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Meeting	**CABINET**
Time/Day/Date	5.00 pm on Tuesday, 28 October 2025
Location	Stenson House, London Road, Coalville, LE67 3FN
Officer to contact	Democratic Services (01530 454512)

AGENDA

Item		**Pages**

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF INTERESTS

Under the Code of Conduct members are reminded that in declaring interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.

3. PUBLIC QUESTION AND ANSWER SESSION

4. MINUTES

To confirm the minutes of the meeting held on 23 September 2025   **3 - 6**

5. CUSTOMER EXPERIENCE STRATEGY - CONSULTATION

Report of the Strategic Director of Resources   **7 - 40**
Presented by the Housing, Property and Customer Services Portfolio Holder

6. BUDGET TIMETABLE 2026/27

Report of the Strategic Director of Resources   **41 - 48**
Presented by the Finance and Corporate Portfolio Holder

7. FINAL PROPOSALS FOR LOCAL GOVERNMENT REORGANISATION IN LEICESTER, LEICESTERSHIRE, AND RUTLAND

Report of the Chief Executive   **49 - 84**
Presented by the Leader of the Council

8. SUPPLEMENTARY ESTIMATES, VIREMENTS AND CAPITAL APPROVALS

Presented by the Finance and Corporate Portfolio Holder

9. FORMER COUNCIL OFFICES - REMOVAL OF TREES

Presented by the Leader of the Council

10. EXCLUSION OF PRESS AND PUBLIC

The officers consider that the press and public should be excluded during consideration of the following items in accordance with Section 100(a) of the Local Government Act 1972 as publicity would be likely to result in disclosure of exempt or confidential information. Members are reminded that they must have regard to the public interest test and must consider, for each item, whether the public interest in maintaining the exemption from disclosure outweighs the public interest in making the item available.

11. AWARD HOUSING CONTRACTS

Presented by the Housing, Property and Customer Services Portfolio Holder

12. 17 ASHBY ROAD, MOIRA

Presented by the Housing, Property and Customer Services Portfolio Holder

Circulation:

Councillor R Blunt (Chair)
Councillor M B Wyatt (Deputy Chair)
Councillor T Gillard
Councillor K Merrie MBE
Councillor N J Rushton
Councillor A C Saffell
Councillor A C Woodman

MINUTES of a meeting of the CABINET held in the Abbey Room, Stenson House, London Road, Coalville, LE67 3FN on TUESDAY, 23 SEPTEMBER 2025

Present: Councillor R Blunt (Chair)

Councillors M B Wyatt, T Gillard, K Merrie MBE, N J Rushton, A C Saffell and A C Woodman

In Attendance: Councillors P Moult and J G Simmons

Officers: Mrs A Thomas, Mr A Barton, Mr P Stone, Mrs C Hammond, Mr B Dooley and Ms E Lant

47.   APOLOGIES FOR ABSENCE

No apologies were received.

48.   DECLARATION OF INTERESTS

There were no interests declared.

49.   PUBLIC QUESTION AND ANSWER SESSION

There were no questions received.

50.   MINUTES

Consideration was given to the minutes of the meeting held on 26 August 2025.

It was moved by Councillor T Gillard, seconded by Councillor T Saffell and

RESOLVED THAT:

The minutes of the meeting held on 26 August 2025 be confirmed as an accurate record of proceedings.

In agreement with the Chair, the items were reordered so that items 5, 8 and 9 of the agenda were considered first.

Reason for decision: The Cabinet (Executive) Procedure Rules required that the minutes of the previous meeting are considered and confirmed as a correct record.

51.   SUPPLEMENTARY ESTIMATES, VIREMENTS AND CAPITAL APPROVALS

The Finance and Corporate Portfolio Holder presented the report.

It was moved by Councillor K Merrie, seconded by Councillor T Saffell and

RESOLVED THAT:

1. The supplementary estimates detailed in Appendix 2 which are below £100,000 and externally funded be noted.

2. The supplementary estimate detailed in Appendix 2 which is below £10,000 and Council funded be noted.

3. The supplementary estimate detailed in Appendix 2 which is over £10,000 and below £250,000 and Council funded be approved.

Reason for decision: The Council's Financial Procedure Rules, Section 2, paragraphs A24 to A28 stipulate the procedures for virements and supplementary estimates, whilst the Council's Capital Strategy sets out the Governance of the Capital Programme.

52. FAIR FUNDING REVIEW

The Finance and Corporate Portfolio Holder presented the report.

It was moved by Councillor K Merrie, seconded by Councillor T Saffell and

RESOLVED THAT:

1. The Council's response to the Fair Funding Review as set out in Appendix 1 is noted.

2. The District Council Network (DCN) response as set out in Appendix 2, and that the Council will continue to work with the DCN to lobby for a fairer funding settlement is noted.

Reason for decision: Cabinet is responsible for monitoring and reviewing issues relating to the implementation of strategy and policy as set out in Section E of the Council's Constitution. Given the potential significant impact on the Council's finances, Cabinet need to be informed as it moves into its budget setting phase for the 2026/27 financial year.

53. REVIEW OF CORPORATE GOVERNANCE POLICIES

The Finance and Corporate Portfolio Holder presented the report.

It was moved by Councillor K Merrie, seconded by Councillor N Rushton and

RESOLVED THAT:

The Corporate Governance Policies listed in paragraph 1.2 of the report be approved.

Reason for decision: To ensure that the Council has an up-to-date suite of governance policies in place reflecting the law and best practice.

Councillor K Merrie left the meeting at the conclusion of this item.

54. LOCAL NATURE RECOVERY STRATEGY

The Planning Portfolio Holder presented the report.

It was moved by Councillor T Saffell, seconded by Councillor A Woodman and

RESOLVED THAT:

Leicestershire County Council's approval of the Local Nature Recovery Strategy for Leicestershire, Leicester and Rutland, be endorsed.

Reason for decision: Local Nature Recovery Strategies are a new statutory duty placed on local government in England, as part of the Environment Act 2021. It requires local authorities to work together to develop Local Nature Recovery Strategies across 48 areas in England.

Under the Environment Act 2021, the Secretary of State for Environment, Food and Rural Affairs appointed Leicestershire County Council as the 'responsible authority' for the development of a Local Nature Recovery Strategy for Leicestershire, Leicester and Rutland.

The development of the final Local Nature Recovery Strategy fulfils part of the duty.

55.   COALVILLE REGENERATION FRAMEWORK - 2025 UPDATE

The Leader presented the report.

Councillor M Wyatt said that he would like to see the Market Hall building being used again.

It was moved by Councillor R Blunt, seconded by Councillor M Wyatt and

RESOLVED THAT:

1. The document appended to this report as the 2025 refreshed regeneration framework for Coalville is adopted.

2. Authority be delegated to the Strategic Director (in consultation with the Portfolio Holder) to make any minor changes to the document required prior to publishing.

Reason for decision: The Council Delivery Plan for 2023-2028 identified that a Regeneration Framework Document will deliver during this timeframe.

The Coalville Regeneration Framework refresh constitutes a strategy which under the Council's constitution requires Cabinet approval.

56.   EXCLUSION OF PRESS AND PUBLIC

RESOLVED THAT:

In pursuance of Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the remainder of the meeting on the grounds that the business to be transacted involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act and that the public interest in maintaining this exemption outweighs the public interest in disclosing the information.

Reason for decision: To enable the consideration of exempt information.

57.   AWARD OF CONTRACT - RIVER MEASE PROJECT DELIVERY PARTNER

The Planning Portfolio Holder presented the report.

It was moved by Councillor T Saffell, seconded by Councillor N Rushton and

RESOLVED THAT:

The recommendations in the report be approved.

Reason for decision: Under the Council's Constitution, expenditure of £100,000 or more is considered to be a Key Decision, which requires Cabinet approval.

The meeting commenced at 5.00 pm

Councillor K Merrie left the meeting at 5:09pm

The Chairman closed the meeting at 5.16 pm

Chair's signature

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 28 OCTOBER 2025

Title of Report	CUSTOMER EXPERIENCE STRATEGY - CONSULTATION	
Presented by	Councillor Andrew Woodman Housing, Property and Customer Services Portfolio Holder PH Briefed Y	
Background Papers	None	**Public Report:** Yes
		Key Decision: No
Financial Implications	There are no financial implications arising from this report.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	There are no legal implications directly arising from this report	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no staffing and corporate implications arising from this report.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To provide Cabinet with a draft of the Council's revised Customer Experience Strategy that has been prepared for consultation and to set out the period of consultation that will commence with residents and other interested parties.	
Reason for Decision	The Council should consult on strategies impacting residents and stakeholders. The consultation period must be clearly communicated, and the relevant Scrutiny Committee consulted before final approval and review of outcomes. As Cabinet will be asked to approve the final draft strategy, it is appropriate for Cabinet to review the draft prior to consultation.	
Recommendations	**THAT CABINET:** 1. **APPROVES THE DRAFT CUSTOMER EXPERIENCE STRATEGY 2026 - 2028 FOR CONSULTATION.** 2. **NOTES THE TIMEFRAME FOR CONSULTATION AS SET OUT IN PARAGRAPHS 3.3 AND 3.4 OF THE REPORT.**	

1.0 BACKGROUND

1.1 The Council's current Customer Experience Strategy (the "Strategy") covers the period 2022 to 2025. Its core objective is to place customers at the heart of everything the Council does, ensuring that every interaction is accessible, consistent, efficient, and simple.

1.2 The Strategy aims to transform how the Council interacts with its diverse customer base including residents, businesses, visitors, partners, and suppliers by:
- Modernising customer service through digital innovation.
- Empowering staff to deliver excellent service tailored to customer needs.
- Improving accessibility for all, including support for those less confident with digital channels.
- Ensuring value for money by streamlining services and using data effectively.
- Embedding customer experience into the Council's core values and operations.

1.3 It builds on previous achievements such as website accessibility improvements, telephony upgrades and Customer Service Excellence accreditation, while responding to challenges such as reduced government funding and changing customer expectations.

1.4 In light of evolving priorities and the Council's forward-looking agenda, the Customer Experience Strategy now requires a refresh to ensure alignment with the Council's strategic direction for the next three years. This update will guarantee that customer-centric principles remain integral to our ongoing transformation and service delivery.

1.0 CUSTOMER EXPERIENCE STRATEGY 2026 – 2028

2.1 The Customer Experience Strategy 2026 – 2028 sets out the Council's approach to transforming how it serves its customers over the next three years. The document explains that customer experience is now seen as a responsibility for the whole organisation, not just one team, and is central to the Council's vision and values. It describes how the Council has already made significant progress, including the introduction of digital forms, a modern website and high levels of customer satisfaction, while maintaining face-to-face and telephone services for those who need them.

2.2 The Strategy recognises the challenges posed by financial pressures, rising demand for services and the rapid pace of technological change. It highlights the need to harness digital technology and artificial intelligence to improve efficiency, accessibility and service quality, while ensuring that no one is excluded from accessing council services. The document outlines the Council's aims to make every customer interaction positive, accessible, consistent and efficient, and sets out principles such as putting the customer first, promoting digital inclusion and using data to drive improvements.

2.3 A three-year plan is included focusing on reducing avoidable contact, expanding digital services, embedding customer standards and exploring the use of AI. The strategy also emphasises the importance of staff training, community engagement and continuous measurement of success through customer satisfaction and service improvements. Overall, the strategy aims to create a modern, responsive and inclusive council that puts customers at the heart of everything it does.

2.4 A draft of the Strategy is shown at Appendix One.

3.0 CONSULTATION

3.1 It is considered good practice to consult on strategy documents, particularly when the strategy will have a direct impact on the Council's residents, customers and partners. Engaging with stakeholders during the development of a strategy ensures that their views, needs and concerns are understood and taken into account. This collaborative approach helps to build trust, foster transparency and increase the legitimacy of the Strategy, making it more likely to gain broad support and be successfully implemented.

3.2 Consultation enables the Council to identify potential challenges, unintended consequences, or areas for improvement that may not have been apparent from an internal perspective alone. It also demonstrates a commitment to inclusivity and responsiveness, ensuring that the Strategy aligns with the diverse needs of the community. By involving residents and partners early on, the Council can co-create solutions, enhance service delivery and ultimately achieve better outcomes for everyone affected by the strategy.

3.3 The consultation period will run for several weeks throughout November 2025 using a range of media to engage with residents and communities.

3.4 The outcome from the consultation will then be presented to Corporate Scrutiny Committee alongside the draft final Strategy on 4 December 2025, prior to approval being sought from Cabinet on 17 December 2025.

Policies and other considerations, as appropriate	
Council Priorities:	- A well-run Council
Policy Considerations:	Relevant policies include the Council's Transformation Delivery Plan, which closely aligns with the Customer Experience Strategy due to its focus on digitalisation. The integration of digital services, reduction of avoidable contact, and the adoption of innovative technologies such as artificial intelligence are all central to both documents, ensuring a coordinated and modern approach to improving customer service and organisational efficiency.
Safeguarding:	None
Equalities/Diversity:	It is important to ensure that the Strategy promotes fair and inclusive access to services for all individuals, regardless of their background or characteristics. This involves identifying and addressing potential barriers faced by people with protected characteristics under the Equality Act 2010.

This includes ensuring digital services are accessible to all, including those with disabilities or limited digital literacy, by providing alternative contact methods and accessible online platforms. |

Customer Impact:	By aligning with the Council's Transformation Delivery Plan and focusing on digitalisation, customers will benefit from more efficient and accessible services. The Strategy aims to reduce avoidable contact and streamline interactions through innovative technologies such as artificial intelligence, making it easier for customers to get the help they need quickly and effectively. Furthermore, the strategy emphasises fair and inclusive access for all individuals. This means that services will be designed to cater to people with diverse needs, including those with disabilities or limited digital literacy. Customers will have access to alternative contact methods and accessible online platforms, ensuring that no one is left behind and everyone can engage with council services comfortably.
Economic and Social Impact:	Economically, by streamlining interactions and embracing digitalisation—such as reducing avoidable contact and adopting innovative technologies like artificial intelligence—the strategy can lead to increased organisational efficiency and cost savings. Improved efficiency allows resources to be reallocated towards service enhancements or other priority areas, potentially supporting local employment and economic development. Additionally, as services become easier to access and more responsive, customer satisfaction may increase, which can further enhance the reputation of the Council and attract investment or partnerships.
Environment, Climate Change and Zero Carbon:	By prioritising digitalisation and reducing the need for physical interactions—such as paper-based correspondence and in-person visits—the strategy contributes to lowering the organisation's overall carbon footprint. Moving services online and utilising innovative technologies, such as artificial intelligence, not only streamlines customer interactions but also reduces energy consumption associated with traditional service delivery. Additionally, the strategy's focus on efficient processes and resource allocation can lead to indirect environmental benefits. By minimising unnecessary travel and physical resource use, the Council supports its commitments to sustainability and zero carbon targets. The adoption of accessible digital platforms

	ensures that these environmental benefits are achieved without compromising inclusivity or service quality, aligning environmental responsibility with improved customer outcomes.
Consultation/Community/Tenant Engagement:	This report marks the start of consultation with residents and other key stakeholders.
Risks:	Risks of Not Having a Customer Experience Strategy. Without a clear customer experience strategy, services may become inconsistent, difficult to access, or unresponsive to residents' needs, leading to frustration and diminished trust in the Council. Absence of strategic direction can result in fragmented processes, duplicated efforts, and missed opportunities for digitalisation, which may increase costs and reduce overall efficiency.
Officer Contact	Paul Stone Director of Resources paul.stone@nwleicestershire.gov.uk

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Customer Experience Strategy 2026-2028

CONTENTS

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FORWARD

As Portfolio Holder for Customer Services, I am proud to introduce North West Leicestershire District Council's Customer Experience Strategy 2026-2028.

This strategy sets out our vision for delivering excellent customer experiences for everyone who interacts with the council—residents, businesses, visitors, and partners alike. In a time of rapid technological change and evolving customer expectations, we are committed to ensuring our services are accessible, efficient, and responsive to the needs of our community.

We recognise that outstanding customer service is not just the responsibility of one team, but a shared commitment across the whole council. By embracing digital innovation, listening to our customers, and supporting those who need us most, we will continue to put people at the heart of everything we do.

I am confident that this strategy will help us build on our achievements so far and ensure that North West Leicestershire remains a place where everyone receives the highest standard of service.

Cllr Woodman

Portfolio Holder - Customer Services

Delivering excellent customer experiences is at the heart of our ambition for North West Leicestershire District Council. This strategy marks an important step forward in how we serve our community, ensuring that every interaction—whether digital, face-to-face, or by phone—reflects our values of trust, respect, and excellence.

Our environment is changing rapidly, with new technologies and rising expectations shaping the way people want to access services. As an organisation, we are committed to adapting and innovating, making the best use of our resources while ensuring no one is left behind.

This strategy is the result of collaboration across the council and with our partners. It sets out clear aims and practical steps to improve the way we listen, respond, and deliver for our customers. I am grateful to our staff for their dedication and to our customers for their feedback, which continues to drive our improvement.

Together, we will ensure that North West Leicestershire remains a council that puts people first and delivers services our community can be proud of.

Allison Thomas

Chief Executive

EXECUTIVE SUMMARY

North West Leicestershire District Council (NWLDC) is transforming the way it interacts with its customers. This strategy provides the vision and principles to continue this transformation and in doing so, outlines our ambition and appetite to meet our customers' needs.

This strategy sets out how we will achieve the best possible experience for our customers, whoever they are (residents, businesses, visitors, partners, or suppliers) and whenever they deal with us.

Effective management of a customer relationship is not only about how responsive, efficient, and technologically advanced services are, but is equally about the emotion, feeling and impression a person experiences when interacting with an organisation.

This strategy enables us to move away from the perspective that customer service is the responsibility of a team or department, instead recognising it is a cross-cutting theme that spans the whole organisation and links intrinsically with our wider plans. It reaffirms the importance of customer experience, and its place within our core vision and values that every officer subscribes to. This strategy raises the profile of the customer, ensuring that our plans, decisions, and business actions, are customer-centric.

We are aware that both the technological landscape and our customers' preferences are changing at an ever-accelerating pace, with artificial intelligence (A.I.) and online self-service becoming an integrated part of our everyday lives. This coincides at a time where resources available to Local Government are decreasing. Now more than ever, we need to harness digital technology to find new, innovative, and efficient ways to enable and empower our customers to interact with NWLDC, whilst at the same time releasing our capacity to support those customers that to see us face to face.

The strategy outlines how we will deliver this change and reinforces our commitment to providing fair and open access to our services here at North West Leicestershire District Council. It is published at a significant time of technological change and advancement, with this change transforming the way we can communicate and serve our customers. This strategy outlines how we will continue to go above and beyond for our customers, and how they continue to be at the heart of what we do.

INTRODUCTION

As we advance further into the 21st century, the way that the council, people, and businesses communicate and interact with one another is changing at an unprecedented pace. Alongside the continued movement towards a cashless society, the increase of online services, and the increase in people's online presence, the way in which people contact us, and how we contact others is evolving. The realms of social media, improvements with technological advancements, A.I. and handheld devices are transforming how customers interact with each other.

North West Leicestershire District Council, like other councils, central government, and other service providers, has increasingly made more of its services available online. This move towards having a larger online footprint will continue, with people finding it convenient and beneficial to access services in this way. For those who find this transition difficult, support will be provided to help. Where online provision isn't possible, we will continue to provide support to customers to make all our services inclusive.

With Government funding falling, we at NWLDC will continue to strive to get the best value for every penny we receive. As a result of customers increasingly accessing our services online, they help us save money and support us in maintaining the public services that people across the district rely on and enjoy every day.

Our Customer Experience Strategy places our customers at the heart of the organisation. It seeks to modernise and improve the authority's approach to customer service, through investing in material, human and technological resources, in response to rapidly changing customer expectations.

To date the authority has made targeted attempts at improving customer experience through various programmes and initiatives; significant investment has been made in developing digitalisation and the online customer experience. NWLDC is also in the initial phases of exploring the use of A.I., and how it can be utilised to improve the customer experience. The strategy builds upon this previous work to deliver the systematic change required to continue transforming our customers' experience and realise the benefit of previous investment.

This strategy outlines the underlying principles, foundation, design, and recommended approaches to transforming the way in which we interact with our customers. Its adoption will enable systematic change required to transform the organisation's customer services over the 2026 – 2028 period.

CUSTOMER SERVICE – OUR JOURNEY SO FAR

Over the past three years, we have strived to improve the way we work to meet the needs of our customers. We have implemented some key improvements to the way customers interact with us and how we communicate with them. This includes:

01
Introduction of e-forms to help respond to customer queries

02
The opening of our Customer Centre in Coalville town centre

03
Maintained our Customer Service (CSE) accreditation

CUSTOMER SERVICE – OUR JOURNEY SO FAR

Digital e-forms

As part of the previous Customer Experience Strategy, we set out an ambitious goal to develop a programme of Digital Transformation across the council, reviewing customer facing process / transactions end to end. This included the continued development of digital e-forms. Created and maintained by our Customer Experience Team, we now use a wide array of digital e-forms; a valuable resource customers are able to use daily. Instead of making a call to our Customer Contact Centre, customers can quickly fill out one of our e-forms. These forms have a wide range of functions including requesting for replacement recycling containers to council tax change of occupancy, which enables the Customer Services team to:

• Be freed up, empowering them to serve more residents, which enables a more efficient and effective service

• Support all residents who prefer online communication in comparison to face to face and phone conversations

• Support residents who are unable to reach our Customer Centre due to geographic location within the district

Overall, e-forms enable us to reach a wider array of customers, whilst still delivering the high-quality customer service standards we aspire to reach for all residents.

Our online and digital services

Our website is modern and fully mobile-responsive, meaning people can access it easily from any digital device and receive the same great experience. Our website is available 24 hours a day, 365 days a year, and provides easy access to a wealth of information and an ever-increasing number of forms thanks to our Customer Experience Team.

In 2024/25 we had more than 2.1 million unique page views on our website and more than 65,000 online e-forms were completed.

In addition, we share information through a range of social media platforms, most predominantly Facebook. Across Facebook, throughout the 2024/25 period, our posts were viewed by 2.7 million people.

CUSTOMER SERVICE – OUR JOURNEY SO FAR

Our Customer Centre

Our Customer Services Team deals with a wide range of face-to-face enquiries. In recent years, this team has embraced and used a wide range of digital forms and online provision whilst continuing to deliver excellent customer service. The team also answers a wide range of questions from people who visit the Customer Centre, on behalf of services ranging from waste services, elections and housing benefits.

In 2024/25, 8,088 people visited the Customer Centre. This number, along with those of previous years, reflects a consistent increase in the number of people visiting the centre in the aftermath of the Covid-19 pandemic, with 8,495 visiting in 2023/24, 6,009 people visiting in 2022/23, and 2,239 in the 2021/22 year. These numbers represent the vital role the Customer Centre and Customer Services team play in serving residents across the district, providing excellent customer service.

Our customer care commitments

In December 2024, the Customer Services Team was reassessed and maintained the Customer Service Excellence (CSE) accreditation. Customer Service Excellence is designed to:

• Drive continuous improvement for customer-facing services

• Enable individuals and teams to explore and acquire new skills in the area of customer focus and customer engagement

• Offer an independent validation of achievement

The achievement of this accreditation highlights the commitment of NWLDC to delivering high quality, customer-focused services.

Our customer satisfaction

NWLDC has consistently maintained high levels of customer satisfaction. This is reflected in our 2024/25 figures, achieving 94% satisfaction across phone and face to face conversations.

However, there is always more we can do to improve so we will consider how we can make it easier and simpler for our customers to give feedback.

CUSTOMER SERVICE IN NUMBERS

The diagram below shows the number of interactions our customers have had with us in 2024/25:

72,845
calls to the Customer Centre

2,100,000
website page visits

8,088
visits to the Customer Centre

65,047
completed online forms

94%
customer satisfaction

2,700,000
views on Facebook

CURRENT CHALLENGES AND OPPORTUNITY FOR CHANGE

The council faces several challenges in the coming years, which also present us with an opportunity to change the way we do things.

Financial

NWLDC's financial position has a balanced budget proposed for the 2025/26 financial year. However, there is a funding gap over the medium term.

The council is experiencing increased demand across several key services. For instance, there is a growing need for housing services, driven by rising homelessness and the demand for affordable housing.

We are also seeing higher demand for waste management services, particularly with the introduction of food waste collections.

Despite the balanced budget, NWLDC is grappling with reduced central government funding, necessitating a 2.5% increase in council tax to maintain service levels as well as finding significant savings. Additionally, inflationary pressures and increased demand for services are straining resources.

These challenges highlight the need for strategic financial planning to ensure the council can continue to deliver essential services while navigating fiscal constraints.

Technology

We must harness the opportunities that digital technology provides us across our organisation.

Technology has, and will continue to advance at a significant pace, providing opportunities to streamline the ways we work, and providing customers with self-serve opportunities at a time and place that meets their needs.

Using technology, including software such as Microsoft Teams and online shopping has completely changed the ways in which we all work, live, and operate, with no sign of this slowing down. As indicated in a report by Statista, around 60 million users access the internet in the UK, with this number projected to rise to 63 million by 2028.

[1]Ani Petrosyan, "Internet usage in the United Kingdom (UK) – Statistics & Facts" Statistica, Dec 19, 2023, accessed Mar 12, 2025, https://www.statista.com/topics/3246/internet-us-age-in-the-uk/#topicOverview

This trend is reflected throughout NWLDC in the ways our customers use our technology and digital services, with customers becoming accustomed to the benefits and flexibility that 24/7/365 online services provide them. This means they can access the things they require at a time and place that suits their individual needs.

CURRENT CHALLENGES AND OPPORTUNITY FOR CHANGE

Artificial intelligence (A.I.)

Alongside the progress that is being made in technological advancements, A.I., and the development of Large Language Models (LLM) such as Microsoft CoPilot and Chat GPT is transforming the digital world as we know it.

NWLDC is currently undertaking an evaluation of the ways in which we can best use A.I. to best serve our customers.

Learning from work done by other authorities, including exploring the potential of using A.I. within the Customer Centre, we are optimistic that A.I. software can be used to significantly aid the customer experience.

Ultimately, this technology will empower us to become a more efficient council, enabling us to provide outstanding customer service to more of our customers in the coming years.

Data and processes

The Council sits in the middle of a web of information. The range and diversity of our services generates a huge quantity of data held about our customers across a variety of back-office systems.

