



11 November 2024

RUGBY BOROUGH COUNCIL

A meeting of Rugby Borough Council will be held in the Council Chamber at the Town Hall, Rugby at 7.00pm on Wednesday 20 November 2024.

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 meeting held on 16 October 2024.
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 – 4 November 2024

- (1) Corporate Strategy 2025 - 2035 – Leader of the Council.
- (2) Warwickshire Local Councils' Charter – Finance, Performance, Legal and Governance Portfolio.
- (3) Financial Management System Upgrade - Finance, Performance, Legal and Governance Portfolio.

7. To receive and consider the reports of officers.

- (a) Constitution Review and update – report of the Chief Officer – Legal and Governance (report to follow).
- (b) Urgent Decision under Delegated Powers - Temporary Appointment to Princethorpe Parish Council – report of the Chief Executive.
- (c) Urgent Decision under Delegated Powers – Tanser Court – replacement boiler and repair of roof – report of the Chief Executive.

Notices of Motion pursuant to Standing Order 11.

(a) “This Council welcomes improved service delivery of elective surgery at the Hospital of St Cross that should help reduce overall surgical waiting lists. Following a recent scrutiny task and finish group study into emergency health care it has become clear that good preventative social care can help reduce hospital admissions for those with long term conditions and affordable extra care provision can assist in the discharge and freeing up of beds much needed for urgent trauma patients helping to break the undignified and protracted spectacle of ambulance and corridor care.

We therefore call for this Council to:

- (1) Whilst partial demolition (1907 extension) will enable the new development to come forward; this Council wants to see the retention of the façade of the 1884 extension and that structure to be included into the Rugby School /Town Centre Conservation area in the emerging local plan
- (2) this Council places on record its disappointment at the recent announcement at the withdrawal of services at Hoskyn Ward without prior notice
- (3) Rugby Liberal Democrats request that a partnership feasibility study with UHCW and other care providers be undertaken on the future of St Cross, for example how the site could provide of extra care residential provision and a supportive hub for those with long term conditions to better help patients manage their conditions.”

Proposer: Councillor Sandison

Seconder: Councillor Trimble.

(b) "Rugby Borough Council recognises that we have seen a dramatic decrease in biodiversity across the UK (and globally). We further recognise that Parliament is currently considering Roz Savage's Private Members Bill on Climate and Nature Bill.

As a custodian of 70 parks and open spaces within the borough of Rugby, RBC is already playing an important role in, not just halting the decline locally, but also increasing biodiversity. We have already formed some partnerships with local groups such as Warwickshire Wildlife Trust and Warwickshire Ecology Unit and we wish to build on that good work.

But this must be an active action in all Council activities.

Rugby Borough Council resolves to:

- declare a biodiversity climate emergency to complement the existing climate emergency
- that the Chief Executive ensures that ALL activities within the Council takes biodiversity into account
- work with residents and key stakeholders to improve biodiversity within private land and RBC land.
- ensure that developers maximise the biodiversity net gain on each and every development."

Proposer: Councillor McKenzie

Seconder: Councillor S Edwards

PART 2 – EXEMPT INFORMATION

There is no business involving exempt information to be considered.

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 14 November 2024. The rules relating to Questions are set out in Part 3a of the Council's Constitution.

REPORT OF CABINET

4 November 2024

PRESENT:

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

Councillors McKenzie, Picker, Poole, Roodhouse, Sandison, Thomas and Trimble were also in attendance.

1. CORPORATE STRATEGY 2025-2035

Cabinet considered a report concerning the Council's proposed Corporate Strategy for 2025-2035. The report is available here:

[Corporate Strategy 2025-2035 report](#)

A final design version of the strategy will be circulated separately to Members prior to the date of the meeting.

Recommendation of Cabinet

Cabinet decided to recommend to Council that the Corporate Strategy for 2025-35 be adopted.

Recommended that – the recommendation of Cabinet be approved.

