



Warwick District Council Forward Plan

September 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 September 2021 – April 2022

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 Hales	
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	23/9/2021	13/9/2021	Marcus Ferguson; Cllr Rhead	
Proposed Expansion of Country Park (Ref 1,237)	To consider a report on how the Tachbrook Country Park may be expanded and to set out the feasibility of a project to enable that to occur. 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	Yes	23/9/2021	13/9/2021	Chris Elliot; Cllrs Day, Rhead, Cooke & Hales	

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	the financial or business affairs of any particular person (including the authority holding that information)					
Funding of Development Proposal on Land Off Europa Way (Ref 1,236)	To consider a report on a funding opportunity. 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	23/9/2021	13/9/2021	Chris Elliot; Cllr Hales	
Deaccession of human skeletal remains (Leamington Spa Art Gallery & Museum (Ref 1,227))	LSAG&M wishes to dispose of some human remains in the Collection in a safe and respectful manner by burying them, following the DCMS/Museums Association ethical guidelines. As the human	No	23/9/2021	13/9/2021	Lily Crowther; Cllr Bartlett	Discussion between Lily Crowther, Curator (Human History), LSAG&M, and Alistair Brown, Policy Manager, Museums Association, and between Lily Crowther and Katie Dabin, Curator of Medicine, Science Museum, and co-chair, Medical

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	remains are part of the Council's Collection this will require formal permission from Cabinet before this can be actioned					Collections Subject Specialist Network, documented in email correspondence.
EV Parking Permit Scheme (Ref 1,231)	Propose to introduce a new EV Parking Permit scheme	Yes	23/9/2021	13/9/2021	Neil Bridges; Cllr Rhead	
Budget to build 17 affordable homes at Cubbington (Ref 1,239)	To seek approval for a budget to pay for the construction of 17 affordable housing units on a site owned by the Council purchased in 2020. 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	23/9/2021	13/9/2021	Jon Battell; Cllr Matecki	Head of Finance

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Turpin Court Housing Scheme (Ref 1,165)	To seek approval for a capital budget for the construction of affordable houses on the Turpin Court garage site	Yes	11/2/2021 Reasons: 3&4 23/9/2021	13/9/2021	Jon Battell; Cllr Matecki	Head of Finance
Shared Legal Service for Stratford-on-Avon and Warwick District Councils (Ref 1,240)	To seek Member approval for a shared legal service with Stratford-on-Avon District Council	Yes	23/9/2021	13/9/2021	Andrew Jones; Cllr Day	Stratford-on-Avon DC
Royal Leamington Spa Town Centre Transformation (Ref 1,241)	This report sets out proposals for the formation of a Royal Leamington Spa (RLS) Transformation Board and associated governance structure to lead and oversee production of a Transformation Framework for the town centre.	Yes	23/9/2021	13/9/2021	Mark Brightburn; Cllr Cooke	
Quarter 1 Budget Review (Ref 1,191)	To report on Budget to end of June 2021	No	23/9/2021	13/9/2021	Andrew Rollins; Cllr Hales	
Enforcement Policy and Business Charter (Ref 1,242)	To update the Councils Enforcement Policy and Business Charter.	Yes	23/9/2021	13/9/2021	Marianne Rolfe; Cllr Falp	Business Representatives organisations across Warwick District and Stratford on Avon District.

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Service Integration and Accommodation (Ref 1,243)	To seek agreement regarding the proposed service integration way forward and on accommodation	Yes	23/9/2021	13/9/21	Chris Elliot, Cllr Day	Stratford-on-Avon DC

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 Hales	
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	
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 (Ref 1,214)	To formally adopt the reviewed Street Trading Policy.	No	4/11/2021	25/10/2021	TBC; 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
Pest Control Service Delivery Review and Outcomes (Ref 1,225)	This report seeks permission to enter into a 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	Yes	4/11/2021	25/10/2021	Marianne Rolfe; Cllr Falp	

9 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	9/12/2021	29/11/2021	Andrew Rollins; Cllr Hales	
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	9/12/2021	29/11/2021	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	9/12/2021	29/11/2021	Jon Dawson; Cllr Hales	

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 Hales	
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 Hales	

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 Hales	
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 Hales	
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	
Community Stadium and Associated Developments (1,238)	Following Executive agreement in April 2021 to proceed with a Competitive Dialogue Process to source a developer for the Community Stadium and associated land, the findings of the CDP will be presented to the Executive for consideration of the next steps. 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)	Yes	10/2/2022	31/1/2021	Tim Wall; Cllr Bartlett	

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	(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 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 Hales	

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 Hales	

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
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 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
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				

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			
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: 1,244

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