

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.

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RESOURCES BOARD AGENDA

5 SEPTEMBER 2023

The Resources Board will meet on Tuesday 5 September 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 may need to mute the sound on YouTube when they speak on the phone to prevent feedback).

5 **Minutes of the Resources Board held on 19 June 2023** – copy herewith, to be approved as a correct record and signed by the Chairman.

ITEMS FOR DISCUSSION AND DECISION (WHITE PAPERS)

6 **General Fund Budgetary Control Report 2023/24 Period Ended 31 July 2023**– Report of the Corporate Director – Resources

Summary

The report covers 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, 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).

- 7 **Capital Programme 2023/24 Period Ended 31 July 2023** – Report of the Corporate Director – Resources

Summary

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

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

- 8 **Housing Revenue Account Budgetary Control Report 2023/2024 Period Ended 31 July 2023** - Report of the Corporate Director - Resources

Summary

The report covers total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 July 2023.

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

- 9 **Atherstone Boxing Club and the Former Guide Hut, Long Street, Atherstone**– Report of the Corporate Director – Streetscape and the Director of Leisure and Community Development

Summary

This report informs 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.

The Contact Officers for this report are Simon Powell (719352) and Chris Jones (719265).

- 10 **Parking Petition – Atherstone** – Report of the Corporate Director – Streetscape

Summary

A petition was received on the 19 May 2023 from Richard Kelly Chairman of North Warwickshire East Labour Party relating to Overspill Parking and Parking Permits in Atherstone.

The Contact Officer for this report is Keith Evans (719354).

STEVE MAXEY
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

19 June 2023

Present: Councillor Symonds in the Chair

Councillors Barnett, Bates, Chapman, Clews, Davey, Humphreys, Parsons, Stuart, Taylor and Watson

Apologies for absence were received from Councillor Simpson (Substitute D Bates)

1 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Taylor disclosed a pecuniary interest in Minutes No 9 (Policy - Dealing with Damp and Mould in Council Properties) and 11 (Asset Management Plan for the Council's Landlord Stock) by virtue of owning a flat within a Council block, remained in the meeting but took no part in the discussion or voting thereon.

2 **Minutes of the Resources Board held on 13 March 2023**

The minutes of the Resources Board held on 13 March 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

3 **Resources Board – Scope and Services**

Officers gave an overview of the services which provide reports and updates to the Board.

4 **Internal Audit and Corporate Fraud – 2022/23 Progress Report**

The Corporate Director – Resources detailed the proposed internal Audit function against the agreed plan of work for 2022/23. It also summarised the work undertaken by the Council's Corporate Fraud Officer during 2022/23.

Resolved:

That progress against the approved Internal Audit plan at Appendices A and B be noted.

5 **Disabled Facilities Grants – Housing Assistance Policy**

The Director of Housing submitted a reviewed Assistance Policy for the delivery of Disabled Facilities Grants to the Board for its consideration and agreement.

Resolved:

- a That the revised Housing Assistance policy be considered;
and
- b That the new funding arrangements for grant provision set out in the Policy be approved.

6 Policy – Dealing with Damp & Mould in Council Properties

The Director of Housing presented a policy statement which provided a clear direction for services when they are dealing with damp and mould conditions in the Council's landlord stock.

Resolved:

That the policy statement about services to deal with conditions of damp and mould be considered and approved.

7 Members' Allowances 2022/23

The Corporate Director – Resources detailed this report to advise Members of the allowances paid for 2022/23. The Council also has a duty to publish the amounts paid to Members under the Members' Allowance Scheme.

Resolved:

- a That the report be noted.
- b That future reports include a description of the Special Responsibility.

8 Asset Management Plan for the Council's Landlord Stock

The Director of Housing presented a refreshed Asset Management Plan for the Council's Landlord stock for comment and consideration.

Resolved:

That the refreshed Asset Management Plan be considered and approved.

Councillor C Symonds
Chair

Agenda Item 6

Resources Board

5 September 2023

Report of the Corporate Director - Resources

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

1 Summary

- 1.1 The report covers 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, 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 31 July 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 31 July 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 31 July 2023 is £1,228,951 compared with a profiled budgetary position of £1,162,313; giving an overspend of £66,638 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 £11,163 is mainly 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 work with customers where they are still struggling with current payments.

3.4 Council Tax Collection

3.4.1 The current overspend of £39,877 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, but the Council continues to work with customers where they are still struggling with current payments. In addition, postage is above budgeted spend.

3.5 Innage Park Industrial Estate

3.5.1 The overall position as at the end of July is £7,196 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 not paying the 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 overspend of £39,504 on Rent Allowances and 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.

4 Services Recharged to Other Directorates and Services

4.1 Net expenditure for those services that are recharged to other Directorates and Services, at 31 July 2023, is £106,349 compared with a profiled budgetary position of £190,010. An underspend of £83,661 for the period.

4.2 Appendix B shows the profiled and actual positions for each service for the period, together with the variance. The Council's budget requirement for

2023/24 assumed that there would be a salary vacancy saving in the year of £200,000 and this was included as a central amount. The central vacancy factor has been added into the budget columns shown in Appendix B to enable easier comparison with the actual position. When included, the underspend is £16,994. The assumed pay award of 4% has been included to allow a better comparison, however, it should be noted that the pay award that has been offered for 2023/24 is above the 4% assumed, if agreed this will increase actual costs.

4.3 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.

