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|  | **FORWARD PLAN**  **Forward Plan January 2015 to April 2015**  **COUNCILLOR ANDREW MOBBS**  **LEADER OF THE EXECUTIVE** |

The Forward Plan is a list of all the Key Decisions which will be taken by the Executive or its Committees in the next four months. The Warwick District Council definition of a key decision is: - a decision which has a significant impact or effect on two or more wards and/or a budgetary effect of £50,000 or more.

Whilst the majority of the Executive’s business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that part of the Executive meeting listed in this Forward Plan will be held in private. This is because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Those items which are proposed to be considered in private are marked as such along with the reason for the exclusion in the list below.

If you would like to make representations or comments on any of the topics listed below, including the confidentiality of any document, you can write to the contact officer, as shown below, at Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ. Alternatively you can phone the contact officer on (01926) 353362. If your comments are to be referred to in the report to the Executive or Committee they will need to be with the officer 7 working days before the publication of the agenda. You can, however, make comments or representations up to the date of the meeting, which will be reported orally at the meeting. The Forward Plan will be updated monthly and you should check to see the progress of the report you are interested in.

**Section 1 – The Forward Plan January 2015 to April 2015**

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| Topic and Reference | **Purpose of report** | | **If requested by Executive –date, decision & minute no.** | | | | **Date of Executive, Committee or Council meeting** | | | **Publication Date of Agendas** | | **Contact Officer & Portfolio Holder** | **External Consultees/ Consultation Method/ Background Papers** | |
| **January 2015** | | | | | | | | | | | | | | |
| 2014 National Bowls Championship (Review)  (Ref 652) | | National Championships Review | |  | | | | Executive – 14th Jan 2015 | | | 5 January 2015 | Rose Winship  Cllr Gallagher | | Park users  Residents  For VP  Bowls club  VP Tennis  Café owners |
| Report on changes to HARP & scheme of Delegation.  (Ref 629) | | To consider the revised remit of Housing appeal review Panels and amended procedure  (Moved Reason 6 Seeking further clarification on implications of report) | |  | | | | ~~Executive 1 October 2014~~ Executive – 14th Jan 2015 | | | 5 January 2015 | Amy Carnall  Jacky Oughton  Cllr Vincett | |  |
| Pre Application charging regime  (Ref 635) | | Moved from October  (Moved Reason 6 Seeking further clarification on implications of report) | |  | | | | ~~Executive 1 October 2014~~  Executive 14th Jan2015 | | | 5 January 2015 | Gary Fisher  Cllr Hammon | |  |
| Climate Change/ Sustainability  (Ref 617) | | To seek agreement for the strategic approach to climate/sustainability | |  | | | | ~~Executive 3 December 2014~~  Executive 14th Jan 2015 | | | 5 January 2015 | Susan Smith  Cllr Coker | |  |
| Council Procedure Rules  (Ref 594) | | To consider revisions to the Council procedure rules from the Constitution Working Party  (Moved from July 2014 Reason 3) | |  | | | | ~~Executive 3 December 2014~~  Executive 14th Jan 2015 | | | 5 January 2015 | Graham Leach  Cllr Mobbs | |  |
| Endorsement of Lapworth and Burton Green Parish Plans  (Ref 660) | | To consider the plans submitted by Lapworth and Burton Green parishes | |  | | | | Executive 14th Jan 2015 | | | 5 January 2015 | Berni Allen  Cllr Michael Coker | | WRW/Kenilworth Community Forums  Relevant WDC/WCC Officers  Presentation at Community Forums Table summarises actions  Sept ’10 – Adoption of a Joint Protocol between WDC & WCC for working with parishes on development of parish plans |
| Election 2015 Count Venue  (Ref 661) | | Exemption to the Code of Procurement Practice  **It is intended that this report will be Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information)** | |  | | | | Executive 14 January 2015 | | | 5 January 2015 | Graham Leach  Cllr Mobbs | |  |
| Convictions and Cautions Policy  (Ref 675a) | | To approve a revised version of the Convictions and Cautions Policy for Hackney Carriage / Private Hire Drivers | |  | | | | Executive 14 January 2015 | | | 5 January 2015 | Marianne Rolfe  Cllr Coker | | PH & HC Drivers, PH Operators, Warwickshire Police, Taxi Driver’s & Operators Forum & Licensing & Regulatory Committee |
| Exemption from Code of Procurement Practice  (Ref 676) | | To consider an exemption from the Code of Procurement Practice in relation to the Sports Options | |  | | | | Executive 14 January 2015 | | | 5 January 2015 | Rose Winship  Cllr Mrs Gallagher | |  |
| **February 2015** | | | | | | | | | | | | | | |
| 5 year Action plan for Warwick’s Town Centre Management Group  (Ref 653) | | To consider a 5 year action plan for Warwick Town | |  | | | | Executive – 11th Feb 2015 | | | 2 February 2015 | Nicki Curwood  Cllr Hammon | | Warwick businesses  Warwick Town Council  Town Centre Management Group |
| Housing Advisory Group  (Ref 656) | | To propose the working arrangements for the Housing Advisory Group | |  | | | | Executive – 11th Feb 2015 | | | 2 February 2015 | Abigail Hay  Cllr Norman Vincett | | Constitution Working Group.  Council Motion 25th June 2014  Council Report 19th November 2014 – Response to Council Motion |
