FORWARD PLAN
Forward Plan June 2016 to August 2016

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) 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.

(813)

Section 1 – The Forward Plan June 2016 to August 2016						
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**
29 June 2016						
Rural Urban Community Initiative Scheme applications (Ref 761)	Consider applications for Rural and Urban Initiative Grant application for Leamington Netball Club		Executive 29/6/2016	21/6/2016	Jon Dawson Cllr Whiting	
New Rent Arrears Policy (Ref 748)	To seek approval of new rent arrears policy for WDC Council Tenants		Executive ~~6/4/2016~~ ~~Executive 02/06/16~~ ~~Reason 1~~ Reason 1 29/6/2016	21/6/2016	Jacky Oughton Cllr Phillips	
Improved Fire Alarm Systems – Sheltered Housing (Ref 784)	To request approval to further upgrade fire alarm systems in sheltered housing		Executive ~~2/6/2016~~ Reason 1 29/6/2016	21/6/2016	Jacky Oughton Cllr Phillips	
Funding of repairs to Leamington multi-storey car parks (Ref 796)	To propose how the identified repairs to St. Peters and the temporary repairs to Covent Garden car parks are funded		Executive ~~2/6/2016~~ Reason 1 29/6/2016	21/6/2016	Gary Charlton Cllr. Shilton	
Risk Based Verification (Ref 812)	Seek approval for using Rsk Based Verification for Benefits Claims		Executive 29/6/2016	21/6/2016		

Exercise of delegated powers: electrical Maintenance Contract (Ref 785)	~~To request an exemption to the Code of Procurement~~ To advise Executive of the use of delegated powers to authorise an exemption to the Code of Procurement Practice		Executive 29/6/2016	21/6/2016	Matt Jones Cllr Phillips	
WDC Enforcement Policy appendix: Regulatory Section of Health and Community Protection (Ref 789)	To recommend to Council WDC Enforcement Policy appendix: Regulatory Section of Health and Community Protection		Executive 29/6/2016	21/6/2016	Marianne Rolfe Cllr Grainger	
Proposed Acorn Close housing development scheme (Ref 798)	A consider a project to develop new council homes in Stoneleigh		Executive 29/6/2016	21/6/2016	Andy Thompson Cllr. Phillips	

27 July 2016						
Budget Review Quarter 1 to include financial projections (Ref 764)	To Report on the latest financial prospects for the current and future 5 years		Executive 27/7/2016	19/7/2016	Andy Crump Cllr Whiting	
Investment in Leisure Centres (745)	To seek approval to commence enabling works for leisure centre investment at St Nicholas Park and Newbold Comyn Leisure Centres	Nov 4th 2015	Executive 27/7/2016	19/7/2016	Rose Winship Cllr Coker	Consultation with users in Jan/Feb 2016, with clubs and national governing bodies of sport, and with the wider community through the Planning process and dialogue Various reports from June 2014 onwards.

Car Parking strategy (790)	To consider the future off-street car parking needs of Leamington, Warwick and Kenilworth and how these should be addressed		Executive ~~2/6/16~~ Reason 3 27/7/2016	19/7/2016	Rob Hoof Cllr. Shilton	
Support to Town & Parish Council (Ref 804)	To review and modify support given to Town & Parish Councils		Executive 27/7/2016	19/7/2016	Jenny Cayton Cllr Whiting	
Local Council Tax Reduction Scheme (Ref 806)	To consider modifications to the scheme		Executive 27/7/2016	19/7/2016	Andrea Wyatt Cllr Whiting	

There is no planned meeting of the Executive during August 2016.

Section 2 Key decisions which are anticipated to be considered by the Council between September 2016 and March 2017						
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**
1 & 28 September 2016						
Annual Benefit Fraud Report (Ref 765)			Executive 1/9/2016	31/8/2016	Andrea Wyatt Cllr Whiting	
Fees and Charges (Ref 770)	To propose the level of fees and Charges to be levied from 2nd January 2016		Executive 28/9/2016	20/9/2016	Andy Crump Cllr Whiting	
Leisure Development – Phase II (Kenilworth) (Ref 803)			Executive 28/9/2016	20/9/2016	Rose Winship Cllr Coker	
Code of Procurement Practice (Ref 805)	To consider and recommend to Council and updated Code of Procurement Practice		Executive 28/9/2016	20/9/2016	John Roberts Cllr Whiting	
2 & 30 November 2016						
Budget review Quarter 2 (Ref 779)	To report expenditure for current year and update financial projections		Executive 2/11/2016	25/10/2016	Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme applications (Ref 778)	Consider applications for Rural and Urban Initiative Grants		Executive 30/11/2016	22/11/2016	Jon Dawson Cllr Whiting	

HRA Budgets 2016/17 (Ref 780)	To Consider the following year revenue budgets for the HRA.		Executive 30/11/2016	22/11/2016	Mike Snow Peter Phillips	

5 January 2017 – No scheduled reports at this time.						
Local Council Tax Reduction Scheme (Ref 806)	Final approval of Scheme after consultation				Andrea Wyatt Cllr Whiting	

