

**Nuneaton
&
Bedworth
United to Achieve**



**AGENDA
for
MEETING OF
THE COUNCIL**

to be held on

Wednesday, 1st July, 2026

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Date: 23rd June 2026

Our Ref: KB

To: All Members of the Borough Council

A MEETING OF THE COUNCIL will be held on **Wednesday, 1st July, 2026** commencing at **6pm** in the Council Chamber

All members of the Council are summoned to attend to determine the business as set out below.

AGENDA

1. **EVACUATION PROCEDURE**

A fire drill is not expected, so if the alarm sounds, please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside the Lloyds Bank on the opposite side of the road.

Please exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please make sure all your mobile phones are turned off or set to silent.

2. **APOLOGIES** - to receive apologies for absence from the meeting.

3. **MINUTES**

To confirm the minutes of the Annual meeting held on 20th May, 2026 (**Page 7**)

4. DECLARATIONS OF INTEREST - To receive declarations of disclosable pecuniary interests and other interests in matters under consideration pursuant to Council procedure Rule 4A.2(iii).

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made so that interests that are declared regularly by members can be viewed in a schedule on the Council website ([Councillor Declarations of Interests](#)) Any interest noted in the schedule on the website will be deemed to have been declared and will be minuted as such by the Democratic Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule.

There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room, the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.

2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Audit and Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation

allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

5. ANNOUNCEMENTS - to receive announcements from the Mayor, Leader, Members of the Cabinet or the Chief Executive.
6. PUBLIC PARTICIPATION - (maximum 20 minutes).
to hear and answer questions by any resident of the Borough concerning the work of the Council where notice has been given (maximum 20 minutes). A copy of the Procedure Rule 9 is attached (**Page 22**) and this is not subject to debate. A question or statement can be submitted using the link below which will send your submission to the Chief Executive and Member Services: [Ask a question at meetings of Full Council | Public participation at meetings | Nuneaton and Bedworth Borough Council](#)
7. QUESTIONS BY MEMBERS - (Council Procedure Rule 10). A copy of Procedure Rule 10 is attached. (**Page 24**) and this is not subject to debate.
8. SPECIAL URGENCY DECISIONS - (Access to Information Procedure Rule 4B.16) - None
9. CABINET – report by Leader of the Council (**Page 26**)
Members may ask questions on the report and receive answers from the Leader or other Cabinet members, and this is not subject to debate.
10. RETURNING OFFICERS REPORT – To report on the outcome of the Camp Hill By-election due to be held on Thursday 25th June 2026
11. COMPOSITION AND MEMBERSHIP OF COMMITTEES AND OVERVIEW AND SCRUTINY PANEL a report of the Assistant Director – Democracy and Governance to follow
12. LOCAL GOVERNMENT REFORM SUB-COMMITTEE report of the Assistant Director – Democracy and Governance attached (**Page 29**)
13. RECOMMENDATIONS FROM CABINET OR OTHER COMMITTEE

Cabinet – 27th May 2026

a) Section 106 Monitoring System – Budget Variation

At its meeting held on 27th May 2026 a report (**Copy of Cabinet report attached Page 42**) by the Assistant Director – Planning was considered and the recommendation put forward for Council approval:

IT BE RECOMMENDED TO COUNCIL that the 2026/27 General Funding Budget be updated to account for Transformation Reserve funding of £30,100 to cover one-off costs associated with the Section 106 Monitoring Software Project.

Cabinet – 17th June 2026

b) Housing Revenue Account (HRA) – Housing Stock Requisition – Manor Park Development

At its meeting held on 17th June 2026 a report (**Copy of Cabinet report attached Page 50**) by the Assistant Director – Assets and Compliance was considered and the following recommendation put forward for Council approval:

IT BE RECOMMENDED TO COUNCIL that

- i) the HRA capital budget be amended to incorporate £774,312 over a three-year period as outlined in 5.1 of the report; and**
- ii) the one off charge for 2027/2028 of £32K be approved and built into the HRA Business Plan and 2027/2028 budget and note the income outlined in section 5.4 of the report.**

Cabinet - 17th June 2026

c) Commencement of New Local Plan

At its meeting held on 17th June 2026 a report (**Copy of Cabinet report attached Page 57**) by the Assistant Director – Planning was considered and the following recommendation put forward for Council approval:

IT BE RECOMMENDED TO COUNCIL that the new Local Plan be titled the Nuneaton and Bedworth Borough Local Plan (NBBLP), and that the Council's Constitution will be updated to retitle the Borough Plan Committee to the Local Plan Committee for consistency

Audit and Standards Committee – 23rd June 2026

d) Annual Treasury Management Review 2025/26

At the Audit and Standards Committee meeting due to be held on 23rd June 2026, the above item (**copy of report attached Page 75**) will be considered and, if approved, the following recommendation will be put for Council approval:

IT BE RECOMMENDED TO COUNCIL THAT:

- i) the Treasury Management Report for 2025/26– Year End Report be noted; and**
- ii) the Maturity Structure of loans be updated as per section 9 of the report.**

Audit and Standards Committee – 23rd June 2026

e) Employee Code Of Conduct

At the Audit and Standards Committee meeting due to be held on 23rd June 2026, the above item (**Copy of report attached Page 90**) will be considered and, if approved, the following recommendation will be put for Council approval:

IT BE RECOMMENDED TO FULL COUNCIL THAT the Constitution be amended accordingly

NOTE: Points of Order and Personal Explanation can only be raised in accordance with Council Procedure Rules which are set out below:-

Point of order

A Member may raise a point of order at any time. The Mayor will hear them at the end of the speech of the Member speaking at the time the point is raised. A point of order may only relate to an alleged breach of these Council Rules of Procedure or the law. The Member must indicate the rule of law and the way in which he/she considers it has been broken. The Mayor shall consider the Point of Order and, if necessary, take advice on the matter from the Monitoring Officer and, shall then rule on the Point of Order raised. There shall be no discussion or challenge to the advice given or the Mayor's decision in the meeting. If a Member persistently seeks to raise a Point of Order but is unable to identify the procedure rule or legal principle infringed then, after having been warned by the Mayor, any further abuse of this procedure rule shall not be tolerated and the Mayor shall move that the Member not be heard further pursuant to Procedure Rule 4.19.13. The ruling of the Mayor on the matter will be final.

Personal explanation

A Member may make a point of personal explanation at any time. The Mayor will hear them at the end of the speech of the Member speaking at the time the point is raised. A personal explanation may only relate to some material part of an earlier speech by the Member which may appear to have been misunderstood in the present debate. The ruling of the Mayor on the admissibility of a personal explanation will be final.

The Council is committed to providing a safe and respectful environment for our employees, customers and elected members. As such, please be advised that any form of abuse, aggression, or disrespectful behaviour towards our team will not be tolerated under any circumstances.

NUNEATON AND BEDWORTH BOROUGH COUNCIL

ANNUAL COUNCIL

20th May 2026

The meeting of the Nuneaton and Bedworth Borough Council was held on Wednesday, 20th May 2026.

Present

The Mayor (Councillor B. Saru)

Councillors, N. Bagga, M. Bannister, J. Bartlett, M. Bird, J. Bonner, D. Boughan, A. Brassington, R. Brill, C. Cape, S. Carvell, J. Clarke, S. Coates-Jarman, T. Cooper, L. Cvetkovic, G. Finch, S. Finch, B. Greenwood, J. Groves, W. Hancox, P. Hickling, B. Hughes, N. King, K. Kondakor, M. Kondakor, S. Markham, C. Morris, B. Pandher, C. Phillips, T. Sheppard, P. Smith, T. Venson, K. Wilson and M. Wright

Apologies received for D. Brown, W. Markham and C. Watkins

CL1 Election of Chair (The Mayor)

It was proposed by Councillor G. Finch and seconded by Councillor R. Brill that Councillor C. Cape be appointed Chair of the Borough Council of Nuneaton and Bedworth (to be styled Mayor) for the ensuing municipal year.

It was proposed by Councillor P. Hickling and seconded by Councillor B. Hughes that Councillor T. Sheppard be appointed Chair of the Borough Council of Nuneaton and Bedworth (to be styled Mayor) for the ensuing municipal year.

A vote was taken.

It was **RESOLVED** that Councillor C. Cape be elected Chair of the Borough Council of Nuneaton and Bedworth (to be styled Mayor) for the ensuing municipal year.

Councillor B. Saru then vacated the Chair and invested the newly elected Mayor with the Chain of office.

Having accepted the appointment, Councillor C. Cape, made and subscribed the declaration of acceptance of office and thanked the Council for the honour conferred upon him in electing him to the office of Mayor.

THE MAYOR (COUNCILLOR C. CAPE) IN THE CHAIR

CL2 Vote of Thanks

It was **RESOLVED** that

- a) i) the best thanks of this Council be tendered to Councillor B. Saru and Mrs Sharmila Saru for the able and courteous manner in which they fulfilled the duties of Mayor and Mayoress during the past Municipal Year; and
- ii) Councillor B. Saru presented to Council his donation to the parlour of a framed embroidered badge of his regiment in which he served as a Gurkha acknowledging his history and his embroidery business situated in Nuneaton Town Centre.
- b) the best thanks of this Council be tendered to Councillor T. Sheppard and Deputy Consort B. Sheppard for the able and courteous manner in which they fulfilled the duties of Deputy Mayor and Deputy Consort during the past Municipal Year;

CL3 **Election of Vice-Chair (The Deputy Mayor)**

It was proposed by Councillor J. Bonner and seconded by Councillor B. Hughes that Councillor T. Sheppard be appointed Vice-Chair of the Borough Council of Nuneaton and Bedworth (to be styled Deputy Mayor) for the ensuing municipal year.

It was proposed by Councillor G. Finch and seconded by Councillor P. Smith that Councillor D. Boughan be appointed Vice-Chair of the Borough Council of Nuneaton and Bedworth (to be styled Deputy Mayor) for the ensuing municipal year.

A vote was taken.

It was **RESOLVED** that Councillor D. Boughan be appointed Vice-Chair of Nuneaton and Bedworth Borough Council (to be styled Deputy Mayor) for the ensuing Municipal Year.

The Mayor then invested the Deputy Mayor with the Deputy Mayor's badge.

Having accepted the appointment, Councillor D. Boughan made and subscribed the declaration of acceptance of the office and thanked the Council for the honour conferred upon her in appointing her to the office of Deputy Mayor.

CL4 **Minutes**

RESOLVED that the minutes of the Ordinary Council meeting held on 29th April 2026, were confirmed, and signed by the Mayor.

CL5 **Declarations of Interests**

RESOLVED that the Declarations of Interests for this meeting are as set out in the schedule attached to these minutes. In addition, the following amendments were made:

Councillor G. Finch declared an Other Interest by way of him being a Member of Warwickshire County Council and appointed Leader.

Councillor M. Bannister declared an Other Interest by way of him being a Member of Warwickshire County Council and appointed a Cabinet Member.

Councillor S. Carvell declared an Other Interest by way of him being a Member of Warwickshire County Council.

CL6 **Announcements**

None

CL7 **Returning Officers report**

The Returning Officer announced the results of the recent Nuneaton and Bedworth Borough Council elections held on Thursday 7th May 2026 as shown below:

Conservative Party	9
Green Party	3
Labour Party	11
Reform UK	15

CL8 **Election of Leader**

It was proposed by Councillor M. Bannister and seconded by Councillor S. Carvell that Councillor G. Finch be nominated for the appointment of Leader

It was proposed by Councillor N. King and seconded by Councillor P. Hickling that Councillor B. Hughes be nominated for the appointment of Leader.

It was proposed by Councillor K. Kondakor and seconded by Councillor M. Kondakor that Councillor K. Kondakor be nominated for the appointment of Leader.

A recorded vote was taken as follows:

A vote on Councillor G. Finch for the appointment of Leader was taken as follows:

FOR: Councillors N. Bagga, M. Bannister, J. Bartlett, M. Bird, D. Boughan, A. Brassington, R. Brill, C. Cape, S. Carvell, J. Clarke, S. Coates-Jarman, T. Cooper, L. Cvetkovic, G. Finch, S. Finch, B. Greenwood, J. Groves, S. Markham, C. Morris, B. Pandher, P. Smith and K. Wilson

AGAINST: Councillors J. Bonner, W. Hancox, P. Hickling, B. Hughes, N. King, K. Kondakor, M. Kondakor, C. Phillips, B. Saru, T. Sheppard, T. Venson and M. Wright

ABSTENTIONS: None

A vote on Councillor B Hughes was taken on her nomination for Appointment of Leader as follows:

FOR: Councillors J. Bonner, W. Hancox, P. Hickling, B. Hughes, N. King, K. Kondakor, C. Phillips, B. Saru, T. Sheppard, and T. Venson

AGAINST: Councillors N. Bagga, M. Bannister, J. Bartlett, M. Bird, D. Boughan, A. Brassington, R. Brill, C. Cape, S. Carvell, J. Clarke, S. Coates-Jarman, T. Cooper, L. Cvetkovic, G. Finch, S. Finch, B. Greenwood, J. Groves, M. Kondakor, S. Markham, C. Morris, B. Pandher, P. Smith and K. Wilson

ABSTENTIONS: Councillor M. Wright

A vote on Councillor K. Kondakor was taken on his nomination for appointment of Leader as follows:

FOR: Councillors M. Kondakor and M. Wright.

AGAINST: Councillors N. Bagga, M. Bannister, J. Bartlett, M. Bird, D. Boughan, A. Brassington, R. Brill, C. Cape, S. Carvell, J. Clarke, S. Coates-Jarman, T. Cooper, L. Cvetkovic, G. Finch, S. Finch, B. Greenwood, J. Groves, W. Hancox, P. Hickling, B. Hughes, N. King, S. Markham, C. Morris, B. Pandher, C. Phillips, T. Sheppard, P. Smith, T. Venson, and K. Wilson

ABSTENTIONS: Councillors J. Bonner, K. Kondakor, and B. Saru

RESOLVED that Councillor G. Finch be elected as Leader for the ensuing four year term.

CL8 **Composition and Membership of Committees and Appointments to Outside Bodies for 2026/2027**

It was **RESOLVED** that

- a) The Leader's appointments to and allocation of responsibilities for the Cabinet Portfolios, as given below, be noted:

A vote was taken, and this was carried.

Portfolio Holder	Member Appointed
Leader	Councillor George Finch
Deputy Leader and Finances, Enabling Services & Communities	Councillor Mike Bannister
Housing	Councillor James Bartlett
Planning, Enforcement and Public Services	Councillor Shane Coates-Jarman
Town Centre Regeneration and Business Development	Councillor Jake Groves
Leisure and Health	Councillor Bobbie Greenwood

- b) The composition of Committees and Overview and Scrutiny Panels.
Councillor G. Finch moved the following motion:

‘Mr Mayor, before moving to the composition of the of Committees and OSPs, I wish to move an amendment to the OSP structure which intends to reduce the number of OSP’s from four to three, and the proposed remit of each OSP as follows:

- ***Business, Regeneration & Planning Overview and Scrutiny Panel – no change***
- ***Communities, Corporate Resources and Housing Overview and Scrutiny Panel; and***
- ***Environment, Health and Leisure Overview and Scrutiny Panel.***

I have available for members, the remits of each as a printout for the purposes of voting and this would need to be voted on before Full Council can consider the composition of Committees and OSP’s as this reduces the number of seats overall, therefore impacting the allocation of seats. On the basis this amendment to the OSP structure is carried, the composition of Committees and OSP’s would be as follows having consulted with the Monitoring Officer, noting the vacancy in the Camp Hill Ward:

- Conservative a total of 23 seats
- Green a total of 8 seats
- Labour a total of 26 seats
- Reform a total of 38 seats
- Vacancy a total of 2 seats’

Councillor M. Bannister seconded the motion.

A recorded vote was taken as follows:

FOR: Councillors N. Bagga, M. Bannister, J. Bartlett, M. Bird, D. Boughan, A. Brassington, R. Brill, C. Cape, S. Carvell, J. Clarke, S. Coates-Jarman, T. Cooper, L. Cvetkovic, G. Finch, S. Finch, B. Greenwood, J. Groves, S. Markham, C. Morris, B. Pandher, P. Smith and K. Wilson

AGAINST: Councillors J. Bonner, W. Hancox, P. Hickling, B. Hughes, N. King, K. Kondakor, M. Kondakor, C. Phillips, B. Saru, T. Sheppard, T. Venson and M. Wright

ABSTENTIONS: None

RESOLVED that

- i) the structure of the Overview and Scrutiny Panels be reduced from four to three;
 - ii) the remits of the three OSP's be agreed as follows:
Business, Regeneration and Planning OSP
Communities, Corporate Resources and Housing OSP
Environment, Health and Leisure OSP; and
 - iii) the composition of the committees and OSPs be agreed as follows noting the vacancy in Camp Hill ward:
 - Conservative a total of 23 seats
 - Green a total of 8 seats
 - Labour a total of 26 seats
 - Reform a total of 38 seats
 - Vacancy a total of 2 seats'
- c) The Membership of Committees and Overview and Scrutiny Panels.

Councillor G. Finch moved the following motion:

'Noting the previous agenda item and change to the composition of Committees, the Monitoring Officer has informed me of the impact on each group because of the three OSP Structure approved in the previous item. For the benefit of Full Council, it is as follows :

- Conservatives: no change for committees and as for the 3 OSP's remaining, there are 2 seats per panel.
- Greens: no change for committees and as for the 3 OSP's remaining, there is 1 seat per panel.

- Labour: no change for committees and as for the 3 OSP's remaining, there are 2 seats for two panels and 3 seats for one panel proposed to be the Communities, Corporate Resources and Housing OSP.
- Reform: no change for committees and as for the 3 OSP's remaining, there are 4 seats for two panels and 3 seats for one panel which is proposed to be the Communities, Corporate Resources and Housing OSP.
- That leaves the vacancy at 2 seats, one for the Officer Remuneration Panel and one seat for Shareholder Committee.

