

Warwick District Council Forward Plan December 2024 Councillor Ian Davison Leader of the Cabinet

The Forward Plan is a list of all the Key Decisions which will be taken by the Cabinet up to the next twelve months. The Warwick District Council definition of a key decision is: A key decision means a decision made in the exercise of an executive function by any person (including officers) or body which meets one or more of the following conditions:

- (1) The decision is likely to result in the Council incurring expenditure or the making of savings in excess of £150,000. Excluded from this are all loans to banks or other financial institutions made in accordance with the Treasury Management Strategy.
- (2) The decision is likely to be significant in terms of its effects on communities living or working in any two or more Wards.

Whilst the majority of the Cabinet'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 Cabinet 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 Cabinet 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.

Topic and Reference	Purpose of Report	Key Decis ion?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
Procurement Exercises over £150,000 (Ref 1,465)	The report seeks approval to begin the procurement exercises identified in this report, in line with the agreed Procurement Code of Practice.	Yes	4/12/2024	25/11/2024	Becky Reading; Cllr Chilvers	
Q2 Budget Monitoring and updated MTFS (Ref 1,475)	To inform Cabinet and members of the financial position after Q2 for the financial year 2024/25. To support members in decision making relating to the financial position of the authority and its performance against approved budgets.	Yes	4/12/2024	25/11/2024	Steven Leathley; Cllr Chilvers	
General Fund Base Budget 2025/26 (Ref 1,478)	To seek approval for the 2025/26 GF Base Budget consisting of recurrent and previously agreed non-recurrent budget, and budget change proposals.	Yes	4/12/2024	25/11/2024	Steven Leathley; Cllr Chilvers	

Approval of the Warwick wide Tenancy Strategy (Ref 1,495)	The purpose of the report is to update the Tenancy Strategy which sets out the tenancies which should be administered by Registered Providers within the District and it is a statutory requirement.	Yes	4/12/2024	25/11/2024	Sally Kelsall; Cllr Adkins
Update on Proposals of Cycle Route Across Abbey Fields, Kenilworth (Ref 1,397)	To update Cabinet on the progress of the proposal to introduce a cycle route across Abbey Fields in Kenilworth to include the results of the anticipated Public Consultation on the draft design.	Yes	6/3/2024 Reason 3 4/9/2024 Reason 3 17/10/2024 Reason 3 4/12/2024	25/11/2024	Graham Folkes- Skinner; Cllr Williams
Code of Procurement Practice 2024 (Ref 1,481)	Seeking approval for amended standing orders in response to the Procurement Act 2023 in readiness for the new Procurement Regulations 2024 (launch 28 October 2024) to be adopted into the constitution in place of the Code of Procurement Practice 2020.		17/10/2024 Reason 4 4/12/2024	07/10/2024 25/11/2024	Becky Reading; Cllr Chilvers; Cllr Melrose
Cost of Living Project Proposal (Ref 1,505)	To seek Cabinet's approval to fund Citizens Advice South Warwickshire to deliver specific cost of living support to communities across the District		4/12/2024	25/11/2024	Bernadette Allen / Cllr Sinnott

Advertising and Sponsorship Policy (Ref 1,506)	To request Cabinet approves the policy. It falls under the Marketing and Communications Strategy, providing a robust framework for officers who are selling advertising or sponsorship of the council's assets (the website and roundabouts initially).		4/12/2024	25/11/2024	Nicki Curwood; Cllr Melrose	
Play Improvement Plan 2024-2029	To present the play improvement programme in relation to the ongoing	Yes	17/10/2024	07/10/2024	Sally Watts / Cllr	
	improvement of play areas in the district and an explanation of this programme and the relevant sites involved over the next 5 years and the rationale and consideration that feeds into the programme of play area replacement. 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 will contain information relating to the financial or business affairs of the Council.		4/12/2024	25/11/2024	Roberts	

Variations to Client\Contract Management of the Joint Waste Contract (Ref 1,450)	To present the options for the current arrangements of the joint waste contract with Stratford-on-Avon District Council. 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)	Yes	3/07/2024 4/9/2024 Reason 3 17/10/2024	25/11/2024	Zoe Court/Steve Partner; Cllr Roberts	
Decarbonisation and Energy Efficiency Strategy for Council Homes (Reaching EPC `C') (Ref 1,504)	This report asks Cabinet adopt the Decarbonisation and Energy Efficiency Strategy for Council Homes. This strategy details how we'll work to ensure all Council owned homes rented to social tenants will reach EPC 'C' by 2030.	Yes	4/12/2024	25/11/2024	Will Anstey; Cllr Adkins	