Understanding our data is hugely beneficial in helping us to; make services more targeted and effective, allocate resources to where we can have the biggest impact and save officer time in front and back-office processes, as well as providing insight into the cause of and solutions to costly social problems. We will consider ways to use this untapped information source when redesigning and developing our processes to attain the outlined benefits

Customer needs

Customer needs, expectations and priorities are ever evolving. These changes in needs pose a number of specific challenges that we will need to address to ensure that we can continue to provide a positive customer experience.

As we strive to offer those who can self-serve an opportunity to do so 24/7, are also seeing an increasing number of complex and cross cutting issues that people need our help to address.

CURRENT CHALLENGES AND OPPORTUNITY FOR CHANGE

New ways of working

Alongside the new offices at Whitwick Business Centre, we have a councillor hub at Stenson House where our public meetings take place and our Customer Centre at the heart of Coalville Town Centre, ensuring we can make face to face contact with residents across the district.

Hybrid working, is now also the norm for NWLDC employees. We encourage our staff to work in an environment that works best for them, ensuring they can be as productive as possible and serve customers well.'

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The Transformation Team

Our Transformation Team plays a pivotal role in supporting opportunities for change. Established in 2024, this team focusses on opportunities for change, creating a more efficient and value for money council which delivers for the community it serves.

The team works with all of the council's services to make sure that the impact on the customer is being taken into account. This includes support for the Improving Customer Contact and focusses on transforming the way we interact with our customers, reducing avoidable contact and making our services more efficient and effective.

CORPORATE STRATEGY – THE GOLDEN THREAD

NWLDC's Council Delivery Plan (CDP) was refreshed and updated following the district council elections in May 2023. The CDP outlines four priorities that are key to the district's success:

1. **Planning and regeneration** – Economic growth and physical development of our district.

2. **Communities and housing** – Looking after our tenants and keeping our community safe.

3. **Clean, green and zero carbon** – Looking after the environment we live in.

4. **A well-run council** – Making sure that our services are provided in a positive and friendly way, that we provide good value for money and that our finances are in good order.

Underpinning these priorities, our values have remained consistent. These are:

• **Trust** – We are honest, fair and transparent and we value trust

• **Respect** – We respect each other and our customers in a diverse, professional and supportive environment

• **Excellence** – We will always work to be the best that we can be

• **Pride** – We are proud of the role we play in making North West Leicestershire a happy, healthy and vibrant place to live and work

• **Growth** – We will work together to grow and continue to improve.

Reflecting the refreshed CDP, Key Performance Indicators (KPIs) have been refocused.

The development of the Customer Experience Strategy will support NWLDC to achieve its aims under each of these priorities.

We also recognise that there are financial challenges for local government and that this will continue. Consequently, we will use these challenges as an opportunity to transform NWLDC, becoming a more efficient, effective, and innovative organisation.

CORPORATE STRATEGY – THE GOLDEN THREAD

ICT Roadmap and Technology Strategy (2022 – 2027)

The Information and Communication Technology (ICT) strategy sets out a medium to long term vision of how ICT will develop to support the council's business requirements, its future vision for its customers, and its members.

Setting out the principles and objectives required to create a modern workplace digital environment, this strategy pulls together integrated data, enabling automated transactions and a council which is 'open' 24/7/365 for self-service.

The ICT roadmap is also the link between the People Plan, the Customer Experience Strategy, the Future Operating Model and the Council Delivery Plan.

NWLDC makes full use of technology and data to meet the organisation's needs, adopting a more commercial approach where possible.

In line with the 'well-run council' priority in our CDP, we aim to ensure our services provide good value for money, with each penny being spent as efficiently as possible.

The ICT strategy is purposely designed to be 'built for change' and will be refined, updated and changed as the council's needs develop in the coming years to.

Looking back at the Covid-19 pandemic, it has proven that change, improvements and efficiencies are possible and are required to create and ensure an agile and flexible council that benefits members of staff and those living throughout the district.

CORPORATE STRATEGY – THE GOLDEN THREAD

The People Plan

The People Plan sets out NWLDC's ambition to ensure we have a sustainable, ambitious, effective and efficient workforce that reflects the local communities we serve.

Building a culture of empowerment that encourages innovation and rewards excellent service will enable the council to deliver its ambitions as set out within the delivery plan.

The plan focusses on five key thematic areas:

• Being and employer of choice

• Developing and supporting staff

• Leadership

• Happy and healthy workforce

• Communicate and listen.

The People Plan is part of a wider organisation development approach seeking to effect cultural change and performance improvement across the council.

CORPORATE STRATEGY – THE GOLDEN THREAD

Our customers

As of 2023, North West Leicestershire has more 110,000 residents. Our customers have a wide and varying range of needs, with 17.8% of our residents aged 65+. Almost 63% are of working age (16-64) and 17.7% are 15 and under.

Since the pandemic we have seen a significant change in the way our customers access our services. Alongside the opportunity for customers to engage face-to-face with staff at our Customer Centre and contacting us over the phone, our Customer Experience Team has played a significant role in encouraging and creating alternative methods of contact for our residents. One example of this is the use of e-forms.

In 2024/25, Customer Services receiving 72,845 calls, served 8,088 customers at our Customer Centre, and completed 16,780 e-forms.

When comparing this data to previous years, it creates a visual representation of the transformation that has taken place in how customers access our services, with phone calls decreasing and the use of online services increasing. This is represented in the following diagrams:

1. The change in the number of customers using our phone channel, with an increase in our use of online forms happening concurrently. Face to face numbers have also increased in the years following the Covid-19 pandemic, demonstrating excellent use of the Customer Centre by the Customer Services Team.

Customer Services Statistics
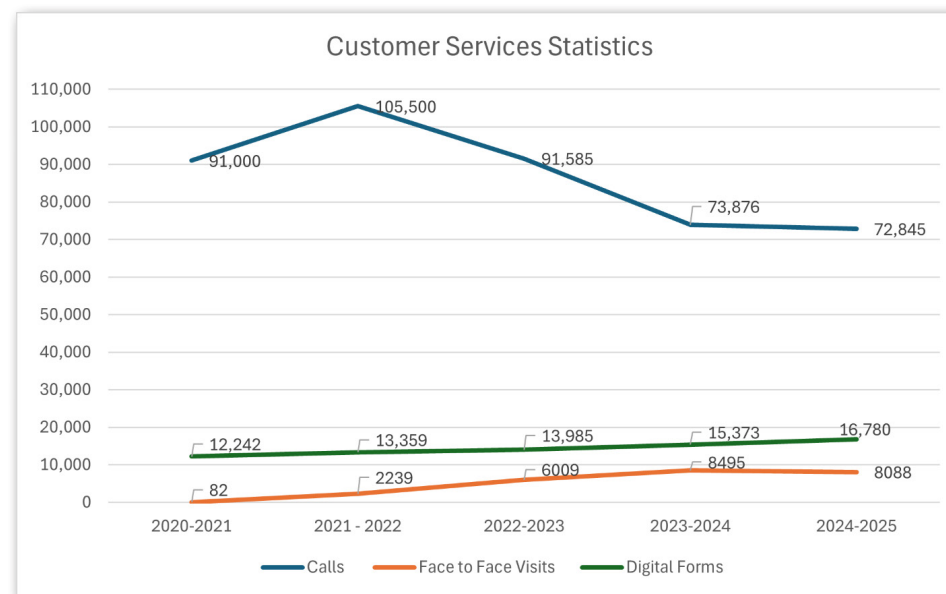
CORPORATE STRATEGY – THE GOLDEN THREAD

2. Year-on-year increase in the number of customers visiting our website.

Website Visits

(bar chart showing: 2022/23 ≈ 1,900,000; 2023/24 ≈ 2,100,000; 2024/25 ≈ 2,100,000)
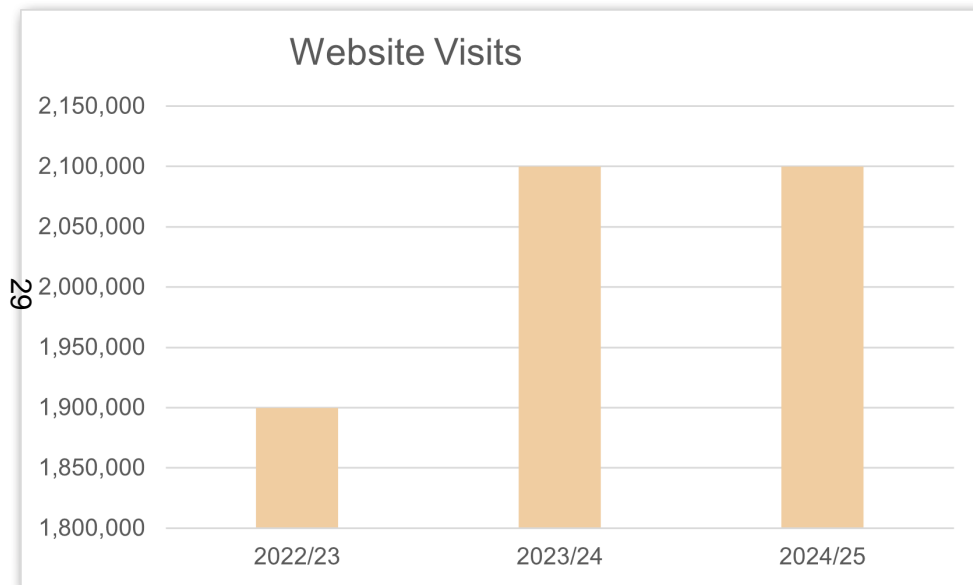
The national position

The average cost of customer interactions:

• Face-to-face interactions: £8.62

• Telephone interactions: £2.83

• Digital (online) interactions: £0.15

The migration to more digital and self-service channels provides an opportunity to increase the accessibility of our services whilst creating efficiencies.

It is also positive to see how, the attitudes that customers have towards technology is more positive than ever before. This has developed significantly in recent years, and is demonstrated through data gathered in the Lloyds Bank 2024 Consumer Digital Index, highlighting that across the UK:

• 8.6 million more people have the highest digital capability, with around 1 million people having moved from the lowest digital capability in 2024 alone

• The number of people that are digitally disadvantaged has also steadily decreased, with now just 3% of people being offline. This is 3.9 million fewer people than in 2016

• Digital skills in older demographic groups have also improved, with 7.2 million people between the ages of 70-79 being online. Within this group, 42% believe that their digital skills have improved in the last year.

[2]Lloyds Bank, 2024 Consumer Digital Index (London: Lloyds Bank, 2024), 4, accessed Mar 12, 2025, *ipsos.com/sites/default/files/ct/publication/documents/2025-01/lb-consumer-digital-in-dex-2024-report_1.pdf*
[3] Lloyds Bank, 2024 Consumer Digital Index, 4.

CORPORATE STRATEGY – THE GOLDEN THREAD

Despite these positive steps however, it is also important to acknowledge that when it comes to digital capability, there are still hurdles to overcome and improvements that can be made. The Consumer Digital Index report further highlights this, emphasising how:

• Around 12 million people (23%) cannot use the cloud to access their content from different devices

• Around Six million people (11%) cannot recognise what content online may not be trustworthy

• Around 16 million adults (30%) could benefit from building their online safety.[3]

Overall, this report reflects the significant progress and positive steps that have been made in the increased uptake of people using digital services. However, it is important to acknowledge that significant action is needed to improve the user experience, to educate users further, and increase their capability in the ever-increasing digital age.

CORPORATE STRATEGY – THE GOLDEN THREAD

The North West Leicestershire position

At NWLDC, we are also seeing and embracing the benefits that digital technology can bring to improving the customer experience.

A few examples can be seen when focusing on the current digital initiatives we have running council wide:

• Digital Forms – 65,047

• Website views – 2.1 million views

• Social media engagement – 2.7 million people viewing our posts.

The use of these services has further trended upwards in recent years and is reflected in the above tables. Based on the upsurge in digital engagement nationally, and the advancement of technology, we are exploring the use of A.I. throughout the council, and the benefits it can bring to supporting our customers across the district, alongside enhancing the experience and communication they have with us.

We are also focusing on improving the ways we provide resources to our customers digitally, ensuring further resources and information are available online. In turn, this will improve the customer experience and reduce the amount of avoidable contact customers have with North West Leicestershire.

A wholesale review our website content and improvements to the resources we provide online will enable our Customer Service Team to continue to deliver high quality customer experience, whilst saving people time through convenience and availability of resources on our digital platforms.

This work does not mean our face to face and over the phone services are any less important. Alongside digital innovation, we are aware of the tens of thousands of customers who prefer to engage with our staff directly. This is shown by the 8,088 visitors we had to our Customer Centre in 2024/25, and the 72,845 phone calls our team received in the same period.

Despite our movement towards digital interactions, this will not come at the expense of our other forms of contact with residents. Consequently, our Customer Centre and our engagement with residents over the phone will be stronger than ever and continue to deliver for all our residents.

Overall, the council will take a balanced and innovative approach. Whilst still connecting with residents who prefer and rely on our face to face and phone service, we will continue to provide for residents through the use of our digital services, whilst also looking to the future, and at the 'what if' regarding A.I., and how it will enable us to deliver an even better customer experience for the people of North West Leicestershire.

OUR AIMS, PRINCIPLES, AND OBJECTIVES

Aims

The aim of our strategy is to put our customers at the heart of everything we do, ensuring that every form of engagement we provide delivers a positive experience for the customer, making sure these interactions are also:

• Accessible

• Consistent

• Efficient

• Simple
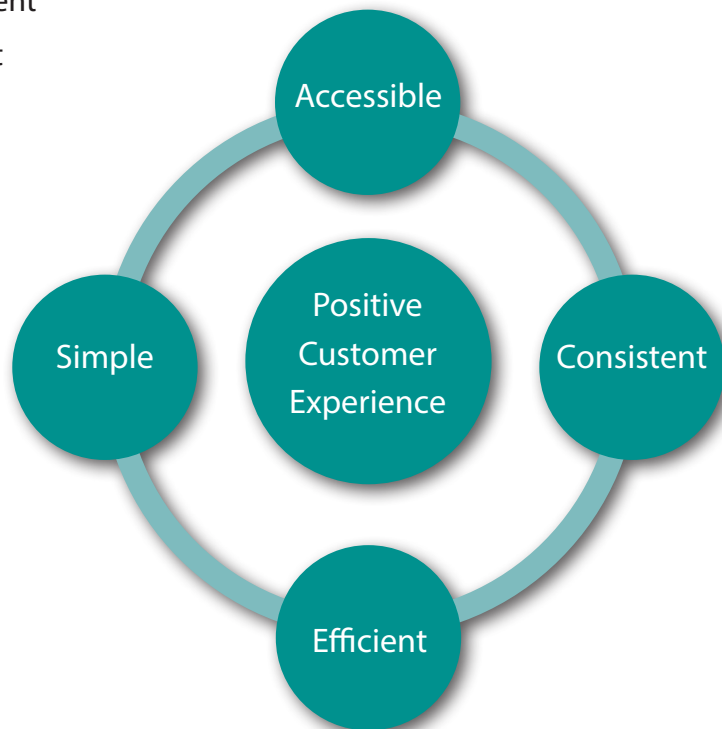
Principles

The strategy draws upon the following principles and themes in its design:

Customer First: We prioritise our customers by placing them at the core of our organisation. We empower staff to deliver exceptional customer experiences tailored to what our customers truly want and need.

Accessible: A modern, fresh approach to customer experience and spaces, whether physical or digital. Light, clean and welcoming environments.

Digital by default: Digital experiences so good that they are the channel of choice.

Inclusive: Recognising our customers' unique circumstances and in doing so ensuring that those that need our services are not excluded.

Customer insight: Consistently measuring our customer experiences. Knowing our customers and their needs. Understanding why things go wrong and learning from this to improve our services.

Value for money, efficient and delivering a return on investment: Recognising the financial climate, benefit focused outcomes, business minded decision making.

OUR AIMS, PRINCIPLES, AND OBJECTIVES

Objectives

Putting our customers at the heart of what we do.

By putting customers at the heart of what we do we will create a consistent positive customer experience whilst providing services that meet their needs.

We will include our customer when redesigning our services, looking through the lens of our customer to ensure the design meets their needs:

To achieve this, we will:

- Redesign our processes from end to end, reducing the number of times we transfer customers between teams and focusing on resolving issues at first point of contact

- Identify appropriate channels for service delivery – whilst most customers will be encouraged to access services online, we will provide alternative routes for those who need additional support and work with partners to increase our access channels where appropriate, such as face-to-face appointments

- Increase self-service and automate first (where appropriate)

- Ensure customers are involved in the development of our services and the redesign process

- Use the data we hold about our customers to inform the way we improve our processes and deliver our services

- Improve the efficiency of our services, which will ultimately reduce costs and increase quality

- Ensure services are inclusive and respond to equality needs

- Enable customers to give feedback on processes and services

- Eliminate paper where possible responding to our responsibility to be Clean, Green and Zero Carbon, as stated in the Council Delivery Plan.

OUR AIMS, PRINCIPLES, AND OBJECTIVES

Digital inclusion

As more and more services are made available online, we must ensure that those customers who have limited digital skills and access to technology are supported and encouraged to develop their skills to take advantage of the numerous benefits associated with being online.

We recognise that addressing the digital skills gap is not the responsibility of one organisation, and we will look to work with local and national organisations to play our part in improving the lives of our customers.

To do this, we will:

• Work with partners to create a Digital Inclusion Network, to identify organisations that offer support, skills training, and equipment

• Introduce Digital Champions concept across the council, providing more opportunities for people to access digital support

• Create and embed a 'triage and signposting system' to help identify customers' needs and signpost them to appropriate support

• Centralise all information about digital skills in the district in one place, such as the NWLDC website, making it easier for people to find what they need

• Support our customers to self-serve in the first instance to help develop their knowledge, skills and confidence in accessing services in digital ways

• Offer free access to our wifi network when on council premises or in Coalville and Ashby de la Zouch town centres

• Continue to offer free access to our public access computers in our Customer Centre

• Recognise that not all customers will be able to use our digital services and for those customers we will continue to offer telephone and face to face conversations.

OUR AIMS, PRINCIPLES, AND OBJECTIVES

Harnessing digital technology

Harnessing the power of digital technology will enable us to increase accessibility and flexibility for our customers, delivering efficient and effective low-cost services whilst freeing up our resources to support those customers with more specific needs.

To do this, we will:

• Make online channels convenient and easy to use so that customers choose this as their preferred method of contact with us

• Design all online forms to enable system integration and automation

• Use new technology such as artificial intelligence to deliver services in a more efficient way where appropriate

• Continue and increase the use of our social media channels

• Use telephone for supported and complex transactions only, reducing the use for low need and simple transactions

• Provide face-to-face service only where needed to meet complex and specific customer needs and offer appointments as our default approach

• Review the current relationship management system to ensure we maximise system functionality which supports customers to self-serve and manage their transactions online.

Involving the whole organisation

Customer service goes far beyond the Customer Services Team and we recognise that every employee has a part to play in delivering a positive customer experience.

Every phone call, email, and face to face interaction provides the ability to shape the perception of NWLDC and what it is trying to achieve.

To do this, we will:

• Use our customer satisfaction results and complaints feedback to develop and improve our services, sharing learning and development with employees

• Develop and embed a customer promise across the organisation to provide a consistent experience for all customers

• Ensure employees have access to appropriate support and training to provide them with the tools and skills to deliver positive customer experiences.

OUR AIMS, PRINCIPLES, AND OBJECTIVES

Measuring success

Adopting this strategy will lead to better outcomes for our customers. We will look to change the way we currently measure our performance; these changes will be considered as part of the development of the next Council Delivery Plan.

Success measures will consider what our customers have said is important to them, and the aims of this strategy. The measures will focus on:

• Improving customer satisfaction

• Getting it right first time

• Making things quick and easy

• Increasing and improving our digital services

• Improving digital capability.

Our journey

This strategy will be delivered over the next three years.

Our three year plan below set out an indicative but ambitious approach to delivering the Customer Experience Strategy.

Each element of the journey needs to be assessed individually to ensure it is responsible to the fast-changing environment of the digital world and our customer expectations.

THE THREE-YEAR PLAN

Year 1 (2026)

- Develop a Project that focuses on Customer Contact, and how we can reduce avoidable contact.

- Continue the development of e-forms

- Embed our Customer Standards across the organisation

- Continue to explore the use of Artificial Intelligence across the Council and how it can benefit our customers

- Continue to embed the importance of 'One Team, One Council,' ensuring departments work with Customer

- Services to understand the important role they play in the customer experience

- Enhance the quality and accessibility of services provided to the community, leveraging technology and innovative practices

- Establish forums for ongoing dialogue with residents and businesses to align the Council's efforts with community priorities.

Year 2 (2027)

- Customer Contact project making progress in reducing avoidable contact

- Actively be using a form of Artificial Intelligence that helps improve the customer experience

- Continue the development of e- forms

- Embed 'Digital Champions' across the District and increase our digital literacy level

- The introduction of a telephony system change that would incorporate the use of AI technology to support our Customer Service Team.

THE THREE-YEAR PLAN

Year 3 (2028)

• Continued digital transformation to improve service delivery

• Continued use of artificial intelligence to foster a more agile, responsive council structure that can adapt to changing community needs

• Enhanced community engagement and co-design of services

• By 2028/29, the council aims to ensure that its workforce is fully equipped with the digital tools and technologies needed to deliver modern, efficient, and responsive public services. This includes:

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    • **Seamless access to integrated digital platforms** that streamline workflows, reduce duplication, and enhance collaboration across departments

    • **Responsible adoption of artificial intelligence (AI)** to automate routine tasks, improve decision-making, and free up staff time for more strategic and community-focused work

    • **Data-driven service delivery,** enabling employees to anticipate needs, personalise support, and respond more effectively to residents

    • **Mobile and remote working capabilities,** ensuring flexibility and resilience in how services are delivered

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 28 OCTOBER 2025

Title of Report	BUDGET TIMETABLE 2026/27	
Presented by	Councillor K Merrie MBE Finance and Corporate Portfolio Holder PH Briefed Y	
Background Papers	None	**Public Report:** Yes
		Key Decision: No
Financial Implications	There are no financial implications arising from this report. It is good practice for a local authority to set out its budget timetable, ensuring transparency and effective planning throughout the financial year.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	There is a significant amount of legislation around local authority financial planning, namely The Local Government Act 2000, The Local Government Act 2003 and the Local Government Finance Act 1988. The Council's Budget Framework outlines the procedure for determining the Council's budget. Consultation is a central aspect of the budget-setting process within this framework. The Council will commence its consultation process later in the year, providing an opportunity for all interested parties to participate and share their perspectives on budget priorities.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no staffing implications arising from this report.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To provide Members with high-level details of the Council's budget setting process for 2026/27.	
Reason for Decision	Publishing a timetable for setting the budget makes the Council's financial planning clear and open. It helps Members, staff, and the public see important dates and understand when things will happen. This means everyone has enough time to look at the plans and give their views. By showing when decisions will be taken and when people can get involved, the timetable makes sure the process is straightforward, fair, and easy for everyone to follow.	

Recommendations	THAT CABINET:
	APPROVES THE BUDGET TIMETABLE AS SET OUT IN APPENDIX ONE.

1.0   BACKGROUND

1.1   This report is to provide Members with an update on the proposed timetable for the Council's 2026/27 budget preparation and procedures, as well as the associated consultation arrangements and pre-budget engagement activities.

1.2   This update is intended to ensure that Members are fully informed about the key stages and deadlines in the budget-setting process. By outlining these details, the Council aims to promote openness and transparency, allowing Members, staff, and the public to see when important decisions will be made and how they can share their views.

1.3   Early engagement and a clear timetable enable thorough scrutiny, encourage meaningful input from stakeholders, and support effective financial planning. Ultimately, this approach helps ensure that the budget is developed in a way that is inclusive, well-understood, and responsive to the needs and priorities of the community.

1.4   The proposed budget timetable and budget consultation process for 2026/27 is set out in Appendix One. This will culminate in the overall budget report being recommend to Council for approval in February 2026.

1.5   There are several activities that are undertaken in preparing the budget. This report is not intended to provide details of each activity, merely to provide an overview of some of the key activities which are set out in the paragraphs below.

2.0   BUDGET PREPARATION

2.1   Work is already underway across Council departments to address the financial challenges anticipated for the next financial year and in the years beyond. Each service area has been tasked with reviewing its budgets, with a focus on identifying potential savings and efficiencies. Departments are expected not only to suggest areas where expenditure can be reduced, but also to highlight opportunities for generating additional income in support of closing the projected funding gap.

2.2   Alongside these departmental efforts, the Council continues to progress its Transformation Programme. Progress on this programme is reported to Cabinet quarterly as part of the update on performance against the Council Delivery Plan targets. This ongoing initiative is designed to seek out and realise new ways of working that improve service delivery, reduce costs, and drive greater efficiency throughout the Council.

2.3   Collectively, these strands of work aim to deliver the financial sustainability required for the Council to continue providing high-quality services, while responding proactively to evolving budgetary pressures. Regular updates will be provided as part of the wider budget preparation and consultation process, ensuring Members remain informed of emerging proposals and are engaged throughout this critical planning period.

3.0 FINAL BUDGET PROPOSALS AND APPROVALS

3.1 The Council will be in a position to finalise its budget proposals and gain a clearer understanding of the funding available once the provisional Local Government Finance Settlement is announced. This is expected to be at the end of November/early December 2025. The Government has committed to providing local authorities with a multi-year settlement to support medium term financial planning.

3.2 Nevertheless, the Council must also address significant financial challenges arising from the proposals contained in the Government's Fair Funding Review 2.0. These challenges, which have implications for future service delivery and long-term financial sustainability, will require careful consideration and strategic response. Further details regarding the Fair Funding Review 2.0 and its anticipated impact were reported to Cabinet in October 2025.

3.3 Following this, the Council's final budget proposals will be brought before Cabinet for consideration in early February 2026. Based on Cabinet's deliberation and input, recommendations will then be made to the full Council, which will formally consider and determine the budget later in February 2026. This sequential process ensures that decisions are taken with the benefit of both detailed financial analysis and the consultation outcomes, helping to secure a balanced and robust budget for the coming year.

