



Warwick District Council Forward Plan December 2019 to March 2020

**Councillor Andrew Day
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.

(1,099)

Section 1 – The Forward Plan November 2019 to February 2020

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
18 December 2019						
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 Reason: 5 10/7/2019 Reason: 4, 5 3/10/2019 Reason: 5 13/11/2019 18/12/2019	26/02/2019 2/7/2019 18/9/2019 5/11/2019 10/12/2019	Martin O'Neill; Cllr Rhead	
Council Loans Policy (Ref 1,081)	The report seeks Executive's recommendation to Council for the approval of a Loans Policy against which applications from external bodies for financial resources can be judged.		18/12/2019	10/12/2019	Andrew Jones; Cllr Hales	
Warwick Castle Development Principles (Ref 1,023)	The report sets out the principles which should underpin future development proposals within Warwick Castle.		10/7/2019 Reason: 3 3/10/2019 Reason: 3 13/11/2019 Reason: 3 18/12/2019	2/7/2019 18/9/2019 5/11/2019 10/12/2019	Dave Barber; Cllr Cooke	Historic England; Warwick Town Council

Rural/Urban Capital Improvement Scheme (RUCIS) Changes (Ref 1,085)	Recommend scheme changes such as: 1) change to one budget for all applications regardless of location; 2) increase maximum percentage contribution for environmentally friendly projects that will support climate change; 3) Carry forward unspent 2019/20 budget to 2020/21; and 4) possible name change.		18/12/2019	10/12/2019	Jon Dawson; Cllr Hales	
Base budget report 2020/21 (GF & HRA) (Ref 1,086)	Update to budgets for 2019/20 and base budgets for 2020/21 (reports to follow once approved).		18/12/2019	10/12/2019	Sean Castree; Cllr Hales	
The Delivery of Sustainable Affordable Housing and Progress and Proposals to Meet the Climate Emergency Agenda (Ref 1,087)	To advise the Executive of the progress to date and to recommend actions from research to date. These actions include appointing consultants to provide advice about the products to use and also to trial pilot housing schemes for off-site manufacture with monitoring to feed into the future housing strategy. 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		18/12/2019	10/12/2019	Sally Kelsall; Cllr Matecki	

	relating to the financial or business affairs of any particular person (including the authority holding that information).					
Relocation of Kenilworth School - playing pitch strategy and land purchase (Ref 1,088)	To agree a strategy to ensure there is not net loss of playing pitches resulting from the school's relocation; to authorise the preparation and submission of a planning application to deliver pitches; and to note that valuation and survey work has commenced to prepare an offer for the purchase of the Leyes Lane site.		18/12/2019	10/12/2019	Andrew Cornfoot; Cllr Cooke	
NS Programme Team (Ref 1,090)	To set out proposals for a Programme Team within the Neighbourhood Services Portfolio. 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.		18/12/2019	10/12/2019	Rob Hoof; Cllr Norris	

Hostile Vehicle Mitigation (Ref 1,091)	To highlight the need for Hostile Vehicle Mitigation to be used at events and markets in Warwick District. We have a large number of events and markets and currently no protection from a hostile vehicle.		18/12/2019	10/12/2019	Marcus Ferguson; Cllr Rhead	
Heathcote Hill Farmhouse (Ref 1,093)	To update Members on the option agreement for the Farmhouse. 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).		18/12/2019	10/12/2019	Tim Wall/ Chris Elliott; Cllr Grainger	
Loan to Company (Ref 1,095)	To consider a Loan to Company report. 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		18/12/2019	10/12/2019	Chris Elliott	

	business affairs of any particular person (including the authority holding that information).					
Finance Systems Replacement Project (Ref 1,089)	To seek Executive approval to replacement of end of life finance systems which suppliers will be withdrawing support to in the near future. The report includes a Business Case which sets out the likely costs and benefits that can be anticipated from the project.		18/12/2019	10/12/2019	Keith Eales; Cllr Hales	
Proposed disposal of a council owned asset (Ref 1,097)	To request that Executive approves the proposed disposal of a Council owned asset on a commercial basis. 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).		18/12/2019	10/12/2019	Bill Hunt; Cllr Matecki	

