



FORWARD PLAN JANUARY to APRIL 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) 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 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 to April 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
January 2014						
Neighbourhood Plan Area Designation Leek Wootton (Ref 544)	To update on Neighbourhood Plan Area Designations (Moved from November Reason 5)		Executive 13 November 2013 Executive 8 January 2014	4 November 2013 27 December 2013	Stephen Hay Cllr Caborn	Applications for Neighbourhood Plan designation for Leek Wootton
Neighbourhood Plan Area Designations Ashow & Stoneleigh and Burton Green (Ref 543)	To update on Neighbourhood Plan Area Designations (Moved from November Reason 5)		Executive 13 November 2013 Executive 8 January 2014	4 November 2013 27 December 2013	Stephen Hay Cllr Caborn	Applications for Neighbourhood Plan designation for Ashow & Stonleigh and Burton Green
Riverside House offices - relocation options (Ref 528)	To present relocation options 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 8 January 2014	27 December 2013	Duncan Elliott Cllr Hammon	

Compulsory Purchase in Leamington (Ref 563)	To seek support for the principle of the council pursuing a Compulsory Purchase Order on land within Leamington 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 8 January 2014	27 December 2013	Bill Hunt/Philip Clarke Cllrs Mobbs & Hammon	
City Deal Update (Ref 571)	To update members on City Deal		Executive 8 January 2014	27 December 2013	Bill Hunt/Mike Snow Cllr Mobbs	
Fetherston Court Land Acquisition Update (Ref 572)	To update members on land acquisition at Fetherston Court 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 8 January 2014	27 December 2013	Matt Jones Cllr Vincett	
February 2014						
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	Executive 14 November 2012 Report to	Executive 12 December 2012 Executive 13 February 2013 Executive 19	3 February 2014	Chris Elliott Jameel Malik Cllr Caborn	Leamington Town Council Warwickshire County Council Report to

	(Moved from December 12 reason 3) (Moved from June 13 reason 3) (Moved from September 13 reason 3) (Moved from November 13 reason 3)	Executive generally on Neighbourhood Plans in July 2012	June 2013 Executive 11 September 2013 Executive 13 November 2013 Executive 11 December 2013 Executive 12 February 2014			Executive generally on Neighbourhood Plans in July 2012
Car Parking for National Bowls Championships (Ref 564)	To agree car parking for National Bowls Championship		Executive 12 February 2014	3 February 2014	Rose Winship Cllr Cross	Local Residents Friends of Victoria Park
Local Air Quality Management (Ref 562)	To seek member approval for new air quality planning guidance and an extension to the Leamington Air Quality Management Area		Executive 12 February 2014	3 February 2014	Grahame Helm Cllr Coker	DEFRA WCC Leamington Town Council Chamber of Commerce Local Developers
General Fund 2014-15 Budgets & Council Tax (Ref 536)	To update members on the overall financial position of the Council To consider The General Fund Revenue and Capital Budgets for the following financial year and propose the Council Tax for the following year		Executive 12 February 2014	3 February 2014	Mike Snow Cllr Mobbs	

Housing Revenue Account Rent Setting (Ref 537)	To report on the proposed level of Housing Rents for the following year and the proposed budget		Executive 12 February 2014	3 February 2014	Mark Smith Cllr Vincett	
Housing Revenue Account Service Charges (Ref 538)	To propose the levels of service charge for Housing properties in the following year		Executive 12 February 2014	3 February 2014	Mark Smith Cllr Vincett	
Council Tax (Ref 539)	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 12 February 2014	3 February 2014	Mike Snow Cllr Mobbs	
Treasury Management Strategy (Ref 541)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forthcoming year		Executive 12 February 2014	3 February 2014	Roger Wyton Cllr Mobbs	
Sustainability Report (Ref 551)			Executive 12 February 2014	3 February 2014	Richard Hall Cllr Coker	
Housing & Property Services Advisory Services Review (Ref 524)	To present various options for the service to (i) improve value for money of existing services and (ii) accelerate and maximise new affordable housing through the HRA Business Plan.		Executive 11 December 2013 Executive 12 February 2014	3 February 2014	Jameel Malik Cllr Vincett	Report to Executive 6th March 2012, recommendation number 6. Report for Finance and Audit Scrutiny Committee 11th December 2012

