



1 December 2022

RUGBY BOROUGH COUNCIL

An ordinary meeting of Rugby Borough Council will be held in the Council Chamber at the Town Hall, Rugby at 7.00pm on Wednesday 14 December 2022.

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

Mannie Ketley
Chief Executive

A G E N D A

PART 1 – PUBLIC BUSINESS

1. Apologies for absence.
2. Minutes.
To approve the minutes of the ordinary meeting held on 23 November 2022.
3. Declaration of Interests.
To receive declarations of -
 - (a) non-pecuniary interests as defined by the Council's Code of Conduct for Councillors;
 - (b) pecuniary interests as defined by the Council's Code of Conduct for Councillors; and
 - (c) notice under Section 106 Local Government Finance Act 1992 - non-payment of Community Charge or Council Tax.
4. To receive the Mayor's Announcements.

5. Questions pursuant to Standing Order 10.
6. To receive the reports of Cabinet and Committees which have met since the last meeting of the Council and to pass such resolutions and to make such orders thereon as may be necessary:

(a) Cabinet – 5 December 2022

(1) Rugby Town Centre Regeneration Strategy 2022 – Growth and Investment Portfolio.

(2) Local Plan Review – Growth and Investment Portfolio.

(3) Bicentenary of rugby union 1823 – 2023 – Leisure and Wellbeing Portfolio.

(4) Finance and Performance Monitoring 2022/23 – as at 30 September 2022 – Finance, Performance, Legal and Governance Portfolio.

7. To receive and consider the reports of officers.

(a) Adoption of the Brinklow Neighbourhood Development Plan and Decision Statement – report of the Chief Officer – Growth and Investment.

(b) Review of RBC Support for the Voluntary and Community Sector (VCS) in Rugby.

(c) Council Tax Reduction Scheme 2023/24 – report of the Communities and Homes Portfolio.

(d) Appointments to Outside Bodies – Rugby First – report of the Chief Officer – Legal and Governance.

(e) Update of Council's Constitution – report of the Chief Officer – Legal and Governance (report to follow).

(f) Review of the Garden Waste Service – report of the Chief Officer – Operations and Traded Services (report to follow).

8. Notices of Motion pursuant to Standing Order 11.

(a) This council recognises the importance of the sporting heritage within the borough, not only in respect to the game of rugby, but also to other long established and well supported sports associated with Brandon Stadium. We therefore request that, following the overwhelming public desire to reopen Brandon Stadium, this council explores options available to bring Brandon Stadium back into use and any likely public advantages to the local and wider communities, should this be achievable.

Proposer: Councillor Gillias

Seconder: Councillor Lowe

(b) Rugby is one of the fastest growing towns in the country with over 11,000 homes expected to be built in the next 10-15 years. Each of these homes will require a water supply. Climate change is already manifesting itself in different ways in the UK. We are seeing prolonged periods of dry weather and increasing temperatures in the summer and heavy downpours in Autumn and Winter which fall on to baked ground and runs off rather than soaks in.

In addition to this, nearby towns including Northampton, are also seeing an increase in house building and are likely to be competing with Rugby for water from the same source. Modern lifestyles use more water – dishwashers, automatic washing machines showering every day, washing cars and watering lawns all contribute to the increased use of something we have previously taken for granted.

It is beyond dispute that the planned increase in housebuilding in the borough and further afield will add to the pressure on the water supply and to the difficulties faced by householders and our local farmers, businesses, schools and hospitals during periods of drought and even after rain starts to fall. The growing impact of climate change will only add to this problem.

The Labour group therefore calls on the Portfolio Holder for Communities Homes and Digital Communications to begin discussions with Severn Trent to find out what steps they are taking to ensure that the security of the water supply for Rugby is assured over the medium to long term, and to report back to full council at the April meeting.

Proposer: Councillor Ms Livesey
Seconder: Councillor Harrington

(c) Everybody in the Borough wants to be proud of our town centre. It should be our beating heart economically, socially, and culturally. At the moment it is struggling, and our town centre businesses are facing huge challenges due to the unprecedented financial crisis we ~~they~~ are currently facing. In addition, Rugby Borough Council has a substantial financial investment in a service Level Agreement to Rugby First as well (as the large contributions made by local businesses).

We believe that it's time for change. We know that Local stakeholders believe it's time to do things differently in order to support the wishes of Rugby council taxpayers and local independent businesses and see our town centre prosper .

The Rugby Borough has grown significantly over the last ten years, and we believe with the right support Rugby Town Centre can grow and thrive again. In order to do that we need to engage all major stakeholders on a cross party apolitical basis.

We know from feedback that we have received from local stakeholders that they believe things need to change as well.

We therefore call on this council to put in place a cross-sector partnership which will bring a range of knowledge, skills and resources to respond to the key challenges to rebuild Rugby Town Centre as part of a constructive Forum for change, as part of a constructive Forum for change.

The Forum would set out the strategic vision for the town, identify resources, build community partnerships and provide scrutiny for the delivery and review of the following,

- SLA with Rugby First
- Review Rugby First Accounts to ensure that this Council, Rugby Residents and local business financial investments are adding value

- Review the Rugby First business plan and constitution
- Develop a Memorandum of Understanding for Rugby First going forward or AN Other appropriate body
- Determine the exact level of central government funding secured for Rugby town centre (and wider Borough) since 2019
- Ascertain through surveys the current level of trade amongst local businesses within the town centre (and repeat this survey on a regular basis)

The forum membership should include Town Centre Councillors, Local Businesses, Borough and County Council Officers, Rugby School, Police, community centres, churches and charities amongst others.

Proposer: Councillor Moran
 Seconder: Councillor Slinger

9. Correspondence.

10. Common Seal.

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

11. Motion to Exclude the Public under Section 100(A)(4) of the Local Government Act 1972.

To consider the following resolution:

“under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of information defined in paragraphs 2 and 3 of Schedule 12A of the Act.”

PART 2 – EXEMPT INFORMATION

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

(a) Cabinet – 5 December 2022

(1) Proposed sale of land – Communities and Homes Portfolio.

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

(a) Review of the Preventing Homelessness Improving Lives (PHIL) project – report of the Chief Officer – Communities and Homes.

(b) Estates and Project Management Team: Role Changes – report of the Chief Executive.

(c) Review of the Trade Waste Service – report of the Chief Officer – Operations and Traded Services.

QUESTIONS AT COUNCIL

A Councillor may ask a question at the meeting by giving notice in writing of the question to the Chief Executive no later than midday on Thursday 8 December 2022. The rules relating to Questions are set out in Part 3a of the Council's Constitution.

REPORT OF CABINET

5 December 2022

Councillors Lowe (Chairman), Mrs Crane, Miss Lawrence, Picker, Poole and Ms Robbins.

Councillors Mrs A'Barrow, Gillias, Mistry, Mrs O'Rourke, Roodhouse and Ward were also in attendance.

Note: An electronic version of the Cabinet reports referred to below can be found [here](#).

1. RUGBY TOWN CENTRE REGENERATION STRATEGY 2022

Cabinet considered a report concerning the proposed Rugby Town Centre Regeneration Strategy which sets out the strategic vision and framework for investment and change in Rugby Town Centre to 2035.

Recommendation of Cabinet

Cabinet decided to recommend to Council that the Rugby Town Centre Regeneration Strategy, as at Appendix 1 to the Cabinet report, be adopted.

Recommended that – the recommendation of Cabinet be approved.

2. LOCAL PLAN REVIEW

Cabinet considered a report concerning a proposed review of the Local Plan together with the proposed approval of an amended Local Development Scheme.

Recommendation of Cabinet

Cabinet decided to recommend to Council that –

- (1) a full review of the Local Plan be undertaken;
- (2) the amended Local Development Scheme (LDS), attached as Appendix 1, be approved;
- (3) delegated authority be given to the Chief Officer for Growth and Investment to make minor grammatical and presentational amendments as necessary to the Local Development Scheme before publication; and
- (4) further reports be presented after further analysis is undertaken outlining the funding required and the timeline to deliver the review.

Recommended that – the recommendation of Cabinet be approved.

3. BICENTENARY OF RUGBY UNION 1823-2023

Cabinet considered a report concerning proposed town events and dressing to mark the 200 year anniversary bicentenary of the game of rugby union (1823-2023).

Recommendation of Cabinet

Cabinet decided to recommend to Council that a budget virement of up to £52,000 utilising existing budgets to mark the 200-year bicentenary celebrations of the game of rugby union be approved.

Recommended that – the recommendation of Cabinet be approved.

4. FINANCE AND PERFORMANCE MONITORING 2022/23 – AS AT 30 SEPTEMBER 2022

Cabinet considered a report concerning the Council's financial and performance position as at 30 September 2022.

Recommendation of Cabinet

Cabinet decided to recommend to Council that budget virements as detailed within section 5 of the Cabinet report, be approved.

Recommended that – the recommendation of Cabinet be approved.

**COUNCILLOR S LOWE
CHAIRMAN**

AGENDA MANAGEMENT SHEET

Report Title:	Adoption of the Brinklow Neighbourhood Development Plan and Decision Statement
Name of Committee:	Council Error! Bookmark not defined.
Date of Meeting:	14 December 2022
Report Director:	Chief Officer - Growth and Investment
Portfolio:	Growth and Investment Error! Bookmark not defined.
Ward Relevance:	Revel and Binley Woods
Prior Consultation:	Brinklow Parish Council (as the Neighbourhood Development Plan 'Qualifying Body'), carried out the pre-submission Regulation 14 consultation between 21 st November 2021 and 2 nd January 2022. A Regulation 16 public consultation on the submission version was carried out by Rugby Borough Council between 8 th February and 22 nd March 2022. A referendum took place on 15 th November 2022.
Contact Officer:	Martin Needham, Senior Planning Officer, 01788 533741
Public or Private:	Public Error! Bookmark not defined.
Report Subject to Call-In:	No
Report En-Bloc:	No
Forward Plan:	No
Corporate Priorities:	This report relates to the following priority(ies): <input checked="" type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input checked="" type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input checked="" type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) Corporate Strategy 2021-2024

This report does not specifically relate to any Council priorities but

Summary:

This report seeks approval from Council to adopt the Brinklow Neighbourhood Development Plan (Appendix 1) and issue a Decision Statement (draft notice included in Appendix 2) confirming its approval.

The Neighbourhood Development Plan has successfully progressed through the necessary consultation and examination stages, prior to a referendum being held on the 15th November 2022 which asked “Do you want Rugby Borough Council to use the Neighbourhood Plan for Brinklow Parish to help it decide planning applications in the neighbourhood area?”.

The referendum resulted in 248 voting Yes and 32 voting No. The turnout was 30.91%.

As the Neighbourhood Development Plan has now successfully passed the referendum, it is now for Rugby Borough Council to adopt the Plan in accordance with Section 38A(4) of the Planning Act 2004 (as amended). In becoming adopted, the Neighbourhood Development Plan formally becomes part of the Development Plan for the Borough and sits alongside Local Plan Policies.

Financial Implications:

No financial implications as a direct result of this report, but the Council received £0.02m in order to support the delivery of this plan, which included election costs for the referendum and Development Strategy officer time in supporting the planning and implementation of the plan.

Risk Management Implications:

There could be a risk of legal implications if Council were not to follow the recommendation as this would mean the Local Planning Authority was not dealing with the Brinklow Neighbourhood Development Plan in line with Section 38A(4) of the Planning and Compulsory Purchase Act 2004 (as amended). Such a decision would be open to challenge by way of judicial review.

Environmental Implications:

There are no environmental implications.

Legal Implications:

Set out within the body of this report. As detailed the Council is required to comply with its statutory

obligations and failure to do so would be open to legal challenge.

Equality and Diversity:

There are no implications for equality and diversity. An Equality Impact Assessment has been completed to support this document and has been appended to this Council Report.

Options:

Option One: To adopt the Brinklow Neighbourhood Plan and issue a decision notice confirming this as set out in the recommendations.

Risks: There are no risks associated with this option.

Benefits: The Neighbourhood Development Plan will formally become part of the Development Plan for the Borough and be used alongside Local Plan policies.

Option Two: Refusal to adopt the Brinklow Neighbourhood Development Plan and issuing a decision notice confirming this setting out the reasons for refusal.

Risks: There could be legal implications if Council were not to follow the recommendation as this would mean the Local Planning Authority was not dealing with the Brinklow Neighbourhood Plan in line with Section 38A(4) of the Planning and Compulsory Purchase Act 2004 (as amended).

Benefits: There are no benefits associated with this option.

Recommendation:

- (1) The Brinklow Neighbourhood Development Plan be adopted in accordance with section 38A(4)(a) of the Planning and Compulsory Purchase Act 2004 (as amended);
- (2) the decision notice required under regulation 19 of the Neighbourhood Planning (General) Regulations 2012 (as amended) be approved (draft notice included in Appendix 2); and
- (3) both the Brinklow Neighbourhood Development Plan and the decision notice be published on the Council's website and publicised, and any required notifications issued.

**Reasons for
Recommendation:**

1. The Brinklow Neighbourhood Development Plan received a majority vote in favour at a referendum and will not breach or be incompatible with any EU obligations as incorporated into UK law, or any of the Convention of the rights (within the meaning of the Human Rights Act 1998).
2. To comply with section 38A(4)(a) of the Planning and Compulsory Purchase Act 2004 (as amended), which requires local planning authorities to adopt a neighbourhood development plan as soon as reasonably practicable following a successful referendum.

Council - 14 December 2022

**Adoption of the Brinklow Neighbourhood Development Plan and
Decision Statement**

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Public Report of the Chief Officer - Growth and Investment

Recommendation

- (1) The Brinklow Neighbourhood Development Plan be adopted in accordance with section 38A(4)(a) of the Planning and Compulsory Purchase Act 2004 (as amended);
- (2) the decision notice required under regulation 19 of the Neighbourhood Planning (General) Regulations 2012 (as amended) be approved (draft notice included in Appendix 2); and
- (3) both the Brinklow Neighbourhood Development Plan and the decision notice be published on the Council's website and publicised, and any required notifications be issued.

1. Introduction

- 1.1 The Localism Act 2011 introduced a right for communities to draw up neighbourhood plans. Brinklow Parish Council, with support and advice from the Borough Council, has produced a neighbourhood development plan which has subsequently undergone an independent examination and a referendum. This report considers whether the Brinklow Neighbourhood Development Plan (Appendix 1) should be adopted by the Borough Council in accordance with Section 38A(4)(a) of the Planning and Compulsory Purchase Act 2004 (as amended). In becoming adopted (the legislation describes this process as being 'made'), a neighbourhood development plan is formally recognised as part of the statutory Development Plan for Rugby Borough. In adopting (or refusing to adopt a neighbourhood development plan) a decision statement is also issued as required by the statutory requirements, setting out the decision reached. A draft decision notice for approval is included in Appendix 2 to this report.

2. Background

- 2.1 The 2011 Localism Act allowed for local communities to shape their areas by enabling town and parish councils and other community groups to prepare neighbourhood development plans. A detailed legislative framework for undertaking neighbourhood planning was set out in the Neighbourhood Planning (General) Regulations 2012 (as amended). Additional regulations were brought in in 2016 and 2017.

- 2.2 A neighbourhood development plan, once adopted, formally becomes part of the statutory development plan and will sit alongside the Local Plan prepared by the Borough Council. Should planning permission be sought in areas covered by a neighbourhood development plan, the application must be determined in accordance with both the neighbourhood development plan and the Local Plan. If there is any conflict between the policies in the neighbourhood development plan and the Local Plan, then the Local Plan policies will take precedence.
- 2.3 There are a number of legally prescribed stages that need to be undertaken in preparing a neighbourhood development plan. The plan needs to be subject to examination by an independent examiner. Subject to the Borough Council's consideration of the recommendations made by the independent examiner, the plan then proceeds to a referendum. Where a neighbourhood development plan is subject to a successful referendum, and the local planning authority is satisfied that EU obligations were incorporated into UK law, and human rights obligations have been met, it is a legal requirement to bring the plan into force as soon as reasonably practicable. The relevant legislation to the making of the plan is set out below.
- 2.4 Section 38A of the Planning and Compulsory Purchase Act 2004 (as amended) sets out the requirement for a local planning authority when it comes to adopting a neighbourhood development plan (the legislation refers to this process as 'make'). It is stated that:

“(4) A local planning authority to whom a proposal for the making of a neighbourhood development plan has been made-
(a) must make a neighbourhood development plan to which the proposal relates if in each applicable referendum under that Schedule (as so applied) more than half of those voting have voted in favour of the plan, and
(b) if paragraph (a) applies, must make the plan as soon as reasonably practicable after the referendum is held.

and

(6) The authority are not to be subject to the duty under subsection (4)(a) if they consider that the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention of the rights (within the meaning of the Human Rights Act 1998).”.

3. Brinklow Development Plan Progress

- 3.1 Following an application by Brinklow Parish Council (as the qualifying neighbourhood planning body), Brinklow Parish was formally designated as the Neighbourhood Area on 29th July 2016, in accordance with the Neighbourhood Planning (General) Regulations 2012.
- 3.2 Brinklow Parish Council submitted their Neighbourhood Development Plan to Rugby Borough Council on 17th January 2022. Following approval at Cabinet on 11th October 2021 Rugby Borough Council ran the regulation 16 public consultation between 8th February and 22nd March 2022. The Neighbourhood

Development Plan and the responses to the consultation were passed onto the appointed independent Examiner for the examination process to be undertaken. The examination was carried out by way of written representations.

- 3.3 The Examiner provided his final report to Rugby Borough Council on 22nd August 2022. The report states that subject to a series of modifications, the Neighbourhood Development Plan meets all of the necessary legal requirements and should proceed to the next stage, which is the referendum, and this should be held within the Neighbourhood Area. The modifications included changes to policy wording, deletion of certain policies and provision of illustrative maps to ensure the plan complied with the 'basic conditions' of a neighbourhood plan.
- 3.4 A referendum on the Brinklow Neighbourhood Development Plan took place, in the Neighbourhood Area to which the plan relates to, on the 15th November 2022.
- 3.5 Residents had the chance to vote 'yes' or 'no' to the following question:

“Do you want Rugby Borough Council to use the neighbourhood plan for Brinklow to help it decide planning applications in the neighbourhood area?”
- 3.6 There were **248** 'yes' votes to **32** 'no' votes. Turnout was **30.91** per cent.
- 3.7 In accordance with Section 38A(4) of the Planning and Compulsory Purchase Act 2004 (as amended) and the Neighbourhood Planning (General) Regulations 2012 (as amended), following the outcome of the referendum it is now for the Borough Council to adopt the neighbourhood development plan so that it formally becomes part of the Development Plan for Rugby Borough, and to issue a decision statement pertaining to this.

4. Conclusion

- 4.1 In accordance with the aforementioned legislation the Council is legally required to adopt the Brinklow Neighbourhood Development Plan following the successful referendum where it considers the Plan will not breach or be incompatible with any EU obligation as incorporated into UK law, or any of the Convention of the rights (within the meaning of the Human Rights Act 1998).
- 4.2 The Brinklow Neighbourhood Development Plan contains planning policies which will guide planning applications in the neighbourhood area. These include housing, biodiversity, open space, local views, heritage and design matters.
- 4.3 It is considered that the Plan will not breach or be incompatible with any EU obligations incorporated into UK law or any of the Convention of the rights (within the meaning of the Human Rights Act 1998).
- 4.4 In order to comply with regulations, once adopted by the Council, a decision notice must be published detailing that the Council has resolved to adopt the neighbourhood development plan. The decision statement must be published on the Council website and will also be sent to the qualifying body, namely Brinklow Parish Council, and to any person who asked to be notified of the decision. A draft copy of the decision notice is included in Appendix 2 of this report.

- 4.5 The Council must also make the neighbourhood development plan available on the Council's website. Physical reference copies will be made available at the Town Hall and Borough libraries, subject to Coronavirus restrictions and best practice.

Name of Meeting: CouncilError! Bookmark not defined.

Date of Meeting: 14 December 2022

Subject Matter: Adoption of the Brinklow Neighbourhood Development Plan and Decision Statement

Originating Department: Growth and Investment

DO ANY BACKGROUND PAPERS APPLY **NO**

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

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

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

APPENDIX 1

Brinklow Neighbourhood Plan November 2022



Figure 1: Brinklow from the Air (courtesy of Skystudio UK)

2021-2041

“Your say in the future development of our village”

Made Version

Foreword

Under the Localism Act 2011 the Parish Council commissioned the Neighbourhood Plan Steering Group to produce a Neighbourhood Plan for the people of Brinklow to have a meaningful say in the growth and shape of their community.

The Neighbourhood Plan sets out a vision of the future of Brinklow with strategic aims and objectives for future development. The vision has been formulated from consultation with the community and consideration of national and local policy and is articulated as:

Our vision is to build upon the history and existing high-quality environment of our village and its surroundings, and through carefully planned improvement provide a safe, pleasant, healthy and sustainable place for everyone to enjoy.

The plan reflects significant public consultation with the local community, business and facility providers, and aims to represent their views. The plan also wishes to protect and enhance all elements of the Parish environment, seeking to establish where developments are most appropriate and setting standards for the type and quality of such developments.

It is acknowledged that the Parish will continue to develop organically in the coming years. The Parish will support small development opportunities using Brown Field and infill sites. The Neighbourhood Plan includes policies which are intended to help ensure that the right sort of housing is built in the right locations, reflecting local character and meeting local needs.

The Steering Group wishes to express its thanks to all members of the community who have helped to produce the Neighbourhood Plan.

John Reid
Chairman Brinklow Neighbourhood Plan Steering Group

The Brinklow Neighbourhood Plan was commissioned by Brinklow Parish Council in June 2016 who created a Steering Group made up of local residents and Parish Councillors. Members are John Reid, Jennie Boonham, Vera McBay, Dick Gunstone, Mick Lavin, Tim Heenan. Former members Gordon Betts and David Lowe participated in the early years of the project.

