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Date: 11th February 2025

Dear Sir/Madam,

A meeting of the **CABINET** will be held in the Council Chamber, Town Hall, Nuneaton, on **Wednesday, 19th February 2025** at **4.00 p.m.**

Yours faithfully,

Tom Shardlow

Chief Executive

To: Members of Cabinet

Councillor Chris Watkins (Leader)	-	Housing
Councillor Jill Sheppard (Deputy Leader)	-	Environment and Public Services
Councillor Steve Hey	-	Resources and Customer Service
Councillor Tim Jenkins	-	Leisure, Communities and Health
Councillor Nicola King	-	Business and Regeneration
Councillor Robert Roze	-	Planning and Enforcement

Observer

Councillor Kris Wilson	-	Leader of the Main Opposition Group
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AGENDA

PART I

PUBLIC BUSINESS

1. EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds, please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside the Lloyds Bank on the opposite side of the road.

Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please also make sure all your mobile phones are turned off or set to silent.

2. APOLOGIES - To receive apologies for absence from the meeting.

3. DECLARATIONS OF INTEREST

To receive declarations of Disclosable Pecuniary and Other Interests, in accordance with the Members' Code of Conduct.

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made for interests that are declared regularly by members to be appended to the agenda (**Page 6**). Any interest noted in the Schedule at the back of the agenda papers will be deemed to have been declared and will be minuted as such by the Committee Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule.

There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room, the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.
2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring

Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Audit and Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

4. MINUTES - To confirm the minutes of the Cabinet meeting held on the 29th January 2025 (**Page 9**).

5. PUBLIC CONSULTATION – Members of the Public will be given the opportunity to speak on specific agenda items, if notice has been received.

Members of the public will be given three minutes to speak on a particular item and this is strictly timed. The Chair will inform all public speakers that: their comments must be limited to addressing issues raised in the agenda item under consideration: and that any departure from the item will not be tolerated.

The Chair may interrupt the speaker if they start discussing other matters which are not related to the item, or the speaker uses threatening or inappropriate language towards Councillors or officers and if after a warning issued by the Chair, the speaker persists, they will be asked to stop speaking by the Chair.

The Chair will advise the speaker that, having ignored the warning, the speaker's opportunity to speak to the current or other items on the agenda may not be allowed. In this eventuality, the Chair has discretion to exclude the speaker from speaking further on the item under consideration or other items of the agenda.

6. UPDATES TO THE LOCAL DEVELOPMENT SCHEME – report of the Assistant Director – Planning attached (**Page 18**)

7. PROCUREMENT OF A LEGAL SERVICES FRAMEWORK AGREEMENT 2025 – 2029 report of the Assistant Director – Governance and Democracy attached **(Page 41)**
8. GENERAL FUND BUDGET 2025/26 report of the Assistant Director – Finance attached **(Page 51)**
9. HRA BUDGET 2025/26 (INC. 30 YEAR BUSINESS PLAN) – report of the Assistant Director – Finance attached **(To Follow)**
10. CAPITAL BUDGET 2025/26 – report of the Assistant Director – Finance attached **(Page 99)**
11. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY PANELS
 - a) **Environment and Leisure OSP – 30th January 2025**
Revocation of Leicester Road Gyrotory Air Quality Management Area
 At its meeting held on 30th January 2025 the panel considered a report from the Senior Environment Health Officer regarding an update of the Air Quality within the Borough.

A Cabinet report regarding the revocation of Leicester Road Gyrotory AQMA had previously been submitted in November 2024 but a decision was deferred in order for the above panel to consider the data regarding the monitoring of Air Quality in the Borough.

The panel having considered the information within the OSP report (copy of report attached **page 110**) (Appendices available via [30 January 2025: Environment and Leisure Overview and Scrutiny Panel | Nuneaton and Bedworth Borough Council](#)) and wish to make the following recommendation to Cabinet:

It be recommended to Cabinet that the revocation of Leicester Road Gyrotory AQMA 1 be approved

12. ANY OTHER ITEMS - which in the opinion of the Chair of the meeting should be considered as a matter of urgency because of special circumstances (which must be specified)
13. EXCLUSION OF PUBLIC AND PRESS
 RECOMMENDED that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraphs 3 of Part I of Schedule 12A to the Act.
14. SHERBOURNE RECYCLING a report of the Strategic Director – Public Services

Nuneaton and Bedworth Borough Council

Building A Better Borough

Nuneaton and Bedworth 2032: working in partnership, restoring pride in our borough

AIM 1: LIVE

We want to make our borough a place where our residents enjoy living and in which others choose to make their home.

Priority 1: Promote residents' health and wellbeing

Priority 2: Enable appropriate housing development

Priority 3: Sponsor a sustainable green approach

Priority 4: Prioritise community safety and empowerment

AIM 2: WORK

Using our prime location within the national road and rail networks and responding to the needs of private companies, we want to make our borough a place in which businesses choose to locate and where our residents enjoy a range of employment options.

Priority 1: Grow a strong and inclusive economy

Priority 2: Champion education and skills

Priority 3: Embrace new and emerging technology

Priority 4: Support local businesses

AIM 3: VISIT

Taking advantage of our open green spaces, our heritage, and our location within the West Midlands, we want our borough to be a vibrant destination for residents and visitors alike. A place where people and families want to spend time relaxing, socialising and taking part in leisure and cultural activities.

Priority 1: Create vibrant and diverse town centres

Priority 2: Stimulate regeneration

Priority 3: Celebrate and promote our heritage

Priority 4: Improve the physical environment

Cabinet - Schedule of Declarations of Interests – 2024/2025

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	S. Hey	Director – - Heywire Ltd - Brilliant Bookings Ltd	Member of the Labour Party, National Trust, CAMRA (Campaign for Real Ale), Royal Photographic Society. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • West Midlands Employers Board (NBBC representative) • Local Government Superannuation Scheme Consultative Board • West Midlands Employers • Nuneaton and Bedworth Older People’s Forum 	
	T. Jenkins	Managing Partner – Gribblybugs LLP Employed by Mary Creagh MP (Coventry East)	The Labour Party (sponsorship) - Committee Member of Warwickshire Amphibian & Reptile Team - Member of Warwickshire Wildlife Trust - Member of Equity – Trade Union Members of National Trust and English Heritage Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Nuneaton and Bedworth Sports Forum, 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<ul style="list-style-type: none"> • Safer Warwickshire Partnership Board, • Warwickshire Health and Wellbeing Board, • Warwickshire Police and Crime Panel, • Biodiversity Champion • Committee of Management of Hartshill and Nuneaton Recreation Ground • Exhall Education Foundation • Foleshill Charity Trustee – Proffitt's Charity 	
	N. King	Employed by Love Hair and Beauty	Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Nuneaton Town Deal Board 	
	R. Roze	Director – InfiniTEN Ltd	Representative on the following Outside Bodies: <ul style="list-style-type: none"> • A5 Member Partnership • Nuneaton and Bedworth Community Enterprises Ltd • PATROL (Parking and Traffic Regulations Outside of London) Joint Committee Services. • Building Control Partnership Steering Group • Bedworth Town Deal Board 	
	J. Sheppard		Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Sherbourne Asset Co Shareholder Committee • Warwickshire Direct Partnership • Warwickshire Waste Partnership • Nuneaton Neighbour Watch Committee 	
Director of Wembrook Community Centre.			Dispensation to speak and vote on any matters of Borough Plan that relate to the Directorship of Wembrook Community Centre	
Member of Labour Party				
	C.M. Watkins	Employee of Nutri Pack	Representative on the following outside bodies: <ul style="list-style-type: none"> • Coventry, Warwickshire and Hinckley and Bosworth Joint Committee 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<ul style="list-style-type: none"> • Local Government Association • Nuneaton and Bedworth Home Improvement Agency • Nuneaton and Bedworth Safer and Stronger Communities Partnership • Warwickshire Housing Support Partnership • West Midlands Combined Authority Board (WMCA) • West Midland Combined Housing and Land delivery Board 	

NUNEATON AND BEDWORTH BOROUGH COUNCIL

CABINET

29th January 2025

A meeting of Cabinet was held on Wednesday 29th January, 2025 in the Council Chamber at the Town Hall.

Present

Councillor C. Watkins (Leader and Housing)
Councillor J. Sheppard (Deputy Leader and Environment & Public Services)
Councillor S. Hey (Resources & Customer Services)
Councillor T. Jenkins (Leisure, Communities and Health)
Councillor R. Roze (Planning & Enforcement)
Councillor N. King (Business and Regeneration)

CB75 Apologies

None

CB76 Declarations of Interest

RESOLVED that the Declarations of Interest for this meeting are as set out in the Schedule attached to these minutes.

CB77 Minutes

RESOLVED that the minutes of the Cabinet meeting held on 15th January 2025, be approved, and signed by the Chair

CB78 Local Government Devolution

The Chief Executive submitted a report to Cabinet providing a brief and highlighting subsequent implications for Nuneaton and Bedworth Borough, the Council and the administration of Local Government services within Warwickshire.

RESOLVED that

- a) the contents of the report be noted;
- b) delegated authority be granted to the Chief Executive Officer, following consultation with the Leader to continue to work with HM Government, Consultants, Industry bodies, Local Stakeholders, and neighbouring Local Authorities to represent the interests of Nuneaton and Bedworth, and to explore and negotiate options for the Borough.
- c) delegated authority be granted to the Chief Executive Officer, following consultation with the portfolio holder for Resources & Customer Services to review Nuneaton and Bedworth Council's employment terms and conditions, against neighbouring authorities, to manage staff retention.

- d) Cabinet will consider the concept of Local Government Devolution and Reorganisation should be debated at Council, and whether a single 'Council' view can be formed for Nuneaton and Bedworth.

Speakers:

Mr Keith Kondakor
Councillor Michele Kondakor

Options

- a) To approve the recommendations and undertake actions detailed.
b) To take another course of action, as determined by Cabinet.

Reasons

To ensure that Nuneaton and Bedworth Borough Council, engages in the Governments Reform and Devolution agenda, ensuring the best outcome for the residents of the borough and Warwickshire.

CB79 NBBC Corporate Colours and Logo

The Strategic Director – Corporate Resources submitted a report to Cabinet for an update to the Council's corporate colours, font and logo to ensure compliance with accessibility standards.

RESOLVED that

- a) the corporate colours in Appendix 1 of the report be approved and adopted from 1st April 2025.
b) the corporate font of Verdana in Appendix 1 of the report be approved and adopted from 1st April 2025.
c) the revised versions of the corporate logo in Appendix 1 of the report are approved and adopted from 1st April 2025.

Speakers:

Mr Keith Kondakor
Councillor Michele Kondakor

Options

- a) To approve the recommendations
b) To reject the recommendations and propose alternative actions

Reasons

Ensuring the Council is compliant with accessibility standards is a legislative requirement. Currently we are not compliant which presents a disadvantage to members of the community served by the Council.

CB80 Fees and Charges 2025/26 Car Parking

The Assistant Director – Economy & Regeneration submitted a report to approve the 2025/26 car parking fee charges

RESOLVED that

- a) the new car parking charges as part of the revised Fees and Charges for financial year 2025/26 be approved, to ensure new charging structure can meet the statutory notice period required under the Road Traffic Act 1988; and
- b) the report be marked not for call in as provided for in paragraph 15(f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution due to the timeframes for meeting the statutory notice period and implementation of charges by 1st April 2025.

Speakers

Mr Keith Kondakor

Councillor Michele Kondakor

Written Statement from Mr Sam Margrave noted.

Options

- a) Approve proposed charges
- b) Continue with existing charging structure
- c) Revise proposed pricing structure – May impact on implementation of charges due to not meeting the required notice periods.

Reasons

The revised car parking fees are designed to provide flexibility of stay for users, increase the turnover of spaces in the most popular car parks, increase use of leisure facilities and green spaces and provide an affordable option in Harefield road car park for those working in the town centre and commuters.

It is forecast that adopting this fee structure together with improved compliance provided by the new parking payment solutions will increase total revenue by as much as 10% compared to the current fee structure.

CB81 Tenant & Leaseholder Engagement Strategy

The Assistant Director – Social Housing and Community Safety submitted the new Tenant & Leaseholder Engagement Strategy to Cabinet for approval and adoption.

The Strategy outlines 5 key priority areas:

- 1) Empowering Engagement
- 2) Enhancing Accountability
- 3) Shared Design
- 4) Amplifying tenant and leaseholder voices
- 5) Transparency & Communication.

RESOLVED that the Tenant & Leaseholder Engagement Strategy 2024-29 be approved by Cabinet as a document, which informs tenants and leaseholders about the opportunities available to them in order to influence the housing services they receive.

Speakers

Mr Keith Kondakor

Councillor Michele Kondakor

Options

- a) Adopt the Tenant & Leaseholder Engagement Strategy 2024-2029
- b) To not adopt the Tenant & Leaseholder Engagement Strategy 2024-2029

Reasons

Nuneaton and Bedworth Borough Council are required to comply with the **Regulator of Social Housing Consumer Standards**, which have been refreshed and launched in April 2024. The Regulator of Social Housing is empowered to set these standards through the Social Housing (Regulation) Act 2023.

There are four consumer standards, which are:

- Safety and Quality Standard.
- Tenancy Standard.
- Transparency, Influence and Accountability Standard.
- Neighbourhood and Community Standard.

The Transparency, Influence and Accountability Standard sets out the key requirements for landlords in relation to tenant and leaseholder engagement, with expectations such as:

- Landlords must treat all tenants and leaseholders with fairness and respect.
- Utilising relevant data to understand tenant and leaseholder needs and requirements.
- Ensuring communication is timely, relevant and accessible.
- Making sure that services are accessible.
- Taking the views of tenants and leaseholders into account about how services are delivered.
- Giving tenants and leaseholders opportunities to influence and scrutinise strategies, policies and services.
- Carrying out a Tenant Satisfaction Measures (TSM) programme, made up of a perception survey and other management information.
- Publishing performance information to show tenants and leaseholders how their landlord is performing.
- Improving the complaints process, to ensure that it is easily accessible and complaints are responded to in a timely and effective manner. Landlords must also be able to evidence how they understand and utilise the learning from complaints that they receive to improve services.

CB82 Anti-Social Behaviour Strategy (ASB)

The Assistant Director – Social Housing and Community Safety submitted the ASB Strategy 2024-2027 for cabinet approval. This sets out Council's commitment on how we will tackle ASB through a framework of early intervention, support, and enforcement. It also sets out how we will do this in partnership with other agencies (statutory, non-statutory and voluntary).

RESOLVED that the Anti-Social Behaviour Strategy 2024-27 be approved

Speakers

Mr Keith Kondakor
Councillor Michele Kondakor

Options

- a) Adopt the Anti-Social Behaviour Strategy 2024-2027
- b) To not adopt the Anti-Social Behaviour Strategy 2024-2027

Reasons

ASB continues to affect all wards across the borough and is subject to seasonal changes. The revised strategy, supported by robust governance, will help to ensure that we continue to reduce both the volume and the impact of ASB whilst ensuring victims and perpetrators receive support relevant to their needs and circumstances.

CB83 Council Tax Empty Homes Premium Policy 2025

The Assistant Director – Finance submitted a report to Cabinet to seek approval of the Council Tax Empty Homes Premium Policy 2025. The Council has resolved to implement Empty Homes Premium for Council Tax properties with effect from 1st April 2025.

RESOLVED that the Council Tax Empty Homes Premium Policy 2025, as per Appendix A of the report be approved.

Speakers

Mr Keith Kondakor
Councillor Michele Kondakor

Options

- 1. Approve the policy
- 2. Seek amendments to the policy
- 3. Reject the policy

Reasons

To reduce the empty homes across the borough following cabinet approval on the 9th October 2024 to implement the following charges on Empty Homes with effect from 1st April 2025:

- 100% levy of the council tax on a property empty for 1 year or more
- 200% levy of the council tax on a property empty for 5 year or more
- 300% levy of the council tax on a property empty for more than 10 years

CB84 Recommendations From Overview and Scrutiny Panels

None

CB85 Any Other Items

i) Regeneration Project Update

The Strategic Director – Economy and Place submitted an update on the regeneration projects across the Borough.

RESOLVED that

- a) the content of the report be noted
- b) Delegated Authority be given to the Strategic Director for Economy and Place, in consultation with the Leader of the Council, and in consideration of commercial or market forces, to finalise the outputs of the programme, and manage all associated contractual matters, up to agreed budget levels; and
- c) the report be marked not for call in as provided for in paragraph 15(f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution due to the timeframes in meeting construction deadlines.

Speakers

Mr Keith Kondakor
Councillor Michele Kondakor

Options

To approve the recommendations
To reject the recommendations

Reasons

To ensure the effective delivery of publicly funded projects

Chair

PUBLICATION DATE: 4th FEBRUARY 2025

DECISIONS COME INTO FORCE: 12th FEBRUARY 2025

Cabinet - Schedule of Declarations of Interests – 2024/2025

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	S. Hey	Director – - Heywire Ltd - Brilliant Bookings Ltd	Member of the Labour Party, National Trust, CAMRA (Campaign for Real Ale), Royal Photographic Society. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • West Midlands Employers Board (NBBC representative) • Local Government Superannuation Scheme Consultative Board • West Midlands Employers • Nuneaton and Bedworth Older People's Forum 	
	T. Jenkins	Managing Partner – Gribblybugs LLP Employed by Mary Creagh MP (Coventry East)	The Labour Party (sponsorship) - Committee Member of Warwickshire Amphibian & Reptile Team - Member of Warwickshire Wildlife Trust - Member of Equity – Trade Union Members of National Trust and English Heritage Representative on the following Outside Bodies:	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<ul style="list-style-type: none"> • Nuneaton and Bedworth Sports Forum, • Safer Warwickshire Partnership Board, • Warwickshire Health and Wellbeing Board, • Warwickshire Police and Crime Panel, • Biodiversity Champion • Committee of Management of Hartshill and Nuneaton Recreation Ground • Exhall Education Foundation • Foleshill Charity Trustee – Proffitt's Charity 	
	N. King	Employed by Love Hair and Beauty	Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Nuneaton Town Deal Board 	
	R. Roze	Director – InfiniTEN Ltd	Representative on the following Outside Bodies: <ul style="list-style-type: none"> • A5 Member Partnership • Nuneaton and Bedworth Community Enterprises Ltd • PATROL (Parking and Traffic Regulations Outside of London) Joint Committee Services. • Building Control Partnership Steering Group • Bedworth Town Deal Board 	
	J. Sheppard		Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Sherbourne Asset Co Shareholder Committee • Warwickshire Direct Partnership • Warwickshire Waste Partnership • Nuneaton Neighbour Watch Committee 	
Director of Wembrook Community Centre.			Dispensation to speak and vote on any matters of Borough Plan that relate to the Directorship of Wembrook Community Centre	
Member of Labour Party				

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	C.M. Watkins	Employee of Nutri Pack	Representative on the following outside bodies: <ul style="list-style-type: none"> • Coventry, Warwickshire and Hinckley and Bosworth Joint Committee • Local Government Association • Nuneaton and Bedworth Home Improvement Agency • Nuneaton and Bedworth Safer and Stronger Communities Partnership • Warwickshire Housing Support Partnership • West Midlands Combined Authority Board (WMCA) • West Midland Combined Housing and Land delivery Board 	

Report Summary Sheet

Date: Cabinet – 19th February 2025.

Subject: Updates to the Local Development Scheme.

Portfolio: Cabinet Member for Planning and Enforcement (Councillor. R. Roze).

From: Assistant Director for Planning (Louise Hryniw).

Summary:

The purpose of this report is to recommend to Cabinet that the Local Development Scheme be amended to reflect the future work required and the changes required due to the National Planning Policy Framework which was published on 12th of December 2024; and that the new Local Development Scheme be adopted by Council.

Recommendations:

IT BE RECOMMENDED TO COUNCIL THAT:

- a) the amendments to the LDS be noted; and
- b) the amended LDS be adopted.

Options:

- For Cabinet to endorse the recommendations and adopt the amended Local Development Scheme.
- For Cabinet not to endorse the recommendations but recommend an alternative timetable.

Reasons:

To enable the Council to comply with the requirements of the Planning and Compulsory Purchase Act 2004 (as amended) and to align the Local Plan with the new National Planning Policy Framework.

Consultation undertaken with Members/Officers/Stakeholders

Consultation with the Portfolio Holder – Planning and Enforcement.

