.



HMOs in central Rugby

Nationally, concerns have been raised about concentrations of HMOs reducing community cohesion, putting pressure on parking, having untidy front gardens and bins, causing noise and disturbance, and increasing local rents. There is concern among councillors and residents in affected wards about these issues.

16. The council proposes to introduce a policy to limit concentrations of HMOs within a 100m radius to 10% of dwellings, avoid non-HMO dwellings being sandwiched between two HMOs and avoid three consecutive HMOs on a street. Do you agree with this policy?

17. We also propose to introduce a criteria-based policy that sets clearer standards for parking, refuse storage, and the adequacy of external and internal space for HMOs. Do you support such a policy?

Climate change and Zero Carbon energy

Increasing renewable and zero carbon energy generation reduces carbon emissions, energy prices and our reliance on imported gas.

Our main renewable energy options are solar farms and wind farms.

The current Rugby Borough Local Plan does not show any areas as suitable for wind farm development. This means that at present new wind farms in the borough are blocked.

Solar farms and wind energy would be classed as inappropriate development in those parts of the borough which are Green Belt. This means that planning permission for solar farms and wind farms in these areas would only be granted if very special circumstances can be shown to exist.

We could take a more supportive stance to both solar and wind energy by identifying areas in which we would support new wind and solar energy generation. These could include locations along the A5 and motorways including highway verges and central reservations.

In addition to wind and solar, other zero carbon energy sources and technologies are likely to be important. These could include hydrogen energy infrastructure and battery energy storage systems.

18. [Should we show areas of the borough in which wind and/or solar energy will be supported? If so, where?](#)
19. [If some new wind development schemes could be community owned by RBC residents, would that increase your support for this type of development?](#)
20. [We are minded to introduce a policy that supports other zero carbon energy infrastructure including battery energy storage and hydrogen energy infrastructure. Do you agree?](#)

One option for updating our environmental policies would be for us to set a policy requiring new developments to increase tree canopy cover. Cornwall Council, for example, requires canopy coverage equal to at least 15% of the site area to be provided in all major developments.

In 2023 Friends of the Earth estimated, based on National Forest Inventory data, that just 4.5% of Rugby Borough is woodland. This places Rugby Borough in the bottom 20% of English local authorities for woodland cover.

21. [Should we adopt a minimum tree canopy policy for new development?](#)

From November 2023 the Environment Act 2021 will introduce a requirement that development sites deliver at least a 10% enhancement on the pre-development biodiversity

of the site. The priority is to deliver this improvement on site, but there is also a choice for the requirement to be met by improving the biodiversity of land elsewhere.

In our new local plan, we could specify priority locations or allocate sites for offsite biodiversity net gain. This option could support larger scale habitat restoration/creation, but it could reduce the flexibility of the market and Warwickshire County Council to decide where offsite gains should take place. If we don't specify priorities, potentially, net gain could occur in other counties and not within our borough.

22. [Should we identify priority locations or allocate sites for biodiversity net gain for sites which are unable to provide all the net gain on site, if so, where?](#)
23. [Would you support the creation of an additional country park as part of delivering biodiversity net gain?](#)
24. [Should we require developers to prioritise the delivery of biodiversity gain within close proximity to the development?](#)

In June 2022, the government's updated Building Regulations 2021 came into effect with uplifted standards for building energy performance (Part L of the Building Regulations).

In 2025 the government will implement through the Building Regulations the full Future Homes Standard (FHS) and Future Buildings Standard (FBS). The FHS and FBS will ensure that buildings built after 2025 are 'zero carbon ready' which means that no retrofit would be needed for the homes to become zero carbon in the longer term as the electricity grid decarbonises.

Local policies can require buildings to be 'net zero' now. This is achieved by setting more stringent building energy performance standards requiring on-site renewable energy production to match energy consumption and, if that is not possible, requiring developers to make a financial contribution to a carbon offset fund set up by the council.

25. [We are considering requiring all residential developments to be net zero. Do you agree?](#)
26. [We are considering requiring all non-residential development to be net zero. Do you agree?](#)
27. [Are there other climate change policies we should be introducing?](#)

Rugby Borough is in a water stressed area. We already though our local plan require that new dwellings meet the additional Building Regulations requirement to limit water use to 110 litres of water per person per day. Through the new plan we could extend water efficiency requirements to non-residential buildings. One way of doing that, proposed in the Greater Cambridge local plan, is to require non-residential buildings to achieve full credits for Wat 01 of the BREEAM standard.

28. Should we require non-residential development to meet higher water efficiency standards to reduce water usage?

Design

Since the current Local Plan 2011-2031 was adopted, the government has placed greater emphasis in national policy on the design quality of new development. We need to respond to that locally through updated policies. Design codes can also be introduced through Neighbourhood Plans.

One of the tools the government is promoting is the use of design codes. A design code is a set of illustrated design requirements that set specific, detailed parameters for the physical development of a site or area. This approach was supported, for example, in the *Building Better, Building Beautiful* Commission's report.

29. Should we produce design codes as part of our new local plan?

30. Which areas should design codes cover?

(a) Borough-wide

(b) Borough-wide divided into character areas (for example Rugby town centre, interwar suburb, Victorian terrace, village core)

(c) only for some neighbourhoods (please specify which),

(d) only for large new development sites

(e) other (please specify)

Land for housebuilding

We have two different projections for how many new homes a year we could plan for in the next plan.

One is the government's standard method, the other is the Coventry and Warwickshire Housing and Economic Development Needs Assessment 2022 (HEDNA). The HEDNA uses more up to date information (including Census 2021) than the standard method which is based on 2014 data. The more up to date data shows higher population growth in Rugby and lower population growth in Coventry.

The difference between the projections for the number of homes we will need each year is shown in the table below. For comparison, under our current plan we are planning for 620 new homes each year.

	Coventry	Rugby	Total for Coventry and Warwickshire
Standard method	3,247	506	5,602
HEDNA 2022	1,964	735	4,906

The HEDNA shows a higher need in Rugby but a lower need in Coventry and in Warwickshire as a whole. Adopting the HEDNA number across Warwickshire would reduce the likelihood of us needing to accommodate unmet needs from Coventry, as we did in the current plan.

We already have a lot of new homes in the pipeline, particularly at the South West Rugby and Houlton urban extensions. Taking the existing supply into account, here is the additional housing supply that we would need to allocate land for:

	Standard method	HEDNA 2022
If we plan to 2041...	0	3,114
If we plan to 2050...	795	8,101

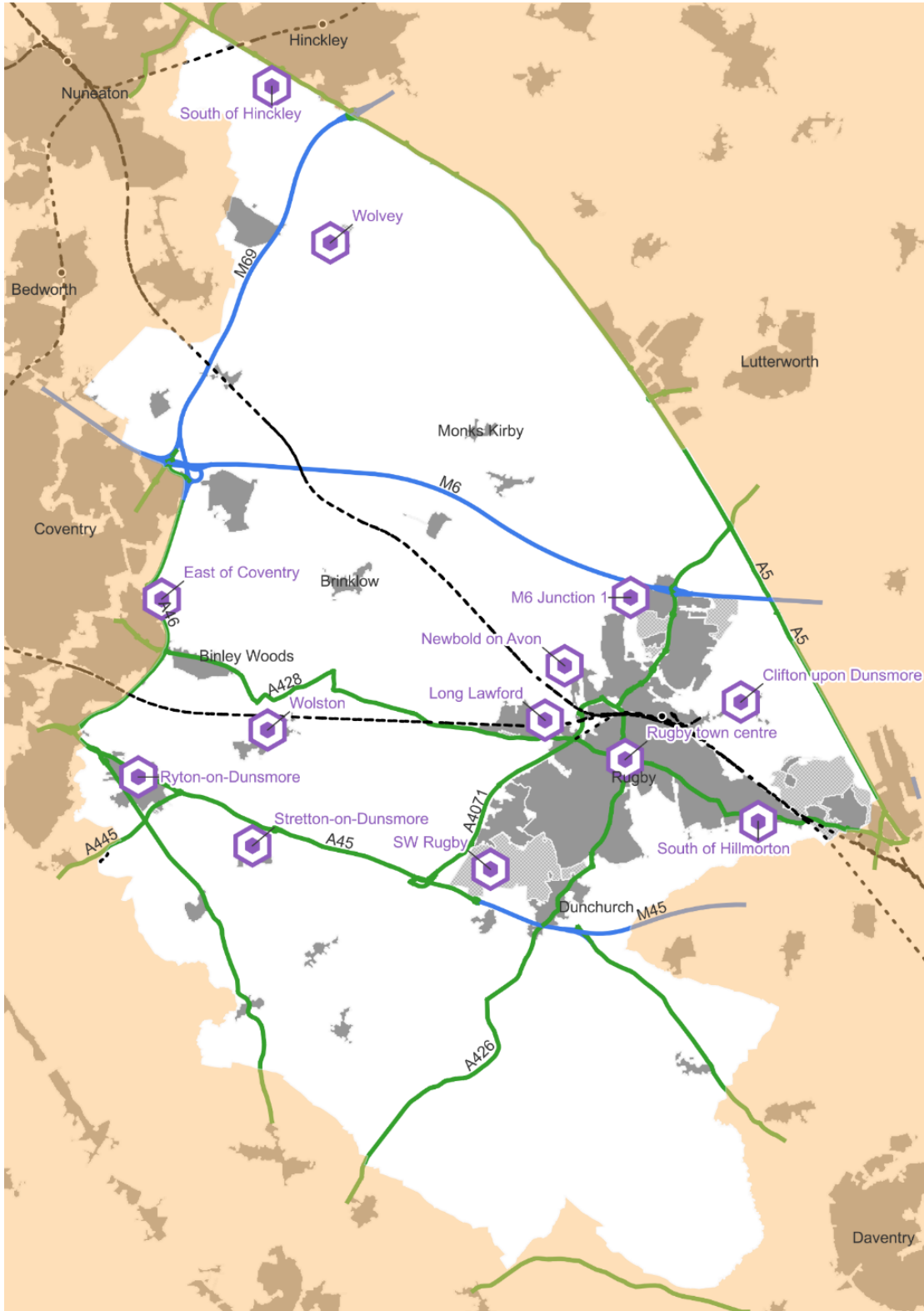
31. How many homes should we be planning for?

- (a) Minimum local housing need
- (b) The HEDNA 2022 need
- (c) Other (please specify)

The HEDNA sets out the need for social and affordable housing within the borough.

32. Would you support RBC both improving existing and developing new social and affordable housing (like the regeneration of Rounds Gardens and Biart Place)?

We do not know yet which land will be put forward as potentially suitable for housing development. The below map shows some of the broad locations in which housing could be built.



Potential housing locations

33. Please provide any comments you have on the suitability of any of the broad locations listed above for new housing. Are there any locations that we have missed?

The HEDNA also recommends that we require all new dwellings in all tenures to meet optional Building Regulations M4(2) standards for accessible and adaptable dwellings, which are similar to the Lifetime Homes Standards. It also recommends that at least 10% of homes to meet the higher M4(3) wheelchair user dwelling standards (with a higher proportion needing to meet this standard in the affordable sector).

34. Do you support a requirement for all new dwellings to meet the additional Building Regulations standard for accessible and adaptable dwellings and for at least ten percent of dwellings to be suitable for wheelchair users?

35. Please provide any comments you have on the type and size of new homes we need.

Other topics

The issues and options document focusses on seven big planning issues facing our borough. Please use the consultation question below to highlight any other planning issues or new policies you think we should include in the new plan.

For example, we intend to increase the emphasis on sustainable travel to accord with Warwickshire County Council's new Local Transport Plan 4 and the forthcoming transport plan for Rugby Borough to be produced by Warwickshire County Council.

We are also considering introducing a policy to protect stadia as community and sports facilities.

36. Are there any other issues or policies (not covered by the questions above) that we should cover in the new plan?
37. Do you support our intention to bolster our policies on sustainable travel?
38. Do you support a policy protecting stadia as community and sports facilities? If so, which stadia should we protect?

Appendix 2 – Report on Gypsy and Traveller Issues and Options Consultation



**GYPSY & TRAVELLER ISSUES &
OPTIONS
REPORT ON CONSULTATION
AUGUST 2023**

1. INTRODUCTION

- 1.1. The Rugby Borough Local Plan (2011-2031) was adopted in June 2019. It contains policy DS2 which sets out the level of provision required to meet needs for the Gypsy and Traveller community. It also sets out criteria against which applications will be judged. The supporting text to the policy sets out the council's intention to produce a development plan development (DPD) to allocate sites to meet Gypsy and Traveller accommodation needs.
- 1.2. As the first step to producing that DPD, the council undertook an 'Issues and Options' consultation. The six-week consultation took place from the 7th October to 18th November 2022. An advert was placed in the Rugby Observer and those on Rugby Borough Council's planning consultation database were notified by email/letter. The Issues and Options paper was accompanied by a call for sites to seek sites to meet the need for pitches identified by Policy DS2. A sustainability appraisal of the Issues and Options paper was undertaken by Land Use Consultants and was consulted on alongside the Issues and Options paper.

2. RESULTS

- 2.1. The call for sites resulted in no sites being put forward for assessment of their suitability for Gypsy and Traveller pitches. The Issues and Options paper received nine responses from the following categories of respondents.

Consultee type	No.
Statutory consultees	3
Parish councils	3
Neighbouring local authorities	2
Members of the public	1

- 2.2. Although the Issues and Options Paper (see Appendix 1 below) set out a series of questions, several respondents chose instead to make general comments.
- 2.3. The Coal Authority did not make detailed comments but offered access to a database of former coal sites once potential site allocations have been identified. Likewise, National Highways did not make detailed comments but indicated their desire to assess the impact on the highway network once potential site allocations had been identified. Historic England provided links to standing advice they give to local planning authorities on assessing the impact of sites on heritage assets.
- 2.4. The member of the public raised general concerns around amenity, traffic, noise, crime, clean-up costs, impact on business and impact on schools.
- 2.5. Stratford on Avon District Council made general comments stressing their willingness to work jointly on issues around transit provision and emergency stopping places.
- 2.6. The three parish councils (Monks Kirby, Shilton and Barnacle, Wolvey) and Hinckley and

Bosworth Borough Council responded to the Issues and Options questions.

3. RESPONSES TO THE ISSUES

Issue	Shilton & Barnacle PC	Monks Kirby PC	Wolvey PC	Hinckley & Bosworth BC
1 - Level of provision	Option 1a. The level of provision identified in DS2.	Option 1a. The level of provision identified in DS2.	Option 1a. The level of provision identified in DS2.	Option 1a. The level of provision identified in DS2.
2 - Provision for Travelling showpeople	Option 1. No need identified that needs to be planned for.	Option 1. No need identified that needs to be planned for.	Option 1. No need identified that needs to be planned for.	Option 1. No need identified that needs to be planned for.
3 - Transit Accommodation	Option 2. Negotiated stopping policy that is enforced.	Option 1. Approach set out in RRR 2022 update.	Option 1b. Up to 10 pitches on arterial routes.	Plan for 1 transit site of up to 10 pitches but may need a negotiated stopping places policy.
4 - Location of Residential Pitches	Combination of options 4 and 5. New allocations around larger settlements. Impact of increasing provision in existing areas would be unacceptable.	Option 4. Locate around Rugby and main rural settlements.	A combination of approaches, allocate on new sites, small expansion of existing authorised sites, assessment of unauthorised sites to see how many would be acceptable.	Try to extend or intensify then allocate new.
5 – Location of transit pitches	Option 3. Sites close to Rugby and on main routes.	Option 1. Sites close to Rugby, failing that option 3, close to Rugby and along arterial routes.	Option 3. Sites close to Rugby and on main routes.	Option 2. Along new transit routes.

Issue	Shilton & Barnacle PC	Monks Kirby PC	Wolvey PC	Hinckley & Bosworth BC
6 – Size of sites	Option 2. Smaller sites integrate better.	Option 3. Site size will be driven by family need.	Option 3. Site size will be driven by family need.	Option 3. Site size should reflect identified need.
7 – Design standards	Option 1a. Suggested design standards appropriate but need to be enforced.	Option 1a. Suggested design standards appropriate.	Option 1a. Suggested design standards appropriate.	Option 1a. Suggested design standards appropriate.
8 – Site criteria	The existing criteria are fine but need to be enforced by RBC. The availability and achievability criteria should not outweigh other criteria.	No comment.	Option 1. Existing criteria are fine.	Add a new criteria about safe walking routes.
9 – Sustainability Appraisal	No comment.	Option 1. SA is appropriate.	No comment.	Option 1. SA is appropriate.
10 – Any other issues	Issue of Gypsy and Traveller provision has been left for too long. RBC haven't taken enforcement action and made problem worse.	Issue of Gypsy and Traveller provision has been left for too long. RBC haven't taken enforcement action and made problem worse.	Issue of Gypsy and Traveller provision has been left for too long. RBC haven't taken enforcement action and made problem worse. Needs to be resolved.	May need to consider affordable provision.

APPENDIX 1 - ISSUES AND OPTIONS QUESTIONS

Issue 1 – Gypsy and Traveller Accommodation Need

Option 1 – Should the Council be planning for the level of permanent residential pitches according to:

- (a) the PPTS 2015 definition identified in the 2022 GTAA; or
- (b) the Ethnic definition identified in the 2022 GTAA?

Option 2 – Should the Council be planning for a higher level of permanent residential pitches than that identified in the 2022 GTAA (either the Ethnic definition or the PPTS 2015 definition), if so, what evidence do you have to justify this need?

Option 3 – Should the Council be planning for a lower level of permanent residential pitches than that identified in the 2022 GTAA (either the Ethnic definition or the PPTS 2015 definition), if so, what evidence do you have to justify this need?

Option 4 – Should the Council plan for a longer time period than up to 2037 (For example up to 2042)? Give reasons

Option 5 – Is there another approach to identify the Gypsy and Traveller accommodation need that the Council should consider? Please provide details of this approach in your response.

Issue 2 – Travelling Showpeople Accommodation Need

Option 1 – Should the Council be planning for any yards for Travelling Showpeople given that the latest GTAA identified no resident Travelling Showpeople in the Borough?

Option 2 – Is there another approach to identify the Travelling Showpeople need that the Council should consider? Please provide details of this approach in your response.

Issue 3 – Transit Accommodation Need

Option 1 – a) Should the Council be planning for transit/emergency stopping sites in Rugby Borough as identified in the 2022 GTAA?

Option 1 – b) Should the size of the transit/emergency stopping sites be 6-10 pitches as per the GTAA? If not, should the size be higher or lower?

Option 2 – Should the Council develop a negotiated stopping policy for Gypsy and Travellers as per the GTAA?

Option 3 – Is there another approach to the provision of transit/ emergency stopping sites that the Council should consider? Please provide details of this approach in your response.

Issue 4 – The Location of Permanent Residential Pitches

Questions:

1. Of the permanent residential pitch options outlined below which one would be the best approach?
2. Could a combination of options be used until the need is met, and if so, which options?
3. Are there any other realistic and reasonable ways in which future permanent residential pitch requirements may be met? If so, please explain in your response.

Option 1 – Increase capacity on existing authorised sites, where possible.

Option 2 – Expansion of the site area of existing authorised sites, where possible.

Option 3 – Increase capacity/ expand existing authorised sites outside of Wolvey and Shilton ward, and Dunsmore ward?

Option 4 – Allocation of new sites around the outskirts of Rugby town and the Main Rural Settlements as identified in Policy GP2 of the Rugby Borough Local Plan with good access to services and facilities.

Option 5 – Allocation of new sites in more rural areas (Rural Villages and Countryside), but still with reasonable access to essential services. [Contrary to Policy GP2]

Issue 5 – Location of Transit Pitches

Location of Transit Pitches

Q1 – Which option do you consider is the best approach for locating transit pitches within the Borough?

Option 1 – Transit sites close to Rugby (each consisting of 6-10 pitches) per site.

Option 2 – Transit sites near to main arterial routes e.g. M45 or the M6 (each consisting of 6-10 pitches). The exact location would need to be informed by detailed discussions with the Local Highway Authority.

Option 3 – a combination of sites close to Rugby and on main arterial routes

Option 4 – Combined residential/ transit pitches where provision for one or two pitches are provided for in conjunction with new permanent residential pitch provision.

Issue 6 – Size of sites

Option 1 – Provide fewer larger permanent sites to accommodate, for example, no more than 10 pitches each.

Option 2 – Provide a greater number of smaller sites to accommodate, for example, no more than 2 pitches each.

Option 3 – Is there another approach to the size of sites? Please provide details of this approach in your response.

Issue 7 – Design Standards

Option 1 A – Design standards should be set for all Gypsies, Travellers and Travelling Showpeople sites. The design standards set out in Table 1 are appropriate.

Option 1 B - Design standards should be set for all Gypsies, Travellers and Travelling Showpeople sites. However, the design standards set out in Table 1 are not appropriate. Please explain what you consider to be appropriate design standards.

Option 2 – Given the diversity of sites and locations it is not possible to set design standards. Please explain your response.

Issue 8 – Site assessment criteria

Option 1 – Do you agree with the existing suitability criteria listed in Policy DS2 of the adopted Rugby Borough Local Plan 2011-2031?

Option 2 – Should some, or all, of the existing suitability criteria listed in Policy DS2 be deleted or amended, and if so, which criteria? Please explain your response.

Option 3 – Should new criteria be added to the existing suitability criteria in Policy DS2? Please explain your response.

Option 4 – Do you agree with the availability and achievability criteria in Paragraph 6.2 above? Please explain your response.

Option 5 – Should the suitability criteria in Policy DS2 and the availability and achievability criteria in Paragraph 6.2 above be used for transit sites? If not, please explain in your response why not and if you think another approach should be used instead.

Issue 9 – Sustainability Appraisal of the Issues and Options

Option 1 – The Sustainability Appraisal of the Issues and Options is appropriate.

Option 2 – The Sustainability Appraisal of the Issues and Options is inappropriate. Please explain in your response why you consider the SA is inappropriate and provide details of how you think it should be amended.

Issue 10 – Any other issues

Are there any other issues that this Issues and Options consultation document has not identified that need to be considered as part of the preparation of the Rugby Borough Gypsy and Traveller Site Allocations DPD?

Appendix 4 – Consultation Strategy

Rugby Borough Local Plan Review – Issues and Options

Public Consultation Strategy

Document Title: Rugby Borough Local Plan Issues and Options	
What we are doing, and why	
Nature of Plan being Prepared	This document is the first round of public consultation on the new Rugby Borough Local Plan.
Purpose of Consultation	The aim of this consultation is to ensure the wider public are aware of the review of the plan and give the public and other stakeholders an opportunity to submit representations.
Nature of issues that need to be consulted upon	There are a number of stages a plan must go through prior to adoption. This first stage is a broad consultation on the overall approach the new plan should take, including whether, and to what extent, we should review the plan at this time
Why we are consulting	<p>We are carrying out this consultation to ensure all individuals and groups who may be affected by or have an interest in the Local Plan have the opportunity to voice their opinions on whether and how to proceed, and what content should be considered if a full or partial review of the plan is progressed.</p> <p>Our ambition is therefore to publicise the consultation as widely as possible using all available tools at our disposal and going above and beyond the statutory requirements and even those identified in our Statement of Community Involvement.</p>
When consultation will take place	This consultation will run for eight weeks from Monday 30 October to Friday 22 nd December 2023.
How we will publicise the consultation	
Direct notifications	<p>In accordance with the Regulations and the council’s Statement of Community Involvement the following groups will be notified directly of the consultation. This will be done by email where possible with letters sent to those for whom an email address is not available:</p> <ul style="list-style-type: none"> • all statutory consultation bodies; • all parish councils; and • all groups and individuals who have opted to be on the council’s consultation database.
Direct engagement with Parish Councils	<p>In addition to directly notifying Parish Councils, we will hold an event where three representatives of each parish council will have the opportunity to engage with officers and ask their questions.</p> <p>We want to engage closely with Parish Councils in recognition of their unique understanding of their local communities, and the role many are playing in neighbourhood planning.</p>

<p>Local publicity</p>	<p>The consultation will be promoted in the following ways, in line with the council’s Statement of Community Involvement:</p> <ul style="list-style-type: none"> • information and documents will be published on the council’s website; • the consultation will be advertised in the local newspaper; and • paper copies of the documents will be available to view at the Town Hall, Rugby Library, Dunchurch Community Library and Wolston Library. <p>In addition to making consultation documents available at the above locations, a series of display boards will also be provided to draw further attention.</p> <p>We will also ask parish councils to publicise the consultation in their parish newsletters/magazines and on noticeboards.</p> <p>We will identify community and faith groups and contact them to let them know about the consultation.</p>
<p>Use of digital technology</p>	<p>We will promote the consultation via the Council’s social media channels:</p> <ul style="list-style-type: none"> • Facebook • Twitter <p>We will work with the Communications team to schedule social media posts to coincide with the launch of the consultation, the mid-point, and a final reminder of the consultation deadline as a minimum.</p> <p>Social media may also be used to promote events (see below) scheduled through the consultation period, which will enable interested parties directly engage with officers to ask questions.</p> <p>We will also explore the potential to develop a short, animated video to explain in 2-3minutes what the consultation is and why it is important. Such videos have been used to some effect for both the Warwickshire Local Transport Plan, and the South Warwickshire Local Plan Issues and Options.</p> <p>The video may be shared via the following methods:</p> <ul style="list-style-type: none"> • On the Council website • Via the social media channels outlined above • At events (see below)
<p>Events</p>	<p>A series of events will be held to enable interested parties to obtain further information and have their questions answered. Some of these events will be in person, and some online. This provides different opportunities for individuals to engage directly with officers, allowing for different personal preferences, capacity to travel, and balancing such events with other commitments.</p>

	<p>Exact dates, times and locations are to be confirmed, but in outline the following is proposed:</p> <p>Online events (MS Teams)</p> <ul style="list-style-type: none"> • two open 1 hour events, at least one to be in the evening • A short (15minute) presentation from officers to outline the context, followed by 45-minute Q&A • Questions to be added in the chat function <p>In- person events</p> <ul style="list-style-type: none"> • Six in person events – drop-in sessions at Rugby town centre, Dunchurch, Wolston, Cawston, Brownsover, Wolvey
<p>Engagement with the business community</p>	<p>The Senior Economic Development Officer will publicise the consultation with the Chamber of Commerce, Warwickshire Growth Hub and local businesses.</p>
<p>Accessible Inclusive Consultation</p>	<p>As outlined above the consultation will be promoted both online and in the local newspaper and the document will be available to read both online or in hard copy form.</p> <p>In addition to this, to ensure the consultation is accessible and inclusive, the following measures will be put in place:</p> <ul style="list-style-type: none"> • Paper copies of the documents can be posted out to individuals upon request; • Individuals can call or email to discuss the document with a planning officer; • Adapted versions of the document can be produced on request, e.g. large print; • Representations can be submitted by email or post.
<p>How comments will be taken into account</p>	<p>Each representation will be read and carefully considered. Representations will be taken into account in the preparation of the new plan along with national policy and the evidence base.</p> <p>Before a plan can be adopted it must be examined in public by a planning inspector.</p>
<p>How comments will be reported</p>	<p>A consultation statement will be published following the close of the consultation. This will include:</p> <ul style="list-style-type: none"> • a list of the persons consulted; • a summary of each representation; and • a comment on how each representation has been considered.

Appendix 5 – Sustainability Appraisal Scoping Report



**RUGBY BOROUGH LOCAL PLAN
SUSTAINABILITY APPRAISAL –
SCOPING REPORT
OCTOBER 2023**

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2. INTRODUCTION

WHAT IS A LOCAL PLAN?

- 2.1. Rugby Borough Council is currently producing a new local plan which will replace the Rugby Borough Local Plan 2011-2031 (adopted June 2019). The new Local Plan will set out the vision, objectives, planning policies and site allocations that will guide development up to 2041. As part of the review, the Council is required to undertake a Sustainability Appraisal (SA) of the Local Plan.
- 2.2. The purpose of the SA is to promote sustainable development by assessing the extent to which the Local Plan, when judged against reasonable alternatives, will help to achieve relevant environmental, economic, and social objectives. The SA can result in changes to site allocations and planning policies to make them more sustainable and/or recommended options that can mitigate the identified impacts.
- 2.3. The legal requirement to undertake SA during the preparation of a local plan comes from Section 19 of the Planning and Compulsory Purchase Act 2004. Paragraph 32 of the National Planning Policy Framework (NPPF) sets out the requirement for local plans to be informed throughout their preparation by a sustainability appraisal that meets the relevant legal requirements.
- 2.4. The SA should demonstrate how the plan has addressed relevant economic, social and environmental objectives including opportunities for net gains. Significant adverse impacts on these objectives should be avoided and, wherever possible, alternative options which reduce or eliminate such impacts should be pursued. Where significant adverse impacts are unavoidable, suitable mitigation measures should be proposed or, where this is not possible, compensatory measures should be considered.
- 2.5. The government's national Planning Practice Guidance (PPG) amplifies the guidance in the NPPF and sets out advice about how sustainability appraisal should be undertaken, detailing the key stages of the process and how they relate to the preparation of a local plan. This process is shown in Figure 1 on the following page.

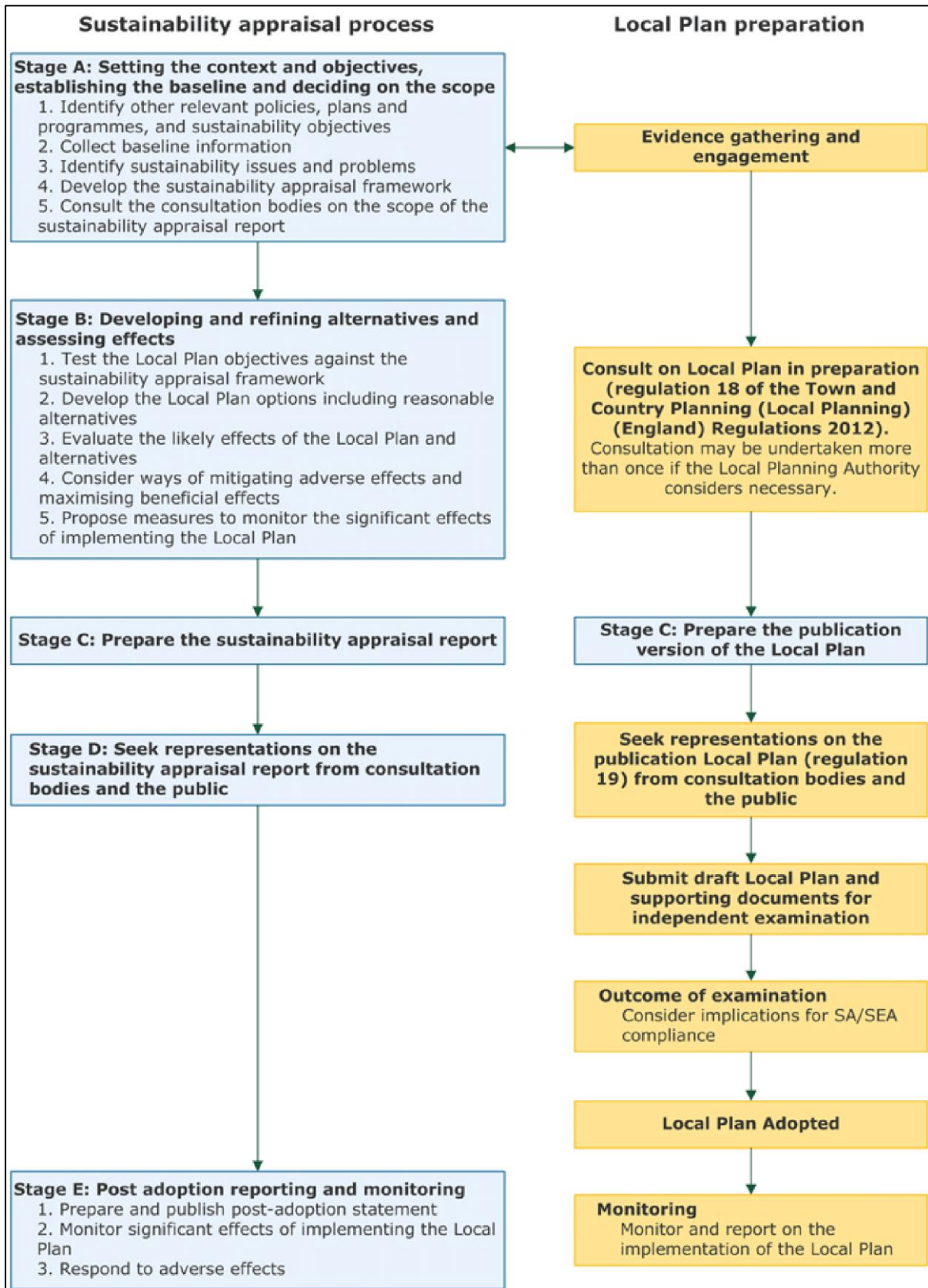


Figure 1 - The Sustainability Appraisal and the local plan process

- 2.6. This Scoping Report addresses Stage A – ‘the scoping stage’. The scoping stage is the first part of the SA process and identifies what should be covered and in how much detail. It establishes the context, objectives and approach of the appraisal and identifies relevant environmental, economic and social issues and objectives.
- 2.7. This document is not the Sustainability Appraisal Report. It forms the first stage in the preparation of the Sustainability Appraisal Report.
- 2.8. An overview of the steps involved in Stage A is shown in Figure 2. A detailed breakdown of each section of this report is listed later in this section in Table 1.

Stage A: Setting the context and objectives, establishing the baseline and deciding on the scope

- Identify other relevant policies, plans and programmes, and sustainability objectives
- Collect baseline information
- Identify sustainability issues and problems
- Develop the sustainability appraisal framework
- Consult the consultation bodies on the scope of the sustainability appraisal report

Figure 2: What is addressed in Stage A – ‘the scoping stage’

- 2.9. The purpose of the SA is to promote sustainable development. The most commonly cited definition of sustainable development stems from the Brundtland Report of 1987 ‘Our Common Future’. It defines sustainable development as:

‘Meeting the needs of the present without compromising the ability of future generations to meet their own needs’¹

- 2.10. In the United Kingdom, the Government seek to achieve sustainable development in all planning policies and decisions. National Planning Policy sets out three overarching objectives which local plans and decision making need to pursue to achieve sustainable development:

*an economic objective –to help build a strong, responsive and competitive economy.
 a social objective –to support strong, vibrant and healthy communities.
 an environmental objective –to protect and enhance our natural, built and historic environment.*

- 2.11. It is a statutory requirement for each local planning authority to have an up-to-date local plan.
- 2.12. Following this introductory section, the Scoping Report is split into five sections. To fulfil the regulatory requirements of SA the five sections in this report mirror the five steps set out in national Planning Practice Guidance for ‘Stage A –the scoping stage’. The content and purpose of each section are set out in Table 1.

¹ Resolution 42/187 of the United Nations General Assembly

<p>Stage A1–Policies, plans and programmes, & sustainability objectives</p> <ul style="list-style-type: none"> • Stage A1 identifies and summarises the relevant policies, plans and programmes from relevant international, national, regional and local strategies and guidance. It also identifies the sustainability objectives which influence the review. • This establishes how the Local Plan is affected by external factors and helps to identify ideas for how constraints can be addressed, and to help to identify SA objectives. • A review of relevant policies, plans and programmes is contained in the Background Papers which will accompany the review plan when published for Regulation 18 consultation later in 2023. A list of the range of policies, plans and programmes reviewed is set out in Appendix 1: Policies, Plans and Programmes.
<p>Stage A2–Collecting Baseline Information (Borough Profile)</p> <ul style="list-style-type: none"> • Stage A2 sets out the latest information relating to the Borough that is used to identify issues and trends which may need addressing through the Local Plan. The baseline data includes social, economic and environmental information. Establishing a baseline helps to identify current issues and is useful in monitoring the ongoing effectiveness of the Local Plan. Local information and trends are compared with wider regional and national data where available. • The baseline information provides an evidence base for environmental problems, the prediction of effects, and future monitoring; it also helps in the development of SA objectives. • The baseline information will be updated throughout the plan period.
<p>Stage A3–Identifying sustainability issues and problems</p> <ul style="list-style-type: none"> • Stage A3 draws out the key issues and trends that can be seen in the baseline information and the review of relevant policies, plans and programmes. It also identifies key sustainability objectives and sustainability issues which the Local Plan should consider. • This helps to focus and streamline the SA, including the baseline information analysis, the setting of the SA objectives, and prediction of effects and monitoring.
<p>Stage A4–Developing the sustainability appraisal framework</p> <ul style="list-style-type: none"> • Stage A4 establishes the sustainability appraisal framework which consists of sustainability objectives that provide a basis for assessing whether the objectives, policies and proposals of the Local Plan are the most appropriate to achieve sustainable development. • SA objectives will test the environmental effects of the plan or compare the effects of alternatives. They provide a framework in which the social, environmental and economic effects of the plan can be tested and success of failure in meeting sustainability objectives can be measured.
<p>Stage A5–Consulting on this scoping report</p> <ul style="list-style-type: none"> • Sets out the consultation process for this scoping report. The section details the key bodies who are consulted and how they can view the document and offer their comments. • This helps to ensure the SA covers the likely significant environmental effects of the plan.

Table 1 – Structure of the Scoping Report

3. POLICIES, PLANS AND PROGRAMMES, & SUSTAINABILITY OBJECTIVES – STAGE A1

- 3.1. To meet the requirements of the SEA Directive and national policy and guidance it is necessary to take account of other relevant policies, plans, programmes (PPPs) and the sustainability objectives contained within them.
- 3.2. A review has been undertaken of an appropriate range of PPPs and their sustainability objectives which may inform and influence the review plan policies and allocations. Only pertinent PPPs appropriate to the content and level of detail in the new plan are included in the review. While many international and national policies have an indirect influence on the Local Plan, it is considered that these are translated into more immediate national and local documents. For this reason, high-level international policies, plans and programmes (such as those relating to internationally important habitats) are not individually considered.
- 3.3. A list of the range of policies, plans and programmes reviewed is set out in Appendix 1: Policies, Plans and Programmes.

4. COLLECTING BASELINE INFORMATION – STAGE A2

- 4.1. This section discusses ‘Stage A2’ and the baseline information applicable to Rugby Borough. This profile contains facts and figures which are used to identify the issues which the new plan needs to address.
- 4.2. This baseline information refers to the existing environmental, economic and social characteristics of the area which may be affected by the Local Plan and considers the likely evolution of the area without the implementation of a new Local Plan. Where appropriate, data is included showing historic and potential future trends. This information helps to measure the potential effects of the implementation of the new Local Plan and its policies and site allocations.
- 4.3. Schedule 2 of The Environmental Assessment of Plans and Programmes Regulations 2004 sets out the issues which must be covered in the baseline information. Where available the latest information about the Borough is presented.
- 4.4. Key issues arising from the information in the profile are summarised using social, economic and environmental indicators in the table at the beginning of each profile section. The information reflects the current situation concerning a particular issue and where information is available it also includes the historic trend. Where appropriate, national and regional targets have been included which have been set by the government and other relevant organisations such as the Environment Agency. Local targets have been included where these have been set

within existing council plans and strategies.

4.5. An appraisal of relevant key issues arising from the profile will be included in the Sustainability Appraisal. These appraisals will include:

- The social, environmental and economic consequences of particular indicators;
- whether any problems are permanent or temporary;
- whether it would be difficult to remedy these problems; and
- has there been, or will there be significant cumulative effects

CLIMATE CHANGE

4.6. The Government regularly publishes Local Authority and regional carbon dioxide emissions national statistics. Emissions for Rugby Borough have fallen between 2005-2019 from 23.7t per capita to 16.4t per capita. Per capita emissions in the plan area within the scope of influence of the local authorities fell most years between 2005 and 2019 as shown in Table 2.

Year	Total Emissions (kt CO ₂)	Per capita emissions (t)
2005	2,167.3	23.7
2006	2,225.5	23.9
2007	2,454.2	25.9
2008	2,219.1	23.0
2009	2,087.6	21.4
2010	2,100.5	21.2
2011	2,088.2	20.8
2012	1,931.1	19.1
2013	1,955.1	19.2
2014	1,979.3	19.2
2015	1,839.5	17.6
2016	1,956.0	18.6
2017	1,814.9	17.1
2018	1,862.2	17.4
2019	1,791.0	16.4

Table 2: Carbon dioxide emissions estimates in Rugby 2005-2019

4.7. Domestic and commercial between 2005 and 2019 saw the greatest drop in carbon dioxide emissions. Within Rugby Borough, industry remained the main contributor of the highest level of emissions mainly related to large industrial installations.

