



**FORWARD PLAN  
October 2012 to January 2013**

**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 October 2012 to January 2013**

<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>OCTOBER 2012</b>						
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  Council 24 October 2012	1 October 2012	Andy Crump Cllr Mobbs	
Green Space Strategy (Ref 432)	To approve a further report and final draft of the Green Space Strategy for approval.	Executive 18 April 2012  Minute no 152	Executive 10 October 2012	1 October 2012	David Anderson Cllr Shilton	
Review of the Planning Committee (Ref 437)	To seek agreement to the review of the Planning Committee	Council 7 March 2012	Executive 10 October 2012	1 October 2012	Chris Elliott Cllr Hammon	
Outcome of Warwick District Council's Peer Challenge	To report on the outcome of Warwick District Council's Peer Review		Executive 10 October 2012	1 October 2012	Andrew Jones Cllrs Doody & Caborn	

(Ref 446)						
Playground Equipment Replacement Plan (Ref 447)	To seek approval to release funding		Executive 10 October 2012	1 October 2012	Dave Anderson Cllr Shilton	
<b>NOVEMBER 2012</b>						
Code of Financial Practice (Ref 420)	To propose amendments to the Code of Financial Practice		Executive 14 November 2012	5 November 2012	Mike Snow Cllr Mobbs	
Car Park Action Plan 2012-2017 (Ref 386)	Moved from May 2012 Reason 5 More Information required from the Review of WDC		Executive 14 November 2012	5 November 2012	Ian Coker Cllr Shilton	
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		Executive 14 November 2012	5 November 2012	Chris Elliott Cllr Caborn	Kenilworth Town Council  Warwickshire County Council  Report to Executive generally on Neighbourhood Plans in July 2012

Council Tax Support (Ref 440)	To approve new Council Tax Scheme		Executive 14 November 2012	5 November 2012	Andrea Wyatt Cllr Mobbs	
Feasibility Study on the Mere at Kenilworth (Ref 435)	To seek funding to conduct a feasibility study on the re- establishment of the Mere at Kenilworth Castle		Executive 10 October 2012	1 October 2012	Chris Elliott Cllr Hammon	English Heritage  Warwickshire County Council  Heritage Lottery Fund  Kenilworth Town Council
<b>DECEMBER 2012</b>						
Budgets revised and original General Fund (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  Council 23 January 2012	03 December 2012	Marcus Miskinis Cllr Mobbs	
Budgets revised and original Housing Revenue Account	To consider the following year revenue budgets for the Housing Revenue Account		Executive 12 December 2012	03 December 2012	Sandra Jones Cllr Vincett	

(Ref 394)						
Warwick District Green Ride (Ref 441)	To seek funding to implement a District wide rural tourism cycle network		Executive 12 December 2012	03 December 2012	Chris Elliott Cllr Hammon	Sustrans Warwickshire County Council  Report to Executive in April 2012
Kenilworth Public Service Centre (Ref 436)	To receive and approve the business case for the second stage of the Kenilworth Public Service Centre and to agree funding to go through to completion  <b>Confidential</b>	Executive 18 April 2012  Executive 11 July 2012	Executive 12 December 2012	03 December 2012	Chris Elliott Cllrs Hammon & Mrs Gallagher & Mrs Grainger	Warwickshire County Council  Kenilworth Town Council  Talisman Theatre  GP PCT SWGHT
Lillington Area Action/ Neighbourhood Plan (Ref 439)	To set in train work to develop an Area Action Plan for this part of Leamington as part of the Neighbourhood Community Budget pilot being trialled in Lillington	<del>Executive 14 November 2012</del>	Executive 12 December 2012	03 December 2012	Chris Elliott Cllr Caborn	Leamington Town Council  Warwickshire County Council  Report to Executive generally on

						Neighbourhood Plans in July 2012
Business Rates Retention (Ref 423)	To brief members on the Business Rate Revenues & Benefits Retention Scheme		Executive 12 December 2012	03 December 2012	David Leach Cllr Mobbs	
Fetherston Court Development Options (Ref 433)	To approve the options for the redevelopment of this site Moved from September 2012 Reason 3 <b>Confidential</b>		<del>Executive 12 September 2012</del> Executive 12 December 2012	03 December 2012	Satnam Kaur Lydia Wailoo Cllr Vincett	Council 22 September 2011
Fetherston Court Decant Policy (Ref 434)	To approve the decant policy to enable residents to be relocated Moved from September 2012 Reason 3		Executive 12 September 2012	03 September 2012	Satnam Kaur Lydia Wailoo Cllr Vincett	Council 22 September 2011

