

To: Deputy Leader and Members of the Resources Board

Councillors Symonds, Barnett, Chapman, Clews, Davey, Humphreys, Parsons, O Phillips, Simpson, Stuart, Taylor and Watson

For the information of other Members of the Council

For general enquiries please contact Democratic Services on 01827 719226 or via email – democraticservices@northwarks.gov.

For enquiries about specific reports please contact the Officer named in the reports.

This document can be made available in large print and electronic accessible formats if requested.

RESOURCES BOARD AGENDA

13 NOVEMBER 2023

The Resources Board will meet on Monday 13 November 2023 at 7.00pm in the Council Chamber at The Council House, South Street, Atherstone, Warwickshire.

The meeting can also be viewed on the Council's YouTube channel at www.youtube.com/user/northwarks

AGENDA

- 1 Evacuation Procedure.**
- 2 Apologies for Absence / Members away on official Council business.**
- 3 Disclosable Pecuniary and Non-Pecuniary Interests.**

4 **Public Participation**

Up to twenty minutes will be set aside for members of the public to put questions to elected Members.

Members of the public wishing to address the Board must register their intention to do so by 9:30am two working days prior to the meeting. Participants are restricted to five minutes each.

If you wish to put a question to the meeting, please register by email to democraticservices@northwarks.gov.uk or telephone 01827 719221 / 719226 / 719237.

Once registered to speak, the person asking the question has the option to either:

- (a) attend the meeting in person at the Council Chamber.
- (b) attend remotely via Teams; or
- (c) request that the Chair reads out their written question.

The Council Chamber has level access via a lift to assist those with limited mobility who attend in person however, it may be more convenient to attend remotely.

If attending remotely an invitation will be sent to join the Teams video conferencing for this meeting. Those registered to speak should dial the telephone number and ID number (provided on their invitation) when joining the meeting to ask their question. However, whilst waiting they will be able to hear what is being said at the meeting. They will also be able to view the meeting using the YouTube link provided (if so, they made need to mute the sound on YouTube when they speak on the phone to prevent feedback).

- 5 **Minutes of the Resources Board held on 5 September 2023** – copy herewith, to be approved as a correct record and signed by the Chairman.

ITEMS FOR DISCUSSION AND DECISION (WHITE PAPERS)

- 6 **Supplementary Estimate – Open Space and Play Provision in Abbey Green Park, Polesworth** - Report of the Director of Leisure and Community Development.

Summary

The purpose of this report is to seek approval for the provision of a supplementary estimate within the capital programme through which to enhance open space and play provision in Abbey Green Park, Polesworth.

The Contact Officer for this report is Becky Evans (719346).

7 **General Fund Budgetary Control Report 2023/24 Period Ended 30 September 2023** – Report of the Corporate Director – Resources

Summary:

This report covers revenue expenditure and income for the period from 1 April 2023 to 30 September 2023. The 2023/24 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

The Contact Officer for this report is Nigel Lane (719371)

8 **Housing Revenue Account Budgetary Control Report 2023/2024 Period Ended 30 September 2023** - Report of the Corporate Director - Resources

Summary:

This report covers total Housing Revenue Account revenue expenditure and income for the period from 1 April to 30 September 2023.

The Contact Officer for this report is Nigel Lane (719371).

9 **Capital Programme 2023/24 – Period 6 Update** – Report of the Corporate Director – Resources.

Summary:

This report updates Members on the progress of the 2023/24 Capital Programme in terms of expenditure up to the end of September 2023.

The Contact Officer for this report is Nigel Lane (719371).

10 **Replacement Housing Vehicles – Capital Programme 2023/2024** – Report of the Director – Streetscape.

Summary:

This report updates Members on the outcome of the procurement exercise for the purchase of various Housing vehicles and proposes changes to the capital programme to reflect the revised replacement costs.

The Contact Officer for this report is John Rhodes (719376).

STEVE MAXEY
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
RESOURCES BOARD**

5 September 2023

Present: Councillor Symonds in the Chair

Councillors Barnett, Chapman, Clews, Davey, Humphreys,
O Phillips, Parsons, Reilly, Taylor and Watson

Apologies for absence were received from Councillor Simpson
(Substitute Cllr Reilly)

9 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

10 Minutes of the Resources Board held on 19 June 2023

The minutes of the Resources Board held on 19 June 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

11 General Fund Budgetary Control Report 2023/24 Period Ended 31 July 2023

The Corporate Director - Resources detailed revenue expenditure and income for the period from 1 April 2023 to 31 July 2023. The 2023/24 budget and the actual position for the period, compared with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

12 Capital Programme 2023/24 Period Ended 31 July 2023

The Corporate Director – Resources updated Members on the progress of the 2023/24 Capital Programme in terms of expenditure up to the end of July 2023.

Resolved:

- a That progress made against the 2023/24 Capital Programme be noted;**

- b That the additional budget allocation for £340,000 for the electrical works to the housing stock (detailed in section 4.3 of the report of the Corporate Director - Resources) be approved; and**
- c That an additional budget allocation of £50,000 (detailed in section 4.8 of the report of the Corporate Director - Resources), to remedy structural issues at a 3-bedroom property, be approved.**

13 Housing Revenue Account Budgetary Control Report 2023/2024 Period Ended 31 July 2023

The Corporate Director – Resources reported on the total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 July 2023.

Resolved:

That the report be noted.

14 Atherstone Boxing Club and the Former Guide Hut, Long Street, Atherstone

The Corporate Director – Streetscape and the Director of Leisure and Community Development informed the Board of the use of the Chief Executive’s urgent business powers to grant a five-year lease to Atherstone Boxing Club in respect of its development, maintenance and use of the former Guide Hut on Long Street in Atherstone.

Resolved:

- a That the use of the Chief Executive’s urgent business powers to grant a five-year lease to Atherstone Boxing Club in respect of its development, maintenance and use of the former Guide Hut on Long Street in Atherstone be noted; and**
- b That the lease to Atherstone Boxing Club include provision for its formal review on an annual basis.**

15 Parking Petition – Atherstone

The Corporate Director – Streetscape presented a petition which had been received on 19 May 2023 from Richard Kelly, Chairman of North Warwickshire East Labour Party, relating to Overspill Parking and Parking Permits in Atherstone.

Resolved:

- a That the contents of the petition attached to the report of the Corporate Director – Streetscape be noted; and**
- b That the Resources Board receive further reports/ recommendations from the North Warwickshire Borough Council Parking Task and Finish Group following their next meeting in December 2023.**

Councillor C Symonds
Chair

Agenda Item No 6

Resources Board

13 November 2023

**Report of the Director of
Leisure and Community Development**

**Supplementary Estimate – Open
Space and Play Provision in
Abbey Green Park, Polesworth**

1 Summary

- 1.1 The purpose of this report is to seek approval for the provision of a supplementary estimate within the capital programme through which to enhance open space and play provision in Abbey Green Park, Polesworth.

Recommendation to the Board

That the requested supplementary estimate of £44,963 for the enhancement of open space and play provision in Abbey Green Park, Polesworth, as detailed in section 4.5.1. of the appended report of the Director of Leisure and Community Development, be approved.

2 Consultation

- 2.1 Consultation has taken place with relevant Members and any comments received will be reported at the meeting.

3 Introduction

- 3.1 Attached at Appendix A is a copy of a report relating to the Authority's Green Space and Playing Pitch Strategies, which was considered and approved by the Community and Environment Board at its meeting held on 16 October 2023. Paragraph 4.5.1 of that report refers to a number of Section 106 receipts held by the Borough Council and proposes their use on various open space-related undertakings. The Community and Environment Board approved the proposed use of these receipts. In view of the desire to carry out the proposed work in Abbey Green Park, Polesworth, in the current financial year, this Board is asked to approve a supplementary estimate of £44,963 in the 2023 / 24 capital programme. The work itself will be fully funded through the use of the identified Section 106 receipt.

4 Report Implications

4.1 Finance and Value for Money Implications

4.1.1 The proposed works required to enhance open space and play provision in Abbey Green Park, Polesworth, in the sum of £44,963, will need a supplementary estimate to add this sum into the current year's capital programme. The works will be fully funded through the use of the identified Section 106 receipt.

4.2 Legal, Data Protection and Human Rights Implications

4.2.1 Receipts from Section 106 agreements must be spent in accordance with the agreements themselves, unless specifically agreed with the other parties to the agreement. If the Borough Council does not spend those monies in accordance with the terms of the specific agreement, it will be obliged to refund the sums received in accordance with the terms of the agreement. This may also include additional sums in relation to interest and, in the worst case, costs incurred by the other party to the agreement.

4.3 Risk Management Implications

4.3.1 There are no direct risks consequent upon the services identified within this report. The activity that is included within the Green Space and Playing Pitch Strategies, however, will be risk assessed and appropriate controls put in place, where appropriate.