Funding and support were obtained through Locality and the Parish Council.

Advice and feedback were provided by Planning Officers at Rugby Borough Council, we express particular thanks to Ruari McKee, Senior Planning Officer.

The Steering Group is grateful to the following for their support and guidance:

Jennifer Lampert, of Jennifer Lampert Associates Ltd, for planning consultancy, support and guidance in the development of the plan, policies and objectives.

Mike King, of People and Places Insight Ltd, for designing, managing and reporting findings for the Neighbourhood Plan residents' survey.

Ben Wallace, of Warwickshire County Council, for providing the Historic Environment Summary Report and running a local history workshop.

Chris Talbot, Biodiversity Manager of the Habitat Biodiversity Audit Partnership at Warwickshire Wildlife Trust, for putting together the Ecological Report for Brinklow and presenting it to the village.

Table of Contents

<i>Brinklow Neighbourhood Plan Area</i>	5
Introduction	6
Brinklow Neighbourhood Area	6
The Scope of the Neighbourhood Plan	6
A Short History of Brinklow and its Character Today.....	7
The Policy Context.....	8
Community Engagement	9
<i>Topic 1: Housing</i>	10
<i>Topic 2: Green Spaces and Environment</i>	10
<i>Topic 3: Business and Tourism</i>	10
<i>Topic 4: Transport</i>	10
<i>Topic 5: Infrastructure</i>	11
<i>Topic 6: Community and Leisure</i>	11
<i>Topic 7: Heritage and Conservation</i>	11
<i>Topic 1 Proposals and Policies for Housing</i>	12
Policy HO1: Development within Brinklow limits.....	14
Policy HO2: Development outside Settlement Boundaries.....	14
Policy HO3: Design Principles.....	14
<i>Topic 2 Green Spaces and Environment:</i>	19
Policy E1: Public Rights of Way	19
Explanation in support of objective 3.....	21
Policy E2: Areas of Local Green Space	22
Policy E3: Important Open Space.	29
Policy E4: Agricultural Land.....	30
Policy E5: Landscapes, Vistas and Skylines.....	31
Policy E6: Renewable Energy	32
Policy E7: Biodiversity and Habitats	33
Policy E8: Hedgehog and other Wildlife Protection.....	33
Policy E9: Local Wildlife Sites	34
<i>Topic 3 Business and Tourism</i>	35
Policy B1: Existing Businesses	35
Policy B2: Additional and alternative businesses	36
Policy B3: Proposed new car park area for the village.....	36

Policy B4: Tourism and Visitor attractions	37
Topic 4 Transport.....	38
Community Action: Partnership Working to achieve objectives	38
Community Action: Transport infrastructure projects.....	39
Community Action: Transport and Rural Crime	39
Community Action: Transport and the Environment.....	40
Topic 5 Infrastructure and Connectivity:.....	41
Community Action: Encourage study and deployment of village wide surveillance system	41
Community Action: Connectivity Hub	41
Community Action: Broadband and mobile phone coverage:.....	41
Topic 6 Community Facilities.....	42
Policy CF1: To Protect existing Community Facilities.....	42
Policy CF2: To support additional services and facilities for religious and other community activities	42
Policy CF3: To help enhance provision of social and sport facilities for older children:	42
Policy CF4: To offer additional commercial services such as a cash point.....	42
Policy CF5: Access to Healthcare and Outdoor Recreation Areas	42
Topic 7 Conservation and Heritage:	43
Policy HC1: Conservation and Enhancement: Listed Buildings and Conservation area	43
Policy HC2: Natural and historic landscape features	44
Policy HC3: Historic Farmsteads	44
Policy HC4: Archaeological Considerations	44
Implementation Monitoring and Review.....	45
Working in Partnership.....	45
Funding and Implementation Mechanisms.....	45
Monitoring and Review	45
List of Reference Documents.....	47
Glossary of Terms and Abbreviations	48

Brinklow Neighbourhood Plan Area

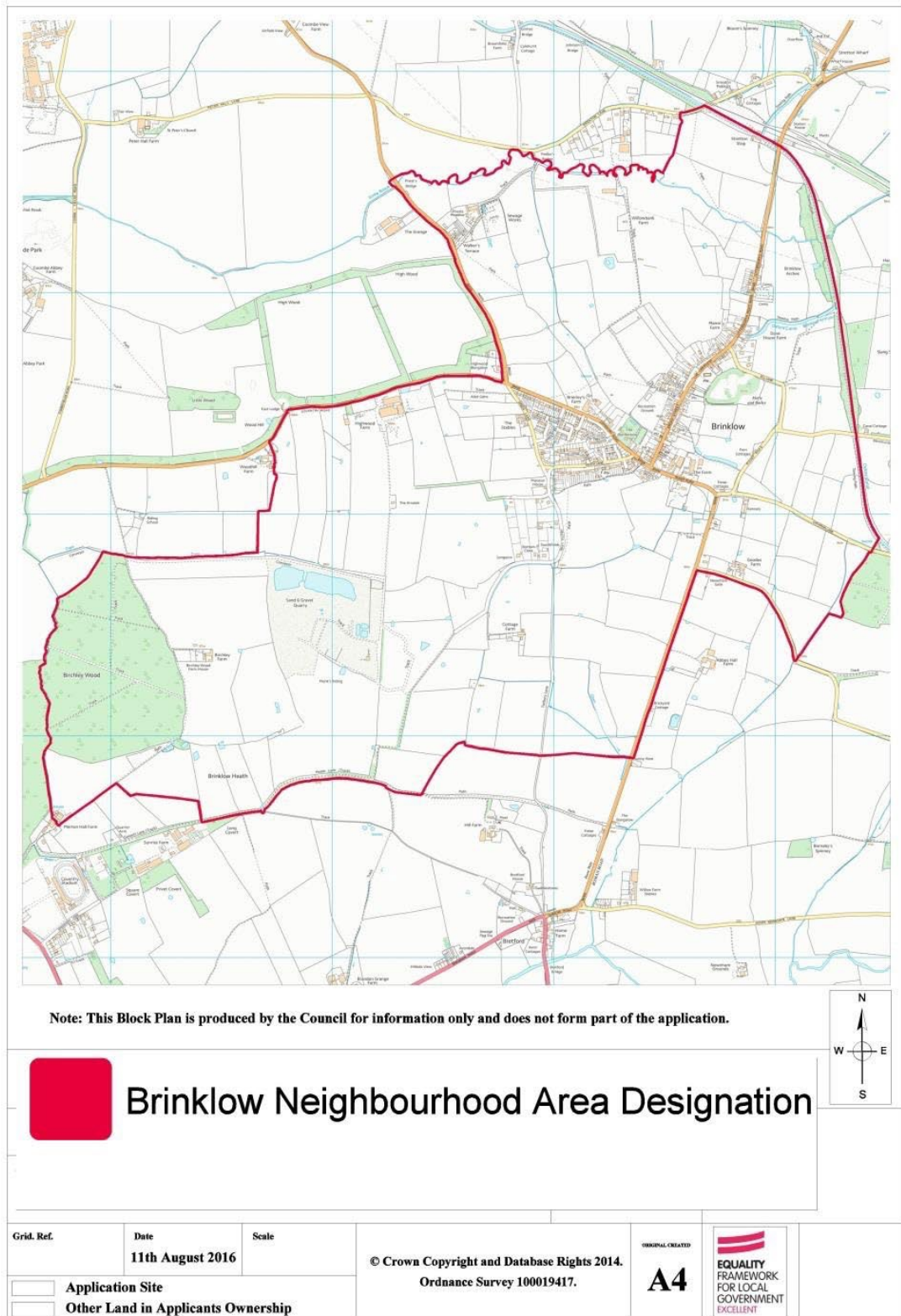


Figure 2: Brinklow Neighbourhood Plan Area (outlined in red)

Introduction

1.1 The Localism Act 2011 empowers local communities to take the lead in planning how their own neighbourhoods will develop. Many communities have taken this opportunity to influence the future of their areas. “The Brinklow Neighbourhood Development Plan will enable the local community to shape the future development of the Neighbourhood Area (the Parish) for the benefit of the local community.”

Brinklow Neighbourhood Area

1.2 The Parish of Brinklow was designated by Rugby Borough Council as the Brinklow Neighbourhood Area on the 11th of August 2016. See Figure 2 above.

The Scope of the Neighbourhood Plan

1.3 It is a legal requirement for Neighbourhood Plans to have appropriate regard to the National Planning Policy Framework and to be in general conformity with strategic policies. A key consequence of these requirements is that, where the Local Plan has a growth allocation for an area, the Neighbourhood Plan must provide for at least the level of growth specified in the Local Plan. There is currently no specific growth allocation proposed for Brinklow in the Local Plan.

1.4 The Brinklow Neighbourhood Plan will cover the period 2021 to 2041 and will form part of the statutory development plan for the Neighbourhood Area.

1.5 The Steering Group has been careful to gather the necessary evidence to inform the Neighbourhood Plan and to underpin the policies in it. In addition, community engagement has been a priority throughout the process of preparing the Neighbourhood Plan. It has been a priority to ensure that as far as possible the Neighbourhood Plan is effective in delivering the needs, wants and aspirations of the local community and is consistent with national and local planning policies. Please refer to the Consultation Strategy and Consultation Statement¹.

¹ Consultation Strategy and Consultation Statement

A Short History of Brinklow and its Character Today

1.6 The Parish of Brinklow lies approximately 5 miles north-west of Rugby, Warwickshire. It consists of a thriving rural village with churches, school annex, Post Office, shops, three public houses, food outlets, doctors' surgery and pharmacy, working farms and a range of active clubs many of which use the facilities of the Community Hall. The village of Brinklow is at the heart of The Revel group of villages and its facilities are used by residents of those other villages. The village has a strong sense of community, due mainly to the regular involvement and support of residents in village life and activities.

1.7 In August 2014 Warwickshire County Council completed an [Historic Character Assessment](#)² of Brinklow as part of the Warwickshire Historic Towns Project. The key findings are summarised below.

1.8 There are significant historical links. The "low" element of the place name suggests there may have been a round barrow, probably of Bronze Age date, which may have lain in the vicinity of the castle. The Roman Fosse Way passes through the village. There has been some evidence of Anglo-Saxon activity in the village. After the Norman Conquest a motte and bailey castle was built and the village established itself outside the castle with long plots and narrow frontages of the market area in what is now The Crescent. The layout that is still evident is highly significant in documenting the founding and evolution of medieval small towns and is a highly important part of Brinklow's character.

1.9 The 2011 Census records a population of 1101 persons with a fairly uniform distribution of up to age 39. Typically, 50% more in the brackets between 40-69 and adding 7 to the ages would suggest 183 residents may now be aged over 80. Please see [2011 Census Small Area Profiles](#)³

1.10 As part of the background information for the Neighbourhood Plan a questionnaire survey and a Housing Needs Survey provided by Midlands Rural Housing were undertaken and these revealed a need for affordable housing, both for rent and purchase and specifically designed elderly persons accommodation. For further information see the [Housing Needs Survey 2019](#)⁴

² [Historic Character Assessment](#)

³ [2011 Census Small Area Profiles](#)

⁴ [Housing Needs Survey 2019](#)

The Policy Context

1.11 This section sets out the key documents with which the Neighbourhood Plan needs to accord.

National Planning Policy Framework

1.12 [The National Planning Policy Framework](#) (NPPF)⁵ in its latest version of July 2021, sets out the Government's approach to sustainable development. At the heart of the NPPF is the 'presumption in favour of sustainable development'. Essentially it is about positive growth with economic, social and environmental gains being sought simultaneously through the planning system and forming three overarching objectives:

- An economic objective to contribute to economic development
- A social objective to support strong, vibrant and healthy communities by providing the right supply of housing and creating a high-quality built environment with accessible local services
- An environmental objective to contribute to protecting and enhancing the natural, built and historic environment.
- The NPPF is supported by the Planning Practice Guidance (PPG) as an accessible web-based resource which is actively managed and updated as necessary.

1.13 Neighbourhood planning allows communities to shape sustainable development within their area and to address their needs and priorities.

1.14 The NPPF strongly supports the principle of neighbourhood planning. The NPPF states that Neighbourhood Plans should set out a positive vision for the future of the local area, they should set planning policies to determine decisions on planning applications, including policies which set out the quality of development that should be expected for the area, based on stated objectives for the area's future and an understanding and evaluation of its defining characteristics.

NPPF and Sustainable Development

1.15 Neighbourhood Plans should support the sustainable growth and expansion of all kinds of businesses and enterprise in rural areas, they should promote the development and diversification of agricultural businesses, they should support rural tourism and leisure developments that respect the character of the countryside, and they should promote the retention and development of local services and community facilities in villages.

1.16 The Neighbourhood Plan must contribute to the achievement of sustainable development. The NPPF states that pursuing sustainable development includes making it easier to create jobs in villages, to promote gains in biodiversity, to achieve better quality design, to improve people's quality of life, and to provide a wider choice of high-quality homes.

1.17 Therefore, the aims, objectives, policies and proposals of the Neighbourhood Plan should be assessed against their ability to achieve sustainable development. Wherever possible the Neighbourhood Plan should actively promote the achievement of sustainable development.

⁵ [The National Planning Policy Framework](#)

Rugby Borough Local Plan adopted 2011-2031 adopted June 2019

1.18 The Neighbourhood Plan must be in general conformity with the strategic policies of the Rugby Borough Local Plan and positively support those policies. The Rugby Borough Local Plan provides a hierarchy of objectives and planning policies for the Borough.

Please see the [Rugby Local Plan](#)⁶ document.

1.19 To assist in the understanding of the proposals and policies of the adopted Local plan a [Policy Review was carried out as a background paper](#)⁷ for the Brinklow Neighbourhood Plan dated September 2017. This sets out the strategic planning framework for the district's future development needs up to 2031 and contains a number of policies and objectives which are relevant to Brinklow and with which the neighbourhood plan must be in general conformity. These policies and objectives cover issues such as the provision and location of new housing, promoting design and protecting and enhancing the built environment and green infrastructure.

1.20 Consideration has in particular being given to the following policies: H2 housing policy, H4 Rural exception sites for affordable housing, H6 specialist housing for the elderly, SDC1 Sustainable Design and landscaping, NE3 protect and enhance landscape features which are most relevant to the proposals of the Brinklow Neighbourhood Plan.

1.21 In addition, neighbourhood plans must be compatible with European Union legislation that relates to Strategic Environmental Assessment, protected European Habitats and Human Rights Legislation. This Neighbourhood Plan and the policies it contains are consistent with the NPPF, Rugby Borough Local Plan and relevant EU legislation. Full details of how the Plan complies with legislative requirements are set out in the Basic Conditions Statement which accompanies the Plan.

Community Engagement

1.22 In order to provide up to date community opinions, a number of community engagement events were conducted in 2016, 2017 and 2018. A questionnaire was issued to all residents in late 2017. It built on comments received, and the issues identified during previous engagement events. The questionnaire addressed eight key issues: housing; business; tourism; community facilities; conservation and heritage; green spaces and the environment; and transport. Details of the responses from the 229 which were returned of the 473 sent out are in the [Brinklow Neighbourhood Plan Survey Results](#)⁸

1.23 There was also a specific effort to engage with businesses and community groups such as the football club, schools and doctors. In addition, the Neighbourhood Plan was placed on the regular agenda of the Parish Council monthly meetings, so progress updates were available to any parishioner attending. Full details of all these events are provided in the Consultation Statement⁹

⁶ [Rugby Local Plan](#)

⁷ [Brinklow Local Plan Policy Review](#)

⁸ [Brinklow Neighbourhood Plan Survey Results](#)

⁹ Consultation Statement

The Vision, Strategic Aims and Objectives for Brinklow

1.24 From community consultation and other evidence, a vision, strategic objectives, policies and priorities have been defined for the Neighbourhood Plan. These are set out in the following diagrams and paragraphs.

1.25 The vision statement that emerged from these consultations is:

“The Parish and settlement of Brinklow is small and rural with significant historical character and must remain so. Growth will be limited and controlled to maintain this size and character.

We will build upon the history and existing high-quality environment of our village and surroundings and through carefully planned improvement provide a safe, pleasant, healthy and sustainable place for everyone to enjoy.

Brinklow lies within the Borough of Rugby, but it is a village of independent identity not a suburb of that larger conurbation. As such it should be allowed to flourish into its third millennium.”

1.26 Following public consultation events and workshops the steering group identified the issues that emerged from the topics and identified objectives for each heading.

Topic 1: Housing

- Support limited infill development providing it is appropriate to its surroundings and does not adversely impact neighbours or the village character
- Support re-use of redundant buildings for commercial or residential use
- Ensure any development is proportionate to the size and rural character of the existing buildings in the village and mixes affordable with larger homes, harmonising with architectural style and building materials used in the village
- Ensure infrastructure is developed proportionately to the number of new houses and includes off street parking for two or three cars per house.

Topic 2: Green Spaces and Environment

- Protect the green belt beyond the boundaries unless supported by proven specific housing need or infill development
- Preserve existing features in the village that bestow rural character
- Increase protection of trees and wildlife
- Maintain and improve existing public green areas
- Provide green spaces as part of any new development.

Topic 3: Business and Tourism

- Develop where possible agricultural and small businesses, particularly those offering retail outlets
- Encourage home working and opportunities for start up businesses
- Develop tourism and encourage day visitors thus supporting existing shops, cafés and pubs
- Increase the number of providers of bed and breakfast accommodation.

Topic 4: Transport

- Improve public transport facilities
- Improve parking in the village
- Improve road traffic, pedestrian and cyclist safety

- Traffic calming and reduction (diversification) measures to be pursued with the relevant authorities as wider developments increase pressure.

Topic 5: Infrastructure

- Provision of superfast broadband for the whole village and elimination of mobile phone dead spots
- Improve footpaths and cycleways
- A dedicated footpath from the canal to the top of Ell Lane could be considered to provide access to the Tump and the church.

Topic 6: Community and Leisure

- Protect, sustain and enhance the health, well-being, leisure and cultural facilities available in the village.

Topic 7: Heritage and Conservation

- Preserve and enhance the conservation and historic assets of the village and to seek to protect and improve public accessibility to key historic sites
- Preserve and enhance the natural features of the village especially the protection and management of existing hedgerows, vegetation and ponds for the benefit of wildlife and human visitors.

1.28 Additional evidence was provided under the seven topic areas as a result of research undertaken and information collected by the steering group and other village members and members of the Parish Council which was further enhanced by the results of the questionnaire survey undertaken in March 2018 and the Housing Needs survey dated May 2019. This information helped to identify and strengthen the objectives proposed under each topic which was then translated into the policies and proposals under the headings as set out below.

Topic 1 Proposals and Policies for Housing

2.1 Evidence of Brinklow's history is visible now, in the 21st Century, with its Norman Motte and Bailey, its church which originated in the 13th Century, and the village being situated astride the old Roman road, the Fosse Way, which passes through the heart of rural Warwickshire. Much of the housing was originally built to accommodate land workers. Consequently, there are numbers of workers' cottages which have been joined together to provide more modern accommodation. There are also a number of larger houses, dating from the 18th century, which provided accommodation for business owners, and which are now four- or five-bedroom family houses.



2.2 Much of the layout of the village, which was essentially one straight street, was influenced by the route which the Oxford Canal originally took. In 1834 it was straightened, but it defined the boundaries of many houses and gardens. Some workers' cottages were condemned due to a lack of facilities, and their footprint can still be seen in some places. At one time Brinklow had no less than seven ale houses but today only three remain, the other premises having been re-developed or converted into housing.

2.3 Brinklow has around 500 houses, 24¹⁰ of which are listed. Please refer to the [Brinklow Village Design Statement 2005](#). Many others reflect different eras, some built with fine Victorian or Georgian features, some including decorative brickwork with rows of contrasting bricks, and some with shallow-pitched roofs with no overhang that were previously thatched. Many houses have square nine-pane windows and plain wooden front doors.

2.4 In the 1960/70s, land on the Southwest of the village was used to build social housing, much of which is now privately owned. Its design and construction methods are typical of the time and overall add little to the development of the village. Some small estates of detached houses and bungalows have been built and they continue to be in demand as popular family houses.

2.5 Rugby Borough Council produced a [Site Allocations Development pack for Brinklow](#)¹¹ in June 2016. This indicated a possible site for approximately 100 dwellings as Brinklow was regarded as a main rural settlement. This site, referenced as S14/065B or S16071 seemed unsuitable for many reasons, not least that it was in the Green Belt, included a Flood Plain, and it would be detrimental to the visual approach to the village. The Parish Council objected to the proposed allocation which was presented personally at the Planning Enquiry in Rugby on 14th April 2018. The Planning Inspector agreed these objections and advised Rugby Borough Council (RBC) to modify their Local Plan. He also suggested that their housing figures were around 18% too high and that not all the proposed housebuilding would be needed. Please refer to the [Rugby Local Plan Examination](#).¹²

2.6 Brinklow Parish Council (BPC) has identified in the vision statement that growth should be limited and controlled to maintain the optimum size and character. The objectives section for housing accepts that there is a need to build additional accommodation, but not all the identified housing needs could be delivered solely by in-fill and brown field development. Any development should have regard to the immediate spatial dimensions of any proposed site. To reinforce local distinctiveness, the size, scale and density must respect the traditional local rural vernacular and be fully integrated, whilst supporting a proven local need.

¹⁰ [Brinklow Village Design statement 2005](#).

¹¹ [Site Allocations Development pack for Brinklow](#)

¹² [Rugby Borough Local Plan Examination...Mike Hayden](#)

2.7 This led to the translation of the evidence provided by the questionnaire survey and the housing needs survey undertaken by Midland Rural Housing into proposals to provide affordable housing and specialist housing for the elderly as part of this neighbourhood plan.