Furthermore, I'd also like to propose an amendment to the Constitution to reword the Chair and Vice Chairmanships for OSP's and some Committees.

The proposed amendment to the Constitution is as follows:

Audit and Standards, Licensing, Planning Committees

The Council will appoint the Chair and Vice Chair of each Committee at Annual Council unless a change is required during the Municipal Year.

The Committee shall be politically balanced and will comprise of eleven (11) Members and have a quorum of five (5).

If at any meeting neither the Chair nor Vice-Chair are present, the Members present will appoint a Chair for that meeting from any member of that committee.

Council Shareholder Committee

The Council will appoint the Chair and Vice Chair at Annual Council unless a change is required during the Municipal Year.

The Committee shall be politically balanced and will comprise of six (6) Members and have a quorum of three (3).

If at any meeting neither the Chair nor Vice-Chair are present, the Members present will appoint a Chair for that meeting from any member of that committee.

Overview and Scrutiny Panels

WHO CHAIRS OSP MEETINGS?

The Council will appoint the Chair and Vice Chair of each OSP at Annual Council unless a change is required during the Municipal Year.

If at any meeting neither the Chair nor Vice-Chair are present, the Members present will appoint a Chair for that meeting from any member of that committee.'

Councillor M. Bannister seconded the motion.

An adjournment was taken to consider the motion and its implication to Membership of the Committees and Panels commencing 7.30pm to 7.55pm.

A recorded vote was taken on the amendment to constitution to reword the Chair and Vice Chairmanships for OSP's and some Committees

FOR: Councillors N. Bagga, M. Bannister, J. Bartlett, M. Bird, D. Boughan, A. Brassington, R. Brill, C. Cape, S. Carvell, J. Clarke, S. Coates-Jarman, T. Cooper, L. Cvetkovic, G. Finch, S. Finch, B. Greenwood, J. Groves, S. Markham, C. Morris, B. Pandher, P. Smith and K. Wilson

AGAINST: Councillors J. Bonner, W. Hancox, P. Hickling, B. Hughes, N. King, K. Kondakor, M. Kondakor, C. Phillips, B. Saru, T. Sheppard, T. Venson and M. Wright

ABSTENTIONS: None

RESOLVED that the constitution be updated as above.

Following the agreed change in the constitution nominations were taken for the positions of Chair and Vice Chair as follows:

Labour Group:

Audit and standards
Councillor J. Bonner (Chair)

Licensing:
Councillor T. Sheppard (Chair)

Planning:
Councillor W. Hancox (Chair)

Business, Regeneration and Planning OSP:
Councillor P. Hickling (Chair)

Environment, Health and Leisure OSP:
Councillor B. Hughes (Chair)

Communities, Corporate Resources and Housing OSP:
Councillor C. Watkins(Chair)

No Vice-Chairs were put forward.

Conservative Group:

Audit and Standards:

Councillor L. Cvetkovic (Chair),
Councillor D. Brown (Vice-chair)

Licensing:

Councillor M. Bird (Chair),
Councillor J. Clarke (Vice-Chair)

Planning:

Councillor K. Wilson (Chair),
Councillor L. Cvetkovic (Vice-Chair)

Business, Regeneration and Planning OSP

Councillor J. Clarke (Chair)
Councillor M. Bird (Vice-Chair)

Environment, Health and Leisure OSP

Councillor S. Markham (Chair)
Councillor B. Pandher (Vice-Chair)

Communities, Corporate Resources and Housing OSP

Councillor D. Brown (Chair)
Councillor T. Cooper (Vice-Chair)

Councillor K. Kondakor proposed a motion that the Chair's and Vice-Chairs be from different political parties.

Councillor M. Kondakor seconded the motion

A vote was taken on the motion

The vote was lost.

A vote was taken on the appointments of Chair and Vice Chairs.

It was **RESOLVED** that the appointments of Chairs and Vice Chairs be agreed as follows:

Audit and Standards:

Councillor L. Cvetkovic (Chair),
Councillor D. Brown (Vice-chair)

Licensing:

Councillor M. Bird (Chair),
Councillor J. Clarke (Vice-Chair)

Planning:

Councillor K. Wilson (Chair),
Councillor L. Cvetkovic (Vice-Chair)

Business, Regeneration and Planning OSP

Councillor J. Clarke (Chair)
Councillor M. Bird (Vice-Chair)

Environment, Health and Leisure OSP

Councillor S. Markham (Chair)
Councillor B. Pandher (Vice-Chair)

Communities, Corporate Resources and Housing OSP

Councillor D. Brown (Chair)
Councillor T. Cooper (Vice-Chair)

Following the appointment of Chair's and Vice Chairs the following Membership of Committees and OSPs were proposed as follows:

Appeals (10)

- proposed by Councillor K. Wilson, seconded by Councillor M. Bannister

Councillors: M. Bannister, J. Bartlett, J. Bonner, A. Brassington, W. Hancox, S. Markham, W. Markham, T. Sheppard, P. Smith, M. Wright

Notes:

1. 5 members will be selected from the pool as required.
2. The Chair will be appointed at each particular meeting.

A vote was taken on the Membership of Appeals Committee.

It was **RESOLVED** that the membership of the Appeals Committee be agreed as above.

Audit and Standards Committee (11)

- proposed by Councillor S. Markham and seconded by Councillor G. Finch

Councillor L. Cvetkovic (Chair),
Councillor D. Brown (Vice-chair)

Councillors: J. Bonner, A. Brassington, C. Cape, S. Carvell, T. Cooper, B. Hughes, M. Kondakor, C. Phillips, C. Morris.

A vote was taken on Membership of Audit and Standards Committee.

It was **RESOLVED** that the membership of the Audit and Standards Committee be agreed as above.

Licensing (11)

- proposed by Councillor G. Finch and seconded by Councillor K. Wilson

Councillor M. Bird (Chair),
Councillor J. Clarke (Vice-Chair)

Councillors: N. Bagga, A. Brassington, C. Cape, S. Coates-Jarman, B. Hughes, N. King, W. Markham, T. Sheppard, M. Wright

A vote was taken on the Membership of Licensing Committee.

It was **RESOLVED** that the membership of the Licensing Committee be agreed as above.

Planning Applications (11)

- proposed by Councillor K. Wilson and seconded by Councillor G. Finch

Councillor K. Wilson (Chair),
Councillor L. Cvetkovic (Vice-Chair)

Councillors: J. A. Bartlett, D. Boughan, S. Carvell, W. Hancox, P. Hickling, K. Kondakor, S. Markham, C. Morris, T. Venson

A vote was taken on the Membership of Planning Applications Committee.

It was **RESOLVED** that the membership of the Planning Applications Committee be agreed as above.

Councillor L. Cvetkovic moved a procedural motion in line with the constitution Part 4A.12 (m) to suspend standing orders to continue the meeting beyond three hours until the business of the meeting has been concluded.

Councillor K. Wilson seconded the motion

A vote was taken

The motion was carried.

Business, Regeneration and Planning Overview and Scrutiny (9)

- proposed by Councillor G. Finch and seconded by Councillor K. Wilson

Councillor J. Clarke (Chair)
Councillor M. Bird (Vice-Chair)

Councillors: N. Bagga, D. Boughan, A. Brassington, C. Cape, N. King, K. Kondakor and P. Hickling

A vote was taken on the Membership of Business, Regeneration and Planning Overview and Scrutiny.

It was **RESOLVED** that the membership of the Business, Regeneration and Planning Overview and Scrutiny be agreed as above.

Environment, Health and Leisure Overview and Scrutiny (9)

- proposed by Councillor J. Groves and seconded by M. Bannister

Councillor S. Markham (Chair)

Councillor B. Pandher (Vice-Chair)

Councillors: R. Brill, C. Cape, S. Finch, B. Hughes, P. Smith, C. Watkins, M. Wright

A vote was taken on the Membership of Environment, Health and Leisure Overview and Scrutiny.

It was **RESOLVED** that the membership of the Environment, Health and Leisure Overview and Scrutiny be agreed as above.

Communities, Corporate Resources and Housing Overview and Scrutiny (9)

- proposed by Councillor M. Bannister and seconded by Councillor C. Morris

Councillor D. Brown (Chair)

Councillor T. Cooper (Vice-Chair)

Councillors: R. Brill, S. Finch, M. Kondakor, C. Phillips, B. Saru, P. Smith, C. Watkins

A vote was taken on the Membership of Communities, Corporate Resources and Housing Overview and Scrutiny.

It was **RESOLVED** that the membership of the Communities, Corporate Resources and Housing Overview and Scrutiny be agreed as above

Borough Plan (9)

- proposed by Councillor K. Wilson and seconded by Councillor L. Cvetkovic

Councillor S. Coates-Jarman (Chair)

Councillors: M. Bannister, L. Cvetkovic, G. Finch, J. Groves, K. Kondakor, B. Saru, T. Venson, K. Wilson

A vote was taken on Membership of the Borough Plan Committee.

It was **RESOLVED** that the membership of the Borough Plan Committee be agreed as above

Officer Remuneration Panel (5)

- proposed by Councillor M. Bannister and seconded by Councillor K. Wilson

Councillor G. Finch (Chair)

Councillors: M. Bannister, B. Hughes, S. Markham, Vacancy

A vote was taken on Membership of the Officer Remuneration Panel.

It was **RESOLVED** that the membership of the Officer Remuneration Panel be agreed as above

Shareholder Committee (6)

- proposed by Councillor R. Brill and seconded by Councillor K. Wilson

Councillor K. Wilson (Chair)

Councillors: S. Coates-Jarman, B. Hughes, N. King, C. Morris, Vacancy

A vote was taken on membership of the Shareholder Committee.

It was **RESOLVED** that the membership of the Shareholder Committee be agreed as above

- d) **RESOLVED** that the Outside Bodies be deferred for further consideration and consultation with the Group Leaders and, the Chief Executive be given Delegated Authority to finalise appointments.

- e) **RESOLVED** that the appointment of the following co-opted members be agreed as follows accounting for the reduction of Overview and Scrutiny Panel:

Audit and Standards Committee

Mr Anthony Morgan

Business, Regeneration and Planning Overview and Scrutiny Panel

Mr Jon Healy

Environment, Health and Leisure Overview and Scrutiny Panel

Mr Anthony Morgan

Communities, Corporate Resources and Housing Overview and Scrutiny Panel

Mrs D. Ross

CL9 **Member Allowances**

The Assistant Director – Democracy & Governance submitted a report on the above for council approval.

Councillor G. Finch moved the recommendations.

Councillor D. Boughan seconded the recommendations

RESOLVED that the Member Allowances be agreed as per the report

CL10 **Timetable of Committee Meetings 2026/27**

The Assistant Director – Governance and Democracy submitted a report of the timetable of meetings as set out in Appendix A of the report.

Councillor G. Finch moved the recommendations with the following additions:

- a) Full Council on the 8th July be moved to 1st July; and
- b) Delegated authority be given to the Monitoring Officer and Head of Paid Service to update timetable of meetings following the change in OSP structure

Councillor M. Bannister seconded the recommendations

Councillor B. Hancox moved the item be deferred until consultation with members has been undertaken.

Councillor B. Hughes seconded the motion.

A vote was taken

The motion was lost.

RESOLVED that

- a) the timetable of committee meetings as set out in Appendix A of the report be approved with the amendment of full council on the 8th July 2026 be moved to 1st July 2026; and
- b) Delegated authority be given to the Monitoring Officer and Head of Paid Service to update the timetable of meetings following the change in OSP structure.

CL11 **Scheme of Delegation**

RESOLVED that the Scheme of Delegation for the Executive functions, as set out in item 14a of the agenda as determined by the Leader be noted; and the Council functions, as set out in item 14b of the agenda, be approved.

Mayor

4A.9 PUBLIC PARTICIPATION

4.9.1 General

At each Ordinary Meeting or Extra Ordinary Meeting of the Council, 20 minutes (which can be extended at the discretion of the Mayor) shall be set aside for questions or statements from the public gallery by any resident of the Borough in relation to matters in respect of which the Council has powers or duties, or which affect the Borough. In the case of an Extra Ordinary Meeting the question or statement must relate to the business of that meeting.

4.9.2 Notice of Questions and Statements

No such question shall be asked, or statement made, unless it shall have been delivered in writing to the Head of Paid Service no later than 12 noon, two working days, before the meeting of the Council.

4.9.3 Scope of Questions and Statements

The Head of Paid Service may reject a question or statement if it:

- a) is not about a matter for which the Council has a responsibility or which doesn't affect the Borough;
- b) is defamatory, frivolous or offensive;
- c) is substantially the same as a question or statement which has been put at a meeting of the Council in the past six months;
- d) requires or involves the disclosure of confidential or exempt information; or
- e) It is not a question nor a statement, as provided for in these Procedure Rules.

4.9.4 The Mayor will invite the relevant Cabinet Member or Committee Chair to give a reply. Such reply shall not exceed five minutes. In the case of a question, on the discretion of the Mayor, a supplementary question may be asked if arising directly from the reply, provided that the original allocation of five minutes is not exceeded. The Mayor may reject a supplementary question on any of the grounds detailed in paragraph 4.9.3 above

4.9.5 Time Limit and Number of Questions

No question or statement shall exceed three minutes. In the event of there being more than one question or statement, the Head of Paid Service will ensure that questions and statements are dealt with in the order received. At the expiry of the 20 minute period, or such period as may be agreed by the Mayor, or after the reply to the final question or statement, whichever shall first occur, the Council will proceed to the next business.

4.9.6 Record of Questions and Statements

The question or statement and the reply given shall be minuted.

4.9.7 Reference of Question to the Cabinet or a Committee

Unless the Mayor decides otherwise, no discussion will take place on any question, but any Member may move that a matter raised by a question be referred to the Cabinet or the appropriate Committee. Once seconded, such a motion will be voted on without discussion.

4.9.8 Any question or statement which cannot be dealt with during Public Participation because of lack of time will be dealt with in writing, and recorded in accordance with paragraph 4.9.6.

4A.10 QUESTIONS BY COUNCILLORS

4.10.1 A Member of the Council may ask the Leader of the Council or the Chair of a Committee any question without notice upon an item of the report of the Cabinet or a Committee (respectively) when that item is being received or under consideration by the Council.

4.10.2 Questions on Notice at Full Council

At each meeting a Member of the Council may ask no more than one question (but see 4.10.3(b) below) on any matter in relation to which the Council has powers or duties, or which affects the Borough. A Member may choose to ask their permitted question of either:

- a Member of the Cabinet; or
- the Chair of any Committee, Panel or Sub-Committee

4.10.3 No such question under paragraph 4.10.2 shall be asked unless:

- (a) the question has been delivered in writing to the Head of Paid Service and Leader 12 noon two working days before the day of the meeting of the Council; or
- (b) where the question relates to urgent matters, they have the consent of the Mayor or the Leader of the Council or the Portfolio Holder to whom the question is to be put or in the case of a Committee, Panel or Sub-Committee, the Chair, and the content of the question is given to the Head of Paid Service at least three hours before the time that the meeting is due to start.

4.10.4 The Member who put the question may ask one supplementary question of the Member to whom the first question was asked if it arises directly out of the original question or the reply, and shall be put and answered without discussion.

4.10.5 Response

An answer may take the form of:

- (a) a direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

4.10.6 Request to Speak on the Matter

- (a) Arising from the question, and the response or supplementary response given, any other member of the Council may request to move a motion in connection with the response under consideration and, if seconded, speak on the item. The Rules of Debate as set out in Council Procedure Rule 13 shall apply (as modified below) and the responder to the original question shall have the right of reply at the end of the debate.
- (b) Any debate on a question shall be limited to no more than 15 minutes (excluding the right of reply) and each member shall be limited to speaking for no more than three minutes each.
- (c) Notwithstanding the provisions of (b) above, the maximum time for Members' questions shall not normally exceed 45 minutes, and the Mayor shall have discretion to limit the debate on questions as he or she shall see fit.

4.10.7 Reference of Question to the Cabinet or a Committee

Any Member may move that a matter raised by a question be referred to the Cabinet or the appropriate Committee. Once seconded, such a motion will be voted on without discussion.

- 4.10.8 Any question which cannot be dealt with because of lack of time will be dealt with in writing in accordance with paragraph 4.10.5 (c).

4.10.9 Questions on Notice at Committees, Panels or Sub-Committees

A Member of a Committee, Panel or Sub-Committee may, upon giving notice, ask the Chair of it one question on any matter in relation to which the Council has powers or duties, or which affect the Borough and which falls within the Terms of Reference of that Committee, Panel or Sub-Committee

Cabinet Report to Council – July 2026

1. Introduction

This report deals with the Cabinet meeting held on 27th May and 17th June 2026

2. 27th May 2026 - Cabinet Meeting

a) Strategic Authorities and Planning Update (Key Decision)

- **Planning, Enforcement and Public Services – Councillor S. Coates-Jarman**

Cabinet received a report from the Chief Executive updating on the Government's request for expressions of interest regarding the geography for Spatial Development Strategies and proposals for Foundation Strategic Authorities, as set out in correspondence from Ministers dated 12th February 2026. Cabinet noted the Government's letter and the joint response submitted by Warwickshire leaders. Cabinet also gave delegated authority to the Chief Executive to continue engagement with government, neighbouring authorities and relevant partner to take any necessary interim actions consistent with the collective Warwickshire position, pending further government decisions.

b) Section 106 Monitoring System – Budget Variation (Key Decision)

- **Planning, Enforcement and Public Services – Councillor S. Coates - Jarman**

Cabinet approved the report submitted for recommending to Council a £30,100 General Fund budget update from the Council's Transformation Reserve to fund one-of capital costs associated with the Section 106 monitoring software project. If approved at full council the project represents a significant improvement in the Council's ability to manage its significant portfolio of Section 106 obligations.

d) Transformation Strategy (Key Decision)

- **Finance, Enabling Services and Communities – Councillor M. Bannister**

Cabinet approved the adoption of the Transformation Strategy; this provides the Council with a blueprint from which to focus resources and priorities. It documents core values and direction of travel relating to employee development, culture and performance.

