



**FORWARD PLAN  
January 2012 to April 2012**

**COUNCILLOR MICHAEL DOODY  
LEADER OF THE EXECUTIVE**

The Forward Plan is a list of all the Key Decisions which will be taken by the Executive or its Committees in the next four 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.

If you would like to make representations or comments on any of the topics listed below, 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) 412656. If your comments are to be referred to in the report to the Executive 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. The Forward Plan will be updated monthly and you should check to see the progress of the report you are interested in.

Delayed reports:

If a report is late, officers should use the reason code below to establish the reason(s) for the delay:

- 1.** Portfolio Holder has deferred the 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.

**Section 1 – The Forward Plan January 2012 to April 2012**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive –date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
<b>JANUARY 2012</b>						
Local Enterprise Partnership planning protocol (ref 357)	To consider the Planning protocol		Executive January 2012	30 December 2012	Gary Stephens	
Housing Revenue Account Business Plan (Ref 359 & 363)	To approve the business plan		Executive 14 January 2012	30 December 2012	Jameel Malik Cllr Vincett	
Review of Members Allowances (Ref 344)	To receive the Independent Remuneration Panels report on the Members Allowances Scheme for Warwick District		Executive 14 January 2012 Council 25 January	30 December 2012	Graham Leach Cllr Doody	
General Fund Revenue Estimates Revised 2011/12 and Original	To recommend to Council the base revenue estimates		Executive 14 January 2012 Council 25 January	30 December 2012	Marcus Miskinis Cllr Mobbs	

2012/13 (Ref 347)						
HRA Revenue Estimates Revised 2011/12 and Original 2012/13 (Ref 348)	To recommend to Council the base revenue estimates		Executive 11 January 2012	30 December 2012	Sandra Jones / Jameel Malik  Cllr Vincett	
Newbold Comyn Leisure Centre WaterFlume Replacement Exception Report (Ref 370)	This report sets out the rationale for requesting an exception to the Code of Procurement Practice in order to enable the construction of a replacement water flume at Newbold Comyn Leisure Centre		Executive 14 January 2012	30 December 2012	Russell Marsden  Cllr Mrs Gallagher  Cllr Vincett	
<b>FEBRUARY 2012</b>						
Housing Improvement Programme 2012/13 (Ref 365)	Seek approval to deliver the proposed 2012/13 Housing Improvement Programme		15 February 2012	6 February 2012	Matt Jones  Anthony White   Cllr Norman Vincett	
Corporate Repairs and Improvements Programme 2012/13 (Ref 366)	Seek approval to deliver the proposed 2012/13 Corporate Repairs and Improvements Programme		15 February 2012	6 February 2012	Matt Jones  Anthony White  Cllr Norman Vincett	

Play area review (Ref 310)	To present recommendations of Play Working Party		Executive 15 February 2012	6 February 2012	Dave Anderson Cllr Gallagher	
Asset Management Plan (Ref 352)	Moved from September 2011		Executive 15 February 2012	6 February 2012	Joseph Baconnet Cllr Hammon	
Budget 2012/13 and Council Tax and Capital	To finalise the General Fund Revenue and Capital Budgets for 2012/13 and set the appropriate level of council tax		Executive 15 February 2012  Council 14 February 2012	6 February 2012	Mike snow  Cllr Mobbs	
Housing Rents and Housing Revenue Account 2012/13	To finalise the Housing Revenue Account Budgets for 2012/13 and set the level of housing rents		Executive 15 February 2012  Council 14 February 2012	6 February 2012	Sandra Jones/ Jameel Malik Cllr	
2012/13 Treasury Management Strategy Plan	To approve the 2012/13 Treasury Management Strategy, Annual Investment Strategy & Minimum Revenue Provision Statement		Executive 15 February  Council 14 <sup>d</sup> February 2012	6 February 2012	Roger Wyton Cllr Mobbs	

## **MARCH 2012**

Tourism & Visitor Economy (Ref 360)	Action Plan 2012		Executive 14 March 2012	5 March 2012	Pam Dunsdon	
---	------------------	--	-------------------------------	-----------------	----------------	--