4.4 Equalities Implications

4.4.1 There are no equalities implications arising from this report. The Authority's green and open spaces are provided for the benefit of the whole community and no group or individual defined by the protected characteristics under the Equality Act will be excluded therefrom.

4.5 Links to Council's Priorities

4.5.1 The North Warwickshire Green Space and Playing Pitch Strategies have direct and positive links to the following corporate priorities:

- Safe, liveable, locally focused communities
- Prosperous and healthy
- Sustainable growth and protected rurality
- Efficient organisation

The Contact Officer for this report is Becky Evans (719346).

Agenda Item No 8**Community and Environment
Board****16 October 2023****Report of the Director of
Leisure and Community Development****North Warwickshire Green Space
and Playing Pitch Strategies -
Progress Report****1 Summary**

- 1.1 This report informs Members of the progress made in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy (2020 to 2033) and the adopted Playing Pitch Strategy (2018 to 2031).

Recommendation to the Board

- a) That Members note and comment upon the progress made in respect of the implementation of the priorities of the North Warwickshire Green Space Strategy (2020 to 2033) and the Playing Pitch Strategy (2018 to 2031); and,
- b) That the Board approves, or otherwise varies, the use of open space Section 106 receipts, as identified in section 4.5 of the Director of Leisure and Community Development's report.

Recommendation to Resources Board

- c) That the Resources Board approves a supplementary estimate for £44,963 for the enhancement of open space and play provision in Abbey Green Park, Polesworth, as detailed in section 4.5.1. of the report of the Director of Leisure and Community Development.

2 Consultation

- 2.1 Consultation has taken place with relevant Members and any comments received will be reported at the meeting.

3 Introduction

- 3.1 As Members are aware, the Board formally adopted the North Warwickshire Green Space Strategy (2020 to 2033) at its meeting held in January 2020. The Playing Pitch Strategy was adopted by the Board at its meeting held in January 2019. This report provides an update on progress in respect of delivery against the priorities identified in both documents.

4 Service Priorities

4.1 Improvement, Maintenance and Cleanliness

Atherstone Sports Club

- 4.1.1 Members are aware that, in November 2021, the Resources Board granted permission for Atherstone Sports Club to enter into a long-term (30 years) lease in respect of its management, development, maintenance and use of part of Royal Meadow Drive Recreation Ground. The content of that draft lease has been agreed with Atherstone Sports Club and the legal representatives of both parties. The timing of the formal signing of the lease is a matter that has the potential to affect future applications for external funding support, as a consequence of which both the Sports Club and the Borough Council have determined to enter into an “Agreement for Lease”, which formalises the commitment to enter into a lease arrangement, thereby meaning that the Lease itself can be signed at a later date.
- 4.1.2 The individual clubs that make up the over-arching Sports Club have been working hard with their respective governing bodies and each other on the production of the overall site development and business plans that will frame the growth of the proposed outdoor sports hub. The Sports Club has undertaken a detailed assessment of its playing pitch requirements and surveyed the fitness for purpose of its ancillary accommodation. Additionally, it has been working on the planning application that will support the intended construction of a floodlit, fenced artificial grass pitch, soft landscaping and improved access and parking arrangements at the Recreation Ground. A flood risk assessment and topographical survey are being undertaken in support of the planning process. An associated Funding Plan and a Marketing and Communication Strategy are also being developed.
- 4.1.3 The Football Foundation has initiated early site survey work at the Recreation Ground, which is an important first stage in the development of a funding application to advance plans to develop a high quality multi-sports hub at Royal Meadow Drive.

Boot Hill Recreation Ground, Grendon

- 4.1.4 The Board is aware that the sports pitch improvement works at Boot Hill Recreation Ground were completed in November 2020. In furtherance of needs identified in the Playing Pitch Strategy, Grendon Football Club, with which the Borough Council has agreed to enter into a Tenancy at Will, has been very proactive in encouraging and managing appropriate use of the Recreation Ground, alongside the informal access that remains for the local community.
- 4.1.5 The Board has previously been informed that the only affordable means by which to address the need for ancillary accommodation on the site was to address the subsidence and repair the existing brick-built pavilion. Whilst it took longer than originally anticipated, the highly specialised work on the

fabric of the building is complete, further to which the Authority is working closely with the Football Club to reinstate the internal changing accommodation. It had been hoped that the renovation of the site would be complete in time for the start of the football season, but these internal improvements are the subject of current on-site activity. In view of the popularity of the site, there is a growing understanding that there may be a need to address car parking issues associated with use of the Recreation Ground. Section 106 receipts are held, however, that can only be used at the site, which provides a route through which to address this need without any impact on the Borough Council's capital or revenue budgets.

AccessAble

- 4.1.6 The Authority has renewed its contract with AccessAble to produce Accessibility Guides for sites across North Warwickshire. The new contract, which runs from September 2022 to August 2027, provides detailed and summary Guides relating to publicly accessible buildings and green spaces across the Borough. These are publicised on the [AccessAble website](#). In addition, AccessAble has produced Play Area Access Reports for all Authority-owned play spaces, which include recommendations for how to improve accessibility at each site. Funding has been sought through the Rural England Prosperity Fund to progress this work.

4.2 Tree Management

- 4.2.1 Whilst the Green Space Officer (Trees) is responsible for the provision of a professional arboricultural service in respect of the Authority's tree stock, Members are aware that this post has been vacant for over two years. As previously reported, inspections and the associated reactive works are currently being completed, very satisfactorily, by arboriculturists at Warwickshire County Council.
- 4.2.2 Since April 2023, work has been instructed on 19 different sites and to 40 trees, 16 of which have had to be felled. In all cases, the trees were classified as being "dead, dying or dangerous". In these cases, the trees were deemed to be causing a structural issue with property and / or boundary walls or providing some other form of significant obstruction for the local community.
- 4.2.3 In addition to the replanting of trees previously reported to the Board, a number of initiatives have taken place:

Tiny Forest: The Authority has entered into an agreement with Earthwatch to provide a "Tiny Forest" on Station Road, Coleshill. A Tiny Forest is a dense, fast-growing native woodland around the size of a tennis court (approximately 200m²), which is combined with an engagement programme to support community "ownership" and provide social benefits. This site has now been completed and will be maintained by Earthwatch for the first two years.

Woodland Creation Accelerator Fund: Following the award, Warwickshire County Council has recruited two Officers, who will be in post until March

2025, to support tree planting work across the county. Since their appointment, the Officers have overseen the completion of the first Local Authority Treescape Fund grant (LATF), which was followed by the submission of a second successful LATF bid last month. They are also awaiting the outcome of a bid submitted to the Urban Tree Challenge Fund. These bids have been submitted in collaboration with all local authorities within Warwickshire through a newly formed “Tree Planting in Warwickshire” group.

Coronation Living Heritage Fund: This Fund, which has recently been released by DEFRA, supports the planting of community orchards in celebration of the King’s Coronation earlier this year. The Authority, in partnership with WCC, has submitted an application for financial assistance, which will enable the provision of a grant scheme to which community groups can apply in support of their development of local community orchards. All Councillors and parish and town councils have been made aware of this opportunity.

4.3 Biodiversity and Climate Change

4.3.1 Biodiversity net gain (BNG) is an approach to development, and / or land management, which aims to leave the natural environment in a measurably better state than it was before any development took place. Implications for the Authority regarding the new duty to enhance biodiversity were reported to the meeting of the Executive Board held in June 2023. A presentation, delivered by Warwickshire County Council, has also been given to Councillors.

4.3.2 The Green Space Strategy sets out a number of priorities in respect of the conservation and enhancement of biodiversity through habitat creation and management, to which the Local Nature Reserves Project is making a significant contribution. The four local reserves are managed through an agreement with Warwickshire Wildlife Trust. A report on related work is provide at Appendix A.

4.4 Children and Young People

4.4.1 The Green Space Strategy recognises the vital role of open space in helping children and young people to develop skills through play and social interaction and it commits the Authority to supporting the development of a strategic network of play facilities across the Borough. The Play Area Development Programme has enabled the Authority to meet this commitment through the delivery of an associated action plan.

4.4.2 Members will be aware that, through the Play Area Development Programme, the following sites have been developed / refurbished since 2021:

- Holly Bank, Austrey
- Cole End Park, Coleshill
- Piccadilly

- Corley
- Hurley
- Abbey Green Park, Polesworth
- Wood End
- Kitwood Avenue, Dordon
- Brook Walk, Mancetter
- Brett's Hall Pump Track, Ansley Common

4.4.3 The next site to be developed through the Programme is that located at Royal Meadow Drive Recreation Ground in Atherstone.