2. WARWICKSHIRE LOCAL COUNCILS' CHARTER

Cabinet considered a report concerning a revised Warwickshire Local Councils' Charter. The report is available here:

[Warwickshire Local Councils' Charter - Cabinet report](#)

Recommendation of Cabinet

Cabinet decided to recommend to Council that the Warwickshire Local Councils' Charter, as at Appendix 1 to the report, be adopted.

Recommended that – the recommendation of Cabinet be approved.

3. FINANCIAL MANAGEMENT SYSTEM UPGRADE

Cabinet considered a report concerning a proposed upgrade to the Council's financial management system. The report is available here:

[Financial Management System upgrade - Cabinet report](#)

Recommendation of Cabinet

Cabinet decided to recommend to Council that a supplementary capital budget of £0.077m for the system upgrade be approved and be added to the capital programme.

Recommended that – the recommendation of Cabinet be approved.

**COUNCILLOR M MORAN
CHAIR**

AGENDA MANAGEMENT SHEET

Report Title: Urgent Decision under Delegated Powers - Temporary Appointment to Princethorpe Parish Council

Name of Committee: Council

Date of Meeting: 20 November 2024

Report Director: Chief Executive

Portfolio: Finance and Performance, Legal and Governance

Ward Relevance: Dunsmore

Prior Consultation: The Leader of the Council, the Portfolio Holder for Finance, Performance, Legal and Governance, the Main Opposition Leader, the Leader of the Liberal Democrat Group, and the Chair of Scrutiny Committee.

Contact Officer: Aftab Razzaq - Chief Officer for Legal and Governance/ Monitoring Officer
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):

(C) Climate Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)

(E) Economy Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)

(HC) Health and Communities Residents live healthy, independent lives, with the most vulnerable protected. (HC)

(O) Organisation 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:	An urgent decision was required to appoint a Borough Councillor to act as a member of Princethorpe Parish Council to ensure it is quorate in order that qualifying parishioners can be co-opted.
Financial Implications:	The financial implications are detailed at Appendix 1 to the report.
Risk Management/Health and Safety Implications:	There are no direct risk management implications arising from this report.
Environmental Implications:	There are no direct environmental implications arising from this report.
Legal Implications:	The legal implications are detailed at Appendix 1 to the report.
Equality and Diversity:	There are no direct equality and diversity implications arising from this report.
Options:	N/A
Recommendation:	The report be noted.
Reasons for Recommendation:	To comply with the Council's Constitution.

Council - 20 November 2024

**Urgent Decision under Delegated Powers - Temporary Appointment
To Princethorpe Parish Council**

Public Report of the Chief Executive

Recommendation

The report be noted.

1. EXECUTIVE SUMMARY

- 1.1. In accordance with the Council's urgent decision procedure under delegated powers, an item was determined.
- 1.2. The Clerk of Princethorpe Parish Council approached the Council to declare that the Parish Council is currently inquorate, with a notice of vacancy being displayed, in accordance with electoral regulations.
- 1.3. Without a qualifying person being co-opted, and the Parish Council being quorate, Princethorpe Parish Council is unable to meet its statutory function.
- 1.4. The Monitoring Officer is charged with supporting Parish Councils to ensure the lawfulness of decision making.
- 1.5. Under Section 91 of the Local Government Act 1972 powers are conferred on the Council to appoint Borough Councillor(s) to act as a Member(s) of Princethorpe Parish Council until such a time that it can co-opt further parishioners to the Parish Council.

2. ITEM DETERMINED UNDER EMERGENCY POWERS

- 2.1. To ensure that Princethorpe Parish Council was quorate to co-opt qualifying parishioners, Councillor Gillias, as Rugby Borough Council's Parish Champion, was temporarily appointed to Princethorpe Parish Council.
- 2.2. A copy of the report is attached at Appendix 1.

3. CONSULTATION

3.1. Consultation was taken with the Leader of the Council, the Portfolio Holder for Finance, Performance, Legal and Governance, the Main Opposition Group Leader, the Leader of the Liberal Democrats, and the Chair of Scrutiny Committee who agreed with the decision to temporarily appoint Councillor Gillias.