Economic Development Strategy (Ref 361)			Executive 14 March 2012	5 March 2012	Joe Baconnet	
Evening Economy (Ref 362)	Action Plan 2012-2015		Executive 14 March 2012	5 March 2012	Pam Dunsdon	
Review of Warwick District Conservation Area Advisory Forum (Ref 374)	To consider a review of the Warwick District Conservation Area Advisory Forum		Executive 14 March 2012	5 March 2012	Gary Stephens  Cllr John Hammon	
Fit for the Future Programme (Ref 375)	To update the Executive on progress in achieving benefits. Also, to seek approval for any significant programme expenditure or to ratify any significant changes to the programme's composition.	Report frequency agreed at February 2011 Executive	Executive 14 March 2012	5 March 2012	Steve Webb, Improvement & Performance  Cllr. Michael Doody	Senior Management Team (Programme Board)
Chapel Street Disposal (Ref 376)			Executive 14 March 2012	5 March 2012	Joe Baconnet  Cllr Hammon	
Chase Meadow Community Centre (Ref 377)			Executive 14 March 2012	5 March 2012	Tony Ward  Cllr Mrs Grainger	

**APRIL 2012**

Green Space Strategy (Ref 186)	To approve approach for action plans (Executive <del>June 2009</del> Executive <del>15.07.09</del> Executive <del>26.08.09</del> *Reason 1 TBC)  Reschedule report to allow more time to engage with elected members and to assess the implications of the Core Strategy		Executive 18 April 2012	5April 2012	Dave Anderson Cllr Gallagher	
-----------------------------------	---	--	----------------------------	-------------	------------------------------------	--

**Section 2 - Key decisions which are anticipated to be considered by the Council between May 2012 and December 2012**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive –date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
<b>MAY 2012</b>						
2012/13 Portfolio Holder Statements (Ref 378)	To approve the 2012/13 Portfolio Holder Statements		Executive 30 May 2012	18 May 2012	Susie Drummond or Steve Webb  Cllr Michael Doody	
<b>JUNE 2012</b>						
Final Accounts 2011/12 (Ref 379)	To report on the Council's outturn position for both revenue and capital		Executive 20 June 2012		Marcus Miskinis Cllr Mobbs	
<b>JULY 2012</b>						
Financial Projections and Budget Prospects	To Report on the latest financial prospects		Executive 11 July 2012		Mike Snow Cllr Mobbs	

(Ref 380)						
<b>SEPTEMBER 2012</b>						
Statement of Accounts 2011/12 (Ref 381)	To formally approve the Council's statutory accounts 2011/12		Council September 2012		Marcus Miskinis Cllr Mobbs	
<b>OCTOBER 2012</b>						
Approval of Fees and Charges 2013/14 (Ref 382)	To propose the level of fees and Charges to be levied in 2013/14		Executive 10 October 2012		Andy Crump Cllr Mobbs	



## TO BE CONFIRMED

Topic and Reference	Purpose of report	History of Committee Dates & Reason code for deferment	Contact Officer & Portfolio Holder	Expansion on Reasons for Deferment	External Consultees/ Consultation Method/ Background Papers	Request for attendance by Committee
Housing Strategy (Ref A1)		Executive TBC	Satnam Kaur			
Potential regeneration projects in Old Town (Ref K1)	To advise Executive of the potential for the regeneration of certain sites within Leamington Old Town	Executive TBC	Bill Hunt Cllr Hammon	A number of confidential discussions are taking place with local businesses and potential developers and a report will be scheduled as soon as possible when it is known whether there is likely to be scope for a feasible scheme .		
Review of procurement of disabled adaptations (Ref T)	Review of current procurement methods to ensure value for money and efficiencies are being realised	<del>Executive</del> <del>17.03.2010</del> TBC * Reason 3	Jameel Malik/ Satnam Kaur	A new contract for aids and adaptations was tendered and procured by Property Services in April 2010		
Supporting People Strategic Review	To report on the outcomes of the County Council's strategic review of Supporting People contracts and the potential	<del>Executive</del> <del>17.03.2010</del> TBC	Satnam Kaur / Jameel Malik	The Reviews have been developed by Warwickshire County Council and		

(Ref O)	implications for Warwick district	* Reason 5	Cllr Vincett	<p>overseen by the Supported Housing Partnership which consists of representatives of Districts and Boroughs including the Portfolio Holder for Housing and Property Services and the Head of Service.</p> <p>The impact and findings of the Reviews will be re-evaluated/updated following the Government's recent funding announcements. Following these updated a decision will be taken whether they need to be presented for Executive approval.</p>		
Chandos Street Development (273)	Update report	TBC *Reason 3	Bill Hunt / Paul Pinkney Cllr Hammon			
Customer Access in Leamington Spa (Ref 283)	Business case for One Stop Shop in Royal Pump Rooms (moved from November 2010 – Reason 3)	TBC *Reason 3	Susie Drummond Cllr Mrs Grainger	Moved from February 2011 – waiting for further information from		External consultee WCC

