



## Warwick District Council Forward Plan April 2019 to July 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.

**(1,019)**

**Section 1 – The Forward Plan April 2019 to July 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
<b>3 April 2019</b>						
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>		<del>6/2/2019</del> <del>6/3/2019</del> Reason: 3 3/4/2019 Reason: 3	<del>29/1/2019</del> <del>26/2/2019</del>  26/3/2019	Cadelle Hill (CCTV Manager) Cllr Andrew Thompson	
Severe Weather Emergency Provision (SWEP) (Ref 989)	To agree provision for emergency accommodation for homeless people in severe weather conditions		9/1/2019 Reason: 5 <del>6/2/2019</del> 3/4/2019 Reason: 5	<del>31/12/2018</del>  29/1/2019 26/3/2019	Simon Brooke; Cllr Peter Phillips	

Procurement Strategy and Review of Procurement Partnership (Ref 1,005)	To consider the procurement strategy for 2019/20 to 2021/22 and review the procurement partnership with WCC		3/4/2019	26/3/2019	Mike Snow; Cllr Pete Whiting	
Purchase of premises in Royal Leamington Spa (Ref 1,006)	To recommend a variation to the previous resolution to purchase the premises. <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>		3/4/2019	26/3/2019	Ken Bruno / Lisa Barker; Cllr Peter Phillips	
Employer's Agent for new housing programme (Ref 1,008)	To approve a budget for the procurement of programme management/Employer's Agent support for the programme of new Council housing. <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</b>		3/4/2019	26/3/2019	Ken Bruno; Cllr Peter Phillips	

	<b>business affairs of any particular person (including the authority holding that information)</b>					
Corporate Property Repair and Planned Maintenance Programme 2019-20 (Ref 1,009)	To seek approval for the planned programme for repairs and maintenance for corporate assets for the upcoming financial year and any requirement for funding to support the programme from the Corporate Asset Reserve		3/4/2019	26/3/2019	Steve Partner; Cllr Peter Phillips	
Assets Redesign Update Report (Ref 1,010)	To seek approval for a redundancy payment to a member of staff if not matched to a new post prior to the expiry of the designated 'at risk' period. <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, information that might identify an individual or the financial or business affairs of any particular person (including the authority holding that information)</b>		3/4/2019	26/3/2019	Bill Hunt; Cllr Phillips	

Public Open Spaces SPD (Ref 1,012)	To adopt the Public Open Spaces SPD following public consultations		3/4/2019	26/3/2019	David Butler; Cllr Rhead	
Warwick District Council Business Plan Template (Ref 1,018)	To agree the template for the Warwick District Council Business Plan to be introduced after the election in May.		3/4/2019	26/3/2019	Chris Elliot; Cllr Mobbs	

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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 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>	Executive 26/07/2017 Reason 3	<del>28/11/2018</del> Reason: 1&3 <del>9/1/2019</del> Reason: 3 <del>6/2/2019</del> Reason: 3 <del>6/3/2019</del> Reasons: 1&4 10/7/2019	20/11/2018  31/12/2018  29/1/2019 26/2/2019  2/7/2019	Bill Hunt Cllrs Mobbs, Whiting, Rhead, Butler, Grainger	
Adoption of Playing Pitch Strategy (Ref 995)	To adopt the revised Playing Pitch Strategy		10/7/2019	2/7/2019	Stuart Winslow; Cllr Michael Coker	Local Sports clubs, schools, National Governing Bodies of Sport

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.		<del>6/03/2019</del> Reason: 5 10/7/2019	<del>26/02/2019</del> 2/7/2019	Suzee Laxton; Cllr Noel Butler	
Commonwealth Games update (Ref 1,007)	To seek approval for capital funds to refurbish the bowling greens in Victoria Park		10/7/2019	2/7/2019	Christina Boxer/Paddy Herlihy; Cllr Butler; Cllr Coker	
Plastic Free Resolution for Leamington & Warwick and Plastics Policy Update (Ref 1,011)	To provide Members with an update on the Plastic Policy. Plastic Free Leamington & Warwick Group are working on achieving plastic free community status, by working with local eateries and businesses to encourage them to go plastic free and many have achieved this already. There is a toolkit to achieve this which the 'Surfers Against Sewage (SAS) have developed and they also award this status to communities. There are three requirements of the resolution as follows: <ul style="list-style-type: none"> <li>• agrees to put a member on their strategic group;</li> <li>• agrees to support all Plastic Free Communities initiatives in the area;</li> <li>• pledges to act by example and remove single use items from its premises.</li> </ul>		10/7/2019	2/7/2019	Alice Ellis; Cllr Thompson	

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 Reason: 5 6/2/2019 6/3/2019 3/4/2019 Reason: 5 10/07/2019 Reason: 5	31/12/2018  29/1/2019 26/2/2019 26/3/2019  2/7/2019	James Baker; Cllr Phillips	
Kenilworth Leisure Centres Design Update (Ref 1,013)	To inform Members of the design developments for the Kenilworth Leisure Centres and to seek their re-confirmation of commitment to the project		10/7/2019	2/7/2019	Paddy Herlihy/ Rose Winship; Cllr Coker	
Purchase of land at Rouncil Lane (Ref 1,015)	To seek approval of the final contract position in respect of the negotiations to purchase land at Rouncil Lane. <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>		10/7/2019	2/7/2019	Andrew Jones; Cllr Phillips	
Leisure Development Programme (Ref 1,016)	To seek approval of resources to ensure that the Council's leisure development programme is delivered successfully.		10/7/2019	2/7/2019	Rose Winship; Cllr Coker	

Request for additional budget for additional posts within HCP (Ref 1,017)	To request budget to cover additional posts within HCP subject to Employment Report. <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 which is likely to reveal the identity of an individual.</b>		10/7/2019	2/7/2019	Marianne Rolfe; Cllr Thompson	
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Section 2 Key decisions which are anticipated to be considered by the Council between August 2019 and October 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
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> Reasons 3 & 5 <del>5/1/2017</del> Reasons 3&5 <del>8/2/2017</del> Reasons 3&5 <del>26/07/2017</del> Reasons 3&5 <del>31/8/2017</del> Reason 3 2/10/2019	24/9/2019	Bill Hunt; Steve Partner; Cllrs Mobbs, Butler, Grainger, Coker & Whiting	



Community Stadium and related projects update (Ref 1,014)	To update Members on progress on the development of the community stadium and related projects on the site to the north of Gallows Hill and elsewhere in the District.		21/8/2019	13/8/2019	Paddy Herlihy/ Chris Elliott; Cllr Phillips	
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**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	Lisa Barker Cllr Phillips	Awaiting further information on the implications of the Housing & Planning Act.		
HRA Asset Management and Development Policy (Ref 829)			Lisa Barker 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	

Local Lottery (Ref 986)	To gain approval to launch a Warwick District Council local lottery	9/1/2019 Reason: 5 6/2/2019 Reason: 1 TBC	Ellie Hirons; Cllrs Noel Butler, Peter Whiting			
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**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		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**