Lease extension to						
	To obtain Cabinet approval to	Yes	4/12/2024	25/11/2024	Rusell Marsden;	
	grant a new fully repairing				Cllr Adkins	
	lease to Myton Church for the					
	land and buildings known as					
	the Westbury Centre for a					
	term of 250 years and to					
	grant a lease of 250 years to					
	Myton Church for the adjacent					
	land and building known as					
	Jubilee House for a term of					
	250 years in the circumstance					
	that Myton Church takes an					
	assignment of this property					
	from the existing tenant,					
	Young People First. That each					
	_					
	peppercorn, given that the					
	combined value of each lease					
	extension is less than the					
•	existing repairing liabilities					
	Warwick District Council					
	potentially holds regarding the					
l l	presence of defective					
	Reinforced Autoclaved Aerated					
	Concrete within the Westbury					
	Centre roof structures.					
	This report brings forwards	Yes	4/12/2024	25/11/2024	Rusell Marsden;	·
Restrictive	proposals for Cabinet to agree	103	1/12/2021	23/11/2024	Cllr Adkins	
Covenants on Land t	that the Council removes					
off Miller Road	existing restrictive covenants					
t	that it holds over land located					
(Ref 1,509)	off Millers Road in Warwick, in					
	return for a proportion of the					
	proceeds from the sale price					
	of this land from the existing					
Release of Restrictive Covenants on Land toff Miller Road (Ref 1,509)	combined value of each lease extension is less than the existing repairing liabilities Warwick District Council potentially holds regarding the presence of defective Reinforced Autoclaved Aerated Concrete within the Westbury Centre roof structures. This report brings forwards proposals for Cabinet to agree that the Council removes existing restrictive covenants that it holds over land located off Millers Road in Warwick, in return for a proportion of the proceeds from the sale price	Yes	4/12/2024	25/11/2024		

	Hall Trust (KHT), to South Warwickshire NHS Foundation Trust. 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)					
Housing revenue Account Base Budget 2025/26 (Ref 1,510)	To seek approval for the 2025/26 HRA Base Budget consisting of recurrent and previously agreed non-recurrent budget, and budget	Yes	4/12/2024	25/11/2024	Victoria Bamber; Cllr Chilvers; Cllr Adkins	
	change proposals.					
Improvement of the play area in Mill Gardens, Leamington Spa (Ref 1,512)	To seek authorisation for the agreement for use of the existing budget for Play Area Review budget for the replacement of play equipment and the surround area in Mill Gardens, Leamington Spa	Yes	4/12/2024	25/11/2024	Sally Watts; Cllr Roberts	

Improvement of the play area in Castle Farm, Kenilworth (Ref 1,513)	To seek authorisation for the agreement for use of the existing budget for Play Area Review budget for the replacement of play equipment and the surround area in Castle Farm, Kenilworth	Yes	4/12/2024	25/11/2024	Sally Watts; Cllr Roberts	
HRA Repairs and Maintenance Procurement (Ref 1,515)	This report relates to the procurement of the repairs and maintenance contract (HRA) 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)	Yes	4/12/2024	25/11/2024	Darren Knight; Cllr Adkins	
Consultation on - Enabling remote attendance and proxy voting at local authority meetings (Ref 1,516)	To agree the response from Warwick District Council on the Government Consultation regarding Enabling remote attendance and proxy voting at local authority meetings	No	4/12/2024	25/11/2024	Graham Leach; Cllr Davison	

Procedure for Appointing Aldermen & Alder Women of the District (Ref 1,518)	To agree the procedure and criteria for nominating and appointing Aldermen & Alderwomen of the District	No	4/12/2024	25/11/2024	Graham Leach; Cllr Davison	
Consent for delegated authority to dispose of Housing Revenue Account assets (Ref 1,520)	The purpose of the report is to seek approval for the delegated authority to the Head of Housing to dispose of Housing Revenue Assets as required – 1507 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)	Yes	4/12/2024	25/11/2024	Sally Kelsall; Cllr Adkins	
Warwick District Council Loan to Crewe Lane Kenilworth JV LLP (Ref 1,521)	To consider a request from the Crewe Lane Joint Venture to increase the loan facility in order to purchase the Woodside Conference Centre It is anticipated that part or all of this item will be considered in private by	Yes	4/12/2024	25/11/2024	Andrew Rollins; Cllr Adkins; Cllr Chilvers	