Other items considered

- **ICT Policies – Finance, Enabling Services and Communities – Councillor M. Bannister.**

3. 17th June 2026 – Cabinet Meeting

a) Housing Ombudsman Annual Complaint Report (Key Decision)

- Housing – Councillor J. Bartlett

Cabinet noted the contents of the Annual Housing Complaint Handling and Service Improvement Report 2025/26 and invites comments from the Communities, Corporate Resources and Housing Overview and Scrutiny Panel. This report is a statutory requirement for social housing landlords, and the Housing Ombudsman Complaint Handling Code requires the publication and submission of the Annual Report. It allows the Council to continually review its current processes and procedures in relation to the way in which it handles housing complaints. As a result, changes to working processes have been implemented, to improve the services delivered to tenants. In addition, it identifies a range of positive steps taken to strengthen the approach to complaints handling. However, there remains more to do to improve performance and the therefore the outcomes for tenants and leaseholders.

b) Tenant Satisfaction Measures 2025/26 (Key Decision)

- Housing – Councillor J. Bartlett

Cabinet received the results of the 2025/26 Tenant Satisfaction Measures perception survey and associated management information which must be submitted to the regulator of Social Housing by 30th June. These results will help develop and implement targeted service improvement actions. The priorities going forward will be:

- Treating tenants with fairness and respect
- Complaints handling
- Contribution to neighbourhoods
- Tackling anti-social behaviour

c) Housing Revenue Account – Housing Stock Acquisition – Manor Park Development (Key Decision)

- Housing – Councillor J. Bartlett

Cabinet approved the above report to acquire 8 section 106 properties from Warwickshire Property Development group for affordable rent for residents within the Borough. It represents a cost-effective opportunity to increase housing supply, reduce demand pressures, and make full use of available Right to Buy receipts to support residents in need.

d) Warwickshire Health and Wellbeing Strategy (Key Decision)

- Leisure and Health – Councillor B. Greenwood

Cabinet noted the Warwickshire Joint Local Health and Wellbeing Strategy 2026 - 2031 recently adopted by Warwickshire Health and Wellbeing Board, and will continue to support the development of local place-based delivery plans through its involvement in the Warwickshire North place Health and Wellbeing Place Partnerships.

e) **Commencement of New Local Plan (Key Decision)**

- Planning, Enforcement and Public Services – Councillor S. Coates-Jarman

Cabinet approved to proceed with preparations for a new Local Plan in accordance with the requirements set out in the Town and Country Planning (Local Planning) (England) Regulations 2026. This preparation includes the Councils formal 'Notice of Intention to Commence', publish the local plan timetable, scoping consultation, consultation on the proposed local plan content and evidence, progress check with the Planning Inspectorate, second formal consultation, prescribed requirements assessment by an appointed person, submission, examination and then adoption. The process will take 30 months to complete.

West Midlands Combined Authority (WMCA)

There are no specific reports to highlight to Council. The WMCA minutes are available on the WMCA website.

5. Conclusion

This report is presented on behalf of Cabinet, and, as always, my colleagues and I are only too happy to take any questions in relation to this report.

Councillor G. Finch
Leader of the Council on behalf of Cabinet

AGENDA ITEM NO.12

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to:	Full Council
Date of Meeting:	1 st July 2026
Subject:	Local Government Reform Sub-Committee
Portfolio:	Not Applicable
Responsible Officer:	Assistant Director – Democracy and Governance
Corporate Plan – Theme:	Your Council
Corporate Plan – Aim:	<ul style="list-style-type: none">• Increase the level of resident engagement and consultation.• Deliver a modern organisation with agile and effective structure that meet the needs of residents.• Strive for transparency and accountability, in all that we do. Increase public scrutiny.
Ward Relevance:	Not applicable
Public or Private:	Public
Amendment to Budget:	No
Council Tax Related:	No
Recommendation to Council/Cabinet/Committee:	No
Forward Plan:	Not applicable
Subject to Call-in:	Not applicable

-
1. Purpose of report

- 1.1. To review the terms of reference for the Local Government Reform Sub-Committee;
 - 1.2. To confirm the meeting schedule for the for the 2026/2027 Municipal Year; and
 - 1.3. To confirm the membership of the Local Government Reform Sub-Committee for the 2026/2027 Municipal Year.
2. Recommendations
- 2.1. Full Council approves the revised terms of reference for the Local Government Reform Sub-Committee.
 - 2.2. Full Council approves the meeting schedule for the for the 2026/2027 Municipal Year.
 - 2.3. Full Council approves the membership of the Local Government Reform Sub-Committee for the 2026/2027 Municipal Year as per section 3.7 of the report.
3. Background
- 3.1. The Local Government Reform Sub-Committee last met 24th November 2025 in the lead up to submission of the business case to Ministry of Housing, Communities & Local Government (MHCLG) for the Local government reorganisation in Warwickshire.
 - 3.2. Since the submission (November 2025), the Council and neighbouring authorities across the county of Warwickshire have awaited the Government's decision regarding the structure of local government across Warwickshire. The Council is expected to receive the decision in July 2026.
 - 3.3. The Council approved 2nd July 2025, to establish a politically balanced Local Government Reform Cabinet Sub-Committee to provide strategic oversight of the ongoing work by the council on devolution and Local Government Reform, reporting and recommending to Cabinet when appropriate.
 - 3.4. Until the Council receives a decision from central government, there is little work for the Local Government Reform Sub-Committee at this stage, noting general delegation has been granted to the Chief Executive to liaise

with government during this interim period (Cabinet decision ref CB58).

- 3.5. As the Council approaches summer/July when a decision is expected, it is the right time to review the Terms of Reference to ensure they remain fit for purpose post decision and at the same time, consider the membership of the sub-committee and meeting schedule for the 2026/2027 Municipal Year.
- 3.6. Further to 3.5 above, whilst the composition of the Local Government Reform Cabinet Sub-Committee was approved (see table 1 below), the membership and meeting schedule was not included in the reports put to Annual Council (20th May 2026). For the avoidance of doubt, total seat allocation is 7 for the Sub-Committee.

Table 1 - Local Government Reform Cabinet Sub-Committee Composition (as approved at Annual Council)

Conservative	Green	Labour	Reform	Vacancy
2	0	2	3	0

- 3.7. Noting Table 1 above, the proposed membership of the Local Government Reform Cabinet Sub-Committee for Full Council approval is as follows:

Conservative	Green	Labour	Reform
Cllr Kris Wilson	-	Cllr Brady Hughes	Cllr George Finch
Cllr Jeff Clarke	-	Cllr Nicola (Nicky) King	Cllr Mike Bannister
-	-	-	Cllr Christopher Ryan Morris

4. Body of report and reason for recommendations

- 4.1. Appendix A – contains the current Terms of Reference for the Local Government Reform Sub-Committee as approved 2nd July 2025 at Full Council.
- 4.2. Appendix B – contains a track changed version for consideration for Full Council approval.

- 4.3. Appendix C – contains a proposed meeting schedule for the 2026/2027 Municipal for consideration for Full Council approval.
5. Consultation with the public, members, officers and associated stakeholders
 - 5.1. Consultation has taken place with Group Leaders, the Chief Executive Officer and Democratic Services Team.
6. Financial Implications
 - 6.1. None directly.
7. Legal Implications
 - 7.1. None directly.
8. Equalities implications
 - 8.1. A review has been undertaken and it has been identified that no assessment is required following consultation and liaison with the appropriate officer.
9. Health implications
 - 9.1. None directly.
10. Climate and environmental implications
 - 10.1. None directly.
11. Section 17 Crime and Disorder Implications
 - 11.1. None directly.
12. Risk management implications
 - 12.1. No direct risk management implications have been identified. However, should Full Council vote against the recommendations, the Local Government Reform Sub-Committee will be unable to meet.
13. Human resources implications
 - 13.1. No direct human resource implications have been identified.

14. Biodiversity Implications

14.1. None directly.

15. Local Government Reorganisation (LGR) Implications

15.1. Should Full Council approve the recommendations, it'll help ensure continued member oversight, involvement and scrutiny post decision during implementation. It'll also ensure due transparency in line with the Corporate plan aims to:

15.1.1. Increase the level of resident engagement and consultation;

15.1.2. Deliver a modern organisation with agile and effective structure that meet the needs of residents; and

15.1.3. Strive for transparency and accountability, in all that we do to increase public scrutiny.

16. Options considered and reason for their rejection

16.1. In formulating this report and recommendations, the following other options were identified. Reasons for their rejection or why the option and recommendation proposed in section 2 of the report has been selected are outlined below.

Option Ref	Option Title	Reason for rejection or why the option and recommendation proposed in section 2 of the report has been selected
A	Not to schedule any meetings during the 2026/2027 Municipal Year	Noting a recent Group Leader session regarding the letter addressed to the Chief Executives across Warwickshire, it was concluded in the NBBC Group Leader meeting that there is a high likelihood that the Local Government Reform Sub-Committee will be required to discuss matters following government decision but to also support the Chief Executive Officer (and or the Leader) with a response to Government for key aspects of Local Government Re-organisation (such as boundaries and wards) for the new Unitary Authority/ies.

17. Conclusion

17.1. In anticipation of Central Government's decision regarding the structure of Local Government in Warwickshire under its devolution plan and programme, arranging meetings for the Local Government Reform Sub-Committee will permit engagement and involvement from parties at the Council and align with the Council Plan Aims as identified in this report.

18. Appendices

18.1. Please note the following appendices:

- i. Appendix A – current Terms of Reference for the Local Government Reform Sub-Committee (as approved 2nd July 2025 at Full Council).
- ii. Appendix B – contains a track changed version of the Terms of Reference for consideration for Full Council approval.
- iii. Appendix C – contains a proposed meeting schedule for the 2026/2027 Municipal for consideration for Full Council approval.

19. Background papers

19.1. Please note the following background papers:

- i. [2 July 2025: Council | Nuneaton and Bedworth Borough Council](#) – Agenda item 11 c).
- ii. [12 November 2025: Cabinet | Nuneaton and Bedworth Borough Council](#) – Agenda item 8.
- iii. [20 May 2026: Council | Nuneaton and Bedworth Borough Council](#) – Agenda item 11.

20. Report Writer Details:

Officer Job Title: Assistant Director – Democracy and Governance
Officer Name: Matthew Wallbank

Appendix A – Current Terms of Reference

A7.11 Local Government Reform Sub-Committee

Full Council agreed, 2nd July 2025, to establish a politically balanced Local Government Reform Cabinet Sub-Committee to provide strategic oversight of the ongoing work by the council on devolution and Local Government Reform, reporting and recommending to Cabinet when appropriate.

1. Purpose

- 1.1. The purpose of the Sub-Committee of Cabinet is to review and guide the Council's response to Local Government Reform (LGR) proposals affecting Warwickshire by:
 - Reviewing relevant material and proposals.
 - Identifying necessary workstreams.
 - Making evidence-based recommendations to Cabinet.
 - Keeping Councillors informed about progress on the development of the proposals ahead of the November 2025 submission deadline.
 - Providing input and direction to the communication and engagement approaches with local residents and stakeholders.
- 1.2. The Sub-Committee will oversee the development of the Council's final submission to Government and provide formal recommendations to Cabinet. Following a Government decision, the Sub-Committee will continue to support implementation planning and provide further recommendations as required.
- 1.3. Note: The Sub-Committee is an advisory body only. It has no formal decision making powers or delegated authority. All decisions remain the responsibility of Cabinet or Full Council, as appropriate.

2. Objectives

- 2.1. To provide timely and appropriate recommendations to the Cabinet by:
 - Reviewing and evaluating relevant LGR documentation, proposals, and Government guidance.
 - Identifying and prioritising key workstreams to support both the Council's position and implementation planning.
 - Ensuring the Council's submission is comprehensive, evidence-based, and aligned with local priorities and stakeholder input.
 - Overseeing progress on implementation workstreams following the Government's decision.
 - Supporting risk identification and mitigation throughout the process.

3. Membership

- 3.1. The Sub-Committee shall consist of 7 elected members and shall be subject to the political balance rules.
- 3.2. The Chair shall be the Leader of the Council and if the Leader is not available, a Vice Chair shall be appointed at the meeting by vote.
- 3.3. Relevant officers and external advisors may attend in a non-voting capacity to provide support and expertise.
- 3.4. The quorum for meetings shall be 5 members.
- 3.5. Cabinet Members are permitted to reside on the Committee and substitute members are also permitted.

4. Methods of Working

- 4.1. Members of the Sub-Committee are expected to work co-operatively and come to conclusions that are agreed by the group.
- 4.2. In the case of voting each of the Sub-Committee Members shall have one vote.
- 4.3. In the case of equality of votes, the Chair shall have the casting vote.

5. Responsibilities

- 5.1. The Sub-Committee shall:
 - Review Government proposals, white papers, and regional submissions related to LGR.
 - Commission or consider reports, assessments, and stakeholder feedback.
 - Recommend to Cabinet the workstreams required for both submission and implementation phases.
 - Oversee progress on agreed workstreams and ensure alignment with Council priorities and timelines.
 - Support the development of the Council's final submission to Government by November 2025.
 - Engage with key stakeholders, including residents, businesses, and community groups, to inform recommendations.
 - Identify and manage risks associated with the reform process.
 - Continue to meet post-submission to support the implementation of the Government's selected option.

6. Meetings and Limitations

- 6.1. The Sub-Committee shall meet as required to fulfil its remit, with increased frequency in the lead-up to the November 2025 submission.

- 6.2. Meetings shall be conducted in accordance with the Council's Standing Orders.
- 6.3. Meetings may be open to the public, unless confidential or sensitive matters are under discussion.
- 6.4. The Sub-Committee shall continue until one of the following occurs:
 - It is disbanded by Full Council.
 - Nuneaton and Bedworth Borough Council ceases to exist through LGR.
 - Its function is superseded by Government direction or the establishment of a new Shadow Council or equivalent body.

7. Reporting

- 7.1. The Sub-Committee shall report directly to Cabinet through formal recommendations.
- 7.2. Recommendations shall be submitted at key milestones, including:
 - Prior to the final submission to Government.
 - At significant stages during the implementation phase

Appendix B – Track Changed Terms of Reference

A7.11 Local Government Reform Sub-Committee

Full Council agreed, 2nd July 2025, to establish a politically balanced Local Government Reform Cabinet Sub-Committee to provide strategic oversight of the ongoing work by the council on devolution and Local Government Reform, reporting and recommending to Cabinet when appropriate.

1. Purpose

1.1. The purpose of the Sub-Committee of Cabinet is to review and guide the Council's response to Local Government Reform (LGR) proposals affecting Warwickshire by:

- Reviewing relevant material and proposals.
- Identifying necessary workstreams.
- Making evidence-based recommendations to Cabinet.
- Keeping Councillors informed about progress on the development of the proposals ahead of the November 2025 submission deadline.
- Providing input and direction to the communication and engagement approaches with local residents and stakeholders.

1.2. The Sub-Committee will oversee the development of the Council's final submission to Government and provide formal recommendations to Cabinet. Following a Government decision, the Sub-Committee will continue to support implementation planning and provide further recommendations as required.

1.3. ~~Note:~~ The Sub-Committee is an advisory body only. It has no formal decision making powers or delegated authority. All decisions remain the responsibility of Cabinet or Full Council, as appropriate.

1.3.1.4. The Sub-Committee may, at its discretion, invite Leader's and/or Deputy Leader's from any other existing Warwickshire Local Authority to participate in debate and discussion regarding a particular item. However they would not have voting rights.

2. Objectives

2.1. To provide timely and appropriate recommendations to the Cabinet by:

- Reviewing and evaluating relevant LGR documentation, proposals, and Government guidance.
- Identifying and prioritising key workstreams to support both the Council's position and implementation planning.
- Ensuring the Council's submission is comprehensive, evidence-based, and aligned with local priorities and stakeholder input.

- Overseeing progress on implementation workstreams following the Government's decision.
- Supporting risk identification and mitigation throughout the process.

3. Membership

- 3.1. The Sub-Committee shall consist of 7 elected members and shall be subject to the political balance rules.
- 3.2. The Chair shall be the Leader of the Council and if the Leader is not available, a Vice Chair shall be appointed at the meeting by vote.
- 3.3. Relevant officers and external advisors may attend in a non-voting capacity to provide support and expertise. [Further to 1.4, the Sub-Committee may invite the Leader and/or their Deputy from any of the other existing Warwickshire based local authorities.](#)
- 3.4. The quorum for meetings shall be 5 members.
- 3.5. Cabinet Members are permitted to reside on the [Sub-Committee](#) and substitute members are also permitted.

4. Methods of Working

- 4.1. Members of the Sub-Committee are expected to work co-operatively and come to conclusions that are agreed by the group.
- 4.2. In the case of voting each of the Sub-Committee Members shall have one vote.
- 4.3. In the case of equality of votes, the Chair shall have the casting vote.

5. Responsibilities

- 5.1. The Sub-Committee shall:
 - Review Government proposals, white papers, and regional submissions related to LGR.
 - Commission or consider reports, assessments, and stakeholder feedback.
 - Recommend to Cabinet the workstreams required for both submission and implementation phases.
 - Oversee progress on agreed workstreams and ensure alignment with Council priorities and timelines.
 - Support the development of the Council's final submission to Government by November 2025.
 - Engage with key stakeholders, including residents, businesses, and community groups, to inform recommendations.
 - Identify and manage risks associated with the reform process.

- Continue to meet post-submission to support the implementation of the Government's selected option.

6. Meetings and Limitations

- 6.1. The Sub-Committee shall meet as required to fulfil its remit, with increased frequency in the lead-up to the November 2025 submission.
- 6.2. Meetings shall be conducted in accordance with the Council's Standing Orders.
- 6.3. Meetings may be open to the public, unless confidential or sensitive matters are under discussion.
- 6.4. The Sub-Committee shall continue until one of the following occurs:
 - It is disbanded by Full Council.
 - Nuneaton and Bedworth Borough Council ceases to exist through LGR.
 - Its function is superseded by Government direction or the establishment of a new Shadow Council or equivalent body.