Subject to call-in: Yes.

Ward relevance: All.

Forward plan: Yes.

Building a Better Borough Aim: All.

Building a Better Borough Priority: All.

Relevant statutes or policy:

Planning and Compulsory Purchase Act 2004 (as amended) and the associated Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

National Planning Policy Framework (NPPF) (December 2024).

Planning Practice Guidance (PPG).

Equalities Implications: None.

Human resources implications:

The proposed Local Development Scheme work and timetable accounts for existing known staffing and resource levels.

Financial implications:

None for the Local Development Scheme Document but a new budget will be required for carrying out any future Reviews beyond the current Borough Plan Review under Examination. This further Review is necessary due to the requirements of the National Planning Policy Framework December 2024, and which means that when the current Borough Plan Review under Examination is adopted, a further new Review will need to commence to comply with the National Planning Policy Framework. This new Review will require carrying out a new raft of evidence base work some of which will require external consultants and will incur the cost of going through the Examination process again.

Health Inequalities Implications:

None for the Local Development Scheme Document.

Section 17 Crime & Disorder Implications:

N/A.

Risk management implications:

The Local Development Scheme Document time frames provided for the existing current Borough Plan Review (under Examination) is reliant on:

- a) Capacity of the examining Planning Inspectors.
- b) The agreement and approval of Modifications currently being discussed with the Inspectors.
- c) New consultation period required for the Modifications and potential subsequent responses of opposition to the changes.
- d) Agreement from the Inspectors that the current Review is sound and can proceed to adoption.
- e) Timings of Committee meetings.
- f) Agreement of full council to adopt.
- g) Legal challenges.

A future Review of the Borough Plan will be required due to the National Planning Policy Framework December 2024, immediately upon the existing Review being adopted. The risk implications for this future Borough Plan Review and for the Review of the Gypsy and Traveller Development Plan Document work and time frames are:

- a) The timetable will need to be approved by the Ministry of Housing, Communities and Local Government.
- b) This future Review will require the agreement of a new budget through the Council. This is in addition to that previously approved for the current Review under Examination.

- c) Staffing levels will need to be maintained to ensure the new Review can be carried out in the proposed timeframes.
- d) Any additional unforeseen work on staff time.
- e) Where there is a lack of in-house expertise for specialists work external, consultees will be required for evidence base work and time frames will be reliant on their capacity. This will include the procurement of a Green Belt Review at a time when numerous other Local Authorities will be procuring the same work.
- f) Joint work, Duty to Cooperate and emerging Plans of other Local Authorities.
- g) The new Review will be reliant on further emerging legislation.
- h) Significant opposition to the Review.
- i) Capacity of external organisations such as the Planning Inspectors and Statutory Consultees.
- j) Timings of Committee Meetings and reliance on political decision making.
- k) Soundness of new Review.
- l) Legal challenges.

Environmental implications:

None within the Local Development Scheme Document but new Reviews beyond the current Review, will be required to undergo new Sustainability Appraisals and Habitat Regulations Assessments to assess what any environmental implications are.

Legal implications:

The Local Development Scheme is a statutory requirement under the Planning & Compulsory Purchase Act 2004 and the associated Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

Contact details:

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Assistant Director for Planning

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Email: louise.hryniw@nuneatonandbedworth.gov.uk

Sarah Matile

Principal Planning Policy Officer

Telephone (024) 76 376380

Email: sarah.matile@nuneatonandbedworth.gov.uk

AGENDA ITEM NO.6

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet - 19th of February 2025.

From: Assistant Director for Planning (Louise Hryniw).

Subject: Updates to the Local Development Scheme.

Portfolio: Planning and Enforcement (Cllr R. Roze).

Building a Better Borough Aim: All.

Building a Better Borough Priority: All.

1. Purpose of Report

- 1.1 The purpose of this report is to recommend to Cabinet that the Local Development Scheme be amended to reflect the future work required and the changes required due to the National Planning Policy Framework (NPPF) which was published on 12th of December 2024; and that the new Local Development Scheme be adopted by Full Council.

2. Recommendations

2.1 IT BE RECOMMENDED TO COUNCIL THAT:

- a) the amendments to the LDS be noted; and
- b) the amended LDS be adopted.

3. Background

- 3.1 An updated NPPF was published on 12th of December 2024 proposing multiple changes to national planning policy. On the same day, the Ministry of Housing, Communities and Local Government issued a letter relating to the NPPF's planning reforms. In the letter it stated that:

“In light of the new clear pathway provided by the revised NPPF and the above transitional arrangements, we now ask that Councils review and update their timetables for getting an up-to-date plan in place within the next 12 weeks. We are prepared to use our intervention powers if necessary to ensure updated timetables are prepared, suitably ambitious plans are progressed and sound plans are adopted.”

Therefore, it is imperative that a new Local Development Scheme be in place by the 12-week time frame e.g. 6th of March 2025.

4. Borough Plan Review DPD

4.1 Under paragraph 234 of the latest NPPF (December 2024) it states that for the purpose of preparing local plans, the policies of the Framework will apply from 12th of March 2025 other than where one or more of the criteria in the paragraph apply. Criteria b applies to the Council. The criteria states:

“b. the plan has been submitted for examination under Regulation 22 on or before 12 March 2025.”

The Borough Plan Review was submitted to the Secretary of State for Housing, Communities and Local Government for Examination, under Regulation 22, on 12th of February 2024.

4.2 Given the plan making stage the Council are at; the requirement is that the present Borough Plan Review continues in its current Examination and is adopted (if considered sound by the Planning Inspectors). Then, in accordance with the new NPPF, the Council will be required to commence an immediate further review. This new Borough Plan Review will have to address the shortfall between the Borough Plan Review housing requirement of 545 dwellings per annum and the governments new standard method requirement for 737 dwellings per annum. This new further Review will require the Council agreeing to a new budget to pay for this work and will require a new raft of evidence base work including a Green Belt Review and new consultation work which will likely include a call for sites.

4.3 The amended table 1 below is proposed within the Local Development Scheme (February 2025) and outlines a timetable for the current Borough Plan Review but also sets out the proposed progression of the immediate Review required by the NPPF (December 2024).

Proposed Local Development Scheme timetable for the current Review and the Immediate Review required to reflect changes to the NPPF (December 2024)

Stage	Timescale	Opportunity for Public Involvement
Borough Plan Review		
Examination in Public (dependent on Planning Inspectorate’s work programme) and consultation on Main Modifications	February 2024 to February 2025	Yes

Stage	Timescale	Opportunity for Public Involvement
Receipt of Inspector's Report (dependent on Planning Inspectorate's work programme)	March 2025	No
Adoption (prediction only – dependent on Planning Inspectorate's work programme)	April to June 2025	No
Immediate subsequent Review after March 2025 due to the new National Planning Policy Framework		
Commencement/ evidence base scoping and call for sites	March 2025 to April 2026	No
Issues and Options Consultation	May 2026	Yes
Consultation on Preferred Options	May 2027	Yes
Publication (Regulation 19) consultation	May 2028	Yes
Submission to Secretary of State	October 2028	No
Examination in Public (dependent on Planning Inspectorate's work programme) and likely consultation on Main Modifications.	March 2029	Yes
Receipt of Inspector's Report (dependent on Planning Inspectorate's work programme)	March 2030	No
Adoption (prediction only – dependent on Planning Inspectorate's work programme)	April 2030	No

Table 1: Borough Plan Review Timetable

- 4.4 The wording of the Local Development Scheme has also been revised in places to represent the current situation of ongoing and proposed work. In addition, as the Local Development Scheme cover the next five years, the Review of the Gypsy and Traveller Site Allocations Development Plan Document has also been included.

4.5 The Gypsy and Traveller Site Allocations DPD

4.6 The DPD was formally adopted by the Council on 18th of January 2024. The NPPF requires that Local Plans and spatial development strategies should be reviewed to assess whether they need updating at least every five years and that reviews should be completed no later than five years from adoption. In addition, the requirement under the DPD's monitoring targets is that a new Gypsy, Traveller and Showpeople Accommodation Assessment will need to be carried out within five years of adoption. Due to all of these requirements, an entire review will need to be completed by 18th of January 2029. As, the Borough Plan will also be going through review at the same time, there may be scope for some of the DPD to be combined within the future Borough Plan Review. However, at this current time, it is proposed to keep the two DPD's separate. The Gypsy and Traveller Site Allocations Review will need to commence in 2026. The timetable is proposed as follows:

Stage	Timescale	Opportunity for Public Involvement
Commencement/ scoping	June 2026	No
Gypsy, Traveller and Showpeople Accommodation Assessment	November 2026	Yes
In the event that a full Review is necessary and new sites are required, the proposed timetable is as follows:		
Call for sites	January 2027	Yes
Issues and Options Consultation	June 2027	Yes
Publication (Regulation 19) consultation	January 2028	Yes
Submission to Secretary of State	June 2028	No
Examination in Public (dependent on Planning Inspectorate's work programme) and likely consultation on Main Modifications.	October 2028	Yes
Receipt of Inspector's Report (dependent on Planning Inspectorate's work programme)	December 2028	No
Adoption (prediction only – dependent on Planning	January 2029	No

Stage	Timescale	Opportunity for Public Involvement
Inspectorate's work programme)		

Table 2: Gypsy and Traveller Site Allocations DPD

5. Conclusion

- 5.1 The amendments to the Local Development Scheme should be noted to bring the Document in line with the latest work requirements and changes due to the NPPF (December 2024). It is recommended to Cabinet that the Local Development Scheme February 2025 be adopted to supersede the Local Development Scheme September 2024.

6. Appendices

- 6.1 Appendix A – Proposed Local Development Scheme (February 2025).

7. Background Papers

- 7.1 The current, adopted Local Development Scheme from September 2024 can be viewed at:
[Local Development Scheme | Borough Plan | Nuneaton and Bedworth Borough Council](#)

The NPPF (December 2024) can be viewed at: [National Planning Policy Framework](#)

ENDS

Nuneaton and Bedworth Borough Council

Local Development Scheme February 2025

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1. INTRODUCTION

1.1 This Local Development Scheme (LDS) has been prepared in accordance with the requirements of the Planning and Compulsory Purchase Act 2004 (as amended). The LDS has two main functions:

1. To identify the current planning policy documents that are being applied in Nuneaton and Bedworth.
2. To provide a five-year project plan that outlines what the replacement planning policy documents will be and their stages of preparation.

1.2 The document is divided into the following sections:

- ***Existing Planning Policy***

Section 2 of the document provides an overview of the existing planning policy documents and guidance that cover the Borough.

- ***Documents to be Prepared***

Section 3 outlines the type and function of the documents that the Council will produce in forthcoming years.

- ***Supporting Statement***

Section 4 makes reference to the evidence base which will be used to inform emerging policy along with the Sustainability Appraisal work that will be required. A programme for monitoring and reviewing documents, the political framework for approval, the resources available and an assessment of the risks associated with the delivery of the LDS are also identified.

1.3 The Council's Authority Monitoring Report is produced annually and is required to assess Development Plan Document progress against the targets and milestones in the LDS. Where the milestones have not been met, up-to-date information will be provided on the Council's webpages.

2. EXISTING PLANNING POLICY DOCUMENTS

Local planning policies

- 2.1 The Nuneaton and Bedworth Borough Plan was adopted on 11th of June 2019. On adoption, the Borough Plan superseded the saved policies of the 2006 Nuneaton and Bedworth Local Plan. The Council has committed to a review of the Plan following its adoption to consider the implications of the updated National Planning Policy Framework and associated guidance.
- 2.2 There are adopted Supplementary Planning Documents (SPD) and Guidance (SPG) documents providing additional information or guidance on certain matters. These include:
- Affordable Housing SPD (2020).
 - Air Quality SPD (2020).
 - Concept Plan SPDs (for each of the strategic housing and employment allocations) (2020).
 - Health Impact Assessment SPD (2021).
 - Open Space and Green Infrastructure SPD (2021).
 - Planning for a Healthier Area – Hot Food Takeaways SPD (2020).
 - Shopfronts and Advertisements Design Guide SPG (1994).
 - Sustainable Design and Construction SPD (2020).
 - Transport Demand Management Matters – Parking Standards SPD (2022).
 - Conservation Area Appraisal and Management Plan SPDs (2022).
 - HSG2 Arbury Design Code SPD (2022).
 - First Homes Interim Policy Statement (2022).
 - Validation checklist (SPD) (2024).
- 2.3 Please note that limited weight can be afforded to the 1994 Shopfronts and Advertisements Guide SPG due to its age, however it has never been formally revoked.

Gypsy and Traveller Site Allocations DPD

- 2.4 The purpose of this policy document is to allocate sites to meet the Borough's identified need. The DPD was formally adopted by the Council on 18th of January 2024.

Warwickshire planning policies

- 2.5 Warwickshire County Council adopted a Waste Core Strategy Development Plan Document on 9th of July 2013. This strategy guides the future strategy and development of all new waste facilities in the County up to 2028. Further information on the Waste Core Plan can be viewed at:

- 2.6 The adopted Warwickshire County Council Minerals Local Plan (2018-2032) provides the planning policies to guide future minerals development within the County. Further information on the Minerals Plan can be viewed at: [Minerals Local Plan – Warwickshire County Council](#)

3. THE EMERGING PLANNING POLICY FRAMEWORK

- 3.1 This section identifies how the Council will deliver its future planning policy framework which comprises Development Plan Documents. The timetable forecasts provided below are the best estimates available at the time of publication. Where the milestones have not been met, up-to-date information will be provided on the Council's webpages. Periodic updates will also be provided to the Council's Borough Plan Committee, which meets on a quarterly basis.

Development Plan Documents

Borough Plan Review

- 3.2 The Council committed to undertaking a review of the adopted Borough Plan following its adoption in 2019 to address the updates to the National Planning Policy Framework at the time.
- 3.3 The Borough Plan Review 'Issues and Options' consultation document explored key policy issues in detail as well as potential options for addressing the issues. Such issues included meeting housing and employment needs, infrastructure delivery, town centre regeneration, Green Belt, climate change adaptation/mitigation, biodiversity, sustainable transportation and design. The Council also undertook a 'call for sites' which informed the Preferred Options. The Borough Plan Review needs to be underpinned by robust and up-to-date evidence to ensure 'soundness' and legal compliance for the examination stage and the evidence base was subsequently reviewed and updated. The Preferred Options stage was consulted upon between 13th of June 2022 and 22nd of July 2022. The Publication stage was consulted upon between 4th of September 2023 to 16th of October 2023.
- 3.4 The Borough Plan Review was submitted to the Secretary of State for Ministry of Housing, Communities and Local Government (formerly Levelling Up, Housing and Communities) on 12th of February 2024 in accordance with Regulation 22(3) of the Town and Country Planning (Local Planning) (England) Regulations 2012. The Examination in Public has been completed with three blocks of Hearings held in July, September and October 2024. The timetable below takes into consideration the Examination process, consultation for Main Modifications and the likely adoption date.

3.5 A new National Planning Policy Framework was published on 12th of December 2024. Due to the Borough Plan Review being at the Examination stage, the current Review (examined under the September 2023 National Planning Policy Framework version) will continue through the Examination process and subsequently be adopted once considered sound by the Planning Inspectors. However, as the Review will not meet the housing requirements of the new legislation, in accordance with national policy, the Council will be required to begin work on a new plan immediately to meet the new housing requirements. Therefore, the timetable below refers to the current ongoing Borough Plan Review and the new Review that will be required after 12th of March 2025.

Stage	Timescale	Opportunity for Public Involvement
Borough Plan Review		
Examination in Public (dependent on Planning Inspectorate’s work programme) and consultation on Main Modifications	February 2024 to February 2025	Yes
Receipt of Inspector’s Report (dependent on Planning Inspectorate’s work programme)	March 2025	No
Adoption (prediction only – dependent on Planning Inspectorate’s work programme)	April to June 2025	No
Immediate subsequent Review after March 2025 due to the new National Planning Policy Framework		
Commencement/ evidence base scoping and call for sites	March 2025 to April 2026	No
Issues and Options Consultation	May 2026	Yes
Consultation on Preferred Options	May 2027	Yes
Publication (Regulation 19) consultation	May 2028	Yes
Submission to Secretary of State	October 2028	No
Examination in Public (dependent on Planning Inspectorate’s work programme) and likely consultation on Main	March 2029	Yes

Stage	Timescale	Opportunity for Public Involvement
Modifications.		
Receipt of Inspector's Report (dependent on Planning Inspectorate's work programme)	March 2030	No
Adoption (prediction only – dependent on Planning Inspectorate's work programme)	April 2030	No

Table 1: Borough Plan Review Timetable

Policies Map

- 3.6 The purpose of the Policies Map is to illustrate the main proposals, designations and area-based policies covering the Borough. The Policies Map will be developed alongside the Borough Plan Review and other DPDs. The map will be reviewed as each additional new policy document is produced and as required by Modifications from the Planning Inspectors. A new policies map would be produced for any future review.

Gypsy and Traveller Site Allocations DPD

- 3.7 The National Planning Policy Framework requires that Local Plans and spatial development strategies should be reviewed to assess whether they need updating at least every five years and that Reviews should be completed no later than five years from adoption. The requirement under the DPD's monitoring targets is that a new Gypsy, Traveller and Showpeople Accommodation Assessment will need to be carried out within five years of adoption. Due to all of these requirements, an entire Review will need to be completed by 18th of January 2029. As, the Borough Plan will also be going through Review at the same time, there may be scope for some of the DPD to be combined within the future Borough Plan Review. However, at this current time, it is proposed to keep the two DPD's separate. The Gypsy and Traveller Site Allocations Review will need to commence in 2026. The timetable is proposed as follows:

Stage	Timescale	Opportunity for Public Involvement
Commencement/ scoping	June 2026	No
Gypsy, Traveller and Showpeople Accommodation Assessment	November 2026	Yes
In the event that a full Review is necessary and new sites are required, the proposed timetable is as follows:		

Stage	Timescale	Opportunity for Public Involvement
Call for sites	January 2027	Yes
Issues and Options Consultation	June 2027	Yes
Publication (Regulation 19) consultation	January 2028	Yes
Submission to Secretary of State	June 2028	No
Examination in Public (dependent on Planning Inspectorate's work programme) and likely consultation on Main Modifications.	October 2028	Yes
Receipt of Inspector's Report (dependent on Planning Inspectorate's work programme)	December 2028	No
Adoption (prediction only – dependent on Planning Inspectorate's work programme)	January 2029	No

Table 2: Gypsy and Traveller Site Allocations DPD

Community Infrastructure Levy

- 3.8 The Community Infrastructure Levy (CIL) is a charge which can be levied by local authorities on new development in their area.
- 3.9 In 2020, consultants Dixon Searle Partnership were appointed to develop a draft charging schedule of rates, based on updated viability analysis. The proposed charging rates were included in a Draft Charging Schedule and this was consulted on in October 2020.
- 3.10 Further detailed analysis was undertaken following the consultation process to compare how the proposed CIL rates would compare with the existing 'section 106' (s106) arrangements by assessing different planning applications of various types and sizes. It was concluded that for strategic scale developments, existing s106 processes would generate significantly more infrastructure funding than CIL, although CIL may generate more funding for smaller scale developments. Given the administrative burdens and costs associated with CIL implementation, it was considered that CIL may not be beneficial in the round compared to existing s106 arrangements. On 26th of May 2021, the Council's Cabinet resolved¹ that the CIL Charging Schedule should not be submitted to the Secretary of State for independent examination. The Council will continue to monitor emerging legislation and policy changes (e.g. the potential National Infrastructure Levy proposed as part of the 'Planning for the Future') and review whether a revised Levy approach is appropriate for the Council to pursue.

Supplementary Planning Documents (SPDs)

- 3.11 The Council is also preparing two SPDs that provide more detailed advice and guidance in relation to the implementation and interpretation of planning policies set out in the Borough Plan/DPDs. SPDs are not subject to examination but are subject to public consultation. Currently, the following SPDs are due to be progressed:
- Town Centres SPD.
 - Heritage SPD.
- 3.12 Subsequent to the adoption of the Borough Plan Review; the current adopted SPD's will be reviewed and where necessary amended and consulted upon to bring the SPD's in line with the new adopted Borough Plan and new National Planning Policy Framework. If it becomes apparent that additional SPDs are required (i.e. to provide necessary clarity to adopted policies), further information will be provided on the Council's Planning Policy webpages.