2.8 Any development proposals would also be influenced by the facts that:

- Village services are already stretched to full capacity, and a significant increase in the population would need further expansion of local services.
- Due to the increasing age of the population, appropriate housing should be developed as near to the centre of the village as possible, so that services could be reached by foot or cycle.
- Bungalows and retirement housing are needed to enable those people in larger houses to downsize.
- Building of additional 5- or 6-bedroom houses would not generally be supported as some similar-sized units have been difficult to sell because they were on very restricted plots. Their owners generally commute elsewhere to work.
- An 'Affordable Housing Plan' is needed for local people.

2.9 It is against this background that BPC has to consider in detail how to approach matching the needs of the community with positive policy and specific proposals that also meet the objectives for housing identified above. This housing section has been influenced by additional detailed research and survey work that is collated in a separate [Housing Background Document](#)¹³ and a précis of the main points are provided below.

2.10 AECOM provided a site survey for all the sites brought forward in their document: [AECOM - Site Options and Assessment Survey – 2020](#)¹⁴. Furthermore they provided a Design Codes document showing their possible developments: [AECOM - Brinklow Design Codes - January 2020](#)¹⁵. As a result of the AECOM Site Survey, most of the sites put forward were rejected for a variety of reasons. The review featured both brownfield and greenfield locations.

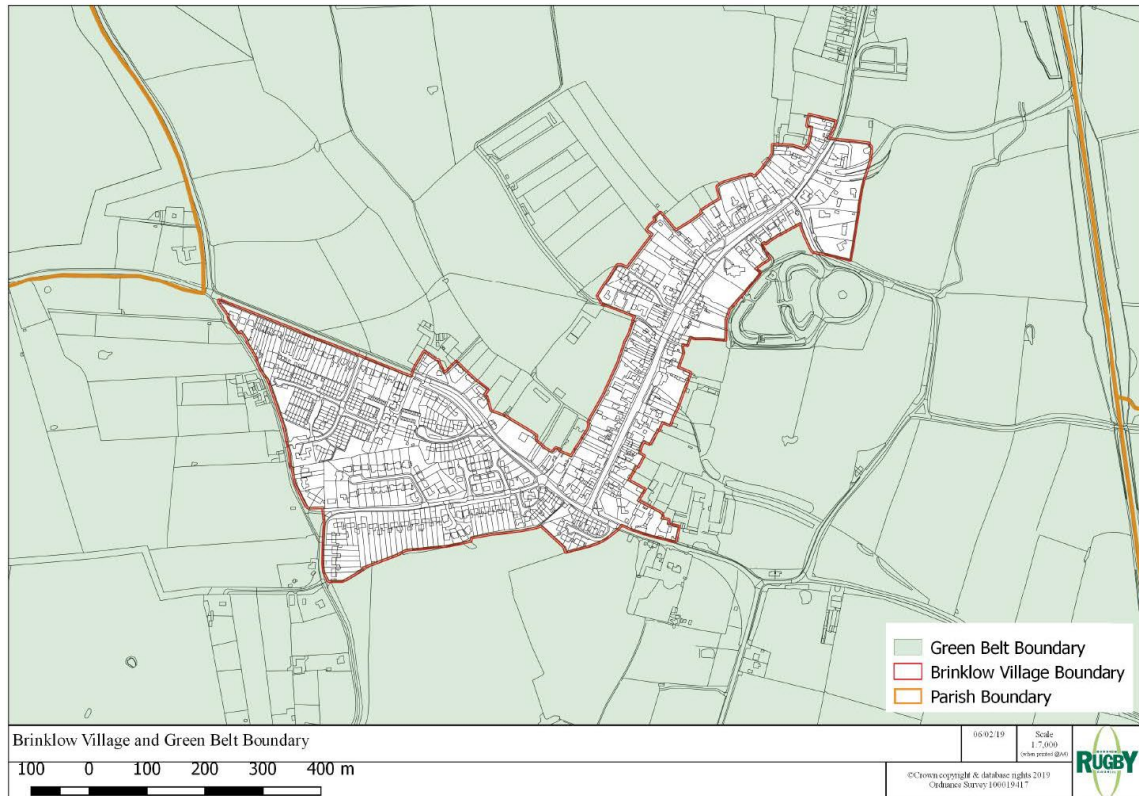
¹³ [Housing Background Document](#)

¹⁴ [AECOM Site Options and Assessment Survey 2020](#)

¹⁵ [AECOM Brinklow Design Codes -January 2020](#)

Policy HO1: Development within Brinklow limits

Within Brinklow Village Boundary, as shown on the plan below, new dwellings with 1-4 bedrooms will be supported where development respects local character and residential amenity, and does not result in the loss of public open space, trees, hedgerows or sites recognised for their ecological value.



Policy HO2: Development outside Settlement Boundaries

Residential development proposals in the Green Belt must be in accordance with national Green Belt policy, as set out in the National Planning Policy Framework.

Design Principles

2.11 The design of any new development within the Neighbourhood Plan area must be of high quality and reflect the intrinsic character of the neighbourhood.

Policy HO3: Design Principles

Development in the Neighbourhood Area must be of high quality design and respect local character: materials should complement the local vernacular; the scale and height of existing buildings should be respected; the density of development should be in keeping with its surroundings; and new car parking should be supported by sensitive landscaping.

2.12 Lutterworth Road, Brinklow: Lutterworth Road, reference 16075, a “Preferred rural exception site” for development for affordable housing and elderly persons accommodation.

2.13 The background to this preferred site is detailed below and a general outline of the site can be found at Figure 3 below:



Figure 3: Lutterworth Road site general outline

2.14 Examination of the responses received to the questionnaire survey in connection with the neighbourhood plan revealed the following details:

- That there was support for development that related to small plots for one or two houses as infill (77%)
- Support was found for small scale schemes of between 10 to 15 dwellings (60%)
- Strong opposition to large scale development of 50 dwellings or more (86%)
- Favoured housing choices related to affordable starter homes and single storey accommodation for the elderly
- Within new building proposals 94% wished to see the provision of off-road parking and housing that was integrated into a well landscaped and open spaced development

2.15 Following these responses, the neighbourhood plan steering group commissioned Midland Rural Housing to undertake a specific Housing needs survey. That survey revealed the need for up to 12 affordable housing units, based on 8 two-bedroom units, 3 three-bedroom units and 1 one-bedroom unit. It also revealed the need for up to 7 elderly persons accommodation comprising 5 two-bedroomed units and 2 four-bedroomed units. Following these results the steering group with contributions from the landowner and other professionals prepared a sketch plan to illustrate the approach that could be taken and commissioned a Landscape and Visual appraisal of the site and its setting from Glenkemp landscape architects. From these reports we determined that the site should be promoted as a rural exception site and follow the guidance provided in the NPPF for such sites.

2.16 Extract from NPPF - 2021:

A local planning authority should regard the construction of new buildings as inappropriate in the Green Belt. Exceptions to this are Paragraph 149:

- (a) buildings for agriculture and forestry;*
- (b) the provision of appropriate facilities (in connection with the existing use of land or a change of use) for outdoor sport, outdoor recreation, cemeteries and burial grounds and allotments; as long as the facilities preserve the openness of the Green Belt and do not conflict with the purposes of including land within it;*
- (c) the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building;*
- (d) the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces;*
- (e) limited infilling in villages;*
- (f) limited affordable housing for local community needs under policies set out in the development plan (including policies for rural exception sites); and*
- (g) limited infilling or the partial or complete redevelopment of previously developed land, whether redundant or in continuing use (excluding temporary buildings), which would:
not have a greater impact on the openness of the Green Belt than the existing development; or
not cause substantial harm to the openness of the Green Belt, where the development would re-use previously developed land and contribute to meeting an identified affordable housing need within the area of the local planning authority.*

2.17 Extract from the [Housing Strategy 2018-2020](#) entitled “The Rugby of the Future” states: -

The majority of new sustainable housing and employment development will be focused on Rugby urban areas. Sustainable growth of main rural settlements will also take place to meet the housing needs of the rural population and provide support for rural infrastructure and services. Infrastructure to support growth will be phased into developments in such a way to ensure impacts are properly mitigated.

2.18 Following from the survey results provided by MRH and an assessment of the Landscape and Visual Outline appraisal by Glenkemp¹⁶ we developed a brief that took those findings and applied them to the Lutterworth Road site. We decided that from that report we should consider predominantly a range of affordable and elderly persons accommodation both of which can be regarded as exception sites under the NPPF. The mix of accommodation that we identified comprises up to 12 affordable housing units, based on 8 two-bedroom units, 3 three-bedroom units and 1 one-bedroom unit, up to 7 elderly persons bungalows, 5 two-bedroom, and 2 four-bedroom units. A further 1 four-bedroom dwelling is proposed as an open market provision to help support the overall cost of the development.

2.19 Following the [Landscape and Visual Appraisal Report](#) prepared by Glenkemp Landscape Architects in December 2020 this layout was amended into that shown below in Figure 4: Indicative Site Layout Plan that then took account of the extent of development footprint that was now defined by landscape related constraints. These details were the subject of discussions with the Parish Council, MRH and Rugby Borough Council in January 2021 and as a result it was suggested that the overall plan was an approved way forward,

¹⁶ [Landscape and Visual Outline Appraisal Report](#)

and that many of the conditions which it sought to resolve were about to be published in Rugby Borough Council's Housing Needs Supplementary Planning Document.



Figure 4: Indicative site plan

2.20 The above sketch plan, Figure 4, from the Glenkemp report shows that the proposal to build up to 20 units on the site is possible, having regard to the existing trees and hedgerows which can be retained and supplemented with additional planting as necessary. The Midlands Rural Housing summary advised that up to 20 units were necessary to meet the village's housing needs. The breakdown of current proven needs was that 8 of the houses needed to be within the "affordable housing range".

2.21 The Midlands Rural Housing Needs survey also identified the need for the elderly, mostly for bungalows. This would also fit the definition for promoting the site as an exception site. The layout would also provide areas of informal open space, within the existing and re-planted trees and hedgerows.

2.22 Experience shows that recently built five-bedroom properties on relatively small plots do not sell well in the Parish. The objective would be to provide a mix of two- or three-bedroom houses for families who want to live in a rural setting and are employed locally.

2.23 Within this mix there is a need to provide affordable starter homes to enable local young people to stay in the community. Support would not be given for inclusion of leasehold properties, which can sometimes be a trap for buyers who subsequently wish to re-sell. Midlands Rural Housing, BPC's preferred agency, has dealt with this situation before and has assured the Parish Council that no properties built for 'affordable housing' would find their way on to the retail market. BPC, working with Midlands Rural Housing, would want to restrict the sale to owner/occupiers, thus preventing valuable assets being added to landlords' 'buy-to-let' portfolios.

2.24 We have also considered the findings against the advice provided within Rugby Borough Council [Housing Needs SPD 2021](#)¹⁷ and their [Housing Strategy 2018 -2020](#)¹⁸ and concluded that it is an important aspect of the neighbourhood plan to respond to meeting identified needs for rural housing in this case based on the need for affordable housing and the needs of the elderly.

2.25 The decision to promote this site in Lutterworth Road was influenced by the results of the [Landscape and Visual Outline appraisal](#)¹⁹ including [LVA Figures 1-6](#)²⁰ by Glenkemp Landscape Consultants which identified the need to retain and enhance the existing hedgerows and trees that surround the site in accordance with policy NE3 of the Rugby Local Plan which seeks to ensure that significant landscape features are protected and enhanced, and that landscape design is a key component in the design of new development.

2.26 A sketch plan has been prepared to illustrate these aspects and is included as Figure 4 within the policy wording for Policy HO4 Lutterworth Road preferred rural exception site.

Policy HO4: Lutterworth Road Brinklow

The development of land at Lutterworth Road (see Figures 3 and 4) as a rural exception site for the development of up to 12 affordable houses and up to 7 elderly persons dwellings will be supported subject to it being demonstrated that the development meets identified housing needs. Proposals must demonstrate how development will retain and enhance the significant landscape features identified on Figure 4.

¹⁷ [Housing Needs SPD 2021](#)

¹⁸ [Housing Strategy 2018-2020](#)

¹⁹ [Landscape and Visual Outline appraisal](#)

²⁰ [LVA Figures 1-6](#)

Topic 2 Green Spaces and Environment:

Objective 1

3.1 This relates to preserving existing features inside the village that bestow 'rural character': the overall 'ribbon' shape of the village, woodlands, footpaths, roadside farms and paddocks at the village boundaries and the former canal arms. In support of this objective reference is made to the extensive network of rights of way in the Parish which are a valuable amenity for the village, and which should be protected and enhanced. The health benefits of walking are clear, and the countryside should be opened up more to visitors throughout the Parish and Neighbourhood Plan area. A map of the existing rights of way and public footpaths such as the canal towpath is provided as figure 5.

Policy E1: Public Rights of Way

Improvements and extensions to Brinklow's footpath network will be supported.

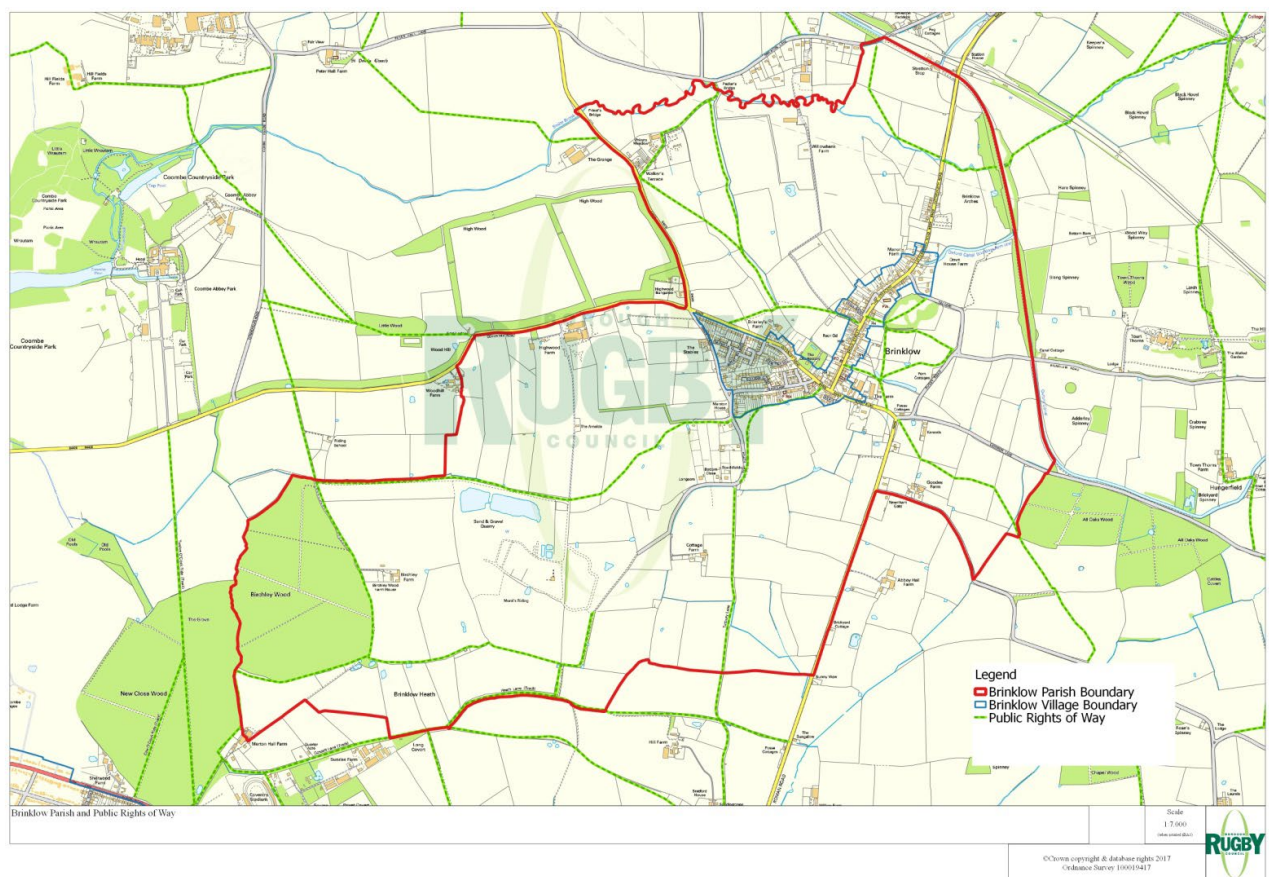


Figure 5: Rights of way around Brinklow

3.2 Figure 5 shows that Brinklow is surrounded by an important public rights of way network. This comprises a valuable amenity for the village, providing health benefits and access to the countryside.

3.3 The Parish Council supports the expansion of Brinklow's public rights of way network, including the creation of an additional footpath from the top of Ell Lane to the canal.

Explanation:

3.4 As the map above shows Brinklow is surrounded by a network of rights of way which are a valuable amenity for the village and as such should be protected. The health benefits of additional walking are clear, as are the benefits to the Parish of opening up more countryside to visitors.

Objective 2: To maintain and improve the existing public green areas in the village

Explanation in support of objective 2

4.1 Brinklow Parish is surrounded by green belt land as shown in the Land Parcel BR1 of the [Rugby Green Belt Assessment](#)²¹ However there are also green spaces in the village which are of major importance to parishioners. The minimum ratio of green space to population, as defined in Natural England's Greenspace Standard Recommendations, should be applied to all new developments in the Neighbourhood Plan Area. Paragraph 101 of the NPPF also requires that existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless specific conditions are met.

4.2 In accordance with paragraph 103 of the National Planning Policy Framework local communities through their neighbourhood plans can identify for special protection green areas of particular importance, ruling out new development except in exceptional circumstances.

4.3 Paragraph 102 of the NPPF sets out the criteria that green space must meet to be designated as Local Green Space:

The Local Green Space designation should only be used where the green space is:

- a) in reasonably close proximity to the community it serves;
- b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- c) local in character and is not an extensive tract of land.

4.4 These criteria have been applied to seven green open spaces within the Parish identified as:

1. The Crescent
2. Playing field Barr Lane
3. The Peace and Reconciliation Memorial
4. The Allotments
5. Field adjacent the Tump
6. Church Field
7. Brinklow Cemetery

Their location and a detailed report with photographs and assessment of the applicability of the 3 criteria and details of their individual characteristics are provided in the [Green Spaces and Environment Evidence Document](#).²²

4.5 The conclusions from that study are that:

1. The Crescent was the site of a medieval market, and its openness contributes to the setting of the village opposite The Tump, opposite the Church and in Broad Street and the overall historic context should be maintained.
2. The playing field not only includes sports and play areas but also an open space that is flexible and important for use for festivals and other events that sustain and enhance social and community activities
3. The Peace and Reconciliation Memorial is a small area but most important to be retained undisturbed for reflection and commemoration

²¹ [Rugby Green Belt Assessment](#)

²² [Green Spaces and Environment Evidence Document](#)

4. The Allotments play an important role in the community and encourages biodiversity and healthy lifestyles.
5. The field adjacent the Tump: This a historic site with links to Anglo Saxon times.
6. Church Field An open space that effects a setting for the 12th Century Church and whose historic relationship should be preserved.
7. Brinklow Cemetery: Has historic connections from 1884 to the present day and is of personal importance to many residents.

Policy E2: Areas of Local Green Space

The seven areas identified in the supporting text and on the plan(s) below are designated as Local Green Space. The management of development within areas of Local Green Space will be consistent with that for development within Green Belts as set out in national policy

1. The Crescent, which is the site of Brinklow's medieval market, and as such historically important.



Photo 1a: The Crescent, opposite the Tump 52.412858, -1.360028



Photo 1b: The Crescent, opposite the Church 52.413071, -1.359807



Photo 1c: The Crescent, off Broad Street 52.412562, -1.360359

2. The Playing Field, including the tennis court, children's play area and skateboard ramp, which is an important recreational space for village children and the junior football team. Many adults and dog walkers enjoy it on a daily basis. Major village events like the Brinklow Scarecrow festival also use it.



Photo 2: Playing Field Barr Lane 52.412240, -1.362199

3. The Peace and Reconciliation Memorial, because of its association to the members of the village who gave their lives in several conflicts.



Photo 3: Green space by the Peace and Reconciliation Memorial 52.409263, -1.362651

4. The Allotments, which are an important community facility. Rugby Borough Council's [Green Infrastructure Study](#) recommended in the biodiversity section that land for allotments should be retained and their use promoted. They make a valuable contribution to biodiversity and healthy lifestyles, represent years of public and individual investment, and are worthy of protection. The members of the Brinklow Allotment Society voted unanimously at their AGM, on the 28th of February 2018, for the allotments to be included as a Protected Local Green Space. See the [Minutes of Brinklow Allotments AGM](#).

