



## Warwick District Council Forward Plan February 2020 to April 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.

**(1,116)**

**Section 1 – The Forward Plan November 2019 to February 2020**

<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>12 February 2020</b>						
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		<del>13/11/2019</del> Reason: 1 12/2/2020	<del>5/11/2019</del> 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.		<del>3/10/2019</del> Reason: 1 <del>13/11/2019</del> Reason 4 12/2/2020	   4/2/2020	Lisa Barker / Andrew Rollins; Cllr Matecki	

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 12/2/2020 Reason: 5	26/02/2019 2/7/2019 18/9/2019 5/11/2019 10/12/2019 4/2/2020	Martin O'Neill; Cllr Rhead	
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 12/2/2020 Reason: 3	2/7/2019 18/9/2019 5/11/2019 10/12/2019 4/2/2020	Dave Barber; Cllr Cooke	Historic England; Warwick Town Council
Nomination for the Appointment of Chairman & Vice-Chairman of the Council for the Municipal Year 2020/21 (Ref 1,105)	For the Executive to nominate to Council in May 2020 who they feel should undertake these roles for the Municipal Year 2020/21		12/2/2020	4/2/2020	Cllr Day	
General Fund 2020/21 Budgets and Council Tax (Ref 1,106)	To update Members on the overall financial position of the Council, consider the General Fund Reserve and Capital Budgets for the following financial year. To propose the Council Tax for the upcoming year.		12/2/2020	4/2/2020	Andrew Rollins; Cllr Hales	

HRA Rent Setting 2020/21 (Ref 1,107)	To report on the proposed level of Housing Rents for the following year and any further HRA budget changes.		12/2/2020	4/2/2020	Victoria Bamber; Cllr Matecki	
Racing Club Warwick Lease Extension (Ref 1,112)	To request an extension of the Lease agreement with Racing Club Warwick Football Club		12/2/2020	4/2/2020	Stuart Winslow; Cllr Grainger	
Business Strategy 2020-2023 (Ref 1,113)	To seek Executive's recommendation to Council of the Business Strategy 2020-2023		12/2/2020	4/2/2020	Andrew Jones; Cllr Day	
Land Purchase for Affordable Housing (Ref 1,109)	To seek approval for the purchase of land and construction of 50 properties as affordable 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 business affairs of any particular person (including the authority holding that information).</b>		12/2/2020	4/2/2020	Sally Kelsall; Cllr Matecki	

<p>Urgent Decision made under Delegation - Confidential (Ref 1,111)</p>	<p>To inform the Executive of an urgent decision the Chief Executive took in relation to a staffing matter. <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 and information which is likely to reveal the identity of an individual.</b></p>		<p>12/2/2020</p>	<p>4/2/2020</p>	<p>Tracy Dolphin; Cllr Day</p>	
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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	
CIL Projects List 2020/21 (Ref 1,102)	To set out the projects that it is proposed to be funded from CIL contributions in 2020/21.		18/3/2020	10/3/2020	Philip Clarke; Cllr Cooke	
Newbold Comyn: Proposed masterplan (Ref 1,104)	To seek approval for the consultation on the final masterplan for Newbold Comyn		<del>12/2/2020</del> 18/3/2020 Reason: 3	10/3/2020	Andrew Jones/Ellie Hirons; Cllr Norris	
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		<del>12/2/2020</del> Reason 3 18/3/2020	10/3/2020	Martin O'Neill; Cllr Rhead	
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		<del>18/12/2019</del> <del>12/2/2020</del> Reason 3 18/3/2020	10/3/2020	Paul Garrison; Cllr Norris	Many stakeholders to be identified for consultation.
Fuel Poverty Strategy (Ref 1,103)	To provide Executive with the Fuel Poverty Strategy for consideration prior to consultation.		<del>12/2/2020</del> Reason 5 18/3/2020	10/3/2020	Alice Ellis; Cllr Rhead	A range of external consultees including Act on Energy, WCAVA, WCC, Public Health, Age UK, Citizens Advice and HEART Partnership

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. <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</b> because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).		<del>21/8/2019</del> <del>3/10/2019</del> Reason: 3 <del>13/11/2019</del> <del>Reason 5</del> <del>18/12/19</del> <del>12/2/2020</del> Reason: 3 18/3/2020	10/3/2020	Paddy Herlihy/ Chris Elliott; Cllr Matecki	
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. <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</b>		<del>18/12/2019</del> 18/3/2020	10/3/2020	Sally Kelsall; Cllr Matecki	

	<b>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>					
Affordable Housing Purchase - Oakley Grove (Ref 1,110)	To seek approval to purchase 43 affordable properties at Oakley Grove. <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>		18/3/2020	10/3/2020	Sally Kelsall; Cllr Matecki	



<p>Proposed disposal of a council owned asset (Ref 1,097)</p>	<p>To request that Executive approves the proposed disposal of a Council owned asset on a commercial basis. <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></p>		<p><del>18/12/2019</del>  <del>12/2/2020</del>  18/3/2020</p>	<p><del>4/2/2020</del>  10/3/2020</p>	<p>Bill Hunt;  Cllr Matecki</p>	
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<b>22 April 2020</b>						
Local Development Scheme (Ref 1,108)	Annual update of the Local Development Scheme		22/4/2020	14/4/2020	David Butler; 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		<del>18/3/2020</del> Reason 4 22/4/2020	14/4/2020	David Butler & Tony Ward; Cllr Cooke	
Commercial investment Strategy (Ref 1,098)	To seek approval for a strategic approach to commercial investment activity to generate income		<del>12/2/2020</del> <del>18/3/2020</del> Reason 3 22/4/2020	14/4/2020	Bill Hunt; Cllr Rhead	

<b>Section 2 Key decisions which are anticipated to be considered by the Council between May 2020 and July 2020</b>						
<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>

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.  <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	Bill Hunt; Cllrs Day, Hales, Cooke, Rhead, Norris	<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 <del>10/7/2019</del> 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	<del>18/12/2019</del>		

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	<del>3/10/2019</del> <del>13/11/2019</del> Reason: 2	Community Safety Team and Warwickshire Police	
Proposed amendments to the s106 agreement to affordable housing clauses (Ref 1,100)	To seek approval for the amendment to the s106 agreement in relation to mortgagee in possession clauses to enable Registered Providers to maximise their borrowing with lenders.		Sally Kelsall; Cllr Matecki			

**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 (Ref 1,050)	To inform Members of the Significant Risks to the Council.		12/2/2020	4/2/2020	Richard Barr; Cllr Day	
Definition of Anti-Semitism (Ref 1,114)	To consider adopting a definition of Anti-Semitism for the Council		12/2/2020	4/2/2020	Chris Elliott; Cllr Day	
West Midlands Combined Authority (Ref 1,115)	To consider becoming an observer to the West Midlands Combined Authority		12/2/2020	4/2/2020	Chris Elliott; Cllr Day	
Rural Urban Capital Initiatives Scheme (Ref 1,101)	To consider grant applications from Leamington Cricket Club (£4,496), Leamington RFC (£28,000) and Shrewley Parish Parents (£16,283)		12/2/2020	4/2/2020	Jon Dawson; Cllr Hales	
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](http://www.warwickdc.gov.uk/committees)**

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