



## Warwick District Council Forward Plan January 2019 to April 2019

**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.

**(998)**

**Section 1 – The Forward Plan January 2019 to March 2019**

<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>
<b>9 January 2019</b>						
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	31/12/2018	Andrew Jones / Rose Winship Cllr Coker	
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		<del>28/11/2018</del> Reason: 5 9/1/19	<del>20/11/2018</del>  31/12/2018	Tony Ward, Lorna Coldicott, David Butler, Cllr Alan Rhead	
General Fund Base Budgets 2019/20 (Ref 959)	To consider the following year revenue budgets for the General Fund		<del>28/11/2018</del> Reason: 4 9/1/19	<del>20/11/2018</del>  31/12/2018	Andy Crump Cllr Whiting	

HRA Base Budgets 2019/20 (Ref 960)	To consider the following year revenue budgets for the HRA and update Members on the latest position for the current year.		<del>28/11/2018</del> 9/1/19	<del>20/11/2018</del> 31/12/2018	Andrew Rollins/ Lisa Barker Cllr Phillips	
Changes to the Scheme of Delegation (Ref 980)	Provide clarification of delegation		9/1/19	31/12/2018	Marianne Rolfe; Cllr Andrew Thompson	
Approval of the Canal Conservation Area (Ref 987)	To report back on the public consultation and to approve the Canal Conservation Area		9/1/2019	31/12/2018	Roger Beckett Cllr Alan Rhead	
Air Quality SPD (Ref 988)	To adopt the final version of the Air Quality SPD following public consultation		9/1/2019	31/12/2018	Hayley Smith; Cllr Alan Rhead	
Purchase of premises in Royal Leamington Spa (Ref 981)	To seek approval to purchase premises in Royal Leamington Spa. <b>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)</b>		<del>28/11/2018</del> Reason: 3 9/1/2019	<del>20/11/2018</del> 31/12/2018	Ken Bruno (author)/ Lisa Barker (lead officer) Cllr Phillips	

Urgent Decision made under Delegation (Ref 992)	To ratify a decision made under Delegation CE(16)i & CE(4) <b>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</b>		9/1/2019	31/12/2018	Tracy Dolphin; Cllr Andrew Mobbs	
Business Charter (Ref 958)	To introduce a business charter		9/1/2019	31/12/2018	Marianne Rolfe Cllrs Butler & Thompson	Business support organisations

6 February 2019						
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	
Costs of Software and Hardware Upgrade for CCTV Service (Ref 982)	To make Executive aware of the upper and lower cost for the tenders above. <b>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)</b>		6/2/2019	29/1/2019	Cadelle Hill (CCTV Manager) Cllr Andrew Thompson	
Chase Meadow Community Centre (Ref 984)	To approve long term funding for CMCC		6/2/2019	29/1/2019	Andrew Jones; Liz Young; Cllr Andrew Thompson	
Arts - Feedback from LGA Peer Review (Ref 990)	To update members on the recommendations of the 2018 Peer Review and seek approval for a range of actions		6/2/2019	29/1/2019	David Guilding; Cllr Michael Coker	

Newbold Comyn: Shortlisting of future options (Ref 961)	To consider future options for Newbold Comyn following the initial public consultation.		9/1/2019 6/2/2019 Reason: 3	31/12/2018 29/1/2019	Andrew Jones/ Guy Collier Cllr Coker	Public consultation survey undertaken during August/September 18
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 6/2/2019 Reason: 3	31/12/2018 29/1/2019	Chris Elliott, Cllr Noel Butler	St Mary's Lands Working Party and its constituent members.
Ground Maintenance at Newbold Comyn (Ref 993)	To request an extension of contract for 12 months to the current grounds maintenance contractor at Newbold Comyn golf Course. <b>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)</b>		6/2/2019	29/1/2019	Stuart Winslow; Cllr Michael Coker	
Severe Weather Emergency Provision (SWEP) (Ref 989)	To agree provision for emergency accommodation for homeless people in severe weather conditions		9/1/2019 6/2/2019 Reason: 5	31/12/2018 29/1/2019	Simon Brooke; Cllr Peter Phillips	

Indoor Sports Strategy (Ref 994)	To adopt the revised Indoor Sports Strategy		6/2/2019	29/1/2019	Stuart Winslow; Cllr Michael Coker	Local Sports Clubs, schools, National Governing Bodies of Sport
Arts Service Framework (Ref 996)	To seek approval for additional resources in the Arts team to undertake Arts Impact Assessment and develop a Cultural Framework for the district		6/2/2019	29/1/2019	David Guilding; Cllr Michael Coker	
Local Development Scheme (Ref 997)	To adopt the annual Local Development Scheme		6/2/2019	29/1/2019	David Butler; Cllr Alan Rhead	
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		<del>9/1/2019</del> Reason: 5 6/2/2019	<del>31/12/2018</del> 29/1/2019	James Baker Cllr Phillips	
Local Lottery (Ref 986)	To gain approval to launch a Warwick District Council local lottery		<del>9/1/2019</del> Reason: 5 6/2/2019	<del>31/12/2018</del> 29/1/2019	Ellie Hirons; Cllrs Noel Butler, Peter Whiting	
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.  <b>It is anticipated that part or all of this item will be</b>	Executive 26/07/2017 Reason 3	<del>28/11/2018</del> Reason: 1&3 9/1/2019 Reason: 3 6/2/2019	<del>20/11/2018</del> 31/12/2018  6/2/2019	Bill Hunt Cllrs Mobbs, Whiting, Rhead, Butler, Grainger	

	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)					
--	---	--	--	--	--	--

6 March 2019						
Community Infrastructure Levy (CIL) Regulation 123 List for 2019/20 (Ref 985)	To consider the list of infrastructure that will be funded from CIL in 2019/20		6/03/2019	26/02/2019	Philip Clarke; Cllr Alan Rhead	
Discretionary Business Rates Relief as a tool for business growth and inward investment (Ref 991)	To report back to Executive on the results of a consultation exercise in relation to the draft policy, and take recommendations for next steps to adopt the policy formally.		6/03/2019	26/02/2019	Suzee Laxton; Cllr Noel Butler	
Councillors IT (Ref 841)	To report back on the work of the Councillor IT Working Party.		Executive <del>5/1/2017</del> <del>8/2/2017</del> Reason 3 6/3/2019	26/02/2019	Graham Leach Cllr Mobbs	Councillor IT Working Party

**3 April 2019**


**Section 2 Key decisions which are anticipated to be considered by the Council between May 2019 and July 2019**

<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>

<b>Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is to be confirmed</b>						
<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			
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.		Elaine Wallace 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 <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> 31/8/2017 Reason 3	Bill Hunt Cllrs Mobbs, Butler, Grainger, Coker & Whiting			
Adoption of Playing Pitch Strategy (Ref 995)	To adopt the revised Playing Pitch Strategy	TBC	Stuart Winslow; Cllr Michael Coker		Local Sports clubs, schools, National Governing Bodies of Sport	

**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>
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](http://www.warwickdc.gov.uk/committees)**

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