



## **FORWARD PLAN**

### **Forward Plan July to October 2014**

#### **COUNCILLOR ANDREW MOBBS**

#### **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.

Whilst the majority of the Executive's business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that part of the Executive meeting listed in this Forward Plan will be held in private. This is because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Those items which are proposed to be considered in private are marked as such along with the reason for the exclusion in the list below.

If you would like to make representations or comments on any of the topics listed below, including the confidentiality of any document, 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) 353362. 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 at the meeting. The Forward Plan will be updated monthly and you should check to see the progress of the report you are interested in.

## Section 1 – The Forward Plan July to October 2014

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
<b>2 July 2014</b>						
Review of Business Rates Pooling Arrangements (Ref 610)	To inform Members of the Outcome of the first year’s pooling arrangement		Executive 2 July 2014	23 June 2014	Dave Leech Cllr Mobbs	
Review of the Warwick District Council/Waterloo Housing Group Joint Venture (Ref 591)	To consider the joint venture’s performance since its inception (Moved from June reason 3)		<del>Executive 11 June 2014</del> Executive 2 July 2014	23 June 2014	Andrew Jones Cllr Vincett	
Service Area Plans 2014/2015 & Fit For Future Update (Ref 618)	Review of Service area Plans for 2013/14 and progress made over the last 12 months on the Fit For Future programme of work		Executive 2 July 2014	23 June 2014	Andrew Jones Cllr Mobbs	
Market Contract Renewal (Ref 620)	To advise members regarding the impending requirement to renew the Markets Contract  <b>It is intended that this report will</b>		Executive 2 July 2014	23 June 2014	David Butler Cllr	

	<b>be Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information</b>				Hammon	
Asset Management Plan (Ref 624)	To set out the full asset management work programme for the financial year		Executive 2 July 2014	23 June 2014	Bill Hunt Cllrs Hammon Gallagher Shilton & Coker	
4 Jury Street Warwick (Ref 625)	<b>It is intended that this report will be Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information</b>		Executive 2 July 2014	23 June 2014	Joe Baconnet  Chris Makasis  Cllr Hammon	
26 Hamilton Terrace Royal Leamington Spa (Ref 626)	Creation of Digital Gaming Hub at 26 Hamilton Terrace Royal Leamington Spa					
<b>30 July 2014</b>						
Budget Review to include Financial Projections (Ref 567)	To report on the latest financial prospects for the current and future 5 years		Executive 30 July 2014	21 July 2014		

Structural Inspections of Multi Storey Car Parks (Ref 612)	To set out the findings from recent structural inspections of multi storey car parks and the associated costs. (Moved Reason 3)		<del>Executive 11 June 2014</del> Executive 30 July 2014	21 July 2014	Rob Hoof Cllr Shilton	
Response to Task & Finish Group – Dog Control Orders Report (Ref 533/1)	To Report to members on recommendations from Task & Finish Group – Dog Control Orders		Executive 2 July 2014	21 July 2014	Pete Cutts/ Rob Hoof Cllrs Coker/ Shilton	
Council Procedure Rules (Ref 594)	To consider revisions to the Council procedure rules from the Constitution Working Party (Moved from May 2014 Reason 3)		<del>Executive 8 May 2014</del> Executive 2 July 2014	21 July 2014	Graham Leach Cllr Mobbs	
<b>September 2014</b>						
Statement of Accounts 2013-2014 (Ref 568)	To formally approve the Council's statutory accounts 2013/2014		Council 24 September 2014		Marcus Miskinis Cllr Mobbs	
Sports and Leisure Options Appraisal (Ref 603)	To report on the Sports and Leisure Options Appraisal		Executive 3 September 2014	22 August 2014	Rose Winship Cllr Cross	Partners schools, Sport England, Sports NGBs  Interviews with consultants

Council House Building (Ref 621)	Executive to consider proposals for a programme of Council House building		Executive 3 September 2014	22 August 2014	Andrew Jones Cllr Vincett	
Code of Conduct Review (Ref 593)	To consider revisions to the Council's Code of Conduct and associated papers		Executive 3 September 2014	22 August 2014	Graham Leach Cllr Mobbs	Written correspondence Asking for their views
<b>October 2014</b>						
Fees and Charges Income Max (Ref 569)	To propose the level of fees and charges to be levied in 2013/14		Executive 1 October 2014	22 September 2014	Andy Crump Cllr Mobbs	