4.5 Section 106 Receipts

4.5.1 The Borough Council is currently holding a number of Section 106 receipts for, amongst other things, open space-related undertakings. The formal Agreements associated with these receipts are frequently very specific about where, upon what and by when the money can be used. The following table details those receipts upon which the views of the Board are sought in respect of their proposed use:

Parish	Sum (£)	Use by Date	Planned Use	Priority
Atherstone	152,582	September 25	£75,000 to support the development of play provision at RMD*	Green Space Strategy
Coleshill	13,260	April 29	Tree planting and accessibility work in Cole End Park**	Green Space Strategy
Grendon	20,000 + approx. 74,245	March 26	Improvements at Boot Hill Recreation Ground and play area***	Green Space and Playing Pitch Strategies
Polesworth	44,963	November 32	Enhancement of open space and play provision in Abbey Green Park****	Green Space Strategy
Ridge Lane	17,412	None	Improvements to the play area in Ridge Lane *****	Green Space Strategy

Notes:

* This will allow the Play Area Development Programme to undertake much needed work at the Baxterley play area much earlier than anticipated. The use of the residual sum will be determined by Councillors upon receipt of the revised Green Space and Playing Pitch Strategies

** Use determined by S106 Agreement

*** S106 receipt can only be used at Boot Hill Recreation Ground and play area

**** Use determined by S106 Agreement

***** Use determined by S106 Agreement. Spend to be undertaken in 2025 / 26, in line with the Play Area Development Programme

5 Area Priorities

5.1 Arley and Whitacre

For health and safety reasons, the skate provision at Old Arley Recreation Ground is due to be removed. Consultation has started with Ward Members and the local community to determine what new provision will be installed by way of replacement. Funding for the replacement equipment has been allocated through the UK Shared Prosperity Fund (UK SPF).

5.2 Atherstone and Mancetter

Following reports of a damaged gate at the entrance to Mancetter Recreation Ground from Greendale Close, and resultant issues with nuisance bikes gaining access to the site, a K Barrier was installed in September. Funded through the UK SPF, the K Barrier enables access for pushchairs, wheelchairs and other mobility aids, whilst preventing nuisance bikes and vehicles gaining access.

5.3 Baddesley Ensor and Grendon

Officers have recently been contacted by Grendon Parish Council regarding the installation of a new piece of equipment at the play area on Boot Hill, Grendon. Discussions are on-going, but the type of equipment, which will be funded by the Parish Council, will be determined in consultation with the local community and Ward Members.

5.4 Coleshill

Funding has been allocated through the UK SPF to improve the steps and reinstate the hand rail on the access leading down to Cole End Park from the A446 / Stonebridge Road. A contractor has been confirmed, and work will start in the coming weeks.

5.5 **Curdworth, Hurley and Wood End**

For a number of years, the chicken wire fencing surrounding the play area at Piccadilly Sports Field has not been fit for purpose and the chicane barrier between Piccadilly Crescent and the Sports Field made access difficult for pushchairs and mobility aids. Using UK SPF funding, a K Barrier has been installed to improve the access to, and security at, the site.

In addition, UK SPF funding has been approved to install a K Barrier at Hurley Recreation Ground, at the entrance of Lime Grove, to replace the current kissing gate, as recommended within the AccessAble accessibility review.

5.6 **Fillongley**

The perimeter of the play area at Church Lane, Corley, comprises both fencing and hedgerow. Due to a gap in the roadside hedgerow, additional fencing has been installed to improve site security and safety.

5.7 **Hartshill**

Funded through the Parish Council, a circular path and benches were installed at Grange Road Recreation Ground, Hartshill, in May. In addition, UK SPF funding has been allocated for the installation of a K Barrier at the site to replace the current kissing gate. This will improve the access for pushchairs, wheelchairs and other mobility aids. The Parish Council is also seeking to replace the goalposts that are currently on the site.

5.8 **Polesworth and Dordon**

Due to health and safety concerns, the “half pipe” at Abbey Green Park, Polesworth, has been removed. Consultation with the local community is currently taking place to determine the most appropriate way in which to replace this piece of equipment.

Following an inspection by an external company, the zip line at Long Street, Dordon, had to be removed. A replacement zip line has been ordered and will be installed in the coming weeks. As a result of vandalism, the basket swing on the site has also had to be removed, although a replacement has been ordered and will be installed by the end of September. A new wheelchair accessible roundabout is also being installed within this timeframe.

As recommended in the accessibility review, UK SPF funding has been allocated to provide two K Barriers at Kitwood Avenue Recreation Ground, Dordon. This will improve access and increase security at the site.

6 Review of the Green Space and Playing Pitch Strategies

- 6.1 The Board is aware that the audit and assessment work for the Playing Pitch and Green Space Strategies was undertaken in 2018. Formal Sport England Guidance requires the supply and demand data for adopted Playing Pitch Strategies to be updated every three years. Similarly, the Green Space Strategy requires review in order to be kept up-to-date to meet National Planning Policy Framework, Local Plan and Supplementary Planning Document requirements. In the case of the Playing Pitch Strategy, if no review and update have been carried out within three years, Sport England and the relevant national governing bodies of sport will consider the information upon which it is based to be out of date. There is, therefore, a requirement for both documents to be reviewed and updated.
- 6.2 As the Board is aware, a single external contractor has been appointed to undertake the review of both Strategies. In the case of the Playing Pitch Strategy, there is a formal (Sport England) four stage (Prepare, Gather Information, Assess the Data and Develop the Strategy) process through which to progress if the Strategy is to be recognised by Sport England and any potential funding partners. This process involves close engagement with relevant governing bodies of sport, as well as local clubs and organisations. With regard to the Green Space Strategy, the approach being taken locally is consistent with best practice guidance from Natural England, The Play Council and Fields in Trust, etc. The review of both documents is involving detailed audit, site assessment and consultation activity.
- 6.3 Work is progressing well in respect of the Playing Pitch Strategy. The Stage A scoping work has been undertaken in conjunction with both the Borough Council and the relevant governing bodies of sport. The Stage B data collection and site assessment work are also complete for both the winter and summer sports. The Authority has recently taken receipt of the initial draft Stage C Assessment Report, the content of which is being reviewed by Officers. The Report will be the subject of a meeting with the consultant and relevant national governing bodies, which will be held shortly before this meeting of the Board. After that meeting, the consultant will move to the Stage D production of a final draft of a revised Playing Pitch Strategy. Whilst it would not be appropriate to predict the key headlines of the revised Strategy, it would be surprising if issues were not raised about the need for additional provision for youth sport, concern about the quality of some playing pitches and ancillary accommodation and the need to provide 3G artificial grass pitches.
- 6.4 From its meeting held in March, the Board is aware of a problem associated with the gathering of data to inform the Green Space Strategy process, which had delayed implementation of the associated project plan. It is, however, pleasing to be able to report that the consultant overcame the problem and that the Borough Council has also taken receipt of a draft Open Space Assessment Report. This very long report focuses on the findings of research, site assessments, data analysis and GIS mapping and it provides detail about what provision exists in the Borough, its condition, distribution and

overall quality. The consultant will now move towards the review and revision of the current local Green Space Strategy, a new draft of which will reflect emerging issues, such as climate change and biodiversity net gain.

- 6.5 It is anticipated that it will be possible to table revised drafts of both the Playing Pitch and Green Space Strategies at the meeting of the Board to be held in either January 2024 or March 2024.

7 Report Implications

7.1 Finance and Value for Money Implications

- 7.1.1 The financial implications arising directly out of this report are identified within the Green Space Strategy Action and Funding Plan and within the Playing Pitch Strategy. The corresponding actions will be financed through approved budgets, through external funding support or through developer contributions.

- 7.1.2 The proposed works required to enhance open space and play provision in Abbey Green Park, Polesworth, in the sum of £44,963, will need a supplementary estimate to add this into the current year's capital programme. The works will be fully funded through the use of the identified Section 106 receipt.

7.2 Safer Communities Implications

- 7.2.1 Projects advanced through the Green Space and Playing Pitch Strategies contribute to community safety by providing well-managed open space and recreation areas that afford opportunities for positive activity.

7.3 Legal, Data Protection and Human Rights Implications

- 7.3.1 There are no legal, data protection or human rights implications arising directly out of this report. The proposed lease with Atherstone Sports Club, in respect of its use and development of Royal Meadow Drive Recreation Ground, has previously been considered by both this and the Executive Board.

- 7.3.2 Receipts from Section 106 agreements must be spent in accordance with the agreements themselves, unless specifically agreed with the other parties to the agreement.

7.4 Environment, Climate Change and Health Implications

- 7.4.1 Delivery of priorities identified in the Green Space and Playing Pitch Strategies contributes directly to environmental improvements, enhancement of biodiversity and mitigation of the effects of climate change. It also helps to build sustainable and vibrant communities. It is anticipated that the revised draft Green Space Strategy, to be considered at a future meeting of this Board, will reflect issues associated with climate change and biodiversity net gain.

7.5 Human Resources Implications

7.5.1 There are no human resource implications arising directly out of this report.

7.6 Risk Management Implications

7.6.1 There are no direct risks consequent upon the services identified within this report. The activity that is included within the Green Space and Playing Pitch Strategies, however, will be risk assessed and appropriate controls put in place, where appropriate.

