MINUTES OF CABINET

3 NOVEMBER 2026

Held at the Council Chamber, Town Hall, Evreux Way, Rugby

PRESENT:

Councillors Robinson (Chair), C Edwards, S Edwards, McKenzie, Mistry, O'Rourke, Pimm and Roodhouse.

Councillors Poole and Ward were also in attendance.

Officers in attendance:

Dan Green (Chief Executive), Michelle Dickson (Strategic Director – Communities), John Murphy (Monitoring Officer/Chief Officer – Legal and Governance) and Claire Waleczek (Democratic and Support Services Manager).

61. MINUTES

The minutes of the meeting held on 6 October 2026 were approved and signed by the Chair.

62. APOLOGIES FOR ABSENCE

There were no apologies for absence.

63. DECLARATIONS OF INTERESTS

There were no declarations of interest

64. PUBLIC QUESTION TIME

There were no questions from members of the public.

65. MATTERS REFERRED FROM SCRUTINY COMMITTEE OR COUNCIL

There were no matters to be considered.

People, Resources and Governance Portfolio

66. GENERAL FUND OUTTURN REPORT AS AT 31 MARCH (QUARTER 4)

Cabinet considered the report of the Chief Financial Officer (Part 1 – agenda item 6) concerning the Council's 2025/26 General Fund financial position for both revenue and capital as at 31 March (Quarter 4) and other adjustments for approval as required by Financial Standing Orders.

Options considered

Cabinet could elect to approve, amend or reject the carry forward requests and movements to reserves as listed in the report.

Reasons for decision

A strong financial and performance management framework, including oversight by Members and all responsible officers is an essential part of delivering the Council's priorities and statutory duties.

RESOLVED THAT –

(1) Cabinet acknowledges the Quarter 4 Outturn position as identified in this report, including all technical and non-recurring adjustments; and

(2) Cabinet approves:

(a) the carry forwards totalling £0.267m(Revenue) and £3.942m of Capital;

(b) the prior year RAGM business rates reimbursement of £0.275m is transferred to the budget stability reserve; and

(c) that a Direct Revenue Financing reserve is established and that £2.392m is redirected and used to contribute towards Capital and Revenue expenditure in 2026/27 to be allocated by the S151 Officer, as deemed necessary to mitigate budget pressures in key areas.

67. HOUSING REVENUE ACCOUNT (HRA) REPORT AS AT 31 MARCH (QUARTER 4)

Cabinet considered the report of the Chief Financial Officer (Part 1 – agenda item 7) concerning this Council's 2025/26 Housing Revenue Account financial position for both revenue and capital as at 31 March (Quarter 4) and other adjustments for approval as required by Financial Standing Orders.

Options considered

Cabinet could elect to approve, amend or reject the carry forward requests and movements to reserves as detailed in the report.

Reasons for decision

A strong financial and performance management framework, including oversight by Members and all responsible officers is an essential part of delivering the Council's priorities and statutory duties.

RESOLVED THAT –

(1) Cabinet acknowledges the Quarter 4 Outturn position as identified in this report, including all technical and non-recurring adjustments; and

(2) Cabinet approves:

(a) the carry forwards totalling £ 7.181m of ongoing Capital schemes to continue investment in the housing stock; and

(b) the transfer of the surplus of £3.672m to the HRA Capital Financing Reserve.

68. DISCRETIONARY RATE RELIEF POLICY

Cabinet considered the report of the Chief Financial Officer (Part 1 – agenda item 8) concerning the proposed approval of the revised Non-Domestic Rates Discretionary Rate Relief Policy. The revision incorporates the Government's 2026 Supporting Small Business Relief Scheme and Electric Vehicle Charging Point Relief.

Options considered

Cabinet could choose to not approve the revised policy. If it is not approved, the Council would not have an adopted local policy covering the two new Government funded reliefs.

Reasons for decision

Approval of the revised policy would allow the Council to award the two Government funded reliefs consistently and in accordance with section 47 of the Local Government Finance Act 1988 and Government guidance.

RESOLVED THAT - the revised Discretionary Rate Relief Policy attached at Appendix 1, incorporating the 2026 Supporting Small Business Relief Scheme and Electric Vehicle Charging Point Relief Scheme, with effect from 1 April 2026, be approved.

69. ANNUAL REVIEW OF PROGRESS ON THE EQUALITY & DIVERSITY STRATEGY 2025-2028

The Chair of Cabinet informed the meeting that this item would be deferred pending consideration of the recommendations of the Equality and Diversity Working Group which met on 28 October 2026 by officers and the Portfolio Holder.

70. SUMMER YOUTH HUB

Cabinet considered the report of the Strategic Director for Communities (Part 1 – agenda item 10) concerning the outcomes of the Rugby Summer Youth Hub, a partnership project the Council led in the town centre over the 2026 summer holidays.

Options considered

The report is for noting only so no options were to be considered.

Reasons for decision

The report informed Cabinet of the success of the Rugby Summer Youth Hub, delivered through the Rugby Community Safety Partnership, and of the Council's role in it.

RESOLVED THAT - the delivery and outcomes of the Rugby Summer Youth Hub, as set out in this report and Appendix 1, be noted.

71. WRITE OFFS

Cabinet considered the report of the Chief Financial Officer (Part 1 – agenda item 11) concerning the first 2026/27 update on debt write-offs.

Options considered

(1) Approve the write-offs at Appendix A to the report and note the write offs made under delegated authority.
(2) Do not approve some or all of Appendix A. Those debts would remain outstanding.

Reasons for decision

The debts requiring approval have been assessed as uncollectable. Reporting delegated write-offs to Cabinet also meets the reporting arrangements set out in the Council's write offs policy.

RESOLVED THAT - the write-offs detailed at Appendix A which require Cabinet approval be approved, and the write-offs made under delegated authority to date be noted.

CHAIR