



Warwick District Council Forward Plan
May 2021
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 May 2021 – April 2022

27 May 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
Local Development Scheme (LDS) update (Ref 1,181)	To update the Council's current Local Development Scheme (LDS). The LDS sets out the development plan documents and other documents that form part of the development plan for the area. This update will include details around the prioritisation and programme for the delivery of these documents.	Yes	18/3/2021 Reason: 5 22/4/2021 Reason: 5 27/5/2021	17/5/2021	Andrew Cornfoot/Lorna Hale; Cllr Cooke	
Street Naming and Numbering Policy 2021 (Ref, 1,175)	New version of the existing Street Naming and Numbering Policy	No	27/5/2021	17/5/2021	Mark Barnes; Cllr Day	

8 July 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
Final Accounts 2020/21 (Ref 1,187)	To report on the Council's draft outturn position for both revenue and capital	Yes	8/7/2021	28/6/2021	Andrew Rollins; 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
Rural and Urban Initiatives Scheme (Ref 1,188)	To consider applications for Rural and Urban Initiative Grants	No	8/7/2021	28/6/2021	Jon Dawson; Cllr Hales	
Risk Management Annual Report (Ref 1,189)	To inform Members of the Significant Risks to the Council	No	8/7/2021	28/6/2021	Richard Barr; Cllr Day	
Housing Recharges Policy (Ref 1,218)	To set out how the Council will administer general recharges and rechargeable repairs for Housing tenants and leaseholders	Yes	8/7/2021	28/6/2021	Paul Smith/ Lisa Barker; Cllr Matecki	
Climate Emergency Action Programme refresh (Ref 1,219)	To agree the Council's updated action programme in response to the Climate Emergency	Yes	8/7/201	28/06/2021	Dave Barber; Cllr Rhead	

12 August 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
Rural and Urban Initiatives Scheme (Ref 1,190)	To consider applications for Rural and Urban Initiative Grants	No	12/8/2021	2/8/2021	Jon Dawson; 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
Budget Review Quarter 1 (Ref 1,191)	To report on Budget to end of June 2021	No	12/8/2021	2/8/2021	Tony Sidhu; Cllr Hales	
Risk Management Annual Report (Ref 1,192)	To inform Members of the actions taken to embed risk management in the Council	No	12/8/2021	2/8/2021	Richard Barr; Cllr Day	

23 September 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
Rural and Urban Initiatives Scheme (Ref 1,213)	To consider applications for Rural and Urban Initiative Grants	No	23/9/2021	13/9/2021	Jon Dawson; Cllr Hales	

4 November 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
Rural and Urban Initiatives Scheme (Ref 1,193)	To consider applications for Rural and Urban Initiative Grants	No	4/11/2021	25/10/2021	Jon Dawson; 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
Fees and Charges (Ref 1,194)	To propose the level of Fees and Charges to be levied from January 2022	No	4/11/2021	25/10/2021	Tony Sidhu; Cllr Hales	
Local Council Tax Reduction Report (Ref 1,195)	To agree the local Council tax reduction scheme for 2021/22	TBC	4/11/2021	25/10/2021	Andrea Wyatt; Cllr Hales	
Review of Significant Business Risk Register (Ref 1,196)	To inform Members of the Significant Risks to the Council	No	4/11/2021	25/10/2021	Richard Barr; Cllr Day	
Regulation of Investigatory Powers (Ref, 1,197)	To report RIPA activity undertaken	No	4/11/2021	25/10/2021	Richard Barr; Cllr Hales	
Adoption of Street Trading Policy (1,214)	To formally adopt the reviewed Street Trading Policy.	No	4/11/2021	25/10/2021	Kathleen Rose; Cllr Falp	