7. Reporting

- 7.1. The Sub-Committee shall report directly to Cabinet through formal recommendations.
- 7.2. Recommendations shall be submitted at key milestones, including:
 - Prior to the final submission to Government.
 - At significant stages during the implementation phase.

Appendix C - Meeting Schedule for the 2026/2027 Municipal Year

Committee	Day	Committee Date
Local Government Reform Sub-Committee	Wednesday	22 nd July 2026
Local Government Reform Sub-Committee	Wednesday	11 th November 2026
Local Government Reform Sub-Committee	Wednesday	10 th February 2027
Local Government Reform Sub-Committee	Wednesday	14 th April 2027

AGENDA ITEM NO. 13a

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to:	Cabinet
Date of Meeting:	27th May 2026
Subject:	Section 106 Monitoring Software
Portfolio:	Planning and Enforcement
Responsible Officer:	Assistant Director - Planning
Corporate Plan – Theme:	Your Council, Housing, Health and Communities, Green Spaces and Environment
Corporate Plan – Aim:	Deliver a modern organisation with agile and effective structure that meet the needs of residents. Promote and develop play area facilities in line with the Parks and Green Space Strategy.
Ward Relevance:	All
Public or Private:	Public
Amendment to Budget:	Yes
Council Tax Related:	No
Recommendation to Council:	Yes
Forward Plan:	Yes
Subject to Call-in:	Yes

1. Purpose of report
 - 1.1. To seek Cabinet approval to update the 2026/27 General Fund Budget to include £30,100 from the Council's Transformation Reserve to fund one-off capital costs associated with the Section 106 Monitoring Software project, approved by Senior Leadership Team in March 2026.
2. Recommendations
 - 2.1. To note the background of the Section 106 Monitoring Software project and the circumstances giving rise to this report.
 - 2.2. Recommend to Full Council that the 2026/27 General Funding Budget be updated to account for Transformation Reserve funding of £30,100 to cover one-off costs associated with the Section 106 Monitoring Software Project.
3. Background
 - 3.1. The Council currently manages Section 106 planning agreements with a combined obligation value of approximately £105.7M. These agreements vary considerably in terms, triggers, and payment schedules, and span multiple service areas including Planning, Legal, Finance, Parks and Open Spaces, Sports and Recreation, and Strategic Housing.
 - 3.2. All Section 106 monitoring is currently managed through a central Excel spreadsheet. This arrangement presents material risks to the Council: the spreadsheet carries no audit trail, changes cannot be attributed to individuals, and monitoring is heavily manual and decentralised.
 - 3.3. A Level Two Business Case was developed to procure a dedicated Section 106 monitoring system and associated data upload and bureau service. Following SLT approval in March 2026, the project is progressing to procurement via G-Cloud.
 - 3.4. The project budget of £123,210 net over four years was considered as part of the 2026/27 budget setting process. Revenue funding requirements were included in

the approved General Fund budget. However, the one-off Transformation Reserve contribution of £30,100, which was included within the approved business case to cover the shortfall in funding for the historic data upload and system integration costs, was not included in the 2026/27 budget. This report seeks to rectify that position.

4. Body of report and reason for recommendations

Project Overview

- 4.1. The Section 106 Monitoring Software project was approved by SLT in March 2026, with a full project budget of £123,210 net over four years. These figures define the budget profile for the project and not the contract terms which will be confirmed at the contract negotiation stage for each requirement.
- 4.2. The project is structured to procure two key requirements: a Section 106 monitoring system, and a bureau service for the upload of historic and future Section 106 agreement data. The project is currently in the first procurement phase, with a target system configuration date of 10 July 2026.

Project Funding

- 4.3. During the budget setting process for 2026/27, the revenue funding requirements for the project were correctly included in the General Fund Planning budget. However, the Transformation Reserve contribution of £30,100 was not included in the budget update presented to Full Council in February 2026. This omission was identified following the budget setting process and is understood to have arisen through miscommunication between the project team and Finance during the budget preparation process.
- 4.4. The Transformation Reserve funding of £30,100 was always intended to form part of the approved project budget and was clearly set out in the Level Two Business Case approved by SLT. This report seeks approval to formalise the inclusion of this funding in the 2026/27 budget so that the project can proceed as planned.

- 4.5. Without approval of this funding, the Council would be unable to proceed with the historic data upload, a critical component of the project that ensures the system is fully populated with all Section 106 agreement records at the point of go-live. Failure to upload historic data would significantly undermine the value of the system and the Council's ability to monitor its Section 106 obligations comprehensively from day one.
- 4.6. Following a review of the project timeline and dependencies, it has been identified that approval of the budget variation would be required by 10 July 2026 in order to support timely progression of the procurement process for the historic data upload contract. Given this timing, seeking approval via the quarterly update report scheduled for Council in September 2026 would be too late to meet this project milestone. A standalone report to Cabinet followed by Council approval is therefore being progressed as a matter of urgency, with the aim of securing the necessary approvals ahead of the July 10 deadline.
5. Consultation with the public, members, officers and associated stakeholders
 - 5.1. The issue was discussed at the March SLT meeting, with the S151 Officer aware of and supportive of the proposed amendment. The Deputy S151 Officer was consulted during the preparation of the report. The project SRO, Assistant Director for Planning and Strategic Director for Public Services, has also been consulted and supports the recommendations.
6. Financial Implications
 - 6.1. The Transformation Reserve funding of £30,100 is required in 2026/27 only and relates to one-off costs that will not recur in subsequent years. From Year 2 onwards, the system and associated bureau service is proposed to be funded entirely through the General Fund revenue budget and approved Planning earmarked reserves.
 - 6.2. There are no additional financial implications to the Council beyond the £30,100 Transformation Reserve contribution set out in this report.

7. Legal Implications

- 7.1. There are no direct legal implications arising from this report. The Section 106 Monitoring Software project is being procured in accordance with the Council's Contract Procedure Rules and applicable procurement regulations.

8. Equalities implications

- 8.1. There are no direct equalities implications arising from this report.

9. Health implications

- 9.1. There are no direct health implications arising from this report.

10. Climate and environmental implications

- 10.1. No direct climate and/or environmental implications have been identified.

11. Section 17 Crime and Disorder Implications

- 11.1. No direct Section 17 crime and disorder implications have been identified.

12. Risk management implications

- 12.1. The primary risk associated with this report is that the Transformation Reserve funding is not approved. In the absence of this funding, the historic data upload could not proceed, as there is insufficient internal capacity to undertake this work. This would result in the system going live without a complete historic dataset, significantly reducing its operational effectiveness and limiting the Council's ability to monitor all live Section 106 obligations from day one.

- 12.2. A secondary risk is delay to the overall project timeline. The historic data upload requirement is sequenced to commence in October 2026, following system

implementation. Failure to secure the Transformation Reserve funding in advance of this date would prevent the bureau service requirement from being awarded on time, risking a delay to full system operationalisation.

- 12.3. Both risks are manageable through timely approval of the recommendations in this report.

13. Human resources implications

- 13.1. No direct human resource implications have been identified.

14. Biodiversity Implications

- 14.1. No direct biodiversity implications have been identified.

15. Local Government Reorganisation (LGR) Implications

- 15.1. The following LGR implications have been identified:

- i. Section 106 agreements are long-term legal obligations that will continue to require active monitoring regardless of any structural changes arising from LGR. The procurement of a dedicated monitoring system will improve the quality and accessibility of Section 106 data, which would be of direct benefit to any successor authority inheriting responsibility for the Council's agreement portfolio. A well-populated and auditable system is significantly more transferable than the current arrangement. These benefits will accrue regardless of the outcome of the reorganisation process, and the system and its data would represent a valuable asset for any successor authority.
- ii. The Transformation Reserve funding of £30,100 is a one-off cost relating to the upload of historic data and system integration. This expenditure would be incurred and completed within 2026/27, prior to any structural changes arising from LGR taking effect. There is therefore no material financial risk associated with LGR in relation to this specific funding request.

16. Options considered and reason for their rejection

16.1. In formulating this report and recommendations, the following other options were identified. Reasons for their rejection or why the option and recommendation proposed in section 2 of the report has been selected are outlined below.

Option Ref	Option Title	Reason for rejection or why the option and recommendation proposed in section 2 of the report has been selected
A	Not to approve the Transformation Reserve funding (Do Nothing)	Rejected: the Transformation Reserve funding was included in the approved business case and is essential to deliver the historic data upload, a critical component of the project. Without it, there is a high risk the system would go live without a complete dataset, significantly undermining the value of the investment and the Council's ability to manage its Section 106 obligations effectively. This is because extant Section 106 Agreements (i.e those entered into at anytime before the Software system goes live and which aren't yet fully complied with and discharged) would in that scenario not be recorded on the system and they would therefore not be able to be monitored, thereby rendering the system almost obsolete from the very start. The do nothing option would therefore result in the Council having incurred the cost of procuring and implementing a system without realising its full intended benefit.
B	Delay the historic data upload and seek approval at a later date via the quarterly budget update report to Council in September 2026	Rejected: as set out in the project overview, approval of the budget variation is required by 10 July 2026 to support timely progression of the procurement process for the historic data upload contract. Waiting until the September quarterly report would mean approval is received after this deadline, preventing the data upload contract from being awarded on time, and thus delaying the project.

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17. Conclusion

17.1. The Section 106 Monitoring Software project represents a significant improvement in the Council's ability to manage its significant portfolio of Section 106 obligations. The project has been approved by SLT and is progressing to procurement.

17.2. Cabinet is asked to note the recommendations of this report and support the proposed budget update.

18. Appendices

18.1. Please note there are no appendices attached to this report.

19. Background papers

19.1. Please note there are no background papers attached to this report.

20. Report Writer Details:

Officer Job Title: Impact Graduate Trainee – Transformation
Officer Name: Jasper Chance-Larsen

AGENDA ITEM NO. 13b

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet

Date of Meeting: 17 June 2026

Subject: Housing Revenue Account – Housing Stock Acquisition – Manor Park Development

Portfolio: Housing

Responsible Officer: Assistant Director – Assets and Compliance

Corporate Plan – Theme: Housing, Health and Communities

Corporate Plan – Aim: Extend the housing home building programme to provide more Council homes.

Ward Relevance: Stockingford East

Public or Private: Public

Amendment to Budget: Yes Council Tax Related: No

Recommendation to Council/Cabinet/Committee: Yes

Forward Plan: Yes

Subject to Call-in: Yes

1. Purpose of report

- 1.1. The purpose of the report is to seek approval to acquire 8 properties from Warwickshire Property Development Group (WPDG) for affordable rent for residents within Nuneaton and Bedworth who are currently on the Council's waiting list for Housing.

2. Recommendations

- 2.1. That Cabinet approve the acquisition of 8 Section 106 properties at the former Manor Park School in Nuneaton.
- 2.2. It be recommended to Full Council that the HRA capital budget is amended to incorporate £774,312 over a three year period as outlined in 5.1 of the report.
- 2.3. Subject to 2.2 being approved, Cabinet recommend to Full Council the one off charge for 2027/2028 of £32K be approved and built into the HRA Business Plan and 2027/2028 budget and note the income outlined in section 5.4 of the report.
- 2.4. Delegated authority be given to the Strategic Director for Communities and Place, in consultation with the Portfolio Holder, to acquire the properties.

3. Background

- 3.1. Following the introduction of the Right to Buy legislation in 1980, the Council has seen a reduction of the number of homes for rent from circa 12,000 to 5,600 as at May 2026. Over the preceding 5 years, more than 150 homes were sold under the Right to Buy with new build and acquisitions replacing only approximately 54 over the same time period.
- 3.2. Historically, Councils were required to pass back between 20 – 25% of Right to Buy receipts to Government, with any retained receipts funding between 30 – 40% of the cost of new Council homes. This meant that Councils were required to fund the remaining 60 – 70% cost from other sources. From July 2024, Government announced that Council's were allowed to retain 100% of Right to Buy receipts to fund the replacement of Council owned homes. Additionally, the receipts can now also fund 100% of the cost of those homes.
- 3.3. There are currently more than 3,000 households registered for housing from the Council, including on average, 120 households in temporary accommodation due to homelessness. These figures demonstrate the mismatch between the demand and availability of social/affordable housing within the borough.

- 3.4. As identified with the Housing Development and Acquisition Strategy, the Council is keen to pursue other routes to maximise the number of homes it has available for rent within the Housing Revenue Account, including acquiring homes via S106 Planning Contributions.
- 3.5. WPDG, which is a Local Authority Trading Company (LATCo) of Warwickshire County Council, has purchased land on the former Manor Park School site to construct a mixture of 54 dwellings. As part of the planning obligations (S106), they are required to provide affordable housing. As part of this obligation, they have approached the Council to purchase 8 properties which have been allocated as affordable housing.
- 3.6. The properties are all 1 bedroom, 2 person flats with start on site commencing May 2026. 4 properties will be available to rent in October 2027 with the remaining 4 properties being available in December 2027.
4. Consultation with the public, members, officers and associated stakeholders
 - 4.1. Consultation has been carried out with the Strategic Director – Communities and Place, the Interim Service Head for Capital Investment, the Construction Project Manager who is responsible for the Council's new build developments, the Assistant Director for Finance and the Assistant Director for Democracy and Governance.

5. Financial Implications

5.1. The capital cost to the Council for acquiring the properties is outlined below:

Funding	Details	Year 1	Year 2	Year 3	Total (£)
		26/27	27/28	28/29	
NBBC Capital (One for One Receipts)	Acquisition of the properties	£422,000	£348,440	£3,872	£774,312

5.2. The project will be funded by expenditure of Right to Buy One for One receipt.

5.3. At the time of writing this report there is a balance of £3.67m in receipts and the expenditure for this project will ensure the Council does not have to repay the receipts back to the Government.

5.4. The on-going revenue costs and income are outlined below:

Funding	Details	Year 1	Year 2	Year 3	Total (£)
		26/27	27/28	28/29	
NBBC Revenue	One off payment for service charges		£32,000		£32,000
	Legal Fees (estimate)	£10,000			£10,000
	(Income from additional rent)		(£11,667)	(£35,000)	(£46,667)
Net Cost		£10,000	£20,333	(£35,000)	(£4,667)

5.5. Following discussion with the Assistant Director for Democracy and Governance, it has been decided to procure external legal support for the project due to the specialist knowledge required to review and agree contracts. The estimated costs for these services are £10k cost which will be funded within the current HRA 2026/27 revenue budget.

5.6. There is a one-off charge in 2027/28 of £32K which will buy the Council out of ongoing service charges. This will be slightly offset by the additional annual rental income, and

both will be factored into the revised HRA Business plan and presented to full Council for approval in February 2027.

6. Legal Implications

- 6.1. There will be a requirement for the Council to enter into a contract for the acquisition of the properties which will require specialist legal support that will need to be outsourced.

7. Equalities implications

- 7.1. No specific equality implications have been identified following the completion of an equality impact assessment.

8. Health implications

- 8.1. No specific health implications have been identified following the completion of an impact assessment.

9. Climate and environmental implications

- 9.1. No direct climate and/or environmental implications have been identified.

10. Section 17 Crime and Disorder Implications

- 10.1. No direct Section 17 crime and disorder implications have been identified.

11. Risk management implications

- 11.1. No direct risk management implications have been identified.

12. Human resources implications

12.1. If the recommendations are approved, the decisions will bring the following benefits from a human resource perspective:

12.2. Officer time will be released within the Capital Investment Team to enable officers to focus on other projects which will add to the Council's existing housing stock.

13. Biodiversity Implications

13.1 No direct biodiversity implications have been identified.

14. Local Government Reorganisation (LGR) Implications

14.1 The following LGR implications have been identified:

- i. The new authority will be responsible for housing stock and the acquired properties will be added to the housing stock of the new authority for management.

15. Options considered and reason for their rejection

15.1. In formulating this report and recommendations, the following other options were identified. Reasons for their rejection or why the option and recommendation proposed in section 2 of the report has been selected are outlined below.

Option Ref	Option Title	Reason for rejection or why the option and recommendation proposed in section 2 of the report has been selected
A	Do nothing	<p>There is a 5-year timeframe within which to spend the One for One receipts, meaning that there would be a possibility that some receipts would have to be repaid to Government with interest.</p> <p>The Right to Buy continues to deplete the Council's housing stock. Without this project we will not be able to redress the balance and reduce the waiting times for residents waiting to be housed.</p>

B	Build our own housing stock	<p>There are very few developable sites remaining within the Housing Revenue Account. Most remaining sites are complex and / or constrained which increases the cost to build.</p> <p>The Housing Development and Acquisition Strategy recognises the need to consider acquisition in order to maintain a supply of social/affordable homes to mitigate the loss of homes via the Right to Buy. This project will complement the numbers of new homes that the Council is able to facilitate and relieve some pressure on housing demand and temporary accommodation usage and cost to the General Fund.</p> <p>This option is not discounted over the longer term, as both the acquisition proposal within this business case and the building of new homes within the Housing Revenue Account are complementary and necessary to provide a supply of social / affordable housing.</p>
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16. Conclusion

- 16.1. The acquisition of these 8 affordable homes represents a cost-effective opportunity to increase housing supply, reduce demand pressures, and make full use of available Right to Buy receipts to support residents in need.

17. Appendices

- 17.1. Please note there are no appendices attached to this report.

18. Background papers

- 18.1. Please note there are no background papers attached to this report.