4.0 MEDIUM TERM FINANCIAL PLAN

4.1 The Medium Term Financial Plan (MTFP) is central to the Council's strategic planning, serving as the mechanism through which corporate objectives, service priorities, and financial sustainability are aligned. Rather than treating budgeting as an isolated exercise, the MTFP ensures that resource allocation and financial management are considered within a multi-year context. This enables the Council to plan for the future with a clear view of anticipated funding, service demands, and the evolving policy landscape. The MTFP thus promotes robust integration between corporate vision, service delivery, and financial stewardship.

4.2 A comprehensive MTFP, to be presented to Cabinet later this year, will detail the significant financial challenges the Council faces over the medium term. It will outline the mitigations put in place to address these pressures, including efficiency measures, service redesign, income generation strategies, and prudent reserve management.

4.3 Furthermore, in response to recommendations from the LGA Peer Challenge, the MTFP incorporates sensitivity analysis to assess the potential impact of various scenarios, such as changes in government funding or demand for services. The principal advantage of having an MTFP is that it provides clarity and stability, allowing the Council to anticipate challenges and respond proactively, maintain transparency and accountability, and allocate resources effectively in support of long-term priorities and the delivery of essential services.

4.4 The MTFP will be updated regularly during the budget cycle.

5.0   SUMMARY

5.1   A well-defined budget timetable is essential for robust financial planning and governance. By publishing the Local Government Finance Settlement earlier and adopting a multi-year approach, the Government is enabling local authorities to plan with greater certainty and efficiency. Integrating the budget process within a Medium Term Financial Plan further strengthens fiscal discipline by aligning financial management with corporate priorities over several years. The use of sensitivity analysis and peer recommendations enhances resilience, ensuring the Council can anticipate and address emerging risks while supporting the delivery of essential services.

Policies and other considerations, as appropriate	
Council Priorities:	- A well-run Council
Policy Considerations:	The timetable for the budget setting process is set out in the Council Budget Policy Framework. This framework provides a clear structure for each stage of budget preparation, approval, and monitoring, ensuring that all statutory requirements and best practice principles are adhered to.
Safeguarding:	None
Equalities/Diversity:	Equality and diversity considerations will be integral to the development and assessment of any budget proposals. The Council is committed to ensuring that financial decisions do not disproportionately impact any protected groups, and that services remain accessible and fair for all residents. As part of the budget-setting process, equality impact assessments will be undertaken to identify and mitigate any potential adverse effects, ensuring compliance with statutory obligations and promoting inclusive service delivery.
Customer Impact:	Consultation forms a key part of the Council's budget-setting process, ensuring that residents have the opportunity to provide their views on budget proposals before final decisions are made. By engaging with the community through consultation, the Council can better understand local priorities and concerns, thereby shaping a budget that reflects the needs and aspirations of all residents.
Economic and Social Impact:	None
Environment, Climate Change and Zero Carbon:	None

Consultation/Community/Tenant Engagement:	Consultation is central to the Council's budget-setting process, giving residents and key stakeholders—such as local businesses, voluntary groups, partner agencies, and service users—the chance to share their views. This engagement ensures budget decisions reflect local needs and priorities and supports transparency and accountability.
Risks:	Without a structured timetable, financial planning becomes reactive rather than strategic, increasing the likelihood of missed statutory deadlines and undermining the Council's ability to align resources with corporate objectives. This can lead to hasty decision-making, reduced scrutiny, and weakened fiscal discipline, ultimately jeopardising the delivery of essential services. Moreover, neglecting consultation processes means stakeholder views, including those of residents and service users, may not be adequately considered. This can result in proposals that fail to reflect community needs, potentially causing public dissatisfaction and eroding trust in the Council's governance. In addition, the absence of proper consultation could lead to legal challenges or non-compliance with statutory requirements, further compromising the Council's reputation and operational effectiveness.
Officer Contact:	Paul Stone Director of Resources paul.stone@nwleicestershire.gov.uk

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September – October 2025	Finance Teams liaise with departments to identify budget pressures.
October 2025	CLT discussions on savings/additional income options and budget pressures. Analysis of the Government's Autumn Budget.
27 October 2025	Cabinet Member workshop to consider budget proposals including savings proposals and budget pressures.
November 2025	Government to publish Policy Statement providing an indication of outcomes to Fair Funding Review 2.0 consultation.
25 November 2025	Cabinet considers Medium Term Financial Plan.
26 November 2025	Government announces details of Autumn Budget 2025.
December 2025	Government announces details of Provisional Local Government Finance Settlement (date to be confirmed, expected late November/early December). Consultation on draft budget proposals with residents. Finance Teams analyse Settlement and budget build is considered with Cabinet Members.
January 2026	Member budget briefing (date to be confirmed) Consultation with business ratepayers and trade unions. Finalise Council Taxbase.
22 January 2026	Corporate Scrutiny considers Draft Budget 2026/27.
3 February 2026	Cabinet considers Final Budget 2026/27.
February 2026	Final Local Government Finance Settlement 2026/27 published (date to be confirmed).
19 February 2026	Council approves Final Budget 2026/27.

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 28 OCTOBER 2025

Title of Report	FINAL PROPOSALS FOR LOCAL GOVERNMENT REORGANISATION IN LEICESTER, LEICESTERSHIRE, AND RUTLAND	
Presented by	Councillor Richard Blunt Leader of the Council PH Briefed [x]	
Background Papers	Cabinet report – 9 January 2025 Cabinet report – 25 February 2025	**Public Report:** Yes
		Key Decision: Yes
Financial Implications	There are no financial implications arising from this report, however, the financial implications for a three unitary model are set out in the draft final proposal.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	There are no direct legal implications arising from this report, however, legal advice will be sought, where necessary, as the process progresses.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	Any staffing and corporate implications are set out within the draft final proposal.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	This report outlines the work undertaken by the District and Borough Councils in Leicestershire and Rutland County Council to produce a final Local Government Reorganisation Proposal for Leicester, Leicestershire and Rutland (LLR). The report also details the public consultation that has been carried out and how this has informed the final submission.	
Reason for Decision	The decision to submit a proposal for local government reorganisation is a Cabinet function and therefore Cabinet approval is required.	
Recommendations	**THAT CABINET:** 1. **CONSIDERS THE COMMENTS AND/OR RECOMMENDATIONS MADE BY CORPORATE SCRUTINY COMMITTEE AT ITS MEETING ON 27 OCTOBER 2025;**	

	2. **APPROVES THE DRAFT FINAL PROPOSAL FOR A THREE UNITARY MODEL FOR LOCAL GOVERNMENT REORGANISATION IN LEICESTER, LEICESTERSHIRE AND RUTLAND AS APPENDED AT APPENDIX C; AND** 3. **DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE IN CONSULTATION WITH THE LEADER OF THE COUNCIL TO MAKE ANY NON-MATERIAL AMENDMENTS TO THE FINAL PROPOSAL AND TO SUBMIT THE FINAL PROPOSAL TO THE SECRETARY OF STATE FOR HOUSING, COMMUNITIES AND LOCAL GOVERNMENT BY 28 NOVEMBER 2025**

1.0   BACKGROUND

1.1   On 16 December 2024 the Government published its English Devolution White Paper (the "White Paper"). This outlined a very clear ambition for every area in England to move towards setting up a strategic authority, led by an elected mayor, formed when two or more upper-tier authorities combine. The White Paper outlined the powers and funding which could be devolved to such authorities, including those relating to transport, strategic planning, skills and employment, business support, environment and energy, health and public safety.

1.2   The Government also set a clear expectation that in two-tier areas, such as Leicestershire, local government be reorganised with new unitary councils established to replace district, borough and county councils. They stated that this would lead to better outcomes for residents, save significant money and improve accountability.

1.3   The White Paper explained that new Unitary Councils must be the right size to achieve efficiencies, improve capacity and withstand financial shocks. It stated that for most areas this will mean creating Councils with a population of 500,000 or more but recognised that there may be exceptions to ensure that new structures make sense for an area, including for devolution, and decisions will be on a case-by-case basis.

1.4   It was made clear in the White Paper that the delivery of high quality and sustainable public services to citizens and communities will be prioritised above all other issues. In addition, new Councils are expected to take a proactive and innovative approach to neighbourhood involvement and community governance so that citizens are empowered.

1.5   It was recognised that all levels of local government have a part to play in bringing improved structures to their area through reorganisation, including by sharing information and working proactively to enable robust and sustainable options to be developed and considered. It was stated that there is an expectation that all Councils in an area will work together to develop Unitary proposals that are in the best interests of the whole area, rather than developing competing proposals. In addition, there is an expectation that all Councils in an area will work with relevant government departments to bring about these changes as swiftly as possible.

1.6   Councils were invited to work collaboratively with other local authorities in their area to develop a proposal for local government reorganisation. It was requested that a draft plan be submitted by 21 March 2025 and a full plan by 28 November 2025. Following the publication of the White Paper, the District and Borough Council convened a meeting of all 10 councils in early January 2025 with a view to establishing whether a unified and collaborative approach to evaluating the options and responding to the aspirations of the White Paper was possible. Unfortunately, despite this and subsequent efforts, it was not possible to secure agreement to this approach from all ten councils but the 7 district/borough councils and Rutland County Council did commit to a single and collaborative approach to reviewing the evidence, evaluating the options and working toward a shared position, in line with the Government's expectations.

1.7   It is anticipated that elections for shadow unitary councils will be held in May 2027, with new unitary councils going live on 1 April 2028. Leicestershire County Council, Leicester City Council, Rutland County Council and each of the districts and borough councils will continue to operate until the go live date for the new unitary authorities.

1.8   On 9 January 2025 Cabinet agreed to delegate to the Chief Executive, in liaison with the Leader of the Council, the authority to undertake such work as was considered necessary in response to the white paper and subsequent approach from government.

1.9   Further guidance was provided in a letter from the Minister of State for Local Government and Devolution to all council leaders in Leicestershire on 15 January 2025. This outlined the criteria against which proposals will be assessed.

Interim Proposal

1.10   Discussions took place with all local authorities across Leicester, Leicestershire and Rutland and a joint proposal was submitted to Government on the 21 March 2025 on behalf of all of the districts and boroughs and Rutland County Council. In developing this initial proposal, the councils focussed on how best to unlock the benefits of devolution for our area and deliver the right approach for reorganisation.

1.11   Alongside the devolution focus and Government guidance the following were used as design principles. That any new unitary councils should:

- Strike the right balance between size and maintaining a strong local connection to communities;
- Deliver savings and sustainable organisations;
- Reflect the way people live their lives and work;
- Retain local democratic accountability;
- Ensure a strong focus on neighbourhoods, and community partnerships; and
- Preserve local heritage and civic identities.

1.12   Starting from first principles meant looking at a range of options including:

1) Two Unitaries: Single County Unitary / City
2) Three Unitaries: North / South (Rutland) / City
3) Three Unitaries: North (Rutland) / South / City
4) Three Unitaries: East(Rutland) / West / City

Maps were generated for each, and considered the following variables:

- Population
- Workforce
- Economic inactivity
- Job density (ratio jobs/workforce), self-containment: commuting
- Deprivation
- Proxy for adult social care (pension credits)
- Proxy for children's services (children in poverty)
- Housing (temporary accommodation pressures)
- Financial balance: local authority debt and income

1.13   The leaders and chief executive of the districts/boroughs and Rutland County Council met regularly to progress the interim plan proposal. Regular briefings with the wider membership and staff were held throughout the process. Briefings also took place with local MPs ahead of the submission.

Public and stakeholder engagement to inform interim proposal

1.14   Public and stakeholder engagement was carried out to inform the draft interim proposal. Feedback from the public was obtained via an online questionnaire which received over 4,600 responses.

That online survey found:

- Extensive support for the three-council proposal
- Significant opposition to a single unitary authority
- Enthusiasm to get the future boundaries with Leicester to a level that suited both the City and its wider geography
- The crucial importance of local representation and identity
- Challenges to really achieve cost savings and efficiency

1.15   The north/south configuration with Rutland County Council in the north was found to offer the best balance in terms of population sizes. It was also found to best reflect the way people live and work in the area, align better with housing and service demands, and support existing strong links between towns in the north and south, and their relationship with the wider economy.

1.16   This proposal is referred to as the North, City, South proposal, reflecting the areas these new unitary authorities would serve

1.17   Leicestershire County Council and Leicester City Council both submitted their own proposals. Leicestershire County Council proposing a single unitary for Leicestershire, excluding Rutland with no changes to the city boundaries.   The City Council submission proposes a significantly extended city boundary and a unitary authority that rings around the city including Rutland.

Progress since the interim plan submission

1.18   Following submission of the draft proposal to the government, feedback was received from the Ministry of Housing, Communities and Local Government on 3 June 2025 (attached at Appendix A). This highlighted several areas where additional information would be welcomed including the approach to debt management, the management of the risks of disaggregating services and the impact of each proposal on services such as social care, children's services, SEND, homelessness and wider public services. MHCLG also stated that they would welcome more detail on the rationale for any

proposals which would result in setting up authorities serving less than 500,000 population.

1.19   Finally, government encouraged the authorities to work together to develop a robust shared evidence base to underpin final proposals which, wherever possible, should use the same data sets and be clear on assumptions. It was made clear that it would be helpful for final proposals to set out how data and evidence support outcomes and how well they meet the assessment criteria (attached at Appendix B). They suggested that those submitting proposals may wish to consider an options appraisal to demonstrate why their proposed approach best meets the assessment criteria in the letter compared to any alternatives and a counter factual of a single unitary.

1.20   In response to MHCLG's recommendation for consistent datasets across proposals a dedicated data workstream was set up. Efforts to align data with Leicester City and Leicestershire County Council included negotiations for data-sharing agreements, which, whilst protracted, were eventually resolved, albeit we have different proposals to them. The workstream has already produced standardised datasets, such as population forecasts, to support the options appraisal and financial modelling, addressing Leicestershire County Council's call for transparency

1.21   To support final proposals for reorganising local government across a Leicester, Leicestershire and Rutland geography, the district and borough councils of Leicestershire, along with Rutland County Council, have established several workstreams to collaboratively address our approach to issues of significance for the development and implementation of Local Government Reorganisation plans, covering strategic proposal development, organisational proposal development, target models for proposed unitary authorities, and enablement of the reorganisation process.

1.22   Each of the 11 workstreams operate under a designated primary liaison officer – typically a chief executive, or senior officer from one of the contributing councils. Officers from authorities participating towards the North/City/South proposal contribute on areas of expertise as representatives of their authorities. Workstream meetings take place with varying frequency, holding weekly, fortnightly or monthly meetings, with key updates reported to chief executives and leaders as required.

1.23   The leaders, chief executives and other senior officers have continued to meet regularly since submission to support the development of detailed proposals for the creation of three unitary councils – North, City, South.

Public and stakeholder engagement to inform the final proposal

1.24   A comprehensive public and stakeholder engagement programme was undertaken, this commenced on 9 June and ran until 20 July 2025.

1.25   Independent engagement experts Opinion Research Services (ORS) were commissioned to engaged with a diverse range of stakeholders, from residents, businesses and partner organisations to the voluntary sector and our town and parish councils.

1.26   A dedicated website (www.northcitysouth.co.uk) was created and various quantitative and qualitative methods including open questionnaires, focus groups, workshops, telephone interviews and face to face meetings were utilised.

1.27   Over 6,400 people across Leicester, Leicestershire, and Rutland shared their views to help shape proposals for how local services could be delivered in the future. ORS reviewed and collated the feedback received from the engagement and presented this to the authorities. A summary is appended to the submission to MHCLG.

Key findings included:

- Over half (56%) of individual questionnaire respondents agreed with the proposal for three unitary councils.
- Around three fifths (61%) of individual questionnaire respondents agreed with the areas covered by the North, City, South proposal, it was generally considered the most logical division of Leicester, Leicestershire and Rutland.
- Considerable opposition to the city expansion - overall the strongest opposition was seen across the various deliberative activities in relation to a potential expansion of Leicester City Council's boundaries.

1.28   Although the North, City, South interim proposal set out that no boundary change is being proposed, participants were still asked to consider a future change and respondents were asked to consider if Leicester City Council boundaries were to change in future whether a larger or more limited expansion should be considered.

1.29   Overall, a clear majority (86%) of questionnaire respondents preferred that only a limited expansion of the city boundaries should be considered, while a much smaller proportion (6%) felt that a larger expansion should be considered. Just under one in ten (8%) had no particular preference.   The telephone survey respondents also favoured a limited expansion (64%).   Of those respondents who left comments in the open-ended text question, some 40% expressed disagreement with any form of city expansion.   There was also considerable opposition to the potential expansion of Leicester City Council's boundaries across the qualitative engagement sessions.

1.30   The overall findings in the ORS public and stakeholder engagement report have informed the final submission document, particularly in terms of the question of boundary changes but also extensive support for the 3 unitary, North, City, South proposal on the basis of maintaining local accountability and helping to retain local identities.

1.31   Financial modelling over the summer shows there is no strong business case, including financial rationale, for changing the city boundary. Full details of the options appraisals are set out in Section 2 of the attached proposal.

Key Components of the Revised Proposal

1.32   The key components of the revised proposal are:

- **Devolution Readiness**: The model supports the introduction of a strategic authority by delineating strategic and delivery roles and creating a structure with appropriate size ratios and geographies to support the Mayoral Strategic Authority. Data sources include the 2021 Census, 2028 population projections and service demand proxies (e.g., pensioner credits, children in poverty, temporary accommodation costs) together with the extensive engagement set out above and financial modelling. We propose to progress the Mayoral Stratebic Authority (MSA) at pace in parallel with the creation of new authorities unlike the other proposals for LGR in our area which sidetrack the MSA until new local government structures are implemented.

- **Supporting Economic Growth, Housing and Infrastructure**: The North unitary will drive innovation through assets such as Loughborough University, while the South will foster enterprise growth through Mira Technology Park and the wider M69 growth corridor. Independent economic analysis has been commissioned from the Economic Intelligence Unit using the Oxford Economic Forecasting Model.

- **Creating financially resilient councils which are the right size to secure efficiencies:** The proposal offers the right balance between scale and physical geography to ensure sufficient financial resilience, while maintaining an ability to deliver services effectively and remain accessible to our diverse communities. Financial modelling projects annual efficiency savings of over £44 million through Workforce efficiencies, Procurement efficiencies, Income equalisation, Democratic savings and Asset rationalisation. More detail showing the financial assumptions underpinning this approach is set out in Sections 3, 5 and Annex 2 of the proposal. To validate the model, it underwent rigorous scrutiny by independent, experienced former Section 151 officers from non-Leicestershire councils as well as current Section 151 officers from existing councils.

- **Transformed and prevention-focussed services to achieve high-quality, innovative and sustainable public services:** The model adopts a prevention-focused approach, which sets out a path to reducing demand through locality focused service planning, which dovetails with the emerging agenda driven by the NHS 10-year plan for the new ICB structures in Leicestershire and Rutland. Our approach delivers a prevention framework, for understanding and measuring population health by looking at both health outcomes and health factors, such as behaviours, clinical care, social and economic conditions, and the physical environment. We have engaged with a representative group of councils delivering social care services across small geographies, building on the findings of the Peopletoo report which demonstrates that unitary authorities with a population of 350k and below, perform better in terms of key areas of expenditure across Adult Social Care and Children's Services. Our model has also been informed through the data sharing between LLR on adult and children's social care.

- **Responding to diverse communities and validating local places and identities:** Through independent engagement with over 5,000 survey respondents, focus group and interviews our approach has facilitated very significant resident input. Our Neighbourhood governance proposals have been shaped in the light of this feedback to address concerns about local identity and service continuity.

- **Enabling Strong Democratic Accountability and Community Engagement**: Ensuring local connection and meaningful influence and engagement, aligned to neighbourhoods, enshrined in the Council's governance processes and providing an appropriately scaled civic infrastructure linking local areas and the unitary authorities.

2.0   FINANCIAL IMPLICATIONS

2.1   The draft final proposal sets out the high-level assumptions and financial modelling that has been undertaken to support the submission. The proposal includes the best estimates that can be made at the point of publication of the financial position of the unitary option.

2.2   Ultimately local government reorganisation and devolution will have significant financial implications for the operation of local government across Leicestershire. The draft final proposal, includes a full business case and sets out detailed analysis of the financial and non-financial impacts of final submission, including estimated costs of implementation the new councils.

2.3   There are costs associated with preparing a proposal for a single tier of local government. These costs will be on top of existing service pressures and do not take into account leadership time and other opportunity costs, which are currently being absorbed, however, the costs will increase significantly over the next 18 months as work is undertaken to establish the new councils to begin operation from the 1 April 2028.

3.0   OTHER OPTIONS CONSIDERED

3.1   The options appraisal set out in the draft final proposal considers 5 different options and explains the analysis and judgements made for each.

3.2   The Council could do nothing and not provide a submission to government, as it is not a statutory requirement, however it is important that the Council expresses a view, otherwise the Government has indicated it will impose (through legislation) a solution that it thinks will work for an area. The Council will also be a statutory consultee on all proposals that are taken forward by government for Leicester, Leicestershire and Rutland, thus giving the Council the opportunity to comment on alternative proposals at that stage.

4.0   NEXT STEPS

4.1   The draft final proposal is attached at Appendix C and Cabinet is asked to approve the proposal for submission on the Council's behalf. In addition, Cabinet is asked to delegate authority to the Chief Executive, in consultation with the Leader of the Council, to make any minor amendments prior to submission.

4.2   The final decision regarding which, if any, of the proposals will be implemented will be made by the Secretary of State. They can choose to do this with or without modifications.

4.3   Prior to making an order to implement a proposal all local authorities affected by the proposal (except the authorities that made it) will be consulted, along with other persons considered appropriate by the Secretary of State.

4.4   While the Secretary of State has not confirmed when a final decision is expected, if a decision was made to implement any proposal, officials would then work with organisations across Leicestershire to move to elections to a new shadow unitary council. As set out earlier in the report, it is currently anticipated that these could be held in May 2027.

4.5   A shadow authority is one that is elected to carry out the preparatory functions of a new unitary council/s until the day that it formally comes into effect. This is commonly called "vesting day." At this stage it is envisaged that vesting day would be 1 April 2028. All existing councils across Leicestershire and Rutland County Council would continue to operate and deliver services until vesting day.

Policies and other considerations, as appropriate	
Council Priorities:	- Planning and regeneration - Communities and housing - Clean, green and Zero Carbon - A well-run council
Policy Considerations:	None directly arising from the report.
Safeguarding:	None directly arising from the report.
Equalities/Diversity:	In developing the draft final proposal regard was given to equality implications and how the proposals might affect those groups with protected characteristics and there are no areas of concern.
Customer Impact:	None directly arising from the report although depending on the future structure of local government services customers may be impacted. This will need to be given detailed consideration.
Economic and Social Impact:	None directly arising from the report.
Environment, Climate Change and Zero Carbon:	None directly arising from the report.
Consultation/Community/Tenant Engagement:	A comprehensive public and stakeholder engagement programme was undertaken between 9 June 2025 and 20 July 2025. The report sets out how the engagement was carried out and the public and stakeholder engagement report has informed the draft final submission document.
Risks:	Local Services could be impacted negatively - it is noted that during any period of change our services need to continue to be delivered in the best interests of the Council's residents. Resources will be directed as appropriate and any additional resource be sourced. Resourcing implications of continuing to deliver services during a period of change - the Council will ensure that resources are directed appropriately and reserves utilised to ensure that there is as little impact on service delivery as possible during a period of change. The proposal is not chosen for implementation - the councils are committed to continuing to share data and engaging constructively with each other, Leicester City Council and Leicestershire County Council to deliver whichever model is chosen.
Officer Contact	Allison Thomas Chief Executive allison.thomas@nwleicestershire.gov.uk

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Ministry of Housing,
Communities &
Local Government

3 June 2025

LOCAL GOVERNMENT REORGANISATION

INTERIM PLAN FEEDBACK: LEICESTERSHIRE, LEICESTER AND RUTLAND

To the Chief Executives of:
Blaby District Council
Charnwood Borough Council
Harborough District Council
Hinckley and Bosworth Borough Council
Leicestershire County Council
Melton Borough Council
North West Leicestershire District Council
Oadby and Wigston Borough Council
Leicester City Council
Rutland County Council

<u>Overview</u>

Thank you for submitting your interim plans. The amount of work from all councils is clear to see across the range of options being considered. For the final proposals, each council can submit a single proposal for which there must be a clear single option and geography and as set out in the guidance, we expect this to be for the area as a whole; that is, the whole of the area to which the 5 February invitation was issued, not partial coverage.

Our aim for the feedback on interim plans is to support areas to develop final proposals. This stage is not a decision-making point, and our feedback does not seek to approve or reject any option being considered.

The feedback provided relates to the following interim plans submitted by Leicestershire, Leicester and Rutland councils:

- The District, Borough and Rutland's case for 'Three Unitary councils in a Future Leicestershire and Rutland'
- The Leicester City Council Local Government Reorganisation – the Case for Change – interim submission

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- The Leicestershire Council interim plan – English Devolution White Paper: Developing Proposals for Local Government Reorganisation in Leicester, Leicestershire and Rutland

We have provided feedback on behalf of central government. It takes the form of:

1. A summary of the main feedback points,
2. Our response to the specific barriers and challenges raised in your plans,
3. An annex with more detailed feedback against each of the interim plan asks.

We reference the guidance criteria included in the invitation letter throughout, a copy can be found at: LEICESTERSHIRE, LEICESTER AND RUTLAND – GOV.UK. Our central message is to build on your initial work and ensure that the final proposal(s) address the criteria and are supported by data and evidence. We recommend that final proposal(s) should use the same assumptions and data sets or be clear where and why there is a difference.

We welcome the work that has been undertaken to develop local government reorganisation plans for Leicestershire, Leicester and Rutland. This feedback does not seek to approve or discount any option, but provide feedback designed to assist in the development of final proposals. We will assess final proposals against the guidance criteria provided in the invitation letter and have tailored this feedback to identify where additional information may be helpful in enabling that assessment. Please note that this feedback is not exhaustive and should not preclude the inclusion of additional materials or evidence in the final proposals. In addition, Alex Jarvis has been appointed as your MHCLG point person and is ready to engage with the whole area to support your engagement with government.

<u>Summary of the Feedback:</u>
We have summarised the key elements of the feedback below, with further detail provided in the Annex.