Emission Source (kt)	2005	2019
Industry	1,273.8 (59%)	1,093.9 (61%)
Commercial	130.3	83.6
Public Sector	39.0	19.1
Domestic	240.7 (11%)	157.4 (9%)
Transport	481.4 (22%)	442.9 (25%)
Total	2,167.3	1,791.0

Table 3: Changes in carbon dioxide emissions by sector for Rugby Borough between 2005 and 2019

POPULATION

- 4.8. The Office for National Statistics produced a snapshot of changes for each authority between the 2011 and 2021 Censuses. Between the last two censuses (held in 2011 and 2021), the population of Rugby increased by 14.3%, from around 100,100 in 2011 to around 114,400 in 2021. This means Rugby's population saw the largest percentage increase in the West Midlands. The population of the West Midlands increased by 6.2%, while the population of England rose by 6.6%.
- 4.9. In Rugby, the percentage who were employed rose from 61.0% in 2011 to 61.4% in 2021. During the same period, the regional percentage fell from 54.4% to 53.3%. The percentage of people aged 16 years and over who were unemployed (excluding full-time students) in Rugby fell from 3.2% to 2.1%, while the percentage of people aged 16 years and over who were retired (economically inactive) decreased from 22.6% to 21.9%.
- 4.10. In the latest census, around 90,100 Rugby residents said they were born in England. This represented 78.8% of the local population. The figure has risen from just under 84,500 in 2011, which at the time represented 84.4% of Rugby's population. Poland was the next most represented, with just over 3,800 Rugby residents reporting this country of birth (3.3%). This figure was up from just over 2,300 in 2011, which at the time represented 2.3% of the population of Rugby. The number of Rugby residents born in India rose from around 1,100 in 2011 (1.1% of the local population) to around 2,200 in 2021 (1.9%). Rugby saw the West Midlands' joint third-largest percentage-point rise (alongside [Coventry](#)) in the proportion of people who did not identify with any national identity associated with the UK (from 7.6% in 2011 to 11.8% in 2021). Every local authority area across the West Midlands saw a rise in the percentage of people who did not identify with any national identity associated with the UK, as the regional percentage grew from 6.2% to 8.7%.
- 4.11. In 2021, 7.6% of Rugby residents identified their ethnic group within the "Asian, Asian British or Asian Welsh" category, up from 5.2% in 2011. The 2.4 percentage-point change was the largest increase among high-level ethnic groups in this area. Across the West Midlands, the percentage of people from the "Asian, Asian British or Asian Welsh" ethnic group increased from 10.8% to 13.3%, while across England the percentage increased from 7.8% to 9.6%. In 2021, 85.7% of people in Rugby identified their ethnic group within the "White" category (compared with 90.5% in 2011), while 2.8% identified their ethnic group within the "Mixed or Multiple" category (compared with 2.0% the previous decade). The percentage of people who identified their ethnic group within the "Black, Black British, Black Welsh, Caribbean or African" category increased from 2.0% in 2011 to 2.7% in 2021.
- 4.12. In 2021, 36.1% of Rugby residents reported having "No religion", up from 24.3% in 2011. The rise of 11.9 percentage points was the largest increase of all broad religious groups in Rugby. Because the census question about religious affiliation is voluntary and has varying response rates, caution is needed when comparing figures between different areas or between censuses. Across the West Midlands, the percentage of residents who described themselves as having "No religion" increased from 22.0% to 32.9%, while across England the percentage increased from 24.8% to 36.7%. In 2021, 50.5% of people in Rugby described themselves as Christian (down from 63.7%), while 5.9% did not state their religion (down from 6.8% the decade before).

4.13. In 2021, 6.2% of Rugby residents were identified as being disabled and limited a lot. This figure decreased from 7.5% in 2011. In 2021, around 1 in 10 people (10.0%) were identified as being disabled and limited a little, compared with 9.6% in 2011. The proportion of Rugby residents who were not disabled increased from 82.8% to 83.8%. The decrease in the proportion of residents who were identified as being disabled and limited a lot was greater across the West Midlands (1.9 percentage points, from 9.9% to 8.0%) than in Rugby (1.3 percentage points). Across England, the proportion fell by 1.6 percentage points, from 9.1% to 7.5%.

DEPRIVATION

4.14. In 2019, Rugby Borough ranked out 222 of 317 local authorities (1 being the most deprived). Rugby performs particularly well in relation to measures relating to IDAOP (Income Deprivation Affecting Older People Index), Employment and Education, Skills & Training. The Borough performs less favourably in relation to Crime (ranked 142 out of 317). It also performed lower than other ranks in relation to Living Environment which considers the quality of housing as well as air quality and road traffic accidents. The majority of the most deprived areas fall around the centre of Rugby town and to the north and west of Rugby Borough.

EDUCATION

4.15. There are 52 schools in Rugby Borough, including 33 primary schools, nine secondary schools, five independent schools and five special needs schools and children centres. The greatest concentration of schools is within Rugby town. Rugby Borough has a high percentage of highly qualified residents in comparison to a relatively low percentage of residents with no qualifications - this enables the Borough to support a range of professional and skilled occupations.

HEALTH

4.16. A general hospital (Hospital of St Cross) lies south the South of Rugby town providing a range of services. The health of the population of Rugby Borough is generally comparable to or better than the England average. However, road casualties are significantly higher.

OPEN SPACE, SPORT AND RECREATION

4.17. Rugby Borough Council is responsible for over 230 hectares of green space within the Borough. This includes a diverse portfolio including Caldecott Park, Diamond Jubilee Wood at Ashlawn Road and Wildlife areas at Newbold Quarry Park. An audit of open spaces within Rugby was carried out in 2008 as part of the evidence base for the Local Plan 2011-2031. For the urban area of Rugby, access to greenspaces is excellent, although there were a number of deficiencies highlighted in certain typologies including allotments and community gardens in the north and central part of the town. In the rural parts of the Borough it was concluded that accessibility is reasonable although local facilities such as play and allotments are in many areas sporadic and accessibility is an issue with some villages not having any provision. However, for the typologies covering natural/semi natural green space and sports pitches, where driving accessibility is more relevant, accessibility was very good with no deficiencies identified. Rugby Borough's first Green Space Strategy was published in 2014 setting out the policies for delivery and management of green space within the Borough over the next 10 years.

4.18. In 2015, an Open Space, Playing Pitch and Sports Facilities Study was carried out to ensure the delivery of a strategic network of open space, sports facilities and playing fields up to 2031. The study concluded that there is sufficient space for athletics, swimming pool space, tennis, rugby and general sports hall space. However, up to 2031 there will be a need for cricket grounds, a hockey pitch, football pitches, gymnastics space and squash courts. Over 60% of the supply of fitness stations and studio provision is provided by the commercial sector. The amount of allotment space in Rugby Borough is higher than in similar authorities. As of September 2015 there were 255 people on the Council's waiting list for an allotment.

CRIME

4.19. Rugby is the safest major town in Warwickshire. However, the overall crime rate in Rugby Borough in 2021 was 74 crimes per 1,000 people which compares poorly to Warwickshire's overall crime rate, coming in 14% higher than the Warwickshire rate of 63 per 1,000 residents. The most common crimes in Rugby Borough are violence and sexual offences, with 2,680 offences during 2021. This is 3.9% higher than 2020's figure of 2,576 offences.

TRANSPORT

4.20. Rugby Borough is positioned in a central part of England, within close proximity of key parts of the strategic road network. The principal roads that run through the Borough are the M6, A5, M45 and M69. The M1 and A1 are within close proximity of the eastern boundary of the Borough. Rugby is on the national rail network, providing access to London, the Midlands, the North West and Scotland, with connections to Coventry and Nuneaton in the west and Milton Keynes and Northampton in the east. A regular train service runs from Rugby town to Birmingham. The number of trips at Rugby Train station has increased by 39% over the last five years. A new strategic parkway station at Houlton, close to M1 Junction 18, east of Rugby with 260+ car parking spaces has been proposed with an estimated delivery timescale by 2028.

4.21. Approximately four miles from Rugby Town Centre is the Daventry International Rail Freight Terminal, one of the key rail freight interchanges in Europe. Birmingham Airport is approximately 27 miles east of the Borough.

BIODIVERSITY

4.22. Rugby Borough contains several national and local designated biodiversity and geodiversity sites. There are no sites of international importance within Rugby Borough. However, Rugby Borough contains many national and local designations as set out below:

- Seven Sites of Special Scientific Interest (SSSI)
- Four Local Nature Reserves
- Twelve Sites of Importance for Nature Conservation (SINCs)
- Two Regionally Important Geological Sites

4.23. All of the SSSIs are located to the west and south west of the Rugby Urban Area. Rugby Borough contains two geological SSSIs, Ryton and Brandon Gravel Pits and Wolston Gravel Pit. Rugby Borough contains all or parts of five biological SSSIs: Brandon Marsh, Coombe Pool, Ryton Wood, Draycote Meadows and Stockton Railway Cutting and Quarry. The four Local Nature Reserves within Rugby Boundary are Ashlawn Cutting, Newbold Quarry Park, Swift

Valley and Cock Robin Wood. Throughout Rugby Borough the 12 SINCs are Oxford Canal Meadows, Abbotts Farm, Lime Kilns, Osier Meadow, Cawston Spinney, Wolvey Rush Pasture, Manor Farm Meadows, Home Farm Grasslands, Sally's Hole, Brandon Little Wood and Burton Hill Meadows.

- 4.24. There are no SACs in Rugby Borough. Ensor's Pool, located in Nuneaton and Bedworth Borough and within 10km of the Rugby Borough boundary, has three statutory designations as a Special Area of Conservation (SAC), a Site of Special Scientific Interest (SSSI) and a Local Nature Reserve (LNR). Ensor's Pool is designated as part of the Natura 2000 network because of the presence of the white clawed-crayfish. Rugby Borough contains three broad habitats: woodland, grassland and marsh and open water. There is a large concentration of ancient woodland located to the west of Rugby Borough. The Oxford Canal in Rugby provides a valued semi-natural habitat for wildlife and its connectivity to the wider canal network and proximity to other areas of Green Infrastructure.

HISTORIC ENVIRONMENT

- 4.25. Within Rugby Borough there are 19 Conservation Areas which are located in a number of the villages throughout the Borough and within the urban area. A Conservation Area covers a larger part of Rugby town centre with an additional designation covering the Rugby School grounds and adjoining residential/commercial areas. Beyond the urban area there is a large Conservation Area covering Coombe Abbey Registered Park and Garden and Listed Buildings. The remaining conservation areas are found in the following villages throughout the Borough: Brandon, Brinklow, Churchover, Clifton upon Dunsmore, Dunchurch, Easenhall, Leamington Hastings, Monks Kirby, Stretton-on-Dunsmore, Thurlaston, Wolston.
- 4.26. There are six Grade I Listed Buildings, 30 Grade II* Listed Buildings and 460 Grade II Listed Buildings in the Borough. In addition, there are 26 Scheduled Monuments and five Registered Gardens at Bilton Grange (Grade II), Coombe Abbey (Grade II*), Ryton House (Grade II), Newnham Paddox (Grade II) and Dunchurch Lodge (Grade II). There are currently nine assets on the Heritage at Risk Register within the Borough. The majority of these assets consist of Scheduled Monuments with one building (Ryton House, Ryton-on-Dunsmore) which is in an unsatisfactory condition.

LANDSCAPE

- 4.27. The landscape of Rugby Borough is a gently undulating lowland of hills and vales traversed by the rivers of the Avon and Leam. A plateau rises to the north and ironstone fringe hills lie to the south east. Outside the urban area of Rugby town the area is a generally well-settled rural landscape with major roads running through it, with associated large-scale commercial development. The area includes three national character areas- the Leicester Vales to the north, Dunsmore and Feldon to the south and the Northamptonshire Uplands covering the eastern fringes. There are no nationally or locally designated landscapes within the Borough.
- 4.28. The most recent landscape character assessment for Rugby Borough was carried out in 2006. It found that the landscape in the north of Rugby is in particularly weak condition. To the south of the town the southern escarpment is of particular importance being highly sensitive and in strong condition. There are a number of sites of local significance around the urban fringe whose condition is in decline. These areas would benefit from further protection and

enhancement measures to ensure their long-term benefit to future generations. These include Hillmorton Locks, Newbold, Cosford, Newton and the River Avon corridor. There are large areas to the east of the town where the condition of the landscape is also in decline but which are in less sensitive locations. There is no landscape located within the urban fringe that is of low sensitivity.

4.29. National Character Area (NCA) profiles created by Natural England are used to define the specific combination of landscape, geodiversity, biodiversity, history, culture and economic activity in the area. NCAs follow natural lines in the landscape instead of administrative boundaries. Rugby Borough lies within three National Character Areas. The parishes of Binley Woods; Brinklow; Long Lawford; Ryton-On-Dunsmore, Stretton-On- Dunsmore; and Wolston lie within National Character Area 96: Dunsmore and Feldon. Wolvey lies within National Character Area 94: Leicestershire Vales.

4.30. Small areas to the east within Rugby Borough lie within National Character Area 95: Northamptonshire Uplands. Much of the west of the Borough, around Coventry, is Green Belt. These National Character Areas are summarised below:

- 94 Leicestershire Vales - Leicestershire Vales National Character Area (NCA) shares many characteristics with the neighbouring Northamptonshire Vales NCA. The Leicestershire Vales extend between the town of Hinckley in the west to Leicester in the northeast and southwards towards Market Harborough and Lutterworth. This is a large, relatively open, uniform landscape composed of low-lying clay vales interrupted by a range of varied river valleys. Its sense of place comes less from its overall landform and more from its visually dominant settlements and views towards surrounding higher ground. The city of Leicester dominates the north-eastern corner of the NCA. Other large- to medium sized settlements include the towns of Market Harborough, Lutterworth and Hinckley, with many attractive small towns, villages and buildings and features of historic interest in between. The north of the area has a predominance of settlements and a general lack of tranquillity; this contrasts strongly with the distinctly more rural feel in the southern part of the area, where a mixture of arable and pastoral farmland is found.
- 95 Northamptonshire Uplands - The Northamptonshire Uplands National Character Area (NCA) is an area of gently rolling, limestone hills and valleys capped by ironstone-bearing sandstone and clay Lias, with many long, low ridgelines. Rivers flow out from the NCA in all directions, including several major rivers – the Cherwell, Avon, Welland, Tove, Ouse, Nene and Ise. While there are areas of differing character, there are strong unifying landscape features across the Northamptonshire Uplands, most importantly the extensive areas of open field systems with ridge and furrow and the earthworks of deserted and shrunken settlements which occur throughout. Other features include the strong, mostly Parliamentary enclosure pattern with high, wide, A-shaped hedgerows bounding the largely rectilinear fields with their frequent mature ash and oak trees; the many country houses and their associated extensive areas of historic and nationally important designed parkland landscapes; the distinctive ironstone, cob and brick nucleated settlements with their large stone churches, often with prominent steeples; the narrow lanes with very wide grassy verges; and the small, scattered but prominent broadleaved woods and coverts. There are also wide, long-distance views from the edges and across the ridgetops throughout the area.
- 96 Dunsmore and Feldon - Dunsmore and Feldon is predominantly a rural, agricultural

landscape, crossed by numerous small rivers and tributaries and varying between a more open character in the Feldon area and a wooded character in Dunsmore. The name Feldon refers to the old English term *feld* meaning 'open cleared land' and expresses the contrast, in medieval times, with the more wooded Arden area to the north-west. The area is mainly within Warwickshire, with the southern boundary delineated by the steep limestone escarpment of the Cotswolds, and the northern boundary by the Leicestershire Vales. To the west lie the well-wooded pastures of Arden, together with the Severn and Avon Vales, while the undulating pastures and low hills of the Northamptonshire Uplands form the eastern border. It is an important food producing area and the agricultural expanse of large arable fields, improved pasture and small villages forms a transitional landscape between the surrounding National Character Areas (NCAs). The land to the north comprises the wedge-shaped area of low ridges and valleys lying between Leamington Spa, Coventry and Rugby, and is known as Dunsmore. This still retains a character of historic heathland and woodlands such as the Princethorpe Woodlands which are the most important cluster of ancient woodlands in Warwickshire and an outstanding example of a large area of semi-natural habitat. The woods sometimes create a sense of confinement in the generally open landscape. The fringes of the plateaux are all similar in character but have open views framed by low hills and settlements.

AIR QUALITY

- 4.31. Air pollution is associated with a number of adverse health impacts. It is recognised as a contributing factor in the onset of heart disease and cancer. Additionally, air pollution particularly affects the most vulnerable in society: children, the elderly, and those with existing heart and lung conditions. There is also often a strong correlation with equalities issues because areas with poor air quality are also often less affluent areas.
- 4.32. Rugby Borough Council produces an annual report outlining the air quality monitoring which has taken place and potential impacts to air quality not currently being monitored. The monitoring of air quality focuses on nitrogen dioxide, particulate matter (dust) and sulphur dioxide. The main pollutants within Rugby Borough are from road traffic in particular the M6, M69 and M45. Monitoring data for 2020 showed a continuation of an overall decreasing trend in annual mean NO₂ concentrations since 2016.
- 4.33. There is an obligation on all local authorities under Part IV of the 1995 Environment Act to review regularly and assess air quality in their areas and to determine whether or not national air quality objectives are likely to be achieved. Where exceedances are considered likely, the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place in pursuit of required air quality improvements.
- 4.34. Rugby Borough Council declared an Air Quality Management Area (AQMA) in 2004 for exceedances of the annual mean NO₂ objective. This area covers the whole urban area of Rugby bounded by the southern boundary with West Northamptonshire Council, the A5, M6, minor roads to the west of Long Lawford, A45 and M45. Between 2011 and 2015, Rugby was below the national average for the Public Health Framework Indicator, 'Fraction of mortality attributable to particulate air pollution'.

WASTE

- 4.35. Warwickshire County Council has adopted the Warwickshire Waste Core Strategy Local Plan 2013-2028 which sets out the spatial strategy, vision, objectives and policies for managing waste for a 15-year plan period up to 2028. It also provides the framework for waste development management including implementation and monitoring. There are currently five active landfills in the county receiving the complete range of waste including stabilised non-reactive hazardous waste cells at two landfills. New waste facilities will be developed on industrial estates, brownfield industrial land and existing waste management facilities.
- 4.36. Between 2019-2020, a total of 44,246 tonnes of waste was collected within Rugby Borough, of which 39,750 tonnes was household waste. This compares with 47,146 tonnes and 43,680 tonnes respectively in 2014-2015. In 2019-2020, 17,989 tonnes of household waste were sent for recycling/composting/re-use, equating to 45% of waste collected. This figure is slightly higher than the overall recycling rate for England of 43.2% of all waste. Between 2014-2015 within Rugby Borough, 46% of household waste was recycled/composted/re-used.

SOIL

- 4.37. The Agricultural Land Classification (ALC) system provides a framework for classifying land according to the extent to which its physical or chemical characteristics impose long-term limitations to agricultural use. The principal factors influencing agricultural production are soil wetness, drought and erosion. These factors, together with interactions between them, form the basis for classifying land use into one of five grades, where 1 describes land as excellent (land of high agricultural quality and potential) and 5 describes land as very poor (land of low agricultural quality and potential). Land falling outside these scores is deemed to be 'primarily in non-agricultural use', or 'predominantly in urban use'. Grade 3 can be further separated into grades 3a and 3b, although this requires further local surveys and therefore such data is only available for small areas. Grades 1, 2 and 3a are considered to be best and most versatile agricultural land. According to Natural England's Agricultural Land Classification, land within Rugby Borough mainly comprises Grade 3 agricultural land, although there are small areas of Grade 2 land in the north and west of the Borough as well as to the south of Rugby town.

GEOLOGY AND MINERALS

- 4.38. The geology of Rugby Borough consists predominantly of sedimentary rocks and is represented by three major geological periods from the older Permian rocks through the Triassic to the younger Jurassic period. The Permian rocks make up less than 0.5% of the geology consisting of some Sherwood Sandstones. The Borough is dominated by Triassic limestone rocks, which make up approximately 60% of the geology. Limestones are impervious and do not allow water to percolate so readily but tend to be indicative of well-drained land due to their common well-jointed characteristics. The remaining 40% of the geology in the Borough is represented by Jurassic argillaceous rocks; clay rich rocks where soils are not so well drained.
- 4.39. There are two sites designated as Local Geological Sites (formerly Regionally Important Geological Sites, RIGS) in the Borough (Parkfield Road Quarry, and Royal Oak Gravel Pit & Cutting). Parkfield Road Quarry was designated as it is a good example of Rugby Limestone, while Royal Oak
- 4.40. Gravel Pit and Cutting is a good example of the Hillmorton Member of the Middle Pleistocene

Wolston Formation.

CONTAMINATED LAND

4.41. Land can be contaminated by a variety of sources, such as waste disposal, industry or naturally occurring substances. For land to be classed as contaminated, it must pose a significant risk to either humans, wildlife or water resources. Rugby Borough published its Contaminated Land Strategy in 2001. The Contaminated Land Strategy sets out the steps taken to identify, inspect and remediate contaminated land. By law, a local authority must keep a public register of contaminated land. There are currently no entries on the Rugby Borough register of contaminated land.

WATER

4.42. The major river running through Rugby Borough is the River Avon which flows through Rugby town and eventually meets the River Severn. The other main rivers in Rugby Borough are the River Swift, River Anker, Clifton Brook, Withy Brook, River Leam, Millholme Brook, Birdingbury Brook, River Itchin and Sow Brook.

4.43. The EU Water Framework Directive (2000/60/EC) looks at the ecological and chemical health of both groundwater and surface water with the aim of achieving 'moderate or good ecological status' and 'good chemical status' by 2027, and to ensure that there is no deterioration from existing statuses. The House of Commons published a water quality in rivers report in 2022. Only 14% of rivers in England can currently claim to have good ecological status. The Government is not on track to meet the Water Framework Directive requirement for all rivers to reach good status by 2027.

4.44. The Environment Agency collects data in relation to the Avon Warwickshire Management Catchment. The latest published data was 2019. Within this catchment there are three operational catchments, all of which fall within Rugby Borough: Avon Rural Rivers and Lakes; Avon – Midlands West and Avon Urban Rivers and Lakes. Across the Avon Warwickshire Management Catchment there are 78 water bodies mainly consisting of river, canals and surface water transfers and lakes. All of the 78 waterbodies failed the chemical status. In relation to ecological status, one waterbody was rated as good; 54 waterbodies were rated as moderate; 22 were rated as poor and one was rated as bad.

FLOOD RISK

4.45. Flood risk in the Borough is implicitly linked to climate change considering the changes predicted in weather patterns and the impact this will have on river levels and the ability for safe infiltration of surface water. The most substantial areas of flood risk lie along the main water bodies of Rugby Borough particularly the River Avon which flows through Rugby town. The floodplains along the River Avon and its tributaries largely fall within Flood Zone 3 with small areas within Flood Zone 2. There are multiple water storage areas along the River Avon within and on the edges of Rugby town. A large area on either side of the southern end of the A5 which cover mainly undeveloped land lies within Flood Zone 3. The risk of flooding in the Borough has been determined through the production of a Strategic Flood Risk Assessment (SFRA), which identifies the Main Rivers, ordinary watercourses and flood zones, including the functional floodplains and provides an assessment of the implications of climate change on flood risk.

5. IDENTIFYING SUSTAINABILITY ISSUES AND PROBLEMS – STAGE A3

- 5.1. An analysis of the review of relevant policies, plan, programmes and sustainability objectives and the baseline data in the profile has highlighted the economic, environmental and social issues that need to be considered in the Local Plan and SA appraisal.
- 5.2. The key sustainability issues that need to be addressed by the Local Plan are shown in Table 2. These key issues are drawn together and summarised thematically. The issues identified are taken forward and developed into similar themes in the SA framework with individual sustainability objectives seeking to address the identified issues.
- 5.3. A key sustainability issue has been identified where:
 - An issue is considered to be of significance in international and/or national policy and can be influenced by local planning policy; and/or
 - a relevant indicator/measurement is approaching or has breached a recognised target in Rugby Borough; and/or
 - the Borough performs significantly worse in comparison with national averages, county averages or other appropriate geographies; and/or
 - there is a common consensus among local stakeholders that the matter is a critical sustainability issue for the Borough.
- 5.4. It is recognised that the sustainability issues facing the Borough will change over time and need to be continually reviewed using the most up to date information and to reflect identified priorities. Table 2 sets out the key sustainability issues for the Borough; fourteen have been identified.
- 5.5. The Council is aware that the Covid-19 pandemic/Brexit will continue to impact on economic, social and environmental objectives over the medium and long-term future. These impacts will not yet be fully understood. Consequently, it is recognised that the key sustainability issues set out in Table 2 may need further review as the new plan is progressed. However, it is considered that Table 2 identifies the key issues facing the Borough.

ISSUE 1: MITIGATING AND ADAPTING TO CLIMATE CHANGE

The Local Plan needs to:

- deal with the consequences of climate change in a proactive way by taking into account the long-term implications for flood risk, water supply, biodiversity and landscapes, and the risk of overheating from rising temperatures; and
- include measures which support the transition to net zero carbon by 2050 thereby reducing greenhouse gas emissions.

ISSUE 2: USING RESOURCES SUSTAINABLY

The Local Plan needs to:

- ensure development minimises the use of resources including water, energy and materials and that these are from sustainable sources;
- ensure development minimises waste;

- help reduce air pollution including traffic-borne pollution on the network and the impact on residents of the borough;
- facilitate the development of renewable energy sources; and
- develop brownfield sites within urban areas and thereby help regenerate the Borough and reduce the pressure on greenfield sites in the sub-region.

ISSUE 3: REGENERATING THE LOCAL ECONOMY AND IMPROVING LOCAL EMPLOYMENT AND SKILL OPPORTUNITIES

The Local Plan needs to:

- enable the development of brownfield sites for employment purposes to compensate for job losses on these sites;
- assist in regenerating the local economy to provide a significant number of local jobs to help alleviate deprivation and social exclusion, and reduce out-commuting;
- ensure there is sufficient employment land available to meet the needs of a range of modern businesses including those of existing clusters (advanced manufacturing) as well as emerging sectors (environmental technology);
- facilitate diversification of the economy;
- consider ways in which the local skill levels can be enhanced;
- facilitate the refurbishment of existing sites;
- continue to develop the tourism and leisure sector to help diversify the rural economy; and
- ensure a green recovery following the significant economic implications of the Covid-19 pandemic/Brexit to meet net-zero carbon requirements.

ISSUE 4: IMPROVING ACCESSIBILITY AND REDUCING CAR USAGE

The Local Plan needs to:

- ensure that employment, services and facilities are conveniently accessible to residents;
- encourage less car-use and more travel by other more sustainable modes;
- ensure public transport links are significantly improved to services and employment areas within the borough and the wider sub-region; and
- ensure cycling and pedestrian networks are safe and convenient.

ISSUE 5: IMPROVING HEALTH AND WELL-BEING

The Local Plan needs to:

- ensure that existing health facilities are safeguarded and land is available for new facilities in accessible locations;
- recognise that there will be long-term health and social care implications arising from the Covid-19 pandemic;
- ensure open spaces including natural green spaces are accessible to residents to allow opportunities for passive and active recreation to assist with an individual's physical and mental well-being; and
- ensure places are safe and accessible so that crime and disorder do not undermine people's quality of life or community cohesion.

ISSUE 6: MEETING HOUSING NEEDS

The Local Plan needs to:

- meet the requirements of the Borough's ageing population and ensure the increasing number of households are accommodated;
- ensure sufficient affordable housing is provided to meet local needs;
- ensure there are an appropriate range and mix of dwellings to meet local needs at each stage of life;
- ensure new housing contributes towards the regeneration of the Borough;
- ensure housing at an appropriate density is located on sites which are accessible to public transport and local services; and
- enable ageing stock to be refurbished or redeveloped to meet modern housing standards.

ISSUE 7: MAINTAINING A VIBRANT TOWN CENTRE

The Local Plan needs to:

- ensure the continued viability and vitality of Rugby town centre, which is considered vulnerable from competition; and
- ensure the town centre has a more diverse range of uses, recognising the significant shift in retail spending patterns that continue to occur, and has been accelerated by the effects of the Covid-19 pandemic; and
- ensure that all the centres have a range of facilities and services appropriate to their size to serve the local neighbourhood.

ISSUE 8: PROVIDING INFRASTRUCTURE AND SERVICES

The Local Plan needs to:

- consider ways in which existing infrastructure deficiencies can be addressed; and
- ensure the provision of the appropriate level of infrastructure and services to meet the needs generated by new development.

ISSUE 9: IMPROVING LEISURE AND CULTURAL FACILITIES

The Local Plan needs to:

- enable the provision of improved leisure and cultural facilities to improve the quality of life for residents and visitors.

ISSUE 10: CREATING A LOCAL AND SUB-REGIONAL GREEN INFRASTRUCTURE NETWORK

The Local Plan needs to:

- protect and enhance its existing green infrastructure network;
- identify new green infrastructure opportunities within the Borough and linkages to neighbouring areas within the sub-region;
- protect and enhance the Borough's recreational assets to reduce pressure on protected habitats in the sub-region and reduce the need to travel to other recreational areas outside of the Borough; and
- facilitate improvements to open space facilities to meet identified deficiencies in terms of quality, quantity and accessibility (sports pitches, allotments, cemetery, play areas).

ISSUE 11: PROTECTING AND IMPROVING THE NATURAL ENVIRONMENT

The Local Plan needs to:

- ensure all new development results in a biodiversity net gain and resist the loss of habitats which support a range of species; and
- protect and enhance the Borough’s nationally and locally important habitats and species which face pressure from direct and indirect habitat loss, deteriorating air and water quality, climate change and recreational disturbance.

ISSUE 12: MAINTAINING AND IMPROVING THE QUALITY OF THE BUILT ENVIRONMENT

The Local Plan needs to:

- preserve and enhance the Borough’s rich historic environment and character which contributes to the local distinctiveness of the Borough;
- ensure new development is designed to a high quality; and
- ensure areas are safe and attractive places to live, work and visit, including designs which can reduce crime, disorder and the fear of crime.

ISSUE 13: PRESERVING AND ENHANCING THE HISTORIC ENVIRONMENT

The Local Plan needs to:

- meet the Borough’s development needs without harming the historic environment;
- ensure all development maximises opportunities to ameliorate the condition of heritage at risk; and
- ensure opportunities to improve areas where past development or current activity negatively affects the quality of the historic environment or how its experienced are realised.

ISSUE 14: DEALING WITH THE CONSEQUENCES OF AN AGEING POPULATION

The Local Plan needs to:

- ensure there are appropriate and sufficient housing and care facilities for older people; and
- ensure there are sufficient transport, health and leisure facilities for older residents.

Table 2: The Key Sustainability Issues

6. DEVELOPING THE SUSTAINABILITY APPRAISAL FRAMEWORK – STAGE A4

- 6.1. The development of a SA framework is a recognised method used to describe, analyse and compare the likely environmental and sustainability effects of a local plan. The SA framework is made up of SA objectives and decision-making criteria. Figure 3 shows the structure of the SA framework and how the SA objectives and decision-making criteria relate to each other.
- 6.2. The review plan will be assessed by testing the plans objectives, policies and proposals against the SA framework. The appraisal will help to determine whether the objectives, policies and proposals in the Local Plan are appropriate in helping to achieve relevant environmental, economic and social objectives. It will also test the social, environmental and economic effects of the plan and compare the effects of alternatives while measuring success or failure in meeting the SA objectives.

Sustainability Appraisal Framework	→	This term is given to the overall framework.
Sustainability Theme	→	The sustainability theme groups the SA objectives. These sustainability themes come from the review of the policies, plans and programmes and the issues emerging from the baseline data.
SA Objective	→	The SA Objectives are specific measures which can be used to appraise the effects of the Local Plan and effects of alternative options. They allow the success or failure of the plan in meeting the objectives to be tested.
Decision Making Criteria	→	The Decision Making Criteria focus the appraisal by breaking down the SA objective into quantifiable issues.

- 6.3. The SA objectives are grouped by themes and mirror many national and international sustainability objectives, they have been adapted to suit the Borough’s local circumstances. While the SA objectives are distinct from the Local Plan objectives, in many cases they overlap. The SA objectives have been derived from the findings of the review of relevant policies, plans and programmes, the evidence set out above and the identification of sustainability issues.
- 6.4. Given the broad nature of sustainability objectives, to assist in assessing whether the objectives, policies and proposals of the Local Plan are the most appropriate in sustainability terms and the degree to which they meet the sustainability objectives, the Council will use decision-making criteria.
- 6.5. Each SA objective has a different number of decision-making criteria depending on the key issues which have arisen from the policies, plans and programmes review and the collection and analysis of baseline data. Table 3 (overleaf) shows the proposed SA framework and its SA

objectives and decision-making criteria, which are grouped by sustainability themes.

- 6.6. The framework covers a broad range of sustainability issues including economic, social and environmental factors. Using the findings of the review of relevant existing policies, plans and programmes and the most recent baseline information in the Borough Profile, the objectives and framework have been revised, building upon those used in the adopted Local Plan (Rugby Borough Local Plan 2011-2031).
- 6.7. The appraisal of each Local Plan policy/site option will be presented in SA matrices. The matrices will include a coded symbol showing the score for the policy/site option against each of the SA objectives along with a concise justification for the given score. The SA matrices for each policy/site option will be summarised in the body text of the SA report and presented in full in an addendum to the report.
- 6.8. The use of symbol coding in the matrices allows for likely significant effects (both positive and negative) to be readily identified. Figure 4 presents the key showing the symbols that will be used in the matrix.

The effects over time	
Key	++ major positive + positive o neutral – negative – – major negative ? uncertain

Figure 4: SA matrix key

Sustainability Theme	SA Objective	Decision-making Criteria	Baseline Indicator
Climate Change	SA1 – To address climate change issues through reducing greenhouse gas emissions.	1. Will it help to reduce carbon dioxide and other greenhouse gas emissions? 2. Will it support the transition to net zero carbon by 2050? 3. Will it deliver energy efficient buildings? 4. Will it support the charging of plug-in and other ultra-low emission vehicles?	<ul style="list-style-type: none"> Per capita CO2 emissions Percentage of new build homes built to ‘zero-carbon ready’ or Passivhaus standard or equivalent
Transport and Accessibility	SA2 - To reduce the need to travel and to reduce the effects of traffic on local communities.	1. Will it reduce traffic volumes and congestion? 2. Will it reduce road traffic accidents?	<ul style="list-style-type: none"> Commuting flows Killed and seriously injured (KSI) casualties on roads

Sustainability Theme	SA Objective	Decision-making Criteria	Baseline Indicator
	SA3 - To facilitate modal transfer away from use of the private car to other forms of travel including walking, cycling and public transport.	3. Will there be an increase in traffic related air pollution? 4. Will it increase the proportion of journeys using modes other than the private car? 5. Will it provide for high quality walking and cycling networks and supporting facilities such as cycle parking?	(per 100,000 population) <ul style="list-style-type: none"> • Air quality statistics • Main mode of travel to work • Access to good quality cycle parking
Community Activity	SA4 – To provide opportunities for community interaction	1. Will it provide opportunities for community engagement?	<ul style="list-style-type: none"> • Number of community facilities available
Crime and Disorder	SA5 – To reduce crime and disorder	1. Will it reduce crime levels?	<ul style="list-style-type: none"> • Local crime statistics
Poverty and Deprivation	SA6 - To reduce poverty and social exclusion	1. Will it reduce poverty and social exclusion in those areas most affected?	<ul style="list-style-type: none"> • Indices of Deprivation and Index of Multiple Deprivation
Health and Well-being	SA7 - To improve the health and wellbeing of the population	1. Will it reduce health inequalities in those areas most affected?	<ul style="list-style-type: none"> • Indices of Deprivation: Health deprivation and disability deprivation
Housing	SA8 - To ensure that everyone has the opportunity to live in a decent and affordable home.	1. Will it reduce homelessness? 2. Will it increase the range and affordability of housing for different groups in the community? 3. Will it increase the number of decent homes?	<ul style="list-style-type: none"> • Households on the Housing Register • Affordable housing completion figures • Decent Homes Standard
Employment	SA9 - To provide opportunities for residents to work locally rather than out-commute and thereby provide greater potential for people to	1. Will it improve accessibility to work by public transport, walking and cycling? 2. Will it provide job opportunities for	<ul style="list-style-type: none"> • Proposed development/improvements of key infrastructure/services • Unemployment figures

Sustainability Theme	SA Objective	Decision-making Criteria	Baseline Indicator
	<p>use public transport, cycle or walk to work.</p> <p>SA10 – To ensure high and stable levels of employment so all can benefit from economic growth in the borough</p>	those most in need of employment?	<ul style="list-style-type: none"> • Proportion of lone parents, long-term ill and disabled people who are economically active
Economy	SA11 - To increase investment in Rugby's economy to facilitate the sustainable regeneration of the Borough.	1. Will it make land and property available for business development?	<ul style="list-style-type: none"> • Proposed development of key sites • Employment land availability
Town Centre	SA12 - To ensure the vitality and viability of Rugby town centre.	1. Will it improve the vitality and viability of the centre.	<ul style="list-style-type: none"> • Amount and location of new floor space for different types of town centre uses • Vacancy rates
Leisure	<p>SA13 - To improve the quality and accessibility of leisure opportunities within the Borough.</p> <p>SA14 - To ensure that the Borough protects and enhances the quality of its public areas and green spaces.</p>	<p>1. Will it improve the range of sporting facilities in the Borough?</p> <p>2. Will it protect or enhance the Borough's network of greenspace?</p>	<ul style="list-style-type: none"> • Amount and location of existing and new facilities • Location of different types of existing and new open space
Biodiversity	SA15 - To conserve and enhance the Borough's biodiversity assets.	<p>1. Will it result in a biodiversity net gain?</p> <p>2. Will it enhance biodiversity through the restoration and creation of well-connected multifunctional green infrastructure?</p>	<ul style="list-style-type: none"> • Biodiversity net gain secured • Length of greenways permitted • Number of planning approvals that generated any adverse impacts on sites of

Sustainability Theme	SA Objective	Decision-making Criteria	Baseline Indicator
		<p>3. Will it maintain and enhance sites designated for their nature conservation interest?</p> <p>4. Will it conserve and enhance local habitats and species diversity, and avoid harm to protected species?</p>	<p>acknowledged biodiversity importance</p> <ul style="list-style-type: none"> • Number of characteristic rare species and priority habitats
Heritage & Design	<p>SA16 - To protect and enhance the historic environment.</p> <p>SA17 - To ensure that there is a high quality townscape incorporating good design principles for buildings and surrounding spaces.</p>	<p>1. Will it protect and enhance the historic environment?</p> <p>2. Will it improve the condition of any heritage asset identified as at risk?</p> <p>3. Will the design enhance the quality of the townscape?</p>	<ul style="list-style-type: none"> • Number of planning approvals that enhance listed buildings and conservation areas • Change in the number and % of Listed Buildings on the Heritage at Risk Register • Number of approvals complying with local design guide.
Air Quality	SA18 - To reduce air pollution and ensure air quality continues to improve.	1. Will it improve air quality?	<ul style="list-style-type: none"> • Measurement of nitrogen dioxide and particulate matter
Use of energy	SA19 - To increase energy efficiency and the proportion of energy generated from renewable sources in the Borough.	1. Will it reduce emissions of greenhouse gases by reducing energy consumption?	<ul style="list-style-type: none"> • Percentage of new build homes built to 'zero-carbon ready' or Passivhaus standard or equivalent • Percentage of new commercial development achieving BREEAM excellent standard
Use of land	SA20 - To improve efficiency in land use through the re-use of previously developed land and existing buildings.	1. Will it re-use previously developed land?	<ul style="list-style-type: none"> • Percentage of new homes built on previously developed land • Percentage of employment uses

Sustainability Theme	SA Objective	Decision-making Criteria	Baseline Indicator
			on previously developed land
Water Management	<p>SA21 - To maintain and improve the water quality of the Borough.</p> <p>SA22 - To reduce the risk of flooding and the resulting detriment to public well-being, the economy and the environment.</p>	<p>1. Will it improve compliance with the Water Framework Directive?</p> <p>2. Will it minimise the risk of flooding from all sources to people and property?</p> <p>3. Will development be avoided in flood risk areas?</p> <p>4. Will it reduce water consumption per head?</p>	<ul style="list-style-type: none"> • Waterbodies meet “good” status or above under WFD • Properties at risk from flooding • Approvals in areas at risk of flooding • Number of approvals with a water limiting condition
Natural Resources	SA23 - To achieve the sustainable consumption of natural resources and management of waste.	1. Will it lead to reduced consumption of materials and resources?	<ul style="list-style-type: none"> • % of household waste sent for reuse, recycling or composting

Table 3: SA Framework for the review of the Rugby Borough Local Plan 2021-2041 (with indicators)

7. CONSULTING ON THIS SCOPING REPORT – STAGE A5

- 7.1. The production of this formal Scoping Report is not required by law, but it is a useful way of presenting the information from the scoping stage of the SA process to the public and other organisations.
- 7.2. This Scoping Report was published for consultation and sent to the ‘consultation bodies’ (Historic England, the Environment Agency and Natural England) as required by Regulation 12 (5) of the UK SEA Regulations 2004. The Borough Council welcomes any comments on the report and the proposed sustainability appraisal framework to ensure all relevant sustainability issues are considered in the SA of the new Rugby Borough Local Plan.
- 7.3. The consultation period will run for five weeks from **Thursday 13 July to 5pm on Thursday 7 September**. Responses received will be reflected in the final SA Scoping Report.
- 7.4. Following the five-week consultation period, all responses will be considered and appropriate changes made to the sustainability appraisal framework. The latest sustainability appraisal framework will be taken forward to inform the Sustainability Appraisal of the Local Plan.
- 7.5. The draft Local Plan will be appraised, and a Sustainability Appraisal report will be produced. This will accompany the new Rugby Borough Local Plan for public consultation in accordance with the provisions of the Council’s Statement of Community Involvement (SCI) available online https://www.rugby.gov.uk/directory_record/941/statement_of_community_involvement. The SA report will present information on the effects of the plan and will clearly show how the SEA directive’s requirements have been met. A non-technical summary will provide an overview of the SA process and the findings and will be published alongside the SA report.
- 7.6. Comments received on the draft Local Plan during the public consultation will be considered and any resulting changes appraised in a revised SA report. When the new Rugby Borough Local Plan is finalised and approved by the Borough Council, it will be submitted to the Secretary of State for independent examination accompanied by the SA Report and the consultation statement.
- 7.7. Following the examination and successful adoption of the Local Plan, its significant effects will be monitored using the proposed method of monitoring which will be included in the SA Report. Continual monitoring will highlight specific issues and significant effects and lead to more informed decision-making. Monitoring will also form a useful source of baseline information for future updates to the Council’s planning policy documents.

