



17 October 2023

RUGBY BOROUGH COUNCIL

A meeting of Rugby Borough Council will be held in the Council Chamber at the Town Hall, Rugby at 7.00pm on Wednesday 25 October 2023.

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

Mannie Ketley
Chief Executive

A G E N D A

PART 1 – PUBLIC BUSINESS

1. Apologies for absence.
2. Minutes.

To approve the minutes of the meeting held on 20 September 2023.
3. Declaration of Interests.

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.
4. To receive the Mayor's Announcements.
5. Questions pursuant to Standing Order 10.

6. To receive the reports of Cabinet and Committees which have met since the last meeting of the Council and to pass such resolutions and to make such orders thereon as may be necessary:

(a) Cabinet – 23 October 2023

- (1) Corporate Strategy Delivery Plan – Leader of the Council.
- (2) Local Plan Issues and Options Consultation – Growth and Investment Portfolio.
- (3) Creation of an Economic Development Officer Post – Growth and Investment Portfolio.
- (4) UK Shared Prosperity Fund (UKSPF) - Year 2 Spend – Growth and Investment Portfolio.
- (5) Town Centre Regeneration Progress Update and Resourcing – Growth and Investment Portfolio.
- (6) Improvements to the Lawrence Sheriff Almshouses - Communities, Homes, Digital and Communications Portfolio.
- (7) Safer Streets Fund Round Five - Regulation and Safety Portfolio.

(b) Scrutiny Committee – 11 September 2023

- (1) Overview and Scrutiny Annual Report 2023/23.

7. To receive and consider the report of officers.

- (a) Membership of Audit and Ethics Committee – report of the Chief Officer – Legal and Governance.

8. Notices of Motion pursuant to Standing Order 11.

- (a) “This Council recognises that community safety has an important role to play in reducing violent crime and the fear of violent crime, in particular the carrying of knives on our streets and in our open spaces.

It is proposed that the Council’s Scrutiny Committee assess this matter in conjunction with the Council’s Regulation and Safety Team and the Community Safety Partnership.

This will focus on the Community Safety Partnership’s action plan for a proposed knife amnesty. It will also focus on education and any application that can be made to the Home Office for any available support and resources.

We recognise that the first duty of the Council and police is to make our wards and parishes safe for its residents and we would encourage a Member conversation on how this can be progressed at both ward and parish level.”

Proposer: Councillor Neil Sandison
Secunder: Councillor Noreen New

(b) "This Council will establish a 'Better Community Infrastructure Citizens' Jury'; (also referred to as a People's Panel, Citizens' Assembly, or a deliberative forum) that selects at random, or brings together through another fair and open mechanism, 12-24 residents who are broadly representative of the demographics of the borough, and includes minorities and young people, to investigate the following questions and make recommendations for policy development:

a) what should the strategy be to improve transport, health, sporting, community amenity, and housing infrastructure over the next decade in Rugby Borough?

b) how can the Council and developers work more effectively, including with central government, and other local authorities, to ensure that Section 106 agreements are as effective as possible, within the known constraints of Section 106 rules, in delivering the infrastructure that the community prioritises, given large amounts of housebuilding in the borough?

c) what should the priorities be for the spending of money raised through the Community Infrastructure Levy, which must be spent on infrastructure within the borough apart from housing?

The work of the Citizens' Jury would be designed to be complimentary to other forms of consultation routinely undertaken by the Council in regard to CIL or other planning matters. The Council commits to taking its recommendations into account, although such recommendations would be advisory only.

The jury would be supported by relevant experts and administered in a professional way. Participants would not be paid a fee to take part, but would have expenses paid and refreshments provided. The jury would sit in the evening or at the weekend, to maximise the opportunity for working people to participate. An accessible venue would be provided.

The Council would seek expert advice from other public bodies, which have effectively used citizens' juries, including government departments and local authorities.

The Council will consider using CIL receipts to fund this mechanism."

Proposer: Councillor John Slinger

Seconder: Councillor Ramesh Srivastava

(c) "The Government, in what the Wildlife Trusts called "another hammer blow for nature", has recently announced a delay in the introduction of bio-diversity net gain (BNG) rules until January 2024. The Labour Group therefore calls on Rugby Borough Council to:

- Reaffirm its commitment to high standards of environmental mitigations in proposed development, such as those provided in the Houlton, and continue to demand such standards of developers in the intervening period.
- Take advantage of the delay to arrange a member conversation about the implications of BNG for Rugby borough and the impact we can expect to see as a result of its introduction.

- Continue to work closely with Warwickshire Wildlife Trust to mitigate environmental damage caused by both residential and industrial development in the borough.”