¹ <https://www.nuneatonandbedworth.gov.uk/meetings/meeting/2293/cabinet>

4. EVIDENCE, RESOURCING AND RISK

Evidence Base

- 4.1 Development Plan Documents must be based on up-to-date, robust evidence for them to be considered sound. In preparing the policy documents there is a need to undertake technical research and other background work. This work will be undertaken by the Council as well as external consultants on behalf of the Council where information of a specialist nature is required or where the time needed to undertake the work is not available in-house. All background/technical documents will be made available alongside the policy document to which they relate. Details of the existing evidence base can be found on the Council's Planning Policy webpages.

Sustainability Appraisal (SA) / Strategic Environmental Assessment (SEA)

- 4.2 Notwithstanding the emerging national policy planning reforms, existing legislation requires that all DPDs will be subject to a SA (which incorporates SEA). The purpose of SA/SEA is to assess the likely environmental, economic and social implications of the policies/ proposals in the documents. External groups and organisations are consulted on the SA and invited to contribute to the appraisal. The key stages of SA preparation are provided in table 3 below.

Stage	Key tasks
<u>Stage A</u> – Development of the SA framework and production of Scoping Report	<ul style="list-style-type: none"> • Identify other relevant policies, plans, programmes and sustainability objectives • Collect baseline information • Identify sustainability issues and problems • Develop the SA framework • Consult on the scope of the sustainability appraisal
<u>Stage B</u> – Appraisal of plan options	<ul style="list-style-type: none"> • Test the Plan objectives against the SA framework • Develop the plan options including reasonable alternatives • Assess the likely effects of each of the options • Consider ways of mitigating adverse effects and maximising beneficial effects • Propose measures to monitor the significant effects of implementing the plan
<u>Stage C</u> – Preparation of the final SA report	<ul style="list-style-type: none"> • Produce the final SA report based on the final plan ('Publication' version), documenting the appraisal process
<u>Stage D</u> – Consultation on the SA report	<ul style="list-style-type: none"> • Consult on the options/policies and SA report at the 'Publication' (regulation 19) stage
<u>Stage E</u> – Post adoption monitoring	<ul style="list-style-type: none"> • Prepare and publish post adoption statement • Monitor significant effects of implementing the Plan • Respond to adverse effects

Table 3: SA process

4.3 SPDs are exempt from the requirements for SA. Unless significant environmental effects are likely to result from implementation of the SPD, SEA is not required.

Monitoring

4.4 The process of monitoring and review is an important part of the current planning system. Central to this is an Authority Monitoring Report (AMR) which will be published by December each year. The AMR will:

- Identify how well the Council is performing when assessed against the targets/ milestones set out in the LDS.
- Examine the success of planning policies using key indicators and targets.
- Advise on the need to review the LDS and amend/ revise policies contained in policy documents.

Political Framework

4.5 Before submission to the Secretary of State for consideration, or formal adoption by the Council (in the case of SPDs), each document in the planning policy framework will require political approval. The level of approval will be determined by the status of the document and the stage it has reached in the preparation process. Listed in table 4 below are the levels of approval different types of documents will require at different stages of their preparation.

Document	Stage of Preparation	Level of Approval
Local Development Scheme	Publication	Cabinet Full Council
Development Plan Documents	Issues and Options consultation Publication consultation Submission to Secretary of State Adoption	Cabinet Cabinet Cabinet & Full Council Cabinet & Full Council
Supplementary Planning Documents	Consultation on Draft SPD Adoption	Cabinet Full Council
Authority Monitoring Report	Publication	-

Table 4: Political Approval Framework

Resources

4.6 The work associated with the production of the planning policy framework, its monitoring and review will primarily be undertaken by the Planning Policy team with contributions from other services within the Council as and when

required. Input from the Council's other services will be particularly valuable at the evidence gathering stage of policy development to help ensure that the Council's other Plans/ Strategies are integrated into the planning policy framework. In preparing documents, specialist services provided by consultants will also be utilised where necessary.

- 4.7 The cost of producing the planning policy framework including the existing Review currently under Examination, is currently being met through the existing service budget. Both staffing and budgetary resources will need to be monitored to ensure that there is adequate provision to enable the delivery of the LDS. The future Review needed is due to the requirements within the National Planning Policy Framework December 2024, and which means the Borough Plan will need to go into further Review immediately the existing Review under Examination is adopted.

Risk Assessment

- 4.8 This LDS has been drafted based on what is considered deliverable, based on information available at the time of drafting. Nevertheless, there are several risks which could jeopardise the Council's ability to deliver the documents that make up the planning policy framework within the timeframe identified (such as the proposed Government planning reforms). The Council has however attempted to minimise the risks by putting in place mitigation measures. The risks, their rating (in terms of likelihood and impact) and the mitigation measures that have been put in place to moderate and manage the risks are summarised in the table 5. The risk rating scores included are net risk scores and account for risk control and mitigation measures.

Risk	Likelihood (L)	Impact (I)	Rating (L x I)	Mitigation Measures
Internal Resources	2	3	6	<ul style="list-style-type: none"> • Early identification of budget requirements. • Keep budget under review.
Staff Turnover (Loss of staff and difficulty to recruit replacements, reflecting national shortage)	3	2	6	<ul style="list-style-type: none"> • Advertise posts as soon as possible to minimise length of vacancy. • Appoint consultants.
Additional Unforeseen Work/ Pressure on Staff Time	3	2	6	<ul style="list-style-type: none"> • Work associated with delivery of DPDs and SPDs prioritised within work programme.
Lack of In House Expertise for Specialist Areas of Work (E.g. Sustainable Appraisal, background work)	2	3	6	<ul style="list-style-type: none"> • Employ consultants to undertake work. • Train staff where appropriate.
Capacity of External Organisations (Planning Inspectorate (PINs) and Statutory Consultees)	2	3	6	Capacity is outside the Council's control but will minimise impact by: <ul style="list-style-type: none"> • Sending organisations a copy of LDS so aware of timetable. • Maintain Service Level Agreement with PINs. • Consult statutory consultees as early as possible.
New/ Replacement Government Policies and Guidance (E.g. Planning for the Future White Paper, revised NPPF/NPPG)	3	3	9	<ul style="list-style-type: none"> • Keep up to date on emerging policies and guidance to enable early response to changes
Political Decision Making	3	3	9	<ul style="list-style-type: none"> • Early involvement of Members in preparation of documents to maximise support.
Significant Opposition to Policy or Proposal	3	3	9	<ul style="list-style-type: none"> • Early and effective engagement in the consultation process (however it is unlikely that consensus will be reached between all stakeholders).
Timing of Committee Meetings (Dates of meetings only set on annual basis)	3	1	3	<ul style="list-style-type: none"> • Where necessary special meetings can be called.
Soundness of DPDs	3	3	9	<ul style="list-style-type: none"> • Documents to be based on robust evidence. • Community engagement undertaken in line with the Statement of Community Involvement. • Sustainability Appraisal undertaken. • Carry out soundness self assessment. • Work closely with PINs.
Legal Challenge	3	3	9	<ul style="list-style-type: none"> • Ensure 2004 Act and associated regulations followed. • Implement audit trail of processes and procedures.

Table 5: Risks associated with delivery of LDS

Key to Scoring

Likelihood

1. Low
2. Significant
3. High
4. Very High

Impact

1. Low
2. Moderate
3. Serious
4. Major

Rating

- 1 - 4 Low (green)
- 5 - 9 Medium (orange)
- 10+ High (red)

5. CONTACT DETAILS

5.1 For more information on this Local Development Scheme please contact: -

Planning Policy Team
Nuneaton and Bedworth Borough Council
Town Hall
Coton Road
Nuneaton
CV11 5AA

Tel: 024 7637 6328

Email: planning.policy@nuneatonandbedworth.gov.uk.

5.2 This document, and all other documents that make up the Planning Policy Framework, can be made available to view upon request at the Town Hall reception. Please check the Council's webpages² for the latest opening times and whether appointments are required. All documents will also be available on the Council's website: www.nuneatonandbedworth.gov.uk

²

https://www.nuneatonandbedworth.gov.uk/info/20052/get_involved_with_us/271/contacting_and_visiting_us

Cabinet/Individual Cabinet Member Decision

Report Summary Sheet

Date:

19 February 2025

Subject:

Procurement of a Legal Services Framework Agreement 2025 - 2029

Portfolio:

Resources and Customer Service

From:

Portfolio Holder – Resources and Customer Service
Assistant Director – Democracy and Governance

Summary:

To seek approval to procure and award a Legal Services Framework Agreement for the period 2025 – 2029.

Recommendations:

That Cabinet approve the procurement of a Legal Services Framework Agreement; and Delegated Authority be granted to the Assistant Director – Democracy and Governance to award and enter into a Framework Agreement.

Options:

As per 9.1 of the report, the other option considered was a Shared Service with another local authority. However, this was rejected for the following reasons set out in 9.1 of the report.

Reasons:

Professional service roles across the Council have proven difficult to retain and recruit staff compared to larger public sector organisations and/or the private sector despite applying market supplements. Throughout 2024, the Legal Team has had at least two

vacant solicitor positions and has relied upon agency cover for minimum levels of cover despite changing recruitment approaches such as applying market supplements.

Over the last few years, the Council has relied upon external legal advice for a range of matters of strategic nature (regeneration, leisure operator contract, property matters and construction matters).

Furthermore, the Council is in the process of setting its new Corporate Plan which will require the support of all services under the Corporate Resources directorate to deliver the aims under the finalised plan.

Consultation undertaken with Members/Officers/Stakeholders

Chief Executive Officer
All Strategic Directors
All Assistant Directors
Solicitor to the Council
Procurement Service Manager
People Services Manager
HR Business Partner
Equality and Safeguarding Officer

Subject to call-in:

Yes

Ward relevance:

All

Forward plan:

Yes

Building a Better Borough Aim:

All

Building a Better Borough Priority:

All

Relevant statutes or policy:

All

Equalities Implications:

None identified. No specific equality implications have been identified following the undertaking of an equality impact review.

Human resources implications:

No adverse HR implications identified. As per 6.4 of the report, the principle of the Framework Agreement is to utilise the Framework Agreement for requirements where the in-house Legal Team do not have capacity and/or where the requirement is complex and thus from a risk perspective, would require specialist advice/support.

It is noted that TUPE does not apply as the principle of the report isn't to outsource the legal team, instead it's to buy in services as and when required if it cannot be delivered in-house. The existing staffing levels are to remain in place and are not placed at risk by the proposed Framework Agreement and may benefit from shadowing Legal specialists brought in to deal with more complex matters which can add to the skill levels and knowledge of existing staff.

Financial implications:

Please see section 5 of the Report. The Council estimate the value of the Framework Agreement (all four Lots) to be up to £400,000 over a 4-year term but this is not guaranteed or committed. There would however be a financial implication in the event of the Council accessing the Framework Agreement to call-off and award a contract for a service at a price.

When a call-off contract is to be procured via the Framework Agreement by direct awarding or undertaking a further competition, this would need to be budgeted for either via a project budget, accounted for as part of a business case and/or salary savings within the Legal Team budget where vacancies arise.

Health Inequalities Implications:

There are no direct health implications in relation to this report however, if approved, as set out in 4.5 of the report, this strategy should help support the health and wellbeing of the officers in the team reducing risk of additional stress and fatigue across the team and at the same time, reduce risk of additional vacancies and/or potential sick leave.

Section 17 Crime & Disorder Implications:

None identified.

Risk management implications:

Failing to procure this framework agreement will pose a risk to the Council due to the vacancies in the team and difficulties recruiting and retaining staff at local government level. This in turn poses a risk to support service areas in legal matters which in turn poses a risk against the Council but also an inability to provide strategic legal advice

on strategic matters and represent the Council in key negotiations (such as with key Contractors, Property Agents and/or any Planning matters).

Environmental implications:

There are no direct climate or environmental implications arising from this report however, as set out in 6.2, there is scope and opportunity for potential environmental commitments in the attempt to tackle climate change, to be achieved as part of service delivery.

Legal implications:

Please see section 6 of the report.

Key implications:

The relevant public procurement legislation will need to be complied with (Public Contract Regulations 2015 or the Procurement Act 2023 depending on the date the procurement is launched)

The Social Value Act 2012 needs considering and will be considered as part of the procurement process.

TUPE does not apply as the principle of the report isn't to outsource the legal team, instead it's to buy in services as and when required if it cannot be delivered in-house.

Contact details:

Assistant Director – Governance & Democracy

Matthew Wallbank

02476 376258

matthew.wallbank@nuneatonandbedworth.gov.uk

AGENDA ITEM NO. 7

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet

From: Portfolio Holder - Resources and Customer Service

Subject: Procurement of a Legal Services Framework Agreement 2025 - 2029

Portfolio: Resources and Customer Service

Building a Better Borough Aim: All

Building a Better Borough Priority: All

1. Purpose of Report

- 1.1. To seek approval to procure and award a Legal Services Framework Agreement in accordance with Council Contract Procedure Rules and Public Contract Regulations 2015 or Procurement Act 2023 (subject to timing).

2. Recommendations

- 2.1. That Cabinet approve the procurement of a Legal Services Framework Agreement; and
- 2.2. Delegated Authority be granted to the Assistant Director – Democracy and Governance to award and enter into a Framework Agreement.

3. Background

- 3.1. The Council has an internal Legal Services team that consists of seven (7) positions, who provide legal advice and support to service areas across the Council. Professional service roles across the Council have proven difficult to retain and recruit staff compared to larger public sector organisations and/or the private sector despite applying market supplements. Throughout 2024, the Legal Team has had at least two vacant solicitor positions and has relied upon agency cover for minimum levels of cover despite changing recruitment approaches such as applying market supplements. At the time of writing this report, there are three (3) vacant solicitor posts in the team. This therefore poses a risk in that the legal team may not be able to support services area's sufficiently and consistently. Fo the avoidance of any doubt, the vacant posts are to

be recruited to so this framework agreement isn't to replace those positions.

- 3.2. Furthermore, the Council is in the process of setting its new Corporate Plan which will require the support of all services under the Corporate Resources directorate to deliver the aims under the finalised plan.
- 3.3. Over the last few years, the Council has relied upon external legal advice for a range of matters. Examples of legal services procured over the last three / four 4 years include:
 - Subsidy control advice related to funded projects via external third-party funding providers;
 - Property legal matters such as leases, pre-agreement leases, land transfer matters for large developments under the Regeneration programme;
 - Production and advice related to contracts such as:
 - JCT contracts (design & build minor works); and
 - Leisure concession contract.

4. Body of Report

- 4.1. Due to the difficulty to recruit and strategic nature of current projects and potential projects over the lifespan of the forthcoming Corporate Plan, it would be sensible to consider other options for service delivery to aid and support the current in-house Legal Team. Given the successes of the separate arrangements procured individually over the last four years as referenced in 3.3 of the report, is it suggested to procure a Framework Agreement consisting of four Lots for a period up to 4 years. The principle of this proposal is to utilise the framework agreement for requirements where the in-house Legal Team do not have capacity and/or where the requirement is complex and thus from a risk perspective, would require specialist advice/support. In essence it's an extension to the in-house Legal Team when required, which would have been procured compliantly demonstrating value for money.
- 4.2. The proposed procurement would consist of up to four lots with the following legal service remits:
 - Lot 1: Planning
 - Lot 2: Commercial and contracts (goods, services and works)
 - Lot 3: Property
 - Lot 4: Housing and ASB related matters
- 4.3. A Framework Agreement means an agreement between one or more contracting authorities and one or more economic operators,

the purpose of which is to establish the terms governing contracts to be awarded during a given period, in particular with regard to price and, where appropriate, the quantity envisaged. The term of a framework agreement shall not exceed 4 years as per the Public Contract Regulations 2015.

- 4.4. A Framework Agreement helps to procure services from a list of pre-approved suppliers, with agreed terms and conditions and legal protections in an efficient and effective way. It must however be noted that there is no obligation for the Council to utilise the Framework Agreement. The Framework Agreement governs the contractual relationship upon which a call-off contract is awarded and entered into and its at that point, when the Council would have made a commitment.
- 4.5. Noting the current team vacancies and continued demand on the team, having the Framework Agreement in place to act as an extension of the in-house Legal Team will inevitably provide a motivational and morale boost for the Legal Team. This strategy should help support the health and wellbeing of the officers in the team reducing risk of additional stress and fatigue across the team and at the same time, reduce risk of additional vacancies and/or potential sick leave. Furthermore, the in-house legal team will have access to a range of resources as well as an opportunity to develop and learn new skills as a result of the close working relationship the in-house legal team will build with the legal firms on the Framework Agreement.

5. Financial Implications

- 5.1. The Council estimate the value of the Framework Agreement (all four Lots) to be up to £400,000 over a 4-year term. As per 4.4 above, this is not committed spend but an estimate as to the value of the Framework Agreement over the term. This would then be the top limit on the amount that the Council can spend through it.
- 5.2. When a call-off contract is to be procured via the Framework Agreement by direct awarding or undertaking a further competition, this would need to be budgeted for either via a project budget and/or salary savings within the Legal Team budget where vacancies arise.

6. Legal Implications

- 6.1. At the time of writing the report, the current public procurement regulations are the Public Contract Regulations 2015. If the Procurement commences before 24th February 2025, the Public Contract Regulations 2015 will apply however, if the procurement commences after 24th February 2025, the procurement process will

need to comply with the new Procurement Act 2023. Due to the value of the Framework Agreement, it would be a procurement above the Service Threshold under both the Public Contract Regulations 2015 and Procurement Act 2023. As with any procurement exercise, there is risk of a challenge in the event of a non-compliant procurement process however, the Council does have a well established Procurement Team with experience procuring a range of contracts and framework agreements therefore reducing risk of challenge.

- 6.2. Having a legally compliant Framework Agreement will also ensure call-off contracts entered into via the Framework Agreement will also be compliant from a procurement perspective.
- 6.3. The Social Value Act 2012 also needs to be considered as is required by the Act. As such, the procurement process will consider a range of social value measures that are reasonable and proportionate to the procurement exercise. These will be included in the specification and form part of the assessment criteria. It is also envisaged prospective legal firms will support their own social value commitments. Typically, social value commitments relate to social, economic and/or environmentally sustainability and improvement.
- 6.4. The principle of the Framework Agreement, as set out in 4.1 of the report, is to utilise the Framework Agreement for requirements where the in-house Legal Team do not have capacity and/or where the requirement is complex and thus from a risk perspective, would require specialist advice/support. It is therefore noted that TUPE does not apply as the principle of the report isn't to outsource the legal team, instead its to buy in services as and when required if it cannot be delivered in-house. The alternative would be to consider temporary staffing arrangements via the Council's corporate agency staff service contract however, it would be more prudent to utilise legal firms of a specific project to gain access to the resources, knowledge and skillset available at a legal firm as opposed to a temporary agency worker.
- 6.5. Furthermore, procuring a legal firm rather than an agency worker would mitigate risk of IR35 tax implications against the Council.

7. Climate and ecological impact implications

- 7.1. There are no direct climate or environmental implications arising from this report however, as set out in 6.2, there is scope and opportunity for potential environmental commitments in the attempt to tackle climate change, to be achieved as part of service delivery.

8. Equalities implications

8.1. No specific equality implications have been identified following the undertaking of an equality impact assessment.

9. Options

9.1. The other option considered was a Shared Service with another local authority. However, this was rejected for the following reasons:

- a) Neighbouring local authorities are in a similar position to Nuneaton and Bedworth in that it is difficult to recruit and retain professional service staff.
- b) It could present conflicts if legal advice is given / provided and the matter in question relates to the neighbouring authority. For instance, whilst Warwickshire County Council have a legal shared service, it would be perceived as a conflict for Planning given they are a consultee and involved from a highway perspective.
- c) The other risk with a shared service is dedicated support as the shared service would be supporting itself and potentially other local authorities in the partnership so the Council may not get prioritised which impacts service delivery.
- d) The principle of this report is to act as an extension to the in-house legal team for matters where there is limited capacity and/or matters which are complex in nature. Having access to experienced legal firms who specialise in each Lot/matter, will aid service delivery and outcomes for the Council. Legal firms are generally used for complex and strategic matters so they will have the required experience to support the Council but can also bring lessons learned and advice on the project as a whole based on other experiences and scenarios.