12 February 2020						
External Funding Project (Ref 1,084)	To update members on the outcomes of the External Funding project		12/2/2020	4/2/2020	Ellie Hirons; Cllr Rhead	
Creative Framework: A Collaborative Strategy for Creative Sector Growth (Ref 1,090)	To report back to Executive on the results of an industry consultation exercise in relation to the draft Framework, and to adopt the Framework formally.		12/2/2020	4/2/2020	David Guilding; Cllr Grainger	Consultation through BOP report / survey and meetings with organisations within the sector
Regulation of Investigatory Powers (Ref 1,052)	Annual Review of Policy		13/11/2019 Reason: 1 12/2/2020	5/11/2019 4/2/2020	Richard Barr; Cllr Hales	
Climate Change Update (Ref 1,092)	To provide update and action plan to delivered the Climate Change Emergency Declaration		12/2/2020	4/2/2020	Chris Elliot; Cllr Rhead	
Community Infrastructure Levy Surcharges & Fines (Ref 1,094)	To establish the process for applying charges and fines to CIL liabilities		12/2/2020	4/2/2020	David Butler; Cllr Cooke	
HRA Business Plan Review 2019-20 (Ref 1,064)	To update the Housing Revenue Account Business Plan to reflect the most recent changes in performance, business assumptions, strategic decisions and policy changes.		3/10/2019 Reason: 1 13/11/2019 Reason 4 12/2/2020	4/2/2020	Lisa Barker / Andrew Rollins; Cllr Matecki	
Future Funding for Warwick Visitor Information Centre (Ref 1,097)	To report to the Executive on proposals for the future funding for the Warwick Visitor Information Centre		12/2/2020	4/2/2020	Martin O'Neill; Cllr Rhead	

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. 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).		21/8/2019 3/10/2019 Reason: 3 13/11/2019 Reason 5 18/12/19 12/2/2020	4/2/2020	Paddy Herlihy/ Chris Elliott; Cllr Matecki	
Developing a masterplan and investment strategy for St Nicholas Park and Myton Fields (Ref 1,082)	To seek Executive approval for officers to develop a masterplan and strategy for St Nicholas Park and Myton Fields		18/12/2019 12/2/2020	10/12/2019 4/2/2020	Paul Garrison; Cllr Norris	Many stakeholders to be identified for consultation.
Commercial investment Strategy (Ref 1,098)	To seek approval for a strategic approach to commercial investment activity to generate income		12/2/2020	4/2/2020	Bill Hunt; Cllr Rhead	

18 March 2020						
Canalside DPD, Submission Draft (Ref 1,080)	To request that the Executive notes the contents of the submission draft and approve for consultation prior to submission to the Secretary of State		18/3/2020	10/3/2020	Lorna Hale; Cllr Cooke	
Adoptions of SPD (Ref 1,083)	To note the results of public consultation and adopt the final Affordable Housing and Developer Contributions SPDs		18/3/2020	10/3/2019	David Butler & Tony Ward; Cllr Cooke	

Section 2 Key decisions which are anticipated to be considered by the Council between April 2020 and June 2020						
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
HQ Relocation Project – Next steps (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	Bill Hunt Cllrs Day, Hales, Cooke, Rhead, Norris	28/11/2018 Reason: 1&3 9/1/2019 Reason: 3 6/2/2019 Reason: 3 6/3/2019 Reasons: 1&4 10/7/2019 Reason: 3		
District Network heating (Ref 1,041)	To update on findings of the feasibility study and seek permission to progress to the project further.		Marianne Rolfe; Cllrs Falp & Rhead			
Replacement of rural street lighting bulbs with LED replacements (Ref 1,053)	To recommend the phased replacement of existing rural street lighting bulbs with energy efficient LED units.		Steve Partner; Cllr Matecki	18/12/2019		

Homeless Support Services Review (Ref 1,032)	To consider the merits of making the Direct Access Hostel for Rough sleepers permanent and provision of support and Move on accommodation in the event the MHCLG funding ceases on 31 March 2020.		Elaine Wallace; Cllr Matecki	3/10/2019 13/11/2019 Reason: 2	Community Safety Team and Warwickshire Police	
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. 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.		10/7/2019 Reason: 3&4 21/8/2019 Reason: 5 3/10/2019 18/12/2019	2/7/2019 13/8/2019 18/9/2019 10/12/2019	Marianne Rolfe; Cllr Falp	
Tach Brook Country Park Consultation Strategy (Ref 1,079)	To seek approval for the consultation strategy		18/12/2019	10/12/2019	Rob Hoof; Cllr Norris	

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 (Ref 1,050)	To inform Members of the Significant Risks to the Council.		12/2/2020	4/2/2020	Richard Barr; Cllr Day	
Review of Significant Business Risk Register (Ref 1,051)	To inform Members of the Significant Risks to the Council.		22/4/2020	14/4/2020	Richard Barr; Cllr Day	

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 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