



## Warwick District Council Forward Plan

July 2020

**Councillor Andrew Day  
Leader of the Executive**

The Forward Plan is a list of all the Key Decisions which will be taken by the Executive up to the next twelve 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) 456114. 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 July 2020 to March 2021

### 13 July 2020

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Project Funding for the Leisure Development Programme (Ref 1,132)	To request additional funding to cover project costs for the Leisure Development Programme	Yes	13/07/2020	29/06/2020	Paddy Herlihy; Cllr Grainger	Last considered at Executive on 21 August 2019
Adoptions of SPD (Ref 1,083)	To note the results of public consultation and adopt the final Affordable Housing and Developer Contributions SPDs	Yes	<del>18/3/2020</del> Reason 4 13/7/2020	29/06/2020	David Butler & Tony Ward; Cllr Cooke	
Review of Significant Business Risk Register (Ref 1,051)	To inform Members of the Significant Risks to the Council	Yes	13/7/2020	29/06/2020	Richard Barr; Cllr Day	
Final Accounts 2019/20 (Ref 1,136)	To report on the Council's outturn position for both revenue and capital	Yes	13/7/2020	29/06/2020	Andrew Rollins; Cllr Hales	

## 24 August 2020

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Purchase of Footbridge providing access to land purchased at 1 Warwick St. Royal Leamington Spa (Ref 1,134)	Executive of 3rd April 2019 requested that this matter be brought back once further information was available around the possible purchase of the footbridge currently in the ownership of the Crown Estate that provides access to the land purchased by the Council.	No	<del>03/04/2019</del> Reason 3 24/08/2020	10/08/2020	Graham Tomlinson; Cllr Matecki	
Community Stadium and related projects update (Ref 1,014)	To update Members on progress on the development of the community stadium and related projects on the site to the north of Gallows Hill and elsewhere in the District. <b>It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular</b>	Yes	<del>21/8/2019</del> <del>3/10/2019</del> Reason: 3 <del>13/11/2019</del> Reason 5 <del>18/12/19</del> <del>12/2/2020</del> Reason:3 <del>18/3/2020</del> Reason 5 24/08/2020	10/08/2020	Paddy Herlihy/ Chris Elliot; Cllr Matecki	

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	<b>person (including the authority holding that information)</b>					
Minimum Energy Efficiency Standards (Ref 1,124)	Implement Legislation	Yes	24/8/2020	10/08/2020	Mark Lingard; Cllr Matecki	
Article 4 Direction for Sherbourne Conservation Area (Ref 1,127)	To seek approval from Executive to make an immediate Direction under Article 4 (2) of the Town and Country Planning (General Permitted Development) (England) Order 2015 resulting in the removal of certain permitted development rights. A further report will be submitted within 6 months of the service of the Notice recording public consultation and recommending confirmation or not of the Direction.	No	24/8/2020	10/08/2020	Robert Dawson; Cllrs Cooke & Rhead	This report seeks consent to serve notice on properties affected by the Direction and to invite public consultation.
Minor Amendment to the Canal Conservation Area (Ref 1,125)	To seek authority from Executive to remove a property, known as Clinton House, and its curtilage from the Canal Conservation Area on the grounds that the property is not of special architectural or historic	No	<del>22/4/2020</del> 24/8/2020	10/08/2020	Robert Dawson; Cllrs Cooke and Rhead	Consultation on the amendment has been undertaken over a period of 2 weeks, with registered interests, local people, Lapworth Parish Council, the Canal & River Trust, Historic England, and others with an

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	interest to merit designation					interest and knowledge of the relevant history.
Annual Treasury Management 2019/20 (Ref 1,139)	Statutory requirement for Council to approve the Annual Treasury management report before 30 September of the following financial year	No	24/08/2020	10/08/2020	Richard Wilson; Cllr Hales	
Treasury Management Activity Report for the period 1 October 2019 to 31 March 2020 (Ref 1,140)	To report the 6 month treasury management activity in accordance with the Council's Treasury Management Practices	No	24/08/2020	10/08/2020	Karen Allison/Richard Wilson; Cllr Hales	

### **30 September 2020**

<b>Topic and Reference</b>	<b>Purpose of Report</b>	<b>Key Decision?</b>	<b>Date of Executive Meeting</b>	<b>Agenda Publication Date</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees, Consultation Method or Background Papers/Last time considered by Executive &amp; Minute Number</b>
Review of Significant Business Risk Register (Ref 1,137)	To inform Members of the Significant Risks to the Council	Yes	30/9/2020	22/09/2020	Richard Barr; Cllr Day	
Fees and charges (Ref 1,138)	To propose the level of Fees and Charges to be levied from January 2021	Yes	30/8/2020	22/09/2020	TBC; Cllr Hales	

## 9 December 2020

Topic and Reference	Purpose of Report	Key Decision?	Date of Executive Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Executive & Minute Number
Housing Strategy 2020-2025 (Ref 1,135)	To allow Executive to examine the draft Housing Strategy	Yes	9/12/2020	1/12/2020	Graham Tomlinson; Cllr Matecki	