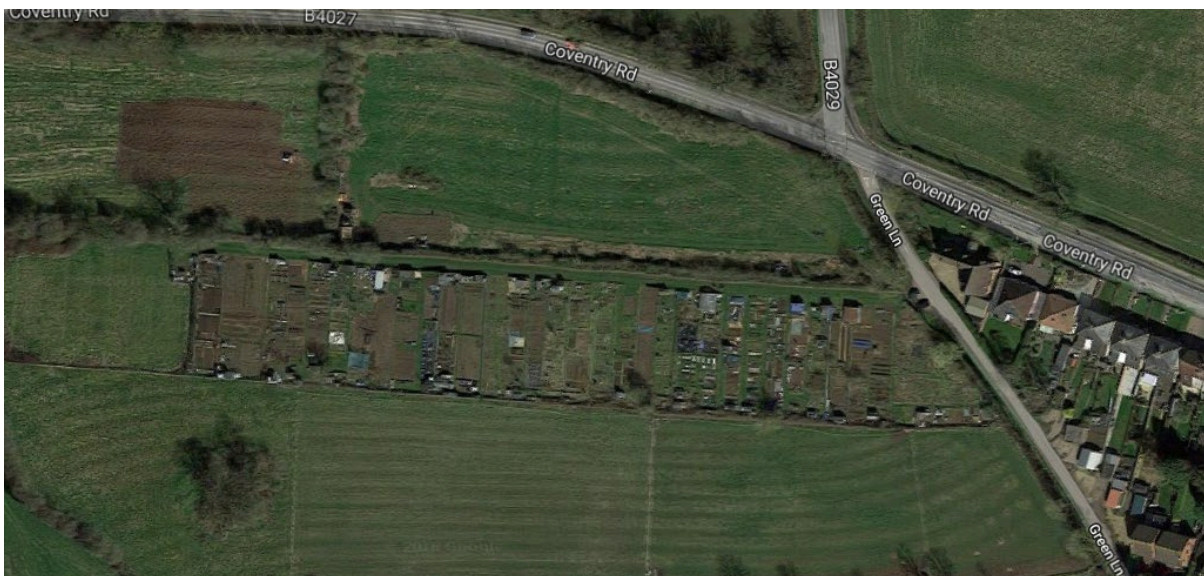


Photo 4: Brinklow Allotments Green Lane 52.412086, -1.371955

5. Field adjacent to the Tump which is a valued approach to our most famous monument linking the village to Anglo-Saxon times 52.412918, -1.359619



Photo 5: Field adjacent to the Tump 52.412918, -1.359619

6. Church Field which grants a fine view of our 12th Century Church 52.412459, -1.359168



Photo 6: Church Field 52.412459, -1.359168

7. Brinklow Cemetery: This was opened in 1884 as there was no space left in the churchyard for burials. It is of personal and historic importance to the inhabitants of Brinklow.



Photo 7: Brinklow Cemetery 52.416324, -1.355420

Maps of the Local Green Space Areas:

Figure 6: Areas of Local Green Space Overview

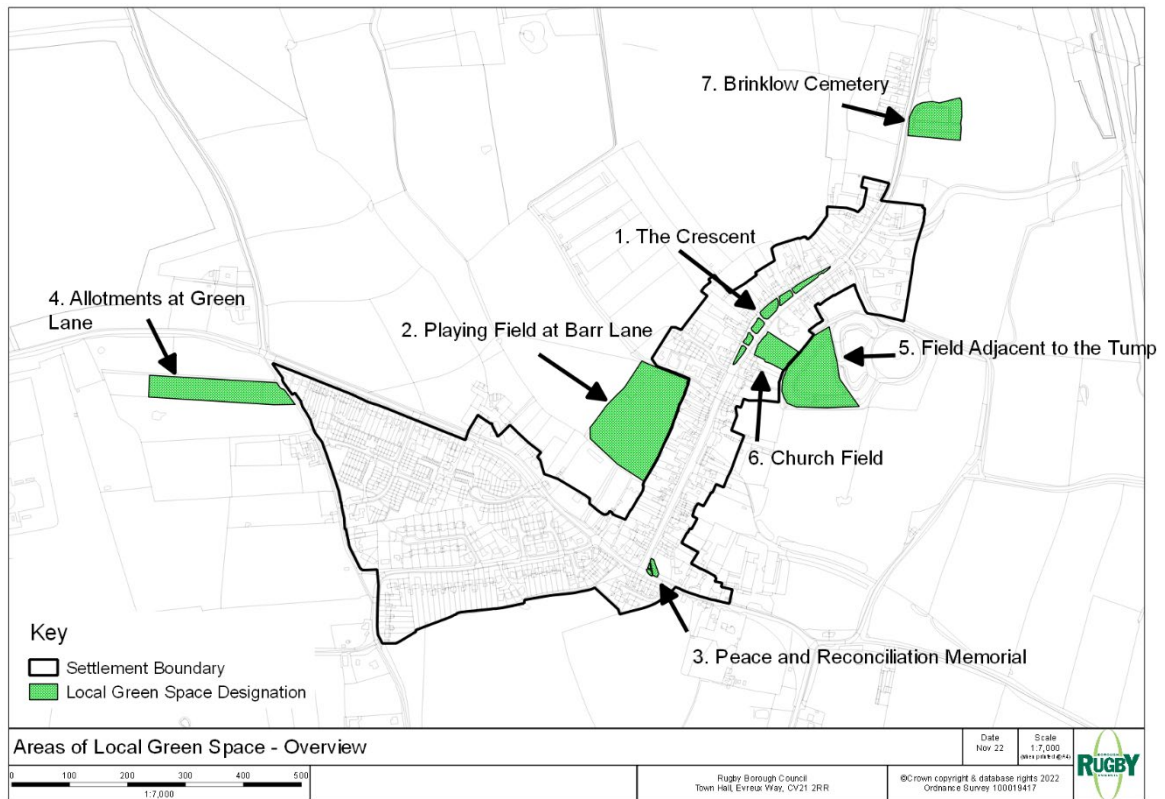


Figure 7: Areas of Local Green Space – Areas 1, 2, 5 and 6

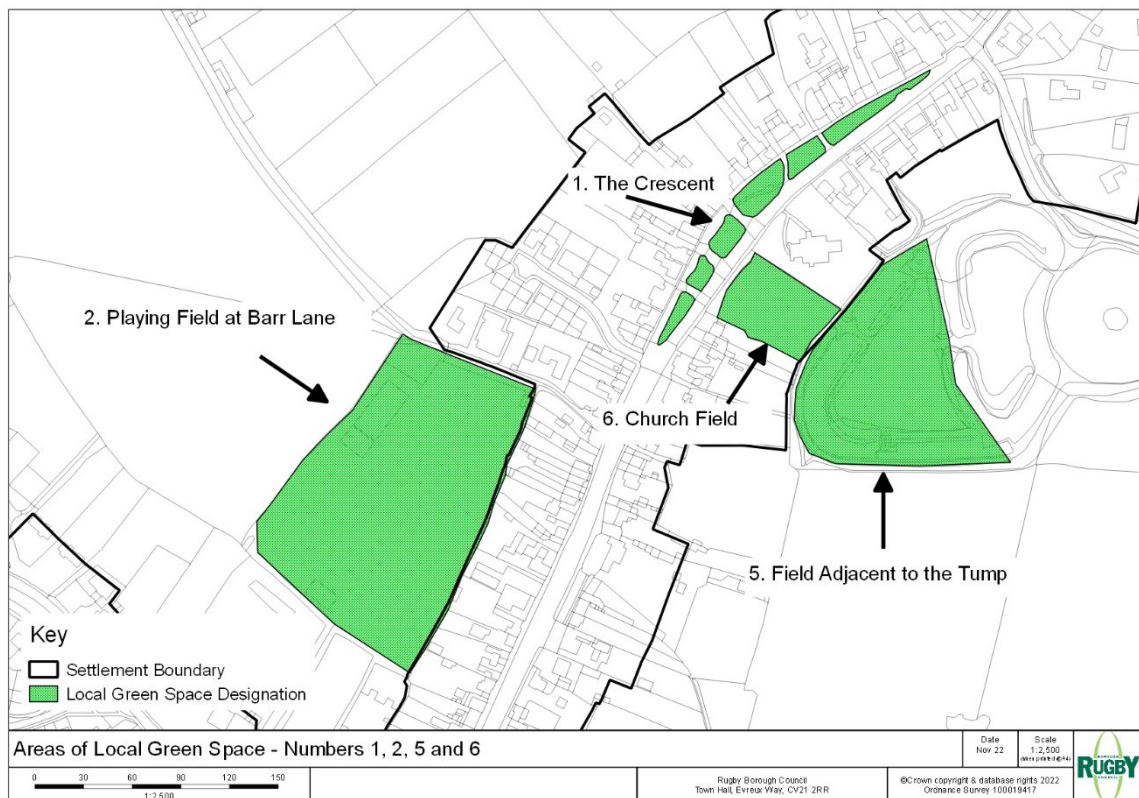


Figure 8: Areas of Local Green Space – Area 3

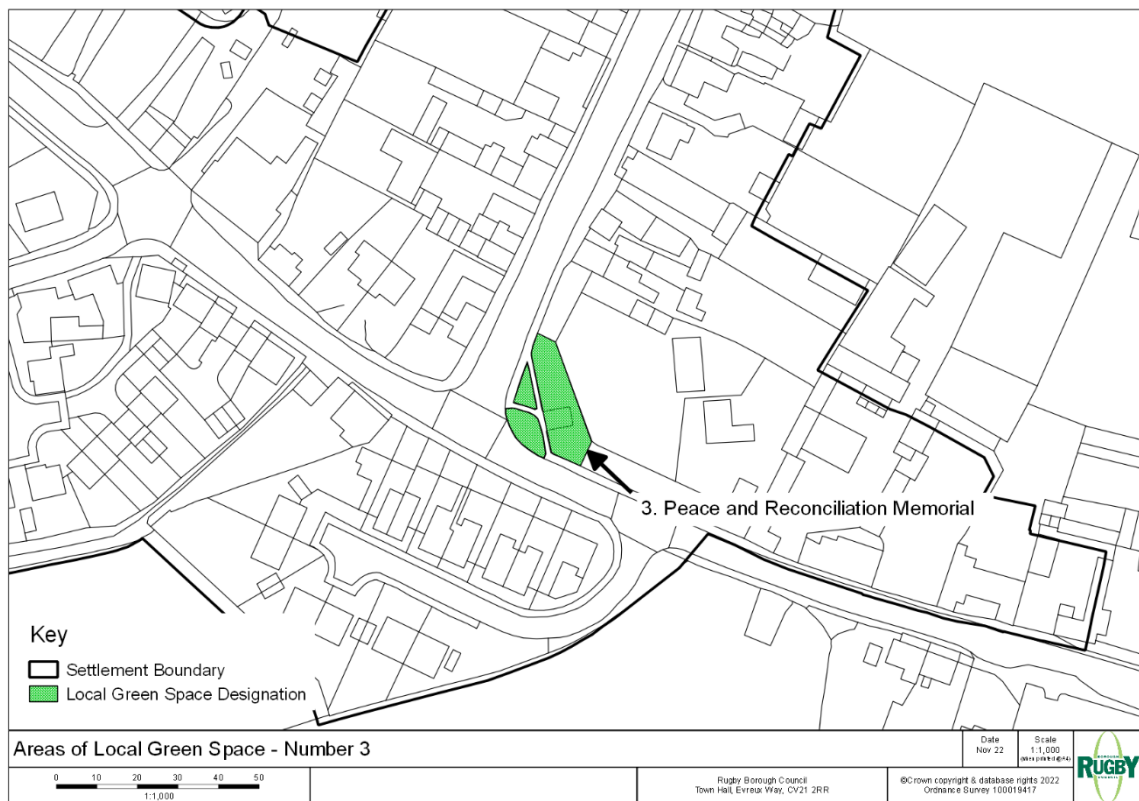
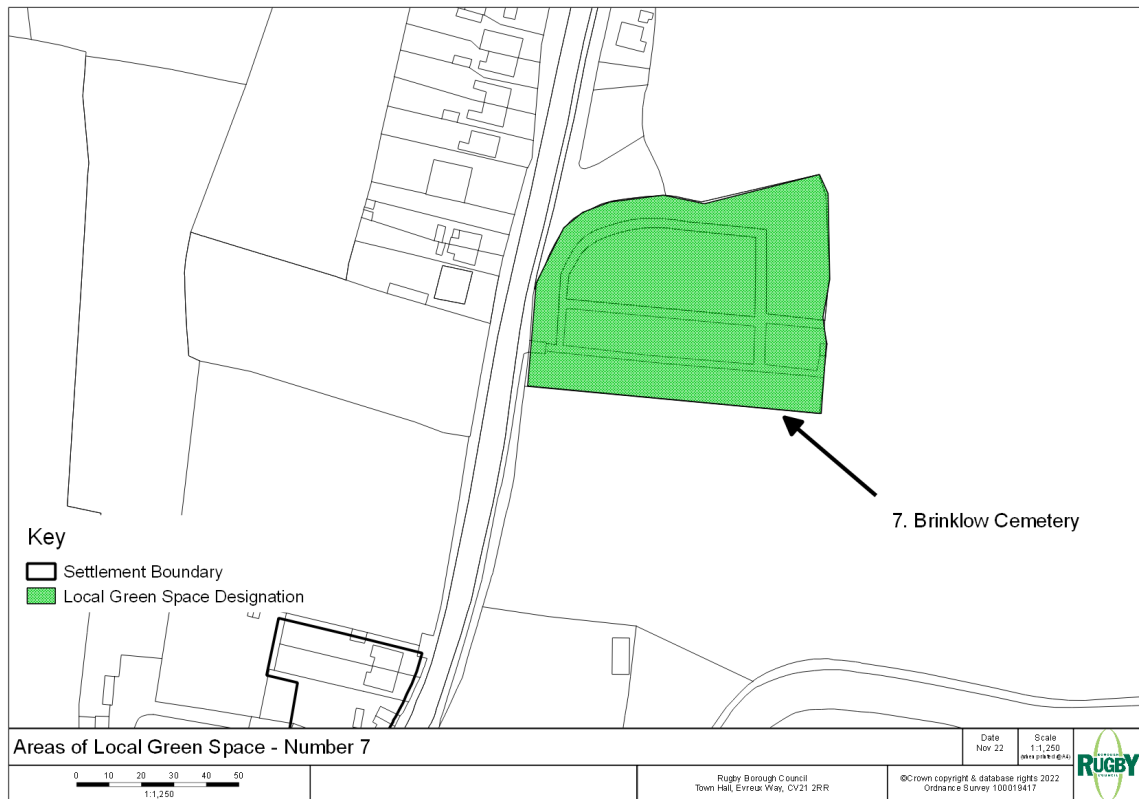


Figure 9: Areas of Local Green Space – Area 4



Figure 10: Areas of Local Green Space – Area 7



Policy E3: Important Open Space.

Development must respect the positive contribution made by the areas of important open space listed and shown in the plan below.

- Side of Green Lane 52.411083, -1.370718
- Behind Great Balance 52.410556, -1.370170
- Off George Birch Close 52.410323, -1.368814
- Off Coventry Road towards Yew Tree Hill 52.411222, -1.366808
- Corner of Yew Tree Hill 52.410607, -1.365583
- Coventry Road and other side of Yew Tree Hill 52.410496, -1.365463
- Potters Close 52.409851, -1.365727
- Green space corner of Fosse Way 52.407999, -1.358749
- Green space on B4455 52.409068, -1.362066
- Large green verges off Heath Lane 52.409432, -1.366583
- The triangle on Green Lane 52.409127, -1.369728
- Large green off Great Balance 52.410471, -1.370304
- Green Space Ell Lane 52.412785, -1.355473
- Triangle of land next to Cemetery on Lutterworth Road 52.416476, -1.355795

Full details are given in the [Green Spaces and Environment Evidence Document](#).

Objective 5: Increased protection of trees and wildlife and preserving existing features that bestow rural character.

The following details and policies support that objective.

Explanation: Agricultural Land

5.1 Agricultural land is an essential part of the landscape of Brinklow as well as providing local employment and food security for the nation. In addition, the beauty of the landscape around Brinklow consists of the combination of hills and agricultural land. In many fields adjoining the settlement, the ancient pattern of ridge and furrow is well preserved. This historic landscape feature is greatly valued and should be protected.

Policy E4: Agricultural Land

Development of the best and most versatile agricultural land (defined as land in grades 1, 2 and 3a of the Agricultural Land Classification) will normally be resisted unless it can be demonstrated that significant development of agricultural land is necessary to meet a proven need, and no other land of a poorer agricultural quality is available.

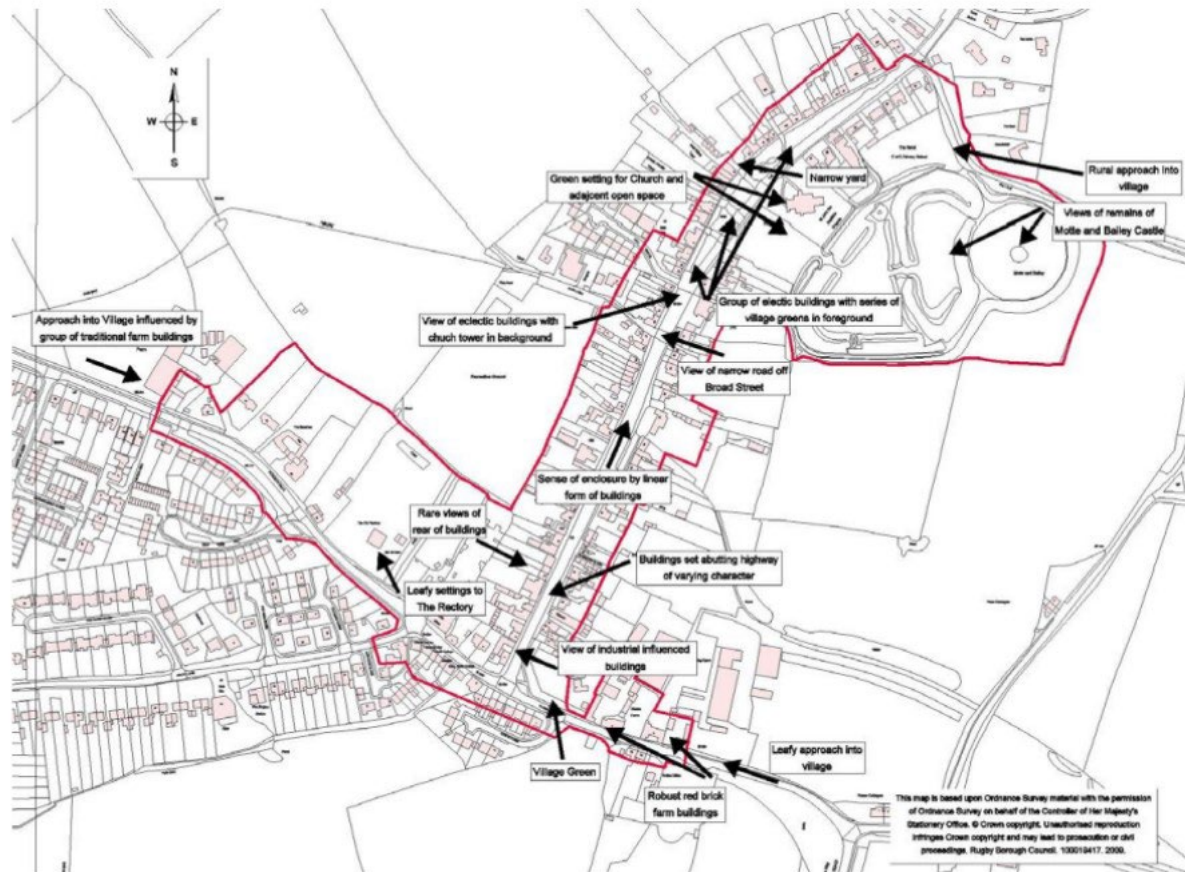
Explanation: Landscapes, Vistas and Skylines

5.2 The green areas of land within and on the edge of the settlement boundary are important features of Brinklow and characterise the village. These pieces of open land bring the countryside close and afford views across fields. They should enable an excellent system of paths to give residents and visitors easy access to the countryside and act as wildlife habitats and corridors. Important aspects of the Brinklow landscape can be seen from the Motte and Bailey historic monument and all approaches to the village and are valued local assets.

Policy E5: Landscapes, Vistas and Skylines

Development should respect landscape character, including the key views and vistas identified in the plan below.

Figure 6: Key views



Explanation: Renewable Energy

5.3 This Neighbourhood Plan seeks to encourage rather than stifle opportunities to establish the generation of renewable energy in appropriate locations where the benefits of such projects clearly outweigh any harm. The results of the questionnaire survey showed some support for solar energy schemes, less so for wind energy.

5.4 The potential benefits of renewable energy generation through processes such as biomass, ground source and air source heat pumps, hydroelectric, solar, wind and thermal capture and Energy Storage are all well-documented. The low carbon scene has been changing rapidly and has been controversial in that despite large subsidies CO2 has not always been reduced, due to the effects on the rest of the power system. In particular, solar and wind power do not arrive in time with peak power demand.

Policy E6: Renewable Energy

Renewable energy proposals will be supported where they are demonstrated to respect local character and residential amenity. Proposals must demonstrate how the proposal has been designed to address visual impact and landscape character, ecology and heritage.

Explanation: Biodiversity and Habitats

5.5 Proposals that will have an impact on woodlands, hedges and trees should incorporate measures to protect their contribution to landscape character, public amenity and biodiversity. The loss of those trees which are of high public amenity value will be resisted and such trees will be protected by the use of Tree Preservation Orders. Where possible, removal of hedgerows will be resisted.

Details of the character of the landscape and its hedgerows are provided in the map below.