APPENDIX 1 – POLICIES, PLANS AND PROGRAMMES

The following section sets out a list of key policies, plans and programmes (PPPs) which influence the preparation of the new Rugby Borough Local Plan and Sustainability Appraisal. The key aims, objectives and requirements of the PPPs and the key implications for the new Local Plan will be analysed in detail in the Background Papers for the Local Plan. At the end of January 2020 the UK left the EU although a transition period was in place until 31st December 2020. As set out in the Explanatory Memorandum accompanying the Brexit amendments, the purpose of the Brexit amendments to the SEA Regulations was to ensure that the law functions correctly after the UK has left the EU. No substantive changes were made by this instrument to the way the SEA regime operates. Relevant international plans and policy (including those at the EU level) were transposed into national plans, policy and legislation and these are considered below.

The European Union (Withdrawal) Act 2018 created the concept of ‘retained EU law’. At the time of writing the Retained EU Law (Revocation and Reform) Bill is in the House of Lords. This proposes to revoke retained EU law at the end of 2023. This would revoke the EU directives listed below at the end of 2023. This bill would also revoke the Environmental Assessment of Plans and Programmes Regulations 2004, which gives effect to the Strategic Environmental Assessment Directive.

INTERNATIONAL PLANS AND PROGRAMMES OF MOST RELEVANCE FOR THE LOCAL PLAN REVIEW

A.1 The Glasgow Climate Pact 2021 was adopted at the COP26 UN climate conference in November 2021. The Pact sees signatory countries increase climate ambition and action from the Paris Agreement in 2015 and sets out new rules to reduce greenhouse gas emissions including phasing down coal and a global carbon market. The Glasgow Climate Pact is the first global agreement to explicitly include parties pledging to reduce the use of fossil fuels.

A.2 The 2030 Agenda for Sustainable Development (2015): This initiative, adopted by all United Nations Member States, provides a shared blueprint for peace and prosperity for people and the planet and includes 17 Sustainable Development Goals (SDGs), designed to achieve a better and more sustainable future for all. Relevant to this topic are:

- SDG 1: No Poverty
- SDG 2: Zero Hunger
- SDG 3: Good Health and Well-being
- SDG 4: Quality Education
- SDG 5: Gender Equality
- SDG 10: Reduced Inequalities
- SDG 11: Sustainable Cities and Communities

A.3 United Nations Convention on Access to Information, Public Participation in Decision-Making and Access to Justice in Environmental Matters (the ‘Aarhus Convention’) (1998) - Establishes a number of rights of the public (individuals and their associations) with regard to the environment. The Parties to the Convention are required to make the necessary provisions so that public authorities (at national, regional or local level) will contribute to these rights to become effective.

A.4 United Nations Declaration on Sustainable Development (Johannesburg Declaration) (2002) - Sets broad framework for international sustainable development, including building a humane, equitable and caring global society aware of the need for human dignity for all, renewable energy and energy efficiency, sustainable consumption and production and resource efficiency.

A.5 European Environmental Noise Directive (2002) - Sets out a hierarchy for the avoidance, prevention and reduction in adverse effects associated with environmental noise, including noise generated by road and rail vehicles, infrastructure, aircraft and outdoor, industrial and mobile machinery.

A.6 European Nitrates Directive (1991) - Identifies nitrate vulnerability zones and puts in place measures to reduce water pollution caused by the introduction of nitrates.

A.7 European Urban Waste Water Directive (1991) - Protects the environment from the adverse effects of urban waste water collection, treatment and discharge, and discharge from certain industrial sectors.

A.8 European Air Quality Framework Directive (1996) and Air Quality Directive (2008) - Put in place measures for the avoidance, prevention, and reduction in harmful effects to human health and the environment associated with ambient air pollution and establish legally binding limits for the most common and harmful sources of air pollution.

A.9 European Drinking Water Directive (1998) - Protects human health from the adverse effects of any contamination of water intended for human consumption by ensuring that it is wholesome and clean.

A.10 European Landfill Directive (1999) - Prevents and reduces the negative effects on the environment from the landfilling of waste by introducing stringent technical requirements for waste and landfills.

A.11 European Water Framework Directive (2000) - Protects inland surface waters, transitional waters, coastal waters and groundwater.

A.12 European Waste Framework Directive (2008) - Sets out the waste hierarchy requiring the reduction of waste production and its harmfulness, the recovery of waste by means of recycling, re-use or reclamation and final disposal that does not harm the environment, including human health.

A.13 European Industrial Emission Directive (2010) - Lays down rules on integrated prevention and control of pollution arising from industrial activities. It also lays down rules designed to prevent or, where that is not practicable, to reduce emissions into air, water and land and to prevent the generation of waste, in order to achieve a high level of protection of the environment taken as a whole.

A.14 European Floods Directive (2007) - A framework for the assessment and management of flood risk, aiming at the reduction of the adverse consequences for human health, the environment, cultural heritage and economic activity.

A.15 European Energy Performance of Buildings Directive (2010) - Aims to promote the energy

performance of buildings and building units. Requires the adoption of a standard methodology for calculating energy performance and minimum requirements for energy performance.

A.16 United Nations Paris Climate Change Agreement (2015) – International agreement to keep global temperature rise this century well below 2 degrees Celsius above pre-industrial levels.

A.17 International Convention on Wetlands (Ramsar Convention) (1976) - International agreement with the aim of conserving and managing the use of wetlands and their resources.

A.18 European Convention on the Conservation of European Wildlife and Natural Habitats (Bern Convention) (1979) - Aims to ensure conservation and protection of wild plant and animal species and their natural habitats, to increase cooperation between contracting parties, and to regulate the exploitation of those species (including migratory species).

A.19 International Convention on Biological Diversity (1992) – International commitment to biodiversity conservation through national strategies and action plans.

A.20 European Habitats Directive (1992) - Together with the Birds Directive, the Habitats Directive sets the standard for nature conservation across the EU and enables all 27 Member States to work together within the same strong legislative framework in order to protect the most vulnerable species and habitat types across their entire natural range within the EU. It also established the Natura 2000 network.

A.21 European Birds Directive (2009) - Requires the maintenance of all species of naturally occurring birds in the wild state in the European territory at a level which corresponds in particular to ecological, scientific and cultural requirements, while taking account of economic and recreational requirements.

A.22 United Nations Declaration on Forests (New York Declaration) (2014)- Sets out international commitment to cut natural forest loss by 2020 and end loss by 2030.

A.23 United Nations (UNESCO) World Heritage Convention (1972) - Promotes co-operation among nations to protect heritage around the world that is of such outstanding universal value that its conservation is important for current and future generations.

A.24 European Convention for the Protection of the Architectural Heritage of Europe (1985) - Defines 'architectural heritage' and requires that the signatories maintain an inventory of it and take statutory measures to ensure its protection. Conservation policies are also required to be integrated into planning systems and other spheres of government influence as per the text of the convention.

A.25 European Landscape Convention (2002) - Promotes landscape protection, management and planning. The Convention is aimed at the protection, management and planning of all landscapes and raising awareness of the value of a living landscape.

NATIONAL PLANS AND PROGRAMMES (BEYOND THE NPPF) OF MOST RELEVANCE FOR THE LOCAL PLAN REVIEW

Climate change adaption and mitigation

A.26 Defra, The National Adaptation Programme and the Third Strategy for Climate Adaptation

Reporting: Making the country resilient to a changing climate (2018) – sets out the strategy for adapting both to the climate change that is already evident, and that which we might see in the future.

A.27 The Transport Decarbonisation Plan: a better, greener Britain (TDP), published in July 2021, sets out the Government's commitments and the actions needed to decarbonise the entire transport system in the UK.

A.28 Defra and the Environment Agency, Understanding the risks, empowering communities, building resilience: The National Flood and Coastal Erosion Risk Management Strategy for England (2020) - sets out the national framework for managing the risk of flooding and coastal erosion. It sets out the roles for risk management authorities and communities to help them understand their responsibilities. An update to the document was adopted on 25th September 2020.

A.29 Ministry of Housing, Communities and Local Government, National Planning Policy for Waste (NPPW) (2014) – sets out a number of key planning objectives. It requires that local planning authorities help deliver sustainable development through measures including driving waste management up the waste hierarchy; ensuring that waste management is considered alongside other spatial planning concerns; and providing a framework in which communities can take more responsibility for their own waste.

A.30 The Industrial Decarbonisation Strategy (2021) aims to support existing industry to decarbonise and encourage the growth of new, low carbon industries to protect and create skilled jobs and businesses in the UK encouraging long-term investment in home-grown decarbonisation technology. The strategy builds in the Prime Minister's 10 Point Plan for a Green Industrial Revolution and sets out the government's vision for building a competitive, greener future for the manufacturing and construction sector and is part of the government's path to net zero by 2050.

A.31 Defra, Waste Management Plan for England (2013) – sets out the measures for England to work towards a zero waste economy.

A.32 HM Government, The Clean Growth Strategy (2017) – sets out the approach of the government to secure growth of the national income while cutting greenhouse gas emissions. The key policies and proposals of the Strategy sit below a number of overarching principles: acceleration of clean growth including through recommendations for private and public investment to meet carbon budgets; providing support to improve business and industry energy efficiency; improving energy efficiency in the housing stock including through low carbon heating; accelerating the shift to low carbon transport; delivering clean, smart, flexible power; enhancing the benefits and value of our natural resources; leading in the public sector to meet emissions targets; and ensure Government leadership to drive clean growth.

A.33 The UK Hydrogen Strategy (2021) sets out the approach to developing a substantial low carbon hydrogen sector in the UK and to meet the ambition for 5GW of low carbon hydrogen production capacity by 2030.

A.34 British Energy Security Strategy (2022) seeks to reduce the UK's reliance on international fossil fuel markets to strengthen energy security and cut bills over the next decade. To enable this is a new ambition to produce 95% of the country's electricity from low-carbon sources by 2030. The strategy includes a range of new targets to accelerate the deployment of key low carbon technologies,

alongside renewed support for domestic oil and gas production.

A.35 The Energy Performance of Buildings Regulations (2021) seek to improve the energy efficiency of buildings, reducing their carbon emissions and lessening the impact of climate change. The Regulations require the adoption of a standard methodology for calculating energy performance and minimum requirements for energy performance, reported through Energy Performance Certificates and Display Energy Certificates.

A.36 The Energy white paper: Powering our net zero future (2020) builds on the Prime Minister's Ten point plan for a green industrial revolution. The white paper addresses the transformation of the UK's energy system, promoting high skilled jobs and clean, resilient economic growth during its transition to net-zero emissions by 2050.

A.37 The Heat and Buildings Strategy (2021) sets out the government's plan to significantly cut carbon emissions from the UK's 30 million homes and workplaces. This strategy aims to provide a clear direction of travel for the 2020s, set out the strategic decisions that need to be taken this decade, and demonstrate how the UK plans to meet its carbon targets and remain on track for net zero by 2050. Key aims of the strategy include:

- Reduce direct emissions from public sector buildings by 75% against a 2017 baseline by the end of carbon budget 6.
- Significantly reduce energy consumption of commercial, and industrial buildings by 2030.
- Phase out the installation of new natural gas boilers beyond 2035.
- Significantly grow the supply chain for heat pumps to 2028: from installing around 35,000 hydronic heat pumps a year to a minimum market capacity of 600,000 per year by 2028.
- Reduce the costs of installing a heat pump by at least 25-50% by 2025 and to ensure heat pumps are no more expensive to buy and run than gas boilers by 2030.
- Achieve 30-fold increase in heat pumps manufactured and sold within the UK by the end of the decade.
- Grow the market for heat pumps notably via a £450 million Boiler Upgrade Scheme to support households who want to switch with £5,000 grants.
- Improve heat pump appeal by continuing to invest in research and innovation, with the £60 million Net Zero Innovation Portfolio 'Heat Pump Ready' Programme supporting the development of innovation across the sector.
- Ensure all new buildings in England are ready for Net Zero from 2025. To enable this, new standards will be introduced through legislation to ensure new homes and buildings will be fitted with low-carbon heating and high levels of energy efficiency.
- Establish large-scale trials of hydrogen for heating, including a neighbourhood trial by 2023.
- Ensure as many fuel poor homes in England, as reasonably practicable, achieve a minimum energy efficiency rating of band C by the end of 2030.
- Support social housing, low income and fuel poor households via boosting funding for the Social Housing Decarbonisation Fund and Home Upgrade Grant, which aim to improve the energy performance of low income households' homes, support low carbon heat installations and build the green retrofitting sector to benefit all homeowners.
- Scale up low-carbon heat network deployment and to enable local areas to deploy heat network zoning- Heat Network Transformation Programme of £338 million (over 2022/23 to 2024/25).

A.38 The Net Zero Strategy: Build Back Greener (2021) - sets out policies and proposals for

decarbonising all sectors of the UK economy to meet net zero targets by 2050. It sets out strategies to keep the UK on track with carbon budgets, outlines the National Determined Contribution (NDC) and sets out the vision for a decarbonised economy in 2050. Its focus includes:

- Policies and proposals for reducing emissions across the economy in key sectors (power, fuel supply and hydrogen, industry, heat and buildings, transport, natural gas and waste); and,
- Policies and proposals for supporting transition across the economy through innovation, green investment, green jobs, embedding net-zero in government, local climate action, empowering people and businesses, and international leadership and collaboration.

A.39 The 25 Year Environment Plan - sets out policy priorities with respect to responding to climate change, are using and managing land sustainably; and protecting and improving our global environment. Actions that will be taken as part of these two key areas are as follows:

- Using and managing land sustainably:
- Take action to reduce the risk of harm from flooding and coastal erosion including greater use of natural flood management solutions.
- Protecting and improving our global environment:
- Provide international leadership and lead by example in tackling climate change and protecting and improving international biodiversity.

A.40 The National Adaptation Programme and the Third Strategy for Climate Adaptation Reporting (2018) sets out visions for the following sectors:

- People and the Built Environment – “to promote the development of a healthy, equitable and resilient population, well placed to reduce the harmful health impacts of climate change...buildings and places (including built heritage) and the people who live and work in them are resilient and organisations in the built environment sector have an increased capacity to address the risks and make the most of the opportunities of a changing climate.
- Infrastructure – “an infrastructure network that is resilient to today’s natural hazards and prepared for the future changing climate”.
- Natural Environment – “the natural environment, with diverse and healthy ecosystems, is resilient to climate change, able to accommodate change and valued for the adaptation services it provides.”
- Business and Industry – “UK businesses are resilient to extreme weather and prepared for future risks and opportunities from climate change.”
- Local Government – “Local government plays a central in leading and supporting local places to become more resilient to a range of future risks and to be prepared for the opportunities from a changing climate.

A.41 UK Climate Change Risk Assessment 2017: sets out six priority areas needing urgent further action over the next five years. These include:

- flooding and coastal change risks to communities, businesses and infrastructure,
- health, well-being and productivity from high temperatures, shortages in public water supply, and for agriculture, energy generation and industry with impacts on freshwater ecology, natural capital, including terrestrial, coastal, marine and freshwater ecosystems, soils and biodiversity,
- domestic and international food production and trade and
- new and emerging pests and diseases and invasive non-native species affecting people, plants and animals

A.42 The Energy Efficiency Strategy (2012) aims to realise the wider energy efficiency potential that is available in the UK economy by maximising the potential of existing dwellings by implementing 21st century energy management initiatives on 19th century homes.

A.43 The UK Low Carbon Transition Plan: National Strategy for Climate and Energy (2009): sets out a five-point plan to tackle climate change. The points are as follows: protecting the public from immediate risk, preparing for the future, limiting the severity of future climate change through a new international climate agreement, building a low carbon UK and supporting individuals, communities and businesses to play their part.

A.44 The UK Renewable Energy Strategy (2009) describes out the ways in which we will tackle climate change by reducing our CO2 emissions through the generation of a renewable electricity, heat and transport technologies. Health and well-being

A.45 National Design Guide (2021) - sets out the Government's priorities for well-designed places in the form of ten characteristics: context, identity, built form, movement, nature, public spaces, uses, homes and buildings, resources and lifespan.

A.46 Build Back Better: Our Plan for Health and Social Care (2021) sets out the government's new plan for health and social care. It provides an overview of how this plan will tackle the elective backlog in the NHS and put the NHS on a sustainable footing. It sets out details of the plan for adult social care in England, including a cap on social care costs and how financial assistance will work for those without substantial assets. It covers wider support that the government will provide for the social care system, and how the government will improve the integration of health and social care. It explains the government's plan to introduce a new Health and Social Care Levy.

A.47 Covid-19 mental health and wellbeing recovery action plan (2021) - sets out the government's plan to prevent, mitigate and respond to the mental health impacts of the pandemic during 2021 and 2022. Its main objectives are to support the general population to take action and look after their own mental wellbeing, to take action to address factors which play a crucial role in shaping mental health and wellbeing outcomes, and to support services to meet the need for specialist support.

A.48 The Charter for Social Housing Residents: Social Housing White Paper (2020) sets out the Government's actions to ensure residents in social housing are safe, listened to, live in good quality homes and have access to redress when things go wrong.

A.49 Using the planning system to promote healthy weight environments (2020), Addendum (2021) provides a framework and starting point for local authorities to clearly set out in local planning guidance how best to achieve healthy weight environments based on local evidence and needs, by focusing on environments that enable healthier eating and help promote more physical activity as the default. The Addendum provides updates on the implications for planning for a healthier food environment, specifically on the hot food takeaways retail uses, and sets out recommended actions in light of changes to the Use Class Order (UCO) in England from 1 September 2020.

A.50 Healthy Lives, Healthy People: Our strategy for public health in England: Sets out how the Government's approach to public health challenges will:

- Protect the population from health threats – led by central Government, with a strong system to the frontline.

- Empower local leadership and encourage wide responsibility across society to improve everyone's health and wellbeing and tackle the wider factors that influence it.
- Focus on key outcomes, doing what works to deliver them, with transparency of outcomes to enable accountability through a proposed new public health outcomes framework.
- Reflect the Government's core values of freedom, fairness and responsibility by strengthening self-esteem, confidence and personal responsibility; positively promoting healthy behaviours and lifestyles; and adapting the environment to make healthy choices easier.
- Balance the freedoms of individuals and organisations with the need to avoid harm to others, use a 'ladder' of interventions to determine the least intrusive approach necessary to achieve the desired effect and aim to make voluntary approaches work before resorting to regulation.

A.51 Fair Society, Healthy Lives (2011) - investigated health inequalities in England and the actions needed in order to tackle them. Subsequently, a supplementary report was prepared providing additional evidence relating to spatial planning and health on the basis that there is "overwhelming evidence that health and environmental inequalities are inexorably linked and that poor environments contribute significantly to poor health and health inequalities".

A.52 Homes England Strategic Plan 2018 to 2023: Sets out a vision to ensure more homes are built in areas of greatest need, to improve affordability, and make a more resilient and diverse housing market.

A.53 Select Committee on Public Service and Demographic Change report Ready for Ageing? (2013) - warns that society is underprepared for the ageing population. The report states "longer lives can be a great benefit, but there has been a collective failure to address the implications and without urgent action this great boon could turn into a series of miserable crises". The report highlights the under provision of specialist housing for older people and the need to plan for the housing needs of the older population as well as younger people.

A.54 Public Health England, PHE Strategy 2020-25 - identifies PHE's priorities upon which to focus over this five-year period to protect people and help people to live longer in good health.

A.55 HM Government, Laying the foundations: a housing strategy for England (2011) – aims to provide support to the delivery of new homes and to improve social mobility.

A.57 Planning Policy for Traveller Sites (2015) sets out the Government's planning policy for traveller sites. The Government's overarching aim is to ensure fair and equal treatment for travellers, in a way that facilitates the traditional and nomadic way of life of travellers while respecting the interests of the settled community.

A.58 Environment (biodiversity/geodiversity, landscape and soils)The Environment Act 2021 - sets out the UK's new framework for environmental protection. It includes the creation of Conservation Covenant agreements between a landowner and a responsible body for the purposes of conservation of the natural environment of the land or its natural resources, or to conserve the place or setting of the land for its 'archaeological, architectural, artistic, cultural or historic interest.'

A.59 Defra, Biodiversity 2020: A strategy for England's wildlife and ecosystem services (2011) - Guides conservation efforts in England up to 2020 by requiring a national halt to biodiversity loss,

supporting healthy ecosystems and establishing ecological networks.

A.60 Defra, Biodiversity offsetting in England Green Paper (2013) - sets out a framework for biodiversity offsetting. Offsets are conservation activities designed to compensate for residual losses.

A.61 Defra, Safeguarding our Soils – A Strategy for England (2009) – Sets out how England’s soils will be managed sustainably. It highlights those areas which Defra will prioritise and focus attention in tackling degradation threats, including: better protection for agricultural soils; protecting and enhancing stores of soil carbon; building the resilience of soils to a changing climate; preventing soil pollution; effective soil protection during construction and; dealing with contaminated land.

A.62 Biodiversity 2020: A strategy for England’s wildlife and ecosystem services (2011) guides conservation efforts in England up to 2020 by requiring a national halt to biodiversity loss, supporting healthy ecosystems and establishing ecological networks. The Strategy includes 22 priorities which include actions for the following sectors: Agriculture, Forestry, Planning & Development, Water Management, Marine Management, Fisheries, Air Pollution and Invasive Non-Native Species.

A.63 England Biodiversity Strategy Climate Change Adaptation Principles (2008): sets out principles to guide adaptation to climate change. The principles Appendix A Review of Plans, Policies and Programmes Rugby Borough Gypsy and Traveller Site Allocations DPD 120 are: take practical action now, maintain and increase ecological resilience, accommodate change, integrate action across all sectors and develop knowledge and plan strategically. The precautionary principle underpin all of these.

Historic environment

A.64 The Heritage Alliance, Heritage 2020 – sets out the historic environment sector’s plan for its priorities between 2015 and 2020.

A.65 Historic England, Corporate Plan 2018-2021 - contains the action plan which sets out how the aims of the corporate plan will be delivered. The plan includes priorities to demonstrate how Historic England will continue to work towards delivering the heritage sector’s priorities for the historic environment.

A.66 Historic England, Sustainability Appraisal and Strategic Environmental Assessment: Historic England Advice Note 8 (2016) – sets out Historic England’s guidance and expectations for the consideration and appraisal of effects on the historic environment as part of the Sustainability Appraisal/Strategic Environmental Assessment processes.

Water and air

A.67 Environment Agency, Managing Water Abstraction (2016) - is the overarching document for managing water resources in England and Wales and links together the abstraction licensing strategies.

A.68 Defra, Water White Paper (2012): Sets out the Government’s vision for the water sector including proposals on protecting water resources and reforming the water supply industry. It states outlines the measures that will be taken to tackle issues such as poorly performing ecosystem, and the combined impacts of climate change and population growth on stressed water resources.

A.69 Defra, Clean Air Strategy (2019) - sets out the comprehensive action that is required from across all parts of government and society to meet goals relating to ensuring cleaner air. This is to be underpinned by new England-wide powers to control major sources of air pollution, in line with the risk they pose to public health and the environment, plus new local powers to take action in areas with an air pollution problem. The UK has set stringent targets to cut emissions by 2020 and 2030.

A.70 Our Waste, Our Resources: A strategy for England (2018) - aims to increase resource productivity and eliminate avoidable waste by 2050. The Strategy sets out key targets which include: a 50% recycling rate for household waste by 2020, a 75% recycling rate for packaging by 2030, 65% recycling rate for municipal solid waste by 2035 and municipal waste to landfill 10% or less by 2035.

A.71 The UK Plan for Tackling Roadside Nitrogen Dioxide Concentrations (2017) provides the Government's ambition and actions for delivering a better environment and cleaner air, including £1 billion investment in ultra-low emission vehicles (ULEVs), a £290 million National Productivity Investment Fund, a £11 million Air Quality Grant Fund and £255 million Implementation Fund to help local authorities to prepare Air Quality Action Plans and improve air quality, an £89 million Green Bus Fund, £1.2 billion Cycling and Walking Investment Strategy and £100 million to help improve air quality on the National road network.

A.72 The Waste (Circular Economy) (Amendment) Regulations (2020) - amend a range of legislation to prevent waste generation and to monitor and assess the implementation of measures included in waste prevention programmes. They set out requirements to justify not separating waste streams close to source for re-use, recycling or other recovery operations, prohibit incineration and landfilling of waste unless such treatment process represent the best environmental outcome in accordance with the waste hierarchy. The Regulations set out when waste management plans and in waste prevention programmes are required. The Regulations focus on the circular economy as a means for businesses to maximise the value of waste and waste treatment.

A.73 The Water Supply (Water Quality) Regulations focus on the quality of water for drinking, washing, cooking and food preparation, and for food production. Their purpose is to protect human health from the adverse effects of any contamination of water intended for human consumption by ensuring it is wholesome and clean.

A.74 The Road to Zero (2018) sets out new measures towards cleaner road transport, aiming to put the UK at the forefront of the design and manufacturing of zero emission vehicles. It explains how cleaner air, a better environment, zero emission vehicles and a strong, clean economy will be achieved. One of the main aims of the document is for all new cars and vans to be effectively zero emission by 2040.

A.75 Defra, A Green Future: Our 25 Year Plan to Improve the Environment (2018) - sets out goals for improving the environment over the next 25 years. It details how the Government will work with communities and businesses to leave the environment in a better state than it is presently. The gov.uk website notes that the 25 Year Plan sits alongside two other important government strategies: the Industrial Strategy and Clean Growth Strategy (the former summarised in the Economic growth section below, the latter under Climate Change above).

A.76 The Air Quality Strategy for England, Scotland, Wales and Northern Ireland (2007) sets out a way forward for work and planning on air quality issues by setting out the air quality standards and objectives to be achieved. It introduces a new policy framework for tackling fine particles and

identifies potential new national policy measures which modelling indicates could give further health benefits and move closer towards meeting the Strategy's objectives. The objectives of the Strategy are to:

- Further improve air quality in the UK from today and long term.
- Provide benefits to health quality of life and the environment.

Economic growth

A.77 National Infrastructure Strategy (2020) - sets out the government's plans for different types of infrastructure to support delivery of housing and social infrastructure.

A.78 HM Government, Industrial Strategy: building a Britain fit for the future (2017) – sets out a long-term policy framework for how Britain will be built to be fit for the future in terms of creating successful, competitive and open economy. It is shaped around five 'foundations of productivity' – the essential attributes of every successful economy: Ideas (the world's most innovative economy); People (good jobs and greater earning power for all); Infrastructure (a major upgrade to the UK's infrastructure); Business Environment (the best place to start and grow a business); Places (prosperous communities across the UK).

A.79 Build Back Better: Our Plan for Growth (2021) - Sets out a plan to 'build back better' tackling long-term problems to deliver growth that delivers high quality jobs across the UK while supporting the transition to net zero. This will build on three core pillars of growth: infrastructure, skills and innovation.

Transport

A.80 Transport Investment Strategy (2017): Sets out four objectives that the strategy aims to achieve:

- Create a more reliable, less congested, and better connected transport network that works for the users who rely on it;
- Build a stronger, more balanced economy by enhancing productivity and responding to local growth priorities;
- Enhance our global competitiveness by making Britain a more attractive place to trade and invest; and
- Support the creation of new housing.

A.81 Highways England Sustainable Development Strategy and Action Plan (2017): This strategy is designed to communicate the company's approach and priorities for sustainable development to its key stakeholders. Highways England aims to ensure its action in the future will further reduce the impact of its activities seeking a long-term and sustainable benefit to the environment and the communities it serves. The action plan describes how Highways England will progress the aspirations of their Sustainable Development and Environment Strategies. It describes actions that will enable the company to deliver sustainable development and to help protect and improve the environment.

SUB-NATIONAL PLANS AND PROGRAMMES OF MOST RELEVANCE FOR THE LOCAL PLAN REVIEW

Coventry & Warwickshire

A.82 The Health and Wellbeing Strategy (HWS) is Warwickshire's high-level plan for improving health and wellbeing and reducing differences, or inequalities, in health within Warwickshire

<https://api.warwickshire.gov.uk/documents/WCCC-1350011118-2972>

A.83 Warwickshire County Council have a number of strategies that will impact on Rugby's environment, these are not listed in priority order

<https://www.warwickshire.gov.uk/directory-record/2244/voluntary-and-community-sector-strategy-2020-2025>

<https://www.warwickshire.gov.uk/directory-record/2243/warwickshire-s-heritage-and-culture-strategy-2020-2025>

<https://democracy.warwickshire.gov.uk/documents/s16027/Appendix%20for%20Warwickshire%20Waterway%20Canal%20Strategy%202020-2025.pdf>

<https://www.warwickshire.gov.uk/directory-record/2149/local-transport-plan-2011-2026>

<https://democracy.warwickshire.gov.uk/documents/s9533/Digital%20Strategy%20for%205G%20and%20Digital%20Connectivity.pdf>

<https://api.warwickshire.gov.uk/documents/WCCC-359457248-38> (Economic Growth Strategy)

<https://api.warwickshire.gov.uk/documents/WCCC-680-282> (Waste Development Framework)

<https://www.warwickshire.gov.uk/flooding/flood-risk-management-surface-water-management-plan>

<https://api.warwickshire.gov.uk/documents/WCCC-970487194-283> (Electric Vehicles Infrastructure)

<https://www.warwickshire.gov.uk/biodiversitystrategy>

<https://www.warwickshire.gov.uk/directory-record/2138/energy-strategy-and-policy>

<https://api.warwickshire.gov.uk/documents/WCCC-970487194-271> (Levelling Up)

A.84 The authorities around Rugby have adopted local plans or are in the process of updating them.

- Coventry <https://www.coventry.gov.uk/planning-policy/coventry-local-plan-2011-2031>
- North Warwickshire https://www.northwarks.gov.uk/downloads/download/2682/adopted_local_plan_2021
- Nuneaton & Bedworth have an adopted local plan but are undertaking an early review https://www.nuneatonandbedworth.gov.uk/downloads/download/819/borough_plan_review_preferred_options
- Warwick District Council https://www.warwickdc.gov.uk/downloads/file/4623/new_local_plan Stratford on Avon <https://www.stratford.gov.uk/templates/server/document-relay.cfm?doc=173518&name=SDC%20CORE%20STRATEGY%202011%202031%20July%202016.pdf>
- Stratford and Warwick have decided to produce a joint local plan <https://www.southwarwickshire.org.uk/swlp/>

Rugby

A.85 All the evidence that underpinned the adoption of the Rugby Local Plan (2011-2031) may still be of relevance and is available here

https://www.rugby.gov.uk/info/20004/planning_strategy/348/local_plan_2011-2031/2

A.86 The Council adopted a Corporate Strategy 2021-2024 that sets out the overall direction for the work of local public services in Rugby

https://www.rugby.gov.uk/downloads/file/2813/corporate_strategy_2021-24

A.87 The Council's Town Centre Regeneration Strategy for Rugby was adopted in December 2022. This can be accessed here:

https://www.rugby.gov.uk/downloads/file/3558/rugby_town_centre_regeneration_strategy

Appendix 6 - 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:
Minakshee Patel
Corporate Equality & Diversity Advisor
minakshee.patel@rugby.gov.uk
Tel: 01788 533509

Equality Impact Assessment

Service Area	Development Strategy
Policy/Service being assessed	Local Development Scheme update and new Local Plan issues and options consultation.
Is this a new or existing policy/service? If existing policy/service please state date of last assessment	This is a new policy. The new Local Development Scheme sets out the timetable for producing a new local plan. The new local plan will eventually replace the existing local plan. This consultation is a requirement as part of the process of preparing a new local plan.
EqlA Review team – List of members	Neil Holly – Development Strategy Manager
Date of this assessment	4 th August 2023
Signature of responsible officer (to be signed after the EqlA has been completed)	Neil Holly

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

If you require help, advice and support to complete the forms, please contact Minakshee Patel, Corporate Equality & Diversity Advisor via email: minakshee.patel@rugby.gov.uk or 01788 533509

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)?	<p>The report seeks cabinet and council approval to (1) discontinuing preparation of the Gypsy and Traveller Site Allocations DPD, (2) adopting an updated Local Development Scheme and (3) undertaking public consultation on the new Local Plan Issues and Options paper.</p> <p>The Local Development Scheme sets out the council’s timetable for producing new planning policies.</p> <p>The discontinuance of the Gypsy and Traveller Site Allocations DPD is given effect through adopting the updated Local Development Scheme. It is proposed that Gypsy and Traveller site allocations are now taken forward as part of the new Local Plan.</p> <p>The new Local Plan Issues and Option document contains no new policies or site allocations. It outlines some of the significant planning issues facing the borough and seeks the views of local businesses, residents and other stakeholders on how the council should respond to those issues through the new Local Plan.</p>
(2) How does it fit with Rugby Borough Council’s Corporate priorities and your service area priorities?	<p>It primarily fits in with priorities on:</p> <ul style="list-style-type: none"> • Rugby Borough Council is a responsible, effective and efficient organisation. • Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents.
(3) What are the expected outcomes you are hoping to achieve?	<p>The Local Development Scheme aims to set a realistic programme for preparing planning policies.</p> <p>The issues and options consultation aims to seek input from various stakeholders on the content of the new Local Plan. It is hoped this will enable a better plan to be prepared.</p>

<p>(4) Does or will the policy or decision affect:</p> <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	<p>The issues and options consultation does not affect customers/employees or wider groups save insofar as it provides them with an opportunity to input into preparation of the council's future local plan.</p> <p>The decision to discontinue the Gypsy and Traveller Site Allocations DPD does affect Gypsies and Travellers.</p>
<p><u>Stage 2 - Information Gathering</u></p>	<p>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).</p>
<p>(1) What does the information tell you about those groups identified?</p>	<p>The principal groups affected are Gypsies and Travellers. These are ethnic groups.</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>We consulted on a Gypsy and Traveller Site Allocations DPD Issues and Options document in autumn 2022. At the same time, we conducted a call for sites.</p> <p>No sites were put forward. Therefore, there are not sites available to meet the future accommodation needs of Gypsies and Travellers. On this basis it is proposed to discontinue the separate Gypsy and Traveller DPD.</p> <p>The views of the Gypsy and Traveller community were not specifically sought on the decision to discontinue the DPD.</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>There will be an opportunity for communities to comment on the discontinuance of the Gypsy and Traveller Site Allocations DPD as part of the new Local Plan issues and options consultation.</p>
<p><u>Stage 3 – Analysis of impact</u></p>	

<p>(1)Protected Characteristics From your data and consultations is there any positive, adverse or negative impact identified for any particular group, which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>RACE</p> <p>Yes, Romany Gypsies and Irish Travellers. Romany Gypsies and Irish Travellers are ethnic groups under the Equality Act 2010. Discontinuing the Gypsy and Traveller Site Allocations DPD could have an adverse impact on Gypsies and Travellers if it were to delay the meeting of their accommodation needs. However, it is not considered that incorporating Gypsy and Traveller site allocations into the new Local Plan will delay meeting those needs compared to continuing with a separate Gypsy and Traveller Site Allocations DPD. Additionally, incorporation into the new plan allows a wider range of options to be explored for meeting those needs.</p>	<p>DISABILITY</p>	<p>GENDER</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP</p>	<p>AGE</p>	<p>GENDER REASSIGNMENT</p>

	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
<p><u>(2) Cross cutting themes</u></p> <p>(a) Are your proposals likely to impact on social inequalities e.g. child poverty, geographically disadvantaged communities? If yes, please explain how?</p> <p>(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>	Not at this stage.		
(3) If there is an adverse impact, can this be justified?	N/A		
(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.)	N/A		
(5) How does the strategy/service/policy contribute to the promotion of equality? If not what can be done?	When the new Local Plan is produced, this will be done with the objective of promoting equality.		
(6) How does the strategy/service/policy promote good relations between groups? If not what can be done?	Not at this stage, when new policies and site allocations are developed at a later stage they will represent the opportunity to promote good relations.		
(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	N/A		

<u>Stage 4 – Action Planning, Review & Monitoring</u>																														
<p>If No Further Action is required then go to – Review & 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>No further action is required.</p> <p>EqlA Action Plan</p> <table border="1" data-bbox="891 536 2130 767"> <thead> <tr> <th data-bbox="891 536 1135 612">Action</th> <th data-bbox="1135 536 1379 612">Lead Officer</th> <th data-bbox="1379 536 1626 612">Date for completion</th> <th data-bbox="1626 536 1879 612">Resource requirements</th> <th data-bbox="1879 536 2130 612">Comments</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></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 when the next stage of the plan is presented to Cabinet, probably in spring 2024.</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).’

Appendix 7 – Project Risk Register

RUGBY BOROUGH COUNCIL PROJECT RISK REGISTER

Project: updated Local Plan (October 2023)

Objective: to prepare and adopt a new local plan for the borough

		Likelihood			
Impact	4	M	H	H	H
	3	L	M	H	H
	2	L	M	M	H
	1	L	L	M	M
		1	2	3	4

Risk	Opportunities	Consequences	Controls	Responsibility	Assessment of Risk		
					Likelihood	Impact	Risk Score
					2	4	6
1. Potential finding of an inspector that the new Local Plan is not legally compliant or is not sound..		<ul style="list-style-type: none"> - Delay as potential need to re-consult on modifications, go back and re-do parts of the process or even withdraw the plan - Reputational damage. - Stakeholder concerns/complaints - Adverse media coverage - Risk of legal challenge - Delay in getting a plan adopted, leading to loss of appeals 	<ul style="list-style-type: none"> - Compliance with the Town and Country Planning (Local Planning) (England) Regulations 2012 and the Planning and Compulsory Purchase Act 2004. - Compliance with national policy and guidance. - Effective joint working with duty to cooperate partners. - Holding two Regulation 18 public consultations. - Careful consideration of representations made. - Preparation of proportionate evidence to support the plan's policies. - Consideration of reasonable alternatives through the sustainability appraisal process. - Potential for a legal review prior to plan submission (if deemed to be required). 	Chief Officer Growth and Investment/ Development Strategy Manager			

Risk	Opportunities	Consequences	Controls	Responsibility	Assessment of Risk		
					Likelihood	Impact	Risk Score
2. Loss of team members / inadequate resourcing / inability to fill posts		<ul style="list-style-type: none"> - Lack of continuity, loss of institutional knowledge - Delay - Increased costs through need to use consultants 	<ul style="list-style-type: none"> - Prioritisation and effective time management to maximise the resources we have - Communication - Effective recruitment - Flexible use of resources within the planning department to assist - Potential use of consultants if necessary 	Chief Officer Growth and Investment/ Development Strategy Manager	4	3	7
3. Delay to the local plan process due to changes to government policy	Opportunities to reflect new national policy.	<ul style="list-style-type: none"> - Increased or wasted costs - Delay - Public perception 	<ul style="list-style-type: none"> - Monitoring and responding to government policy, including responding to consultations - Keeping the local development scheme under review 	Chief Officer Growth and Investment/ Development Strategy Manager	4	3	7
4. Failure to meet the government's proposed 30 June 2025 cut off date for preparing a plan under the current plan-making system		<ul style="list-style-type: none"> - Wasted cost and effort - Delay in getting a plan adopted as need to go back and re-do parts of the process and update evidence. - Public perception - Increased risk of losing appeals due to policies being out of date 	<ul style="list-style-type: none"> - Effective project management - Keeping the position and progress under review - Delaying significant spending on evidence 	Chief Officer Growth and Investment/ Development Strategy Manager	3	3	6
5. Change of political party/control of the council results in policy or financial changes impacting project delivery	Review of project	<ul style="list-style-type: none"> - Delay - Increased or wasted costs - Reputational damage 	<ul style="list-style-type: none"> - Use of Planning Services Working Party to seek cross-party support. - Council decision making at relevant stages. 	Chief Officer Growth and Investment/ Development Strategy Manager	3	3	6

Risk	Opportunities	Consequences	Controls	Responsibility	Assessment of Risk		
					Likelihood	Impact	Risk Score
6. Political disagreement with neighbouring authorities/ ineffective cooperation		<ul style="list-style-type: none"> - Failure to meet duty to cooperate (see risk 1 above) - Reputational damage - Delay 	<ul style="list-style-type: none"> - Joint working through the Coventry, Warwickshire and Solihull Association of Planning Officers (CSWAPO) - Preparation of statements of common ground 	Chief Officer Growth and Investment/ Development Strategy Manager	2	4	6
7. Delays in consultants providing evidence/ poor quality evidence		<ul style="list-style-type: none"> - Delay - Increased cost if need to re-do evidence 	<ul style="list-style-type: none"> - Joint procurement of evidence with CSWAPO - Effective procurement procedures including writing clear briefs - Careful and ongoing management of consultants 	Chief Officer Growth and Investment/ Development Strategy Manager	1	2	3
8. Cost overruns		<ul style="list-style-type: none"> - Reputational damage - Budgetary pressures 	<ul style="list-style-type: none"> - Focussing evidence tightly on justifying policies - Joint commissioning of evidence with neighbouring authorities - Effective project management 	Chief Officer Growth and Investment/ Development Strategy Manager	3	2	5

Appendix 8 – Climate Change and Environmental Impact Assessment

Rugby Borough Council

Climate Change and Environmental Impact Assessment

Local Plan Review –Issues & Options consultation – October 2023

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 Executive Director.