16 December 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
General Fund Base Budgets 2022/23 to include Budget Review for the current year to	To consider the following year revenue budgets for the General Fund and update Members on the	Yes	16/12/2021	6/12/2021	Andrew Rollins; 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
include Budget Review (Ref 1,199)	latest Budgets for 2022/13					
HRA Base Budgets 2022/23 (Ref 1,200)	To Consider the following year revenue budgets for the HRA and update Members on the latest position for the current year	Yes	16/12/2021	6/12/2021	Victoria Bamber; Cllr Matecki	
Rural and Urban Initiatives Scheme (Ref 1,198)	Consider applications for Rural and Urban Initiative Grants	No	16/12/2021	6/12/2021	Jon Dawson; Cllr Hales	

10 February 2022

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
General Fund 2022/23 Budgets & Council Tax (Ref, 1,201)	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	Yes	10/2/2022	31/1/2021	Mike Snow; 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
HRA Rent Setting & Budget 2022/23 (Ref 1,202)	To report on the proposed level of Housing Rents for the following year and the proposed budget	Yes	10/2/2022	31/1/2021	Victoria Bamber; Cllr Matecki	
Treasury Management Strategy (Ref 1,203)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forth coming year	Yes	10/2/2022	31/1/2021	Richard Wilson; Cllr Hales	
Rural and Urban Initiatives Scheme (Ref 1,204)	Consider applications for Rural and Urban Initiative Grants	No	10/2/2022	31/1/2021	Jon Dawson; Cllr Hales	
RIPA (Ref 1,205)		No	10/2/2022	31/1/2021	Richard Barr;	
Significant Business Risk Register Review (Ref 1,206)	To advise Members of Corporate Business Risks	No	10/2/2022	31/1/2021	Richard Barr; Cllr Hales	

10 March 2022

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
Rural and Urban Initiatives Scheme (Ref 1,207)	To consider applications for Rural and Urban Initiative Grants	No	10/3/2022	28/2/2022	Jon Dawson; Cllr Hales	

20 April 2022

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 Shared Service Review (Ref 1,208)	To review of shared service and proposed changes for 2022	No	20/4/2022	4/4/2022	Becky Reading; Cllr Hales	
Significant Business Risk Register Review (Ref 1,209)	To advise Members of Corporate Business Risks	No	20/4/2022	4/4/2022	Richard Barr; Cllr Day	
Rural and Urban Initiatives Scheme (Ref 1,210)	Consider applications for Rural and Urban Initiative Grants	No	20/4/2022	4/4/2022	Jon Dawson; 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	Reason a date cannot be confirmed
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	Yes	Chris Elliot; Cllr Day,	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			

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	Reason a date cannot be confirmed
	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)			10/7/2019 Reason: 3			
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				

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	Reason a date cannot be confirmed
Warwick District Council Events Guide (Ref 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			
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	Yes	Sally Kelsall; Cllr Matecki	18/12/2019 18/3/2020			

Topic and Reference	Purpose of Report (including the authority holding that information)	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	Reason a date cannot be confirmed
Housing Strategy 2020-2025 (Ref 1,135)	To allow Executive to examine the draft Housing Strategy	Yes	Graham Tomlinson; Cllr Matecki	11/2/2021			
Turpin Court Housing Scheme (Ref 1,165)	Agreement to a capital budget for the construction of affordable houses on the site. 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	Jon Battell; Cllr Matecki	11/2/2021 Reasons: 3&4			
Canalside DPD (Ref 1,163)	To request that Executive agree to submit the revised Canalside DPD to the Secretary of State for a public examination	Yes	Lorna Hale; Cllr Cooke	11/2/2021 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	Reason a date cannot be confirmed
Climate Change DPD (Ref 1,164)	To request that the draft Climate Change DPD is approved for public consultation	No	Lorna Hale; Cllr Cooke	11/2/2021 Reason 3			
Energy Savings in Council Buildings (Ref 1,148)	To seek agreement for a budget to invest in energy savings in Council buildings	Yes	Steve Partner; Cllr Rhead	11/2/2021			

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: 1,220

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