4. DECISION

4.1. Following the consultation, the Deputy Chief Executive approved the following recommendation:

Councillor Gillias be appointed to act as a member of Princethorpe Parish Council until co-option of additional qualifying person parishioners can take place to render the Parish Council quorate, beginning the date on which the Order is signed, whichever is the earlier, whereupon such appointments and this Order shall cease.

Name of Meeting: Council

Date of Meeting: 20 November 2024

Subject Matter: Urgent Decision - Temporary Appointment to Princethorpe Parish Council

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

Agenda No**AGENDA MANAGEMENT SHEET**

Report Title:	Urgent Decision under Delegated Powers - Temporary Appointment to Princethorpe Parish Council
Name of Committee:	Council
Date of Meeting:	1 October 2024
Report Director:	Monitoring Officer
Portfolio:	Finance and Performance, Legal and Governance
Ward Relevance:	Dunsmore
Prior Consultation:	The Deputy Chief Executive, in consultation with the Leader of the Council, the opposition Leader, Leader of the Liberal Democrat Group, the Finance, Performance, Legal and Governance Portfolio Holder and Chair of Scrutiny Committee
Contact Officer:	Aftab Razzaq, Chief Officer - Legal and Governance/Monitoring Officer (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):
(C) Climate	<input type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)
(E) Economy	<input type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)
(HC) Health and Communities	<input type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC)
(O) Organisation	<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:	An urgent decision is required to appoint a Borough Councillor to act as a member of Princethorpe Parish Council to ensure it is quorate in order that qualifying parishioners can be co-opted.
Financial Implications:	The financial implications are detailed in the report.
Risk Management/Health and Safety Implications:	There are no direct risk management implications arising from this report.
Environmental Implications:	There are no direct environmental implications arising from this report.
Legal Implications:	The legal implications are detailed within the report.
Equality and Diversity:	There are no direct equality and diversity implications arising from this report.
Options:	N/A
Recommendation:	Councillor Gillias be appointed to act as a member of Princethorpe Parish Council until co-option of additional qualifying person parishioners can take place to render the Parish Council quorate, beginning the date on which the Order is signed, whichever is the earlier, whereupon such appointments and this Order shall cease.
Reasons for Recommendation:	To ensure Princethorpe Parish Council remains quorate and is able to carry out its statutory functions.

Agenda No

Council - 1 October 2024

Urgent Decision under Delegated Powers - Temporary Appointment to Princethorpe Parish Council

Public Report of the Monitoring Officer

Recommendation

Councillor Gillias be appointed to act as a member of Princethorpe Parish Council until co-option of additional qualifying person parishioners can take place to render the Parish Council quorate, beginning the date on which the Order is signed, whichever is the earlier, whereupon such appointments and this Order shall cease.

1.1 Background

The clerk to Princethorpe Parish Council has approached the Council to declare that the Parish Council is currently inquorate. A notice of vacancy has been displayed in accordance with electoral regulations. An extraordinary meeting of the Parish Council will be held after the deadline for the notice expires on 4 October. It is intended that the extraordinary meeting will be scheduled for 15 October.

1.2 Temporary Appointment to Parish Council

It is proposed, therefore, that Councillor Gillias, Parish Champion for Rugby Borough Council, be appointed to act as a member of Princethorpe Parish Council until co-option of additional qualifying parishioners can take place to render the Parish Council quorate.

1.3 Legal Implications

It is imperative that a qualifying person is co-opted to render the Parish Council quorate to ensure that the Parish Council is able to continue to meet its statutory function.

Pursuant to Section 91 of the Local Government Act 1972 powers are conferred on the Council to appoint Borough Councillor(s) to act as a Member(s) of Princethorpe Parish Council until such time that it can co-opt further parishioners to the Parish Council.

1.4 Financial implications

The Monitoring Officer is charged with supporting Parish Councils to ensure lawfulness of decision making. Costs will therefore be met from existing budgets.