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

SECTION 1: OVERVIEW

Portfolio and Service Area	Growth and Investment
Policy/Service/Change being assessed	The council is preparing a new local plan to update the Rugby Borough Local Plan 2011-2031. The issues and options consultation is the first stage of consultation on the new Local Plan.
Is this a new or existing Policy/Service/Change?	A new policy
If existing policy/service please state date of last assessment	No previous assessment.
Ward Specific Impacts	Borough-wide.
Summary of assessment Briefly summarise the policy/service/change and potential impacts.	This report seeks member approval to undertake public consultation on the Local Plan Issues and Options document. This is the first formal stage in preparing a new local plan. The Issues and Options document contains no new policies or site allocations. However, policy options for responses to climate change are identified. No potential impacts are identified at this stage.
Completed By	Neil Holly (Development Strategy Manager)
Authorised By	Nicola Smith (Head of Growth & investment)
Date of Assessment	23 August 2023

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"/>	This stage of the plan production does not have any impact on climate change or the environment. At a later stage, when policies are included, an assessment of their environmental impact can be made.			
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable Transport/Travel (customers and staff)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Community leadership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Biodiversity and habitats	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Adaptation/Mitigation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Impact on other providers/partners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

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	Next stage of the local plan preparation process – preferred options public consultation.
Key points to be considered through review	No negative impacts have been identified at this stage.
Person responsible for review	Neil Holly (Development Strategy Manager) – Development Strategy
Authorised by	Nicola Smith (Head of Growth & Investment)

AGENDA MANAGEMENT SHEET

Report Title:	Creation of an Economic Development Officer Post
Name of Committee:	Cabinet
Date of Meeting:	23 October 2023
Report Director:	Chief Officer – Growth and Investment
Portfolio:	Growth and Investment
Ward Relevance:	All
Prior Consultation:	Human Resources, Finance and Performance and Legal and Governance
Contact Officer:	Helen Nightingale - Major Projects and Economic Development Manager
Public or Private:	Public
Report Subject to Call-In:	No
Report En-Bloc:	No
Forward Plan:	Yes
Corporate Priorities:	This report relates to the following priority(ies): <input checked="" type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input checked="" type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) Corporate Strategy 2021-2024 <input type="checkbox"/> This report does not specifically relate to any Council priorities but
(C) Climate	
(E) Economy	
(HC) Health and Communities	
(O) Organisation	
Summary:	The purpose of this report is to seek approval for improving the staffing resource within the Major Projects and Economic Development Team. The resource is needed to ensure the Council delivers the aims of its Corporate Strategy along with the Town Centre Regeneration Strategy and the

emerging Economic Strategy to meet the Council's growth, economic and levelling up aspirations.

Financial Implications:

The financial implications are set out in section 4 of this report. Prior to April 2024 the cost of the post will be covered by the UKSPF administration and management fee. From April 2024 the cost of the post will be covered by the proposed uplift in national planning application fees. If there is a small delay in the introduction of the planning fee uplift then the post can also be funded for 24/25 by the UKSPF administration and management fee. The cost of this post is cost neutral.

Risk Management/Health and Safety Implications:

A dedicated strategic risk register is in place for each strand of the Corporate Strategy. Creation of the new post and budget is a key action towards delivering on the corporate strategy priorities. If the new post and budgets are not agreed, there will be an increased likelihood that the Council's corporate strategy objectives, particularly around the economy not being achieved.

Environmental Implications:

None arising directly from this report. However the post holder would focus on engagement with local businesses to encourage promotion of net zero and decarbonisation actions within the individual business environment. More detail is in the Climate Change and Environmental Impact Assessment (Appendix 1).

Legal Implications:

The Council are under an obligation to appoint on merit pursuant to the Local Government and Housing Act 1989.

Equality and Diversity:

The posts will be recruited within the Borough Council's Recruitment & Selection procedures. The postholder will work with businesses to encourage them to tackle the barriers to employment from disadvantaged communities by addressing skills, training and other issues that maybe preventing residents from accessing these jobs. More detail is in the Equality Impact Assessment (Appendix 2).

Options:

Option 1

Approve the formation of a new permanent Economic Development Officer post.

Option 2:

Do not approve the formation of a new permanent Economic Development Officer post.

Recommendation:

IT BE RECOMMENDED TO COUNCIL THAT -

1. a 2023/24 supplementary budget of £10,880 is established for the creation of a new permanent Economic Development Officer post to be funded from the UK Shared Prosperity Fund management and administration 4% be approved; and

2. a permanent budget of £43,530 be created for the permanent Economic Development Officer post to be funded by the planning fee increases from 2024/25 onwards.

Reasons for Recommendation:

To enable the Borough Council to deliver the aims of its Corporate Strategy, Town Centre Regeneration Strategy and Economic Strategy and the levelling up agenda.

Cabinet- 23 October 2023

Creation of an Economic Development Officer Post

Public Report of the Chief Officer - Growth and Investment

Recommendation

IT BE RECOMMENDED TO COUNCIL THAT -

- (1) a 2023/24 supplementary budget of £10,880 is established for the creation of a new permanent Economic Development Officer post to be funded from the UK Shared Prosperity Fund management and administration 4% be approved; and
- (2) a permanent budget of £43,530 for 2024/25 be created for the permanent Economic Development Officer post to be funded by the planning fee increases from 2024/25 onwards..

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for improving the resources within the Major Projects and Economic Development Team to enable it to deliver the aims of its Corporate Strategy, Town Centre Regeneration Strategy and emerging Economic Strategy as well as the levelling up agenda to meet the Council's growth, economic and levelling up aspirations. Such aims include:

- Encourage and support sustainable economic growth;
- Help businesses thrive and provide jobs for our residents;
- Develop and promote our town centre as a place to live, socialise and work; and
- Nurture and support independent shops

The Council previously approved the creation of a permanent Senior Economic Development Officer and three-year fixed term Senior Economic Development Officer in July 2022, however after two rounds of recruitment the Council has only been able to recruit to the permanent Senior Economic Development officer role.

The Council is progressing with the economic objectives of the Corporate Strategy including the creation of an Economic Strategy now the Senior Economic Development Officer is in post, however a graduate level or less experienced economic development officer is needed to support our Senior Economic Development officer to support and engage with our businesses and encourage inward investment.

Due to the lack of success at recruiting on a fixed term basis approval is sought for the establishment of a permanent Economic Development Officer post which will be funded from existing grants and the uplift in planning fees. The establishment of this post will therefore be cost neutral.

1. INTRODUCTION

- 1.1 The purpose of this report is to see approval for the creation of a permanent economic development officer which will improve the capacity of the economic development service to deliver the economic outcomes set out in the Corporate Strategy.
- 1.2 This report provides an update to the economic development resources that formed part of the July 19th, 2022, Council paper setting out proposed resource requirement for Growth and Investment.

2. BACKGROUND

- 2.1 The Council report of the 19th July 2022 sought permission to strengthen the economic development service as part of a wider review of Growth and Investment to ensure the service has the resources to meet the needs of the Council, drive economic growth and implement the changes required for the benefits of the residents of Rugby. It was agreed to form the Major Projects and Economic Development Team comprising two small teams, one focused on delivering some of the Council's major projects and the other focusing on delivering the Council's economic outcomes as set out in the Corporate Strategy.
- 2.2 To deliver an economic development function two economic development officer posts were approved, one permanent and one on a three-year fixed term contract. The latter was to be funded from the UKSPF which is a three-year funding programme of which we are currently in year 2.
- 2.3 The permanent senior economic development officer has been appointed and started in post on the 9 May 2023. This followed a second recruitment exercise earlier in 2023, after a previous unsuccessful attempt to recruit to the two approved posts in the autumn of 2022. These two recruitment exercises have demonstrated that it is a competitive market to secure economic development staff, particularly with the UKSPF and Levelling-Up funds providing a range of good career opportunities for experienced economic development professionals across the country. It is clear that the post needs to be permanent position to allow the Council to compete in this highly competitive market.

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3. ECONOMIC DEVELOPMENT SERVICE UPDATE

- 3.1 The key functions of the economic development were set out in the July 19th, 2022, Council paper and have been further updated to reflect the evolving economic landscape and include:

- Lead the production and implementation of the Rugby Economic Strategy by working in partnership with the private sector, voluntary and community groups and other public sector bodies.
- Be the main point of contact for economic development and to provide specialist advice to potential clients and existing businesses, representing the Council on partnerships and networks whose aim is to generate growth in Rugby's economy.
- Lead the diversification of the Rugby economy by attracting inward investment, supporting businesses to innovate and positioning Rugby to take advantage of growth sectors.
- Work proactively with Coventry and Warwickshire Growth Hub, Warwickshire County Council, the Chamber of Commerce and other partners to develop and deliver an effective business support system to ensure that local businesses from micro/start-up businesses to the most strategic companies in the Borough have the benefit of high-quality business support.
- Engage and work with local businesses to ensure that they have access to the most effective package of support to meet their business need.
- Work with public and private sector partners to identify and deliver the opportunities from the UKG approved Local Visitor Economy Partnership for Coventry and Warwickshire.
- Work with schools, college, universities, and the private sector to develop the workforce with the required skills in line with the Economic Strategy.
- Work with partners to develop packages of support to tackle the barriers that prevent residents securing good quality employment and to address economic inequalities in the Borough.
- Ensure that there is an effective portfolio of sites and premises suitable to support business expansion, start-up and inward investment.
- Contribute to the development of the Rugby Town Centre regeneration strategy and implementation.

3.2 It is proposed that the second economic development post be redesignated to a permanent role as there appears to be more success in attracting appropriately qualified candidates with a permanent contract. In addition, it is proposed that the second post be established to attract a new graduate or someone with more limited work experience so that it affords the opportunity to develop the successful candidate in the role. The role will report to the Senior Economic Development Officer.

3.3 The new role would focus on engaging local businesses, attracting inward investment, and working with the partners to ensure that the various packages of support are more effectively targeted to meet business need.

3.4 The key responsibilities of the new role are:

- Engage with and maintain strong relationships with external business support partners to ensure a coordinated offer of support is available to businesses.
- To work with businesses and partners to find solutions and appropriate packages of support.
- To work with businesses and partners to encourage the promotion of net zero decarbonisation actions within the business environment.
- To work with the Chamber of Commerce and the Growth Hub to identify and support start up and scaling businesses and ensure that all appropriate support is identified to support this business segment.
- To work with relevant partners to ensure that there is an effective Customer Relationship Management system and that regular monitoring reports are produced in line with corporate and programme Key Performance Indicators.
- To support the work to develop an effective inward investment proposition for Rugby including preparing a database of suitable sites and properties.
- Respond pro-actively to new inward investment and business expansion project enquiries with relevant proposals for available properties, key features and benefits of locating in Rugby in order to attract or retain their investment.
- Develop and maintain regular business newsletters and contribute content for relevant channels including for the web, social media and printed publications.

4. FINANCIAL IMPLICATIONS

The Economic Development Officer has being graded as Grade E which equates to a cost of £43,530 full time per annum. Due to the recruitment process it is expected that the 2023/2024 cost will be £10,880 based on the post holder being in post for 3 months. It is proposed this is managed through the UK Shared Prosperity Fund administration and management fee and then built into the budget setting process for 2024/2025 onwards using the uplift in planning application income expected from 01 April 2024.

- 4.1 The planning application fee increase is currently being debated in the House of Lords and there is a consensus that there should be an increase in planning fees. It has been estimated that the increase in planning fees would generate an extra £330,000 and therefore is proposed to be used to fund the new economic development officer post.

5. OPTIONS AVAILABLE

- 5.1 Taking the above into account, two options are proposed for the consideration of Councillors, namely:

Option 1

To approve the creation of a new permanent Economic Development Officer post for the Major Projects and Economic Development team.

Option 2

To not approve the creation of a new permanent Economic Development Officer post for the Major Projects and Economic Development team.

6. CONCLUSION

- 6.1 It is recommended that the new permanent post detailed in the above report, is approved. This will enable the Council to deliver the aims of its Corporate Strategy, Town Centre Regeneration Strategy and Economic Strategy and the levelling up agenda all to meet the Council's growth, economic and levelling up aspirations.

Name of Meeting: Cabinet

Date of Meeting: 23 October 2023

Subject Matter: Creation of a Economic Development Officer Post

Originating Department: Growth and Investment

DO ANY BACKGROUND PAPERS APPLY **YES** **NO**

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink
1	Council Report 19 th July 2022

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

Rugby Borough Council

Climate Change and Environmental Impact Assessment

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 (2021-2024) [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 form, please contact Dan Green, Deputy Chief Executive.

SECTION 1: OVERVIEW

Portfolio and Service Area	Growth and Investment
Policy/Service/Change being assessed	Major Projects and Economic Development
Is this a new or existing Policy/Service/Change?	New service
If existing policy/service please state date of last assessment	
Ward Specific Impacts	All
Summary of assessment Briefly summarise the policy/service/change and potential impacts	The proposal is to recruit an additional economic development officer who would particularly focus on engagement with local businesses to encourage promotion of net zero and decarbonisation actions within the individual business environment. The post holder would also be involved in delivering the new UKSPF net zero programme which will support businesses in progressing the adoption of processes and business practices to reach net zero targets.
Completed By	Karen Yeomans, Senior Economic Development Officer
Authorised By	Helen Nightingale
Date of Assessment	25 th August 2023

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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Post holder will work with partners and businesses to implement actions to consider and adopt alternative energy sources		Growth and Investment	On-going
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable Transport/Travel (customers and staff)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Post holder will work with partners and businesses to implement actions to adopt to sustainable transport policies and practices		Growth and Investment	On-going
Sustainable procurement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Post holder will work with partners and businesses to implement actions to adopt to sustainable procurement policies and practices.		Growth and Investment	On-going
Community leadership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Post holder will work with partners and businesses to implement actions to adopt to net zero/decarbonisation processes and practices		Growth and Investment	On-going
Biodiversity and habitats	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Post holder will work with partners and businesses to implement actions to		Growth and investment	On-going

Appendix 1

Climate Change and Environmental Impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner	Timescales
				reduce the impact of a business on the environment.			
Adaptation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Impact on other providers/partners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Post holder will work with partners and businesses to implement actions to adapt to net zero/decarbonisation processes and practices		Growth and Investment	On-going

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	
Key points to be considered through review	
Person responsible for review	
Authorised by	

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:
Aftab Razzaq
Chief Officer for Legal and Governance
aftab.razzaq@rugby.gov.uk
01788 533521

Equality Impact Assessment

Service Area	Growth and Investment
Policy/Service being assessed	Economic Development
Is this a new or existing policy/service? If existing policy/service please state date of last assessment	New Service
EqlA Review Team – List of members	Nicola Smith, Helen Nightingale, Karen Yeomans
Date of this assessment	25th August 2023
Signature of responsible officer (to be signed after the EqlA has been completed)	Helen Nightingale

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Chief Officer for Legal and Governance.

Details of Strategy/ Service/ Policy to be analysed

Stage 1 – Scoping and Defining	
(1) Describe the main aims, objectives and purpose of the Strategy/Service/Policy (or decision)?	The proposal is to employ an additional member of staff whose focus will be to engage and work with local businesses to support their resilience and expansion. This presents an opportunity to encourage businesses to adopt processes and practices to tackle barriers to employment for our residents where there are higher levels of deprivation and to encourage good working practices.
(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?	The post holder would be part of the economic development service which is core outcome 2: <ul style="list-style-type: none"> • To help businesses thrive and provide jobs for our residents. • Promote the borough of Rugby as a place to do business. • Develop and promote our town centre as a place to live, socialise and work.
(3) What are the expected outcomes you are hoping to achieve?	Our businesses are more informed and engaged so that we can influence their actions to create more jobs for local people and that barriers to accessing these jobs by local people are removed.
(4) Does or will the policy or decision affect: <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	The post holder will work with businesses, communities and other partners to ensure a more collaborative approach to tackling barriers to employment.
Stage 2 - Information Gathering	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).
(1) What does the information tell you about those groups identified?	Rugby has two wards that are in the highest 20% of deprivation areas in England. ONS data suggests that male residents earn 10% than their counterparts who travel to the Borough to work.

Appendix 2

<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>No</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>Consultation will be part of developing the Rugby economic strategy which it is anticipated to be consulted on in the early part of 2024.</p>		
<p>Stage 3 – Analysis of impact</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</p>	<p>DISABILITY</p>	<p>GENDER</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP</p>	<p>AGE</p>	<p>GENDER REASSIGNMENT</p>
	<p>RELIGION/BELIEF</p>	<p>PREGNANCY MATERNITY</p>	<p>SEXUAL ORIENTATION</p>

Appendix 2

<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?</p> <p>(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>The post holder will work with businesses to encourage them to tackle the barriers to employment from disadvantaged communities by addressing skills, training and other issues that maybe preventing residents from accessing these jobs.</p> <p>No</p>
<p>(3) If there is an adverse impact, can this be justified?</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>(5) How does the strategy/service/policy contribute to the promotion of equality? If not, what can be done?</p>	<p>The post holder will work with businesses and partners to promote equality through the provision of business support targeted to promote good working practices and tackling barriers to employment.</p>
<p>(6) How does the strategy/service/policy promote good relations between groups? If not, what can be done?</p>	<p>Part of the role of the post holder will be to work with businesses, residents, communities and other public sector partners to ensure a collaborative approach to securing deliverable solutions.</p> <p>HR advice has been sought and RBC policies and procedures will be followed to ensure sensitivity and fairness is applied throughout the recruitment process.</p>

Appendix 2

<p>(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>There is much silo working across organisations and the post holder will work with partners to ensure a more collaborative approach. This should improve the accessibility to services as it is intended to make it simpler and more transparent to access the variety of services on offer. There needs to be more engagement, communication, marketing, visibility and collaborative working. Proposals are underway to pilot an innovative approach to address these issues and the post holder will play an important part of the team.</p>
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Appendix 2

Stage 4 – Action Planning, Review and Monitoring																					
<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>EqIA Action Plan</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Action</th> <th style="text-align: left;">Lead Officer</th> <th style="text-align: left;">Date for completion</th> <th style="text-align: left;">Resource requirements</th> <th style="text-align: left;">Comments</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </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>To be reviewed as part of the Rugby economic development plan and action plan which will be finalised in 2024.</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 MANAGEMENT SHEET

Report Title:	UK Shared Prosperity Fund (UKSPF) - Year 2 Spend
Name of Committee:	Cabinet
Date of Meeting:	23 October 2023
Report Director:	Chief Officer- Growth and Investment
Portfolio:	Growth and Investment
Ward Relevance:	All Wards
Prior Consultation:	Internal consultation with Leadership Team, Finance, Corporate Performance and Risk and Equalities, UKPSF Local Partnership Group.
Contact Officer:	Helen Nightingale – Major Projects and Economic Development Manager
Public or Private:	Public
Report Subject to Call-In:	No
Report En-Bloc:	No
Forward Plan:	Yes
Corporate Priorities:	This report relates to the following priorities: <input checked="" type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input checked="" type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input checked="" type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) Corporate Strategy 2021-2024 <input type="checkbox"/> This report does not specifically relate to any Council priorities but
Summary:	The purpose of this report is to make recommendations for the further allocation of Year 2 and a small portion of year 3 UKSPF spend as well as amending the remit of the Local Partnership

Group in relation to grant applications as previously agreed at Council 12th July 2023.

Financial Implications:

The Council is required to provide bi-annual returns to government on the spending of UKSPF monies. If the money allocated for year 2 (2023/2024) is not spent the Council could be required to repay the money to Government.

Risk Management/Health and Safety Implications:

The projects identified in the report will need to be delivered by the end of March 2024 and those identified for Year 3 UKSPF will need to be delivered by end of March 2025. By not completing the projects in time could result in the Council having to return unspent fund to Government.

Environmental Implications:

A Climate Change and Environment Impact Assessment has been completed and is attached as appendix 3. There is positive impact on energy usage, sustainable transport/travel, community leadership and biodiversity and habitats.

Legal Implications:

None as a direct result of this report.

Equality and Diversity:

An Equality Impact Assessment has been completed and is attached as Appendix 4 and it will have a positive impact on people with disabilities and women and girls.

Options:

Option 1

Agree the spend and recommendations as set out in the report

Option 2

Not agree the spend and recommendations as set out in the report

Recommendation:

IT BE RECOMMENDED TO COUNCIL THAT –

1. the allocation of UKSPF for 2023/2024 (year 2) as set out in the report be approved;
2. the continuation of funding for the year 2 projects, community support to reduce cost of living, local sports facilities, tournaments, teams and leagues and small business support projects for year 3 be approved;
3. delegated authority be given to the Chief Officer for Finance and Performance in consultation with the Chief Officer for Growth and Investment to make any other

minor changes to spend to ensure all money is spent by the end of the financial year 2023/2024

4. delegated authority be given to the UKSPF Local Partnership Group to review and make recommendations to the Chief Officer for Growth and Investment to approve grant applications for the community support to reduce the cost of living, local sports facilities, tournaments, teams and leagues and business support and start up grant funds
5. A supplementary capital budget of £172,800 as detailed in the report to be added to the capital programme be approved
6. A supplementary revenue budget of £293,200 as detailed in the report be approved; and
7. A supplementary income budget of (£293,200) to offset revenue expenditure as detailed in the report be approved.

Reasons for Recommendation:

To enable the Borough Council to use the funding provided by Government to deliver levelling up schemes which also deliver the aims of the Council's Corporate Strategy.

Cabinet- 23 October 2023

UK Shared Prosperity Fund (UKSPF) – Year 2 Spend

Public Report of the Chief Officer – Growth and Investment

Recommendation

IT BE RECOMMENDED TO COUNCIL THAT –

1. the allocation of UKSPF for 2023/2024 (year 2) as set out in the report be approved;
2. the continuation of funding for the year 2 projects, community support to reduce cost of living, local sports facilities, tournaments, teams and leagues and small business support projects for year 3 be approved;
3. delegated authority be given to the Chief Officer for Finance and Performance in consultation with the Chief Officer for Growth and Investment to make any other minor changes to spend to ensure all money is spend by the end of the financial year 2023/2024;
4. delegated authority be given to the UKSPF Local Partnership Group to review and make recommendations to the Chief Officer for Growth and Investment to approve grant applications for the community support to reduce the cost of living, local sports facilities, tournaments, teams and leagues and business support and start up grant funds;
5. A supplementary capital budget of £172,800 as detailed in the report to be added to the capital programme be approved.;
6. A supplementary revenue budget of £293,200 as detailed in the report be approved; and
7. A supplementary income budget of (£293,200) to offset revenue expenditure as detailed in the report be approved.

EXECUTIVE SUMMARY

As part of Government’s central mission to level up the whole of the UK, the UK Shared Prosperity Fund (UKSPF) was introduced across a three year period of 2022-2025. The majority of this report sets out projects the Council will undertake throughout 2023 and 2024 using £741,000 allocated for the second year of the overall three-year fund. The Council has already agreed £275,000 spend of year 2 revenue funds and this report details the spend for the remaining £318,200 revenue and £172,800 capital funds.

There are also projects identified in 2023/24 that could run in to 2024/25 (year 3) to maximise their effectiveness as their aim is to support local communities and businesses. It is also recommended that this spend is approved subject to the Council being in receipt of Year 3 (2024/25) funds from government.

In addition to specific projects being identified, it is also being requested that the previously approved Local Partnership Group, as required by Government as the community link between the Council and Community, have delegated powers to make recommendations to the Chief Officer for Growth and Investment to approve grants applications for specific funds (approved by Council 12th July 2023) in order to streamline the process and meet the spend targets set by Government.

The table below shows an over view of the current projects including already approved schemes, schemes which are to be approved as detailed in this report and £1,647,281 which is still to be committed:

UKSPF Year 1 (2022/2023) – Approved November 2022			
Project	Revenue Amount	Capital Amount	Total
Festival Lights Phase 1 (replacement lighting)		£43,000	
Public Realm Improvements Bicentenary of the game of Rugby	£30,500	£45,000	
Athletics Lighting		£50,000	
Footfall Monitoring for the Town Centre		£38,400	
Market Stalls and Equipment		£31,000	
Bandstand works		£44,780	
White Goods Appliances		£63,000	
Management/Admin 4%		£14,820	
Warwickshire Wide Business Support Review	£10,000		
Year 1 Total	£40,500	£330,500	£370,500
UKSPF Year 2 (2023/24)			
Project	Revenue Amount	Capital Amount	Total
<u>Previously Approved Projects:</u> <ul style="list-style-type: none"> ▪ Direct grants for businesses ▪ Community support to reduce the cost of living grants; ▪ Local sports facilities, tournaments, teams and leagues grants; and Interim small business support	£275,000		
St. Andrew's Garden (Trinity Garden Churchyard) improvements		£40,300	
Newbold Quarry accessibility Improvements		£50,840	
Caldecott Park Accessibility Improvements		£30,000	
Albert Street Hoarding		£36,400	
Christmas Brick Tour	£25,000		
Town Centre Public Realm Improvements	£113,550	£15,260	
Small Business Support	£125,010		

Management/Admin 4%	£29,640		
Year 2 Total	£568,200	£172,800	£741,000
UKSPF Year 3 (2024/25)			
Project	Revenue Amount	Capital Amount	Total
Community support to reduce the cost-of-living grant fund	£50,000	N/A	
Local sports facilities, tournaments, teams and leagues grant fund	£50,000	N/A	
Small Business Support	£194,140	N/A	
STILL TO BE COMMITTED			£1,647,281
Year 3 Total	£294,140	£0	£294,140
Grand Total			£3,052,921

The projects listed meet objectives within the four Corporate Strategy Outcomes, Climate, Economy, Health and Communities and Organisation. These objectives include:

Climate

- Reduce resident's and business' impact on the environment and help them adapt to the consequences of climate change;
- Promote and encourage green and sustainable businesses within the borough; and
- Link places together with good quality green infrastructure and improve biodiversity across the borough.

Economy

- Promote Rugby as a place to do business;
- Encourage and support sustainable economic growth, consistent with our social and environmental priorities;
- Help business thrive and provide jobs for our residents; and
- Develop and promote our town centre as a place to live socialise and work.

Health and Communities

- Support residents to lead active lives, with high quality, accessible green space and recreational facilities;
- Make sure that our communities are safe; and
- Make sure that residents are proud of their community and their borough.

Organisation

- Maintain robust systems of governance that ensure fairness, accountability and transparency.

If the recommendations and projects as set out above are not agreed, there is a risk that the £741,000 UKSPF monies are not spent by 31st March 2024 and any unspent funds are returned to government.

1. BACKGROUND

1.1. In April 2022 the Government announced a new fund to support its levelling up agenda. The UK Shared Prosperity Fund (UKSPF) is a three year fund to replace the monies which previously came from the European Union such as the European Social Fund (ESF) and European Regional Development Fund (ERDF).

1.2. The UKSPF is centred around three investment priorities Community and Place, Supporting Local Business and People and Skills.

Community and Place

- Improvements to town centres and highstreets
- Support for local arts, cultural, heritage and creative activities
- Funding for local sports facilities
- Community measures to reduce the cost of living

Supporting Local Business

- Investment in open markets and improvements to town centre retail
- Business Support measures to drive employment growth
- R&D grants to support the development of innovative products and services

People and Skills

- Employment support for inactive people
- Support for local areas to fund local skills needs
- Green skills courses
- Support and help people in employment who are not supported by mainstream provision to address barriers to accessing education and training courses

1.3. The original amounts of funding available to Rugby announced in April 2022 were:

Year 1 22/23	£457,938
Year 2 23/24	£824,289
Year 3 24/25	£1,770,694

1.4. The Council was required to submit an Investment Plan and Expenditure Profile for the three year period between 2022 and 2025 to Government August 2022 to secure the funding and it was agreed at the Council of the 19th July 2022 the split of the yearly funds across the three investment priorities, Communities and Place, Supporting Local Business and People and Skills.

1.5. Prior to the submission of the Investment Plan the Government altered the allocation of funds pushing the majority of the overall amount into year 3 as follows:

Year 1 22/23	£370,500
Year 2 23/24	£741,000
Year 3 24/25	£1,941,421

1.6. The proportional split as agreed by July 2022 Council was then applied to the revised figures and incorporated into the Investment Plan to Government prior

to the submission on 1st August 2022. The approved Investment Plan and accompanying Expenditure Profile is attached as Appendix 1 and 2 respectively.

- 1.7. The Government approved the submitted Investment Plan and Expenditure profile in February 2023 enabling Year 1 funds to be released to the Council.
- 1.8. In November 2022 and February 2023 Council agreed the projects to spend Year 1 funds on in line with the Investment Plan and Expenditure Profile.
- 1.9. In July 2023 Council also agreed the projects to spend £275,000 of the overall £741,000 for UKSPF Year 2 as well as agree to the formation of Local Partnership Group.
- 1.10. It is a requirement of the funding that the Government is provided with regular reports on how the funds are spent and it is also required that the fund to be spent within the allocated year.

2. Year 2 Spend (2023-2024)

- 2.1. The funding allocated for Year 2 is £741,000, £172,800 of which is for capital projects whilst the remaining £568,200 is for revenue based projects. Government stipulates that within 2023/24 at least 13% of the fund is to be spent on capital projects and the Council is above that threshold at 23%. Of the £568,200 expected to be spent on revenue projects, £275,000 of the fund has already been allocated and approved for year 2 as per the July 2023 Council report. This leaves £318,200 for revenue and £172,800 yet to be spent. The proposed projects, needing approval are detailed below. The revenue cost also includes the 4% admin charge which is to allow Councils to administer the fund.
- 2.2. The Investment Plan (Appendix 1) identifies a number of projects for year 2 and these projects have been worked up in consultation with the Local Partnership Group, Chief Officers, the Town Centre Regeneration Working Group and Warwickshire County Council (WCC).
- 2.3. This report details the projects as a result of recent consultation as outlined above.

Priority 1 Community and Place

St Andrew's Gardens (Trinity Gardens Churchyard) Improvements (£40,300)

- 2.4. The UKSPF Investment Priority E3 seeks to create and improve local green spaces, community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces, whilst Investment Priority E5 seeks to design and manage the built and landscaped environment to 'design out crime.

- 2.5. In 2021 Rugby Borough Council carried out a survey of residents asking women and girls about how safe they felt and specific incidences of violence and harassment against them in Rugby. We had 670 responses. There was not a requirement to provide a location of incidents, but it was an optional question. There were 7 responses that specified the intervention area as a place where incidences of violence or harassment occurred and 27 more general responses that these incidences occurred in the Town Centre.
- 2.6. Lower Layer Super Output Areas (LOSA) data collated by analysts at Warwickshire County Council. This data looks at geographical areas known as LOSA. Rugby Town Centre is LOSA E01031173. The data shows it is the 3rd highest LOSA in Warwickshire for reported ASB, and the 3rd highest LOSA in Warwickshire for VAWG related offences.
- 2.7. Interventions are being carried out through Safer Streets 4 Funding, however using UK Shared Prosperity Funds to improve the green space at St Andrew's Gardens (Trinity Gardens Churchyard) and reduce antisocial behaviour by:
- Planting improvements and defensive planting where needed;
 - Making the area a destination or a place to visit with information boards and contemplation areas;
 - Increasing sight lines with pruning of existing planting; and
 - Insertion of seating to reduce the need to sit on existing headstones to name a few interventions.

Newbold Quarry Accessibility Improvements (£50,840)

- 2.8. The UKSPF Investment Priority E3 seeks to create and improve local green spaces, community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces, whilst Investment Priority E5 seeks to design and manage the built and landscaped environment to 'design out crime.
- 2.9. There are current risks of a health and safety nature at Newbold Quarry as it is a disused quarry lake such as drowning as well as risks from the natural elements including the raise in water levels and landslides. The site is also subject to a lot of antisocial behaviour and work has been ongoing with community wardens, councillors and Warwickshire Police on reducing this. Such anti-social behaviour includes swimming, unauthorised fishing, vandalism and this in turn discourages the use of the are by local residents.
- 2.10. It is proposed that works are undertaken to reduce the current health and safety risks as well as the antisocial behaviour by creating a safe and attractive place to visit. Works to be undertaken include:
- Tarmac footpaths in places
 - Remediation of bank erosion which is resulting in footpath subsidence
 - Replacement and insertion of additional hand rails as protection from water
 - Replacement of wooden sleeper steps
 - Remediation of existing footways to make it accessible for all

- 2.11. By undertaking the above works to increase accessibility and thereby additional footfall there becomes an element of natural surveillance which deters antisocial behaviour.

Caldecott Park Accessibility Improvements (£30,000)

- 2.12. Investment Priority E3 seeks to create and improve local green spaces, community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces whilst Investment Priority E5 seeks to design and manage the built and landscaped environment to 'design out crime
- 2.13. Caldecott Park in the past has been closed at dusk to reduce the level of antisocial behaviour occurring in the park and more recently the smaller, pedestrian entrances to the park are being left open to enable accessibility to the park throughout the year. However the southern most entrance on to Park Road is closed to reduce the risk of vehicles entering the park, which gives the perception that the park is closed.
- 2.14. It is proposed the existing iron gates are removed and replaced with iron gates that have a built-in pedestrian entrance, enabling the larger gates to be closed to vehicles but the integrated gate remaining open to pedestrians.
- 2.15. It is envisaged this would improve the accessibility to the park at all times, reducing the occurrence of antisocial behaviour.

Albert Street Hoarding (£36,400)

- 2.16. Investment Priority E6 supports local arts, cultural, heritage and creative activities.
- 2.17. The Council has recently vacated its premises on Albert Street and whilst future plans are decided upon, the site requires to be secured.
- 2.18. Traditionally sites that are empty are secured by hoarding and it is proposed that a local artist is commissioned to engage with the local community to create a mural to be painted on to the hoarding that will secure Albert Street.
- 2.19. It is the intention that the mural will be painted on hoarding that can be transported to another site if needed and bring to life the local community's visions of Rugby.

Christmas Brick Tour (£25,000)

- 2.20. Investment Priority E1 seeks improvements to town centres and high streets whilst E8 seeks promotion of wider campaigns which encourage people to visit and explore the local area.
- 2.21. Christmas 2022 the Council commissioned the Christmas Brick Tour which saw numerous Christmas shaped brick models placed around the town centre

generating additional footfall as the models were another reason to visit Rugby town centre during the pre and post-Christmas period.

- 2.22. It is proposed that the Council again commission Christmas themed brick models to place around the town centre from November 2023 to January 2024 to support the town centre as part of the Council's meanwhile use workstream as part of the Town Centre Regeneration Strategy and creating another reason for visitors to visit and explore Rugby town centre in search of the models, which in turn will support local businesses by creating additional footfall.

Town Centre Public Realm Improvements (£113,550)

- 2.23. Investment Priority E1 seeks to fund improvements to town centres and high streets, including better accessibility for people with disabilities.
- 2.24. It is proposed that the following public realm improvements are taken forward to improve the town centre and make it more accessible:
- Independent retail quarter signage
 - Taxi rank shelter refurbishment
 - Traffic regulation order and traffic control for High Street, Sheep Street and Market Place
 - Lighting upgrades for the path through Chestnut Fields
 - Renewed car parking signage
 - Street furniture upgrades and improvements
- 2.25. The Town Centre Regeneration Strategy states the importance public realm plays on its future success and the above identified improvements are the start of a wider journey to really making change to the public realm in Rugby's town centre.

Priority 2 - Supporting Local Businesses

Small Business Support (£128,010)

- 2.26. Investment Priority E23 seeks to strengthen local entrepreneurial ecosystems, supporting businesses at all stages of their development from start, sustain, grow and innovate including through local networks.
- 2.27. The Business Support Review jointly commissioned by the six local authorities across Warwickshire in 2022, recommended a series of programmes targeted to provide high quality support to local businesses. This approach anticipated that Local Authorities would jointly fund the programmes as the most efficient way to achieve economies of scale and provide access to expertise which may otherwise be unaffordable at an individual local authority level.
- 2.28. Since the Council approval in July 2023 the interim funding of up to £25,000, for existing programme extensions have been agreed to provide some on-going support to start up, high growth and hospitality businesses whilst a more comprehensive set of programmes have been developed to provide support to businesses from October 2023 to March 2025.

2.29. The new programmes of business support that are proposed are:

- **Start-up** -This programme targets support to new business start-ups in their first 24 months of trading and individuals who have ambitions to start a business.
- **Growth and Resilience** -The programme is targeted at assessing companies' business resilience, growth, and productivity improvement potential and to identify any barriers or risks that could prevent the realisation of the identified potential and to create and provide a tailored package of support.
- **Manufacturing** – The programme is designed to support small to medium sized manufacturers who are facing a period of substantial change with new business opportunities in emerging markets (such as electric vehicles and green industries), new possibilities presented through industrial digitisation, alongside threats such as, the shortage of labour and materials, a more complex exporting environment and inflationary pressures (including rising energy prices) which are contributing to reduced investment and the erosion of competitiveness.
- **High Growth and Innovation** – The programme responds to the challenges identified in the 2022 Scale Up Report (Scaleup Institute) which identified that growth in the number of high growth businesses within the Warwickshire economy has stagnated falling to 37 of 41 regions in terms of the growth of the local scaleup population. Given the impact these high growth and innovative firms have on the local economy, the programme aims to identify, target, engage with and support those businesses who demonstrate high growth potential.
- **Net Zero** - The activities supported through this programme will contribute towards the creation of a green, growing, and sustainable economy through promoting business innovation and best practice measures that support businesses to identify ways to decarbonise their activities and identify greenhouse gas savings, increase energy efficiency in enterprises and reduce carbon emissions, promote the circular economy including an emphasis on 'whole place' approaches e.g., improving industrial processes, heating, lighting and energy network.
- **Tourism (Project Warwickshire)** – Tourism, hospitality and leisure businesses continue to face challenges and this programme provides advice, guidance, mentoring and training targeted at businesses in the tourism, hospitality and leisure sector.

2.30. A total of £3.3m has been allocated across all five Warwickshire boroughs and districts from UKSP year 2 and 3 funds and includes £345,000 from Warwickshire County Council's revenue funds. The other Local Authorities have either given approval or are finalising their approvals. It is anticipated that c 400 Rugby businesses will be engaged across all the programmes with a range of support to improve business competitiveness and productivity and it is estimated c 85 jobs will be created or safeguarded.

- 2.31. From Rugby Borough Council's perspective, it is proposed to allocate the following from the UKSPF as per the original investment plan agreed by Council in July 2022.

Programme	Year 2023/24	Year 2024/25
Start -Up	£18,433	£27,956
Growth and resilience	£24,578	£27,275
Manufacturing	£24,578	£37,275
High Growth and Innovation	£24,578	£37,275
Net Zero	£18,433	£27,956
Tourism	£12,289	£18,638
Project Management	£5,120	£7,766
Total	£128,009	£194,141

- 2.32. Subject to Council approval, the programmes will be ready to be launched in October 2023. Approval is also sought for year 3 of the UKSPF funding subject to confirmation of the funds by Government. There is a termination clause with one months' notice which would give the ability of the Council to mitigate any financial exposure in the event of the Government not approving 2024/25 plans or delaying approval beyond an acceptable timescale.

3. UK Shared Prosperity Fund Local Partnership Group

- 3.1. At Council in July, it was agreed that a Local Partnership Group be set up and be involved in encouraging relevant groups to engage in the grant application process as well as reviewing all applications and making recommendations to Council as to which grants applications are successful in line with the UKSPF investment priority interventions outcomes.
- 3.2. The Local Partnership Group has now been set up and the process of putting together grant programmes has commenced. It is clear that to streamline the process of administering grants under the time constraints of the UKSPF that delegated powers should be given to the Chief Officer for Growth and Investment to agree grant fund applications as recommended by the Local Partnership Group.
- 3.3. The Local Partnership Group has also recommended that the grant programmes listed below for year 2, which were previously agreed in July 2023 be also agreed for Year 3 as per the original Investment Plan which was approved by Council in July 22.
- Community support to reduce the cost of living; and
 - Local sports facilities, tournaments, teams and leagues
- 3.4. The amounts would be the same as that approved in July 2023 for year 2 of £50,000 per programme. Securing the funds for 2024/25 would enable a wider range of applicants to the grant programmes to be considered with longer term projects.

4. Financial Implications

4.1. The revenue and capital spend for each project is set out below:

UKSPF Year 2 (2023/24)			
Project	Revenue Amount	Capital Amount	Total
<u>Previously Approved Projects:</u>			
<ul style="list-style-type: none"> ▪ Direct grants for businesses ▪ Community support to reduce the cost of living grants; ▪ Local sports facilities, tournaments, teams and leagues grants; and Interim small business support	£275,000		
St. Andrew's Garden (Trinity Garden Churchyard) improvements		£40,300	
Newbold Quarry accessibility Improvements		£50,840	
Caldecott Park Accessibility Improvements		£30,000	
Albert Street Hoarding		£36,400	
Christmas Brick Tour	£25,000		
Town Centre Public Realm Improvements	£113,550	£15,260	
Small Business Support	£125,010		
Management/Admin 4%	£29,640		
Year 2 Total	£568,200	£172,800	£741,000
UKSPF Year 3 (2024/25)			
Project	Revenue Amount	Capital Amount	Total
Community support to reduce the cost-of-living grant fund	£50,000	N/A	
Local sports facilities, tournaments, teams and leagues grant fund	£50,000	N/A	
Small Business Support	£194,140	N/A	
STILL TO BE COMMITTED			£1,647,281
Year 3 Total	£294,140	£0	£294,140
Grand Total			£3,052,921

4.2. This report addresses the remaining £172,800 capital funding and £318,200 revenue funding of the overall £741,000 Year 2 allocation of UK Shared Prosperity Fund.

4.3. In addition to the Year 2 UKSPF funding, it is proposed that if the Council is in receipt of funding for year 3, £294,140 of revenue is used for community and sports grant programmes (£100,000) and a second year of business support programmes (£194,1040) as proposed in the original investment plan to Government in August 2022.

