

MINUTES OF CABINET

1 JULY 2024

PRESENT:

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

Councillors McKenzie, Roodhouse and Thomas were also in attendance.

1. MINUTES

The minutes of the meeting held on 11 March 2024 were approved and signed by the Chair.

2. APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillors Picker and Poole.

3. DECLARATIONS OF INTERESTS

There were no declarations of interest.

4. QUESTION TIME

The following question was received in accordance with the Council's Constitution. Mr Coleman attended the meeting and asked his question in person.

(a) Mr Brian Coleman asked the Leader of the Council, Councillor Moran:

"What principles are being engaged by Rugby Borough Council for the development and support of communities in the Borough? I refer to the Southwest Rugby area of Rugby where new housing and community buildings are being planned as Homes England propose to create a 'sustainable new community' in Homestead View. However so far there seems to be no declaration by HE or RBC for the preservation/sustainability of historic communities at the western end of the B4429."

Councillor Moran, Leader of the Council, provided the following response:

"Planned new housing and employment development is agreed through the adoption of a Local Plan. The current Local Plan was adopted by the previous administration in 2019 and was subject to public consultation in accordance with the legislation prior to its adoption. As I'm sure you know, Local Plans are high level strategies to guide development with the detail as to how the sites will be developed left to future planning applications."

The South- West Rugby allocation or 'Homestead View' is an allocation for both housing and employment. The employment element, already approved, is coming forward and local communities have had the opportunity to comment on these applications. It is recognised that we need to work with the existing local communities to shape the new community being created and as a new administration we are certainly keen to improve the standard of public consultation this Council undertakes. Homes England have already held a number of public consultation sessions regarding the Homestead Link Road and they were planning further consultation exercises this month about other parts of the allocation however these have had to be postponed until September due to the Department for Levelling Up, Housing and Communities being in purdah for the upcoming general election.

The Council recently held Design Code Workshops for the local community so that they can be involved in shaping the design for this new community further and their views will feed into the design code document. As new applications come forward from the various landowners and developers on SW Rugby there will be further opportunities for public consultation and community, engagement in that process is to be encouraged.”

Growth and Investment, Digital and Communications Portfolio

5. NATURAL CAPITAL INVESTMENT STRATEGY

Cabinet considered the report of the Chief Officer – Growth and Investment (Part 1 – agenda item 5) concerning a proposal to adopt the jointly commissioned Warwickshire, Coventry and Solihull Natural Capital Investment Strategy (NCIS) as the basis for utilising natural capital funding across the sub-region.

RESOLVED THAT – IT BE RECOMMENDED TO COUNCIL THAT –

- (1) subject to the other partners doing likewise, the Warwickshire, Coventry and Solihull Local Authorities Natural Capital Investment Strategy as set out in Appendix 1 be adopted;
- (2) the proposals to develop the Warwickshire, Coventry and Solihull Local Authorities Natural Capital Investment Implementation Plan are agreed and a further report is brought back to Council for approval on completion of that work; and
- (3) subject to recommendations 1 and 2 being agreed, the Warwickshire, Coventry and Solihull Natural Capital Investment Board and Natural Capital Investment Management Group are established to enable the delivery of the Strategy.

Note: this decision is not subject to call in.

6. CUSTOMER SERVICES CENTRE DIRECT DEBIT DIGITISATION PROGRAMME

Cabinet considered the report of the Chief Officer – Growth and Investment (Part 1 – agenda item 6) concerning the proposal for a six week public consultation on the Shopfronts Design Guide Supplementary Planning Document.

RESOLVED THAT –

- (1) a supplementary revenue budget of £30,000 for the marketing campaign as set out in Section 3 of this report be approved;
- (2) a maintenance budget of £17,000 be established within the general fund from 2025/26 be approved;
- (3) an extension to the existing honorarium of £2,002 for the Interim Contact Centre Manager position, detailed in Section 7 be approved;
- (4) delegated authority be granted to the Chief Officer for Digital and Communications to implement the scheme as detailed within this report and authorise any necessary expenditure as detailed in Section 3 of this report; and
- (5) IT BE RECOMMENDED TO COUNCIL THAT the purchase of Direct Debit software be added to the capital programme and a supplementary budget of £97,500 be approved.

Finance and Performance, Legal and Governance Portfolio

7. FINANCE AND PERFORMANCE MONITORING 2023/24 – YEAR END

Cabinet considered the report of the Chief Officer – Finance and Performance (Part 1 – agenda item 7) concerning the Council's financial and performance position as at the end of the 2023/24 financial year.

