



FORWARD PLAN

Forward Plan Mid September 2014 to January 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 Mid September 2014 to January 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
September 2014						
Statement of Accounts 2013-2014 (Ref 568)	To formally approve the Council's statutory accounts 2013/2014		Council 24 September 2014		Marcus Miskinis Cllr Mobbs	
1 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	
Kites Nest Lane Beasale (Ref 632)	Committee need to agree and authorise the reinstatement of land previously occupied by travellers (Moved Reason 3)		Executive 3 September 2014 Executive 1 October 2014	22 September 2014	Rajinder Lalli Cllr Hammon	Partners schools, Sport England, Sports NGBs Interviews with consultants
Hackney carriage Fares increase (Ref 630)	Following the request from Executive on 12 March 2014, officers had obtained additional information in order to allow the Committee to fully assess the request made.		Executive 1 October 2014	22 September 2014	Marianne Rolfe Cllr Coker	Hackney Carriage Drivers / Report and minutes of Executive 12 March 2014.

Scrap Metal Dealers Act 2013 Policy (Ref 631)	To formalise a policy for dealing with licences for scrap metal dealers, as per the Act which came into force in October 2013.		Executive 1 October 2014	22 September 2014	Jayne Bailey Cllr Coker	
Structural Inspections of Multi Storey Car Parks (Ref 612)	To set out the findings from recent structural inspections of multi storey car parks and the associated costs. (Moved Reason 4)		Executive 30 July 2014 Executive 3 September 2014 Executive 1 October 2014	22 September 2014	Rob Hoof Cllr Shilton	
Asbestos Contract (Ref 633)	Extension		Executive 1 October 2014	22 September 2014	Sean McCabrey Cllr Vincent	
Skills Initiative (Ref 634)	To outline proposals for the expenditure of skills funding.		Executive 1 October 2014	22 September 2014	Joe Baconnet Cllr Hammon Cllr Mobbs	
St Marys Lands Business Strategy (Ref 637)	To update Members on the latest position in respect of the work of the St Mary's Lands Stakeholder Group & recommends the next steps for the business strategy.		Executive 1 October 2014	22 September 2014	Andrew Jones Cllr Mobbs and Hammon	
Barford Parish Boundary & Neighbourhood Plan Area (Ref 638)	To inform the Executive of the use of the Chief Executive's Delegated Authority to confirm the revised Barford parish boundary & establish the Neighbourhood Plan Area for Barford		Executive 1 October 2014	22 September 2014	Chris Elliott Cllrs Mobbs & Caborn	

Outcome of Peer Challenge follow up (Ref 623)	To report on the outcome of the follow up Peer Challenge		Executive 1 October 2014	22 September 2014	Chris Elliott Cllr Mobbs	
Planning Advisory Service (Ref 649)					Tracy Darke	
5 November 2014						
Fetherstone Court (Ref 628)	Final Costs and sign off project		Executive 5 November 2014	27 October 2014	Matt Jones Cllr Vincett	
Budget Review (Ref 571)	To advise members of any variations from approved budgets		Executive 5 November 2014	27 October 2014	Andy Crump Cllr Mobbs	
Housing Allocations Policy (Ref 607)	To approve a new housing allocations policy		Executive 5 November 2014	27 October 2014	Ken Bruno Cllr Vincett	Housing Strategy 2014 - 2017
Housing Buy To Flip Policy (Ref 608)	To approve a "Buy To Flip" policy for housing		Executive 5 November 2014	27 October 2014	Abigail Hay Cllr Vincett	Housing Strategy 2014 - 2017
Sports and Leisure Options Appraisal (Ref 603)	To report on the Sports and Leisure Options Appraisal (Moved Reason 4 & 5)		Executive 3 September 2014 Executive 5 November	27 October 2014	Rose Winship Cllr Gallagher	Partners schools, Sport England, Sports NGBs Interviews with consultants

Procurement Update (Ref 639)			Executive 5 November 2014	27 October 2014	Mike Snow Cllr Cross	
Service Area Plan/FFF 6 Monthly Update (Ref 640)	A review of progress made over the last 6 months on the FFF programme of work		Executive 5 November 2014	27 October 2014	Andrew Jones	
Asset Management Strategy (Ref 641)	To propose an Asset Management Strategy for all the Council's buildings and land holdings		Executive 5 November 2014	27 October 2014	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		Executive 5 November 2014	27 October 2014	Bill Hunt Cllr Hammon	
Future use of the Warwick LLP (Ref 643)	To report on how the LLP might play a wider role in the delivery of the Council's Assets Strategy		Executive 5 November 2014	27 October 2014	Duncan Elliott/Bill Hunt Cllrs Mobbs, Hammon & Cross	
Parish Charter (Ref 644)			Executive 5 November 2014	27 October 2014	Berni Allen	
Prosperity Agenda (Ref 645)	To report on the current activities undertaken to maintain and increase the prosperity of the district and make proposals for new initiatives		Executive 5 November 2014	27 October 2014	Duncan Elliott/Bill Hunt Cllrs Mobbs, Hammon & Cross	

Pre Application charging regime (Ref 635)	Moved from October – as agreed by CMT		Executive 1 October 2014 5 November 2014	27 October 2014	Gary Fisher Cllr Hammon	
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December 2014

General Fund Budgets 2015 - 2016 (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 2015-2016 (Ref 590)	To consider the following year revenue budgets for the Housing Revenue Account		Executive 3 December 2014	24 November 2014	Mark Smith Cllr Mobbs	
Climate Change/ Sustainability (Ref 617)	To seek agreement for the strategic approach to climate/sustainability		Executive 3 December 2014	24 November 2014	Susan Smith Cllr Coker	
Member Code of Conduct Review (Ref 593/a)	To consider revisions to the Council's Member Code of Conduct and associated papers		Executive 3 December 2014	24 November 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 (Moved from July 2014 Reason 3)		Executive 3 December 2014	22 August 2014	Graham Leach Cllr Mobbs	
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		Executive 3 December 2014	24 November 2014	Bill Hunt Philip Clarke Cllr Hammond	
Report on changes to HARP	To consider the revised remit of Housing appeal review Panels and		Executive 1 October	24 November 2014	Amy Carnall	

& scheme of Delegation. (Ref 629)	amended procedure (Moved Reason 4)		2014 Executive 3 December 2014		Jacky Oughton Cllr Vincett	
Options for Payroll Service (Ref 645)					Chris Burrows	
W2 Revised Agreement (Ref 646)					Andrew Thompson Cllr Vincett	
Riverside House Relocation Project Update (Ref 647)	To update members on a potential short list of relocation site options		Executive 3 December 2014		Duncan Elliott/Bill Hunt Cllrs. Mobbs and Hammon	
Options for the future use of the Royal Pump Rooms and surrounding area (Ref 648)	To feedback on the outcome of the soft market testing of options for the Royal Pump Rooms		Executive 3 December 2014		Duncan Elliott/Bill Hunt Cllr Hammon	
January 2015						

Section 2 Key decisions which are anticipated to be considered by the Council between February 2015 and April 2015

February 2015

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March 2015

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April 2015

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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			

Code of Procurement Practice (Ref 611)	To seek approval of the updated Procurement Code of Practice	TBC	Susan Simmonds Cllr Mobbs			
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 County 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			
Sustainability Report (Ref 551)	To seek agreement for the strategic approach to climate change/sustainability	TBC	Richard Hall Cllr Coker			

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

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						
Review of Significant Business Risk Register (Ref 587)	To inform members of the significant risks to the Council				Richard Barr Cllr Mobbs	
January 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