5. Options Available

- 5.1. Taking the above into account, two options are proposed for consideration of Members, namely:

Option 1

Agree the spend and recommendations as set out in the report

Option 2

Not agree the spend and recommendations as set out in the report

6. Conclusion and Recommendations

- 6.1. All projects outlined in this report are in accordance with the aspirations of the UKSPF investment priorities and it is recommended that the capital and revenue spend as detailed in the report is approved.
- 6.2. It is also recommended that delegated authority is given to the Chief Officer for Growth and Investment to approve the recommendations of the Local Partnership Group in relation to successful grant applications for the community support to reduce the cost of living, local sports facilities, tournaments, teams and leagues and support for businesses and start ups grant funds.

Name of Meeting: Cabinet

Date of Meeting: 23 October 2023

Subject Matter: UK Shared Prosperity Fund Year 2 Spend

Originating Department: Growth and Investment

DO ANY BACKGROUND PAPERS APPLY **YES**

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink
1	Investment Plan
2	Expenditure Profile

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



Rugby Borough Council

UK Shared Prosperity Fund: Investment Plan Document

Update December 2022

Purpose

Appendix 1

The purpose of document paper is to outline Rugby Borough Council's approach for delivering the Council's share of the UK Shared Prosperity Fund (UKSPF). This document seeks to provide additional details on the proposals contained within the Council's UKSPF Investment Plan.

The Council will use UKSPF funding to both provide short term improvements with a lasting impact and provide schemes which leave the local economy ready for the opportunities of the future. The Council expects there to be a real multiplier effect in terms of investment from the projects selected.

Background

Rugby is one of the fastest growing boroughs in the country with the population expected to increase by c. 130,000 people over the next 10 years. It benefits from excellent road and rail connections, which drives the economy and provides a wide catchment for visitors to Rugby Town Centre, including a relatively affluent catchment for the Town Centre.

Rugby Town Centre has an attractive and plentiful built heritage, including Rugby School, and intimate streets that create a very walkable and cyclable town centre, with Caldecott Park as a high quality green space at its core.

However, like many locations, Rugby Town Centre faces structural challenges. High vacancy levels and the changing role of retail in the centre has been fuelled by changing retail behaviours, the success of Elliot's Fields Retail Park, and the long term impacts of the COVID-19 pandemic. The Town Centre also has a weak office market with limited inward investment and more recently, the loss of established occupiers moving to other locations due to the lack of suitable alternative commercial spaces.

Whilst Rugby does have a diverse leisure offer, this is pepper-potted across the centre with limited ancillary food and beverage uses to support these activities. This therefore limits Rugby's ability to provide a compelling day to night-time draw. Rugby Market is underperforming, with the envisaged ability to do more to draw in crowds and support the town centre revitalisation through a re-imagined offer in the future.

The wards within Rugby town centre itself are of the most deprived wards in the borough and as of 2019 seven lower super outputs areas (LSOAs) are within the 30% most deprived areas in the country, an increase of two LSOA since 2015.

The Council recognised this and strongly believe that regenerating and improving the town centre environment would boost the local economy. Therefore, Rugby Borough Council bid for the Future High Street Fund as well as the Heritage Action Zone fund however these bids were unsuccessful. The Council also felt that as it is categorised as a Tier 3 Council, despite the deprivation in some of its wards, for the purposes of the Levelling Up Fund, it was unlikely to be awarded monies against Tier 1 and 2 authorities if bids were submitted.

In response to this context, Rugby Borough Council procured a design team, comprising Avison Young, Allies and Morrison and Urban Flow, to prepare a masterplan for Rugby Town Centre.

This strategic masterplan exercise, intended to culminate in a robust Regeneration Plan for the Town Centre, has established an agreed vision for the Town Centre:

"Rugby Town Centre will be first choice for Rugby residents and visitors. It will be vibrant, resilient and a community focal point; supported and characterised by a strong daytime and night-time economy, a culture of entrepreneurship, and a thriving hub of independent and non-independent

Appendix 1

businesses. We will deliver a place and a mix of uses that puts people first, celebrates Rugby's heritage and contributes positively to the lives of our community creating a prosperous and sustainable place that we can all be proud of."

The process will ultimately define a transformative level of regeneration in the centre, through identifying key development and investment opportunities supported by a delivery strategy including need for intervention, viability and delivery responsibilities.

To support the vision, a set of objectives and place principles have been developed. To date, the process has included considerable engagement with Council Officers, Council Members, major Town Centre stakeholders, local businesses and the local community.

Now adopted it is intended that the Town Centre Regeneration Strategy will provide a plan for the town centre for investors and business moving forward, with support from the Council.

Rugby Borough Council's Corporate Strategy 2021-2024 also centres around four priority outcomes with the economy 'arm' supporting the fact that the Council is ambitious and wants to see real regenerative change to benefit its residents, business and visitors:

Climate

Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. The Council has committed to being net zero by 2030 and will work with businesses, residents, and partners to improve the environmental sustainability of the Council and lead the borough through a green recovery and into a greener future.

Economy

Rugby will encourage and support sustainable economic growth, consistent with its social and environmental priorities. Rugby Borough has ambitions to promote Rugby as a place to do business and helping the borough recover from the economic impact on Covid-19, ensuring that residents have the skills they need to meet local demand, nurture and support independent shops as well as helping businesses thrive.

Health & Communities

Rugby wants to ensure that its residents live healthy, independent lives, with the most vulnerable protected and this can be achieved by providing access to high quality green spaces and recreational facilities, high quality and affordable homes as well as working with partners to invest in services to meet local needs.

Organisation

Rugby Borough Council is committed to being a responsible, effective and efficient organisation which will continue to manage its finances well, embrace innovation and value its people, delivering high quality services.

The Council's four priority outcomes align closely with the Government's Levelling Up White Paper core objectives identified below and shows the commitment the Council has to the Borough's businesses, residents and visitors.

- boost productivity, pay, jobs, and living standards by growing the private sector, especially in those places where they are lagging;

Appendix 1

- spread opportunities and improve public services, especially in those places where they are weakest;
- restore a sense of community, local pride and belonging, especially in those places where they have been lost; and
- empower local leaders and communities.

The Opportunity

The UK Shared Prosperity Fund is a 3 year programme that focuses on 3 key areas of investment priorities: Community and Place, Supporting Local Business and People and Skills.

Community and Place

- Improvements to town centres and highstreets
- Funding for local sports facilities
- Community measures to reduce the cost of living

Supporting Local Business

- Investment in open markets and improvements to town centre retail
- Business Support measures to drive employment growth
- R&D grants to support the development of innovative products and services

People and Skills

- Employment support for inactive people
- Support for local areas to fund local skills needs
- Green skills courses
- Support and help people in employment who are not supported by mainstream provision to address barriers to accessing education and training courses

Before the first payment is made in October, the Council must submit an Investment Plan which needs to set out the high-level strategic aims that the Council wishes to address over the next 3 years. The UKSPF closely aligns with the Council's Corporate Strategy on areas such as creating a diverse and resilient economy and meeting the challenges of climate change.

Engagement

The Council has engaged in a significant round of informal consultation with key stakeholders when drawing up the Investment Plan. Borough Councillors have helped to shape the type of projects being considered. The Borough Council and Warwickshire County Council have worked together closely on the Investment Plan and will continue to work closely together on its delivery. The Council has engaged education institutions such as Rugby College to understand how our workforce can be equipped with the skills of the future. Organisations representing business such as the Chamber of Commerce and Federation of Small Business have been key to shaping the Investment Plan's approach to supporting business. The Council has also engaged with the voluntary sector.

The Challenge

Appendix 1

The Council's analysis of challenges is focused on the town centre, then the wider Borough. Rugby Town Centre's vacancy rate has been performing consistency in line with national trends, but long-term vacancies are a consistent challenge. There are concentrations of vacancies in areas of the town centre where long-term empty buildings have started to decay, which has a highly visible negative impact but also represents lost potential employment and economic activity. The town centres public realm is significantly outdated, with a specific need identified to improve pedestrian connections between the town centre and railway station, which currently gives a poor first impression to visitors and investors alike.

The loss of key anchor stores and stalled development proposals has left key sites/units empty or underdeveloped. This undermines Rugby's ability to compete with the strong competition provided by neighbouring towns. Empty units and stalled sites also undermine Rugby's efforts to transition from a retail-led town centre to a more mixed-use destination. To help meet these challenges, the Council has commissioned a new Town Centre Regeneration Strategy and market review to create a truly mixed use town centre. The new strategy will guide how the town centre develops over future decades by identifying key development sites and other interventions and crucially how they will be delivered.

Whilst Rugby's economy has performed relatively strongly it cannot stand still. Rugby has the second lowest GVA per worker in Warwickshire. Business start-up rates are below the national average and reduced further during the Covid-19 pandemic. The average size of businesses in Rugby is below the national average. Whilst many of these companies may have significant opportunities for growth they need support to grow. Rugby's lower GVA is considered to reflect that local business need greater support with new technology and may benefit from efforts to utilise Rugby's strong rail links with London. Rugby Borough Council takes a positive approach towards growth and wants to harness the benefits of this growth to create a better town centre and create more jobs for all our residents.

Investment Priorities

Appendix 1

The Investment Plan identifies the priorities for the UK Shared Prosperity Fund. This section provides additional detail on the main priorities and in some cases the types of projects expected to come forward but are not confirmed at this stage.

Place and Communities

The town centre is a key focus for Rugby's UKSPF allocation. The Council's overall strategy is to integrate town centre regeneration with improving local skills, with the potential to identify complementary interventions that make the benefits of this funding go further. The UKSPF is an opportunity to support projects which will complement the recently adopted Town Centre Regeneration Strategy. The Town Centre Regeneration Strategy is considering projects for the next 15 years whilst UKSPF funding will consider projects for next three years.

Place and Communities UKSPF Priorities:

- E1: Funding for improvements to town centres and high streets, including better accessibility for disabled people, including capital spend and running costs.
- E10 Funding for local sports facilities, tournaments, teams and leagues to bring people together
- E13 Community measures to reduce the cost of living, including through measures to improve energy efficiency, and combat fuel poverty and climate change.
- E14: Funding to support relevant feasibility studies.

Example Projects

The Council has a range of potential projects but the below have been identified as potential priority projects owing to their potential across the areas of Communities and Place, Supporting Local Business and People and Skills. These projects may also form part of the projects being developed as part of the Town Centre Regeneration Strategy and Council's Corporate Strategy.

Meanwhile Uses

Delivering transformational change includes achieving the small changes that in combination can help transform a street, not just the largest regeneration sites. Meanwhile Uses provide the opportunity for the temporary occupation of vacant units by non-commercial occupiers who would otherwise be unable to afford commercial rents. The footfall helps neighbouring units e.g. coffee shops, encourage new jobs to be created as social enterprises expand and encourage landlords to invest in their vacant units. The Council would work with Rugby First (Business Improvement District) to act as a facilitator matching landlords and potential tenants.

Shopfront Improvement Scheme

A shopfront improvement scheme could provide grants to landlords who agreed to invest in their empty units and also units in need of repair. The scheme could focus on concentrations of vacancies in Rugby, with works guided by a new supplementary planning document (SPD). These works would aim to decrease vacancies, improve the general appearance of the town centre and could be combined with other interventions to maximise socio-economic benefit. Frontages schemes are an investment multiplier, with landlords, tenants, nearby shops all encouraged to invest more in their

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respective units and businesses. The process would be managed by the Council through an ‘open call’ process and applications assessed against a published selection criteria.

Rugby Bicentenary 2023

The Bicentenary of the game of Rugby is an opportunity to encourage residents into the town centre to celebrate their town’s history. A series of events will be held, but the Council is looking at small interventions which collectively can make a big difference to how the town centre looks and feels. This could be new lighting, restoring what we have already and making the most of our green space and public realm. The Council wants to get the basics right to create a more pleasant environment to encourage people to spend more time in the town centre, but also to improve the connections between the railway station and town centre.

Deliverable Outcomes

Some of the deliverable outcomes as identified in the spreadsheet required for E1, E10, E13 and E14 have not been completed due to the inability to obtain the correct baseline information to then base a percentage increase. However improved public perception, increased visitor numbers, job created/safeguarded, improved perception, reduction in Co2e and increase energy efficiency are all outcomes the Council wants to improve. Therefore, whilst a quantifiable figure has not been inserted into the spreadsheet, this does not imply that the Council does not have any intention of improving in all these areas.

With regards to footfall, the Council used to monitor this pre-pandemic, however there is no up to date baseline data. The Council has procured the installation of new footfall cameras which will be operational early in 2023.

Support for local businesses

Rugby’s Economy

Rugby has a significant presence within the transport & storage sector as the sector benefits from Rugby’s central location: access to the “Golden Triangle” motorway network (M6/M1/M42), A5 corridor and London’s “Magic Circle”; where local businesses and residents can reach the London within an hour via rail. The transport & storage sector overall accounts for nearly 4% of Rugby’s total GVA equating to £287m as of 2019.¹

Within transport & storage the main industry strengths come from the Warehousing & Storage and Postal and Courier Activities (Logistics). Rugby is home to many leading logistics companies such as DHL. Postal and Courier Activities (Logistics) had a location quotient² of 6.3 in 2021 indicated that the industry is over 6 times more concentrated in Rugby when compared to the national average. Warehousing & Storage had a location quotient of 4.4 in 2021 indicated that the industry is over 4 times more concentrated in Rugby when compared to the national average.

With the presence of the manufacturing technology centre and AGCO and Meggit amongst others the Manufacturing sector is also a significant sector strength in Rugby and overall accounts for over 5% of Rugby’s total GVA equating to £343m as of 2019. Rugby has a relatively large industrial concentrations

¹ ONS, GVA regional breakdown, 2022

² Location Quotient (LQ) is a way of quantifying how “concentrated” an industry is in a region compared to a larger geographic area, such as the state or nation.

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of various manufacturing sub industries. Manufacturing of electrical equipment has the highest LQ out of all manufacturing at 6.3 followed by manufacturing of motor vehicles at 5.7, this shows that they are over 6 and 5 times more concentrated in Rugby than the national average respectively.

Professional and business services are also considered significant strengths to Rugby these are high value high skilled industries which provide 5.7% contribution towards total GVA in 2019. Professional services alone had a location quotient of 1.3, suggesting a above national average concentration base in Rugby.

Tourism is one of the key drivers of economic growth to the South Warwickshire economy and surrounding areas. Rugby (where the sport of Rugby Football originated) has strong tourism potential that is currently not being fulfilled. Rugby's tourism / visitor economy in terms of GVA value only accounts just a little over 1% of Rugby's Total GVA as of 2019. This likely to have fallen further due to the impacts of COVID 19 on tourism in 2020.³

The visitor economy in Rugby has a fairly low LQ value of 0.5 suggesting that the concentration of the visitor economy is lower than the national average. The negative economic impact on high streets and the retail sector have only been catalysed further due to the onset of the COVID-19 pandemic. Rugby's wholesale and retail trade GVA value accounts for 3.5% of total GVA in 2019 but its overall LQ value comes in at 0.9 suggesting a lower than national average concentration.

Support for Local Business UKSPF Priorities

- E16: Investment in open markets and improvements to town centre retail and service sector infrastructure, with wrap around support for small businesses.
- E22: Investing in enterprise infrastructure and employment/ innovation site development projects. This can help to unlock site development projects which will support growth in places.
- E23: Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks.
- E31: Funding to support relevant feasibility studies.

Proposed approach

A host of tailored support for new and existing businesses has been operating across Rugby. The Council is assessing how this can continue and be enhanced by working with existing delivery partners. Support includes helping businesses with their cashflow, digital marketing and sales. This support can be vital for companies in their first 12 months of trading. The Council is developing a local business strategy and economic strategy which collectively will provide the overarching framework for this and be delivered through a Local Partnership Board.

Example Projects

Supporting Rugby Market

Rugby Market is at the heart of what makes Rugby a market town. As the retail market changes, Rugby Market needs to change with it. The Council has recently gone out to tender for a new operator so now is the time to provide additional support to reform the market. The market could be supported to provide high-quality, standardised stalls with a clear design theme and a new layout enabling the market to gain a greater critical mass. The market would need to provide more food

³ Lightcast, GVA, 2022

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and beverage, arts and craft and flowers and plants to reposition itself as a market which appeals to all ages. UKSPF funding could help support this transition.

Business Hub/Shared workspace

Shared workspace is increasingly common across the UK, especially since homeworkers have sought new places to collaborate. Such venues can provide opportunities for networking, training events and help provide low-cost meeting rooms to enable new enterprises to keep their costs down. The Rugby Business Hub would be unique as it would seek to enable Rugby to utilise its excellent rail links to London. For example, enabling Rugby businesses to host clients who have come on the train for in-person meetings in high quality office space. The Council would be looking to enter into a partnership agreement to run the business hub, from day-to-day operations to special events.

Deliverable Outcomes

Some of the deliverable outcomes as identified in the spreadsheet required for E16 and E23 have not been completed as the projects have not been formalised and so some outputs are unknown at this point in time.

People and Skills

Background

Further to the negative impact of the pandemic, those who were unemployed or fell out of unemployment are now finding it increasingly challenging to make positive moves towards employment. Within Warwickshire from March 2020 – March 2022, the area recorded a 42% increase in individuals on the claimant count. This increase from 7,830 individuals to 11,120 shows an area which is still in recovery with an inflated number of job seekers who require further support to move into employment or sustain longer term roles. For Rugby specifically, the area has seen a 38% increase which totals 580 additional individuals on the claimant count. Without sustained levels of employment support until 2024/25, there is a risk that those who are at risk of being unsupported will fall out of employment and eventually become economically inactive. To date (December 2021) the economically inactive rate for Warwickshire stands at 17.9%. With funded support ringfenced for the Community and Voluntary Sector across 2023/24, greater responsive work is required in 2024/25 to recover the drop in engagement levels and to support the wider economy in recovery.

People and Skills UKSPF Priorities:

- E33: Employment support for economically inactive people: Intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment, supplemented by additional and/or specialist life and basic skills (digital, English, maths* and ESOL) support where there are local provision gaps.

Proposed Approach

The Council is working with providers to explore the gaps in local skills training, especially in the area of digital skills, engineering and logistics. Skills training is vital to boost productivity to improve Rugby's GVA, tackle unemployment and ensure the future success of the local economy.

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Rugby Council will be working with stakeholders and partners through a Local Partnership Board to deliver outcomes of the Fund having identified where the gaps are through a feasibility study.

Deliverable Outcomes

Many of the deliverable outcomes as identified in the spreadsheet required for E33 have not been completed as the projects have not been formalised and so some outputs are unknown at this point in time.

Expenditure Profile				UKSPF Allocation Annual Expenditure				UKSPF Allocation Capital/Revenue Split (£)						
Investment Priority	Intervention	UKSPF Allocation	% of Total UKSPF Allocation	2022-23	2023-24	2024-25	Annual Expenditure Totals	Capital 22/23	Revenue 22/23	Capital 23/24	Revenue 23/24	Capital 24/25	Revenue 24/25	Capital/Revenue Totals
Communities & Place	E1: Improvements to town centres & high streets	£1,552,295	51%	£280,500	£342,800	£928,995	£1,552,295	£250,000	£30,500	£272,800	£70,000	£846,315	£82,680	£1,552,295
Communities & Place	E2: Community & neighbourhood infrastructure projects		0%				£0							£0
Communities & Place	E3: Creation of and improvements to local green spaces		0%				£0							£0
Communities & Place	E4: Enhancing existing cultural, historic & heritage institutions offer		0%				£0							£0
Communities & Place	E5: Built & landscaped environment to 'design out crime'		0%				£0							£0
Communities & Place	E6: Local arts, cultural, heritage & creative activities		0%				£0							£0
Communities & Place	E7: Support for active travel enhancements in local area		0%				£0							£0
Communities & Place	E8: Campaigns to encourage visits and exploring of local area		0%				£0							£0
Communities & Place	E9: Impactful volunteering and/or social action projects		0%				£0							£0
Communities & Place	E10: Local sports facilities, tournaments, teams & leagues	£180,000	6%	£80,000	£50,000	£50,000	£180,000	£80,000	£0	£0	£50,000	£0	£50,000	£180,000
Communities & Place	E11: Capacity building & infrastructure support local groups		0%				£0							£0
Communities & Place	E12: Community engagement schemes, local regeneration		0%				£0							£0
Communities & Place	E13: Community measures to reduce the cost of living	£100,000	3%		£50,000	£50,000	£100,000	£0	£0	£0	£50,000		£50,000	£100,000
Communities & Place	E14: Relevant feasibility studies	£20,000	1%		£20,000		£20,000	£0	£0	£0	£20,000	£0	£0	£20,000
Communities & Place	E15: Digital connectivity for local community facilities		0%				£0							£0
Communities & Place	Total for 'On-menu' Interventions	£1,852,295	61%	£360,500	£462,800	£1,028,995	£1,852,295	£330,000	£30,500	£272,800	£190,000	£846,315	£182,680	£1,852,295
Communities & Place	Insert Bespoke Intervention		0%				£0							£0
Communities & Place	Insert Bespoke Intervention		0%				£0							£0
Communities & Place	Insert Bespoke Intervention		0%				£0							£0
Communities & Place	Insert Bespoke Intervention		0%				£0							£0
Communities & Place	C&P Bespoke Interventions Total	£0	0%	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Communities & Place	Communities & Place Interventions Total	£1,852,295	61%	£360,500	£462,800	£1,028,995	£1,852,295	£330,000	£30,500	£272,800	£190,000	£846,315	£182,680	£1,852,295
Local Business	E16: Open markets & town centre retail & service sector	£210,000	7%		£130,000	£80,000	£210,000	£0	£0	£50,000	£80,000	£0	£80,000	£210,000
Local Business	E17: Development & promotion of visitor economy		0%				£0							£0
Local Business	E18: Supporting Made Smarter Adoption		0%				£0							£0
Local Business	E19: Investment in research & development at the local level		0%				£0							£0
Local Business	E20: R&D grants supporting innovative product & service development		0%				£0							£0
Local Business	E21: Development of innovation infrastructure at a local level		0%				£0							£0
Local Business	E22: Enterprise infrastructure & employment / innovation sites	£250,000	8%			£250,000	£250,000					£240,000	£10,000	£250,000
Local Business	E23: Strengthening local entrepreneurial ecosystems	£342,342	11%		£148,200	£194,142	£342,342				£148,200		£194,142	£342,342
Local Business	E24: Training hubs, business support offers, incubators & accelerators		0%				£0							£0
Local Business	E25: Bid for & host international business events & conferences		0%				£0							£0
Local Business	E26: Growing the local social economy		0%				£0							£0
Local Business	E27: Develop angel investor networks		0%				£0							£0
Local Business	E28: Export grants to grow overseas trading etc.		0%				£0							£0
Local Business	E29: Supporting decarbonisation & improving natural environment		0%				£0							£0
Local Business	E30: Business support measures to drive employment growth		0%				£0							£0
Local Business	E31: Support relevant feasibility studies	£10,000	0%	£10,000			£10,000		£10,000					£10,000
Local Business	E32: Investment to protect from natural hazards, flooding and coastal erosion		0%				£0							£0
Local Business	Total for 'On-menu' Interventions	£812,342	27%	£10,000	£278,200	£524,142	£812,342	£0	£10,000	£50,000	£228,200	£240,000	£284,142	£812,342
Local Business	Insert Bespoke Intervention		0%				£0							£0
Local Business	Insert Bespoke Intervention		0%				£0							£0
Local Business	Insert Bespoke Intervention		0%				£0							£0
Local Business	Insert Bespoke Intervention		0%				£0							£0
Local Business	LB Bespoke Interventions Total	£0	0%	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Local Business	Local Business Interventions Total	£812,342	27%	£10,000	£278,200	£524,142	£812,342	£0	£10,000	£50,000	£228,200	£240,000	£284,142	£812,342
People & Skills	E33: Employment support for economically inactive people	£388,284	13%			£388,284	£388,284						£388,284	£388,284
People & Skills	E34: Courses including basic, life & career skills		0%				£0							£0
People & Skills	E35: Enrichment & volunteering activities		0%				£0							£0
People & Skills	E36: Increase levels of digital inclusion, essential digital skills		0%				£0							£0
People & Skills	E37: Tailored support for the employed to access courses		0%				£0							£0
People & Skills	E38: Local areas to fund local skills needs		0%				£0							£0
People & Skills	E39: Green skills courses		0%				£0							£0
People & Skills	E40: Retraining support for those in high carbon sectors		0%				£0							£0
People & Skills	E41: Funding to support local digital skills		0%				£0							£0
People & Skills	Total for 'On-menu' Interventions	£388,284	13%	£0	£0	£388,284	£388,284	£0	£0	£0	£0	£0	£388,284	£388,284
People & Skills	Insert Bespoke Intervention		0%				£0							£0
People & Skills	Insert Bespoke Intervention		0%				£0							£0
People & Skills	Insert Bespoke Intervention		0%				£0							£0
People & Skills	Insert Bespoke Intervention		0%				£0							£0
People & Skills	P&S Bespoke Interventions Total	£0	0%	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
People & Skills	People & Skills Intervention Total	£388,284	13%	£0	£0	£388,284	£388,284	£0	£0	£0	£0	£0	£388,284	£388,284
Allocation Totals		£3,052,921	100%	£370,500	£741,000	£1,941,421	£3,052,921	£330,000	£40,500	£322,800	£418,200	£1,086,315	£855,106	£3,052,921

Rugby Borough Council

Climate Change and Environmental Impact Assessment

Rugby Borough UK Shared Prosperity Fund Year 2

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 Executive Director.

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

Appendix 3

SECTION 1: OVERVIEW

Portfolio and Service Area	Growth and Investment
Policy/Service/Change being assessed	UK Shared Prosperity Fund (UKSPF) – Year 2 Spend
Is this a new or existing Policy/Service/Change?	This is a new Government funding source. Council approval has been given for the general areas of spend across the next 3 years as of 19th July 2022.
If existing policy/service please state date of last assessment	None.
Ward Specific Impacts	Borough-wide.
Summary of assessment Briefly summarise the policy/service/change and potential impacts.	<p>The UKSPF is centred around three investment priorities Community and Place, Supporting Local Business and People and Skills. Year 2 spend is centred around funding for:</p> <ul style="list-style-type: none"> • Improvements to town centres; • Improving local green spaces; • Designing and managing the built and landscaped environment to design out crime; • Supporting local arts, culture and creative activities; and • Strengthening local entrepreneurial ecosystems and supporting businesses at all stages. <p>The projects outlined have given consideration to the Council's Climate Change Strategy and Corporate Strategy whilst also benefitting the Borough's residents.</p>
Completed By	Helen Nightingale Major Projects and Economic Development Manager
Authorised By	Nicola Smith – Chief Officer for Growth and Investment
Date of Assessment	20 th September 2023

SECTION 2: IMPACT ASSESSMENT

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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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Encourage local communities to submit proposals that will assist with the cost of living including the reduction in energy usage.</p> <p>The outcomes of this report will also contribute towards the creation of a green, growing, and sustainable economy through promoting business innovation and best practice measures that support businesses to identify ways to decarbonise their activities and identify greenhouse gas savings, increase energy efficiency in enterprises and reduce carbon emissions, promote the circular economy</p>	N/A	N/A	Short term - 18 months
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable Transport/Travel (customers and staff)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The strategy looks to improve accessibility to green spaces within the town centre as well as creating more accessible public realm, including the current traffic regulation order to make the town centre more pedestrian friendly.	N/A	N/A	Short term – 12-18 months
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

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Community leadership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The formation of the Local Partnership Group and giving delegation to make recommendation enables the community to take ownership of grant funding pots to assist the local community.	N/A	N/A	
Biodiversity and habitats	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Improvements proposed to St Andrew's Gardens (Trinity Garden Churchyard) and Newbold Quarry as well as town centre public realm improvements will improve and enhance local biodiversity and habitats with additional and improved planting schemes.	N/A	N/A	Short term – up to 2 years
Adaptation/Mitigation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Impact on other providers/partners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

Appendix 3

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	Not required for this document – additional documents will have their own assessment.
Key points to be considered through review	N/A
Person responsible for review	N/A
Authorised by	Nicola Smith - Chief Officer for Growth and Investment.

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:
Aftab Razzaq
Chief Officer for Legal and Governance
aftab.razzaq@rugby.gov.uk
01788 533521

Equality Impact Assessment

Service Area	Growth and Investment
Policy/Service being assessed	UK Shared Prosperity Fund (UKSPF) Spend Year 2
Is this a new or existing policy/service? If existing policy/service please state date of last assessment	No. Council approved the general areas of spend across the three years at Council.
EqlA Review Team – List of members	Helen Nightingale
Date of this assessment	20 September 2023
Signature of responsible officer (to be signed after the EqlA has been completed)	<i>Helen Nightingale</i>

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Chief Officer for Legal and Governance.

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 purpose of this report is to make recommendation on Year 2 projects to spend UK Shared Prosperity Fund monies as well as give delegated authority to the Chief Officer for Growth and Investment to approve recommendations made by the Local Partnership Group on grant fund applications.

(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?

The projects listed meet objectives within the four Corporate Strategy Outcomes, Climate, Economy, Health and Communities and Organisation. These objectives include:

Climate

- Reduce resident's and business' impact on the environment and help them adapt to the consequences of climate change;
- Promote and encourage green and sustainable businesses within the borough; and
- Link places together with good quality green infrastructure and improve biodiversity across the borough.

Economy

- Promote Rugby as a place to do business;
- Encourage and support sustainable economic growth, consistent with our social and environmental priorities;
- Help business thrive and provide jobs for our residents; and
- Develop and promote our town centre as a place to live socialise and work.

Health and Communities

- Support residents to lead active lives, with high quality, accessible green space and recreational facilities;
- Make sure that our communities are safe; and
- Make sure that residents are proud of their community and their borough.

Organisation

- Maintain robust systems of governance that ensure fairness, accountability and transparency.

Appendix 4

<p>(3) What are the expected outcomes you are hoping to achieve?</p>	<p>Expected outcomes from the projects identified include:</p> <ul style="list-style-type: none"> • Increase in footfall to the green spaces identified and the town centre • Improved perception and experience of accessibility to the town centre and open spaces • Increased visitor numbers to the town centre and green spaces; • Improved perception of safety; • Increased use of footpaths and cycleways; • Reduction in neighbourhood crime; • Increase the number of community-led art and creative programmes; • Creation and safeguarding of jobs; • Increase in number of new businesses created; • Increase number of businesses engaged in new markets; and • Improved productivity of businesses.
<p>(4) Does or will the policy or decision affect:</p> <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	<p>The decision will impact upon customers and the wider community.</p>
<p><u>Stage 2 - Information Gathering</u></p>	<p>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).</p>

Appendix 4

<p>(1) What does the information tell you about those groups identified?</p>	<p>Information has been gathered by Warwickshire Police in relation to anti-social behaviour in and around Newbold Quarry which identified the area in its current condition being a driver for anti-social behaviour.</p> <p>Survey results from Rugby First, Warwickshire Police and the Council between 2021 and 2023 identified that St Andrew's Gardens (Trinity Gardens Churchyard) was an area where harassment or violence occurred against women and girls. Data collected by analysts from WCC that Rugby Town Centre is the 3rd highest lower layer super output area for violent against women and girls related offences in Warwickshire.</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>Consultation was undertaken in 2019 on the St Andrew's Gardens masterplan which proposed improvements to the area which influenced the current version of the masterplan.</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><u>Stage 3 – Analysis of impact</u></p>	

Appendix 4

<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?</p> <p>If yes, identify the groups and how they are affected.</p>	RACE	DISABILITY	GENDER
	MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION
<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?</p> <p>(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>	No.		
<p>(3) If there is an adverse impact, can this be justified?</p>	N/A		

Appendix 4

(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.)	N/A
(5) How does the strategy/service/policy contribute to the promotion of equality? If not, what can be done?	Proposals intend to fund improvements to town centres and high streets, including better accessibility for people with disabilities.
(6) How does the strategy/service/policy promote good relations between groups? If not, what can be done?	The proposals intend to fund improvements to town centres and high streets, to promote good relations between groups.
(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	No.

Stage 4 – Action Planning, Review and Monitoring																														
<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 1171 2114 1401"> <thead> <tr> <th data-bbox="875 1171 1120 1249">Action</th> <th data-bbox="1120 1171 1364 1249">Lead Officer</th> <th data-bbox="1364 1171 1615 1249">Date for completion</th> <th data-bbox="1615 1171 1865 1249">Resource requirements</th> <th data-bbox="1865 1171 2114 1249">Comments</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Action	Lead Officer	Date for completion	Resource requirements	Comments																				
Action	Lead Officer	Date for completion	Resource requirements	Comments																										

Appendix 4

<p>(2) Review and Monitoring State how and when you will monitor policy and Action Plan</p>	<p>After the year 2 UKSPF fund is spent, year 3 will also need to be evaluated and the success of years 1 and 2 spend will be evaluated to see if it achieved what it intended. Footfall camera installation will also enable effective monitoring of the improvements to the town centre by recording the numbers of people visiting Rugby Town Centre as well as crime statistics on reported offences in the town centre.</p>
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Please annotate your policy with the following statement:

'An Equality Impact Assessment on this policy was undertaken on 20th September 2023 and will be reviewed on 31st March 2025.

AGENDA MANAGEMENT SHEET

Report Title: Town Centre Regeneration Progress Update and Resourcing

Name of Committee: Cabinet

Date of Meeting: 23 October 2023

Report Director: Nicola Smith

Portfolio: Growth and Investment

Ward Relevance: All

Prior Consultation: Human Resources, Finance and Performance, Town Centre Regeneration Working Group.

Contact Officer: Helen Nightingale

Public or Private: Public

Report Subject to Call-In: No

Report En-Bloc: No

Forward Plan: Yes

Corporate Priorities: This report relates to the following priorities:
 Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)
 Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)
 Residents live healthy, independent lives, with the most vulnerable protected. (HC)
 Rugby Borough Council is a responsible, effective and efficient organisation. (O)
[Corporate Strategy 2021-2024](#)
 This report does not specifically relate to any Council priorities but

Summary: The report provides an update on the delivery of the Council's Town Centre Regeneration Strategy that was adopted 14th December 2022 including the workstreams identified in Appendix 1.

The report also seek approval for the creation of a permanent Principal Planning Officer Post for

Town Centre Regeneration to take forward the Town Centre Regeneration and its workstreams identified in Appendix 1.

Financial Implications:

The financial implications are set out in section 4 of this report, however the workstreams identified in Appendix 1 which bear a cost to the Council will be funded using the existing budget available including the Town Centre Strategy Reserve and UKSPF monies. The permanent Principal Planning Officer post will be advertised as a Grade H which will be funded from the Town Centre Strategy Reserve.

Risk Management/Health and Safety Implications:

A dedicated strategic risk register is in place for each strand of the Corporate Strategy. Creation of the new post and use of reserves is a key action towards delivering on the corporate strategy priorities. If the new post and budgets are not agreed, there will be an increased likelihood that the Council's Town Centre Regeneration Strategy will take longer to deliver without a dedicated officer to drive it forward on a full-time basis.

Environmental Implications:

Environmental implications are set out in Appendix 2. However, the delivery of the Town Centre Regeneration Strategy workstreams would positively contribute to the Council's climate change aspirations by encouraging and facilitating more sustainable modes of travel, supporting active travel and encouraging biodiversity enhancements in the town centre.

Legal Implications:

None arising directly from this report.

Equality and Diversity:

Equality and Diversity implications are set out in Appendix 3. One of the workstreams identified is specifically community engagement, which requires a mapping exercise to identify relevant groups. However, the delivery of the Town Centre Regeneration Strategy workstreams will seek to enable accessibility for all in the town centre's physical environment, create opportunities for equality as well as keeping people's health and well-being at the forefront of any decision making.

Options:

Option 1

1. To note the Town Centre Regeneration progress update and workstreams (Appendix 1) and;

2. approve the creation of a new permanent post of Principal Planning Officer – Town Centre Regeneration on the establishment.

Option 2

1. To note the Town Centre Regeneration progress update and workstreams (Appendix 1) and;
2. not approve the creation of the new permanent post Principal Planning Officer – Town Centre Regeneration on the establishment.

Recommendation:

IT BE RECOMMENDED TO COUNCIL THAT -

1. the Town Centre Regeneration progress report and workstreams be noted as at Appendix 1;
2. the creation of a permanent post of Principal Planning Officer for Town Centre Regeneration on the establishment be approved; and
3. permanent budget of £62,080 for the Principal Planning Officer for Town Centre Regeneration to be funded from the Town Centre Strategy Reserve from 2024/25 onwards.

Reasons for Recommendation:

To enable the Council to progress with the delivery of the Town Centre Regeneration Strategy adopted in December 2022, instigating positive change and realising the development and investment opportunities in the town centre.

Cabinet - 23 October 2023

Town Centre Regeneration Progress Update and Resourcing

Public Report of the Chief Officer Report – Growth and Investment

Recommendation

IT BE RECOMMENDED TO COUNCIL THAT -

1. the Town Centre Regeneration progress report and workstreams be noted as at Appendix 1;
2. the creation of a permanent post of Principal Planning Officer for Town Centre Regeneration on the establishment be approved; and
3. permanent budget of £62,080 for the Principal Planning Officer for Town Centre Regeneration to be funded from the Town Centre Strategy Reserve from 2024/25 onwards.

EXECUTIVE SUMMARY

The purpose of this report is to note the current progress and workstreams for the Town Centre Regeneration Strategy adopted in December 2022. The report also seeks approval for additional resource in the form of a new permanent post in the Major Projects and Economic Development Team to deliver the workstreams and overall Town Centre Regeneration for the next 10-15 years.

A governance structure has been put in place to ensure streamlined decision making and facilitate progress on the delivery of the Town Centre Regeneration as well as producing bi-annual progress updates to Cabinet and Council. As part of the governance process a cross-party councillor working group (Town Centre Regeneration Working Group) has also been set up comprising Councillors Roodhouse (Chair), Moran, Picker, Poole, Sandison and Slinger.

Officers and the Town Centre Regeneration Working Group have taken the Town Centre Regeneration Strategy and devised 19 short, medium and long term workstreams (Appendix 1), with a focus on more short and medium term actions fulfilling their objectives.

There are financial resources needed to deliver some of these workstreams, notably public realm in the short term, however previous Council reports have agreed to use both UK Shared Prosperity Funds and the Town Centre Strategy Reserve to fund these workstreams.

The workstreams are part of a wider project plan known as the Town Centre Regeneration Action Plan, which is a live document that will be updated as the workstreams progress, change and are complete. At the moment however it is in its infancy as the Council is at the start of the regeneration journey.

In order to progress the current 19 workstreams at pace, a dedicated resource is required to have oversight and lead across all workstreams driving their progress forward. That resource is a Principal Planning Officer for Town Centre Regeneration and if such a resource is not in place the workstreams will not progress at the pace envisaged by all those wanting to see positive change in the town centre.

The financing of this permanent post can be covered by the Town Centre Strategy Reserve.

It is therefore recommended that the Town Centre Regeneration progress update is noted and the new permanent post detailed in the above report, is approved and is funded via the established Town Centre Strategy Reserve.

1. INTRODUCTION

1.1 The purpose of this report is to provide an update on the progress of the Town Centre Regeneration Strategy (TCRS) since its adoption on 14th December 2022 with the identification of workstreams as detailed in Appendix 1. This report also makes a recommendation for improving resources and resilience within the Growth and Investment Portfolio and specifically the Major Projects and Economic Development Team to take forward the work streams identified in Appendix 1. Additional permanent resource would increase the capacity of the Major Projects function to deliver the outcomes set out in the Corporate Strategy as well as drive forward the Town Centre Regeneration Strategy vision.

2. BACKGROUND

2.1 A report was taken to Council on 14th December 2022 to adopt the Town Centre Regeneration Strategy which sets out the vision and framework for investment and change in Rugby town centre to 2035.

2.2 The TCRS was developed to align with and deliver the Council's Corporate Plan by:

- Working together to further improve the Borough's connectivity and encourage greener travel.
- Promoting the Borough of Rugby as a place to do business.
- Encouraging and supporting sustainable economic growth, consistent with our social and environmental priorities.
- Helping businesses thrive and provide jobs for our residents.
- Developing and promoting our town centre as a place to live, socialise and work.
- Regenerating Neighbourhoods that need support and build communities that sustain change.
- Nurturing and supporting independent shops.

- 2.3 Now that the TCRS has been adopted, work has been underway to start realising Rugby Town Centre's regeneration potential.

3 TOWN CENTRE REGENERATION PROGRESS UPDATE

- 3.1 Since the Town Centre Regeneration Strategy's adoption, work has been ongoing to set up a suitable governance structure to enable streamlined decision making, with the formation of a cross party working group, known as the Town Centre Regeneration Working Group (hereafter referred to as working group in this report).
- 3.2 Officers, including representatives from Warwickshire County Council's Place and Infrastructure team and the Working Group have identified 19 workstreams, each with a set of objectives for the short and medium term to set the wheels in motion for realising great positive change in Rugby Town Centre.
- 3.3 The implementation and delivery of the TCRS must be looked at holistically and the current 19 workstreams cover a broad spectrum of subjects from development sites, marketing, business and stakeholder engagement, public realm, education, health and sustainable travel to name a few and are all interlinked with one another. All workstreams and objectives are detailed in Appendix 1.
- 3.4 The workstreams are part of a wider operational Action Plan which is seen very much as a live document that will evolve as workstreams progress, are completed or change. Additionally the workstreams are in their relative infancy and so there has not been much progress on moving them forward, however there will be bi-annual reports to Cabinet and Council updating on the progress of the TCRS Action Plan and its workstreams.