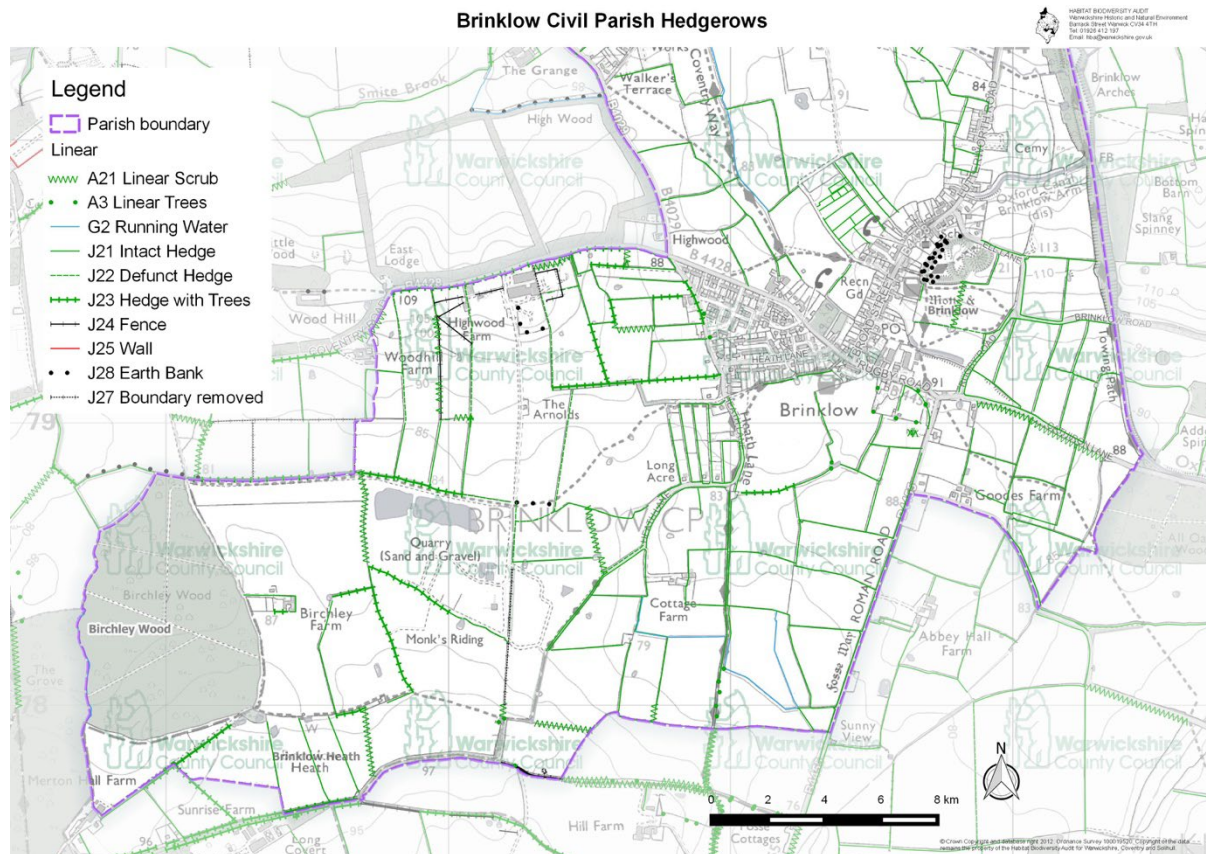


Figure 7: Brinklow Civil Parish Hedgerows

5.6 Biodiversity is an important feature of Brinklow and provides a valued recreational activity for parishioners, besides Brinklow being an important reservoir for local wildlife. There are many species in the Parish, including bats, otters, water voles, frogs, toads, great crested newts and hedgehogs. They can all be seen in the [Brinklow Civil Parish Species Map](#).

5.7 Please also see the [Brinklow Ecology Report](#), the [Brinklow Castle Plant List](#) , [Brinklow Habitats](#) and [Brinklow Woodland Connectivity](#)

Policy E7: Biodiversity and Habitats

Development proposals impacting on biodiversity will be required to demonstrate how any potential impact on local wildlife sites, habitats and species networks has been taken into account. Wildlife and habitats should be protected and development should result in net gains for biodiversity.

This will require appropriate measures being put into place to protect wildlife and habitats and enhance biodiversity.

Woodlands, trees, hedges, ponds and watercourses, unimproved/semi-improved grassland, heathland and other habitats should be retained wherever possible. Biodiversity loss resulting from development must be minimised this includes national and local designated sites. If development is permitted, any consequent loss of biodiversity must be minimised and mitigated by the creation of new habitats or the enhancement of existing habitats.

Hedgehogs

5.8 Hedgehogs have much declined in recent years, notably in more rural areas such as this, and are now a priority concern for nature conservation as defined in the Warwickshire, Coventry and Solihull Local Biodiversity Action Plan. The Wildlife Trust and British Hedgehog Preservation Society have designated 'Hedgehog Improvement Areas' to help conserve this iconic species. The local community values the presence of hedgehogs and other wildlife within the neighbourhood and is keen to ensure that they are protected.

5.9 The Neighbourhood Plan Area is situated within a Hedgehog Improvement Area and sightings of hedgehogs have been reported, particularly in Brinklow village. Connectivity and shelter for ground-dwelling wildlife should be encouraged in the Neighbourhood Plan Area, through features such as native species hedgerows and grassy margins.

Policy E8: Hedgehog and other Wildlife Protection

The development of features to help the biodiversity and protection of species, such as hedgehogs, will be supported and should form part of major development schemes. Boundaries and barriers forming part of development proposals should be made permeable, for example through the use of fence panels with 13cmx13cm hedgehog holes at the base.

Local Wildlife Sites

5.10 Within Brinklow we have three Local Wildlife Sites and two potential wildlife sites. Refer to the [Brinklow Wildlife Report²³](#) for details of all these sites. A plan showing their location is provided as Figure 8 below.

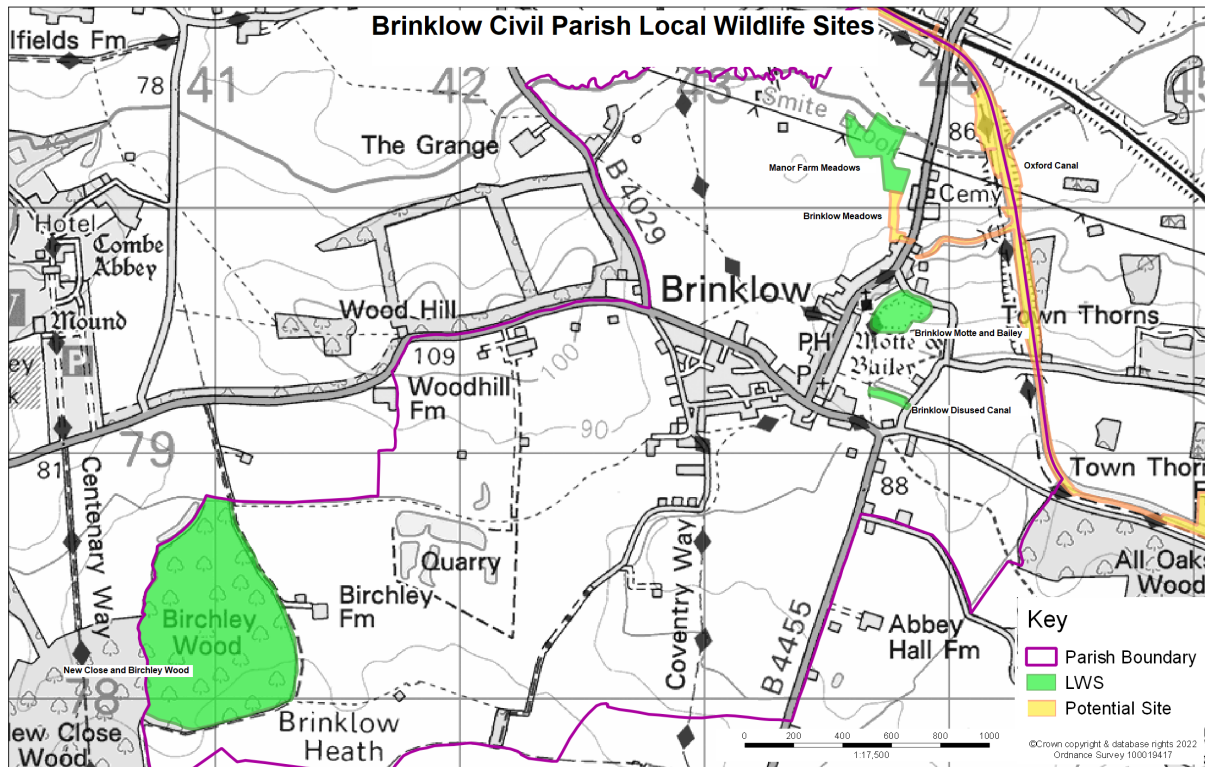


Figure 8: Brinklow Wildlife Sites

Policy E9: Local Wildlife Sites

The Local Wildlife Sites (and Potential Sites) identified on Figure 8 will be protected from development likely to result in loss, deterioration, degradation or harm.

²³ [Brinklow Wildlife Report](#)

Topic 3 Business and Tourism

Objectives:

6.1 The Neighbourhood Plan identified the following objectives:

- To develop where possible agricultural and small businesses, particularly those offering retail outlets.
- To encourage homeworking and opportunities for start-up businesses.
- To encourage visitors to the village, thus supporting existing shops, cafés and pubs.
- To support providers of short stay accommodation.

Policies:

6.2 Policies for Business and for Visitors to the Parish are proposed as set out below and with due regard to the objectives above. The policies are those drafted as B1, B2, B3, B4 and B5.

Explanation of the character of existing businesses:

6.3 There are a number of existing businesses which operate within the Parish, noticeably farming and associated businesses, along with several shops, a Post Office, public houses, cafés and fast-food outlets. In addition, a number of service trades are based in the village, such as builders and carpenters, plumbers and electricians. There are also several businesses which provide support to residents, from children's nurseries and a kennels and cattery business to accountants and computer specialists.

Policy B1: Existing Businesses

The expansion of existing businesses and the re-use of buildings for alternative employment uses will be supported, subject to development respecting residential amenity and local character.

The criteria in Local Plan Policy ED3 should be applied:

6.4 With the exception of those sites allocated for employment purposes in the Local Plan, or with a current B use class, employment development will not be permitted outside the Rugby urban area except in the following circumstances:

- Conversion of a building for employment purposes, subject to its location and character, including historic or architectural merit, being suitable for the proposed use and it having been in existence for at least ten years;
- Redevelopment, at a similar scale, of an existing building or vacant part of an existing employment site for employment purposes, where this would result in a more effective use of the site;
- Small-scale expansion of an existing group of buildings for business uses where the site is readily and regularly accessible by means of transport other than the private car; or
- A building or structure related to agriculture, horticulture or forestry where it is genuinely required as an ancillary use for an existing rural employment development.

6.5 To be considered acceptable, any proposals meeting one of these exceptions must also demonstrate compliance with all other relevant policies in the Local Plan, in particular where a proposal is located in the Green Belt.

6.6 All proposals will be subject to a thorough assessment to make sure their scale, nature and location are appropriate, including the need to:

- Limit the impact on local communities, the character of the local landscape, and the natural environment;
- Minimise impact on the occupiers and users of existing properties in the area;
- Avoid an increase in traffic generation that would have an adverse impact on the local road network, unless suitable mitigation to address the impact can be provided;
- Make provision for sustainable forms of transport wherever appropriate and justified; and
- Prioritise the re-use of brownfield land and existing buildings.

Explanation for the policy for new businesses:

6.7 Interest in new businesses was expressed in the responses to the questionnaire survey and at open meetings. Additional retail outlets were identified as a benefit for the village, providing new employment opportunities and helping to sustain current businesses. Suggestions included encouragement for one-man or woman businesses and craftspeople.

6.8 The reduction of traffic flow at peak times was seen as an obvious benefit, along with more efficient use of workers' time. In addition, village-based workers may well increase their use of existing facilities.

Policy B2: Additional and alternative businesses

Within the Brinklow Neighbourhood Plan Area, support will be given to residents who wish to set up new small businesses, either in converted or new premises or from their own homes, provided they do not give rise to loss of amenity for neighbouring property.

Background for traffic and parking issues

6.9 Traffic and parking relating to businesses are major issues for the community. New development can have a negative impact on some aspects of village life, in particular with additional traffic and the need for more parking spaces either on site or in the village streets. Any new proposals will be expected to provide off road parking that meets the Council's adopted standards for businesses.

Policy B3: Proposed new car park area for the village

To promote the aim of supporting existing businesses and attracting new commercial enterprises, especially those relating to tourism, the Brinklow Neighbourhood Plan will support the provision of an additional car parking area for the village located ideally within easy reach of the centre of the village.

Explanation for promotion of tourism and increased visitors:

6.10 There are a number of places of interest within the Parish, or within easy reach. Visitors often base themselves in the centre of the village, to experience the history and heritage. The village is an ideal location for access to areas of interest outside the Parish. Walkers often base themselves in the village, to enjoy recognised routes, such as the Coventry Way or along the Canal. More visitors will give support to some of the businesses already in place, such as the village shop, local pubs, restaurants, and bed and breakfast services and will help to revitalise the economy of the village by attracting new businesses to the area that are tourism/visitor led.

6.11 Promotion of the local countryside and better marketing of the Parish to visitors and to attract new businesses will be encouraged, whilst recognising the impact of increased traffic and parking

issues, and the effect on the environment. A balance is required between maintaining and improving local facilities in a viable way, and not turning the Parish into a small town.

6.12 Occasional events such as the Scarecrow Festival and the Christmas Market will be encouraged, which add interest and a sense of community for residents. Such events also increase the use of local facilities by the influx of visitors for specific occasions.

6.13 Support for a reliable local taxi service would be welcomed by businesses and residents.

Policy B4: Tourism and Visitor attractions

The development of tourism and visitor facilities that respect local character, residential amenity and highway safety, will be supported.

Topic 4 Transport

Objectives

7.1 To support access to commerce, employment, family and friends we will support the improvement of public transport facilities. We are aware of the pressures of living in a rural community and reliance upon personal transport, and we will seek to support improved parking in the village and road safety. While recognising the impact of travel on the environment we will work with other agencies to improve highway, pedestrian and cyclist safety.

Background to Policies:

7.2 The consultation process and evidence gathering process has highlighted a number of issues connected with transport, these being congestion, noise, vibration, parking, speed and access to reliable public transport. A full survey of village traffic was undertaken by surveys conducted by Leicestershire County Council on behalf of Warwickshire County Council between 6th and 13th March 2018. The analysis of these surveys is available at [Brinklow Traffic Survey](#)²⁴.

7.3 The Transport Policies under this section aim to:

- Support safe, integrated and efficient transport that promote public transport with the aim of encouraging greater use.
- Promote new development that supports sustainable travel and reduces reliance on car use and schemes that make it easier and safe to walk around the Parish.
- Promote improved, linked walking routes within the Parish and to the countryside.
- Promote the re-instatement of Brinklow station or provision of new rail connections within the Parish.
- Promote better traffic management and safe cycle routes on the highway and on paths that access the countryside.
- Promote provision of more parking spaces, especially near local amenities to support local businesses.

Community Action: Partnership Working

7.4 Reducing the volume of traffic on roads within the Parish will help deal with issues concerning congestion, road safety, noise and vibration. This Community Action seeks to encourage greater cooperation between the Parish Council and those that can influence the development of public transport options and alternative options to methods of transport such as walking and cycling.

Community Action: Partnership Working to achieve objectives

Brinklow Parish Council will work in partnership with Warwickshire County Council and Rugby Borough Council, Network Rail and public transport operators, as appropriate, in pursuit of the following aims:

- **To develop a high-quality integrated transport system for the movement of residents, workers and visitors by public transport, walking, cycling and private vehicles, so facilitating access to jobs and services, and for the local movement of goods.**
- **To initiate and promote schemes and projects to improve highway safety.**
- **To positively consider the needs of those with disabilities and provide appropriate facilities in the transport infrastructure to assist them.**
- **To positively encourage walking, cycling and the use of public transport, including initiating and developing infrastructure improvements which assist and safely promote these sustainable means of travel.**

²⁴ [Brinklow Traffic Survey](#)

- To minimise the length and number of motorised journeys, so reducing travel demand, congestion, road accidents and greenhouse gas emissions.
- To promote efficient and timely repairs and resurfacing of roads, footways and other public areas including highway drainage.

Explanation for Community Action Transport infrastructure projects

7.6 In response to transportation issues identified in the consultation, this Policy recognises that the Parish Council will have to support, develop and where necessary initiate projects to reduce the impact of transport within the Parish.

Community Action: Transport infrastructure projects

Brinklow Parish Council will work in partnership with Warwickshire County Council, Rugby Borough Council, Network Rail, Canal and River Trust, public transport operators and the voluntary sector, as appropriate, to develop and promote the following projects:

- Protecting, enhancing and developing the rural footpath and walking routes network, particularly the Coventry Way.
- Promotion of the bus service within the Parish and the provision of digital information to help users access services.
- Long-term promotion of re-instating Brinklow railway station or support for a more accessible local railway station to connect the community with larger conurbations and employment helping to reduce the reliance on car journeys and congestion.
- Signage and electronic information boards that promote cycle use, and safe use of the highway by vehicles.
- Environmental changes that promote the safe use of the highway and reductions in speeding vehicles.
- Support change of land use to provide improved village car parking and sustainable transport arrangements; and
- Highway design that includes disabled access.

Community Action: Transport and Rural Crime

7.7 To promote safety and reduce crime in the rural environment, this Community Action seeks to identify and use technologies that deter crime, such a car theft or the use of vehicles to carry out crime. The Community Action also seeks to promote the safe use of the highway by other drivers and pedestrians.

Community Action: Transport and Rural Crime

Brinklow Parish Council will work with Warwickshire County Council, Rugby Borough Council, and Warwickshire Police to ensure the transport infrastructure is safe and supports initiatives to reduce rural crime through the following:

- Signage and digital information and control systems that promotes the safe use of the highway.
- Dedicated facilities that help the Police or Rugby Borough Wardens to park and interact with the community.

Community Transport: Transport and the Environment

7.8 Transport has impacts on the environment and this Community Action seeks to mitigate these impacts.

Community Action: Transport and the Environment

To help sustain the environment as transport initiatives are being developed, Brinklow Parish Council will:

- **Support the development of public electric charging points for cars.**
- **Will support and encourage new development whether commercial or residential to incorporate electric charging points for vehicles.**
- **Promote the change in land use when the project encourages public transport or low carbon transport.**
- **Encourage the provision of public parking spaces for cycles.**
- **Encourage Highway design that reduces congestion and speed.**

Topic 5 Infrastructure and Connectivity:

8.1 Objectives:

- Support the provision of faster broadband for the whole village and elimination of mobile phone dead spots.
- Support improvement of footpath provision and cycle access, subject to the protection of the environment.

Community Action: Improvements for the Prevention of Crime

8.2 The Questionnaire and Traffic Survey highlighted concerns with speeding vehicles and crime, and some support for Speed Cameras and CCTV systems.

Many capabilities are available now, and technology is developing rapidly, especially in China. There could be opportunities to provide:

- Number plate recognition
- Issuing speeding warnings, 'naming and shaming', and then fines
- Recording all vehicle movements through the Parish
- Facial recognition
- Outputs in a readily usable form

Community Action: Encourage study and deployment of village wide surveillance system

The Parish Council will seek to encourage improvements to the delivery of broadband and other technical hardware such as CCTV and security systems assisting in the prevention of crime.

Community Action: Connectivity Hub

8.3 A dedicated local facility might be useful to:

- House a control room for the technical hardware including a Surveillance System as described above
- Provide facilities to host selected preferred suppliers' support for all I&C services by Utilities, broadband, burglar alarms, domestic CCTV, home PC etc.

Community Action: Connectivity Hub

The Parish Council will seek to support the allocation of land or part of a building for a connectivity hub, if a need for such is confirmed.

Community Action: Broadband and mobile phone coverage

8.4 Fast broadband speeds are available in the Parish, as the kerbside cabinets now have fibreoptic connections to the local exchange. The questionnaire response confirmed that this is no longer a major concern for most. However, technology and providers change rapidly, and being a small Parish there could be a risk of being 'left behind'. The situation should be periodically reviewed and opportunities highlighted.

Community Action: Broadband and mobile phone coverage:

The Parish Council will monitor the efficiency of the broadband and mobile phone coverage at regular intervals and, where necessary, seek improvements in order to ensure continuing high standards of service.

Topic 6 Community Facilities

Objectives:

9.1 To protect, sustain and enhance the health, wellbeing, leisure and cultural facilities available in the village.

Explanation of the policies for community facilities

9.2 A description of the community facilities within the Parish and the village of Brinklow has been provided within the background paper on Community facilities that is part of the evidence gathering to inform this neighbourhood plan.

9.3 The various consultation events and responses to the questionnaire survey indicated the wish to:

- Support the religious and other community facilities within the village to continue to maintain recreation, sport, and community activities.
- To provide additional services and facilities that will enhance those activities
- To introduce provision of social and sports facilities for older children
- To offer additional commercial services such as cash point for banking
- To improve access to healthcare and outdoor recreation areas

The following policies seek to guide the introduction of these improved services.

Policy CF1: To Protect existing Community Facilities

Development that will result in the loss of community facilities and/or services will not be supported unless it can be demonstrated, further to evidence of 12 months open marketing, that the facility/service is no longer viable; or that the facility/service will be replaced by an equal or better facility or service, located in an equally or more accessible location. The change of use of existing facilities to other uses or redevelopment will not be permitted unless the following can be demonstrated:

- The proposal includes alternative provision, in a suitable location, of equivalent or enhanced facilities, and the change is supported by the majority in the village.
- Such sites must also be accessible by public transport, walking, cycling or by car and have adequate car parking.

Policy CF2: To support additional services and facilities for religious and other community activities
Additional services and facilities for religious and other community activities that respect residential amenity and local character will be supported.

Policy CF3: To help enhance provision of social and sport facilities for older children
The development of social and sporting facilities for older children will be supported, subject to such development respecting residential amenity.

Policy CF4: To offer additional commercial services such as a cash point
The development of commercial services, for example a cash point for banking, will be supported where such development respects the amenity of neighbours.

Policy CF5: Access to Healthcare and Outdoor Recreation Areas
The provision and improvement of healthcare facilities and recreation areas and/or associated access and car parking, will be supported subject to such development respecting the amenity of neighbours.

Topic 7 Conservation and Heritage:

10.1 Objectives:

- To preserve and enhance the conservation and historic assets of the village and to seek to protect and improve public accessibility to key historic sites.
- To preserve and enhance the natural features of the village especially the protection and management of existing hedgerows, vegetation and ponds for the benefit of wildlife and human visitors.

Explanation of Heritage Assets:

10.2 Brinklow Parish includes a designated Conservation Area and 26 listed buildings as well as a telephone box and canal bridge that have Listed Status. In addition, “The Tump” (motte and bailey castle) is a Scheduled Ancient Monument. Each of these significant features needs preserving or enhancing.

