



## **FORWARD PLAN**

### **Forward Plan March to June 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 March to June 2014**

<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>March 2014</b>						
Extension of Allpay Contract (Ref 599)	To seek approval to extend the existing contract with Allpay for over the counter payments		Executive 12 March 2014	3 March 2014	Fiona Clark Cllr Grainger	
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
Treasury Management Strategy (Ref 541)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forthcoming year		<del>Executive 12 February 2014</del> Executive 12 March 2014	3 March 2014	Roger Wyton 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		Executive 12 March 2014	3 March 2014	Rob Chapleo Cllr Coker	
Hackney Carriage Fare Increase (Ref 592)	To update members on the proposed Hackney Carriage fare increase		Executive 12 March 2014	3 March 2014	Marianne Rolfe Cllr Coker	

Approval of proposed Historic Buildings Grant Application Funding for 2014/1 (Ref 595)	To seek approval of proposed Historic Buildings Grant Application Funding for 2014/15		Executive 12 March 2014	3 March 2014	Alan Mayes Cllr Hammon	
HS2: Agreement of the WDC approach to petitioning in respect of aspects of the HS2 proposal (Ref 596)	Agreement of the WDC approach to petitioning in respect of aspects of the HS2 proposal.		Executive 12 March 2014	3 March 2014	Gary Fisher Cllr Hammon	
Lillington Area Action/ Neighbourhood Plan (Ref 439)	<p>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</p> <p>(Moved from December 12 reason 3) (Moved from June 13 reason 3) (Moved from September 13 reason 3) (Moved from November 13 reason 3)</p> <p><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></p>	<p><del>Executive 14 November 2012</del></p> <p>Report to Executive generally on Neighbourhood Plans in July 2012</p>	<p><del>Executive 12 December 2012</del></p> <p><del>Executive 13 February 2013</del></p> <p><del>Executive 19 June 2013</del></p> <p><del>Executive 11 September 2013</del></p> <p><del>Executive 13 November 2013</del></p> <p><del>Executive 11 December 2013</del></p>	3 March 2014	Chris Elliott Jameel Malik Cllr Cabrn	<p>Leamington Town Council</p> <p>Warwickshire County Council</p> <p>Report to Executive generally on Neighbourhood Plans in July 2012</p>

	<b>authority holding that information)</b>		Executive 12 February 2014 Executive 12 March 2014			
Riverside House offices - relocation options (Ref 528)	To present relocation options <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 12 March 2014	3 March 2014	Corporate Management Team Cllr Hammon	
Proposed Affordable Housing Development in Warwick Town Centre (Ref 598)	To agree to the development of an affordable housing scheme in Warwick Town Centre <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 12 March 2014	3 March 2014	Andrew Jones Cllr Vincett	
Housing & Property Services Contract Update (Ref 600)	To report on the position of a number of contracts in Housing & Property Services <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 12 March 2014	3 March 2014	Bill Hunt Cllrs Vincett & Mobbs	

## April 2014

Sustainability Report (Ref 551)	To seek agreement for the strategic approach to climate change/sustainability		Executive 16 April 2014	7 April 2014	Richard Hall Cllr Coker	
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 16 April 2014	7 April 2014	Grahame Helm Cllr Coker	DEFRA WCC Leamington Town Council Chamber of Commerce Local Developers
Fetherston Court Development Scheme Update (Ref 589)	To provide an update of the latest project budget estimate and programme following review  <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 16 April 2014	7 April 2014	Matt Jones Cllr Vincett	Fetherston Court Development Scheme Update 8 January 2014 Executive
Locally Listed Parks and Gardens (Ref 597)	confirmation of boundaries		Executive 16 April 2014	7 April 2014	Alan Mayes Cllr Hammon	

## May 2014

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)		<del>Executive 14 November 2012</del> <del>Executive 9 January 2013</del> <del>Executive 11 September 2013</del> <del>Executive 12 February 2014</del> <del>Executive 12 March 2014</del> Executive 8 May 2014	28 April 2014	Chris Elliott Cllr Caborn	Kenilworth Town Council  Warwickshire County Council  Report to Executive generally on Neighbourhood Plans in July 2012
Code of Conduct Review (Ref 593)	To consider revisions to the Council's Code of Conduct and associated papers		Executive 8 May 2014	28 April 2014	Graham Leach Cllr Mobbs	Written correspondence Asking for their views
Council Procedure Rules (Ref 594)	To consider revisions to the Council procedure rules from the Constitution Working Party		Executive 8 May 2014	28 April 2014	Graham Leach Cllr Mobbs	
<b>June 2014</b>						
Final Accounts (Ref 553)	To report on the Council's outturn position for both revenue and capital		Executive 11 June	2 June 2014		

Voluntary sector commissioning priorities for 2015-18 (Ref 585)	To confirm the priorities around which future Voluntary Community Sector commissioning will be based, and provide a brief summary of the sector in-district.		Executive 11 June 2014	2 June 2014	Liz Young Cllr Grainger	Workshop; Face to face feedback
Review of the Warwick District Council/Waterloo Housing Group Joint Venture (Ref 591)	To consider the joint venture's performance since its inception		Executive 11 June 2014	2 June 2014	Andrew Jones Cllr Vincett	

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

**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	22 August 2014	Marcus Miskinis Cllr Mobbs	
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## 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	22 September 2014	Andy Crump Cllr Mobbs	
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## November 2014

Budget Review (Ref 571)	To advise members of any variations from approved budgets		Executive 5 November 2014	27 October 2014	Andy Crump Cllr Mobbs	
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## December 2014

General Fund Budgets 2014 - 2015 (Ref 586)	To consider the following year revenue budgets for the general fund		Executive 3 December 2014	24 November 2014	Marcus Miskinus Cllr Mobbs	
Housing Revenue Account Budgets 2014-2015 (Ref 590)	To consider the following year revenue budgets for the Housing Revenue Account		Executive 3 December 2014	24 November 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
Evening Economy (Ref 362)	Action Plan 2012-2015	<del>Executive 11 September 2013</del>	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			
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.	<del>Executive 11 December 2013</del> Executive 12 February 2014	Jameel Malik Cllr Vincett	Reason 3	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.	

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

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						

<b>September 2014</b>						
<b>October 2014</b>						
Review of Significant Business Risk Register (Ref 570)	To inform members of the significant risks to the Council				Richard Barr Cllr Mobbs	
<b>November 2014</b>						
<b>December 2014</b>						
Review of Significant Business Risk Register (Ref 587)	To inform members of the significant risks to the Council				Richard Barr Cllr Mobbs	

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) 412656**