



**Warwick District Council Forward Plan
July 2023
Councillor Ian Davison
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 key decision means a decision made in the exercise of an executive function by any person (including officers) or body which meets one or more of the following conditions:

- (1) The decision is likely to result in the Council incurring expenditure or the making of savings in excess of £150,000. Excluded from this are all loans to banks or other financial institutions made in accordance with the Treasury Management Strategy.
- (2) The decision is likely to be significant in terms of its effects on communities living or working in any two or more Wards.

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 2023 – December 2023

5 July 2023

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
Milverton Homes Business Plan (Ref 1,319)	An annual review of the Councils New Housing Company Milverton Homes Business Plan. 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	5/7/2023	26/6/2023	Victoria Bamber; Dilip Dabasia; Lisa Barker; Cllr Wightman	
CIL Projects List 2023/24	To set out the projects that are proposed to be funded from CIL contributions in 2023/24	Yes	5/7/2023	26/6/2023	Andrew Cornfoot; Cllr King	

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
(Ref 1,354)						
Update on the Adopted Statement of Community Involvement (Ref 1,356)	To seek Cabinet approval to consult on the update made to the Adopted Statement of Community Involvement	No	5/7/2023	26/6/2023	Amit Bratch/Aspia Jannat; Cllr King	
Use of Chief Executive Delegated Powers for Urgent Decisions (Ref 1,360)	To notify the Cabinet or Urgent Decisions Taken by the Chief Executive, under delegation CE(4) after consultation with Group Leaders.	No	5/7/2023	26/6/2023	Graham Leach/David Elkington/Phil Clarke; Cllrs Billiald / Chilvers / Davison / Harrison /Hunt/ Kennedy / King / Roberts / Wightman	Graham Leach
Repairs to the roof of the Pump Rooms (Ref 1,362)	To update members on the works being done to repair the roof of the Pump Rooms and seek permissions to draw down funds to enable this work to go ahead.	Yes	5/7/2023	26/6/2023	Steve Partner/Philip Clarke; Cllr Billiald	A Listed Building Consent application has been submitted for these works. Consultations with the usual bodies is taking place as part of this.
Net Zero Carbon DPD Update (Ref 1,363)	Update following Examination Hearings. Recommendations relating to Main Modifications to make the DPD sound.	Yes	5/7/2023	26/6/2023	Andrew Cornfoot; Cllr Kennedy	

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
Mitigation Measures Against Future Breaches of the Homes England Capital Funding Guide (Ref 1,365)	Mitigation Measures to Reduce Risk in particular to future auditing of schemes directly grant supported and in connection with Homes England Capital Funding Guide. 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	5/7/2023	26/6/2023	Jon Battell; Cllr Wightman	
Local Visitor Economy Partnerships (Ref 1,369)	To seek approval from Cabinet for an "in principle" position by the Council for the establishment of a Local Visitor Economy Partnership to cover Warwick District	Yes	5/7/2023	26/6/2023	Phil Clarke/Martin O'Neill; Cllr Billiald	

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
Mitigation Measures Against any Future Breaches of the Homes England Capital Funding Guide (Ref 1,370)	To implement mitigation measures against any future breaches of the Capital Funding Guide (2021-2026) in particular. 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)	No	5/7/2023	26/6/2023	Jon Battell; Cllr Wightman	
Minor Amendments to the Scheme of Delegation (Ref 1,380)	To make bring forward minor amendments to the scheme of delegation in respect of some procedural matters, Planning and Housing functions.	No	5/7/2023	26/6/2023	Graham Leach; Cllr Davison	
Corporate Complaints Policy	To bring forward a revised corporate complaints policy for the Council.	No	5/7/2023	26/6/2023	Graham Leach; Cllr Davison	

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
(Ref 1,381)						
Milverton Homes Limited Governance Audit Report (Ref 1,366)	After a period of operation, an internal audit review was commissioned to provide assurance that the Council has appropriate governance arrangements in respect of Milverton Homes Limited that protects the Council as an entity, as well as its officers and councillors as individuals. 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	5/7/2023	26/6/2023	Lisa Barker/Andy Jones; Cllr Wightman	
Customer Service Relocations	To outline the developed options for the relocation	Yes	5/7/2023	26/6/2023	David Elkington; Cllr	

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
Provisions (Ref 1,388)	of Customer Services, the expected costs of completing the project and the proposed look and feel.				J Harrison	