10. Conclusion

10.1. It is recommended that the Council procures and awards a Legal Services Framework Agreement, in accordance with the relevant public procurement legislation and Council Contract Procedure Rules, consisting of up to four Lots valued at £400,000. The principle of the Framework Agreement would be to utilise a panel of legal firms for requirements where the in-house Legal Team does not have capacity and/or where the requirement is complex and thus from a risk perspective, would require specialist advice/support.

11. Appendices

11.1. None.

12. Background Papers

12.1. None.

Report Summary Sheet

Date: 19th February 2025

Subject: General Fund Revenue Budget 2025/26

Portfolio: Resources and Customer Services

From: Strategic Director for Corporate Resources

Summary:

To present the General Fund revenue budget for 2025/26 for approval.

To provide an update on the General Fund Medium-Term Financial Plan (Appendix 2) taking account of the Local Government Finance Settlement for 2025/26.

Recommendations:

- That the forecast outturn position for the General Fund for 2024/25 be noted.
- That the Council Tax requirement for 2025/26 of £11,078,501, an increase of 2.99% on a Band D, is recommended to Council for approval in accordance with the Local Government Finance Act 1992
- To note that the NNDR1 has been completed and submitted to the Ministry of Housing, Communities and Local Government (MHCLG) and included within the Budget for 2025/26 with a precept for Nuneaton and Bedworth Borough Council (NBBC) of £18,079,252 in 2025/26.
- That Cabinet approve any increases in Fees and Charges for 2025/26 (Appendix 3).

- That the net General Fund revenue expenditure budget of £20,783,704 is agreed and recommended to Council for approval (Appendix 1).
- That the changes to cost centers and service areas as a result of the Constitution review approved at Annual Council in May 2025 is agreed and recommended to Council for Approval (Appendix 1).

Options:

To accept the report or request further information, having regard to the legal deadlines for setting of budgets.

Reasons:

To comply with regulations.

Consultation undertaken with Members/Officers/Stakeholders

Finance officers, budget holders and portfolio holders have been consulted on draft budgets.

Subject to call-in: No

Due to the timescales for setting a budget as provided for in paragraph 15(f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution.

Ward relevance: All

Forward plan: Yes

Building a Better Borough Aim: Work

Building a Better Borough Priority: To grow a strong and inclusive economy

Relevant statutes or policy:

Local Government Act 2003
Local Government Finance Act 1992

Equalities Implications:

(Does this require an Equalities Impact Assessment? If so please append.)

None

Human resources implications:

None

Financial implications:

Detailed in the report

Health Inequalities Implications:

None

Section 17 Crime & Disorder Implications:

None

Risk management implications:

All budgetary decisions will need to be risk assessed to ensure they are achievable and to be fully aware of any implications.

Environmental implications:

None

Legal implications:

The Council must set a risk assessed balanced budget each year. In addition, the Cabinet must comply with the Budget & Policy Framework Procedure Rules set out in section 4C of the Council's Constitution.

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AGENDA ITEM NO. 8

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet - 19th February 2025

From: Strategic Director for Corporate Resources

Subject: General Fund Revenue Budget 2025/26

Portfolio: Resources and Customer Services (Councillor S Hey)

Building a Better Borough Aim: Work

Building a Better Borough Priority: Grow a strong and inclusive economy

1.0 Purpose of Report

- 1.1 To present the General Fund revenue budget for 2025/26 for approval.
- 1.2 To provide an update on the General Fund Medium-Term Financial Plan (Appendix 2) taking account of the Local Government Finance Settlement for 2025/26.

2.0 Recommendations

- 2.1 That the forecast outturn position for the General Fund for 2024/25 be noted.
- 2.2 That the Council Tax requirement for 2025/26 of £11,078,501, an increase of 2.99% on a Band D, is recommended to Council for approval in accordance with the Local Government Finance Act 1992
- 2.3 To note that the NNDR1 has been completed and submitted to the Ministry of Housing, Communities and Local Government (MHCLG) and included within the Budget for 2025/26 with a precept for Nuneaton and Bedworth Borough Council (NBBC) of £18,079,252 in 2025/26.
- 2.4 That Cabinet approve any increases in Fees and Charges for 2025/26 (Appendix 3).
- 2.5 That the net General Fund revenue expenditure budget of £20,783,704 is agreed and recommended to Council for approval (Appendix 1).
- 2.6 That the changes to cost centres and service areas as a result of the Constitution review approved at Annual Council in May 2025 is agreed and recommended to Council for Approval (Appendix 1).

3.0 Forecasted Outturn 2024/25 as at December 2024

- 3.1 The General Fund revenue net expenditure budget for 2024/25 of £19.1m was approved at full Council in February 2024 with an initial budget gap of £4.03m being closed by introducing savings targets, additional income from the Local Government Finance Settlement plus a favourable forecast on the Collection Fund.
- 3.2 Cost pressures have been seen during the year, some of which are due to the economic climate. There has also been some additional income generation above budgeted levels which has helped to mitigate some of the overspend.
- 3.3 The forecasted underspend against the budget for 2024/25 as at Q3 is approximately £55k which is a change of £45k from a forecasted underspend of £10k at Q2. Full detail will be reported to Cabinet in March 2025. The main areas of variances are as follows:
- Increased expenditure / loss of income in relation to the opening of the Hampton by Hilton Hotel
 - Homelessness and the resulting loss of subsidy through Housing Benefit has been a significant cost in year with an anticipated overspend of £395k
 - Increased costs for insurance premiums
 - Pressures from the delay in signing the Civic Hall lease
 - Uplifted rates in relation to the Grounds Maintenance Contract costs
 - Reduced recyclable income from the Sherbourne MRF accompanied by additional contractor payments for recycling
 - Increased costs of vehicle hire and agency arrangements
- 3.4 As noted at 3.2, there has been some additional income generation / reduced expenditure that is helping to mitigate the overspend as follows:
- Increased planning application fees
 - Investment income is also likely to be higher than budget, but a full review of longer-term investments is underway and will be reported as part of the Q3 report
 - External interest costs lower than anticipated due to delaying the need for borrowing
 - Additional homelessness prevention grant offsetting the subsidy losses
- 3.5 The forecasted underspend is to be contributed to earmarked reserves set-aside for future financial resilience.

4.0 Local Government Finance Settlement

- 4.1 The Local Government Finance Settlement was announced on 5th February 2025 and the budget has been updated.
- 4.2 The main points to note for the Council is that the funding guarantee grant has not continued into 2025/26, but the introduction of a recovery grant based on deprivation has replaced this funding. In addition, the Council will receive compensation for the employer National Insurance increases.
- 4.3 For the Council, the Settlement resulted in the Council's core spending power (excluding Council Tax) reducing by 1.61%. New Homes Bonus reduced to £1,027k from £1,181k in 2024/25 and no Funding Guarantee grant was allocated for 2025/26 which is a loss of £552k between years. A Recovery grant of £514k has been allocated by Government alongside £121k for compensation in relation to the increased employer National Insurance contributions. The Revenue Support Grant has increased from £169k to £209k which has meant an overall reduction in the non-specific funding by £31k in comparison to 2024/25.
- 4.4 In addition, the increase of 2.99% on a Band D property and the increase in tax base to 40,809.3 has resulted in an increase of £512k in Council Tax between years for NBBC and is £321k more income than included in the draft budget. The Band D of £271.47 is an increase of £7.88.
- 4.5 Future Local Government Finance Settlements are expected to be multiyear settlements, allowing longer term planning for future budgets.
- 4.6 A consultation on Local Authority Funding Reform was part of the provisional settlement which was open for the Council to comment on until the 15th January 2025. These details included key plans which were outlined to address the current system for funding, the oversight and standards in local audits and the resetting of the Business Rates Retention System which is expected in 2026/27.

National Non-Domestic Rates (NNDR)

- 4.7 The return for NNDR forecasting the income position for 2025/26 has been submitted to DLUHC and a summary of the position included within the budget is included in the following table.

	2024/25 £	2025/26 £	Movement £
Income after Levy	16,752,339	17,525,802	773,464
Surplus / (Deficit)	1,351,683	1,506,079	154,396
Tariff	(11,223,277)	(11,346,032)	(122,755)
	6,880,745	7,685,849	805,105

4.8 In previous years and due to the pandemic, business rates were impacted significantly with much lower levels of income generation due to the Government introducing new business rates reliefs to support businesses through the periods of closure. This resulted in large deficits on the fund which local authorities were able to spread over a three-year period through legislation. The Council is now experiencing a surplus position in 2024/25, far exceeding the original forecast and this will continue into 2025/26.

4.9 An increase in the provision for appeals has been included within the NNDR return as a revaluation of business rates was implemented on 1st April 2023 and this will undoubtedly result in a peak in claims against the amended rateable values.

5.0 **Budget Position 2025/26**

5.1 The draft budget was presented to Cabinet in December 2024 and a deficit position of £2.96m was reported.

5.2 Work has been undertaken to bridge the budget gap with savings and income generation accompanied by the Local Government Finance Settlement resulting in a balanced budget position for 2025/26.

5.3 Additional pressures were highlighted during the finalisation of the budget and a breakdown of the final position is summarised in the following table:

	2025/26 £'000
General Fund Draft Budget Deficit	2,960
<u>Changes in Funding:</u>	
Increase in Business Rates Retention	(£651)
Use of Extended Producer Responsibility Grant	(£339)
Increase in Homelessness Grant	(£325)
Increase in Government Grants (Revenue Support Grant / National Insurance Compensation)	(£292)
Increase in Business Rates Pool Surplus	(£154)
Business Rates Levy Distribution	(£31)
Increase in New Homes Bonus	(£17)

<u>Additional Changes since the Draft Budget:</u>	
Match Funding for Creative People and Place Programme Bid	£75
Increase in Insurance Premium costs	£58
Increase in costs for Members Allowances	£40
Waste Enforcement Contract Arrangement Ending	£20
Increased costs for Re-Tender of Election Software	£15
Recycling Collections Contract Reduced from 7 to 6 Rounds	(£176)
Increase in Planning Fee Income	(£122)
Self-Erect Markets	(£116)
Business Rates Costs for NBBC	(£40)
Increase in Chargeable Income for Revenues and Benefits	(£31)
Final Deficit to Fund	874
<u>Labor Group Funding Decisions</u>	
Council Tax Increase at 2.99%	(£321)
Additional use of Extended Producer Responsibility Grant	(£250)
Increase in rent for Eaton House	(£122)
Reduction in Bridge Repairs Budget	(£117)
Removal of Grounds Maintenance Provision	(£90)
Removal of Parks Renewal Budget (Revenue Contribution to Capital)	(£75)
Removal of Borough Sweep Budget	(£60)
Car Parking Income Increases	(£50)
Fees and Charges Increases	(£28)
Removal of Growth for Climate Change	(£15)
<u>Growth Items:</u>	
Increase in FTE for Tree Surveying	£52
Improvements in Council Chamber Infrastructure	£50
Maintenance of the Town Hall	£40
Consultancy in relation to Empty Homes	£30
Funding for Devolution Scoping	£25
Increase in FTE to Deliver Events	£22
Additional Resources to Deliver Events	£10
Increased Budget to deliver Stock Condition Surveys	£10
Consultancy Budget for IT	£10
Increase Third Sector Contributions by 3%	£4
Total Deficit / Surplus	(1)

- 5.4 The additional income received within the Settlement is proposed to be included in full during 2025/26 which has supported the General Fund. Savings will be required into the future to ensure financial sustainability of the Council. Refer to section 6 and the detail around the MTFP.

Additional Changes since the Draft Budget

- 5.5 In addition to receiving the final settlement, service changes and further budget reviews have resulted in additional changes since the Draft Budget report which combined to fund £277k in total of the draft deficit.
- 5.6 A bid allowing more creative and cultural projects to be delivered across the borough will require £75k match funding during 2025/26 and 2026/27 if successful.
- 5.7 A review of tenders, contracts and decisions approved by Cabinet have seen additional pressures added to the draft deficit in relation to insurance premiums, members allowances, a waste enforcement contract and re-tendering for elections software.
- 5.8 Following discussions with Coventry City Council, the delivery of our recycling collections will be reduced from 7 rounds to 6, creating a significant saving.
- 5.9 Following a further review of previous year trends on income and expenditure for the authority, budgets for planning and revenues and benefits income were increased with business rates costs for the Council reducing.
- 5.10 Following a decision made early in 2024/25 the markets budgets have been amended for the shift in operation to self-erect markets.

Labour Group Funding Decisions

- 5.11 Increasing the council tax by the maximum 2.99% will increase funding to deliver services.
- 5.12 The grant of £1.339m received for Extended Producer Responsibility is not ringfenced and £589k of this has been used to offset increased recycling costs as reported in the Draft Budget Report. The remainder of the unused grant has been earmarked for a service review to result in long term efficiencies within the Refuse & Recycling service.
- 5.13 An increase in-line with December's CPI on fees and charges that are not statutory other than car parking and homelessness nightly charges which have seen different changes will result in more income generation.

- 5.14 A budget for bridge repairs of £167k was set aside in 2024/25. After a review this has been reduced by £117k to prioritise a maintenance programme.
- 5.15 With the Grounds Maintenance contract having fixed price increases over the next 2 contractual years the provision for price increases and consultancy is no longer needed with the re-tendering work already in progress.
- 5.16 A capital contribution for parks renewals has not been fully utilised in previous years. It is an objective to utilise section 106 monies whilst developing a parks strategy to better understand the requirements in for funding in the near future.
- 5.17 The growth requested for Climate Change has been removed for 2025/26 whilst a strategy is finalised.
- 5.18 Services for additional borough sweeps will be reviewed in-line with the Refuse and Recycling review mentioned in 5.12 which results in a saving of £60k.

Growth Items:

- 5.19 Increasing the full time equivalent for Tree officers will allow further surveying and expertise when looking after our tree population across the borough. This will also assist in planning applications requiring less reliance on external resources.
- 5.20 In order to address the maintenance off the Council's assets, additional budget has been allocated for stock condition surveys as well as maintenance to the town hall alongside specific works on the Council Chamber. This information will allow an asset management plan to be reviewed / formulated to have more evidenced based budgeting in the MTFP.
- 5.21 A review is currently on-going across the borough to identify empty properties in order for the Council to utilise powers in getting them back into use. The budget growth is to allow additional support which will achieve benefits for homelessness and income generation through business rates and council tax.
- 5.22 Following the Government white paper published December 2024 which set out plans to deepen and widen devolution, the Council will require some budget to scope out options and formulate plans in the future.
- 5.23 To allow more events to be delivered across the borough, the full-time equivalent staff and resources have been increased within the budget.

5.24 Some smaller growth has been added for increasing the third sector contributions by 3% and adding in £10k consultancy for IT to allow work to begin on planning to improve the IT infrastructure.

6.0 Medium-Term Financial Plan (MTFP)

6.1 A revised Medium-Term Financial Strategy was reported to Cabinet in November 2022 and was noted in the report that the Plan that accompanies the Strategy will be updated and presented during the budget process. An update to the Strategy will be undertaken once the planned multi-year settlement is released.

6.2 The MTFP includes all of the updates considered within this report and shows that a balanced budget has been achieved in year. A level of reserves is still set to be drawn down in 2025/26 with contributions also being made for future capital and strategy works.

6.3 A summary of the anticipated position in future years is included below with detail contained in Appendix 2.

GENERAL FUND MEDIUM-TERM FINANCIAL PLAN

	Budget 2024.25 £'000	Proposed Budget 2025.26 £'000	Forecast 2026.27 £'000	Forecast 2027.28 £'001	Forecast 2028.29 £'002
Portfolio Expenditure	20,825	23,027	24,152	25,025	25,857
Central Provisions	-1,695	-2,243	-1,906	-890	-703
Additional Pressures/Opportunities	-55	0	-1,855	-2,125	-2,250
Total Funding	-19,133	-20,784	-18,314	-17,646	-18,206
Deficit	-58	-0	2,076	4,364	4,698

6.4 The in-year anticipated surplus is to be contributed to the financial resilience reserve to ensure there is provision for future pressures that may arise.

6.5 Transformation processes have started, and it is expected that a number of savings will be generated during 2025/26, especially with full service reviews and these will be embedded into the base budget in 2026/27. These potential savings have been built into the forecast.

6.6 There is still an expectation that reserve drawdowns will be required during 2025/26 and throughout the life of the plan. Some of these drawdowns however are for projects already committed to and capital works. Overall, the Council's earmarked reserves position is set to reduce significantly during the coming years and therefore it is

essential that process reviews are undertaken to generate efficiencies and revised ways of working.

6.7 At this stage, it is still unknown how the Government will look to fund local authorities into the future but it has been suggested that a multi year settlement is due in December 2025. This will provide a greater level of certainty regarding funding and any resulting expenditure pressures. A summary of assumptions included within the Plan is listed below:

- 3.0% salary increase in 2026/27, reducing to 2.5% salary from 2027/28 onwards
- Inflation but only where contractual obligations exist
- Council Tax referendums will remain at 2.99% on a Band D and this is built in going forwards
- A 1% tax base increase per annum on Council Tax
- NNDR is assumed to face a reset in 2026/27, but transitional support has been built in
- New Homes Bonus will cease from 2026/27
- Planning fee income is assumed to remain at the same level as included for 2024/25 but planning performance agreements and pre-application income are likely to generate higher levels of income than currently forecast. This will be kept under review.

6.8 In addition to the funding risks, nothing is yet built into the MTFP for food waste which will go live in April 2026. New Burdens funding will be received to support but nothing has yet been indicated to the Council regarding how much. The upcoming food waste operational pressures will be considered as part of the Refuse & Recycling service review noted earlier in the report.

7.0 Reserves

7.1 Earmarked reserves are held for specific purposes and transfers to and from reserves have been made in year for both revenue and capital purposes.

7.2 As at 31st March 2024, the Council held £14.3m in specific earmarked reserves and there is an expected drawdown of approximately £0.68m from reserves during 2024/25. This is due to commitments already approved, funding that is set-aside for specific purposes less the anticipated surplus during 2024/25.

7.3 A summary of earmarked reserves by category and anticipated drawdown is shown in the following table.

GENERAL FUND EARMARKED RESERVES

	B/fwd 2023/24 £'000	Forecast 2024/25 £'000	Forecast 2025/26 £'000	Forecast 2026/27 £'000	Forecast 2027/28 £'000	Forecast 2028/29 £'000
Collection Fund Timing	387	0	0	0	0	0
Financial Planning	1,310	1,368	1,818	1,498	898	298
Risk Based Reserves	5,746	5,746	5,446	4,846	3,157	1,315
General Balances	4,448	4,448	4,338	4,238	3,220	2,020
Capital	2,418	2,068	1,718	1,368	1,018	668
	14,309	13,630	13,320	11,950	8,293	4,301

7.4 Reserve levels are expected to fall over the life of the forecast but and work is being undertaken to mitigate this risk. As with the MTFP, it is currently difficult to forecast anything past the next 12 months due to the uncertainty of funding. It is however clear that the Council needs to review its cost base and income generation opportunities as a matter of urgency.

7.5 For the purposes of the budget round and moving into 2026/27, there are sufficient reserves to cover known issues and potential risks, but a robust plan needs to be put in place around future service delivery with reduced resources to ensure financial stability.

8.0 Financial Risk Analysis

8.1 As part of determining whether the Council has financial stability, risk analysis regarding the financial position needs to be considered.

8.2 The Council faces financial risks from a number of sources, some of which are unforeseen and to ensure the authority is able to operate, specifically statutory obligations, it is essential to understand the risks and ensure mitigation is in place.

8.3 Full risk analysis has been undertaken and is included in Appendix 4.

9.0 Statement of the S151 Officer

9.1 In their role as the Council's S151 Officer (Chief Finance Officer), the Strategic Director – Corporate Resources is required, under S25 of the Local Government Act 2003, to provide an opinion of the robustness of the estimates included in the budget for the forthcoming year and the adequacy of the Council's reserves.