7.7 Equalities Implications

7.7.1 There are no equalities implications arising from this report. The Authority's green spaces and playing pitches are provided for the benefit of the whole community and no group or individual defined by the protected characteristics under the Equality Act will be excluded therefrom. The work being undertaken in conjunction with AccessAble should lead to further improvement in the accessibility of public spaces, as well as the quality of information available to the community about the accessibility of those sites.

7.8 Links to Council's Priorities

7.8.1 The North Warwickshire Green Space and Playing Pitch Strategies have direct and positive links to the following corporate priorities:

- Safe, liveable, locally focused communities
- Prosperous and healthy
- Sustainable growth and protected rurality
- Efficient organisation

7.8.2 Additionally, implementation of the provisions of the Strategies contributes directly to the attainment of the priorities of the Sustainable Community Strategy to:

- Raise aspirations, education attainment and skill levels
- Develop healthier communities
- Improve access to services

The Contact Officer for this report is Becky Evans (719346).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No.	Author	Nature of Background Paper	Date
1	North Warwickshire Borough Council	North Warwickshire Playing Pitch Strategy (2018 to 2031)	January 2019
2	North Warwickshire Borough Council	North Warwickshire Green Space Strategy (2020 to 2033)	January 2020
3	Director of Leisure and Community Development	Play Area Development Programme	January 2021
4	Director of Leisure and Community Development	North Warwickshire Green Space and Playing Pitch Strategies Progress Report	March 2023
5	Chief Executive	Natural Environment, Including Biodiversity Net Gain	June 2023

Agenda Item 7

Resources Board

13 November 2023

Report of the Corporate Director - Resources

General Fund Budgetary Control Report 2023/24 Period Ended 30 September 2023

1 Summary

- 1.1 The report covers revenue expenditure and income for the period from 1 April 2023 to 30 September 2023. The 2023/24 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

Recommendation to Resources Board

That the report be noted and that the Board requests any further information it feels would assist it in monitoring the budgets under the Board's control.

2 Introduction

- 2.1 Resources Board is responsible for monitoring the Council's overall financial position on the General Fund, and this report gives details of the position at 30 September 2023.
- 2.2 The Board is also directly responsible for several internal and frontline services. Accounting rules require frontline services to show the total cost of providing the service, which includes support costs such as finance and IT services, as well as costs and income directly incurred.
- 2.3 Internal service costs are therefore recharged to all the services they support, both those that remain within Resources Board and those which are the responsibility of other Boards. This report provides some detail on both the frontline services relating to this Board and the internal service costs that are recharged, on 30 September 2023.
- 2.4 Where possible, the year-to-date budget figures have been calculated with some allowance for seasonal variations, to give a better comparison with actual figures.

3 Services Remaining Within Resources Board

3.1 The total expenditure for those services that remain within Resources as of 30 September 2023 is £1,712,317 compared with a profiled budgetary position of £1,590,559; giving an overspend of £121,758 for the period. Appendix A to this report provides details of the profiled and actual position for each service reporting to this Board, together with the variance for the period.

3.2 Democratic Process

3.2.1 The current underspend is mainly due to lower spend on mayoral activity, transport, and members allowances.

3.3 Business Rates Collection

3.3.1 The current underspend of £9,530 is due to higher than profiled income from the recovery of legal costs. Recovery action has commenced, and court action will be taken when appropriate, but the Council continues to collaborate with customers still struggling to make payments.

3.4 Council Tax Collection

3.4.1 The current overspends of £60,015 is mainly due to lower than profiled income from the recovery of legal costs. Recovery action has commenced, and court action will be taken when appropriate. The Council continues to work with customers to find a solution where they are still struggling with payments.

3.5 Innage Park Industrial Estate

3.5.1 The overall position as at the end of September is £7,009 under the income profile. This mainly relates to the lease for units 18-39 at Phase 2 being terminated at the end of May 2023. Budgeted rental income for the period June 23 to March 24 for phase 2 was £106,300 which will now not be received. This loss of income is partially offset by the saving in lease costs for June 23 to March 24 of £100,780. The net residual cost is £5,520. The decision to budget for the full year on phase 2 was due to uncertainty around timescales for the ending of the leasing arrangement.

3.6 Rent Allowances, and Rent Rebates and Administration

3.6.1 The current overspends of £36,126 on Rent Allowances and £33,954 on Rent Rebates relates to lower income from the recovery of housing benefit overpayments. The budget needs to be reviewed in line with the performance on recovery.

3.7 Car Parks

3.7.1 The overspend relates to below profiled levels of income from parking fees and penalties.

4 Services Recharged to Other Directorates and Services

4.1 Net expenditure for those services that are recharged to other Directorates and Services, at 30 September 2023, is £78,153 compared with a profiled budgetary position of £101,195. An underspend of £23,042 for the period.

4.2 The underspend on Council Offices is due to lower-than-expected utility invoices, this is partly offset by an increase in business rates due to external re-valuations.

4.3 Directorate Budgets

4.3.1 Current vacancy levels within the Directorates are slightly better than the profiled budget after allowing for the use of agency staff to cover some key duties, any recruitment costs resulting from these vacancies and excluding vacancies that relate to the Housing Revenue Account. However, when the vacancy provision is factored in there is an overspend. This position is likely to continue for the remainder of this financial year as the interim staff remain in post to deliver key priorities/projects whilst covering vacant posts until a structure fit for purpose is approved and the posts are filled on a permanent basis. In the current year a supplementary estimate will be required and will be requested as part of the updated Medium Term Financial Strategy (MTFS).

4.4.2 The areas with vacancies are Environmental Health, Landscape Management, Community Development, Environment Division, Planning, Financial Services, Internal Audit, Revenues and Benefits and Customer Contact. This level of vacancies is due to a limited response to recruitment exercises in some service areas. This has resulted in the Council relying on more expensive agency staff to cover most of the posts in key areas of operations. The table below relates to the General Fund only.

	£
Current salary vacancies	(365,117)
Current agency staffing costs	299,400
Sub Total	(65,717)
Less Central vacancy factor	100,000
Total	34,283

4.4.3 In addition to the salary variations identified above there are underspends on officer travel expenses due to the reduction in travel undertaken and some additional income.

5 Overall General Fund Position

5.1 Appendix B provides an analysis of Board expenditure and the overall position for the General Fund at Net Budget Requirement.

5.2 The actual level of Board expenditure for the period to 30 September 2023 is £5,183,162 compared with a profiled budgetary position of £5,249,740 an underspend of £66,577.

- 5.3 Within the Community and Environment Board, leisure service income across all sites is generally exceeding anticipated levels. In addition, the position has been increased by lower employee costs due to vacant positions. This is partly offset by greater than expected increases in business rates due to external revaluations.
- 5.4 Resources Board variances are as detailed earlier in this report.
- 5.5 As well as expenditure directly attributable to services, and included in the Board totals, there are several other amounts that need to be considered that provide the total net expenditure for the General Fund. This includes investment income, external interest payments and adjustments to reverse capital charges included within Board expenditure, from out of council expenditure.
- 5.6 Taking these amounts into account, net expenditure for the Council to the end of September 2023 totals £4,231,696 compared with a profiled position of £4,400,933. This increased the general underspend for the period to £169,237.

6 Risks to Services

- 6.1 In setting the budget in February 2023, a number of key risks to the overall budgetary position of the Council were highlighted and these are shown below:
- A pay award of 4% has been assumed in preparing the budgets. Any settlement above or below this would affect the financial position of the Authority. The National Employers have currently offered a flat rate increase of £1,925 as part of the pay negotiations for 2023/24, and if accepted this will increase the costs to the Council significantly, by around £332,082.
 - A vacancy factor has been included within the overall estimates. Should vacancies be less than expected, additional costs will be borne by the Authority.
 - There are potential additional costs for the Council in carrying out its planning function. If the Council loses a planning appeal, an award of costs can be made against the Council (the appellants costs for the appeal). If the Council consistently loses appeals it will become a designated authority, which means that prospective applicants can submit their applications directly to the planning directorate. This would mean the Council would lose the accompanying planning fee. In addition, any downturn in planning applications would impact on the fee income received.
 - Council expenditure on housing benefit is significant, although the majority is recouped through grant. Any reduction in performance can lead to a loss of grant and/or increase in the non-recovery of overpayments. The transfer of housing benefit into the universal credit administered nationally will impact on council resources.
 - A downturn in the current economic situation could have an impact on the industrial rent income that the Council can obtain. In addition, the NDR on vacant commercial properties will impact directly on the Council's costs.

