



TO COUNCILLOR:

N Alam
L A Bentley
G A Boulter
F S Broadley (Vice-Chair)
M L Darr
J K Ford

D A Gamble
F S Ghattoraya
C S Gore
S Z Haq
G G Hunt
P Joshi

R V Joshi
J Kaufman
K J Loydall
I K Ridley (Chair)

I summon you to attend the following meeting for the transaction of the business in the agenda below.

Meeting: Policy, Finance & Development Committee
Date & Time: Tuesday, 25 March 2025, 7.00 pm
Venue: Civic Suite 2, Brocks Hill Council Offices, Washbrook Lane, Oadby, Leicester, LE2 5JJ
Contact: Democratic Services
t: (0116) 257 2775
e: democratic.services@oadby-wigston.gov.uk

Yours faithfully

Council Offices
Oadby
17 March 2025

Anne E Court
Chief Executive



Meeting ID: 2750

ITEM NO.

AGENDA

PAGE NO'S

Meeting Live Broadcast | Information and Link

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Press & Public Access:

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<https://civico.net/oadby-wigston/20252-Policy-Finance-Development-Committee>

1. Apologies for Absence

To receive apologies for absence from Members to determine the quorum of the meeting in accordance with Rule 7 of Part 4 of the Constitution.

2. **Appointment of Substitutes**

To appoint substitute Members in accordance with Rule 26 of Part 4 of the Constitution and the Substitution Procedure Rules.

3. **Declarations of Interest**

Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.

4. **Minutes of the Previous Meeting**

4 - 6

To read, confirm and approve the minutes of the previous meeting in accordance with Rule 19 of Part 4 of the Constitution.

5. **Action List Arising from the Previous Meeting**

To read, confirm and note the Action List arising from the previous meeting.

6. **Petitions and Deputations**

To receive any Petitions and, or, Deputations in accordance with Rule(s) 11 and 12 of Part 4 of the Constitution and the Petitions Procedure Rules respectively.

7. **Budget Monitoring (Q3 2024/25)**

7 - 23

Report of the Chief Finance Officer / S151 Officer, Senior Business Partner and Finance Business Partner

8. **Sundry Debtor and Revenues Write Offs**

To Follow

Report of the Finance Manager

9. **Air Quality Strategy (2025)**

24 - 59

Report of the Senior Strategic Development Manager

10. **Housing Policy and Strategy: Homelessness and Rough Sleeping Strategy (2025-2030); Temporary Accommodation Policy; and Rent Setting Policy**

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Report of the Housing Manager

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Agenda Item 4

**MINUTES OF THE MEETING OF THE POLICY, FINANCE & DEVELOPMENT COMMITTEE
HELD AT CIVIC SUITE 2, BROCKS HILL COUNCIL OFFICES, WASHBROOK LANE, OADBY,
LEICESTER, LE2 5JJ ON TUESDAY, 4 FEBRUARY 2025 COMMENCING AT 7.00 PM**

PRESENT

I K Ridley Chair
F S Broadley Vice-Chair



Meeting ID: 2737

COUNCILLORS

N Alam
L A Bentley
G A Boulter
M L Darr
D A Gamble
S Z Haq
P Joshi
R V Joshi
J Kaufman
K J Loydall

OFFICERS IN ATTENDANCE

S A E Ball Senior Finance Business Partner
D M Gill Head of Law & Democracy / Monitoring Officer
A Thorpe Head of Built Environment
C Warren Chief Finance Officer / Section 151 Officer
S Wheeliker Senior Democratic & Electoral Services Officer

55. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillors C S Gore, J K Ford and G G Hunt.

56. APPOINTMENT OF SUBSTITUTES

Councillor R V Joshi substituted for Councillor J K Ford.

57. DECLARATIONS OF INTEREST

None.

58. MINUTES OF THE PREVIOUS MEETING

59. TUESDAY, 17 DECEMBER 2024

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The minutes of the previous meeting held on 17 December 2024 be taken as read, confirmed and approved.

60. TUESDAY, 21 JANUARY 2025

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The minutes of the previous meeting held on 21 January 2025 be taken as read, confirmed and approved.

61. ACTION LIST ARISING FROM THE PREVIOUS MEETING

None.

62. PETITIONS AND DEPUTATIONS

None.

63. 2025/26 REVENUE BUDGETS, MEDIUM TERM FINANCIAL PLAN AND 2025/26-2029/30 CAPITAL PROGRAMME

The Committee gave consideration to the report and appendices (as set out at pages 12 – 53 of the agenda reports pack), which presented the 2025/26 Revenue Budget, Medium Term Financial Plan and 2025/26 – 2029/30 Draft Capital Programmes for recommendation to Full Council.

It was moved by the Chair, seconded by Councillor S Z Haq, and

RESOLVED THAT:

- i) The General Fund Revenue Budget for 2025/26 as set out in Appendix 1, subject to any final adjustments as may be required prior to Full Council (such as the NNDR1 final estimates and the Final Local Government Finance Settlement 2025/26), be recommended to Full Council for approval;**
- ii) An increase of Council Tax by the maximum core referendum limit of 2.99% as announced in the Provisional Local Government Settlement, subject to any update announced in the Final Local Government Settlement, be recommended to Full Council for approval;**
- iii) The HRA budget for 2025/26, as detailed in Table 4 be recommended to Full Council for approval. This is based on the rent increase of 2.7% for housing rents, garages and service charges approved at the Full Council meeting on the 10 December 2024;**
- iv) The Scale of Fees and Charges as set out in Appendix 4 be recommended to Full Council for approval;**
- v) The Capital Schemes of the General Fund and HRA be recommended to Full Council for approval;**
- vi) The MTFP for 2025/26 and 2029/30 as set out in Table 6 be recommended to Full Council to note; and**
- vii) The S151 Officer's statement on the robustness of the budget and the adequacy of reserves as set out in Section 13 of the report be recommended to Full Council to note.**

For 9
Against 3

Abstentions 0

64. TREASURY MANAGEMENT POLICY AND STRATEGIES AND PRUDENTIAL INDICATORS (2025/26)

The Committee gave consideration to the report and appendices (as set out at pages 54 – 101 of the agenda reports pack), which sought approval for the Treasury Management Policy and Strategies and Prudential Indicators (2025/26).

It was moved by the Chair, seconded by the Vice-Chair, and

UNANIMOUSLY RESOLVED THAT:

- i) That the Capital Strategy (2025/26) and Prudential Indicators (2024/25 – 2029/30) (as set out in Appendix 1) be approved;**
- ii) That the Treasury Management Policy (2025/26) and Treasury Management Strategy (2025/26) & Treasury Management Indicators (2025/26 – 2029/30) (as set out in Appendices 2 & 3) be approved;**
- iii) That the Minimum Revenue Provision Statement (2025/26) (as set out in Appendix 4) be approved;**
- iv) That the Investment Strategy (2025/26 – 2027/28) (as set out in Appendix 5) be approved; and**
- v) That the Flexible Use of Capital Receipts Strategy (2025/26) (as set out in Appendix 6) be approved.**

65. LOCAL DEVELOPMENT SCHEME

The Committee gave consideration to the report and appendix (as set out at pages 102 – 122 of the agenda reports pack), which sought approval for the revised Local Development Scheme (February 2025).

It was moved by Councillor L A Bentley, seconded by the Chair, and

UNANIMOUSLY RESOLVED THAT:

The Local Development Scheme (February 2025) be approved.

66. STANDARDS & ETHICAL INDICATORS (Q3 2024/25)

The Committee gave consideration to the report and appendix (as set out at pages 123 – 133 of the agenda reports pack), which presented the figures for local determination of complaints and ethical indicators for Q3 2024/25.

By general affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The content of the report and appendix be noted.

THE MEETING CLOSED AT 7.28 pm

Agenda Item 7



Policy, Finance and Development Committee	Tuesday, 25 March 2025	Matter for Information and Decision
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Report Title: **Budget Monitoring Report (Q3 2024/25)**

Report Author(s): **Colleen Warren (Chief Finance Officer / S151 Officer)**
Simon Ball (Senior Business Partner)
Aseel Qassim (Finance Business Partner)

Purpose of Report:	To provide the Committee with the forecast Outturn position for the Council for the financial year 2024/25, at the end Quarter 3, April – December.
Report Summary:	<p>The forecast outturn position for the year on the General Fund is an overspend of £499K compared to the budget of £7.677m for 2024/25.</p> <p>The forecast outturn for the HRA is an underspend of £303k, compared to the budgeted underspend of £101k.</p> <p>Spending on the Council’s HRA and General Fund Capital Programmes currently show slippage.</p>
Recommendation(s):	<p>That the Committee:</p> <p>A. Notes the contents of the Quarter 3 report and the Appendices; and</p> <p>B. Approves the carry forward of slippage as shown in the Capital projects.</p>
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	<p>Colleen Warren (Chief Finance Officer / S151 Officer) (0116) 257 2759 colleen.warren@oadby-wigston.gov.uk</p> <p>Laura Parsons (Finance Manager) (0116) 257 2694 laura.parsons@oadby-wigston.gov.uk</p> <p>Simon Ball (Senior Business Partner) (0116) 257 2624 simon.ball@oadby-wigston.gov.uk</p> <p>Aseel Qassim (Finance Business Partner) (0116) 257 2890 aseel.qassim@oadby-wigston.gov.uk</p>
Strategic Objectives:	Our Council (SO1)
Vision and Values:	"Our Borough - The Place to Be" (Vision) Resourceful & Resilient (V4)
Report Implications: -	
Legal:	There are no implications directly arising from this report.

Financial:	The implications are as set out in this report.
Corporate Risk Management:	Decreasing Financial Resources / Increasing Financial Pressures (CR1) Reputation Damage (CR4) Economy / Regeneration (CR9)
Equalities and Equalities Assessment (EA):	There are no implications directly arising from this report. EA not applicable.
Human Rights:	There are no implications directly arising from this report.
Health and Safety:	There are no implications directly arising from this report.
Statutory Officers' Comments: -	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	<ul style="list-style-type: none"> • Senior Leadership Team • Heads of Service • Budget Managers
Background Papers:	2024/25 Revenue Budgets, Medium Term Financial Plan 2024/25 - 2028/29 Capital Programmes - Full Council 23 February 2023, Q1 Budget Monitoring report.
Appendices:	<ol style="list-style-type: none"> 1. General Fund Variance Detail 2. Sustainability Programme 3. HRA Variances 4. Capital Programmes (General Fund and HRA) 5. Reserves

1. Introduction

- 1.1 This is the Quarter 3 monitoring report for the 2024/25 financial year and this report details the forecast outturn position for the year.
- 1.2 In February 2024, the Council approved its revenue and capital budgets for the general fund and the HRA for the 24/25 Financial year. In previous years reserves were utilised to fill any budget gaps, significant work has taken place during 23/24 and 24/25 to reduce spending and deliver a balanced budget without using balances.
- 1.3 Although economic conditions and inflationary pressures have started to ease, there is still considerable pressure on the Council's budgets in areas such as Homelessness, Leisure provision and Insurance costs, these issues are affecting Councils nationwide and the level of support from the Government cannot be forecast.

2. Summary

- 2.1 This report covers the General Fund Revenue, Housing Revenue Accounts and the Capital Programmes for the current financial year.
- 2.2 The General fund outturn is currently forecast to be £499k overspent compared to budget.

- 2.3 The Council has made considerable efforts to achieve savings and whilst these have been largely successful the majority of this overspend is due to the national homeless crisis and the cost of the Council providing temporary accommodation to the Homeless in our area, with the remaining mainly due to underachievement of income.
- 2.4 Whilst the cost of homelessness is largely uncontrollable due to the statutory duty to house any homeless the Council have made efforts to procure leased accommodation and purchase additional houses in order to reduce the burden on the General Fund, however these efforts take time to come to fruition and work on this is continuing.
- 2.5 The overspend of £499k is shown below in **Table 1**. At present we are forecasting the use of balances, however we will continue to strive to achieve a balanced outturn over the coming months.

Table 1

Service	Original Budget 2024/25	Revised Budget 24/25	Outturn 24/25	Variance
	£	£	£	£
Senior Leadership Team	407,620	407,620	385,819	(21,801)
Finance & Resources	3,327,704	3,432,504	3,887,525	455,021
The Built Environment	1,173,948	1,069,148	967,960	(101,188)
Law & Democracy	813,940	815,940	746,994	(68,946)
Community & Wellbeing,	(335,820)	(337,820)	(322,858)	14,962
Corporate Assets	273,885	288,535	456,868	168,333
Depot	985,100	985,100	1,068,512	83,412
Customer Services & Business Transformation	1,030,428	1,034,328	1,004,423	(29,905)
Net Revenue Expenditure	7,676,805	7,695,355	8,195,242	499,887
Financed by:				
Funding	7,676,805	7,676,805	7,676,805	0
Earmarked Reserves	0	18,550	18,550	0
General Fund Reserve	0	0	499,887	499,887
Total Financing	7,676,805	7,695,355	8,195,242	499,887

- 2.6 The HRA is forecasting a reduction in expenditure resulting in a favourable variance of £303k as shown below in **Table 2**.

Table 2

HRA	Original Budget 2024/25	Outturn 24/25	Variance
	£	£	£
Housing Revenue Account	(4,342,020)	(4,333,030)	8,990
Estate Management	2,132,803	2,046,989	(85,814)
Repairs & Maintenance	1,253,750	1,118,798	(134,952)
Older Persons Service & Community Care	118,640	99,133	(19,507)
Cleaning	0	103,881	103,881
Capital Charges	735,760	660,874	(74,886)

Net Revenue Expenditure	(101,067)	(303,335)	(202,288)
Financed by:			
Housing Revenue Reserve	(101,067)	(303,335)	(202,288)
Total Financing	(101,067)	(303,335)	(202,288)

3. General Fund and HRA Balances

- 3.1 The General fund forecast is currently an overspend of £499k, this will reduce our General Fund balances by this amount, **Table 3** shows the expected movements in reserves.
- 3.2 The HRA forecast shows a favourable variance, increasing the Housing Revenue balances by £303k being the Budgeted amount of £101k and the additional variance of £202k, as shown in **Table 3**.

Table 3

Balances	Original Budget 2024/25	Forecast Outturn 2024/25	Variance
	£	£	£
General Fund Balances	(1,765,066)	(1,265,179)	499,887
Housing Revenue Account Balances	(1,410,793)	(1,714,148)	(303,355)

4. General Fund Revenue Forecast Outturn Position 2024/25

- 4.1 **Table 4** below shows the major forecast variances. Detailed analysis of the variances are shown in **Appendix 1**.

Table 4 – Major Variances over £30k

Service Area	Team	Under/Over spends	Key reasons for forecast variance
Finance & Resources	Housing Benefits	371,373	£384k cost of providing Homelessness, £57k improved recovery of overpayments, £30k grants not achieved, £10k charge for 22/23 benefit audit.
	Council Tax Benefits	65,000	Cost of providing discretionary care leaver discount.
	Finance	(39,767)	£57k Salary savings and £7k saving on hired staff, offset by £24k overspend on software.
	Revenues & Benefits Manager	50,949	£38k cost agency support for Revenues & Benefits , £9k salary saving, £11k additional postage costs, £11k increase in software costs.
	Corporate Projects	(66,788)	£39k saving on Procurement contract, £9k saving on salaries, £13k recharge of staff time to Blaby, £6k recharge of staff time to UKSPF
The Built Environment	Development Control	(93,175)	£37k salary savings due to vacant posts. £80k in additional government grants. £25k income raised from Planning Performance Agreements for the Wigston direction for growth offset by £37k shortfall in pre-application and planning application income. £12k overspend on

			computer software, advertising and other supplies and services.
Corporate Assets	Cemeteries	39,652	£27k reduction in income, £5k increase in salary costs.
	Car Parks	62,049	£72k reduction in parking income plus Q3/4 23/24 Harborough Council enforcement contract costs £44k offset by £40k increase in penalty income and £29k refunds on previous years transaction handling fees.
	Street Cleansing	30,330	£21k recharge budget and £7k increased salaries
	Brocks Hill Move	36,267	£27k NNDR for 23/24 and £7k increase in salary costs
Depot	Garden Waste Collection	74,700	£59k reduction in Garden waste income, £34k cost of hired staff partly offset by £16k travelling allowance (income) from LCC for extended trip to dispose of waste
	Fleet Management	(34,792)	£21k saving on fuel, £16k saving on vehicle repairs, both due to waste project.
Customer Services	Customer Services	(40,527)	Software savings on Customer Relationship Management system
	Taxi Licences	(55,988)	Additional Taxi Licence income

4.2 Local Government pay award has been agreed at £1,290 for 24/25 per full time employee. This resulted in an additional cost for the GF of £73k and £8k for HRA, these costs are included within the above forecasts.

4.3 Inflationary pressures continue to affect services across the Council, pressures that cannot be forecast at quarter 3 are noted below-

- Homelessness- as noted in paragraph 2.3
- Leisure Services- Leisure has not fully recovered since pre-covid times, the Leisure contract has been renegotiated however there is a profit/loss split which cannot be forecast at this point, this could impact on the level of income forecast.
- Utilities especially electric is still very high, discussions are being held with suppliers to ensure that meter readings are taken, and actual costs are reported.

4.4 Income Forecasts – The table below details the income forecast as at Quarter 3.

Table 5

	Prior Year Outturn	Forecast income for 24/25	24/25 Budget	Variance
	£	£	£	
Law & Democracy				
Environmental Protection	(1,367)	(2,000)	(2,000)	0
Dog Control Service	(1,240)	(1,200)	(1,500)	300
Legal and Admin Fees	(12,325)	(21,000)	(25,000)	4,000
Taxi Licences	(239,109)	(235,701)	(176,700)	(59,001)

Other Licences	(14,030)	(16,686)	(13,200)	(3,486)
Alcohol and Entertainment Licences	(62,249)	(33,991)	(34,700)	710
Gambling Act Licenses	(1,915)	(3,096)	(4,600)	1,504
Selective Property Licence Scheme	(40,970)	(10,150)	(25,000)	14,850
The Built Environment				
Planning Application Fees	(170,253)	(165,000)	(195,000)	30,000
Pre-Application advice	(19,284)	(15,500)	(22,500)	7,000
Corporate Assets				
Allotment Rent	(13,727)	(12,300)	(13,700)	1,400
Bowls Season Tickets	(6,776)	0	0	0
Cricket Pitch	(1,521)	0	0	0
Football Rugby	(14,108)	(15,711)	(14,100)	(1,611)
Pavilion Hire	(55,907)	(32,090)	(33,910)	1,820
Cemeteries	(137,056)	(150,000)	(177,250)	27,250
Parking Income	(585,469)	(762,000)	(834,000)	72,000
Parking Penalties	(18,603)	(51,000)	(11,000)	(40,000)
Depot				
White Goods & Special Collections	(24,917)	(25,000)	(35,000)	10,000
Green Waste	(530,880)	(601,735)	(660,000)	58,265

5. Sustainability Programme 2024/25

- 5.1 The Quarter 1 Budget monitoring report detailed the £996k that were expected to be delivered within year, as approved within the sustainability programme.
- 5.2 **Appendix 2** shows projects, savings and pressure's that are within budget during 24/25 and their performance against the budget.
- 5.3 Quarter 3 has shown more savings that will not be achieved, these have been highlighted in Green for those that have been completed and have achieved savings and Orange for those completed where savings have not been identified.
- The budget for the pay award was reduced to 3% saving £76,000 however due to the agreed pay rise of £1,290 this saving will not be achieved. There is therefore an additional cost of £6k.
 - The Contingency budget will now not result in any savings as it is required to be fully utilised to fund the some of the £292k forecast overspend.
- 5.4 Savings based on increasing income will continue throughout the year the forecast at Q3 shows-
- Green waste is forecast to underachieve the target by £59k
 - Car Parking income is forecast to underachieve the target by £72k, partly offset by an additional £40k on parking fines
 - Taxi Licensing is expected to achieve an additional £59k.
- 5.5 The Alternate weekly waste collection project has been delivered, and savings have been made through reduction in staffing and vehicle repair and maintenance costs to achieve the required saving.

5.6 At Quarter 3 the forecast for these savings targets is a saving of £785k of the £996k savings identified. This is an 79% success rate.

6. Business Rates

6.1 The only element of the Council Funding that is not fully fixed for the year at budget stage is Business Rates. The table below shows the latest forecast in respect of Business Rates for 2024/25.

Table 6 – Business Rates Forecast 2024/25

	Original Budget 2024/25	Forecast Outturn Q3	Variance
	£	£	£
NNDR Income	(5,048,987)	(4,511,627)	537,360
Tariff	3,847,539	3,847,539	0
Section 31 Grants - Funded Reliefs	(1,523,124)	(1,553,536)	(30,412)
Levy	321,977	324,433	2,456
Renewable energy	(8,564)	(8,564)	0
Total Financing	(2,411,159)	(1,901,755)	509,404

6.2 Due to the complexities of the Collection Fund, it is important to note that the largest element of this position 'NNDR income' is fixed based on the amount forecast at budget setting, any variance from the actual NNDR income impacts on the budget in 25/26 in the form of the surplus/deficit for the previous year. The forecast cumulative deficit at the end of 2023/24, that will impact on the budget in 2024/25 is £1.07m but this deficit will be split within the pool.

A large part of this deficit relates to a provision held for appeals which has been increased during the year, this provides for any successful appeals against Businesses that believe their rateable value is too high. Should the appeals be unsuccessful the provision will be reduced back down, however should the appeals be successful we have made a provision for these payments.

6.3 The Collection fund reserve at Q4 has a balance of £492,548 as shown in the table below.

Table 7

	Council Tax	NNDR	Total
Opening balance 1st April 2024	(98,553)	591,101	492,548
Movement in year	0	0	0
Closing Balance 31st March 2025	(98,553)	591,101	492,548

The movements in year reflect the expected surplus/deficits on the funds for 24/25, which will impact in 25/26.