Name of Meeting: Council

Date of Meeting: 1 October 2024

Subject Matter: Urgent Decision under Delegated Powers - Temporary Appointment to Princethorpe Parish Council

Originating Department: Legal and Governance

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

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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

AGENDA MANAGEMENT SHEET

Report Title: Urgent Decision under Delegated Powers – Tanser Court – replacement boiler and repair of roof

Name of Committee: Council

Date of Meeting: 20 November 2024

Report Director: Chief Executive

Portfolio: Communities and Homes, Regulation and Safety

Ward Relevance: Dunsmore Ward

Prior Consultation: All Group Leaders, Portfolio Holder - Communities and Homes, Regulation and Safety, the Chair of Scrutiny Committee.

Contact Officer: Michelle Dickson - Chief Officer for Communities and Homes

Public or Private: Public

Report Subject to Call-In: Yes

Report En-Bloc: No

Forward Plan: No

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: An urgent decision was taken for supplementary capital budget to be established for the replacement of the boilers and roof at Tanser Court.

Financial Implications:	The financial implications are detailed in Appendix 1 to the report.
Risk Management/Health and Safety Implications:	The risk management/health and safety implications are detailed at Appendix 1 to the report.
Environmental Implications:	A Climate Change and Environmental Impact Assessment has been included at Appendix 1 to the report.
Legal Implications:	The legal implications are detailed at Appendix 1 to the report.
Equality and Diversity:	An Equality Impact Assessment has been included at Appendix 1 to the report.
Options:	N/A
Recommendation:	The report be noted.
Reasons for Recommendation:	To comply with the Council's Constitution.

Council - 20 November 2024

**Urgent Decision under Delegated Powers - Tanser Court -
replacement boiler and repair of roof**

Public Report of the Chief Executive

Recommendation

The report be noted.

1. EXECUTIVE SUMMARY

- 1.1. In accordance with the Council's urgent decision procedure under delegated powers, an item was determined.
- 1.2. Tanser Court is an independent living housing scheme comprising 39 self-contained flats accessed off internal corridors, along with a community room, kitchen, office and guest bedroom.
- 1.3. There were two boilers at Tanser Court, the intention being they alternate, and each one provides back up for the other. In December 2023, they both failed, and temporary heating was provided for a short time. One boiler was able to be reinstated in December 2023; this boiler failed on 27 September 2024 and the site is now served by a temporary heating system.
- 1.4. The roof has continually been problematic, with intermittent water ingress, the source of which has still not been identified, despite repeated attempts to do so.

2. ITEM DETERMINED UNDER EMERGENCY POWERS

- 2.1. In order to replace the existing obsolete boilers with a new heating system and associated equipment, pipework and panel as per Lesley Souter House.
- 2.2. To link the new heating system to the cloud-based building management system that controls the system remotely and proactively.
- 2.3. In order to replace the roof with its intermittent leaks, the roof will be repaired with a timber stand and a bitumen cover. This would necessitate the removal of the solar panels, which would not be replaced, as their installation may have compounded issues with the performance of the roof.
- 2.4. As part of these works a temporary roof cover would also be installed.

2.5. These are both to be funded by the Housing Revenue Account Major Repairs Reserve.

2.6. A copy of the report is attached at Appendix 1.

3. CONSULTATION

3.1. Consultation was undertaken with the Leader of the Council, the Portfolio Holder for Communities and Homes, Regulation and Safety, the Main Opposition Group Leader, the Opposition Group Leader, and the Chair of Scrutiny Committee.

4. DECISION

4.1. Following the consultation, the Deputy Chief Executive approved the following recommendation:

A supplementary capital budget for 2024/25 of £450,000 be approved for the replacement of the Tanser Court boilers and repairs to the roof and added to the 2024/2025 capital programme.