- Legislation, as well as the economic situation, could also impact on other Council services such as Homelessness, with increased demand leading to additional expenditure.
- The Council is promoting recycling activities across the Borough. Reductions in income for recycling materials could add to the existing costs of the service.
- Limited budgetary provision is available for one off spending on areas such as public enquiries on planning, un-adopted roads, and contaminated land issues.
- Deterioration of the Council's assets could require costly remedial action and could also impact on the ability of some services to generate income. Income generation could also be affected more widely by the current economic position.

7 Estimated Out-turn for the General Fund

7.1 The anticipated out-turn for the General Fund is as per the original approved budgeted contribution from balances of £707,090 for the 2023/24 financial year.

8 Report Implications

8.1 Finance and Value for Money Implications

8.1.1 The Council's original budgeted contribution from General Fund balances for the 2023/24 financial year was £707,090.

8.1.2 Income and expenditure will continue to be closely managed and any further issues that arise will be reported to this Board at future meetings.

8.2 Environment and Sustainability Implications

8.2.1 The Council must ensure that it adopts and implements robust and comprehensive budgetary monitoring and control, to ensure not only the availability of services within the current financial year, but in future years.

The Contact Officer for this report is Nigel Lane (719371).

Background Papers

Local Government Act 1972 Section 100D

Background Paper No	Author	Nature of Background Paper	Date
Executive Board – Agenda item 11	Corporate Director - Resources	General Fund Revenue Estimates and Setting the Council Tax 2023-24	13 th Feb 2023

SERVICE REMAINING WITHIN RESOURCES BOARD
Budgetary Control Report 2023/24 as at 30 September 2023

Description	Approved Budget 2023/24 (£)	Profiled Budget to Sept 2023 (£)	Actuals to end Sept 2023 (£)	Variance to Date (£)	Comments
Cost of Democratic Process	585,580	292,570	272,961	(19,609)	Comment 3.2
Business Rates	93,760	105,077	95,547	(9,530)	Comment 3.3
Council Tax Collection	331,160	170,128	230,143	60,015	Comment 3.4
Miscellaneous Finance	580	290	290	-	
Compensation and Pension Increases	235,920	76,864	76,864	(0)	
Assisted Car Purchases	520	320	320	-	
Finance Unused Land and Assets	1,670	835	3,639	2,804	
Corporate and Democratic Core	667,800	377,865	377,865	-	
Unallocated Central Support Services	146,470	44,029	44,029	-	
Customer Contact (Service Budget)	48,670	24,335	23,495	(840)	
Rent Allowances and Administration	150,240	76,619	112,745	36,126	Comment 3.6
Housing Rent Rebates and Administration	157,860	79,662	113,616	33,954	Comment 3.6
Council Tax Support	370,000	186,487	186,487	0	
Director of Resources Sub Total	2,790,230	1,435,081	1,538,001	102,920	
Election Expenses	119,350	(15,111)	(14,441)	670	
Registration of Electors	78,220	54,837	54,376	(461)	
Chief Executive Sub Total	197,570	39,726	39,935	209	
Electricity at Work	28,760	10,187	11,176	989	
Coleshill Shops and Flats	-	-	793	793	
The Pavilions, Holly Lane	(83,740)	(41,490)	(41,495)	(5)	
Carlyon Road Industrial Estate	(120,810)	(61,925)	(61,963)	(38)	
Innage Park Industrial Estate	(91,930)	(53,965)	(46,956)	7,009	Comment 3.5
Maya Bar and Restaurant	(17,790)	(9,325)	(9,325)	(0)	
Football Ground	-	-	-	-	
Public Conveniences	-	-	237	237	
Car Parks	149,380	56,096	63,757	7,660	Comment 3.7
Director of Streetscape Sub Total	(136,130)	(100,422)	(83,777)	16,645	
Homeless Persons	149,050	185,609	186,358	749	
Homeless Project Watling Street Dordon	-	23,370	24,310	940	
Private Sector Housing Assistance	92,060	9,995	10,018	23	
CCTV	78,460	(2,800)	(2,529)	272	
Director of Housing Sub Total	319,570	216,174	218,158	1,984	
Sub TOTAL	3,171,240	1,590,559	1,712,317	121,758	
Summary of Central Support Budget movements (including vacancies)	(156,820)	101,195	78,153	(23,042)	Comment Section 4
TOTAL	3,014,420	1,691,754	1,790,470	98,716	

CONSOLIDATED GENERAL FUND POSITION
#REF!

Board	Approved Budget 2023/24 (£)	Expected position at Sept 2023 (£)	Actual position at Sept 2023 (£)	Variance
Executive	620,090	260,139	258,632	(1,507)
Planning and Development	320,280	171,132	201,658	30,526
Licensing Committee	45,660	23,362	10,392	(12,969)
Community and Environment	7,277,830	3,103,353	2,922,011	(181,342)
Resources (including vacancy provision)	3,014,420	1,691,754	1,790,470	98,716
Other Contingencies	277,600	-	-	-
Net Board Expenditure	11,555,880	5,249,740	5,183,162	(66,577)
Investment Income	(1,160,000)	(580,000)	(682,660)	(102,660)
Use of Balances and savings	(707,090)	-	-	-
Financing Adjustment	(806,420)	(268,807)	(268,807)	-
Net Expenditure	8,882,370	4,400,933	4,231,696	(169,237)

Net Expenditure Per Budget Book	8,882,710
Virement of Recruitment to HRA	-
Virement of Corporate Training to HRA	(340)
Net Board Expenditure in Report	8,882,370

-

Agenda Item No 8

Resources Board

13 November 2023

**Report of the
Corporate Director - Resources**

**Housing Revenue Account
Budgetary Control Report 2023/2024
Period Ended 30 September 2023**

1 Summary

- 1.1 The report covers total Housing Revenue Account revenue expenditure and income for the period from 1 April to 30 September 2023.

<p>Recommendation to the Board</p> <p>To consider if any further information is required.</p>

2 Introduction

- 2.1 Under the Service Reporting Code of Practice (SeRCOP), services should be charged with the total cost of providing the service, which not only includes costs and income directly incurred, but also support costs relating to such areas as finance, office accommodation, telephone costs and IT services and Member costs.

3 Overall Position

- 3.1 The Housing Revenue Account (HRA) includes all costs and income relating to the letting and management of the Council's housing stock. This has to be kept separate from General Fund (GF) expenditure to meet the statutory requirements of the ringfence between the GF and HRA to ensure no subsidisation between the accounts. The actual position for the HRA for the period ended 30 September 2023 is a surplus of £669,339, compared with a forecast surplus position for the period of £557,277. Where possible, the forecast position has been profiled to reflect seasonal variations in expenditure and income, in order to give a better comparison with actual figures. The actual position is a favourable variance of £112,062 against the forecast position. Appendix A to this report provides details of the profiled and actual position for expenditure and income incurred by the HRA.

...

- 3.2 The contribution to the Repairs Fund is transferred from the Revenue Account on a monthly basis as profiled. The actual spend on repairs is shown within the Repairs Fund. Similarly, budget provision within the Revenue Account for capital expenditure is transferred to capital reserves, which are then utilised to fund HRA capital expenditure included in the capital programme.

- 3.3 The overspend within Supervision and Management General relates to the increased costs for the Housing Ombudsman Membership and increased bank charges.
- 3.4 The underspend within Supervision and Management Special Services is due lower expenditure on Utility costs to no expenditure on window cleaning.
- 3.5 Rental income is currently higher than expected. This is mainly due to a lower level of Right to Buy sales and the new build flats at Coleshill Road Atherstone being let earlier than budgeted for.

4 **Housing Repairs Fund**

- 4.1 The Housing Repairs Fund covers expenditure on all repairs and maintenance, both day to day and programmed, whether carried out by Housing Direct Works or external contractors. This includes any surplus or deficit on the operation of Housing Direct Works.
- 4.2 The balance on the Fund estimated at the start of the year amounted to £1,234,134. The balance can be used to cover timing issues between years. In 2023/24 the contribution to the fund is £3,580,480. Any over-spend in the repairs fund would impact on the use of Housing Revenue Account balances if it exceeded the balance on the fund and the contribution in the year.
- ... 4.3 The position on the fund at the end of September is shown in Appendix B.

5 **Housing Direct Works**

- 5.1 There is an overspend on employee costs reflecting the current level of permanent employee vacancies being covered by higher cost agency staffing. Recruitment to some vacancies has stalled because of the difference in hourly rates in the private sector and strong demand for tradesmen. Cover is required for long term sickness absences. A number of vacancies have been temporarily filled with agency employees. There has been an increase in material costs within the supplies and services budget to date, also less work has been undertaken on capital schemes and for the General Fund reflected in the lower level of income. There are also increases in transport fuel and maintenance costs.
- ... 5.2 Appendix C to this report provides the profiled and actual expenditure of Housing Direct Works in more detail.