7. Housing Revenue Account (HRA)

7.1 For 2024/25 the Councils Housing Revenue Account (HRA) net revenue budget was set with a planned contribution to balances of £101k, resulting in an estimated level of general balances at the year-end of £1.527M.

- 7.2 The HRA is currently projecting a forecast underspend of £303k, which would result in HRA balances of £1.712m as at the end of 2024/25 financial year. This position maintains balances above the prudent minimum.
- 7.3 The Major Variances over £30k for the HRA are shown below.

Table 8

Cost Centre	Under/ Overspends	Key reasons for forecast variance
General Repairs	77,048	£52k overspend on repairs and £23k additional cost for hired staff.
Void Property Repairs	(140,500)	Lower than budgeted number of void properties
General Planned Maintenance	(95,000)	Saving on general planned maintenance, subject to the results of the stock condition survey.
Capital Charges	(74,886)	Reduced cost of Capital charges

8. Earmarked Reserves

- 8.1 The Council holds a number of earmarked revenue reserves over both the General Fund and HRA. These reserves are sums set aside for specific purposes and to mitigate against potential future known or predicted liabilities. A number of these reserves are budgeted for use over the period of the MTFS.
- 8.2 Contributions to/from reserves are noted below, detailed analysis of reserves are shown on **Appendix 5**.

Table 9

Reserves	Opening Balance 01/04/24	Increase	Decrease	Closing Balance 31/03/25
	£		£	£
General Fund Earmarked Reserves	(378,379)	(25,200)	23,859	(379,720)
General Fund Grants	(1,135,140)	(231,000)	751,271	(614,870)
Housing Revenue Reserve	(1,610,782)	(1,500,000)	2,281,586	(829,196)
1-4-4 Housing Reserve	(1,293,788)	(1,000,000)	455,400	(1,838,388)

9. Capital Programme

- 9.1 The 2024/25 Capital Programme was set at Full Council in February 2024. Table 8 below shows a summary of the 2024/25 capital programme; the full capital programme is shown in Appendix 4.
- 9.2 The forecast at Quarter 3 for the General Fund capital programme is £2.283m with slippage of £682k estimated by outturn. This is comprised principally of £131k on the invest-to-save budget, due to transformation costs being less than estimated, £121k on the vehicle replacement programme, due to long lead times on new vehicles, and £350k on the sports facility's improvement programme, due to challenges from Sport England that have now been resolved. £461k of UKSPF-funded capital projects have now been added to the budget.

- 9.3 The forecast at Quarter 3 for the HRA capital programme is £3.129m with slippage of £2.199m estimated by outturn due to a delay on the New Housing Initiatives scheme as further funding options and housing options are being investigated, £125k on door replacement work and £209k of fire safety work that has been delayed until after winter.
- 9.4 Approval is requested to reduce the capital budgets for 2024/25 and increase the 2025/26 by the reported slippage amounts for the general fund and HRA. Capital spend against the revised budgets will be monitored for the remainder of the financial year.

Table 10 – Capital Programme Summary

Fund	Revised Budget	Forecast Outturn	Forecast Variance to Budget
	2024/25	2024/25	2024/25
	£'000	£'000	£'000
General Fund Schemes			
Vehicle Refurbishment	754	632	(121)
Waste Project	440	295	(145)
Sports Facilities Improvement Programme	484	134	(350)
UKSPF	461	459	(1)
Other	974	763	(212)
GF Total	3,113	2,283	(829)
Housing Revenue Account			
New Housing Initiatives	2,157	455	(1,702)
Decarbonisation of Housing Stock	909	785	(124)
Central Heating	1,219	1,219	0
Other	1,043	670	(373)
HRA Scheme Total	5,328	3,129	(2,199)
Total	8,441	5,412	(3,028)

Details of the Capital Programme financing are included in **Appendix 4**.

Service Area	Team	Q3 Forecast Variations Above £5K	Reason for Forecast Variance
Community & Wellbeing	Crime and Disorder Partnership	22,037	Forecast updated to reflect full use of grant funding this year.
	Crime and Disorder Partnership	-5,037	Additional grant funding received
	Other Variances Less than £5K	-2,038	Reduction of grant awarded for the advice service offset by higher electricity costs
Corporate Assets	Wigston Fields (The Poplars)	5,900	Increased electricity costs
	Peace Memorial Park Pavilion	5,450	No budget for water
	Thythorn Hill	-18,366	Increase in commercial bookings
	Thythorn Hill	5,910	Decrease in non-commercial bookings
	Cemeteries	5,230	Increase in career grade for cemeteries assistant and increase in electricity costs
	Cemeteries	27,250	Reduction in income
	Car Parks	18,500	Planned works to repair potholes and reline.
	Car Parks	6,638	Increase in NNDR charges
	Car Parks	5,700	Increase in water charges
	Car Parks	-8,000	Credit as a result of cancelled PO from prior year on other external fees
	Car Parks	-9,872	Credit as a result of cancelled PO from prior year on data card fees
	Car Parks	-18,697	Refund from prior year on PayByPhone
	Car Parks	-6,200	underspend on the Chipside MiPermit charges
	Car Parks	44,280	overspend as actuals include Q3/4 23/24 Harborough Council enforcement contract costs
	Car Parks	72,000	Reduction in expected parking income
	Car Parks	-40,000	underspend as actuals include Q3/4 23/24 Harborough Council contract penalty income
	Lighting Scheme	7,020	Increase in LCC street lighting charge due to electricity costs
	Street Cleansing	7,830	Overspend due to income budget not being achieved and increase in grade for staff
	Street Cleansing	21,000	Obsolete recharge budget has been removed
	Grounds Maintenance	-16,111	Underspend due to vacancies
	Grounds Maintenance	10,000	Obsolete recharge budget has been removed
	Structural Maintenance	-11,500	Lower cost of cyclical repairs this year
	Structural Maintenance	11,785	Higher cost of responsive repairs this year
	Brocks Hill	6,637	Additional premises costs
	Brocks Hill	5,200	Increased maintenance charges on fixtures and fittings
	Brocks Hill	27,600	23/24 NNDR charge not accrued.
Brocks Hill	5,140	Increased annual charges for Civico meeting system	
Brocks Hill	-8,840	Elections income for use of Civic Suite	
Other Variances Less than £5K	6,850		
Customer Service	Human Resources	-12,000	Savings on recruitment agency costs
	Customer Services	-37,300	£37k software savings on Customer Relationship Management system
	Head of CS and Transformation	8,979	Additional costs
	Community Lottery	-12,300	Reduction in expected lottery income appropriated to reserve
	Community Lottery	8,000	No income from community events expected.
	Community Lottery	12,300	Reduction in expected lottery income
	Other Variances Less than £5K	2,416	
Depot	Refuse Collection	-16,400	Reduced use of hired staff
	Refuse Collection	10,000	Reduced income on bulky goods collection
	Refuse Collection	20,964	Underachievement of waste project savings
	Recycling	-7,375	Reduced use of hired staff
	Recycling	12,200	No expected income for wheelie bin sales
	Garden Waste Collection	33,695	Increased cost of hired staff
	Garden Waste Collection	-16,000	Travelling allowance (income) from LCC for extended travel distance for disposal of garden waste
	Garden Waste Collection	58,265	Reduced income for garden waste
	Mechanics Workshop	-20,911	Savings due to vacancy.
	Mechanics Workshop	13,800	Increase in use of hired staff
	Oadby Depot	6,800	Increased electricity costs
	Fleet Management	-21,000	Savings on fuel due to waste project
	Fleet Management	-15,600	Savings on vehicle maintenance due to waste project
	Other Variances Less than £5K	24,975	
Corporate Management	Corporate Management	16,853	Increased cost of health insurance
	Corporate Management	-6,500	Savings on treasury advisors
	Corporate Management	23,893	Increased bank charges
	Corporate Management	-18,252	Unbudgeted grant income
	Corporate Management Non-Financial	-6,100	Reduced interest costs on debt
	Corporate Management Non-Financial	-23,140	Overachievement of corporate savings plan
	Corporate Management Non-Financial	45,235	Increased costs of insurance
	Corporate Management Non-Financial	6,844	Increased postage costs

Finance & Resources	Council Tax	-5,071	Vacancy savings	
	Council Tax	8,800	Hired staff covering vacancies	
	Council Tax	10,000	Increased postage costs	
	NNDR	-11,873	Vacancy savings	
	NNDR	19,835	Hired staff covering vacancies	
	NNDR	-7,800	Underspend on professional services	
	Housing Benefit	10,500	Includes costs of 22/23 audit not accrued for	
	Housing Benefit	384,316	Cost of providing Homelessness service	
	Housing Benefit	7,521	Administration grant less than budgeted	
	Housing Benefit	19,900	New Burdens grants less than budgeted	
	Housing Benefit	-35,000	Improved performance on recovery of overpayments	
	Housing Benefit	-22,000	Improved performance on recovery of overpayments	
	Council Tax Benefit	65,000	Cost of discretionary council tax relief for care leavers	
	Finance	-57,310	Vacancy savings	
	Finance	24,400	Increased cost of software	
	ICT	-29,222	Vacancy savings	
	ICT	29,350	Increased cost of software	
	ICT	8,000	Increased security audit costs	
	ICT	-18,000	Underspend on Network Connections budget	
	ICT (Mobile Phones)	-8,300	Underspend due to reduced costs of new contract	
	ICT (Telephones)	38,460	Increase in costs of telephony services	
	Head of Revenues & Benefits	-7,954	Vacancy savings	
	Head of Revenues & Benefits	38,000	Hired staff covering vacancies	
	Head of Revenues & Benefits	24,300	Increased cost of software	
	Head of Revenues & Benefits	11,500	Increased postage costs	
	Head of Revenues & Benefits	-13,497	DWP LADS grants offsetting software costs	
	Systems Administration	8,800	Salary pressure due to 3-month overlap between starter and leaver to ensure full handover	
	Corporate Projects	-9,158	Savings on pension scheme.	
	Corporate Projects	-39,000	Savings on Welland Procurement	
	Other Variances Less than £5K	-28,309		
	Law & Democracy	Environmental Health	6,431	Apprentice role changed to Regulatory Compliance Officer.
		Local Land Charges	24,500	Land Registry LLC Transition Payment to Blaby
Local Land Charges		-24,000	Land Registry LLC Transition Payment	
Register of Electors		-6,500	Response licence for letters sent out by Civica. Savings due to a greater number of online responses.	
Register of Electors		5,999	Settlement from PCC 2021 election to be spent on storage of election supplies	
Register of Electors		-17,235	Electoral integrity grant funding	
Register of Electors		-5,999	Settlement from PCC 2021 election	
Legal & Administration		-27,296	Vacancy savings	
Legal & Administration		8,850	No services recharges expected this year	
Taxi Licences		-55,500	Higher number of taxi license renewals and new applications than expected.	
Taxi Licences		-6,800	Additional income raised from competency tests	
Selective Property Licence Scheme		14,850	Reduction in income received as we near the end of the existing scheme	
Selective Property Licence Scheme		5,101	Reduction in the recharge for an externally funded post. Net nil after taking into account savings from salaries.	
Other Variances Less than £5K		8,653	£8K in additional income raised from grants and EH admin/enforcement. £2.5K in salary savings. £6K reduction in licencing and other income. £6.5K in computer software costs relating to electoral registration and Land Registry LLC transition. £3K in additional costs for Taxi licence plates & £3.5K in refunds issued as part of the Selective Property Licence Scheme.	
SLT		SLT	-13,000	Recharge of salary costs to UKSPF
		Other Variances Less than £5K	-8,801	£4K savings on recruitment expenses. £2K savings on salaries and travel expenses. £2K savings on conferences.
	HUG 2	18,932	Return of unspent HUG 2 grant income	
	HUG 2	-18,932	Unspent HUG 2 grant income	
	Homelessness	7,000	Costs of getting HRA properties up to standard to use as temporary accomodation.	
	Homelessness	570,000	Temporary accomodation costs from increased pressures from homelessness	
	Homelessness	51,000	Appropriation to reserves of income from weekly personal charges to cover future bad debt write offs as collection rates are low	
	Homelessness	-74,893	Additional government grants relating to homelessness	
	Homelessness	-513,000	Housing benefit received relating to temporary accomodation	
	Homelessness	-23,000	Weekly personal charges for temp accomodation	
	Homelessness	-9,700	Income from renting out leased properties. Fewer voids and under budgeted for.	

The Built Environment

Belmont House Hostel	-5,500	Longer tenancies reducing void maintenance costs
Belmont House Hostel	-8,300	Income from additional room
Development Control	-31,945	Vacancy savings
Development Control	5,027	Due to inflationary increases and additional maintenance costs
Development Control	-80,500	Unbudgeted grant income
Development Control	-26,232	£25K income raised from Planning Performance Agreements for the Wigston direction for growth. £1K miscellaneous planning income.
Development Control	30,000	Reduction in planning application income
Development Control	7,000	Reduction in planning advice income
Forward Planning	-6,117	Savings on cost of transport study
Planning Section	-9,100	Recharge of salary costs to UKSPF
Economic Development	5,098	Additional salary costs incurred above what we budgeted for in UKSPF
Economic Development	-7,000	Unused this year due to focus on UKSPF
Economic Development	19,100	£19K variance due to salary costs being recharged from other services.
UKSPF	15,621	UKSPF expenditure and income. Aggregate cost £24K, to be funded from unspent UKSPF in earmarked grants reserve.
UKSPF	12,248	
UKSPF	34,684	
UKSPF	18,871	
UKSPF	131,548	
UKSPF	83,379	
UKSPF	84,000	
UKSPF	-355,905	
Cleaning	-16,450	Vacancy savings
Cleaning	5,409	Contract cleaning
Other Variances Less than £5K	-13,530	Vacancy savings of £2.7K for homelessness and £5.6K for development control and forward plan. £2.6K in additional shared service costs due to pay award. £1.7K savings on professional subscriptions. £1.5K in computer software costs. £3.3K savings on new equipment costs. £3.5K in advertising costs for planning applications. £6K savings in expenses related to conferences, BNG work and Town Centre support. £2K in additional income raised from housing rents.
TOTAL	499,887	

Service Area	Description	Key reasons for forecast variance	23/24 Budget	Saving Identified	24/25 Budget	Forecast	Variance	Comments
Finance	Saving	Service Transformation	-50,000.00	-534,000.00	-584,000.00	-607,140.00	-23,140.00	Transformation and staffing restructure complete and additional savings made.
	Pressure	Local Government Pay Award	0.00	-76,000.00	-76,000.00	6,000.00	82,000.00	Pay Award confirmed with an additional pressure of £82k.
Depot	Saving	Alternate weekly waste collections	0.00	-120,000.00	-120,000.00	-120,000.00	0.00	Savings target has been achieved.
	Income	Bin Swaps	-200.00	-12,000.00	-12,000.00	0.00	12,000.00	Waste project is still on-going bin swaps are included within project costs.
	Income	Increase in Green waste charges	-550,000.00	-110,000.00	-660,000.00	-601,735.00	58,265.00	Increased uptake of the service not achieved.
	Income	Increase in Bulky Waste charge	-30,000.00	-15,000.00	-35,000.00	-25,000.00	10,000.00	Increased uptake of the service not achieved. Growth included in budget
The Built Environment	Pressure	Contingency	0.00	130,000.00	130,984.00	130,984.00	0.00	Contingency to cover additional costs of homelessness.
	Income	Increased car parking charges	-575,000.00	-259,000.00	-834,000.00	-762,000.00	72,000.00	Underachievement of income budget due to reduced take up of permits and lower usage of car parks.
			-1,205,200.00	-996,000.00	-2,190,016.00	-1,978,891.00	211,125.00	
				-784,875.00				
				0.79				

Cost Centre	Under/ Over spends	Key reasons for forecast variance
General Repairs	77,048	£52k overspend on repairs, £23k additional cost for hired staff
Void Property Repairs	(140,500)	Saving on works to Void properties,
General Planned Maintenance	(95,000)	Saving on general planned maintenance, subject to the results of the stock condition survey
Adaptations for Disabled Persons	(3,000)	
Service Repair Contract	26,500	Additional charges for 'exceptional' jobs not included within the contract
Churchill Close older Persons	(7,416)	Saving on Gas and Legionella due to new boiler
Marriott House Older Person	(9,814)	Increased water charges
Kings Drive Older Person	(15,343)	Increased costs of Fixtures and fittings and lift repairs
Communal Services	13,065	Increased cost of alarms
Housing Revenue Account	8,990	Increased bad debt, higher costs for write-offs
Estates Management	17,286	£16k consultancy fees, £16.5k legal fees relating to disrepair claims, £10k additional costs to fund Tenant liason officer, £9.5k New burden grant income for tenant satisfaction.
HRA Cleaning	(919)	Salary savings
Capital Charges	(74,886)	Reduced forecast for Capital charges

