



## **FORWARD PLAN**

### **Forward Plan February 2015 to May 2015**

**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 February 2015 to May 2015

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>February 2015</b>						
Extension of disabled adaptations contract (Ref 657)	To request an extension to the current contract with Lovell Ltd for a period twelve months  <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 – 11 <sup>th</sup> Feb 2015	2 February 2015	Abigail Hay  Cllr Norman Vincett	Executive Report 12 <sup>th</sup> February (Confidential)
General Fund 2015/16 Budgets & Council Tax (Ref 663)	To update members on the overall financial position of the Council, consider the General Fund Revenue and Capital Budgets for the following financial Year, proposing the Council Tax for the following year		Council – February 2015  Executive – 11 February 2015	2 February 2015	Mike Snow Cllr Cross	
HRA Rent Setting 2015-16 (Ref 664)	To report on the proposed level of Housing Rents for the following year and the proposed budget		Council – February 2015  Executive – 11 February 2015	2 February 2015	Mark Smith Cllr Cross	
Heating, Lighting and Water Charges 2015/16 –	To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting		Council – February 2015	2 February 2015	Mark Smith Cllr Cross	

Council Tenants (Ref 665)	and water supply.		Executive – 11 February 2015			
Treasury Management Strategy (Ref 666)	To seek Member approval of the Treasury Management Strategy and Investment Strategy for the forthcoming year		Council – February 2015  Executive – 11 February 2015	2 February 2015	Roger Wyton  Cllr Cross	
Disposal of WDC owned land at Station Approach in Leamington (Ref 636)	To seek support for the principle of the council disposing of this land  <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>  (Moved from December 2015 - Reason 4)		<del>Executive 3 December 2014</del>  Executive 11 February 2015	2 February 2015	Bill Hunt  Philip Clarke  Cllr Hammond	
VCS Procurement (Ref 678)	To deliver voluntary and community sector services in Warwick District 2015 – 2018		Executive – 14 <sup>th</sup> Jan 2015	2 February 2015	Liz Young  Cllr Coker	

## March 2015

Procurement Strategy and Action Plan (Ref 667)	To consider the Procurement Strategy and Action Plan		Executive – 11 <sup>th</sup> March 2015	2 March 2015	Susan Simmonds Cllr Cross	
Financial Code of Practice (Ref 668)	To seek Member approval for the updated Code of Financial Practice		Executive – 11 <sup>th</sup> March 2015	2 March 2015	Jenny Clayton Cllr Cross	
Regeneration in Lillington (Ref 672)	To consider opportunities linked with the development of land through the Local Plan and at Crown Way		Executive – 11 <sup>th</sup> March 2015	2 March 2015	Phil Clarke Andy Jones Cllr Vincett	Warwickshire County Council Owners of land at Red House Farm, Lillington
Homeless Strategy (673)	To approve the Council's Homeless Strategy		Executive – 11 <sup>th</sup> March 2014	2 March 2015	Ken Bruno Cllr Norman Vincett	Housing Sounding Board
Playing Pitch Strategy (Ref 655)	To adopt the strategy for the District (Moved reason 3 Waiting for further information from another body)		<del>Executive – 11<sup>th</sup> Feb 2015</del> Executive – 11 <sup>th</sup> March 2015	<del>2 February 2015</del> 2 March 2015	Rose Winship Dan Robinson Cllr Gallagher Cllr Hammon	National Governing Bodies of Sport  Surveys, interviews, workshops

Council House Building (Ref 675)	To consider a report on the options for delivery of Council House Building  (Moved reason- (Unknown))		Executive <del>11<sup>th</sup> February 2015</del> Executive - 11 <sup>th</sup> March 2015	<del>2-February 2015</del> 2 March 2015	Andy Thompson Cllr Vincett	
Housing Advisory Group (Ref 656)	To propose the working arrangements for the Housing Advisory Group  (Moved reason- (Unknown))		Executive <del>11<sup>th</sup> Feb 2015</del> Executive - 11 <sup>th</sup> March 2015	<del>2-February 2015</del> 2 March 2015	Abigail Hay Cllr Norman Vincett	Constitution Working Group. Council Motion 25 <sup>th</sup> June 2014 Council Report 19 <sup>th</sup> November 2014 – Response to Council Motion
Cleaning Services (Ref 659)	To approve a revised way of delivering the Cleaning Services to Council buildings.  Moved from January – Reason 5 – pending further legal advice on implications of report		<del>14<sup>th</sup> Jan 2015</del> Executive 11 <sup>th</sup> March 2015	<del>2-February 2015</del> 2 March 2015	Jacky Oughton Norman Vincett	
Review of SEV Policy (Ref 677)	To consider a report from the SEV Task & Finish Group proposing amendments to the Council's SEV Policy		Executive <del>11 February 2015</del>	<del>2-February 2015</del>	Amy Carnall Cllr Rhead	
W2 Revised Agreement (Ref 646)	To approve a revised agreement with the Waterloo Housing Group  Moved from December (Reason 3)		Executive <del>3 December 2014</del> Executive <del>11th Feb 2015</del>	<del>2-February 2015</del>	Andrew Thompson Cllr Vincett	
Corporate Property PPM 2015-16 – To approve the corporate	<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</b>		Executive 11 <sup>th</sup> March 2015		Matt Jones Cllr Vincett	