6 **Risks to the Budget**

- 6.1 The key risks to the budgetary position of the Housing Revenue Account identified when setting the budget in February 2023/24 are:-
 - The potential ongoing impact of sustaining rent income levels with the changes economic conditions;

- The requirement on the Council to meet statutory housing needs and support tenants to sustain their tenancies.
- A change in interest rates if funds need to be borrowed externally;
- Any extension of the rent cap which reduces the rent levels assumed in the Business Plan, as this could impact significantly on the expected surpluses;
- More attractive Right to Buy conditions could encourage higher sales;
- The requirements of an ageing stock and the need to meet the Decent Homes Standard are likely to continue to increase the demand for capital works and for response repairs work whilst capital programmes are organised. Work to keep the Council's assets in good condition will be prioritised and accommodated within existing budgets;
- Any reduction in the performance of Housing Direct Works will put pressure on the Council to use external contractors and therefore will impact on the level of expenditure;
- The impact of the Social Housing (Regulation) Act 2023, which sets out the Government's intention to change and strengthen the regulatory framework in conjunction with enhancing the roles of the Regulator and Housing Ombudsman alongside the Building Safety Regulator.

7 Estimated Out-turn

7.1 The anticipated out-turn for the Housing Revenue Account is detailed in the table below: -

	£
Approved Budget 2023/24	(39,300)
Net increase in rental income to September	(30,300)
Underspend on utility costs and no spend on window cleaning	(59,000)
Expected Out-turn 2023/24	(128,600)

7.2 The estimated out-turn for the Repairs Fund remains the same as that included in the original budget.

8 Report Implications

8.1 Finance and Value for Money Implications

8.1.1 The Council is currently forecasting a increased contribution into the Housing Revenue Fund balance of £128,600 for the 2022/23 financial year.

8.1.2 Income and expenditure will continue to be closely managed and any issues that arise will be reported to this committee for comment.

8.2 Environment and Sustainability Implications

8.2.1 The Council has to ensure that it adopts and implements robust and comprehensive budgetary monitoring and control, to ensure not only the availability of services within the current financial year, but in future years.

8.3 Legal Implications

8.3.1 As set out in the body of the report, the Housing Revenue Account is subject to specific rules as to the credits and debits which are included in relation to the Council's activities as an owner of land and houses and must be kept separate from the General Fund. As further stated, the HRA must be self-funding.

The Contact Officer for this report is Nigel Lane (719371).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
Resources Board – Agenda item 12	Corporate Director - Resources	Housing Revenue Account Estimates 2023-24 and Rent Review	30 th Jan 2023

HOUSING REVENUE ACCOUNT

	Amended Budget 2023/2024	Expected Spend to September 2023/2024	Actual Spend to September 2023/2024	Variance	Comments
EXPENDITURE					
Repairs and Maintenance	3,580,480	1,798,932	1,798,932	-	Comment 3.2
Supervision and Management - General	1,886,470	944,927	947,995	3,068	Comment 3.3
Supervision and Management - Special Services	659,730	316,080	230,105	(85,975)	Comment 3.4
Provision for Bad Debts	128,880	64,440	64,440	-	
Interest on Loans	1,611,860	805,930	805,930	-	
New Loans	(5,050,000)	(2,525,000)	(2,525,000)	-	
Revenue Set Aside (debt Repayment)	2,400,000	1,200,000	1,200,000	-	
Capital Expenditure - New Build	1,305,770	652,885	652,885	-	Comment 3.2
Capital Expenditure	7,026,720	3,513,360	3,513,360	-	Comment 3.2
Total Expenditure	13,549,910	6,771,554	6,688,647	(82,907)	
INCOME					
Gross Rent Income from Dwellings	(12,887,850)	(6,980,919)	(7,011,262)	(30,343)	Comment 3.5
Gross Rent Income from Non-Dwellings	(401,250)	(217,160)	(213,734)	3,426	
Charges for Services and Facilities	(114,830)	(38,112)	(40,350)	(2,238)	
Total Income	(13,403,930)	(7,236,191)	(7,265,346)	(29,155)	
NET COST OF SERVICES	145,980	(464,637)	(576,699)	(112,062)	
Investment Income- Other	(185,280)	(92,640)	(92,640)	-	
TOTAL (SURPLUS)/DEFICIT FOR THE YEAR	(39,300)	(557,277)	(669,339)	(112,062)	

Appendix B

HOUSING REPAIRS FUND (to end of September 2023)

	£
Balance available at 1 April 2023 (Estimate)	1,234,134
Contribution 2023/24 (to September 2023)	1,798,932
Expected Use of Fund (to September 2023)	(2,539,931)
Surplus on the Fund at 30 September 2023	493,135

HOUSING DIRECT WORKS**Budgetary Control Report as at 30 September 2023**

	Original Budget 2023/2024	Expected Spend 2023/2024	Actual Spend 2023/2024	Variance
EXPENDITURE				
Employee Costs	996,170	494,620	583,147	88,527
Supplies and Services	463,530	231,520	301,026	69,506
Transport	115,660	58,140	78,038	19,898
Income	(42,920)	(21,460)	(1,889)	19,571
Gross controllable Expenditure	1,532,440	762,820	960,322	197,502
Central Support	304,770	152,385	152,385	-
Housing Direct Works Expenditure	1,837,210	915,205	1,112,707	197,502

Agenda Item No 9

Resources Board

13 November 2023

**Report of the Corporate Director -
Resources**

**Capital Programme 2023/24
Period 6 Update**

1 Summary

- 1.1 The report updates Members on the progress of the 2023/24 Capital Programme in terms of expenditure up to the end of September 2023.

Recommendation to the Board

- a To agree to the virement of the Old Bank House electrical upgrade budget £225,000 to enable year one of the fire doors replacement programme to be delivered; and to note that additional funding will be required in next year.**
- b That progress made against the 2023/24 Capital Programme is noted;**

2 Introduction

- 2.1 The Council's Capital Programme for 2023/24 totals £19,959,345; a programme of work amounting to £16,330,540 was approved in February 2023; at the Resources Board meeting on 5 September 2023 a supplementary budget of £390,000 was agreed and at the Executive Board meeting on 18 September 2023, it was agreed to carry forward £3,238,804 of committed and unspent 2022/23 budget.

3 Budget Profiling

- 3.1 A schedule of works is arranged by each budget holder and each of the schemes are timetabled for completion throughout the year. This schedule is monitored on a monthly basis and discussed with Budget Holders.

4 Housing Schemes

- 4.1 The original budget for 2023/24 was £8,332,550, and there was an agreed carry forward of £354,000 from the 2022/23 budget, as well as an agreed supplementary budget of £390,000, which provides a total Housing Capital budget of £9,076,550 (Appendix A).

...

- 4.2 There has been a total of £4,218,081 spent on the housing capital programme during the first 6 months of 2023/24; this is compared to a profiled budget of £2,877,355.
- 4.3 The most significant ongoing work programme is to complete the new roof and wall insulation for the blocks at Drayton Court, Hartshill. Alongside this work roofs are being replaced on individual properties on Castle Road, Hartshill. The completion of the works at Drayton Court before Christmas alongside the completion of the programme at St Leonards View, Dordon has allowed the team to start enabling works at blocks at Abbey Green Court, Polesworth. Work will start on site in December 2023.
- 4.4 After a faltering start because of rising costs and concerns about delivery a kitchen replacement contract is now underway concentrating on Mancetter and Ansley. The scheme intends to address kitchens which do not meet the Decent Homes Standard.
- 4.5 The team continue to deliver the adaptations recommended by the HEART service. This is mainly level access showers and ramps but also includes minor works such as handrails and adapting steps to allow for better access. The budget is under pressure because of the number of adaptations which are recommended and the need to act promptly to deliver them so that tenants can live independently. The Council has a duty to deliver against the recommendations made and is expected to do so within 6 months of the request.
- 4.6 Fire Risk Assessments are being undertaken for blocks of flats. These assess alarm systems, electrical installations, compartmentation, and fire doors. Extensive external and internal remediation for the fire damaged premises at Chancery Court has now been organised and will be covered by an insurance claim. As with the General Fund additional funding will be required in next year to deliver the fire safety doors recommended in the reason survey.
- 4.7 The budget for electrical installations remains challenging because of the need to undertake rewires and upgrades following an unsatisfactory Electrical Installation Condition Report. Category 1 hazards are resolved at the time of the inspection but follow on work can also be required. The team will have no outstanding 5-year reports at the end of the year but upgrade and rewire programmes are ongoing. There is also a need to ensure the electrical installations in blocks of flats are safe and meet current standards.
- 4.8 To meet the Decent Homes Standard and ensure that tenants have energy efficient heating systems gas boilers have to be replaced within a 15-year period. Our programme of works is on track to continue to deliver against that requirement with an average of 3 installations a week. The 15-year limit is an absolute requirement so to continue to meet it there will need to be considerations about additional budget to support the programme.