19. Report Writer Details:

Officer Job Title: Assistant Director for Assets and Compliance

Officer Name: Lynn Joy

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet

Date of Meeting: 17th June 2026

Subject: Nuneaton and Bedworth Borough Local Plan:
Commencement, programme and delivery
arrangements

Portfolio: Planning and Enforcement

Responsible Officer: Assistant Director - Planning

Corporate Plan – Theme: Place and Prosperity, Housing, Health
and Communities and Green Spaces and Environment

Corporate Plan – Aim: All

Ward Relevance: All

Public or Private: Public

Amendment to Budget: No Council Tax Related: No

Recommendation to Council: Yes

Forward Plan: Yes

Subject to Call-in: Yes

1. Purpose of report

- 1.1. The purpose of this report is to set out the implications of the Town and Country Planning (Local Planning) (England) Regulations 2026 (the '2026 Regulations'), which came into force on 25th March 2026. The 2026 Regulations bring into effect a new system for plan-making.

- 1.2. Nuneaton and Bedworth Borough Council is required to progress a new Local Plan in compliance with the 2026 Regulations, which include new statutory requirements relating to commencement and preparation of local plans.
- 1.3. This report seeks Cabinet approval for the formal commencement of a new Local Plan for Nuneaton and Bedworth Borough by 30 June 2026, approval of a proposed timetable and programme, scoping consultation and the establishment of appropriate delegated authority arrangements for the programme moving forward.

2. Recommendations

- 2.1. Cabinet approves that a new Nuneaton and Bedworth Borough Local Plan (NBBLP) commences in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2026.
- 2.2. It be recommended to Full Council that the new Local Plan be titled the Nuneaton and Bedworth Borough Local Plan (NBBLP), and that the Council's Constitution will be updated to retitle the Borough Plan Committee to the Local Plan Committee for consistency.
- 2.3. Cabinet approves the submission of the Council's formal 'Notice of Intention to Commence' the NBBLP to the Ministry of Housing, Communities and Local Government (MHCLG) and its publication (Regulation 19).
- 2.4. Cabinet approves the updated NBBLP Timetable as set out in Appendix C and authorises the submission of the Timetable to MHCLG and its publication (Regulation 4).
- 2.5. Delegated authority be given to the Assistant Director for Planning, in consultation with the Portfolio Holder for Planning and Enforcement to:
 - i. issue and publish monthly (or as required) updates to the NBBLP Timetable and to ensure an up to date Timetable is made publicly available (Regulation 6). Updates to the timetable will be provided to Local Plan Committee subject to 2.2;
 - ii. agree commencement of the Scoping Consultation (Regulation 20) as set out in Appendix D of this report, publish the notice of the local plan scoping consultation

and make any minor amendments prior to commencing consultation.

- iii. approve, publish and submit the required documents and statements for statutory Gateways 1 self-assessment (Regulation 21), Gateway 2 (Regulation 26) and Gateway 3 (Regulation 31) with updates provided to the Local Plan Committee subject to 2.2.
 - iv. publish a summary of consultation representations received to the Scoping Consultation (Regulation 22) with updates provided to the Local Plan Committee subject to 2.2.
 - v. commence the preparation of the Consultation: Proposed Local Plan content and evidence (Regulation 23), noting the Proposed Local Plan content and evidence will be subject to Cabinet approval prior to commencing consultation.
 - vi. publish a summary of consultation representations received to Proposed Local Plan content and evidence (Regulation 24) with updates provided to the Local Plan Committee subject to 2.2.
 - vii. commence the preparation of the Consultation: Proposed Local Plan (Regulation 27), noting the Proposed Local Plan will be subject to Cabinet approval prior to commencing consultation.
 - viii. publish a summary of consultation representations received to Proposed Local Plan (Regulation 30), with updates provided to the Local Plan Committee subject to 2.2.
- 2.6. Cabinet notes that it is anticipated that Council will need to formally approve the submission of the NBBLP for independent examination once Gateway 3 has been completed (Regulation 34). This will be subject to a future report which will be put before Cabinet.

3. Background

- 3.1. On 10 December 2025, NBBC adopted its Local Plan, known as the Borough Plan Review (BPR). This plan was examined and adopted under the transitional

arrangements set out in the National Planning Policy Framework (NPPF) (December 2024).

- 3.2. During the BPR examination, the previous Government launched a process on national planning reform, which included the Levelling up and Regeneration Act 2023 and set in place a new system for preparing local plans.
- 3.3. The current Government has continued to pursue significant planning reforms over the 12 months, with a focus on a more efficient, transparent planning system that supports a growth agenda. These reforms include major revisions to the NPPF, changes to the standard method for calculating local housing need, and the comprehensive reform of the strategic and local planning system. [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2026](#), came into force on 25 March 2026 and introduced new statutory requirements for plan-making. A summary of the regulations is provided in Appendix A.
- 3.4. This report requests that Cabinet approve the commencement of a new Local Plan for Nuneaton and Bedworth Borough in accordance with the 2026 Regulations. It focuses on the technical and procedural requirements of the new system with details of the proposed content of the Local Plan itself being subject to further Cabinet reports.
- 3.5. On 27 November 2025, the Government published a suite of new plan-making guidance, this included a [Written Ministerial Statement](#) and supporting information on the [Create or update a local plan](#) webpage. Together, these documents outlined the requirements of a new 30 month plan-making system in advance of the Regulations coming into effect.
- 3.6. The 2026 Regulations set out the statutory requirements that local planning authorities must adhere to, to ensure a plan process is compliant with legislation. These include new requirements to commence the Local Plan process, a statutory 30 month timeframe, a mandatory 'get ready' period prior to Gateway 1, a scoping consultation, two public plan consultations and three gateway assessments (two inspection led) to ensure that issues are addressed early in the process.

- 3.7. Government guidance on the [rollout of the new local plan-making system](#) identifies NBBC as one of 39 local planning authorities across England subject to transitional arrangements. These apply where a local authorities adopted plan housing requirement meets less than 80% of the latest published housing need figure for the area, requiring the need to start work immediately on a new local plan.
- 3.8. The authority is legally required to publish its Notice of Commencement by 30 June 2026 and complete Gateway 1 which triggers the formal start of the plan by 31 October 2026. These are the latest dates by which the Council can reach these stages.
- 3.9. The Government recognises the additional burden being placed on local planning authorities to prepare a new local plan under a new system. To assist with this, as reported to Cabinet on 22 April 2026 (Agenda Item 12), NBBC has received £108,474.57 Local Plan Implementation grant funding. The grant will be used to fund additional resource for the policy team.

4. Body of report and reason for recommendations

New Plan-Making System

- 4.1. The new Local Plan, when adopted, will be the primary development plan document for the Borough.
- 4.2. Figure 1 below provides an overview of the stages of the new plan-making system.



Figure 1: [30 month plan- making process](#). Source: MHCLG

- 4.3. The statutory timetable allows 30 months for the preparation and examination of a local plan, including up to five months for the examination itself. Prior to Gateway 1, there is a mandatory 'Get Ready Period' of at least four months.
- 4.4. The new system includes specific tasks which must be undertaken in a prescribed and legally defined sequence.

Key Tasks and implication for Local Plan preparation

- 4.5. The following section sets out the key tasks required to progress a Local Plans under the 2026 Regulations.

Notice of intention to commence (Regulation 19)

- 4.6. Local planning authorities must publish a formal Notice of Intention to Commence Local Plan preparation at least four months before publishing their Gateway 1 self-assessment summary. The purpose of this notice is to provide stakeholders with advance notice that the local plan process is starting, where the timetable is published and how they can get involved. There is a requirement to publish the Local Plan timetable on the same day as the notice, if not before. The proposed Notice of Intention to Commence is set out at Appendix B.
- 4.7. Cabinet approval is sought to commence preparation of a new Local Plan and to submit the Notice of Intention to

Commence to MHCLG and publish it on the Council's website.

Publish the Local Plan Timetable (Regulation 4)

- 4.8. The Local Plan Timetable will replace the existing requirement to adopt a Local Development Scheme. The timetable will be required to report defined, plan-making milestones including when plan-making steps are undertaken, when consultation periods begin and end and when outputs following Gateways will be published. The timetable must be made available before or alongside the publication of the Notice of Intention to Commence.
- 4.9. The timetable provided at Appendix C is based on the requirements stipulated in the 2026 Regulations. Cabinet should note that the timeframes are ambitious, particularly when considered in the context of several factors. Under the legacy system, it took approximately five years for the BPR to progress from commencement to adoption and the new plan making system will still require a significant amount of work to be undertaken within a reduced timeframe. In addition, the revised National Planning Policy Framework (NPPF), with which the policies in the NBBLP will need to be in accordance with is anticipated to be published in Autumn 2026. Current team capacity and resourcing must also be factored into delivery, particularly as the Planning Policy team currently has a vacant Senior Planner post, which at the time of writing is progressing through the recruitment process.
- 4.10. Failure to publish and maintain an up to date timetable would prevent formal commencement of a Local Plan under the new system and could lead to intervention by the Secretary of State. This could mean the authority is no longer able to determine the timescales and contents of its own local plan.
- 4.11. Regulation 6 requires authorities to ensure that the local plan timetable is up to date and requires updates at least once per month. At present, the Local Development Scheme is a Full Council function. To ensure that monthly updates of the Local Plan timetable can be carried out in accordance with Regulation 6, delegated authority will be required. Therefore, Cabinet is asked to approve the Local Plan Timetable set out in Appendix C, and for delegated authority to be given to the Assistant Director for

Planning, in consultation with the Portfolio Holder for Planning and Enforcement, to agree future updates and its publication.

Scoping Consultation (Regulation 20)

- 4.12. Local Planning Authorities must invite representations on matters including what the plan should contain and how future engagement on the plan should be carried out. This is a completely new stage and must take place after or alongside publishing the Notice of Intention to Commence.
- 4.13. A copy of the Local Plan Scoping Consultation is provided at Appendix D. Cabinet is asked to delegate authority to the Assistant Director for Planning, in consultation with the Portfolio Holder for Planning and Enforcement, to agree the commencement of the Scoping Consultation, publish the formal notice for the Scoping Consultation, a copy of which is provided at Appendix E, and for any minor amendments to be made prior to the consultation starting.

Gateway 1 – self assessment of readiness for Local Plan preparation (Regulation 21)

- 4.14. Gateway 1 is the first of three mandatory gateways to support adopting the NBBLP within 30 months. It is a self-assessment aimed to help ensure authorities are ready to prepare and adopt a plan within 30 months and to increase transparency of plan preparation for external stakeholders and communities.
- 4.15. The Gateway self-assessment summary must be published no sooner than 4 months after the authority gave notice of plan-making, with the latest dates by which the Council can reach this stage being 31 October 2026.
- 4.16. There are five areas set out in Regulations to be covered by the Gateway 1 self assessment:
 - a) Publishing the timetable (Regulation 21 (2a))
 - b) Project management and governance arrangements for the preparation of the plan (Regulation 21 (2b)).
 - c) The local planning authority's proposed approach to consultation and engagement in preparing the local plan (Regulation 21 (2c)).
 - d) The anticipated content of the local planning authority's local plan (Regulation 21 (2d)).

- e) Any obligations arising under Part 2 and Part 3 of the [Environmental Assessment of Plans and Programmes Regulations 2004](#).
- 4.17. Once Gateway 1 has been passed, the official 30 month timeframe begins. Due to the prescribed timescales and format of the gateway stages, Cabinet is asked to delegate authority to the Assistant Director for Planning, in consultation with the Portfolio Holder for Planning and Enforcement, to approve, publish and submit the required documents and statements for Gateway 1 self-assessment, Gateway 2 and Gateway 3 as well as publish the summary of responses received to the Scoping Consultation (Regulation 22).

Consultation on the proposed local plan content and evidence – first formal consultation (Regulation 23)

- 4.18. Between the publication of the Scoping Consultation summary and beginning Gateway 2, the local planning authority must invite comments and representations about the Local Plan content and evidence.
- 4.19. The proposed local plan content and evidence relevant to this consultation will include:
- a) A proposed vision for the local plan authority's area and proposed measurable outcomes
 - b) Any proposed aims and objectives of the local planning authority, including how they propose to achieve the vision
 - c) A summary of the local planning authority's proposed approach in relation to planning policies
 - d) A summary of the evidence intended to support the local plan
 - e) Any further supporting information the local planning authority considers appropriate.
- 4.20. The local planning authority will be required to complete a summary of consultation on the proposed Local Plan content and evidence after this stage is completed (Regulation 24).
- 4.21. The proposed Local Plan content and evidence will be subject to Cabinet approval prior to commencing consultation, however delegated authority is sought for the Assistant Director for Planning, in consultation with the Portfolio Holder for Planning and Enforcement, to

commence the preparation of the Consultation: Proposed Local Plan content and evidence and publish a summary of the consultation representations received.

Gateway 2: Progress Check with the Planning Inspectorate (Regulation 26)

- 4.22. Gateway 2 provides a formal progress check lasting between four and six weeks. The Planning Inspectorate will appoint a gateway assessor to review the proposed plan and associated documentations providing observations and feedback.
- 4.23. Gateway 2 is intended to support the early resolution of potential soundness issues and assess progress towards meeting the prescribed requirements necessary for Gateway 3. Gateway 2 must take place following the publication of the summary of consultation on proposed local plan content and evidence but prior to the consultation on the proposed local plan. Timing is at the discretion of the authority, but sufficient information must be available for meaningful advice.

Consultation on the proposed local plan – second formal consultation (Regulation 27)

- 4.24. Local planning authorities must consult on their proposed local plan submissions between Gateway 2 and Gateway 3 for a minimum of eight weeks. Whilst not exhaustive, this should cover:
- The proposed Local Plan
 - Map of proposed Local Plan policies
 - Details of the evidence gathered to support the proposed local plan
 - Site allocations and designations
 - Strategic Environmental Assessment report.
- 4.25. The proposed Local Plan will be subject to Cabinet approval prior to commencing consultation, however delegated authority is sought for the Assistant Director for Planning, in consultation with the Portfolio Holder for Planning and Enforcement, to commence the preparation of the consultation and publish a summary of the consultation representations received (Regulation 30).

Gateway 2: Prescribed requirements assessment by an appointed person (Regulation 31)

- 4.26. To pass Gateway 3, the proposed local plan must meet the prescribed requirements. To help the assessor carry out the Gateway 3 assessment, the local planning authority must submit a statement of compliance. This statement will require the local planning authority to set out matters including how the proposed local plan complies with prescribed requirements.
- 4.27. A statement of soundness must also be submitted, detailing how the local planning authority considers that its evidence demonstrates that the plan is sound. Soundness will be tested at the examination.
- 4.28. The Gateway 3 assessor must provide their conclusion on whether each prescribed requirement is met in writing, together with an explanation for each conclusion. If Gateway 3 is not successfully passed, the Plan cannot proceed to the independent examination. The authority must make the necessary changes and re-submit through the gateway process.

Submission (Regulation 34)

- 4.29. The Local Plan will be submitted to the Planning Inspectorate for independent examination. At present this is a Full Council function for approval under the 'legacy' planning system under which the BPR was adopted. It is anticipated that Council will need to formally approve the submission of the Local Plan for independent examination once Gateway 3 has been successfully completed.

Examination (Regulation 35)

- 4.30. An independently appointed planning Inspector will lead the examination of the Local Plan. Where the Inspector determines that further work is required, the examination may be paused for a period of up to six months to allow the necessary work to be undertaken (Regulation 36).
- 4.31. The Inspector may also recommend that the Local Plan is modified for it to be found sound. If this is the case, interested parties will need to be consulted on the proposed modifications. This process is likely to extend the examination period beyond the initial five-month timeframe.

Adoption (Regulation 39)

- 4.32. The adoption of the Local Plan is a Full Council function. It must take place within one month of receiving the Inspectors' Report.
- 4.33. Upon adoption, authorities are required to publish an Adoption Statement and publish, within 1 month of adoption, the Policies Map, which consolidates Local Plan policies with all other policies forming part of the wider development plan such as the Minerals and Waste Local Plan. The Policies Map must be kept up to date and revised in accordance with the timescales set out in the 2026 Regulations.

Local Plan Title

- 4.34. As set out above, the Local Plan will be prepared and progressed under the new planning system. To clearly distinguish this document from plans prepared under the legacy system, approval is sought to recommend to Full Council that the document be titled the 'Nuneaton and Bedworth Borough Local Plan' (NBBLP). The change in terminology from 'Borough Plan' to 'Local Plan' reflects both national planning terminology and current practice across other local planning authorities. This will provide clarity for stakeholders and the public, avoiding confusion between the adopted Borough Plan Review and the new plan being prepared.
- 4.35. Further, approval from Cabinet is sought to recommend to Full Council that the Borough Plan Committee be retitled to the 'Local Plan Committee' for consistency. Should Cabinet and Full Council approve this recommendation, the Council's Constitution would be updated to reflect this.
- 4.36. For completeness, as approved at Full Council in May 2026, Borough Plan Committee is scheduled to meet on 30th June 2026, 29th September 2026 and 19th May 2027.

Relationship with Local Government Reorganisation

- 4.37. The Government advice is very clear that Local Planning Authorities should not delay the development of Local

Plans whilst Local Government Reorganisation (LGR) is happening.

- 4.38. As LGR is scheduled to take effect from April 2028, the preliminary timetable for the new Local Plan will be at a significantly advanced stage which should enable the new authority to agree and continue with the preparation and adoption of the Local Plan.
 - 4.39. Similarly, with regards to the Strategic Development Strategy (SDS) requirements set out within the Planning and Infrastructure Bill. At the time of writing, there is no proposal in place for Warwickshire region however as is good practice, the evidence base work carried out to inform the Local Plan, where necessary, will consider the broader sub-regional context.
5. Consultation with the public, members, officers and associated stakeholders
 - 5.1. Consultation, including a briefing call setting out the parameters and timescales for the proposed new Local Plan, has been undertaken with internal NBBC departments, and Warwickshire County Council.
 - 5.2. Members were provided with an update on the changes to plan-making at Borough Plan Committee on 15 January 2026.
6. Financial Implications
 - 6.1. There are costs associated with the delivery of a local plan, including, particularly, the need for evidence base studies, legal support, digital plan development, consultation and engagement and the holding of an Independent Examination. For context, the cost from preparation to adoption of the Borough Plan Review was circa £700,000. This excludes the costs associated with the Gypsy and Traveller Development Plan Document, which will be incorporated into the new plan going forward.
 - 6.2. The Local Plan budget for 2026/27 was approved by Full Council in February 2026. The grant funding received in March 2026 of £108,474.57 was reported to and noted by Full Council in April 2026.

