



## **Warwick District Council Forward Plan July to September 2018**

**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 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) 456114. 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.

**(946)**

**Section 1 – The Forward Plan July to September 2018**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive – date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
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**25 July 2018**

Final Accounts 2017/18 (Ref 918)	To report on the Council's outturn position for both revenue and capital		25/7/2018	17/7/2018	Mike Snow Cllr Whiting	
Canal Conservation Area (Ref 934)	To create a new conservation area to preserve and enhance Warwick District's canal network, and to support sympathetic development and regeneration		25/7/2018	17/7/2018	Roger Beckett Cllr Rhead	
Business rates relief as an inward investment tool (Ref 929)	To agree a draft Business Rates Relief policy for external consultation		<del>27/6/2018</del> Reason 5 25/7/2018	17/7/2018	Suzee Laxton Cllr Butler	
Air Quality Supplementary Planning Document (SPD) (Ref 943)	To seek approval to proceed to public consultation on the draft Air Quality SPD		<del>25/7/2018</del>	17/7/2018	Hayley Smith Cllr Rhead	

<p>Leamington Car Park Displacement Strategy (Ref 942)</p>	<p>The report gives an update on the implementation of new car parks in Leamington, and sets out further proposals to mitigate parking disruption during the displacement period.</p>		<p>25/7/2018</p>	<p>17/7/2018</p>	<p>Rob Hoof Cllr Grainger</p>	<p>Reports to Planning Committee 9th January 2018: W/17/1700 Covent Garden Multi-Storey Car park, Russell Street, Leamington Spa; W/17/1701 Riverside House, Milverton Hill, Leamington Hill; and accompanying documents Car Park Strategy report, Executive 28th June 2017; Car Park Strategy working papers including Leamington Car Park User Survey 31/10/17; Multi-storey car park survey report – update, Executive 29/06/16; Council HQ Relocation and replacement of Covent Garden car park project parts A and B, Executive 20/04/16</p>
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2nd Warwick Sea Scouts Headquarters (Ref 944)	To seek approval funding of £160,000 to the 2 <sup>nd</sup> Warwick Sea Scouts in relation to their relocation of the HQ.		25/7/2018	17/7/2018	Guy Collier Cllrs Coker & Grainger	Local residents and business have been consulted extensively in 2014 as part of the original planning application, in July 2017 as part of the Executive report and again in January 2018  Appendix A will be a revised Business Plan for the new HQ
CCTV ICT upgrade report (Ref 945)	This report set out the business case for the digital upgrade of the software and hardware used to deliver the Closed-circuit television (CCTV) service. Parts of this report may be confidential by virtue of that some of information will relate to the financial or business affairs of any particular person (including the authority holding that information)		25/7/2018	17/7/2018	Marianne Rolfe Cllr Thompson	

Ultra Low Emissions Bus Scheme Bid Application (Ref 946)	To ask Executive to endorse the Council's funding bid to the Office of Low Emission Vehicles for the Ultra-Low Emission Bus Scheme. Parts of this report may be confidential by virtue of that some of information will relate to the financial or business affairs of any particular person (including the authority holding that information)		25/7/2018	17/7/2018	Marianne Rolfe Cllr Thompson	WCC, VOLVO, Stagecoach
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<b>30 August 2018</b>						
Phase II (Kenilworth) – Leisure Development Programme (Ref 938)	To consider options for Phase II and to agree the options to be included in the public consultation in the coming months		30/8/2018	21/8/2018	Padraig Herlihy; Rose Winship Cllr Coker	The initial round of public consultation will follow the approval of this report
East of Kenilworth Development Brief SPD (Ref 937)	To request to progress with the consultation for the East of Kenilworth Development Brief SPD		<del>27/6/2018</del> <del>25/7/2018</del> Reason 3 30/8/2018	21/8/2018	Andrew Cornfoot Cllr Rhead	
Turpin Court Garage Site (Ref 928)	To seek approval for funding to develop Council houses on this site		<del>27/6/2018</del> <del>25/7/2018</del> Reason 2 30/8/2018	21/8/2018	Charlotte Lancaster Cllr Phillips	

**26 September 2018 – There are no scheduled reports at the time of publication.**

Fees & Charges (Ref 926)	To propose the level of Fees and Charges to be levied from 2nd January 2018		26/9/2018	13/9/2018	Andy Crump Cllr Whiting	
Christmas Lights (Ref 941)	To review the provision of Christmas Lights in the District and budgetary implications		26/9/2018	13/9/2018	James DeVille Cllr Butler	

**Section 2 Key decisions which are anticipated to be considered by the Council between October and December 2018**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive – date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
Council Chamber PA system and the Recording & Broadcasting of Public Meetings (Ref 840)	To inform members of the investigations into upgrading the PA system in the Council Chamber, the potential to record and broadcast all Council meetings as per the Notice of Motion to Council and the associated costs/risks of these	Council 29/6/2016 Executive 5/1/2017 8/2/2017 Reason 3  28 /11/2018	David Guilding Cllr Coker	Officers are currently exploring options for a new PA system within the chamber and the potential benefits this could bring to the venue overall. This is led by Arts Manager in liaison with ICT Manager and Democratic Services in developing this proposal.		

**Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is to be confirmed**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>History of Committee Dates &amp; Reason code for deferment</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>Expansion on Reasons for Deferment</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>	<b>Request for attendance by Committee</b>
Council Development Company (Ref 727)	To consider a report on establishing a Council Development Company.	Executive 9/3/2016 2/6/2016 29/6/2016 Reasons 1 & 2	Bill Hunt Cllr Phillips	Awaiting further information on the implications of the Housing & Planning Act.		
HRA Asset Management and Development Policy (Ref 829)			Bill Hunt Cllr Phillips			
Car Park Strategy (Ref 895)	To seek approval for the proposed car parking strategy 2018-2028	Executive 7/3/2018 5/4/2018 Reason 5	Paul Garrison Cllr Grainger			
Councillors IT (Ref 841)	To report back on the work of the Councillor IT Working Party.	Executive 5/1/2017 8/2/2017 Reason 3	Graham Leach Cllr Mobbs	Awaiting the outcome of Members' Allowances Review.		
WDC Enterprise – New Trading Arm (Ref 817)	To seek approval to establish a Local Authority Trading Company, to expand support provision whilst capitalising on existing skills to maximise income.	Executive 2/11/2016 Reason5 5/1/2017 Reason5 8/2/2017 Reason 5	Gayle Spencer Cllr Butler			



HQ Relocation Project – outcome of phase 1 work (Ref 801)	To consider the outcomes of the phase 1 work and, if appropriate, seek approval for commencement of the phase 2 delivery works.	Executive <del>26/07/2017</del> Reason 3	Bill Hunt Cllrs Mobbs, Whiting, Rhead, Butler, Grainger	Timing is dependent on the completion of the planning, marketing and procurement processes.		
Policy on Regulating the Private Rented Sector (Ref 880)	To adopt a revised policy on private rented sector regulation in light of new legislation and guidance.		Ken Bruno Cllr Phillips	Awaiting the publication of government guidance.		
Linen Street Car Park (Ref 861)	To consider recommendations for redevelopment for the Linen Street Car Park facility	Executive <del>28/06/2017</del> Reason 3	Paul Garrison Cllr Grainger			Ward Councillors
Leamington Cemetery North Lodge (Ref 828)	To review the future use of Leamington Cemetery North Lodge.	Executive <del>4/4/2017</del> <del>28/06/2017</del> <del>31/08/2017</del> Reason 3	Rob Hoof Cllr Grainger			
Corporate Asset Management Strategy (Ref 641)	To propose an Asset Management Strategy for all the Council's buildings and land holdings.	Executive <del>29/6/2016</del> Reason 5 <del>1/9/16</del> <del>Reasons 3 &amp; 5</del> <del>5/1/2017</del> <del>Reasons 3 &amp; 5</del> <del>8/2/2017</del> <del>Reasons 3 &amp; 5</del> <del>26/07/2017</del> <del>Reasons 3 &amp; 5</del> <del>31/8/2017</del> Reason 3	Bill Hunt Cllrs Mobbs, Butler, Grainger, Coker & Whiting			
Events Review Update (Ref 939)	To review and approve various actions arising from the Events Review	27/6/2018 Reason 4	James DeVile Cllr Butler			

**Section 4 – Items which are anticipated to be considered by the Executive but are NOT key decisions**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive – date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
Rural Urban Community Initiative Scheme Applications	To consider application for Rural and Urban Initiative Grant for St Chads Hall in Bishop’s Tachbrook.		25/7/2018	17/7/2018	Jon Dawson Cllr Whiting	
Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council		25/7/2018	17/7/2018	Richard Barr Cllr Mobbs	
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		30/8/2018	21/8/2018	Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		26/9/2018	18/9/2018	Jon Dawson Cllr Whiting	
Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council		31/10/2018	18/10/2018	Richard Barr Cllr Mobbs	
Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council		9/1/2019	19/12/2019	Richard Barr Cllr Mobbs	
Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council		3/4/2019	21/3/2019	Richard Barr Cllr Mobbs	

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) 456114**