4.4 Directorate Budgets

4.4.1 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, the position may move to an adverse saving as the year moves forwards, where some agency cover cost exceeds savings from vacancies, if agency cover costs continues at current levels.

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 (after the budgeted 4 pay award has been added back)	(392,197)
Current agency staffing costs	320,029
Sub Total	(72,098)
Less Central vacancy factor	66,667
Total	(5,431)

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 Performance Indicators

5.1 In addition to the financial information provided to this Board, when the budgets were set in February, performance indicators were included as a means of putting the financial position into context. These are shown at Appendix C.

5.2 The majority of the Performance Indicators are comparable with the profiled position.

5.3 The main reason for the variance in the performance figures for council tax collection is due to lower recovery of legal costs, and the opposite for Business rates with a higher recovery of legal costs.

5.4 The main reason for the variance in the performance figures for rent allowances and rent rebates is due to lower recovery of housing rent allowance and rent rebate overpayments, therefore resulting in a higher net administration cost per claimant. In addition, with rent allowances and rent rebates there has been a lower number of claimants.

6 Overall General Fund Position

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

6.2 The actual level of Board expenditure for the period to 31 July 2023 is £3,483,128 compared with a profiled budgetary position of £3,499,757 an underspend of £16,629.

6.3 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.

6.4 Resources Board variances are as detailed earlier in this report.

6.5 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.

6.6 Taking these amounts into account, net expenditure for the Council to the end of July 2023 totals £2,831,393 compared with a profiled position of £2,844,283. This reduced the general underspend for the period to £12,890.

7 Risks to Services

7.1 In setting the budget in January 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.

8 Estimated Out-turn for the General Fund

- 8.1 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.

9 Report Implications

9.1 Finance and Value for Money Implications

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

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

9.2 Environment and Sustainability Implications

9.2.1 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, as substituted by the Local Government Act, 2000 Section 97

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 31 July 2023**

Description	Approved Budget 2023/24	Profiled Budget to July 2023	Actuals to end July 2023	Variance to Date	Comments
Cost of Democratic Process	585,580	194,754	182,476	(12,278)	Comment 3.2
Election Expenses	119,350	(16,316)	(15,646)	670	
Registration of Electors	78,220	25,028	23,120	(1,908)	
Business Rates	93,760	73,141	61,978	(11,163)	Comment 3.3
Council Tax Collection	331,160	119,456	159,333	39,877	Comment 3.4
Miscellaneous Finance	580	193	193	-	
Compensation and Pension Increases	235,920	52,504	52,504	-	
Assisted Car Purchases	520	213	213	-	
Electricity at Work	28,760	8,190	9,179	989	
Finance Unused Land and Assets	1,670	557	260	(297)	
Corporate and Democratic Core	667,800	261,587	262,709	1,122	
Unallocated Central Support Services	157,730	38,302	38,302	-	
Coleshill Shops and Flats	-	-	56	56	
The Pavilions, Holly Lane	(83,740)	(29,700)	(29,708)	(8)	
Carlyon Road Industrial Estate	(120,810)	(51,670)	(51,695)	(25)	
Innage Park Industrial Estate	(91,930)	(38,583)	(31,387)	7,196	Comment 3.5
Maya Bar and Restaurant	(17,790)	(6,217)	(6,217)	-	
Football Ground	-	-	-	-	
Homeless Persons	148,790	118,260	116,399	(1,861)	
Homeless Project Watling Street Dordon	-	6,927	8,536	1,609	
Public Conveniences	-	-	156	156	
Customer Contact (Service Budget)	48,670	16,223	15,663	(560)	
Rent Allowances and Administration	150,240	52,624	72,591	19,967	Comment 3.6
Housing Rent Rebates and Administration	157,860	53,950	73,487	19,537	Comment 3.6
Council Tax Support	370,000	126,852	126,852	-	
Car Parks	149,380	54,209	57,412	3,203	
Private Sector Housing Assistance	92,060	76,526	76,537	11	
CCTV	78,460	25,303	25,648	345	
TOTALS	3,182,240	1,162,313	1,228,951	66,638	

RECHARGED SERVICES
Budgetary Control Report 2023/24 as at 31 July 2023

Description	Approved Budget 2023/24	Profiled Budget to July 2023	Actuals to end July 2023	Variance to Date	Comments
Building Maintenance Fund	-	-	-	-	
Central Telephones	-	619	1,133	514	
Council Offices	70	(18,851)	(39,147)	(20,296)	Comment 4.3
Depot and Stores	-	7,320	5,243	(2,077)	
Recruitment	-	2,527	3,344	817	
Training	-	1,133	(600)	(1,733)	
Printing and Stationery	-	(597)	(1,918)	(1,321)	
Chief Executive	80	(210)	(7,071)	(6,861)	
Corporate Director - Community Services	1,250	4,349	10,021	5,672	
Corporate Director - Environment	1,510	2,864	(99,343)	(102,207)	Comment 4.2
Corporate Director - Resources	670	(994)	20,859	21,853	
Director of Corporate Services	22,900	201,717	195,126	(6,591)	
Director of Housing	5,050	9,808	26,514	16,706	
Director of Streetscape	690	3,313	27,421	24,108	
Director of Leisure & Community Development	1,090	52	(12,193)	(12,245)	
Transport	1,720	(23,040)	(23,040)	-	
TOTALS	35,030	190,010	106,349	(83,661)	
Central Vacancy Factor	(200,000)	(66,667)	-	66,667	
TOTALS	(164,970)	123,343	106,349	(16,994)	