7. Legal Implications

7.1. The Council has a statutory duty to prepare a new Local Plan in accordance with the requirements set out in the Town and Country Planning (Local Planning) (England) Regulations 2026. Breaches of this statutory requirement could result in government intervention and the Council having to pay the full costs.

8. Equalities implications

8.1. A review has been undertaken and it has been identified that no assessment is required following consultation and liaise with the appropriate officer.

9. Health implications

9.1. No specific health implications have been identified. This report addresses the procedural requirements to commence a new Local Plan. Whilst the recommendations set out in this report do not in themselves have any direct health implications, health will be addressed through the policies in the new local plan.

10. Climate and environmental implications

10.1. No direct climate or environmental implications have been identified. This report addresses the procedural requirements to commence a new Local Plan. Whilst the recommendations set out in this report do not in themselves have any direct climate or environmental implications, climate and environmental factors will be addressed through the policies in the new local plan.

11. Section 17 Crime and Disorder Implications

11.1. No direct Section 17 crime and disorder implications have been identified.

12. Risk management implications

12.1. The following risk management implications have been identified:

- i. Failure to commence preparation of the Local Plan and to meet the Government's prescribed backstop dates

could result in intervention and the grant funding is tied to the backstop dates.

- ii. New or emerging policy requirements arising from the revised NPPF, anticipated to be published in autumn, may need to be addressed through the Local Plan.
- iii. Failure to recruit to the vacant post or further staffing changes, which could adversely impact resourcing and the ability to meet key milestones and deadlines.
- iv. Evidence prepared to inform the new Spatial Development Strategy (SDS) may emerge at a late stage in the plan-making process, potentially requiring additional work or changes to the Local Plan.

12.2. It is proposed to mitigate the above by implementing the following mitigations:

- i. Publishing the notice of commencement prior to the statutory deadline of 30th June 2026 to demonstrate compliance with the new system requirements.
- ii. Maintaining an appropriate balance in the timing of commissioning evidence, ensuring it is undertaken early enough to inform plan preparation, whilst avoiding the risk of evidence becoming incomplete or out of date.
- iii. Ensuring appropriate staffing and budget resources are in place to deliver the Local Plan, with the work programme kept under regular review to respond to any changes in capacity or circumstances.
- iv. Active engagement in the SDS process, enabling early identification of any emerging issues that may have implications for the Local Plan.

13. Human resources implications

13.1. No direct human resource implications have been identified. However, Local Plan timetable has been set out in the context of existing resources within Planning Policy Team once the team is fully staffed.

14. Biodiversity Implications

14.1. No direct biodiversity implications have been identified. This report addresses the procedural requirements to commence a new Local Plan. Whilst the recommendations

set out in this report do not in themselves have any direct biodiversity implications, biodiversity enhancement and mitigation will be addressed through the policies in the new local plan.

15. Local Government Reorganisation (LGR) Implications

15.1. The following LGR implications have been identified:

- i. The Local Plan timetable will run in parallel with statutory processes and milestones associated with LGR, which may place additional demands on capacity and decision making arrangements.
- ii. The Local Plan will be prepared for the existing administrative boundary of Nuneaton and Bedworth Borough and will not extend to neighbouring authorities that may be included within any future LGR arrangements, potentially creating uncertainty about longer term spatial planning arrangements beyond the current boundaries.

15.2. It is proposed to mitigate the above by implementing the following mitigations:

- i. Ongoing and proactive engagement with MHCLG as both the Local Plan and LGR progress.
- ii. Ensuring that the Local Plan is prepared in accordance with the statutory development plan requirements and guidance for the current authority area, whilst maintaining seeking to remain sufficiently flexible to enable alignment with any future governance or strategic planning arrangements arising from LGR.

16. Options considered and reason for their rejection

16.1. In formulating this report and recommendations, the following option was identified.

Option Ref	Option Title	Reason for rejection
A	To not proceed with the commencement of a new Local Plan	Rejected – The Town and Country Planning Regulations (England) 2026 require authorities to commence a new Local Plan. This includes ‘backstop dates’ which

	and to reject the recommendations set out in this report.	<p>authorities must meet.</p> <p>The opportunity for government funding is linked to the backstop dates outlined in the regulations.</p> <p>There is a risk of not meeting the 30 month plan period and potential intervention by the Secretary of State.</p>
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17. Conclusion

15.1 Given the introduction of the Town and Country Planning Regulations (2026), Cabinet are asked to approve the recommendations set out in the report.

18. Appendices

18.1. Please note the following appendices:

- i. Appendix A – Summary of the Regulations
- ii. Appendix B – Notice of Commencement
- iii. Appendix C – Local Plan Timetable
- iv. Appendix D – Scoping Consultation Document
- v. Appendix E – Notice of Scoping Consultation

18.2 The hyperlinks in the appendices will be added following Cabinet once the documents are formally published.

19. Background papers

19.1. Plan-making regulations explainer can be viewed at: [Plan making regulations explainer](#)

19.2. Draft National Planning Policy Framework (NPPF) December 2025 can be viewed at: [Draft NPPF](#)

19.3. Create or update a local plan using the new system - GOV.UK can be viewed at: [CULP](#)

19.4. Town and Country (Local Planning) (England) Regulations 2026 can be viewed at: [Regulations 2026](#)

- 19.5. The written ministerial statement from 27 November 2025 can be viewed at: [Written Ministerial Statement](#)
- 19.6. 30-month local plan process: an overview can be viewed at: [30 month plan- making process](#)
- 19.7. Rollout of the new local plan-making system can be viewed at: [Rollout of the new local plan-making system - GOV.UK](#)
- 19.8. Cabinet – 22 April 2026 – Agenda Item 12 – MHCLG Grant Funding
- 19.9. Borough Plan Committee – 15 January 2026 can be viewed at: [15 January 2026: Borough Plan Committee | Nuneaton and Bedworth Borough Council](#)

20. Report Writer Details:

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AGENDA ITEM NO.13d

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to:	Audit and Standards Committee
Date of Meeting:	23 rd June 2026
Subject:	Annual Treasury Management Review 2025/26
Portfolio:	Not Applicable
Responsible Officer:	Assistant Director - Finance
Corporate Plan – Theme:	Your Council
Corporate Plan – Aim:	Deliver continued forward financial planning to safeguard the finances of the Council. Strive for transparency and accountability, in all that we do.
Ward Relevance:	All
Public or Private:	Public
Subject:	Treasury Management 2025/26 – Year End Report
Forward Plan:	Not Applicable
Subject to Call-in:	Not Applicable

1. Purpose of Report

1.1. The Council is required through the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code) to report to full Council the annual review.

1.2. This report sets out the Council's treasury position as at 31st March 2026.

2. Recommendations

- 2.1. To recommend to Council that the Treasury Management Report for 2025/26 – Year End Report be noted.
- 2.2. To recommend to Council that the Maturity Structure of loans be updated as per section 9 of this report.

3. Background

- 3.1. NBBC is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2025/26. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code), and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).
- 3.2. During 2025/26 the minimum reporting requirements were that the full Council should receive the following reports:
 - 3.2.1. an annual treasury strategy in advance of the year (Council 19/02/2025)
 - 3.2.2. a mid-year, treasury update report (Council 10/12/2025)
 - 3.2.3. an annual review following the end of the year describing the activity compared to the strategy (this report)
 - 3.2.4. In addition, this Council has received quarterly treasury management update reports on the following dates 17/09/2025 and 03/02/2026.
- 3.3. The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by Members
- 3.4. This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Audit and Standards Committee before they were reported to the Full Council.

4. Executive Summary

4.1. During 2025/26, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

Prudential and treasury indicators	31/03/2025 Actual £'m	31/03/2026 Actual £'m
Capital Expenditure		
• Non-HRA	36.15	44.35
• HRA	16.58	14.13
• Total	52.73	58.47
Capital Financing Requirement		
• Non-HRA	30.54	47.94
• HRA	88.14	90.06
• Total	118.68	138.00
Gross Borrowing	118.68	138.00
External Debt	63.36	80.71
Investments	20.17	14.21
Net Borrowing	43.24	66.50

4.2. Other prudential and treasury indicators are to be found in the main body of this report. The Strategic Director of Resources also confirms that borrowing was only undertaken for a capital purpose and the statutory borrowing limit (the authorised limit), was not breached.

5. Annual Treasury Management Review 2025/26

5.1. This report summarises the following:-

- Capital activity during the year;
- Impact of this activity on the Authority's underlying indebtedness, (the Capital Financing Requirement);
- The actual prudential and treasury indicators;
- Overall treasury position identifying how the Authority has borrowed in relation to this indebtedness, and the impact on investment balances;
- Summary of interest rate movements in the year;
- Detailed debt activity; and
- Detailed investment activity.

5.2. The Council's Capital Expenditure and Financing

5.2.1. The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need. This is referred to below as Unfinanced Capital Expenditure. This can be covered by either external borrowing (by taking a loan with PWLB or another market source) or internal borrowing (by reducing the Council's reserves to cover the borrowing).

5.2.2. The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

General Fund	31/3/2025 Actual £m	2025/26 Original Budget £m	31/03/2026 Actual £m
Capital Expenditure	36.15	41.05	44.35
Financed in Year	29.07	18.57	26.47
Unfinanced Capital Expenditure	7.08	22.48	17.88

HRA	31/3/2025 Actual £m	2025/26 Budget £m	31/03/2026 Actual £m
Capital Expenditure	16.58	15.87	14.13
Financed in Year	14.15	13.87	12.21
Unfinanced Capital Expenditure	2.42	2.00	1.92

5.3. The Council's Borrowing Need (the Capital Financing Requirement)

5.4. The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Authority's indebtedness. The CFR results from the capital activity of the Authority and resources used to pay for the capital spend. It represents the 2025/26 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

5.5. Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies, (such as the Government, through the Public Works Loan Board [PWLB], or the money markets), or utilising temporary cash resources within the Council.

5.6. Reducing the CFR – the Council’s (non HRA) underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Authority is required to make an annual revenue charge, called the Minimum Revenue Provision – MRP, to reduce the CFR. This is effectively a repayment of the non-Housing Revenue Account (HRA) borrowing need, (there is no statutory requirement to reduce the HRA CFR). This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

5.7. The total CFR can also be reduced by:

- the application of additional capital financing resources, (such as unapplied capital receipts); or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

5.8. The Council’s 2025/26 MRP Policy, (as required by MHCLG Guidance), was approved as part of the Treasury Management Strategy Report for 2025/26 on 19/02/2025.

5.9. The Council’s CFR for the year is shown below and represents a key prudential indicator.

CFR General Fund	31/03/2025 Actual £'m	31/03/2026 Actual £'m
Opening Balance	23.97	30.54
Add Unfinanced Capital Expenditure (as above)	7.08	17.88
Add Lease Adjustment	0.69	0.00
Less MRP	(0.46)	(0.48)
Closing Balance	30.54	47.94

CFR HRA	31/03/2025 Actual £'m	31/03/2026 Actual £'m
Opening Balance	85.71	88.13
Add Unfinanced Capital Expenditure (as above)	2.42	1.92
Closing Balance	88.13	90.06

5.10. Borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.

6. Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the

preceding year (2024/25) plus the estimates of any additional capital financing requirement for the current (2025/26) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allowed the Council some flexibility to borrow in advance of its immediate capital needs. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

	31/03/2025 Actual £'m	2025/2026 Budget £'m	31/03/2026 Actual £'m
Gross Borrowing Position	63.36	97.22	80.71
CFR	118.68	132.46	138.00
Under funding of CFR	55.32	35.26	57.29

6.1. **The authorised limit** - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2025/26 the Council has maintained gross borrowing within its authorised limit.

6.2. **The operational boundary** – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

6.3. **Actual financing costs as a proportion of net revenue stream** - this indicator identifies the trend in the cost of capital, (borrowing and other long term obligation costs net of investment income), against the net revenue stream.

	2025/2026 £'m
Authorised Limit	160.00
Maximum Gross Borrowing Position within the year	80.71
Operational Boundary	127.0
Average Gross Borrowing Position	71.71

7. Treasury Position as of 31st March 2026

7.1. The Council's treasury management debt and investment position is organised by the Treasury Team in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through member reporting detailed in the summary, and through officer activity detailed in the Council's Treasury Management Practices (TMPs).

7.2. During the 2025/26 the Treasury Team has invested money in a variety of funds including Local Authority loans, and Money Market Funds (MMFs). No investment has defaulted and no current investment is expected to default.

7.3. At the end of 2025/26 the Council's treasury position was as follows:-

Debt Portfolio	31/3/25 Principal £'m	Rate/ Return	Average life yrs	31/3/26 Principal £'m	Rate/ Return	Average life yrs
Fixed Rate						
• PWLB	60.71	3.62%	15	73.71	3.89%	17
• Market	2.00	4.10%	70	2.00	4.10%	70
• Temporary	0.00	N/A	N/A	5.00	4.45	0.5
Leases	0.65			0.62		
Total Debt	63.36	3.64%	17	81.33	3.93%	19
CFR	118.68			138.28		
Over/(Under) Borrowing	(55.32)			(57.57)		
Total Investments	20.12			14.21		
Net Debt	43.24			67.12		

7.4. The Maturity profile of the Debt Portfolio is as follows:

	31/03/2025 Actual £'m	31/03/2026 Actual £'m
Under 1 year	12.000	15.000
Over 1 and within 2 years	10.000	22.750
Over 2 and within 5 years	24.205	34.955
Over 5 years and within 10 years	8.500	1.000
Over 10 years and within 20 years	4.000	3.000
Over 20 year and within 30 years	0.000	0.000
Over 30 years and within 40 years	2.000	2.000
Over 40 years and within 50 years	0.000	0.000
Over 50 years	2.000	2.000

7.5. The Investment Portfolio at 31st March 2026 was as follows:

Counterparty	Amount Invested	Deposit Period	Maturity Date	Interest Rate
Fixed Term Deposit:				
Total Fixed Term Deposits	£0.0m			N/A
Property Funds				
CCLA Local Authority Property Fund	£2.0m	N/A	N/A	4.00%
Total Property Funds	£2.0m			4.00%
Money Market Funds:				
Goldman Sachs Sterling	£0.0m	N/A	N/A	N/A
Federated Prime Rate	£9.0m	N/A	N/A	3.79%
Total Money Market Funds	£9.0m			3.79%
Instant Access/Call Accounts				
Lloyds Bank (Current Account)	£3.2m	Overnight	N/A	3.65%
Total Instant Access	£3.2m			3.65%
Total Investments	£14.2m			3.79%

8. Other Issues

8.1. Technical Breach of Maturity Structure of Fixed interest Rate

8.1.1. The Borrowing undertaken in February 2026 and March 2026 was organised shorter than the Maturity Structure of fixed interest rate borrowing indicator allows. This was due to a rapidly increasing interest rate due to global issues in the Middle East.

8.1.2. The Borrowing Profile is as follows:

	31/03/2026 Actual £'m	31/03/2026 Running %	Approved Maturity Limit
Under 1 year	15.000	18.56%	50.00%
Over 1 and within 2 years	22.750	46.78%	60.00%
Over 2 and within 5 years	34.955	90.09%	70.00%
Over 5 years and within 10 years	1.000	91.33%	80.00%
Over 10 years and within 20 years	3.000	95.04%	85.00%
Over 20 year and within 30 years	0.000	95.04%	90.00%
Over 30 years and within 40 years	2.000	97.52	95.00%
Over 40 years and within 50 years	0.000	97.52%	100.00%
Over 50 years	2.000	100.00%	100.00%

8.1.3. The expected plan is to refinance the shorter-term loans when they come up for renewal but fluctuations in interest rates is a risk.

9. Treasury Management Strategy Review

Due to shorter borrowing taken due to increased interest rates since the TMSS was approved, and the upcoming ending of the original HRA borrowing, the Maturity Structure of borrowing is required to be updated.

9.1. The Council is asked to approve the following treasury indicators and limits: -

Maturity structure of fixed interest rate borrowing 2026/27		
	Lower	Upper
Under 12 months	0%	50.0%
Up to 2 years	0%	75.0%
Up to 5 years	0%	90.0%
Up to 10 years	0%	92.5%
Up to 20 years	0%	95.0%
Up to 30 years	0%	100.0%
Up to 40 years	0%	100.0%
Up to 50 years	0%	100.0%

Maturity structure of variable interest rate borrowing 2026/27		
	Lower	Upper
Under 12 months	0%	50.0%
Up to 2 years	0%	75.0%
Up to 5 years	0%	90.0%
Up to 10 years	0%	92.5%
Up to 20 years	0%	95.0%
Up to 30 years	0%	100.0%
Up to 40 years	0%	100.0%
Up to 50 years	0%	100.0%

9.2. As the interest rates have increased, the Council has reviewed its borrowing priorities and has established that there are limited requirements for capital purchases for assets with expected lifespans of over 25 years.

9.3. As any borrowing should be linked to the lifespan of the asset, this therefore would cause breaches at the higher end of the indicator. Therefore, the upper rate has been changed to 100% for up to 30 years (as well as the limits above 30 years), and a higher rate for the preceding years accordingly.

10. Economic update for the 2025/26 financial year

10.1.1. Investment returns remained robust throughout 2025/26 despite Bank of England's Base Rate reducing steadily through the course of the financial year (three 0.25% rate cuts in total), and at the end of March the rates increased, reflecting inflation concerns emanating from the on-going conflict in the Middle East.

10.1.2. The Bank of England Base Rate reduced by 0.25% in May, August and December, bringing the rate down from 4.50% to 3.75%. Two of the Bank Rate cuts occurred in the same month as the Bank of England publishes its Quarterly Monetary Policy Report, providing a clarity over the timing of potential future rate cuts. There was an expectation of a further cut even as late as December, but this changed due to Global factors.