Project Code Reference	Scheme	Budget Holder	Responsible Person	2024-25 Proposals	2023-24 Budgeted C/F	2023-24 Budgeted Addition	2024-25 Approved Budget	2023-24 Final C/F	Additions/Removals/Transfers	2024-25 Total Budget	Actual to 31st December 2024	Unsupported Borrowing	Supported Borrowing	Grants & Contributions	Open Spaces S106	South Wigston Regeneration	Usable Capital Receipts - OTHER	Contributions Unapplied Reserve	Major Repairs Reserve	Regeneration Reserve	1-4-1 Housing Receipts	Checksum	Variance to Budget	Forecast	Variance to Forecast	Comments	
				£	£	£	£	£	£	£	£																
Funding Available B/F Estimated Additions in Year																											
Total Funding Available																											
Housing Revenue Account																											
50029	New Housing Initiatives	Chris Eyre	Chris Eyre		2,178,225		2,178,225	0	(20,726)	2,157,499	651										455,400	0	(2,156,849)	455,400	(1,702,099)	This budget includes match funding to enable the council to spend its Right to Buy receipts. Budget allocated to the provision of additional new housing stock at Horsewell Lane and the purchase of existing properties. Forecast covers the costs of purchasing 3 properties as well as the capitalisation of project management fees.	
50049	Horsewell Lane housing development, Modular Build Acquisition of Existing Property	Chris Eyre	Chris Eyre		0		0	(20,726)	20,726	0	6								0	0	0	0	6	0	0	0	Capitalisation of project management fees in 23/24.
New Housing Initiatives - Subtotal					2,178,225		2,178,225	(29,884)	9,158	2,157,499	657											455,400	0	(2,156,843)	455,400	(1,702,099)	Stamp duty tax for acquisition of a property in 23/24.
Decarbonisation of Housing Stock				500,000	761,142	269,000	1,530,142	0	(62,136)	906,636	648,424								392,500			0	(260,412)	765,000	(123,636)		
50003	Central Heating	Chris Eyre			0		0	315,062	904,023	1,219,086	1,201,470								1,219,086			0	(17,616)	1,219,086	0	Chartwell House Boiler Phase 1 works (E385K) upgrading the boiler plant room and replacement boiler has concluded. Phase 2 works (E755K) associated with the heating and hot water components being upgraded in individual flats has started. In addition to this work we are also replacing all pipework and components associated with the heating and hot water system located in communal areas.	
50006	Front & Rear Doors	Chris Eyre			0		0	(4,868)	154,868	150,000	14,642								25,000			0	(135,358)	25,000	(125,000)	Door replacement programme at Chartwell House. Communal door replacement to be carried out this financial year. The door replacements for tenants has been suspended until April 2025 due to the winter.	
50009	Fire Safety Marriott House	Chris Eyre			0		0	0	0	0	985								0			0	985	0	0	Moved to 50019	
50016	Decent Homes Work	Chris Eyre		1,000,000	195,016		1,195,016	9,473	(1,079,489)	125,000	126,757								155,000			0	1,758	155,000	30,000	This will be used on bringing void properties up to decent homes standards which will enable us to let properties e.g. kitchens, bathrooms and electrical upgrades.	
50017	Major Adaptations	Chris Eyre			14,997		14,997	(31,527)	216,530	200,000	38,934								130,000			0	(161,066)	130,000	(70,000)	This is for work generated by an occupational therapist referral making recommendations for stairlifts, level access showers etc. Slippage is due to certain work being moved into 25/26 as it requires planning permission.	
50019	Fire Safety	Chris Eyre			80,000		80,000	58,432	300,000	438,432	190,054								230,000			0	(248,379)	230,000	(208,432)	Compliance work to communal schemes and blocks to implement remedial works identified in fire risk assessments.	
50024	Ventilation Insulation	Chris Eyre			0		0	(2,041)	2,041	0	4,715								0			0	4,715	0	0	POs raised in the wrong place. Will be moved to Decent Homes Works when invoices in. Forecasts are on Decent Homes.	
50041	Stock Condition Survey	Chris Eyre			100,000		100,000	0	30,000	130,000	102,068								130,000			0	(27,932)	130,000	0	The stock condition survey started in July 2024 and is expected to be completed by year end.	
50047	Housing Block Improvements	Chris Eyre			0		0	(83,966)	83,966	0	0								0			0	(0)	0	0	POs raised in the wrong place. Will be moved to Fire Safety when invoices in. Forecasts are on Fire Safety.	
HRA Other Subtotal				1,000,000	390,013	0	1,390,013	260,566	611,940	2,262,518	1,679,624	0	0	0	0	0	0	0	1,889,086	0	0	0	(582,894)	1,889,086	(373,432)		
Total - HRA				1,500,000	3,329,380	269,000	5,098,380	230,682	(208)	5,328,854	2,328,705	0	0	0	392,500	0	0	0	0	2,281,586	0	455,400	0	(3,000,149)	3,129,486	(2,199,367)	
General Fund																											
54133	Replacement RCV	David Gill	Brian Kew		0		0	0	238,511	238,511	238,511	238,511										0	0	238,511	0	Replacement RCV Vehicle delivered. Cost includes chassis, body, bin lift & re-rotation.	
54162	Vehicle Refurbishment	David Gill	Brian Kew/Mark Westkamp	400,000	284,924		684,924	0	(493,045)	191,879	20,390	100,000										29,598	(171,489)	70,402	(121,477)	Order placed. Long lead time on vehicles, so delivery of the RCV truck will slip into the next FY. Specifications for a new truck provided & estimated at about £240k. FD15 HSV (75028) and FD15 HSN (75025) sent to auction week beginning 22/01/24. RCV truck FD15 HSO & FD15 HSN refurbished and returned.	
54170	2 Isuzu 4WD Pickups	David Gill	Brian Kew		0		0	0	61,238	61,238	61,238	61,238										0	0	61,238	0	Complete	
54171	Ford Transit Tipper	David Gill	Brian Kew		0		0	0	34,060	34,060	34,060	34,060										0	0	34,060	0	Complete	
54172	2 Transit Connect Trend L2 250	David Gill	Brian Kew		0		0	0	47,916	47,916	47,916	47,916										0	0	47,916	0	Complete	
54191	Wessex RMX500 Mower	David Gill	Stuart Marbrook		0		0	0	37,320	37,320	37,320	10										(37,310)	0	37,320	0	Complete	
Replacement of Grounds Maintenance Dennis bowling green mower					6,000		6,000	0	9,000	15,000	0	15,000										0	(15,000)	15,000	0	Husqvarna mower to be replaced as priority	
Replacement of Grounds Maintenance Vehicle FE09 XDT					30,000		30,000	0	7,000	37,000	0	37,000										0	(37,000)	37,000	0	Transit tipper to be replaced as priority	
Replacement of Grounds Maintenance Vehicle FG12 MVN					33,000		33,000	0	11,000	44,000	0	44,000										0	(44,000)	44,000	0	Replacement of small diesel van x2	
Replacement of cemeteries vehicles- 3 way tipper					0		0	0	22,000	22,000	0	22,000										0	(22,000)	22,000	0	Service are in the process of sourcing a suitable vehicle which is proving challenging	
Replacement of cemeteries vehicles- Mower trailer					0		0	0	25,000	25,000	0	25,000										0	(25,000)	25,000	0	Services looking at quotations and demos; expect to be purchased in 24/25	
Vehicle Refurbishment Subtotal				400,000	353,924	0	753,924	0	0	753,924	439,435	624,735	0	0	0	0	0	0	0	0	0	0	(7,712)	(314,489)	632,447	(121,477)	
54147	Recycling Wheeie Bins	David Gill	Brian Kew		0		0	0	273,600	273,600	146,405								273,600			84,801	(127,195)	188,799	(84,801)	Acts relate to the purchase of new bins for Waste Transformation project (moving to alternate waste collections wef 2 Sept 24). Expected that cost will be funded from sale of larger bins (see 54169)	
54168	Refuse Route Optimisation	David Gill	Ben Wilson		0		0	0	14,850	14,850	14,850								14,850			0	0	14,850	0	Integrated Skills Ltd route optimisation software. Waste Transformation project (moving to alternate weekly collections), now complete. Funded from sale of larger bins (see 54169)	
54169	Waste Transformation	David Gill	Ben Wilson		0		0	0	151,820	151,820	(13,792)								79,950			(11,395)	(165,612)	91,345	(60,475)	Waste Transformation project - funded by larger bin sales. This project completed in Sept when the alternate waste collections commenced and as such there have been no further costs (other than James Hodgkin is still coded here). Continuing wheeie bin income should now be coded to revenue	
Waste Project Subtotal				0	0	0	0	0	440,270	440,270	147,463	0	0	0	0	0	0	0	368,400	0	0	73,406	(292,807)	294,994	(145,276)		
54522	New Facility at Uplands Park	David Gill	Stuart Marbrook		135,525		135,525	(1,162)		134,363	1,680				134,363							0	(132,683)	134,363	0	Refurbishment of tennis courts at Uplands Park. Planning permission has been granted and service are now identifying contractors/consultant who can manage the project. As such expect scheme to be completed in 25/26. Will have more details (costings/timings) when contractor appointed and can then revise forecast.	
Cricket Nets at Uplands Park					40,000		40,000	0		40,000	0											0	(40,000)	0	(40,000)	Currently on-hold pending completion of Uplands Park project; potential for re-allocation	
Football Goals					7,221		7,221	0		7,221	0											0	(7,221)	0	(7,221)	Original bid 21-22 for Sports Facility improvement, approval to transfer to range of new schemes given at committee Nov 22. Currently on-hold pending completion of Uplands Park project; potential for re-allocation	
Pitch Improvement Equipment					30,000		30,000	0		30,000	0											0	(30,000)	0	(30,000)	Original bid 21-22 for Sports Facility improvement, approval to transfer to range of new schemes given at committee Nov 22. Currently on-hold pending completion of Uplands Park project; potential for re-allocation	
Skatepark and Parkour or BMX facilities					220,000		220,000	0		220,000	0											0	(220,000)	0	(220,000)	Willow Park. Current area in disrepair, ongoing discussions around the development of area. Some concerns raised from members.	
Residue of reassigned sports budgets held as hedge against cost inflation.					52,779		52,779	0		52,779	0											0	(52,779)	0	(52,779)	Original bid 21-22 for Sports Facility improvement, approval to transfer to range of new schemes given at committee Nov 22. Currently on-hold pending completion of Uplands Park project; potential for re-allocation	
Sports Facilities Improvement Programme Subtotal				0	485,525	0	485,525	(1,162)	0	484,363	1,680	0	0	0	0	134,363	0	0	0	0	0	0	(482,683)	134,363	(350,000)		
53908	UKSPF Digital Highstreets	Adrian Thorpe	Adrian Thorpe		0		0	1,652	(1,652)	0	0											0	(0)	0	(0)	Project concluded in 23/24.	
53909	UKSPF Shop Front Scheme	Adrian Thorpe	Adrian Thorpe		0		0	9,786	10,214	20,000	9,290											(29,600)	(10,710)	29,600	9,600	Grants to small businesses to improve their shop front. All applications have been received. We are on track for all payments to be made by the end of February.	
UKSPF Green Spaces					0		0	0	201,516	201,516	201,516	10										(201,506)	0	201,516	0	Work has started on Kilby Bridge towpath in January and it will take 4 weeks to complete. Expected to finish at the end of February. Additional £9.5K of costs to be covered by business rates pool funding.	
UKSPF Town Centres					0		0	0	239,000	239,000	215,413	10										(228,370)	(23,587)	228,380	(10,620)	Plans for the signage at Wigston Town Centre has been submitted. Installation is conditional upon planning permission being granted.	
UK Shared Prosperity Fund Subtotal				0	0	0	0	11,438	449,078	460,516	426,219	20	0	0	0	0	0	0	0	0	0	0	(459,476)	(34,297)	459,496	(1,020)	The first mural at Wigston Town Centre is complete. Work is ongoing to complete 3 more murals at Oadby, Wigston and South Wigston Town Centres before year end.
52092	Oadby Pool Housing Project	Adrian Thorpe	Adrian Thorpe		0		0	0		0	18,760	18,760										0	18,760	18,760	18,760	All street furniture has now been delivered. Installation of new furniture is currently ongoing and will be completed by the end of March.	

Project Code Reference	Scheme	Budget Holder	Responsible Person	2024-25 Proposals	2023-24 Budgeted C/F	2023-24 Budgeted Addition	2024-25 Approved Budget	2023-24 Final C/F	Additions/Remov als/Transfers	2024-25 Total Budget	Actual to 31st December 2024	Unsupported Borrowing	Supported Borrowing	Grants & Contributions	Open Spaces S106	South Wigston Regeneration	Usable Capital Receipts - OTHER	Contributions Unapplied Reserve	Major Repairs Reserve	Regeneration Reserve	1-4-1 Housing Receipts	Checksum	Variance to Budget	Forecast	Variance to Forecast	Comments			
				£	£		£	£	£	£	£				80306 7360	80306 7360	90005 7751	90007 7751	90009 7751	90011 7751	90012 7751								
54003	Brooks Hill Drainage	David Gill							5,000	5,000	0												(5,000)	5,000	0	Preliminary drainage improvement works at Brooks Hill. Further works expected in 25/26			
54010	Play Area Refurbishments	David Gill	Stuart Marbrook		8,400		8,400	0		8,400	35,458	8,400											0	27,058	8,400	0	Repairs carried out to BH snake swing - further refurb work to be carried out across Council Play Areas as H&S requirement per Crimson Report		
54017	Xmas Decoration Infrastructure	Adrian Thorpe	Mark Hryniw	7,500	0		7,500	0		7,500	7,500	7,500											0	0	7,500	0	New Christmas lights. A rolling cycle of replacements is in place. These have now all been replaced.		
54018	Alotment Drainage	David Gill	Stuart Marbrook				0	0		0	270												0	270	0	0	Not capital. Move to revenue.		
54094	Website accessibility	Trish Hatton	Robert Hellwell		5,000		5,000	0		5,000	0	5,000											5,000	(5,000)	0	(5,000)	Website improvement project will take place in 25/26 (funded from revenue budget) and website accessibility remains an element of it so this budget will be required in 25/26		
54097	Walter Charles Premises Repair	David Gill	Stuart Marbrook				0	0		0	(21,416)												0	(21,416)	0	0	Walter Charles centre has been sold, completion 29 Nov 24. £28k received in Sept (deposit). £30.3k has been incurred in getting the site to a fit state for sale which has been deducted from the sale proceeds. No further spend expected that could be treated as capital		
54098	Asbestos Removal	David Gill	Stuart Marbrook				0	0		0	707												0	707	0	0	Should be in HRA.		
54114	Car Park Resurfacing	David Gill	Stuart Marbrook		8,976		8,976	(8,976)		0	10	10											10	10	0	0	Complete. No c/wed from 23/24.		
54150	CCTV Cameras	David Gill	Mark Smith				0	0	22,172	22,172	22,172	10										(22,162)	0	22,172	0	0	Purchase of CCTV cameras for the CSP using grant funding.		
54566	Brooks Hill Additional Play Equipment	David Gill	Stuart Marbrook		82,000		82,000	0		82,000	78,771	82,000											0	(3,229)	82,000	0	Brooks Hill Country Park, senior play area upgrade and new equip. Kompan works complete. RPI inspection carried out and passed, as a result we have now taken ownership of the play area. No further spend expected		
54576	Repairs to play area surface various play areas	David Gill	Stuart Marbrook		12,730		12,730	0		12,730	3,220	12,730											0	(9,510)	12,730	0	GB Sport & Leisure are carrying out the works. Slippage into 24/25 where it is expected to be completed		
54578	Town Centre Wi-Fi	Adrian Thorpe	Mark Hryniw		23,752		23,752	0		23,752	0												0	(23,752)	0	(23,752)	0	Project has concluded. No plans are in place to spend the remaining budget. 50% pool funded.	
54585	Wigston Cemetery – entrance drive resurfacing and disabled parking	David Gill	Stuart Marbrook		12,000		12,000	(12,000)		0	0												0	0	0	0	0	Scheme completed in 22/23	
54588	Tree Works – All Saints and St Wistans Churchyards	David Gill	Stuart Marbrook		15,000		15,000	0		15,000	10,271	15,000											0	(4,729)	15,000	0	0	Diocese of Leicestershire has approved the works. POs have been raised in order works can start. Expect to be completed in 24/25	
54589	Multi use basketball / football court at Freer Park, Carlton Drive, Wigston	David Gill	Stuart Marbrook		35,000		35,000	0		35,000	34,567	34,600											0	(433)	34,600	(400)	400	Works have been completed	
54590	Wigston Pool Photovoltaics Electrical	David Gill	Stuart Marbrook				0	0	184,050	184,050	168,324			184,050									0	(15,726)	184,050	0	0	Sport England grant funded scheme covering the installation of solar panels at Wigston Leisure Centre to reduce energy costs. Work is expected to conclude at the end of February.	
54592	Brooks Hill Barn	David Gill							18,000	18,000	0												0	18,000	18,000	0	0	Expect to complete by year end	
54594	Wigston Cemetery Mess Room	David Gill							15,000	15,000	0												0	(15,000)	15,000	0	0	Expect to complete by year end	
56003	Customer Services	Trish Hatton	Ben Wilson				0	0		0	(146)												0	(146)	0	0	0	Old PO. Close	
56010	IT replacements	Trish Hatton	Ben Wilson				0	0		0	(78)												0	(78)	0	0	0	Old PO. Close	
56055	Document Management System Software	Colleen Warren	Ben Wilson		3,454		3,454	3,000		6,454	2,200	6,454											0	(4,254)	6,454	0	0	Expected to be fully spent	
56069	Licensing Software Review	David Gill	Jon Wells		0		0	0	11,791	11,791	11,791	11,791											0	0	11,791	0	0	Licensing software review of forms and processes with NWLDC support. Work is ongoing on our systems to resolve issues that have been flagged up. Expected to be completed by year end. Invest to save project.	
56072	South Wigston Shop Fronts	Adrian Thorpe	Mark Hryniw		1,992		1,992	0		1,992	1,584	1,992											0	(408)	1,992	0	0	We have received a few shop front applications. Expected to be fully spent by year end.	
56085	New Council Offices	Adrian Thorpe	Ben Wilson	10,000	0		10,000	0		10,000	9,523	10,000											0	(477)	10,000	0	0	Misc capital works at Brooks Hill	
56092	Laptop Renewal	Sal Khan	Ben Wilson		2,710		850	0		3,560	0	3,560											0	(3,560)	3,560	0	0	Ad-hoc in-year replacements.	
56096	Capital Maintenance Brooks Hill	David Gill	Stuart Marbrook				0	1,279		1,279	0												0	(1,279)	0	(1,279)	0	0	Works complete 23/24
56097	Depot Health & Safety Works	David Gill	Brian Kew				0	1,566		1,566	652	652											(995)	(914)	1,647	81	81	Completed 23/24.	
56099	Public Access Upgrade Salaries	Trish Hatton	Ben Wilson				0	0		0	7,150	7,150											0	7,150	7,150	7,150	7,150	Supplementary Budget Request approved by CX&S151. The software requires upgrading to a version which will continue to be supported. Was previously paid for by services that require public access (Planning and Licensing) but there was no budget. Cost will be £7.15k, no further spend expected	
56100	Compliance Software	David Gill	Sally Moseley				0	0		0	3,675	10											(3,665)	3,675	3,675	3,675	3,675	Compliance management system needed to ensure statutory deadlines met. Supplementary submitted.	
	Invest to Save	David Gill	Ben Wilson	300,000			300,000	135,649	(11,791)	423,857	0						423,857						130,804	(423,857)	293,054	(130,804)	0	Capitalisation of restructure costs under flexible use of capital receipts regulations, costs of service transformation officer.	
	Finance System Upgrade	Colleen Warren	Laura Parsons		80,000		80,000	0		80,000	0												0	(80,000)	0	(80,000)	0	0	Unlikely to be within 24/25. Will need to be carried forwards to 25/26.
	GF Other Subtotal			317,500	291,014	0	608,514	121,368	244,222	974,104	394,966	225,620	0	184,050	0	0	423,857	0	0	0	0	0	108,992	(579,138)	762,535	(211,568)			
	Total - General Fund			717,500	1,130,463	0	1,847,963	131,644	1,133,570	3,113,177	1,409,763	850,375	0	184,050	134,363	0	792,257	0	0	0	0	0	(284,790)	(1,703,414)	2,283,836	(829,342)			
	PLANNED EXPENDITURE GRAND TOTAL			2,217,500	4,459,843	269,000	6,946,343	362,326	1,133,362	8,442,031	3,738,468	850,375	0	576,550	134,363	0	792,257	0	2,281,586	0	455,400	0	(284,790)	(4,703,563)	5,413,322	(3,028,709)			
															899,235	9,659	144,764	24,453	409,253	361,443	1,838,388								

Statement of Movement on Reserves

	Opening Balance at 1st April 2024	Corrections to 2023/24	Additions in 2024/25	Useage in 2024/25	Forecast Closing Balance as at 31 March 2025
	£				
<u>General Fund Earmarked Reserves</u>					
90017 7751 Contingency Reserve	-139,207				-139,207
90038 7751 Land Valuation Reserve	-1,000				-1,000
90045 7751 Local Elections Reserve	0		-17,500		-17,500
90047 7751 GF Cost Of Living Reserve	-41,738				-41,738
90049 7751 Lottery Reserve	-6,349		-7,700		-14,049
90015 7751 Local Plan Reserve	-190,085			23,859	-166,226
Total GF	-378,379	0	-25,200	23,859	-379,720
<u>General Fund Grants</u>					
90044 7751 Collection Fund Reserve	-446,000	446,000			0
90046 7751 Business Rates Retention Reserve	0	-306,000		306,000	0
NNDR Equalisation Reserve	0	-371,000		331,782	-39,218
90013 7751 Earmarked Revenue Grants Reserve	-225,783			78,489	-147,295
90027 7751 Grounds Maintenance Reserve Balance	-463,357			35,000	-428,357
Total GF Grants	-1,135,140	-231,000	0	751,271	-614,870
90001 7751 General Fund Reserve	-1,765,066		-361,000	514,537	-1,611,529
Total General Fund Revenue Reserves	-3,278,586	-231,000	-386,200	1,289,667	-2,606,119
90006 7751 General Fund Capital Receipts Reserve	-443,105		-493,916	937,021	0
<u>HRA Revenue Reserves</u>					
90009 7751 Major Repairs Reserve Balance	-1,190,839		-1,500,000	2,281,586	-409,253
90011 7751 Regeneration Reserve	-361,443				-361,443
90042 7751 Budgets Carried Forward HRA Reserve Balance	-8,500				-8,500
90048 7751 HRA Cost Of Living Reserve	-50,000				-50,000
Total HRA	-1,610,782	0	-1,500,000	2,281,586	-829,196
90002 7751 HRA Reserve	-1,410,793		-303,355	0	-1,714,148
Total HRA	-3,062,267	0		2,281,586	-2,543,345
<u>HRA Capital Reserves</u>					
90012 7751 1-4-1 Housing Reserve	-1,293,788		-1,000,000	455,400	-1,838,388

Agenda Item 9



Policy, Finance and Development Committee	Tuesday, 25 March 2025	Matter for Information and Decision
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Report Title: **Air Quality Strategy (2025-2029)**

Report Author(s): **Jon Wells (Senior Strategic Development Manager)**

Purpose of Report:	To approve the Council's first ever Air Quality Strategy following approval by the Licensing and Regulatory Committee on 6 March 2025.
Report Summary:	The Council is required by Defra to produce an Air Quality Strategy. This strategy covers the whole borough and outlines our collective approach to improving air quality in Oadby and Wigston. It highlights the work we are already doing and focusses on key actions we need to collectively take to drive further improvements. The strategy focuses on improving outdoor air quality but also considers the quality of air indoors within people's homes, workplaces and schools.
Recommendation(s):	That the Air Quality Strategy (2025-2029) (provided at Appendix 1) be approved.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	David Gill (Head of Law and Democracy / Monitoring Officer) (0116) 257 2626 david.gill@oadby-wigston.gov.uk Jon Wells (Senior Strategic Development Manager) (0116) 257 2692 jon.wells@oadby-wigston.gov.uk
Strategic Objectives:	Our Council (SO1) Our Communities (SO2) Our Economy (SO3) Our Partners (SO5)
Vision and Values:	Proud of Everything We Do (V2) Collaborative & Creative (V3) Customer & Community Focused (V1)
Report Implications:-	
Legal:	There are no implications directly arising from this report.
Financial:	There are no implications directly arising from this report.
Corporate Risk Management:	Regulatory Governance (CR6)
Equalities and Equalities Assessment (EA):	There are no implications directly arising from this report.
Human Rights:	There are no implications directly arising from this report.
Health and Safety:	There are no implications directly arising from this report.

Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	<ul style="list-style-type: none"> • Public consultation November 2024 • Consultation with key partners including Leicestershire Air Quality and Health Partnership Group, Highways and Public Health at Leicestershire County Council, NHS Children and Young People Services, East Leicestershire and Rutland CCG, Planning Department, and Climate Change Officer.
Background Papers:	<ul style="list-style-type: none"> • Licensing and Regulatory Committee 6 March 2025.
Appendices:	<ol style="list-style-type: none"> 1. Air Quality Strategy (2025-2029) 2. Air Quality Strategy Consultation Report (2025)

1. Background

- 1.1 Following changes in national policy the Council is now required to produce an Air Quality Strategy for the borough.
- 1.2 Oadby and Wigston Borough Council Air Quality Strategy (2025-2029) (AQS) provided at **Appendix 1** aims to improve air quality, raise the profile and importance of air quality, sets out our six aims, what we have done so far and our key priorities going forward. It also provides information on who we will be working with, how we will monitor and review our progress. The Department for Environment, Food and Rural Affairs (Defra) have made it clear that local government play an important role and have many of the powers and local insight to tackle issues that cause pollution locally.
- 1.3 The AQS sets out the following six aims:
- Reduce emissions from transport
 - Improve the health of children and young people
 - Raise awareness and influence change
 - Decrease exposure to air pollutants
 - Consider the impact of development on air quality
 - Ensure compliance with legislation
- 1.4 In Section 3 of the AQS future actions are detailed, those we can take and those we will need to work closely with others on.
- 1.5 The aims are all informed following feedback through the consultation process and from partners. Progress will be reported annually through our Annual Status Report (ASR) which is submitted to Defra for appraisal and approval.
- 1.6 The Licensing and Regulatory Committee on 6 March 2025 unanimously agreed to

recommend the report to this committee for approval.

Air Quality Strategy

(2025 – 2029)

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Parkland Primary School pupil Elsa Rios Robert with her competition-winning active travel poster

1. Foreword

The quality of the air we breathe affects everyone. We want to ensure that our residents, workers and visitors can breathe the cleanest air possible, and this strategy communicates our vision for improving air quality in Oadby and Wigston over the next four years.

Air quality can also affect the most vulnerable in society, children, the elderly, and those with existing heart and lung conditions. Additionally people living in less affluent areas are most exposed to dangerous levels of air pollution.