Name of Meeting: Council

Date of Meeting: 20 November 2024

Subject Matter: Urgent Decision - Tanser Court

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

Agenda No

AGENDA MANAGEMENT SHEET

Report Title:	Tanser Court – replacement boiler and repair of roof.
Name of Committee:	Council
Date of Meeting:	20 November 2024
Report Director:	Chief Officer – Communities and Homes
Portfolio:	Communities and Homes
Ward Relevance:	Dunsmore Ward
Prior Consultation:	Transformation Change Unit, Portfolio Holder Communities, Homes, Regulation and Safety, Finance and Performance, Leadership Team.
Contact Officer:	Jason Husain – Housing Maintenance Specialist Jason.husain@rugby.gov.uk
Public or Private:	Public
Report Subject to Call-In:	Yes
Report En-Bloc:	No
Forward Plan:	No
Corporate Priorities:	This report relates to the following priority(ies):
(C) Climate	<input checked="" type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)
(E) Economy	<input type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)
(HC) Health and Communities	<input checked="" type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC)
(O) Organisation	<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.
Summary:	In keeping with our obligations as a responsible landlord, and protecting our most vulnerable residents, this report sets out proposals for Tanser

Court; the boilers to be replaced, and the roof repaired as a matter of urgency, ahead of the worst of the winter weather setting in.

For context, the boilers provide heating and hot water for 39 self-contained flats, corridors and communal facilities including the laundry, community room and office. The building management system, previously acquired for Lesley Souter House, will be used to manage the new boilers at Tanser Court.

The roof at Tanser Court has allowed intermittent water ingress into the communal corridors but not individual flats.

Financial Implications:

A supplementary budget of £450,000 is required for the boiler replacement (£100,000) and the roof repair (£350,000) for 2024/25.

This is to be funded by the Housing Revenue Account Major Repairs Reserve which currently has a balance of £5.8m.

Risk Management/Health and Safety Implications:

Currently heating and hot water is being provided by temporary means, this poses a potential risk of no heating or hot water provision for the independent living complex, which houses elderly residents.

A potential risk of any further deterioration in the condition of the roof is water ingress into homes.

This may result in the need to arrange urgent decanting of the vulnerable residents. There will be reputational and financial risks associated with this.

Environmental Implications:

An Environmental Impact Assessment has been carried out and is attached as Appendix 1.

Legal Implications:

The Housing and Regeneration Act 2008 (HRA2008) sets out the fundamental objectives for the Regulator of Social Housing (RSH)

The Social Housing (Regulation) Act 2023 sets out the new regulatory regime for social housing. The Act sets out new consumer standards for social housing, with which landlords must comply.

The Safety and Quality Consumer Standard of the Regulator of Social Housing sets out that registered providers must ensure that tenants' homes meet the standard set out in section five of the Government's Decent Homes Guidance and continue to maintain their homes to at least this standard unless exempted by the regulator and when acting as landlords.

Failure to comply with Section 5 of the Decent Homes Standard may occur if our dwellings:

- Do not meet the current statutory minimum standard for housing, due to Housing Health and Safety Rating System (HHSRS) Category 1 hazard present (mould and damp)
- Are not in a reasonable state of repair due to a major building component (roof) requiring replacement.

Registered providers must take all reasonable steps to ensure the health and safety of tenants in their homes and associated communal areas.

Equality and Diversity:

An Equality Impact Assessment has been carried out and is attached at Appendix 2.

Options:

Option 1 - To provide the supplementary budgets in order that required repairs can be carried out.

Recommendation:

It be recommended to Council that:

1. A supplementary capital budget of £450,000 be approved for the replacement of the Tanser Court boilers and repairs to the roof and added to the 2024/25 capital programme.

Reasons for Recommendation:

Adherence to our responsibilities as a landlord.

Agenda No

2 December 2024

Tanser Court – Replacement boiler and roof repairs.

Public Report of the Chief Officer – Communities and Homes

Recommendation

It be recommended to Council that:

1. A supplementary capital budget for 2024/25 of £450,000 be approved for the replacement of the Tanser Court boilers and repairs to the roof and added to the 2024/25 capital programme.

