



FORWARD PLAN

Forward Plan January 2015 to April 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 January 2015 to April 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
January 2015						
2014 National Bowls Championship (Review) (Ref 652)	National Championships Review		Executive – 14 th Jan 2015	5 January 2015	Rose Winship Cllr Gallagher	Park users Residents For VP Bowls club VP Tennis Café owners
Report on changes to HARP & scheme of Delegation. (Ref 629)	To consider the revised remit of Housing appeal review Panels and amended procedure (Moved Reason 6 Seeking further clarification on implications of report)		Executive – 1 October 2014 Executive – 14 th Jan 2015	5 January 2015	Amy Carnall Jacky Oughton Cllr Vincett	
Pre Application charging regime (Ref 635)	Moved from October (Moved Reason 6 Seeking further clarification on implications of report)		Executive – 1 October 2014 Executive 14 th Jan 2015	5 January 2015	Gary Fisher Cllr Hammon	
Climate Change/ Sustainability (Ref 617)	To seek agreement for the strategic approach to climate/sustainability		Executive – 3 December 2014	5 January 2015	Susan Smith Cllr Coker	

			Executive 14 th Jan 2015			
Council Procedure Rules (Ref 594)	To consider revisions to the Council procedure rules from the Constitution Working Party (Moved from July 2014 Reason 3)		Executive 3 December 2014 Executive 14 th Jan 2015	5 January 2015	Graham Leach Cllr Mobbs	
Endorsement of Lapworth and Burton Green Parish Plans (Ref 660)	To consider the plans submitted by Lapworth and Burton Green parishes		Executive 14 th Jan 2015	5 January 2015	Berni Allen Cllr Michael Coker	WRW/Kenilworth Community Forums Relevant WDC/WCC Officers Presentation at Community Forums Table summarises actions Sept '10 – Adoption of a Joint Protocol between WDC & WCC for working with parishes on development of parish plans
Election 2015 Count Venue (Ref 661)	Exemption to the Code of Procurement Practice 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		Executive 14 January 2015	5 January 2015	Graham Leach Cllr Mobbs	

	information)					
Convictions and Cautions Policy (Ref 675a)	To approve a revised version of the Convictions and Cautions Policy for Hackney Carriage / Private Hire Drivers		Executive 14 January 2015	5 January 2015	Marianne Rolfe Cllr Coker	PH & HC Drivers, PH Operators, Warwickshire Police, Taxi Driver's & Operators Forum & Licensing & Regulatory Committee
Exemption from Code of Procurement Practice (Ref 676)	To consider an exemption from the Code of Procurement Practice in relation to the Sports Options		Executive 14 January 2015	5 January 2015	Rose Winship Cllr Mrs Gallagher	
February 2015						
5 year Action plan for Warwick's Town Centre Management Group (Ref 653)	To consider a 5 year action plan for Warwick Town		Executive - 11 th Feb 2015	2 February 2015	Nicki Curwood Cllr Hammon	Warwick businesses Warwick Town Council Town Centre Management Group
Housing Advisory Group (Ref 656)	To propose the working arrangements for the Housing Advisory Group		Executive - 11 th Feb 2015	2 February 2015	Abigail Hay Cllr Norman	Constitution Working Group. Council Motion 25 th June 2014 Council Report 19 th November 2014 -

					Vincett	Response to Council Motion
Extension of disabled adaptations contract (Ref 657)	To request an extension to the current contract with Lovell Ltd for a period twelve months 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 Feb 2015	2 February 2015	Abigail Hay Cllr Norman Vincett	Executive Report 12 th February (Confidential)
Playing Pitch Strategy (Ref 655)	To adopt the strategy for the District		Executive – 11 th Feb 2015	2 February 2015	Rose Winship Dan Robinson Cllr Gallagher Cllr Hammon	National Governing Bodies of Sport Surveys, interviews, workshops
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 – 11 th Feb 2015	2 February 2015	Andrew Thompson Cllr Vincett	
Committee Management System – support & maintenance	Exemption to the Code of Procurement Practice It is intended that this report will be Confidential by virtue of the information relating to the		Executive – 11 th Feb 2015	2 February 2015	Graham Leach Cllr Mobbs	

(Ref 662)	financial or business affairs of any particular person (including the authority holding that information)					
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 – Council Tenants (Ref 665)	To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting and water supply.		Council – February 2015 Executive – 11 February 2015	2 February 2015	Mark Smith Cllr Cross	
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 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) (Moved from December 2015 - Reason 4)		Executive 3 December 2014 Executive 14th Jan 2015 Executive 11 February 2015	2 February 2015	Bill Hunt Philip Clarke Cllr Hammond	
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		Executive 11 th February 2015	2 February 2015	Jacky Oughton Cllr Vincett	
Council House Building (Ref 675)	To consider a report on the options for delivery of Council House Building		Executive 11 th February 2015	2 February 2015	Andy Thompson Cllr Vincett	
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 11 th February 2015	2 February 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 11 February 2015	2 February 2015	Amy Carnall Cllr Rhead	

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 – 14 th Jan 2015	5 January 2015	Bill Hunt Cllr Hammon	
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 – 14 th Jan 2015	5 January 2015	Bill Hunt Cllr Hammon	
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
Homeless 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

April 2015

Housing Allocations Policy (Ref 607)	To approve a new housing allocations policy (Reason 1 Portfolio Holder has deferred the consideration of the report)		Executive 5 November 2014 Executive 9 April 2014	27 October 2014 27 March 2015	Ken Bruno Cllr Vincett	Housing Strategy 2014 - 2017
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Section 2 Key decisions which are anticipated to be considered by the Council between May 2015 and August 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
May 2015						
June 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
July 2015						
Final Accounts (Ref 669)	To report on the Council's outturn position for both revenue and capital				Marcus Miskinis Cllr Cross	

August 2015						

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 from March 2014 Reason 3)	Executive 12 March 2014 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) (Moved from August 2013 reason 3)	TBC	Chris Elliott Cllr Caborn		Kenilworth Town Council Warwickshire C/ Council Report to Executive generally on Neighbourhood 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	

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
January 2015						
Significant Business Risk Register (Ref 670)	To advise Members of Corporate Business Risks		14 January 2015	5 January 2015	Richard Barr Cllr Cross	
February 2015						
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	
May 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