Performance Indicators (PIs) for budgets reporting to the Resources Board

	Budgeted performance	Profiled Budgeted performance	Actual performance to Date
Registration of Electors			
Cost per registered elector	£1.56	£0.66	£0.87
Business Rates			
Business Rate Collection Rate	99.00%	38.00%	37.60%
Cost per NDR Property	£37.91	£29.58	£25.06
Council Tax Collection			
Council Tax Collection Rate	98.20%	40.00%	39.09%
Cost per Household	£11.17	£4.03	£5.38
The Pavilions			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Unit	(£10,468)	(£3,713)	(£3,713)
Carlyon Road Industrial Estate			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Unit/Plot	(£8,694)	(£3,229)	(£3,231)
Innage Park Industrial Estate			
Occupancy Rate	97.56%	100.00%	100.00%
Annual Income per Unit	(£2,242)	(£2,453)	(£1,846)
Rent Allowances			
Number of Claimants	1,000	1,000	794
Rent Allowances per Claimant	£4,293	£1,431	£1,780
Cost of Administration per Claimant	£150.24	£52.62	£91.42
Rent Rebates			
Number of Claimants	1,000	1,000	858
Rent Rebates per Claimant	£3,860	£1,287	£1,676
Cost of Administration per Claimant	£157.86	£53.95	£85.65
Council Tax Support			
Number of Claimants	4,400	4,400	3,766
Net Cost of Administration per Claimant	£84.09	£28.83	£33.68

CONSOLIDATED GENERAL FUND POSITION
Budgetary Control Report 2023/24 as at 31 July 2023

Board	Approved Budget 2023/24	Expected position at July 2022	Actual position at July 2022	Variance
Executive	620,090	173,274	179,966	6,692
Planning and Development	320,280	126,795	128,410	1,615
Licensing Committee	45,660	16,408	17,025	617
Community and Environment	7,274,520	1,897,625	1,822,425	(75,200)
Resources (including staff vacancies)	3,017,270	1,285,655	1,335,302	49,647
Other Contingencies	277,600	-	-	-
Net Board Expenditure	11,555,420	3,499,757	3,483,128	(16,629)
Investment Income	(1,000,000)	(386,667)	(382,928)	3,739
Investment Income - MRF	(160,000)	-	-	-
Use of Balances	(707,090)	-	-	-
Financing Adjustment	(806,420)	(268,807)	(268,807)	-
Net Expenditure	8,881,910	2,844,283	2,831,393	(12,890)

Net Expenditure Per Budget Book	8,882,510
Virement of Recruitment to HRA	
Virement of Corporate Training to HRA	(600)
Net Board Expenditure in Report	8,881,910

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Agenda Item No 7

Resources Board

5 September 2023

**Report of the Corporate Director -
Resources**

**Capital Programme 2023/24
Period Ended 31 July 2023**

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 July 2023.

Recommendation to the Board

- a That progress made against the 2023/24 Capital Programme is noted;**
- b To approve an additional budget allocation for £340,000 for the electrical works to the housing stock (detailed in section 4.3); and**
- c To approve an additional budget allocation of £50,000 (detailed in section 4.8) to remedy structural issues at a 3-bedroom property.**

2 Introduction

- 2.1 The Executive Board approved the Council's 2023/24 Capital Programme of £16,330,540 in February 2023.
- 2.2 Budget provision of £3,090,113 is the assumed carry forward that has been added to the 2023/24 programme giving a revised programme of £19,420,653 (Appendix A). This will be reported to Executive Board on 18 September 2023.

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 together with a proposed carry forward of £354,000 and budget readjustment subject to approval at Executive Board on the 18 September 2023, this gives a total Housing Capital budget of £8,686,550 (Appendix A).

- 4.2 There has been a total of £2,760,635 spent on the Housing Capital programme during the first four months of 2023/24; this is compared to a profiled budget of £3,347,623.
- 4.3 There is significant pressure on the Electrical budget. The approved budget of £600,000 will be insufficient for the year and reflects current demand and the age of the stock, as well as inflationary pressures. Electrical installation reports are in place for 99% of the stock, upgrades and rewires need to be completed for around 300 properties. Another £200,000 is required to provide safe electrical installations for properties. Electrical works to the communal blocks at George Road Water Orton are now urgently required costing a further £140,000.
- 4.4 Members are aware that a major works programme is being delivered to provide remedial works to blocks of flats. The scheme of works at Drayton Court which started in 2022/23 for a new flat roof, external remedial works and works to the internal areas of the communal blocks is ongoing. The costs of £1,240,000 have yet to be paid. The budget allocation of £4 million in the 2023 programme is for schemes at Abbey Green Court which will start on site in November 2023. Given rising costs in the building industry, underspends on these schemes are not anticipated and additional costs on Drayton Court to ensure all works are addressed may result in an overspend at the end of the year.
- 4.5 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 completed and all properties occupied. The company that went into administration was insured by the NHBC. Matters relating to insurance cover have not yet been resolved.
- 4.6 Schemes to deliver adaptations to council properties, a roof programme, a kitchen and bathroom improvement programme and insulation works are all ongoing and currently in line with budget allocations.
- 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 delivery of some imminent.
- 4.8 Additional budget of £50,000 is required to complete a high-cost structural repair at a 3-bedroom property. The final cost will be subject to procurement of the works.