- 9.2 The Council's financial position has not altered greatly in the last few years with a need to generate savings and income being key. The budget setting process for 2025/26 is no different.
- 9.3 A forecasted underspend in the current financial year will help to support the longer-term financial position of the Council but this will not fix the ongoing high cost base. The proposed savings through transformation projects over the next few years must be measured to ensure that these are achieved for sustainability.
- 9.4 Although the Local Government Finance Settlement provided a reduced level of funding comparable to 2024/25 but the increased level of grants for homelessness has provided support for benefit subsidy losses and the recycling grant has provided opportunity to earmark income for a full service review. In addition, there is still funding remaining from the money set-aside in the settlement for 2023/24 for transformation projects. It is essential that the transformation plan is endorsed to save money and create efficiencies to improve the future financial position of the Council.
- 9.5 As noted in section 7 of the report, the Council holds reserves for risks and analysis conducted suggests that these are robust and will enable to support the Council over the coming 12 months. The budget is balanced, and a plan is in progress to deliver savings over the next two years.
- 9.6 Considering the above, together with the proposals within the report, it is the view of the Strategic Director – Corporate Resources that the estimates for 2025/26 are robust and the proposed level of reserves are adequate.

10.0 Conclusion

- 10.1 That a balanced budget is proposed and that a robust level of reserves are in place to support the Council's services during 2025/26.

11.0 Appendices

- 11.1 Appendix 1 – Detailed Budget Breakdown
- 11.2 Appendix 2 – Medium-Term Financial Plan
- 11.3 Appendix 3 – Fees and Charges 2025/26
- 11.4 Appendix 4 – Risk Analysis

Appendix 1

GENERAL FUND BUDGET 2025/26

	2024/25 Budget	2024/25 Budget (Service Changes)	2025/26 Draft Budget	2025/26 Final Budget
	£	£	£	£
Markets & Street Trading	138,930	138,930	164,641	53,301
Town Centre Management	226,732	652,462	691,315	631,332
West Midlands Combined Authority	30,000	30,000	30,000	30,000
Car Parks	26,963	26,963	180,638	72,439
Public Passenger Transport	49,122	49,122	59,889	57,499
Public Conveniences	135,478	135,478	146,128	146,128
Marketing, Promotions and Publicity	55,120	55,120	58,870	92,850
Commercial Property	(1,420,386)	(1,420,386)	(1,000,279)	(1,046,219)
Industrial Estates	(190,161)	(190,161)	(193,669)	(193,669)
Economic Development	441,576	441,576	467,600	465,950
Estates	161,290	492,559	513,309	801,100
Business & Regeneration Total	(345,337)	411,663	1,118,442	1,110,711
Rent Allowances	82,508	82,508	82,510	82,510
Rent Rebates	740,600	740,600	740,602	740,602
Electoral Registration	80,355	80,355	96,685	111,685
Election Expenses	115,735	115,735	78,500	78,500
Equal Opportunities	1,150	1,150	52,270	51,960
Emergency Planning	31,400	31,400	31,400	31,400
Democratic Representation and Management	334,378	334,378	323,875	364,185
Revenues	1,243,905	1,243,905	1,413,725	1,402,795
Council Tax Benefits	0	0	0	0
Corporate Management	9,406,719	5,019,315	5,586,931	5,216,341
Non Distributed Costs	0	0	0	0
Mayoralty	16,290	16,290	16,290	16,290
Resources and Customer Services Total	12,053,041	7,665,636	8,422,788	8,096,268
Health Promotion & Inequalities	0	0	0	0
Cemeteries	47,811	47,811	99,972	96,092
Allotments	(1,588)	(1,588)	(1,045)	(1,125)
Parks	2,108,000	2,741,272	2,905,426	2,869,784
Community Recreation	1,094,324	1,218,181	1,308,673	1,308,740
Sports Development	22,422	22,422	22,420	22,420
Civic Hall	337,167	337,167	2,500	0
Museum	204,860	268,325	276,177	274,837
Arts Development	40,150	40,150	40,150	115,150
Community Development	1,950	1,950	1,950	1,950
Voluntary Bodies	138,090	138,090	138,090	142,383
Community Safety	89,930	89,930	93,870	93,580

Community Centres	69,939	69,939	69,918	70,018
Leisure, Communities and Health Total	4,153,055	4,973,649	4,958,102	4,993,829
Housing Advice Centre	(506,244)	(506,244)	(535,130)	(981,682)
Private Sector Grants	73,540	73,540	95,790	94,880
Housing Strategy	0	574,109	658,439	1,062,242
Private Sector Housing Standards	(10,981)	(10,981)	(8,979)	(11,822)
Mobile Home Sites	(94,453)	(94,453)	(95,740)	(100,150)
Housing Total	(538,138)	35,971	114,380	63,468
Environmental Protection	169,365	169,365	181,931	180,731
Food & Occupational Safety	253,216	253,216	271,935	271,375
Land Drainage Works	0	0	0	0
Street Nameplates	8,660	8,660	9,660	9,660
Building Control	51,047	51,047	95,911	95,911
Development Control	(548,630)	(548,630)	(334,210)	(456,650)
Planning Policy & Applications	342,430	1,413,863	1,496,513	1,540,000
Land Charges	(58,979)	(58,979)	(58,979)	(61,119)
Licences	(100,506)	(100,506)	(84,996)	(90,556)
Health & Safety	105,349	105,349	110,819	93,812
Planning and Enforcement Total	221,951	1,293,385	1,688,584	1,583,164
Refuse & Cleansing	3,648,168	3,648,168	4,011,244	3,953,294
Recycling	1,519,837	1,519,837	2,402,956	1,618,114
Neighbourhood Management	0	1,164,270	1,322,118	1,304,861
Footpath Lighting	5,300	5,300	6,300	6,300
Environmental Projects	63,425	63,425	63,204	63,204
Environmental Sustainability	45,000	45,000	60,000	45,000
Environment and Public Services Total	5,281,730	6,446,000	7,865,822	6,990,773
Portfolio Total	20,826,304	20,826,304	24,168,117	22,838,213
Central Provisions	641,755	641,755	523,416	433,416
Depreciation & Impairment	(3,096,530)	(3,096,530)	(3,096,530)	(3,096,530)
Contributions To/From Reserves	(1,435,806)	(1,435,806)	(1,435,806)	(1,435,806)
Financing of Capital Expenditure	1,200,000	1,200,000	1,200,000	1,125,000
PWLB Premiums	21,120	21,120	21,120	21,120
Investment Income	(582,508)	(582,508)	(741,320)	(741,320)
Minimum Revenue Provision	580,290	580,290	662,811	662,811
External Interest	976,798	976,798	976,800	976,800
Total Council Net Expenditure	19,131,423	19,131,423	22,278,608	20,783,704
Council Tax	(10,566,339)	(10,566,339)	(10,757,046)	(11,078,501)
New Homes Bonus	(1,180,874)	(1,180,874)	(1,010,472)	(1,027,339)
General Government Grants	(552,494)	(552,494)	(552,494)	(844,000)
Business Rates Retention	(5,529,042)	(5,529,042)	(5,529,046)	(6,210,770)
NDR Collection Fund (Surplus)/ Deficit	(1,351,683)	(1,351,683)	(1,351,683)	(1,506,079)
Council Tax Collection Fund (Surplus)/ Deficit	46,896	46,896	(117,378)	(117,378)
Total Funding	(19,133,536)	(19,133,536)	(19,318,119)	(20,784,067)
(Surplus) / Deficit	(2,113)	(2,113)	2,960,489	(363)

GENERAL FUND MEDIUM-TERM FINANCIAL PLAN

	Proposed		Forecast 2026.27 £'000	Forecast 2027.28 £'000	Forecast 2028.29 £'000
	Budget 2024.25 £'000	Budget 2025.26 £'000			
Portfolio					
Business & Regeneration	412	1,289	1,194	1,273	1,355
Environment & Public Services	6,446	6,991	7,424	7,746	8,016
Housing	35	63	445	520	597
Leisure, Communities & Health	4,974	4,994	5,080	5,161	5,244
Planning & Enforcement	1,293	1,593	1,658	1,713	1,770
Resources & Customer Services	7,666	8,096	8,351	8,611	8,874
Portfolio Expenditure	20,825	23,027	24,152	25,025	25,857
Accounting Adjustments					
Depreciation	-3,097	-3,097	-3,097	-3,097	-3,097
Minimum Revenue Provision	580	530	677	970	1,089
Interest Payable	998	941	1,241	1,831	1,792
Interest Receivable	-583	-741	-667	-534	-427
Financing of Capital Expenditure	1,200	1,125	942	942	942
Contributions to/from reserves	-1,436	-1,436	-1,436	-1,436	-1,436
Central Provisions	642	433	433	433	433
Net Expenditure	19,130	20,784	22,245	24,134	25,154
Provisions					
Forecasted Outturn	-55	0	0	0	0
Regeneration Income	0	0	-900	-1,050	-1,050
Transformation Savings	0	0	-1,200	-1,200	-1,200
Upgrade to Chamber Infrastructure	0	0	125	125	0
Borough Election	0	0	120	0	0
Additional Pressures/Opportunities	-55	0	-1,855	-2,125	-2,250
Funding					
NNDR	-6,881	-7,686	-5,268	-4,441	-4,763
Council Tax	-10,519	-11,196	-11,524	-11,987	-12,469
New Homes Bonus	-1,181	-1,027	0	0	0
General Government Grants	0	-361	0	0	0
Recovery Grant	0	-514	0	0	0
Funding Guarantee	-552	0	0	0	0
Transitional NNDR Reset	0	0	-1,522	-1,218	-974
Total Funding	-19,133	-20,784	-18,314	-17,646	-18,206
Deficit	-58	-0	2,076	4,364	4,698

Fees & Charges 2025/26

General Fund	2024/25 Fee	2025/26 Proposed Fee	% Change
<u>Cemeteries</u>			
Exclusive Rights of Burial Under 18 Years	510.00	523.00	2.50%
Exclusive Burial Rights – 50 Years	1,174.00	1,203.00	2.50%
Reservation of a Burial Plot (Marston Lane only)	1,174.00	1,203.00	2.50%
Deed of Grant Transfer Fee	81.00	83.00	2.50%
Grave for Person Under 18 Years	762.00	781.00	2.50%
Grave Depth for One Person	762.00	781.00	2.50%
Grave Depth for Up to Two Persons	1,005.00	1,030.00	2.50%
Grave Depth for Three Persons	1,232.00	1,263.00	2.50%
Grave Depth Burial with Ashes casket inside the coffin	314.00	322.00	2.50%
Grave Depth Burial with Ashes Casket	314.00	322.00	2.50%
Short Notice Internment – Saturday (in addition to Burial: Internments fee)	300.00	308.00	2.50%
Short Notice Internment – Sunday & Bank Holidays (in addition to Burial: Internments fee)	601.00	616.00	2.50%
Fees Grave Care	64.00	66.00	2.50%
Exhumation Applications	33.00	34.00	2.50%
Genealogy Requests	16.50	16.50	2.50%
Administration Charge	32.50	33.50	2.50%
Exclusive Cremated Remains Rights	583.00	598.00	2.50%
Reservation of a Burial Plot (Marston Lane only)	583.00	598.00	2.50%
Exclusive Cremated Remains Rights – Outside Borough	1,250.00	1,281.00	2.50%
Deed of Grant Transfer	81.00	83.00	2.50%
Internment of Cremated Remains	314.00	322.00	2.50%

Fees: Usher Service – Scattering of Ashes	60.00	62.00	2.50%
Scattering of Ashes from External Sources	134.00	137.00	2.50%
Rights to Erect a Memorial	280.00	287.00	2.50%
Additional Inscriptions	105.00	108.00	2.50%
Small Memorial Vase	80.00	82.00	2.50%
Benches	925.00	948.00	2.50%
Memorial Tree and Boulder	Variable	Variable	
Replacement Plaques to Tree or Benches	Variable	Variable	
Book of Remembrance and Tablets	33.00	34.00	2.50%
Memorial Blocks and Tablets	533.00	546.00	2.50%
Vase Block Renewal	368.00	377.00	2.50%
Replacement Vase Block Plaques	112.00	115.00	2.50%

Football & Cricket

Pitch Only (per game)	20.50-36.00	21.50-37.00	2.50%
Pitch & Showers (per game)	28.00-65.00	29.00-67.00	2.50%
Mini Soccer (per game)	13.00-16.00	13.00-16.00	
Seasonal Senior Charge with Changing	645.00	661.00	2.50%
Seasonal Senior Charge without Changing	385.00	395.00	2.50%
Cricket Pitch & Pavilion - Local Groups (Per Hour)	38.00-65.00	39.00-67.00	2.50%
Cricket Pitch & Pavilion - Out of Borough (Per Hour)	52.00-91.00	53.00-93.00	2.50%
Pavilion - Local Groups (Per Hour)	13.00	13.00	
Pavilion - Out of Borough (Per Hour)	16.00	16.00	
Pavilion Play Groups - Local Groups (Per Hour)	20.00	21.00	2.50%
Pavilion Play Groups - Out of Borough (Per Hour)	23.00	24.00	2.50%
Bowls games (Per Game)	16.50	16.50	2.50%
Pingles Stadium	65.00-110.00	73.00-123.00	2.50%

Parks

Funfair (per day) trading day	370.00	379.00	2.50%
Funfair - bond returnable	615.00	630.00	2.50%
Funfair (per day) non-trading day	75.00	77.00	2.50%
Miscellaneous Events - Commercial groups	340.00	349.00	2.50%
Miscellaneous Events - National Registered Charity	155.00	159.00	2.50%
Miscellaneous Events - Local Charity	-	-	
Day Hire of Destination Park - Commercial	615.00	630.00	2.50%
Day Hire of Destination Park - National Registered Charity	305.00	313.00	2.50%
Day Hire of Destination Park - Local Charity	-	-	
Commercial Personal Training - 6 month permit peak (Apr-Sep)	140.00	144.00	2.50%
Commercial Personal Training - 6 month permit off-peak (Oct-Mar)	225.00	231.00	2.50%
Commercial Personal Training - 12 month permit (Flat Rate)	200.00	205.00	2.50%
Leaflet/Sampling - 1st Person Leafleting	185.00	190.00	2.50%
Leaflet/Sampling - Per Person Thereafter	75.00	£77.00	2.50%
Bouncy Castle/Inflatables - Large	125.00	128.00	2.50%
Bouncy Castle/Inflatables - Small	65.00	67.00	2.50%
Park Landing - Helicopter	95.00	97.00	2.50%
Park Landing - Hot Air Balloon	95.00	97.00	2.50%
Family Events (i.e. barbeques)	65.00	67.00	2.50%
Cancellation - 6 weeks before event	25%	25%	
Cancellation - 5 weeks before event	50%	50%	
Cancellation - less than 5 weeks before event	75%	75%	
Cancellation - less than 2 weeks before event	100%	100%	
DBS application charge (not charged for volunteers)	45.00	46.00	2.50%
DBS administration charge (chargeable to volunteers)	13.00	13.00	

Museum

Museum Lecture Theatre/Gallery (hour) until 4.00pm	22.50	23.50	2.50%
Museum Lecture Theatre/Gallery (hour) 4.00pm until close	45.00	46.00	2.50%
School Visits no museum support	-		
School Visits led/supported by museum staff	3.50	3.50	
School Visits led by external contractors	65.00	67.00	2.50%
Commission on Gallery sales	25%	25%	
Commission on Shop sales	30%	30%	
Fines - artists who don't collect work on time	2.50	2.50	

Reproduction Fees

Image on file and emailed	5.00	5.00	
Image on file, disc produced	15.00	15.00	
Object/painting to be photographed and emailed	25.00	26.00	2.50%
Object/painting to be photographed, disc produced	35.00	36.00	
Professional photograph, high resolution, suitable for larger print - image on file, disc produced	35.00	36.00	
Photographic prints (of larger prints) - 6x4	10.00	10.00	
Photographic prints (of larger prints) - 7x5	12.50	12.50	
Photographic prints (of larger prints) - 10x8	15.00	15.00	
Scanned photocopies - A4 black & white	3.00	3.00	
Scanned photocopies - A4 colour	6.00	6.00	
Scanned photocopies - A3 black & white	5.50	5.50	
Scanned photocopies - A3 colour	11.00	11.00	
Postage - UK First Class	4.50	4.50	
Postage - UK Special delivery	8.00	8.00	
Postage - European Union (Airsure)	8.00	8.00	
Postage - Elsewhere (Airsure)	14.00	16.00	

Licenses

Regional casino			
New application where provisional statement granted	6,400.00	6,400.00	
Non conversion other premises (i.e. NEW)	12,000.00	12,000.00	
Annual Fee	12,000.00	12,000.00	
Variation	6,000.00	6,000.00	
Transfer of license	5,200.00	5,200.00	
Re-instatement fee	5,200.00	5,200.00	
Provisional Statement	12,000.00	12,000.00	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
New large casino			
New application where provisional statement granted	4,000.00	4,000.00	
Non conversion other premises (i.e. NEW)	8,000.00	8,000.00	
Annual Fee	8,000.00	8,000.00	
Variation	4,000.00	4,000.00	
Transfer of license	1,720.00	1,720.00	
Re-instatement fee	1,720.00	1,720.00	
Provisional Statement	8,000.00	8,000.00	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
New small casino			
New application where provisional statement granted	2,400.00	2,400.00	
Non conversion other premises (i.e. NEW)	6,400.00	6,400.00	
Annual Fee	4,000.00	4,000.00	
Variation	3,200.00	3,200.00	

Transfer of license	1,440.00	1,440.00	
Re-instatement fee	1,440.00	1,440.00	
Provisional Statement	6,400.00	6,400.00	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
Existing casinos			
New application where provisional statement granted	N/A	N/A	
Non conversion other premises (i.e. NEW)	4,000.00	4,000.00	
Annual Fee	2,400.00	2,400.00	
Variation	1,600.00	1,600.00	
Transfer of license	1,080.00	1,080.00	
Re-instatement fee	1,080.00	1,080.00	
Provisional Statement	N/A	N/A	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
Bingo premises			
New application where provisional statement granted	960.00	960.00	
Non conversion other premises (i.e. NEW)	2,800.00	2,800.00	
Annual Fee	800.00	800.00	
Variation	1,400.00	1,400.00	
Transfer of license	960.00	960.00	
Re-instatement fee	960.00	960.00	
Provisional Statement	2,800.00	2,800.00	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
Adult gaming centre			
New application where provisional statement granted	960.00	960.00	
Non conversion other premises (i.e. NEW)	1,600.00	1,600.00	

Annual Fee	800.00	800.00	
Variation	800.00	800.00	
Transfer of license	960.00	960.00	
Re-instatement fee	960.00	960.00	
Provisional Statement	1,600.00	1,600.00	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
Betting premises tracks			
New application where provisional statement granted	760.00	760.00	
Non conversion other premises (i.e. NEW)	2,000.00	2,000.00	
Annual Fee	800.00	800.00	
Variation	1,000.00	1,000.00	
Transfer of license	760.00	760.00	
Re-instatement fee	760.00	760.00	
Provisional Statement	2,000.00	2,000.00	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
Betting premises (other)			
New application where provisional statement granted	960.00	960.00	
Non conversion other premises (i.e. NEW)	2,400.00	2,400.00	
Annual Fee	480.00	480.00	
Variation	1,200.00	1,200.00	
Transfer of license	960.00	960.00	
Re-instatement fee	960.00	960.00	
Provisional Statement	2,400.00	2,400.00	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
Family entertainment centres			

New application where provisional statement granted	760.00	760.00	
Non conversion other premises (i.e. NEW)	1,600.00	1,600.00	
Annual Fee	600.00	600.00	
Variation	800.00	800.00	
Transfer of license	760.00	760.00	
Re-instatement fee	760.00	760.00	
Provisional Statement	1,600.00	1,600.00	
Change of circumstance	50.00	50.00	
Copy of license	25.00	25.00	
Licensed premises gaming machine permit			
Grant	150.00	150.00	
Existing operator grant	100.00	100.00	
Variation	100.00	100.00	
Transfer	25.00	25.00	
Annual fee	50.00	50.00	
Change of name	25.00	25.00	
Copy of permit	25.00	25.00	
License premises automatic notification process			
On notification	50.00	50.00	
Club gaming permits			
Grant	200.00	200.00	
Grant (club premises certificate holder)	100.00	100.00	
Existing operator grant	100.00	100.00	
Variation	100.00	100.00	
Renewal	200.00	200.00	
Renewal (club premises certificate holder)	100.00	100.00	
Annual fee	50.00	50.00	
Copy of permit	15.00	15.00	

