



**FORWARD PLAN
February 2012 to May 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 February 2012 to May 2012

| Topic and Reference | Purpose of report | If requested by Executive –date, decision & minute no. | Date of Executive, Committee or Council meeting | Publication Date of Agendas | Contact Officer & Portfolio Holder | External Consultees/ Consultation Method/ Background Papers |
|---|--|---|--|------------------------------------|--|--|
| FEBRUARY 2012 | | | | | | |
| Housing Improvement Programme 2012/13 (Ref 365A) | 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 | |

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| Budget 2012/13 and Council Tax and Capital (Ref 383) | 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 (Ref 384) | 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 (Ref 385) | To approve the 2012/13 Treasury Management Strategy, Annual Investment Strategy & Minimum Revenue Provision Statement | | Executive 15 February Council 14 ^d February 2012 | 6 February 2012 | Roger Wyton Cllr Mobbs | |
| Installation of Photovoltaic panels to suitable WDC Housing & Corporate properties. (Ref 365) | An update report requesting consideration of a proposal. | February 2012 | February 2012 | | Jameel Malik Cllr Vincett | |
| Review of Members Allowances (Ref 344) | Report of the Independent Review panel – (Previously in August 2011 - This was not a service plan issue and has been taken over by other competing priorities) | | Moved from January | | Graham Leach / Philip Morgan Cllr Doody | |

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| New Standards Regime (388) | | | | | Graham Leach Cllr Doody | |
| 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 | |

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| 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 | |
| Asset Management Plan (Ref 352) | Moved from September 2011 | | Executive 15 February 2012 | 6 February 2012 | Joseph Baconnet Cllr Hammon | |
| APRIL 2012 | | | | | | |
| Green Space Strategy (Ref 186) | To approve approach for action plans (Executive — June 2009 Executive 15.07.09 Executive 26.08.09 *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 | 5 April 2012 | Dave Anderson Cllr Gallagher | |

MAY 2012

Car Park
Strategy 2012-
2017
(Ref 386)

Executive
30 May2012

Ian Coker
Cllr Shillton

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

| Topic and Reference | Purpose of report | If requested by Executive –date, decision & minute no. | Date of Executive, Committee or Council meeting | Publication Date of Agendas | Contact Officer & Portfolio Holder | External Consultees/ Consultation Method/ Background Papers |
|---|--|---|--|------------------------------------|---|--|
| JUNE 2012 | | | | | | |
| 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 | |
| JULY 2012 | | | | | | |
| Financial Projections and Budget Prospects (Ref 380) | To Report on the latest financial prospects | | Executive 11 July 2012 | | Mike Snow Cllr Mobbs | |
| SEPTEMBER 2012 | | | | | | |
| Statement of Accounts 2011/12 (Ref 381) | To formally approve the Council's statutory accounts 2011/12 | | Council September 2012 | | Marcus Miskinis Cllr Mobbs | |

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| Grounds Maintenance Contract re let (Ref 387) | | | | | Robert Hoof Cllr Shilton | |
| OCTOBER 2012 | | | | | | |
| 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 | Executive 17.03.2010 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 | Executive 17.03.2010 TBC | Satnam Kaur / Jameel Malik | The Reviews have been developed by Warwickshire County Council and | | |

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| (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 |

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| | | | | 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. | Executive 22.12.10 deferred Executive 26.1.11 deferred 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 | |

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| 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 | | | |
| 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

| Topic | Purpose of report | Meeting | If requested by Executive, decision and minute number | Publication date | Contact Officer | Portfolio Holder |
|---|---|----------------|--|-------------------------|---|-------------------------|
| FEBRUARY 2012 | | | | | | |
| Nomination for Appointment of Chairman and Vice Chairman of the council | | | Executive 15th February 2012 | | | |
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| MARCH 2012 | | | | | | |
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| APRIL 2012 | | | | | | |
| Significant Business Risk Register | | | Executive 18 April 2012 | | Richard Barr CllrDoody Cllr Mobbs | |
| JULY 2012 | | | | | | |
| Financial Monitoring To 31 May 2012 | To advise members of any variations from approved budgets | | Executive 11 July 2012 | | Mike Snow Cllr Mobbs | |

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| Significant Business Risk Register | | | Executive 11 July 2012 | | Richard Barr CllrDoody Cllr Mobbs | |
| SEPTEMBER 2012 | | | | | | |
| 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 | |
| OCTOBER 2012 | | | | | | |
| Significant Business Risk Register | | | Executive 10 October 2012 | | Richard Barr CllrDoody Cllr Mobbs | |
| NOVEMBER 2012 | | | | | | |
| Financial Monitoring To 30 September 2012 | To advise members of any variations from approved budgets | | Executive 14 November 2012 | | Mike Snow Cllr Mobbs | |
| JANUARY 2013 | | | | | | |
| Quality of Life | | | Executive 8 | | Jane | |

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| | | | January 2013 | | Davenport Cllr Mrs Grainger | |
| MARCH 2013 | | | | | | |
| 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 Drummon d 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

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