| Extension of disabled adaptations contract  (Ref 657) | | To request an extension to the current contract with Lovell Ltd for a period twelve months  **It is intended that this report will be Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information** | |  | | | | Executive – 11th Feb 2015 | | | 2 February 2015 | Abigail Hay  Cllr Norman Vincett | | Executive Report 12th February  (Confidential) |
| Playing Pitch Strategy  (Ref 655) | | To adopt the strategy for the District | |  | | | | Executive – 11th Feb 2015 | | | 2 February 2015 | Rose Winship  Dan Robinson  Cllr Gallagher  Cllr Hammon | | National Governing Bodies of Sport  Surveys, interviews, workshops |
| W2 Revised Agreement  (Ref 646) | | To approve a revised agreement with the Waterloo Housing Group  Moved from December (Reason 3) | | | |  | | | ~~Executive 3 December 2014~~  Executive – 11th Feb 2015 | | 2 February 2015 | Andrew Thompson  Cllr Vincett | |  |
| Committee Management System – support & maintenance  (Ref 662) | | Exemption to the Code of Procurement Practice  **It is intended that this report will be Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information)** | |  | | | | Executive – 11th Feb 2015 | | | 2 February 2015 | Graham Leach  Cllr Mobbs | |  |
| General Fund 2015/16 Budgets & Council Tax  (Ref 663) | | To update members on the overall financial position of the Council, consider the General Fund Revenue and Capital Budgets for the following financial Year, proposing the Council Tax for the following year | |  | | | | Council – February 2015  Executive – 11 February 2015 | | | 2 February 2015 | Mike Snow  Cllr Cross | |  |
| HRA Rent Setting 2015-16  (Ref 664) | | To report on the proposed level of Housing Rents for the following year and the proposed budget | |  | | | | Council – February 2015  Executive – 11 February 2015 | | | 2 February 2015 | Mark Smith  Cllr Cross | |  |
| Heating, Lighting and Water Charges 2015/16 – Council Tenants  (Ref 665) | | To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting and water supply. | |  | | | | Council – February 2015  Executive – 11 February 2015 | | | 2 February 2015 | Mark Smith  Cllr Cross | |  |
| Treasury Management Strategy  (Ref 666) | | To seek Member approval of the Treasury Management Strategy and Investment Strategy for the forthcoming year | |  | | | | Council – February 2015  Executive – 11 February 2015 | | | 2 February 2015 | Roger Wyton  Cllr Cross | |  |
| Disposal of WDC owned land at Station Approach in Leamington  (Ref 636) | | To seek support for the principle of the council disposing of this land  **It is intended that this report will be Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information**  (Moved from December 2015 - Reason 4) | | |  | | | ~~Executive 3 December 2014~~  ~~Executive – 14~~~~th~~ ~~Jan 2015~~  Executive 11 February 2015 | | | 2 February 2015 | Bill Hunt  Philip Clarke  Cllr Hammond | |  |
| Supporting People Grant Changes  (Ref 674) | | To provide an update on the outcome of the Supporting People Funding consultation and its effect on Warwick District | | |  | | | Executive 11th February 2015 | | | 2 February 2015 | Jacky Oughton  Cllr Vincett | |  |
| Council House Building  (Ref 675) | | To consider a report on the options for delivery of Council House Building | | |  | | | Executive 11th February 2015 | | | 2 February 2015 | Andy Thompson  Cllr Vincett | |  |
| Cleaning Services  (Ref 659) | | To approve a revised way of delivering the Cleaning Services to Council buildings.  Moved from January – Reason 5 – pending further legal advice on implications of report | |  | | | | ~~14~~~~th~~ ~~Jan 2015~~  Executive 11th February 2015 | | | 2 February 2015 | Jacky Oughton  Norman Vincett | |  |
| Review of SEV Policy  (Ref 677) | | To consider a report from the SEV Task & Finish Group proposing amendments to the Council’s SEV Policy | |  | | | | Executive 11 February 2015 | | | 2 February 2015 | Amy Carnall  Cllr Rhead | |  |
| Asset Management Strategy  (Ref 641) | | To propose an Asset Management Strategy for all the Council’s buildings and land holdings.  (Moved Reason 6 Seeking further clarification on implications of report) | |  | | | | ~~5 November 2014~~  Executive – 14th Jan 2015 | | | 5 January 2015 | Bill Hunt  Cllr Hammon | |  |
| Asset Management Plan  (Ref 642) | | To report on the activities planned for the current financial year to deliver the asset strategy.  (Moved Reason 6 Seeking further clarification on implications of report) | |  | | | | ~~5 November 2014~~  Executive – 14th Jan 2015 | | | 5 January 2015 | Bill Hunt  Cllr Hammon | |  |
| **March 2015** | | | | | | | | | | | | | | |
| Procurement Strategy and Action Plan  (Ref 667) | | To consider the Procurement Strategy and Action Plan | |  | | | | Executive – 11th March  2015 | | | 2 March 2015 | Susan Simmonds  Cllr Cross | |  |
| Financial Code of Practice  (Ref 668) | | To seek Member approval for the updated Code of Financial Practice | |  | | | | Executive – 11th March  2015 | | | 2 March 2015 | Jenny Clayton  Cllr Cross | |  |
| Regeneration in Lillington  (Ref 672) | | To consider opportunities linked with the development of land through the Local Plan and at Crown Way | |  | | | | Executive – 11th March 2015 | | | 2 March 2015 | Phil Clarke  Andy Jones  Cllr Vincett | | Warwickshire County Council  Owners of land at Red House Farm, Lillington |
| Homeless Strategy  (673) | | To approve the Council’s Homeless Strategy | |  | | | | Executive – 11th March 2014 | | | 2 March 2015 | Ken Bruno  Cllr Norman Vincett | | Housing Sounding Board |
| **April 2015** | | | | | | | | | | | | | | |
| Housing Allocations Policy (Ref 607) | | To approve a new housing allocations policy  (Reason 1 Portfolio Holder has deferred the consideration of the report) | |  | | | | ~~Executive~~  ~~5 November 2014~~  Executive 9 April 2014 | | | ~~27 October 2014~~  27 March 2015 | Ken Bruno  Cllr Vincett | | Housing Strategy 2014 - 2017 |