- 4.7 The Housing Vehicle replacement scheme is being affected by the extended waiting time for the procurement of new vehicles, but all vehicles have been ordered with 16 of those being delivered. There is a separate report on this agenda covering vehicle replacement.
- 4.8 Budget provision for the New Build programme relates to the completion of the schemes on Long Street and Coleshill Road in Atherstone. The developments are now complete, and all properties occupied. The insurance claim to meet the additional costs of completing the works for the new build properties in Atherstone has been settled. The NHBC have agreed to pay the Council the maximum amount allowed in the insurance cover – 10% of the Council's costs to complete the buildings on Coleshill Road, Atherstone which amounts to £82,514.

5 General Fund Schemes

- 5.1 The original budget for 2023/24 was £7,997,990 and there is an agreed carry forward of £2,884,804. This gives a total General Fund Capital budget of £10,882,794 (Appendix A).
- 5.2 There has been a total of £1,213,133 spent against the general fund capital projects for 2023/24, compared to a profiled budget of £1,310,792.
- 5.3 A further £287,205 has been spent on the project to develop the sub-regional Materials Recycling Facility for use by local authority partners which has now commenced operation. Resurfacing works at the cattle market Car Park have been completed.
- 5.4 Within the Play Area Replacement programme, work has been undertaken at the Kitwood Avenue Play Area in Dordon, and the Brook Walk Play Area in Mancetter. Bretts Hall play area has had a Pump Track installed and Abbey Green Park is seeing the removal of a concrete half pipe due to safety concerns. In addition, some general and fitness leisure equipment has been replaced at the Leisure Facilities.
- 5.5 With regard to Information Services, a lot of work is currently in hand around the replacement and support of three major systems: Local Land Charges and Planning, Environmental Health, and Finance. The Finance system has now reached the testing phase.
- 5.6 Spending within the Vehicle Replacement scheme relates to two replacement Cylinder Mowers, a Kubota Tractor, a Trade Refuse Vehicle, and a Transit Van.
- 5.7 The electrical upgrade planned for the Council Offices at Old Bank House is deferred whilst its future use is considered. The plan is to repurpose these funds to deliver the works to fire doors as identified in section 6 below.

6 Works required to Fire Doors in Municipal/Corporate Buildings – Virement from Electrical works Old Bank House to Fire Doors £225,000.

- 6.1 Fire Risk Assessments are undertaken at all the Council's municipal buildings on an annual basis. The Fire Risk Assessment Reviews included several corporate properties. Following the review officers in the facilities Management Team alongside the corporate health and Safety Officer worked with a specialist external company to undertake a fire door remediation and prioritisation exercise. This exercise identified a number of works, including the replacement of seal, fire doors and materials within our corporate property portfolio.
- 6.2 The survey results show the buildings where the fire door replacement works need to start this year and identifies potential future spend for years 2 and 3. These budgets will be dealt with as part of the budget setting process for 2024/25, with year 2 funding available from April 2024.
- 6.3 A number of these fire doors were installed when the buildings were constructed and met the fire regulation standards at the time. The importance of fire doors and their performance has received much prominence and importance post the Grenfell tragedy and officers have developed this programme of works in compliance with the new legislative requirements.
- 6.4 Quotations have been obtained from suitably qualified companies who were appointed to undertake detailed surveys of every fire door identified in the Fire Risk Assessment Reviews. The comprehensive surveys identified key defects and recommended the replacement of doors and frames when required.
- 6.5 The total number of doors identified as requiring replacement is 178. The Council House, (45 doors), Sheepy Road Depot, (16 doors), and Coleshill Leisure Centre, (8 doors) have been identified as the highest risk and officers recommend these should be carried out in the first year of the programme year 2023/24 commencing as soon as practicable.

Cost and Programme of Works

- 6.6 Whilst it's important to recognise that correctly functioning fire doors in every building is essential, officers have determined that not all the fire doors are as critical as others. Based on this and other factors, officers have developed a three-year programme to undertake the works.

Year 2 would comprise of Atherstone Leisure Centre, Ansley Sports Pavilion, and Piccadilly Sports Pavilion. Year 3 would be Old Bank House and The Memorial Hall.

- 6.7 The remaining corporate properties have no fire doors, are currently vacant or fire doors are the responsibility of tenants.
- 6.8 Initial quotations of £491,838 to undertake all the works required, to be undertaken in three phases:-

Year 1 2023/24 - £210,407.75
Year 2 2024/25 - £106,073.81
Year 3 2025/26 - £175,356.18

The final cost will vary as some of the current doors are of a bespoke nature and individual final costs may adjust. In addition, officers are reviewing the current corporate property portfolio, and some premises may be upgraded in the coming years.

The need to finance and undertake the priority 1 works will not change the programme.

- 6.9 The capital programme has an allocation in this year's programme of £225,000 for 'Council House Electrics'. This was intended for a rewire/upgrade to the electrical installation at Old Bank House which is now vacant. It is proposed that this is reallocated to fund year 1 of the programme.
- 6.10 Years 2 and 3 funding will be determined as part of the budget setting process for 2024/25 with year 2 funding being available from April 2024.

7 Report Implications

7.1 Finance and Value for Money Implications

7.1.1 As highlighted in the report, there are inflationary pressures affecting capital spending, particularly in the HRA. Housing budgets are coming under increasing pressure due to the work needed on our ageing stock and inflationary increases currently being experienced across the economy. Further work will be carried out to establish the extent of these issues, which will be reported to the next meeting of the Board. The Housing Regulator and Government require social housing landlords to meet the Decent Homes Standard, prioritise building safety works, provide energy efficient dwellings and do works promptly to ensure premises are free from damp and mould.

7.1.2 Capital schemes will contribute to services provided by the Council, from maintaining decent Council homes, assisting in carrying out adaptations to tenants houses funding, energy efficient heating systems to promote carbon reduction and encouraging fitness and the wellbeing of tenants.

7.1.3 To agree to the virement of the Old Bank House electrical upgrade budget to enable year one of the fire doors replacement programme to be delivered.

7.2 Environment and Sustainability Implications

7.2.1 Expenditure incurred as part of the Council's Capital Programme enables the Council to continue to improve and deliver a range of services to the people of North Warwickshire. The implementation of the capital programme will lead to improvements in the quality of life for the communities of North Warwickshire.

7.3 Risk Management Implications

7.3.1 Many of the works required to the Council's Housing Stock reflect the Council's legal duties in relation to safety of properties and their occupants. Failure to undertake these works may expose the Council's staff and tenants to risk of harm, potential associated litigation, and risks damage to its reputation.

7.4 Legal Implications

7.4.1 As members may be aware, the main considerations for the Council in planning future levels of capital spend are that:

- a) capital spend must be considered in light of its future revenue implications of both any running costs and the costs of any associated borrowing;
- b) capital budget allocation should relate to wider asset management planning, which should be found in the delivery of local priorities and services; and,
- c) capital allocations should be integrated into service planning, i.e., alignment with local authority strategic priorities, relating financial investment to the planning of service outcomes and performance management.

7.4.2 The additional budget requirements requested in the body of this report explain why further spending is required, giving the proposals context in relation to the considerations at a) to c) above. The original allocation of capital budget had regard to these matters and the proposals are made to ensure that these objectives are delivered.

7.5 Equality Implications

7.5.1 The Council must meet the requirements of the Equality Act 2010 which consolidates and expands previous equality legislation, and now includes a public sector duty (the equality duty). The capital programme includes some provision for improving accessibility as required under the 2010 Act and other relevant legislation.

7.5.2 Failure to make reasonable adjustments could result in limiting access to services provided from our buildings and facilities by disabled people and the potential for legal challenges being taken against the Council.

7.5.3 Additionally, when decisions are made about spending the sums which have been allocated for specific capital purposes, it is necessary to consider any relevant equalities implications to ensure that the Council's duties are met.

The Contact Officer for this report is Nigel Lane (719371).