Club machine permits			
Grant	200.00	200.00	
Grant (club premises certificate holder)	100.00	100.00	
Existing operator grant	100.00	100.00	
Variation	100.00	100.00	
Renewal	200.00	200.00	
Renewal (club premises certificate holder)	100.00	100.00	
Annual fee	50.00	50.00	
Copy of permit	15.00	15.00	
Family entertainment centre gaming machine permits			
Grant	300.00	300.00	
Renewal	300.00	300.00	
Existing operator grant	100.00	100.00	
Change of name	25.00	25.00	
Renewal (club premises certificate holder)	100.00	100.00	
Annual fee	50.00	50.00	
Copy of permit	15.00	15.00	
Prize gaming permits			
Grant	300.00	300.00	
Renewal	300.00	300.00	
Existing operator grant	100.00	100.00	
Change of name	25.00	25.00	
Copy of permit	15.00	15.00	
Small lottery registration			
Grant	40.00	40.00	
Annual fee	20.00	20.00	
Sex establishments	2,210.00	2,210.00	

Licensing Act 2003

Application Fee/Annual Charge statutory charges

Premises and club premises certificates - fees			
Band A - rateable value £0-£4,300	100.00/70.00	100.00/70.00	
Band B - rateable value £4,301-£33,000	190.00/180.00	190.00/180.00	
Band C - rateable value £33,001-£87,000	315.00/295.00	315.00/295.00	
Band D - rateable value £87,001-£125,000	450.00/320.00	450.00/320.00	
Band E - rateable value £125,000 and above	635.00/350.00	635.00/350.00	
Premises licenses only - additional fees			
Band D (X2)	900.00/640.00	900.00/640.00	
Band E (X3)	1905.00/1050.00	1905.00/1050.00	
Variation Fees			
Band A	100.00	100.00	
Band B	190.00	190.00	
Band C	315.00	315.00	
Band D	450.00	450.00	
Band E	635.00	635.00	
Additional Fees re large-scale events, number attending			
5000-9999	1,000.00	1,000.00	
10000-14999	2,000.00	2,000.00	
15000-19999	4,000.00	4,000.00	
20000-29999	8,000.00	8,000.00	
30000-39999	16,000.00	16,000.00	
40000-49999	24,000.00	24,000.00	
50000-59999	32,000.00	32,000.00	
60000-69999	40,000.00	40,000.00	

70000-79999	48,000.00	48,000.00	
80000-89999	56,000.00	56,000.00	
90000 and over	64,000.00	64,000.00	
Fees for permitted temporary activities, personal licenses and miscellaneous items			
Section 25 Theft, loss, etc. of premises licence or summary	10.50	10.50	
Section 29 Application for a provisional statement where premises being built, etc.	315.00	315.00	
Section 33 Notification of change of name or address	10.50	10.50	
Section 37 Application to vary licence to specify individual as premises supervisor	23.00	23.00	
Section 42 Application for transfer of premises licence	23.00	23.00	
Section 47 Interim authority notice following death etc. of licence holder	23.00	23.00	
Section 79 Theft, loss etc. of certificate or summary	10.50	10.50	
Section 82 Notification of change of name or alteration of rules of club	10.50	10.50	
Section 83(1) or (2) Change of relevant registered address of club	10.50	10.50	
Section 100 Temporary event notice	21.00	21.00	
Section 110 Theft, loss etc. of temporary event notice	10.50	10.50	
Section 117 Application for a grant or renewal of personal licence	37.00	37.00	
Section 126 Theft, loss, etc. of personal licence	10.50	10.50	
Section 127 Notification of change of name or address	10.50	10.50	
Section 178 Right of Freeholder etc. to be notified of licensing matters	21.00	21.00	

Vehicles

Hackney Carriage / Private Hire Vehicles			
Drivers - New Applications			
Application for Driver's Licence (3 years)	358.00	367.00	2.50%
DBS + Admin Fee	54.00	55.00	2.50%
Safe Guarding	30.00	31.00	2.50%
English & Numeracy Test	15.00	15.00	

Knowledge Test	64.00	66.00	2.50%
Drivers - Renewals			
Application for Driver's Licence (3 years)	317.00	325.00	2.50%
DBS + Admin Fee	50.00	51.00	2.50%
DVLA Licence Check	8.00	8.00	
Knowledge Test (re-take)	64.00	66.00	2.50%
Knowledge Test Cancelled on the day	15.00	15.00	
Replacement Badge/Licence	25.00	26.00	2.50%
DVLA licence check (where required)	8.00	8.00	
Child sexual exploitation training	15.00	15.00	
Vehicle Licence Application	188.00	193.00	2.50%
Vehicle Test	92.00	94.00	2.50%
Vehicle interim test / full re- test	92.00	94.00	2.50%
Test Cancellation Fee	40.00	41.00	2.50%
Re-Test within 10 working days	40.00	41.00	2.50%
Replacement Plate	25.00	26.00	2.50%
Replacement Licence	25.00	26.00	2.50%
Transfer of Licence	25.00	26.00	2.50%
Time-tabled Bus - operator fee per departure	0.45	0.45	
Coaches	1.55	1.55	
Private Hire Operator's Licence Application			
- first year	223.00	229.00	2.50%

- 3-year renewal	184.00	189.00	2.50%
- 5-year renewal	305.00	313.00	2.50%
Scrap Metal Licences			
Sites	750.00	769.00	2.50%
Collectors	300.00	308.00	2.50%

Refuse and Cleansing

Green Waste Collection			
Annual Collection Charge	40.00	45.00	12.50%
Bulky Refuse			
Up to 6 items	32.00	33.00	2.50%
- Each additional item up to maximum of 10 in total	3.50	3.50	
Above 10 items	Quotation		
Trade Sacks			
By Invoice	3.00	3.00	
Across Counter	3.50	3.50	
Sweeping			
Per Sweep	79.00	81.00	2.50%
Skips			
Collection	105.00	108.00	2.50%
Disposal Cost per tonne	115.00	118.00	2.50%
Festivals/Events			
Weekday (Working hours) Wheeled Bin – 140, 240 & 360			
Between 1 & 5 bins	46.75	50.00	6.95%

Between 6 & 10 bins	46.91	51.00	8.72%
11+ bins	50.22	54.00	7.53%
660 & 1100 Euro Bins (each)	46.75	50.00	6.95%
Skip	40.30	44.00	9.18%
Saturday & Evenings Wheeled Bin – 140, 240 & 360			
Between 1 & 5 bins	66.55	72.00	8.19%
Between 6 & 10 bins	64.86	70.00	7.92%
11+ bins	66.65	72.00	8.03%
660 & 1100 Euro Bins (each)	66.55	72.00	8.19%
Skip	43.93	47.00	6.99%
Sundays & Bank Holidays Wheeled Bin – 140, 240 & 360			
Between 1 & 5 bins	145.00	157.00	8.28%
Between 6 & 10 bins	150.00	162.00	8.00%
11+ bins	160.00	173.00	8.13%
660 & 1100 Euro Bins (each)	145.00	154.00	6.21%
Skip	151.00	163.00	7.95%

Finance and Corporate

Land Charges			
LLC 1	20.00	21.00	2.50%
NLIS LLC 1 (Electronically)	15.00	15.00	
Personal Search	no charge		
Part 1 Enquiries	110.00	113.00	2.50%
Part 2 Enquiries	20.00	21.00	2.50%
Part 3 Enquiries	30.00	31.00	2.50%
Office copy of agreements	37.00	38.00	2.50%
Individual additional questions (charge per question)	2.00	2.00	

Extra Parcel	20.00	21.00	2.50%
Legal Services - Electoral Registration			
Sale of register and the notices of alteration: Data Format (under 1,000)		20.00	
Sale of register and the notices of alteration – Data Format (over 1,000)		1.50 per 1,000	
Sale of register and the notices of alteration: Printed Format (under 1,000)		10.00	
Sale of register and the notices of alteration – Printed Format (over 1,000)		£5 per 1,000	
Sale of register and the notices of alteration - list of overseas electors - Data Format (under 100)		20.00	
Sale of register and the notices of alteration – list of overseas electors – Data Format (above 100)		1.50 per 100	
Sale of register and the notices of alteration - list of overseas electors - Printed Format		10.00	
Sale of register and the notices of alteration – list of overseas electors – Printed Format		£1.50 per 100	
Rating Authority Costs			
Magistrates Clerk Costs / Issue of Summons	0.50	0.50	
Rating Authority Costs - Council Tax	107.00	107.00	
Rating Authority Costs - NNDR	161.00	161.00	
Magistrate Court:			
Committed Warrant	305.00	305.00	
Per Committal Order for prison sentence	145.00	145.00	
Committal summons	54.00	54.00	
Markets - Nuneaton			
<u>Wednesday and Saturday</u>			
Self Erect Per 3.5m x 3.5m pitch		20.00	
Vehicular Trading		40.00	
Reduced market per vehicle (Adverse weather)		10.00	

Power supply - per day (limited availability)		5.00	
Street Advertising per day		100.00	
<u>Bedworth Market – permanent</u>			
Lock-up Unit (3 metres)		65.00	
Lock-up Unit (4 metres)		88.00	
Lock-up Unit (5 metres)		110.00	
Cabin		60.00	
<u>Open Stall</u>			
Indoor Market		12.00	
<u>Outdoor Market</u>			
Self-erect per 3.5m x 3.5m stall		10.00	

Planning

Sale of Freehold Property / Land			
£0 - £20,000	550.00	550.00	
£20,001 - £50,000	920.00	920.00	
£50,001 - £100,000	1,225.00	1,225.00	
£100,001 - £200,000	1,840.00	1,840.00	
£200,001 and over	TBA	TBA	
Sale of Leasehold Property / Land			
£0 - £20,000	550.00	550.00	
£20,001 - £50,000	920.00	920.00	
£50,001 - £100,000	1,225.00	1,225.00	

£100,001 - £200,000	1,840.00	1,840.00	
£200,001 and over	TBA	TBA	
Right To Buy Administrative Fee	110.00	110.00	
Right To Buy Deed of Postponement of Change	165.00	165.00	
Right To Buy First Refusal Certificate	110.00	110.00	
Leases			
License to Assign (including abortive costs undertaking)			
Starter Unit type / Craft Centre	415.00	415.00	
New Business Lease - Slingsby Close	535.00	535.00	
Shop Leases	595.00	595.00	
License to Assign – Residential	380.00	380.00	
License to Assign – Commercial	540.00	540.00	
Leasehold Enquiries	80.00	80.00	
Deed of Postponement	162.00	162.00	
2nd Mortgage Questionnaire	162.00	162.00	
Application for retrospective consents for property alterations	216.00	216.00	
Photo-copying			
Per copy - A4	0.30	0.30	
- A3	0.45	0.45	
Licences / Grazing Licence	270.00	270.00	
Easements	378.00	378.00	
Release of Covenants	486.00	486.00	
Deed of Variations	486.00	486.00	
Title investigations for 3rd parties	324.00	324.00	

Section 38 Agreements where landowners	112.00	112.00	
Section 40 Agreements where landowners	112.00	112.00	
Developer Licence	540.00	540.00	
Assignments	540.00	540.00	
Consents	324.00	324.00	
Section 106 / 111 Agreements (including abortive costs undertaking)			
1 – 10 Units	N/A		
11 – 15 Units	1,730.00	1,730.00	
16 – 30 Units	2,270.00	2,270.00	
30 – 150 Units	3,350.00	3,350.00	
150 – 350 Units	5,510.00	5,510.00	
350 – 500 Units	8,100.00	8,100.00	
Road Closure Order	3,240.00	3,240.00	
Footpath Diversion Orders/Closure Order	3,025.00	3,025.00	
CPO on behalf of developers	3,340.00	3,340.00	
Purchase of properties in advance of CPO (Camp Hill)	540.00	540.00	
Other Purchases - to be agreed (where appropriate)	540.00	540.00	
Assignments & Transfer – for sold Properties at Middlemarch (Camphill)	112.00	112.00	
Enfranchisement to freehold development	648.00	648.00	
Camp Hill Certificate of Compliance	150.00	150.00	
Room Booking and Hire Charges – Town Hall			
<i>Local/Commercial</i>			
Monday to Friday (Inclusive)	16.00/31.00	16.00/31.00	
Council Chamber/Committee. Rooms A & B	22.00/45.00	22.00/45.00	
Committee Room C	22.00/45.00	22.00/45.00	

Plus additional staffing charge on room bookings	20.00	20.00	
Evac chair & Health & Safety training required by external organisations as per terms of use	65.00	65.00	
Flask (per ten cups)	12.00	12.00	
Plate of biscuits	2.00	2.00	
Saturday & Sunday (Inclusive)			
All rooms 4 Hour Hire	330.00	330.00	
All rooms 8 Hour Hire	630.00	630.00	
Dog Warden			
Dog Fines – PSPO (reduced to £80 if paid within 10 days)	110.00	110.00	
Dog Fines – CPN	110.00	110.00	
Stray Dogs - first day	87.00	87.00	
Stray Dogs - per additional day	8.00	8.00	
Business Regulation Licences			
Acupuncture	125.00	125.00	
Ear Piercing	125.00	125.00	
Electrolysis	125.00	125.00	
Tattooing	250.00	250.00	
Skin Piercing	125.00	125.00	
Dangerous Wild Animals (plus vet fees)	360.00	360.00	
Dog Breeding Establishments (plus vet fees)	380.00	380.00	
Pet Shops	500.00	500.00	
Pet Shop Licensing (at home)	465.00	465.00	
Riding Establishments (plus vet fees)	275.00	275.00	
Animal Boarding – Dog & Day Care	465.00	465.00	
Animal Boarding Larger (over 25 animals)	500.00	500.00	
Training of animals for exhibition	230.00	230.00	

Zoo Licence (plus inspection fees)	778.00	778.00	
Game Dealers	7.00	7.00	
Assisted Burial	Varies	Varies	
Environmental Information Request - Basic	82.00	82.00	
Environmental Info Request - per 1/2hr above basic	42.00	42.00	
Food Health certificate	48.00	48.00	
Local Authority Pollution Control (LAPC) and Local Authority Pollution Prevention and Control (LAPPC) Charges			
Application Fees			
Standard process	1,650.00	1,650.00	
Additional fee for operating without a permit	1,188.00	1,188.00	
Reduced fee activities (except VRs)	155.00	155.00	
PVR I and II combined	257.00	257.00	
Vehicle refinishers (VRs)	362.00	362.00	
Reduced fee activities: Additional fee for operating without a permit	71.00	71.00	
Mobile screening and crushing plant	1,650.00	1,650.00	
- for the third to seventh applications	985.00	985.00	
- for the eighth and subsequent applications	498.00	498.00	
<i>All Fees are set by LAPPC</i>			
Annual Subsistence Charge			
Standard process LOW	500.00	500.00	
Standard process MEDIUM	465.00	465.00	
Standard process HIGH	275.00	275.00	
<i>LOW/MEDIUM/HIGH</i>			
Reduced fee activities	79.00/158.00/237.00	79.00/158.00/237.00	

PVR I and II combined Medium component	113.00/226.00/341.00	113.00/226.00/341.00	
Vehicle refinishers	228.00/365.00/548.00	228.00/365.00/548.00	
Mobile screening and crushing plant , for first and second permits	626.00/1034.00/1551.00	626.00/1034.00/1551.00	
- for the third to seventh permits	385.00/617.00/924.00	385.00/617.00/924.00	
- for the eighth and subsequent permits	198.00/316.00/473.00	198.00/316.00/473.00	
Late Payment fee (New)	52.00	52.00	
<i>All Fees are set by LAPPC</i>			
Transfer & Surrender			
Standard process transfer	169.00	169.00	
Standard process partial transfer	497.00	497.00	
New operator at low risk reduced fee activity	78.00	78.00	
Reduced fee activities: partial transfer	47.00	47.00	
Temporary Transfer for mobiles			
First transfer	53.00	53.00	
Repeat following enforcement or warning	53.00	53.00	
Substantial Change			
Standard process	1,050.00	1,050.00	
Standard process where the substantial change results in a new PPC activity	1,650.00	1,650.00	
Reduced fee activities	102.00	102.00	
Mobile Plant Charges			
Application Fees			
1 permit	1,650.00	1,650.00	
2 permits	1,650.00	1,650.00	
3 permits	985.00	985.00	

4 permits		985.00	985.00
5 permits		985.00	985.00
6 permits		985.00	985.00
7 permits		985.00	985.00
8 or more permits		498.00	498.00
Subsistence Fees			
<i>LOW/MEDIUM/HIGH</i>			
1 permit	646.00/1034.00/1506.00	646.00/1034.00/1506.00	
2 permits	646.00/1034.00/1506.00	646.00/1034.00/1506.00	
3 permits	385.00/617.00/924.00	385.00/617.00/924.00	
4 permits	385.00/617.00/924.00	385.00/617.00/924.00	
5 permits	385.00/617.00/924.00	385.00/617.00/924.00	
6 permits	385.00/617.00/924.00	385.00/617.00/924.00	
7 permits	385.00/617.00/924.00	385.00/617.00/924.00	
8 or more permits	198.00/316.00/473.00	198.00/316.00/473.00	
<i>All Fees are set by LAPPC</i>			
LA-IPPC Charges			
Application		3,363.00	3,363.00
Additional fee for operating without a permit		1,188.00	1,188.00
Annual Subsistence LOW		1,447.00	1,447.00
Annual Subsistence MEDIUM		1,611.00	1,611.00
Annual Subsistence HIGH		2,334.00	2,334.00
Late Payment Fee (New)		52.00	52.00
Variation		1,368.00	1,368.00
Substantial Variation		3,363.00	3,363.00

Transfer	235.00	235.00	
Partial transfer	698.00	698.00	
Surrender	698.00	698.00	
<i>All Fees are set by LAPPC</i>			
Planning Documents			
Borough Local Plan - Residents	22.28 + £2.75 postage	22.28 + £2.75 postage	
Borough Local Plan - Non-Residents	36.42 + £2.75 postage	36.42 + £2.75 postage	
Residential Design Guide	4.61	4.61	
Postal Numbering Plans	94.37	94.37	
Ann.Sub.- Weekly List of Planning Applications (post)	125.01	125.01	
Ann.Sub.- Weekly List of Planning Applications (email)	81.30	81.30	
Copies of Decision Notices (Electronic)	12.00	12.00	
Copies of Decision Notices (Postal)	15.96	15.96	
Breach of Conditions Notice	18.85	18.85	
Copy of Tree Preservation order	33.64	33.64	
A3 Copies of Other Planning Application Documents	1.39	1.39	
A4 Copies of Other Planning Application Documents	0.86	0.86	
Plans - Up to A1	2.89	2.89	
Sewer Map Extracts	28.39	28.39	
Copies of Ordnance Survey Maps for:-			
Planning & Building Reg's (7 copies)	39.31	39.31	
Planning Application (5 copies)	35.33	35.33	
Building Regulations (3 copies)	33.64	33.64	
Section 38 Booklet	29.03	29.03	
Section 106 Agreements (1 copy)	36.42	36.42	

Plan Printing on paper:- A0	3.11	3.11	
Plan Printing on paper:- A1	2.89	2.89	
Plan Printing on paper:- A2	2.36	2.36	
Photocopying A4	0.86	0.86	
Photocopying A3	1.39	1.39	
Street Naming & Numbering			
Numbering up to 10 addresses	148.00	148.00	
Numbering over 10 addresses, per address	15.00	15.00	
Street Naming, per street	148.00	148.00	
House naming or renaming, per house	72.00	72.00	
Street renaming, per street	435.00	435.00	
S106 Monitoring Fees	1,475.00	1,475.00	

Car Parks

<u>Long Stay</u>			
Sunday – All Day		1.00	
Up to 1 Hour		1.00	
Up to 2 Hours		2.00	
Up to 3 Hours		3.00	
3 - 4 Hours		4.00	
Over 4 Hours		6.00	
Evening/Overnight		Free	
Monthly Season Tickets		71.50	
6 Monthly Season Tickets		291.50	
Yearly Season Tickets		506.00	

Yearly Season Tickets(50+ further 10% discount)		455.40	
<u>Short Stay</u>			
Sunday – All Day		1.00	
Up to 1 Hours		1.00	
Up to 2 Hours		2.00	
Up to 3 Hours		3.00	
3 - 4 Hours		4.00	
Over 4 Hours		7.00	
Evening/Overnight		Free	
Monthly Season Tickets		93.50	
6 Monthly Season Tickets		412.50	
Yearly Season Tickets		770.00	
<u>Town Hall</u>			
Sunday – All Day		1.00	
Up to 1 Hours		1.50	
Up to 2 Hours		2.50	
Up to 3 Hours		3.50	
Over 4 Hours		8.00	
<u>Riverside Maximum Stay 2 Hours; No Return Within 4 Hours</u>			
Sunday – All Day		1.00	
Up to 1 Hours		1.50	
Up to 2 Hours		2.50	
<u>Bedworth Railway Station (Maximum Stay 10 hours; No Return Within 2 hours)</u>			
Sunday – All Day		1.00	