5 **General Fund Schemes**

- 5.1 The original budget for 2023/24 was £7,997,990 and together with proposed commitments of carry forward of £2,736,113 subject to approval at Executive Board on the 18 September 2023, gives a total General Fund Capital budget of £10,734,103 (Appendix A).
- 5.2 There has been a total of £1,237,957 spent or committed against the General Fund Capital projects for 2023/24; compared to a profiled budget of £3,440,693.

- 5.3 A further £70,050 has been spent on the project to develop the sub-regional Materials Recycling Facility for use by local authority partners. Resurfacing works at the cattle market Car Park have been completed, whilst some preparatory work on the LUF bid for Atherstone is continuing in preparation of a further bidding round, if announced.
- 5.4 Within the Play Area Replacement programme, work has been undertaken at 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 The implementation of the new finance system is progressing as well as the continued support for the replacement planning system and environmental health system.
- 5.6 The electrical upgrade planned for the Council Offices at Old Bank House is likely to be delayed whilst its future use is considered.
- 5.7 Multiple vehicles have been ordered to maintain our vehicle replacement programme so that our fleet remains up to date.

6 Report Implications

6.1 Finance and Value for Money Implications

- 6.1.1 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.
- 6.1.2 Additional budget provision of £340,000 is required, relating to £200,000 to provide safe properties and £140,000 for Electrical works to the communal blocks at George Road Water Orton. In addition to these an additional sum of £50,000 is required to complete a high-cost structural repair at a 3-bedroom property.
- 6.1.3 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.

6.2 Environment and Sustainability Implications

6.2.1 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.

6.3 Risk Management Implications

6.3.1 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.

6.4 Legal Implications

6.4.1 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.

6.4.2 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.

6.5 Equality Implications

6.5.1 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.

6.5.2 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.

6.5.3 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, as substituted by the Local Government Act, 2000 Section 97

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

Capital Budgetary Control Summary 2023/24 - as at 31 July 2023

	(A)		(B)	(C)	(D)	(E)
Cost Centre Description	Original Budget 2023/24	Proposed Budget Carry Forward from 2022/23 (to Exec Board 18th Sept 23)	Total 2023/24 Budget	Profiled Budget	Total Year To Date	Total v Profiled Budget
Cap Hsg Disabled Facility Adaptation CH	200,000	-	200,000	66,667	117,954	51,287
Cap Hsg Windows & Doors	450,000	-	450,000	150,000	1,644	(148,356)
Cap Hsg Kitchens and Bathrooms	600,000	-	600,000	200,000	83,302	(116,698)
Cap Hsg Insulation	250,000	-	250,000	83,333	2,550	(80,783)
Cap Hsg Roofing	400,000	-	400,000	133,333	3,455	(129,878)
Cap Energy Saving	-	-	-	-	1,095	1,095
Cap Hsg Heating	500,000	-	500,000	166,667	262,828	96,161
Cap Hsg Electrics	600,000	-	600,000	200,000	737,229	537,229
Cap Remedial Work to Flats	250,000	148,810	398,810	132,937	724,146	591,209
Cap Remedial Work to Flats - Drayton Court	-	-	-	-	-	0
Cap Remedial Work to Flats - Abbey Green Court	4,000,000	-	4,000,000	1,333,333	-	(1,333,333)
Cap Multi Trade Contract	300,000	-	300,000	100,000	28,699	(71,301)
Cap Replacement HDW & Inspectors Vehicles	472,970	-	472,970	472,970	538,013	65,043
Cap New Build, Atherstone	-	205,190	205,190	205,190	156,090	(49,100)
Cap Hsg General Costs	309,580	-	309,580	103,193	103,630	437

Total HRA	8,332,550	354,000	8,686,550	3,347,623	2,760,635	(586,988)
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Cap DDA	120,000	-	120,000	40,000	-	(40,000)
Cap Refurbishment of Council Owned Buildings	-	45,000	45,000	15,000	-	(15,000)
Cap Atherstone LUF Bid	2,600,000	400,000	3,000,000	1,000,000	265,400	(734,600)
Cap Polesworth Leisure Facility	3,000,000	-	3,000,000	1,000,000	11,525	(988,475)
Cap Parks and Playing Fields	95,000	81,938	176,938	58,979	190,095	131,116
Cap Artificial Grass Pitch	372,170	-	372,170	124,057	-	(124,057)
Cap Council Offices Electrics	75,000	150,000	225,000	75,000	-	(75,000)
Cap Playing Pitch Strategy	-	-	-	-	5,426	5,426
Cap General Leisure Equipment	20,000	3,717	23,717	7,906	13,012	5,106
Cap ALC Gym Equipment	-	37,095	37,095	12,365	1,851	(10,514)
Cap CCTV Scheme	-	-	-	-	5,618	5,618
Cap Materials Recycling Facility	142,720	230,905	373,625	124,542	70,050	(54,492)
Cap Structural Maintenance Car Park Programme	245,000	100,000	345,000	115,000	99,993	(15,007)
Cap Car Parking Coleshill	400,000	600,000	1,000,000	333,333	-	(333,333)
Cap Computer Software	35,000	5,416	40,416	13,472	9,206	(4,266)
Cap Infrastructure Development	20,000	-	20,000	8,667	-	(8,667)
Cap Network Infrastructure	-	-	-	-	-	0
Cap Financial Management System	-	181,094	181,094	60,365	144,034	83,669
Cap Backing Up	20,000	10,000	30,000	10,000	-	(10,000)
PMS Replacement	15,000	-	15,000	5,000	-	(5,000)
Cap Environmental Health System	-	65,494	65,494	21,831	15,280	(6,551)
Cap Mobile Devices	10,000	-	10,000	3,333	-	(3,333)
Cap Replacement Planning System	-	27,920	27,920	27,920	27,920	0
Cap Web Development	50,000	-	50,000	45,000	45,000	0
Cap UPS	10,000	-	10,000	3,333	-	(3,333)
Cap Transport	729,010	266,934	995,944	312,360	327,134	14,774
Cap DHS Assistance	20,000	-	20,000	6,667	-	(6,667)
Cap Green Homes Efficiency Works	-	-	-	-	-	0
Cap External Works on Industrial Buildings	-	470,000	470,000	-	-	0
Cap Depot Works	-	30,600	30,600	10,200	-	(10,200)
Cap Mobile Care Admin Facility	-	30,000	30,000	-	-	0
Capital Salaries	19,090	-	19,090	6,363	6,413	50

