



FORWARD PLAN

Forward Plan March 2015 to June 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 March 2015 to June 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
March 2015						
Procurement Strategy and Action Plan (Ref 667)	To consider the Procurement Strategy and Action Plan		Executive – 11 th 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 th 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 th March 2015	2 March 2015	Phil Clarke Andy Jones Cllr Vincett	Warwickshire County Council Owners of land at Red House Farm, Lillington
Homelessness Strategy (673)	To approve the Council's Homeless Strategy		Executive – 11 th 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)		Executive – 11th Feb 2015 Executive – 11 th March 2015	2 February 2015 2 March 2015	Rose Winship Dan Robinson Cllr Gallagher Cllr Hammon	National Governing Bodies of Sport Surveys, interviews, workshops
Council House Building (Ref 608 & 675)	To consider a report on the options for delivery of Council House Building		Executive – 11 th March 2015	2 March 2015	Andy Thompson Cllr Vincett	
Housing Advisory Group (Ref 615 & 656)	To propose the working arrangements for the Housing Advisory Group (Moved February- Reason 6)		Executive – 11th Feb 2015 Executive – 11 th March 2015	2 February 2015 2 March 2015	Abigail Hay Cllr Norman Vincett	Constitution Working Group. Council Motion 25 th June 2014 Council Report 19 th November 2014 – Response to Council Motion
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 11 February 2015	2 February 2015	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 3 December 2014 Executive – 11th Feb	2 February 2015	Andrew Thompson Cllr Vincett	

			2015			
Corporate Property PPM 2015-16 (Ref 678)	To approve the corporate property planned and preventative maintenance programme for 2015-16		Executive 11 th March 2015	2 March 2015	Matt Jones Cllr Vincett	
Housing & Property Services – Tier III Redesign (Ref 679)	To agree budgets for Redundancy and Pension Payments 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)		Executive 11 th March 2015	2 March 2015	Matt Jones Cllr Vincett	
Electrical Maintenance Contract (Ref 680)	To approve an exemption to the Code of Procurement Practice		Executive 11 March 2015	2 March 2015	Mark Perkins Cllr Vincett	
HRA Business Plan Review (Ref 684)	To approve a revised HRA Business Plan for 2015/16 to 2061/62		Executive 11 March 2015	2 March 2015	Andy Thompson Cllr Vincett	
Gypsies and Travellers (Ref 685)	To provide an update on the progress of the Development Plan Document to allocate sites in Warwick District		Executive 11 March 2015	2 March 2015	Lorna Coldicott Cllr Caborn	
Proposed Creative Quarter	To develop a set of principles and parameters to underpin a regeneration scheme.		Executive 11 March 2015	2 March 2015	Duncan Elliott/Bill Hunt	

(Ref 648)	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				Cllr Hammon	
April 2015						
Social Mobility Fund (Ref 686)	To approve the submission of a bid for the Social Mobility Fund		Executive 9 April 2015	27 March 2015	Abigail Hay Cllr Vincett	
Payroll Review (Ref 689)	To request approval of working arrangements moving forwards		Executive 9 April 2015	27 March 2015	Tracy Dolphin Cllr Mobbs	Executive – 12/2014
Review of Smoking Policy (Ref 690)	To approve changes to the policy already agreed by Employment Committee and Health Scrutiny		Executive 9 April 2015	27 March 2015	Richard Hall Cllr Coker	Employment Committee – 27 th Jan 2015 Health Scrutiny Sub-Committee – 15 th Dec 2014
May 2015						
June 2015						
Tenants Incentive Grant Scheme (Ref 687)	To approve a revised Policy				Jacky Oughton Cllr Norman Vincett	

Section 2 Key decisions which are anticipated to be considered by the Council between June 2015 and October 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
July 2015						
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 due to Purdah)		Executive 5 November 2014 Executive 9 April 2014	27 October 2014 27 March 2015	Ken Bruno Cllr Vincett	Housing Strategy 2014 – 2017
August 2015						
September 2015						
Leisure Development Programme (Ref 688)	To seek approval on the next stage of the programme on investment and management options		30 September 2015		Rose Winship Cllr Mrs Gallagher	Background Exec 05/11/14

October 2015						
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	
November 2015						
December 2015						
Private sector housing grants policy (Ref 658)	To propose a revised policy for the allocation of grant funding for private residents		Executive – 11 th March 2015	2 March 2015	Abigail Hay Cllr Norman Vincett	TBC

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
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 March 14 Reason 3)	Executive 12 March 2014 TBC	Rob Chapleo Cllr Coker	The strategy will need to take into account the approach of the new administration and County Health & Wellbeing Strategy		
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)		5 November 2014 Executive 14th Jan 2015	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		Executive 11th Feb 2015	2 February 2015	Nicki Curwood Cllr Hammon	Warwick businesses Warwick Town Council Town Centre Management Group

Asset Management Strategy (Ref 641)	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)		5 November 2014 Executive th October 2015	5 February 2015	Bill Hunt Cllr Hammon	
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		14th Jan 2015 Executive 11th March 2015	2 February 2015 2 March 2015	Jacky Oughton Cllr Vincett	
Destination Management Plan (Ref 681)	To receive a report from Economic Development and Regeneration		Executive 11 March 2015	2 March 2015	Joe Baconnet Cllr Hammon	

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

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
March 2015						
April 2015						
Review of Significant Business Risk Register (Ref 671)	To inform Members of the Significant Risks to the Council		April 2015		Richard Barr Cllr Cross	
Update to Scheme of Delegation (Ref 682)	To amend the Scheme of Delegation to reflect recent service area changes		April 2015		Amy Carnall Cllr Mobbs	
Update to Call in Procedure Rules (Ref 683)	To proposed amendments to the Call In Procedure Rules following review by the Constitution Working Party		April 2015		Amy Carnall Cllr Mobbs	
May 2015						
June 2015						
July 2015						
August 2015						

September 2015						

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

The forward plan is also available, on request, in large print on request, by telephoning (01926) 353362