10.3 There are further buildings and features within the Parish which, although not designated as Heritage Assets, are of sufficient architectural or historic merit to be considered an important part of the character of the Parish. As such they also need preserving or enhancing.

10.4 Further details of the character of the Conservation Area, the Listed buildings and other important features of architectural and historic merit in Brinklow and the surrounding Parish area are provided in the background paper [Brinklow Historic Environment Summary Report 2018](#)²⁵ lodged as part of the evidence gathering that informs this neighbourhood plan. More details of Brinklow’s Historic Character are in the [Historic Character Assessment](#)²⁶

10.5 The details include a report and plan of the Conservation Area, details of the character and location of the listed buildings and an assessment of the additional buildings and features that are considered worthy of architectural or historic merit to be considered as important parts of the character of the village and Parish.

10.6 Brinklow is one of the UK’s best examples of medieval town planning with the evidence still visible in the village layout. Of particular importance is the area of the Crescent, which is the only example of a medieval cattle market left in Warwickshire.

10.7 Rugby Borough Council’s current and proposed planning policies provide protection to conservation areas and heritage assets but allow for development that sustains and enhances those assets. These Neighbourhood Plan Policies reinforce these requirements.

Policy HC1: Conservation and Enhancement: Listed Buildings and Conservation area.

Development in Brinklow Parish should conserve or enhance heritage assets, including the settings of Listed Buildings and the Conservation Area, in a manner appropriate to their significance.

Background and Explanation of Policy HC2 Relating to the Natural and Historic Landscape Features

11.1 Brinklow Parish is a rural settlement in a Green Belt area. It has extensive evidence of ridge and furrow landscape, ancient woodlands, hedgerows and includes a number of protected trees. There are actual and potential Local Wildlife Sites. Views when approaching the village highlight the natural and architectural features of the Parish. Rugby Borough Council’s current and proposed

²⁵ [Brinklow Historic Environment Summary Report 2018](#)

²⁶ [Historic Character Assessment](#)

planning policies protect and seek enhancements to the natural and historic landscape. These Neighbourhood Plan Policies reinforce these requirements.

Policy HC2: Natural and historic landscape features

Development in the Neighbourhood Area must consider and respect the character and features of the natural and historic landscape, including woodland, trees, hedgerows, ridge and furrow fields and vistas. The enhancement of natural and historical landscape features, particularly through the planting and enhancement of native hedgerows and trees, will be supported.

Community Action: Extension of Brinklow Conservation Area

11.2 The Brinklow Conservation Area encloses the majority of the Parish's heritage assets (Listed Buildings and Scheduled Ancient Monument), but not all. There are significant features that are outside of the Conservation Area and which would benefit from the protection afforded by being brought within the Conservation Area.

Community Action: Extension of Brinklow Conservation Area

The Parish Council will look for opportunities to support the assessment of the Conservation Area and scope for its extension with the aim of providing greater protection for heritage assets.

Explanation of Historic Farmsteads Policy HC3

11.3 Brinklow is a rural village in which farmsteads and traditional farm buildings (whether still in use for their original purpose or not) make a fundamental contribution to local distinctiveness and sense of place, through varied forms, materials and the way they relate to surrounding landscapes and settlements. This is an important aspect of the heritage of the Parish.

Policy HC3: Historic Farmsteads

The redevelopment, alteration or extension of farmsteads and agricultural buildings of historic interest should be sensitive to their distinctive character, material and form.

Explanation of Archaeological Policy HC4

11.4 Brinklow is a village steeped in history from the Bronze Age onwards through Roman, Anglo Saxon, and Norman Times. It has evidence of past enterprise such as candle making, brick making and has links with the evolution of transport through the canal and train eras. The historic environment is a Core Planning Principle and archaeology is an important aspect of the historic environment. This policy will ensure that development in Brinklow takes account of archaeological considerations.

Policy HC4: Archaeological Considerations

Where a site on which development proposed includes, or has the potential to include, heritage assets with archaeological interest, proposals should demonstrate that they have taken account of potential impacts on above and below ground archaeological deposits. In all instances, the Warwickshire Historic Environment Record should be consulted at an early stage.

Implementation Monitoring and Review

12.1 This section outlines the approach to the implementation of the Neighbourhood Plan, including working in partnership, funding mechanisms, priority projects and monitoring/review. The approach will be that new development should be supported by the timely delivery of infrastructure, services and facilities to provide a balanced, self-sufficient community.

12.2 Brinklow Parish Council is committed to Localism and locally informed influence over planning decisions and it will be the key organisation in the monitoring and review of the Neighbourhood Plan. The Council will build upon its track record in engaging planning decisions and by delivering related projects for the community. However, it is recognised that partnership working is needed for the potential of the Plan to be realised. It is our intention to apply for Section 106 money from any housing projects and use it towards the new facilities proposed below.

Working in Partnership

13.1 Partnership and joint working will be key elements in the successful implementation of the plan. The main organisations and the roles that they can play are summarised below:

Rugby Borough Council. Planning and Building Control, Parks and Open Spaces and Housing.
Warwickshire County Council. Highways and Transport. Drainage and Flooding. Rights of Way. Education. Landscape. Social Services.

Adjoining Parish Councils. Assessing impact of large-scale planning applications.

Natural England and Warwickshire Wildlife Trust. For proposals affecting their stated interests.

Sport England. On assessments and strategies for indoor and outdoor sports delivery.

Environment Agency. Consultation on flood risk management, water quality, waste management, contamination, permits and other regulation.

Larger businesses and landowners. Consultation on proposals affecting the parish, in particular concerning any new housing schemes.

The Canals and Rivers Trust. In respect of projects affecting the Oxford Canal.

Funding and Implementation Mechanisms

14.1 Contributions will be sought from developers, through S106 Agreements and the Community Infrastructure Levy (CIL) to a level that mitigates impact on existing infrastructure and contributes towards new facilities, where additional needs arise.

14.2 The Parish Council will seek to influence budget decisions by the Borough and County Councils on housing, open space, recreation, economic development, community facilities and transport.

14.3 The Parish Council will work with other agencies and organisations to develop funding bids to achieve Neighbourhood Plan objectives.

Monitoring and Review

15.1 The Parish Council on an annual basis will report on the impact of the Neighbourhood Plan at the Annual General Meeting.

15.2 The report will include a list of all planning applications in Brinklow and the decisions made on them and a schedule of approved development for new housing from conversions and single plots to larger sites. A narrative section will describe the extent to which the Neighbourhood Plan has been successful in influencing planning and development decisions.

15.3 A comprehensive review, including an assessment of how the Neighbourhood Plan objectives are being achieved, an update of evidence and the policy context, will be undertaken at least every 4 years or when a new Parish Council is formed. In conjunction with the cumulative annual reports, this will inform any decision on whether a formal review of the Plan is necessary.

List of Reference Documents

[Brinklow Neighbourhood Plan Basic Conditions Statement](#)
[Historic Character Assessment of Brinklow](#)
[Housing Needs Survey 2019](#)
[The National Planning Policy Framework](#)
[Rugby Local Plan](#)
[Local plan Policy Review](#)
[Brinklow Neighbourhood Plan Survey Results](#)
[Site Allocations Development pack for Brinklow](#)
[Housing Background Document](#)
[AECOM - Site Options and Assessment Survey – 2020](#)
[Housing Needs SPD 2021](#)
[Air Quality SPD July 2021](#)
[AECOM - Brinklow Design Codes - January 2020](#)
[Housing Strategy 2018 -2020](#)
[Landscape and Visual Appraisal Report](#)
[Rugby Green Belt Assessment](#)
['Green Book'](#)
[Brinklow Civil Parish Species Map](#)
[Brinklow Ecology Report](#)
[Brinklow Castle Plant List](#)
[Brinklow Habitats](#)
[Brinklow Wildlife Report](#)
[Brinklow Woodland Connectivity](#)
[Brinklow Traffic Survey](#)
[RBC Email](#)
[Brinklow Civil Parish Species Map](#)
[Brinklow Ecology Report](#)
[Brinklow Castle Plant List](#)
[Brinklow Habitats](#)
[Brinklow Woodland Connectivity](#)
[Green Spaces and Environment Evidence Document](#)
[Brinklow Historic Environment Summary Report 2018](#)

Glossary of Terms and Abbreviations

BPC – Brinklow Parish Council

NPPF – National Planning Policy Framework

PPG – Planning Practice Guidance

RBC- Rugby Borough Council

Appendix 2

Rugby Borough Council

Brinklow Neighbourhood Development Plan

Decision Statement published pursuant to the Localism Act 2011, Schedule 38A(4) of the Planning and Compulsory Purchase Act 2004 and Regulations 19 & 20 of the Neighbourhood Planning (General) Regulations 2012

On 14th December 2022, Council Rugby Borough Council decided to make the Brinklow Neighbourhood Development Plan under Section 38A(4) of the Planning and Compulsory Purchase Act 2004 (as amended). The Brinklow Neighbourhood Development Plan now forms part of the Development Plan for Rugby Borough.

Reason for decision:

The Brinklow Neighbourhood Development Plan meets the basic conditions set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990, is compatible with EU obligations as incorporated into UK law and the Convention rights and complies with relevant provision made by or under Section 38A and B of the Planning and Compulsory Purchase Act 2004 as amended.

Paragraph 38A(4)(a) of the Planning and Compulsory Purchase Act 2004 requires the Council to make the neighbourhood plan if more than half of those voting in the referendum have voted in favour of the Plan being used to help to decide planning applications in the area. The Plan was endorsed by more than the required threshold in the referendum held on 15th November 2022.

This decision statement and Brinklow Neighbourhood Development Plan can be viewed on the Rugby Borough Council website:

https://www.rugby.gov.uk/info/20004/planning_strategy/321/brinklow_neighbourhood_plan

A copy of this decision statement will also be sent to the qualifying body, namely Brinklow Parish Council, and to any person who asked to be notified of the decision.

For further information please contact:

Development Strategy Team, Rugby Borough Council, Town Hall, Evreux Way, Rugby, CV21 2RR

Email: localplan@rugby.gov.uk Telephone: 01788 533741

APPENDIX 3

EQUALITY IMPACT ASSESSMENT (EqIA)

Context

1. The Public Sector Equality Duty as set out under section 149 of the Equality Act 2010 requires Rugby Borough Council when making decisions to have due regard to the following:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
 - age
 - disability
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - sex/gender
 - sexual orientation
3. In addition to the above-protected characteristics, you should consider the crosscutting elements of the proposed policy, such as impact on social inequalities and impact on carers who look after older people or people with disabilities as part of this assessment.
4. The Equality Impact Assessment (EqIA) document is a tool that enables RBC to test and analyse the nature and impact of what it is currently doing or is planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. The questions will enable you to record your findings.
6. Where the EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. Once completed and signed off the EqIA will be published online.
8. An EqIA must accompany all **Key Decisions** and **Cabinet Reports**.
9. For further information, refer to the EqIA guidance for staff.
10. For advice and support, contact:
Minakshee Patel Corporate Equality & Diversity Advisor

Equality Impact Assessment

Service Area	Development Strategy
Policy/Service being assessed	Brinklow Neighbourhood Plan
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	This is a new policy document
EqlA Review team – List of members	Ruari McKee
Date of this assessment	27.10.2022
Signature of responsible officer (to be signed after the EqlA has been completed)	Ruari McKee

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Corporate Equality & Diversity Advisor.

If you require help, advice and support to complete the forms, please contact Minakshee Patel, Corporate Equality & Diversity Advisor via email: minakshee.patel@rugby.gov.uk or 01788 533509

Details of Strategy/ Service/ Policy to be analysed

Stage 1 – Scoping and Defining	
(1) Describe the main aims, objectives and purpose of the Strategy/Service/Policy (or decision)?	<p>The Brinklow Neighbourhood Plan contains policies which, once the document is adopted or ‘made’ will form part of the Development Plan for the Borough and will be used alongside local and national policies to determine planning applications in the Parish.</p> <p>This item concerns taking the Brinklow Neighbourhood Plan for adoption, following on from the referendum.</p>
(2) How does it fit with Rugby Borough Council’s Corporate priorities and your service area priorities?	<p>This Plan has the potential to contribute towards several corporate priorities:</p> <ul style="list-style-type: none"> • Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change • Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents • Residents live healthy, independent lives, with the most vulnerable protected <p>All Parish Councils have the right to produce a Neighbourhood Plan if they choose to. The Local Planning Authority has a statutory duty to assist in their production and follow the Regulations in dealing with these. Once adopted or ‘made’ the Local Planning Authority has a statutory duty to use the policies in the determination of planning applications.</p>
(3) What are the expected outcomes you are hoping to achieve?	That the document can be used in the determination of planning applications.
(4) Does or will the policy or decision affect: <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	The policy may affect customers or the wider community. Specifically it will affect those living or working in the Parish of Brinklow.

<u>Stage 2 - Information Gathering</u>	As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).		
(1) What does the information tell you about those groups identified?	The plan preparation process included a demographic assessment. The plan contains links to the 2011 Census Small Area Profiles. The 2011 Census records a population of 1,101 with a fairly uniform distribution of up to age 39 and 50% more in the age brackets between 40-69.		
(2) Have you consulted or involved those groups that are likely to be affected by the strategy/ service/policy you want to implement? If yes, what were their views and how have their views influenced your decision?	<p>Brinklow Parish Council have carried out their own statutory consultation on their draft Plan. They received comments back which have been identified in their consultation statement.</p> <p>The Brinklow Neighbourhood Plan has been through several rounds of consultation (informal consultation, Regulation 14 and Regulation 16 consultations). The views of the community and technical consultees have been taken into account when shaping the final document. The final document then went to a Neighbourhood Plan Examiner, who recommended the Brinklow Neighbourhood Plan proceed to referendum.</p> <p>The referendum was held on 15th November. Turnout was TBC</p>		
(3) If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary.	N/A		
<u>Stage 3 – Analysis of impact</u>			
(1) <u>Protected Characteristics</u> From your data and consultations is there any positive, adverse or negative impact	RACE No	DISABILITY No	GENDER No

<p>identified for any particular group, which could amount to discrimination?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>MARRIAGE/CIVIL PARTNERSHIP No</p>	<p>AGE No</p>	<p>GENDER REASSIGNMENT No</p>
<p><u>(2) Cross cutting themes</u></p> <p>(a) Are your proposals likely to impact on social inequalities e.g. child poverty, geographically disadvantaged communities? If yes, please explain how?</p> <p>(b) Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes, please explain how?</p>	<p>A Neighbourhood Plan is unlikely to impact social inequalities. The potential Rural Exception Site identified in the Neighbourhood Plan would be expected to provide social housing, which is likely to benefit all groups in society.</p> <p>No.</p>		
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>N/A</p>		
<p>(4) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>N/A</p>		

<p>(5) How does the strategy/service/policy contribute to the promotion of equality? If not what can be done?</p>	<p>The policies have been developed taking into account the thoughts and ideas from a wide cross section of those living and working within the Parish. The policies were designed to be of broad benefit for the whole community. The Brinklow Neighbourhood Development Plan contains policies on housing, the economy, built and natural heritage, the built and natural environment, infrastructure and local facilities.</p> <p>The Brinklow Neighbourhood Plan Consultation Statement states the ways in which the community were consulted on with consultation being widely publicised and accessible.</p>
<p>(6) How does the strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Good relations were promoted throughout the process of creating the Neighbourhood Plan with everyone given the chance to be involved and have their say. Once adopted or 'made', the policies within the Neighbourhood Plan will be applied across the whole of the Neighbourhood Area</p>
<p>(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>No</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements that can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqlA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments



(2) Review and Monitoring
State how and when you will monitor policy
and Action Plan

After the draft Neighbourhood Plan has been to examination the examiner may recommend some further changes. At this stage the EqlA will be reviewed and an amended version will be taken back to Cabinet before the Neighbourhood Plan is adopted or 'made'.

Please annotate your policy with the following statement:

'An Equality Impact Assessment on this policy was undertaken on 27.10.2022 and will be reviewed on 27.10.23.'

AGENDA MANAGEMENT SHEET

Report Title: Review of RBC Support for the Voluntary & Community Sector (VCS) in Rugby

Name of Committee: Council

Date of Meeting: 14 December 2022

Report Director: Chief Officer - Communities and Homes

Portfolio: Communities, Homes, Digital and Communications

Ward Relevance: All

Prior Consultation: Warwickshire Community and Voluntary Advice (WCAVA) Bedworth, Nuneaton, and Rugby Citizens Advice Bureau (BRANCAB) Community Associations, Leadership Team, Cabinet.

Contact Officer: Mary Jane Gunn (Communities & Projects Manager) Tel: 01788 533386, email: maryjane.gunn@rugby.gov.uk

Public or Private: Public

Report Subject to Call-In: Yes

Report En-Bloc: No

Forward Plan: Yes

Corporate Priorities: This report relates to the following priority(ies):
 Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)
 Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)
 Residents live healthy, independent lives, with the most vulnerable protected. (HC)
 Rugby Borough Council is a responsible, effective and efficient organisation. (O)
[Corporate Strategy 2021-2024](#)
 This report does not specifically relate to any Council priorities but

Summary: This report sets out proposals for the funding of the voluntary and community sector for 2023/2024.

Financial Implications:

This report sets out an indication of budget requirements to be considered as part of the wider corporate budget setting process for 2023/24.

There is a proposal to continue funding the Service Level Agreements for community associations and the Foodbank, up to £53,000 as outlined in table 1

The funding of the Rugby Foodbank be increased to £8,000 for 2023/24 in recognition of the pressures they are currently facing.

It is proposed that, for the reasons set out in this report the one-off community grants are replaced by a reserve of £15,000 to be established for projects that will help the Council to achieve its corporate objectives but otherwise are unable to attract alternative funding, as referred to within the report.

There is a proposal to increase the funding of WCAVA for 2023/24, to £39,600 with this being the first year of a 2-year funding agreement, with an option to extend for a further 2 years. Funds after 2023/24 being subject to inflationary price increases each year linked to the consumer price index.

There is a proposal to enter into a funding agreement with CAB for £60,000 for 2023/34 if co-location in the Town Hall is achievable, rising to £73,000 if co-location cannot be achieved, with this being the first year of a two-year agreement with an option to extend for a further two years. Funds after 2023/24 being subject to inflationary price increases each year linked to the consumer price index.

The total budget requirement is a maximum of £180,600

Risk Management/Health and Safety Implications:

Officers will work closely and in a timely way with all funded organisations and service providers to review the progress they are making towards the activities outlined in their grant agreements and contracts. Payments will continue to be made quarterly, following review meetings and confirmation of satisfactory progress.

Environmental Implications:

An Environmental impact assessment has been carried out and forms appendix 1 to this report.

Legal Implications:

The Community Associations and Service Providers will enter into appropriate agreements.

The Council has a wide power within section 2 of the Local Government Act 2000. This is known as the 'well-being power' and seeks to improve the economic, social and environmental well-being of the Council's area. The statutory power includes providing financial assistance to achieve this purpose.

In addition to the 'well-being' power the Council is also able to utilise the General Power of Competence under the Localism Act 2022. This represents a more recent statutory power and further strengthens the ability of the Council to provide financial assistance as set out in this report.

Equality and Diversity:

The proposed funding will assist a range of residents with a particular focus on those who are vulnerable/susceptible to falling into crisis. An Equality Impact Assessment forms appendix 2 to this report.

Options:

- i) To support all the recommendations outlined in this report
- ii) To support some of the recommendations outlined in this report.
- iii) To reject the proposals outlined in this report

Recommendation:

- i) The grant to the Rugby Foodbank be increased to £8,000 for 2023/24
- ii) Community association funding for 2023/24 remain at £45,000 (see community association listed in table 1) with an inflationary increase for 2024/25 linked to the consumer price index
- iii) The Council enter into a funding agreement with WCAVA for two years, with an option to extend this arrangement for another 2 years. For 2023/24 this will be £39,600, and subject to inflationary increases each year linked to the consumer price index
- iv) The Council enter into a funding agreement with CAB two years, with an option to extend this arrangement for another 2 years. For 2023/24 this will be

£60,000 if co-location in the Town Hall is achievable, rising to £73,000 if co-location cannot be achieved, and subject to inflationary increases each year linked to the consumer price index

- v) The community grants for 2023/24 will be replaced by an allocation of £15,000 , to support potential projects that may help the Council to achieve its aims and where funding cannot be secured from an alternative funding source (see 3.4).
- vi) Delegated authority be given to the Chief Officer Communities and Homes to:
 - develop the required grant funding agreements with the community associations, BRANCAB and WCAVA
 - develop the criteria for the £15,000 reserve, in consultation with the Grants working Party
 - Progress the project to co-locate BRANCAB at the town hall

Reasons for Recommendation:

The recommendations present an opportunity to continue to support the local voluntary and community sector. There are also clear actions for the council to deliver in its enabling role to support the sector going forward.

Council - 14 December 2022

Review of RBC Support for the Voluntary & Community Sector (VCS) in Rugby

Public Report of the Chief Officer - Communities and Homes

Recommendation

- I. The grant to the Rugby Foodbank be increased to £8,000 for 2023/24
- II. Community association funding for 2023/24 remain at £45,000 (see community association listed in table 1) with an inflationary increase for 2024/25 linked to the consumer price index
- III. The Council enter into a funding agreement with WCAVA for two years, with an option to extend this arrangement for another 2 years. For 2023/24 this will be £39,600, and subject to inflationary increases each year linked to the consumer price index
- IV. The Council enter into a funding agreement with CAB two years, with an option to extend this arrangement for another 2 years. For 2023/24 this will be £60,000 if co-location in the Town Hall is achievable, rising to £73,000 if co-location cannot be achieved, and subject to inflationary increases each year linked to the consumer price index
- V. The community grants for 2023/24 will be replaced by an allocation of £15,000, to support potential projects that may help the Council to achieve its aims and where funding cannot be secured from an alternative funding source (see 3.4).
- VI. Delegated authority be given to the Chief Officer Communities and Homes to:
 - develop the required grant funding agreements with the community associations, BRANCAB and WCAVA
 - develop the criteria for the £15,000 reserve, in consultation with the Grants working Party
 - Progress the project to co-locate BRANCAB at the town hall

1.0 Introduction

1.1 The council is proud of the voluntary and community sector (VCS) in Rugby and values its support of our communities. This is reflected in the various activities that the council undertakes to support the sector through the provision of funding, advice and support from both Elected Members and officers.