Oadby and Wigston Borough is situated within the County of Leicestershire and both the city and county place controls on transport and transport routes through our area. This is having a positive effect on local air pollution the collaborative work benefits our residents.

Since the 1980s air quality has improved significantly in the country. In our area monitoring shows a gradual improvement in air quality in the last few years and we currently have no exceedances of the air quality objectives.

This first air quality strategy has been produced following consultation with the public, our elected members and partners who all agreed that to improve local people's health and wellbeing we can, and should, go further to reduce air pollution. This also meets with the new mandated requirement from the Government that all local authorities should have an air quality strategy for their area. It is clear that local government has an essential role to play in delivering cleaner air for communities and nature right across England.

We are aware that there are health inequalities within the borough and that air quality is poor in these areas, which are often densely populated and suffer with high deprivation.

This strategy covers the whole borough and outlines our collective approach to improving air quality in Oadby and Wigston. It highlights the work we are already doing and focusses on key actions we need to collectively take to drive further improvements. The strategy focuses on improving outdoor air quality but also considers the quality of air indoors within people's homes, workplaces and schools.

The strategy will help us to focus on and deliver the actions required, both by the council and by working with others to continue to make improvements to our air quality.

Councillor Samia Haq

Leader of the Council

Anne Court

Chief Executive

2. Introduction

Air pollution is one of the greatest environmental threats to health and it was the focus of the 2022 Chief Medical Officer's report. Air pollution can have negative effects on health throughout our lives.

Short term exposure can make respiratory conditions such as asthma and chronic obstructive pulmonary disease worse. Long term exposure is associated with an increased risk of a number of serious health conditions including respiratory and cardiovascular disease, cancer, depression, dementia and diabetes and can affect foetal development.

Deaths in England linked to air pollution are estimated to be between 26,000 and 38,000 each year. Although air pollution can be harmful to everyone, the most susceptible to the effects of air pollution are typically the young, the elderly, and those with pre-existing health conditions. The Chief Medical Officer reported that it particularly affects people living in more densely populated and polluted areas, which are often associated with areas of higher deprivation. This can widen health inequalities.

Government policies, alongside research and guidance from organisations such as the World Health Organisation, National Institute for Health and Care Excellence and the Chief Medical Officer for England, tell us that there are no safe levels for exposure to air pollution and global and national exposure threshold target levels are being reduced to reflect this. We can and must go further and faster to minimise the impact of air pollution on our health and the local environment.

The World Health Organisation has updated their health-based air quality guideline concentrations, due to a much stronger body of evidence showing how air pollution affects health at lower concentrations. The Government has set legal limits, known as air quality objectives, for air pollution; new lower objective levels have recently been introduced for particulate matter. Local authorities (LAs) in England have duties regarding local air quality management and must regularly review and assess air quality to determine whether objectives are likely to be achieved. As part of these duties all LAs in England are now required to produce an air quality strategy.

As improvements in outdoor air pollution levels occur, indoor air pollution is becoming an increasing proportion of the problem. We spend most of our time indoors, whether we are at work, studying or enjoying leisure activities but we have little control over the air pollution we are exposed to in these settings. Indoor pollution has not been as well studied as outdoor pollution and this should now be a local and national priority, with focus on the reduction of emissions of health harming pollutants indoors.

To inform the development of this strategy the input from Oadby and Wigston Borough Council and this will play an important future role in improving health and wellbeing outcomes for local people.

To inform the development of this strategy, the emerging Leicestershire Air Quality Health Needs Assessment, which is being developed by Public Health at Leicestershire County Council along with this Council recognises that individuals most susceptible to negative health impacts of air pollution exposure are likely to be among the most vulnerable people

in society, in some cases with limited power to alter social circumstances or individual-level risk. Taking measures to improve air quality will have positive health benefits, helping to reduce health inequalities across the borough.

Air quality and climate change are inextricably related. Many common air pollutants are also greenhouse gases and therefore reducing air pollution will lessen the warming effect on our climate. Poor air quality and climate change have a direct impact on the health and wellbeing of both humans and the natural environment. This strategy aligns with local and regional actions being taken to address the ecological and climate crisis that we face, by helping to cut climate damaging air pollution locally, in line with global targets. The strategy will sit alongside the Council's Climate Change Strategy 2024.

Why develop a strategy?

Air quality in Oadby and Wigston has improved significantly since the 1980's and key pollutants currently do not exceed legal limits. However, there are no safe levels of exposure to air pollution reducing emission of air pollution and reducing exposure air of poor quality will help to improve the health and wellbeing of people locally. We also know air quality is poorest in areas that have the highest density of population, which are also our areas of highest deprivation. Improving air quality in these areas will therefore help reduce health inequalities in our borough. It is our vision that all people in Oadby and Wigston are able to breathe the cleanest air possible and we have developed this strategy by collaborating with stakeholders across our borough and local people to ensure that it meets and addresses local needs.

We know that not all air pollution in Oadby and Wigston is generated in our area, as pollutants can travel long distances and combine with each other to create different pollutants. Oadby & Wigston Borough is situated within the County of Leicestershire and both the City and County place controls on transport and main transport routes through the area. The main pollutants of concern are those associated with traffic, with several arterial routes in the borough heading towards Leicester City. We will therefore continue to work with our highway authority, Leicestershire County Council, and Leicester City Council to tackle road sourced and transport emissions on a wider scale.

We also need to ensure that our actions to reduce air pollution in our borough do not result in unintended negative consequences.

The implementation of this strategy will support the Councils' Corporate Strategy 2024-2027 and the Leicestershire 2019 Air Quality and Health Joint Strategic Needs Assessment (JSNA) which contains recommendations around the need for the development and co-ordination of interventions that improve local air quality for everyone, not just based around pollution hotspots and AQMAs. This approach was identified as giving potential for the greatest impact on improving health, as air quality can affect the health of our population throughout the life course at any age, and disproportionately affect the most vulnerable contributing to health inequalities.

The strategic objectives of the Councils' Corporate Strategy are:

- Our council
- Our communities

- Our economy
- Our environment
- Our partners

We want to use this opportunity to highlight the significant work that is already being undertaken across the council and by local partners with positive impacts on air quality. We will highlight how we can build on this partnership working.



Cllr Samia Haq, Leader of OWBC, giving free trees to residents as part of our giveaway

3. Aims of the Strategy

The six aims of the Air Quality Strategy are as follows:

<p>1. Reduce emissions from transport</p>	<p>Minimise emissions from road traffic to lower NO₂ and particulate matter. Improve road networks. Improve public transport access, routes and links.</p>
<p>2. Improving the health of children and young people</p>	<p>Improving air quality in and around schools. Raise awareness with school children and in schools. Promote other transport alternatives such as park and stride, cycling, walking, minimise idling and congestion from vehicles. Promote eco-schools green flag and school travel plans.</p>
<p>3. Raise awareness and influence change</p>	<p>Raise awareness through education and support and promote national events and campaigns e.g. clean air day.</p>
<p>4. Decrease exposure to air pollutants</p>	<p>Provide information to residents, employers, workers and visitors especially those who are more susceptible to the effects of exposure to poor air quality on how to minimise exposure.</p>
<p>5. Consider the impact of development on air quality</p>	<p>Ensure the air quality impact of development is assessed by the developer. This should be an obligation to ensure improvements are secured to mitigate impacts on local air quality in accordance with the National Planning Policy Framework.</p>
<p>6. Ensure compliance with legislation</p>	<p>Fulfil our statutory obligations such as:</p> <ul style="list-style-type: none"> • Local air quality monitoring and reporting requirements • Statutory nuisance and clean air provisions e.g. domestic burning, dark smoke control • Environmental permitting regulations for the regulation of all Part B activities e.g. dry cleaners, smelters and petrol stations

Who will we work with?

Air pollution is everyone's problem. Improvements to air quality cannot be undertaken as a standalone factor, and collaborative working between Local Authority departments including Public Health and Transport, organisations, businesses, and residents is essential, and opportunities must be considered on an ongoing basis as they arise. Oadby and Wigston Borough Council will also continue to work with the other Leicestershire Local Authorities. Most people will be aware of air pollution caused by large industrial sites or major urban road networks. Yet many will be unaware that emissions in their own homes not only

increases their personal exposure to pollutants but contributes significantly to our national emissions. One of the main focuses of the intervention work by the Environmental Health team is around education of the public on the action they can take e.g. unnecessary idling of vehicle engines, heating of homes, to raise awareness and influence change.



EV chargers in Countesthorpe Road car park, South Wigston

4. What we have achieved so far and Key Priorities going forward

The table below highlights the key measures and future priorities based on feedback from partners and through the consultation process.

Aim	Implemented measure	Future action
<p>1. Reduce emissions from transport</p>	<ul style="list-style-type: none"> • Energy Savings Trust report provided for the Council with recommendations of change for the Council's fleet. • Taxi licensing policy changes made to encourage lower emission vehicles. • Proposed CYCLOPS junction off the A6. • Updated the Council's Car Parking Strategy. 	<ul style="list-style-type: none"> • Implement changes with future light fleet vehicles to ensure they are at least euro 6 compliant. • Examine options for future refuse collection vehicles to lower emissions. • Continue to review the taxi licensing policy. • Work with partners to continue to expand the active travel network. • Taxi idling campaign • Expansion of the idling campaign in areas of poorer air quality aimed at the general public, delivery drivers as well as bus companies and other businesses.
<p>2. Improving the health of children and young people</p>	<ul style="list-style-type: none"> • Work with the Children's and Young people Respiratory Group to better understand the prevalence and causes of viral wheeze and asthma in young people. • Parklands Primary School project which focused on numerous initiatives such as WOW tracker, Modeshift STARS, Active Travel month, Learn to Cycle, Anti-idling campaign, Move it March, Gearing you up. to bring about low cost change and improve air quality outcomes. • Developed school ambassador programme. 	<ul style="list-style-type: none"> • Work with both secondary and primary schools to promote key messages to help to raise awareness of air quality in and around schools. • Continue to work with public health and the NHS to examine ways of improving data and identifying key future work areas. • To investigate the correlation between air quality and health inequalities to help target future work. • Continue to work with the Air Quality and Health Partnership and contribute to priorities on the Leicestershire Air

Aim	Implemented measure	Future action
		Quality Health Needs Assessment's Action Plan.
<p>3. Raise awareness and influence change</p>	<ul style="list-style-type: none"> • The Council has adopted a Climate Change Strategy which recognises action to secure wider benefits such as reduced air pollution and greater health and well-being. • Supporting national campaigns and initiatives. • Cycle to work promotion with businesses. • Improving access to air quality information • Supporting households to undertake energy efficiency works, using available grant funding. • Provision of electric charging points in public car parks throughout the borough. • Annual Status Report including monitoring data. • Leading by example e.g. installation of solar panels on Council buildings, cycle to work scheme, hybrid working policy. 	<ul style="list-style-type: none"> • The Council will update climate change delivery plans as appropriate for short term action associated with air quality. • Supporting national campaigns and initiatives. • Continue to educate people and raise awareness on how to reduce emissions, protect health and bring about air quality improvements through campaign work. • Continue to access grants for energy efficiency works for both the private and public sector stock. • Analyse data trends/information to be able to target future campaigns where appropriate, and consider the use of newer monitoring technologies and equipment to support campaign work particularly around woodburning and engine idling. • Provision of reliable and up to date information and advice/signposting relating to air quality • Provision of greater information about walking/cycling routes • Explore use of advertising boards to

Aim	Implemented measure	Future action
		<p>deliver key messages in the borough.</p> <ul style="list-style-type: none"> • Demonstrate through data and monitoring the effectiveness of interventions and behaviour change for better air quality.
<p>4. Decrease exposure to air pollutants</p>	<ul style="list-style-type: none"> • Agile working promotion within the Council • Raising housing standards in the private sector through our Selective Licensing Scheme and both private and public stock through our energy grants programme. • Worked with home owners, tenants, social housing providers to tackle damp and mould issues. 	<ul style="list-style-type: none"> • Identify and engage with vulnerable populations and the hard to reach • Work with the health system and wider partners to identify vulnerable populations most exposed to indoor air pollution and engage with them. • Encourage more cycling and walking routes • Continue to educate people, and raise awareness of how to bring about air quality improvements for example domestic burning. • Continue to seek energy grants for private and public housing to improve energy efficiency. • Wood burning campaign aimed at educating people about burning suitable fuel and using accredited appliances.
<p>5. Consider the impact of development on air quality</p>	<ul style="list-style-type: none"> • Planning Policy seeks to achieve a net increase of biodiversity and green open spaces across the Borough area • Local Planning policy seeks the increase of tree cover across the entire Borough area • Work with planning to ensure health impact 	<ul style="list-style-type: none"> • Planning Policy seeks to achieve a net increase of biodiversity and green open spaces across the Borough area • Planning Policy requires sustainable development and active travel in all new development proposals

Aim	Implemented measure	Future action
	<p>assessments are carried out for major new developments.</p> <ul style="list-style-type: none"> • Transport assessments to promote and encourage sustainable transport options. • Produced construction management plan guidance for developers to ensure odour and dust from demolition and construction activities is controlled during development and regeneration work. • The Council's Local Plan, Policy 5 'Health and Wellbeing' further sets out that development proposals will be required to assess their impact upon existing services and facilities, specifically services and facilities relating to health, social wellbeing, culture and recreation. In addition Spatial Objective 10: 'High quality and Sustainable Design' requires all new development within the Borough, whether it is new build or conversion, to illustrate the highest standards of design and construction. 	<ul style="list-style-type: none"> • The Council are preparing a new draft plan which includes Spatial Objective 10: 'Climate Change' to mitigate and adapt to climate change and support the Borough to transition to net zero carbon by 2050. • Continue to assess planning applications for air quality impact, to ensure developments, wherever possible, secure improvements to or mitigate the impacts of air quality. • Continue to ensure development accords with the local plan. • Look to establish a strategic framework by which air quality considerations are at the heart of council policies, procedures and decisions. • Reinforce electric vehicle standards in building regulations.
<p>6. Ensure compliance with legislation</p>	<ul style="list-style-type: none"> • Formal review of local air quality monitoring compiled into the Air Quality Annual Status Report submitted to Defra. • Enforcement of legislation in relation to statutory nuisance e.g. smoke from premises 	<ul style="list-style-type: none"> • To continue to fulfil our duties and take action as appropriate in line with our Enforcement Policy, legislation and best practice guidance. • To review and consider the use of smoke control areas within the borough to reduce

Aim	Implemented measure	Future action
	<p>and chimneys and garden bonfires.</p> <ul style="list-style-type: none"> • Enforcement of clean air act requirements as appropriate. • Environmental permitting regulation to control emission to air based on risk. • Work closely with the Environment Agency on Part A1 installations where there are likely to detrimentally affect air quality (e.g. refineries, process industries etc.). • Regulation of dark smoke offences for industrial processes and businesses. 	<p>emissions of smoke from chimneys.</p> <ul style="list-style-type: none"> • Reminding allotment holders that bonfires are only used when absolutely necessary and providing advice on what should, and should not, be burned. • Review all permits to ensure they are in line with 'best available techniques'. • Engage with farmers to encourage them to follow the Defra Code of Good Practice for reducing Ammonia Emissions.

5. Monitoring progress

The main indicator that will be used to review the effectiveness of the strategy relates to monitored pollutants and downward trends being shown in monitoring results.

Continued effort will be made to maintain and expand our monitoring network as necessary. While air quality data is one aspect, the growth of the electric charge point network, use of public transport and implementation of cycle routes are other examples which demonstrate how the Borough is changing and making improvements for the better.

The Government is committed to drive down emissions and has adopted reduction targets for five of the most damaging pollutants including nitrogen oxides and PM2.5. The work outlined by this Strategy will contribute to this by taking action at a local level. Success can only however be measured on a national level, with the main influences likely to come from wider government policy decisions. Notwithstanding this, Oadby and Wigston Borough Council is committed to playing their part and improving air quality. Further consideration will be given to how we can monitor the impact of our air quality campaign work going forward, including consideration of newer technologies and equipment such as mobile sensors. The progress made with the priorities and actions identified within the strategy will be reported in the Air Quality Annual Status Report's.



Peace Memorial Park, Wigston, receiving the Green Flag Award

6. Review of the Strategy

The Air Quality Strategy will be kept under review, with the proposal to update the publication after four years, and will take into account the following:

- Changes to relevant air quality legislation, regulations, including National Strategies/Policies/guidance,
- Introduction of new legislation or regulations,
- Changes in local circumstances, such as the introduction of any Air Quality Management Areas, or smoke control areas
- Introduction of new sources of emissions,
- Updates or changes to existing Council policy or guidance impacting upon air quality,
- Updates on progress concerning key priorities,
- Changes to key priorities including identification of any new priorities,
- Review of future actions.

References

1. Defra. (2022, February). Air Pollution: applying All Our Health.
2. Defra. (2022, August). Local Air Quality Management Technical Guidance (TG22).
3. Defra. (2023, March). Air quality appraisal: damage cost guidance.
4. Defra. (2023) Environmental Improvement Plan.
5. Public Health England. (2018, May). Estimation of costs to the NHS and social care due to the health impacts of air pollution: summary report.
6. UK Health Security Agency. (2018, November). Health Matters: Air pollution - sources, impacts and actions.
7. Chief Medical Officers Annual Report 2022, Air Quality
8. Air Quality Strategy Framework for Local Authorities
9. WHO review of evidence on health aspects of air pollution

Air Quality Strategy Consultation Report

December 2024

1. Executive summary

Although air quality has improved in England over recent decades it continues to be the biggest environmental risk to public health, with children, the elderly and the already vulnerable most affected. Poor air quality also has consequences for crop yields and, particularly in the case of ammonia and oxides of nitrogen (NOx), significant impacts for the natural environment and biodiversity.

Local government has an essential role to play in delivering cleaner air for communities and nature right across England as we along with the county council have many of the powers and local insight to tackle issues that cause pollution locally. The Council already has a duty to address air quality exceedances in our area which includes declaring Air Quality Management Areas and publishing Air Quality Action Plans setting out the measures they will take to come back into compliance.

Earlier this year, the government directed all local authorities to produce an Air Quality Strategy. Oadby and Wigston Borough Council (the Council) has not previously been required to have a strategy in place, as we have not identified the levels of pollution locally that breach legally set objective levels.

The Government has set out the following priorities in its framework guidance for local authorities:

1. Planning reforms
2. Building capacity in local councils through training, guidance and knowledge sharing
3. Reducing emissions from industrial sources
4. Reducing pollution from domestic burning
5. Raising awareness within local communities of air quality
6. Boosting active travel and public transport to improve air quality



The Council is leading on the development of the Air Quality Strategy for the borough. This has been informed by discussions with partners and stakeholders from across the borough and county, and having regard for government guidance to identify key priorities aimed at improving air quality for our residents, workers and visitors.

Following this, the views of our residents were sought about air quality and which priorities are most important.

All the findings will be used to develop a draft strategy which will be presented for consideration at the Licensing and Regulatory Committee on 6 March 2025.

2. Key findings

This section summarises the key findings from the consultation survey. Further detail can be found in Section 3.

- 52 people responded to the survey which ran through November 2024, all through the online portal.
- Overall, most people (63%) felt they had an awareness of air quality, 46% felt they were 'aware' and 17% 'very aware'.
- Most people, 98% felt that having good air quality in Oadby and Wigston was important, 65% felt it was 'very important' and 33% 'important'.
- Respondents were asked to rank five priorities proposed for the draft Air Quality Strategy from least important to most important. The priority that was overall ranked as being the most important was to 'Reduce emissions from transport' with an average ranking of 3.77 out of 5. (Question 3).
- Respondents were asked to indicate how important they thought each of the stated benefits of improved air quality were. Below the benefits are listed in order of how important survey respondents felt them to be:

1. Improving the health of children and young people – average score **3.94***
2. Reducing associated health conditions e.g. asthma – average score **3.83**
3. Improving the health of Oadby and Wigston residents, workers and visitors – average score **3.77**
4. Improving the life expectancy of Oadby and Wigston residents, workers and visitors – average score **3.65**
5. Helping to tackle climate change – average score **3.37**

* an average score for each statement was calculated, based on the level of importance indicated by respondents, with 5 being 'very important' and 1 'not important at all'. The higher the average score the more important respondents felt the benefit was (Question 4).

- Respondents were asked to indicate how important each of the actions below would be in impacting air quality. They are listed below in order of how important survey respondents felt them to be.
1. Improving public transport (improving public transport fleets and access to services) – average score **3.81**
 2. Benefits for the environment (e.g. climate) – average score **3.44**
 3. Improving road safety (e.g. school street schemes, more cycle lanes) – average score **3.4**
 4. Creating opportunities for walking, cycling etc. – average score **3.33**
 5. Improving housing (solar panels, EV charging, greener heating systems) – average score **3.2**
 6. Reducing motor vehicle traffic (encouraging people to actively travel) – average score **3.29**

* an average score for each statement was calculated, based on the level of importance indicated by respondents, with 5 being 'very important' and 1 'not important at all'. The higher the average score the more important respondents felt the benefit was (Question 5).

- Respondents were asked to describe any other benefits of improved air quality that were important if not already mentioned in the preceding questions (Question 6). The other benefits were:
 1. Better and more pleasant environment **29%**
 2. Improved air quality in and around schools **26%**
 3. Better mental health and wellbeing **18.5%**
 4. Lower healthcare costs **14.8%**
- Respondents were asked to describe any other ways in which to make a difference to Oadby and Wigston's air quality. The most common comments made were:
 1. Improved road networks **25%**
 2. Better bus links with settlements **16%**
 3. Closer control of wood burners and other domestic appliances **12%**
 4. Greener housing e.g. grants for solar PV, cavity and loft insulation, double glazing etc. **8%**
 5. Education of the public and access to information **7%**
- The top three preferred sources and channels of information about air quality were:
 1. Oadby and Wigston Borough Council website **(24%)**
 2. Oadby and Wigston Borough Council email subscription service **(19%)**
 3. Through partner organisation's such as NHS, local transport providers **(16%)**

3. Methodology

The consultation sought Oadby and Wigston resident views on the importance of air quality, the effects of poor air quality and what actions would have the most impact on improving air quality.

