



Warwick District Council Forward Plan September to November 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.

(961)

Section 1 – The Forward Plan September to November 2018

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
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26 September 2018

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	
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 Reason 1 26/9/2018	13/9/2018	Padraig Herlihy; Rose Winship Cllr Coker	The initial round of public consultation will follow the approval of this report
Events Strategy (ref 916)	To consider a strategy for supporting/funding events within Warwick District		30/8/2018 Reason 5 26/9/2018	13/9/2018	James DeVile Cllr Butler	
Turpin Court Garage Site (Ref 928)	To seek approval for funding to develop Council houses on this site		27/6/2018 25/7/2018 30/8/2018 Reason 2 26/9/2018	13/9/2018	Charlotte Lancaster Cllr Phillips	

Business rates relief as a tool for business growth and inward investment (Ref 929)	To agree a draft Business Rates Relief policy for external consultation		27/6/2018 Reason 5 25/7/2018 Reason 4 26/9/2018	13/9/2018	Suzee Laxton Cllr Butler	
Car Park Fees & Charges (Ref 950)	To consider the proposed car parking fees for 2nd January 2019		30/8/2018 26/9/2018	13/9/2018	Zoe Court Cllr Grainger	
Procurement exemption (Ref 954)	To seek approval for a procurement exemption for a contract to provide supported housing funded by the Rough Sleeping Initiative		31/10/2018 26/9/2018	13/9/2018	Ken Bruno Cllr Phillips	Exec report on RSI bid 31 May 2018
Update – Bereavement Services Enhanced Service Provision (Ref 957)	To seek approval for additional funding for additional posts.		26/9/2018	13/9/2018	Pam Chilvers Cllr Grainger	

31 October 2018						
Plastics Policy (Ref 956)	To consider approval of a plastics policy for the Council.		31/10/2018	23/10/2018	Alice Ellis Cllr Thompson	
Review of HMO licence conditions (Ref 955)	To seek approval to undertake public consultation on HMO licence conditions		31/10/2018	23/10/2018	Mark Lingard Cllr Phillips	
Enforcement Policy (Ref 952)	To bring forward a reviewed Corporate Enforcement Policy and relevant appendix		31/10/2018	23/10/2018	Marianne Rolfe Cllr Thompson	
East of Kenilworth Development Brief SPD (Ref 937)	To request to progress with the consultation for the East of Kenilworth Development Brief SPD		27/6/2018 25/7/2018 30/8/2018 Reason 3 26/9/2018 Reason 4 & 5 31/10/2018	23/10/2018	Andrew Cornfoot Cllr Rhead	

20 November 2018						
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	20/11/2018	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
General Fund Base Budgets 2019/20 to include Budget Review for the current year, to include Budget Review (Ref 959)	To consider the following year revenue budgets for the General Fund and update Members on the latest Budgets for 2018/19		28/11/2018	20/11/2018	Andy Crump Cllr Whiting	
HRA Base Budgets 2018/19 (Ref 960)	To Consider the following year revenue budgets for the HRA and update Members on the latest position for the current year.		28/11/2018	20/11/2018	Andrew Rollins/ Lisa Barker Cllr Phillips	

Section 2 Key decisions which are anticipated to be considered by the Council between December 2018 and February 2019						
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

Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is 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
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 Reason 5 5/1/2017 Reason 5 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 26/07/2017 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 28/06/2017 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 4/4/2017 28/06/2017 31/08/2017 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 29/6/2016 Reason 5 1/9/16 Reasons 3 & 5 5/1/2017 Reasons 3 & 5 8/2/2017 Reasons 3 & 5 26/07/2017 Reasons 3 & 5 31/8/2017 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 DeVille Cllr Butler			
Business Charter (Ref 958)	To introduce a business charter	TBC	Marianne Rolfe Cllrs Butler & Thompson		Business support organisations	

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

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
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	
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		31/10/2018	18/10/2018	Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		28/11/2018	20/11/2018	Jon Dawson Cllr Whiting	
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	
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		9/1/2019	19/12/2019	Jon Dawson Cllr Whiting	

Initiative Scheme Applications						
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		6/2/2019	29/1/2019	Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		6/3/2019	26/2/2019	Jon Dawson Cllr Whiting	
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	
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		3/4/2019	21/3/2019	Jon Dawson Cllr Whiting	

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

The forward plan is also available, on request, in large print on request, by telephoning (01926) 456114