Total General Fund	7,997,990	2,736,113	10,734,103	3,440,693	1,237,957	(2,202,736)
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Total Expenditure	16,330,540	3,090,113	19,420,653	6,788,316	3,998,592	(2,789,724)
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Agenda Item No 8

Resources Board

5 September 2023

**Report of the
Corporate Director - Resources**

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

1 Summary

- 1.1 The report covers total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 July 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 31 July 2023 is a surplus of £605,478, compared with a forecast surplus position for the period of £536,224. 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 £69,234 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 July 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 as well as manage them in moving on as secure tenancies are replaced with flexible ones;
- 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. 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 for 2023/24 is a surplus of £39,300 as agreed at Resources Board on 30 January 2023.
- 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 contribution to the Housing Revenue Fund balance for the 2023/24 financial year of £39,300.
- 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 July 2023/2024	Actual Spend to July 2023/2024	Variance	Comments
EXPENDITURE					
Repairs and Maintenance	3,580,480	1,209,716	1,209,716	-	Comment 3.2
Supervision and Management - General	1,886,470	640,876	648,666	7,790	Comment 3.3
Supervision and Management - Special Services	659,730	210,201	154,321	(55,880)	Comment 3.4
Provision for Bad Debts	128,880	42,960	42,960	-	
Interest on Loans	1,611,860	537,287	537,287	-	
New Loans	(5,050,000)	(1,683,333)	(1,683,333)		
Revenue Set Aside (debt Repayment)	2,400,000	800,000	800,000	-	
Capital Expenditure - New Build	1,305,770	435,257	435,257	-	Comment 3.2
Capital Expenditure	7,026,720	2,342,240	2,342,240	-	Comment 3.2
Total Expenditure	13,549,910	4,535,203	4,487,113	(48,090)	
INCOME					
Gross Rent Income from Dwellings	(12,887,850)	(4,832,944)	(4,853,971)	(21,027)	Comment 3.5
Gross Rent Income from Non-Dwellings	(401,250)	(150,358)	(148,293)	2,065	
Charges for Services and Facilities	(114,830)	(26,385)	(28,567)	(2,182)	
Total Income	(13,403,930)	(5,009,687)	(5,030,831)	(21,144)	
NET COST OF SERVICES	145,980	(474,484)	(543,718)	(69,234)	
Investment Income- Other	(185,280)	(61,760)	(61,760)	-	
TOTAL (SURPLUS)/DEFICIT FOR THE YEAR	(39,300)	(536,244)	(605,478)	(69,234)	

Appendix B

HOUSING REPAIRS FUND (to end of July 2023)

	£
Balance available at 1 April 2023 (Estimate)	1,234,134
Contribution 2023/24 (to July 2023)	1,209,716
Expected Use of Fund (to July 2023)	(1,383,699)
Surplus on the Fund at 31 July 2023	1,060,151

HOUSING DIRECT WORKS**Budgetary Control Report as at 31 July 2023**

	Original Budget 2023/2024	Expected Spend 2023/2024	Actual Spend 2023/2024	Variance
EXPENDITURE				
Employee Costs	996,170	329,860	377,987	48,127
Supplies and Services	463,530	154,347	192,634	38,287
Transport	115,660	37,033	43,366	6,333
Income	(42,920)	(14,307)	(866)	13,441
Gross controllable Expenditure	1,532,440	506,933	613,121	106,188
Central Support	304,770	101,590	101,590	-
Housing Direct Works Expenditure	1,837,210	608,523	714,711	106,188

Agenda Item No 9

Resources Board

5 September 2023

**Report of the Corporate Director –
Streetscape and the Director of
Leisure and Community Development**

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

1 Summary

- 1.1 This report informs 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.

Recommendation to the Board

That the Board notes 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.

2 Consultation

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

3 Introduction

- 3.1 Atherstone Boxing Club is a long-established and vibrant community sector sports club. It has an active membership of over 100 boys, girls, men and women and holds training sessions on five nights of the week at its existing base in Manor Road, Atherstone. The Club currently has five fully qualified coaches, three members who are training to become qualified coaches and a Welfare Officer. All of its coaches and support staff are volunteers. The Club is very active in the community and works closely with, in particular, the Police in the targeting of its sessions towards local young people.
- 3.2 Unfortunately, the Boxing Club has been served with notice by the owner of its current headquarters to vacate the premises by 15 September 2023. Without a base in Atherstone, the Club will have little option other than to cease its current activity. It was in this context that the Boxing Club sought the assistance of the Borough Council.
- 3.3 The Authority does not have a suitable space within Atherstone Leisure Complex that it can "permanently" allocate to the Club for five evenings a

week. In order to operate effectively, the Club really needs a venue of its own. Perhaps fortunately, however, the Borough Council owns the former Guide Hut, on Long Street in Atherstone, which, for the past seven years, has been used only to store disparate items of furniture and materials.