Proposer: Councillor Alison Livesey
 Seconder: Councillor John Slinger

9. Correspondence.

10. Common Seal.

To order the affixing of the Common Seal to the various orders, deeds and documents to be made or entered into for carrying into effect the several decisions, matters and things approved by the Council and more particularly set out in the reports adopted at this meeting.

11. 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

1. To receive the private reports of Cabinet and Committees which have met since the last meeting of the Council and to pass such resolutions and to make such orders thereon as may be necessary:

(a) Cabinet – 23 October 2023

(1) Additional Resources for Housing Services – Communities, Homes, Digital and Communications Portfolio.

2. To receive and consider the private report of officers.

(a) Independent Persons – report of the Chief Officer – Legal and Governance (report to follow).

QUESTIONS AT COUNCIL

A Councillor may ask a question at the meeting by giving notice in writing of the question to the Chief Executive no later than midday on Thursday 19 October 2023. The rules relating to Questions are set out in Part 3A of the Council’s Constitution.

REPORT OF CABINET

23 October 2023

PRESENT:

To be confirmed after Cabinet on 23 October 2023.

Note: Any changes to the recommendations of Cabinet will be provided to Members prior to Council on 25 October 2023.

1. CORPORATE STRATEGY DELIVERY PLAN

Cabinet is due to consider a report concerning the Council's Corporate Strategy delivery plan for 2023-25. The report is available here:

https://www.rugby.gov.uk/download/meetings/id/3844/download_the_reports_to_follow

Recommendation of Cabinet

Cabinet is due to recommend to Council that –

- (1) the Corporate Strategy Delivery Plan 2023-25, as at Appendix 1 to the report, be approved and be appended to the Council's Corporate Strategy;
- (2) delegated authority be given to the Chief Executive to update the Corporate Strategy Delivery Plan during the year and to make any necessary amendments to the Corporate Strategy to make reference to the Corporate Strategy Delivery Plan; and
- (3) delegated authority be given to the Chief Executive, through discussion with Portfolio Holders, to apply a process of prioritisation to the projects within the Corporate Strategy Delivery Plan.

Recommended that – the recommendation of Cabinet be approved.

2. LOCAL PLAN ISSUES AND OPTIONS CONSULTATION

Cabinet is due to consider proposed consultation on issues and options with regard the Local Plan. The report is available here:

https://www.rugby.gov.uk/download/meetings/id/3839/agenda_item_6_-_local_plan_issues_and_options

Recommendation of Cabinet

Cabinet is due to recommend 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.

Recommended that – the recommendation of Cabinet be approved.

3. CREATION OF AN ECONOMIC DEVELOPMENT OFFICER POST

Cabinet is due to consider a report concerning the creation of an Economic Development Officer post. The report is available here:

https://www.rugby.gov.uk/download/meetings/id/3840/agenda_item_7_-_creation_of_economic_development_officer_post

Recommendation of Cabinet

Cabinet is due to recommend 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

Recommended that – the recommendation of Cabinet be approved.

4. UK SHARED PROSPERITY FUND (UKSPF) – YEAR 2 SPEND

Cabinet is due to consider a report concerning proposals for Year 2 spend of the UK Shared Prosperity Fund (UKSPF). The report is available here:

https://www.rugby.gov.uk/download/meetings/id/3841/agenda_item_8_-_ukspf_year_2_spend

Recommendation of Cabinet

Cabinet is due to recommend 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.

Recommended that – the recommendation of Cabinet be approved.

5. TOWN CENTRE REGENERATION PROGRESS UPDATE AND RESOURCING

Cabinet is due to consider a report concerning progress with regard to the Town Centre regeneration programme together with resourcing. The report is available here:

https://www.rugby.gov.uk/download/meetings/id/3842/agenda_item_9_-_town_centre_regeneration_progress_and_resourcing

Recommendation of Cabinet

Cabinet is due to recommend 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.

Recommended that – the recommendation of Cabinet be approved.

6. IMPROVEMENTS TO THE LAWRENCE SHERIFF ALMSHOUSES

Cabinet is due to consider a report concerning a proposed grant for improvements to the Lawrence Sheriff Almshouses. The report is available here:

https://www.rugby.gov.uk/download/meetings/id/3843/agenda_item_12_-_improvements_to_lawrence_sheriff_almshouses

Recommendation of Cabinet

Cabinet is due to recommend 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 be 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.

Recommended that – the recommendation of Cabinet be approved.

7. SAFER STREETS FUND ROUND FIVE

Cabinet is due to consider a report concerning proposed improvements to the town centre and local area to ensure continued safety of residents in Rugby, subject to a bid for Safer Streets funding being successful. The report is available here:

https://www.rugby.gov.uk/download/meetings/id/3845/download_the_reports_to_follow

Recommendation of Cabinet

Cabinet is due to recommend to Council that –

- (1) subject to Home Office approval, permission to enter a Safer Streets Funding agreement between Rugby Borough Council and the Office of Police and Crime Commissioner, be approved;
- (2) the scheme be added to the capital programme and a supplementary budget of £0.193m be established; and
- (3) delegated authority be granted to the Chief Officer Legal & Governance to enter into the Safer Streets Funding Agreement, as set out within the report, to ensure the Council's interest is protected.