RESOLVED THAT –

- (1) the Council's anticipated financial position for 2023/24 in Sections 1 to 4 and Appendices 1 and 2 be considered;
- (2) General Fund movement in reserves as detailed in paragraph 2.16 and Appendix 1 be approved;
- (3) General Fund reserves forecast included in Appendix 1 be noted;
- (4) HRA Movement in Reserves as detailed in paragraph 3.9 and Appendix 2 be approved;
- (5) HRA reserves forecast included in Appendix 2 be noted;
- (6) General Fund capital project reprofiling detailed in paragraph 2.28 and Appendix 1 and the budget added to the 2024/25 programme;
- (7) HRA capital project reprofiling detailed in paragraph 3.13 and Appendix 2 be noted and the budget added to the 2024/25 programme;

- (8) performance summary and performance data included in Section 5 and Appendix 3 be considered and noted; and
- (9) IT BE RECOMMENDED TO COUNCIL THAT -
- (a) the General Fund transfer of (£0.683m) to the Transformation Reserve as detailed in paragraph 2.19 be approved; and
 - (b) a £0.400m provision for the loss on investment in relation to the Lothbury property fund, as detailed in paragraph 2.10, be created.

8. APPOINTMENTS TO WORKING GROUPS 2024/25 – KEY WORKING GROUPS

Cabinet considered the report of the Chief Officer – Legal and Governance (Part 1 – agenda item 8) concerning appointments to key working groups for 2024/25.

RESOLVED THAT -

- (1) the key working groups for the 2024/25 municipal year, as detailed in paragraph 2.2 of the report, be approved;
- (2) delegated authority be granted to the Chief Officer for Legal and Governance to determine the composition of, and appoint to, the working groups following consultation with political Group Leaders; and
- (3) members of all working groups note that they represent the views of their Group at meetings and provide regular feedback to them on workstreams.

Communities and Homes, Regulation and Safety Portfolio

9. RENAMING OF BIART PLACE

Cabinet considered the report of the Chief Officer – Communities and Homes (Part 1 – agenda item 9) concerning the proposed renaming of Biart Place.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT the new road on the site, formerly known as Biart Place, be named Navigation Way and that the four apartment blocks be called:

- Clayton House
- Davenport House
- Sherrard House
- Lindon House

10. BEREAVEMENT SERVICES CEMETERY AND CREMATORIUM REGULATIONS REVIEW

Cabinet considered the report of the Chief Officer – Regulation and Safety (Part 1 – agenda item 10) concerning a review of the Council's cemetery and crematorium regulations.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT -

- (1) the new cemetery regulations, as detailed in Appendix C, be approved;
- (2) the new crematorium regulations, as detailed in Appendix D, be approved;
- (3) the Stonemason and Funeral Directors Scheme, as detailed in Appendix E, be approved; and
- (4) the Chief Officer for Regulation and Safety be given delegated authority for operational updates.

11. PARKING IMPROVEMENTS – NEW TICKET MACHINES, RINGGO EXTENSION AND TRIALS

Cabinet considered the report of the Chief Officer – Regulation and Safety (Part 1 – agenda item 11) concerning proposals for improvements to Council owned car parks.

RESOLVED THAT –

- (1) a one-off supplementary revenue budget of £7,000 be approved for 2024/25 for management software and data costs to be funded from the budget stability reserve;
- (2) on a permanent basis the budget will be considered during the budget setting process;
- (3) the extension of cashless parking at pay and display car parks for a further 12 months, using RingGo as an additional method to paying by cash, with the Council paying the additional 20p charge, be approved;
- (4) delegated authority be given to the Chief Officer for Legal & Governance to enter into any necessary legal agreements;
- (5) delegated authority be given to the Chief Officer for Regulation and Safety to approve trials in the car parks e.g. extending the opening hours of the John Barford Car Park; and
- (6) IT BE RECOMMENDED TO COUNCIL THAT the purchase of the ticket machines be added to the general fund capital programme and a supplementary capital budget of £88,000 to be funded from borrowing be approved.

Operations and Traded Services Portfolio

12. CREATION OF GROUNDS MAINTENANCE SERVICE MANAGER

Cabinet considered the report of the Chief Officer – Operations and Traded Services (Part 1 – agenda item 12) concerning the proposed creation of a Grounds Maintenance Service Manager post at the Council.

RESOLVED THAT – IT BE RECOMMENDED TO COUNCIL THAT -

- (1) a new post of Grounds Maintenance Service Manager be added to the establishment; and
- (2) a supplementary salary budget of £41,410 for 24/25 and £62,120 for future years, be established on a permanent basis which will be funded through an equal increase in income by using updated SLAs and service efficiencies to reduce costs.

Item considered en bloc

13. COUNCILLORS' ALLOWANCES 2023/24

Cabinet considered the report of the Chief Officer – Finance and Performance (Part 1 – agenda item 13) concerning the allowances claimed by Councillors for 2023/24.

RESOLVED THAT - the allowances and expenses claimed by councillors for 2023/24, as detailed at Appendix 1 to the report, be noted.

CHAIR