8 February 2017						
Appointment of leisure management operator (It is anticipated that part of this report will be confidential) (Ref 771)			Executive ~~30/11/2016~~ Reason 4 8/2/2017	31/1/2017	Rose Winship Cllr Coker	Executive Nov 2015 Council and Executive 13/1/2016 Full OJEU procurement
General Fund 2017/18 Budgets & Council Tax (Ref 807)	To updates member on the overall financial position of the Council, consider the General Fund Revenue and Capital Budgets for the following financial Year,		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Whiting	
HRA Rent Setting 2017/18 (Ref 808)	To report on the proposed level of Housing Rents for the following year and the proposed budget		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Phillips	
Heating, Lighting and Water Charges 2017/18 – Council	To propose the level of recharges to council housing tenants to recover the costs of		Executive 8/2/2017	31/1/2017	Mike Snow Cllr	

Tenants (Ref 809)	communal heating, lighting and water supply.				Phillips	
Treasury Management Strategy (Ref 810)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forth coming year		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Whiting	

8 March 2017 – No scheduled reports at this time.

Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is 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**
Council Housing Asset Management Policy (Ref 774)	To request approval of the 'Council Housing Asset Management Policy – Disposal of Property'	~~Executive 6/4/2016~~ Reasons: 2, 4, 5	Andy Thompson Cllr Phillips	Awaiting outcome of Housing & Planning Bill which may influence the design and implementation of property disposals		
Private sector housing grants policy (Ref 658)	To propose a revised policy for the allocation of grant funding for private residents		Abigail Hay Cllr Phillips	This will come forward in due course once the Future of Housing Adaptations Service has been determined		TBC
Housing Revenue Account Business Plan (Ref 775)	To propose revisions to the Housing Revenue Account Business Plan		Andy Thompson Cllr Phillips	This will come forward when the Housing & Planning Bill, and associated regulations, have been approved by Parliament		
Aids and Adaptations Services (Ref 776)	To propose a new approach to providing aids and adaptations services for the residents of Warwick District		Abigail Hay Cllr Phillips	This will come forward when the option for a Warwickshire-wide service is sufficiently well developed to warrant consideration.		

Housing Related Support Services (Ref 777)	To propose new Housing Related Support services for tenants of the Council		Jacky Oughton Cllr Phillips			
Street Trading Policy Review (Ref 811)	To consider a draft Street Trading Policy for consultation.		Kathleen Rose Cllr Grainger		Public Consultation - internet, letters to stake and licence holders	
Review of Members Allowances (Ref 799)	To approve the remit for a review of the Council's Members Allowances Scheme		Graham Leach Cllr Mobbs			
Minor Amendments to the Constitution (Ref 800)	To recommend to Council some minor amendments to the Council's Constitution		Graham Leach Cllr Mobbs			
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		Bill Hunt Cllrs. Mobbs, Whiting, Cross, Shilton			
Strategic Opportunity Proposal (Ref 712)	To update Members on the current position. It is anticipated that this report will be, in part, Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information)		Executive 03/09/15 30/09/15 02/12/2015 6/4/2016 2/6/2016	24/5/2016	Chris Elliott Cllrs Mobbs, Coker, Phillips, Whiting & Cross	The Local Plan proposals have been subject to a number of public consultations and planning applications involved have also

						been subject to public consultation. The proposal has been the subject of discussion privately and confidentially with a number of agencies but especially with the County Council. Submission version of Local Plan; Planning Application (W/14/1076) ; Planning Application (W/14/0967) ; Report
Council Development Company (Ref 727)	To consider a report on establishing a Council Development Company		Executive 9/3/2016 2/6/2016 Reason 2 Reason 1 29/6/2016	21/6/2016	Andy Thompson Cllr Phillips	
Asset Management Strategy (Ref 641)	To propose an Asset Management Strategy for all the Council's buildings and land holdings.		Executive 5/11/2014 03/09/15 2/6/2016		Bill Hunt Cllrs Mobbs, Cross, Shilton, Coker &	

			(Moved Reason 6) 29/6/2016	21/6/2016	Whiting	

Section 4 – Items which are anticipated to be considered by the Executive but are NOT key decisions						
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**
Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council		Executive 27/7/2016		Richard Barr Cllr Mobbs	
Rural Urban Capital Initiative Scheme	To consider a potential award under the Rural Urban Capital Initiative Scheme		Executive 27/7/2016		Jon Dawson Cllr Whiting	
Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council		Executive 28/9/2016		Richard Barr Cllr Whiting	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants		Executive 28/9/2016	20/9/2016	Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants		Executive 2/11/2016		Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants		Executive 30/11/2016		Jon Dawson Cllr Whiting	
Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council		Executive 5/1/2017		Richard Barr Cllr Mobbs	

Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants		Executive 5/1/2017		Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants		Executive 8/2/2017		Jon Dawson Cllr Whiting	
Nomination of Chair	To nominate to Council the Chair and Vice-Chairman of the Council for 2017/18		Executive 8/2/2017		Graham Leach Cllr Mobbs	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants		Executive 5/4/2017		Jon Dawson Cllr Whiting	

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) 456114