				another body		
Refurbishment of the CCTV Control Room (Ref 298)	The report will ask the Executive to allocate £255,000 of capital funding for the refurbishment and upgrading of the CCTV control room and equipment because it is currently starting to fail, due to its age and general deterioration, with it being some 10 years old.	<del>Executive 22.12.10 deferred</del> <del>Executive 26.1.11 deferred</del> TBC *Reason 3	Roger Jewsbury  Cllr Coker	Awaiting outcome of feasibility report on the Town Hall as part of a wider Corporate Asset review.  Looking at potentials for shared services with SDC/Police		
Local Authority Mortgage Guarantee Scheme (259)	To report initial details of a proposed mortgage guarantee scheme to assist the local housing market  (Previously in June 2011 - This was not a service plan issue and has been taken over by other competing priorities)				Mike Snow Cllr Mobbs	
Oakley Wood Crematorium Improvements (Ref 350)		Moved from September 2011 & Dec 2011  Reason 5			Richard Hall Cllr Coker	
Clarendon Arcade (Ref 356)	Potential use of compulsory purchase powers				Paul Pinkney	

Draft Customer Service Centre SLA (Ref 354)	Moved from September – Reason 3 – needs review & agreement by WCC		Susie Drummond Cllr Mrs Grainger			Exec. 26/01/11 = Customer Service Centre Performance & Co-location Review / WCC
Review of Locality Working (Ref 367)	Update on the review of locality working and impact of changes made.		Susie Drummond Cllr Mrs Grainger			
Review of Community Development Working (Ref 368)	Review of the Community Development Work in the Community Partnership Team		Susie Drummond Cllr Mrs Grainger			
Channel Strategy & ICT Strategy (Ref 369)	Updated ICT Strategy and a new Channel Strategy for customer contact		Susie Drummond Cllr Mrs Grainger			
Constitution (Ref 364)	Revision to the existing WDC Constitution		Graham Leach Cllr Doody			
New Standards Regime			Graham Leach Cllr Doody			

Warwick Town Centre Area Action Plan			Lorna Coldicott Cll Hammon			
--	--	--	----------------------------------	--	--	--

**Section 3 - Items which are anticipated to be considered by the Executive but are NOT key decisions**

<b>Topic</b>	<b>Purpose of report</b>	<b>Meeting</b>	<b>If requested by Executive, decision and minute number</b>	<b>Publication date</b>	<b>Contact Officer</b>	<b>Portfolio Holder</b>
<b>JANUARY 2012</b>						
Discretionary Travel					Graham Leach/ Cllr John Barrott	
Quality of Life					Jane Davenport Cllr Mrs Grainger	
Significant Business Risk Register					Richard Barr CllrDoody Cllr Mobbs	
<b>MARCH 2012</b>						
2011/12 Portfolio holder Statements Progress report (Ref 337)	To report on progress in relation to the 2011/12 Portfolio Holder Statement and to approve updates to these as necessary		Executive 8 June 2011		Susie Drummond or Steve Webb  Cllr Michael Doody	

<b>APRIL 2012</b>						
Significant Business Risk Register			Executive 18 April 2012		Richard Barr CllrDoody Cllr Mobbs	
<b>JULY 2012</b>						
Financial Monitoring To 31 May 2012	To advise members of any variations from approved budgets		Executive 11 July 2012		Mike Snow Cllr Mobbs	
Significant Business Risk Register			Executive 11 July 2012		Richard Barr CllrDoody Cllr Mobbs	
<b>SEPTEMBER 2012</b>						
2012/13 Portfolio holder Statements Progress Report (Ref 337)	To report on progress in relation to the 2012/13 Portfolio Holder Statement and to approve updates to these as necessary		Executive 12 September 2012		Susie Drummond or Steve Webb Cllr Michael Doody	

<b>OCTOBER 2012</b>						
Significant Business Risk Register			Executive 10 October 2012		Richard Barr Cllr Doody Cllr Mobbs	
<b>NOVEMBER 2012</b>						
Financial Monitoring To 30 September 2012	To advise members of any variations from approved budgets		Executive 14 November 2012		Mike Snow Cllr Mobbs	
<b>JANUARY 2013</b>						
Quality of Life			Executive 8 January 2013		Jane Davenport Cllr Mrs Grainger	
<b>MARCH 2013</b>						
2011/12 Portfolio holder Statements Progress report (Ref 337)	To report on progress in relation to the 2011/12 Portfolio Holder Statement and to approve updates to these as necessary		Executive 13 March 2012		Susie Drummond or Steve Webb Cllr Michael Doody	

Details of all the Council's committees, Councillors and agenda papers are available via our website [www.warwickdc.gov.uk/committees](http://www.warwickdc.gov.uk/committees)

The forward plan is available in large print on request, by telephoning (01926) 412656