1. We welcome the steps you have taken to come together to date to prepare proposals and we note the intention for the area to reconvene post the May County Council elections. We expect local leaders to work collaboratively and proactively, including by sharing information, to develop robust and sustainable proposals that are in the best interests of the whole area, as per criterion 4:
   a. **Effective collaboration between all councils across the invitation area will be crucial; we would encourage you to continue to build strong relationships and agree ways of working, including around effective data sharing. This will support the development of a robust shared evidence base to underpin final proposal(s).**
   b. **It would be helpful if final proposal(s) use the same assumptions and data sets.**

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    c. **It would be helpful if final proposal(s) set out how the data and evidence supports all the outcomes you have included, and how well they meet the assessment criteria in the invitation letter.**

    d. **You may wish to consider an options appraisal that will help demonstrate why your proposed approach in the round best meets the assessment criteria in the invitation letter compared to any alternatives.**

2. The criteria ask that a proposal should seek to achieve for the whole area concerned the establishment of a single tier of local government (see criterion 1). **For clarity, each council can submit a single proposal for which there must be a clear single option and geography which should cover the whole of the invitation area (Leicestershire, Leicester and Rutland), not partial coverage. As noted in the invitation, it is open to you to explore options with neighbouring councils in addition to those included in the invitation. Where final proposal(s) have implications for a neighbouring invitation area you should consider the impact of your proposals on the whole of the neighbouring invitation area. In addition, we would expect to see engagement and effective data-sharing between council(s) in the invitation area and council(s) in the neighbouring invitation area that are directly impacted. If one or more council(s) in a neighbouring invitation area support the proposal(s) put forward, we would also expect to see this reflected in proposal(s) submitted in response to the letter to the neighbouring invitation area, including a clear single option and geography covering the whole of the neighbouring area, not partial coverage.**

3. We note that Leicester City Council indicates that it will not be viable in its current form after 2027/28. **Consideration of how financial risks, such as this, will be managed would be welcome in final proposals.**

4. In some of the options you are considering populations that would be below or above 500,000. As set out in the Statutory Invitation guidance and in the English Devolution White Paper, we outlined a population size of 500,000 or more. This is a guiding principle, not a hard target – we understand that there should be flexibility, especially given our ambition to build out devolution and take account of housing growth, alongside local government reorganisation. **All proposals, whether they are at the guided level, above it, or below it, should set out the rationale for the proposed approach clearly.**

5. New unitary structures must support devolution arrangements. **Across all local government reorganisation proposal(s), looking towards a future Strategic Authority, it would be helpful to outline how each option would interact with a Strategic Authority and best benefit the local community, including**

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meeting the criteria for sensible geography in the White Paper and devolution statutory tests.

Response to your requests for support from government
Please see below our response to the specific barriers and challenges that were raised in your interim plans.

1. **The position of Rutland**

   You highlighted the need for clarity regarding Rutland County Council's preferences towards local government reorganisation. As above, Rutland is part of your invitation area and it is open to Rutland to submit proposals in response to the 5 February invitation letter for Leicestershire, Leicester and Rutland, which cover the whole of the invitation area, not partial coverage. **If one or more council(s) in a neighbouring invitation area support the proposal(s) put forward, we would also expect to see this reflected in proposal(s) submitted in response to the letter to the neighbouring invitation area (Lincolnshire, North Lincolnshire and North East Lincolnshire), including a clear single option and geography covering the whole of the neighbouring area, not partial coverage. We would expect to see collaboration between councils in Leicestershire and Lincolnshire to further develop proposals, and to ensure that the implications of both areas' plans are fully considered within any proposal(s) submitted by council(s) in either area.**

2. **Boundary Changes**

   You have requested feedback on the implications of boundary changes on timescales for local government reorganisation, as well as what approach should be taken to proposed boundary changes in the November submission. As the invitation letter sets out boundary changes are possible, but "existing district areas should be considered the building blocks for proposals, but where there is a strong justification more complex boundary changes will be considered".

   The final proposal(s) must specify the area for any new unitary council(s). If a boundary change is part of your final proposal, then you should be clear on the boundary proposed, which could be identified by a parish or ward boundary, or if creating new boundaries by attaching a map.

   Proposals should be developed having regard to the statutory guidance which sets out the criteria against which proposals will be assessed (including that listed above). If a decision is taken to implement a proposal, boundary change can be achieved alongside structural change. Alternatively, you could make a proposal for unitary local government using existing district building blocks and consider requesting a Principal Area Boundary Review (PABR) later. Such reviews have been used for minor amendments to a boundary where both councils have

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requested a review – such as the recent Sheffield/Barnsley boundary adjustment for a new housing estate. PABRs are the responsibility of the Local Government Boundary Commission for England who will consider such requests case-by-case.

3. **Clarity on the population criteria**

You have asked for clarity on the 500,000 population criteria. As set out in the Statutory Invitation guidance and in the English Devolution White Paper, we outlined a population size of 500,000 or more. This is a guiding principle, not a hard target – we understand that there should be flexibility, especially given our ambition to build out devolution and take account of housing growth, alongside local government reorganisation. All proposals, whether they are at the guided level, above it, or below it, should set out the rationale for the proposed approach clearly.

We recommend that final proposal(s) should use the same assumptions and data sets or be clear where and why there is a difference.

4. **Direct Ministerial engagement**

We note the request to have direct engagement and ongoing dialogue with decision makers across government. Government is committed to supporting all invited councils equally while they develop any proposal(s). Alex Jarvis has been appointed as your MHCLG point person and is ready to engage with the whole area on issues you wish to discuss further ahead of the deadline for final proposals on 28 November 2025.

5. **Request to rule out options so as not to incur additional costs**

The interim plans are not a decision-making point; decisions will be made on the basis of full proposals. This feedback does not seek to approve or discount any option or proposal, but provide feedback designed to assist in the development of final proposals.

6. **Weighting applied to assessment criteria**

You asked whether government will be weighting the criteria against which final proposals are assessed. The criteria are not weighted. Our aim for this feedback is to support areas to develop final proposals that address the criteria and are supported by data and evidence. Decisions on the most appropriate option for each area will be judgements in the round, having regard to the guidance and the available evidence.

7. **Access to other Government departments**

You asked for access to and facilitation of discussions with other government departments, emphasising the importance of direct communication with key departments to test operating models and understand positions on policy. Alex Jarvis, your MHCLG point person, will be able to support your engagement with other government departments, and MHCLG colleagues will continue to work with HM Treasury on issues regarding local government reorganisation.

8. **Request for temporary protection from any impacts of funding reforms**

We acknowledge the requests for temporary protection from any impacts of upcoming local government funding reforms.

Government recently consulted on funding reforms and confirmed that some transitional protections will be in place to support areas to their new allocations. Further details on funding reform proposals and transition measures will be consulted on after the Spending Review in June.

We will not be able to provide further clarification on future allocations in the meantime but are open to discussing assumptions further if we can assist in financial planning.

9. **Working together and data sharing**

We expect local leaders to work collaboratively and proactively, including by sharing information, to develop robust and sustainable proposals that are in the best interests of the whole area.

10. **Timeframe for local government reorganisation, devolution and interaction with local elections**

You have requested clarity on the timelines for the local government reorganisation programme and the impact on local elections. As set out in the White Paper, we expect to deliver an ambitious first wave of reorganisation in this Parliament.

The Government will work with areas to hold elections for new unitary councils as soon as possible as is the usual arrangement in the process of local government reorganisation. We anticipate that, on the most ambitious timelines, there could be elections to 'shadow' unitary councils in May 2027, ahead of "go live" of new councils on 1 April 2028.

Our expectation is that any local authorities dissolved as a result of local government restructuring will cease to exist on the date that new councils "go live". The role of a shadow authority is to take all the necessary steps to prepare for the assumption of full local government functions and powers on vesting day and

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ensure continuity of public service delivery on and after this date. It does not have a role in carrying out the functions of predecessor councils except for where this is expressly provided.

We are clear that reorganisation should not delay devolution and plans for both should be complementary.

11. **Stability of local government finances**

We note your concerns around local government finances and the risk that a delay to local government reorganisation and wider devolution could prevent cost efficiencies being made. Ministers have committed to reforming the way in which local authorities are funded through a multi-year settlement from 2026-27, fixing local audit and creating a sustainable way to fund social care.

As set out above, Government recently consulted on funding reforms and confirmed that some transitional protections will be in place to support areas to their new allocations. Further details on funding reform proposals will be consulted on further after the Spending Review in June. We will not be able to provide further clarification on future allocations in the meantime but are open to discussing assumptions further if we can assist in financial planning.

We would welcome further information about the situation locally, and you are encouraged to discuss the impact on local government reorganisation progress with your MHCLG point person.

12. **Capacity/resources to mobilise and implement a successful transition**

You have identified that local government reorganisation will be reliant upon adequate capacity and resource being available to support developing proposals and the transition. £7.6 million will be made available in the form of local government reorganisation proposal development contributions, to be split across the 21 areas. Further information will be provided on this funding shortly.

In terms of transitional costs, as per the invitation letter, we expect that areas will be able to meet transition costs over time from existing budgets, including from the flexible use of capital receipts that can support authorities in taking forward transformation and invest-to-save projects. We note the estimate of your transition costs and comment further on this in the table below

13. **Clarity on timetable and feedback**

You asked for clarity on the timetable for local government reorganisation, particularly for feedback to support your work to continue at pace. This is our

feedback to support you to develop final proposal(s), and we are open to providing ongoing support to your work towards the 28 November submission deadline. Alex Jarvis has been appointed as your MHCLG point person and is ready to engage with the whole area on issues you wish to discuss further.

14. **Devolution Engagement**

You requested that the district and borough councils be engaged in discussions on devolution in order to reflect the current position on devolution in final proposals for local government reorganisation. The invitation letter sets out that new unitary structures should support devolution. As you will be aware, it is envisaged that the new unitary authorities created through the local government reorganisation process would become the constituent members of any future MCA in the region.

We are encouraged by your continued support for devolution for your area. It is for areas to propose robust devolution proposals, and consensus is needed from all the relevant authorities for these proposals to go ahead. All such proposals will be assessed against the criteria set out in the English Devolution White Paper. District councils, ahead of local government reorganisation, should play an active role in devolution arrangements, via engagement with their upper-tier authorities. We expect all councils in an area to work together and to share information.

15. **Continuation of Ceremonial rights**

Separately to interim plans, questions have been asked in regards to Rutland's ceremonial status and ceremonial rights more generally; there is no intention that the priorities set out in the English Devolution White Paper will impact on the ceremonial counties or the important roles that Lord Lieutenants and High Sheriffs play as the Monarch's representatives in those counties, and ceremonial counties will be retained. Where local government reorganisation might affect ceremonial privileges, we will work with local leaders to ensure that areas retain their ceremonial rights and privileges.

ANNEX: Detailed feedback on criteria for interim plan

Ask – Interim Plan Criteria	Feedback
Identify the likely options for the size and boundaries of new councils that will offer the best structures for delivery of high-quality and sustainable public services across the area, along with indicative efficiency saving opportunities. Relevant criteria: 1 c) Proposals should be supported by robust evidence and analysis and include an explanation of the outcomes it is expected to achieve, including evidence of estimated costs/benefits and local engagement & 2 a-f) - Unitary local government must be the right size to achieve efficiencies, improve capacity and withstand financial shocks & 3 a-c) Unitary structures must prioritise the delivery of high quality and sustainable public services to citizens	We welcome the initial thinking on the options for local government reorganisation in Leicestershire, Leicester and Rutland and recognise that this is subject to further work. We note the local context and challenges outlined in the proposals and the potential benefits that have been identified for the options put forward. Your plans set out your intention to undertake further analysis, and this further detail and evidence on the outcomes that are expected to be achieved of any preferred model would be welcomed. For the final proposal(s), each council can submit a single proposal for which there must be a clear single option and geography and, as set out in the guidance, we expect this to be for the area as a whole; that is, the whole of the area to which the 5 February invitation was issued, not partial coverage. You may wish to consider a fuller options appraisal against the criteria set out in the letter to provide a rationale for the preferred model against alternatives. Proposals should be for a sensible geography which will help to increase housing supply and meet local needs, including future housing growth plans. All proposals should set out the rationale for the proposed approach. Where there are proposed boundary changes, the proposal should provide strong public services and financial sustainability related justification for the change. Given the financial pressures you identify it would be helpful to further understand how efficiency savings have been considered alongside a sense of place and local identity. We welcome the initial financial information provided. In final proposal(s) it would be helpful to include a high-level financial assessment which covers transition costs and overall forecast operating costs of the new unitary councils. Referencing criteria 1 and 2, you may wish to consider the following bullets that it would be helpful to include in a final proposal:

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	- high level breakdowns, for where any efficiency savings will be made, with clarity of assumptions on how estimates have been reached and the data sources used, including differences in assumptions between proposal(s) - information on the counterfactual against which efficiency savings are estimated, with values provided for current levels of spending - a clear statement of what assumptions have been made and if the impacts of inflation are taken into account - a summary covering sources of uncertainty or risks, with modelling, as well as predicted magnitude and impact of any unquantifiable costs or benefits - where possible, quantified impacts on service provision, as well as wider impacts We recognise that financial assessments are subject to further work. The bullets below indicate where further information would be helpful across all options: - data and evidence to set out how your final proposal(s) would enable financially viable councils across the whole area, including identifying which option best delivers value for money for council taxpayers - further detail on potential finances of new unitaries, for example, funding, operational budgets, potential budget surpluses/shortfalls, total borrowing (General Fund), and debt servicing costs (interest and MRP); and what options may be available for rationalisation of potentially surplus operational assets - clarity on the underlying assumptions underpinning any modelling e.g. assumptions of future funding, demographic growth and pressures, interest costs, Council Tax, savings earmarked in existing councils' MTFS - financial sustainability both through the period to the creation of new unitary councils as well as afterwards We welcome the information in your interim plans on the disaggregation of services. For proposals that would involve disaggregation of services we would

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	welcome further details on how services can be maintained where there is fragmentation, such as social care, children's services, SEND, homelessness, and for wider public services including public safety. Under criterion 3c you may wish to consider:
	
	• how each option would deliver high-quality and sustainable public services or efficiency saving opportunities
	• what would be the impact of proposals on the shared social care services between Leicestershire County Council and Rutland County Council?
	• what would the different options mean for local services provision, for example:
	   • do different options have a different impact on SEND services and distribution of funding and sufficiency planning to ensure children can access appropriate support, and how will services be maintained?
	   • what is the impact on adults and children's care services? Is there a differential impact on the number of care users and infrastructure to support them among the different options?
	   • what partnership options have you considered for joint working across the new unitaries for the delivery of social care services?
	   • do different options have variable impacts as you transition to the new unitaries, and how will risks to safeguarding be managed?
	   • do different options have variable impacts on schools, support and funding allocation, and sufficiency of places, and how will impacts on schools be managed?
	   • what impact will there be on highway services across the area under the different approaches suggested?
	   • what are the implications for public health, including consideration of socio-demographic challenges and health inequalities within any new boundaries and their implications for current and future health service needs? What are the implications for how residents access services and service delivery for populations most at risk?
	
	We would encourage you to provide further details on how your proposals would maximise opportunities for public service reform, so that we can explore how best to support your efforts.

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Include indicative costs and arrangements in relation to any options including planning for future service transformation opportunities. Relevant criteria - 2d) Proposals should set out how an area will seek to manage transition costs, including planning for future service transformation opportunities from existing budgets, including from the flexible use of capital receipts that can support authorities in taking forward transformation and invest-to-save projects.	We note the estimated transition costs included in all plans, and the initial thinking on service transformation and back-office efficiencies. We would welcome further clarity in final proposal(s) on the assumptions and data used to calculate transition costs and efficiencies (see criterion 2d). As per criterion 2, the final proposal(s) should set out how an area will seek to manage transition costs, including planning for future service transformation opportunities from existing budgets, including from the flexible use of capital receipts that can support authorities in taking forward transformation and invest-to-save projects. - within this it would be helpful to provide more detailed analysis on expected transition and/or disaggregation costs and potential efficiencies of proposals. This could include clarity on methodology, assumptions, data used, what year these may apply and why these are appropriate - detail on the potential service transformation opportunities and invest-to-save projects from unitarisation across a range of services - e.g. consolidation of waste collection and disposal services, and whether different options provide different opportunities for back-office efficiency savings? - where it has not been possible to monetise or quantify impacts, you may wish to provide an estimated magnitude and likelihood of impact - summarise any sources of risks, uncertainty and key dependencies related to the modelling and analysis - detail on the estimated financial sustainability of proposed reorganisation and how debt could be managed locally We note the financial pressures that councils are facing. It would be helpful if additional detail on the councils' financial positions and further modelling is set out in detail in the final proposal(s). We would encourage you to work together and recommend that all options and proposals should use the same assumptions and data sets or be clear

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	where and why there is a difference (linked to criterion 1c).
Include early views as to the councillor numbers that will ensure both effective democratic representation for all parts of the area, and also effective governance and decision-making arrangements which will balance the unique needs of your cities, towns, rural and coastal areas, in line with the Local Government Boundary Commission for England guidance. Relevant criteria: 6) New unitary structures should enable stronger community engagement and deliver genuine opportunity for neighbourhood empowerment.	We welcome the initial assessments made across all interim plans on the options for and importance of democratic representation. We note where early views on councillor numbers have been provided which we will be sharing with the Local Government Boundary Commission for England (LGBCE). There are no set limits on the number of councillors although the LGBCE guidance indicates that a compelling case would be needed for a council size of more than 100 members. New unitary structures should enable stronger community engagement and deliver genuine opportunity for neighbourhood empowerment. Additional details on how the community will be engaged specifically how the governance, participation and local voice will be addressed to strengthen local engagement, and democratic decision-making would be helpful. In final proposal(s) we would welcome detail on your plans for neighbourhood-based governance, the impact on parish councils, and the role of formal neighbourhood partnerships and area committees.
Include early views on how new structures will support devolution ambitions. Relevant Criteria: 5) New unitary structures must support devolution arrangements. Specifically 5b) Where no CA or CCA is already established or agreed then the proposal should set out how it will help unlock devolution.	We welcome the consideration of devolution in your plans. We also note the reference to the option for Rutland to join with authorities in Lincolnshire as part of the Greater Lincolnshire Combined County Authority (GLCCA). Across all local government reorganisation proposal(s), looking towards a future Strategic Authority, it would be beneficial to provide an assessment that outlines if there are benefits and disadvantages in how each option would interact with a Strategic Authority and best benefit the local community, including meeting the criteria for sensible geography in the White Paper and devolution statutory tests. If an option of Rutland joining GLCCA is being considered, further information would be helpful on the implications for the governance arrangements in

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	GLCCA. Also, consideration of the impact on the remainder of Leicestershire and Leicester would be welcome. We would also appreciate consideration of how this would best benefit the local community, including meeting the criteria for sensible geography in the White Paper and devolution statutory tests. We would also recommend you consult with the GLCCA mayor.
Include a summary of local engagement that has been undertaken and any views expressed, along with your further plans for wide local engagement to help shape your developing proposals. Relevant criteria: 6a&b) new unitary structures should enable stronger community engagement and deliver genuine opportunity for neighbourhood empowerment	We welcome the engagement that has taken place to date across all interim plans and how these views have been reflected. We would encourage you to continue with your plans for engagement locally in a meaningful and constructive way with residents, the voluntary sector, local community groups and councils, public sector providers and business to inform your proposal(s). For proposals that involve disaggregation of services, you may wish to engage in particular, with those residents who may be affected. It would be helpful to see detail that demonstrates how local ideas and views have been incorporated into the final proposal(s) including those relating to neighbouring authorities where relevant.
Set out indicative costs of preparing proposals and standing up an implementation team as well as any arrangements proposed to coordinate potential capacity funding across the area. Relevant criteria: Linked to 2d) Proposals should set out how an area will seek to manage transition costs, including planning for future service transformation opportunities from existing budgets, including from the flexible use of capital receipts that can support authorities in taking	We welcome the indicative costs that are set out in plans and recognise the work to consider the costs of preparing proposals and standing up an implementation team. Further clarity on how you arrived at the estimated costs and more detail on the underlying assumptions and data that have informed these figures would also be helpful. We would welcome further detail in your final proposal(s) over the level of cost and the extent to which the costs are for delivery of the unitary structures or for transformation activity that delivers additional benefits. £7.6 million will be made available in the form of local government reorganisation proposal development contributions, to be split across the 21 areas. Further information will be provided on this funding shortly.

forward transformation and invest-to-save projects.	15
Set out any voluntary arrangements that have been agreed to keep all councils involved in discussions as this work moves forward and to help balance the decisions needed now to maintain service delivery and ensure value for money for council taxpayers, with those key decisions that will affect the future success of any new councils in the area. Relevant criteria: 4 a-c) Proposals should show how councils in the area have sought to work together in coming to a view that meets local needs and is informed by local views.	We note the intent for all councils to reconvene following the recent May local elections to continue discussions on a way forward for local government reorganisation in the area. Effective collaboration between all councils in the invitation area, and the proposed Mayoral Strategic Authority area will be crucial; areas will need to build strong relationships and agree ways of working, including around effective data sharing to further develop proposals. Should Rutland County Council wish to be included in proposals submitted by a council(s) in Lincolnshire, we would expect collaboration between councils in Leicestershire and Lincolnshire to further develop proposals, and to ensure that the implications of both areas' plans are fully considered within any proposal submitted by councils in each area. This will enable you to develop a robust shared evidence base to underpin final proposals (see criteria 1c). We recommend that final proposals should use the same assumptions and data sets or be clear where and why there is a difference.

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Jim McMahon OBE MP
*Minister of State for Local Government and
English Devolution*
2 Marsham Street
London
SW1P 4DF

Your reference:
Our reference:

Ministry of Housing,
Communities &
Local Government

To: Leaders of two-tier councils and
unitary councils in and neighbouring
Leicestershire
    Blaby District Council
    Charnwood Borough Council
    Harborough District Council
    Hinckley and Bosworth Borough
    Council
    Leicestershire County Council
    Melton Borough Council
    North West Leicestershire District
    Council
    Oadby and Wigston Borough Council
    Leicester City Council
    Rutland County Council

5 February 2025

Dear Leaders

This Government has been clear on our vision for simpler, more sustainable, local government structures, alongside a transfer of power out of Westminster through devolution. We know that councils of all political stripes are in crisis after a decade of decline and instability. Indeed, a record number of councils asked the government for support this year to help them set their budgets.

This new government will not waste this opportunity to build empowered, simplified, resilient and sustainable local government for your area that will increase value for money for council taxpayers. Local leaders are central to our mission to deliver change for hard-working people in every corner of the country through our Plan for Change, and our councils are doing everything they can to stay afloat and provide for their communities day in, day out. The Government will work closely with you to deliver these aims to the most ambitious timeline.

I am writing to you now to formally invite you to work with other council leaders in your area to develop a proposal for local government reorganisation, and to set out further detail on the criteria, guidance for the development of proposals, and the timeline for this process. A formal invitation with guidance for the development of your proposals is attached at Annex A. This invitation sets out the criteria against which proposals will be assessed.

Developing proposals for reorganisation
We expect there to be different views on the best structures for an area, and indeed there may be merits to a variety of approaches. Nevertheless, it is not in council taxpayers' interest to devote public funds and your valuable time and effort into the development of multiple proposals which unnecessarily fragment services, compete against one another, require

lengthy implementation periods or which do not sufficiently address local interests and identities.

The public will rightly expect us to deliver on our shared responsibility to design and implement the best local government structures for efficient and high-quality public service delivery. We therefore expect local leaders to work collaboratively and proactively, including by sharing information, to develop robust and sustainable unitary proposals that are in the best interests of the whole area to which this invitation is issued, rather than developing competing proposals.

This will mean making every effort to work together to develop and jointly submit one proposal for unitary local government across the whole of your area. The proposal that is developed for the whole of your area may be for one or more new unitary councils and should be complementary to devolution plans. It is open to you to explore options with neighbouring councils in addition to those included in this invitation, particularly where this helps those councils to address concerns about their sustainability or limitations arising from their size or boundaries or where you are working together across a wider geography within a strategic authority.

I understand there will be some cases when it is not possible for all councils in an area to jointly develop and submit a proposal, despite their best efforts. This will not be a barrier to progress, and the Government will consider any suitable proposals submitted by the relevant local authorities.

Supporting places through change
It is essential that councils continue to deliver their business-as-usual services and duties, which remain unchanged until reorganisation is complete. This includes progress towards the Government's ambition of universal coverage of up-to-date local plans as quickly as possible. To support with capacity, I intend to provide some funds for preparing to take forward any proposal, and I will share further information later in the process.

Considering the efficiencies that are possible through reorganisation, we expect that areas will be able to meet transition costs over time from existing budgets, including from the flexible use of capital receipts that can support authorities in taking forward transformation and invest-to-save projects.

The default position is that assets and liabilities remain locally managed by councils, but we acknowledge that there are exceptional circumstances where there has been failure linked to capital practices. Where that is the case, proposals should reflect the extent to which the implications of this can be managed locally, including as part of efficiencies possible through reorganisation, and Commissioners should be engaged in these discussions. We will continue to discuss the approach that is proposed with the area.

I welcome the partnership approach that is being taken across the sector to respond to the ambitious plans set out in the White Paper. My department will continue to work closely with the Local Government Association (LGA), the District Councils Network, the County Councils Network and other local government partners to plan how best to support councils through this process. We envisage that practical support will be needed to understand and address the key thematic issues that will arise through reorganisation, including managing service impacts and opportunities for the workforce, digital and IT systems, and leadership support.

Timelines and next steps for interim plans and full proposals

We ask for an interim plan to be submitted on or before 21 March 2025, in line with the guidance set out in the attached Annex. My officials will provide feedback on your plan to help support you to develop final proposals.

I will expect any full proposal to be submitted **by 28 November**. If I decide to implement any proposal, and the necessary legislation is agreed by Parliament, we will work with you to move to elections to new 'shadow' unitary councils as soon as possible as is the usual arrangement in the process of local government reorganisation.

Following submission, I will consider any and all proposals carefully before taking decisions on how to proceed. My officials are available throughout to discuss how your reorganisation and devolution aspirations might work together and what support you think you might need to proceed.

This is a once in a generation opportunity to work together to put local government in your area on a more sustainable footing, creating simpler structures for your area that will deliver the services that local people and businesses need and deserve. As set out in the White Paper, my commitment is that clear leadership locally will be met with an active partner nationally.

I am copying this letter to council Chief Executives. I am also copying this letter to local Members of Parliament and to the Police and Crime Commissioner.

