



**Warwick District Council Forward Plan
July 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.

10 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
Parking Services Development (Ref 1,442)	Request to authorise 1) to create a new draft Parking Strategy (to span 5 years 2025-2030), 2) the approval for a budget for a consultant to assist with developing a Parking Strategy, 3) the approval for parking fees/charges coming into effect in April rather than January and 4) approval to recommendations regarding the National Parking Platform (NPP).	Yes	10/07/2024	24/06/2024	Neil Bridges; Cllr Roberts	
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	10/07/2024	24/06/2024	Katie McAuley-White; Cllr Williams	

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<p>Adoption of a policy for shared ownership properties for leaseholders wishing to extend or alter the property.</p> <p>(Ref 1,401)</p>	<p>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%.</p>	<p>No</p>	<p>10/07/2024</p>	<p>24/06/2024</p>	<p>Sally Kelsall; Cllr Wightman</p>	
<p>Review of Significant Business Risk Register</p> <p>(Ref 1,374)</p>	<p>To enable Cabinet to review and endorse the Council's strategic risk register.</p>	<p>No</p>	<p>10/07/2024</p>	<p>24/06/2024</p>	<p>Ian Davy; Cllr Davison</p>	<p>Leader of Council / Chief Executive</p>
<p>Tenant Satisfaction Survey Results</p> <p>Ref 1,459</p>	<p>To report to members on the results of the most recent tenant satisfaction surveys.</p>	<p>No</p>	<p>10/07/2024</p>	<p>24/06/2024</p>	<p>Lisa Barker; Cllr Wightman</p>	
<p>Residential Design Guide, Vehicle Parking Standards and Delegated Authority to Head of Service to designate Neighborhood Plan Areas</p>	<p>Residential Design Guide The changes to the Residential Design Guide are: • to clarify that the 45 Degree Guideline is taken from the nearest window in an extension where a neighboring property has been extended, rather than the original rear window; •</p>	<p>Yes</p>	<p>10/07/2024</p>	<p>24/06/2024</p>	<p>Rob Young; Amit Bratch; Cllr King</p>	

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<p>(Ref 1,461)</p>	<p>to clarify that a Unilateral Undertaking is required where joint extensions are proposed that would breach the 45 Degree Guideline if constructed independently; and • to omit Appendix B on refuse and recycling storage requirements. The changes to the 45 Degree Guideline will not alter the way in which the policy is implemented. Rather, they clarify how the policy has always been implemented. The omission of Appendix B is necessary because the provisions in relation refuse and recycling storage requirements are out of date following the implementation of the new waste contract. There is a more up to date version of this document published on the Council's website that will be referred to instead. Vehicle Parking Standards The changes to the Vehicle Parking Standards are: • to add 2 columns to each of the tables on pages 43 and 44 headed "No. of cars parking outside of PHB bays" and "Total parking</p>					
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	<p>stress %"; and • to change the parking space size referred to in the last paragraphs on pages 43 and 44 to 6m from 5m. The changes to the Vehicle Parking Standards relate to the methodology for undertaking parking surveys. This will not alter the way in which the policy is implemented. Rather, it provides clarity on the way that the policy has always been implemented. Delegated Authority to the Head of Service To give the Head of Service (Place, Arts and Economy) a delegated authority to authorise the designation of a Neighbourhood Plan Area.</p>					
<p>Hazardous Substances (Ref 1,466)</p>	<p>Formalise the Hazardous Substances Consents process and revise the scheme of delegations to officers for this process.</p>	<p>No</p>	<p>10/07/2024</p>	<p>24/06/2024</p>	<p>Frances Taylor; Rob Young; Cllr King; Cllr Sinnott</p>	

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<p>Procurement Exercises over £150,000 (Ref 1,462)</p>	<p>The report seeks approval to begin the procurement exercises identified in this report, in line with the agreed Procurement Code of Practice.</p>	<p>Yes</p>	<p>10/07/2024</p>	<p>24/06/2024</p>		
<p>Masterplan for developments next to Fusiliers Way (Ref 1,467)</p>	<p>To seek approval for a revised Masterplan for the area next to Fusiliers Way as the basis for developing projects in the area.</p>	<p>No</p>	<p>10/07/2024</p>	<p>24/06/2024</p>		
<p>The Myton Path and the new athletics facility (Ref 1,468)</p>	<p>Private and confidential is one appendix only. To seek permission to progress the projects to construct the Myton Path footpath and cycleway and to construct the new athletics facility, both on land near to Fusiliers Way. 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 will contain information relating to the financial or business affairs of the Council.</p>	<p>Yes</p>	<p>10/07/2024</p>	<p>24/06/2024</p>		

