



**Warwick District Council Forward Plan
February 2024
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 February 2024

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
Choose How You Move" Better Points Sustainable Travel Incentive Contract (Ref 1,402)	To extend the current contract from it's current finish in May 2024 to November 2024. This can be undertaken through a procurement exemption	No	8/2/2024	29/1/2024	Graham Folkes-Skinner/ Cllr Kennedy	
Review of Significant Business Risk Register (Ref 1,374)	To enable Cabinet to review and endorse the Council's strategic risk register.	No	8/2/2024	29/1/2024	Richard Barr; Cllr Davison	Leader of Council / Chief Executive
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 20/9/2023 6/12/2023 8/2/2024 Reason 5	29/1/2024	Graham Leach; Cllr Davison	
Community Stadium off Fuseliers Way	To update Members on progress towards the delivery of a Community Stadium off Fuseliers Way	Yes	8/2/2024	29/1/2024	Chris Elliott/Paddy Herlihy; Cllr Wightman	Leamington Football Club; Local Members; Warwickshire County Council

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 1,358)	and to propose next steps.					
Packmores Update (Ref 1,412)	Seeks agreement to explore land within or adjacent to Priory Pools Park Warwick	Yes	8/2/2024	29/1/2024	Bernadette Allen; Cllr Sinnott	
Introduction of a Customer Relationship Management System (Ref 1,413)	To seek approval for the introduction of a Customer Relationship Management system, to support the delivery of effective and efficient Council services.	Yes	8/2/2024	29/1/2024	David Elkington; Cllr Harrison	
Refurbishment and Improvement to Existing Paddling Pools (Ref 1,415)	The existing paddling pools in Victoria Park and St Nicholas Park are needing significant annual repair due to problems with the sub-base which has led to unplanned closures and higher than normal costs to maintain. This is projected to continue and likelihood of costs increasing as the pools deteriorate further. The report outlines a recommended option to members regarding the future of the paddling pools and the impact of this option and its alternatives on the park	Yes	8/2/2024	29/1/2024	Sally Watts; Cllr Roberts	

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	and park user.					
Air Quality Management Area (AQMA) Revocations (Ref 1,418)	To recommend the revocation of our long-term compliant air quality management areas (AQMAs) following instruction from the Department for Environment, Food and Rural Affairs	Yes	8/2/2024	29/1/2024	Frances Taylor/Jack Clifford; Cllr Sinnott	
West Midlands Investment Zone (Ref 1,423)	To seek approval (or otherwise) of becoming part of the WMIZ and the proposed IZ Joint Committee	yes	8/2/2024	29/1/2024	Chris Elliott; Cllr Davison	
Protection of Ground Nesting Birds, St Mary's lands (Ref 1,424)	To report back on the evaluation of the measures undertaken to date and to seek approval for the next steps.	no	8/2/2024	29/1/2024	Chris Elliott; Cllr Roberts	
Election of Chair and Vice-Chair of the Council 2024/25 (Ref 1,426)	In accordance with Procedure Rules, to recommend to Council the persons to be elected as Chairman and Vice-Chairman of the Council for 2024/25	no	8/2/2024	29/1/2024	Cllr Davison	There will be no report for this just set out on the agenda as per last year.
General Fund Revenue and Capital Budget 2024/25	This report outlines the General Fund Revenue and Capital Budgets for Warwick District Council, including proposals for	yes	8/2/2024	29/1/2024	Andrew Rollins; Cllr Chilvers	

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 1,427)	growth, and an update to the Medium-Term Financial Strategy. It will be presented to Full Council alongside a separate report recommending the overall 2024/25 Council Tax Charges for WDC.					
Housing Revenue Account (HRA) Budget 2024/25 (including Housing Rent Setting) (Ref 1,428)	To report on the proposed HRA budget for 24/25, including rent policy.	yes	8/2/2024	29/1/2024	Emma Leeming; Cllr Chilvers; Cllr Wightman	

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
Covent Garden Update (Ref 1,355)	To update Cabinet on the outcome of the Feasibility study and next steps.	Yes	6/3/2024	26/2/2024	Chris Elliot/ Heather Johnson; Cllrs King / Roberts / Sinnott / 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
Financial matters relating to Castle Farm Leisure Centre (Ref 1,405)	To seek approval for a project overspend on this project due to unavoidable late changes to the design. To seek authority to make money available from the Planned Preventative Maintenance budget to fund works on the site which replaces existing infrastructure. To report on a future commitment to the installation of EV charging points on the site.	Yes	6/3/2024	26/2/2024	Paddy Herlihy; Cllr Davison	
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	No	6/3/2024	26/2/2024	Andrew Cornfoot/Adam James; 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
	applications.					
Potential use of HVO in RCVs (Ref 1,414)	To present further information on Hydrogenated Vegetable Oil fuel and a recommendation as to whether or not to proceed with a switch over to HVO in our RCVs as an interim means of decarbonising the fleet.	Yes	6/3/2024	26/2/2024	TBC; Cllrs Roberts & Kennedy	
Warwickshire Natural Capital Investment Strategy (Ref 1,416)	Request to approve the Warwickshire Natural Capital Investment Strategy - a region-wide strategy and process for how local authorities in Warwickshire, Coventry and Solihull will use income raised from environmental markets and nature-based compensation schemes to enhance nature and the environment, benefit its people and help tackle climate change.	No	6/3/2024	26/2/2024	Dave Barber; Cllr Davison	
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	6/3/2024	26/2/2024	Andrew Cornfoot/Amit Bratch; Cllr King	
Net Zero Carbon	To provide an update on the main modifications	Yes	6/3/2024	26/2/2024	Andrew	