Yours sincerely,

JIM MCMAHON OBE MP
Minister of State for Local Government and English Devolution

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

INVITATION FOR PROPOSALS FOR A SINGLE TIER OF LOCAL GOVERNMENT

The Secretary of State for Housing, Communities and Local Government, in exercise of his powers under Part 1 of the Local Government and Public Involvement in Health Act 2007 ('the 2007 Act'), hereby invites any principal authority in the area of the county of Leicestershire, to submit a proposal for a single tier of local government.

This may be one of the following types of proposal as set out in the 2007 Act:

- Type A – a single tier of local authority covering the whole of the county concerned

- Type B – a single tier of local authority covering an area that is currently a district, or two or more districts

- Type C – a single tier of local authority covering the whole of the county concerned, or one or more districts in the county; and one or more relevant adjoining areas

- Combined proposal – a proposal that consists of two or more Type B proposals, two or more Type C proposals, or one or more Type B proposals and one or more Type C proposals.

Proposals must be submitted in accordance with paragraphs 1 to 3:

1. Any proposal must be made by **28 November 2025**.

2. In responding to this invitation an authority must have regard to the guidance from the Secretary of State set out in the Schedule to this invitation, and to any further guidance on responding to this invitation received from the Secretary of State.

3. An authority responding to this invitation may either make its own proposal or make a proposal jointly with any of the other authorities invited to respond.

Signed on behalf of the Secretary of State for Housing, Communities and Local Government.

F KIRWAN

A senior civil servant in the Ministry of Housing, Communities and Local Government

5 February 2025

SCHEDULE

Guidance from the Secretary of State for proposals for unitary local government.

Criteria for unitary local government

1. **A proposal should seek to achieve for the whole of the area concerned the establishment of a single tier of local government.**

   a) Proposals should be for sensible economic areas, with an appropriate tax base which does not create an undue advantage or disadvantage for one part of the area.

   b) Proposals should be for a sensible geography which will help to increase housing supply and meet local needs.

   c) Proposals should be supported by robust evidence and analysis and include an explanation of the outcomes it is expected to achieve, including evidence of estimated costs/benefits and local engagement.

   d) Proposals should describe clearly the single tier local government structures it is putting forward for the whole of the area, and explain how, if implemented, these are expected to achieve the outcomes described.

2. **Unitary local government must be the right size to achieve efficiencies, improve capacity and withstand financial shocks.**

   a) As a guiding principle, new councils should aim for a population of 500,000 or more.

   b) There may be certain scenarios in which this 500,000 figure does not make sense for an area, including on devolution, and this rationale should be set out in a proposal.

   c) Efficiencies should be identified to help improve councils' finances and make sure that council taxpayers are getting the best possible value for their money.

   d) Proposals should set out how an area will seek to manage transition costs, including planning for future service transformation opportunities from existing budgets, including from the flexible use of capital receipts that can support authorities in taking forward transformation and invest-to-save projects.

   e) For areas covering councils that are in Best Value intervention and/or in receipt of Exceptional Financial Support, proposals must additionally demonstrate how reorganisation may contribute to putting local government in the area as a whole on a firmer footing and what area-specific arrangements may be necessary to make new structures viable.

   f) In general, as with previous restructures, there is no proposal for council debt to be addressed centrally or written off as part of reorganisation. For areas where there are exceptional circumstances where there has been failure linked to capital practices, proposals should reflect the extent to which the implications of this can be managed locally, including as part of efficiencies possible through reorganisation.

3. **Unitary structures must prioritise the delivery of high quality and sustainable public services to citizens.**

    a) Proposals should show how new structures will improve local government and service delivery, and should avoid unnecessary fragmentation of services.

    b) Opportunities to deliver public service reform should be identified, including where they will lead to better value for money.

    c) Consideration should be given to the impacts for crucial services such as social care, children's services, SEND and homelessness, and for wider public services including for public safety.

4. **Proposals should show how councils in the area have sought to work together in coming to a view that meets local needs and is informed by local views.**

    a) It is for councils to decide how best to engage locally in a meaningful and constructive way and this engagement activity should be evidenced in your proposal.

    b) Proposals should consider issues of local identity and cultural and historic importance.

    c) Proposals should include evidence of local engagement, an explanation of the views that have been put forward and how concerns will be addressed.

5. **New unitary structures must support devolution arrangements.**

    a) Proposals will need to consider and set out for areas where there is already a Combined Authority (CA) or a Combined County Authority (CCA) established or a decision has been taken by Government to work with the area to establish one, how that institution and its governance arrangements will need to change to continue to function effectively; and set out clearly (where applicable) whether this proposal is supported by the CA/CCA /Mayor.

    b) Where no CA or CCA is already established or agreed then the proposal should set out how it will help unlock devolution.

    c) Proposals should ensure there are sensible population size ratios between local authorities and any strategic authority, with timelines that work for both priorities.

6. **New unitary structures should enable stronger community engagement and deliver genuine opportunity for neighbourhood empowerment.**

    a) Proposals will need to explain plans to make sure that communities are engaged.

    b) Where there are already arrangements in place it should be explained how these will enable strong community engagement.

Developing proposals for unitary local government

The following matters should be taken into account in formulating a proposal:

Boundary Changes

a) Existing district areas should be considered the building blocks for your proposals, but where there is a strong justification more complex boundary changes will be considered.

b) There will need to be a strong public services and financial sustainability related justification for any proposals that involve boundary changes, or that affect wider public services, such as fire and rescue authorities, due to the likely additional costs and complexities of implementation.

Engagement and consultation on reorganisation

a) We expect local leaders to work collaboratively and proactively, including by sharing information, to develop robust and sustainable unitary proposals that are in the best interests of the whole area to which this invitation is issued, rather than developing competing proposals.

b) For those areas where Commissioners have been appointed by the Secretary of State as part of the Best Value Intervention, their input will be important in the development of robust unitary proposals.

c) We also expect local leaders to engage their Members of Parliament, and to ensure there is wide engagement with local partners and stakeholders, residents, workforce and their representatives, and businesses on a proposal.

d) The engagement that is undertaken should both inform the development of robust proposals and should also build a shared understanding of the improvements you expect to deliver through reorganisation.

e) The views of other public sector providers will be crucial to understanding the best way to structure local government in your area. This will include the relevant Mayor (if you already have one), Integrated Care Board, Police (Fire) and Crime Commissioner, Fire and Rescue Authority, local Higher Education and Further Education providers, National Park Authorities, and the voluntary and third sector.

f) Once a proposal has been submitted it will be for the Government to decide on taking a proposal forward and to consult as required by statute. This will be a completely separate process to any consultation undertaken on mayoral devolution in an area, which will be undertaken in some areas early this year, in parallel with this invitation.

Interim plans

An interim plan should be provided to Government on or before **21 March 2025.** This should set out your progress on developing proposals in line with the criteria and guidance. The level of detail that is possible at this stage may vary from place to place but the expectation is that one interim plan is jointly submitted by all councils in the area. It may be the case that the interim plan describes more than one potential proposal for your area, if there is more than one option under consideration. The interim plan should:

a) identify any barriers or challenges where further clarity or support would be helpful.

b) identify the likely options for the size and boundaries of new councils that will offer the best structures for delivery of high-quality and sustainable public services across the area, along with indicative efficiency saving opportunities.

c) include indicative costs and arrangements in relation to any options including planning for future service transformation opportunities.

d) include early views as to the councillor numbers that will ensure both effective democratic representation for all parts of the area, and also effective governance and decision-making arrangements which will balance the unique needs of your cities, towns, rural and coastal areas, in line with the Local Government Boundary Commission for England guidance.

e) include early views on how new structures will support devolution ambitions.

f) include a summary of local engagement that has been undertaken and any views expressed, along with your further plans for wide local engagement to help shape your developing proposals.

g) set out indicative costs of preparing proposals and standing up an implementation team as well as any arrangements proposed to coordinate potential capacity funding across the area.

h) set out any voluntary arrangements that have been agreed to keep all councils involved in discussions as this work moves forward and to help balance the decisions needed now to maintain service delivery and ensure value for money for council taxpayers, with those key decisions that will affect the future success of any new councils in the area.

Appendix C

North, City, South proposal

The proposal can be viewed by following the links below:

- Summary and the detailed draft proposal in full at www.northcitysouth.co.uk
- North, City, South – four page summary
- North, City, South – detailed draft proposal

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 28 OCTOBER 2025

Title of Report	SUPPLEMENTARY ESTIMATES, VIREMENTS AND CAPITAL APPROVALS	
Presented by	Councillor Keith Merrie Finance and Corporate Portfolio Holder PH Briefed Yes	
Background Papers	**Council 20 February 2025:** **General Fund Budget and Council Tax 2025/26**	**Public Report:** Yes
	Cabinet 26 August 2025: **Supplementary Estimates, Virements and Capital Approvals** **Cabinet 23 Sep 2025:** **Supplementary Estimates, Virements and Capital Approvals**	**Key Decision:** Yes
Financial Implications	Appendix 2 details the supplementary estimates for approval.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	No legal implications arising from this report.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no staffing implications arising from the report.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To seek approval of the supplementary estimates, virements and capital scheme movements.	
Reason for Decision	The Council's Financial Procedure Rules, Section 2, paragraphs A24 to A28 stipulate the procedures for virements and supplementary estimates, whilst the Council's Capital Strategy sets out the Governance of the Capital Programme.	
Recommendations	**THAT CABINET:** 1. **NOTES THE SUPPLEMENTARY ESTIMATE DETAILED IN APPENDIX 2 WHICH IS BELOW £10,000 AND COUNCIL FUNDED.**	

	2.	**APPROVES THE SUPPLEMENTARY ESTIMATES DETAILED IN APPENDIX 2 THAT ARE BETWEEN £10,000 AND £249,999 AND COUNCIL FUNDED.**
	3.	**RECOMMENDS TO COUNCIL TO ADD THE NEW SCHEME IN PARAGRAPH 4.2 INTO THE CAPITAL PROGRAMME.**

1.0 BACKGROUND

1.1 This report seeks approval for virements and supplementary estimates, as required under the Council's Constitution. This is a regular report to Cabinet to enable the approval of virements and supplementary estimates in a timely manner for the efficient operation of the Council. It also sets out proposed changes to the Capital Programme.

1.2 This report covers items in respect of the General Fund.

2.0 SUPPLEMENTARY ESTIMATES

2.1 A supplementary estimate is an addition to the Council's agreed budget and should only be considered after all other options such as virements or savings have been considered.

2.2 Supplementary estimates include budgets fully funded by external grants or contributions.

2.3 Supplementary estimate levels were approved as part of the Constitution by Council in February 2025. These approval levels are detailed in Appendix 1.

2.4 All supplementary estimates above £250k require Council approval. Any above £10k and under £250k that will be Council-funded require Cabinet approval, whereas those fully externally funded are reported to Cabinet below £100k but require approval over £100k.

2.5 Appendix 2 details all supplementary estimates grouped by value and funding with details of the reasons for the requests which are summarised in the table shown below:

Table 1: Supplementary Estimates

	Revenue £	Capital £
Externally Funded: Between £0 and £9,999 (For Information Only)	-	-
Externally Funded: Between £100,000 and £249,999 (For Cabinet Approval)	-	-
Externally Funded: Over £250,000 (Requires Council Approval)	-	-
Total Externally Funded	**-**	**-**
Council Funded: Between £0 and £9,999 (For Information Only)	28,815	-
Council Funded: Between £10,000 and £249,999 (For Cabinet Approval)	13,160	48,517
Total Council Funded	**41,975**	**48,517**

3.0   VIREMENTS

3.1   A virement is where one or more budget(s) are reduced to find an increase in another budget(s). There is no net change in the total budget agreed by Council arising from a virement.

3.2   Virement approval levels were approved as part of the Constitution by Council in February 2025. These approval levels are detailed in Appendix 1.

3.3   There have been no virement requests that require approval by Cabinet (over £100k) or Council (over £250k).

4.0   CHANGES TO THE CAPITAL PROGRAMME

4.1   Schemes in the capital programme are grouped under two categories and these are:

Development Pool: These are schemes not yet fully costed, or funding sources identified. A full business case is required to be prepared and presented to the Capital Strategy Group for consideration before the scheme can go ahead.

Active Programme: Schemes in this category have been approved (by Capital Strategy Group, Cabinet or Council), fully funded and are being delivered.

4.2   Table 2 provides details of a new scheme to be recommended to be added to the Council Programme by Council on the 4 November 2025.

Table 2: Capital Programme Changes

Scheme	Fund	Budget £	Additional Information
New post and print room	General	23,000	Creation of a new post room at the Whitwick Business Centre to address Health and Safety concerns, funded from the Business Rates Reserve.

Policies and other considerations, as appropriate	
Council Priorities:	A well-run council
Policy Considerations:	The Council's Financial Procedure Rules, sections A24 – A28, set out the details of the virement and supplementary estimates, as shown in Appendix 1 of this report.
Safeguarding:	N/A at this strategic level - however individual works will comply with normal processes in this regard
Equalities/Diversity:	N/A at this strategic level - however individual works will comply with normal processes in this regard
Customer Impact:	N/A at this strategic level - however individual works will comply with normal processes in this regard
Economic and Social Impact:	N/A at this strategic level - however individual works will comply with normal processes in this regard
Environment, Climate Change and Zero Carbon:	N/A at this strategic level - however individual works will comply with normal processes in this regard
Consultation/Community/Tenant Engagement:	None.
Risks:	Non-compliance with any grant conditions. A full assessment is in place as part of the grant process.
Officer Contact	Anna Crouch Head of Finance and Deputy S151 Officer anna.crouch@nwleicestershire.gov.uk

Extract from 'The Council's Constitution' March 2025 Version

Virement

A.24 **Full Council** is responsible for agreeing procedures for **Virement** of expenditure between **Budget** headings. The definition of a Virement is set out in Section 5 of the **Policy & Budget Framework** as follows:

*Steps taken by the **Cabinet**, a **Cabinet Member**, a group of the Cabinet, or Officers, or **Joint Arrangements** to implement Council policy shall not exceed the budgets allocated to each relevant **Budget** head. However, such bodies or individuals shall be entitled to vire across Budget heads within such limits as shall be laid down in the **Financial Procedure Rules**. Beyond those limits, approval to any **Virement** across Budget heads shall require the approval of the **Full Council**.*

*A **Virement** is defined as where one or more **Budget**(s) are reduced to fund an increase in another Budget(s). There is no net change in the total Budget agreed by Council arising from a Virement.*

A.25 The table below sets out the approval level required based on the value of the **Virement**.

Value	Approval Level Required		
	Within a Budget Head	**Between Budget Heads in same Directorate**	**Between Directorates**
Between £0 - £4,999	Heads of Service	Heads of Service	Heads of Service
Between £5,000 and £24,999	Heads of Service and Strategic Directors	Strategic Directors and **Portfolio Holder**(s)	Strategic Directors and **Portfolio Holder**(s)
Between £25,000 and £99,999	Strategic Directors and **Portfolio Holder**(s)	Strategic Directors and **Portfolio Holder**(s)	Strategic Directors and **Portfolio Holder**(s)
Between £100,000 and £249,999	Cabinet	Cabinet	Cabinet
£250,000 and over	Full Council	Full Council	Full Council

Notes:
1. In all circumstances Virements require approval by the S151 Officer.
2. All relevant parties listed above must be in agreement.
3. Virements should not be artificially disaggregated.
4. Virement rules apply to capital and revenue.

Supplementary Estimates

A.26 A supplementary estimate is an addition to the Council's agreed **Budget**. Supplementary estimates can be one-offs, or recurring. In either case, supplementary estimates should only be considered after all other options, such as **Virement**s, or savings, have been considered. Supplementary estimates include budgets fully funded by external grant or contribution.

A.27 The table below sets out the approval level required based on the value of the supplementary estimates.

	Approval Level Required	
Value	**Fully Externally Funded**	**Requires Council Funding**
Between £0 and £9,999	S151 Officer	S151 Officer
Between £10,000 and £99,999	Head of Service [then reported to Cabinet at next meeting]	Cabinet
Between £100,000 and £249,999	Cabinet	Cabinet
£250,000 and over	Full Council	Full Council
Notes:		
1. In all circumstances Supplementary Estimates require approval by the S151 Officer.		
2. Council funding includes (but is not limited to) revenue budget, reserves, Section 106, capital receipts and borrowing. S151 Officer decision will undertaken an assessment.		
3. Supplementary Estimates should not be artificially disaggregated.		
4. Supplementary Estimates rules apply to capital and revenue.		

A.28 Where in exceptional or unexpected circumstances a Directorate is faced with a material increase in its net expenditure, which cannot reasonably be contained within its resource allocation figure for the year, the **Chief Executive** or **Strategic Directors** must (wherever possible, prior to incurring the expenditure) submit a request to **Cabinet** or **Council** for a supplementary estimate to cover the additional expenditure. The Cabinet or Council will also decide how the expenditure will be funded, e.g. from grant, revenue, reserve, loan or otherwise.

Supplementary Estimates - General Fund, HRA & Special Expenses (Capital & Revenue)

Capital/ Revenue	General Fund/HRA/ Special Expenses	Directorate	Service	Recurring/ One-Off	Amount £	Funded By	Reason For Request
Externally Funded							
Between £0 and £99,999 (For Information Only)							
Between £100,000 and £249,999 (For Cabinet Approval)							
Over £250,000 (Requires Council Approval)							
TOTAL EXTERNALLY FUNDED					-		
Council Funded							
Between £0 and £9,999 (For Information Only)							
Revenue	General	Resources	Resources	One off	3,115	Business Rates Reserve	New Furniture at the Customer Service Centre to accommodate the Housing Choices Team.
Revenue	General	Resources	Finance	One off	8,000	MTFP Reserve	Additional support with Unit 4.
Revenue	General	Resources	Finance	One off	7,750	MTFP Reserve	Consultancy Support to implement the Housing Rent Debit Integration between the housing and finance systems.
Revenue	General	Resources	Treasury Management	One off	9,950	MTFP Reserve	External advice on the Council going debt free.
Between £10,000 and £249,999 (For Cabinet Approval)							
Revenue	General	Resources	Head of Finance	One off	13,160	MTFP Reserve	One off audit fee to Mazars to support the completion of the 2024-25 Statement of Accounts completed.
Capital	General	Place	Property and Economic Regeneration	One off	13,045	Business Rates Reserve	Provisional 2024/25 Outturn for the Kegworth Project has identified shortfall funding of £13,044.85.
Capital	General	Housing & Community	Waste Service	One off	12,472	Business Rates Reserve	Provisional 2024/25 Outturn for Electrical Vehicle (EV) Charging Point Installations has identified a funding.
Capital	General	Place/Resources	Property/ICT	One off	23,000	Business Rates Reserve	Creation of a new post room at the Whitwick Business Centre to address Health and Safety concerns.
Over £250,000 (Requires Council Approval)							
TOTAL COUNCIL FUNDED					90,492		
TOTAL SUPPLEMENTARY ESTIMATES					90,492		

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 28 OCTOBER 2025

Title of Report	FORMER COUNCIL OFFICES – REMOVAL OF TREES	
Presented by	Councillor Andrew Woodman Housing, Property and Customer Services Portfolio Holder PH Briefed	Y
Background Papers	None	**Public Report:** Yes
		Key Decision: No
Financial Implications	No new implications – contingency for tree felling has already been included in the Whitwick Road Council Offices demolition contract sum and the contract sum is within budget.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	The trees are not listed and there are no legal restrictions on their removal.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	Management of the tree removal can be absorbed within the existing staff resource allocated to the Council Offices demolition project.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To seek Cabinet confirmation that they wish to proceed with the removal of the Lombardy Poplar trees shown in the area edged red on the plan attached to this paper.	
Reason for Decision	Managing and maintaining health and safety on Council owned land.	
Recommendations	**THAT CABINET:** **APPROVES THE REMOVAL OF TREES SHOWN WITHIN THE AREA EDGED RED ON THE ATTACHED PLAN AT THE FORMER COUNCIL OFFICES, WHITWICK ROAD, COALVILLE.**	

1.0   BACKGROUND

1.1   The site of the former council offices on Whitwick Road Coalville contains a significant number of mature and semi mature trees, bushes and planted areas. A number of these planted areas are adjacent to the external walls of the former office building and will not be able to be saved when the offices are demolished.

1.2   Many of the other mature trees on the site are positioned far enough away from the building that they are unlikely to be adversely impacted by the demolition works. It is hoped that it will be feasible for these trees to be retained as part of any redevelopment of the former site. Visuals due to be unveiled in early October 2025 as part of the public engagement around the proposed redevelopment will seek to show this.

1.3   A row of 27 Lombardy Poplars runs parallel to Whitwick Road along the frontage of the former offices approximately 10 metres from the front wall of the building. These poplars are understood to have been present since before the construction of the council offices. The poplars have been regularly surveyed to determine their condition and health. The last report on record was written in 2023 (see Appendix 1). This states that the trees were exhibiting crown die-back and presented a medium risk.

1.4   Given the height and age of these poplars and with demolition of the former council offices pending, it has been considered prudent to update the condition survey for these poplars. There is concern that the roots may extend beneath the former office building and that the act of demolition may have an adverse impact on these trees which are already exhibiting die-back issues. A specialist arboriculturist survey was undertaken in September 2025 involving high level inspection of the trees using a hydraulic hoist (previous inspections are understood to have been undertaken from ground level).

1.5   Having completed his survey on 11 September 2025 the arboriculturist immediately contacted the Council by email to provide a warning as to the condition of the trees and the potential for falling branches during periods of strong winds. In reaction to this warning Council officers have placed a 10-metre cordon around the trees using Heras safety fencing. This action was not a permanent solution for the condition of the trees but was a practical action pending receipt of the full written report and consideration of options by Cabinet.

1.6   The independent arboriculturist written report was received on Friday 19 September 2025 and states:

- "*The results of the Mobile Elevated Work Platform assisted aerial inspection revealed numerous instances of mainstem failure, where the main stem had broken and fallen. In addition, many trees exhibited severe dieback and signs of retrenchment in their main stems, along with widespread upper crown dieback and deadwood.*"

- "*While the exact cause of these conditions remains uncertain, my findings suggest that this line of Lombardy Poplar trees may be entering a natural period of senescence, potentially accelerated by the changing climate conditions currently being experienced. Some sources indicate that Lombardy Poplars located in the UK can begin to enter senescence after just 30 to 50 years, particularly in urban or exposed environments. Therefore, while the precise cause of the trees' deteriorating condition cannot be categorically confirmed at this time,*

the extensive list of defects, particularly within the upper crowns, leads me to recommend an approximate reduction in height of 50%, bringing the entire line of Poplars to a uniform height of approximately 12 metres. In addition, any deadwood or hanging branches should be removed. These measures are advised as a precautionary approach to mitigate the risk of structural failure and to improve public safety in the vicinity of the trees." - Senescence is the condition or process of deterioration with age.

1.7　The arboriculturist also referenced a recent case study where he "observed the removal (by Leicestershire County Council Highways) of a long line of mature Lombardy Poplars growing adjacent to Forest Lodge Primary School and the busy A563 New Parks Way in Leicester. This appears to be a case where the risks associated with aging Poplars in high-footfall areas prompted a proactive decision to remove them."

1.8　Following receipt of the arboriculturist's report there has been follow up correspondence designed to clarify a number of issues arising from the first draft. In particular officers were keen to understand by how long the life of the trees might be extended by height reduction any other implications of this work.

1.9　The following additional advice has been provided.

- The line of 27 Lombardy Poplars is estimated to be 45–55 years old, approaching the normal upper lifespan for this species in UK urban/exposed conditions (40–60 years).

- The trees are in the late-mature to senescent phase, with declining health and increasing structural risk.

- A 50% height reduction is recommended to reduce immediate safety risks to the public, workers, and visitors. It should be noted that post height reduction lifespan is often shortened compared with uncut trees due to decay at pruning points and the species' inherent brittleness.

- Residual life expectancy post-reduction is 10–15 years, but repeated reductions may compromise structural integrity and increase long-term maintenance costs.

- By choosing reduction, the Council retains ongoing duty of care. Should a failure occur, liability may arise if inspections or management are deemed insufficient. Reduction reduces but does not eliminate risk.

- A phased removal and replanting programme is likely the most sustainable long-term solution.

1.10　Options available to Members are:

- Retain the Lombardy Poplars but reduce their height by 50% (accepting that reducing the height of the trees will impact how they look, won't entirely remove the risk of breakage, will increase monitoring obligations and may only prolong the trees' life by 10 to 15 years).

- Or remove the trees now, complete the demolition of the former offices, and then redevelop the site to include the creation of a new "green edge" as described in

section 7 of this paper.

1.11 In coming to a decision, members may in particular wish to note that the arboriculturist states that removal and replanting is the most sustainable option in the long term, and Leicestershire County Council appear to have adopted this approach in the case study set out in paragraph 1.7.

2.0   Financial Implications

2.1   The tender for demolition of the former Council offices that the Council has accepted includes a provision for removal of trees and other vegetation. There should therefore be no financial implications beyond existing budget provision.

3.0   Legal Implications

3.1   The trees are not the subject of any Tree Preservation Order nor within a conservation order. There is, therefore, no legal reason why the Council may not remove the trees.

4.0   Health and Safety Implications

4.1   The Council has a duty to keep its employees and all other persons who might come on to its land safe from those hazards that might reasonably be foreseen or are known about.

4.2   The Council also has a duty to ensure that nothing might escape from its land and become a danger to the owners or users of neighbouring land.

4.3   As the Council is in receipt of an email from a tree specialist warning of dangers related to the condition of the row of Lombardy Poplars. The Council is under a duty to address the risk.

5.0   Community Response

5.1   The row of Lombardy Poplars along Whitwick Road are an established landmark within the town. There is likely to be some public comment if the trees are removed. This should not, however, be allowed to overshadow the Council's duty under health and safety legislation. Community reaction can be managed through the use of a communication strategy that clearly explains reasoning behind the decision taken.

6.0   Local Member Consultations

6.1   The condition of the poplar trees has been notified to and discussed with both local ward councillors and the leader of the opposition. The advice received is that they are supportive of removal of the trees on health and safety grounds.

7.0   Mitigation Measures and Tree Replacement

7.1   The Council's Tree, Woodland and Hedgerow Management Strategy states in section 2.8 of the Strategy that the Council has "committed to plant new trees and where appropriate replace trees that require removal, planting species that are appropriate to the conditions and circumstances". Given this strategic context, should Cabinet decide that it is prudent and necessary to fell the Lombardy Poplars along Whitwick Road, then arrangements for replanting should be made and publicised, with the

emerging redevelopment plans for the Whitwick Road site providing an opportunity.

