# Appendix 2
# Warwick District Council Forward Plan
# 30 November 2016 to February 2017

## 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.

**(831)**

| Section 1 – The Forward Plan 30 November 2016 to February 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** |
| **30 November 2016** | | | | | | |
| 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 | |
| New Rent Arrears Policy (Ref 748) | To seek approval of new rent arrears policy for WDC Council Tenants. | | Executive ~~6/4/2016~~ ~~02/06/16~~ Reason 1 ~~29/6/2016~~ Reason 4,5 30/11/2016 | 22/11/2016 | John Gallagher Cllr Phillips | |
| St Mary's Lands (Ref 821) | To report back on the public consultation undertaken this summer and to agree the next steps. | | Executive ~~28/9/2016~~ Reason 5 30/11/2016 | 22/11/2016 | Chris Elliott Cllr Butler | Range of events with local community and groups |
| Code of Procurement Practice (Ref 805) | To consider and recommend to Council an updated Code of Procurement Practice. | | Executive ~~28/9/2016~~ Reason 5 30/11/2016 | 22/11/2016 | John Roberts Cllr Whiting | |
| 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/ Council ~~03/09/15~~ ~~30/09/15~~ ~~02/12/2015~~ ~~6/4/2016~~ ~~2/6/2016~~ 30/11/2016 | 22/11/2016 | Chris Elliott<br>Cllrs Mobbs, Coker, Phillips, Whiting & Cross | |

There is no planned meeting of the Executive in December 2016.

| **5 January 2017**. | | | | | | |
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| Local Council Tax Reduction Scheme (Ref 806) | Final approval of scheme after consultation. | | Executive 5/1/2017 | 22/12/2016 | Andrea Wyatt Cllr Whiting | |
| Recommendations from One Stop Shop Review (Ref 812) | The report will formally ask for the recommendations from the review to be agreed. | | Executive 5/1/2017 | 22/12/2016 | Graham Folkes-Skinner Cllr Shilton | Warwickshire County Council |
| The Rental Exchange Project (Ref 825) | Final approval to join The Rental Exchange Project following completion of Stage 1. | | Executive 5/1/2017 | 22/12/2016 | John Gallagher Cllr Phillips | |
| 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~~ Reason 5 5/1/2017 | 22/12/2016 | Gayle Spencer Cllr Butler | |
| Leamington Cemetery North Lodge (Ref 828) | To review the future use of Leamington Cemetery North Lodge. | | Executive 5/1/2017 | 22/12/2016 | Rob Hoof Cllr Shilton | |
| Visitor Information Review (Ref 816) | Review of the provision of visitor information services within the District. | | Executive ~~2/11/2016~~ Reason 5 ~~30/11/2016~~ Reason 5 5/1/2017 | 22/12/2016 | David Butler Cllr Butler | Item 7 Executive 2 June 2016 |
| Corporate Asset Management Strategy (Ref 641) | To propose an Asset Management Strategy for all the Council's buildings and land holdings. | | Executive ~~29/6/2016~~ Reason 6 ~~1/9/16~~ Reasons 3 & 5 5/1/2017 | 22/12/2016 | Bill Hunt Cllrs Mobbs, Cross, Shilton, Coker & Whiting | |

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| Review of Community Partnership Working | To consider proposals for the future work of the Community Partnership working by Warwick District Council | | Executive 5/1/2017 | 22/12/2016 | Liz Young Cllr Grainger | |

| **8 February 2017** | | | | | | |
|---|---|---|---|---|---|---|
| General Fund 2017/18 Budgets & Council Tax (Ref 807) | To update Members on the overall financial position of the Council and 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 Tenants (Ref 809) | To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting and water supply. | | Executive 8/2/2017 | 31/1/2017 | Mike Snow Cllr Phillips | |
| Treasury Management Strategy (Ref 810) | To seek Member approval of the Treasury Management Strategy and Investment Strategy for the forthcoming year. | | Executive 8/2/2017 | 31/1/2017 | Mike Snow Cllr Whiting | |
| Housing Related Support Services (Ref 777) | To propose new Housing Related Support Services for tenants of the Council. | | Executive 8/2/2017 | 31/1/2017 | Simon Brooke Cllr Phillips | |