Recommended that – the recommendation of Cabinet be approved.

**COUNCILLOR D POOLE
CHAIR**

REPORT OF SCRUTINY COMMITTEE

11 September 2023

PRESENT:

Councillors Mistry (Chair), Mrs Brown, Lawrence, Ms Livesey, Mrs McKenzie, Mrs New, Mrs Parker, Rabin and Mrs Timms

1. OVERVIEW AND SCRUTINY ANNUAL REPORT 2022/23

In accordance with Section 2A, paragraph 6.4 of the Council's Constitution that Scrutiny Committee reports annually to Council, Scrutiny Committee considered the draft Overview and Scrutiny Annual Report presenting a summary of the work carried out during 2022-23. A copy of the report is available via the link below:

https://www.rugby.gov.uk/download/meetings/id/3783/agenda_no_8_draft_overview_and_scrutiny_annual_report_202223

Recommendation of Scrutiny Committee

Scrutiny Committee approved the Overview and Scrutiny Annual Report 2022/23 for submission to Council with a recommendation that the report be published.

Recommended that – the recommendation of Scrutiny Committee be approved.

**COUNCILLOR MISTRY
CHAIR**

AGENDA MANAGEMENT SHEET

Report Title: Membership of Audit and Ethics Committee

Name of Committee: Council

Date of Meeting: 25 October 2023

Report Director: Chief Officer – Legal and Governance

Portfolio: Finance, Performance, Legal Governance

Ward Relevance: N/A

Prior Consultation: Group Leaders

Contact Officer: Linn Ashmore, Democratic Services Officer
linn.ashmore@rugby.gov.uk

Public or Private: Public

Report Subject to Call-In: Yes

Report En-Bloc: No

Forward Plan: No

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 but

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

Summary: Changes to the membership are necessary in order that meetings of the Audit and Ethics Committee remain quorate.

Financial Implications: There are no financial implications arising from this report.

Risk Management/Health and Safety Implications:	There is a risk that key decisions cannot be taken if meetings of the Audit and Ethics Committee are not quorate. There are no health and safety implications arising from this report.
Environmental Implications:	There are no environmental implications arising from this report.
Legal Implications:	None arising directly from this report.
Equality and Diversity:	There are no equality and diversity implications arising from this report.
Options:	To revise the membership of the Audit and Ethics Committee and ensure meetings are quorate or leave the membership unchanged and risk that meetings may not be quorate.
Recommendation:	Appointments to Audit and Ethics Committee including named substitutes, as outlined in the report, be approved for the remainder of the 2023/24 municipal year.
Reasons for Recommendation:	To ensure meetings of the Committee are quorate and ensure business can be transacted and valid decisions taken.

Council - 25 October 2023

Membership of Audit and Ethics Committee

Public Report of the Chief Officer - Legal and Governance

Recommendation

Appointments to Audit and Ethics Committee including named substitutes, as outlined in the report, be approved for the remainder of the 2023/24 municipal year.

1. EXECUTIVE SUMMARY

- 1.1. In accordance with the Council's Constitution, appointments to serve on scrutiny and regulatory committees must be approved by Full Council. The Constitution, Part 3A, paragraph 4.1(e) also states that *"No councillor may act as a substitute on Audit and Ethics Committee unless they have been appointed a named substitute by the Council and have received appropriate training."*
- 1.2. In order that meetings of the Audit and Ethics Committee may remain quorate the membership of the Committee and the named substitutes have been reviewed in consultation with Group Leaders and some changes have been proposed.
- 1.3. Audit and Ethics Committee has responsibility for a number of key functions including the approval of the council's Statement of Accounts and Annual Governance Statement

2. MEMBERSHIP OF AUDIT AND ETHICS COMMITTEE

- 2.1 The Audit and Ethics Committee consists of six non-Cabinet members, two of whom are independent of the Council and are appointed as Chair and Vice Chair.
- 2.2 It is proposed that the membership of the Audit and Ethics Committee including named substitutes be approved as follows for the remainder of the 2023/24 municipal year.

Paul Dudfield (Chair);
John Eves (Vice Chair); and
Councillors Mrs A'Barrow, Mrs Hassell, Roodhouse and Slinger

Named Substitutes:
Councillors Gillias, Lawrence and Srivastava

Name of Meeting: Council

Date of Meeting: 25 October 2023

Subject Matter: Membership of Audit and Ethics Committee

Originating Department: Legal and Governance

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

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

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A