7.2 In addition to the proposed commitment outlined in section 7.1 above members may wish to note that the redevelopment proposals for the former council offices site, which are being taken forward under the title Stenson Gardens, are shortly to commence public engagement (starting early October 2025). The proposals that will be made public include references to creating a new Green Edge (planting) to the Whitwick Road area of the site. Members of the public (through the engagement) will have the opportunity to comment and help the development of this concept. Furthermore, as the redevelopment proposals move to a more mature status (planning applications being made) it will be necessary to develop and agree detailed planting proposals for the new development which incorporate the requirement to achieve 10% Bio-diversity Net Gain (as require under current planning legislation).

7.3 The three "provisions" set out in paragraphs 7.1 and 7.2 above should ensure that once redeveloped the former council offices site should have more than provided 1 for 1 mitigation for any current trees that may need to be lost.

Policies and other considerations, as appropriate	
Council Priorities:	- Planning and regeneration - A well-run Council
Policy Considerations:	Council Health and Safety Policies. NWLDC Tree, Woodland and Hedgerow Management Strategy. Coalville Regeneration Framework.
Safeguarding:	None
Equalities/Diversity:	None
Customer Impact:	Keeping the community safe.
Economic and Social Impact:	Supports existing planned regeneration of the former Council offices site.
Environment, Climate Change and Zero Carbon:	Will result in the felling and removal of a row of mature poplar trees.
Consultation/Community/Tenant Engagement:	A community engagement process concerning the future of the Whitwick Road site has been ongoing and concluded on 17th October.
Risks:	The public may react negatively to the trees being removed. Not removing the trees will leave a health and safety risk to the general public unaddressed and the Council in breach of its responsibilities as a land owner.
Officer Contact	Paul Wheatley Head of Property and Economic Regeneration paul.wheatley@nwleicestershire.gov.uk

Whitwick Road Former Council Offices – Location of Trees Identified as at Risk of Breakage

Bowling Green

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Appendix 1
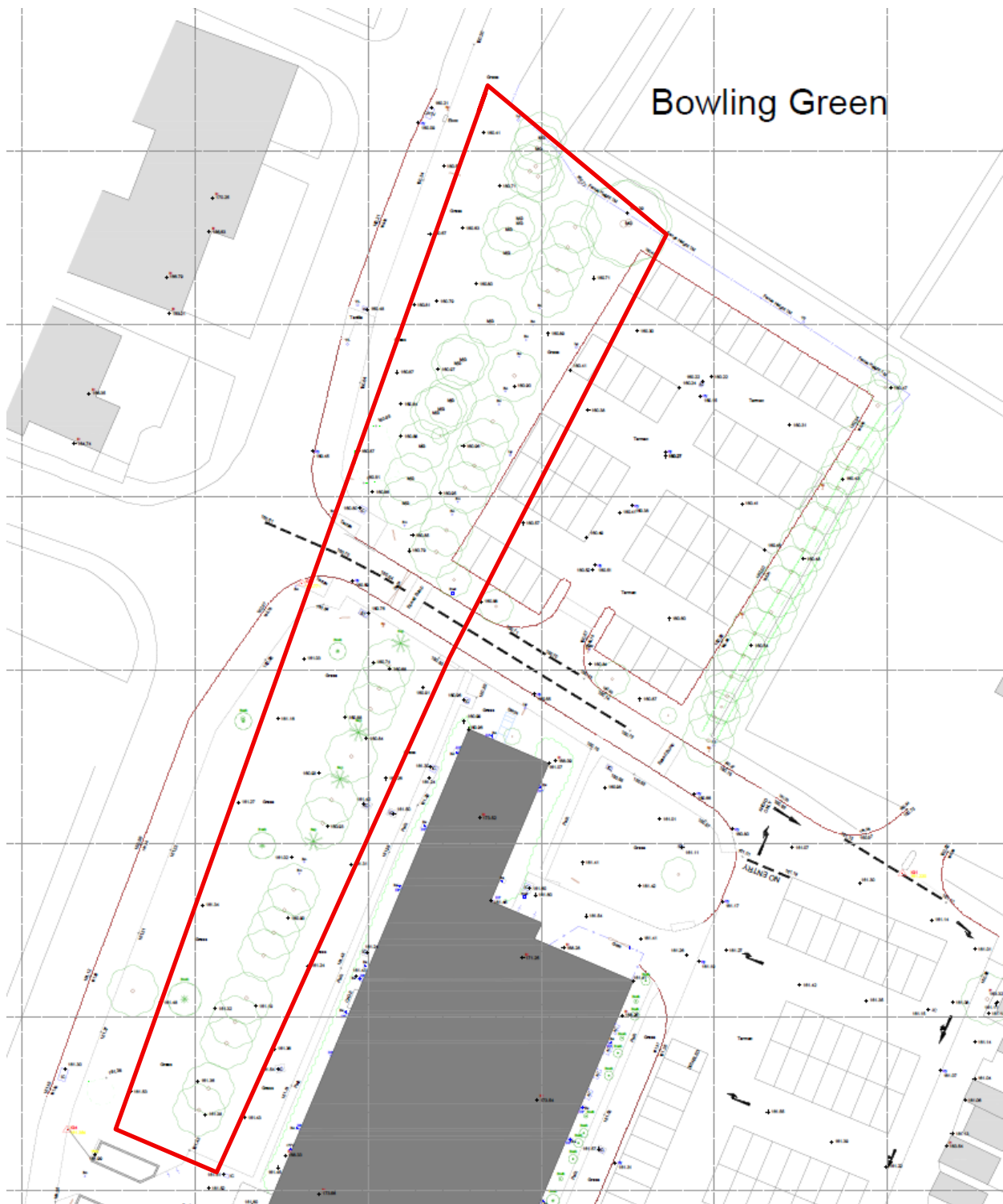
Inspection Report

This report shows Findings and Tasks recorded during the Inspection(s) matching the selection criteria set in the Report Wizard. If no Findings or Tasks are shown, none were recorded.

Each Inspection includes a declaration signed by the Inspector stating that no defects were found other than those recorded.

Inspections included in this report

Provider	N W Leicestershire District Council	
Site Name	Municipal Offices	
Actual Date	03/10/2023 13:17:23	
Inspection Type	Tree - Full	
Inspector	Shaun Hollis	
Inspection Status	Completed	12/10/2023

Finding Summary

Municipal Offices Findings

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0001 Birch	Stem - Basal decay	25/09/2023 12:09:03	24/09/2024 12:10:01	Medium
0003	Branches - Major deadwood/snags	25/09/2023 13:37:26	24/09/2024 13:38:20	Medium
0004	Stem - Basal decay	25/09/2023 14:00:08	24/09/2024 14:01:06	Medium
0004	Stem - Weak fork with included bark	25/09/2023 14:13:46	24/09/2025 14:14:35	Medium
0008 Cotoneaster	Stem - Major bark wound	26/09/2023 14:15:53	12/03/2024 13:16:54	Medium
0008 Cotoneaster	Branches - Major deadwood/snags	26/09/2023 14:21:27	12/03/2024 13:22:22	Medium
0011 Poplar	Branches - Major deadwood/snags	26/09/2023 14:57:00	12/03/2024 13:57:43	Medium
0029 Poplar	Crown - Apparent stress	27/09/2023 11:09:02		Medium
0028 Poplar	Branches - Major deadwood/snags	27/09/2023 11:11:09	26/09/2024 11:12:06	Medium
0026 Poplar	Branches - Major deadwood/snags	27/09/2023 11:20:51	13/03/2024 10:21:49	Medium

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0025 Poplar	Branches - Major deadwood/snags	27/09/2023 11:23:06	13/03/2024 10:23:24	Medium
0023 Poplar	Branches - Major deadwood/snags	27/09/2023 11:25:27		Medium
0022 Poplar	Branches - Major deadwood/snags	27/09/2023 11:27:09		Medium
0033 Poplar	Branches - Major deadwood/snags	28/09/2023 08:24:23	14/03/2024 07:25:13	Medium
0034 Poplar	Crown - Upper crown die-back	28/09/2023 08:36:19	27/09/2024 08:55:54	Medium
0035 Poplar	Branches - Major deadwood/snags	28/09/2023 08:54:06		Medium
0036 Poplar	Branches - Major deadwood/snags	28/09/2023 09:26:52		Medium
0037 Poplar	Branches - Major deadwood/snags	28/09/2023 09:38:35	27/09/2024 09:39:11	Medium

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0039 Poplar	Branches - Major deadwood/snags	29/09/2023 08:20:31		Medium
0040 Poplar	Branches - Major deadwood/snags	29/09/2023 08:29:05	28/09/2024 08:29:33	Medium
0041 Poplar	Branches - Major decay cavity/ies in crown limb	29/09/2023 08:41:37	15/03/2024 07:43:41	Medium
0051 dead Hawthorn	Dead tree	29/09/2023 11:20:07	15/03/2024 10:20:51	Medium
0052 Hawthorn	Dead tree	02/10/2023 08:59:56		Medium
0053 Hawthorn	Branches - Major deadwood/snags	02/10/2023 09:07:56		Medium
0054 Hawthorn	Branches - Major deadwood/snags	02/10/2023 09:14:55		Medium
0075 Hawthorn	Branches - Major deadwood/snags	02/10/2023 12:11:53	01/10/2024 12:12:42	Medium

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0075 Hawthorn	Branches - Major deadwood/snags	02/10/2023 13:28:07	18/03/2024 12:30:21	Medium
0107 Poplar	Branches - Major deadwood/snags	04/10/2023 08:27:48	20/03/2024 07:29:12	Medium
0108 Poplar	Crown - Upper crown die-back	04/10/2023 08:39:23		Medium
0109 Poplar	Crown - Upper crown die-back	04/10/2023 08:49:33	20/03/2024 07:50:10	Medium
0110 Poplar	Crown - Upper crown die-back	04/10/2023 08:55:27	20/03/2024 07:56:09	Medium
0111 Poplar	Crown - Upper crown die-back	04/10/2023 09:02:23	20/03/2024 08:02:46	Medium
0112 Poplar	Crown - Upper crown die-back	04/10/2023 09:10:51		Medium
0113 Poplar	Crown - Upper crown die-back	04/10/2023 09:34:45		Medium

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0114 Poplar	Crown - Upper crown die-back	04/10/2023 09:43:00	20/03/2024 08:43:31	Medium
0115 Poplar	Crown - Upper crown die-back	04/10/2023 09:49:46	20/03/2024 08:50:17	Medium
0116 Poplar	Crown - Upper crown die-back	04/10/2023 09:58:10	20/03/2024 08:58:49	Medium
0122 Cedar	Stem - Weak fork with included bark	04/10/2023 10:50:35		Medium
0138 Lime	Branches - Weak fork with included bark	04/10/2023 14:06:19		Medium
0138 Lime	Branches - Major deadwood/snags	04/10/2023 14:12:17	20/03/2024 13:12:46	Medium
0169 Leylandii	Branches - Major deadwood/snags	12/10/2023 11:12:42		Medium
0170 Leylandii	Dead tree	12/10/2023 11:17:34	11/10/2024 11:17:53	Medium

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0171 Leylandii	Branches - Major deadwood/snags	12/10/2023 11:22:33		Medium
0001 Birch	Branches - Rubbing limbs	25/09/2023 12:14:51	24/09/2028 12:15:26	Low
0002 Cotoneaster	Stem - Major trunk lean	25/09/2023 13:18:59	24/09/2025 13:20:12	Low
0004	Stem - Multi-stemmed	25/09/2023 13:54:46		Low
0005 Ash	Stem - Multi-stemmed	25/09/2023 14:35:14		Low
0006 Poplar	Crown - Cable(s) present	25/09/2023 15:12:23	24/09/2025 15:13:18	Low
0007 Cotoneaster	Branches - Major bark wound	26/09/2023 14:01:50		Low
0007 Cotoneaster	Branches - Suspended or broken branch	26/09/2023 14:04:35	12/03/2024 13:05:36	Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0007 Cotoneaster	Crown - Major deadwood/snags	26/09/2023 14:06:19	12/03/2024 13:07:03	Low
0009 Cotoneaster	Branches - Major deadwood/snags	26/09/2023 14:29:32	12/03/2024 13:30:55	Low
0010 Cherry	Root - Damaged roots	26/09/2023 14:40:21		Low
0012 Cherry	Branches - Major bark wound	26/09/2023 15:14:23		Low
0023 Poplar	Stem - Bark exudation	27/09/2023 10:28:11		Low
0033 Poplar	Stem - Physical damage/vandalism	28/09/2023 08:18:37		Low
0034 Poplar	Root - Damaged roots	28/09/2023 08:38:35	27/09/2026 08:39:55	Low
0035 Poplar	Root - Damaged roots	28/09/2023 08:49:30	27/09/2024 08:55:31	Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0036 Poplar	Root - Damaged roots	28/09/2023 09:22:09		Low
0037 Poplar	Root - Damaged roots	28/09/2023 09:35:20		Low
0038 Poplar	Root - Damaged roots	29/09/2023 08:07:50		Low
0040 Poplar	Root - Damaged roots	29/09/2023 08:30:49		Low
0040 Poplar	Root - Damaged roots	29/09/2023 08:32:03	28/09/2026 08:33:00	Low
0040 Poplar	Stem - Multi-stemmed	29/09/2023 08:33:38		Low
0041 Poplar	Stem - Major bark wound	29/09/2023 08:39:48		Low
0042 Cherry	Stem - Major trunk lean	29/09/2023 09:13:29	28/09/2028 09:15:06	Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0042 Cherry	Branches - Heavy branch weight	29/09/2023 09:15:21		Low
0042 Cherry	Stem - Trunk structural defect / moderate decay	29/09/2023 09:16:48	28/09/2028 09:18:28	Low
0042 Cherry	Root - Damaged roots	29/09/2023 09:23:26		Low
0044 Damson	Crown - Heavily unbalanced crown	29/09/2023 10:22:06		Low
0046 Damson	Crown - Heavily unbalanced crown	29/09/2023 10:37:46		Low
0047 Damson	Crown - Heavily unbalanced crown	29/09/2023 10:44:48		Low
0049 Hawthorn	Crown - Upper crown die-back	29/09/2023 11:03:19		Low
0050 Hawthorn	Crown - Upper crown die-back	29/09/2023 11:13:19		Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0058 Hawthorn	Stem - Major trunk lean	02/10/2023 09:58:43		Low
0059 Hawthorn	Branches - Fungal infection/fruiting body present	02/10/2023 10:04:20		Low
0060 Hawthorn	Stem - Major trunk lean	02/10/2023 10:12:02		Low
0060 Hawthorn	Stem - Basal decay	02/10/2023 10:14:20		Low
0061 Hawthorn	Stem - Major bark wound	02/10/2023 10:23:18		Low
0062 Hawthorn	Stem - Major bark wound	02/10/2023 10:37:22		Low
0063 Hawthorn	Stem - Major bark wound	02/10/2023 10:46:43	01/10/2028 10:47:49	Low
0064 Hawthorn	Stem - Major bark wound	02/10/2023 11:10:36	01/10/2028 11:11:19	Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0070 Hawthorn	Stem - Major bark wound	02/10/2023 11:39:46		Low
0071 Hawthorn	Stem - Major bark wound	02/10/2023 11:46:22		Low
0076 Hawthorn	Stem - Ivy or climbing plant	02/10/2023 13:36:06	01/10/2024 13:36:39	Low
0077 Hawthorn	Stem - Ivy or climbing plant	02/10/2023 13:45:20		Low
0078 Hawthorn	Stem - Major trunk lean	02/10/2023 13:51:13		Low
0081 Hawthorn	Stem - Major trunk lean	02/10/2023 14:07:25		Low
0081 Hawthorn	Stem - Major bark wound	02/10/2023 14:08:28		Low
0082 Hawthorn	Crown - Heavily unbalanced crown	02/10/2023 14:15:45		Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0082 Hawthorn	Branches - Random past pruning, not to British Std	02/10/2023 14:16:49		Low
0083 Hawthorn	Branches - Random past pruning, not to British Std	02/10/2023 14:22:37		Low
0084 Hawthorn	Crown - Heavily unbalanced crown	02/10/2023 14:29:51		Low
0085 Hawthorny	Branches - Rubbing limbs	02/10/2023 14:36:54		Low
0086 Hawthorn	Branches - Rubbing limbs	02/10/2023 14:43:45		Low
0087 Hawthorn	Stem - Major bark wound	02/10/2023 14:53:16		Low
0088 Hawthorn	Crown - Heavily unbalanced crown	02/10/2023 14:58:13		Low
0089 Hawthorn	Stem - Ivy or climbing plant	02/10/2023 15:05:32		Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0090 Hawthorn	Stem - Major bark wound	02/10/2023 15:12:01		Low
0090 Hawthorn	Branches - Rubbing limbs	02/10/2023 15:14:00		Low
0090 Hawthorn	Stem - Weak fork with included bark	02/10/2023 15:14:37		Low
0091 Poplar	Stem - Major bark wound	02/10/2023 15:23:27		Low
0096 Poplar	Root - Damaged roots	03/10/2023 08:40:05	02/10/2028 08:40:58	Low
0117 Poplar	Stem - Major bark wound	04/10/2023 10:05:36		Low
0122 Cedar	Branches - Suspected or potential structural impact	04/10/2023 10:59:57	03/10/2024 11:01:29	Low
0141 Cherry	Stem - Bark exudation	04/10/2023 14:41:55		Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0143	Stem - Weak fork with included bark	10/10/2023 15:33:38	09/10/2028 15:35:32	Low
0144 Leylandii	Stem - Major trunk lean	12/10/2023 08:19:56		Low
0145 Leylandii	Crown - Heavily unbalanced crown	12/10/2023 08:31:13	11/10/2028 08:31:46	Low
0153	Crown - Heavily unbalanced crown	12/10/2023 09:39:09	11/10/2028 09:39:56	Low
0166 Leylandii	Crown - Major deadwood/snags	12/10/2023 10:56:35	11/10/2024 10:58:11	Low
0168 Dead Leylandii	Dead tree	12/10/2023 11:11:26	11/10/2024 11:12:04	Low
0002 Cotoneaster	Branches - Rubbing limbs	25/09/2023 13:22:54	24/09/2025 13:25:52	Very Low
0004	Branches - Rubbing limbs	25/09/2023 14:19:15	24/09/2025 14:20:30	Very Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0007 Cotoneaster	Branches - Major bark wound	26/09/2023 13:58:31		Very Low
0013 Cherry	Root - Damaged roots	26/09/2023 15:23:06		Very Low
0016 Hawthorn	Crown - Random past pruning, not to British Std	27/09/2023 09:55:23		Very Low
0038 Poplar	Stem - Basal or trunk epicormic growth	29/09/2023 08:09:46		Very Low
0039 Poplar	Root - Damaged roots	29/09/2023 08:16:27		Very Low
0039 Poplar	Stem - Basal or trunk epicormic growth	29/09/2023 08:18:51		Very Low
0055 Hawthorn	Stem - Major trunk lean	02/10/2023 09:38:41		Very Low
0056 Hawthorn	Stem - Weak fork with included bark	02/10/2023 09:42:38	01/10/2026 09:43:42	Very Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0098 Poplar	Stem - Major bark wound	03/10/2023 08:54:25		Very Low
0107 Poplar	Stem - Major bark wound	04/10/2023 08:30:38		Very Low
0111 Poplar	Stem - Major bark wound	04/10/2023 09:03:54		Very Low
0113 Poplar	Stem - Major bark wound	04/10/2023 09:36:10		Very Low
0114 Poplar	Stem - Major bark wound	04/10/2023 09:44:36		Very Low
0115 Poplar	Stem - Major bark wound	04/10/2023 09:51:27		Very Low
0116 Poplar	Stem - Major bark wound	04/10/2023 09:57:09		Very Low
0121 Cherry	Root - Damaged roots	04/10/2023 10:29:21		Very Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
0121 Cherry	Root - Girdling roots	04/10/2023 10:30:08		Very Low
0121 Cherry	Stem - Basal or trunk epicormic growth	04/10/2023 10:32:39		Very Low
0122 Cedar	Crown - Cable(s) present	04/10/2023 10:53:17	03/10/2024 10:57:12	Very Low
0100 Poplar	Tree - Young Tree Maintainence Required	04/10/2023 11:04:01		Very Low
0142 Leylandii	Stem - Ivy or climbing plant	10/10/2023 15:15:26	09/10/2024 15:17:45	Very Low
0150 Leylandii	Crown - Apparent stress	12/10/2023 09:19:49		Very Low

Inspection - Municipal Offices - 03/10/2023 13:17:23

Provider	N W Leicestershire District Council
Site Name	Municipal Offices
Actual Date	03/10/2023 13:17:23
Inspection Type	Tree - Full
Inspector	Shaun Hollis
Inspection Status	Completed

12/10/2023

Site Name	Municipal Offices
Address	
Postcode	
Notes	

Municipal Offices Inspected Asset List (see Inspection Notes for exceptions)

Asset Name	0001 Birch
Asset Sub Type	Betula pendula - Silver Birch
Asset Type	Betula
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0002 Cotoneaster
Asset Sub Type	Cotoneaster spp - Cotoneaster
Asset Type	Cotoneaster
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0003	
Asset Sub Type	Cotoneaster spp - Cotoneaster	
Asset Type	Cotoneaster	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0004	
Asset Sub Type	Acer pseudoplatanus - Sycamore	
Asset Type	Acer	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0005 Ash	
Asset Sub Type	Fraxinus excelsior - Common Ash	
Asset Type	Fraxinus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0006 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0007 Cotoneaster
Asset Sub Type	Cotoneaster spp - Cotoneaster
Asset Type	Cotoneaster
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0008 Cotoneaster
Asset Sub Type	Cotoneaster spp - Cotoneaster
Asset Type	Cotoneaster
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0009 Cotoneaster
Asset Sub Type	Cotoneaster spp - Cotoneaster
Asset Type	Cotoneaster
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0010 Cherry
Asset Sub Type	Prunus Kanzan - Flowering Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0011 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0012 Cherry
Asset Sub Type	Prunus Kanzan - Flowering Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0013 Cherry
Asset Sub Type	Prunus Kanzan - Flowering Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0014 Cherry
Asset Sub Type	Prunus Kanzan - Flowering Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0015 Cherry
Asset Sub Type	Prunus Kanzan - Flowering Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0016 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0017 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0018 Poplar	
Asset Sub Type	Populus nigra - Lombardy Poplar	
Asset Type	Populus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0019 Poplar	
Asset Sub Type	Populus nigra - Lombardy Poplar	
Asset Type	Populus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0020 Poplar	
Asset Sub Type	Populus nigra - Lombardy Poplar	
Asset Type	Populus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0021 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0022 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0023 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0024 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0025 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0026 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0027 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0028 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0029 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0030 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0031 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0032 Poplar stump
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0033 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0034 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	
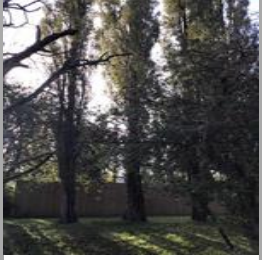
Asset Name	0035 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

130

Asset Name	0036 Poplar	
Asset Sub Type	Populus nigra - Lombardy Poplar	
Asset Type	Populus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0037 Poplar	
Asset Sub Type	Populus nigra - Lombardy Poplar	
Asset Type	Populus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0038 Poplar	
Asset Sub Type	Populus nigra - Lombardy Poplar	
Asset Type	Populus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0039 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0040 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0041 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0042 Cherry
Asset Sub Type	Prunus avium - Wild Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0044 Damson
Asset Sub Type	Prunus domestica - Cherry, Damson
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0045 Damson
Asset Sub Type	Prunus domestica - Cherry, Damson
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0046 Damson
Asset Sub Type	Prunus domestica - Cherry, Damson
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0047 Damson
Asset Sub Type	Prunus domestica - Cherry, Damson
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0048 Damson
Asset Sub Type	Prunus domestica - Cherry, Damson
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0049 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0050 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0051 dead Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0052 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0053 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0054 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0055 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0056 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0057 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0058 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0059 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0060 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0061 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0062 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0063 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0064 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0065 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0066 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0067 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0068 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0069 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0070 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0071 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		
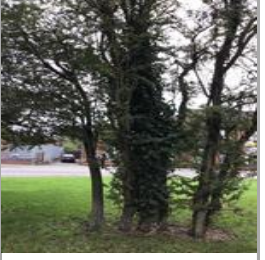
Asset Name	0072 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0073 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0074 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0075 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0076 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0077 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0078 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0079 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0080 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0081 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0082 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0083 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0084 Hawthorn	
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*	
Asset Type	Crataegus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0085 Hawthorny
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0086 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0087 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0088 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0089 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0090 Hawthorn
Asset Sub Type	Crataegus monogyna - *May/Hawthorn*
Asset Type	Crataegus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0091 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0092 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0093 Leylandii
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress
Asset Type	X Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0094 Leylandii
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress
Asset Type	X Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0095 Leylandii
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress
Asset Type	X Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0096 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0097 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0098 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0099 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0100 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0101 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0102 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