9 August 2023

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
South Warwickshire Economic Strategy (Ref 1,361)	To consider a proposed final version of an Economic Strategy for South Warwickshire following the recent public consultation.	Yes	9/8/2023	31/7/23	Philip Clarke; Cllr Billiald	This report has been prepared following a public consultation that took place in February and March 2023.
Damp and Mould Policy (Ref 1,364)	To agree a revised policy in relation to dealing with damp and Mould issues in the Council's Housing Stock.	No	9/8/2023	31/7/23	Steve Partner; Cllr Wightman	Steve Partner
Resident Engagement Strategy (Ref 1,367)	To present the Resident Engagement Strategy and action plan which sets out the actions required to comply with the Social Housing Regulator and also set the scene for the on-going strategy for	Yes	9/8/2023	31/7/2023	Sally Kelsall; Cllr Wightman	

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
	customers of Warwick District Council.					
University of Warwick Supplementary Planning Document (SPD) (Ref 1,375)	To seek permission to undertake a public consultation on the University of Warwick Supplementary Planning Document (SPD). The main purpose of the SPD is to provide a framework for guiding the University's development to 2031 by setting the level and broad location of growth on campus and agreeing any mitigation measures (such as those relating to transport, biodiversity etc) through a Framework s106 to apply to future planning applications.	No	9/8/2023	31/7/2023	Andrew Cornfoot/Adam James; Cllr King	
Statement of Accounts 2021-22 (Ref 1,312)	To report on the Council's final 2021/22 outturn position following completion of the audit	Yes	9/2/2023 Reason 3 8/3/2023 Reason 3 5/7/2023 Reason 3 9/8/2023	31/7/2023	Andrew Rollins; Steven Leathley; Cllr Chilvers	
Q1 Budget Update 2023/24	To provide an update on the current financial	Yes	9/8/2023	31/7/2023	Steven Leathley; Cllr	

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
(Ref 1,383)	position as at Quarter 1, both for the current year 2023/24 and for the medium term through the Financial Strategy				Chilvers	
Introduction of an Additional Licensing Scheme (Ref 1,353)	To provide an update following a public consultation exercise and to determine whether to proceed with an additional licensing scheme.	Yes	9/8/2023	31/7/2023	Paul Hughes; Cllr Wightman	
Community Stadium off Fusiliers Way (Ref 1,358)	To update Members on progress towards the delivery of a Community Stadium off Fusiliers Way and to propose next steps.	Yes	9/8/2023	31/7/2023	Chris Elliot/Paddy Herlihy; Cllr Wightman	Leamington Football Club; Local Members; Warwickshire County Council
Service Plans 23-24 (Ref 1,387)	To seek approval for the Service Area Plans 2023-24	No	9/8/2023	31/7/2023	Marianne Rolfe; Cllrs Billiald / Chilvers / Davison / Harrison / Hunt / Kennedy / King / Roberts / Wightman	
First Homes-Affordable Housing Policy Guidance Note (Ref 1,357)	To summarise and explain the Government's First Homes Directive and set out how it will influence planning policy and be applied regarding the	No	9/8/2023	31/7/2023	Tony Ward/Sally Kelsall; Cllr Wightman	

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
	determination of planning applications in Warwick District					
Review of Significant Business Risk Register (Ref 1,372)	To enable Cabinet to review and endorse the Council's strategic risk register.	No	9/8/2023	31/7/2023	Richard Barr; Cllr Davison	

20 September 2023

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
Warwick Standard (Ref 1,368)	To present for approval the "Warwick Standard" to set the standards for the delivery of new housing for Warwick District Council.	No	20/9/2023	11/9/2023	Sally Kelsall; Cllr Wightman	
HEART – Housing Assistance Policy (Ref 1,371)	To seek approval for the shared Housing Assistance Policy, revised following changes in national guidance and in the operational landscape.	No	20/9/2023	11/9/2023	Lisa Barker; Cllr Wightman	
Leamington Old Town Regeneration Supplementary	To present the public consultation	Yes	20/9/2023	11/9/2023	Mark Brightburn/Amit Bratch; Cllrs	

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
Planning Document (SPD) (Ref 1,376)					Billiald & King	
Purpose Built Student Accommodation (PBSA) – Development Plan Document (DPD) (Ref 1,377)	The purpose of this DPD will be to assess the need and set out how any future demand for PBSA's will be addressed. It will provide a detailed Policy basis to guide the assessment and determination of any future planning applications for such development. It will build upon existing Local Plan Policy H6 (Houses in Multiple Occupation and Student Accommodation).	Yes	20/9/2023	11/9/2023	Tony Ward; Cllr Wightman	
Final Accounts/Q4 Budget Update 2022/23 (Ref 1,384)	To report on the Council's draft 2022/23 outturn position for both revenue and capital.	Yes	20/9/2023	11/9/2023	Andrew Rollins/Steven Leathley; Cllr Chilvers	
Covent Garden Update (Ref 1,355)	To update Cabinet on the outcome of the Feasibility study and next steps.	Yes	20/9/2023	11/9/2023	Chris Elliot/ Heather Johnson; Cllrs King / Roberts / Hunt / Billiald	
New Athletics Facility and Myton	To update Members on the progress towards the development of a new	Yes	20/9/2023	11/9/2023	Padraig Herlihy; Cllr Davison	