10.1.3. As of early April 2026, market sentiment has been heavily influenced by the Middle East conflict. There is a growing risk of inflation, meaning interest rates are not likely to be cut for some time, and may increase to counteract inflationary pressures arising from steepening energy costs. Growth will likely be impacted in many regions of the world. UK GDP is projected by the Office for Budget Responsibility (3 March 2026) to be 1.1% in 2026 before picking up to 1.6% in 2027 and 2028. There is naturally a high level of uncertainty over this forecast given events in the Middle East are still on-going.

10.2. Borrowing Strategy and Control of interest Rate Risk

10.2.1. During 2025/26, the Council maintained an under-borrowed position. This meant that the capital borrowing need, (the Capital Financing Requirement), was not fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as near-term investment rates have generally been lower than medium to long-term borrowing costs. The latter are expected to fall a little through 2026 and 2027 in the light of economic growth concerns and the eventual dampening of inflation. The Council has sought to minimise the taking on of

long-term borrowing at elevated levels (>5%) and has focused on a policy of internal and temporary borrowing, supplemented by short-dated borrowing.

10.2.2. Based on this background and with advice from our Treasury Advisors, the Council adopted a cautious position with the Treasury operations. The Treasury Team monitored interest rates and took a pragmatic position based on the current information.

10.2.3. During the year the opinion of the advisors and the markets was that the interest rates were expected to fall in the short and long-term, and borrowing was therefore delayed unless there was other cashflow reasons to fix the funding.

10.2.4. Cash was required in year and when the interest rates were expected to rise, the Council borrowed to fix the interest rate. The rate did increase after the borrowing was undertaken and so supported the decision. The expectation is to refinance the borrowing longer-term when the short-term borrowing ends but interest rates will be a consideration.

10.3. Interest rate forecasts initially suggested gradual reductions in short, medium and longer-term fixed borrowing rates during 2025/26. The Bank of England Base Rate did reduce to 3.75% as anticipated, but the initial expectation of rate reductions across the whole curve did not transpire. This was partly due to inflation concerns in March 2026, but also a reduction in the number of organisations purchasing longer term gilts from the Bank of England.

10.4. At the start of April 2026, the market expected Bank Rate to increase over the coming months to 4% or 4.25%, from 3.75%, whilst all parts of the curve have also risen substantially through March. A significant fall in inflation will be required to underpin any material movement lower in the longer part of the curve, which would be beneficial for the refinancing of the Council's short-term borrowing.

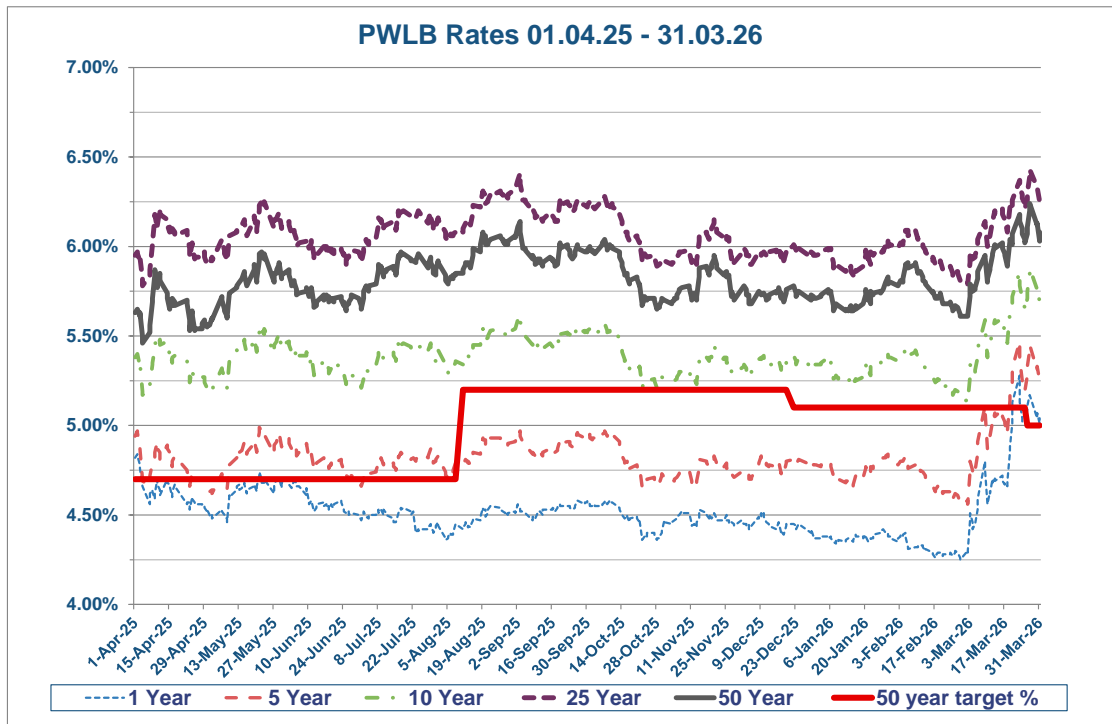
10.5. The original interest rate forecast as of the approval of the Treasury Management Strategy statement was as follows:

MUFG Corporate Markets Interest Rate View 10.02.25													
	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27	Jun-27	Sep-27	Dec-27	Mar-28
BANK RATE	4.50	4.25	4.25	4.00	3.75	3.75	3.75	3.50	3.50	3.50	3.50	3.50	3.50
3 month ave earnings	4.50	4.30	4.30	4.00	3.80	3.80	3.50	3.50	3.50	3.50	3.50	3.50	3.50
6 month ave earnings	4.40	4.20	4.20	3.90	3.70	3.70	3.50	3.50	3.50	3.50	3.50	3.50	3.50
12 month ave earnings	4.40	4.20	4.20	3.90	3.70	3.70	3.50	3.50	3.50	3.50	3.50	3.50	3.60
5 yr PWLB	5.00	4.90	4.80	4.70	4.60	4.50	4.40	4.40	4.30	4.20	4.20	4.10	4.00
10 yr PWLB	5.30	5.20	5.10	5.00	4.90	4.80	4.70	4.70	4.60	4.50	4.50	4.40	4.40
25 yr PWLB	5.80	5.70	5.60	5.50	5.40	5.30	5.20	5.10	5.00	5.00	4.90	4.90	4.80
50 yr PWLB	5.50	5.40	5.30	5.20	5.10	5.00	4.90	4.80	4.70	4.70	4.60	4.60	4.50

10.6. The current interest rate forecast is as follows:

MUFG Corporate Markets Interest Rate View 25.03.26												
	Jun-26	Sep-26	Dec-26	Mar-27	Jun-27	Sep-27	Dec-27	Mar-28	Jun-28	Sep-28	Dec-28	Mar-29
BANK RATE	3.75	3.75	3.75	3.75	3.75	3.50	3.50	3.25	3.25	3.25	3.25	3.25
3 month ave earnings	4.00	3.90	3.80	3.80	3.70	3.50	3.50	3.30	3.30	3.30	3.30	3.30
6 month ave earnings	4.20	4.10	4.00	3.90	3.90	3.70	3.70	3.50	3.50	3.50	3.50	3.50
12 month ave earnings	4.60	4.50	4.40	4.20	4.20	4.00	4.00	3.80	3.80	3.80	3.80	3.80
5 yr PWLB	5.00	5.00	4.90	4.80	4.60	4.40	4.20	4.20	4.10	4.10	4.10	4.10
10 yr PWLB	5.50	5.50	5.40	5.30	5.10	4.90	4.70	4.70	4.60	4.60	4.60	4.60
25 yr PWLB	6.00	6.00	5.90	5.80	5.60	5.40	5.20	5.20	5.20	5.20	5.10	5.10
50 yr PWLB	5.80	5.80	5.70	5.50	5.40	5.20	5.00	5.00	5.00	5.00	4.90	4.90

10.7. The PWLB rates changed through the year as follows:



10.8. PWLB rates are based on gilt (UK Government bonds) yields through HM Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields.

10.9. The rates that NBBC can borrow are based on the following:

10.9.1. **PWLB Standard Rate** is gilt plus 100 basis points

10.9.2. **PWLB Certainty Rate** is gilt plus 80 basis points

10.9.3. **HRA Borrowing rate** is gilt plus 40 basis points

10.10. For reference, a rise of 10 basis points is a rise of 0.1% in the interest rate.

10.11. As a general rule, short-dated gilt yields will reflect expected movements in Bank of England Base Rate, whilst medium to long-dated yields are driven primarily by the inflation outlook.

11. Borrowing Outturn

11.1. Loans were taken to fund the net unfinanced capital expenditure and naturally maturing debt

11.2. General Fund Borrowing

Lender	Principal	Type of Loan	Interest Rate	Maturity
Milton Keynes Council	£5m	Fixed Interest Rate	4.45%	0.5 years
PWLB	£15m	Fixed Interest Rate	4.34%	2 years

11.3. HRA Borrowing

Lender	Principal	Type of Loan	Interest Rate	Maturity
PWLB	£10m	Fixed Interest Rate	4.07%	2 years

11.4. This compares to a budget assumption of borrowing at an interest rate of 5.00%, but with borrowing for a longer period.

11.5. **Borrowing in advance of need**

11.5.1. The Authority has not borrowed more than, or in advance of its needs, purely in order to profit from the investment of the extra sums borrowed.

11.6. **Rescheduling Loans**

11.6.1. No rescheduling was done during the year as the approximate 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable. The Council also didn't repay any loans before their maturity date.

12. Investment Outturn

12.1. **Investment Policy**– the Council's investment policy is governed by MHCLG investment guidance, which has been implemented in the annual investment strategy approved by the Council on 19th February 2025. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data.

12.2. The Council followed the approved strategy with its investment activity, and the Council had no liquidity difficulties. There was one incident where the total amount of funds in the Council's Bank Account breached its limit, but this was resolved as quickly as possible and was an unforeseeable situation.

12.3. **Investments held by the Authority**

- The Authority maintained an average balance of £18.78m of internally managed funds.
- The internally managed funds earned an average rate of return of 4.10%.
- The comparable performance indicator is the average 7-day SONIA rate, which was 4.02%.
- Total investment income was £769k compared to a budget of £860k.

12.4. The reduction in investment income was partially due to a lower interest rate than budgeted, and partially due to borrowing money later in the year than expected, meaning lower funds available for investment. This in turn reduced the budgeted borrowing costs.

13. Consultation with the public, members, officers and associated stakeholders

13.1. None directly related to this report.

14. Financial Implications

14.1. Contained within the report.

15. Legal Implications

15.1. None directly related to this report.

16. Equalities implications

16.1. Not applicable to this report.

17. Health implications

17.1. Not applicable to this report.

18. Climate and environmental implications

18.1. No direct climate and/or environmental implications have been identified.

19. Section 17 Crime and Disorder Implications

19.1. Not applicable to this report.

20. Risk management implications

20.1. Treasury Management provides potential risk due to the volatile nature of interest rates and risks over the security of investments and

borrowing. The Annual Treasury Management Review 2025/26 is part of the Council's procedures to mitigate that risk.

21. Human resources implications

21.1. No direct human resource implications have been identified.

22. Conclusion

22.1. This report demonstrates the Council's commitment to providing transparency on its investments and borrowing. The Audit & Standards Committee is invited to note the Annual Treasury Management Review 2025/26.

22.2. The Audit & Standards Committee is invited to accept the updated Maturity Structure of loans in Section 9 of this report.

23. Appendices

None

24. Background papers

24.1. Please note there are no background papers attached to this report.

25. Report Writer Details:

26. Officer Job Title: Treasury and Technical Business Partner

27. Officer Name: Andrew Pillow

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Audit and Standards Committee

Date of Meeting: 23 June 2026

Subject: Employee Code of Conduct

Portfolio: All

Responsible Officer: People Services Manager Corporate
Plan – Theme: Your Council

Corporate Plan – Aim: Delivering Services Efficiently Ward

Relevance: N/A

Public or Private: Public

Amendment to Budget: No Council Tax Related: No Re-
commendation to Council/Cabinet/Committee: Yes Forward
Plan: No

Subject to Call-in: Yes

1. Purpose of report

1.1. To consider and approve the revision to the Employee Code of Conduct attached at Appendix A and recommend changes to the Constitution. A tracked changes version has been provided highlighting the changes.

2. Recommendations

2.1. That the revisions to the Employee Code of Conduct as set out in the report and Appendix A be approved, and;

- 2.2 It be recommended to Full Council that the Constitution be amended accordingly.
3. Background
 - 3.1. The Local Government Act 2000 established an ethical framework for local government. This included the introduction of statutory codes of conduct, with a requirement for every council to adopt a code covering the behaviour of officers.
 - 3.2. The Employee Code of Conduct forms a key part of the Council's Constitution at part 5B, and underpins the behaviours, values and standards expected of employees in the delivery of services. The current Employee Code of Conduct was last reviewed and approved in 2023, with a three-year review cycle.
4. Body of report and reason for recommendations
 - 4.1. As noted above, the current Employee Code of Conduct was last reviewed and approved in 2023, in line with the Council's agreed three-year review cycle. This scheduled review provides an opportunity to ensure the Code remains up to date, reflects current best practice, aligns with legislative and regulatory expectations, and addresses any emerging organisational considerations.
 - 4.2. The proposed revisions also seek to improve clarity, accessibility and practical application of the Code, ensuring that employees and managers are better supported in understanding and applying expected standards.
5. Consultation with the public, members, officers and associated stakeholders
 - 5.1. Appropriate consultation has been undertaken with the Council's Senior Leadership Team. In addition, views have been sought from both the Monitoring Officer and the Legal Services team.
 - 5.2. Trade Unions have also been consulted as appropriate and no comments have been received.
 - 5.3. If approved, there will be a requirement to communicate and embed the revised Code through internal

communications, guidance and/or training to ensure all employees are aware of their responsibilities.

6. Financial Implications

6.1. None

7. Legal Implications

7.1. Although there are no adverse legal implications identified arising from the proposed revisions, the Employee Code of Conduct forms part of the Council's Constitution and contributes to the Council's compliance with its statutory obligations under the Local Government Act 2000 and related governance frameworks.

7.2. The proposed revisions have been developed in consultation with Legal Services and the Monitoring Officer to ensure alignment with current legislation and best practice.

8. Equalities implications

8.1. No specific equality implications have been identified following the completion of an equality impact assessment. A copy is attached at Appendix B

9. Health implications

9.1. No specific health implications have been identified following the completion of an impact assessment.

10. Climate and environmental implications

10.1. No direct climate and/or environmental implications have been identified.

11. Section 17 Crime and Disorder Implications

11.1. No direct Section 17 crime and disorder implications have been identified.

12. Risk management implications

12.1. If the recommendations are approved, the decisions will bring the following benefits from a risk management perspective:

- i. Reduced risk of misconduct through clearer behavioural expectations
- ii. Increased consistency in handling employee conduct issues
- iii. Strengthened governance and assurance arrangements
- iv. Reduced likelihood of reputational damage arising from employee behaviour
- v. Support for compliance with statutory and regulatory requirements

13. Human resources implications

13.1. If the recommendations are approved, the decisions will bring the following benefits from a human resource perspective:

- i. Improved clarity of expectations for employee behaviour, supporting consistent standards across the organisation
- ii. Strengthened framework for managing conduct issues, supporting fair, consistent and transparent decision-making
- iii. Support for organisational culture, reinforcing the Council's values and expected behaviours
- iv. Alignment with other HR policies and procedures, ensuring a cohesive and integrated employee relations framework

14. Biodiversity Implications

14.1. No direct biodiversity implications have been identified.

15. Local Government Reorganisation (LGR) Implications

15.1. No direct LGR implications have been identified.

16. Options considered and reason for their rejection

16.1. In formulating this report and recommendations, the following other options were identified. Reasons for their rejection or why the option and recommendation proposed in section 2 of the report has been selected are outlined below.

Option Ref	Option Title	Reason for rejection or why the option and recommendation proposed in section 2 of the report has been selected
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A	Do nothing	Whilst the current version of the Employee Code of Conduct complies with the basic requirements of Local Government Act 2000, the revisions made strengthen clarity and comply with best practise.
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17. Conclusion

- 17.1. The Employee Code of Conduct is a key document in relation to setting the standards and behaviour of employees. Therefore, it is essential that the code maintains clarity and relevance. As such the committee is asked to review and approve any revisions prior to recommending for formal approval and adoption at Full Council.

18. Appendices

18.1. Please note the following appendices:

- i. Appendix A – Employee Code of Conduct – revised
- ii. Appendix B – Equality Impact Assessment

19. Background papers

19.1. Please note there are no background papers attached to this report.

20. Report Writer Details:

Officer Job Title: People Services Manager

Officer Name: Ruth Bartlett

5B CODE OF CONDUCT FOR EMPLOYEES

5B.1 PURPOSE OF THE POLICY

Nuneaton and Bedworth Borough Council (“the Council/Borough”) is accountable to the people of the Borough and, the public expects the highest standards of conduct from its employees. The Council is publicly accountable and works in partnership with a variety of organisations, both in the public and private sector. As such, all employees are expected to conduct themselves professionally and in a manner that fosters trust, showing no bias, no matter what their personal views may be.

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~~An Employee for the purpose of this policy is defined as anyone employed on a permanent, temporary, fixed term or casual basis. It also extends to those working on our behalf via an agency or on a consultancy basis.~~

This Code of Conduct for Employees (“the Code”) sets out standards of conduct expected from all employees of the Council. The Code is designed to help all employees understand the working relationship between themselves, their line managers, colleagues, Elected members, and above all members of the public to whom the Council provides a service. Employees must conduct themselves in a way that ensures a high standard of service is provided and, the reputation of the Council is protected.

An Employee for the purpose of this policy is defined as anyone employed on a permanent, temporary, fixed term or casual basis. It also extends to those working on our behalf via an agency or on a consultancy basis.