- 3.4 The Guide Hut was built on land owned by the Borough Council in the early 1970s, although the Authority was not involved either with its construction or its initial management and maintenance. In 2016, however, the Girl Guides, with no warning, handed the keys to the building to the Borough Council, explaining that they could no longer afford to operate from the premises.
- 3.5 The building is single storey, constructed from cavity brickwork with a pitched roof and concrete interlocking tiles. The internal floor area is 110sqm. Whilst the external envelope is in reasonable condition, minor repairs are required to tiles, fasciae, rainwater goods, etc. Internally, the condition of the building is poor and significant work is required. These works include an electrical re-wire, asbestos removal, new plumbing and sanitary ware, internal joinery and repairs to the plaster.
- 3.6 With relatively minor financial support from the UK Shared Prosperity Fund, it has been possible to undertake the asbestos and electrical work referred to in paragraph 3.5 above. This support is specifically related to the building and is not a grant to the Boxing Club or any other future tenant.
- 3.7 In view of the foregoing, a site meeting was held with officials from the Boxing Club, in order to ascertain the former Guide Hut's suitability, or otherwise, to accommodate its needs. Its representatives were very excited about the potential of the building to act as its headquarters, but they explained that they could not afford to address the Guide Hut's immediate health and safety needs or pay a "commercial" rent for its regular use. They did, however, offer to help with its more cosmetic refurbishment, provided that they could secure access to the building a month before they had to leave their present accommodation (i.e. by the middle of August).

4 Tenure Arrangements

- 4.1 Atherstone Boxing Club had an urgent need to find a new headquarters if it was not to fold and its activity on behalf of a strong and diverse membership base was not to cease. In view of this urgency and the suitability of the former Guide Hut to accommodate the Club, the Chief Executive, in consultation with the Leader and Deputy Leader of the Council, and under his urgent business powers, approved the granting of a five-year lease to Atherstone Boxing Club in respect of its development, maintenance and use of the building. This decision was also made in the context of the Authority's strategic support of other community-based sports organisations across North Warwickshire, such as Hurley Kings Football Club, Grendon Football Club and Haunchwood Sports (in Arley and Ansley). The Borough Council sought independent advice on a community use valuation of the property. Based upon the Club assuming responsibility for repair, maintenance and decoration obligations, the premises was assessed as having a negative rental income, in that, even

if a full market rent was charged, the amount received over a five year period would not cover the cost to the Borough Council of carrying out the repairs concerned. The Boxing Club, therefore, will pay a peppercorn rent during the period of the lease arrangement whilst undertaking responsibility for those repairs.

- 4.2 This arrangement protects the immediate future of the Boxing Club and provides it with an opportunity to seek financial support from its Governing Body (England Boxing) through which to develop its activity programme and provide it with a more sustainable future. It provides the building with a community focused purpose, which has not been the case for the last seven years. Informal consultation with the occupiers of neighbouring properties evidenced support for the Boxing Club's occupation of the former Guide Hut. Planning permission was not required, as the Boxing Club's use of the building was within the same "class use" for which permission had previously been granted.
- 4.3 This matter is hereby reported to the Board, in view of its responsibility for the land and buildings owned by the Authority. The Boxing Club's use of the building will be monitored by Officers and progress will be reported to the Health and Wellbeing Working Party and the Community and Environment Board.

5 Report Implications

5.1 Finance and Value for Money Implications

- 5.1.1 Based upon the Boxing Club assuming responsibility for the repair, maintenance and decoration of the Guide Hut, the premises was externally assessed as having a negative rental value. A peppercorn rent, therefore, has been applied to the Boxing Club. The Board is reminded that the building was only being used to store furniture and, therefore, was not generating a rental income for the Authority.

5.2 Safer Communities Implications

- 5.2.1 Atherstone Boxing Club's use of the former Guide Hut contributes to community safety by providing opportunities for positive activity and, for a minority of participants, a diversion from potential anti-social or criminal behaviour.

5.3 Legal, Data Protection and Human Rights Implications

- 5.3.1 Legal Services drafted the terms of the five-year lease, which have been approved and entered into by both parties. The building remains in the ownership of the Borough Council. The lease is drafted in such a way that it protects the Authority's interests and allows it to take appropriate action should the Club breach its provisions.

5.3.2 Ordinarily, the Borough Council has a legal duty to obtain the best consideration possible when it sells land or grants a lease, unless consent has been given by the Secretary of State to do so at an undervalue. A general consent, however, has been granted by the Secretary of State which allows the Borough Council to grant this lease for a 'peppercorn' rent. The Authority may also have regard to the social value of granting a lease to a community group when entering such a lease.

5.3.3 There are no data protection or human rights implications arising directly out of this report.

5.4 Environment, Sustainability and Health Implications

5.4.1 The sessions provided by the Boxing Club have a positive impact on the health and wellbeing of individuals and communities by providing opportunities for sport and active recreation and by contributing to an improved quality of life.

5.5 Human Resources Implications

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

5.6 Risk Management Implications

5.6.1 The risks associated with this undertaking were assessed as being small. Prior to the Boxing Club's occupation of the former Guide Hut, the building was only being used to store furniture, the occupants of neighbouring properties are supportive of the Club's use of the building and the Club itself has been saved from the likely prospect of imminent closure. The Boxing Club's responsible use of the premises will be closely monitored by Officers and progress will be reported to the Health and Wellbeing Working Party and the Community and Environment Board.