1.2 It is recognised that the sector is best placed to deliver specialist and local services to individuals and communities. By working closely with the sector, Members and officers are better placed to understand the challenges that are

faced by our communities and in doing so better understand how to support them in achieving their goals.

2.0 Current financial support of the sector

2.1 Table 1 (below) identifies the current funding for 2022/23. It should be noted that all contracts and Service Level Agreements (SLA's) run until 31 March 2023.

	£ 2022/23	Proposed £2023/24	Notes
Community Grants	N/A	15,000	Suspended for 2022/2023.
Community Associations	45,000	45,000	6 Community Associations are supported, via a service level agreement. They each receive £7,500 (2022/23) <ul style="list-style-type: none"> • Benn Partnership. • Brownsover Community Association. • New Bilton Community Association. • Newbold upon Avon Community Association. • Overslade Community Association. • Long Lawford Community Association
Rugby Food Bank	2,000	8,000	This is a service level agreement
Bedworth, Rugby and Nuneaton Citizens Advice Bureau (BRANCAB) (RBC has a contract with BRANCAB)	73,000	73,000*	This is a contract for the provision of advice to the residents of the borough. £19,000 of the total funding is a contribution from the Housing Revenue Account.
Warwickshire Community and Voluntary Advice	33,000	39,600	This is a contract for community and voluntary infrastructure support.
Total	£153,000	£180,600	

*maximum if co-location to town hall does not happen

3.0 Community Grants Programme

3.1 The community grants programme was 2022/23 was suspended, pending the review. For context, the programme was for the support of costs of project delivery and not for assistance with day to day running costs.

3.2 Strengths of the community grants programme:

- Used to support groups with the delivery of projects
- Helps to build relationships with communities
- Helps to enhance the Council's reputation

3.3 Challenges of the community grants programme:

- The availability of the grants programme does not tackle the core challenges faced by the sector locally. These are primarily a lack of revenue funding for day-to-day running costs and a lack of volunteers
- These key issues impede the capacity of the sector to develop and deliver projects
- There are many alternative options for grant funding for grassroots VCS organisations. Appendix 3 provides a snapshot summary of potential alternative funding opportunities open to the sector
- The number of funding options is arguably confusing. However, the council has a contract with WCAVA to support the sector - a key part of the contract requirements is to support groups to access appropriate funding
- The RBC pot is modest by comparison to that of other providers, but the required due diligence to ensure the protection of public money is comparable
- In years when the Community Grants programme was running the full allocation was often not taken up
- Funded projects most often demonstrate they have delivered their objectives but impact and delivery against strategic outcomes was difficult to demonstrate.
- Some groups requested funding even when they had the resources to do so without grant

3.4 Suggested way forward for 2023/24

- 3.41 It is recommended that going forward, the community grants fund in its traditional format be discontinued. However, more emphasis is to be placed on organisations working with WCAVA to identify funding opportunities from the breadth of alternative providers in the marketplace.
- 3.42 There is the potential for a project, that is in the interests of the council to support, that may not be able to attract funding. Should that be the case then a ring-fenced reserve of £15,000 should be set aside for such eventualities. WCAVA will refer such cases to the Grants Working Party for consideration. However, should a group be unable to pursue funding due to their governance arrangements preventing them from accessing funding then this will not be a reason to refer a project for the consideration of the Council. They need to have their documentation and governance in place to enable them to access potential funding.
- 3.43 A potential opportunity for rural areas for 2024/25 is for officers to work with them to identify projects that they wish to pursue early on and in doing so ensure that their annual precept charge reflects their ambitions.
- 3.44 In addition to the above is the potential to resource capital project delivery via the Council's allocation of funding allocation from the United Kingdom Shared Prosperity Fund Prospectus for 2024/25 and 2025/26.

4.0 The Rugby Lotto

- 4.1 Launched in 2019, the Lotto has raised £120,200 for good causes in Rugby. The Council's share of proceeds has been £33,100, which has been reinvested into SLA's with the community associations.
- 4.2 Rugby Lotto is an opportunity to ensure that good causes can raise their own funds. The strength of the Lotto is that the money raised can be used for anything that the organisation wants to, including supporting revenue / day-to-day running costs.
- 4.3 In terms of the Lotto, the Council's role is an enabling one:
- it holds the required gambling licence awarded by the Gambling Commission
 - to satisfy the license requirements, it produces the required documentation to ensure that good practice is in place for the running of a local lottery
 - It is a member of the Lotteries Council – again to advocate good practice and responsible gambling
 - It has an agreement in place with an external lottery provider – Gatherwell – to administer the lottery on its behalf
 - Good causes solely register and encourage the sale of tickets to support them – the rest is done for them, including the provision of on-line promotional materials to assist
- 4.4 It puts fundraising in the hands of the good cause at the same as providing a safe and supported way to raise funds and generate engagement. Funds raised per £1 ticket are divided as illustrated in table 2, below:

Item	Split for every £1 spend on tickets
Good cause	50p
Rugby Community good cause fund*	10p
Prize fund	20p
External Lottery Manager administration	17p
Value Added Tax	3p

*is recycled back into the community association SLA's

- 4.5 Currently Rugby Lotto has 46 registered good causes, [appendix 3](#) forms the list of good causes benefitting.
- 4.6 Officers will be developing a new promotional plan for the Rugby Lotto in 2023/24 onwards, which will include clear targets for recruiting new good causes and funds raised.

5.0 Support for Community Associations

- 5.1 The Community Associations in Rugby have an excellent understanding of their communities and are uniquely able to identify and respond to their needs. They also provide the council with a focal point for engagement. Located in the more deprived areas of the borough, they provide a varied programme of support for their communities. They are in recovery, due to the impact of Covid and are now gearing up their offer.
- 5.2 The current agreements with the Community Associations are SLA's. They are all the same and broadly reflect requirements to provide services in line with the corporate priorities of the council. However, there is an opportunity for the Council to change this to a more formal funding agreement, underpinned with a bespoke action plan to be developed in partnership with each community association.
- 5.3 The proposed action plans will be more impact driven and better demonstrate the unique role that the community associations can play in delivering Rugby's levelling up agenda and improving residents' pride in place.

6.0 Support for the Rugby Foodbank

- 6.1 In 2021/22 The Rugby Foodbank distributed just over 3,400 emergency food parcels for adults and almost 2,100 emergency food parcels for children. During that year, council officers issued 376 foodbank vouchers, supporting 557 people.
- 6.2 A key feature of the Foodbank's current work is their partnering with BRANCAB to ensure that appropriate advice and support is given to recipients of food parcels, with the aim of improving their circumstances.
- 6.3 The council already provides significant support to the Foodbank in terms of the peppercorn rent for the use of the Retreat as a current base for their services. However, the Foodbank is seeing an almost perfect storm due to the current cost of living crisis in terms of utilities, cost of food and the potential for a significant drop in donations as people feel less able to, all at a time of potentially significant increased demand for their support.

7.0 Support for WCAVA

- 7.1 WCAVA currently have a contract with the council for providing support and capacity-building for the VCS in Rugby. Their locally based team has an excellent knowledge of groups and communities in Rugby and makes them uniquely placed to provide support to them, including helping groups to develop and ensure that they are fit to receive grant and to enable them to apply for funding.
- 7.2 In 2021/22 WCAVA supported 93 groups in the Borough and enabled them to access £160,000 in small grant funding.

- 7.3 As the sector continues to recover from the impact of Covid and adjusts to the current cost of living crisis, it is anticipated that WCAVA will see increased demand for its services. As with the Community Associations, any contractual agreement will need to be more impact focused and with specific targets for securing increased funding to the local VCS.

8.0 Support for BRANCAB

- 8.1 The CAB is a nationally recognised and trusted brand for the provision of advice, not just ring-fenced to financial advice, and has been serving Rugby residents since 1939.
- 8.2 So far in 2022/23 BRANCAB have supported over 1,000 clients in Rugby.
- 8.3 This includes assisting clients in gaining £1,327m in financial benefits, primarily in benefits drawn down and debt tackled.
- 8.4 BRANCAB has recently increased its channels for working with communities and now works more effectively with the Foodbank as well as hosting surgeries in Brownsover, Benn and Long Lawford.
- 8.5 Like other CVS organisations, day-to-day running costs are presenting a challenge. Consequentially, they are looking to increase external funding and will have to consider how best to reduce overheads.
- 8.6 There is the potential for them to co-locate their services to the Town Hall. However, this is a short window of opportunity, given the way the break clauses sit within their existing lease agreement for their current premises. They would need to give notice in mid-December 2022 or else they are locked into the current arrangement until June 2026.
- 8.7 The potential for co-location is attractive for both parties. However, the added value to the Council is that people seeking advice regarding homelessness and financial difficulties in terms of tenancy sustainment can immediately be referred to CAB. Whilst this happens currently, there is a drop off between people being referred and their making their way to contacting or visiting the CAB. This will potentially reduce if they are co-located on site.
- 8.8 BRANCAB are considering their sustainable future in either scenario, with co-location at the Town Hall or if they stay at their current premises. This will require looking at additional grant funding opportunities or reducing overheads, which could potentially impact on service delivery

9.0 Mechanism for contractual arrangements

- 9.1 The Council can direct award funding to the Community Associations and Foodbank as they are grants and will be supported by a grant agreement.
- 9.2 Given the unique services provided locally by WCAVA and CAB, the Council is able to enter into grant agreements with them too.

9.3 The Council remains vigilant in its monitoring of all of its contracts / grant agreements to ensure that its contribution provides additionality.

10.0 Conclusion

10.1 The Council is undertaking significant work to support the CVS in Rugby and in turn the VCS is doing a huge amount to support the people of Rugby.

10.2 However, there is substantially more work to be done in the coming years to support the sector as it recovers from the impact of the pandemic and faces the challenges of the cost-of-living crisis.

Name of Meeting: Council

Date of Meeting: 14 December 2022

Subject Matter:

Originating Department: Communities and Homes

DO ANY BACKGROUND PAPERS APPLY **YES** **NO**

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink
App 1	Environmental Impact Assessment
App 2	Equality Impact Assessment
App3	Funding Opportunities for the VCS
App 4	List of Rugby Lotto Good Causes

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

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

Rugby Borough Council

Climate Change and Environmental Impact Assessment

Review of RBC Support for the Voluntary and Community Sector (VCS) in Rugby

14 December 2022

CONTEXT

In 2019 the UK Parliament set a commitment in law to reach net zero carbon emissions by 2050. Achieving this target will require considerable effort with public bodies, private sector organisations, the third sector and individuals working together to take action. Rugby Borough Council declared a climate emergency in 2019, in doing so committed to:

- To move the Council's operations towards Carbon Neutrality by 2030.
- To establish action to tackle climate change as a key driver of all decision-making.
- To provide community leadership in reducing the impact of Climate Change.
- To take action to mitigate the impact of climate change on a Borough wide basis and beyond, through adaptation.

The Council's Corporate Strategy (2021-24) [link](#) sets ambitious outcomes in relation to Climate Change. These ambitions must now be progressed through the decisions which the Council makes.

It is therefore important that Rugby Borough Council gives due regard to climate change when making decisions. In the context of the Council's business, Climate Change includes carbon emissions, biodiversity, habitat loss and environmental destruction. When putting forward recommendations for decision, officers must assess how these recommendations are likely to influence our climate change commitments by completing the following Climate Change and Environmental Impact Assessment.

A copy of this Climate Change and Environmental Impact Assessment, including relevant data and information should be forwarded to the Deputy Executive Director.

SECTION 1: OVERVIEW

Portfolio and Service Area	Communities & Homes
Policy/Service/Change being assessed	Support for the Voluntary & Community Sector in Rugby
Is this a new or existing Policy/Service/Change?	No
If existing policy/service please state date of last assessment	Environmental Impact Assessments were introduced as standard for all decisions following the last review of the VCS
Ward Specific Impacts	None
Summary of assessment Briefly summarise the policy/service/change and potential impacts.	The report sets out proposals for the funding of the voluntary and community sector for 2023/24
Completed By	Mary Jane Gunn, Communities & Projects Manager
Authorised By	Michelle Dickson, Communities & Homes
Date of Assessment	18 November 2022

SECTION 2: IMPACT ASSESSMENT

Climate Change and Environmental Impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner	Timescales
Energy usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable Transport/Travel (customers and staff)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Community leadership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will build the capacity of community leaders through delivery of local services		Mary Jane Gunn	2023/24
Biodiversity and habitats	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Adaptation/Mitigation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Impact on other providers/partners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will support a number of partners & stakeholders to deliver local services		Mary Jane Gunn	2023/24

SECTION 3: REVIEW

Where a negative impact is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

Review date	December 2023
Key points to be considered through review	Has positive impact been achieved/evidenced?
Person responsible for review	Mary Jane Gunn Communities and Projects Manager
Authorised by	Michelle Dickson, Chief Officer, Communities & Homes.

Appendix 2 EQUALITY IMPACT ASSESSMENT (EqIA)

Context

1. The Public Sector Equality Duty as set out under section 149 of the Equality Act 2010 requires Rugby Borough Council when making decisions to have due regard to the following:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.

2. The characteristics protected by the Equality Act are: A Tre
 - age
 - disability
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - sex/gender
 - sexual orientation

3. In addition to the above-protected characteristics, you should consider the crosscutting elements of the proposed policy, such as impact on social inequalities and impact on carers who look after older people or people with disabilities as part of this assessment.

4. The Equality Impact Assessment (EqIA) document is a tool that enables RBC to test and analyse the nature and impact of what it is currently doing or is planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.

5. The questions will enable you to record your findings.

6. Where the EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.

7. Once completed and signed off the EqIA will be published online.


8. An EqIA must accompany all **Key Decisions** and **Cabinet Reports**.

9. For further information, refer to the EqIA guidance for staff.

10. For advice and support, contact:
Minakshee Patel
Corporate Equality & Diversity Advisor
minakshee.patel@rugby.gov.uk
Tel: 01788 533509

Appendix 2

Equality Impact Assessment

Service Area	Communities & Homes
Policy/Service being assessed	Review of RBC Support for the Voluntary and Community Sector (VCS) in Rugby
Is this is a new or existing policy/service?	No
If existing policy/service please state date of last assessment	24 September 2019
EqlA Review team – List of members	Mary Jane Gunn Minakshee Patel
Date of this assessment	10 November 2022
Signature of responsible officer (to be signed after the EqlA has been completed)	

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Corporate Equality & Diversity Advisor.

If you require help, advice and support to complete the forms, please contact Minakshee Patel, Corporate Equality & Diversity Advisor via email: minakshee.patel@rugby.gov.uk or 01788 533509

Appendix 2

Details of Strategy/ Service/ Policy to be analysed

<u>Stage 1 – Scoping and Defining</u>	
<p>(1) Describe the main aims, objectives and purpose of the Strategy/Service/Policy (or decision)?</p>	<p>The report sets out proposals for the funding of the voluntary and community sector for 2023/24</p> <p>The proposed funding can be summarised as follows:</p> <ul style="list-style-type: none">- SLA's for 6 community associations, to support them in their work in the more deprived areas of the Borough (New Bilton, Brownsover, Newbold, Overslade, Benn, Long Lawford)- A contract for advice services – accessible to all residents and free of them at the point of contact- A contract for community infrastructure to help ensure that communities are empowered to access support and funding- An increased allocation for Rugby Food Bank- An allocation of £15,000 to support potential projects that may help the council to achieve its aims and where funding cannot be secured from an alternative funding source
<p>(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?</p>	<p>The proposed funding will:</p> <ul style="list-style-type: none">- Assist Rugby to be an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change- Support Rugby in having a diverse and resilient economy that benefits and enables opportunities for all residents- Support residents in living healthy, independent lives, with the most vulnerable protected.

Appendix 2

<p>(3) What are the expected outcomes you are hoping to achieve?</p>	<p>The proposals will provide an opportunity for the council to work closely with the voluntary and community sector to help achieve its corporate objective of enabling our residents to lead healthy, independent lives, as well as to encourage increased collaborative working in the sector.</p> <p>The advice contract and the support for the foodbank will seek to prevent residents from falling into crisis. The advice contract will maximise incomes and tackle problematic debt.</p> <p>The community infrastructure contract will enable our hardworking grass roots organisations to secure funding and thus support residents.</p>
<p>(4) Does or will the policy or decision affect:</p> <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	<p>The proposed funding will be focused on supporting residents and helping them avoid crisis.</p> <p>Our employees will monitor the contracts and SLA's and work collaboratively with the organisations we support.</p> <p>Wider community groups will benefit from the infrastructure support needed by them to ensure good governance and development.</p> <p>This proposal offers our Community Associations surety of funding to help them provide much needed core services in our priority areas in terms of deprivation.</p>
<p><u>Stage 2 - Information Gathering</u></p>	<p>As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).</p>
<p>(1) What does the information tell you about those groups identified?</p>	<p>Our information tells us that there is increased demand for advice services, for support for community infrastructure and for the support of the community associations in our priority wards.</p>

Appendix 2

<p>(2) Have you consulted or involved those groups that are likely to be affected by the strategy/ service/policy you want to implement? If yes, what were their views and how have their views influenced your decision?</p>	<p>We have recently visited all the community associations and heard how they are gearing back up after Covid. Their views are that they all wish to continue supporting their communities. In particular delivering a range of activities that help residents tackle the cost-of-living crisis and isolation.</p> <p>We have consulted with BRANCAB (access to advice) and WCAVA (community infrastructure) we have considered options around BRANCAB's potential co-location into the Town Hall and the positive impact this would have for residents.</p>		
<p>(3) If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary.</p>	<p>N/A – See above.</p>		
<p>Stage 3 – Analysis of impact</p>			
<p><u>(1) Protected Characteristics</u> From your data and consultations is there any positive, adverse or negative impact identified for any particular group, which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE N</p>	<p>DISABILITY N</p>	<p>GENDER N</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP N</p>	<p>AGE N</p>	<p>GENDER REASSIGNMENT N</p>
	<p>RELIGION/BELIEF N</p>	<p>PREGNANCY MATERNITY N</p>	<p>SEXUAL ORIENTATION N</p>

Appendix 2

<p><u>(2) Cross cutting themes</u></p> <p>(a) Are your proposals likely to impact on social inequalities e.g. child poverty, geographically disadvantaged communities? If yes, please explain how?</p> <p>(b) Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes, please explain how?</p>	<p>Our proposals will impact on child poverty and geographically disadvantaged communities, by supporting residents;</p> <ul style="list-style-type: none"> - To access very local support offered by their community associations who are best placed to understand and meet local needs. - To access high quality advice services provided by BRANCAB through a range of channels ensuring that all residents can maximise their incomes, tackle debt and access support. - To ensure that local organisations have great governance structures and effective mechanisms for attracting grant funding. Thus, increasing delivery of local services to meet local needs.
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>N/A</p>
<p>(4) What actions are going to be taken to reduce or eliminate negative or adverse impact? (This should form part of your action plan under Stage 4)</p>	<p>N/A</p>
<p>(5) How does the strategy/service/policy contribute to the promotion of equality? If not, what can be done?</p>	<p>Equality will be promoted by:</p> <ul style="list-style-type: none"> - Advice services being free to access with a variety of channels open including delivery from community venues, by phone, by email and in person. - Monitoring of the advice service will understand that beneficiaries are reflective of the population in the Borough, underrepresented groups will be identified, and measures put in place to target service delivery to them. - Support for the Community Associations is targeted on our most deprived wards
<p>(6) How does the strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>Our proposals will foster a collaborative approach between different sectors of the voluntary and community sector, focussing on support and enabling the sector rather than giving out small amounts of grant funding will reduce competition between small community organisations.</p>

Appendix 2

(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

None identified.

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements that can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

EqlA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

The Communities & Projects Team will monitor all contracts and service level agreements and ensure data is collected to help identify impact.