4 PRINCIPAL PLANNING OFFICER – TOWN CENTRE REGENERATION

- 4.1 As identified in Appendix 1, the Town Centre Regeneration Strategy Action Plan has many workstreams which will generate their own project teams and actions. To facilitate successful regeneration of Rugby Town Centre over the next 10-15 years at pace, a dedicated resource is required in the Major Projects and Economic Development Team to lead and manage all workstreams in the live Action Plan.
- 4.2 It is therefore proposed that a dedicated officer at Principal Planning Officer post is created to manage the workstreams and overall Action Plan on a day-to-day basis but have a holistic view across all workstreams as they are inextricably linked.
- 4.3 Without this additional resource in the Major Projects and Economic Development Team, there is a real risk that the TCRS would lose pace and delivery of workstreams would stall, delaying any change in Rugby town

centre which ought to benefit people who live, work, visit and do business in Rugby.

5 FINANCIAL IMPLICATIONS

- 5.1 The workstreams that required financial support to progress such as the creation of a Public Realm masterplan can be funded through existing budgets such as the UK Shared Prosperity Fund or Town Centre Strategy Reserve both of which have had previous Council approval for spend on Town Centre Regeneration projects.
- 5.2 The Principal Planning Officer – Town Centre Regeneration is proposed to be graded as Grade H at £62,080. Following the recruitment process it is expected that cost of the officer will be managed through the Town Centre Strategy Reserve.

6 OPTIONS AVAILABLE

- 6.1 Taking the above into account, two options are proposed for the consideration of Councillors, namely:

Option 1

1. To note the Town Centre Regeneration progress update and workstreams (Appendix 1) and;
2. To approve the creation of a new permanent post of Principal Planning Officer – Town Centre Regeneration on the establishment.

Option 2

1. To note the Town Centre Regeneration progress update and workstreams (Appendix 1) and;
2. To not approve the creation of a new permanent post Principal Planning Officer – Town Centre Regeneration on the establishment.

7 CONCLUSION

- 7.1 It is recommended that the Town Centre Regeneration progress update is noted and the new permanent post detailed in the above report, is approved. This will enable the Council to deliver the aims of its Corporate Strategy and Town Centre Regeneration Strategy and the levelling up agenda all to meet the Council's growth, economic and levelling up aspirations.

Name of Meeting: Cabinet

Date of Meeting: 23 October 2023

Subject Matter: Town Centre Regeneration Progress Update and Resourcing

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

Appendix 1 – Town Centre Regeneration Workstreams

Workstream	Objectives
Public Realm – Creation of a high quality and better connected public realm across the town centre.	<ul style="list-style-type: none"> • Create accessible and high quality places to build civic pride, to attract visitors, workers and residents and to increase dwell time and improve health and wellbeing. • Create a public realm that reflects the heritage of Rugby. • Provide opportunities for active travel. • Ensure that all improvements are adaptable to climate changes. • Integrate water management, biodiversity, air quality priorities, renewable energy creation as part of healthy streets and spaces. • Enhancing and connecting green spaces across the town centre. • Provide clear priorities for improvements and direction for future developments within Rugby town centre.
Community Safety	<ul style="list-style-type: none"> • To identify options to further enhance town centre community safety.
Meanwhile Uses – Short term interventions to create opportunities for enhancements and trials of new uses and concepts to promote activity in the town centre.	<ul style="list-style-type: none"> • Boost the visitor economy and increase footfall and dwell time in the town centre. • Reduce shop vacancy by introducing temporary alternative uses (music, art, pop-up shop, etc.) • Improve the look of buildings across the town centre. • Have a successful and thriving outdoor market provision. • Support the growth of a Rugby indoor market and other start up facilities. • Enhance diversity and inclusion within the town centre.
Business Hub / Incubator Unit– A physical hub for business and community support with private and public sector partners.	<ul style="list-style-type: none"> • Provide a space for start-ups and early-stage businesses with support and resource. • Provide a collaborative ecosystem that fosters innovation, drives economic growth and creates a sustainable and prosperous business environment for all stakeholders involved.
Creative & Marketing – to positively influence people’s associations and feelings about the Council and the town centre regeneration.	<ul style="list-style-type: none"> • Promote Rugby town centre as a place to visit, live, do business and invest. • Positively market Rugby as an investment opportunity. • Positively influence people’s perception of and association with Rugby and its town centre. • Provide confidence to the public and potential investors that Rugby Borough Council can deliver on its aspirations and is a successful partner to collaborate with. • Support Rugby town centre retailers in promoting their businesses.
Business Engagement	<ul style="list-style-type: none"> • To ensure that local businesses are involved and supported in the delivery of the Town Centre Regeneration Strategy. • To encourage new businesses to locate in the town centre. • To build sustainable relationships with stakeholders who have a connection to the town centre.

Appendix 1

Workstream	Objectives
Station Gateway	<ul style="list-style-type: none"> • Deliver significant change in creating a high quality arrival and interchange experience. • To ensure that the railway station has a sense of arrival as a gateway to the town centre. • To ensure better connectivity to the town centre by improving transport, cycleways and footways. • To ensure the development potential in and around the railway station is realised. • Improve air quality and address traffic congestion.
Sustainable Transport & Modal Shift – Shift transportation relying on the private car to greener, more sustainable and economic options.	<ul style="list-style-type: none"> • To ensure that sustainable transport is a first choice for those living and visiting the town centre in line with the climate emergency, air quality and wider Council aspirations. • Promote opportunities for Active Travel. • To ensure potential routes are destination led. • Ensure that all workstreams within the Action Plan enable modal shift and sustainable transport.
Councillor/Internal Engagement (Governance)	<ul style="list-style-type: none"> • Ensure there is cross party support for the delivery of the Action Plan and Town Centre Regeneration Strategy. • Ensure that the delivery of the Town Centre Regeneration Strategy is undertaken using a project management approach with the ability to make decisions. • Ensure engagement with wider Member group.
Planning Document/Status – Documents required in order to facilitate development and realise the regeneration potential within the town centre.	<ul style="list-style-type: none"> • To ensure that the new Local Plan supports the delivery of the Town Centre Regeneration Strategy and ensure that any Supplementary Planning Documents are developed which will guide development and improve the look of the town centre and its connectivity and useability. • Ensure planning policies support and assists delivery of regeneration. • Ensure the Council has a satisfactory planning framework in the interim before the new Local Plan is adopted to de-risk development and remove barriers.
Health Facilities	<ul style="list-style-type: none"> • To provide opportunities for expansion and co-location of health services within the town centre.
Education	<ul style="list-style-type: none"> • To integrate higher, further and vocational education facilities within the town centre.
Voluntary & Community Sector and DWP	<ul style="list-style-type: none"> • To ensure facilities within the town centre meet the needs of our residents. • To create opportunities for co-location of services where possible.
Communication Strategy	<ul style="list-style-type: none"> • To update residents, businesses and partners of the progress of the Town Centre Regeneration Strategy workstreams.
Community Stakeholder Engagement	<ul style="list-style-type: none"> • To identify community stakeholders to involve in the progression of the town centre regeneration.
Asset Strategy	<ul style="list-style-type: none"> • To ensure that the best use of the Council's Assets are realised to deliver physical regeneration in the town centre.

Appendix 1

Workstream	Objectives
Development Site Delivery Plan	<ul style="list-style-type: none"> • Ensure delivery of the Town Centre Regeneration Strategy development sites are realised and deliver physical regeneration in the town centre.
Town Centre Civic and Cultural Assets	<ul style="list-style-type: none"> • To ensure that the best use of the Council's Assets are realised to deliver physical regeneration in the town centre. • To ensure that the Council's cultural and civic offer acts as a catalyst for visitor activity.
Car Park Review	<ul style="list-style-type: none"> • To ensure that the best use of the Council's Assets are realised to deliver physical regeneration in the town centre. • Car parking provision meets the needs of the town centre and opportunities for electric charging are maximised.

Rugby Borough Council

Climate Change and Environmental Impact Assessment

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 (2021-2024) [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 form, please contact Dan Green, Deputy Chief Executive.

SECTION 1: OVERVIEW

Portfolio and Service Area	Growth and Investment
Policy/Service/Change being assessed	Major Projects and Economic Development
Is this a new or existing Policy/Service/Change?	An existing strategy (Town Centre Regeneration Strategy) that is now being delivered.
If existing policy/service please state date of last assessment	17 November 2022
Ward Specific Impacts	Borough-wide
Summary of assessment Briefly summarise the policy/service/change and potential impacts	The Rugby Town Centre Regeneration Strategy focuses on Rugby Town Centre, including the Town Hall and the key movement corridors of Corporation Street and North Street. The strategy seeks to link key sites and spaces within the town. It provides a clear framework for regeneration and development by setting parameters for development, steering investment priorities and providing the basis for landowners and investors to progress their plans. As the document is currently at the start of its delivery journey it is envisaged that there will be no negative impacts in relation to the assessment in stage 2 of the document. Positive impacts are identified in relation to sustainable transport/travel and biodiversity and habitats. These positive impacts are envisaged to be delivered in the next 2 years.
Completed By	Helen Nightingale (Major Projects and Economic Development Manager)
Authorised By	Nicola Smith (Chief Officer for Growth & Investment)
Date of Assessment	6 th September 2023

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"/>				
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable Transport/Travel (customers and staff)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	One of the workstreams specifically looks to improve key routes and improve pedestrian and cyclist routes within the town centre. It also seeks to Improve bus connectivity, accessibility and reliability, creating a modal shift in transport.		Growth and Investment	Ongoing
Sustainable procurement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Council will work proactively with partners and businesses to implement actions to adopt to sustainable procurement policies and practices.		Growth and Investment	On-going
Community leadership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Council will proactively work with the community, partners and businesses to implement actions to adopt to net		Growth and Investment	On-going

Appendix 1

Climate Change and Environmental Impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner	Timescales
				zero/decarbonisation processes and practices			
Biodiversity and habitats	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The public realm interventions look to introduce tree planting, connect green spaces, and additional community spaces into the town centre		Growth and investment	On-going
Adaptation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Impact on other providers/partners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

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	1st April 2024
Key points to be considered through review	The Town Centre Regeneration workstreams will be reviewed bi-annually and as will all of the climate change and environmental impacts in this assessment.
Person responsible for review	Helen Nightingale (Major Projects & Economic Development Manager)
Authorised by	Helen Nightingale (Major Projects & Economic Development 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:
Aftab Razzaq
Chief Officer for Legal and Governance
aftab.razzaq@rugby.gov.uk
01788 533521

Equality Impact Assessment

Service Area	Growth & Investment – Major Projects and Economic Development
Policy/Service being assessed	Rugby Town Centre Regeneration Progress Update and Resourcing
Is this a new or existing policy/service? If existing policy/service please state date of last assessment	The Town Centre Regeneration Strategy is an existing strategy assessed 17 th November 2023. This report is about delivering the strategy.
EqlA Review Team – List of members	Helen Nightingale – Major Projects and Economic Development Manager
Date of this assessment	6 th September 2023
Signature of responsible officer (to be signed after the EqlA has been completed)	Helen Nightingale

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Chief Officer for Legal and Governance.

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)?	This document is a corporate vision for the town centre which sets out a strategy for the regeneration of the town centre. This reports identifies 19 workstreams to deliver the strategy as well as request resource to assist and facilitate in that delivery in the form of a Principal Planning Officer for Town Centre Regeneration.
(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?	It primarily fits in with priorities on: <ul style="list-style-type: none"> • Working together to further improve the Borough's connectivity and encourage greener travel. • Promoting the Borough of Rugby as a place to do business. • Encouraging and supporting sustainable economic growth, consistent with our social and environmental priorities. • Helping businesses thrive and provide jobs for our residents. • Developing and promoting our town centre as a place to live, socialise and work. • Regenerating Neighbourhoods that need support and build communities that sustain change. • Nurturing and supporting independent shops.
(3) What are the expected outcomes you are hoping to achieve?	The Town Centre is no longer fit for purpose and therefore to support local residents, businesses and communities a shift in how the town centre feels, looks and operates is needed to generate a want to visit, dwell, live and do business in Rugby town centre.
(4) Does or will the policy or decision affect: <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	Yes. It is believed that the workstreams identified, when delivered will affects customers and wider community groups. Employees will be affected as they will help enact these workstreams.
<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 3

(1) What does the information tell you about those groups identified?	How these workstreams will impact on customers, community groups and employees will be monitored through stakeholder engagement, which first needs to be properly mapped. This a workstream in its own right.		
(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?	Stakeholder and community mapping is a workstream and this will identify groups that will be engaged through the evolution of the town centre regeneration. However there is still more to be done on this workstream as it has only just been created along with 18 others.		
(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.	It is intended that engagement with communities will commence towards the end of 2023. However the mapping process needs to be undertaken first.		
<u>Stage 3 – Analysis of impact</u>	No engagement on progress of the delivery of the town centre regeneration has occurred and therefore it would be premature to truthfully identify impact on the identified protected characteristics.		
<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?</p> <p>If yes, identify the groups and how they are affected.</p>	RACE	DISABILITY	GENDER
	MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION

Appendix 3

<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>No engagement on progress of the delivery of the town centre regeneration has occurred and therefore it would be premature to truthfully identify impact on the identified protected characteristics.</p> <p>However regeneration by its general nature is to instigate positive change and reduce inequality gaps by providing opportunity, which is supported by Government's Levelling Up agenda.</p>
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>N/A at this stage</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>N/A at this stage</p>
<p>(5) How does the strategy/service/policy contribute to the promotion of equality? If not, what can be done?</p>	<p>The Council is now starting to deliver on its adopted Town Centre Regeneration Strategy and as we are at the start of this journey, this is the best time to start engaging with community groups, businesses and residents to see how regeneration can promote equality.</p> <p>Human Resources advice has been sought and RBC policies and procedures will be followed to ensure sensitivity and fairness is applied throughout the recruitment process.</p>
<p>(6) How does the strategy/service/policy promote good relations between groups? If not, what can be done?</p>	<p>Engagement has been undertaken with various groups as part of the creation of the Town Centre Regeneration Strategy itself and the responses have been considered and intertwined into the strategy. However as we start to deliver the strategy, engagement with groups to foster good relations can be explored.</p>
<p>(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>N/A</p>

Appendix 3

<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="875 536 2112 762"> <thead> <tr> <th data-bbox="875 536 1120 612">Action</th> <th data-bbox="1120 536 1364 612">Lead Officer</th> <th data-bbox="1364 536 1615 612">Date for completion</th> <th data-bbox="1615 536 1865 612">Resource requirements</th> <th data-bbox="1865 536 2112 612">Comments</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></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>The workstreams will be reported to Cabinet and Council Bi-annually and therefore the next review will be April 2024.</p>																													

Please annotate your policy with the following statement:

‘An Equality Impact Assessment on this policy was undertaken on 6th September 2023 and will be reviewed in April 2024.

Agenda No 10

AGENDA MANAGEMENT SHEET

Report Title:	Finance & Performance Monitoring 2023/24 – Quarter 1
Name of Committee:	Cabinet
Date of Meeting:	23 October 2023
Report Director:	Chief Officer - Finance and Performance
Portfolio:	Finance, Performance, Legal and Governance
Ward Relevance:	All wards
Prior Consultation:	None
Contact Officer:	Paul Conway, Finance Manager, paul.conway@rugby.gov.uk, 01788 533405
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"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input checked="" type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input checked="" type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) Corporate Strategy 2021-2024 <input type="checkbox"/> This report does not specifically relate to any Council priorities but
Summary:	This report sets out the anticipated 2023/24 financial and performance position for the Council based on data at 30 June 2023 (Quarter 1). It also presents proposed 2023/24 budget adjustments for approval as required by Financial Standing Orders.

Financial Implications:	As detailed in the main report.
Risk Management Implications:	This report is intended to give Cabinet an overview of the Council's forecast spending and performance position for 2023/24 to inform future decision-making.
Environmental Implications:	There are no environmental implications arising from 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
Options:	Members can elect to approve, amend or reject the budget requests listed at recommendation 2.
Recommendation:	<ol style="list-style-type: none"> 1. The Council's anticipated financial position for 2023/24 be considered; 2. 2023/24 Budget Virements as detailed in section 5 be approved; and 3. performance information in section 6 be noted.
Reasons for Recommendation:	A strong financial and performance management framework, including oversight by Members and all responsible officers is an essential part of delivering the Council's priorities and statutory duties.

Cabinet - 23 October 2023

Finance & Performance Monitoring 2023/24 – Quarter 1

Public Report of the Chief Financial Officer

RECOMMENDATION

1. The Council's anticipated financial position for 2023/24 be considered;
2. 2023/24 Budget Virements as detailed in section 5 be approved; and
3. performance information in section 6 be noted.

EXECUTIVE SUMMARY

As part of the Council's financial reporting requirements, the purpose of this report is to inform Cabinet of the forecast position for 2023/24 of the General Fund and the Housing Revenue Account as at 30 June 2023 as well as to provide performance information.

General Fund revenue – there is a forecast pressure across services of £0.533m which is being off-set by savings in the net cost of borrowing, resulting in a balanced position.

Housing Revenue Account – there is a forecast pressure of £0.612m across services, again this has been off-set by savings in the net cost of borrowing, resulting in a balanced position.

The pressures currently forecast need to be monitored closely throughout the year due to the impact they could have on the Medium-Term Financial Strategy. It should also be noted that the current savings are due to recent interest rate rises, on the net cost of borrowing are only short lived. Our investment levels will depend on the speed in delivery of the capital programme and the future base rate.

General Fund capital programme – there is forecast saving of (£0.376m) because of schemes no longer going ahead this financial year.

Housing Revenue Account capital programme is forecast to have a nil variance.

The following budget virements require Cabinet approval: -

Budget Area	Virement Request	Description
	£000	
Economic Development & Town Centre	24	Salary savings due to vacant posts to be vired to the corporate savings target (2023/24 only)
Regulatory Services	26	Salary savings due to vacant posts to be vired to the corporate savings target (2023/24 only)
Apprenticeship Scheme	31	Salary savings due to vacant posts to be vired to the corporate savings target (2023/24 only)
Street Scene	48	Budget for bridge repair & maintenance works to be vired from the Street Scene service to the Corporate Property Service

By approving these virements this will enable the corporate savings target for 2023/24 to be adjusted accordingly and for bridge repair budget to be allocated to the service area that are now responsible for this work.

1. INTRODUCTION

This is the first quarterly finance and performance monitoring report for 2023/24, which combines finance (revenue and capital) as well as performance for General Fund (GF) and Housing Revenue Account (HRA). The forecasts for 2023/24 are based on actual expenditure from 01 April 2023 to 30 June 2023 (Quarter 1). The report also includes proposed 2023/24 budget virements which are recommended for approval by Members.

The key sections of the report are laid out as follows:

- General Fund (GF) Revenue Budgets and Performance - Section 2 & Appendix 1;
- Housing Revenue Account (HRA) Revenue Budgets & Performance - Section 3 & Appendix 2;
- Capital Budgets - Section 4 and Appendices 1 (GF) & 2 (HRA);
- Further detail on recommendations for approval - Section 5
- Corporate Performance information - Section 6 & Appendix 3
- Significant updates since Q1- Section 7

Throughout the report, officers refer to pressures and savings. A pressure is an instance whereby forecast costs have exceeded budget or forecast income has not met the target. This will be shown as positive values. A saving occurs where forecast expenditure is lower than the budget or forecast income is higher than the target. This is displayed using brackets.

2. GENERAL FUND (GF) REVENUE BUDGETS

2.1 GF Overview and Key Messages:

The current reported year-end forecast for 2023/24, based on the position as at 30 June (Quarter 1), is a balanced position with no variance to the overall GF budget. Further details of portfolio variances and key performance indicators can be seen in Appendix 1.

Although the overall position is balanced, there is a forecast pressure of **£0.533m** across services which has been offset by a forecast saving on corporate items.

- The significant variances over £0.100m +/- are as follows:
 - £0.163m** Regulation and Safety reports a pressure largely due to £0.203m in relation to an underachievement of car park income.
 - £0.198m** Leisure and Wellbeing reports a pressure as a result of the underachievement of income from sales, fees and charges.
 - (£0.250m)** Communities and Homes reports a saving of **(£0.250m)** due to delays in recruitment to vacant posts in the housing advice and benefits team and additional homelessness prevention grant received.
- Corporate items report a savings total of **(£0.533m)**
(£0.591m) in relation to the net cost of borrowing. This is due to several interest rate rises since the budget was set and larger than anticipated balances being available to invest.

The pressure within services will need to be closely monitored throughout the year as it relates to on-going service delivery. Failure to reduce the pressures will lead to additional strain on the Medium-Term Financial Strategy and the savings that the Council will need to find in future years.

The forecast savings within the cost of borrowing are expected to be short lived because it relates to the amount of lending required to fund the Capital programme. If it is expected to benefit for a number of years this will be factored into the Medium-Term Financial Plan to ensure that the savings required are kept to a minimum. It is important to highlight that with interest rates at 5.25%, new borrowing is more expensive than in previous years and this could also put pressure on future years budgets.

2023/24 Savings and Income Proposals

All savings and additional income proposals are required to have a savings delivery plan completed by the budget manager and endorsed by the Chief Officer. The purpose of the forms is to increase visibility of the achievement of the targets and ensure that any issues can be dealt with at an early stage. This work was completed between March and June and the results of the analysis are included in this report. The documents are flexible and will be monitored on a frequent basis. Following the completion of the saving there will be a post implementation review to ensure that the strategic aims of the projects have been met.

- Of total savings and income targets identified at budget setting 2023/24 (£1.891m) are assessed as **green** and deliverable, (£0.162m) are assessed as **amber** and are at risk of not being delivered and (£0) are assessed as **red** and are considered undeliverable.
- Corporate savings target of (£0.325m); (£0.118m) has been achieved at Q1. This has been assessed as **amber**.
- Digitalisation savings of (£0.095m); (£0.007m) has been achieved at Q1. This has been assessed as **amber**.

Where savings and/or income targets have been assessed as **amber** or **red**, these will continue to be monitored closely and updates will be provided in future reports.

2.2 Closedown of Accounts 2022/23

The Council's Financial Statements are currently being audited. Following completion of the audit, General Fund Balances will be reviewed and any changes since the 2022/23 outturn report will be reported in the Finance and Performance Monitoring report for Quarter 2.

3 HOUSING REVENUE ACCOUNT (HRA) REVENUE BUDGETS

3.1 HRA Overview and Key Messages

The current reported year-end forecast for 2023/24, based on the position at 30 June (Quarter 1) is a balanced position with no variance to the overall HRA budget.

Further details of variances can be seen in Appendix 2

, The following significant items should be noted:-

- **£0.239m** Shortfall in rental income and charges for services due to a higher level of void properties than anticipated.
- **£0.527m** Housing repair costs are forecasted to increase due to a greater use of external contractors, rising material costs and the use of agency staff.
- **(£0.612m)** Increased income from the net cost of borrowing due to reserve balances being higher than anticipated and rising interest rates having a positive impact compared to the budget.

3.2 Closedown of Accounts 2022/23

The Council's Financial Statements are currently being audited. Following completion of the audit, HRA Balances will be reviewed and any changes since the 2022/23 outturn report will be reported in the Finance and Performance Monitoring report for Quarter 2.

4. CAPITAL

The Council's latest approved capital programme (GF and HRA) is **£48.026m**. The programme has a forecast saving of **(£0.376m)** against the budget.

4.1 General Fund – Capital (Appendix 1)

The latest approved GF capital programme is **£17.912m**. The programme has a forecast saving of **(£0.376m)**. The majority of this relates to **(£0.200m)** for the carbon management plan, where options are still been considered and **(£0.116m)** is in relation to the parks connector network, where to date no external funding has been identified.

Full details of the position for each project are set out in Appendix 1.

4.2 Housing Revenue Account (HRA) – Capital (Appendix 2)

The latest approved HRA capital programme is **£30.114m**. The programme is currently forecast to have a nil variance.

It is expected that **£8.368m** of the anticipated budget for 2023/24 will be reprofiled into future years in accordance with the process in the approved Capital Strategy. This is a timing issue and does not impact on the overall spend of those capital projects.

Full details of the position for each project are set out in Appendix 2.

5. SUPPLEMENTARY BUDGET REQUESTS AND VIREMENTS

Details of the supplementary budgets and virements, where approval is sought, are set out below:

Virement Requests for approval by Cabinet

Budget Area	Virement Request	Description
	£000	
Economic Development & Town Centre	24	Salary savings due to vacant posts to be vired to the corporate savings target (2023/24 only)
Regulatory Services	26	Salary savings due to vacant posts to be vired to the corporate savings target (2023/24 only)
Apprenticeship Scheme	31	Salary savings due to vacant posts to be vired to the corporate savings target (2023/24 only)
Street Scene	48	Budget for bridge repair & maintenance works to be vired from the Street Scene service to the Corporate Property Service

Table 1 – Virement Requests further details- for approval by Cabinet

6. PERFORMANCE SUMMARY

As reported to Cabinet on 06 February 2023, the mechanism for delivering key performance indicators (KPI) and key statistics would be moving to Power BI. Power BI is a data visualisation platform that empowers organisations to create dashboards for reporting purposes. It is an intelligent tool that is commonly used by organisations for the delivery of KPIs and key statistics.

Initial development of the Power BI dashboard is now completed and the KPIs and key statistics for the first quarter of this financial year can be accessed via the Power BI link shown below.

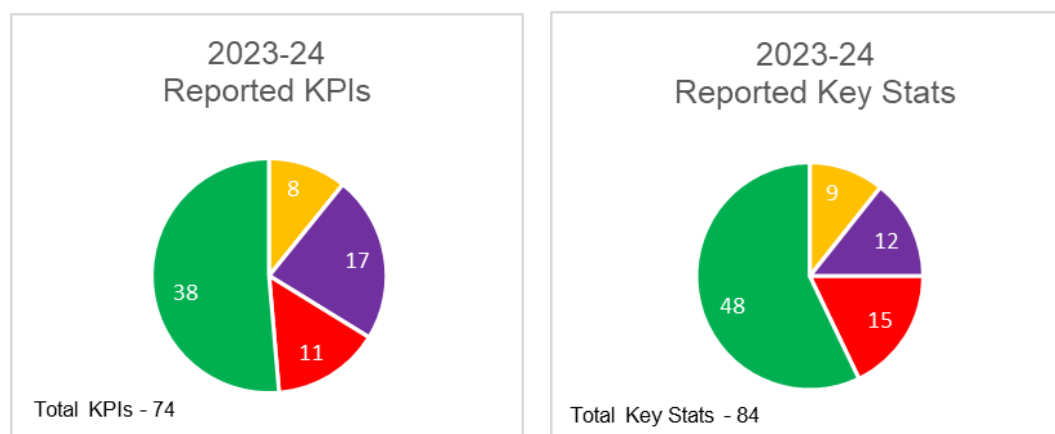
[Performance Dashboard](#)

A copy of the KPIs and Key Statistics is also attached as Appendix 3.

Each KPI and key statistic has been assigned a RAG (Red-Amber-Green) rating. These colours make up the traffic light coding scheme for categorising the status of activities. There is also a purple rating which has been established for measures where there is currently no data to report against.

For the purposes of being able to interrogate KPIs and key statistics by various criteria, the dashboard spans across two pages. The first page is designed for those who desire summary information by portfolio, whereas the second page allows the user to probe into different service areas and view information by a variety of metrics.









6.1 Quarter One Performance



The Quarter One performance is summarised in the above charts. There are a combined total of 158 performance measures, 74 KPIs and 84 key statistics.

There are 38 (51%) KPIs and 48 (57%) key statistics that are RAG rated green. This means that for those measures, current performance is equal to or above target. There are 11% of KPIs and key statistics that are attracting a red rating, that reflects current achievement being below target. There are a number of measures coloured purple where data is not presently available.

6.2 Portfolio Analysis

	2023-24 Reported KPIs					2023-24 Reported Key Statistics			
									
Communities and Homes	3	2	-	2		7	1	-	6
Digital and Communications	4	2	1	4		6	3	-	2
Finance and Performance	2	-	1	2		2	2	2	-
Growth and Investment	8	1	-	7		7	-	1	-
Legal and Governance	3	-	-	-		5	-	4	-
Leisure and Well Being	3	1	-	-		4	-	2	-
Operations and Traded Waste	2	-	6	1		3	3	4	-
Regulation and Safety	13	2	3	-		14	-	4	2
Council Target (All)	-	-	-	1		-	-	-	-
Grand Total	38	8	11	17		48	9	17	10

Each Portfolio has determined key measures that are designed to track performance throughout the year.

The Quarter One KPI highlights include green ratings across all portfolios. For example, in Communities and Homes, all properties currently meet the decent homes standard. Within Operations and Waste, the percentage of jobs completed within our definition of first-time fix is exceeding target. In the Regulation and Safety Portfolio, the team are processing licence applications ahead of target.

There are some KPIs that fall into the red category where action is being taken to bring them back in line. They include areas such as green and refuge collections, where software issues and staff absences have had an impact on service delivery. An issue with the software system that is used to report missed collections has been identified. This is being investigated and rectified.

6.3 Further Enhancements

The next phase of the dashboard's development will include the establishment of a dedicated SharePoint page with guidance notes on how to use the reporting suite. There are also plans to provide additional analysis of the information. Officers will engage with members over the coming months to receive feedback and suggestions on how the dashboard can be improved and refined.

Name of Meeting: Cabinet

Date of Meeting: 23 October 2023

Subject Matter: Finance & Performance Monitoring 2023/24 - Quarter 1

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 1 2023/24

1) Revenue Variance								
PORTFOLIO	Current Net Budget	Exp to date plus commitments	Forecast	Employee Variance	Running Cost Variance	Income Variance	Pending Supplementary Budget/Virement	Total Variance
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Communities, Homes, Digital and Communications	2,703	250	2,469	(204)	(191)	113	17	(250)
Finance, Performance, Legal and Governance	3,443	1,077	3,580	11	121	4	0	136
Growth and Investment	1,535	1,173	1,518	(92)	184	(110)	(24)	6
Leisure and Wellbeing	4,060	2,559	4,258	(63)	77	183	0	198
Operation and Traded Services	5,381	2,077	5,408	158	156	(184)	(48)	75
Regulation and Safety	1,519	1,129	1,656	(113)	50	200	(26)	163
Executive Services	0	(734)	64	59	5	0	(15)	79
Transformation Change Unit	(236)	(43)	(110)	(82)	131	77	0	126
Corporate Items	2,231	(2,725)	1,794	0	(1,121)	0	96	(533)
TOTAL GF	20,636	4,762	20,636	(326)	(587)	283	0	(0)

2) Headcount			
PORTFOLIO	Budgeted FTE's	Actual FTE's at Q1	Vacant FTE's
Communities, Homes, Digital and Communications	100.84	82.91	(17.93)
Finance, Performance, Legal and Governance	51.95	44.91	(7.04)
Growth and Investment	32.47	27.27	(5.20)
Leisure and Wellbeing	39.21	36.14	(3.07)
Operation and Traded Services	128.08	119.48	(8.60)
Regulation and Safety	40.16	32.2	(7.96)
Executive Services	2	2	0.00
Transformation Change Unit	19.21	19.5	0.29
Corporate Items			
TOTAL GF	413.92	364.41	(49.51)

3) Reserves Summary							
PORTFOLIO	Balance as at 1/04/23	Forecast contribution (to)/from	Forecast balance as at 31/03/24	Forecast contribution (to)/from	Forecast balance as at 31/03/25	Forecast contribution (to)/from	Forecast balance as at 31/03/26
	£000s	£000s	£000s	£000s	£000s	£000s	£000s
General Fund Balances	(2,250)	0	(2,250)	0	(2,250)	0	(2,250)
General Fund Carry forwards	(168)	168	0	0	0	0	0
Business Rates Equalisation Fund	(17,041)	1,785	(15,255)	(5,105)	(20,360)	(626)	(20,986)
Budget Stability Fund	(2,871)	(50)	(2,921)	32	(2,890)	0	(2,890)
Other Corporate Reserves	(2,229)	113	(2,116)	0	(2,116)	0	(2,116)
Total Corporate Reserves	(24,559)	2,017	(22,543)	(5,073)	(27,616)	(626)	(28,242)
Communities, Homes, Digital and Communications	(616)	5	(611)	106	(505)	105	(400)
Finance, Performance, Legal and Governance	(59)	0	(59)	5	(54)	1	(53)
Change and Transformation	(2,348)	338	(2,010)	288	(1,722)	150	(1,572)
Growth and Investment	(322)	141	(181)	0	(181)	0	(181)
Leisure and Wellbeing	(105)	16	(89)	0	(89)	0	(89)
Operation and Traded Services	(126)	0	(126)	2	(124)	2	(122)
Regulation and Safety	(199)	57	(142)	11	(131)	(28)	(159)
Total portfolio earmarked reserves	(3,775)	557	(3,218)	412	(2,806)	230	(2,576)
Total Reserves	(28,335)	2,574	(25,761)	(4,661)	(30,422)	(396)	(30,818)

4) Delivery of new savings & income targets				
PORTFOLIO	Total	Red	Amber	Green
	£000s	£000s	£000s	£000s
Communities, Homes, Digital and Communications	(167)		(111)	(56)
Finance, Performance, Legal and Governance	(41)			(41)
Growth and Investment	(401)			(401)
Operation and Traded Services	(46)			(46)
Regulation and Safety	(227)			(227)
Chief Executive	(1)			(1)
Leisure and Wellbeing	(23)			(23)
Transformation Change Unit				0
Corporate Items	(1,147)		(51)	(1,096)
TOTAL GF	(2,053)	0	(162)	(1,891)
Red/amber savings		Red	Amber	
		£000s	£000s	
Procurement Framework Pagabo			(51)	
Recharges to Warwickshire County Council for share of costs of Art Gallery and Museum			(96)	
Increase budget for Private Sector Leasing Properties			(15)	
TOTAL GF		0	(162)	

5) Capital Summary					
PORTFOLIO	Current Budget	Exp to date & commitments	Forecast	Pending Reprofitting Requests	Total Variance
	£000s	£000s	£000s	£000s	£000s
Communities, Homes, Digital and Communications	2,001	273	1,801	0	(200)
Finance, Performance, Legal and Governance	29	0	29	0	0
Growth and Investment	31	26	31	0	0
Leisure and Wellbeing	1,391	532	1,275	0	(116)
Operation and Traded Services	4,369	2,076	3,011	1,358	0
Regulation and Safety	331	67	231	40	(60)
Chief Executive	9,760	0	0	9,760	0
Transformation Change Unit					
Corporate Items					
TOTAL GF	17,912	2,975	6,378	11,158	(376)

6) Revenue variance narrative

PORTFOLIO	£000S	REASON FOR VARIANCES
Communities, Homes, Digital and Communications	(250)	<p>Pressures £62,000 Welfare Services - The income for this service is expected not to be achieved - in a commercial market the lifeline service is struggling to retain and attract new customers. Lifelines are not being actively marketed as there has been a switch of service provider and the relocation of this service from Rounds Gardens to the Town Hall. £22,000 Woodside Park - The adverse variance is due to current void levels, in addition to this two plots are currently unusable as they were destroyed by fire. Work will be commencing to replace these shortly. £40,000 Housing Advice and Benefits Team - increase costs of cleaning due to larger than expected inflationary increase and an increase in repairs and maintenance costs. This is being addressed by cleaning carpets rather than replacing when there is a change in tenants</p> <p>Savings: (£31,000) Apprenticeship Scheme - Due to vacancies while recruiting. These savings are offsetting corporate savings and are pending approval within the main report (£198,000) Housing Advice and Benefits Team - forecast underspend on salaries due to delays in recruitment partly offset by the costs of agency staff - these posts are currently in the process of being recruited to. (£63,000) Housing Advice and Benefits Team - lower than budgeted expenditure on bed and breakfast accommodation. However, this service is demand led so is liable to fluctuation. (£161,000) Housing Advice and Benefits Team - additional homelessness prevention grant received</p> <p>Other minor pressures/(savings) total: £79,000</p>
Finance, Performance, Legal and Governance	136	<p>Pressures £40,000 Council Tax and NNDR rates - charges incurred due to changes in rateable values £60,000 General Financial Services - Due to audit costs which are expected to increase by 150% following a procurement exercise from PSAA</p> <p>Other minor pressures/(savings) total: £36,000</p>
Growth and Investment	6	<p>Pressures £27,000 Planning - Mainly due to a pressure of £50,000 on appeal costs; partly offset by an underspend of (£30,000) on employee costs due to vacancies within the team £39,000 Town Centre CCTV and Management - Due to an inflationary increase in the cost of CCTV management</p> <p>Savings (£64,000) Development Strategy - due to vacancies within the team whilst recruiting (£24,000) Economic Development and Town Centre - due to vacancies within the team whilst recruiting. These savings are offsetting corporate savings and are pending approval within the main report</p> <p>Other minor pressures/(savings) total: £28,000</p>
Leisure and Wellbeing	198	<p>Pressures £84,000 - Sports and Recreation - Mainly due to an anticipated underachievement of income of £140,000; a loss of school contracts. This pressure is partly offset by a salary underspend of (£58,000) due to a vacant post and an underspend on casual staff. £101,000 - Parks and Open Spaces - £47,000 relates to grant funding which has now been fully utilised and therefore this income budget which creates a permanent pressure to be addressed. There is also an anticipated underachievement of £23,000 on income from fees and charges, mainly in relation to sports fees. There are also various smaller overspends on play equipment, car allowances and legal costs totalling £26,000.</p> <p>Other minor pressures/(savings) total: £13,000</p>
Operation and Traded Services	75	<p>Pressures £236,000 Domestic waste and recycling - Mainly due to a pressure on agency costs of £166,000 which is an ongoing issue within the service to cover sickness and holiday. There is a pressure of £37,000 as ageing vehicles are requiring more repairs and maintenance to ensure service continuity plus £25,000 due to APSE work relating to a waste services review. £22,000 WSU Garage - Mainly due to staff overtime as a result of call outs and ageing fleet</p> <p>Savings (£34,000) Highways - Due to retirement of the Service Manager. Options are currently being considered for recruitment to the post. (£145,000) Trade Waste - Due to additional income generated for collection of Trade Waste of (£174,000) plus overspends of £25,000 on vehicle repairs and equipment; this is mainly due to damage caused as older vehicles are being used to access landfill sites.</p> <p>Other minor pressures/(savings) total: (£4,000)</p>
Regulation and Safety	163	<p>Pressures £203,000 Car Parks - Mainly due to an underachievement of income from Pay and Display charges of £118,000 plus an underachievement of income from season tickets, company leases and Rugby Central lease totalling £82,000. This is due to a reduction in the number of visitors to the town centre post-covid as well as an increase in hybrid working. There is currently a review of parking taking place which will include considering fees and parking options. This will be linked to the Rugby regeneration strategy.</p> <p>Savings (£26,000) Regulatory Services - Mainly due to a saving on employee costs of (£31,000) due to temporary vacancies within the service whilst recruiting to vacant posts. These savings are offsetting corporate savings and are pending approval within the main report</p> <p>Other minor variances total: (£14,000)</p>
Executive Services	79	<p>Pressures £24,000 HR Centralised - increase in recruitment costs. This is due to vacancy levels and difficulty in recruiting to some post, which has meant several rounds of advertising. Work is currently under way to review expenditure and service received with all supplier, to identify a more cost effective way of advertising in future. £36,000 HR Centralised - for Employee Wellbeing expenses due to the current commitments we provide for all employees which are as follows; monthly occupational health clinics, physio and counselling sessions on an ad-hoc basis, Hepatitis B clinics, blood tests and injections for front line workers when due, pre-employment checks. The contract has recently been tendered and awarded to our current provider. The full impact of the new contract needs to be assessed, to identify if there will be an ongoing spend pressure.</p> <p>Savings (£15,000) HR - salary savings due a vacancy within the team. This post has now been recruited to. These savings are offsetting corporate savings and are pending approval within the main report</p> <p>Other minor pressures/(savings) total: £34,000</p>
Transformation Change Unit	126	<p>Pressures £105,000 RBC Development Ltd - no interest payments to be received from CDL as no loan is planned at this stage of the year. £63,000 Transformation Change Unit - for consultancy costs. This is due to backfilling posts to ensure that projects continue to be delivered. £77,000 Transformation Change Unit - in relation to reduced salaries being recharged to capital schemes. This is also due to vacancies within the team.</p> <p>Savings (£43,000) RBC Development Ltd - no SLA recharges to be paid as no current activity (£80,000) Transformation Change Unit - salary savings due to vacancies within the team. These should be filled later in the financial year.</p> <p>Other minor pressures/(savings) total: £4,000</p>
Corporate Items	(533)	<p>Pressures £58,000 Digitalisation savings - There is an anticipated shortfall of £58,000 against the digitalisation target of (£95,000); this will be kept under review</p> <p>Savings (£591,000) Net Cost of Borrowing - Due to an increase in interest receivable, as a result of several rate increases since budget setting. Also, larger than anticipated reserve balances being available to invest.</p> <p>Other minor pressures/(savings) total: £0</p>
TOTAL GF	(0)	

