



FORWARD PLAN

February 2011 to May 2011

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 2011 to May 2011

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 2011						
Budget 2011/12 and Council Tax – Revenue and Capital (Ref 270)	To finalise the General fund revenue and Capital Budgets for 2011/12 and set the appropriate level of council tax		Executive Feb 2011 Council Feb 2011		Mike Snow Cllr Mobbs & all other Portfolio Holders	
Housing Rents and Housing Revenue Account 2011/12 (Ref 271)	To finalise the Housing Revenue Account Budgets for 2011/12 and set the level of Housing Rents.		Executive Feb 2011 Council Feb 2011		Jameel Malik / Sandra Jones Cllr Mrs Grainger	
Heating, Lighting and Water Charges 2011/12 – Council Tenants (Ref 272)	To agree service charges for the recovery of the cost of provision of communal services		Executive Feb 2011 Council Feb 2011		Jameel Malik / Sandra Jones Cllr Mrs Grainger	

Rural Local Letting Policy (Ref 279)	To approve the policy (Moved from October due to amount of work needed to complete)		February 2011		Satnam Kaur Lydia Wailoo Cllr Mrs Grainger	Barford Sherbourne & Wasperton Joint Parish Council & Registered Social Landlords Background papers – Homechoice Allocation Policy 2008
Warwick District Local Plan (Ref 294)	To approve an issues and options paper for the Warwick District Local Plan (Moved from January – Reason 1)		Feb 9 th 2011		Gary Stephens Cllr Hammon	
Additional Funds for Housing & Property Services (Ref 303)	The report was initially intended for Executive approval on 26 th Jan. The Departmental Service Improvement Plan was only approved in December and the immediate funding priorities are likely to be confirmed by 5 th Jan (later than initially anticipated). The report will therefore be presented for Executive approval at its meeting on 9 th Feb. This would also enable the report to be discussed and approved as part of the rents and final HRA budget report in February 2011.	25/01/11	26/01/11		PW I'Anson Cllr Grainger	N/A
Fit for The Future Benefits & Measures (Ref 299)		25/01/11	26/01/11		Dave Barber Cllr Doody	None

Warwickshire Local Investment Plan (Ref 304)	To approve the plan. The LIP will be the mechanism through which the Homes and Communities Agency will identify any financial support it could make towards the housing needs programme and housing led regeneration initiatives.		9th February 2011		Jameel Malik Cllr Mrs Grainger	
Spencer Yard	Update report	25/01/11	26/01/11		Bill Hunt John Hammon/ Michael Doody	
MARCH 2011						
Warwickshire Compact 2010 (Ref 302)	The purpose is to seek Warwick District Council's		March 2011		Bernadette Allen Cllr Les Caborn	WCAVA facilitated consultation with external partners Circulated draft Compact for comment
Charging for Events in Parks and Open spaces (Ref 305)	To seek approval from members for charging scheme for events taking place in WDC parks and open spaces		March 2011		Rose Winship Cllr Gallagher	
Bereavement Services Strategy (Ref 237)	To agree a new strategy for the service		March 2011		Pam Chilvers Cllr Mrs Bunker	

Parking at Abbey Fields (Ref 301)	To review the future provision of parking. (Moved from Feb to allow English Heritage to comment on detailed plan)		2 nd March 2011		Ian Coker / Rose Winship Cllr Shilton / Gallagher	Kenilworth Town Council English Heritage
Treasury Management Strategy Plan 2011/12 (Ref 269)	To approve the Council's Treasury Management Strategy for 2011/12 and to recommend to the Council the Council's 2011/12 Annual Investment Strategy and Minimum Revenue Provision Policy Deferred to Executive 2/3/11 to allow more time for consideration of investment strategy and also work on Budget report		Executive 2 nd March 2011 Council 9 th March 2011		Roger Wyton Cllr Mobbs	
Food and Occupational Safety Work Programme (313)	It is a statutory requirement that the Food Safety Work Plan is agreed by Executive		2 nd March 2011		Rob Chapleo Cllr Michael Coker	
Flexible Warranting (314)	This refers to the ability of officers from other authorities and bodies being able to enforce legislation in this district thus enabling better partnership working.		2 nd March 2011		Rob Chapleo Cllr Michael Coker	
Health and Safety Enforcement Policy (315)	When carrying out enforcement action and to prevent legal challenge in court it is important that the procedures used by officers are agreed by the Executive of the Council. These need to be reviewed and updated from time to time.		2 nd March 2011		Rob Chapleo Cllr Michael Coker	
Amendments to the Scheme of Delegation (316)	A number of amendments to the scheme are proposed to ensure that officers are effectively authorised to perform their duties.		Executive 2 nd March 2011 Council 9 th March 2011		Richard Hall Cllr Michael Coker	

Kenilworth Public Service Centre (Ref 318)			Executive 2 nd March 2011		Chris Elliott	
Local Economy (Ref 319)			Executive 2 nd March		Chris Elliott	
Assisted Travel Task & Finish Group (285)	Review of assisted travel in Warwick District (Moved from November Exec - This has been delayed due to further work needed to complete report)		Executive 2 nd March		Cllr John Barrott Emma Millward	WCC, Community Forum attendees, voluntary groups
Area Based Grant for Climate Change (Ref 295)	To report what the Grant has been used for during 2009/10 and to seek approval for the allocation of any remaining balance during 2011/2012		30 th March 2011		Gary Stephens Cllr Hammon	
Historic Building Grants Allocation (Ref 296)	To report the findings of the Grants Working Party and to seek approval for the allocation for the coming financial year as recommended by the Grants Working Party		30 th March 2011		Alan Mayes Cllr Hammon	
Empty Homes Strategy (Ref 306)	To approve the strategy. The Strategy will set out the initiatives which the Council plans to implement to maximise the number of empty properties brought back into use.		30 th March 2011		Satnam Kaur/Paul Hughes Cllr Mrs Grainger	