5.7 Equalities Implications

5.7.1 In part, the Boxing Club's activities are targeted at reducing inequalities in access to good quality sport and recreation provision.

5.8 Links to Council's Priorities

5.8.1 The proposal that is the subject of this report will have direct and positive links to the corporate priorities in respect of:

- Responsible financial and resource management
- Creating safer communities
- Improving leisure and wellbeing opportunities
- Promoting sustainable and vibrant communities

5.8.2 The Boxing Club's use of the former Guide Hut will also contribute directly to the following priorities of the Sustainable Community Strategy:

- Raising aspirations, educational attainment and skills
- Developing healthier communities
- Improving access to services

The Contact Officers for this report are Simon Powell (719352) and Chris Jones (719265).

Equality Impact Assessment Summary Sheet

Please complete the following table summarised from the equality impact assessment form. This should be completed and attached to relevant Board reports.

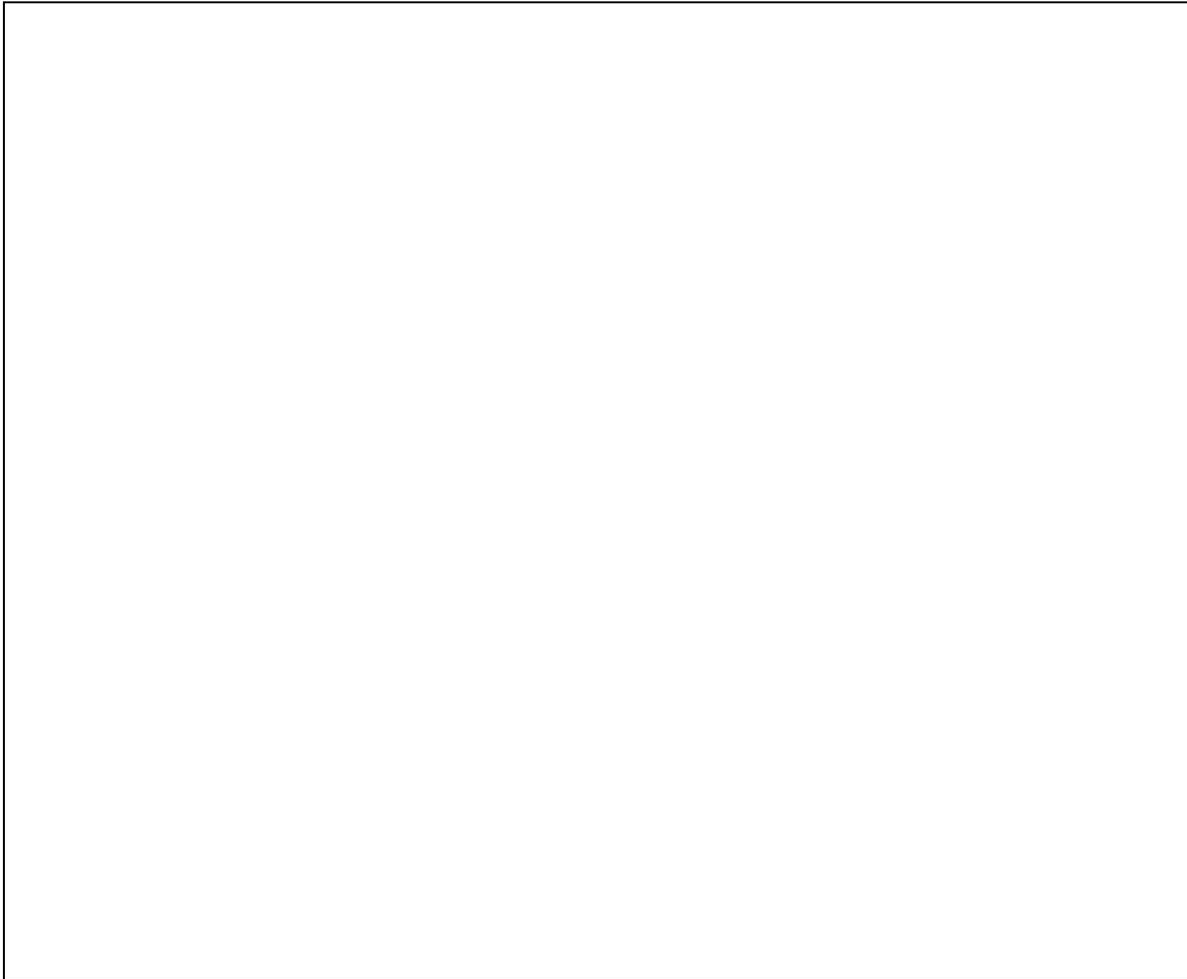
Name of Policy Procedure / Service	Atherstone Boxing Club and the Former Guide Hut, Long Street, Atherstone
Officer Responsible for Assessment	Director

Does this policy / procedure / service have any differential impact on the following equality groups / people

- (a) Is there a positive impact on any of the equality target groups or contribution to promoting equal opportunities and improve relations or:
- (b) Could there be a negative impact on any of the equality target groups i.e. disadvantage them in any way?