**Section 2 Key decisions which are anticipated to be considered by the Council between September 2014 and December 2014**

**November 2014**

Budget Review (Ref 571)	To advise members of any variations from approved budgets		Executive 5 November 2014	27 October 2014	Andy Crump Cllr Mobbs	
Housing Allocations Policy (Ref 607)	To approve a new housing allocations policy		Executive 5 November 2014	27 October 2014	Ken Bruno Cllr Vincett	Housing Strategy 2014 - 2017
Housing Buy To Flip Policy (Ref 608)	To approve a "Buy To Flip" policy for housing		Executive 5 November 2014	27 October 2014	Abigail Hay Cllr Vincett	Housing Strategy 2014 - 2017

**December 2014**

General Fund Budgets 2015 - 2016 (Ref 586)	To consider the following year revenue budgets for the general fund		Executive 3 December 2014	24 November 2014	Marcus Miskinus Cllr Mobbs	
Housing Revenue Account Budgets 2015-2016 (Ref 590)	To consider the following year revenue budgets for the Housing Revenue Account		Executive 3 December 2014	24 November 2014	Mark Smith Cllr Mobbs	

Climate Change/ Sustainability (Ref 617)	To seek agreement for the strategic approach to climate/sustainability		Executive 3 December 2014	24 November 2014	Susan Smith Cllr Coker	
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## 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
Evening Economy (Ref 362)	Action Plan 2012-2015	<del>Executive 11</del> September 2013	Pete Cutts Cllr Hammon	Moved from September 2013 Reason 1 & 4		
Corporate Debt Policy (Ref 516)	To approve the Corporate Debt Policy	TBC	Jon Dawson Cllr Mobbs			
Health Strategy (Ref 576)	To update members on the formulation of the Council's Health Strategy, following the return of Public Health to local authorities  (Moved from March 2014 Reason 3)	<del>Executive 12</del> March 2014	Rob Chapleo Cllr Coker			
Code of Procurement Practice (Ref 611)	To seek approval of the updated Procurement Code of Practice	TBC	Susan Simmonds Cllr Mobbs			



<p>Kenilworth Area Action/ Neighbourhood Plan (Ref 438)</p>	<p>To consider the request from Kenilworth Town Council to set in train work to develop an Area Action Plan for the town</p> <p>Moved from November 2012 reason 2</p> <p>(Moved from June 2013 Reason 3)</p> <p>(Moved from August 2013 reason 3)</p>	<p>TBC</p>	<p>Chris Elliott Cllr Caborn</p>		<p>Kenilworth Town Council</p> <p>Warwickshire County Council</p> <p>Report to Executive generally on Neighbourhood Plans in July 2012</p>	
<p>Tenant Involvement Strategy (Ref 615)</p>	<p>To approve the Housing &amp; Property Services Tenant Involvement Strategy</p>	<p>TBC</p>	<p>Abigail Hay Cllr Vincett</p>			
<p>Sustainability Report (Ref 551)</p>	<p>To seek agreement for the strategic approach to climate change/sustainability</p>	<p>TBC</p>	<p>Richard Hall Cllr Coker</p>			
<p>Outcome of Peer Challenge follow up (Ref 623)</p>	<p>To report on the outcome of the follow up Peer Challenge</p>	<p>TBC</p>	<p>Andrew Jones Cllr Mobbs</p>			

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

<b>2 July 2014</b>						
Review of The Significant Business Risk Register (Ref 609)	To advise members of Corporate Business Risks				Mike Snow Cllr Mobbs	
<b>30 July 2014</b>						
<b>September 2014</b>						
<b>October 2014</b>						
Review of Significant Business Risk Register (Ref 570)	To inform members of the significant risks to the Council				Richard Barr Cllr Mobbs	
<b>November 2014</b>						

<b>December 2014</b>						
Review of Significant Business Risk Register (Ref 587)	To inform members of the significant risks to the Council				Richard Barr Cllr Mobbs	

Delayed reports:

If a report is late, officers will establish the reason(s) for the delay from the list below and these will be included within the plan above:

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.

**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 also available, on request, in large print on request, by telephoning (01926) 353362**