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| **Section 2 Key decisions which are anticipated to be considered by the Council between May 2015 and August 2015** | | | | | | | | | | | |
| Topic and Reference | **Purpose of report** | | **If requested by Executive –date, decision & minute no.** | | **Date of Executive, Committee or Council meeting** | | **Publication Date of Agendas** | | **Contact Officer & Portfolio Holder** | **External Consultees/ Consultation Method/ Background Papers** | |
| **May 2015** | | | | | | | | | | | |
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| **June 2015** | | | | | | | | | | | |
| Private sector housing grants policy  (Ref 658) | | To propose a revised policy for the allocation of grant funding for private residents | |  | | Executive – 11th March  2015 | | 2 March 2015 | Abigail Hay  Cllr Norman Vincett | | TBC |
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| **July 2015** | | | | | | | | | | | |
| Final Accounts  (Ref 669) | | To report on the Council’s outturn position for both revenue and capital | |  | |  | |  | Marcus Miskinis  Cllr Cross | |  |
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| **August 2015** | | | | | | | | | | | |
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| **TO BE CONFIRMED** | | | | | | |
| Topic and Reference | **Purpose of report** | **History of Committee Dates & Reason code for deferment** | **Contact Officer & Portfolio Holder** | **Expansion on Reasons for Deferment** | **External Consultees/ Consultation Method/ Background Papers** | **Request for attendance by Committee** |
| Corporate Debt Policy  (Ref 516) | To approve the Corporate Debt Policy | TBC | Jon Dawson  Cllr Mobbs |  |  |  |
| Health Strategy  (Ref 576) | To update members on the formulation of the Council’s Health Strategy, following the return of Public Health to local authorities  (Moved from March 2014 Reason 3) | ~~Executive 12 March 2014~~  TBC | Rob Chapleo  Cllr Coker |  |  |  |
| Kenilworth Area Action/ Neighbourhood Plan  (Ref 438) | To consider the request from Kenilworth Town Council to set in train work to develop an Area Action Plan for the town. Moved from November 2012 reason 2  (Moved from June 2013 Reason 3)  (Moved from August 2013 reason 3) | TBC | Chris Elliott  Cllr Caborn |  | Kenilworth Town Council  Warwickshire C/ Council  Report to Executive generally on Neighbourhood Plans in July 2012 |  |
| Tenant Involvement Strategy  (Ref 615) | To approve the Housing & Property Services Tenant Involvement Strategy | TBC | Abigail Hay  Cllr Vincett |  |  |  |
| Housing Buy To Flip Policy  (Ref 608) | To approve a “Buy To Flip” policy for housing | TBC | Abigail Hay  Cllr Vincett | Reason 5 - Seeking further clarification on implications of report | Housing Strategy 2014 - 2017 |  |