The consultation was carried out between 1 November to 2 December 2024. The approach used was an online consultation. Useful information was provided on the site including links to further information on the subject.

Respondents were also able to request paper copies, with an offer to help complete the questionnaire.

Following the consultation, which also included partner organisations, the findings will be presented to the Licensing and Regulatory Committee on 6 March 2025.

3.1 Questionnaire

The consultation questionnaire was developed around understanding views on the following key areas:

- Awareness and understanding of air quality and the importance of good air quality.
- Which proposed activities are most and least important air quality.

To enable further understanding and in-depth analysis, respondents were invited to provide free text comments to expand on their ideas and concerns. Following closure of the consultation, the responses to each of the direct questions were collated and the responses included in this report. For the free text comment questions data was collected on reoccurring themes and summarised in the report.

3.2 Analysis of respondents

Respondents to the online tools were provided with the option to provide demographic information about themselves. This data allows the demographic results to be included in this report to enable analysis of the scope of responses and representation from different groups.

3.3 Interpretation of results

In terms of the results, it is important to note that:

- The public consultation is not representative of the overall population but provides information on the opinions of those residents who engaged.
- For some questions, respondents were asked to indicate their level of agreement with a statement, on a scale of disagree (1) to strongly agree (5). The average score out of 5 for each option was calculated to enable us to identify those statements that were most agreed with. The higher the average score the, the higher the level of agreement with the statement.
- For some questions, respondents were asked to rank a series of statements, with first being the most important and the fifth the least. The average score out of five for each statement was calculated to enable us to identify those statements that were most agreed with. Again, the higher the score, the higher the level of importance.
- Free text questions that offered respondents the option to provide written feedback could have covered multiple themes. The free text was therefore categorised according to the number of occasions a respondent mentioned the theme.
- For some questions, respondents were asked to select one or more options. The percentages given reflect the percentage of respondents who selected the options.

3.4 Communication

The consultation was promoted through residents' forums, with partners and through the Council's digital communication channels. This included:

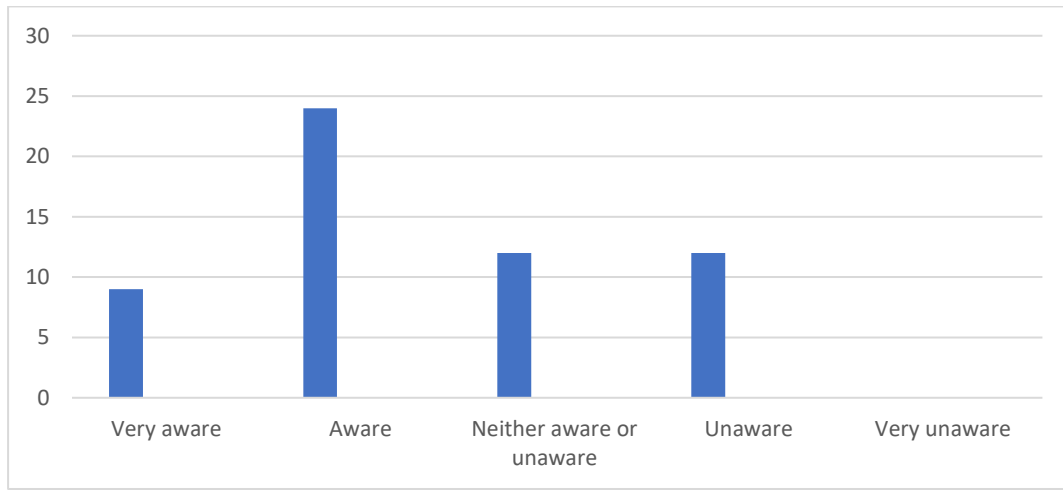
- Social media
- Staff and elected member bulletins
- Website consultation page

4. Results

The questionnaire was responded to by 52 people.

Question 1

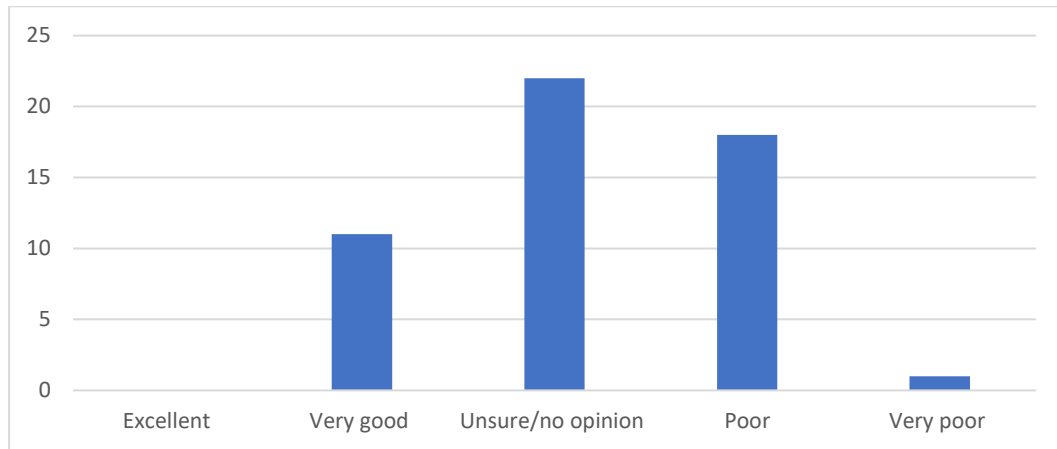
How much awareness do you have about air quality in Oadby & Wigston?



Question 1	Total	Percentage
Very aware	9	17.3
Aware	24	46.1
Neither aware or unaware	12	23
Unaware	7	13.6
Very unaware	0	0
Total	52	100

Question 2

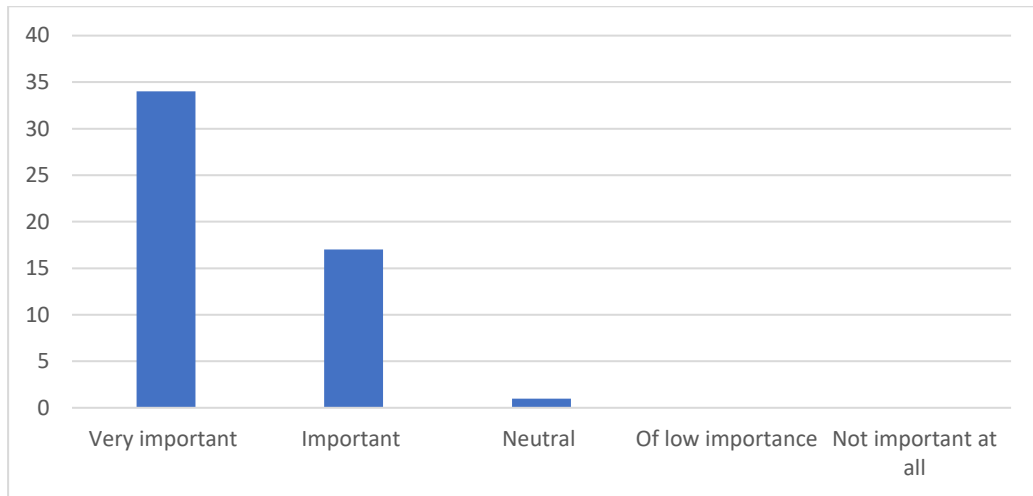
How good do you feel that air quality is in Oadby & Wigston?



Question 2	Total	Percentage
Excellent	0	0
Very good	11	21.2
Unsure/no opinion	22	42.3
Poor	18	34.6
Very poor	1	1.9
Total	52	100

Question 3

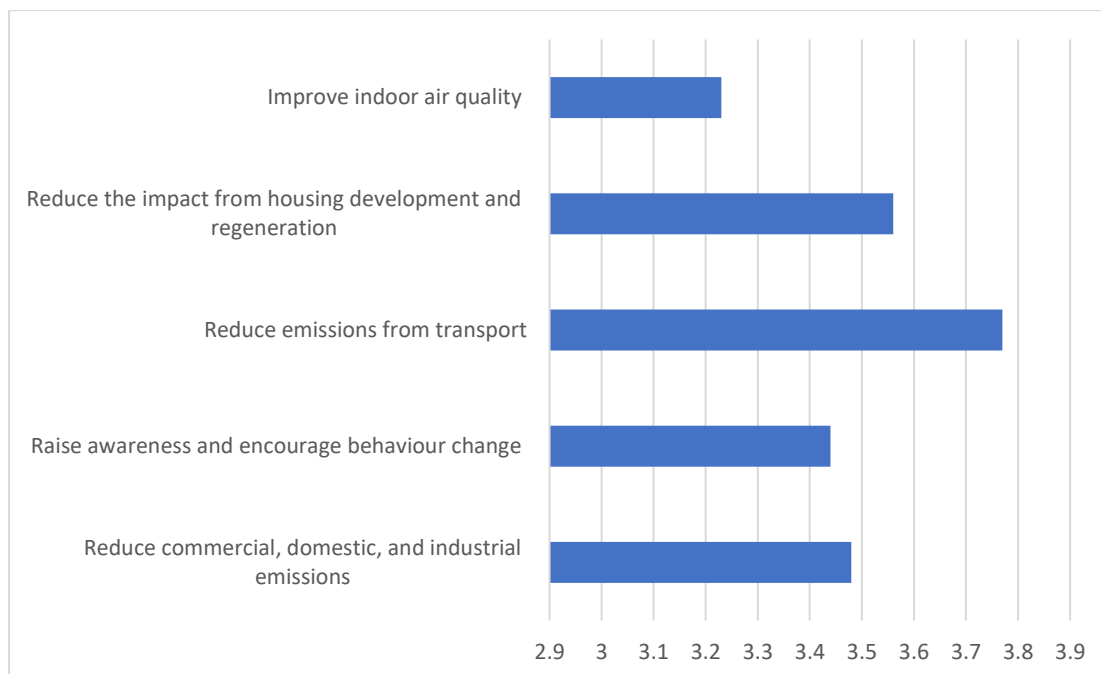
How important do you think having good air quality in the borough is?



Question 3	Total	Percentage
Very important	34	65.4
Important	17	32.7
Neutral	1	1.9
Of low importance	0	0
Not important at all	0	0
Total	52	100

Question 4

Please help us to draft our strategy by telling us which of the below five priorities you think is most important in improving air quality. Rank each from 1 (most important) to 5 (least important).

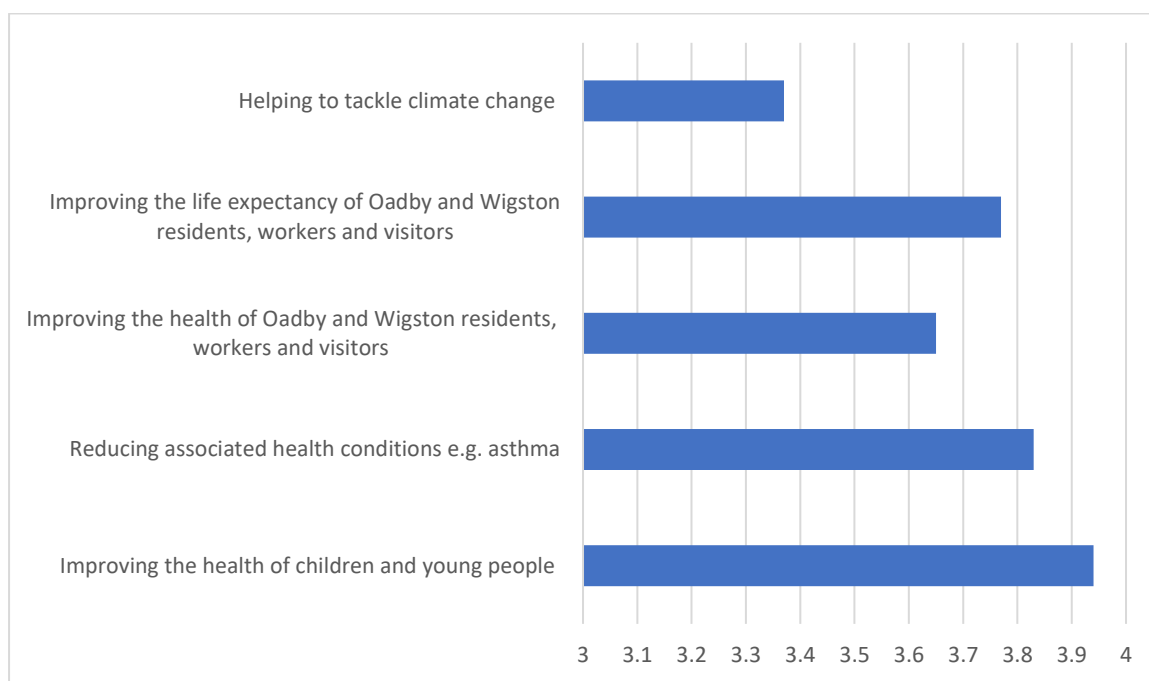


Question 4	Very important	Important	Neutral	Of low importance	Not important at all	Average score
Reduce commercial, domestic, and industrial emissions	21	14	6	3	8	3.48
Raise awareness and encourage behaviour change	20	13	6	4	9	3.44
Reduce emissions from transport	26	15	3	1	7	3.77
Reduce the impact from housing development and regeneration	18	14	9	5	6	3.56

Question 4	Very important	Important	Neutral	Of low importance	Not important at all	Average score
Improve indoor air quality	16	11	10	5	10	3.23

Question 5

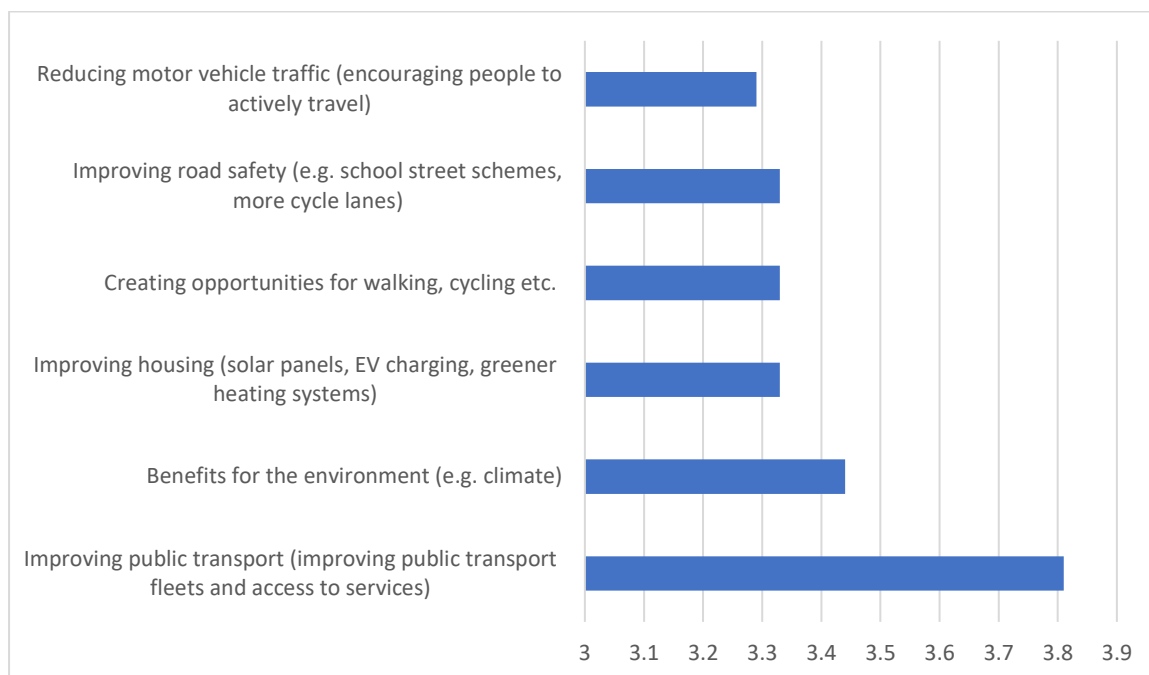
*How important to you are the below benefits of taking action to improve air quality?
Rank each from 1 (most important) to 5 (least important).*



Question 5	Very important	Important	Neutral	Of low importance	Not important at all	Average score
Improving the health of children and young people	35	7	2	0	8	3.94
Reducing associated health conditions e.g. asthma	29	11	2	0	8	3.83
Improving the health of Oadby and Wigston residents, workers and visitors	26	11	5	1	8	3.65
Improving the life expectancy of Oadby and Wigston residents, workers and visitors	27	8	4	2	11	3.77
Helping to tackle climate change	23	7	9	2	10	3.37

Question 6

Improving air quality can also have additional benefits. How important are each of the following to you? Rank each from 1 (most important) to 5 (least important).



Question 6	Very important	Important	Neutral	Of low importance	Not important at all	Average score
Improving public transport (improving public transport fleets and access to services)	25	13	3	2	8	3.81
Benefits for the environment (e.g. 24climate)	24	8	7	6	6	3.44
Improving housing (solar panels, EV charging, greener heating systems)	16	18	6	3	9	3.33
Creating opportunities for walking, cycling etc.	17	10	13	4	7	3.33
Improving road safety (e.g. school street schemes, more cycle lanes)	21	11	7	6	6	3.33

Question 6	Very important	Important	Neutral	Of low importance	Not important at all	Average score
Reducing motor vehicle traffic (encouraging people to actively travel)	20	10	10	4	7	3.29

Question 7

What other benefits of improved air quality, if not listed, are important to you?

This is a free text question where respondents were asked to describe any other benefits to improved air quality not mentioned in the preceding survey.

The question was not mandatory, and 27 people provided a response.

Below are the top themes that emerged from this question as a percentage of the number of people who provided a response.

1. Better and more pleasant environment **29%** (comments included reference to improved quality of life, fresh air, better enjoyment of being outside and flora and fauna).
2. Improved air quality in and around schools **26%** (comments about school drop offs and pick ups, greater enforcement of road restrictions, engines idling, encouragement of other more active ways of travel).
3. Better mental health and wellbeing **18.5%** (greater productivity, enjoyment of outdoor spaces).
4. Lower healthcare costs **14.8%** (reduced disease such as asthma, COPD).

21% of respondents felt the air quality in Oadby and Wigston was very good so they felt action to improve air quality was therefore not necessary.

Question 8

Do you have any other thoughts or ideas about how air quality in Oadby and Wigston's might be improved?

This is a free text question where respondents were asked to describe any other actions which may lead to an improvement in air quality not mentioned previously.

The question was not mandatory and 31 people provided a response.

Below are the key themes expressed as a percentage of those who provided an answer.

1. Improved road networks **25%** (less congestion).
2. Better bus links with settlements **16%** (villages in particular to reduce the reliance on the car).
3. Closer control of wood burners and other domestic appliances **12%**

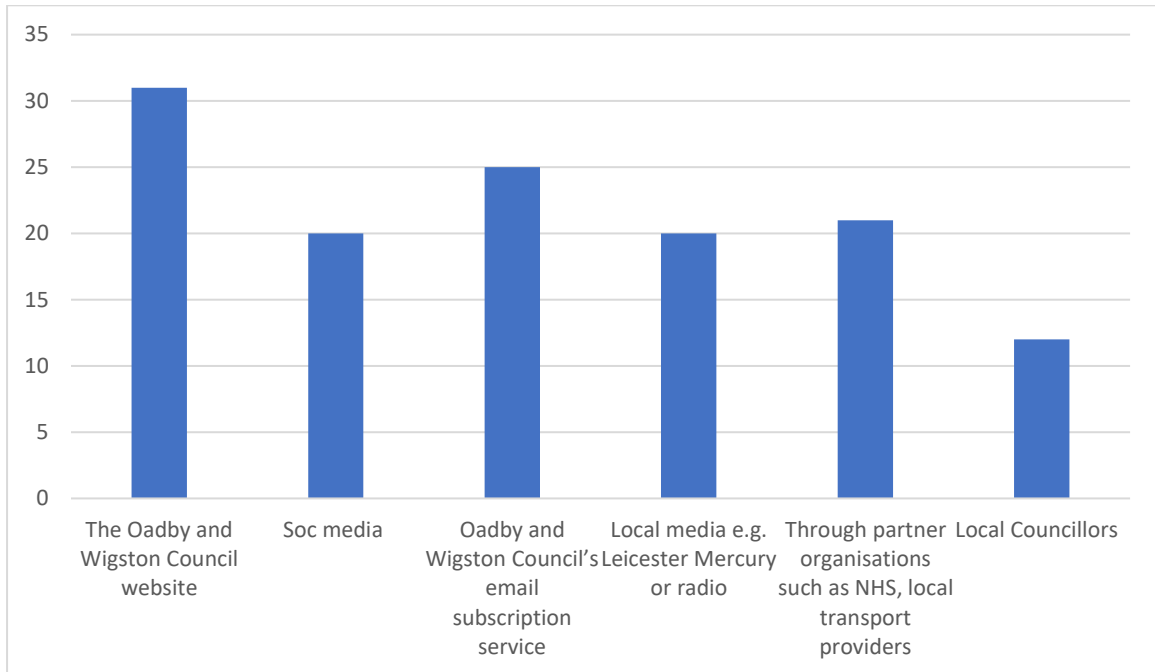
4. Greener housing e.g. grants for solar PV, cavity and loft insulation, double glazing etc. **8%**
5. Education of the public and access to information **7%**

Question 9

If you wanted to learn more about work to improve air quality, which three sources or channels would you be most likely to look to get this information from?