1.0 EXECUTIVE SUMMARY

- 1.1 This report sets out the budgetary requirements to urgently replace the boilers and repair the roof at Tanser Court.
- 1.2 Replacement of the boilers will ensure the ongoing provision of hot water and heating to 39 individual flats, communal areas and laundry, as well as ensuring the ability to control the system to take account of fluctuations in external temperatures.
- 1.3 The repair of the roof is to ensure that there is no water ingress into people's homes as a result of additional deterioration.
- 1.4 The Council has a duty to undertake the replacement of the boilers and repair of the roof. The Social Housing (Regulation) Act 2023 sets out the new regulatory regime for social housing. The Act sets out new consumer standards for social housing, with which landlords must comply. The Safety and Quality Consumer Standard of the Regulator of Social Housing sets out that registered providers must ensure that tenants' homes meet the standard set out in section five of the Government's Decent Homes Guidance and continue to maintain their homes to at least this standard unless exempted by the regulator and when acting as landlords.
- 1.5 The total cost of the required works is £450,000 and the proposal is for this to be financed from the Housing Revenue Account Major Repairs Reserve which currently has a balance of £5.8m. It is expected that the boiler will cost £100,000 and the roof repairs £350,000.

1.0 INTRODUCTION

- 1.1 Tanser Court is an independent living scheme comprising 39 self-contained flats accessed off internal corridors, along with a community room, kitchen, office and guest bedroom.
- 1.2 The Corporate Strategy Delivery Plan includes conducting a comprehensive options appraisal for the future of the site. The option appraisal has identified no financially viable options for the regeneration of the site. In the meantime, the roof continues to be problematic, with intermittent water ingress, the source of which has still not been identified, despite repeated attempts to do so.
- 1.3 During September 2024, the heating has broken down and the site is now served by a temporary heating system.

3.0 CURRENT ISSUE – THE BOILERS

- 3.1 There were two boilers at Tanser Court, the intention being they alternate, and each one provides back up for the other, in December 2023 both boilers failed, and temporary heating was provided for a short time. One boiler was able to be reinstated in December 2023. This boiler failed on 27 September 2024.
- 3.2 The two boilers have been subject to a regular regime of servicing and appropriate repair throughout their life.
- 3.3 Heating and hot water is currently being provided at Tanser Court by temporary means, but this is not a sustainable solution.

4.0 PROPOSED REMEDY – THE BOILERS

- 4.1 To replace the existing obsolete boilers with a new heating system and associated equipment, pipework and panel as per Lesley Souter House.
- 4.2 The estimated cost of the replacement boiler is £100,000, this can be funded from the HRA Major Repairs Reserve.
- 4.3 To link the new heating system at Tanser Court to the cloud-based building management system that controls the system remotely and proactively. This system was acquired for Lesley Souter House and its acquisition has meant that the costs of replacing the boilers at Tanser Court are significantly less than at Lesley Souter House (where £26,000 was for the acquisition of the building management system)
- 4.3 The required works will be procured via a framework which has already been through the process of establishing both competency and value for money.
- 4.4 This will ensure that the works, subject to approval of the budgets, can be commissioned to commence immediately.

4.5 The expected lifespan of the new heating system will be in excess of 20 years.

5.0 CURRENT ISSUE – THE ROOF

5.1 The complexity of the roof construction has meant that despite extensive and repeated investigations officers have not been able to identify the leak sites and the conclusion has been reached that to rectify the leaks, the solar panels should be removed, and substantial repairs take place.

5.2 Currently water ingress is both intermittent and confined to communal areas. This is continually monitored, and remedial action is taken as appropriate. There is no water ingress into tenants' individual homes.

5.3 The roof construction at Tanser Court is a "Decra" metal interlocking panel that once bent or creased opens joints with the adjacent panel. It is believed one of the potential contributory factors for the poor roof performance was the installation of solar panels, several years ago.

6.0 PROPOSED REMEDY – THE ROOF

6.1 Repeated patch repairs have been pursued. Frustratingly, this has proved ineffective as intermittent leaks remain as the exact source of the failure cannot be determined. The in situ solar panels further complicate the diagnostic process.