Background Papers

Local Government Act 1972 Section 100D

Background Paper No	Author	Nature of Background Paper	Date
Executive Board – Agenda item 9	Corporate Director - Resources	The proposed 3-year capital programme 2023-24 to 2025- 26	13 th Feb 2023

Cost Centre	Cost Centre Description	Original Budget	Budget	Virements &	(A)	(B)	Total Year To	Total v Profiled
					Approved	Profiled		
8401	Cap Hsg Disabled Facility Adaptation CH	200,000	-	-	200,000	100,000	256,826	156,826
8403	Cap Hsg Windows & Doors	450,000	-	-	450,000	225,000	64,897	(160,103)
8404	Cap Hsg Kitchens and Bathrooms	600,000	-	-	600,000	300,000	98,152	(201,848)
8405	Cap Hsg Insulation	250,000	-	-	250,000	125,000	11,661	(113,339)
8406	Cap Hsg Roofing	400,000	-	-	400,000	200,000	123,789	(76,211)
8407	Cap Energy Saving	-	-	-	-	-	1,095	1,095
8409	Cap Hsg Heating	500,000	-	-	500,000	250,000	507,456	257,456
8410	Cap Hsg Electrics	600,000	-	340,000	940,000	470,000	995,239	525,239
8435	Cap Remedial Work to Flats	250,000	-	-	250,000	125,000	358,813	233,813
8435	Cap Remedial Work to Flats - Drayton Court	-	148,810	-	148,810	74,405	873,322	798,917
8435	Cap Remedial Work to Flats - Abbey Green Court	4,000,000	-	-	4,000,000	-	10,250	10,250
8483	Cap Multi Trade Contract	300,000	-	50,000	350,000	175,000	59,616	(115,384)
8484	Cap Replacement DLO Vehicles	472,970	-	-	472,970	472,970	547,068	74,098
8495	Cap New Build, Atherstone	-	205,190	-	205,190	205,190	154,452	(50,738)
		-	-	-	-	-	-	-
8453	Cap Hsg General Costs	309,580	-	-	309,580	154,790	155,445	655
	Total HRA	8,332,550	354,000	390,000	9,076,550	2,877,355	4,218,081	1,340,726
8,002	Cap DDA	120,000	-	-	120,000	2,500	2,500	-
8,005	Cap Refurbishment of Council Owned Buildings	-	45,000	-	45,000	22,500	-	(22,500)
8,006	Cap Atherstone LUFBid	2,600,000	400,000	-	3,000,000	-	289	289
8,007	Cap Polesworth Leisure Facility	3,000,000	-	-	3,000,000	-	-	-
8,008	Cap Parks and Playing Fields	95,000	81,938	-	176,938	88,469	155,497	67,028
8,009	Cap Artificial Grass Pitch	372,170	-	-	372,170	-	-	-
8,013	Cap Council Offices Electrics	75,000	150,000	-	225,000	-	-	-
8,014	Cap Playing Pitch Strategy	-	5,570	-	5,570	5,570	2,500	(3,070)
8,023	Cap General Leisure Equipment	20,000	3,717	-	23,717	11,859	8,900	(2,959)
8,025	Cap ALC Gym Equipment	-	37,095	-	37,095	18,547	254	(18,293)
8,047	Cap CCTV Scheme	-	-	-	-	-	-	-
8,066	Cap External Work on Industrial Buildings	-	470,000	-	470,000	-	-	-
8,072	Cap Depot Works	-	30,600	-	30,600	-	-	-
8,073	Cap Materials Recycling Facility	142,720	230,905	-	373,625	373,625	287,205	(86,420)
8,077	Cap Car Parking Pay and Display	-	-	-	-	-	-	-
8,080	Cap Structural Maintenance Car Park Programme	245,000	100,000	-	345,000	172,500	94,993	(77,507)
8,081	Cap Car Parking Coleshill	400,000	600,000	-	1,000,000	-	-	-
8,083	Cap Mobile Care Admin Facility Innage Park	-	30,000	-	30,000	-	-	-
8,201	Cap Computer Software	35,000	5,416	-	40,416	20,208	5,066	(15,142)
8,205	Cap Infrastructure Development	20,000	55,739	-	75,739	37,870	11,184	(26,686)
	Cap Network Infrastructure	-	25,600	-	25,600	12,800	-	(12,800)
8,207	Cap Financial Management System	-	181,094	-	181,094	90,547	42,229	(48,318)
8,223	Cap Backing Up	20,000	10,000	-	30,000	-	-	-
8,251	PMS Replacement	15,000	-	-	15,000	-	-	-
8,257	Cap Environmental Health System	-	65,494	-	65,494	32,747	30,560	(2,187)
8,260	Cap Mobile Devices	10,000	-	-	10,000	5,000	5,293	293
8,261	Cap Replacement Planning System	-	27,920	-	27,920	27,920	-	(27,920)
8,262	Cap Web Development	50,000	-	-	50,000	25,000	27,300	2,300
8,263	Cap UPS	10,000	-	-	10,000	-	-	-
8,500	Cap Transport	729,010	328,716	-	1,057,726	353,585	353,585	-
8,704	Cap DHS Assistance	20,000	-	-	20,000	-	-	-
8,710	Cap Green Homes Efficiency Works	-	-	-	-	-	5,000	5,000
8,309	UKSPF	-	-	-	-	-	171,158	171,158
		-	-	-	-	-	-	-
8,303	Capital Salaries	19,090	-	-	19,090	9,545	9,620	75
	Total General Fund	7,997,990	2,884,804	-	10,882,794	1,310,792	1,213,133	(97,659)
	Total Expenditure	16,330,540	3,238,805	390,000	19,959,345	4,188,147	5,431,213	1,243,066

Agenda Item No 10

Resources Board

13 November 2023

Report of the
Director - Streetscape

Replacement Housing Vehicles –
Capital Programme 2023/2024

1 Summary

- 1.1 This report updates Members on the outcome of the procurement exercise for the purchase of various Housing vehicles and proposes changes to the capital programme to reflect the revised replacement costs.

Recommendation to the Board

That a supplementary estimate be approved for the additional cost of £56,555 for replacing 19 vehicles is added to the 2023/24 capital programme.

2 Background

- 2.1 Nineteen Housing vans, comprising two drop-side tippers, thirteen L1/H1 medium-sized vans, two L2H2 large vans and two small vans require replacement during the current financial year. Provision of £29,170 per drop-side tipper, £20,600 per L1H1, £22,000 per L2H2 and £14,420 for the small vans was made in the current capital programme.

- 2.2 The new vehicles are essential to the continued efficient delivery of the Council's Housing services. The table at 3.1.1 sets out the most economically advantageous prices obtained for each type of vehicle following the recent procurement exercise and highlights the shortfall/surplus against the provision within the current capital programme. Overall the total shortfall is £56,555.

- 2.3 The amount of the budget allocated in the capital programme was based on previous vehicle purchases and discussions with a number of suppliers. The consequence of Covid-19 production/manufacturing, the worldwide shortage of key components and the 2030 ban on sales of petrol/diesel vans has significantly increased the unit cost for most vehicle types. Several manufacturers were considered for the procurement exercise, all of which were within a few hundred pounds of each other which would suggest that the market price for vehicles has risen across the board within the van sector.

3 Report Implications

3.1 Finance and Value for Money Implications

3.1.1 The table below details the budgets and tendered costs of the proposed vehicle replacements.

Vehicles to be replaced	Budget 2023/24 £	Purchase Sum £	Shortfall £
2 x drop-side tippers	58,340	61,162	2,822
13 x L1H1 (medium) vans	270,730	304,070	33,340
2 x L2H2 (large vans)	44,000	50,880	6,880
2 x small vans	28,840	42,353	13,513
Total	401,910	458,465	56,555

3.1.2 The table above shows the purchase price of the vehicles is £458,465. We currently have budget provision of £401,910 in the capital programme. This would leave a shortfall of £56,555.

3.1.3 The shortfall of £56,555 will need a supplementary estimate to be added to the capital programme in 2023/24. Whilst some funding of around £30,000 is expected to be realised from the sale of the old vehicles, this is not guaranteed. The financial implications for the Housing Revenue Account will be an additional prudential borrowing repayment of £8,080 per year and the loss of investment income of between £1,646 to £3,500 dependant on sale proceeds realised.

3.1.4 The final funding arrangements will be decided during the year end close down procedure and when exact sale proceeds are known.

3.2 Risk Management Implications

3.2.1 If the Council does not renew its housing vehicle fleet the housing services will become increasingly less reliable, less efficient and far more costly to operate. Certain elements of the service may become unsustainable in their current form.

3.3 Environment and Sustainability Implications

3.3.1 The Euro V1 engines comply with the European regulations for reduced emissions.

3.3.2 The council has pledged to achieve net-zero carbon emissions by 2030. Currently fleet emissions are one of the council's largest emitters of CO2. A move away from internal combustion engine vehicles is seen as a key step to achieve net-zero globally. Should these vehicles operate beyond 2030 the carbon emissions will need be countered by sequestration or offsetting, that could incur additional costs in the future.

3.4 Legal Implications

3.4.1 As members will be aware, the Council has a legal obligation to make standing orders in relation to contracts and to comply with the procurement rules in the Public Contract Regulations 2015. There are also rules in the Local Government Act 1988 which set out what factors may and may not be considered in making decisions regarding the award of contracts. In summary these require the Council to operate fair, transparent processes and obtain value for money when purchasing goods and services.

3.4.2 The Public Services (Social Value) Act 2012 imposes certain duties on local authorities when procuring goods and services to consider how the proposed procurement might improve the economic, social and environmental wellbeing of their area. Accordingly, whilst it must be considered together with and balanced against all other relevant factors in deciding whether to approve the additional estimate for purchase of the vehicles concerned, the Council may take account of the environmental benefits of procuring vehicles which assist in meeting its net zero target.

The Contact Officer for this report is John Rhodes (719376)

Local Government Act 1972 Section 100D

Background Paper No	Author	Nature of Background Paper	Date