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 Reason 5 10/04/2024 05/06/024 Reason 5 4/9/2024	23/8/2024	Chris Elliot/ Heather Johnson; Cllrs King / Roberts / Sinnott / Billiald	
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	23/8/2024	Amit Bratch; Cllrs Williams & King	

4 September 2024

Review of the Joint Waste Contract and Future Options (Ref 1,450)	To present the options for the current arrangements of the joint waste contract with SDC	Yes	3/07/2024 Reason 3 4/9/2024	23/8/2024	Zoe Court/Steve Partner; Cllr Roberts	
Procurement Exercises over £150,000 (Ref 1,463)	The report seeks approval to begin the procurement exercises identified in this report, in line with the agreed Procurement Code of Practice.	Yes	4/9/2024	23/8/2024	Becky Reading; Cllr Chilvers	
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 4/9/2024	24/06/2024	Graham Folkes-Skinner; Cllr Williams	
Review of the Joint Waste Contract and Future Options (Ref 1,450)	To present the options for the current arrangements of the joint waste contract with SDC	Yes	4/9/2024	24/06/2024	Zoe Court/Steve Partner; Cllr Roberts	

4 September 2024

<p>Leper Hospital, Warwick (Ref 1,454)</p>	<p>Approval for re-development of the leper hospital, Warwick to include 8 new build apartments. 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 will contain information relating to the financial or business affairs of the Council.</p>	<p>Yes</p>	<p>4/9/2024</p>	<p>24/06/2024</p>	<p>Gemma Weller, Lisa Barker; Cllr Wightman</p>	
<p>The Neighbourhood Centre on land next to Fusiliers Way (Ref 1,469)</p>	<p>To seek approval to work with the County Council and others to develop one or more projects in the centre of the wider Fusiliers Way site to produce a neighbourhood centre and related facilities for the public.</p>	<p>No</p>	<p>4/9/2024</p>	<p>24/06/2024</p>		

4 September 2024

Community Stadium at Fusiliers Way (1,470)	To seek approval to progress the project to construct a Community Stadium on land next to Fusiliers Way. 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 will contain information relating to the financial or business affairs of the Council.	Yes	4/9/2024	24/06/2024		
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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
Procurement Exercises over £150,000 (Ref 1,464)	The report seeks approval to begin the procurement exercises identified in this report, in line with the agreed Procurement Code of Practice.	Yes	17/10/2024	07/10/2024	Becky Reading; Cllr Chilvers	

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
Procurement Exercises over £150,000 (Ref 1,465)	The report seeks approval to begin the procurement exercises identified in this report, in line with the agreed Procurement Code of Practice.	Yes	17/10/2024	07/10/2024	Becky Reading; Cllr Chilvers	

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 it will contains information relating to the financial or business affairs of the Council.	Yes	Chris Elliott; Cllr Chilvers	9/12/2021 Reason: 2,3 10/2/2022 Reason: 2,3			
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)	Yes	Martin O'Neill; Cllr Williams	10/3/2022 Reason 5 20/4/2022 Reason 3 10/08/2022 Reason 3 21/9/2022 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
	Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)						
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		

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
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 Reason 5			
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			

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
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			
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			
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	Paddy Herlihy; Cllr Davison	6/3/2024 10/04/2024			

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 Association Charitable Trust (HACT) Retrofit Credit Scheme (Ref 1,444)	To seek approval to take part in a retrofit credit scheme to attract funding towards retrofit works being undertaken. An organisation called HACT (Housing Association Charitable Trust), working in partnership with Arctica Partners have developed a methodology to measure carbon savings and social value created through retrofit activity. By doing this, "credits" are offered to organisations taking part in the project. The credits, when calculated, result in the payment of funding towards retrofit works focussed on improving the carbon efficiency of the Council housing stock.	Yes	Sally Kelsall; Cllr Wightman				

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
Adoption of a policy for shared ownership properties for leaseholders wishing to extend or alter the property. (Ref 1,445)	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%.	Yes	Will Anstey; Sally Kelsall; Cllr Wightman				

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: 1,471

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