property planned and preventative maintenance programme for 2015-16	<b>authority holding that information</b>					
Housing & Property Services – Tier III Redesign (P&C Report) – To agree budgets for Redundancy and Pension Payments			Executive 11 <sup>th</sup> March 2015		Matt Jones Cllr Vincett	
<b>April 2015</b>						

**Section 2 Key decisions which are anticipated to be considered by the Council between May 2015 and September 2015**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive -date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
<b>June 2015</b>						
Private sector housing grants policy (Ref 658)	To propose a revised policy for the allocation of grant funding for private residents		Executive – 11 <sup>th</sup> March 2015	2 March 2015	Abigail Hay Cllr Norman Vincett	TBC
Tenants Incentive Grant Scheme – To approve a revised Policy					Jacky Oughton Cllr Norman Vincett	
<b>July 2015</b>						
Final Accounts (Ref 669)	To report on the Council’s outturn position for both revenue and capital				Marcus Miskinis Cllr Cross	
Housing Allocations Policy (Ref 607)	To approve a new housing allocations policy (Moved reason 1 Portfolio Holder has deferred the consideration of the report)		<del>Executive 5 November 2014</del> <del>Executive 9 April 2014</del> Moved for reason 1 to avoid purdah.	<del>27 October 2014</del> 27 March 2015	Ken Bruno Cllr Vincett	Housing Strategy 2014 - 2017
<b>August 2015</b>						

Supporting People Grant Changes (Ref 674)	To provide an update on the outcome of the Supporting People Funding consultation and its effect on Warwick District  (Moved Reason 2- Waiting for further information from a Government Agency)		Executive 11th February 2015	2 February 2015	Jacky Oughton  Cllr Vincett	
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## September 2015

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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
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 March14 Reason 3)	<del>Executive 12 March 2014</del> TBC	Rob Chapleo Cllr Coker			
Kenilworth Area Action/ Neighbourhood Plan (Ref 438)	To consider the request from Kenilworth Town Council to set in train work to develop an Area Action Plan for the town. Moved from November 2012 reason 2  (Moved from June 2013 Reason 3)	TBC	Chris Elliott Cllr Caborn		Kenilworth Town Council Warwickshire C/ Council Report to Executive generally on Neighbourhood	



	(Moved from August 2013 reason 3)				d Plans in July 2012	
Tenant Involvement Strategy (Ref 615)	To approve the Housing & Property Services Tenant Involvement Strategy	TBC	Abigail Hay Cllr Vincett			
Housing Buy To Flip Policy (Ref 608)	To approve a "Buy To Flip" policy for housing	TBC	Abigail Hay Cllr Vincett	Reason 5 - Seeking further clarification on implications of report	Housing Strategy 2014 - 2017	
Tenants Incentive Grant Scheme - To approve a revised Policy		December 2015				
Asset Management Plan (Ref 642)	To report on the activities planned for the current financial year to deliver the asset strategy.  (Moved Reason 6 Seeking further clarification on implications of report)		<del>5 November 2014</del> Executive – <del>14th Jan 2015</del>	5 February 2015	Bill Hunt Cllr Hammon	
5 year Action plan for Warwick's Town Centre Management Group (Ref 653)	To consider a 5 year action plan for Warwick Town		<del>Executive –</del> <del>11th Feb 2015</del>	2 February 2015	Nicki Curwood Cllr Hammon	Warwick businesses  Warwick Town Council  Town Centre Management Group

<p>Asset Management Strategy (Ref 641)</p>	<p>To propose an Asset Management Strategy for all the Council's buildings and land holdings.  (Moved Reason 6 Seeking further clarification on implications of report)</p>		<p><del>5 November 2014</del> Executive — <del>14th Jan 2015</del></p>	<p>5 February 2015</p>	<p>Bill Hunt Cllr Hammon</p>	
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**Section 3 - Items which are anticipated to be considered by the Executive but are NOT key decisions**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive -date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
<b>February 2015</b>						
<b>March 2015</b>						
<b>April 2015</b>						
Review of Significant Business Risk Register (Ref 671)	To inform Members of the Significant Risks to the Council		April 2015		Richard Barr Cllr Cross	
<b>May 2015</b>						
<b>June 2015</b>						
<b>July 2015</b>						
<b>August 2015</b>						
<b>September 2015</b>						

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**