| Section 2 Key decisions which are anticipated to be considered by the Council between March 2017 and June 2017 | | | | | | |
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| **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** |
| **8 March 2017** – No scheduled reports at this time. | | | | | | |
| Housing Futures – Revised Housing Revenue Account Business Plan (Ref 775) | To propose a revised Housing Revenue Account Business Plan. | | Executive 8/3/2017 | 28/02/2017 | Andy Thompson Cllr Phillips | |
| Housing Futures – Housing and Homelessness Strategy 2017 (Ref 822) | To propose a new Housing and Homelessness Strategy for Warwick District. | | Executive 8/3/2017 | 28/02/2017 | Andy Thompson Cllr Phillips | |
| New Domestic Abuse Policy (Ref 826) | To consider a Domestic Abuse Policy. | | Executive 8/3/2017 | 28/02/2017 | Sue Sweeney Cllr Phillips | |
| Amended Anti-Social Behaviour Policy (Ref 827) | To consider a revised Anti-Social Behaviour Policy. | | Executive 8/3/2017 | 28/02/2017 | Simon Brooke Cllr Phillips | |
| **5 April 2017** – No scheduled reports at this time & **June 2017** Executive date TBC mid November 2016 | | | | | | |

| Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is to be confirmed | | | | | | |
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| **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** |
| Private Sector Housing Grants Policy<br>(Ref 658) | To propose a revised policy for the allocation of grant funding for private residents. | | Ken Bruno<br><br>Cllr Phillips | This will come forward in due course once the Future of Housing Adaptations Service has been determined | | TBC |
| HQ Relocation Project – outcome of phase 1 work<br>(Ref 801) | To consider the outcomes of the phase 1 work and, if appropriate, seek approval for commencement of the phase 2 delivery works. | Scheduled for July once date of Executive is confirmed. | Bill Hunt<br><br>Cllrs. Mobbs, Whiting, Cross, Shilton | | | |
| Council Development Company<br>(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~~ | Andy Thompson<br><br>Cllr Phillips | | | |
| Car Parking strategy<br>(Ref 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 27/7/2016~~ Reason 3 | Rob Hoof<br><br>Cllr. Shilton | | | |

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| HS2<br>(Ref 818) | To request revisions to the Constitution/Delegation Agreement. | Anticipated this will be a report to Council in January 2017 | Debbie Prince<br><br>Cllr Cross | This will come forward once appropriate details have been received from HS2 in conjunction with legal advice received | | |
| Revisions to the Constitution/ Delegation Agreement<br>(Ref 819) | To request revisions to the Constitution/ Delegation Agreement with regard to the determination of Planning Applications. | | Tracy Darke/Gary Fisher<br><br>Cllr Cross | This is the subject of on-going discussion with key members | | |
| Leisure Development – Phase II (Kenilworth)<br>(Ref 803) | To agree the scope of Phase II. | Executive ~~28/9/2016~~<br>Reason: 5 | Rose Winship<br><br>Cllr Coker | | | |
| HRA Asset Management and Development Policy<br>(Ref 829) | | Executive | Andy Thompson<br>Cllr Phillips | | | |

| Section 4 – Items which are anticipated to be considered by the Executive but are NOT key decisions | | | | | | |
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| **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** |
| Recording and Broadcasting of Public Meetings | 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 | | Graham Leach<br>Cllr Mobbs | |
| Councillors IT | To report back on the work of the Councillor IT Working Party. | | Executive 5/1/2017 | | Graham Leach<br>Cllr Mobbs | |
| Revised Call-in Procedure for Warwick District Council (Ref 823) | To recommend to Council a revised call-in procedure of Executive decisions for Warwick District Council. | | Executive 5/1/2017 | | Graham Leach<br>Cllr Mobbs | Councillors Barrott, Boad, Mrs Falp and Mobbs (Group Leaders), Overview & Scrutiny Committee (27/9/16) |
| Rural Urban Community Initiative Scheme Applications | To consider applications for Rural and Urban Initiative Grants. | | Executive 30/11/2016 | | Jon Dawson<br>Cllr Whiting | |
| Review of Significant Business Risk Register | To inform Members of the Significant Risks to the Council. | | Executive 5/1/2017 | | Richard Barr<br>Cllr Mobbs | |
| Rural Urban Community Initiative Scheme Applications | To consider applications for Rural and Urban Initiative Grants. | | Executive 5/1/2017 | | Jon Dawson<br>Cllr Whiting | |

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| Rural Urban Community Initiative Scheme Applications | To consider applications for Rural and Urban Initiative Grants. | | Executive 8/2/2017 | | Jon Dawson<br>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<br>Cllr Mobbs | |
| Rural Urban Community Initiative Scheme Applications | To consider applications for Rural and Urban Initiative Grants. | | Executive 5/4/2017 | | Jon Dawson<br>Cllr Whiting | |
| Response to Peer Review Recommendations | | | Executive 5/1/2017 | | Chris Elliott<br>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**

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