The top three most preferred sources and channels of information about air quality were:

1. Oadby and Wigston Borough Council website **(24%)**
2. Oadby and Wigston Borough Council email subscription service, My Account **(19%)**
3. Through partner organisation's such as NHS, local transport providers **(16%)**

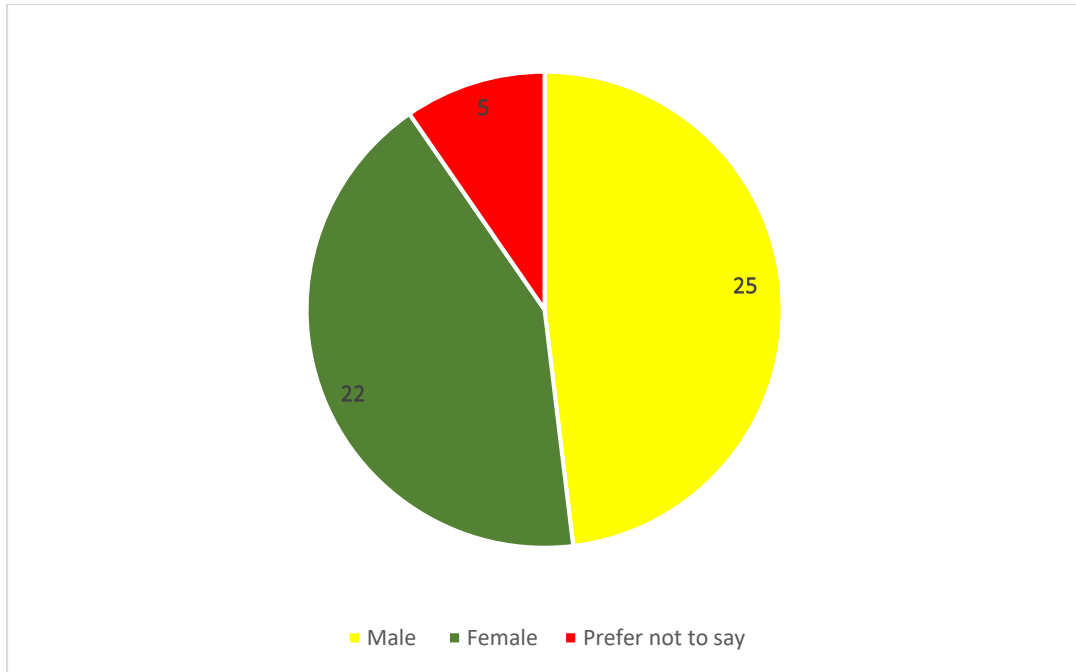


Question 9	Total	Percentage
The Oadby and Wigston Council website	31	24
Soc media	20	15.5
Oadby and Wigston Council's email subscription service	25	19.3
Local media e.g. Leicester Mercury or radio	20	15.5
Through partner organisations such as NHS, local transport providers	21	16.2
Local Councillors	12	9.5

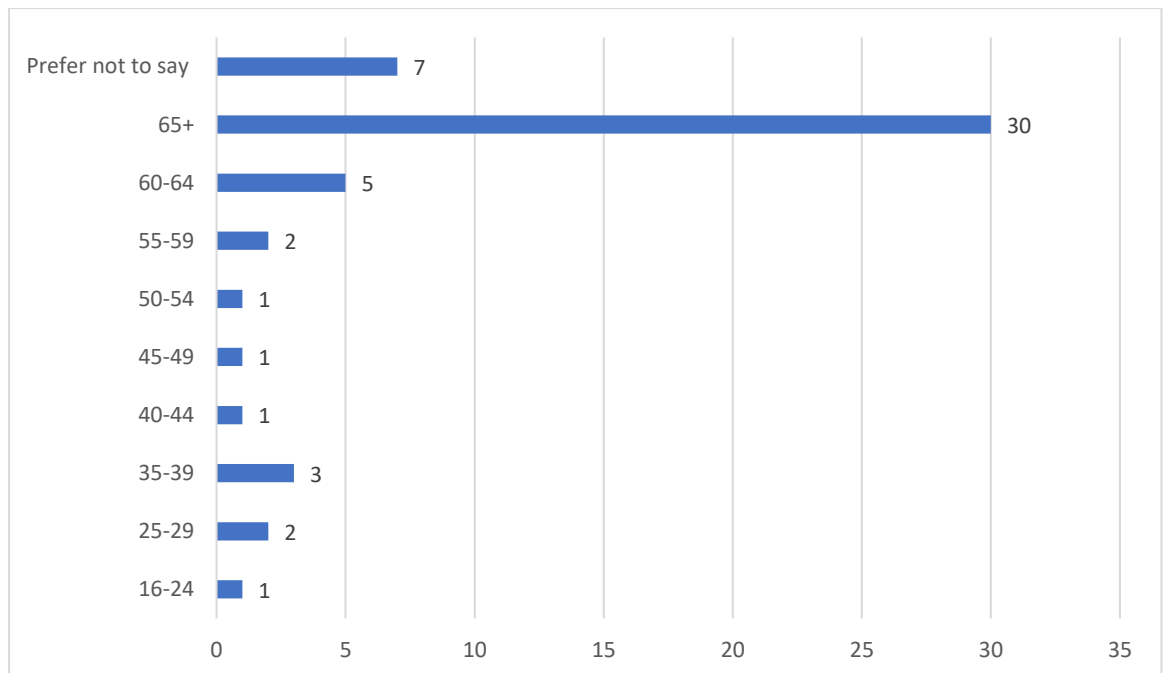
5. Demographics

The consultation form included questions relating to demographics. Not all respondents provided some of the information as they opted to prefer not to say. The results are summarised below.

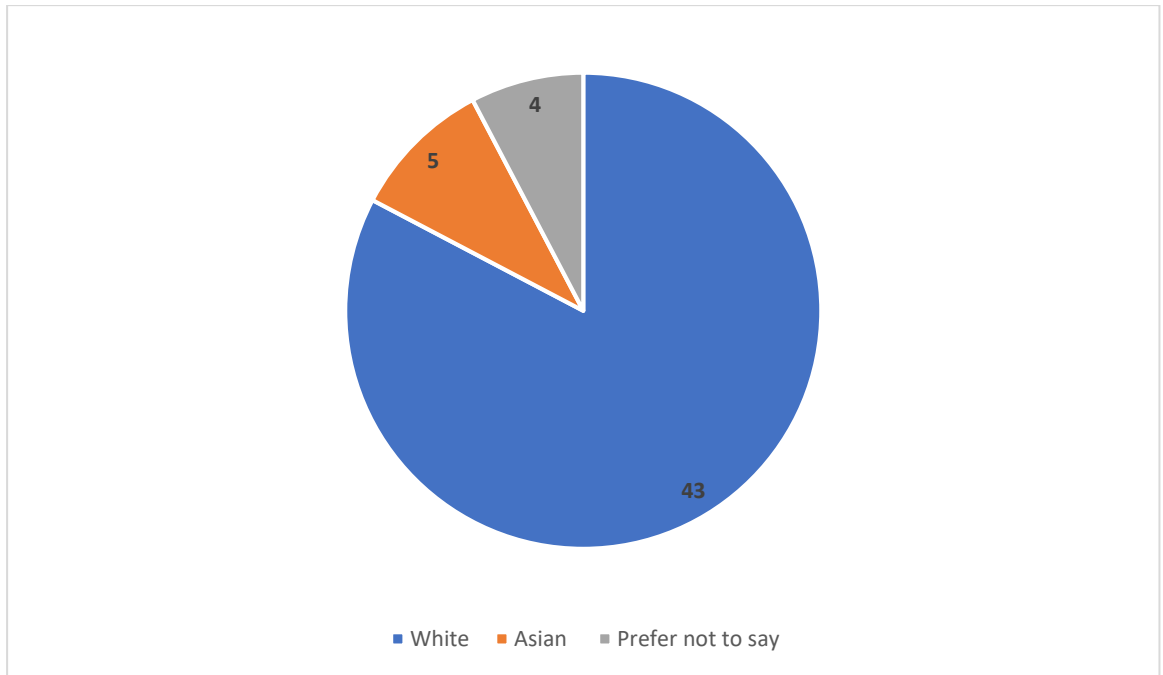
1. Gender



2. Age range



3. Ethnicity





Policy, Finance and Development Committee	Tuesday, 25 March 2025	Matter for Information and Decision
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Report Title: **Housing Policy and Strategy: Homelessness and Rough Sleeping Strategy (2025-2030); Temporary Accommodation Policy; and Rent Setting Policy**

Report Author(s): **Chris Eyre (Housing Manager)**

Purpose of Report:	To seek Committee’s approval to adopt the Homelessness and Rough Sleeping Strategy (2025- 2030), The Temporary Accommodation Policy, and Rent Setting Policy.
Report Summary:	To seek Committee’s approval to adopt the Homelessness and Rough Sleeping Strategy (2025- 2030), The Temporary Accommodation Policy, and Rent Setting Policy.
Recommendation(s):	That the Committee approves the; A. Homelessness and Rough Sleeping Strategy (2025-30); B. Temporary Accommodation Policy; and the C. Rent Setting Policy.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	<p>Teresa Neal (Strategic Director) (0116) 257 2642 teresa.neal@oadby-wigston.gov.uk</p> <p>Adrian Thorpe (Head of the Built Environment) (0116) 257 2645 adrian.thorpe@oadby-wigston.gov.uk</p> <p>Chris Eyre (Housing Manager) (0116) 257 2726 chris.eyre@oadby-wigston.gov.uk</p>
Strategic Objectives:	Our Council (SO1) Our Communities (SO2)
Vision and Values:	Customer & Community Focused (V1) Resourceful & Resilient (V4)
Report Implications:-	
Legal:	There are no implications arising from this report.
Financial:	There are no implications arising from this report.
Corporate Risk Management:	Reputation Damage (CR4) Regulatory Governance (CR6)
Equalities and Equalities Assessment (EA):	There are no implications arising from this report. Full EA Assessment (See Appendices)

Human Rights:	There are no implications arising from this report.
Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	<ul style="list-style-type: none"> • Senior Leadership Team • Members • Housing Team • Helping Hands • Local MP • Tenants, Leaseholders and Residents within the Borough • Turning Point • Probation Service • Housing Options Service at North-West Leicestershire District Council, Rutland County Council, Melton Borough Council, Harborough District Council and Blaby District Council
Background Papers:	None.
Appendices:	<ol style="list-style-type: none"> 1. Homelessness and Rough Sleeping Strategy (2025-2030) 2. Temporary Accommodation Policy (2025) 3. Rent Setting Policy (2025) 4. Equalities Assessment Temporary Accommodation Policy 5. Equalities Assessment Rent Setting Policy

1. Homelessness and Rough Sleeping Strategy

- 1.1 The Homelessness Strategy (2025-2030), attached as **Appendix 1**, provides information on the current position and homelessness challenges across the Borough, sets out the priorities and actions that together aim to prevent homelessness and reduce rough sleeping. Homelessness is not just a term for someone that is rough sleeping, but covers those that are in temporary accommodation, are at risk of losing their home or are in unsuitable accommodation
- 1.2 Local Housing Authorities must create and publish a strategy at least every five years that outlines how homelessness and rough sleeping will be prevented and relieved. This strategy has been developed by the Housing Options Team, valued partners, and people with lived experience. This strategy replaces our Homelessness and Rough Sleeping Strategy (2019-2024). It is designed to be a working document for the Council and committed stakeholders, to reduce homelessness and rough sleeping in the Borough.
- 1.3 The rise in the cost of living, and uncertainty in the private rental sector has presented additional pressures particularly around sustainment and availability of accommodation. It is recognised that there is a need to continue to work with partners in the public and private sector to make best use of resources to reduce the risk of people losing their homes.

1.4 This strategy aims to tackle the issues leading to a risk of homelessness in a practical and effective way and reinforce how the Council will support those who face or are at risk of experiencing being homeless.

2. Temporary Accommodation Policy

2.1 The Council has a duty to provide accommodation under the following Statutory mechanisms:

- Interim placements while the person's homelessness is investigated
- Temporary accommodation placements following a decision that an applicant became homeless intentionally
- Temporary accommodation placements for those accepted as homeless and waiting for rehousing.

2.2 At present the Council does not have an active temporary accommodation policy. Whilst the Council has not been challenged regarding temporary accommodation placements for those facing homelessness, it is good practice to have a policy to detail what the Council's temporary accommodation offer will be.

2.3 The key principles within this policy are aligned both to legislation and the standard expected of the housing team from the council. They are:

- That the most suitable accommodation will be sought for the needs of the household
- That the council will endeavour to accommodate a household within district at every opportunity and where this is not possible will look to a move into the district, at the earliest opportunity
- That the accommodation is affordable, meets support needs and is safe
- Families will only be accommodated in Bed and Breakfast when all other more suitable options cannot be sourced
- Officers will consider peoples changing circumstances when considering suitability.

2.4 The policy therefore details what aspects Council officers will have to consider when assessing suitability of a temporary accommodation placement.

3. Rent Setting Policy

3.1 As a social housing provider, the Council is required to comply with the Regulator of Social Housing's Rent Standard. It sets the required outcomes for how registered providers set and increase rents for all their social housing stock in line with government policy as outlined in their [Policy Statement on Rents for Social Housing](#).

3.2 The rent setting policy, attached as **Appendix 3**, outlines how the Council will calculate rent for the housing stock that it owns and manages within the Housing Revenue Account

3.3 Rent increases have been calculated based on CPI + 1% and it is likely that rent increases in future years may be subject to a cap or a different method of rent calculation. This policy will be updated to reflect any changes.

Homelessness and Rough Sleeping Strategy (2025-2030)

Document Version Information	
Policy Owner	Housing Options Manager
Committee	Policy, Finance and Development
Committee Approval Date	
Implementation Date	
Review Date	
Version	2

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1. Foreword

- 1.1 Homelessness and rough sleeping have increased across the Country, and these problems blight the lives of those affected directly and the wider community. This strategy is the Council's response to these pressures and focusses on prevention, as well as increasing access to accommodation and supporting residents to prevent homelessness. Tackling homelessness is one of our top priorities which we believe can be addressed through the delivery of secure, affordable housing and working with service delivery partners across the Borough.
- 1.2 This strategy is to be read in conjunction with the Council's Housing Strategy. We recognise that a decent, secure, and affordable home is central to all residents of the Borough of Oadby & Wigston being able to live full, prosperous, and happy lives; it is vital to wellbeing, employment, children's education and managing household debt.
- 1.3 We recognise the need for an increased supply of housing which should be delivered through new council housing and by working collaboratively with partners who share our commitment to providing secure, affordable homes. There is also the need for a broad approach for housing and planning services to deliver affordable housing to meet the needs of priority groups and those wanting to live in the Borough.
- 1.4 The Council has introduced a Temporary Housing Strategy and will seek to reduce the use of B&B's and the placing of homeless households out of the Borough. This will be achieved by acquiring Council run temporary accommodation in the Borough and working with the private sector.
- 1.5 Rough sleepers are often the face of homelessness to the general public. A coherent response of outreach work, and support is in place to help the rough sleeper community, and we will continue to work with partner agencies with the aim of turning around as many lives as possible.

2. Executive Summary

- 2.1 The Homelessness and Rough Sleeping Strategy identified the main issues surrounding homelessness and rough sleeping in the Borough of Oadby & Wigston and sets out the Council's priorities for dealing with them. This strategy supports the delivery of the Corporate Plan and Housing Strategy supporting the strategic framework for the delivery of our four priorities:
 - Increase the supply of housing
 - Manage the demand for housing
 - Provide high quality local authority landlord services
 - Create great places to live
- 2.2 It is our commitment to deliver the Homelessness & Rough Sleeping Strategy which considers options to prevent homelessness and meet demand, and to reduce the number of households placed in temporary accommodation outside of the Borough. To achieve this,

we are committed to developing Council owned and managed temporary accommodation within the Borough.

- 2.3 In developing this Strategy, we have given consideration to ensure that most vulnerable groups can be assisted.
- 2.4 We are committed to collaborating with local landlords, both private and Registered Providers to prevent homelessness and to provide more affordable homes in the Borough.

3. Introduction

- 3.1 This Homelessness and Rough Sleeping Strategy sets out how over the coming five years we will prevent homelessness and support those who face or are at risk of becoming homeless.
- 3.2 Whilst rough sleeping (those who live or sleep on the street) is often the most visible form of homelessness, other forms of homelessness are hidden and include anyone who does not have access to suitable, stable accommodation. This can include people who are staying with friends or family ('sofa surfing'), those at risk of violence or domestic abuse, and those living in temporary accommodation provided by the council when they urgently need a home and are being helped to find long-term housing.
- 3.3 Becoming homeless is a traumatic event that can have long-lasting impacts on health and wellbeing of those affected. Circumstances vary from person to person, however in general the health, wellbeing, and life chances of those who are homeless are significantly worse than those of the general population. We are committed to continue to prevent and reduce homelessness and taking steps to end rough sleeping by providing the right support to ensure that where it does occur, it is rare, brief, and non-recurring.
- 3.4 This new strategy is intended to further the council's existing approach to preventing homelessness, and to focus our efforts on identifying new and innovative ways to respond to the challenges we are likely to face over the coming five years. Our priorities to achieve this are:
 - Priority One: Reduce the demand for emergency homeless action through proactive support
 - Priority Two: Increase the number of positive outcomes for homeless households
 - Priority Three: Reduce the demand and improve the quality of emergency accommodation
 - Priority Four: Make improvements in meeting the needs of people with complex needs
 - Priority Five: End rough sleeping

4. Developing the Strategy

- 4.1 The Homelessness Act 2002 requires that all Local Authorities carry out a review of homelessness in their areas, formulate and publish a strategy based on the findings of this

review, keep the strategy under review and consult with other local or public authorities and voluntary organisations before modifying or adopting a strategy. The strategy should:

- Assess the levels of homelessness now, and the factors likely to impact on future levels of homelessness
- Ensure that there is sufficient accommodation available for people who are, or may become, homeless
- Provide services that help to prevent people becoming homeless
- Ensure that through effective partnerships, support services can be accessed for those people who are, or who may become, homeless – or to prevent them from becoming homeless again
- Promote a cultural change so that homelessness is viewed in a wider context than just a lack of accommodation

4.2 This strategy has been formulated following our strategy review, but with particular emphasis on the consultation with stakeholders. A shared consultation event collated vital feedback, which will enable this strategy to meet the aims of the borough. This strategy will be supported by a more detailed action plan that can evolve should new pressures arise. To allow a collective and robust approach to homelessness, this strategy incorporates the council's Rough Sleeper Strategy.

5. Legal Framework

5.1 Homelessness cannot be tackled in isolation. This is shown in key legislation, the Housing Act 1996 (as amended) Part 7 is the overarching piece of legislation used by councils in determining the way in which they respond to homelessness. The Act has been amended by:

- The Homelessness Act 2002
Included notable changes in the way local authorities use temporary accommodation, with greater emphasis on the role of prevention
- The Homelessness Reduction Act 2017
Brought new legal duties to local authorities so that everyone who is homeless or at risk of homelessness will have access to support, irrespective of their priority need status, if they are eligible for assistance.

5.2 The Domestic Abuse Act 2021, introduced to address the needs of people experiencing domestic abuse, the act imposes a duty on local authorities to provide support in safe accommodation.

5.3 The Care Act 2014, sets out a wider framework with the expectation that agencies would work together to protect children, young adults and people with care and support needs.

5.4 The Armed Forces Bill 2021 places a Duty of Due Regard on local authorities to recognise the Armed Forces Covenant in their policies as well as the delivery of front-line services.

6. National Context

6.1 Over recent years, homelessness has been rising nationally, in October 2023, the Ministry of Housing, Communities and Local Government released the national statistics for Statutory Homelessness in England for 2022-23. Below are some of the key findings in comparison to 2021-22:

- 4.8% increase in households owed a prevention duty
- 8.6% increase in households owed a relief duty
- 10% increase in households residing in temporary accommodation
- 18.9% increase in local authority making main homelessness duty decisions

6.2 The most common reason for loss of last settled accommodation for those:

- owed a prevention duty was due to the end of private rented assured shorthold tenancy
- owed a relief duty was due to domestic abuse

6.3 In September 2022, the Ministry of Housing, Communities and Local Government published its national Rough Sleeping Strategy 'Ending Rough Sleeping for Good'. The strategy has four main elements:

- Prevention
- Intervention
- Recovery
- A Transparent and Joined-Up System

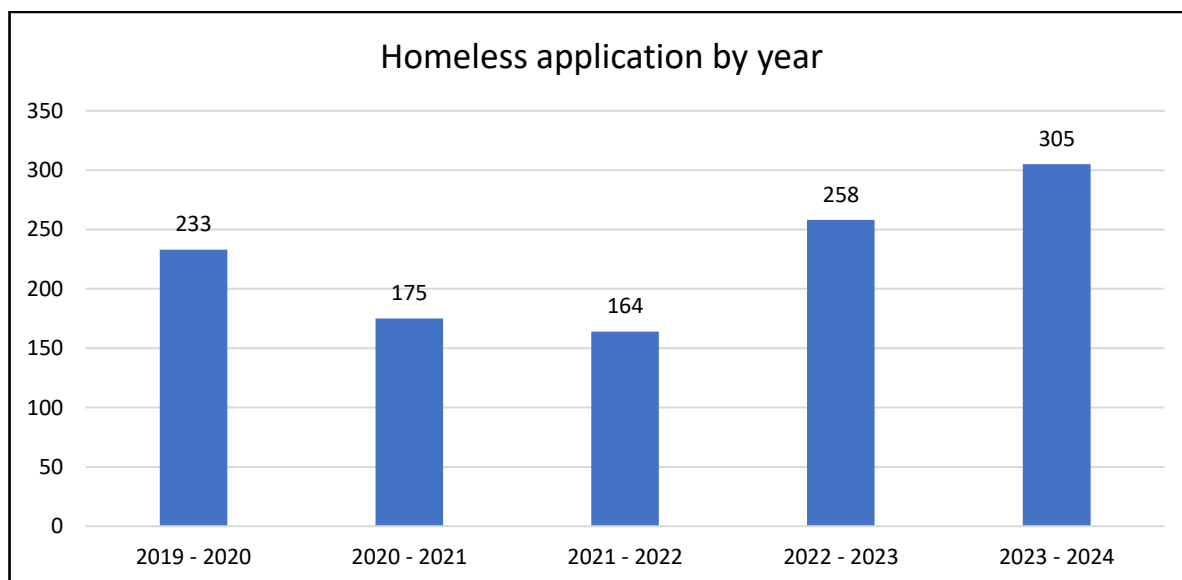
6.4 The Government considers rough sleeping will have ended when every local area ensures rough sleeping is 'prevented wherever possible and, where it cannot be prevented, it is rare, brief and non-recurring experience.'