152

Asset Name	0103 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0104 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0105 Leylandii
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress
Asset Type	X Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0106 Leylandii
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress
Asset Type	X Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0107 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0108 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0109 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0110 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0111 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0112 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0113 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0114 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0115 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0116 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0117 Poplar
Asset Sub Type	Populus nigra - Lombardy Poplar
Asset Type	Populus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0118 Leylandii
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress
Asset Type	X Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0119 Leylandii
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress
Asset Type	X Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0120 Leylandii
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress
Asset Type	X Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0121 Cherry	
Asset Sub Type	Prunus spp - Prunus	
Asset Type	Prunus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0122 Cedar	
Asset Sub Type	Cedrus atlantica - Atlantic Cedar	
Asset Type	Cedrus	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0123 Leylandii	
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress	
Asset Type	X Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0124 Leylandii	
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress	
Asset Type	X Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0125 Leylandii	
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress	
Asset Type	X Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0126 Leylandii	
Asset Sub Type	X Cupressocyparis leylandii - Leyland Cypress	
Asset Type	X Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0127 Beech
Asset Sub Type	Fagus sylvatica - Beech
Asset Type	Fagus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0128 Blue Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0129 Blue Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0130 Blue Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0131 Blue Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0132 Blue Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0133 Blue Leylandii	
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress	
Asset Type	Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0134 Blue Leylandii	
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress	
Asset Type	Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0135 Blue Leylandii	
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress	
Asset Type	Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0136 Spruce
Asset Sub Type	Picea - Unknown Species
Asset Type	Picea
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0137 Horse Chestnut
Asset Sub Type	Aesculus hippocastanum - Horse Chestnut/Conker Tree
Asset Type	Aesculus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0138 Lime
Asset Sub Type	Tilia x europaea - Common Lime
Asset Type	Tilia
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0139 Cherry
Asset Sub Type	Prunus avium - Wild Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0140 Cherry
Asset Sub Type	Prunus avium - Wild Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0141 Cherry
Asset Sub Type	Prunus avium - Wild Cherry
Asset Type	Prunus
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0142 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0143
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0144 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0145 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	
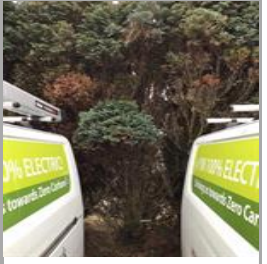
Asset Name	0146 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0147 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0148 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0149 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0150 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0151 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0152 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0153
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0154 Leylandii	
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress	
Asset Type	Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0155 Leylandii	
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress	
Asset Type	Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0156 Leylandii	
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress	
Asset Type	Cupressocyparis	
Asset Category	Trees	
Manufacturer		
Asset ID		

Asset Name	0157 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0158 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0159 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0160 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0161 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0162 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0163 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0164 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0165 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0166 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0167 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0168 Dead Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0169 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0170 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Asset Name	0171 Leylandii
Asset Sub Type	x Cupressocyparis leylandii - Leyland Cypress
Asset Type	Cupressocyparis
Asset Category	Trees
Manufacturer	
Asset ID	

Findings and Tasks reported within the Inspection

0100 Poplar - Finding

Finding ID	F4160
Finding Title	Tree - Young Tree Maintainence Required
Asset	0100 Poplar
Cause	Maintenance
Finding Creation Date	04/10/2023 11:04:01
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	
Risk Level	Very Low

Asset Photo

Tree - Young Tree Maintainence Required - Task

Task Title	Young Tree Maintainence Required
Resolve By Date	
Task Completed Date	
Task ID	123895
Task Notes	Remove stakes and support as they are damaging the tree.
Task Status	Assigned

0107 Poplar - Findings

Finding ID	F4138
Finding Title	Stem - Major bark wound
Asset	0107 Poplar
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	04/10/2023 08:30:38
Finding Group	Trees - Full
Finding Notes	Exposed wood, with strong reaction growth.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Very Low

Asset Photo

Finding ID	F4137
Finding Title	Branches - Major deadwood/snags
Asset	0107 Poplar
Cause	Age
Finding Creation Date	04/10/2023 08:27:48
Finding Group	Trees - Full
Finding Notes	Broken out suspended branch. Needs to be removed.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	20/03/2024 07:29:12
Risk Level	Medium

Asset Photo

0108 Poplar - Finding

Finding ID	F4139	
Finding Title	Crown - Upper crown die-back	
Asset	0108 Poplar	
Cause	Age	
Finding Creation Date	04/10/2023 08:39:23	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Medium	

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123881
Task Notes	
Task Status	Assigned

0109 Poplar - Finding

Finding ID	F4140
Finding Title	Crown - Upper crown die-back
Asset	0109 Poplar
Cause	Age
Finding Creation Date	04/10/2023 08:49:33
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	20/03/2024 07:50:10
Risk Level	Medium

Asset Photo

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123882
Task Notes	
Task Status	Assigned

0110 Poplar - Finding
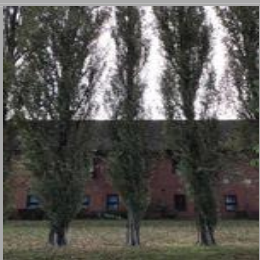
Finding ID	F4141	
Finding Title	Crown - Upper crown die-back	
Asset	0110 Poplar	
Cause	Age	
Finding Creation Date	04/10/2023 08:55:27	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	20/03/2024 07:56:09	
Risk Level	Medium	

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123883
Task Notes	
Task Status	Assigned

0111 Poplar - Findings

Finding ID	F4143
Finding Title	Stem - Major bark wound
Asset	0111 Poplar
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	04/10/2023 09:03:54
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Very Low

Asset Photo

Finding ID	F4142
Finding Title	Crown - Upper crown die-back
Asset	0111 Poplar
Cause	Age
Finding Creation Date	04/10/2023 09:02:23
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	20/03/2024 08:02:46
Risk Level	Medium

Asset Photo

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123884
Task Notes	
Task Status	Assigned

0112 Poplar - Finding

Finding ID	F4144	
Finding Title	Crown - Upper crown die-back	
Asset	0112 Poplar	
Cause	Age	
Finding Creation Date	04/10/2023 09:10:51	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Medium	Asset Photo

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123885
Task Notes	
Task Status	Unapproved

0113 Poplar - Findings

Finding ID	F4146	
Finding Title	Stem - Major bark wound	
Asset	0113 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	04/10/2023 09:36:10	
Finding Group	Trees - Full	
Finding Notes	Historic damage has been recorded to allow evaluation of recovery or deterioration over time.	
Finding Resolved Date		Asset Photo
Finding Status	No Task	
Location		
Resolve By Date		
Risk Level	Very Low	

Finding ID	F4145	
Finding Title	Crown - Upper crown die-back	
Asset	0113 Poplar	
Cause	Age	
Finding Creation Date	04/10/2023 09:34:45	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Medium	

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123886
Task Notes	
Task Status	Assigned

0114 Poplar - Findings

Finding ID	F4148	
Finding Title	Stem - Major bark wound	
Asset	0114 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	04/10/2023 09:44:36	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Very Low	

Finding ID	F4147	
Finding Title	Crown - Upper crown die-back	
Asset	0114 Poplar	
Cause	Age	
Finding Creation Date	04/10/2023 09:43:00	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	20/03/2024 08:43:31	
Risk Level	Medium	

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123887
Task Notes	
Task Status	Assigned

0115 Poplar - Findings

Finding ID	F4150	
Finding Title	Stem - Major bark wound	
Asset	0115 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	04/10/2023 09:51:27	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Very Low	

Finding ID	F4149	
Finding Title	Crown - Upper crown die-back	
Asset	0115 Poplar	
Cause	Age	
Finding Creation Date	04/10/2023 09:49:46	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	20/03/2024 08:50:17	
Risk Level	Medium	
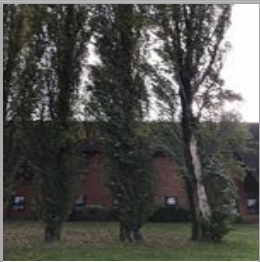
Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123888
Task Notes	
Task Status	Assigned

0116 Poplar - Findings

Finding ID	F4152	
Finding Title	Crown - Upper crown die-back	
Asset	0116 Poplar	
Cause	Age	
Finding Creation Date	04/10/2023 09:58:10	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	20/03/2024 08:58:49	
Risk Level	Medium	

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123889
Task Notes	
Task Status	Assigned

Finding ID	F4151	
Finding Title	Stem - Major bark wound	
Asset	0116 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	04/10/2023 09:57:09	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Very Low	

0117 Poplar - Finding

Finding ID	F4153	
Finding Title	Stem - Major bark wound	
Asset	0117 Poplar	
Cause	Act of God	
Finding Creation Date	04/10/2023 10:05:36	
Finding Group	Trees - Full	
Finding Notes	Lightening strike damage. Strong reaction growth evident at edges of wound where bark is retained.	
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Stem - Major bark wound - Task

Task Title	Trees - Re-inspect within 3 years
Resolve By Date	
Task Completed Date	
Task ID	123890
Task Notes	Check for deterioration in wood strength, stress and fungal infection.
Task Status	Assigned

0121 Cherry - Findings

Finding ID	F4156	
Finding Title	Stem - Basal or trunk epicormic growth	
Asset	0121 Cherry	
Cause	Design Defect	
Finding Creation Date	04/10/2023 10:32:39	
Finding Group	Trees - Full	
Finding Notes	Epicormic and low branches need to be removed to allow mowing.	
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Very Low	Asset Photo

Stem - Basal or trunk epicormic growth - Task

Task Title	Crown Lift - Lift canopy to 2m all around
Resolve By Date	
Task Completed Date	
Task ID	123891
Task Notes	
Task Status	Assigned

Finding ID	F4155	
Finding Title	Root - Girdling roots	
Asset	0121 Cherry	
Cause	Design Defect	
Finding Creation Date	04/10/2023 10:30:08	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	No Task	
Location		
Resolve By Date		
Risk Level	Very Low	

Finding ID	F4154	
Finding Title	Root - Damaged roots	
Asset	0121 Cherry	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	04/10/2023 10:29:21	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Very Low	

0122 Cedar - Findings

Finding ID	F4159	
Finding Title	Branches - Suspected or potential structural impact	
Asset	0122 Cedar	
Cause	Installation Defect	
Finding Creation Date	04/10/2023 10:59:57	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	03/10/2024 11:01:29	
Risk Level	Low	

Branches - Suspected or potential structural impact - Task

Task Title	Trees - Prune from building/wire/structures
Resolve By Date	
Task Completed Date	
Task ID	123894
Task Notes	
Task Status	Assigned

Finding ID	F4158	
Finding Title	Crown - Cable(s) present	
Asset	0122 Cedar	
Cause	Other - See Finding Notes	
Finding Creation Date	04/10/2023 10:53:17	
Finding Group	Trees - Full	
Finding Notes	Historic lighting installed has been left to constrict around growing limbs and needs to be removed.	
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date	03/10/2024 10:57:12	
Risk Level	Very Low	

Asset Photo

Crown - Cable(s) present - Task

Task Title	Trees - Works as per Description (see notes)
Resolve By Date	
Task Completed Date	
Task ID	123893
Task Notes	Remove electrical wires throughout tree.
Task Status	Assigned

Finding ID	F4157	
Finding Title	Stem - Weak fork with included bark	
Asset	0122 Cedar	
Cause	Design Defect	
Finding Creation Date	04/10/2023 10:50:35	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Medium	

Stem - Weak fork with included bark - Task

Task Title	Trees - Climbing Inspection required (TF)
Resolve By Date	
Task Completed Date	
Task ID	123892
Task Notes	
Task Status	Assigned

0138 Lime - Findings

Finding ID	F4162	
Finding Title	Branches - Major deadwood/snags	
Asset	0138 Lime	
Cause	Age	
Finding Creation Date	04/10/2023 14:12:17	
Finding Group	Trees - Full	
Finding Notes		Asset Photo
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date	20/03/2024 13:12:46	
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Trees - Remove dead wood
Resolve By Date	
Task Completed Date	
Task ID	123899
Task Notes	
Task Status	Assigned

Finding ID	F4161	
Finding Title	Branches - Weak fork with included bark	
Asset	0138 Lime	
Cause	Age	
Finding Creation Date	04/10/2023 14:06:19	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Medium	

Branches - Weak fork with included bark - Task

Task Title	Trees - Re-inspect within 1 year
Resolve By Date	
Task Completed Date	
Task ID	123898
Task Notes	Check for signs of stress. End weight and lever length need to be monitored.
Task Status	Assigned

0141 Cherry - Finding

Finding ID	F4163	
Finding Title	Stem - Bark exudation	
Asset	0141 Cherry	
Cause	Pestal Disease	
Finding Creation Date	04/10/2023 14:41:55	
Finding Group	Trees - Full	
Finding Notes	Recorded for future monitoring. A patch seems to have died 15"x9" around an old callous.	
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Stem - Bark exudation - Task

Task Title	Trees - Re-inspect within 1 year
Resolve By Date	
Task Completed Date	
Task ID	123900
Task Notes	
Task Status	Assigned

0142 Leylandii - Finding

Finding ID	F4170	
Finding Title	Stem - Ivy or climbing plant	
Asset	0142 Leylandii	
Cause	Act of God	
Finding Creation Date	10/10/2023 15:15:26	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location	Base to 3m	
Resolve By Date	09/10/2024 15:17:45	
Risk Level	Very Low	

0143 - Finding

Finding ID	F4171	
Finding Title	Stem - Weak fork with included bark	
Asset	0143	
Cause	Act of God	
Finding Creation Date	10/10/2023 15:33:38	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location	12 inches inside main branch fork	
Resolve By Date	09/10/2028 15:35:32	
Risk Level	Low	

0144 Leylandii - Finding

Finding ID	F4174
Finding Title	Stem - Major trunk lean
Asset	0144 Leylandii
Cause	Design Defect
Finding Creation Date	12/10/2023 08:19:56
Finding Group	Trees - Full
Finding Notes	This tree has a trunk lean of about 40 degrees from horizontal. It leans out to the lower carpark corner and has a lot of dead branches inside.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0145 Leylandii - Finding

Finding ID	F4175
Finding Title	Crown - Heavily unbalanced crown
Asset	0145 Leylandii
Cause	Design Defect
Finding Creation Date	12/10/2023 08:31:13
Finding Group	Trees - Full
Finding Notes	Crown is one sided due to 2 rows of conifers competing with each other for light.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	11/10/2028 08:31:46
Risk Level	Low

Asset Photo

0150 Leylandii - Finding

Finding ID	F4176
Finding Title	Crown - Apparent stress
Asset	0150 Leylandii
Cause	Act of God
Finding Creation Date	12/10/2023 09:19:49
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Very Low

Asset Photo

0153 - Finding

Finding ID	F4177
Finding Title	Crown - Heavily unbalanced crown
Asset	0153
Cause	Design Defect
Finding Creation Date	12/10/2023 09:39:09
Finding Group	Trees - Full
Finding Notes	Tree is competing for light.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	11/10/2028 09:39:56
Risk Level	Low

Asset Photo

0166 Leylandii - Finding

Finding ID	F4178
Finding Title	Crown - Major deadwood/snags
Asset	0166 Leylandii
Cause	Maintenance
Finding Creation Date	12/10/2023 10:56:35
Finding Group	Trees - Full
Finding Notes	Top has died after being reduced. Base has continued to grow sideways and up. Looks like it is slowly dying.
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	11/10/2024 10:58:11
Risk Level	Low

Asset Photo

Crown - Major deadwood/snags - Task

Task Title	Trees - Remove dead wood
Resolve By Date	
Task Completed Date	
Task ID	123908
Task Notes	
Task Status	Unapproved

0168 Dead Leylandii - Finding

Finding ID	F4179	
Finding Title	Dead tree	
Asset	0168 Dead Leylandii	
Cause		
Finding Creation Date	12/10/2023 11:11:26	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	11/10/2024 11:12:04	
Risk Level	Low	

Dead tree - Task

Task Title	Operation 21 Trees – Dead/dying diseased/damaged tree removal
Resolve By Date	
Task Completed Date	
Task ID	123909
Task Notes	
Task Status	Unapproved

0169 Leylandii - Finding

Finding ID	F4180
Finding Title	Branches - Major deadwood/snags
Asset	0169 Leylandii
Cause	Past Pruning
Finding Creation Date	12/10/2023 11:12:42
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	
Risk Level	Medium

Asset Photo

Branches - Major deadwood/snags - Task

Task Title	Trees - Remove dead wood
Resolve By Date	
Task Completed Date	
Task ID	123910
Task Notes	
Task Status	Unapproved

0170 Leylandii - Finding

Finding ID	F4181	
Finding Title	Dead tree	
Asset	0170 Leylandii	
Cause	Past Pruning	
Finding Creation Date	12/10/2023 11:17:34	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	11/10/2024 11:17:53	
Risk Level	Medium	

Dead tree - Task

Task Title	Operation 21 Trees – Dead/dying diseased/damaged tree removal
Resolve By Date	
Task Completed Date	
Task ID	123911
Task Notes	
Task Status	Unapproved

0171 Leylandii - Finding

Finding ID	F4182	
Finding Title	Branches - Major deadwood/snags	
Asset	0171 Leylandii	
Cause	Past Pruning	
Finding Creation Date	12/10/2023 11:22:33	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Trees - Remove dead wood
Resolve By Date	
Task Completed Date	
Task ID	123912
Task Notes	
Task Status	Unapproved

Previously Reported Findings and Tasks (unresolved at time of Inspection)

0001 Birch - Findings

Finding ID	F4032
Finding Title	Branches - Rubbing limbs
Asset	0001 Birch
Cause	Design Defect
Finding Creation Date	25/09/2023 12:14:51
Finding Group	Trees - Full
Finding Notes	Birch is not durable wood when exposed to the weather. Probably better to leave rubbing branches to grow together and self brace as callousing is well under way.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	24/09/2028 12:15:26
Risk Level	Low

Asset Photo

Finding ID	F4031
Finding Title	Stem - Basal decay
Asset	0001 Birch
Cause	Act of God
Finding Creation Date	25/09/2023 12:09:03
Finding Group	Trees - Full
Finding Notes	6" probe depth on top side of lean in tension wood. Evidence of strong growth laying down reaction wood.
Finding Resolved Date	
Finding Status	Open
Location	20cm up on nnw side of tree stem.
Resolve By Date	24/09/2024 12:10:01
Risk Level	Medium

Asset Photo

Stem - Basal decay - Task

Task Title	Trees - Re-inspect within 3 years
Resolve By Date	
Task Completed Date	
Task ID	123832
Task Notes	
Task Status	Assigned

0002 Cotoneaster - Findings

Finding ID	F4034	
Finding Title	Branches - Rubbing limbs	
Asset	0002 Cotoneaster	
Cause	Design Defect	
Finding Creation Date	25/09/2023 13:22:54	
Finding Group	Trees - Full	
Finding Notes	Tree is responding to lean but branches in crown need reducing and shaping to reduce weight and lever arm.	
Finding Resolved Date		
Finding Status	Open	
Location	2m at main branch fork.	Asset Photo
Resolve By Date	24/09/2025 13:25:52	
Risk Level	Very Low	

Branches - Rubbing limbs - Task

Task Title	Trees - Formatively prune
Resolve By Date	
Task Completed Date	
Task ID	123833
Task Notes	Monitoring increased due to severe lean and top weight and length of lever arm.
Task Status	Assigned

Finding ID	F4033
Finding Title	Stem - Major trunk lean
Asset	0002 Cotoneaster
Cause	Design Defect
Finding Creation Date	25/09/2023 13:18:59
Finding Group	Trees - Full
Finding Notes	Excessive lean around 70 degrees. Tree is unable to counter lean with roots on topside due to proximity of kerb & carpark. Top has been reduced to reduce weight and lever arm.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	24/09/2025 13:20:12
Risk Level	Low

Asset Photo

0003 - Finding

Finding ID	F4035
Finding Title	Branches - Major deadwood/snags
Asset	0003
Cause	Act of God
Finding Creation Date	25/09/2023 13:37:26
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	24/09/2024 13:38:20
Risk Level	Medium

Asset Photo

Branches - Major deadwood/snags - Task

Task Title	Trees - Clear fell
Resolve By Date	
Task Completed Date	
Task ID	123834
Task Notes	Tree has only a thin strip of living wood left. The stem and crown are badly affected by bark being split and detached from the wood. This tree needs to be removed safely.
Task Status	Unapproved

0004 - Findings

Finding ID	F4039	
Finding Title	Branches - Rubbing limbs	
Asset	0004	
Cause	Design Defect	
Finding Creation Date	25/09/2023 14:19:15	
Finding Group	Trees - Full	
Finding Notes	Rubbing limbs can be removed to reduce future problems.	
Finding Resolved Date		
Finding Status	Open	
Location		Asset Photo
Resolve By Date	24/09/2025 14:20:30	
Risk Level	Very Low	

Branches - Rubbing limbs - Task

Task Title	Operation 11 Trees – Removal of individual branches
Resolve By Date	
Task Completed Date	
Task ID	123837
Task Notes	This is a tree with many defects that's should be monitored more frequently.
Task Status	Assigned

Finding ID	F4038	
Finding Title	Stem - Weak fork with included bark	
Asset	0004	
Cause	Design Defect	
Finding Creation Date	25/09/2023 14:13:46	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	24/09/2025 14:14:35	
Risk Level	Medium	

Stem - Weak fork with included bark - Task

Task Title	Trees - Re-inspect within 2 years
Resolve By Date	
Task Completed Date	
Task ID	123836
Task Notes	Tight crotch with included bark in substantial stem limb spiralling around the main stem, needs increased monitoring for signs of stress and fungal decay. Branch has started to grow into main stem to self brace at 3m
Task Status	Assigned

Finding ID	F4037
Finding Title	Stem - Basal decay
Asset	0004
Cause	Past Pruning
Finding Creation Date	25/09/2023 14:00:08
Finding Group	Trees - Full
Finding Notes	It looks like the decay extends into historically laid branches on the front of the main stem, hopefully compartmentalised. The back is defect free.
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	24/09/2024 14:01:06
Risk Level	Medium

Asset Photo

Stem - Basal decay - Task

Task Title	Trees - Re-inspect within 2 years
Resolve By Date	
Task Completed Date	
Task ID	123835
Task Notes	Check on progress of decay, currently at 4" probe depth in south pocket and 12" in north side pocket into main stem. No signs of stress cracks or buckling or fungal brackets.
Task Status	Assigned

Finding ID	F4036	
Finding Title	Stem - Multi-stemmed	
Asset	0004	
Cause	Past Pruning	
Finding Creation Date	25/09/2023 13:54:46	
Finding Group	Trees - Full	
Finding Notes	Historically laid in hedge, resulting in many stems with open pockets of decayed wood. Central stem seems sound despite numerous defects.	
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0005 Ash - Finding

Finding ID	F4040	
Finding Title	Stem - Multi-stemmed	
Asset	0005 Ash	
Cause	Design Defect	
Finding Creation Date	25/09/2023 14:35:14	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Stem - Multi-stemmed - Task

Task Title	Trees - Works as per Description (see notes)
Resolve By Date	
Task Completed Date	
Task ID	123838
Task Notes	Access needs to be cleared to the tree and the stems needs deadwood removing and limbs removing to 2m to allow access for future surveys.
Task Status	Unapproved

0006 Poplar - Finding

Finding ID	F4041	
Finding Title	Crown - Cable(s) present	
Asset	0006 Poplar	
Cause	Installation Defect	
Finding Creation Date	25/09/2023 15:12:23	
Finding Group	Trees - Full	
Finding Notes	Cable will probably need branches clearing every 2 years or so.	
Finding Resolved Date		
Finding Status	Open	
Location		Asset Photo
Resolve By Date	24/09/2025 15:13:18	
Risk Level	Low	

Crown - Cable(s) present - Task

Task Title	Trees - Prune from building/wire/structures
Resolve By Date	
Task Completed Date	
Task ID	123839
Task Notes	
Task Status	Assigned

0007 Cotoneaster - Findings

Finding ID	F4045	
Finding Title	Crown - Major deadwood/snags	
Asset	0007 Cotoneaster	
Cause	Age	
Finding Creation Date	26/09/2023 14:06:19	
Finding Group	Trees - Full	
Finding Notes	This tree has many dead branches and is in poor health.	
Finding Resolved Date		Asset Photo
Finding Status	Open	
Location	Crown	
Resolve By Date	12/03/2024 13:07:03	
Risk Level	Low	

Crown - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123840
Task Notes	Tree needs all crossing, rubbing and dead branches removing neatly and safely to BS3998. It will need monitoring as it deteriorates.
Task Status	Assigned

Finding ID	F4044	
Finding Title	Branches - Suspended or broken branch	
Asset	0007 Cotoneaster	
Cause	Act of God	
Finding Creation Date	26/09/2023 14:04:35	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	No Task	
Location		
Resolve By Date	12/03/2024 13:05:36	
Risk Level	Low	

Finding ID	F4042	
Finding Title	Branches - Major bark wound	
Asset	0007 Cotoneaster	
Cause	Age	
Finding Creation Date	26/09/2023 14:01:50	
Finding Group	Trees - Full	
Finding Notes	Splits in line with grain on main stem and branches where bark has died and shrunk.	
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Finding ID	F4043	
Finding Title	Branches - Major bark wound	
Asset	0007 Cotoneaster	
Cause	Past Pruning	
Finding Creation Date	26/09/2023 13:58:31	
Finding Group	Trees - Full	
Finding Notes	Previous wound has died back in a strip down the main stem approx 0.75m	
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Very Low	

0008 Cotoneaster - Findings

Finding ID	F4047	
Finding Title	Branches - Major deadwood/snags	
Asset	0008 Cotoneaster	
Cause	Age	
Finding Creation Date	26/09/2023 14:21:27	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location	Crown.	
Resolve By Date	12/03/2024 13:22:22	
Risk Level	Medium	

Finding ID	F4046	
Finding Title	Stem - Major bark wound	
Asset	0008 Cotoneaster	
Cause	Age	
Finding Creation Date	26/09/2023 14:15:53	
Finding Group	Trees - Full	
Finding Notes	Tree in serious decline. Bark has died back longitudinally all around the stem and up into the main branches. Some small epicormic shoots present. Tree needs to be removed safely.	
Finding Resolved Date		Asset Photo
Finding Status	Open	
Location	Main stem and main branches.	
Resolve By Date	12/03/2024 13:16:54	
Risk Level	Medium	

Stem - Major bark wound - Task

Task Title	Operation 01 Trees – Clear/unrestricted fell
Resolve By Date	
Task Completed Date	
Task ID	123841
Task Notes	Serious decline, death imminent, remove tree.
Task Status	Assigned

0009 Cotoneaster - Finding

Finding ID	F4048
Finding Title	Branches - Major deadwood/snags
Asset	0009 Cotoneaster
Cause	Age
Finding Creation Date	26/09/2023 14:29:32
Finding Group	Trees - Full
Finding Notes	Some branch dieback in crown.
Finding Resolved Date	
Finding Status	Open
Location	Crown
Resolve By Date	12/03/2024 13:30:55
Risk Level	Low

Asset Photo

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123842
Task Notes	Remove dead, crossing and rubbing branches neatly to BS3998
Task Status	Assigned

0010 Cherry - Finding

Finding ID	F4049
Finding Title	Root - Damaged roots
Asset	0010 Cherry
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	26/09/2023 14:40:21
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	Surface roots.
Resolve By Date	
Risk Level	Low

Asset Photo

0011 Poplar - Finding

Finding ID	F4050
Finding Title	Branches - Major deadwood/snags
Asset	0011 Poplar
Cause	Age
Finding Creation Date	26/09/2023 14:57:00
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	10m up main stem.
Resolve By Date	12/03/2024 13:57:43
Risk Level	Medium