Where an Employee is not a direct employee of the Council, this policy shall be read and construed as applying to them as modified and suitable.

The Code is intended as a reference guide for employees with greater detail provided in the range of policies and procedures, set both departmentally and by HR. As such the Code should be read in conjunction with other relevant documents and policies, including those that form part of the Constitution such as the Council’s Contract Procedure Rules, Member/Officer Protocol, Anti-Fraud and Corruption and the Confidential Reporting Code. The Code briefly outlines existing legislation, regulations and local conditions of service that will provide a useful and practical guide to employees in undertaking their day to day work.

This code has been written for the wellbeing and protection of employees and for the effective operation of Council business and is in no way intended to reflect any lack of confidence in the honesty and integrity of employees. However, failure to act in accordance with the Code and in conjunction with other relevant policies and legislation at the time, may result in disciplinary action.

Contents of the Policy-Code are as follows:

- 5B.2 – Employee Responsibilities
- 5B.3 – Management Responsibilities
- 5B.4 – Standards of Service to the Public
- 5B.5 – Party Political Impartiality and Politically Restricted Posts
- 5B.6 – Relationships
- 5B.7 – Conflicts of Interests
- 5B.8 – Council Equipment
- 5B.9 – Information obtained during the Course of Employment
 - Whistleblowing
 - Investigations by Monitoring Officers
- 5B.10 – Compliance with this Code

5B.2 Employees Responsibilities

- a. Employees are accountable, and owe a duty to the Council they work for and, this Code must be complied with as it forms part of the terms and conditions of their employment/terms of their engagement.
- b. Employees are expected to read this Code in conjunction with and adhere to, all other policies/legislation approved by the Council.

Employees are expected to use their knowledge and expertise to give the highest standard of service to the public, and, where it is part of their duties, to provide appropriate advice to councilors and fellow employees with impartiality.

Although the Nolan Committee on Standards in Public Life established its seven principles primarily with elected members in mind, they apply equally to employees in the public service. All employees are therefore expected to conduct themselves in accordance with those principles. The principles are Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty, and Leadership. Employees are expected to maintain conduct of the highest standards so that public confidence in their integrity is sustained. These principles should guide decision-making, behaviour, and interactions with colleagues, Members and the public.

It is the responsibility of all employees to familiarize themselves periodically with the latest version of the Code and for complying with it at all times. In upholding the principles in this code, it is expected that employees will bring to the attention of their line manager or HR any breach of this code and will do so without any fear of recrimination.

To articulate and support the Nolan Principles the Council has also developed for staff the following core values:

- Service for our customers
- Integrity in our actions
- Accountability for our performance
- Co-operation with councilors, colleagues and partners
- Objectivity in our decisions

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- Efficiency: to keep overall costs down
- Confidence to try things out

5B.3 Management Responsibilities

Managers must ensure this Code is adhered to by all employees. They must

- ensure standards within this Code are established and communicated in the workplace;
- clarify where required to assist in employee understanding of the Code;
 - ~~are responsible for ensuring concerns raised under this Code are dealt with promptly, fairly and consistently. manage non-compliance with the standards set out in this Code at the earliest opportunity.~~

5B.4 Standards of Service to the Public

~~Employees are expected to give the highest possible standard of service to the Council and the public, performing their duties with honesty, integrity, impartiality and objectivity. This includes treating the public, councillors and colleagues fairly and in line with Council policies and procedures. Furthermore, employees should not allow their personal or political opinions to interfere with or influence their work. Employees must ensure service delivery remains consistent even where personal beliefs differ from those of service users.~~

~~Employees are expected to use Council resources responsibly and lawfully, considering value for money in decision making. Employees should be aware that they are accountable to the Council as their employer and should at all times act in accordance with the trust that the public are entitled to place in them.~~

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Employees must be courteous, efficient and impartial in providing services to all within the community. Aggressive or antagonistic behavior will not be acceptable. If the employees work with customers that behave aggressively, they must familiarize themselves with the appropriate codes/policies on violence/aggression.

Employees should ensure they are familiar with all relevant Council policies and procedures which apply to their role, and act in line with these. This includes Contract Procedure Rules, Financial Procedure Rules, and any other legislative frameworks in force at the time.

5B.5 Party Political Impartiality and Politically Restricted Posts

Employees serve the Council as a whole and must follow every lawful decision and policy of the Council.

Employees must serve all Members and not just those of the controlling group. Individual rights of all councillors must be respected at all times. Employees must not allow their own personal or political opinions to interfere with their work when working with members, ~~colleagues or the public.~~

Whilst engaged in council business, employees must not wear or display any objects indicating support for or opposition to any political party or view. This applies to private vehicles used for council business.

Certain posts will be designated as “politically restricted” under the provisions of the Local Government and Housing Act 1989. Where employees are politically restricted, by reason of the post they hold or the nature of the work they do, they must comply with any statutory restrictions on political activities which they will be advised of upon appointment.

~~Directors and Officers~~Employees on occasions, may be invited to attend political group meetings to give information. Their conduct at such venues must not compromise their political neutrality. Employees have a right, without fear of recrimination, to decline to attend a political group meeting.

5B.6 Relationships

For the purposes of defining a close personal relationship, this will include a relative by both immediate or extended family, e.g. spouse, partner, parent, sibling, child, grandparents/children and in laws. This definition will also extend to the spouse/partner of such relatives.

a. Councillors

Employees and Members must comply with the Council’s Protocol on Member/Employee Relations.

Mutual respect between employees and Councillors is essential to provide a high standard of local government services. Close personal familiarity between employees and councillors should be avoided as this could prove embarrassing to other employees and Councillors.

Employees are accountable to council members through their Chief Officer. Employees may be required to give advice to Councillors in the course of their duties. All employees must declare any personal relations with a Councillor. Where the relationship could present a conflict of interest, the line manager will need to consider how effectively this can be managed,

In general, employees and Councillors should consider the way others may view the potential conflicts arising from social connections, ~~in~~ particularly concerning confidentiality and bias.

b. Other Employees

All employees must treat each other with courtesy and respect and must comply with the standards set out in this Code and all other relevant policies of the Council.

Employees who are partners or if they have a family relationship may at some time work together. It is the council ~~presumption expectation~~ that the relationship will not affect performance. Employees must declare any personal relationship with another

employee, where the relationship may affect, or could be perceived to affect, the employee's or the employee's colleagues' performance. Where there are situations when ~~a~~ personal relationships ~~between employees~~ become a management concern and, they may unintentionally impair operational efficiency or affect service delivery, this will be addressed by the line manager.

The Council reserves the right (without breach of contract), in any situation where employees in a personal relationship work in close proximity, to require one or both employees to change their roles or duties. This is intended to avoid the employees in a relationship finding themselves in a potentially difficult situation. It will also avoid perceptions of unfairness or undue influence (whether real or imagined).

c. Relationships with Applicants

Employees of the Council, when involved in the recruitment and appointment of staff, must ensure that appointments are made on the basis of merit.

Employees making appointments must be aware of the equality opportunities legislation. It would be unlawful for an employee, to make an appointment based on anything other than the ability of the candidate to undertake the duties of the post. The relevant procedures are detailed in the council's Recruitment and Selection Policy and/or the ~~Managing Change~~ Management Policy.

In order to avoid any accusation of bias, if an applicant is related to, or is in a close personal relationship with, an employee involved in the recruitment decision, the employee must inform the relevant Chief Officer of the relationship. The method of recruitment must then be agreed by the Chief Officer, and must not allow the employee to have a role in the decision-making where unfairness could occur.

~~Employees may be involved in day to day management however, they must not be involved in formal decisions and decision making must be consistent and fair in accordance with Council policies and procedures.~~ While an employee may be involved in the day to day management of the relative or someone with whom they have a close personal relationship decision making must be consistent and fair in accordance with Council policies and procedures and they must not take formal decisions about that person or seek to unduly influence such decisions. Such decisions must be taken by a different employee who has been appointed for the purpose by the relevant Chief Officer. ~~Formal~~ Such decisions include but are not limited to ~~sanctions~~, discipline, grievances, promotion or pay and conditions.

Commented [MM1]: This sentence seems a little contradictory as on one hand it is saying may be involved in day to day management but goes on to say must not be involved in informal decisions which could be part of day to day management. Would it be better to remove this part of the paragraph and leave the second part of the paragraph with the addition of decision making being consistent and fair etc to provide the explanation.

d. Relationships with Others

Special favours must not be shown to partners, relatives, and friends or to current or former employees or job applicants. Employees must therefore, disclose to their Director all relevant relationships, whether of a private or business nature, which may have a potential to bring about a conflict with the Council's interests.

e. Contractors

If employees are privy to confidential information on tenders or costs for internal or external contractors, employees must not disclose that information to any unauthorized party or organization.

All orders and contracts must be awarded on merit, by fair competition against other bids, quotations, and tenders and, in accordance with Contract Standing Orders. During any contractual process, employees must disclose all relationships with current or potential contractors and, must be aware of the need for accountability and openness.

No favoritism must be shown nor should any community be discriminated against. If there is possibility of a conflict between an employees' duties to the Council and their relationship with the contractor, lessee etc., then that employee must report that relationship to their line manager. If employees have any doubt on the relevance of a particular relationship, they are advised to disclose it in accordance with Paragraph 5B.7 below.

f. The Media

- All communications with the media relating to the activities of the Council or Council employees, are handled by the Communications Team. If employees are contacted by the media they should report details of the communications to their line manager.
- Employees must not use social media in an official capacity without the authority of their Director.

• Employees personal accounts on social media should not be used for official business and personal views of employees will not be the views of the Council.-

Employees should be aware that posts on social media sites can be accessible to a very wide audience and can remain available for a very long period of time. As such, employees should therefore take great care not to post anything that may be considered as bringing the Council into disrepute or posting anything of an offensive, disrespectful or discriminatory nature towards the Council, managers, staff, clients or associated people such as partner organisations or contractors. This may include 'liking' or replying to posts that aim to do the same. It will not be an acceptable excuse to claim that such postings are private i.e. even if it can be shown that they have been made from a personal device and in your own time. Furthermore, Council devices must not be used to post to personal social media accounts. You must not disclose or post any personal information about customers or employees i.e. details of their customer/employee record. This will be considered as a data breach and dealt with accordingly.

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5B.7 Conflicts of Interests

5B7.1 Private Interest v Public Duty

- a. Employees must not put themselves in a position where there is a conflict of interests between their private life and public duties. For example, if an

employee is a member of a secret society which may cause a conflict of interest, such as the Freemasons, the employee must declare their membership to their line manager and complete a declaration form which must be submitted to the Council's Monitoring Officer. The Council will hold and maintain a record of all Employee Declarations with proper confidentiality and will publish Employee Declarations on the Council's website at Head of Service level or above.

b. The Council will reserve the right to take legal or (any) other appropriate action against employees where their conduct outside of their workplace conflicts with public duties. i.e. where the employees conduct outside of work could undermine the Council's reputation or hinder public confidence.

c. There will be an obligation for employees to inform the Council of any cautions, charges or -convictions of a criminal offence outside work. This will include all motoring offences other than those dealt solely by fixed penalty notices. -and a An assessment will be undertaken by the employees line manager, in conjunction with Human Resources, as to whether any further action needs to be taken in respect of their employment.

d. Employees working in departments such as planning, must not be involved with the granting of permissions i.e. taking part in considering any application made by themselves, relative, friend or neighbour.

5B7.2 Secondary Employment/Income Commitments Outside of work

- a. Where an employee has any secondary employment outside the Council, this must not conflict with the Council's interests, or bring it into disrepute. Secondary employment is not permitted during the employees working hours, nor is the use of council property, equipment or associated communications or documents.
- b. Employees may be required to disclose their total working hours of the secondary employment, to enable the council to monitor the hours worked comply with Working Time Regulations.
- c. All secondary employment must be declared to the Monitoring Officer and the details recorded on a declaration form. Under the Working Time Regulations, an employee must not work more than 48 hours a week on average over a 17 week period. The 48 hour maximum applies to the working time of that one employee, irrespective of how many jobs that employee has. Ordinarily, it is the employee's responsibility to ensure they adhere to this restriction. However, if the Council is the secondary employer, it is expected that the respective line managers should monitor the overall working hours. It is accepted that at times, such as where there is a need for overtime, this working week limit may be exceeded but this should not be for an extended period. It is an employee's choice to opt out of this restriction and if they choose to do so, a copy of this opt out, whether permanent or temporary, must be shared with the line manager. At no time should the Council insist on any such opt outs.

The declaration of the secondary employment, does not remove the right of the Council to take action if, it is deemed to be detrimental to the interests or reputation of the council, or where it affects the employees' performance at work. As such Employees must not be involved in any outside activity or work that could cause a conflict of interest with their duties and responsibilities in the course of their employment with the Council, nor should such activities make use of the knowledge of information an employee has access to because of their employment with the Council.

- d. Employees may undertake for example, secondary employment in the Council, or work on a voluntary basis within the Council as well as secondary employment within the Council.
- e. Unless express consent has been given by a Director, an employee may not become a trustee or board member of any organization which may receive any form of funding from the Council.
- f. Employees must declare any financial interest whether it be direct or indirect, in any existing or proposed contracts, transactions they are involved in at the Council. The interest must be declared in writing on a declaration form and submitted to the Monitoring Officer.
- g. Employees must declare in writing to the line manager, any interest or association with any Council activity, which could cause a potential conflict of interest.

5B7.3 Contracts and Partners

- a. In agreeing contracts/agreements with contractors, partners or voluntary bodies and, if employees engage or supervise contractors, or have a working relationship with existing or potential contractors, or have had or have a relationship in a private capacity (with the director or the contractors employee), they must declare that relationship to their line manager, complete a declaration form and submit the form to the Council's Monitoring Officer. No special favour is to be shown to current or former partners, close relatives, friends or associates in awarding contracts to businesses run by them or employing them.
- b. In working with all contractors and partners there must be full compliance with this Code and, all other relevant council policies and procedures, in particular the procurement guidelines.

5B8 Council Equipment and Resources–

- a. Where the equipment of the Council is no longer required it may be offered for employees to acquire them for personal use. Depending on the value of the items the employee may be required to make a financial contribution to the Council, in line with related council policies.

- b. If a member of the public wishes to access property, facilities, or equipment which may be provided by the Council on a commercial basis, an employee must not gain advantage due to ~~your~~their employment with the Council. Where there may be a perception of conflict, the employee must advise their line manager in order to take the appropriate action.
- c. All Council owned equipment such as laptops, mobile phones, bags, jackets must be returned on termination of employment. Council-owned or supplied data on computers must be deleted. The employees access to systems used will be terminated permanently. Where equipment is not returned on termination of employment, the Council reserves the right to levy a charge to the exiting employee for replacement of said items.
- e.d. Equipment must only be used for Council business unless any other type of use is expressly authorised.

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5B9 Information obtained during the Course of Employment

Any information obtained by an employee in the course of their employment must not be used for the employee's personal gain or benefit, nor should it be passed to others who might use it in such a way. Employees must not disclose to any third party confidential information, which could be prejudicial to the Council's interests.

The law requires that certain types of information must be available to members, auditors, government departments, service users and the public. Employees must be aware of which information in the Council's possession is classed as confidential and which is not and act accordingly. If there is doubt about whether information can be released, the employee should consult their line manager or the Council's Monitoring Officer.

Whistleblowing /Confidential Reporting Code

- a. Where an employee becomes aware of activities which that the employee believes to be illegal, improper, unethical or otherwise inconsistent with the model Code of Conduct for employees, the employee should report the matter in accordance with Council's Confidential reporting Code (Whistleblowing policy).
- b. The Council will not tolerate any form of malpractice. Although it is often difficult for employees to report legitimate concerns through fear of reprisal or victimisation, employees need to be assured that in raising concerns they will be supported.

Investigations by Monitoring Officers

Where a Monitoring Officer is undertaking an investigation in accordance with a complaint against an elected member under the Localism Act 2011 and associated Regulations, employees must comply with any requirement made by that Monitoring Officer in connection with such an investigation.

5B10 Compliance with this Code

- a. This code is part of an employee's contract of employment and, failure to comply with any of the provisions of this Code may, result in disciplinary action being taken under the Disciplinary policy, or legal action if necessary.
- b. Employees are responsible for ensuring that they keep their line manager informed of any change of circumstance that gives rise to a need to update their declarations.
- c. Declarations must be made in writing to the Council's Monitoring Officer. Employees are responsible for completing or renewing declarations annually or when circumstances change.
- d. The Council will hold and maintain a record of all Employee Declarations with proper confidentiality and will publish Employee Declarations on the Council's website at Head of Service level and above.

This policy provides you with an overview of the purpose of this policy and your responsibilities as an employee. Failure to act in accordance with the Code and in conjunction with other relevant policies of the Council and legislation at the time, may result in disciplinary action. Other documents which provide further details and helpful guidance that should be read in conjunction with this policy, can be found on the council's website.

Name of Policy/Procedure/Service	Employee Code of Conduct
Service Unit	HR
Date of Implementation	05/05/2026

Does this policy/procedure/service have any differential impact on the following groups/people? (please tick):

Group	This may have a positive impact	This may have a negative impact	No adverse impact
Age			X
Disability			X
Gender			X
Gender Reassignment			X
Marriage and Civil Partnership			X
Pregnancy and Maternity			X
Race – which includes ethnic or national origins, colour, caste or nationality			X
Religion or Belief – this also includes no religion/belief			X
Sexual Orientation (Including LGBT)			X
impact on Serving and/or Ex Serving Armed Forces Personnel and their families			X

Please tick if you believe that this document:

- Should proceed to a Full Impact Assessment Red
- Needs some minor changes, but does not need a Full Impact Assessment Amber
- Needs no further action xGreen

Recommendations (If any):

This is a review of the current code of conduct. Changes are minor and in the main have been brought in line with statutory requirements

Signed	
Officer completing assessment	Ruth Bartlett
Date	05/05/2026