**January 2013**

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 <del>10 October</del> 2012	Executive 9 January 2013	28 December 2012	Satnam Kaur Cllr Vincett	
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**Section 2 - Key decisions which are anticipated to be considered by the Council in 2013**

<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 2013</b>						

General Fund 2013 – 2014 Budgets & Council Tax (Ref 424)	To update members on the overall financial position of the Council, and consider the General Fund Revenue and Capital Budgets for the following financial year, proposing the Council Tax for the following year		Executive 13 February 2013	4 February 2013	Mike Snow Cllr Mobbs	
Housing Revenue Account Rent Setting (Ref 425)	To report on the proposed level of housing rents for the following year and the proposed budget		Executive 13 February 2013	4 February 2013	Sandra Jones Cllr Vincett	
Housing Revenue Account Service Charges (Ref 426)	To propose the levels of service charge accountancy for housing properties in the following year		Executive 13 February 2013	4 February 2013	Sandra Jones Cllr Vincett	
Council Tax (Ref 442)	To approve the recommendations of the Executive in respect of the following years budget and the Council Tax for all precepting authorities in the District		Executive 13 February 2013	4 February 2013	Mike Snow Cllr Mobbs	
Treasury Management Strategy (Ref 443)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forthcoming year		Executive 13 February 2013	4 February 2013	Roger Wyton Cllr Mobbs	



<b>TO BE CONFIRMED</b>						
<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>History of Committee Dates &amp; Reason code for deferment</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>Expansion on Reasons for Deferment</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>	<b>Request for attendance by Committee</b>
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
Local Authority Mortgage Guarantee Scheme (259)	To report initial details of a proposed mortgage guarantee scheme to assist the local housing market	TBC		(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 Service Level Agreement (Ref 354)	To update on the Draft Customer Service Centre Service Level Agreement	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.	TBC	Susie Drummond Cllr Mrs Grainger			
Review of Community Development Working (Ref 368)	Review of the Community Development Work in the Community Partnership Team	TBC	Susie Drummond Cllr Mrs Grainger			
Constitution (Ref 364)	Revision to the existing WDC Constitution	TBC	Graham Leach Cllr Doody			
Evening Economy (Ref 362)	Action Plan 2012-2015	TBC	Pam Dunsdon /Joe Baconnet Cllr Hammon			
Climate Change Programme (Ref 413)	Moved from May 2012 awaiting further work on business case	TBC	Richard Hall Cllr Coker			
Website Content Management System business case (Ref 427)	Update on Website Management System business case	TBC	Susie Drummond Cllr Mrs Grainger			

New Customer Relationship Management System for Customer Services (Ref 428)	Update on Customer Relationship Management System for Customer Services	TBC	Susie Drummond Cllr Mrs Grainger			
Job Skills & Economic Development Strategy (Ref 361)	Moved from March 2012 To be presented alongside the Local Plan options	Executive <del>30 May</del> 2012 Reason 1 & 4	Joe Baconnet Cllr Hammon			
Warwick Racecourse (Ref 447)	To seek landlord consent for the provision of a hotel on land leased to Warwick Racecourse	TBC	Andrew Jones Cllr Hammon			

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

<b>Topic</b>	<b>Purpose of report</b>	<b>Meeting</b>	<b>If requested by Executive, decision and minute number</b>	<b>Publication date</b>	<b>Contact Officer</b>	<b>Portfolio Holder</b>
<b>OCTOBER 2012</b>						
Significant Business Risk Register (Ref 398/2)	To inform members of the significant risks to the Council		Executive 10 October 2012	01 October 2012	Richard Barr	Cllrs Doody & Mobbs
<b>NOVEMBER 2012</b>						
Budget Review Financial Monitoring To 30 September 2012 (Ref 401)	To advise members of any variations from approved budgets		Executive 14 November 2012	05 November 2012	Andy Crump	Cllr Mobbs
2012/13 Portfolio Holder Statements & Fit For The Future Progress Report (Ref 337)	To report on progress in relation to the 2012/13 Portfolio Holder Statements and to approve updates to these as necessary		Executive 14 November 2012	05 November 2012	Karen Warren	Cllr Doody
<b>JANUARY 2013</b>						
Quality of Life (Ref 402)			Executive 9 January 2013	28 December 2012	Fiona Clarke	Cllr Cross

Significant Business Risk Register (Ref 398/3)	To advise members of corporate business risks		Executive 9 January 2013	28 December 2012	Richard Barr	Cllrs Doody & Mobbs
<b>MARCH 2013</b>						
<b>April 2013</b>						
Risk Register Review – Housing and Property (Ref 444)			Executive 17 April 2013	08 April 2013	Richard Barr  Andrew Mobbs	

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 available in large print on request, by telephoning (01926) 412656