



Warwick District Council Forward Plan October to December 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.

(978)

Section 1 – The Forward Plan October to December 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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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 for changes to the HMO licence conditions in light of feedback from public consultation		31/10/2018	23/10/2018	Mark Lingard Cllr Phillips	Public consultation on HMO licence conditions.
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	

Code of Procurement Practice (Ref 960)	To consider amendments to the Code of Procurement Practice		31/10/2018	23/10/2018	Mike Snow Cllr Whiting	
Planning viability assessments (Ref 965)	To review of approach to publishing planning viability assessments	Request of Council 20/06/2018 Minute 15(b)	31/10/2018	23/10/2018	Dave Barber Cllr Rhead	
Regulation of Investigatory Powers 2000 (RIPA) (Ref 966)	To approve the RIPA policy		31/10/2018	23/10/2018	Andrea Wyatt Cllr Peter Whiting,	
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 Reason 5 31/10/2018	23/10/2018	Suzee Laxton Cllr Butler	
Funding for Replacement Village Hall at Norton Lindsey (Ref 973)	To seek approval for funding of scheme.		31/10/2018	23/10/2018	Chris Elliott Cllr Whiting	

Kenilworth School - Loan and Land Purchase (Ref 972)	To consider providing a loan to enable the submission of a planning application; and purchasing the site at Rouncil Lane to develop for housing. It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)		31/10/2018	23/10/2018	Andrew Jones Cllrs Mobbs, Coker, Rhead & Phillips	
Creative Quarter Growth Deal Bid - Business Case Update Report (Ref 974)	To seek approval for the business case to support the Growth Deal bid approved by the August Executive. It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)		31/10/2018	23/10/2018	Bill Hunt/ Guy Collier Cllr Mobbs, Butler and Whiting	

Royal Pump Rooms – Project Budget Changes (Ref 976)	To consider a request for extra funding to complete the project		31/10/2018	23/10/2018	David Guilding Cllr Coker	
Compulsory Purchase Order (Ref 977)	To consider making a compulsory Purchase Order for an area of land within the District. It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)		31/10/2018	23/10/2018	Andrew Jones	

28 November 2018						
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	
Europa Way Update and Next Steps (Ref 962)	To provide an update of progress on the Europa Way Scheme and to agree the next steps		28/11/2018	20/11/2018	Chris Elliott/Tim Wall , Cllr Phillips	WCC Legal Services; WCC Property; Waterloo
Supplementary Planning Documents - request to consult (Ref 964)	Request to take the following SPDs to public consultation; Open Spaces, Custom & Self-build Housing and Purpose Built Student Accommodation		28/11/2018	20/11/2018	Tony Ward, Lorna Coldicott, David Butler, Cllr Alan Rhead,	
Newbold Comyn: Shortlisting of future options (Ref 961)	To consider future options for Newbold Comyn following the initial public consultation.		28/11/2018	20/11/2018	Andrew Jones/ Guy Collier Cllr Coker	Public consultation survey undertaken during August/September 18

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	Request of Council 20/06/2018 Minute 15(a)	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
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. It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)	Executive 26/07/2017 Reason 3	28/11/2018	20/11/2018	Bill Hunt Cllrs Mobbs, Whiting, Rhead, Butler, Grainger	

Assets Team Redesign Update Report (Ref 975)	To seek approval for redundancy payments to any member of staff not matched to a new post in the re-designed structure. It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to an individual, information that might identify an individual or the financial or business affairs of any particular person (including the authority holding that information)		28/11/2018	20/11/2018	Bill Hunt Cllr Phillips	
Whitnash Community Hub (Ref 969)	To approve additional funding for Whitnash Community Hub		28/11/2018	20/11/2018	Andrew Jones / Debbie Cole Cllr Michael Coker	

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
St Mary's Lands Warwick, Update and Next Steps (Ref 963)	To provide an update of progress on the St Mary's Lands Scheme and to agree the next steps.		9/1/2019	31/12/2018	Chris Elliott, Cllr Noel Butler	St Mary's Lands Working Party and its constituent members.
Charges for Lifeline services - new tenants of designated properties (Ref 967)	To seek approval to introduce charges for Lifeline services for new tenants of designated stock as a condition of the tenancy		9/1/2019	31/12/2018	James Baker Cllr Phillips	
Council Tax Reduction Scheme (Ref 968)	To report on consultation outcome and seek approval for revised scheme		9/1/2019	31/12/2018	Andrea Wyatt Cllr Whiting	
Leisure Development Programme - Phase 2, Kenilworth (Ref 968)	To seek approval for the RIBA 1 designs for Abbey Fields and Castle Farm		9/1/2019	31/12/2019	Andrew Jones / Rose Winship Cllr Coker	

HRA Rent Setting 2019/20 Ref (971)	To report on the proposed level of Housing Rents for the following year and the proposed budget		6/2/2019	29/1/2019	Mike Snow Cllr Phillips	
General Fund 2019/20 Budgets & Council Tax (Ref 969)	To update Members on the overall financial position of the Council, consider the General Fund Revenue and Capital Budgets for the following financial Year. To propose the Council Tax for the following year		6/2/2019	29/1/2019	Mike Snow Cllr Whiting	
Heating, Lighting and Water Charges 2019/20 – Council Tenants (Ref 971)	To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting and water supply.		6/2/2019	29/1/2019	Mike Snow Cllr Phillips	
Treasury Management Strategy (Ref 972)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forth coming year		6/2/2019	29/1/2019	Mike Snow Cllr Whiting	
Commonwealth Games 2022 Update (Ref 970)	To update Members of progress against the Action Plan to deliver the bowls and para bowls events in Leamington Spa in 2022		6/2/2019	29/1/2019	Paddy Herlihy/ Christina Boxer, Cllr Michael Coker, Cllr Noel Butler	

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 Reason5 5/1/2017 Reason5 8/2/2017 Reason 5	Gayle Spencer Cllr Butler			

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	
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			
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
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	
Review of Final Accounts	To report on the issues from the 2017/18 and proposed action plan		31/10/2018	18/10/2018	Mike Snow Peter 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	
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