



## Warwick District Council Forward Plan January 2018 to March 2018

**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 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) 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.

**(910)**

**Section 1 – The Forward Plan January to March 2018**

<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>
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**4 January 2018** – No items planned for consideration at this time

Business Improvement District Leamington (Ref 906)	To receive an update on the renewal process for Leamington Spa BID		Executive 4/1/2018	19/12/2017	Suzee Laxton Cllr Butler	
12 Month Review of New Housing Allocations Policy (Ref 858)	To review the working of the new Housing Allocations Policy.		Executive <del>29/11/2017</del> Reason 1 4/1/2018	19/12/2017	Ken Bruno Cllr Phillips	
Homelessness initiatives and the Homelessness Reduction Act 2017 (Ref 907)	Purpose of report is to consider current and proposed initiatives for tackling homelessness in the light of new legislation		Executive 4/1/2018	19/12/2017	Ken Bruno Cllr Phillips	
Investment in Newbold Comyn Arms Manor House (Ref 910)	The report recommends that this Council advances a loan of £360,000 thereby enabling the erection of a single storey side extension at Newbold Comyn Arms Manor House		Executive 4/1/2018	19/12/2017	Andrew Jones Andrew Mobbs	

**7 February 2018**

General Fund 2018/19 Budgets & Council Tax (Ref 885)	To update Members on the overall financial position of the Council, consider the General Fund Revenue and Capital Budgets for the following financial Year. To propose the Council Tax for the following year		Executive 7/2/2018	30/1/2018	Mike Snow Cllr Whiting	
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HRA Rent Setting 2018/19 (Ref 886)	To report on the proposed level of Housing Rents for the following year and the proposed budget		Executive 7/2/2018	30/1/2018	Mike Snow Cllr Phillips	
Heating, Lighting and Water Charges 2018/19 – Council Tenants (Ref 887)	To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting and water supply		Executive 7/2/2018	30/1/2018	Mike Snow Cllr Phillips	
Treasury Management Strategy (Ref 888)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forth coming year		Executive 7/2/2018	30/1/2018	Mike Snow Cllr Whiting	
Re-commissioning of services provided by the Voluntary and Community Sector 2018-2021 and review of VCS investment (Ref 884)	For members to approve the tender specification for the re-commissioning of VCS services for 2018-2021 and to approve the recommendations for savings relating to the Council's investment in the VCS within the H&CP budget for 2018 – 19.  (It is anticipated that part or all of this report will be considered in confidential session by the Executive because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information))		Executive <del>29/11/2017</del> 4/1/2018 Reason 5 7/2/2018	30/1/2018	Liz Young Cllr Thompson	To follow
Leasing properties from the private rented sector (Ref 909)	To consider leasing property from the private rented sector		Executive 7/2/2018	30/1/2018	Ken Bruno Cllr Phillips	
Leisure Development – Phase II (Kenilworth) (Ref 803)	To agree the scope of Phase II.		Executive <del>28/9/2016</del> Reason 5 7/2/2018	30/1/2018	Rose Winship  Cllr Coker	

Consideration of a Hackney Carriage Vehicle Limitation Policy (Ref 851)	To update members on the results of the WDC Hackney Carriage Unmet Demand Survey and: Meeting1 – Introduce highlights of survey and propose a 6 week consultation on recommended options outlined in the survey. Meeting 2 – Update on the consultation & determine any change to policy, following the consultation.		Executive <del>29/11/2017</del> Reason 1 7/2/2018	30/1/2018	Lorna Hudson Cllr Thompson	Taxi trade, local business, safer communities, disability, equality and other local group representatives, Town Councils, Police. Questionnaire on website/email. CTS Traffic & Transportation Final Report - July 2016 Licensing & regulatory Committee 25/9/2017
Investment in Playbox Theatre (Ref 911)	The report recommends that this Council advances a loan of £100,000 to Playbox Theatre Limited (Company number 03462037), thereby enabling the construction of a new access drive to overspill car park and delivery area		Executive 7/2/2018	30/1/2018	Andrew Jones Cllr Butler	
2018/19 ICT Services Digital Work Programme (Ref 912)	Review progress on current year's programme and set out the planned 2018/19 Work Programme		Executive 7/2/2018	30/1/2018	Tass Smith Cllr Mobbs	Executive Report 2 <sup>nd</sup> December 2015 – Digital Transformation of Council Services  Executive Report 8 <sup>th</sup> March 2017 - 2017/18 ICT Services Digital Work Programme

Events Review (Ref 832)	To look into the processes of the Business Support and Events Team, and the services that we offer to event organisers throughout the District		Executive <del>8/3/2017</del> Reason 4 7/2/2018	30/1/2018	James DeVille Cllr Butler	External consultees include: police, fire service, ambulance service, the four town councils, three chambers of trade, BID Leamington, event organisers
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<b>7 March 2018</b>						
One Stop Shop Business Case (Ref 894)	Provide a Business Case to ensure that the shared One Stop Shop Service is in line with Warwick District Council's ICT & Digital Strategy 2015-19		Executive 7/3/2018	27/2/2018	Graham Folkes-Skinner  Cllr Grainger	
Car Park Strategy (Ref 895)	To seek approval for the proposed car parking strategy 2018-2028		Executive 7/3/2018	27/2/2018	Paul Garrison Cllr Grainger	