Please annotate your policy with the following statement:

An Equality Impact Assessment on this policy was undertaken on 10 November 2022 and will be reviewed in November 2023

Review of RBC Support for the Voluntary & Community Sector (VCS) in Rugby

Appendix 3 – Snapshot of Funding Opportunities open to the VCS

Funder	Amount	Deadline	More information	Website/Contact
Community Grant Fund for WALC Members	£8,000	26/02/2021	A new grant fund is now open to bids from WALC members	www.walc.org.uk/news/funding/new-grant-fund-for-walcmembers
Baron Davenport's Charity	Discretionary	15/03/2021	For charitable organisations within 60 miles of Birmingham Town Hall	www.barondavenportscharity.org
Janet & Bryan Moore Charitable Trust	£20,000	N/A	Supporting projects which unite local communities within Warwickshire.	www.janetandbryanmooretrust.org.uk/
Ford Britain Trust	£3,000	31/01/2021	For not-for-profit organisations and schools for projects that benefit local communities	www.ford.co.uk/experience-ford/about-ford/ford-britain-trust
Heart of England Community Foundation - Coventry Building Society Fund	Small grants: <£2,000 Large grants: <£10,000	N/A	For local not-for-profit organisations to support projects addressing local needs in Coventry and Warwickshire during COVID-19.	www.heartofenglandcf.co.uk/coventry-building-society-foundation/

Appendix 3

Heart of England Coronavirus Resilience Fund	£3,000	N/A	For constituted groups serving communities in the West Midlands during the coronavirus.	www.heartofenglandcf.co.uk/coronavirus-resilience-fund/
Heart of England - Wesleyan Foundation Large/Small Grant	£10,000	N/A	For registered charities and community groups that promote or improve health, education or social development in the West Midlands and Warwickshire.	http://www.heartofenglandcf.co.uk/wesleyan-foundation-grants/
Heart of England Winter Wellbeing Fund	£10,000	N/A	For charitable organisations providing wellbeing and economic support services in Warwickshire through a coronavirus/COVID-19 winter.	https://www.heartofenglandcf.co.uk/winter-wellbeing-funds/
Hinckley & Rugby Building Society Community Foundation	£5,000	N/A	For charities that support current social issues. This year support has been awarded to charities in the fields of: <ul style="list-style-type: none"> • Poverty and disadvantage • The environment • Mental and physical health and wellbeing 	https://www.hrbs.co.uk/contact/
Misses Barrie Charitable Trusts	Discretionary	N/A	For registered charities undertaking education, welfare or community projects.	Contact directly for more info: charlotte@raymondcarter.co.uk
Oakley Charitable Trust	£3,000	N/A	For charities in the West Midlands for projects in arts, heritage, welfare and education	www.oakleycharitabletrust.org.uk
Alan Edward Higgs Charity	Discretionary	N/A	For charitable organisations working to benefit residents within 25 miles of Coventry. Applications should be made in writing.	For more information contact: clerk@higgscharity.org.uk

Appendix 3

Sir John Middlemore Charitable Trust	£2,000	N/A	For smaller local not-for-profit organisations who work with disadvantaged children and young people in the West Midlands.	www.middlemore.org.uk/
The Patrick Trust	Discretionary	N/A	For organisations supporting activity with young people and elderly people in the West Midlands.	www.thepatricktrust.org.uk
Warwickshire Crimebeat	£500	N/A	For young people aged between five and 25 to help tackle crime and safety issues in their local community.	http://www.warwickshirecrimebeat.org.uk/
Warwickshire Rural Community Council	£300	Reopening in the NY	For the provision of warm hubs in community centres.	https://www.wrccrural.org.uk/contact/
Warwickshire Councillors Grant Fund	Discretionary	16/10/11	To build community capacity and improve the health and wellbeing of people living in Warwickshire in both urban and rural areas.	https://www.warwickshire.gov.uk/cllrgrants

Veolia - Community Grant Scheme	£10,000 - £75,000	Reopening in the new year	Available to constituted not-for-profit organisations and local authorities for buildings or outside spaces that benefit of the community.	www.veoliatrust.org/funding/
National Lottery - COVID-19 Response Funding	£300 - £10,000	Ongoing	Priority given to organisations supporting people and communities who experience disproportionate challenge and difficulty as a result of the Covid-19 crisis.	www.tnlcommunityfund.org.uk/funding/programmes/national-lottery-covid-19-fund-up-to-10-000
National Lottery Funding	>£10,000	Various	Various opportunities for grants over £10,000 for organisations in England and UK wide opportunities.	www.tnlcommunityfund.org.uk/funding/programmes?min=10000&location=england
Children in Need Small	<£10,000 & >£10,000	March 2021	Activity with children and young people. Also intending to run additional, thematic programmes in 2021, starting with a Youth Social Action Fund which will launch in early 2021.	www.bbcchildreninneed.co.uk/grants/apply/

Appendix 3

& Main Grants Programme				
Hargreaves Foundation	Discretionary	Rolling	Support for people under 18 living with a mental health condition, disability or growing up in poverty through the mediums of sport and education.	www.thehargreavesfoundation.org/
Henry Smith Charity - Strengthening Communities	£20,000 - £60,000 (for up to 3 yrs)	Rolling	To support the running costs of small community-based organisations working in the most deprived areas of the UK to help people to make positive changes in their lives.	www.henrysmithcharity.org.uk/explore-our-grants-and-apply/strengthening-communities-grants
People's Health Trust - Active Communities Funding Programme	£5,000 - £50,000 (over 2 yrs)	Closed (join mailing list for updates)	For local communities in England, Scotland and Wales to help create a society without health inequalities	www.peopleshealthtrust.org.uk/apply-for-funding

Appendix 4 Lotto Good Causes

Below is a list of all the causes supported and a brief summary of their numbers.

Cause Name	Status	Age (weeks)	Tickets	Players	Annual Funds Raised
Abbots Farm Junior School PTFA	Live	3	7	4	£182.00
Benn Partnership Centre	Live	185	1	1	£26.00
Bilton Bowls Club	Live	193	7	4	£182.00
Bilton C of E Junior School Association	Live	162	8	3	£208.00
Bilton School PTA Rugby	Live	55	27	15	£702.00
Brandon Trust	Live	193	7	4	£182.00
Clifton Primary School PTA	Live	183	36	21	£936.00
Community Welcome CIC	Live	6	7	2	£182.00
Dunchurch Band	Live	194	5	4	£130.00
Fareham Youth Partnership	Live	22	2	1	£52.00
Friends of Bawnmore	Live	189	7	5	£182.00
FRIENDS OF DUNCHURCH SOCIETY	Pending	1	0	0	£0.00
Friends of Fenley Field - FenleyField.org	Live	191	97	39	£2,522.00
Friends Of Henry Hinde Infant School	Live	106	26	17	£676.00
Friends of Long Lawford School	Live	188	10	6	£260.00
Friends of Oakfield Primary Academy Rugby	Live	52	13	9	£338.00
Friends of Wolston St Margarets PTA	Live	187	25	17	£650.00
Help Good Grow (Rugby)	Live	11	0	0	£0.00
Henry Hinde Junior School PTFA	Live	21	25	13	£650.00
Hillmorton FC	Live	128	34	20	£884.00
Hope4 (Rugby) ltd	Live	189	54	22	£1,404.00
Jaide's Stage Studios Ltd	Live	194	9	6	£234.00
Lawford United FC	Live	126	19	15	£494.00
Leam Valley Community First Responders	Live	176	17	6	£442.00
Overslade Community Centre	Live	175	0	0	£0.00
Pawprints Dog Rescue	Live	194	186	102	£4,836.00

Appendix 4 Lotto Good Causes

RoSA	Live	190	22	8	£572.00
Rugby Autism Network	Live	194	46	29	£1,196.00
Rugby Borough Neighbourhood Watch	Live	192	3	2	£78.00
Rugby Bowling Club	Live	189	18	8	£468.00
Rugby Gymnastics Club	Live	187	14	9	£364.00
Rugby Lions Minis & Juniors	Live	190	31	16	£806.00
Rugby Lotto Community Fund	Live	194	104	48	£2,704.00
Rugby Parkinson's Disease Society	Live	186	35	17	£910.00
Rugby Racing Cycling Club	Live	193	11	5	£286.00
Rugby St Andrew's RFC	Live	51	12	10	£312.00
Rugby Swimming Club	Live	94	55	30	£1,430.00
Rugby Take Heart	Live	174	23	14	£598.00
RUGBY TOWN GIRLS AND WOMENS FC	Live	188	8	6	£208.00
The Bradby Club	Live	192	2	1	£52.00
The Friends of the Hospital of St Cross	Live	176	24	14	£624.00
The Hill Street Centre	Live	192	9	4	£234.00
Warwickshire Choristers	Live	192	1	1	£26.00
Warwickshire Pride	Live	184	7	3	£182.00
WCS Care	Live	190	11	6	£286.00
Withybrook Village Hall	Live	145	6	3	£156.00
Woodland Singers	Live	175	12	10	£312.00

AGENDA MANAGEMENT SHEET

Report Title: Council Tax Reduction Scheme 2023/2024

Name of Committee: Council

Date of Meeting: 14 December 2022

Report Director: Chief Officer - Communities and Homes

Portfolio: Communities, Homes, Digital and Communications

Ward Relevance: All

Prior Consultation: Chief officer - Communities and Homes
Portfolio Holder - Communities, Homes, Digital and Communications

Contact Officer: Carrie Maskell - Benefits Team Leader (tel: 01788 533486 email: carrie.maskell@rugby.gov.uk)

Public or Private: Public

Report Subject to Call-In: No

Report En-Bloc: No

Forward Plan: Yes

Corporate Priorities: This report relates to the following priority(ies):
 Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)
 Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)
 Residents live healthy, independent lives, with the most vulnerable protected. (HC)
 Rugby Borough Council is a responsible, effective and efficient organisation. (O)
[Corporate Strategy 2021-2024](#)
 This report does not specifically relate to any Council priorities but

Summary: To recommend to Council the adoption of a Council Tax Reduction Scheme for 2023/2024

Financial Implications: Funding for the provision of a Local Council Tax Reduction Scheme is no longer separately

identified within the Revenue Support Grant. The cost of awards is met by the major preceptors, however the cost of administering a scheme is borne by Rugby Borough Council

Risk Management Implications:

There is a statutory requirement to adopt a Local Council Tax Reduction Scheme

Environmental Implications:

An environmental impact assessment has been carried out (see appendix 1) and confirms that there are no environmental implications arising from this report

Legal Implications:

The recommendations within this report are governed by Section 13A and Schedule 1A of the Local Government Finance Act 1992 (as amended by the Local Government Finance Act 2012). Section 5(2) of Schedule 4 of the Local Government Finance Act 2012, which inserts Schedule 1A to the Local Government Finance Act 1992 requires the Council to set its Council Tax Reduction Scheme by 31 January preceding the start of the financial year in which it is to apply. This has been further amended by Regulation 2 of The Council Tax Reduction Schemes (Amendment) (England) Regulations 2017 to 11 March.

Equality and Diversity:

The current Equality Impact Assessment has been reviewed and the Council has duly considered its obligations in accordance with the Equality Act 2010. A copy is attached at Appendix 2.

Options:

1. Recommend Full Council to approve the proposed scheme.
2. Reject the proposed scheme and subject any amendments to public consultation.

Recommendation:

The Council Tax Reduction Scheme for 2022/2023 be adopted as the Council's Local Council Tax Reduction Scheme for 2023/2024.

Reasons for Recommendation:

To enable the Council to deliver a Council Tax Reduction Scheme for 2023/2024

Council - 14 December 2022

Council Tax Reduction Scheme 2023/2024

Public Report of the Chief Officer - Communities and Homes

Recommendation

The Council Tax Reduction Scheme for 2022/2023 be adopted as the Council's Local Council Tax Reduction Scheme for 2023/2024.

1. Background

- 1.1 The Local Government Finance Bill 2012 requires Local Authorities to design and implement a Local Council Tax Reduction scheme for 2023/2024 by 11th March 2023.
- 1.2 The scheme only impacts customers who are of working age. Council Tax Reduction for customers of pensionable age is calculated in accordance with a national scheme and therefore not affected by proposals contained in this report.
- 1.3 Rugby Borough Council, as the Billing Authority, takes the lead in designing and implementing the local scheme but is required to consult with major precepting authorities (i.e. Warwickshire County Council and Warwickshire Police and Crime Commission), if any changes are proposed to a scheme.

2. Review of the Scheme for 2023/2024

- 2.1 Details of the current scheme can be found at <https://www.rugby.gov.uk/ctrs>
- 2.2 In summary the scheme is designed to reflect the individual needs of the applicant's household, taking into account;
 - The size and makeup of the household.
 - If any members of the household have a disability.
 - If any grown up children or any other adults live with the applicant and could be expected to make a financial contribution towards the council tax bill.
 - Any savings or investments held by the applicant and / or partner.
 - The amount of income (wages, state benefits, etc.) received by the applicant and / or partner. Certain types of income are disregarded, in whole or in part, to provide additional support to those who have a disability or are in work.
 - Council Tax Reduction is limited to 85% of the applicant's weekly council tax liability.

- Council Tax Reduction is not available to those who have savings or investments above £10,000.

2.3 A Discretionary Council Tax Reduction Scheme is also available to all residents who are liable to pay council tax. This is to provide additional financial support to those with exceptional circumstances, or those who require additional support for a short period of time.

3. Conclusion

3.1 It is proposed to carry forward the current scheme for 2022/2023 into 2023/24 without amendment.

3.2 The current scheme is flexible and considers the individual circumstances of households and any changes in the circumstances that may occur.

Name of Meeting: Council

Date of Meeting: 14 December 2022

Subject Matter: Council Tax Reduction Scheme 2023/2024

Originating Department: Communities and Homes

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

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

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

Appendix 1

Rugby Borough Council

Climate Change and Environmental Impact Assessment

TEMPLATE - SEPTEMBER 2021

CONTEXT

In 2019 the UK Parliament set a commitment in law to reach net zero carbon emissions by 2050. Achieving this target will require considerable effort with public bodies, private sector organisations, the third sector and individuals working together to take action. Rugby Borough Council declared a climate emergency in 2019, in doing so committed to:

- To move the Council's operations towards Carbon Neutrality by 2030.
- To establish action to tackle climate change as a key driver of all decision-making.
- To provide community leadership in reducing the impact of Climate Change.
- To take action to mitigate the impact of climate change on a Borough wide basis and beyond, through adaptation.

The Council's Corporate Strategy (2021-24) [link](#) sets ambitious outcomes in relation to Climate Change. These ambitions must now be progressed through the decisions which the Council makes.

It is therefore important that Rugby Borough Council gives due regard to climate change when making decisions. In the context of the Council's business, Climate Change includes carbon emissions, biodiversity, habitat loss and environmental destruction. When putting forward recommendations for decision, officers must assess how these recommendations are likely to influence our climate change commitments by completing the following Climate Change and Environmental Impact Assessment.

A copy of this Climate Change and Environmental Impact Assessment, including relevant data and information should be forwarded to the Deputy Executive Director.

If you require help, advice and support to complete the forms, please contact Dan Green, Deputy Executive Director.

SECTION 1: OVERVIEW

Portfolio and Service Area	Communities and Homes
Policy/Service/Change being assessed	Council Tax Reduction Scheme for 2023/24
Is this a new or existing Policy/Service/Change?	Update on previous year's
If existing policy/service please state date of last assessment	N/a – template has been introduced since the review of the CTR scheme last year
Ward Specific Impacts	All
Summary of assessment Briefly summarise the policy/service/change and potential impacts.	We have a statutory obligation to adopt a new council tax reduction scheme each year. The report relates to the proposals for 2023/24
Completed By	Michelle Dickson
Authorised By	Aftab Razaq
Date of Assessment	1 November 2022

SECTION 2: IMPACT ASSESSMENT

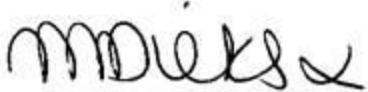
Climate Change and Environmental Impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner	Timescales
Energy usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable Transport/Travel (customers and staff)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Community leadership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Biodiversity and habitats	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Adaptation/Mitigation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Impact on other providers/partners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

SECTION 3: REVIEW

Where a negative impact is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

Review date	1 November 2022
Key points to be considered through review	The updated scheme proposals does not have any environmental impact.
Person responsible for review	Michelle Dickson
Authorised by	Aftab Razaq

Equality Impact Assessment

Service Area	Communities and Homes
Policy/Service being assessed	Council Tax Reduction Scheme 2023/24
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Annual adoption of Council Tax Reduction Scheme by Council November 2020
EqIA Review team – List of members	Michelle Dickson and Minakshee Patel
Date of this assessment	2 November 2022
Signature of responsible officer (to be signed after the EqIA has been completed)	

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Corporate Equality & Diversity Advisor.

If you require help, advice and support to complete the forms, please contact Minakshee Patel, Corporate Equality & Diversity Advisor via email: minakshee.patel@rugby.gov.uk or 01788 533509

Details of Strategy/ Service/ Policy to be analysed

Stage 1 – Scoping and Defining	
(1) Describe the main aims, objectives and purpose of the Strategy/Service/Policy (or decision)?	The adoption of the Council Tax Reduction Scheme will enable Rugby Borough Council to provide financial support to assist residents with payment of their council tax bill
(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?	<ul style="list-style-type: none"> • Optimise income and identify new revenue opportunities • Ensure that the council works efficiently and effectively
(3) What are the expected outcomes you are hoping to achieve?	The adoption of the Council Tax Reduction Scheme will assist residents with the payment of their council tax bill.
(4) Does or will the policy or decision affect: <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	The scheme will affect customers
Stage 2 - Information Gathering	
(1) What does the information tell you about those groups identified?	We have household composition and financial information relating to our existing customers and therefore are able to assess the impact of any changes within the scheme.

Appendix 1

<p>(2) Have you consulted or involved those groups that are likely to be affected by the strategy/ service/policy you want to implement? If yes, what were their views and how have their views influenced your decision?</p>	<p>No consultation has been undertaken due to no changes to the existing scheme being proposed.</p>		
<p>(3) If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary.</p>	<p>No consultation has been undertaken due to no changes to the existing scheme being proposed.</p>		
<p>Stage 3 – Analysis of impact</p>			
<p>(1) Protected Characteristics From your data and consultations is there any positive, adverse or negative impact identified for any particular group, which could amount to discrimination? If yes, identify the groups and how they are affected.</p>	<p>RACE No</p>	<p>DISABILITY Yes - income from disability living allowance and personal independence payments will be disregarded when calculating entitlement</p>	<p>GENDER No</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP No</p>	<p>AGE Yes – only working age claimants will be affected</p>	<p>GENDER REASSIGNMENT No</p>

Appendix 1

	RELIGION/BELIEF No	PREGNANCY MATERNITY Yes - Customers who had/have a third child since April 2017 receive less financial support compared to a similar customer already in receipt of benefit as at 31 March 2017.	SEXUAL ORIENTATION No
<p>(2) Cross cutting themes</p> <p>(a) Are your proposals likely to impact on social inequalities e.g. child poverty, geographically disadvantaged communities? If yes, please explain how?</p> <p>(b) Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes, please explain how?</p>	<p>The scheme will provide financial support to assist with the payment of their council tax bill and therefore releasing income for other expenses.</p>		
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>The Council Tax Reduction Scheme takes into account the circumstances of the applicant and household to ensure that applicants receive financial support based on their individual needs.</p>		
<p>(4) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>A discretionary hardship fund will be available to provide additional support in appropriate cases.</p>		
<p>(5) How does the strategy/service/policy contribute to the promotion of equality? If not what can be done?</p>	<p>N/A</p>		

Appendix 1

(6) How does the strategy/service/policy promote good relations between groups? If not what can be done?	N/A
(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?	None

Stage 4 – Action Planning, Review & Monitoring																														
<p>If No Further Action is required then go to – Review & Monitoring</p> <p>(1) Action Planning – Specify any changes or improvements that can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.</p>	<p>EqIA Action Plan</p> <table border="1" data-bbox="902 938 2145 1169"> <thead> <tr> <th data-bbox="902 938 1149 1015">Action</th> <th data-bbox="1149 938 1395 1015">Lead Officer</th> <th data-bbox="1395 938 1641 1015">Date for completion</th> <th data-bbox="1641 938 1888 1015">Resource requirements</th> <th data-bbox="1888 938 2145 1015">Comments</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Action	Lead Officer	Date for completion	Resource requirements	Comments																				
Action	Lead Officer	Date for completion	Resource requirements	Comments																										
(2) Review and Monitoring State how and when you will monitor policy and Action Plan	<p>The Council Tax Reduction Scheme is subject to adoption by Council on an annual basis.</p>																													

Please annotate your policy with the following statement:

AGENDA MANAGEMENT SHEET

Report Title:	Appointments to Outside Bodies - Rugby First
Name of Committee:	Council
Date of Meeting:	14 December 2022
Report Director:	Chief Officer - Legal and Governance
Portfolio:	Finance, Performance, Legal and Governance
Ward Relevance:	All Wards
Prior Consultation:	None
Contact Officer:	Aftab Razzaq Chief Officer Legal and Governance 01788 533521; aftab.razzaq@rugby.gov.uk
Public or Private:	Public
Report Subject to Call-In:	No
Report En-Bloc:	No
Forward Plan:	No
Corporate Priorities:	This report relates to the following priority(ies): <input type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) Corporate Strategy 2021-2024 <input type="checkbox"/> This report does not specifically relate to any Council priorities but
Summary:	To appoint representatives to Rugby First.
Financial Implications:	There are no financial implications arising from this report.
Risk Management/Health and Safety Implications:	There are no significant risk management implications arising from this report.

Environmental Implications:	<p>There are no environmental implications arising from this report.</p> <p>A Climate and Environmental Impact Assessment is attached at Appendix 1. The report does not have any environmental impacts.</p>
Legal Implications:	There are no legal implications arising from this report.
Equality and Diversity:	There are no equality and diversity considerations arising from this report.
Options:	N/A
Recommendation:	<p>(1) Councillor Wayne Rabin be appointed as a Director at Rugby First; and</p> <p>(2) Councillor Lisa Parker be appointed as a Director at Rugby First.</p>
Reasons for Recommendation:	To ensure the Council has a representation within the Board of Directors at Rugby First.

Council - 14 December 2022

Appointments to Outside Bodies - Rugby First

Public Report of the Chief Officer - Legal and Governance

Recommendation

- (1) Councillor Wayne Rabin be appointed as a Director at Rugby First; and
- (2) Councillor Lisa Parker be appointed as a Director at Rugby First.

1. INTRODUCTION

- 1.1 Council on 23 November 2022 decided to defer consideration of this report to its next meeting (minute 56(c) – 2022/23 refers).

2. BACKGROUND

- 2.1 Rugby First is a limited company and operates independently of the Borough Council. Rugby First is responsible for the BID and the delivery of additional contracted services.
- 2.2 The Council is entitled to appoint two Directors to the Board of Rugby First.

2. VACANCIES AT RUGBY FIRST

- 2.1 Two vacancies exist on the Board of Directors within Rugby First. This is following the resignation of the Council's previously appointed representatives.
- 2.2 Councillor Wayne Rabin and Councillor Lisa Parker have been contacted and are willing to serve.

Name of Meeting: Council

Date of Meeting: 14 December 2022

Subject Matter: Appointments to Outside Bodies - Rugby First

Originating Department: Legal and Governance

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

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

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A