Up to 1 Hour		1.00	
Up to 2 Hours		2.00	
Up to 3 Hours		3.00	
3 - 4 Hours		4.00	
Over 4 Hours		6.00	
<u>Harefield Road</u>			
Up to 1 Hours		1.00	
Up to 2 Hours		1.00	
Up to 3 Hours		1.00	
3 - 4 Hours		1.00	
Over 4 Hours		2.00	
Monthly Season Tickets		40.00	
6 Monthly Season Tickets		240.00	
Yearly Season Tickets		450.00	
<u>Leisure Centre Parking</u>			
Up to 3 Hours		Free	
Up to 4 Hours		2.00	
Up to 24 Hours		3.00	
Sundays		Free	
<u>Miners Welfare Park</u>			
Up to 3 hours		Free	
4 hours		4.50	
6 to 24 hours		6.50	
<u>Blue Badge Season Ticket</u>			

6 Months		110.00	
12 Months		200.00	

Housing

Mobile Home (Caravan) Sites			
Caldwell Site - rent of site only - per pitch per week	31.26	TBC	Subject to February 2025 CPI Rate
Exhall Site - Rent of site only - per pitch per week	32.78	TBC	Subject to February 2025 CPI Rate
Laundry Facilities (per wash and per dry)	3.50	3.50	0.00%
Commission on Sale of Caravans	10% of sale value	10% of sale value	0.00%
Rent of garages for Tenants	11.00	11.00	0.00%
Rent of garages for Non-Tenants including VAT	22.00	22.00	0.00%
Private Sector Housing			
HMO Licence – Up to 5 lets	820.00	841.00	2.50%
HMO Licence – Up to 6 – 10 lets	860.00	882.00	2.50%
HMO Licence – Up to 11+ lets	900.00	923.00	2.50%
Strategic Housing			
Homeless Hostel Rent per night	53.85	65.00	20.71%
Homeless Hostel Service Charge	2.65	3.65	20.71%
Private Mobile Homes and Caravan Parks			
Initial Licence Fee	8.50	8.50	2.50%
Annual Fee	33.00	34.00	2.50%
Transfer or Standard Amendment Fee	256.00	262.00	2.50%
Site Expansion Amendment Fee	256.00	262.00	2.50%

Immigration Letter	80.00	82.00	2.50%
Immigration Notice	116.00	119.00	2.50%
Enforcement Notice	270.00	277.00	2.50%
Private Landlords – Civil Penalty Charges	5,040.00	5,535.00	2.50%
Smoke Alarm Fee	1,080.00	1,107.00	2.50%

Residential Development	Development Site Area	Proposed Gross Floor Area	Cost	Cost of Additional Meetings (each)
1 Dwelling*	Less than 0.2-0.99 ha	300 m2 or less	208.00	52
2 – 9 Dwellings	0.22-0.99 ha	300-999 m2	416.00	52
10 – 49 Dwellings	1.0-1.25 ha	1,000-2,499 m2	1,040.00	130
50 – 199 Dwellings	1.26-2.0 ha	2,500-9,999 m2	2,080.00	260
200+ Dwellings	More than 2 ha	10,000 m2	3,120.00	390

Proposed Development Type	Cost	Cost of Additional Meetings (each)
Advertisements	42.00	21
Change of Use	84.00	42
Telecommunications	84.00	42

Other***

84.00

42

Building Control Certificate Charges (Existing and historical)	Charge Inc. VAT
Certificate requested during the application or construction (stage approval before full completion)	12.75
Certificate requested after completion of the works but when a response is required within 10 working days (additional copies)	25.51
Certificate requested after completion of the works but when a response is required within 5 working days	38.26
Certificate requested after completion of the works but when a response is required within 24 hours	70.15

RISK ANALYSIS

Risk	Issue	Mitigation
Loss of Business Rate income	Business Rate appeals are a huge risk to the income base - the revaluation in 2023 will increase this possibility in 2025/26	An appeal of £2.9m is contained to cover the reduction in rateable value and £2m has been included in the forecast for future losses.
Losses in other income	Reduction to core income through fees and charges due to less uptake from the public	Fees and Charges are only increased in line with CPI with some areas making individual changes after a review of service delivery.
Recycling	Risk that the new recycling facility does not generate the savings expected	Based on the performance of the facility and market rates during 2024/25 the income in relation to the recycling has been reduced to a prudent level.
Local Council Tax Support Scheme	An increase in the uptake of the scheme could result in a loss on income for the Council and other Preceptors	The scheme can be reviewed and updated annually and close monitoring of this area is regularly undertaken
Savings targets	Targets have been set and included within the detail of the budget to ensure a balanced position	A transformation programme is underway to ensure achievement of any savings plans
Uninsured losses	The Council holds a number of insurance policies but also self insures	There is a risk reserve in place of £620k to cover any potential issue
Inflation and interest rates	Inflation and interest are beginning to settle post pandemic and fluctuations can have a big impact on the cost base	Inflation has been built into the base at a higher level for contractual obligations in 2025/26, a pay award of 4% has been factored in and interest payments have been reviewed and increased in line with capital borrowing requirements
Regeneration projects	The delay or increase in cost of projects can pose financial risks to the General Fund	Internal borrowing can be undertaken and there is a larger level of borrowing required in 2025/26. Options are being fully reviewed and progress decided based on revised financial viability in the current climate.
Grounds Maintenance	Contracts for the outsourced service are due to expire in 2026/75 which may create a risk to future cost	The review of the Grounds Maintenance contract is underway. Once costs have been scoped out options will be put forward on any mitigating action necessary to bridge future funding deficits.
Planning Appeals	High volumes of planning applications are generating income but there are risks to developer appeals for any rejected and not approved by Committee	Planning fee income has been input into the 2025/26 budget at a lower rate than in previous years final budgets to take a prudent approach. A review of fee income for planning will take place over the Summer/Autumn.
Food Waste Collection	A new work stream is to be introduced in 2025/26 collecting food waste separately which will create a cost pressure	Working with DEFRA to secure funding and with other local authorities to look at the best approach to implementing changes. New burdens funding is to be made available which will reduce the risk slightly

Report Summary Sheet

Date:	19th February 2025
Subject:	Capital Budget 2025/26
Portfolio:	Resources & Customer Services Housing
From:	Strategic Director – Corporate Resources

<p>Summary:</p> <p>The report presents the proposed General Fund and Housing Revenue Account Capital Programme for 2025/26 for consideration and submission to Council for approval. A forecast outturn for 2024/25 is also included in the report.</p>
<p>Recommendations:</p> <ul style="list-style-type: none"> • That the budget for 2025/26 is recommended to Council for approval. • That the forecasted capital programme for 2024/25 is noted. • That delegated authority be given to the Strategic Director – Housing & Communities, Strategic Director – Public Services, Strategic Director – Place & Economy and Strategic Director – Corporate Resources to carry out procurement exercises in accordance with the Council’s Contract Procedure Rules in order to deliver the capital programme. • That delegated authority be given to the Strategic Director – Place & Economy, Strategic Director – Public Services and the Strategic Director – Corporate Resources to approve any new funding opportunities that arise to support the

<p>regeneration projects.</p> <ul style="list-style-type: none"> • That the report is not subject to call-in due to the timescales for setting the budget and Council Tax for 2025/26 as provided for in paragraph 15(f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution.
<p>Options:</p> <p>To accept the report or request further information, having regard to the legal deadlines for setting of budgets.</p>
<p>Reasons:</p> <p>To comply with regulations.</p>
<p>Consultation undertaken with Members/Officers/Stakeholders</p> <p>Finance officers, budget holders and portfolio holders have been consulted on the budget proposals.</p>

<p>Subject to call-in: No</p> <p>Due to the timescales for setting a budget as provided for in paragraph 15(f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution.</p>
<p>Ward relevance: All</p>
<p>Forward plan: Yes</p>

<p>Building a Better Borough Aim:</p> <p>Work</p>
<p>Building a Better Borough Priority:</p> <p>Grow a strong and inclusive economy</p>
<p>Relevant statutes or policy:</p> <p>Local Government Act 2003</p>

Local Government Finance Act 1992

Equalities Implications:

None

Human resources implications:

None

Financial implications:

As detailed within the report.

Health Inequalities Implications:

None

Section 17 Crime & Disorder Implications:

None

Risk management implications:

All budgetary decisions will need to be risk assessed to ensure they are achievable and to be fully aware of any implications.

Environmental implications:

None

Legal implications:

The Council must set a risk assessed balanced budget each year. In addition, the Cabinet must comply with the Budget & Policy Framework Procedure Rules set out in section 4C of the Council's Constitution.

Contact details:

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AGENDA ITEM NO.10

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet 19th February 2025

From: Strategic Director – Corporate Resources
Strategic Director - Housing & Communities

Subject: Capital Budget 2025/26

Portfolio: Resources & Customer Services (Councillor S Hey)
Housing (Councillor C Watkins)

Building a Better Borough Aim: Work

Building a Better Borough Priority: Grow a Strong & Inclusive Economy

1.0 Purpose of Report

1.1 To present the capital budget and forecast for 2025/26 to 2027/28 for the General Fund and Housing Revenue Account (HRA).

2.0 Recommendations

- 2.1 That the budget for 2025/26 is recommended to Council for approval.
- 2.2 That the forecasted capital programme for 2024/25 is noted.
- 2.3 That delegated authority be given to the Strategic Director – Housing & Communities, Strategic Director – Public Services, Strategic Director – Place & Economy and Strategic Director – Corporate Resources to carry out procurement exercises in accordance with the Council's Contract Procedure Rules in order to deliver the capital programme.
- 2.4 That delegated authority be given to the Strategic Director – Place & Economy, Strategic Director – Public Services and Strategic Director – Corporate Resources to approve any new funding opportunities that arise to support the regeneration projects.
- 2.5 That the report is not subject to call-in due to the timescales for setting the budget and Council Tax for 2025/26 as provided for in paragraph 15(f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution.

3.0 Forecasted Outturn 2024/25 as at December 2024

- 3.1 Nuneaton and Bedworth Borough Council has a large capital programme to provide community value and improve facilities. The Q3 outturn position for 2024/25 will be presented in detail to Cabinet in March 2025 but it is expected to have a large underspend during the year due mainly to a review of the affordability of the regeneration projects and slippage on the HRA.
- 3.2 The capital budget for 2024/25 of £76,092,727 was approved in February 2024 at Council with an updated budget position reported of £77,019,797 to Cabinet in July 2024 as part of the final outturn. A further update to the budget was taken in December 2024 to include works to the Pingles Leisure Centre taking the budget to £77,299,797.
- 3.3 A summary of the General Fund and HRA forecasted expenditure versus budget is below alongside financing of the programme and further detail will be reported to Cabinet in March 2025 as part of the quarterly update.

Expenditure	Forecast £'000	Budget £'000	Variance £'000
Business & Regeneration	18,006	21,021	3,015
Resources & Customer Services	395	300	-95
Housing	7,738	8,453	715
Leisure, Communities & Health	11,315	25,585	14,270
Miscellaneous	100	100	0
General Fund	37,554	55,459	17,905
HRA	19,079	21,841	2,762
TOTAL EXPENDITURE	56,633	77,300	20,667

Financing			
Earmarked / Revenue	4,513	5,212	700
Grants	28,043	45,397	17,354
External Contributions	505	637	133
Major Repairs Reserve	8,724	8,724	0
Capital Receipts	0	100	100
Borrowing	14,849	17,229	2,380
TOTAL FUNDING	56,633	77,300	20,667

4.0 Capital Programme Budget 2025/26

- 4.1 The Council's capital programme covers many projects for both the General Fund and Housing Revenue Account.

- 4.2 General Fund projects are developed in line with strategies reported to Cabinet/Council and are funded through Section 106 developer contributions, grant funding (from the Government and other external providers), internal and external borrowing plus capital receipts generated through asset sales.
- 4.3 HRA projects are mainly for refurbishment of council houses, disabled adaptations to council housing plus new build. They are funded from HRA reserves, capital receipts from Right to Buy plus grant income.

General Fund

- 4.4 The Council approved the commencement of a large regeneration programme in Nuneaton and Bedworth towns in 2017 and significant levels of grant funding have been secured to support delivery. Unfortunately, the UK economic climate changed dramatically after the inception of projects which meant that a review of affordability had to be undertaken.
- 4.5 Nuneaton & Bedworth is one of only 10 local authorities that have been included on the Pathfinder Pilot which was implemented by the Government in response to issues with delivery of projects. This enables transfers of funding between projects in a more streamlined and simplified way with the overall intention being to ensure regeneration of towns continues.
- 4.6 The Hampton by Hilton hotel opened in September 2024 as part of Grayson Place phase 1, and phase 2 of the programme is progressing well after both internal and external review to ensure a sustainable programme is delivered.
- 4.7 The Bedworth Physical Activity Hub was also reviewed and cost engineered to a reduced budget of £30.6m. Works are progressing well and within budget with opening due in spring 2026.
- 4.8 Bridge to Living had the budget reduced as funding was transferred to other regeneration projects under the Pathfinder scheme. The remaining budget for demolition of the premises is to be spent during 2024/25 to ensure the site is prepared for the next stage of regeneration in Nuneaton.
- 4.9 Outside of regeneration, it is proposed in the General Fund revenue budget report to remove the revenue contribution to capital of £75k for renewal and replacement of parks in 2025/26. There is no spend expected in 2024/25 so this underspend will be earmarked. A strategy for parks has been developed and will provide a more planned approach to replacement and refreshment. Reviewing of how these works across the borough will be funded will be undertaken during 2025/26.

- 4.10 It is also proposed to utilise the £100k in earmarked reserve set-aside for Target Hardening as a one-off contribution to undertake more specific asset maintenance across the borough. This will be in addition to the rolling £250k revenue contribution allocated annually.
- 4.11 Alterations to the 2024/25 budget are proposed to be in line with the forecast and are mainly due to slippage on projects. There are however additional budgets or changes to budgets previously approved in 2024/25 proposed which are listed below:
- In the budget report for 2024/25, it was noted that grant funding had been applied for from Sport England to support decarbonisation works at the Pingles Leisure Centre. The bid was successful and £421k has now been added to this budget to include solar panels and a new pool cover.
 - The IDOX Planning and Land Charges system has been added to the budget after approval internally at the Corporate Programme Review Board. An upgrade to planning software has been required for a number of years and the software implementation is funded from the Transformation reserve set-aside in 2023/24.
- 4.12 A three-year capital programme is included in Appendix 1. The proposed General Fund capital budget for 2025/26 is £41,048,620 and is fully funded.
- 4.13 The progress of all projects will be monitored during the year with further updates reported to Cabinet.

HRA

- 4.14 The capital budget for the HRA was approved as £22,079,988 in February 2024 but an updated budget position was reported to Cabinet in July 2024 of £21,840,625 to include changes due to slippage and acceleration of projects from 2023/24.
- 4.15 Management of the HRA capital programme is based on scheduled works and progression of new build and acquisition targets. The budget as a whole is utilised by need of the customer and the most efficient use of resources to ensure value for money and will therefore fluctuate against the initial forecasted expenditure by line in any one year.
- 4.16 A thorough review of the Business Plan has been undertaken and is reported separately on the agenda. The capital programme included for 2025/26 a detailed breakdown of the summary position reported in the Business Plan.
- 4.17 A one-year capital programme is included in Appendix 2.

Capital Reserves

- 4.18 Reserves are held by the Council for capital purposes either generated through sales of assets, setting aside sums from underspends and receipts of grants for capital purposes.
- 4.19 The Council's capital reserve position at the end of March 2024 is as follows.

	2023/24
	£
Capital Receipts	622,010
Capital Earmarked Sums	2,417,687
Capital Grants	13,659,612
General Fund	16,699,309
Capital Receipts	3,722,325
Capital Earmarked Sums	3,773,387
Major Repairs Reserve	1,830,421
HRA	9,326,133
CAPITAL RESOURCES	<u>26,025,442</u>

- 4.20 Capital reserves are allocated against specific projects with no residual unallocated amount available. This poses risks to any movement in the projected capital expenditure as there is nothing available to cover any fluctuations in expenditure.

5. Conclusion

- 5.1 The capital programme is fully funded in its present form and there is expected to be slippage on projects in 2024/25. The review of the regeneration plan has mitigated the risks previously being seen but there are still potential concerns as the Council is unable to borrow more than is budgeted and grant funding is fully committed.
- 5.2 To remain financially sustainable is dependant upon interest rates and inflation being stable and ideally reducing. Any hikes in costs as seen in previous years could create risks around affordability. This is being kept under close review.

6. Appendices

- 6.1 Appendix 1 – General Fund Capital Budget 2025/26
Appendix 2 – HRA Capital Budget 2025/26

7. Background Papers

- 7.1 None.

GENERAL FUND CAPITAL BUDGET

Appendix 1

Project	Forecast 2024/25 (£)	Proposed Budget 2025/26 (£)	Forecast 2026/27 (£)	Forecast 2027/28 (£)
General Fund Capital	37,554,193	41,048,620	16,022,027	7,399,027
Business & Regeneration	18,005,680	9,783,080	0	0
Abbey Street Regeneration	16,395,904	7,049,773	0	0
Bridge to Living	696,332	0	0	0
Wheat Street Junction	0	390,000	0	0
E-mobility Hub	0	250,000	0	0
Corporation Street	0	390,000	0	0
The Saints	563,444	0	0	0
George Eliot Visitor Centre	0	222,500	0	0
Parks Revival	50,000	1,480,807	0	0
Car Parking Machine Upgrades	300,000	0	0	0
Resources and Customer Services	395,000	100,000	100,000	100,000
ICT Strategy Programme	100,000	100,000	100,000	100,000
Camp Hill - Early final phase	200,000	0	0	0
IDOX - Planning & Land Charges Software	95,000	0	0	0
Housing	7,738,402	8,899,027	11,069,027	6,499,027
Empty Homes - Works in Default	40,000	40,000	40,000	40,000
Disabled Facilities Grants - HEART	5,125,000	6,359,027	6,359,027	6,359,027
Empty Property Loans	20,000	100,000	100,000	100,000
Green Homes Grant (HUG2)	1,200,000	0	0	0
Warm Homes Local Grant	0	2,300,000	4,570,000	0
Homeless Hostel Con	162,218	0	0	0
Attleborough - Community Park	100,000	0	0	0
Marlborough - Community Park	150,000	0	0	0
Sorrell Road - Community Park	225,000	0	0	0
Bedworth Market	716,184	0	0	0
Boundary Paddock Toilet Block Improvements	0	100,000	0	0
Planning and Enforcement	0	0	0	0
Leisure, Communities and Health	11,315,111	22,216,513	4,803,000	750,000
Leisure Strategy	112,639	0	0	0
BEDWORTH PHYSICAL ACTIVITY HUB (BPAH)	6,494,736	18,664,193	4,000,000	0
Buttermere Recreation Ground Redevelopment	266,327	0	0	0
Community Centre Grants	25,000	0	0	0
Stockingford Community Centre Grant	48,017	0	0	0
Sandon/Weddington Cycleway	0	244,567	0	0
Coronation Walk Footpath/Cycleway	0	248,488	0	0
Clovelly Way Footpath	0	31,675	0	0
Lilleburne Play Area	0	26,448	0	0
Bermuda Balancing Lake	0	19,835	0	0

Fly Tipping Cameras	5,000	0	0	0
Pauls Land Pavilion	10,500	0	0	0
Sandon Park/Jack Whetstone Pavilion	26,859	0	0	0
Ambleside Sports Club - Table Tennis Provision	22,750	0	0	0
Pingles LC Decarbonisation	2,378,783	1,957,307	0	0
Cemetery Extension	16,000	0	0	0
Cemetery Flooding Works	84,000	0	0	0
MAJOR REPAIRS	250,000	250,000	250,000	250,000
Pingles LC External Columns	280,000	0	0	0
Environment Bill Food Waste Grant	981,000	0	0	0
Vehicle & Plant Replacement	313,500	674,000	553,000	500,000
Capital: General	100,000	50,000	50,000	50,000
Miscellaneous Projects	100,000	50,000	50,000	50,000

HRA CAPITAL BUDGET

Appendix 2

Project	Forecast Outturn 2024/25 (£)	Proposed Budget 2025/26 (£)
HRA Total Capital	19,078,805	15,869,662
Major Repairs	15,182,055	11,678,069
Decent Homes	1,350,000	1,199,000
Roof Coverings/Modifications	900,000	1,500,000
Windows and Doors	600,000	764,451
Sheltered Alarm Call System	10,000	0
Door Entry Scheme	93,000	12,375
CCTV Renewal - GP Flats	8,000	0
Shop Improvements	100,000	50,000
Conversion of the Gables	245,000	0
Fire Safety Works	3,117,000	2,288,833
ILU - Remodelling	150,000	0
Electric Storage Heating	95,000	80,000
Cheveral Place - Conversion of Wardens	70,555	0
Concrete Structural Repairs	450,000	402,188
Level Access Showers	550,000	530,888
Aids & Adaptations	900,000	950,000
Central heating	720,000	950,000
Garages	15,000	25,000
Slabs to Tarmac	304,500	130,356
Lift Renewal Works	0	100,000
District Heating Works	150,000	50,000
EICR Electrical	606,000	450,000
Voids	1,200,000	1,113,750
Structural Concrete Repairs	2,400,000	0
Stock Condition Survey	103,000	0
Contingency	165,000	0
Capital Salaries	520,000	0
External Areas for Improvement	0	130,093
Road Resurfacing	0	25,000
Drainage renewals	0	12,940
Balconies and Balustrades	0	18,352
External Fabric	0	304,843
EPC Programme	0	70,000
Cleaver Gardens Drainage	360,000	120,000
Contingency	0	200,000
Housing IT System	0	200,000
New Build & Acquisition	3,896,750	4,191,593
New Properties - New Build	3,032,768	4,146,790
Acquisition of Properties	293,550	0
Byford Court	570,432	44,803

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Environment and Leisure OSP

Date: 30th January 2025

From: Rachel Fleeson – Safety and Environmental Health Manager

Subject: Air Quality Management Update

Portfolio: Planning and Enforcement

Building a Better Borough Aim: 1

Building a Better Borough Priority: 1

1.0 OBJECTIVES OF SCRUTINY

- 1.1) To agree the removal of Air Quality Management Area 1.
- 1.2) To update the panel on the changes taking place to air quality monitoring in the Borough.