7) Capital variance narrative

PORTFOLIO	£000S	REASON FOR VARIANCES
Communities, Homes, Digital and Communications	(200)	<p>Programme Details Corporate Property Enhancements £225,000 Carbon Management Plan £200,000 - savings of (£200,000) as discussions are underway as to what is best options and report to be submitted to request spend Housing Acquisition Fund £294,000 Disabled Facilities Grant £768,000 Town Hall Adaptations £78,000 UKSPF White Good Programme £62,000 IT Desktop Refresh Programme £124,000 IT Infrastructure Refresh Programme £145,000 IT AV Equipment Refresh Programme £18,000 Digitalisation & Development £72,000 Parks & Grounds Inspection System £15,000</p>
Finance, Performance, Legal and Governance	0	<p>Programme Details Corporate Asset Management System £29,000</p>
Growth and Investment	0	<p>Programme Details UKSPF - Market Equipment £31,000</p>
Leisure and Wellbeing	(116)	<p>Programme Details RAGM Prevention Conservation £101,000 Open Spaces Safety Improvements £71,000 Open Space Glamara Park £10,000 Open Spaces Apple Grove/Sorrell Drive £224,000 Park Connectors Networks £167,000 - savings of (£116,000) This is the match funding alongside external funding which has yet to be identified Open Spaces New Bilton Rec £150,000 Open Spaces Charwelton Drive £150,000 UKSPF - Floodlights Project £50,000 UKSPF - Bicentenary Project £29,000 UKSPF - Band Stand works £19,000 Queen Elizabeth Jubilee Centre £420,000</p>
Operation and Traded Services	0	<p>Programme Details Great Central Walk Bridges £611,000 Street Furniture £42,000 Vehicles Replacement Programme £2,757,000 Purchase of Waste Bins £88,000 Route Optimiser System £10,000 Sherbourne Recycling Loan £861,000</p>
Regulation and Safety	(60)	<p>Programme Details Rainsbrook Cemetery Prep £131,000 Memorial Safety £82,000 Croop Hill Chapel Refurb £60,000 - Saving of (£60,000) It is anticipated that no works will be done this financial year as a report is required to update the planned works and for approval to be requested for the required budget Memorialisation Project £43,000 Safer Streets Funding CCTV £15,000</p>
Chief Executive	0	<p>Programme Details Caldecott Development Loan £9,760,000 - to be reprofiled</p>
TOTAL GF	(376)	

Appendix 2 - Housing Revenue Account (HRA) Dashboard - Quarter 1 2023/24

1) Revenue Summary

Service	Current Budget	Total Income/Expenditure	Forecast	Pending Supplementary Budget/Virement	Pending Reserve Movement Requests	Total Variance
	£000	£000	£000	£000	£000	£000
Rent income from dwellings	(16,968)	(3,508)	(16,834)	0	0	134
Rent income from land and buildings	(115)	(27)	(115)	0	0	0
Charges for services	(1,236)	(236)	(1,131)	0	0	105
Contributions towards expenditure	(142)	(28)	(142)	0	0	(0)
Total Income	(18,461)	(3,798)	(18,222)	0	0	239
Transfer to Housing Repairs Account	4,304	1,331	4,831	0	0	527
Supervision & Management	5,725	3,468	5,572	0	0	(153)
Rent, rates, taxes and other charges	125	66	125	0	0	0
Depreciation and impairment	3,120	3,121	3,120	0	0	0
Debt management costs	24	0	24	0	0	0
Provision for bad or doubtful debts	66	0	66	0	0	0
Total Expenditure	13,364	7,985	13,738	0	0	374
HRA share of Corporate/Democratic Core Costs	318	0	318	0	0	0
Net cost of HRA services	(4,779)	4,187	(4,166)	0	0	613
Interest payable and similar charges	1,104	0	1,104	0	0	0
Interest and Investment Income	(191)	0	(804)	0	0	(612)
Net Operating expenditure	(3,866)	4,187	(3,865)	0	0	0
Contributions to (+) / from (-) reserves	49	0	49	0	0	0
Revenue Contributions to Capital Expenditure	3,817	0	3,817	0	0	0
(Surplus) / Deficit for the Year on HRA Services	0	4,187	1	0	0	0

2) Head Count- Vacancies (HRA)

Budgeted FTE's 23/24	Actual FTE's at Q1	Vacant FTE's at Q1
78.31	67.30	(11.01)

3) Reserves & Balances

Name of reserve / balance	Balance as at 1/04/23	Forecast contribution (to)/from	Forecast balance as at 31/03/24	Forecast contribution (to)/from	Forecast balance as at 31/03/25	Forecast contribution (to)/from	Forecast balance as at 31/03/26
	£000	£000	£000	£000	£000	£000	£000
Housing Revenue Account Balances	(4,085)	0	(4,085)	0	(4,085)	0	(4,085)
HRA Balances (Capital)	(17,436)	5,209	(12,227)	4,445	(7,782)	1,131	(6,651)
HRA Major Repairs Reserve	(5,061)	463	(4,598)	(560)	(5,158)	255	(4,903)
Housing Repairs Account	0	0	0	0	0	0	0
HRA Climate Change Reserve	(976)	(1,000)	(1,976)	488	(1,488)	488	(1,000)
Sheltered Housing Rent Reserve	(358)	(48)	(406)	(48)	(454)	(48)	(502)
Right to buy Capital Receipts	(12,767)	3,237	(9,530)	2,857	(6,673)	674	(5,999)
	(40,683)	7,861	(32,821)	7,182	(25,639)	2,500	(23,139)

4) Capital Summary

Service	Current Budget	Total Expenditure	Forecast	Pending Supplementary Budget/Virement/Reprofiling	Total Variance
	£000	£000	£000	£000	£000
Automated Repairs System	74	0	74		0
Biart Place - Capital	10,964	397	4,200	6,764	0
Housing Management System	110	2	110		0
Fire Risk Prevention Works	149	3	149		0
Rewiring	275	19	275		0
Lifeline Renewal Programme	83	0	83		0
Finlock Gutter Improvements	100	23	100		0
Rebuilding Retaining Walls	80	(4)	80		0
Replacement Footpaths	100	(2)	100		0
Driveways	50	0	50		0
Fire Risk Prevention works voids	70	17	70		0
Rewiring Unplanned Renewals	100	45	100		0
Fire Risk Unplanned Renewals	90	0	90		0
Roofing unplanned renewals	100	0	100		0
Disabled Adaptations	250	34	250		0
Kitchen Modifications	1,171	188	875	296	0
Kitchen Modifications Voids	200	9	200		0
Kitchens non voids	56	(6)	56		0
Heating Upgrades	155	29	155		0
Bathroom Modifications	358	37	358		0
Bathroom Modifications - voids	100	23	100		0
Bathrooms non voids	60	8	60		0
Housing Window Replacement	10	0	10		0
Carbon Management Plan (HRA)	2,180	0	872	1,308	0
Purchase of Council Houses	8,093	3,870	8,093		0
Rounds Gardens Capital	1,736	61	1,736		0
Rounds Gardens demolition	3,314	3,039	3,314		0
Property Repairs Team Vehicle	86	0	86		0
Overall Total	30,114	7,792	21,746	8,368	0

5) Revenue variance narrative

Service	Q1 Variance £000	Reason for variances
Rent income from dwellings	134	The under achievement of income is due to the current level of void properties which currently stand at 120 compared to a budgeted level of 93. Pre void inspection visits have now commenced and it is hoped that this should reduce the number of properties being returned in a poor state and the turnaround for reletting properties.
Charges for services	105	The under achievement is due to the current level of voids
Transfer to Housing Repairs Account	527	The adverse variance is due to several factors:- i) The continued increase of material costs across all suppliers resulting in an anticipated adverse variance of £90k; ii) An external contractor cost variance of £355k as a result of the reliance on roofing contractors, material costs and the use of external suppliers to complete work where current posts are vacant; and iii) A significant adverse variance of £180k due to the volume of major voids contractors required to deliver the service - currently major void works are at 52% against an expected target of 15%-18%. iv) savings of £56k as a result of relocating from Albert Street to Town Hall
Supervision & Management	(153)	The underspend is largely due to staff vacancies within the service - there is a projected underspend of £125k within Housing Management (which is currently under review) and £78k for Independent Living Co-ordinators. This has been offset by overtime within the Control Centre of £35k to maintain the full coverage of this service and agency staff across all supervision and management services of £21k.
Interest and Investment Income	(612)	Due to an increase in interest receivable, as a result of several rate increases since budget setting. Also, larger than anticipated reserve balances being available to invest.
TOTAL HRA	0	

6) Capital variance narrative

Service	Q1 Variance £000	Reason for variances
Biart Place - Capital	0	Reprofile £6.764m to 24/25 due to delays in design
Carbon Management Plan (HRA)	0	40% to be spent in 23/24 and 60% to be reprofiled to 24/25 in accordance with the grant funding. Contract negotiations are nearly finalised with start on site to be during September.
Purchase of Council Houses	0	To date we have acquired 28 properties with a further 5 likely to complete this financial year (2023/24) A further 23 properties are at various stages in the pipeline, therefore unconfirmed due to the competitive nature of the housing market.
Rounds Gardens Capital	0	Spend is significantly less than predicted as the detail of the potential scheme with the adjacent landowner has been delayed due to the transfer of the land between different business units of our potential partner. There will be some spend later in the year but as yet unquantifiable.
Rounds Gardens demolition	0	
Property Repairs Team Vehicle	0	
	0	

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Tim Willis	% of rent roll collected	##	95	82.07	86%	AMBER	Ongoing issues with data quality ref new Housing Management system and issues of direct debit collection meaning that the available data will not be accurate. Recovery plan in progress - consultancy support in to resolve this by end of September 2023
Cllr Tim Willis	RFSH: homes that do not meet the Decent Homes Standard	Assets	-	0.00	0%	GREEN	There are no currently zero non decent homes within the HRA portfolio
Cllr Tim Willis	Number of Council homes completed	C & P	-	23.00	0%	PURPLE	Q1 data - 2 x 4 bed houses from open market; 9 apartments at Mill Court (6 x 1 bed and 3 x 2 bed) plus 12 at Platinum House (4 x 1 beds and 8 x 2 beds)
Cllr Tim Willis	% of homes rated (EPC) C and above	Assets	63	63.00	100%	GREEN	This data does not take into account the 23 properties acquired by the housing revenue account in Q1, as there is a time lag between completion of purchase and data entry. 21 of these properties were new build so will be higher performing EPC's. Planning permission has also now been secured (19 July 2023) on 100 new homes for Biart Place which will be rated A or even higher.
Cllr Tim Willis	Number of households in bed and breakfast for less than 6 weeks	HABT	2		0%	PURPLE	Collation of the required data is dependent on RP's providing information so is never ready until middle of following month
Cllr Tim Willis	number of people rough sleeping	HABT	9	14.00	0%	AMBER	The team are working with rough sleepers constantly and in partnership with voluntary and community sector providers. The community is a very transient one and will move in and out of the borough quickly, so caution needs to be applied to stats. Outreach team have established relationships with them - particularly the more entrenched rough sleepers.
Cllr Tim Willis	% of households in bed and breakfast for less than 6 weeks	HABT	4	5.00	0%	GREEN	Bed and breakfast accommodation continues to be offered as accommodation of last resort.

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Tim Willis	% of Freedom of Information (FOI) requests completed within the statutory timeframe	Communications	90	71.00	79%	RED	With our newly onboarded FOI Case Management System, officers now have closer overview of the time frames and deadlines required within each FOI request. This allows individual oversight of FOIs with each officer at a service and management team level and as such accountability for each FOI. Expectation is that now the system is onboarded and officers are becoming proficient in the system that there will be a positive trend in this KPI.
Cllr Tim Willis	Number of non reportable data breaches and near misses	Communications	1	6.00	0%	AMBER	An ongoing campaign internally for transparency regarding data breaches so that mitigating actions can be undertaken to reduce data breaches has been active for some time now. There is to be an expected rise in reported data breaches whilst these actions and learning are embedded.
Cllr Tim Willis	Number of data breaches reported to the Information Commissioner's Office (ICO)	Communications	1	0.00	100%	GREEN	Our continued transparency and mitigating actions regarding our data breaches provides reassurance to the ICO of our information security
Cllr Tim Willis	% of Residents that respond to annual survey as "proud of the Borough" (Annual)	Communications			0%	PURPLE	First annual survey in discovery now for release quarter 4
Cllr Tim Willis	% alignment of the demographic of respondents to annual survey and the demographic of the borough (Annual)	Communications			0%	PURPLE	First annual survey in discovery now for release quarter 4
Cllr Tim Willis	Number complaints (Quarterly)	Communications	300	199.00	34%	GREEN	Data connector to new complaints system being built and released by quarter 4. Target has been created through analysis of historical metrics.
Cllr Tim Willis	% of Residents that respond to annual survey as "having Trust in the Council" (Annual)	Communications	60		0%	PURPLE	First annual survey in discovery now for release quarter 4, when this Corporate Strategy Delivery Plan metric can be analysed
Cllr Tim Willis	% of complaints responded to within the timeframe	Communications	90	88.00	98%	AMBER	With our newly onboarded Complaints Case Management System, officers now have closer overview of the time frames and deadlines required within each complaint. This allows individual oversight of FOIs with each officer at a service and management team level and as such accountability for each FOI. Expectation is that now the system is onboarded and officers are becoming proficient in the system that there will be a positive trend in this KPI. Whilst this indicator is slightly below the target, performance continues to rise month on month.
Cllr Tim Willis	The % of requests resolved at the first point of contact (Quarterly)	Customer Services	70		0%	PURPLE	Our CCM system development continues and collection of this metric should be available before end of Q4 23/24
Cllr Tim Willis	Service Delivery Metric: Customer satisfaction (Quarterly)	Customer Services	75	80.00	107%	GREEN	Established during our CCM development this year, the customer satisfaction metric clearly displays the outstanding customer service we provide to our residents and businesses both on the phone and via our digital channels
Cllr Tim Willis	Average resolution time (business hours) of all IT services tickets	IT & Digital Services	24	11.00	54%	GREEN	With an SLA target of 24 business hours, the outstanding performance of our service delivery team ably assisted by IT&DS colleagues ensures services can provide to our residents and businesses, and technical challenges are mitigated swiftly and effectively

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Carolyn Robbins	number of outstanding sundry debtors over 28 days from invoice date	across the council	60	64.00	0%	RED	% o/s relates to value of debt not number of invoices unpaid.
Cllr Carolyn Robbins	% of Current year Council Tax collected	Revenues	99	101.00	102%	GREEN	This is the % collected based on the quarter 1 target based on 4 year trend analysis, this is not a forecast position for the whole year
Cllr Carolyn Robbins	% of current year Non-domestic Rates collected	Revenues	99	114.00	116%	GREEN	This is the % collected based on the quarter 1 target based on 4 year trend analysis, this is not a forecast position for the whole year
Cllr Carolyn Robbins	% of all years Council Tax collected	Revenues	99	98.00	99%	AMBER	reviewing the profiled target between qtr 1 & 2
Cllr Carolyn Robbins	% of all year Non-domestic Rates collected	Revenues	99	117.00	119%	GREEN	reviewing the profiled target between qtr 1 & 2

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Ian Picker	Quality of decision making - Number of appeals relating to a Major application upheld as a % of all Major Applications determined (Annual)	Development Management	10	0.00	100%	GREEN	The government target for quality of decision making requires no more than 10% of appeals for major development are overturned as a percentage of all major decisions. The Council has achieved 0% well below the 10% as there was only 1 appeal which was dismissed which demonstrates it has an exceptional track record of appeals.
Cllr Ian Picker	Quality of decision making - Number of appeals relating to a non-major application upheld as a % of all non-major applications determined (Annual)	Development Management	10	1.00	90%	GREEN	The government target for quality of decision making requires no more than 10% of appeals for non- major development are overturned as a percentage of all non-major decisions. The Council has achieved 1% well below the 10% which demonstrates it has an exceptional track record of appeals.
Cllr Ian Picker	Number of businesses ceasing trading (Annual)	Major Projects and Economic Development	Decreasing trend		0%	PURPLE	Data was not collected prior to 2023. This data is being collected during 23/24 and will be reported as an annual figure in Q4.
Cllr Ian Picker	Speed of decision making - % of major planning applications determined within 13 weeks	Development Management	60	76.00	127%	GREEN	The Council continues to exceed the government target for the speed of decision making.
Cllr Ian Picker	Speed of decision making - % of minor planning applications determined within 8 weeks	Development Management	70	76.00	109%	GREEN	The Council continues to exceed the government target for the speed of decision making.
Cllr Ian Picker	Speed of decision making - % of other planning application determined within 8 weeks	Development Management	80	87.00	109%	GREEN	The Council continues to exceed the government target for the speed of decision making.

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Ian Picker	Average end to end time for Land Charge Searches (in days)	Development Management	10	4.00	60%	GREEN	The Council has maintained its performance on Land Charges Searches despite the ongoing national data migration programme.
Cllr Ian Picker	Determine action within 8 weeks where there is a breach of planning control and it is expedient to take action	Development Management	80	74.00	93%	AMBER	Since April 2023 there have been a vacancy within the enforcement team. The vacant post has been recruited to and the new officer will start during the summer. The additional capacity the extra officer will bring will improve performance against this measure
Cllr Ian Picker	The number of new homes built within the year (Annual)	Development Strategy	663	1349.00	203%	GREEN	The count of new homes is all homes constructed up to the 31st March of the previous financial year. The count takes place during Q1 and the data will be available by the end of Q2 each year.
Cllr Ian Picker	Rugby Borough Council's 5 year land supply for new homes (Annual)	Development Strategy	5	5.60	112%	GREEN	The Council is required to have a minimum supply of at least 5 years of deliverable housing in accordance with the standard method set down by Government. At present the Council has a 5.6 Year Supply. Annual counts occur over the summer and revised supply figure will be published in the Q2 data.
Cllr Ian Picker	Rugby exceeds the Housing Delivery Test (Annual)	Development Strategy	95	157.00	165%	GREEN	The government produce this data every January for all Local Authorities. The government hasn't published the Housing Delivery Test results for the last year and we have received no indication of when this will be received.
Cllr Ian Picker	£ of inward investment (Annual)	Major Projects and Economic Development	Increasing trend		0%	PURPLE	Data was not collected prior to 2023. This data is being collected during 23/24 and will be reported as an annual figure in Q4.
Cllr Ian Picker	Number of new businesses trading (Annual)	Major Projects and Economic Development	Increasing trend		0%	PURPLE	Data was not collected prior to 2023. This data is being collected during 23/24 and will be reported as an annual figure in Q4.
Cllr Ian Picker	Number of vacant units in the town centre (Annual)	Major Projects and Economic Development	Decreasing trend		100%	PURPLE	Data was not collected prior to 2023. This data is being collected during 23/24 and will be reported as an annual figure in Q4.
Cllr Ian Picker	Number of visitors to the town centre (Annual)	Major Projects and Economic Development	Increasing trend		0%	PURPLE	Data was not collected prior to 2023. This data is being collected during 23/24 and will be reported as an annual figure in Q4.
Cllr Ian Picker	Number of businesses trading in the borough (Annual)	Major Projects and Economic Development	5,025	5025.00	100%	GREEN	This data is new data collected for the first time at the end of 22/23. As it is an annual target any change will not be reported until Q4 of 23/24.

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Carolyn Robbins	% Member attendance of training programme	Democratic Services	30	48.00	160%	GREEN	Members are required to attend training within a variety of areas which includes both mandatory and non mandatory requirements. There is also now requirements in respect of the Learning & Development Policy.
Cllr Carolyn Robbins	% Member attendance at Committee meetings	Democratic Services	90	91.00	101%	GREEN	This includes attendance in respect of all decision making committees. All Councillors are required to attend Full Council meetings and also those committees that they have been assigned to. By law all Councillors are required to attend at least one meeting every six months.
Cllr Carolyn Robbins	Number of complaints received relating to Members and Parish Council Members	Monitoring Officer	4	0.00	100%	GREEN	This relates to complaints by both Councillors and members of the public. All Councillors are required to abide by a Code of Conduct and any alleged breaches of this Code are reported to the Council's Monitoring Officer.

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Howard Roberts	% of tree inspections overdue (less than)	Parks and Open Spaces	10	10.00	0%	GREEN	Tree inspections currently on track as per their schedules
Cllr Howard Roberts	% of playground inspections overdue (less than)	Parks and Open Spaces	10	10.00	0%	GREEN	Playground inspections currently on track as per their schedules
Cllr Howard Roberts	Queen's Diamond Jubilee Leisure Centre Visits	Sport and Recreation	60,000	44361.00	74%	AMBER	Reported issue with external reporting software and some missing data for the quarter. Throughput tracking as per 2022/23 performance and seasonal visits.
Cllr Howard Roberts	Total number of contacts in top 30% Lower Super Output Area's - all ages	Sport and Recreation	1,000	2698.00	270%	GREEN	Increase in throughput and additional session funded.

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Carolyn Watson-Merret	Customer satisfaction via perception survey %	Property Repairs	89		0%	PURPLE	The software does not provide a text option for a customer satisfaction survey. Work is currently underway to test the option of an email survey as an alternative, if testing is successful we will look to implement these email surveys in Autumn
Cllr Carolyn Watson-Merret	% of minor voids completed on time (up to 7 days)	Property Repairs	95	39.00	41%	RED	Voids are prioritised by demand which is driven by the housing list. If for example the list highlights that 3 bed properties are required as there are more people in need of them, these properties take priority which can lead to a delay as other voids drop down the priority list. This can in turn lead to a longer turnaround time on minor voids as they are put on-hold. The team are investigating options to complete some minor voids after the tenant has moved into the property.
Cllr Carolyn Watson-Merret	% of standard voids completed on time (up to 4 weeks)	Property Repairs	95	67.00	71%	RED	Voids are prioritised by demand which is driven by the housing list. If for example the list highlights that 3 bed properties are required as there are more people in need of them, these properties take priority which can lead to a delay in other voids dropping drop down the priority list. This can in turn lead to a longer turnaround time on standard voids as they are put on-hold.
Cllr Carolyn Watson-Merret	% of major voids completed on time (up to 8 weeks)	Property Repairs	95	26.00	27%	RED	This is linked and dependent upon the number of major void receipts which is currently at 50%+ This means that the void team operatives may have to work in properties for several weeks which leads to a slower turnaround time on all other voids. An example of a major void is - to treat and/or replace flooring and joists, new kitchen and bathroom plus rewire. There are 5 multi skilled operatives in the void team and 1 labourer for clearances. We have utilised contractors to support the delivery of major and standard voids, this may have to continue until the volume of major voids declines. Several initiatives have been put in place across PRS, Housing and Asset teams to highlight and target properties in potential dis-repair before they are returned in such poor condition. The community team are also involved in trying to help educate tenants on property care. This is a long term project and immediate improvements are not expected.
Cllr Carolyn Watson-Merret	Number of missed Refuse Bins	Waste & Recycling	300	344.00	0%	RED	Due to high absences, there are not always regular crew members on the rounds meaning that more bins get missed, sometimes bins are presented in places that the temporary crews are unaware of. It has also been identified that reports have been accepted by residents after the 48 hour reporting window, and if the bin has been reported by the crew as not presented. An issue with the software system which is reporting missed bins multiple times has added to the figure, this is being investigated and will be rectified to ensure that the figures are accurate.

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Carolyn Watson-Merret	Number of missed Green waste Bins	Waste & Recycling	300	1267.00	0%	RED	There was an issue with the software and delivery of bin stickers which meant that the team were unable to determine if a subscription had been made. This was noticed after the team were directed not to empty any garden waste bins that were not paid for. This led to a large volume of missed garden waste bins being reported. The software issue has been rectified and all missing stickers re-sent. Due to high absences, there are not always regular crew members on the rounds meaning that more bins get missed, sometimes bins are presented in places that the temporary crews are unaware of. It has also been identified that reports have been accepted by residents after the 48 hour reporting window and if the bin has been reported by the crew as not presented. A issue with the software system which is reporting missed bins multiple times has added to the figure, this is being investigated and will be rectified to ensure that the figures are accurate.
Cllr Carolyn Watson-Merret	Number of missed Recycling Bins	Waste & Recycling	300	208.00	31%	GREEN	Due to high absences, there are not always regular crew members on the rounds meaning that more bins get missed, sometimes bins are presented in places that the temporary crews are unaware of. It has also been identified that reports have been accepted by residents after the 48 hour reporting window and if the bin has been reported by the crew as not presented. A issue with the software system which is reporting missed bins multiple times has added to the figure, this is being investigated and will be rectified to ensure that the figures are accurate.
Cllr Carolyn Watson-Merret	% of jobs completed within our definition of First-time fix	Property Repairs	75.00	99.80	133%	GREEN	These have been completed without a second job needing to be raised.
Cllr Carolyn Watson-Merret	Average number of days to complete a repair	Property Repairs	20.00	44.00	0%	RED	An audit of the open jobs in the software highlighted multiple jobs that were duplicates or had been completed but not closed on the system. When these highlighted jobs were closed in the system it generated additional jobs closed outside of target which extended the average completion date. This is ongoing as we continue the audit, which is not a quick process as we have to ensure that jobs are completed before closing in the system.

Portfolio Holder	Code & Title	Service	Target	June Quarter 1 Performance	Quarter 1 % against Target	Quarter 1 RAG	Narrative
Cllr Derek Poole	% of planned food inspections completed	Environmental Health and Community Safety	98	72.00	73%	RED	Q1 Initial high target set, team down 1 FTE Officer, delay in contractor starting all contributed to Red rating, Recruitment complete, new FTE officer starts Sept, Contractor starts July
Cllr Derek Poole	Number of HMOs Inspected (including annual inspection of licenced HMOs, inspections for all new applications and any enforcement e.g. complaints).	Environmental Health and Community Safety	25	32.00	128%	GREEN	The annual target figure is 100. Therefore the quarterly target figure is 25. Inspections in Q1 was 32. Therefore we have exceeded the target for Q1, but there will be variation depending on other housing issues and complaints.
Cllr Derek Poole	% of premises within the Rugby Borough that have attained the Food Hygiene Rating 2 and below	Environmental Health and Community Safety	5.00	4.70	6%	GREEN	Target figure is 5% or below. We are below the target figure. Due to this being poor food hygiene businesses are then supported or formal action taken to improve them.
Cllr Derek Poole	Number of fly tipping incidents investigated	Environmental Health and Community Safety	100	100.00	100%	GREEN	All fly tipping incidents are assessed and investigated when evidence found. Criminals are aware and often remove this. We do work with local residents to try to gather intelligence such as vehicles seen.
Cllr Derek Poole	Number of patrols in high risk areas (e.g. fly tipping, ASB)	Environmental Health and Community Safety	1,000	1224.00	122%	GREEN	Target achieved, Patrols will continue and focus on the high risk areas.
Cllr Derek Poole	Average time to process new taxi driver licence applications (weeks)	Licensing and Parking	12	7.00	42%	GREEN	Average time to process new driver applications is 7 weeks, the target is to process within 12 weeks therefore target is being met. Target will be kept under review and benchmarked if possible.
Cllr Derek Poole	Average time to process new vehicle licence applications and transfers (hours)	Licensing and Parking	24	12.00	50%	GREEN	Average time to process new vehicle applications and transfers is 12 hours, the target is to process within 24 hours therefore target is being met. Target will be kept under review and benchmarked if possible.
Cllr Derek Poole	Average time to process new operator licence applications (hours)	Licensing and Parking	36	24.00	33%	GREEN	Average time to process new operator applications is 24 hours, the target is to process within 36 hours therefore target is being met. Target will be kept under review and benchmarked if possible.
Cllr Derek Poole	Average time to process new premises alcohol licences (days)	Licensing and Parking	31	29.00	6%	GREEN	Average time to process new premises licence applications is 29 days, the target is to process within 31 days therefore target is being met. Target will be kept under review and benchmarked if possible.
Cllr Derek Poole	Average time to process new alcohol personal licence applications (days)	Licensing and Parking	20	16.00	20%	GREEN	Average time to process new personal licence applications is 16 days, the target is to process within 20 days therefore target is being met. Target will be kept under review and benchmarked if possible.
Cllr Derek Poole	% of annual animal licence inspections due in year completed	Licensing and Parking	100	100.00	100%	GREEN	These licences issued for 5 years, inspections normally fall within the last 2 quarters. However this quarter, only one was due for inspection therefore 100% completed for this quarter.
Cllr Derek Poole	% of annual taxi operator licence inspections due in year completed	Licensing and Parking	25	23.00	92%	GREEN	Target is 100% for the year therefore average should be 25% per quarter. Q1 is 23% but we are on target for yearly average.
Cllr Derek Poole	% of Rugby deceased cremated at Rainsbrook Crematorium	Bereavement Services	70.00	63.00	90%	AMBER	It is important that the council provides high quality sensitive services to our residents and so this is monitored to ensure families have confidence in the services provided. The indicator is based on registered deaths in Rugby. While most will be from Rugby some will be from other areas.
Cllr Derek Poole	% of environmental permitted sites due for inspection completed	Environmental Health and Community Safety	100.00	2.00	2%	RED	22 Inspections over 12 months, should be RAG rated at end of Q4 as we do not have a quarterly target and are usually completed in Q4.
Cllr Derek Poole	% of premises within the Rugby Borough that have attained the Food Hygiene Rating 5	Environmental Health and Community Safety	75.00	75.10	100%	GREEN	This is a variable figure dependent of number of inspections done, type of premises inspected etc, small variances can effect this.
Cllr Derek Poole	% of premises within the Rugby Borough that have attained the Food Hygiene Rating 4 and above	Environmental Health and Community Safety	90.00	89.30	99%	AMBER	This is a variable figure dependent of number of inspections done, type of premises inspected etc, small variances can effect this.
Cllr Derek Poole	% of premises within the Rugby Borough that have attained the Food Hygiene Rating 3 and above	Environmental Health and Community Safety	95.00	95.30	100%	GREEN	This is a variable figure dependent of number of inspections done, type of premises inspected etc, small variances can effect this.

Agenda No 11

AGENDA MANAGEMENT SHEET

Report Title: Initial Review of General Fund Budget 2024/25

Name of Committee: Cabinet

Date of Meeting: 23 October 2023

Report Director: Chief Officer - Finance and Performance

Portfolio: Finance, Performance, Legal and Governance

Ward Relevance: All

Prior Consultation: None

Contact Officer: Jon Illingworth, Chief Officer - Finance and Performance (Chief Financial Officer)
jon.illingworth@rugby.gov.uk 01788 533410

Public or Private: Public

Report Subject to Call-In: No

Report En-Bloc: No

Forward Plan: Yes

Corporate Priorities: This report relates to the following priority(ies):

(C) Climate Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)

(E) Economy Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)

(HC) Health and Communities Residents live healthy, independent lives, with the most vulnerable protected. (HC)

(O) Organisation Rugby Borough Council is a responsible, effective and efficient organisation. (O)

Corporate Strategy 2021-2024

This report does not specifically relate to any Council priorities but

Summary: The primary purpose of this report is to provide an initial overview of the Council's financial outlook for 2024/25 and the following three years taking into consideration the risks and challenges faced by the Council, alongside the approach that will be taken over the coming months to ensure a balanced

budget be reported to Full Council in February 2024.

Financial Implications: None as a direct result of this report.

Risk Management/Health and Safety Implications: None as a direct result of this report

Environmental Implications: There are no environmental implications arising from this report. It may be necessary later in the budget process to carry out a Climate change impact assessment for the options arising.

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

Equality and Diversity: There are no Equality and Diversity implications arising from this report. It may be necessary later in the budget process to carry out Equality Impact Assessments of the implications of any service changes.

Options: There are no options arising from this report.

Recommendation: The information on the budget setting process for 2024/25 be noted.

Reasons for Recommendation: This initial overview of the Council's General Fund revenue budget is for consideration by Cabinet as part of the budget setting process and to ensure its affordability and contribution to the Council's ambition to deliver a balanced medium term financial plan (MTFP).

Cabinet - 23 October 2023

Initial Review of General Fund Budget 2024/25

Public Report of the Chief Officer - Finance and Performance

Recommendation

The information on the budget setting process for 2024/25 be noted.

Executive Summary

This is the first 2024/25 General Fund budget setting report and the purpose of this report is to provide:

- An initial overview of the economic climate, taking into consideration the risks.
- An update on the latest developments from Department of Housing Levelling Up and Communities (DHLUC) which will have an impact on the budget setting process.
- An update on the current Medium Term Financial Plan (MTFP) risks faced and estimated impact on level of reserves.
- The strategic timeline for delivering a balanced budget for 2024/25.

The Draft Budget will be considered by Cabinet on 08 January 2024 in preparation for the Final Budget and Medium-Term Financial Strategy (MTFS) which will be presented to Cabinet and Council during February 2024.

The process for setting the Housing Revenue Account (HRA) budgets incorporating Council House Rents is subject to a separate timetable. A draft HRA Medium Term Financial Plan will be considered by Cabinet on 04 December 2023.

Throughout the report there is reference to data as at 30 June, at the time of publication, this is the latest information available and through budget monitoring reports and future budget setting reports and presentations, updates will be provided. The MTFP references are to the approved document as per Council on 22 February 2023.

Based on the existing Medium Term Financial Plan and known changes since the budget was approved in February the Council has a savings target of £3.548m to achieve for the financial year 2024/25, rising throughout the period of the MTFP as shown in the table below,

	2024/25	2025/26	2026/27	2027/28
	£000s	£000s	£000s	£000s
Savings target/transformation to be achieved	3,548	5,359	5,123	5,383

Dealing with the full pressure in 2024/25 will have a knock on effect on the remainder of the MTFP and will reduce the savings required each year to balance the budget.

The information in the MTFP and the associated pressure is based on a worst case scenario, which assumes that the planned Fair Funding Review for Local Government and the reset of the Business rates system will take place in 2025/26. With an expected general election in 2024, current plans may change and may result in further deferrals meaning that the Council will be able to continue transferring business rates growth to the Business rates equalisation reserve (currently in the region of £9.000m based on 2024/25 estimates) for a longer period.

The MTFP also assumes that the New Homes Bonus Grant will cease from 2024/25. There is still significant uncertainty on the future of the scheme, however as the grant is £0.975m in 2023/24, the continuation of the scheme or any replacement would provide a significant contribution to the savings required to be delivered across medium term.

Through the work of the Budget Working Group Officers and Cabinet have begun the process of understanding the issues and the options for delivering a balanced budget. This will involve consultation with all political groups with the first sessions scheduled for November to coincide with the expected release of the Autumn Statement.

1. Background

1.1. The 2023-27 Medium Term Financial Strategy (MTFS) was approved by Council at its meeting on 22 February 2023. The detailed papers can be found using the link below.

[Council Meeting 22 February 2023](#)

1.2. Throughout the process there will be opportunities for all members to:

- receive training;
- engage in consultation on options for reducing costs and increasing income; and
- explore strategies for efficient delivery of services.

1.3. Throughout the process Officers will be using PIXEL Financial Management and Link Asset Management, the Council's funding and treasury management advisors, to support future modelling different scenarios to council tax over the MTFP period.

2. Economic outlook – National picture

2.1. The annual consumer price inflation (CPI) rate in the UK dropped to 6.8% in June from 8.7% in May, marking the lowest level since March 2022 and slightly below the market consensus of 8.2% mainly due to a slump in fuel prices. In doing so, inflation matched the forecast of the Bank of England (BoE) published in its May Monetary Policy Report, after two months of upside surprises. The core rate of inflation, which excludes volatile items such as energy and food, also eased to 6.9% from May's 31 year high of 7.1%.

2.2. The BoE continues with its policy to raise interest rates in a bid to tackle inflation. This is increasing the cost of borrowing with the potential for rates to rise further. During its August meeting the BoE raised the base rate by 0.25% to 5.25%, marking a 14th consecutive rise. Market expectation is for rates to increase further and then begin falling back during mid-2024, although this will very much depend on the path of inflation.

2.3. The UK economy remains on course to avoid a technical recession. Economic growth is expected to remain at 0.3% throughout 2023, rising slightly to 1% in 2024.

2.4. It is expected that there will be a General Election in 2024. The current government spending review covers 2024/25, so there will need to be a further comprehensive spending review to take place soon after the general election. Public spending totals in years after 2024/25 currently show a reduction in available resources for non-protected spending departments.

3. Local Context

3.1. The pillars and the overarching outcome of the Corporate Strategy are:

Climate: “Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change”

Economy: “Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents”

Health and wellbeing: “Residents live healthy, independent lives, with the most vulnerable protected”

Organisation: “Rugby Borough Council is a responsible, effective and efficient organisation”

3.2. Within the Organisation outcome there are several core principles that also underline the MTFs as follows:

- Set robust, comprehensive, and achievable budgets, exploring all avenues of income to meet our financial targets.
- Undertake commercial activities in the open market, where it is sustainable and responsible to do so.

- Maintain robust systems of governance that ensure fairness, accountability, and transparency.
- Quality services that demonstrate value for money.

3.3. The MTFS also underpins the Rugby Borough Council Corporate Strategy by ensuring resources are targeted to priorities and that a strong framework of financial governance, stewardship and control is in place. Rugby Borough Council has a strong track record of delivering savings and managing its resources effectively in order to maintain a balanced Medium Term Financial Plan (MTFP) The MTFS compliments the Corporate Strategy by defining the financial framework within which these priorities will be delivered. It outlines the factors which are expected to drive future costs and sets out the funding projections and our strategy for addressing the transformation/savings targets across the period of the strategy.

4. Funding the council

4.1. Resourcing corporate funding streams that support the General Fund budget are:

- Council Tax
- Retained Business Rates
- Grants

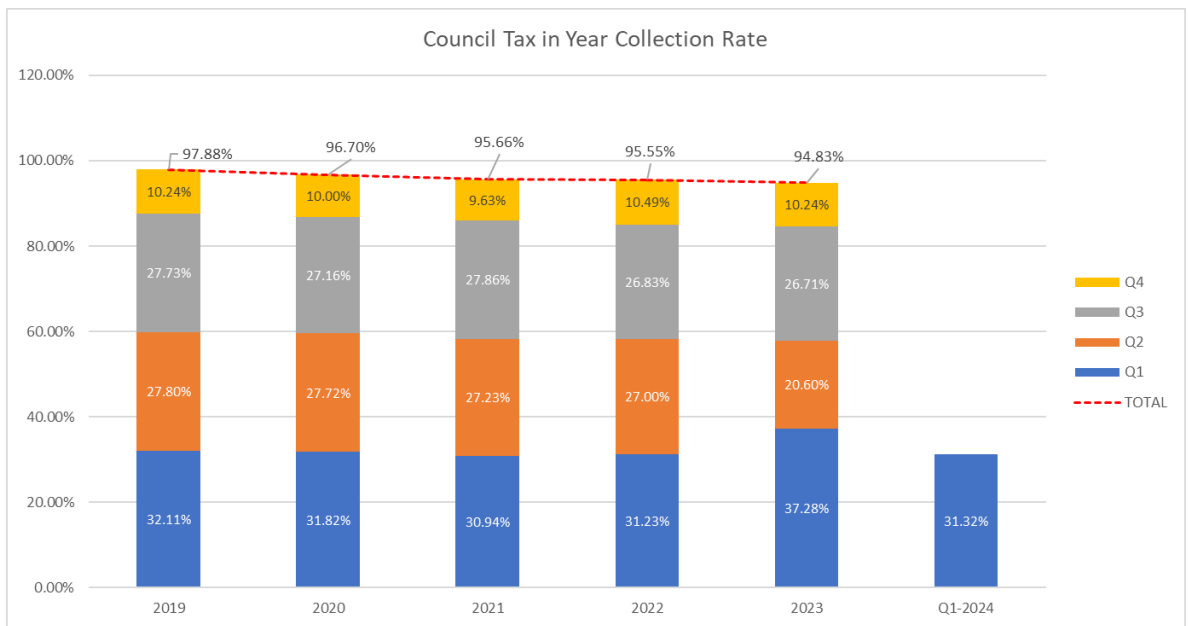
In addition to this the council can generate income through fees and charges
Details on these streams can be found within the MTFS.

Council Tax

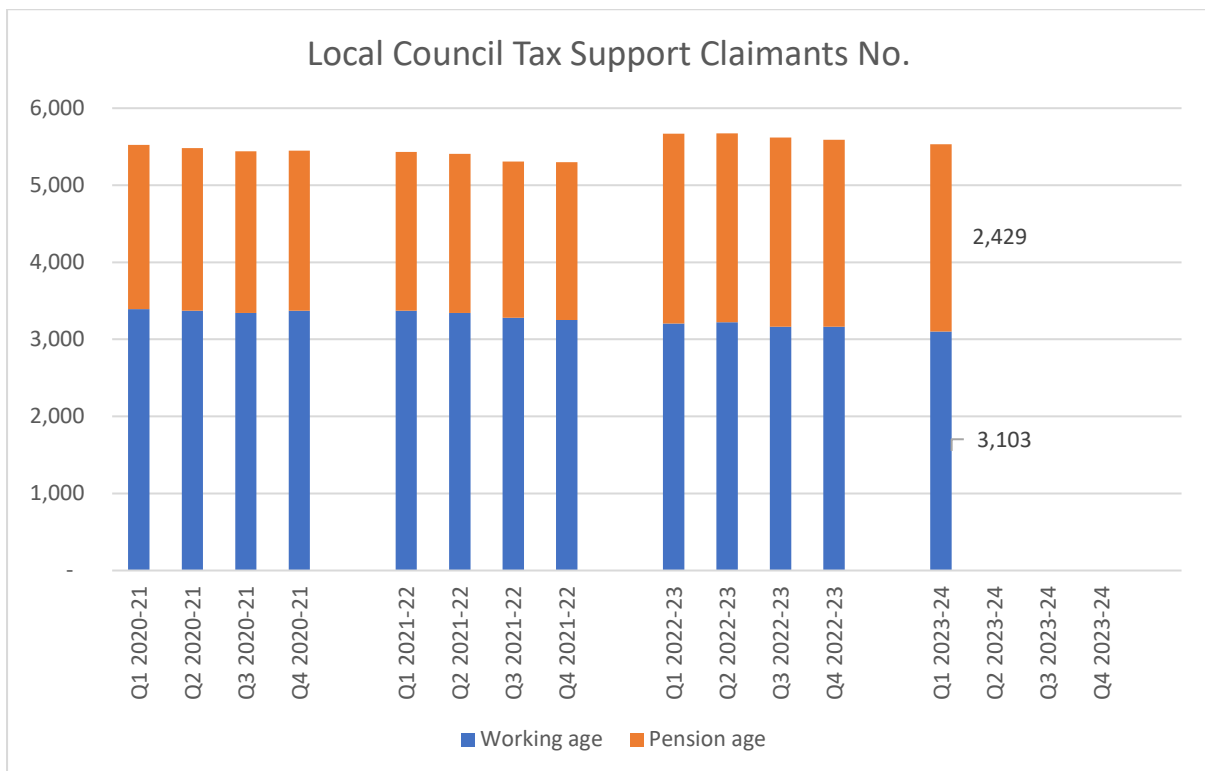
4.2. The general fund budget is set using an estimate of the number of properties that will pay Council tax after considering factors such as discounts and residents in receipt of Council Tax Relief. The current MTFP assumes an estimated Council tax base of 40,936.65 in 2024/25, an increase of 502 from 2023/24.