<b>Section 2 Key decisions which are anticipated to be considered by the Council between April and June 2018</b>						
<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>There are currently no scheduled key decisions between April and June 2018</b>						

<b>Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is to be confirmed</b>						
<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>History of Committee Dates &amp; Reason code for deferment</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>Expansion on Reasons for Deferment</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>	<b>Request for attendance by Committee</b>
Council Development Company (Ref 727)	To consider a report on establishing a Council Development Company.	Executive 9/3/2016 2/6/2016 29/6/2016 Reasons 1 & 2	Bill Hunt Cllr Phillips	Awaiting further information on the implications of the Housing & Planning Act.		
HRA Asset Management and Development Policy (Ref 829)			Bill Hunt Cllr Phillips			
Recording and Broadcasting of Public Meetings (Ref 840)	To inform members of the research into the potential to record and broadcast all Council meetings as per the Notice of Motion to Council.	Council 29/6/2016 Executive 5/1/2017 8/2/2017 Reason 3	Graham Leach Cllr Mobbs	Currently being investigated in tandem with Council Chamber PA issues.		
Councillors IT (Ref 841)	To report back on the work of the Councillor IT Working Party.	Executive 5/1/2017 8/2/2017 Reason 3	Graham Leach Cllr Mobbs	Awaiting the outcome of Members' Allowances Review.		
WDC Enterprise – New Trading Arm (Ref 817)	To seek approval to establish a Local Authority Trading Company, to expand support provision whilst capitalising on existing skills to maximise income.	Executive 2/11/2016 Reason5 5/1/2017 Reason5 8/2/2017 Reason 5	Gayle Spencer Cllr Butler			

HQ Relocation Project – outcome of phase 1 work (Ref 801)	To consider the outcomes of the phase 1 work and, if appropriate, seek approval for commencement of the phase 2 delivery works.	Executive <del>26/07/2017</del> Reason 3	Bill Hunt Cllrs Mobbs, Whiting, Rhead, Butler, Grainger	Timing is dependent on the completion of the planning, marketing and procurement processes.		
Proposed Relocation of Kenilworth School (Ref 869)	To agree the Council’s level of support in enabling the school to take its proposals forward.	Executive <del>28/06/2017</del> Reason 3	Andrew Jones Cllr Mobbs			
Policy on Regulating the Private Rented Sector (Ref 880)	To adopt a revised policy on private rented sector regulation in light of new legislation and guidance.		Ken Bruno Cllr Phillips	Awaiting the publication of government guidance.		
Linen Street Car Park (Ref 861)	To consider recommendations for redevelopment for the Linen Street Car Park facility	Executive <del>28/06/2017</del> Reason 3	Paul Garrison Cllr Grainger			Ward Councillors
Leamington Cemetery North Lodge (Ref 828)	To review the future use of Leamington Cemetery North Lodge.	Executive <del>4/4/2017</del> <del>28/06/2017</del> <del>31/08/2017</del> Reason 3	Rob Hoof Cllr Grainger			
Corporate Asset Management Strategy (Ref 641)	To propose an Asset Management Strategy for all the Council’s buildings and land holdings.	Executive <del>29/6/2016</del> <del>Reason 5</del> <del>1/9/16</del> <del>Reasons 3 &amp; 5</del> <del>5/1/2017</del> <del>Reasons 3 &amp; 5</del> <del>8/2/2017</del> <del>Reasons 3 &amp; 5</del> <del>26/07/2017</del> <del>Reasons 3 &amp; 5</del> <del>31/8/2017</del> Reason 3	Bill Hunt Cllrs Mobbs, Butler, Grainger, Coker & Whiting			

Leamington Spa Car Parking Displacement Plan (Ref 844)	To set out the options available should vehicles be displaced from Covent Garden car park and to consider alternative parking options within Leamington Town Centre.	Executive <del>4/4/2017</del> Reason 2 31/08/2017 <del>Reason 3</del> 27/9/2017 Reason 5	Gary Charlton  Cllr Grainger			
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**Section 4 – Items which are anticipated to be considered by the Executive but are NOT key decisions**

<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>
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**4 January 2018**

Revisions to the Scheme of Delegation & Council procedure rules (Ref 819)	To request revisions to the Constitution/ Delegation Agreement with regard to the determination of Planning Applications, the adoption of open space & an amendment to Council procedure rules regarding Notices of Motion		Executive 4/1/2018	19/12/2017	Gary Fisher, Graham Leach  Cllrs Coker, Mobbs & Rhead	
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**7 February 2018**

Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		Executive 7/2/2018	30/1/2018	Jon Dawson Cllr Whiting	
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**7 March 2018** - No scheduled reports at this time.

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) 456114**