Localism Bill (Ref 307)	To provide an overview of the Government's Localism Bill		30 th March 2011		Andrew Jones Michael Doody	
Warwick Town Centre Area Action Plan – Options Paper (Ref 266)	To approve the Warwick Town Centre Area Action Plan – Options paper for public consultation (Moved from February – Reason 1)		30 th March 2011		Gary Stephens Cllr Hammon	
APRIL 2011						
MAY 2011						

Section 2 - Key decisions which are anticipated to be considered by the Council between June 2011 to August 2011

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 2011						
Local Authority Mortgage Guarantee Scheme (259)	To report initial details of a proposed mortgage guarantee scheme to assist the local housing market (Previously in TBC - This was not a service plan issue and has been taken over by other competing priorities)				Mike Snow Cllr Mobbs	
WDC/WCC Shared Legal Service (Ref 308)	To provide an annual review of the shared service		8 th June		Andrew Jones Cllr Michael Doody	
Regulation of Investigatory Powers (RIPA) Act Policy (Ref 309)	To agree the revised RIPA policy		8 th June		Andrew Jones Cllr Michael Doody	
Final Accounts 2010/11 (Ref 312)			June Executive		M Miskinis/Cllr Mobbs	

Statement of Accounts 2010/11			June Council (spec)		M Miskinis/Cllr Mobbs	
Dog Control Orders (Ref 317)	<p>To report back following a period of consultation, to make recommendations as to implementation.</p> <p>This was to go to 30th March Executive, following the consultation period, to make recommendations as to implementation. This falls within the pre-election period and the report will now be deferred to June Executive.</p>		Executive 8 th June 2011		Grahame Helm Cllr Michael Coker	

JULY 2011						
Catering contract (Ref 311)	To seek approval to award contract for Pump Rooms, Restaurant in Park, Aviary and Newbold Comyn Leisure Centre catering		July 2011		Rose Winship/Fiona Clark Cllr Gallagher	
AUGUST 2011						

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
Green Space Strategy (Ref 186)	Members to approve the draft Green Space Strategy for public consultation	Executive June 2009 Executive 15.07.09 Executive 26.08.09 *Reason 1 TBC	Rose Winship / Mark Croston Cllr Mrs Gallagher		Reschedule report to allow more time to engage with elected members and to assess the implications of the Core Strategy	

Economic Development Strategy (Ref Q)	To present Executive with a Draft version of the strategy and seek adoption by WDC	Executive TBC	Paul Pinkney			
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 .		

<p>Private Sector Empty Homes Strategy (Ref 247)</p>		<p>Executive 17.03.2010 TBC * Reason 4</p>	<p>Satnam Kaur</p>	<p>Resource intensive staffing issues were being resolved and this hindered progress of the Strategy.</p> <p>Notification of a successful funding bid in May 2010, to tackle empty properties has allowed a dedicated approach to be taken. We are now better informed as to the current situation and the initiatives required to effectively tackle the problem. This will enable a more informed strategy to be produced.</p>		
<p>Review of procurement of disabled adaptations (Ref T)</p>	<p>Review of current procurement methods to ensure value for money and efficiencies are being realised</p>	<p>Executive 17.03.2010 TBC * Reason 3</p>	<p>Jameel Malik/ Satnam Kaur</p>	<p>A new contract for aids and adaptations was tendered and procured by Property Services in April 2010</p>		

<p>Supporting People Strategic Review (Ref O)</p>	<p>To report on the outcomes of the County Council's strategic review of Supporting People contracts and the potential implications for Warwick district</p>	<p>Executive 17.03.2010 TBC * Reason 5</p>	<p>Satnam Kaur / Jameel Malik Cllr Mrs Grainger</p>	<p>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 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>		
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National Housing Revenue Account Review (Ref P)	To provide an update on the review of how Council housing is currently funded and how it will be in the future	Executive 17.03.2010 TBC	Bill Hunt / Jameel Malik Cllr Mrs Grainger	The Government has reviewed its timetable for self financing. The Forward Plan will be updated with a date for Executive approval once the final timings and proposals for going ahead with self financing are confirmed.		
Chandos Street Development (273)	Update report	TBC *Reason 3	Bill Hunt / Paul Pinkney Cllr Hammon			
2010/2011 Treasury Management Strategy Plan (267)	To advise of amendments and half year progress	TBC	Roger Wyton Cllr Mobbs		Various Treasury Management Documents	
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 Caborn	Moved from February 2011 – waiting for further information from another body		External consultee – WCC
Play area review (Ref 310)	To report back on potential for future provision of play areas	No date agreed - TBC	Rose Winship Cllr Gallagher			

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 Kirton	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		
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Section 3 - Items which are anticipated to be considered by this Council, between February 2011 and August 2011, but are NOT key decisions

Topic	Purpose of report	Meeting	If requested by Executive, decision and minute number	Publication date	Contact Officer	Portfolio Holder
Restated Accounts 2009/10	To show the 2009/10 audited accounts restated under the International Financial Reporting Standard format.	March 2011			M Miskinis / Cllr Mobbs	

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