Equality Group	Positive Impact	Negative Impact	Reasons / Comments
Racial			
Gender	X		Atherstone Boxing Club has reported an intention to encourage more participation by women and girls, who are under-represented in sport
Disabled People			
Gay, Lesbian and Bisexual People			
Older / Younger People	X		Atherstone Boxing Club is committed to encouraging greater levels of participation by young people
Religion and Beliefs			
People Having Dependents Caring Responsibilities			
People Having an Offending Past			
Transgender People			
Armed Forces Covenant			

If you have answered **No** to any of the above please give your reasons below

A large, empty rectangular box with a thin black border, intended for the user to provide reasons for their 'No' answer to the questions above.

Please indicate if you believe that this document should proceed to a further Impact Assessment

Needs no further action.

Risk Management Form

**NORTH WARWICKSHIRE
BOROUGH COUNCIL**

Division

Cost Centre or Service

Risk Ref	Risk: Title/Description	Consequence	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Gross Risk Rating	Responsible Officer	Existing Control Procedures	Likelihood(5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating
Risk Ref	Options for additional / replacement control procedure						Cost Resources	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating

Completed By:

Date:

Agenda Item No 10

Resources Board

5 September 2023

**Report of the Corporate Director
– Streetscape**

Parking Petition - Atherstone

1 Summary

- 1.1 A petition was received on the 19 May 2023 from Richard Kelly Chairman of North Warwickshire East Labour Party relating to Overspill Parking and Parking Permits in Atherstone.

Recommendations to the Board

- a That the Resources Board note the contents of the petition attached to this report; 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.**

2 Consultation

- 2.1 The petition was reviewed by the NWBC Parking Task and Finish Group on 16 August 2023.

3 Report

- 3.1 The letter and petition, the header sheet of which is attached as Appendix A, asked the Chief Executive to bring the petition to the attention of the Borough Council, the 'Parking Committee' and the Resources Board.
- 3.2 The Monitoring Officer acknowledged receipt of the petition and advised colleagues at Warwickshire County Council, who have responsibility for On Street Parking, that the petition calls on the newly elected Borough Council and the County Council to:
- take action to prevent overspill parking onto residential streets in Atherstone
 - introduce free or low-price parking permits for residents and workers who have no alternative places to park their cars in the town.
- 3.3 Paul Taylor (Forestry & Minor Works Manager) from Warwickshire County Council's Highways Team is the Lead Officer dealing with the petition.

- 3.4 The petition was reviewed by the North Warwickshire Parking Task and Finish Group on 16 August 2023, attended by officers from the Borough Council and Warwickshire County Council.
- 3.5 The Group reviewed the issues contained within the petition and have asked for further information and data to be gathered over the next three to four months from Warwickshire County Council and the Parking Team at NWBC. It will then consider the results at its meeting in December 2023.
- 3.6 The Group also agreed that the data gathering needed to apply to parking locations across the Borough, not just in Atherstone, to ensure that any future proposals are considered borough wide. Local issues could then be viewed in more detail to ensure that any policy application was in the interests of each location.
- 3.7 Warwickshire County Council agreed to undertake a strategic review of On Street Parking across the Borough, including Atherstone and would be undertaking a three-to-four-month data gathering exercise to inform the Committee later this year.
- 3.8 It was acknowledged that the introduction of charges to parking in February 2021 had led to new displacement issues between On and Off-street parking that needed to be reviewed.
- 3.9 A further update and report will be presented to Resources Board at their next meeting.

4 Report Implications

4.1 Legal, Data Protection and Human Rights Implications

- 4.1.1 The relevant legislation states that once an Order is made in relation to either On or Off Street parking, it can be amended provided the correct process is followed. The information which currently being gathered for consideration by the Parking Group will assist the Council in determining whether any changes are necessary. Any further report to Resources Board will address whether changes are required and set out the procedure for doing so.

4.2 Links to Council's Priorities

- 4.2.1 Corporate Plan – Safe, Liveable, Locally Focussed Communities

The Contact Officer for this report is Keith Evans (719354).

Local Government Act 1972 Section 100D

Background Paper No	Author	Nature of Background Paper	Date
Parking Petition	North Warwickshire East Labour Party	Parking petition	19/05/23

For the attention of Mr Steve Maxey, NWBC

19/05/2023

Dear Chief Executive

PETITION ON OVERSPILL PARKING AND PARKING PERMITS

I am writing to ask if this petition can be drawn to the attention of the Borough council, the parking committee and Resources Board.

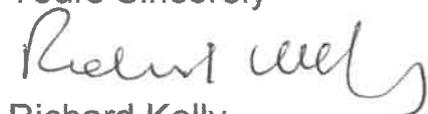
Many people who live or work in the town have expressed their concerns about the increase in overspill on street parking which has occurred since the introduction of parking charges. An additional issue raised has been the introduction of a £600 annual charge for use of the Borough's car parks for residents or key workers who require daily parking spaces but have no alternative places to park their cars.

The streets most affected by overspill parking and lack of available residential parking are North Street, Tenter Street, Croft Road and Sheepy Road.

Issues of safety, damage to parked cars, inability to get in or out of drives, and mobility scooters and prams having to leave pavements and step on to roads in order to get passed parked vehicles were all mentioned.

Please can you ensure that the Borough Council understands these concerns and takes action to address them.

Yours Sincerely



Richard Kelly

Chairman of North Warwickshire East Labour party

Atherstone

OVERSPILL PARKING

AND PARKING PERMITS

We the undersigned call on the newly elected Borough Council and the County Council to:-

- take action to prevent overspill parking onto residential streets in Atherstone
- introduce free or low-price parking permits for residents and workers who have no alternative places to park their cars in the town.