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DPD (Ref 1,378)	consultation and Inspector's report and seek approval to adopt the DPD.				Cornfoot; Cllr Kennedy	
Future Homes Standard Consultation Response (Ref 1,421)	To agree a response to the Governments Future Homes Standard Consultation	Yes	6/3/2024	26/2/2024	Dave Barber; Cllr Kennedy	
Net Zero Carbon Supplementary Planning Document (SPD) (Ref 1,422)	To provide detailed guidance on how to comply with Net Zero Carbon DPD policies.	no	6/3/2024	26/2/2024	Amit Bratch; Cllr King; Cllr Kennedy	
Park Exercise Permit (Ref 1,425)	Cabinet review of the pilot scheme is required for Park Exercise Programme	no	6/3/2024	26/2/2024	Ann Hill; Cllr Sinnott	
Treasury Management Strategy 2024/25 (Ref 1,429)	To seek member approval of the Treasury Management Strategy and Investment Strategy for 24/25	yes	6/3/2024	26/2/2024	Richard Wilson; Cllr Chilvers	
Housing Revenue Account Business Plan Review 2024 (Ref 1,430)	To update the Housing Revenue Account Business Plan to reflect the most recent changes in performance, business assumptions, strategic decisions and policy, following the setting of the 2024/25 HRA Base Budget	Yes	6/3/2024	26/2/2024	Emma Leeming; Cllr Chilvers	

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 Review 2024 (Ref 1,431)	Purpose of the report: An annual review of the Councils Housing Company Milverton Homes' Business Plan. Elements of this report 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 confidential and commercially sensitive information relating to the financial or business affairs of any particular person or company (including the authority holding that information).	Yes	6/3/2024	26/2/2024	Andrew Rollins; Cllr Wightman; Cllr Chilvers	
Adoption of a policy for shared ownership properties for leaseholders wishing to extend or alter the property (Ref 1,401)	The purpose of the report is to set out a policy for leaseholders of shared ownership properties who wish to extend or alter their homes when they do not own 100%.	No	8/2/2024 <u>Reason 3</u> 6/3/2024	29/1/2024 26/2/2024	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
Future High Streets Fund Update (Ref 1,411)	To update Cabinet on progress being made on the projects being funded by the Future High Streets Fund. 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	8/2/2024 Reason 3 6/3/2024	29/1/2024 26/2/2024	Martin O'Neill; Cllr Billiald	

10 April 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
Warwick District Council's Biodiversity Action Programme (Ref 1,417)	Request to approve Warwick District Council's Biodiversity Action Programme which sets the strategic direction to 2050 for how Warwick District Council will respond to the need to protect, conserve and enhance biodiversity in the district, with a particular focus on the Council's own land and operations.	Yes	10/04/2024	28/03/2024	Becky Davies; Cllr Davison	
Way Forward on Electric Vehicle (EV) Infrastructure across South Warwickshire (Ref 1,419)	To provide and update and suggested way forward with regards to the procurement of EV Infrastructure across South Warwickshire	Yes	10/04/2024	28/03/2024	Graham Folkes-Skinner; Cllr Davison	
Low Cost, Low Carbon Energy Strategy (Ref 1,420)	To present a Low-Cost Low Carbon Energy Strategy to the Cabinet that is in line with WDC's Corporate Strategy	Yes	10/04/2024	28/03/2024	Katie McAuley-White; Cllr Kennedy	

05 June 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
Update on Proposals of Cycle Route Across Abbey Fields, Kenilworth (Ref 1,397)	To update Cabinet on the progress of the proposal to introduce a cycle route across Abbey Fields in Kenilworth to include the results of the anticipated Public Consultation on the draft design.	Yes	6/3/2024 Reason 3 05 June 2023	26/2/2024	Graham Folkes-Skinner; Cllr Kennedy	

3 July 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
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4 September 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
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 Reasons 3&5 8/2/2024 Reason 5 4/9/2024		Amit Bratch; Cllrs Kennedy & King	

17 October 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
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4 December 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
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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	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
	relating 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; 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.		

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
					Minute 13		
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	Tony Ward; Cllr King	20/9/2023 <u>Reason 5</u>			
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	Padraig Herlihy; Cllr Davison	2/11/2023			
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	Sally Kelsall; Cllr Wightman	20/9/2023			

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
Leamington Old Town Regeneration Supplementary Planning Document (SPD) (Ref 1,376)	To present the public consultation	Yes	Mark Brightburn/Amit Bratch; Cllrs Billiald & King	8/2/2024 Reason 5			

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: 1,432

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