6.2 It is proposed that the roof be repaired with a timber stand and a bitumen cover. This would necessitate the removal of the solar panels, which would not be replaced, as it is their installation that may have compounded issues with the performance of the roof.

6.3 As part of these works a temporary roof cover or "top hat" would also be installed at Tanser Court.

6.4 The estimated costs of the replacement/repaired roof is £350,000, this can be funded from the HRA Major Repairs Reserve.

6.5 The work on the roof can be carried out with our tenants in situ, without the need for a decant.

6.6 The required works will be procured via a framework which has already been through the process of establishing both competency and value for money or through a tendering process already undertaken and still within a compliant timescale.

6.7 This will ensure that the works, subject to approval of the budgets, can be commissioned to commence as soon as possible.

6.8 The contractor can offer a 20-year guarantee for the repairs to the roof.

7.0 Communication with tenants

- 7.1 Officers will ensure effective communication with the tenants at Tanser Court, providing a pack of information explaining the repairs that will take place.
- 7.2 One to one meetings will be arranged with all tenants and their family members to provide assurances and answer any questions that they may have.
- 7.3 Collective tenant meetings will be held to keep residents up to date on the progress of the works.

8.0 CONCLUSION

- 8.1 The Corporate Strategy Delivery plan includes an action to carry out an options approval of Tanser Court as part of the longer-term asset management plan for the site.
- 8.2 However, the intermittent issues with the roof and now the failure of the heating system mean that whilst this work had progressed, the priority must now move toward repair of the existing asset, with the required assurance in place that the required investment will extend the lifespan of the building by 20 years.
- 8.3 The recent failure of the heating system means that the priority must now be the repairs to ensure that the building continues to meet the regulatory standards for social housing and the legitimate expectation of the residents in terms of the quality of their homes.

Name of Meeting: Council

Date of Meeting: 20 November 2024

Subject Matter: Tanser Court – replacement boiler and repair of roof

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

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 (2021-2024) [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 Chief Executive.

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

SECTION 1: OVERVIEW

Portfolio and Service Area	Communities and Homes
Policy/Service/Change being assessed	Replacement of boilers and significant roof repair at Tanser Court
Is this a new or existing Policy/Service/Change?	A replacement/renewal service to ensure compliance with our landlord obligations.
If existing policy/service please state date of last assessment	N/A
Ward Specific Impacts	Dunsmore Ward
Summary of assessment Briefly summarise the policy/service/change and potential impacts	<p>To replace obsolete and now failed communal boilers at Tanser Court sheltered accommodation site to ensure the ongoing provision on hot water and heating to 39 individual flats, communal areas and the laundry, the replacement boilers to connect to the building management system acquired for Lesley Souter House to ensure the continued ability to control the system to take account of fluctuations in external temperatures. The impact will provide resilience for the provision of heating and hot water.</p> <p>The repairs of the roof to address ingress of water into communal areas of Tanser Court.</p>
Completed By	Jason Husain
Authorised By	Michelle Dickson
Date of Assessment	30 October 2024

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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	By replacing 40-year-old inefficient and obsolete communal boilers with 100kW A rated, high efficiency and low carbon-producing boilers. Secondly, the ability to link to the building management system to operate the boilers in line with temperature fluctuations will mean reduced energy consumption as required. Additional council sites with communal heating will systematically be added to the building management system, providing further reduced energy consumption.			
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"/>				

Climate Change and Environmental Impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner	Timescales
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	<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	N/A as a one-off replacement project
Key points to be considered through review	N/A
Person responsible for review	N/A
Authorised by	Michelle Dickson

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:
 - 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 Corporate Equality and Diversity Unit.

Equality Impact Assessment

Service Area	Communities and Homes
Policy/Service being assessed	Replacement boilers and repair of roof at Tanser Court
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Existing Service – The housing/landlord service.
EqlA Review team – List of members	Jason Husain Mary Jane Gunn
Date of this assessment	30 October 2024
Name of responsible officer	Jason Husain

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

If you require help, advice and support to complete the forms, please contact the Corporate Equality and Diversity Officer.