Asset Photo

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123843
Task Notes	
Task Status	Assigned

0012 Cherry - Finding

Finding ID	F4051	
Finding Title	Branches - Major bark wound	
Asset	0012 Cherry	
Cause	Unknown	
Finding Creation Date	26/09/2023 15:14:23	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	No Task	
Location	2.5m up on main branch fork.	
Resolve By Date		
Risk Level	Low	

0013 Cherry - Finding

Finding ID	F4052	
Finding Title	Root - Damaged roots	
Asset	0013 Cherry	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	26/09/2023 15:23:06	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	No Task	
Location		
Resolve By Date		
Risk Level	Very Low	

0016 Hawthorn - Finding

Finding ID	F4053	
Finding Title	Crown - Random past pruning, not to British Std	
Asset	0016 Hawthorn	
Cause	Past Pruning	
Finding Creation Date	27/09/2023 09:55:23	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location	2m up main stem and branch forks.	
Resolve By Date		
Risk Level	Very Low	

0022 Poplar - Finding

Finding ID	F4060	
Finding Title	Branches - Major deadwood/snags	
Asset	0022 Poplar	
Cause	Age	
Finding Creation Date	27/09/2023 11:27:09	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123849
Task Notes	
Task Status	Assigned

0023 Poplar - Findings

Finding ID	F4059
Finding Title	Branches - Major deadwood/snags
Asset	0023 Poplar
Cause	Age
Finding Creation Date	27/09/2023 11:25:27
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	
Risk Level	Medium

Asset Photo

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123848
Task Notes	
Task Status	Assigned

Finding ID	F4054	
Finding Title	Stem - Bark exudation	
Asset	0023 Poplar	
Cause	Pestal Disease	
Finding Creation Date	27/09/2023 10:28:11	
Finding Group	Trees - Full	
Finding Notes	Start of infection, monitor.	
Finding Resolved Date		
Finding Status	No Task	
Location	2m up on main stem on East side.	
Resolve By Date		Asset Photo
Risk Level	Low	

0025 Poplar - Finding

Finding ID	F4058	
Finding Title	Branches - Major deadwood/snags	
Asset	0025 Poplar	
Cause	Age	
Finding Creation Date	27/09/2023 11:23:06	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	
Location		Asset Photo
Resolve By Date	13/03/2024 10:23:24	
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123847
Task Notes	
Task Status	Assigned

0026 Poplar - Finding

Finding ID	F4057	
Finding Title	Branches - Major deadwood/snags	
Asset	0026 Poplar	
Cause	Age	
Finding Creation Date	27/09/2023 11:20:51	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date	13/03/2024 10:21:49	
Risk Level	Medium	Asset Photo

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123846
Task Notes	
Task Status	Assigned

0028 Poplar - Finding

Finding ID	F4056	
Finding Title	Branches - Major deadwood/snags	
Asset	0028 Poplar	
Cause	Age	
Finding Creation Date	27/09/2023 11:11:09	
Finding Group	Trees - Full	
Finding Notes	Remove deadwood from tree to reduce risk.	
Finding Resolved Date		Asset Photo
Finding Status	Open	
Location		
Resolve By Date	26/09/2024 11:12:06	
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123844
Task Notes	Deadwood is accumulating throughout the aisle of Poplars.
Task Status	Assigned

0029 Poplar - Finding

Finding ID	F4055
Finding Title	Crown - Apparent stress
Asset	0029 Poplar
Cause	Age
Finding Creation Date	27/09/2023 11:09:02
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	
Risk Level	Medium

Asset Photo

Crown - Apparent stress - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123845
Task Notes	Deadwood needs to be kept on top of.
Task Status	Assigned

0033 Poplar - Findings

Finding ID	F4062	
Finding Title	Branches - Major deadwood/snags	
Asset	0033 Poplar	
Cause	Age	
Finding Creation Date	28/09/2023 08:24:23	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	14/03/2024 07:25:13	
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Trees - Remove dead wood
Resolve By Date	
Task Completed Date	
Task ID	123851
Task Notes	
Task Status	Unapproved

Finding ID	F4061
Finding Title	Stem - Physical damage/vandalism
Asset	0033 Poplar
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	28/09/2023 08:18:37
Finding Group	Trees - Full
Finding Notes	Buttresses have had the bark knocked off on both sides of the stem. This will allow entry to the base for fungal decay. Monitor progression.
Finding Resolved Date	
Finding Status	Open
Location	Projecting buttresses
Resolve By Date	
Risk Level	Low

Asset Photo

Stem - Physical damage/vandalism - Task

Task Title	Trees - Re-inspect within 3 years
Resolve By Date	
Task Completed Date	
Task ID	123850
Task Notes	
Task Status	Unapproved

0034 Poplar - Findings

Finding ID	F4064
Finding Title	Root - Damaged roots
Asset	0034 Poplar
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	28/09/2023 08:38:35
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	Surface roots and lower stem have been damaged.
Resolve By Date	27/09/2026 08:39:55
Risk Level	Low

Asset Photo

Root - Damaged roots - Task

Task Title	Trees - Re-inspect within 3 years
Resolve By Date	
Task Completed Date	
Task ID	123853
Task Notes	
Task Status	Assigned

Finding ID	F4063	
Finding Title	Crown - Upper crown die-back	
Asset	0034 Poplar	
Cause	Unknown	
Finding Creation Date	28/09/2023 08:36:19	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	27/09/2024 08:55:54	
Risk Level	Medium	

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123852
Task Notes	
Task Status	Assigned

0035 Poplar - Findings

Finding ID	F4066	
Finding Title	Branches - Major deadwood/snags	
Asset	0035 Poplar	
Cause	Age	
Finding Creation Date	28/09/2023 08:54:06	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123855
Task Notes	
Task Status	Assigned

Finding ID	F4065	
Finding Title	Root - Damaged roots	
Asset	0035 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	28/09/2023 08:49:30	
Finding Group	Trees - Full	
Finding Notes	Mower damage to surface roots and stem buttresses can allow infection into the base.	
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	27/09/2024 08:55:31	
Risk Level	Low	

Root - Damaged roots - Task

Task Title	Trees - Re-inspect within 3 years
Resolve By Date	
Task Completed Date	
Task ID	123854
Task Notes	
Task Status	Assigned

0036 Poplar - Findings

Finding ID	F4068	
Finding Title	Branches - Major deadwood/snags	
Asset	0036 Poplar	
Cause	Age	
Finding Creation Date	28/09/2023 09:26:52	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123857
Task Notes	
Task Status	Unapproved

Finding ID	F4067	
Finding Title	Root - Damaged roots	
Asset	0036 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	28/09/2023 09:22:09	
Finding Group	Trees - Full	
Finding Notes	Signs of mower damage all around the base.	
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Root - Damaged roots - Task

Task Title	Trees - Re-inspect within 3 years
Resolve By Date	
Task Completed Date	
Task ID	123856
Task Notes	Open surface roots are a major cause of fungal infection and decay.
Task Status	Unapproved

0037 Poplar - Findings

Finding ID	F4070	
Finding Title	Branches - Major deadwood/snags	
Asset	0037 Poplar	
Cause	Age	
Finding Creation Date	28/09/2023 09:38:35	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	27/09/2024 09:39:11	
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123859
Task Notes	
Task Status	Assigned

Finding ID	F4069	
Finding Title	Root - Damaged roots	
Asset	0037 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	28/09/2023 09:35:20	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Root - Damaged roots - Task

Task Title	Trees - Re-inspect within 3 years
Resolve By Date	
Task Completed Date	
Task ID	123858
Task Notes	Check for any progression of basal decay and fungal infection.
Task Status	Assigned

0038 Poplar - Findings

Finding ID	F4072
Finding Title	Stem - Basal or trunk epicormic growth
Asset	0038 Poplar
Cause	Design Defect
Finding Creation Date	29/09/2023 08:09:46
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Very Low

Asset Photo

Finding ID	F4071
Finding Title	Root - Damaged roots
Asset	0038 Poplar
Cause	Unknown
Finding Creation Date	29/09/2023 08:07:50
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0039 Poplar - Findings

Finding ID	F4075	
Finding Title	Branches - Major deadwood/snags	
Asset	0039 Poplar	
Cause	Age	
Finding Creation Date	29/09/2023 08:20:31	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123861
Task Notes	
Task Status	Assigned

Finding ID	F4073	
Finding Title	Stem - Basal or trunk epicormic growth	
Asset	0039 Poplar	
Cause	Design Defect	
Finding Creation Date	29/09/2023 08:18:51	
Finding Group	Trees - Full	
Finding Notes		Asset Photo
Finding Resolved Date		
Finding Status	No Task	
Location		
Resolve By Date		
Risk Level	Very Low	
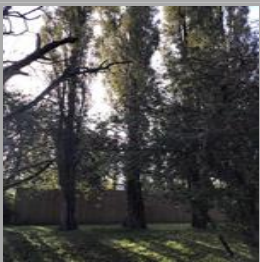
Finding ID	F4074	
Finding Title	Root - Damaged roots	
Asset	0039 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	29/09/2023 08:16:27	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location	Surface roots and base buttresses	
Resolve By Date		
Risk Level	Very Low	

0040 Poplar - Findings

Finding ID	F4079
Finding Title	Stem - Multi-stemmed
Asset	0040 Poplar
Cause	Design Defect
Finding Creation Date	29/09/2023 08:33:38
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

Finding ID	F4078
Finding Title	Root - Damaged roots
Asset	0040 Poplar
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	29/09/2023 08:32:03
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	28/09/2026 08:33:00
Risk Level	Low

Asset Photo

Finding ID	F4077	
Finding Title	Root - Damaged roots	
Asset	0040 Poplar	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	29/09/2023 08:30:49	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Finding ID	F4076	
Finding Title	Branches - Major deadwood/snags	
Asset	0040 Poplar	
Cause	Age	
Finding Creation Date	29/09/2023 08:29:05	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location	17m	
Resolve By Date	28/09/2024 08:29:33	
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123862
Task Notes	
Task Status	Unapproved

0041 Poplar - Findings

Finding ID	F4081	
Finding Title	Branches - Major decay cavity/ies in crown limb	
Asset	0041 Poplar	
Cause	Act of God	
Finding Creation Date	29/09/2023 08:41:37	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date	15/03/2024 07:43:41	
Risk Level	Medium	Asset Photo

Branches - Major decay cavity/ies in crown limb - Task

Task Title	Operation 11 Trees – Removal of individual branches
Resolve By Date	
Task Completed Date	
Task ID	123863
Task Notes	Branch is completely decayed inside probe depth 5" and is likely to break out.
Task Status	Assigned

Finding ID	F4080
Finding Title	Stem - Major bark wound
Asset	0041 Poplar
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	29/09/2023 08:39:48
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0042 Cherry - Findings

Finding ID	F4085
Finding Title	Root - Damaged roots
Asset	0042 Cherry
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	29/09/2023 09:23:26
Finding Group	Trees - Full
Finding Notes	Roots are a major entry point for fungal infection and decay.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

Finding ID	F4084	
Finding Title	Stem - Trunk structural defect / moderate decay	
Asset	0042 Cherry	
Cause	Act of God	
Finding Creation Date	29/09/2023 09:16:48	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location	1.5m up main stem in tension wood.	
Resolve By Date	28/09/2028 09:18:28	
Risk Level	Low	

Finding ID	F4083	
Finding Title	Branches - Heavy branch weight	
Asset	0042 Cherry	
Cause	Design Defect	
Finding Creation Date	29/09/2023 09:15:21	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Finding ID	F4082	
Finding Title	Stem - Major trunk lean	
Asset	0042 Cherry	
Cause	Design Defect	
Finding Creation Date	29/09/2023 09:13:29	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date	28/09/2028 09:15:06	
Risk Level	Low	

0044 Damson - Finding

Finding ID	F4087	
Finding Title	Crown - Heavily unbalanced crown	
Asset	0044 Damson	
Cause	Design Defect	
Finding Creation Date	29/09/2023 10:22:06	
Finding Group	Trees - Full	
Finding Notes	This small tree is competing for light and has significant lean, causing an unbalanced crown. As it gets bigger it will become more of a problem.	
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0046 Damson - Finding

Finding ID	F4088	
Finding Title	Crown - Heavily unbalanced crown	
Asset	0046 Damson	
Cause	Design Defect	
Finding Creation Date	29/09/2023 10:37:46	
Finding Group	Trees - Full	
Finding Notes	Tree is competing for light causing front weighted crown over bowling club bench and playing area.	
Finding Resolved Date		Asset Photo
Finding Status	No Task	
Location		
Resolve By Date		
Risk Level	Low	

0047 Damson - Finding

Finding ID	F4089	
Finding Title	Crown - Heavily unbalanced crown	
Asset	0047 Damson	
Cause	Design Defect	
Finding Creation Date	29/09/2023 10:44:48	
Finding Group	Trees - Full	
Finding Notes	Tree is competing for light and has produced a leaning unbalanced crown.	
Finding Resolved Date		Asset Photo
Finding Status	No Task	
Location		
Resolve By Date		
Risk Level	Low	

0049 Hawthorn - Finding

Finding ID	F4090	
Finding Title	Crown - Upper crown die-back	
Asset	0049 Hawthorn	
Cause	Age	
Finding Creation Date	29/09/2023 11:03:19	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123865
Task Notes	This group of Hawthorn are about the same age and condition. There is a lot of crown dieback with associated deadwood. The position of this tree places it over areas frequently used by the Coalville bowls club.
Task Status	Assigned

0050 Hawthorn - Finding

Finding ID	F4091	
Finding Title	Crown - Upper crown die-back	
Asset	0050 Hawthorn	
Cause	Age	
Finding Creation Date	29/09/2023 11:13:19	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Crown - Upper crown die-back - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123866
Task Notes	
Task Status	Assigned

0051 dead Hawthorn - Finding

Finding ID	F4092	
Finding Title	Dead tree	
Asset	0051 dead Hawthorn	
Cause	Age	
Finding Creation Date	29/09/2023 11:20:07	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	15/03/2024 10:20:51	
Risk Level	Medium	

Dead tree - Task

Task Title	Operation 01 Trees – Clear/unrestricted fell
Resolve By Date	
Task Completed Date	
Task ID	123867
Task Notes	
Task Status	Assigned

0052 Hawthorn - Finding

Finding ID	F4093	
Finding Title	Dead tree	
Asset	0052 Hawthorn	
Cause	Age	
Finding Creation Date	02/10/2023 08:59:56	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Medium	

Dead tree - Task

Task Title	Operation 01 Trees – Clear/unrestricted fell
Resolve By Date	
Task Completed Date	
Task ID	123868
Task Notes	
Task Status	Assigned

0053 Hawthorn - Finding

Finding ID	F4094
Finding Title	Branches - Major deadwood/snags
Asset	0053 Hawthorn
Cause	Age
Finding Creation Date	02/10/2023 09:07:56
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	
Risk Level	Medium

Asset Photo

Branches - Major deadwood/snags - Task

Task Title	Trees - Fell to ground level
Resolve By Date	
Task Completed Date	
Task ID	123869
Task Notes	
Task Status	Assigned

0054 Hawthorn - Finding

Finding ID	F4095	
Finding Title	Branches - Major deadwood/snags	
Asset	0054 Hawthorn	
Cause	Age	
Finding Creation Date	02/10/2023 09:14:55	
Finding Group	Trees - Full	
Finding Notes		Asset Photo
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123870
Task Notes	
Task Status	Assigned

0055 Hawthorn - Finding

Finding ID	F4096	
Finding Title	Stem - Major trunk lean	
Asset	0055 Hawthorn	
Cause	Design Defect	
Finding Creation Date	02/10/2023 09:38:41	
Finding Group	Trees - Full	Asset Photo
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	
Location		
Resolve By Date		
Risk Level	Very Low	

0056 Hawthorn - Finding

Finding ID	F4097	
Finding Title	Stem - Weak fork with included bark	
Asset	0056 Hawthorn	
Cause	Design Defect	
Finding Creation Date	02/10/2023 09:42:38	
Finding Group	Trees - Full	Asset Photo
Finding Notes		
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date	01/10/2026 09:43:42	
Risk Level	Very Low	

Stem - Weak fork with included bark - Task

Task Title	Trees - Re-inspect within 4 years
Resolve By Date	
Task Completed Date	
Task ID	123871
Task Notes	
Task Status	Unapproved

0058 Hawthorn - Finding

Finding ID	F4098	
Finding Title	Stem - Major trunk lean	
Asset	0058 Hawthorn	
Cause	Design Defect	
Finding Creation Date	02/10/2023 09:58:43	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0059 Hawthorn - Finding

Finding ID	F4099	
Finding Title	Branches - Fungal infection/fruiting body present	
Asset	0059 Hawthorn	
Cause	Fungal	
Finding Creation Date	02/10/2023 10:04:20	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Branches - Fungal infection/fruiting body present - Task

Task Title	Trees - Re-inspect within 3 years
Resolve By Date	
Task Completed Date	
Task ID	123872
Task Notes	
Task Status	Assigned

0060 Hawthorn - Findings

Finding ID	F4101
Finding Title	Stem - Basal decay
Asset	0060 Hawthorn
Cause	Unknown
Finding Creation Date	02/10/2023 10:14:20
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

Finding ID	F4100
Finding Title	Stem - Major trunk lean
Asset	0060 Hawthorn
Cause	Design Defect
Finding Creation Date	02/10/2023 10:12:02
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0061 Hawthorn - Finding

Finding ID	F4102
Finding Title	Stem - Major bark wound
Asset	0061 Hawthorn
Cause	Unknown
Finding Creation Date	02/10/2023 10:23:18
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0062 Hawthorn - Finding

Finding ID	F4103
Finding Title	Stem - Major bark wound
Asset	0062 Hawthorn
Cause	Past Pruning
Finding Creation Date	02/10/2023 10:37:22
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0063 Hawthorn - Finding

Finding ID	F4104	
Finding Title	Stem - Major bark wound	
Asset	0063 Hawthorn	
Cause	Unknown	
Finding Creation Date	02/10/2023 10:46:43	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date	01/10/2028 10:47:49	
Risk Level	Low	

0064 Hawthorn - Finding

Finding ID	F4105	
Finding Title	Stem - Major bark wound	
Asset	0064 Hawthorn	
Cause	Unknown	
Finding Creation Date	02/10/2023 11:10:36	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date	01/10/2028 11:11:19	
Risk Level	Low	

0070 Hawthorn - Finding

Finding ID	F4106	
Finding Title	Stem - Major bark wound	
Asset	0070 Hawthorn	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	02/10/2023 11:39:46	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0071 Hawthorn - Finding

Finding ID	F4107	
Finding Title	Stem - Major bark wound	
Asset	0071 Hawthorn	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	02/10/2023 11:46:22	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0075 Hawthorn - Findings

Finding ID	F4109	
Finding Title	Branches - Major deadwood/snags	
Asset	0075 Hawthorn	
Cause	Age	
Finding Creation Date	02/10/2023 13:28:07	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	Open	
Location		
Resolve By Date	18/03/2024 12:30:21	
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Operation 13 Trees – Removal of dead wood
Resolve By Date	
Task Completed Date	
Task ID	123874
Task Notes	
Task Status	Assigned

Finding ID	F4108	
Finding Title	Branches - Major deadwood/snags	
Asset	0075 Hawthorn	
Cause	Age	
Finding Creation Date	02/10/2023 12:11:53	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date	01/10/2024 12:12:42	
Risk Level	Medium	

Branches - Major deadwood/snags - Task

Task Title	Trees - Remove dead wood
Resolve By Date	
Task Completed Date	
Task ID	123873
Task Notes	
Task Status	Assigned

0076 Hawthorn - Finding

Finding ID	F4110	
Finding Title	Stem - Ivy or climbing plant	
Asset	0076 Hawthorn	
Cause	Act of God	
Finding Creation Date	02/10/2023 13:36:06	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location	Main stem 20cm up	
Resolve By Date	01/10/2024 13:36:39	
Risk Level	Low	

Stem - Ivy or climbing plant - Task

Task Title	Trees - Sever or strip ivy or climbing plants
Resolve By Date	
Task Completed Date	
Task ID	123875
Task Notes	
Task Status	Assigned

0077 Hawthorn - Finding

Finding ID	F4111	
Finding Title	Stem - Ivy or climbing plant	
Asset	0077 Hawthorn	
Cause	Act of God	
Finding Creation Date	02/10/2023 13:45:20	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Stem - Ivy or climbing plant - Task

Task Title	Trees - Sever or strip ivy or climbing plants
Resolve By Date	
Task Completed Date	
Task ID	123876
Task Notes	
Task Status	Assigned

0078 Hawthorn - Finding

Finding ID	F4112
Finding Title	Stem - Major trunk lean
Asset	0078 Hawthorn
Cause	Design Defect
Finding Creation Date	02/10/2023 13:51:13
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0081 Hawthorn - Findings

Finding ID	F4114
Finding Title	Stem - Major bark wound
Asset	0081 Hawthorn
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	02/10/2023 14:08:28
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

Finding ID	F4113	
Finding Title	Stem - Major trunk lean	
Asset	0081 Hawthorn	
Cause	Design Defect	
Finding Creation Date	02/10/2023 14:07:25	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0082 Hawthorn - Findings

Finding ID	F4116	
Finding Title	Branches - Random past pruning, not to British Std	
Asset	0082 Hawthorn	
Cause	Past Pruning	
Finding Creation Date	02/10/2023 14:16:49	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Finding ID	F4115	
Finding Title	Crown - Heavily unbalanced crown	
Asset	0082 Hawthorn	
Cause	Design Defect	
Finding Creation Date	02/10/2023 14:15:45	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	
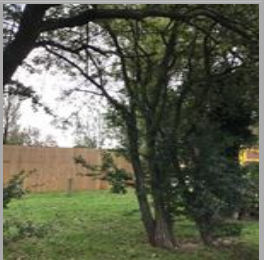
0083 Hawthorn - Finding

Finding ID	F4117	
Finding Title	Branches - Random past pruning, not to British Std	
Asset	0083 Hawthorn	
Cause	Past Pruning	
Finding Creation Date	02/10/2023 14:22:37	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0084 Hawthorn - Finding

Finding ID	F4118
Finding Title	Crown - Heavily unbalanced crown
Asset	0084 Hawthorn
Cause	Design Defect
Finding Creation Date	02/10/2023 14:29:51
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0085 Hawthorny - Finding

Finding ID	F4119
Finding Title	Branches - Rubbing limbs
Asset	0085 Hawthorny
Cause	Design Defect
Finding Creation Date	02/10/2023 14:36:54
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0086 Hawthorn - Finding

Finding ID	F4120
Finding Title	Branches - Rubbing limbs
Asset	0086 Hawthorn
Cause	Design Defect
Finding Creation Date	02/10/2023 14:43:45
Finding Group	Trees - Full
Finding Notes	Group planting trees are too close. Entwined around each other.
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0087 Hawthorn - Finding

Finding ID	F4121
Finding Title	Stem - Major bark wound
Asset	0087 Hawthorn
Cause	Unknown
Finding Creation Date	02/10/2023 14:53:16
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	
Risk Level	Low

Asset Photo

0088 Hawthorn - Finding

Finding ID	F4122	
Finding Title	Crown - Heavily unbalanced crown	
Asset	0088 Hawthorn	
Cause	Act of God	
Finding Creation Date	02/10/2023 14:58:13	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0089 Hawthorn - Finding

Finding ID	F4123	
Finding Title	Stem - Ivy or climbing plant	
Asset	0089 Hawthorn	
Cause	Act of God	
Finding Creation Date	02/10/2023 15:05:32	
Finding Group	Trees - Full	
Finding Notes	Ivy needs to be removed to allow inspection of stem.	
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Stem - Ivy or climbing plant - Task

Task Title	Trees - Sever or strip ivy or climbing plants
Resolve By Date	
Task Completed Date	
Task ID	123877
Task Notes	
Task Status	Unapproved

0090 Hawthorn - Findings

Finding ID	F4126	
Finding Title	Stem - Weak fork with included bark	
Asset	0090 Hawthorn	
Cause	Design Defect	
Finding Creation Date	02/10/2023 15:14:37	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		Asset Photo
Finding Status	No Task	
Location		
Resolve By Date		
Risk Level	Low	

Finding ID	F4125	
Finding Title	Branches - Rubbing limbs	
Asset	0090 Hawthorn	
Cause	Design Defect	
Finding Creation Date	02/10/2023 15:14:00	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Finding ID	F4124	
Finding Title	Stem - Major bark wound	
Asset	0090 Hawthorn	
Cause	Damage Caused by Mowing/Strimming	
Finding Creation Date	02/10/2023 15:12:01	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	No Task	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

0091 Poplar - Finding

Finding ID	F4127	
Finding Title	Stem - Major bark wound	
Asset	0091 Poplar	
Cause	Unknown	
Finding Creation Date	02/10/2023 15:23:27	
Finding Group	Trees - Full	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	Asset Photo
Location		
Resolve By Date		
Risk Level	Low	

Stem - Major bark wound - Task

Task Title	Trees - Works as per Description (see notes)
Resolve By Date	
Task Completed Date	
Task ID	123897
Task Notes	Remove stake and tie they are no longer needed.
Task Status	Unapproved

0096 Poplar - Finding

Finding ID	F4128
Finding Title	Root - Damaged roots
Asset	0096 Poplar
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	03/10/2023 08:40:05
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	No Task
Location	
Resolve By Date	02/10/2028 08:40:58
Risk Level	Low

Asset Photo

0098 Poplar - Finding

Finding ID	F4129
Finding Title	Stem - Major bark wound
Asset	0098 Poplar
Cause	Damage Caused by Mowing/Strimming
Finding Creation Date	03/10/2023 08:54:25
Finding Group	Trees - Full
Finding Notes	
Finding Resolved Date	
Finding Status	Open
Location	
Resolve By Date	
Risk Level	Very Low

Asset Photo

Stem - Major bark wound - Task

Task Title	Trees - Works as per Description (see notes)
Resolve By Date	
Task Completed Date	
Task ID	123896
Task Notes	Remove stake and tie, they are not needed.
Task Status	Assigned

Findings and Tasks Reported Outside of the Inspection
(unresolved at time of Inspection)

None Recorded.

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Likely to contain exempt information under paragraph(s) 3 of
Part 1 of Schedule 12A of the Local Government Act 1972.

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