2.0 WHAT IS THE PANEL BEING ASKED TO CONSIDER?

- 2.1) Part IV of the Environment Act 1995 requires local authorities, through the Local Air Quality Management (LAQM) system, to assess air quality in its area and designate Air Quality Management Areas where national air quality objectives are not being met.
- 2.2) NBBC carries out monitoring of nitrogen dioxide concentrations using a network of 39 diffusion tubes. The locations can be seen in appendix B.
- 2.3) The Council has declared two Air Quality Management Areas, both for exceedance of the annual mean nitrogen dioxide (NO₂) objective (40 µg/m³). The two management areas are;
 - 1) Leicester Road gyratory, known as Air Quality Management Area 1, shown in figure 1 below)
 - 2) Midland Road/Central Avenue/Corporation Street, known as Air Quality Management Area 2

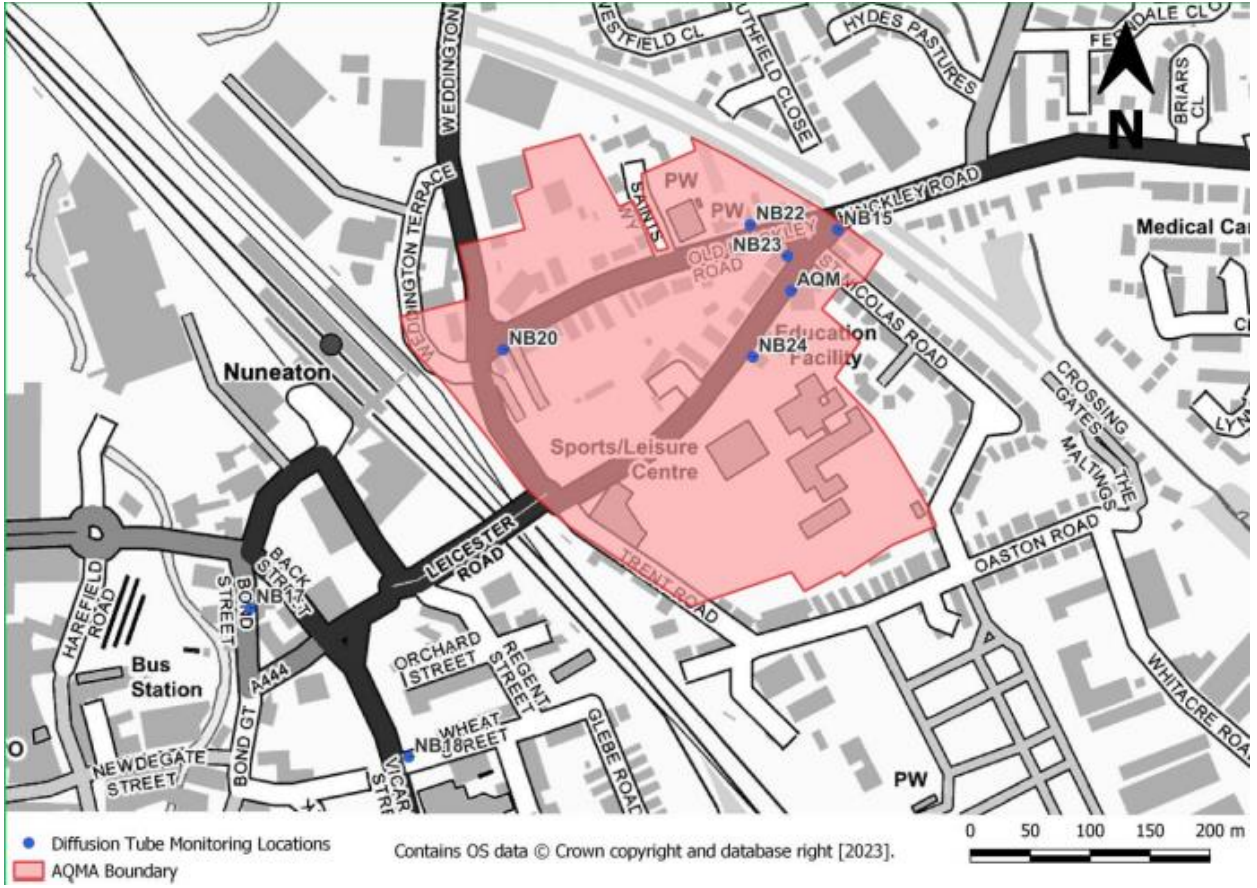


Figure 1. Leicester Road Gyrotory Air Quality Management Area (AQMA 1)

2.4) Air Quality Management Area 1 was declared on 1st March 2007. The NO₂ level at declaration was 43 µg/m³ set against a national objective of 40 µg/m³. The highest NO₂ concentration in this area in 2023 was 23.8 µg/m³. NO₂ levels for this area between 2019 and 2023 at all monitoring positions are shown in figure 2 below and in 2023 were all below 75% of the national objective level. See figure 2 below.

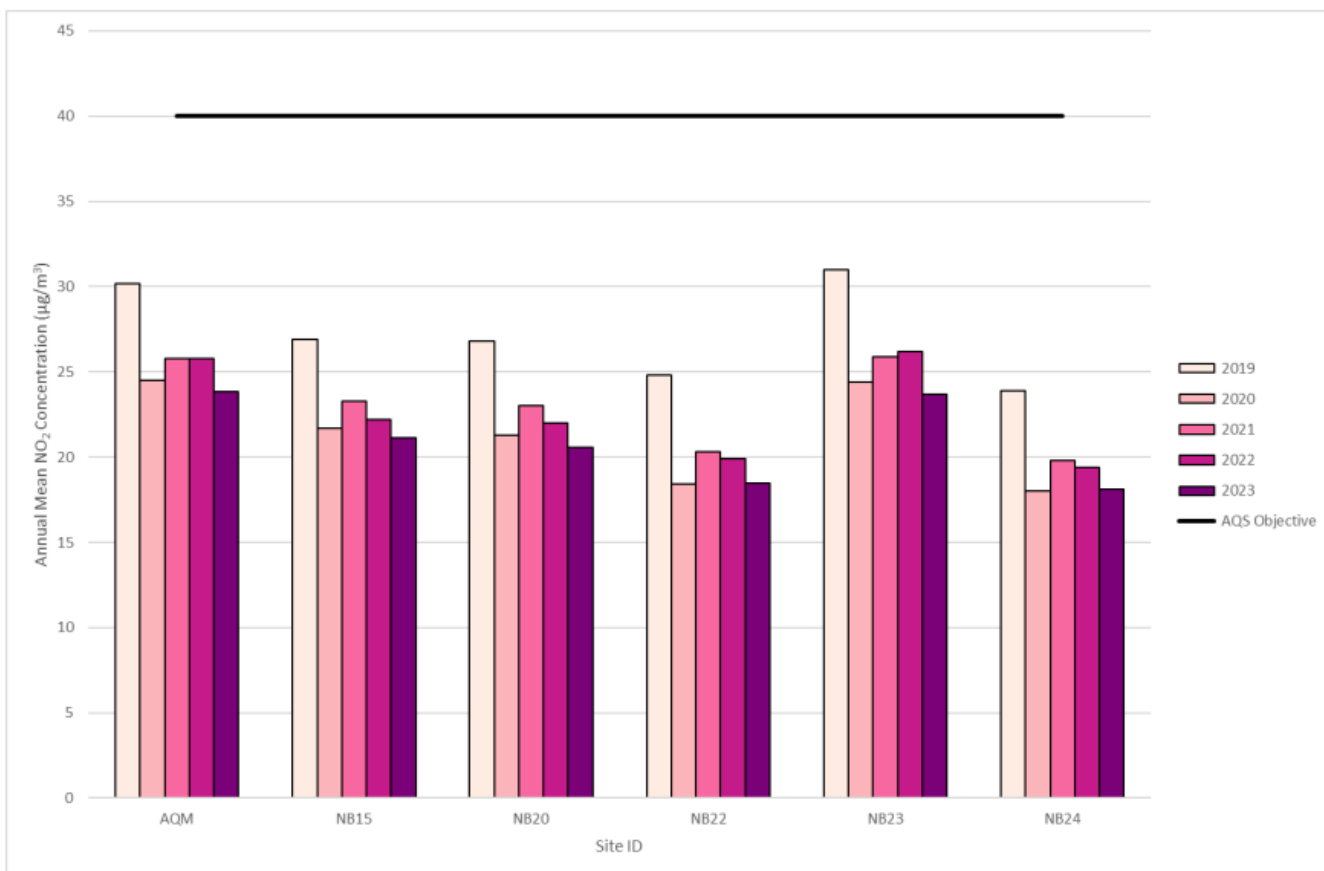


Figure 2: Air Quality Management Area 1 NO₂ Levels 2019 – 23 at all monitoring positions

- 2.5) NBBC are required to produce an Annual Status Report each year for submission to DEFRA. In recent years this has been undertaken by the consultancies ‘Bureau Veritas’ or ‘Air Quality Consultants’ who have been appointed because of their demonstrable competence and value for money. Following appraisal of previous Annual Status Reports, Defra first recommended revocation of Air Quality Management Area 1 in 2018.
- 2.6) This was subsequently not taken forward because of concern around increased traffic arising from extensive housing developments to the north of Nuneaton. However, changes to technical and policy guidance in 2022 strengthened the requirement to remove the Air Quality Management Area if it wasn’t required. Upon appraisal of the 2023 ASR (Appendix A) Defra commented;

“following a strengthened approach in 2023, it is now recommended that the revocation of this AQMA progresses in the upcoming reporting year unless there is sufficient evidence

that the proposed development(s) will cause significant impacts on air quality.

The revocation of an AQMA should be considered following three consecutive years of compliance with the relevant objective as evidenced through monitoring. Where there have been no exceedances for the past five years, local authorities must proceed with plans to revoke the AQMA. The LAQM Technical Guidance 2022 is clear in this respect.

Please be aware that unless a likely exceedance has been identified in the area, Defra will not appraise AQAPs for AQMAs that have been in compliance for five years. Local Authorities will instead be advised to revoke the AQMA.

AQMAs should identify areas where air quality objectives are not being met or are likely to be at risk of not meeting them. Keeping AQMAs in place longer than required risks diluting their meaning and impacting public trust in LAQM”

This requirement was reiterated in the Defra appraisal of the 2024 ASR (Appendix B);

The Council should continue with the revocation process of AQMA 1 and report progress in the 2025 ASR. Monitoring should continue at site AQM to highlight the possible impacts of housing development(s) surrounding the AQMA. Where possible, details of the housing development(s) and any submitted air quality assessments could be included in future ASRs to support the decision to revoke the AQMA.

2.7) All NO_x tube locations were assessed with regard to their ongoing suitability within the framework of the Defra Technical Guidance, TG22. Details of the assessment are included in appendix E. 5 tubes have been moved from their current positions and 6 new tubes have been deployed within Nuneaton Town Centre, shown in figure 3 below, and on main roads surrounding new housing developments (HSG 1) to the north of Nuneaton, shown in figure 4.

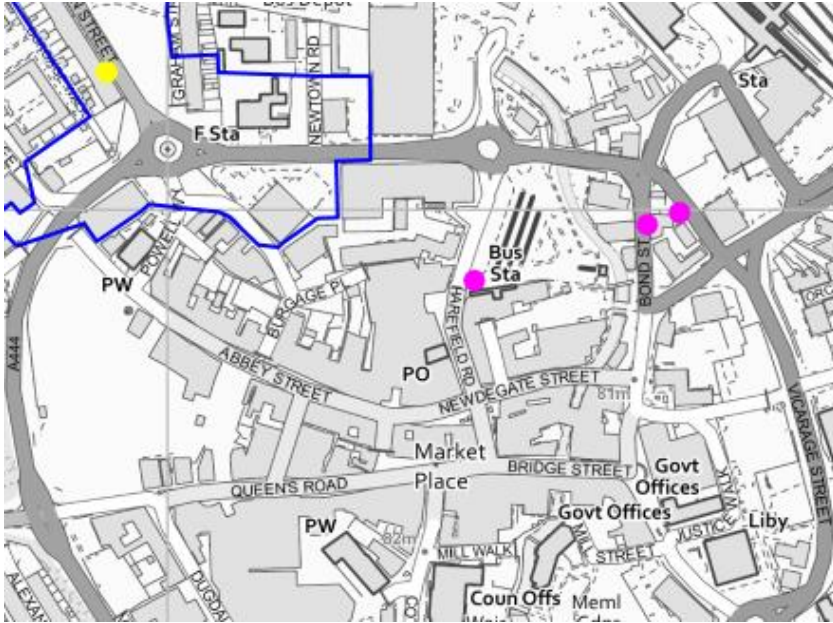


Figure 3; Showing the Location of New NO_x Tubes in Pink

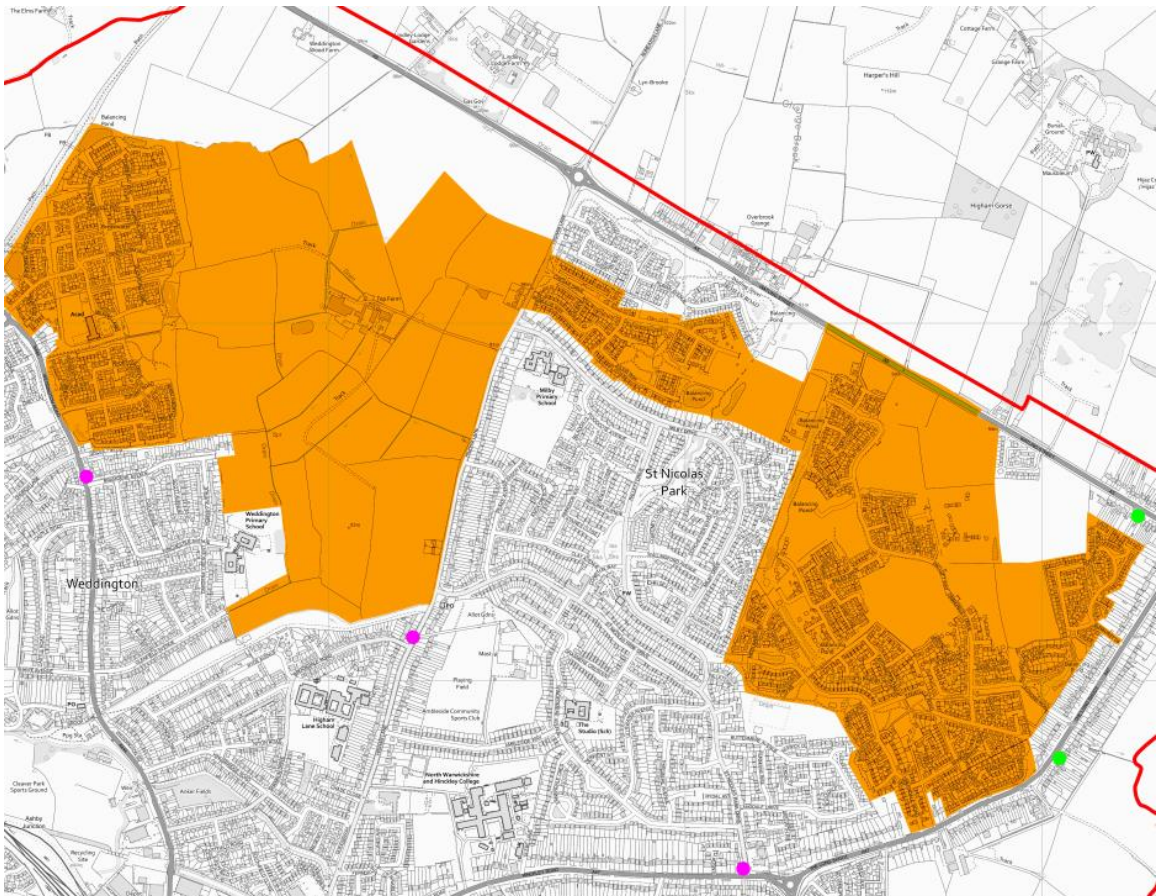


Figure 4; Showing the Location of New NO_x Tubes in Pink (HSG1)

2.8) The review also considered alternative and additional monitoring to the existing NO_x tubes. Other Warwickshire Districts and Boroughs, Coventry City Council and a reputable air quality equipment supplier were consulted to establish their monitoring arrangements and cost implications. This information is detailed in appendix F. It was determined that any additional or alternative monitoring options would not deliver value for money at NBBC.

2.9) Whilst the duties of Nuneaton and Bedworth Borough Council, in relation to air quality, are set out in the Environment Act 1995. The Council does not have direct control over traffic management and congestion. This is a responsibility of Warwickshire County Council Highways. NBBC will continue to work with Warwickshire County Council on traffic and congestion issues where it relates to air quality and to continue to highlight and promote air quality matters to Warwickshire County Council.

2.10) The Council will continue promote the construction of a Northern Relief Road with the County Council as well as work to reduce congestion along Heath End Road. The Northern Relief Road is seen as a priority, providing alternative an access route into and around Nuneaton from the North of Borough.

2.11) NBBC also undertakes to continue to work with Warwickshire Director of Public Health and their team to inform the evidence base related to the impact of air quality in NBBC and to drive improvements.

3.0 WHO/ WHAT CAN THE PANEL INFLUENCE?

The panel can support or otherwise the revocation of Air Quality Management Area 1.

The panel can scrutinise the current air quality monitoring arrangements at NBBC.

4.0 WHAT INFORMATION WILL BE PRESENTED?

The Panel is asked to consider the information within the following appendices:

Appendix A) Annual Status Report 2023

Appendix B) Annual Status Report 2024

Appendix C) Defra review and commentary of Annual Screening Report 2023

Appendix D) Defra review and commentary of Annual Screening Report 2024

Appendix E) NO_x tube location review

Appendix F) Monitoring equipment review – other Coventry & Warwickshire LA's

A Senior Environmental Health Officer will attend the Panel to assist with queries relating to the document.