						Report for Finance and Audit Scrutiny Committee 18th June 2013.
Peer Challenge update (Ref 526)	To update Members of progress against the Peer Challenge Improvement Plan Moved from November & December 2013 reason 4		Executive 13 November 2013 Executive 11 December 2013 Executive 12 February 2014	3 February 2014	Andrew Jones Cllr Mobbs	
Impact of potential changes to on street parking charges (Ref 486)	To report on the impact of potential changes to on street parking charges (Moved from July 2013 reason 3)		Executive 17 April 2013 Executive 11 September 2013 Executive 11 December 2013 Executive 12 February 2014	3 February 2014	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 Moved from November 2012 reason 2		Executive 14 November 2012 Executive 9 January 2013 Executive 11	3 February 2014	Chris Elliott Cllr Caborn	Kenilworth Town Council Warwickshire County Council Report to Executive

	(Moved from June 2013 Reason 3) (Moved from August 2013 reason 3)		September 2013 Executive 12 February 2014			generally on Neighbourhood Plans in July 2012
2 nd Warwick Sea Scouts – New Facilities (Ref 566)	To seek landlord's approval for new HQ building and re-development of current sites within St Nicholas Park and Myton Fields.		Executive 12 February 2014	3 February 2014	Tim Hepworth & Andy Jones Cllr Cross	2nd Warwick Sea Scouts. Warwick skate park users. Warwick BMX track users. Friends of St Nicholas Park. General public consultation as part of 2WSS planning application Face to face briefings. Planning Notices
March 2014						
Housing Strategy Plan (Ref 565)	To agree a plan to deliver The Housing Strategy as agreed by Executive in November 2013 and going to Council December 2014		Executive 12 March 2014	3 March 2014	Ken Bruno Cllr Vincett	Housing strategy 2014 – 2017 Executive Report
April 2014						

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

May 2014

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June 2014

Final Accounts (Ref 553)	To report on the Council's outturn position for both revenue and capital					
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July 2014

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August 2014

Budget Review to include Financial Projections (Ref 567)	To report on the latest financial prospects for the current and future 5 years					
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September 2014						
Statement of Accounts 2013-2014 (Ref 568)	To formally approve the Council's statutory accounts 2013/2014		Executive 3 September 2014		Marcus Miskinis Cllr Mobbs	
October 2014						
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		Andy Crump Cllr Mobbs	
November 2014						
Budget Review (Ref 571)	To advise members of any variations from approved budgets		Executive 5 November 2014		Andy Crump Cllr Mobbs	
December 2014						

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
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	The CRM procurement is in progress. A decision will be made by June 2013, with a report coming after this.		
Constitution (Ref 364)	Revision to the existing WDC Constitution	Executive 11 September 2013	Graham Leach Cllr Doody	Reason 3		
Evening Economy (Ref 362)	Action Plan 2012-2015	Executive 11 September 2013	Joe Baconnet 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			

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

January 2014						
Significant Business risk Register (Ref 535)	To advise members of Corporate Business Risks				Mike Snow Cllr Mobbs	
February 2014						
March 2014						
April 2014						
May 2014						
June 2014						
July 2014						
Significant Business risk Register (Ref 553)	To advise members of Corporate Business Risks				Mike Snow Cllr Mobbs	

Review of Business Rates Pooling Arrangements (Ref 554)	To inform members of the outcome of the first year's Pooling Arrangements				Richard Barr Cllr Mobbs	
August 2014						
September 2014						
October 2014						
Review of Significant Business Risk Register (Ref 570)	To inform members of the significant risks to the Council				Richard Barr Cllr Mobbs	
November 2014						
December 2014						

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) 412656