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
Path (Ref 1,359)	athletics facility on land off Fusiliers Way, and the creation of the Myton Path footpath and cycleway between Myton Road and Fusiliers Way and to propose next steps.					
Digital Strategy Review (Ref 1,300)	To consider changes to the Digital Strategy which reflect the Council's post-merger ambitions.	Yes	9/2/2023 8/3/2023 Reason 1 5/7/2023 Reason 1 9/8/2023 Reason 1 20/9/2023	31/7/2023	David Elkington; Cllr Harrison	

2 November 2023

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 1,373)	To enable Cabinet to review and endorse the Council's strategic risk register.	No	2/11/2023	23/10/2023	Richard Barr; Cllr Davison	Leader of Council / Chief Executive

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
Net Zero Carbon DPD (Ref 1,378)	To provide an update on the main modifications consultation and Inspector's report and seek approval to adopt the DPD.	Yes	2/11/2023	23/10/2023	Andrew Cornfoot; Cllr Kennedy	
Local Development Scheme Update (Ref 1,379)	To seek approval to update the Local Development Scheme (LDS) as it is a statutory requirement to update this document annually.	Yes	2/11/2023	23/10/2023	Andrew Cornfoot/Amit Bratch; Cllr King	
Fees and Charges 2024/25 (Ref 1,385)	To propose the Fees and Charges to be levied from January 2024	Yes	2/11/2023	23/10/2023	Tony Sidhu; Cllr Chilvers	

6 December 2023

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
Climate Change Adaptation Supplementary Planning Document (SPD)	The purpose of producing a Climate Change Adaptation SPD is to provide further information and guidance to developers on how to comply with Local Plan	No	6/12/2023	27/11/2023	Amit Bratch; Cllrs Kennedy & King	

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
(Ref 1,382)	Policy CC1 Planning for Climate Change Adaptation to ensure that all development is resilient to, and adapted to the future impacts of climate change.					
Q2 Budget Update 2023/24 (Ref 1,386)	To provide an update on the current financial position as at 30th September 2023, both for the current year 2023/24 at the end of Quarter 2, and for the medium term through the Financial Strategy.	Yes	6/12/2023	27/11/2023	Steven Leathley; Cllr Chilvers	

8 February 2024

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

6 March 2024

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 1,374)	To enable Cabinet to review and endorse the Council's strategic risk register.	No	6/3/2023	26/2/2023	Richard Barr; Cllr Davison	Leader of Council / Chief Executive

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
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	Yes	Chris Elliott; Cllr Chilvers	9/12/2021 Reason: 2,3 10/2/2022 Reason: 2,3			

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
	person (including the authority holding that information)						
Abbey Fields Cycle Route Option (Ref 1,257)	To put forward the option for constructing a cycle path across Abbey Fields, Kenilworth to connect up National Cycle Network Route 52	Yes	Graham Folkes-Skinner; Cllr Kennedy	10/2/2022 Reason 5			
Monetary Loan to a Joint Venture (Ref 1,285)	To consider making a monetary loan to a Joint Venture which is 50% owned by Milverton Homes Limited, the Councils 100% owned housing company. 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	Andrew Jones; Cllr Chilvers; Wightman	11/5/2022 Reason 5			
The future of Linen Street Car park (Ref 1,274)	To consider options for the future redevelopment of Linen Street Car park. It is anticipated that part or all of this item will be considered in private by	Yes	Martin O'Neill; Andrew Jones; Cllr	10/3/2022 Reason 5 20/4/2022 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
	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)		Kennedy	10/08/2022 Reason 3 21/9/2022 Reason 3			
Artificial Turf Pitch for Newbold Comyn (Ref 1,348)	To seek project funding for a new Artificial Turf Pitch (ATP) for football for Newbold Comyn	Yes	Paddy Herlihy; Cllr Davison	8/3/2023 Reason 1	Football Foundation/ Sport England/ Birmingham FA/ Local football clubs Last considered by Cabinet 6 July 2022. Minute 13		

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: 1,389

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