



**FORWARD PLAN
May 2012 to August 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 May 2012 to August 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
MAY 2012						
Economic Development Strategy (Ref 361)	Moved from March Reason 1 & 4 To be presented alongside the Local Plan options		Executive 30 May 2012	18 May 2012	Joe Baconnet Cllr Hammon	
Pump Room Gardens Conservation Project (Ref 403)	To update on the Pump Room Gardens Conservation Project		Executive 30 May 2012	18 May 2012	Ian Coker Cllr Shilton	
Chapel Street Disposal (Ref 376)	To update on Chapel Street Disposal		Executive 30 May 2012	18 May 2012	Joe Baconnet Cllr Hammon	
Asset Management Plan (Ref 352)	Moved from September 2011 Reason 1		Executive 30 May 2012	18 May 2012	Joseph Baconnet Cllr Hammon	

Clarendon Arcade Development Agreement Update Report (Ref 356)	To update members on the development. NB Report will be confidential Moved from March 2012-04-12 Reason 3		Executive 30 May 2012	18 May 2012	Bill Hunt Cllr Hammon	
Leamington Art Gallery & Museum Submission to Museums Accreditation Scheme (Ref 405)			Executive 30 May 2012	18 May 2012	Jeff Watkin Cllr Mrs Gallagher	Warwickshire County council and other local museums
Leek Wooton Community Woodlands (Ref 407)			Executive 30 May 2012		Bill Hunt Cllr Hammon Cllr Shilton	
Leamington Assets Feasibility Study (Ref 389)	Moved from March 2012-04-12 Reason 3		Executive 30 May 2012	18 May 2012	Bill Hunt Cllr Doody	
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	11 June 2012	Marcus Miskinis Cllr Mobbs	

Warwick Town Centre Area Action Plan (Ref 394 A)	To agree the Council's preferred options for public consultation.		Executive 30 May 2012 Moved from May Reason 1	11 June 2012	Andrew Jones Cllr Hammon	
Events Experiment (Ref 408)			Executive 20 June 2012	11 June 2012	Rose Winship Cllr Gallagher Joe Baconnet Cllr Hammon	
JULY 2012						
Financial Projections and Budget Prospects (Ref 380)	To Report on the latest financial prospects		Executive 11 July 2012	02 July 2012	Mike Snow Cllr Mobbs	
AUGUST 2012						

Section 2 - Key decisions which are anticipated to be considered by the Council between September 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
SEPTEMBER 2012						
Statement of Accounts 2011/12 (Ref 381)	To formally approve the Council's statutory accounts 2011/12		Council September 2012	03 September 2012	Marcus Miskinis Cllr Mobbs	
Integrated Waste, Grounds Maintenance and Building Cleaning Contract re let (Ref 387)	To update members on the outcome of the re let of Contracts		Executive 12 September 2012	03 September 2012	Robert Hoof Cllr Shilton	
Car Park Strategy 2012-2017 (Ref 386)			Executive 12 September 2012 Moved from May 2012 Reason More Information	03 September 2012	Ian Coker Cllr Shilton	

			required from the Review of WDC			
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	01 October 2012	Andy Crump Cllr Mobbs	
Housing Strategy (Ref A1)	To set out the Council's medium to long term housing goals across all tenures to meet the housing needs of the district		Executive 10 October 2012	01 October 2012	Satnam Kaur Cllr Vincett	
DECEMBER 2012						
Budgets revised and original GF (Ref 393)	To updates member on the overall financial position of the Council, consider the General Fund Revenue and Capital Budgets for the following financial Year		Executive 12 December 2012	03 December 2012	Marcus Miskinis Cllr Mobbs	
Budgets revised and original HRA (Ref 394)	To Consider the following year revenue budgets for the HRA.		Executive 12 December 2012	03 December 2012	Sandra Jones Cllr Vincett	

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
Review of Warwick District Conservation Area Advisory Forum (Ref 374)	To consider a review of the Warwick District Conservation Area Advisory Forum	Executive 18.04.2012 TBC	Gary Stephens Cllr Hammon			
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 Cllr Vincett	A new contract for aids and adaptations was tendered and procured by Property Services in April 2010		
Supporting People Strategic Review (Ref O)	To report on the outcomes of the County Council's strategic review of Supporting People contracts and the potential implications for Warwick district	Executive 17.03.2010 TBC * Reason 5	Satnam Kaur / Jameel Malik Cllr Vincett	The Reviews have been developed by Warwickshire County Council and overseen by the Supported Housing Partnership which consists of representatives of Districts and Boroughs including		

				<p>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>		
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 another body		External consultee WCC
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	<p>Awaiting outcome of feasibility report on the Town Hall as part of a wider Corporate Asset review.</p> <p>Looking at potentials for shared services with SDC/Police</p>		

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	
Draft Customer Service Centre SLA (Ref 354)		Moved from September – needs review & agreement by WCC * Reason 3 –	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			

Constitution (Ref 364)	Revision to the existing WDC Constitution		Graham Leach Cllr Doody			
Evening Economy (Ref 362)	Action Plan 2012-2015		Pam Dunsdon Cllr 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
JULY 2012						
Financial Monitoring To 31 May 2012 (Ref 399)	To advise members of any variations from approved budgets		Executive 11 July 2012	2 July 2012	Mike Snow Cllr Mobbs	
Significant Business Risk Register (Ref 398/1)			Executive 11 July 2012	2 July 2012	Richard Barr Cllr Doody Cllr Mobbs	
AUGUST 2012						
Budget Monitoring Risk Management Annual Report (Ref 400)	To advise members of any variations from approved budgets		Executive 08 August 2012	30 July 2012	Andy Crump Andrew Mobbs	
SEPTEMBER 2012						
2012/13 Portfolio holder Statements Progress Report	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	3 September 2012	Susie Drummond or Steve Webb	

(Ref 337)					Clr Doody	
OCTOBER 2012						
Significant Business Risk Register (Ref 398/2)			Executive 10 October 2012	01 October 2012	Richard Barr Clr Doody Clr Mobbs	
NOVEMBER 2012						
Financial Monitoring To 30 September 2012 (Ref 401)	To advise members of any variations from approved budgets		Executive 14 November 2012	05 November 2012	Mike Snow Clr Mobbs	
JANUARY 2013						
Quality of Life (Ref 402)			Executive 8 January 2013	28 December 2012	Jane Davenport Clr Mrs Grainger	
Significant Business Risk Register (Ref 398/3)			Executive 8 January 2013	28 December 2012	Richard Barr Clr Doody Clr Mobbs	

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 2013	04 March 2013	Susie Drummon d or Steve Webb Cllr Doody	
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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