**Section 3 - Items which are anticipated to be considered by the Executive but are not key decisions**

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| Topic and Reference | **Purpose of report** | | | **If requested by Executive –date, decision & minute no.** | | **Date of Executive, Committee or Council meeting** | | | **Publication Date of Agendas** | | | | **Contact Officer & Portfolio Holder** | **External Consultees/ Consultation Method/ Background Papers** |
| **January 2015** | | | | | | | | | | | | | | | |
| Significant Business Risk Register  (Ref 670) | | To advise Members of Corporate Business Risks | |  | | | 14 January 2015 | | | 5 January 2015 | | | Richard Barr  Cllr Cross |  |
| **February 2015** | | | | | | | | | | | | | | | |
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| **March 2015** | | | | | | | | | | | | | | | |
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| **April 2015** | | | | | | |
| Review of Significant Business Risk Register  (Ref 671) | To inform Members of the Significant Risks to the Council |  | April 2015 |  | Richard Barr  Cllr Cross |  |
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| **May 2015** | | | | | | |
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Delayed reports:

If a report is late, officers will establish the reason(s) for the delay from the list below and these will be included within the plan above:

1. Portfolio Holder has deferred the consideration of the report
2. Waiting for further information from a Government Agency
3. Waiting for further information from another body
4. New information received requires revision to report
5. Seeking further clarification on implications of report.

**Details of all the Council’s committees, Councillors and agenda papers are available via our website** [**www.warwickdc.gov.uk/committees**](http://www.warwickdc.gov.uk/committees)

**The forward plan is also available, on request, in large print on request, by telephoning (01926) 353362**