4.3. As of 30 June, the Council tax-base is 39,934.46 (1.24% lower than budgeted) New properties continue to be added to the valuation list and 18.6% of budgeted 2023/24 growth has been achieved up to the end of June. The tax-base will continue to be monitored as there is still uncertainty around the impact of current economic climate on council tax collectability, number of support cases and future growth. However if the tax base remains static at the current level this would result in a £1,083m loss of council tax income for the year, with Rugby Borough Council's share of £0.105m.

4.4. Council tax collection rates have decreased in recent years, because of the pandemic and, during this period, enforcement action was put on hold whilst other priorities were carried out by the organisation. Enforcement for debt has returned to pre pandemic levels in 2023/24 and reports on progress will feature throughout the year.



4.5. The number of Council Tax Support (CTS) cases is relatively stable and slightly below the budgeted level (0.9%). On 30 June 2023 there were 3,103 working age and 2,429 pension age council tax support claimants.



4.6. Local council tax support payments at 30 June (quarter 1) were 1.92% higher than 12 months ago however there is still significant downside risk from LCTS as the cost-of-living situation may further increase the number of applications over future months. The potential implication of rising council tax support cases is that it reduces the tax-base and the amount of council tax income collectable, which will increase the pressure on the delivery of a balanced budget. The current reduction of the

taxbase due to CTS is approximately 6% (average 6.1% in 2022-23). A potential further increase in local council tax support by 10% would result in £1.635m reduction of Council Tax income with RBC's share of the loss of £0.054m.

Business Rates

4.7. Business rates income targets are based on the NNDR1 form that is submitted to Government on 31 January each year. The estimated income is shared between Central Government (50%), Rugby Borough Council (40%) and Warwickshire County Council (10%).

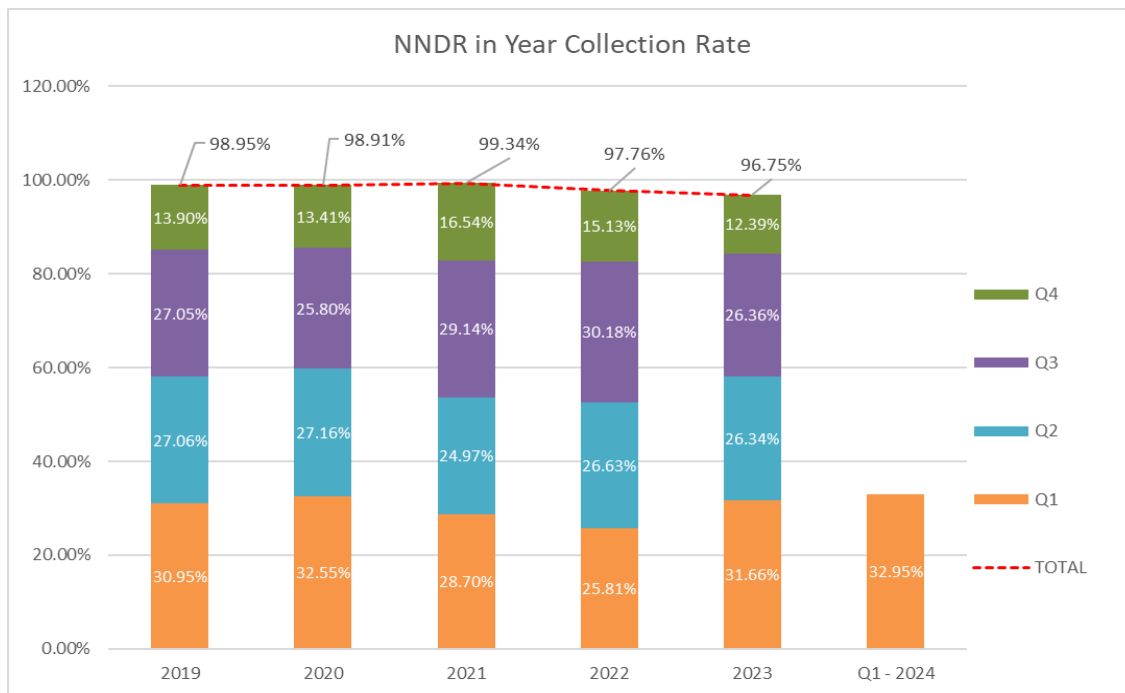
4.8. The Council's 40% share of estimated business rates income for 2023/24 is £9.254m which is an 25% increase of £7.412m from 2022/23. Since 2018 the MTFS has detailed that the Council needs to transition away from relying on Business rates given the impending reform of the system (although this has been delayed for a number of years) Therefore for budgeting purposes £2.505m is used to fund in year services and £4.712m is transferred to the business rates equalisation reserve which has been established to mitigate against the impact of the potential loss of growth following the reset. It was confirmed in the 2023 Local Government Settlement that this will now not take place until 2025/26 at the earliest, giving the Council the time to plan for the impact of any changes and the windfall of the increased balance in the business rates equalisation reserve.

4.9. As a direct result of retaining the growth, in recent years it has been used to support the delivery Corporate Strategy. Projects such as the delivery of transformation within the organisation, climate change aspirations and more recently pump priming of the town centre strategy have all been able to be delivered without adding pressure to the general fund revenue budget.

4.10. At 30 June 2023 the total rates payable by ratepayers in the absence of any reliefs was £71.927m – 5.08% lower than estimated on NNDR1 (£75.775m). The reduction in gross rates is predominantly due to temporary closure of two substantial businesses resulting in decrease of the council's total rateable value £5.265m (gross rates £2.627m), as well as a reduction in forecasted growth in Business Rate of £1.363m, which is most likely to realise in the second half of the year.

4.11. The amount for current year reliefs (£12.221m) was only 2.6% below the forecasted NNDR1 figure (£12.545). Therefore the current year net rates payable (£59.706m) is 5.6% lower than anticipated (£63.230m).

4.12. The chart below shows NDR collection since 2019, the COVID-19 pandemic had little impact on the business rate income collection, as central government provided relief to businesses and provided the Council grant funding to cover the shortfall. The average in year collection rate for the last 3 years was 97.95%. Prior year outstanding balances are promptly collected. As of 30 June 99.95% of 2021-22 liability and 98.52% of 2022/23 balances have been recovered.



Grants

4.13. The table below identifies the assumed government grants for 2024/25 compared to the current year. It is expected that all grants will continue, albeit at a reduced rate, apart from New Homes Bonus. There has been no announcement that this funding will continue into future years.

Grant	2023/24 allocated £m	2024/25 Assumed £m
New Homes Bonus	(0.987)	0.000
Funding Guarantee	(1.075)	(1.000)
Housing Benefit Administration Subsidy	(0.203)	(0.182)
Local Council Tax Support Administration Subsidy	(0.096)	(0.086)
Services Grant	(0.094)	(0.046)
total	(2.455)	(1.314)

Fees and charges

4.14. It is important that fees and charges are set at an appropriate level to ensure cost recovery to the Council. In 2023/24 the budget for fees and charges was set at £6.895m. The proposed schedule of fees and charges for 2024/25 will form part of the agenda for Council Tax setting in February 2024.

4.15. The MTFs outlines that all council set fees and charges will be increased in line with CPI in September of the preceding year, this was a 10.1% increase for

2023/24. Although there is sensitivity around the impact on residents of these increases, linking back to the organisation's commercialisation pillars, council taxpayers paying subsidies for chargeable and often discretionary services is not desirable.

5. Inflation/cost of living

5.1. The Consumer price inflation (CPI) calculates the average price increase as a percentage for a basket of 700 different goods and services. This has increased by 6.7% in the 12 months to August 2023. The impact of this will be felt in both the capital and revenue expenditure for 2023/24 and beyond but the speed of the change has meant forecasting has been challenging.

6. Budget Planning

6.1. Following the pattern of previous years, the Medium-Term Financial Plan assumes a worst-case scenario in that reform takes place from 2025/26 and that all accumulated business rates growth is lost, and the relative needs and resources review does not generate any benefit for the Council.

6.2. Since setting the budget there has been several announcements which will have an impact on the budget setting process and the MTFP.

Extended Producer Responsibility

6.3. In the December 2022 [Local Government Policy Statement 23/24 to 24/25](#) the central government identified that *"2024-25 brings with it a significant new funding stream, subject to successful delivery of the Extended Producer Responsibility for packaging (pEPR) scheme as soon as is feasible within this financial year; local authorities can expect to receive additional income from the scheme whilst being asked to submit data relevant to their waste collection services. Alongside His Majesty's Treasury and the Department for Environment, Food and Rural Affairs, we will be assessing the impact of additional pEPR income on the relative needs and resources of individual local authorities in the coming year."*

6.4. The potential knock-on effect this new income stream may have on the SFA (Settlement Funding Assessment) or within CSP (Core Spending Power), for example adjustment to Funding Guarantee Grant, is unknown. No details have been published and there is no timetable for consultation at present, however the latest guidance suggest implementation will now not take place until 2025. The potential benefit to the Council is yet to be established, however this will be fed into the budget setting process for the 2025/26 financial year following the release of the appropriate data to make informed strategic decisions.

Pay award 2023/24

6.5. The local government pay award is set nationally and at the time of approving the 2023/24 budget the negotiations had not concluded. Based on knowledge available at the time an inflationary increase of 4% was built into the 2023/24 budget. Subsequent negotiations have suggested an increase of £1,925 per employee up to those on Spinal Point 43 could be awarded which is £0.345m above the set budget. Not only will this have an impact on the current year, but this compound impact will also need to be dealt with for 2024/25 and beyond. Included in the 2023/24 budget is a permanent inflation shock budget of £0.330m. At this stage it is proposed that this could be used to offset MOST of the cost of the inflation in 2023/24 and beyond, reducing the requirement to deliver savings.

Planning fees

6.6. The planning application fee increase is currently being debated in the House of Lords and there is a consensus that there should be an increase in planning fees. It has been estimated that the increase in planning fees could generate in excess of £0.300m. Following confirmation, the impact of planning fees will feature in the MTFP.

Borough Growth

6.7. As a high growth borough the result is that housing continues to grow, and this has an impact on the tax base and the income generated through Council Tax. The other consequence of this is that demand on services will eventually increase to the point where additional services are required and the increase in income (£209) per band D property does not cover the cost of items such as an additional refuse collection round. Officers will be completing scenario planning, and this may involve additional growth items being included in the draft budget.

6.8. Autumn statement 2024

6.9. The autumn statement will provide a guide to the funding decisions which will be identified in the Local Government Funding Settlement which is usually released in December. However, in previous years the settlements have been single year (opposed to 3 years) and date of publication has varied between September and November making planning challenging in advance of the receipt of the document. The challenges are likely to continue for 2024/25 with a general election planned for 2024 meaning that there could be little in the way of announcements for the sector this round. In the Local Government Finance Settlement finalised in February 2023 there were some indications of 2024/25 policy

- Council tax increases can be the greater of 3% or £5
- *New homes bonus - the future is extremely uncertain. The budgeted income for 2023/24 in relation to NHB is £0.987m and nothing for future years.*
- *Funding guarantee grant to continue.*
- *Extended Producer responsibility (see para 6.3)*

7. Latest General Fund Revenue Position

7.1. Officers have been working closely with Management Team and the Leadership Team to understand the risks and actions to be taken to ensure a balanced budget across the medium-term financial plan. The table below summarises the approved medium term financial plan presented to Council in February 2023 but includes decisions made by Cabinet/Council in the new municipal year as well as assumptions based on the latest intelligence. The reported position in the MTFS is as follows:

	2023/24	2024/25	2025/26	2026/27	2027/28
	£000s	£000s	£000s	£000s	£000s
BASE BUDGET	20,879	20,636	25,233	19,328	19,540
<i>Growth and budget adjustments</i>	3,666	2,827	(5,610)	212	
<i>Savings</i>	(3,909)	(85)	(295)		
<i>Budget adjustments approved during 2023/24</i>		36	23		
<i>Accounting Adjustments for Temporary Savings 2023/24</i>		1,855			
Total Net Base Budget	20,636	25,269	19,351	19,540	19,540
Financed By					
Council tax	(9,600)	(9,912)	(10,300)	(10,695)	(11,096)
Business Rates	(8,572)	(10,484)	(3,479)	(3,557)	(2,918)
Government Grants	(2,464)	(1,324)	(249)	(224)	(202)
TOTAL	(20,636)	(21,720)	(14,028)	(14,476)	(14,216)
SAVING / TRANSFORMATION TARGET	0	3,548	5,359	5,123	5,383
Impact of using business rate equalisation reserve					
Use of reserve – assumed no savings delivered		(3,548)	(5,358)	(5,122)	(5,382)
REVISED SAVING / TRANSFORMATION TARGET		0	0	0	0

**Below is a table highlighting the decisions taken by Cabinet and Council in the current municipal year.

	2024/25 £000s	2025/26 £000s	Permanent/temporary
Creation of Senior Electoral Services Officer	41		Permanent
Grant funding for above post	(41)	41	Temporary
Creation of CIL & Local Plan Monitoring Officer	36		Permanent
CIL Income		(18)	Permanent
Total	36	23	

7.2. Below is a summary of the impact of using the business rates equalisation reserve to balance the budget across the life of the medium term financial plan.

	2024/25 £000s	2025/26 £000s	2026/27 £000s	2027/28 £000s
Impact of using Business rates equalisation reserve to fund budget shortfall				
Opening balance	(15,340)	(18,858)	(14,060)	(9,577)
Forecast Reserve Movement as per MTFP	(7,066)	(560)	(639)	0
Use of reserve to balance MTFP budget shortfall	3,548	5,358	5,122	5,382
Remaining balance of BRER	(18,858)	(14,060)	(9,577)	(4,195)

7.3. The table demonstrates that there are sufficient balances in the business rates equalisation reserve to deal with the annual budget pressure. However, taking this approach to setting the budget significantly impacts on the reserve balances held by the council and exposes the council to not being able to deal with the potential risks facing it.

8. Risk Assessment

8.1. A risk assessment is maintained for the corporate reserves established to respond and manage financial risks in the medium term it also includes the forecast contributions to and from the reserves as identified in the MTFP. The assessment is reviewed and updated throughout the financial year with updates to Members provided periodically. The assessment is not a forecast, but an identification of the potential risks facing the Council and the financial impact of this.

8.2. The Corporate and General Fund reserves considered in this analysis are the General Fund balance, the Budget Stability reserve, and the Business Rates Equalisation reserve.

8.3. The risk assessment is designed to incorporate all potential negative outcomes and includes items such as loss of business rates growth, a borough emergency and not delivering in year savings targets (set at 30% per year

cumulative). The assessment is RAG rated identifying that some risks are more likely to occur than others. It is not expected that all risks will materialise, and throughout the review process, values, risks and RAG ratings will vary.

8.4. The risk assessment shows that over the life of the MTFP, there are potential risks of £36.852m and a forecast net contribution of (£5.882m) to the reserve, a net potential use of £30.968m. At the 1 April 2023 there is a total balance of (£20.540m) and the assessment shows that in the unlikely event that all risks materialise the balance would be fully depleted during 2026/27. This does not include the use of the business rates equalisation reserve as per paragraph 7.

8.5. Achieving a balanced budget each year will free up reserves, however it also means that failure to achieve a balanced budget will reduce the flexibility that the council has, to manage the impact of the potential risks.

8.6. The table below shows the impact on the business rates equalisation reserve if all risks materialise, and the reserve is also used to balance the budget over the life of the MTFP

	2024/25	2025/26	2026/27	2027/28
Impact of using Business rates equalisation reserve to fund budget shortfall	£000s	£000s	£000s	£000s
Balance carried forward	(14,659)	(16,786)	(9,559)	(2,482)
Reserve Movement	(7,066)	(560)	(639)	0
Budget shortfall as per current projections and no savings generated	3,548	5,358	5,122	5,382
pressures as per the risk assessment	3,194	5,265	6,393	7,472
less no achievement of savings already included	(1,803)	(2,836)	(3,799)	(4,839)
Net Pressures as per risk assessment	1,391	2,429	2,594	2,633
Remaining balance of BRER	(16,786)	(9,559)	(2,482)	5,533

9. Capital Programme

9.1. The capital programme for Rugby Borough Council consists of schemes and projects that already have members' approval, and these include a range of continuation programmes that occur on an annual basis. The continuation programme budgets were included in the approved Capital Strategy included in the Council Meeting on 22 February 2023 and have a value of £2.276m for 2023/24.

9.2. The Council Tax setting report is no longer an approval process for capital schemes. Chief Officers and their budget managers have been asked to identify capital proposals for the next ten years. The proposals returned will be included as a financial planning tool only and budget managers will need to submit Cabinet reports with full appraisals to seek budget approval. When budget approval is granted, schemes will be added to the Capital Programme.

9.3. The Programme Board/Budget working group appraise the various schemes, with particular emphasis on ongoing revenue implications, including financing costs, in the light of the Medium-Term Financial Plan. All schemes will need to demonstrate how they align to the Corporate Strategy Delivery Plan.

9.4. Capital schemes may run across several financial years and the initial scheme approval will include anticipated profiling of the budget across years. As approved in the Capital Strategy, the Chief Officer – Finance and Performance can approve reprofiling of the expenditure providing the total budget is not exceeded and there is no impact on the availability of external funding (e.g. time restricted grant funding).

9.5. During 2022/23 a policy decision was taken that no new capital projects will be approved for the 2023/24 financial year unless urgent to enable the backlog of work to be completed. As part of the outturn for the year, reprofiling of £5.556m was made, therefore it is recommended that this approach continues for another year. It will also minimise the addition of any new revenue costs which may impact negatively on the MTFP. All financing costs of the £12.340m 2023/24 budget are included in the Net Cost of Borrowing and MRP budgets which has an approved budget of £1.547m for 2023/24, the pausing of the programme for new schemes will prevent this budget increasing.

9.6. In addition to this any schemes approved prior to 2020/21 for which there has been no spend now require a report to be presented to the budget working group outlining whether the revised costs of the scheme, how the scheme delivers on the Corporate Strategy Delivery plan and proposals for revised funding if costs have changed, this could require further approval from Cabinet or Council to deliver. It is now recommended that from 2024/25 any schemes approved prior to 2021/22 for which there is not planned work will be removed from the programme and a new report will be required to be included in the programme.

9.7. The capital strategy also gives the Chief Financial Officer the authority to review the funding of the capital programme and adjust where appropriate. For example in carrying out a funding swap of external resources to capital receipts and reserves will generate a revenue saving as MRP and net cost of borrowing will not be required. On the completion of each scheme during 2023/24 officers will review the financing of the scheme to determine whether there is any ability to carry out a funding swap. The results of this exercise will be included in future budget monitoring reports.

10. Budget Planning and Setting

The 2024/25 budget setting process is now underway. The main dates for Cabinet to note in relation to the General Fund are as follows:

Month	Action
March- September	Start of process, officers completing scenario planning
September/October	Report to Cabinet - opening summary of the situation and timelines (dependent on whether additional meeting is approved)
October-December	Member workshop - how do we set the budget?
November	Expected Autumn Statement released - indication of LG funding for future years
	LT/Cabinet/Opposition reps to meet and discuss progress to date plus data from autumn statement
December	Local Government Finance Settlement release (last year was 21 December) this will confirm all the funding for 2024/25 - unlikely to be multi-year given the general election
	Draft budget will be finalised
	Discussions with opposition groups re alternative budgets
January	Draft budget reported to Cabinet
February	Further update report to Cabinet - changes from draft
	Member workshop - the results of the budget setting process
	Council Tax setting report presented - including updated MTFS/Treasury Strategy/Capital Strategy
Throughout the process	A representative from finance will attend group meetings as required

The organisation continues to transition to a 3-year rolling budget setting process, the benefits of this include:

- Having up to 3 years to finalise plans to deliver the target – meaning less pressure for the next financial year.
- Providing some certainty over the whole plan.
- Using/establishing an evidence-based approach for future savings.
- Providing an effective method of budgeting given the uncertainty around funding changes.
- Accountability at an early stage and will use monthly reporting to track progress.
- The greater the uncertainty about future central government policy then the greater the need to demonstrate the long-term financial resilience of the authority given the risks attached to its core funding.
- Demonstrates long term financial resilience.
- Aligns with best practice as identified in the CIPFA Financial Management code.

11. Conclusion

11.1. The delivery of savings is critical to the financial sustainability of the Council, although savings were identified for 2022/23, at year end 35%, £0.273m remained undelivered. These were treated as in year pressures and were absorbed by savings elsewhere in the general fund; however the savings were permanent and are therefore from a budgeting perspective expected to be delivered in 2023/24 onwards. As areas of savings are identified as permanent and used to balance the budget for future years, the opportunity to offset nondelivered savings becomes more challenging. Before any saving is presented for approval this budget setting round, it is expected that a savings delivery plan is completed identifying the risks and opportunities to deliver the target.

11.2. The budget setting process will again be challenging for Local Government and Rugby is not an outlier. Single year Local Government Finance Settlements (even though there are items identified for 2024/25 they have not been confirmed) and a general election in 2024 is likely to mean that there are limited updates in the next settlement. The council is in a relatively strong position as the delays in business rate reform has led to the business rates equalisation reserve having contributions to it over and above the expected values when it was established which can be used to support the transition to delivering savings. This is a solution, but not a sustainable one in the long term as the use of the reserve prevents the funding to be used for projects and schemes to move forward more of the aspirations at pace.

11.3. Through engagement and consultant with all groups through the budget working group, officers will ensure that all members are aware of the options for delivering a balanced budget and the consequences.

Name of Meeting: Cabinet

Date of Meeting: 23 October 2023

Subject Matter: Initial Review of General Fund Budget 2024/25

Originating Department: Finance and Performance

DO ANY BACKGROUND PAPERS APPLY

YES

NO

Agenda No 12

AGENDA MANAGEMENT SHEET

Report Title:	Improvements to the Lawrence Sheriff Almshouses
Name of Committee:	Cabinet
Date of Meeting:	23 October 2023
Report Director:	Chief Officer - Communities and Homes
Portfolio:	Communities, Homes, Digital and Communications
Ward Relevance:	Eastlands
Prior Consultation:	Senior Leadership Team; Legal Services, Party representatives and Group Leaders
Contact Officer:	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 checked="" type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input checked="" type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) Corporate Strategy 2021-2024 <input type="checkbox"/> This report does not specifically relate to any Council priorities but
Summary:	The report sets out the strategic rationale for the Council considering making a financial contribution toward the refurbishment of the current Lawrence Sheriff Almshouses and 4 proposed new properties on the same site.

Financial Implications:

The grant of £0.100m to Lawrence Sheriff Almshouses to be funded from existing capital resources.

Risk Management/Health and Safety Implications:

There is a risk that if the refurbishment works are not completed then the Energy Performance Certificate rating of the properties (currently an E) will not meet the current standards required of private sector properties from 2025 (C rating).

This scenario would result in a likely increase in homelessness applications and a resulting need for temporary accommodation whilst assessment of individual circumstances are made.

If the homes ended up empty then, in addition to the obvious loss of accommodation to meet the housing needs of a vulnerable cohort, there would be a potential impact on community safety and a likelihood of squatters taking up occupation.

The finalised grant conditions will ensure that the grant is ring-fenced for the agreed purpose of refurbishing the almshouses.

The Communities & Projects Team will monitor that the resulting expenditure has been undertaken in line with the agreed grant conditions. Compliance with this will also form part of the grant conditions.

Environmental Implications:

An environmental impact assessment has been completed and forms appendix 1 to this report.

Legal Implications:

The Council has a wide power within section 2 of the Local Government Act 2000. This is known as the 'well-being power' and seeks to promote or improve the economic, social, and environmental well-being of the Council's area. This includes the power to provide financial assistance to achieve this purpose.

In addition to the 'well-being power' the Council is also able to utilise the General Power of Competence under the Localism Act 2011. This represents a more recent statutory power and further strengthens the ability of the Council to provide financial assistance as set out within this report.

Equality and Diversity:

The charitable objectives of the Lawrence Sheriff Almshouses is prescriptive in terms of its client base - *the provision of charitable social housing in the form of Almshouse accommodation for aged men resident in the Borough of Rugby who have resided in the borough for not less than ten years before the time of appointment and who are in need of such accommodation due to financial hardship or limited financial resources.*

An Equality Impact Assessment forms appendix 2 to this report.

Options:

- To provide funding to support the eco aspects of the refurbishment project.
- Not to provide funding to support the eco aspects of the refurbishment project

Recommendation:

IT BE RECOMMENDED TO COUNCIL THAT -

1. a grant of £0.100m be awarded to Lawrence Sheriff Almshouses to support the delivery of this project;
2. the scheme is added to the capital programme and a supplementary budget of £0.100m be established;
3. delegated authority be given to the Chief Officer of Communities and Homes and the Chief Officer of Legal and Governance to determine the final grant terms; and
4. the Communities and Projects Team to monitor that the resulting expenditure has been undertaken in line with the agreed grant conditions. Compliance with this will also form part of the grant conditions.

Reasons for Recommendation:

The Lawrence Sheriff Almshouses are a long established part of the heritage of Rugby and in particular the town centre.

The refurbished and additional homes will be ringfenced to meeting the housing needs of vulnerable people.

The aims of the project complement the strategic objectives of the Housing Strategy 2022-024:

- to increase the affordable housing supply available to meet needs, through new

supply or making most efficient use of the existing housing stock.

- to increase the quality and affordability of homes by improving the energy efficiency of our poorer performing housing stock and at the same time reducing carbon emissions

Cabinet - 23 October 2023

Improvements to the Lawrence Sheriff Almshouses

Public Report of the Chief Officer - Communities and Homes

Recommendation

IT BE RECOMMENDED TO COUNCIL THAT -

- (1) a grant of £0.100m be awarded to Lawrence Sheriff Almshouses to support the delivery of this project;
- (2) the scheme is added to the capital programme and a supplementary budget of £0.100m be established;
- (3) delegated authority be given to the Chief Officer of Communities and Homes and the Chief Officer of Legal and Governance to determine the final grant terms; and
- (4) the Communities and Projects Team to monitor that the resulting expenditure has been undertaken in line with the agreed grant conditions. Compliance with this will also form part of the grant conditions.

Executive Summary

The heritage of the borough remains strongly influenced by Lawrence Sheriff even 456 years after his death. Famously, he bequeathed funding to establish both Rugby School as well as the Lawrence Sheriff Almshouses (LSA), the latter of which remain a valued source of affordable homes for his intended beneficiaries - *older males who are in need of such accommodation due to financial hardship or limited financial resources*.

When the previous properties were destroyed, the 11 LSA bungalows were rebuilt in a new and sustainable location, on what is now the gyratory system, in the 1960's. The properties are now dated and in need of refurbishment, at an estimated cost of £880,000, to make them fit for purpose for the next 30 years, most notably in terms of disability access and eco performance. The current Energy Performance Certificates (EPC's) are 'E' rating and, to remain lettable, need to achieve a minimum of a 'C' rating from 2025, a requirement for all private-rented properties.

In additional to the refurbishment plans, the Trustees (a number of whom are Rugby Borough Councillors) have also developed plans to deliver an additional 4 homes to the site as a proposed phase 2 of the project.

The recommendation is for Council to support the financial viability of the improvement phase of the project through a grant of £100,000 to be funded from existing capital resources. If approved, the Chief Officers for Communities & Homes

and Legal & Governance are requesting delegated authority to agree the grant terms, including the establishment of monitoring mechanisms to oversee compliance of spend within the agreed terms.

The project links in closely with the corporate objective of making sure that residents have access to high quality, affordable and environmentally sustainable homes, as well as meeting the objectives of the Housing Strategy (2021-24) through making most efficient use of the existing housing stock, which will also provide a potential referral pathway for qualifying applicants who are homeless or at risk of being homeless.

1.0 Historical context

- 1.1 Lawrence Sheriff Almshouses is a registered charity (1196238) providing low-cost housing solutions for some of the most vulnerable older residents in the area.
- 1.2 The creation of the almshouses as well as Rugby School, were enabled through the provisions of the will of Lawrence Sheriff, who rose to become the Grocer to Queen Elizabeth 1st. He wanted to support men of the area who were in poverty.
- 1.3 The almshouses were originally located on Church Street, in the town centre, opposite St Andrew's Church, but were later destroyed and replaced with shops. The current almshouses were built as their replacement on their current site on the gyratory system, at the top of Dunchurch Road (accessed via Union Street) in the 1960's.

2.0 The Objectives of the Lawrence Sheriff Almshouse Charity

2.1 The objectives of the charity are as follows:

(a) The provision of charitable social housing in the form of Almshouse accommodation for aged men resident in the Borough of Rugby who have resided in the borough for not less than ten years before the time of appointment and who are in need of such accommodation due to financial hardship or limited financial resources

(b) Such charitable purposes for the benefit of the residents as the trustees decide

(c) The Charity trustees may in exceptional circumstances appoint a resident who lives outside the Borough of Rugby who is otherwise qualified. The charity trustees must record the exceptional circumstances in the minutes. The number of residents appointed under this sub-clause must not exceed one third of the number of residents at any one time.

2.2 The charity's aims are to ensure that:

- residents should enjoy independent living in a property that is fit for purpose;
- the properties meet the latest Government housing standards,
- residents are independent and have the freedom to live in comfortable and secure accommodation

- 2.3 The organisation is in a fairly unique position, as it is not a Registered Provider of Social Housing and it is not a commercial organisation as it is limited to how it allocates its properties to ensure compliance with its charitable objectives.

3.0 The current Lawrence Sheriff Almshouse scheme

- 3.1 The current scheme comprises 11 x 1-bedroom bungalows along with a single 2-bedroom house (currently providing accommodation for an on-site warden), all benefitting from their own front door and amenity space.
- 3.2 There are sensitivities with the location of the properties as, whilst not located in a conservation area, the site does form part of the border for the two conservation areas of Bilton Road and Rugby School.

4.0 Improvement and expansion of the current scheme

- 4.1 The bungalows were designed with the needs of older people in mind but are now outdated. The Trustees have developed a remodelling project (phase 1) to bring the bungalows up to date, making them fit for purpose, and disability accessible, for the next thirty years. They have also developed proposals for an extra 4 properties to be delivered on the site, which would be phase 2 to the project.
- 4.2 The works included in phase 1 of the project have a substantial emphasis on improving both the quality and the thermal performance of the properties. The current Energy Performance Certificate (EPC) rating of the properties is an E, which will rise to an anticipated B post implementation of planned works.
- 4.3 EPC C is a mandatory requirement for private rented properties (which these are currently classed as) from 2025.
- 4.4 The planned refurbishment works include:
- Installation of central heating (with a hydrogen ready combi boiler)
 - Insulation of 450-500mm
 - Solar PV
 - New windows
 - Replacement kitchen and shower room
 - Wheelchair accessibility / ramped access
 - Decoration
 - bringing new life into the garden area by working with Garden Organic

5.0 Anticipated project costs (phase 1)

- 5.1 Formal architect proposals have been drawn up and the indicative cost for refurbishment is anticipated to be in the region of £80,000 for each bungalow.
- 5.2 Tenders are in the process of being submitted to inform the full costings for the works and it is anticipated that a contractor will be appointed in readiness to start on phase 1 of the project in October 2023.

- 5.3 The Charity is in the process of raising funds to cover the costs of both phases of the project. However, it has a severe financial challenge that leaves it with no investments or financial security to call upon. The logistics of decanting tenants to enable the refurbishment works to progress means that inevitably a few of the properties are currently void which has a further adverse impact on revenue income.
- 5.4 Discussions are in progress with several charities and potential lenders to enable the works for both phases to progress. In addition, the Almshouses Association, along with the Almshouse Consortium Limited, are helping the Trustees to formulate a bid for funding from Homes England (HE) to support the delivery of this project. HE have a focus on increasing affordable housing supply and larger scale regeneration projects, which far exceed the scale of this one. So far, negotiations with HE have been positive, and a grant application will be submitted for determination later in September / October 2023.

6.0 Potential financial support from Rugby Borough Council

- 6.1 The Trustees negotiations with other potential funders will be strengthened if there is evidence of match funding from other parties to enable project delivery. A contribution from the council equivalent to £100,000 would substantially increase the viability of phase 1, as well as:
- Complement the objectives of the corporate strategy – particularly in respect of meeting housing need and environmental sustainability,
 - Support the Housing Strategy objective of making best use of the available housing stock,
 - Reduce the risk of the properties falling into an EPC category or state of disrepair whereby they can no longer be let,
 - Provide a potential referral pathway for applicants who are homeless / at risk of being homeless that meet the criteria of the charity, should a suitable vacancy exist
 - Help to preserve the historical legacy that Lawrence Sheriff put in place for future generations of the borough.

7.0 Conclusion

- 7.1 The proposed scheme complements the objectives of the Housing Strategy 2022-24, the environmental aspirations of the council whilst protecting the heritage of the town.
- 7.2 Without support from the Council and other potential funders, the scheme cannot progress.

Name of Meeting: Cabinet

Date of Meeting: 23 October 2023

Subject Matter: Improvements to the Lawrence Sheriff Almshouses

Originating Department: Communities and Homes

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 - Rugby Borough Council

Climate Change and Environmental Impact Assessment

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 (2021-2024) [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 form, please contact Dan Green, Deputy Chief Executive.

SECTION 1: OVERVIEW

Portfolio and Service Area	Communities and Homes
Policy/Service/Change being assessed	Support of the Lawrence Sheriff Almshouse refurbishment and expansion project
Is this a new or existing Policy/Service/Change?	One off support of a charitable organisation
If existing policy/service please state date of last assessment	N/a
Ward Specific Impacts	Eastlands
Summary of assessment Briefly summarise the policy/service/change and potential impacts	<p>The bungalows were designed with the needs of older people in mind but are now outdated. The Trustees have developed a refurbishment project (phase 1) to bring the bungalows up to date, making them fit for purpose, and wheelchair accessible, for the next thirty years. They have also developed proposals for an extra 4 properties to be delivered on the site, which would be phase 2 to the project.</p> <p>The works included in phase 1 of the project have a substantial emphasis on improving both the quality and the thermal performance of the properties. The current Energy Performance Certificate (EPC) rating of the properties is an E, which will rise to an anticipated B post implementation of planned works.</p> <p>EPC C is a mandatory requirement for private rented properties (which these are currently classed as) from 2025.</p> <p>The planned refurbishment works include:</p>

	<ul style="list-style-type: none">• Installation of central heating (with a hydrogen ready combi boiler)• Insulation of 450-500mm• Solar PV• New windows• Replacement kitchen and shower room• Wheelchair accessibility / ramped access• Decoration• bringing new life into the garden area by working with Ryton Organic
Completed By	Michelle Dickson
Authorised By	Dan Green
Date of Assessment	17 August 2023

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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The funding from RBC will contribute towards the energy efficiency measures described above		Trustees	Project phase 1
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable Transport/Travel (customers and staff)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Community leadership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The council's grant will support the provider of affordable homes to increase the quality and environmental sustainability of the housing scheme for the improved health and well-being (including financial well-being) of the tenants		Trustees	Project phase 1
Biodiversity and habitats	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The engagement of the expertise of Ryton Organic will help to ensure the habitat and biodiversity		Trustees	Project phase 2

Climate Change and Environmental Impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner	Timescales
				offer is a sound one within an urban environment.			
Adaptation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The support will help to ensure that the properties are adapted to continue to meet need and be fit for purpose – essentially making best use of the existing housing stock.		Trustees	Project phase 1 & 2
Impact on other providers/partners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There are positive additional benefits as the properties continue to contribute to addressing affordable housing need in the borough and therefore help to prevent homelessness.		Trustees	Project phase 1 & 2

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.

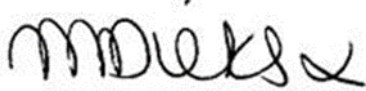
Review date	
Key points to be considered through review	
Person responsible for review	
Authorised by	

APPENDIX 2 - 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:
Aftab Razzaq
Chief Officer for Legal and Governance
aftab.razzaq@rugby.gov.uk
01788 533521

Equality Impact Assessment

Service Area	Communities and Homes
Policy/Service being assessed	Support for Lawrence Sheriff Almshouses
Is this a new or existing policy/service? If existing policy/service please state date of last assessment	New – one off grant support
EqlA Review Team – List of members	Michelle Dickson and Mary Jane Gunn
Date of this assessment	17 August 2023
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 Chief Officer for Legal and Governance.

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)?	To provide a grant of £100,000 to support the improvement (mainly eco) of the existing Lawrence Sheriff Almshouses and to help facilitate a development of a further 4 new homes on the same site, to be let in accordance with the charitable aims of the organisation.
(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?	<ul style="list-style-type: none"> • Complement the objectives of the corporate strategy – particularly in respect of meeting housing need and environmental sustainability, • Support the Housing Strategy objective of making best use of the available housing stock, • Reduce the risk of the properties falling into an EPC category or state of disrepair whereby they can no longer be let, • Provide a potential referral pathway for applicants who are homeless / at risk of being homeless that meet the criteria of the charity, should a suitable vacancy exist • Help to preserve the historical legacy that Lawrence Sheriff put in place for future generations of the borough
(3) What are the expected outcomes you are hoping to achieve?	Sustainable and accessible affordable homes in the urban centre
(4) Does or will the policy or decision affect: <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	Lawrence Sheriff Almshouses is a registered charity (1196238) providing low-cost housing solutions for some of the most vulnerable older residents in the area. The creation of the almshouses as well as Rugby School, were enabled through the provisions of the will of Lawrence Sheriff, grocer to the then Princess Elizabeth, in the 16th century.

<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).
(1) What does the information tell you about those groups identified?	The articles of the charity are very prescriptive in who they can assist:
(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>(a) The provision of charitable social housing in the form of Almshouse accommodation for aged men resident in the Borough of Rugby who have resided in the borough for not less than ten years before the time of appointment and who are in need of such accommodation due to financial hardship or limited financial resources</p> <p>(b) Such charitable purposes for the benefit of the residents as the trustees decide</p> <p>(c) The Charity trustees may in exceptional circumstances appoint a resident who lives outside the Borough of Rugby who is otherwise qualified. The charity trustees must record the exceptional circumstances in the minutes. The number of residents appointed under this sub-clause must not exceed one third of the number of residents at any one time</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.	No consultation required as, with the exception of the modest number of new homes (4 units) the scheme is for refurbishment of existing stock for the purpose as set out above. The proposal is to support the works required to ensure that the properties remain fit for purpose.
<u>Stage 3 – Analysis of impact</u>	

<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?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>RACE</p> <p>None</p>	<p>DISABILITY</p> <p>The properties will benefit from increased accessibility as they will be wheelchair accessible</p>	<p>GENDER</p> <p>By virtue of the charitable aims, the properties are for men</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP</p> <p>The properties are for single males</p>	<p>AGE</p> <p>The properties are for older males</p>	<p>GENDER REASSIGNMENT</p> <p>The properties are for older males</p>
	<p>RELIGION/BELIEF</p> <p>None</p>	<p>PREGNANCY MATERNITY</p> <p>The properties are for older males</p>	<p>SEXUAL ORIENTATION</p> <p>None</p>
<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>The articles of the charity – provide clarification. In addition, the charity aims to ensure that:</p> <ul style="list-style-type: none"> • residents should enjoy independent living in a property that is fit for purpose; • the properties meet the latest Government housing standards, • residents are independent and have the freedom to live in comfortable and secure accommodation 		
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>Yes – the charity’s objectives reflect the wishes of the original benefactor – Lawrence Sheriff.</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.)	There are none. The demand for affordable homes by single people make up a disproportionate number on the council housing waiting list (in excess of 50% of applicants). Within this cohort there are more males than females in need of high quality 1-bedroom accommodation.
(5) How does the strategy/service/policy contribute to the promotion of equality? If not, what can be done?	The charity's objectives reflect the wishes of the original benefactor – Lawrence Sheriff.
(6) How does the strategy/service/policy promote good relations between groups? If not, what can be done?	N/a
(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	There will be opportunities for the Housing Advice & Benefits Team to nominate people for any vacancies.

<u>Stage 4 – Action Planning, Review and Monitoring</u>																										
If No Further Action is required then go to – Review and Monitoring																										
(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>EqIA Action Plan</p> <table border="1"> <thead> <tr> <th>Action</th> <th>Lead Officer</th> <th>Date for completion</th> <th>Resource requirements</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Action	Lead Officer	Date for completion	Resource requirements	Comments																				
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(2) Review and Monitoring
State how and when you will monitor policy
and Action Plan

We will seek a project evaluation from the group when the project has been completed

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).'