



**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	

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	

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	

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	

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	

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		

(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.	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	

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			
MARCH 2012						
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	

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	

			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