7. Local Picture and Challenges

7.1 The Borough of Oadby and Wigston is a relatively small, compact, and urbanised Borough. The Borough consists of three main settlements Oadby, Wigston and South Wigston. Each of the three settlement areas have quite different perceived levels of affluence as well as levels of social deprivation. Oadby is perceived as the most affluent area within the Borough, Wigston is somewhere in the middle and South Wigston is perceived as the least affluent area.

7.2 The number of households requiring support has increased in recent years, affected by the changes in legislation with the introduction of the Homelessness Reduction Act 2017, the impact of the COVID-19 pandemic and cost of living crisis. The number of homeless households in temporary accommodation in the Borough has increased significantly, largely driven by the lack of affordable housing.

- 7.3 The average rents per calendar month in the private rented sector are significantly higher than the Local Housing Allowance (LHA) rate for Leicestershire which creates a barrier for low-income households in accessing affordable accommodation within the private rented sector.
- 7.4 Since the last strategy, we have seen several challenges facing our residents. The COVID-19 pandemic provided a difficult time for homeless services however this allowed the redesign of services to be delivered remotely and has allowed us to widen opportunities for people to access our services through Hub appointments if required.
- 7.5 We are part of a Countywide Rough Sleeper Initiative (RSI) led by North-West Leicestershire. This has both improved the range of services and support available to rough sleepers but also allowed us to better understand the true level of need in the district. This is one of a number multi-agency and sub-regional initiatives now in place covering areas such as prison release, hospital discharge and leaving care.
- 7.6 Over the lifetime of the last strategy we saw an increase in demand for our homeless services whilst at the same time a reduction in available accommodation options. Over the lifetime of this strategy, we need to work smarter to address these challenges.
- 7.7 The graph below shows the number of approaches for help received by the Council's Housing Choices Team that were assessed under the Homeless Reduction Act over the last five years.



7.1 Rough Sleeping

- 7.1.1 The Homelessness Code of Guidance sets out that “in districts where there is evidence that people are sleeping rough, the homelessness strategy should include objectives to work toward eliminating rough sleeping.”

7.1.2 We are fortunate that in Oadby and Wigston Borough that reports of rough sleeping are relatively low and for our annual rough sleeper count for the last two years we have reported zero on the particular night.

7.1.3 However we recognise that we need to work with other districts across Leicestershire, Leicester, and Rutland to reduce rough sleeping to reduce any potential impact this may have on our borough. If options are reduced for people, then rough sleeping numbers will increase and so it is important this remains a key priority in our strategy.

7.1.4 The issue no matter how small needs to be addressed, and Leicestershire has tackled this head on with a rough sleeper initiative which operates across the county. As part of the rough sleeping initiative funding, we are required to develop an annual ending rough sleeping plan through co-production with our rough sleeping advisor and we will continue to do this however there are several key actions that interrelate with the wider objective of this strategy. We have adopted a definition of ending rough sleeping in keeping with the Ministry of Housing, Communities and Local Government (MHCLG) publication "Ending Rough Sleeping for Good." Our end goal is for rough sleeping to be prevented wherever possible but when it does occur, it must be rare, brief, and non-recurring.

7.2 Meeting the needs of groups

7.2.1 Section 179 of the Housing Act 1996 set out an obligation on the local housing authority to provide advice around homelessness to people in the borough.

7.2.2 Section 179(2) sets out particular groups the service must be designed to meet the needs of:

- a) people released from prison or youth detention accommodation
- b) care leavers
- c) former members of the regular armed forces
- d) victims of domestic abuse
- e) people leaving hospital
- f) people suffering from a mental illness or impairment

7.2.3 Furthermore we should consider any other group identified as being particularly at risk of homelessness in the borough.

7.2.4 When developing the evidence base for this homeless strategy, we have specifically looked at each key group to determine what the demand is and what existing service provision looks like. Our consultation work has then identified any gaps in provision and opportunities to improve support which we have then sought to include as potential actions under our identified priorities.

7.3 People released from prison or youth detention accommodation

7.3.1 Less than 1% of homeless cases in Oadby & Wigston are identified as homeless due to leaving custody. However, there are significantly more who have an offending history, but

this may not be their primary reason for approaching the council. This could suggest that the impact of offending goes far beyond the initial homelessness that occurs for some on release from prison.

- 7.3.2 The majority of referrals that are received through the duty to refer, a statutory requirement for certain agencies to refer homeless households to the local authority are for those within the criminal justice system.

What we are currently doing

- 7.3.3 Oadby & Wigston Borough Council takes a sub-regional approach to those released from prison and youth detention being a signatory to a protocol shared with Leicester City Council, the other Leicestershire districts, and Rutland.
- 7.3.4 The protocol is currently being reviewed and one of the emerging issues is the fact that because of the structure of the criminal justice system prisoners may be released from a number of prisons and courts across the region.
- 7.3.5 We have therefore begun work to try and develop more regional approaches to managing ex-offenders.

What we need to do

- 7.3.6 Two areas identified within the consultation that partners felt were key to this group were ensuring appropriate accommodation was available recognising that those with an offending history often face additional barriers to accommodating both emergency and long-term accommodation with specific offences, such as arson making it particularly difficult to access emergency accommodation.
- 7.3.7 It was also identified that ensuring that prisoners can access the right advice and services in a timely manner whilst still within prison was key to positive outcomes.

7.4 Care Leavers

- 7.4.1 Only 3% of applications are identified as having support needs as having been in care (within the age group 18-20) and a smaller proportion again as older care leavers.
- 7.4.2 The County Council are subject to the duty to refer in terms of children leaving their care.
- 7.4.3 We do take a proactive approach to supporting care leavers access accommodation before their care placement ends, and we are able to keep the number of homeless cases low.

What we are currently doing

- 7.4.4 The Leicestershire Districts work closely with the County Council leaving care team to ensure positive pathways for young people leaving care in the County.

7.4.5 As well as reviewing and updating a county wide leaving care protocol. Additionally, Oadby & Wigston Borough Council treat Care Leavers as an additional protected characteristic.

What we need to do

7.4.6 Whilst wherever possible we work jointly to ensure young people transition into settled accommodation in a controlled way there are occasions where this does not happen. Also, a number of people leaving care will not settle effectively in their accommodation and require further assistance after moving into independence. Anecdotally people who have been in the care system are particularly prone to repeat instances of homelessness within a relatively short period of time.

7.4.7 One particular challenge which we have seen is an appropriate offer of support for those within the care system who form relationships with much provision geared up for single people only.

7.4.8 The consultation identified the need for appropriate move on accommodation for young people when they are leaving care but also the need to ensure staff are appropriately trained to understand the needs of care leavers. We also need to ensure that support can meet the range of needs that care leavers present with.

7.5 Former members of the regular armed forces

7.5.1 Oadby & Wigston does not have any Ministry of Defence (MOD) estate within the borough however we do have a strong tradition of support veterans who approach us for support. The numbers presenting as homeless because of leaving the forces is extremely low.

What we are currently doing

7.5.2 As a council we have signed up to the armed forces covenant. We have also framed our allocations policy to offer additional preference to former members of the armed forces.

What we need to do

7.5.3 The support available to veterans and agencies working in the district has changed in recent years and we need to ensure all frontline staff are aware of the current offer.

7.6 Victims of domestic abuse

7.6.1 Around 17.5% cases approached where domestic abuse is the cause of homelessness.

What we are currently doing

7.6.2 We have identified the advantages of taking a pro-active multi-agency approach to supporting victims of domestic abuse. As a result, we have funded a domestic abuse link worker to work within the Housing Option Team for a number of years.

- 7.6.3 Recent changes to legislation in particular the Domestic Abuse Act 2021 have widened the responsibilities toward victims of domestic abuse. It is a particular challenge then to ensure we are working effectively with other statutory partners as well as the voluntary sector to ensure that our response is suitable, sustainable, and sensitive.
- 7.6.4 Work is underway to develop a multi-agency pathway for victims of domestic abuse to ensure a clear and consistent offer to those seeking support. Because a number of key partners work across the Leicester, Leicestershire, and Rutland (LLR) area and because on occasions those fleeing domestic abuse will want to move away from their existing localities for safety reasons this work is being carried out at a sub-regional level. A scoping workshop with all key agencies is already scheduled.

What we need to do

- 7.6.5 A consultation identified the need to increase the availability of dispersed accommodation for people fleeing domestic abuse. The County Council are currently in the process of commissioning additional accommodation services, and we will work with them to support the delivery of these units.

7.7 People leaving hospital

- 7.7.1 Whilst most people leaving hospital will have safe and secure accommodation to return to a small number will have lost accommodation because of their medical situation or no longer have a home to return to suitable to their needs.
- 7.7.2 A lack of suitable accommodation to discharge into to continue recovery is a significant drain on health resources and so effective joint working is key to making the best use of scarce resources across the public sector. Around 1% of cases approaching as homeless are recorded as homeless due to leaving hospital.

What we are currently doing

- 7.7.3 We are part of a sub-regional partnership with our local authority peers and the local NHS services to provide pro-active support to patients who face barriers to discharge from hospital. The service provides both practical support to allow those with accommodation to return home as well as assistance with accessing alternative housing options where this is not an option.

What we need to do

- 7.7.4 A consultation has identified the advantages that having appropriate stepdown accommodation for people leaving hospital would make. It also identified the importance of having appropriately trained staff within housing teams.

7.8 People suffering from a mental illness or impairment

7.8.1 People with a mental health illness or impairment is the biggest support need of people approaching as homeless in Oadby & Wigston Borough Council. Anecdotally this group is the one that have the greatest difficulty securing, and maintaining appropriate accommodation whether that be emergency placements, short term supported accommodation or longer-term housing options. They are also disproportionately represented within the rough sleeping community a group that are the most excluded from many services.

What we are currently doing

7.8.2 As part of a collaboration with Leicestershire Partnership Trust, Oadby & Wigston have a Senior Mental Health neighbourhood Lead focused on bringing together an integrated mental health offer that meets the needs of residents of the borough.

What we need to do

7.8.3 The overwhelming feedback from consultation was the need for more specialist accommodation for this client group. This mirrors the conclusion of other work within the County.

7.9 Other Groups

7.9.1 The Act encourages us to consider whether there are other groups within the locality who would benefit from a focussed homelessness response. Whilst there have been no other specific groups identified as part of this strategy development; we have identified that groups with multiple needs find it particularly difficult to secure appropriate services to meet their complex needs.

7.10 Supporting those with complex needs

7.10.1 As part of the homeless assessment, officers must identify both the accommodation needs of the household but also any support needs.

7.10.2 Recorded cases with more than one identified support need may be low but they require intensive resource to achieve a positive outcome. The resource needed is disproportionate to those with 1 support need identified. It is also those with multiple support needs that are at a higher risk of repeat homelessness and often require a disproportionate amount of resource to secure positive outcomes.

7.10.3 The Rough Sleeping Initiative has introduced the concept of the Target Priority Group. This involves an assessment to identify those individuals at particular risk of rough sleeping and with additional needs. We are then encouraged to monitor the housing situation of these clients and identify when they are at risk of further homelessness.

7.10.4 Oadby and Wigston Borough Council is now part of a programme called "Complex Needs Accommodation Board" with health and colleagues in adult social care. Individuals with

complex needs whose accommodation needs are not being effectively met can be escalated to a panel of senior staff to unblock barriers and seek creative solutions. We will continue to support this programme and use the learning to improve services more widely.

7.10.5 As a result of the challenges those with multiple needs face, we have included a priority in this strategy to better meet the needs of this group.

8. Priorities and Actions

8.1 This strategy sets out five priority areas that will drive the Council's work over the next five years and allow us to deliver our vision for preventing homelessness and rough sleeping.

8.2 We cannot deliver this work alone and we will therefore work closely with the community and partner organisations to ensure these commitments are delivered.

8.1 Priority One: Reduce the demand for emergency homeless action through proactive support

8.1.1 To achieve more sustained outcomes for people approaching the council as homeless we need to be more proactive earlier and focus on prevention. We need to keep people in their homes where possible making long term housing more attainable. Where this is not possible, we need to be assisting people to move in a planned way so they can move into their best possible home to meet their needs.

8.1.2 The Council will continue to ensure that residents can access all the services they need to help them resolve their housing problems from one point of contact. This will include assistance to prevent homelessness through giving comprehensive advice and guidance to private sector tenants, registered social landlord tenants and leaseholders. We will continue to try and resolve landlord disputes, disrepair issues and rent/mortgage problems.

8.1.3 We will continue to consider the accommodation needs of eligible care leavers as part of their individual needs assessment and Pathway Plan.

8.2 Priority Two: Increase the number of positive outcomes for homeless households

- Actively pursue any opportunities to work proactively with the private sector
- Explore the use of supported accommodation available and work with the providers to ensure it meets the needs
- Explore a regional approach to prison release protocols and pre-release assessments

8.3 Priority Three: Reduce the demand and improve the quality of emergency accommodation

- Explore emergency accommodation options which are best value for money for the council and more appropriate for the customer

- Produce a temporary accommodation strategy
- Adopting a temporary accommodation standard which will be reviewed regularly

8.4 Priority Four: Make improvements in meeting the needs of people with complex needs

- Work with Leicestershire County Council to help roll out a homeless mental health service in the borough
- Agree a definition of “complex cases” and ensuring cases and individuals are identified and outcomes monitored

8.5 Priority Five: End rough sleeping

- Promote the streetlink service so that the public can effectively report potential rough sleepers
- Work with our Leicestershire district and Leicester City colleagues to explore opportunities
- Increase off the street accommodation options for rough sleepers
- Work with providers of supported accommodation locally to increase the support available to rough sleepers

9. Delivery and Monitoring

- 9.1 Our strategy covers a period of five years. It is hard to predict what is going to happen in this time, and undoubtedly, there will be changes to legislation, regulation and wider societal and economic shifts that will have an impact on our communities and what we can and need to do as a Council.
- 9.2 Whilst there will undoubtedly be changes to the context within which we operate and need to deliver this strategy, we do not anticipate that the priorities set out in this document will have to change significantly. We will remain committed to these throughout the strategy period.
- 9.3 To take into account a change in context, challenges and our need to respond and adapt to these the strategy action plan will be reviewed and updated annually – see **Appendix 1**. This will ensure the strategy and its delivery is able to adapt depending on the circumstances the Borough finds itself in, remains relevant, and plays a key role in driving work around housing, homelessness and rough sleeping.
- 9.4 The priorities set out within the strategy cannot be achieved without the collective commitment of the Council and its key partners and stakeholders. This partnership approach should apply to all housing in the Borough, which means that everyone involved in building and managing homes and supporting the people who live in them have an important role to play.

9.5 We will know if our actions are working if:

- Increased number of homelessness preventions and reduced cases of repeat homelessness are reported
- An increased proportion of personal housing plans which achieve a positive outcome
- Improved satisfaction with the Housing Options Service
- Funds secured to deliver rough sleeping initiatives will be maximised
- The number of rough sleepers in the Borough of Oadby & Wigston will be reduced over the lifetime of this strategy
- Increasing the number of homes within the Borough for temporary accommodation
- Reduce the number of households living in temporary accommodation
- Increase the number of affordable housing in the Borough

9.6 We will:

- Involve residents and partners in developing detailed proposals to deliver the strategic objectives
- Be inclusive and transparent in developing our policies and delivery plans
- Publish details of our progress against the strategic priorities and the Council's Corporate Plan
- Report progress against the strategic priorities to Committee

Appendix 1 – Action Plan

Ref No	Action	Priority	Tasks/Milestones 2025/2026	Responsible Service / Officer
1	Introduce effective robust homelessness prevention strategies	One	QTR 4	Housing Options Manager
2	Adopt early intervention practices through collaborative working with partners to develop referral procedures and ensure advice/information is available	One	QTR 2	Housing Options Manager
3	Work with providers of supported accommodation to ensure positive outcomes for homeless individuals with support needs	Two	QTR 1	Housing Options Manager
4	Proactively work with the private rented sector through promoting our Private Sector Letting Scheme	Two	QTR 3	Housing Options Manager
5	Implement a Temporary Accommodation Policy to ensure best use of temporary accommodation	Three	QTR 1	Housing Options Manager
6	Explore temporary accommodation options which are best value for money for the Council	Three	QTR 4	Housing Options Manager
7	Support Leicestershire County Council to help roll out a homeless mental health service in the borough	Four	QTR 2	Housing Options Manager
8	Promote the streetlink service to capture effective reports of potential rough sleepers	Five	QTR 2	Housing Options Manager
9	Work jointly with our Leicester colleagues to explore opportunities to reduce rough sleeping in the borough	Five	QTR 4	Housing Options Manager

Appendix 2 – Summary of Consultation Feedback

In November 2024, a consultation exercise was undertaken with the following consultees:

- Tenants and Residents of the Oadby & Wigston Borough
- Staff at Oadby & Wigston Borough Council
- Helping Hands
- Local MP
- Turning Point
- Probation Service
- Housing Options Services at North-West Leicestershire District Council, Rutland County Council, Melton Borough Council, Harborough District Council and Blaby District Council

A summary of the feedback we received is detailed in the table below:

No.	Feedback	Amendment
1	<ul style="list-style-type: none"> • Initially balance up all the empty properties against the waiting list • Convert empty shops that will bring people into the centre • Redress the balance between £300k plus housing and really affordable homes 	<ul style="list-style-type: none"> • Acknowledged comment • Referred resident to our Empty Homes Strategy • Referred resident to our existing Local Plan and draft New Local Plan
2	<ul style="list-style-type: none"> • Altogether a good policy and strategy to deal with homelessness • People who are given notice to quit are often not aware of their rights. They then discover, on leaving their accommodation on the date required by the landlord, that they are treated as having made themselves intentionally homeless 	<ul style="list-style-type: none"> • Acknowledged comment • Referred resident to our Homelessness Advisory Services information detailed on our website
3	<ul style="list-style-type: none"> • The strategy needs to contain more meaningful metrics, otherwise it's difficult to gauge how much progress is being made • The homeless situation is being made worse by landlords deciding to sell up, the tenant then has to move out of a property they may have been living in. If the tenant is not working and/or receiving benefits most landlords won't rent to those not working and consequently these tenants will often end up homeless 	<ul style="list-style-type: none"> • An annual review will be undertaken using the Action Plan detailed in Appendix 1 to monitor the progress • Acknowledged that no fault evictions are rising nationally, and the end of a private rented assured shorthold tenancy is one of the most common causes of homelessness

After considering the feedback received as part of the consultation exercise, a decision was taken not to make any amendments to the strategy.

Temporary Accommodation Policy

2025

Document Version Information	
Policy Owner	Housing Options Manager
Committee	Policy, Finance and Development
Committee Approval Date	
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Version	1

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1. Introduction

- 1.1 This document sets out our approach to the placement of households in temporary accommodation both in and outside of the Oadby & Wigston Borough (“the Borough”). It covers interim placements while homelessness enquiries are undertaken, and longer-term temporary accommodation placements for households accepted as homeless.

2. Scope and Definitions

- 2.1 The policy and the associated guidance details how applicants will be prioritised for temporary accommodation in the Borough, and out of area. This policy does not cover the council’s approach to discharging its homelessness duty or the placement into permanent social housing as a secure or assured tenant.
- 2.2 A homeless applicant is a person who has completed an application to be assessed as homeless. The definition of legally homeless is set out in the 1996 Housing Act. This policy refers to a homelessness applicant as ‘the applicant.’

3. Policy Statement

- 3.1 Oadby & Wigston Borough Council seeks to accommodate homeless households in the Borough wherever practicable and will consider the circumstances of individual household needs and suitability of accommodation. However, due to a shortage of affordable housing locally and rising rental costs, an increasing number of households are likely to be placed outside of the Borough. Accommodation will only be procured outside of the area when all other reasonable options have been exhausted. An assessment will be carried out to determine the suitability of accommodation.

