



Warwick District Council Forward Plan
June 2021
Councillor Andrew Day
Leader of the Cabinet

The Forward Plan is a list of all the Key Decisions which will be taken by the Cabinet 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 Cabinet'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 Cabinet 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 Cabinet 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 July 2021 – April 2022

8 July 2021

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & 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 Noone	
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	8/7/2021	28/6/2021	Dave Barber; Cllr Rhead	
Review of Significant Business Risk Register (Ref 1,220)	To inform Members of the Significant Risks to the Council	No	8/7/2021	28/6/2021	Richard Barr; Cllr Day	
Street Naming and Numbering Policy 2021 (Ref 1,175)	New version of the existing Street Naming and Numbering Policy	No	8/7/2021	28/6/2021	Mark Barnes; Cllr Day	

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
Development Brief for Riverside House (Ref 1,221)	For Cabinet to approve the Development Brief for the future development of the Riverside House Site	Yes	8/7/2021	28/6/2021	Heather Johnson; Cllr Cooke	
Net Zero Carbon Building Development Plan Document – Consultation (Ref 1,164)	To seek agreement to consult on the draft Net Zero Carbon Buildings (formerly Sustainable Buildings) Development Plan Document	Yes	8/7/2021	28/6/2021	Lorna Hale/Dave Barber; Cllrs Cooke & Rhead	
Future High Streets Fund Award for Royal Leamington Spa (Ref 1,223)	To update Members on the final funding award from the Future High Streets Fund and to agree the revised profile of expenditure in line with that funding	Yes	8/7/2021	28/6/2021	Martin O’Neill; Cllr Cooke	
A46 Link Road – Next Steps (Ref 1,224)	To provide an update on the A46 Link Road project being led by Warwickshire County Council. It also seeks approval for the Council's continued involvement in supporting the progression of the scheme and responds to the Notice of Motion at Full Council relating to this proposed development	Yes	8/7/2021	28/6/2021	Andrew Cornfoot; Cllr Cooke	
Pest Control Service Delivery	This report seeks permission to enter into a	Yes	8/7/2021	28/6/2021	Marianne Rolfe; Cllr Falp	

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
Review and Outcomes (Ref 1,225)	service level agreement with Coventry City Council to provide pest control services to the Council for control of pests in its assets and for land which it is responsible and for the provision of a pest control service to residents of the district.					
Review and revisions to Programme Advisory Boards (Ref 1,226)	To review and consider revisions to the Programme Advisory Boards	No	8/7/2021	28/6/2021	Graham Leach; Cllr Day	

12 August 2021

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & 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 Noone	
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 Noone	

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
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 Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & 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 Noone	

4 November 2021

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & 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 Noone	
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 Noone	

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
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 Noone	
Adoption of Street Trading Policy (Ref 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 Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
General Fund Base Budgets 2022/23 to include Budget Review for the current year to include Budget Review (Ref 1,199)	To consider the following year revenue budgets for the General Fund and update Members on the latest Budgets for 2022/13	Yes	16/12/2021	6/12/2021	Andrew Rollins; Cllr Noone	
HRA Base Budgets 2022/23 (Ref 1,200)	To Consider the following year revenue budgets for the HRA and update Members on the latest	Yes	16/12/2021	6/12/2021	Victoria Bamber; Cllr Matecki	

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
	position for the current year					
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 Noone	

10 February 2022

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & 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 Noone	
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	Yes	10/2/2022	31/1/2021	Richard Wilson; Cllr Noone	

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
	Investment Strategy for the forth coming year					
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 Noone	
RIPA (Ref 1,205)	Annual review and approval by Members of the Council's Policy	No	10/2/2022	31/1/2021	Richard Barr; Cllr Noone	
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 Noone	

10 March 2022

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & 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 Noone	

20 April 2022

Topic and Reference	Purpose of Report	Key Decision?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & 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 Noone	
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 Noone	

Section 2 – Key decisions to be considered by the Cabinet 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			
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				
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			

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
Housing Strategy 2020-2025 (Ref 1,135)	To allow Cabinet 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 Cabinet 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			
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: 1,227

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