



Warwick District Council Forward Plan
August 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 August 2023 – December 2023

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
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	31/7/2023	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 customers of Warwick District Council.	Yes	9/8/2023	31/7/2023	Sally Kelsall; Cllr Wightman	
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	To provide an update on	Yes	9/8/2023	31/7/2023	Steven	

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
2023/24 (Ref 1,383)	the current financial position as at Quarter 1, both for the current year 2023/24 and for the medium term through the Financial Strategy				Leathley; Cllr 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	
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	
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	
Corporate Complaints Policy (Ref 1,381)	To bring forward a revised corporate complaints policy for the Council.	No	5/7/2023 9/8/2023 Reasons 4 & 5	31/7/2023	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
Customer Relationship Management Pilot (Ref 1,391)	To seek approval to begin a pilot of using Customer Relationship Management technology, to assess the impact on customer satisfaction and performance	Yes	9/8/2023	31/7/2023	David Elkington; Cllr Harrison	
Associated Costs for the Purchase of Fifty One s106 Dwellings at The Asps, Banbury Road, Warwick (Ref 1,390)	To seek delegated approval from the Cabinet to proceed with the purchase of s106 units and add to WDCs existing housing stock. 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	9/8/2023	31/7/2023	Gemma Weller; Cllr Wightman	
Associated Costs for the Purchase of Twenty s106	To seek delegated approval from the Cabinet	Yes	9/8/2023	31/7/2023	Rachel Gray; 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
Dwellings at Thickthorn, Kenilworth (Ref 1,391)	to proceed with the purchase of s106 units and add to WDCs existing housing stock. 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).					

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	No	20/9/2023	11/9/2023	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
	the delivery of new housing for Warwick District Council.					
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 Planning Document (SPD) (Ref 1,376)	To present the public consultation	Yes	20/9/2023	11/9/2023	Mark Brightburn/Amit Bratch; Cllrs 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	

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/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 Path (Ref 1,359)	To update Members on the progress towards the development of a new athletics facility on land off Fuseliers Way, and the creation of the Myton Path footpath and cycleway between Myton Road and Fuseliers Way and to propose next steps.	Yes	20/9/2023	11/9/2023	Padraig Herlihy; Cllr Davison	
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	11/9/2023	David Elkington; Cllr Harrison	

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
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	20/9/2023	11/9/2023	Chris Elliot/Paddy Herlihy; Cllr Wightman	Leamington Football Club; Local Members; Warwickshire County Council
Serious Violence Duty and Partnership Agreement (Ref 1,390)	To provide Cabinet with an understanding of the requirements on the council in meeting the Serious Violence Duty and to sign up to the Partnership Agreement to discharge the Duty in the form of a countywide, and local delivery plan.	Yes	20/9/2023	11/9/2023	Elizabeth Young; Cllr Hunt	
Hydrogen Hub Project Next Steps (Ref 1,389)	To seek approval for the continuation of the hydrogen hub project in light of the recent locations appraisal report, including next steps of securing a renewable energy supply and the need to trial the dual-fuel technology in our RCVs.	Yes	9/8/2023 Reason 3 20/9/2023	11/9/2023	Katie McAuley/Dave Barber; Cllr Kennedy	
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	20/9/2023	11/9/2023	Philip Clarke; Cllr Billiald	This report has been prepared following a public consultation that took place in February and March 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
CIL Projects List 2023/24 (Ref 1,354)	To set out the projects that are proposed to be funded from CIL contributions in 2023/24	Yes	20/9/2023	11/9/2023	Andrew Cornfoot; Cllr King	

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
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	

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
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	
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	2/11/2023	23/10//2023	Andrew Cornfoot/Adam James; Cllr King	
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 determination of planning applications in Warwick District	No	9/8/2023 Reason:3 2/11/2023	23/10/2023	Tony Ward/Sally Kelsall; Cllr Wightman	

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) (Ref 1,382)	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 Policy CC1 Planning for Climate Change Adaptation to ensure that all development is resilient to, and adapted to the future impacts of climate change.	No	6/12/2023	27/11/2023	Amit Bratch; Cllrs Kennedy & King	
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	To consider a report on a funding opportunity. It is anticipated	Yes	Chris Elliott; Cllr	9/12/2021 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
Proposal on Land Off Europa Way (Ref 1,236)	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)		Chilvers	10/2/2022 Reason: 2,3			
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	Yes	Andrew Jones; Cllr Chilvers; Wightman	11/5/2022 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
	to the financial or business affairs of any particular person (including the authority holding that information)						
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 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	Martin O'Neill; Andrew Jones; Cllr Kennedy	10/3/2022 Reason 5 20/4/2022 Reason 3 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: 1,392

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