4. Legal Framework

- 4.1 The Housing Act 1996 Part VII (as amended)
- a) The Council may have a legal duty to provide temporary accommodation, if there is a reason to believe that the applicant may be homeless, eligible for assistance and has a priority need
- 4.2 Housing Act 1996 (S208) –
- a) A placing local authority should notify the host local authority when placing a homeless household in their area within 14 days of the accommodation being offered to the household
- 4.3 The Children Act 2004 (s11) –
- a) Local authorities have a particular duty under act to have regard to the need to safeguard and promote the welfare of children

4.4 The Homelessness (Suitability of Accommodation) Order 2012 sets out the following criteria:

In determining whether accommodation is suitable for a person, the local authority must consider the location of the accommodation, including:

- a) Where the accommodation is situated outside the district of the local authority, the distance of the accommodation from the district of the authority; the significance of any disruption which would be caused by the location of the accommodation to the employment, caring responsibilities or education of the person or members of the person's household
- b) The proximity and accessibility of the accommodation to the medical facilities and other support which;
 - are currently used by or provided to the person or members of the person's household; and
 - are essential to the well-being of the person or members of the person's household; and
 - the proximity and accessibility of the accommodation to local services, amenities, and transport

4.5 Nzolameso V Westminster City Council 2015

- a) The Supreme Court case judgement in Nzolameso v Westminster City Council 2015 had significant ramifications for local authorities, who are advised to adopt policies as to the procurement and allocation of temporary accommodation. Care should be taken to ensure that the policies reflect the obligations under section 208, the 2012 Order and the associated statutory guidance and under section 11 of the Children Act 2004

5. Policy Details

5.1 The purpose of this policy is to clarify what the term 'reasonably practicable' see Section 4.1 c), usually means in terms of the suitability of offers made within and outside of the Borough area. The guidance is intended to frame the decisions made in each individual case, having regard to the:

- a) Accessibility of the temporary accommodation location, including transport links to shops and local facilities (e.g., healthcare)
- b) Proximity of the temporary accommodation location (and distance to travel) to a place of current employment - see Section 8.8 b)
- c) Proximity of the temporary accommodation location (and distance to travel) to schools, which children are currently attending - see Section 8.8 a)

- d) The significance of any disruption which would be caused by the location of the accommodation to the employment, caring responsibilities or education of the person or members of the person's household
- 5.2 The criteria above will be applied based on reasonableness in deciding whether an offer of temporary accommodation is made inside or outside of the Borough area. There will be locations near (but outside of) the Borough which are suitable and accessible to areas within the Borough. An offer of temporary accommodation in a neighbouring local authority area may be suitable due to good transport links and the proximity to current places of employment, schools etc.
- 5.3 There are a number of applicants who approach the Council seeking assistance who do not currently reside within the Borough. It may not be reasonably practicable to provide temporary accommodation to every applicant within the Oadby & Wigston Borough area, as this depends on current demand and where the household has been living recently. Every case will be considered individually based on risk and suitability, having regard to the criteria above, some households will be offered temporary accommodation in the Borough. Many households will be placed in temporary accommodation outside of the Borough area.
- 5.4 Where possible, this accommodation will be provided within the Leicestershire area. However, it may be necessary to source accommodation outside of Leicestershire for example Nottinghamshire, Derbyshire, Northamptonshire.

6. Temporary Accommodation Offers and Refusals

- 6.1 Homeless applicants may be placed into accommodation with shared facilities. For urgent situations, Bed & Breakfast accommodation might be used, but in most circumstances, this would be for a short period only, until alternative accommodation can be found.
- 6.2 Wherever possible, the Council will avoid placing families with dependent children or pregnant women in Bed & Breakfast accommodation. Where no other temporary accommodation exists and such placements are necessary, the Council will try to move these households to alternative temporary accommodation within six weeks.
- 6.3 Where the Council determines that applicants housed under Section 188 Housing Act 1996 are not owed the main homelessness duty, they will be asked to leave following reasonable notice, after being notified of the decision. The reasonable notice period is generally 14 days (having regard to the need to safeguard and promote the welfare of any children in the family). The cessation of temporary accommodation will always be notified to Children's Services in cases where there are dependent children.
- 6.4 Applicants will be given one offer of temporary accommodation, and they will be asked to accept the offer within 24 hours. There is no obligation upon the Council to enable applicants to view the accommodation prior to acceptance.

6.5 Where applicants refuse an offer of temporary accommodation (which may be out of area) and the Council does not accept their reasons for refusal, and considers that the offer is suitable, applicants will not be offered further accommodation. The applicant will be required to make their own accommodation arrangements. There is no right of review against the suitability of accommodation offered to applicants under Section 188 Housing Act 1996 (although applicants can apply for judicial review through the courts).

7. Suitability of Temporary Accommodation

7.1 In offering temporary accommodation, the Council will assess the suitability of the temporary accommodation, using the following factors:

- a) Location – if temporary accommodation is available in its area, applicants will be housed in the Borough, allowing them to maintain any established links with services and social/support networks. However, when there is a lack of temporary accommodation or there are higher priority households needing accommodation in the Borough, outside of Borough placements will be used (see Section 4)
- b) Size, condition, and facilities – households in temporary accommodation will often be placed into units with 1 bedroom less than they would be entitled to on a permanent basis
- c) Health factors – the Council will consider health factors, such as ability to climb stairs, care and support provided by other statutory agencies or the need to access any specialist medical services that are only available in the Borough
- d) Education – attendance at local schools will not be considered a reason to refuse accommodation, though some priority will be given to special educational needs and students who are close to taking public examinations in determining priority for placements in the Borough
- e) Employment – the Council will consider the need of applicants, who are in paid employment, to reach their normal workplace from the accommodation that is secured. This will include having a regard to both travelling time and the costs associated with this travel
- f) Proximity to services – the Council will consider the proximity to public transport, primary care services, and local services in the area in which the accommodation is located
- g) Safeguarding – the Council will seek to identify the welfare of any children in the household, including any needs of the children and promote their welfare in making decisions on whether the offer is suitable
- h) Special circumstances – the Council will consider any other reasons put forward by the applicant and come to an overall view about whether the offer is suitable

- i) Suitability Review – every 6 weeks the Council will undertake a review of the suitability of temporary accommodation offered

8. Criteria for Prioritising Placements

- 8.1 As applicants are likely to be housed outside of the Borough, it will be increasingly necessary to make decisions about the suitability of out of area placements for individual households and balance these against the type and location of temporary accommodation that can be offered.
- 8.2 If accommodation cannot be sourced in or immediately adjoining the Borough, the principal needs of the individual household must be acknowledged, including adults and children, and assessed both individually and collectively when determining the location of accommodation.
- 8.3 Written evidence and explanation should be recorded and given on a case-by-case basis when making out of area placements, acknowledging each household's collective and individual needs.
- 8.4 Households must be given sufficient time to decide on an out of area offer (24 hours), when no alternatives are available and thorough information regarding the proposed area must be provided.
- 8.5 Priority for accommodation within, or in the areas immediately adjoining the Borough will be given to:
 - a) An application or a member of their household with a severe and enduring health condition requiring intensive and specialist medical treatment where a move from the Borough would disrupt the treatment and continuity of care
 - b) An applicant or member of their household who are in receipt of a significant package and range of health care options that cannot easily be transferred
 - c) An applicant or a member of their household with a severe and enduring mental health problem who is receiving psychiatric treatment and aftercare provided by community mental health services and have an established support network where a transfer of care would severely impact on their wellbeing
 - d) Applicants who have as part of their household a child registered on the Child Protection Register in the Borough, who are linked into local services, and where it is confirmed that a transfer to another area would adversely impact on their welfare
 - e) Applicants who have as part of their household a child with special educational needs who is receiving education or educational support in the Borough, where change would be detrimental to their wellbeing

- f) An applicant or a member of their household who have a longstanding arrangement to provide care and support to another family member in the Borough who is not part of the resident household and would be likely to require statutory health and social support if the care ceased
 - g) An applicant or member of their household who have a formal arrangement to receive housing related or other support, including addiction help or recovery, and where a move from the Borough would disrupt that support
 - h) Any other special circumstances will also be considered (including any particular needs of the children in the household not already identified above)
- 8.6 Whilst priority will be given for these placements, this is dependent on such temporary accommodation being available.
- 8.7 Priority for placements within neighbouring areas in locations that might not be immediately adjoining the Borough, will be given to:
- a) Applicants who have as part of their household, a child or children who are enrolled in GCSE, AS, or A level courses or post 16 vocational qualifications (for example BTEC) in the Borough, with exams to be taken within the academic year. Wherever practicable, we will seek to place such households within 60 minutes' travelling distance of their school or college
 - b) Wherever practicable, an applicant or a member of their household who works for more than 16 hours a week will not be placed more than 90 minutes travelling distance, from the place of their employment. Consideration will also be given to the affordability of the travel arrangements needed to reach the place of employment
 - c) An applicant or a member of their household who is in higher or adult education, vocational or professional training, a recognised apprenticeship, self-employed with a business permanently in the Borough, or have a confirmed start date to commence employment in the Borough
 - d) Any other special circumstance will be considered (including particular needs of the children in the household not already identified)

9. Equality and Diversity

- 9.1 The Council has a statutory duty to have due regard to the need to promote disability, race & gender equality.
- 9.2 The Council should also be proactive about putting in place arrangements to ensure that they do not unfairly discriminate against individuals on the grounds of their age, religion, persons relations or living and caring arrangements, or whether they live in an urban or rural area. Equality should be integral to the way in which social care is prioritised and delivered.

10. Monitoring and Reporting Arrangements

- 10.1 Monitoring will be included within the performance framework of the Housing Options Service and officers will monitor the outcomes of the policy to assess the success of it.
- 10.2 The Council continuously monitors the number of households in temporary accommodation to ensure that budgetary pressures can be monitored and reported upon. The analysis of this data will be used to procure appropriate temporary accommodation to ensure that appropriate provision is made in respect of long-term housing options.

11. Responsibilities and Reviews

- 11.1 The Housing Options Manager will be responsible for overseeing the delivery and monitoring of this policy.
- 11.2 The Policy will be monitored and reviewed formally in line with the Homelessness and Rough Sleeping Strategy to ensure effectiveness. If changes are required, these will be made as and when necessary. The Policy may also be reviewed at any time, in line with any relevant changes in legislation or Guidance issued by relevant Government.
- 11.3 The Housing Options Manager will make minor amendments to the policy without further consultation. Any major changes will go through a formal consultation process.

Rent Setting Policy

2025

Document Version Information	
Policy Owner	Tenancy & Estates Manager
Committee	Policy, Finance and Development
Committee Approval Date	
Implementation Date	
Review Date	
Version	1

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1. Background

- 1.1 Rent setting is based on government guidance on the rent standard issued in 2020 which can be found on the Department for Levelling Up, Housing and Communities (DLUHC) website.
- 1.2 Since 2001, rents for properties let at 'social rent' (which constitute a majority of rented social housing properties) have been set based on a formula set by the Government. This creates a 'formula rent' for each property, which is calculated based on the relative value of the property, relative local income levels, and the size of the property.
- 1.3 An aim of this formula-based approach is to ensure that similar rents are charged for similar social rent properties. In 2011, the government introduced 'affordable rent' which permits rents (inclusive of service charges) to be set at up to 80% of market rent. The introduction of affordable rent made it possible to build more homes for every pound of government investment, allowing more people in housing need to have access to a good quality home at a sub-market rent.
- 1.4 Landlords can only let new properties at affordable rent where certain conditions apply.
- 1.5 Within the terms of the government's affordable homes programmes, existing vacant properties can be converted from social rent to affordable rent in certain circumstances.
- 1.6 From 1 April 2020 the Government has permitted annual rent increases on both social rent and affordable rent properties of up to Consumer Index Price (CPI) plus 1 percentage point from 2020, for a period of at least five years.
- 1.7 This policy will cover the rents charged to Oadby & Wigston Borough Council tenants both now and in the future. It will also cover the methodology and approach required to set service charges for Council tenants.
- 1.8 It will also detail the statutory notice process for informing tenants of changes in rents charged.
- 1.9 The rent setting policy for Oadby & Wigston Borough Council will set rents and service charges by following the principles outlined below:
 - The Council will set rents and service charges using fair and transparent calculations
 - Rents and service charges will be set to ensure a financially viable Housing Revenue Account (HRA) both in the short and longer-term, and can meet future spending obligations which would include treasury management requirements and capital investment needs within the stock
- 1.10 Rents for both existing, void, and new properties will be set out within this policy.

2. Formula Rent

- 2.1 Oadby & Wigston Borough Council follows Government guidance when setting the rents for our properties and you can find the guidance for this on the Government website:

www.gov.uk/government/publications/rents-guidance

3. Rent Caps

- 3.1 The rent caps apply as a maximum ceiling on the formula rent and depend on the size of the property (the number of bedrooms it contains). Where the formula rent would be higher than the rent cap for a particular size of property, the rent cap must be used instead.
- 3.2 Oadby & Wigston Borough Council will ensure that the rent caps are not breached for individual properties.
- 3.3 If an existing property has an extension built with additional bedrooms, then the rent should be revised to reflect the increased property valuation and added bed size, using the Government's formula rent calculation.

4. Existing Social Tenants

- 4.1 The rents will increase by a maximum Consumer Price Index (CPI) + 1% in line with the Government's new 5-year rent settlement for the period 2020/21 – 2024/25.

5. Affordable rents

- 5.1 Affordable rent housing is exempt from the social rent requirements outlined above. Affordable rents are typically higher than social rents. The intention behind this flexibility is to enable properties let on this basis to generate additional capacity for investment in new affordable housing.
- 5.2 The definition of affordable rent is a rent which equates to 80% of the value of local market rents (including service charges).

6. Shared Ownership Properties

- 6.1 Rents for shared ownership properties will be amended as per the requirements outlined in their lease.

7. Service Charges

- 7.1 In addition to their rent, tenants may also pay service charges. Rents are generally taken to include all charges associated with the occupation of a property, such as maintenance and

general housing management services. Service charges usually reflect additional services which may not be provided to every tenant, or which may be connected with communal facilities rather than being particular to the occupation of a dwelling. Service charges are subject to separate legal requirements and are limited to covering the cost of providing the services.

- 7.2 Service charges are not covered by the same Government guidelines as rent however the guidelines are that services should be set on a reasonable and transparent basis and should reflect the service provided. Increases should be limited to CPI + 1%, unless new or extended services are introduced. Where new or extended services are introduced, and an additional charge may need to be made, we aim to consult with our tenants.

8. Garages

- 8.1 The annual increase in rent will be CPI + 1% point. This is to align increases with dwelling rents.

9. Annual Rent Review

- 9.1 Oadby & Wigston Borough Council will give tenants 4 weeks written notice of any change in the level of rent which normally will be the first Monday in April and rent increases will be applied in line with Section 13(2) of the Housing Act 1988.

10. Policy Review

- 10.1 This policy will be reviewed as and when new legislation or guidance is published.

11. Exceptions to the Policy

- 11.1 This policy does not apply to certain categories of low-cost rental accommodation. These excepted categories are:

- Where the Council is the leaseholder of the accommodation
- Shared ownership low-cost rental accommodation
- Intermediate rent accommodation
- Specialised supported housing
- Relevant local authority accommodation
- Student accommodation
- PFI social housing
- Temporary social housing
- Care homes



EQUALITY ASSESSMENT

PART 1 - INITIAL SCREENING

Name of Policy/Function:	X	This is new
Temporary Accommodation Policy		This is a change to an existing policy
		This is an existing policy, Function, not previously assessed
		This is an existing policy/function for review

Date of screening	12 th February 2025
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1. Briefly describe its aims & objectives

The Temporary Accommodation Policy sets out Oadby & Wigston Borough Council's approach to the placement of households in temporary accommodation both in and outside of the Borough.

The purpose of the Temporary Accommodation Policy is to clarify what the term 'reasonably practicable' usually means in terms of the suitability of offers made within and outside of the Borough area. The guidance is intended to frame the decisions made in each individual case, having regard to the:

- Accessibility of the temporary accommodation location
- Proximity of the temporary accommodation location to employment and schools
- Significance of any disruption which would be caused by the location of the accommodation to the employment, caring responsibilities or education

2. Are there external considerations?

e.g. Legislation/government directive etc

- The Housing Act 1996 Part VII (as amended)
- The Housing Act 1996 (S208)
- The Children Act 2004 (s11)
- The Homelessness (Suitability of Accommodation) Order 2012
- Nzolameso V Westminster City Council 2015

3. Who are the stakeholders and what are their interests?

The Council;

- to inform tenants of its approach to the placement of households in temporary accommodation both in and outside of the Borough
- to ensure that all Legal and Regulatory Framework is adhered to meet its statutory obligations

Tenants/leaseholders;

- to have an awareness of this policy
- to understand the Council's approach to the placements of households in temporary accommodation both in and outside of the Borough

Members;

- to ensure members are aware of the new Temporary Accommodation Policy
- to enable members to explain the introduction of the new policy to their constituents and/or signpost them to the Housing Options Team appropriately

4. What outcomes do we want to achieve and for whom?

The Council will want:

- to avoid liability in not meeting its statutory obligations in sourcing suitable temporary accommodation for homeless households
- to ensure households are placed in temporary accommodation in a fair and transparent way

5. Has any consultation/research been carried out?

Yes

- research into temporary accommodation policies adopted by local authorities has been completed
- a consultation exercise has been completed

6. Are there any concerns at this stage which indicate the possibility of Inequalities/negative impacts?

Consider and identify any evidence you have -equality data relating to usage and satisfaction levels, complaints, comments, research, outcomes of review, issues raised at previous consultations, known inequalities) If so, please provide details.

No

7. Could a particular group be affected differently in either a negative or positive way?

Positive – *It could benefit*

Negative – *It could disadvantage*

Neutral – *Neither positive nor negative impact or not sure.*

	Type of impact, reason & any evidence
Disability	Neutral
Race (including Gypsy & Traveller)	Neutral
Age	Neutral
Gender Reassignment	Neutral
Sex	Neutral
Sexual Orientation	Neutral
Religion/Belief	Neutral
Marriage and Civil Partnership	Neutral
Pregnancy and Maternity	Neutral

8. Could other socio-economic groups be affected?

e.g. carers, ex-offenders, low incomes, homeless?

There are no specific groups that would be affected by the Temporary Accommodation Policy.

9. Are there any human rights implications?

Yes/No (If yes, please explain)

No

10. Is there an opportunity to promote equality and/or good community relations?

Yes/No (If yes, how will this be done?)

Yes

- through the consultation exercise the Council intends this will ensure tenants, leaseholders, local residents, members and relevant agencies are aware of the new Temporary Accommodation Policy

- through creating an awareness of the new policy, the Council anticipates it will naturally promote equality and good community relations

11. If you have indicated a negative impact for any group is that impact legal?

i.e. not discriminatory under anti-discrimination legislation

N/A

12. Is any part of this policy/service to be carried out wholly or partly by contractors?

No

13. Is a Part 2 full Equality Assessment required?

No

14. Date by which a Part 2 full Equality Assessment is to be completed with actions.

N/A

Please note that you should proceed to a Part 2, the full Equality Impact Assessment if you have identified actual, or the potential to cause, adverse impact or discrimination against different groups in the community.

We are satisfied that an initial screening has been carried out and a full equality assessment **is not required*** (please delete as appropriate).

Completed by: Sunny Basran Date: 12th February 2025
(Policy/Function/Report written)

Countersigned by: Adrian Thorpe Date: 17th March 2025
(Head of Service)

Screened by:.....Date:.....

Please forward an electronic copy to: *Community Engagement Officer*

Equality Assessments shall be published on the Council website with the relevant and appropriate document upon which the equality assessment has been undertaken.



EQUALITY ASSESSMENT

PART 1 - INITIAL SCREENING

Name of Policy/Function: Rent Setting Policy	X	This is new
		This is a change to an existing policy
		This is an existing policy, Function, not previously assessed
		This is an existing policy/function for review

Date of screening	11 th February 2025
--------------------------	--------------------------------

1. Briefly describe its aims & objectives

The Rent Setting Policy sets out Oadby & Wigston Borough Council's approach to setting rents and service charges in line with the Rent Standard issued by the Regulator of Social Housing in 2020.

The Rent Setting Policy aims are to ensure:

- the Council will set rents and service charges using fair and transparent calculations
- rents and service charges will be set to ensure a financially viable Housing Revenue Account (HRA), that can meet future spending obligations and capital investments needs within the stock

2. Are there external considerations?

e.g. Legislation/government directive etc

- Rent Standard 2020
- Policy Statement on Rents for Social Housing 2019

3. Who are the stakeholders and what are their interests?

The Council;

- to inform tenants of its approach to setting rent and service charges
- to ensure that all Legal and Regulatory Framework is adhered to meet its statutory obligations
- to ensure rent setting is based on government guidance on the Rent Standard issued in 2020

Tenants/leaseholders;

- to have an awareness of this policy
- to understand the Council's approach to setting rent and service charges

Members;

- to ensure members are aware of the new Rent Setting Policy
- to enable members to explain the introduction of the new policy to their constituents and/or signpost them to the Income Team appropriately

4. What outcomes do we want to achieve and for whom?

The Council will want:

- to avoid liability in not meeting its statutory obligations in ensuring rents and service charges are set in line with the regulatory framework
- to ensure rents and service charges are set in a fair and transparent way

5. Has any consultation/research been carried out?

Yes

- research into rent setting policies adopted by local authorities has been completed
- research on government guidance on setting rents and service charges
- a consultation exercise has been completed

6. Are there any concerns at this stage which indicate the possibility of Inequalities/negative impacts?

Consider and identify any evidence you have -equality data relating to usage and satisfaction levels, complaints, comments, research, outcomes of review, issues raised at previous consultations, known inequalities) If so please provide details.

No

7. Could a particular group be affected differently in either a negative or positive way?

Positive – *It could benefit*

Negative – *It could disadvantage*

Neutral – *Neither positive nor negative impact or not sure.*

	Type of impact, reason & any evidence
Disability	Neutral
Race (including Gypsy & Traveller)	Neutral
Age	Neutral
Gender Reassignment	Neutral
Sex	Neutral
Sexual Orientation	Neutral
Religion/Belief	Neutral
Marriage and Civil Partnership	Neutral
Pregnancy and Maternity	Neutral

8. Could other socio-economic groups be affected?

e.g. carers, ex-offenders, low incomes, homeless?

There are no specific groups that would be affected by the Rent Setting Policy.

9. Are there any human rights implications?

Yes/No (If yes, please explain)

No

10. Is there an opportunity to promote equality and/or good community relations?

Yes/No (If yes, how will this be done?)

Yes

- the consultation exercise the Council will ensure tenants, leaseholders, local residents, members and relevant agencies are aware of the new Rent Setting Policy
- through creating an awareness of the new policy the Council anticipates it will naturally promote equality and good community relations

11. If you have indicated a negative impact for any group is that impact legal?

i.e. not discriminatory under anti-discrimination legislation

N/A

12. Is any part of this policy/service to be carried out wholly or partly by contractors?

No

13. Is a Part 2 full Equality Assessment required?

No

14. Date by which a Part 2 full Equality Assessment is to be completed with actions.

N/A

Please note that you should proceed to a Part 2, the full Equality Impact Assessment if you have identified actual, or the potential to cause, adverse impact or discrimination against different groups in the community.

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