Details of Strategy/ Service/ Policy to be analysed

<u>Stage 1 – Scoping and Defining</u>	
(1) Describe the main aims, objectives and purpose of the Strategy/Service/Policy (or decision)?	<p>To replace obsolete communal boilers at Tanser Court sheltered accommodation site to ensure the ongoing provision on hot water and heating to 39 individual flats, communal areas and the laundry, and the linking of the new boilers to our building management system to ensure the continued ability to control the system to take account of fluctuations in external temperatures.</p> <p>To repair the Tanser Court roof.</p>
(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?	<p>Climate – to replace 40-year-old inefficient boilers with A rated, high efficiency and low carbon producing boilers.</p> <p>Health and Communities – to enable mainly vulnerable residents to have reliable, basic amenities such as heating and hot water and a watertight roof.</p> <p>To ensure our compliance with the Safety and Quality Consumer Standard of the Regulator of Social Housing.</p> <p>Organisation – to maintain the council's obligations to residents as set out in it's tenancy conditions, specifically, section 1.4 sets out the obligation to <i>keep in repair and working order installations for the supply of water, gas, electricity and sanitation, including basins, sinks and sanitary appliances for space and water heating.</i></p>
(3) What are the expected outcomes you are hoping to achieve?	<p>To maintain controllable heating and hot water for the sheltered accommodation complex.</p> <p>To ensure water ingress, currently restricted to communal areas is addressed and does not impact individual homes.</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>Customers – the council’s residents Employees – enabling those responsible for compliance with the Safety and Quality Standard of the Regulator of Social Housing to meet their obligations.</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>The fact that the site is designated as being Sheltered means that the demographic of these residents is likely to be vulnerable and over a certain age.</p> <p>We have extensive information contained within our housing management system that identifies additional needs of our residents at Tanser Court.</p>
<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 consult with the residents at Tanser Court on a very regular basis including weekly afternoon teas and a regular newsletter. Consultation will continue throughout the proposed works.</p> <p>Staff members within the Housing Services, Finance and Performance and Leadership Team have been consulted and agree the works are necessary.</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>Tenants will be engaged as soon as the budget has been approved and orders placed with the suppliers.</p> <p>Full details of what to expect will be provided to tenants including:</p> <ul style="list-style-type: none"> - Any temporary disruption and possible impact. - How any impact will be mitigated - Where to obtain assistance, help and further information should it be required.
<p><u>Stage 3 – Analysis of impact</u></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?</p> <p>If yes, identify the groups and how they are affected.</p>	<p>RACE No adverse impact</p>	<p>DISABILITY No adverse impact</p>	<p>GENDER No adverse impact</p>
	<p>MARRIAGE/CIVIL PARTNERSHIP No adverse impact</p>	<p>AGE No adverse impact</p>	<p>GENDER REASSIGNMENT No adverse impact</p>
	<p>RELIGION/BELIEF No adverse impact</p>	<p>PREGNANCY MATERNITY No adverse impact</p>	<p>SEXUAL ORIENTATION No adverse impact</p>
<p>(2) Cross cutting themes (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) No adverse impacts have been identified on social inequalities</p> <p>(b) The new boilers and link to the building management system will make it easier for carers to ensure their clients are comfortable and warm.</p>		
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>No adverse impacts have been identified</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>N/A</p>		

(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																													
<u>Stage 4 – Action Planning, Review & Monitoring</u>																														
<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>No further action required</p> <p>EqIA Action Plan</p> <table border="1" data-bbox="875 834 2116 1066"> <thead> <tr> <th data-bbox="875 834 1120 911">Action</th> <th data-bbox="1120 834 1364 911">Lead Officer</th> <th data-bbox="1364 834 1615 911">Date for completion</th> <th data-bbox="1615 834 1865 911">Resource requirements</th> <th data-bbox="1865 834 2116 911">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	N/A – once the work is complete there will be no need to review this EIA																													

Please annotate your policy with the following statement:

An Equality Impact Assessment on this policy was undertaken on 30 October 2024. Once completed there is no need to review.