



Warwick District Council Forward Plan

August 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 up to the next twelve 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.

Section 1 – The Forward Plan August 2020 to March 2021

24 August 2020

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Purchase of Footbridge providing access to land purchased at 1 Warwick St. Royal Leamington Spa (Ref 1,134)	Executive of 3rd April 2019 requested that this matter be brought back once further information was available around the possible purchase of the footbridge currently in the ownership of the Crown Estate that provides access to the land purchased by the Council.	No	03/04/2019 Reason 3 24/08/2020	10/08/2020	Graham Tomlinson; Cllr Matecki	
Minimum Energy Efficiency Standards (Ref 1,124)	Implement Legislation	Yes	24/8/2020	10/08/2020	Mark Lingard; Cllr Matecki	
Article 4 Direction for Sherbourne Conservation Area (Ref 1,127)	To seek approval from Executive to make an immediate Direction under Article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015 resulting in the removal of certain permitted development rights. A further report will be submitted within 6 months of the service of the Notice recording public	No	24/8/2020	10/08/2020	Robert Dawson; Cllr Cooke	This report seeks consent to serve notice on properties affected by the Direction and to invite public consultation.

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
	consultation and recommending confirmation or not of the Direction.					
Minor Amendment to the Canal Conservation Area (Ref 1,125)	To seek authority from Executive to remove a property, known as Clinton House, and its curtilage from the Canal Conservation Area on the grounds that the property is not of special architectural or historic interest to merit designation	No	22/4/2020 24/8/2020	10/08/2020	Robert Dawson; Cllr Cooke	Consultation on the amendment has been undertaken over a period of 2 weeks, with registered interests, local people, Lapworth Parish Council, the Canal & River Trust, Historic England, and others with an interest and knowledge of the relevant history.
Annual Treasury Management 2019/20 (Ref 1,139)	Statutory requirement for Council to approve the Annual Treasury management report before 30 September of the following financial year	No	24/08/2020	10/08/2020	Richard Wilson; Cllr Hales	
Treasury Management Activity Report for the period 1 October 2019 to 31 March 2020 (Ref 1,140)	To report the 6 month treasury management activity in accordance with the Council's Treasury Management Practices	No	24/08/2020	10/08/2020	Karen Allison/Richard Wilson; Cllr Hales	
Creative Quarter: Spencer Yard (1,141)	To gain approval for the re-development proposals for Spencer Yard	Yes	24/08/2020	10/08/2020	Phil Clarke/Ellie Hirons; Cllr Hales	

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Park Exercise Permits & Tennis Court Usage (1,145)	To introduce a new park exercise policy and tennis usage system	No	24/08/2020	10/08/2020	Meg Smith; Cllr Grainger	

30 September 2020

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Review of Significant Business Risk Register (Ref 1,137)	To inform Members of the Significant Risks to the Council	Yes	30/09/2020	22/09/2020	Richard Barr; Cllr Day	
Fees and charges (Ref 1,138)	To propose the level of Fees and Charges to be levied from January 2021	Yes	30/09/2020	22/09/2020	TBC; Cllr Hales	
Joint Local Plan Review (1,142)	To set out details of a proposed approach to preparing a joint local plan review with Stratford District Council	Yes	30/09/2020	22/09/2020	Phillip Clarke; Cllr Cooke	
Tree Planting Programme – Outline Approach (1,143)	To gain approval for Council's approach to the tree planting project and get approval for initial project	Yes	30/09/2020	22/09/2020	Debbie Cole/Ruth Hytch; Cllr Rhead	

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Newbold Comyn – Final Master Plan and Funding Strategy (1,144)	To gain approach for the final Master Plan for the redevelopment of Newbold Comyn. And to appraise Executive of the outline funding strategy for the scheme.	Yes	30/09/2020	22/09/2020	Debbie Cole/Ruth Hytch; Cllr Grainger	

11 November 2020

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Corporate Fraud Update	To update members on progress in investigating NFI matches		11/11/20	3/11/2020	Andrea Wyatt; Cllr Hales	

9 December 2020

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Housing Strategy 2020-2025 (Ref 1,135)	To allow Executive to examine the draft Housing Strategy	Yes	9/12/2020	1/12/2020	Graham Tomlinson; Cllr Matecki	

21 April 2021

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Procurement Full Year Review	To review progress in achieving the Procurement Strategy for 2020/21		21/4/2021	13/4/2021	Becky Reading; Cllr Hales	

Section 2 – Key decisions to be considered by the Executive without a confirmed date

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or 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)	Yes	Bill Hunt; Cllrs Day, Hales, Cooke, Rhead, Grainger	26/07/2017 Reason 3 28/11/2018 Reasons: 1&3 9/1/2019 Reason: 3 6/2/2019 Reason: 3 6/3/2019 Reasons: 1&4 10/7/2019 Reason: 3		

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or Background Papers	Request for attendance by Committee
District Network heating (Ref 1,041)	To update on findings of the feasibility study and seek permission to progress to the project further	Yes	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	Yes	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	Yes	Elaine Wallace; Cllr Matecki	3/10/2019 13/11/2019 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	Yes	Sally Kelsall; Cllr Matecki			
Assessments and appraisals a proposal for housing delivery – Kenilworth (Ref 1,119)	To request the drawdown of funds to commission reports and appraisals working toward a planning proposal. It is anticipated that part or all of this item will be considered in private by virtue of Schedule	Yes	Hayley Smith/Sally Kelsall; Cllr Matecki	18/3/2020 Reason: 3		

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or Background Papers	Request for attendance by Committee
	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)					
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	Yes	Paul Garrison; Cllr Grainger			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	Yes	Alice Ellis; Cllr Rhead	12/2/2020 Reason 5 18/3/2020		A range of external consultees including Act on Energy, WCAVA, WCC, Public Health, Age UK, Citizens Advice and HEART Partnership
Warwick District Council Events Guide (1,126)	To gain approval of/sign off on the Events guide which will lay out the park protocol and events protocol for any organisation or group wishing to host an event within Warwick District	Yes	Marcus Ferguson; Cllr Rhead	22/4/2020 Reason 5		

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or Background Papers	Request for attendance by Committee
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	Yes	Lisa Barker / Andrew Rollins; Cllr Matecki	3/10/2019 Reason: 1 13/11/2019 Reason 4 12/2/2020 Reason: 4 18/3/2020 Reason 3	Lisa Barker / Andrew Rollins; Cllr Matecki	
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)	Yes	Bill Hunt; Cllr Matecki	18/12/2019 12/2/2020 18/3/2020		
Commercial Investment Strategy (Ref 1,098)	To seek approval for a strategic approach to commercial investment activity to generate income	Yes	Bill Hunt; Cllr Rhead	12/2/2020 18/3/2020 Reason 3 22/4/2020 Reason 1 3/6/2020		

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or Background Papers	Request for attendance by Committee
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 relating to the financial or business affairs of any particular person (including the authority holding that information)	Yes	Sally Kelsall; Cllr Matecki	18/12/2019 18/3/2020	Sally Kelsall; Cllr Matecki	

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

Next reference number: 1,146

Details of all the [Council's committees, Councillors and agenda papers are available on our website](#)

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