## Section 2 – Key decisions to be considered by the Executive without a confirmed date

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or Background Papers	Request for attendance by Committee
HQ Relocation Project – Next steps (Ref 801)	To consider the outcomes of the phase 1 work and, if appropriate, seek approval for commencement of the phase 2 delivery works. <b>It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)</b>	Yes	Bill Hunt; Cllrs Day, Hales, Cooke, Rhead, Grainger	<del>26/07/2017</del> Reason 3 <del>28/11/2018</del> Reasons: 1&3 <del>9/1/2019</del> Reason: 3 <del>6/2/2019</del> Reason: 3 <del>6/3/2019</del> Reasons: 1&4 <del>10/7/2019</del> Reason: 3		

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or Background Papers	Request for attendance by Committee
District Network heating (Ref 1,041)	To update on findings of the feasibility study and seek permission to progress to the project further	Yes	Marianne Rolfe; Cllrs Falp & Rhead			
Replacement of rural street lighting bulbs with LED replacements (Ref 1,053)	To recommend the phased replacement of existing rural street lighting bulbs with energy efficient LED units	Yes	Steve Partner; Cllr Matecki	<del>18/12/2019</del>		
Homeless Support Services Review (Ref 1,032)	To consider the merits of making the Direct Access Hostel for Rough sleepers permanent and provision of support and Move on accommodation in the event the MHCLG funding ceases on 31 March 2020	Yes	Elaine Wallace; Cllr Matecki	<del>3/10/2019</del> <del>13/11/2019</del> Reason: 2	Community Safety Team and Warwickshire Police	
Proposed amendments to the s106 agreement to affordable housing clauses (Ref 1,100)	To seek approval for the amendment to the s106 agreement in relation to mortgagee in possession clauses to enable Registered Providers to maximise their borrowing with lenders	Yes	Sally Kelsall; Cllr Matecki			
Assessments and appraisals a proposal for housing delivery – Kenilworth (Ref 1,119)	To request the drawdown of funds to commission reports and appraisals working toward a planning proposal. <b>It is anticipated that part or all of this item will be considered in private by virtue of Schedule</b>	Yes	Hayley Smith/Sally Kelsall; Cllr Matecki	<del>18/3/2020</del> Reason: 3		

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	<b>12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)</b>					
Developing a masterplan and investment strategy for St Nicholas Park and Myton Fields (Ref 1,082)	To seek Executive approval for officers to develop a masterplan and strategy for St Nicholas Park and Myton Fields	Yes	Paul Garrison; Cllr Grainger			Many stakeholders to be identified for consultation.
Fuel Poverty Strategy (Ref 1,103)	To provide Executive with the Fuel Poverty Strategy for consideration prior to consultation	Yes	Alice Ellis; Cllr Rhead	<del>12/2/2020</del> Reason 5 18/3/2020		A range of external consultees including Act on Energy, WCAVA, WCC, Public Health, Age UK, Citizens Advice and HEART Partnership
Warwick District Council Events Guide (1,126)	To gain approval of/sign off on the Events guide which will lay out the park protocol and events protocol for any organisation or group wishing to host an event within Warwick District	Yes	Marcus Ferguson; Cllr Rhead	22/4/2020 Reason 5		

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or Background Papers	Request for attendance by Committee
HRA Business Plan Review 2019-20 (Ref 1,064)	To update the Housing Revenue Account Business Plan to reflect the most recent changes in performance, business assumptions, strategic decisions and policy changes	Yes	Lisa Barker / Andrew Rollins; Cllr Matecki	<del>3/10/2019</del> Reason: 1 <del>13/11/2019</del> Reason 4 <del>12/2/2020</del> Reason: 4 <del>18/3/2020</del> Reason 3	Lisa Barker / Andrew Rollins; Cllr Matecki	
Proposed disposal of a Council-owned asset (Ref 1,097)	To request that Executive approves the proposed disposal of a Council-owned asset on a commercial basis. <b>It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)</b>	Yes	Bill Hunt; Cllr Matecki	<del>18/12/2019</del> <del>12/2/2020</del> 18/3/2020		
Commercial Investment Strategy (Ref 1,098)	To seek approval for a strategic approach to commercial investment activity to generate income	Yes	Bill Hunt; Cllr Rhead	<del>12/2/2020</del> <del>18/3/2020</del> Reason 3 22/4/2020 Reason 1 3/6/2020		

Topic and Reference	Purpose of Report	Key Decision?	Contact Officer & Portfolio Holder	History of Committee Dates and Reason code for deferment	External Consultees, Consultation Method or Background Papers	Request for attendance by Committee
The Delivery of Sustainable Affordable Housing and Progress and Proposals to Meet the Climate Emergency Agenda (Ref 1,087)	To advise the Executive of the progress to date and to recommend actions from research to date. These actions include appointing consultants to provide advice about the products to use and also to trial pilot housing schemes for off-site manufacture with monitoring to feed into the future housing strategy. <b>It is anticipated that part or all of this item will be considered in private by virtue of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)</b>	Yes	Sally Kelsall; Cllr Matecki	<del>18/12/2019</del> 18/3/2020	Sally Kelsall; Cllr Matecki	

## 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 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

**Next reference number: 1,141**

Details of all the [Council's committees, Councillors and agenda papers are available on our website](#)

The forward plan is also available, on request, in large print, by telephoning (01926) 456114