	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)					
Wardens Relocation Project (Ref 1,522)	To take further decisions on the proposed relocation of the Wardens 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)	Yes	4/12/2024	25/11/2024	Becky Burridge; Darren Knight; Cllr King	

to the constitution	To consider some minor changes to Council procedure rules to provide clarification and alignment with actual working practice; and an additional officer delegation	No	4/12/2024	25/11/2024	Graham Leach; Cllr Adkins; Cllr Davison	
Procurement Practice (Ref 1,524)	To consider a request for exemption to the Code of Procurement Practice for the awarding of a contact for the Election Count Venue 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)	Yes	4/12/2024	25/11/2024	Graham Leach; Leanne Marlow; Cllr Chilvers; Cllr Davison	

Topic and Reference	Purpose of Report	Key Decision ?	Date of Cabinet Meeting	Agenda Publication Date	Contact Officer & Portfolio Holder	External Consultees, Consultation Method or Background Papers/Last time considered by Cabinet & Minute Number
Q3 Budget Monitoring and updated MTFS (Ref 1,476)	To inform Cabinet and members of the financial position after Q3 for the financial year 2024/25. To support members in decision making relating to the financial position of the authority and its performance against approved budgets.	Yes	6/02/2025	27/01/2025	Steven Leathley; Cllr Chilvers	
General Fund Revenue and Capital Budget 2025/26 (Ref 1,479)	This report outlines the General Fund Revenue and Capital Budgets for Warwick District Council, including an update to the Medium-Term Financial Strategy. It will be presented to Full Council alongside a separate report recommending the 2025/26 Council Tax Charges for WDC.	Yes	6/02/2025	27/01/2025	Steven Leathley; Cllr Chilvers	
Sports Grant Review Report (Ref 1,494)	Review of the current sports grants	No	6/02/2025	27/01/2025	Ann Hill; Cllr Sinnott	

Leper Hospital, Warwick (Ref 1,454)	Approval for redevelopment of the leper hospital, Warwick to include 8 new build apartments. 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 will contain information relating to the financial or business affairs of the Council.	Yes	4/9/2024 Reason 3 17/10/2024 Reason 3 6/02/2025	27/01/2025	Gemma Weller, Lisa Barker; Cllr Adkins	
Housing Revenue Account (HRA) Budget 2025/26 (including Rent Setting) (Ref 1,511)	To recommend to Council the 2025/26 HRA budget for approval, including rent policy and sheltered housing utility recharges.	Yes	6/02/2025	27/01/2025	Victoria Bamber; Cllr Chilvers; Cllr Adkins	
Approval of the Warwick wide Tenancy Strategy (Ref 1,514)	The purpose of the report is to update the Tenancy Strategy which sets out the tenancies which should be administered by Registered Providers within the District and it is a statutory requirement	No	6/02/2025	27/01/2025	Sally Kelsall; Cllr Adkins	

Service Area Plans and Performance Management Framework (Ref 1,519)	To seek approval of the Service Area Plans for the Council for the financial year 2025/26 and agreement to the new Performance Management Framework for the Council.	Yes	6/02/2025	27/01/2025	Graham Leach; Cllr Adkins; Cllr Billiald; Cllr Chilvers; Cllr Davison; Cllr Melrose; Cllr King; Cllr Roberts; Cllr Sinnot; Cllr Williams	
Community Stadium at Fusiliers Way (Ref 1,470)	To seek approval to progress the project to construct a Community Stadium on land next to Fusiliers Way. 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 will contain information relating to the financial or	Yes	4/9/2024 Reason 5 4/12/2024 Reasons 4 & 5 6/02/2025	23/8/2024 25/11/2024 27/01/2025	Paddy Herlihy; Cllr King; Cllr Chilvers	

	business affairs of the Council.				
The Neighbourhood Centre on land next to Fusiliers Way (Ref 1,469)	To seek approval to work with the County Council and others to develop one or more projects in the centre of the wider Fusiliers Way site to produce a neighbourhood centre and related facilities for the public.	No	4/9/2024 Reason 3 17/10/24 Reason 3 4/12/2024 Reason 5 06/02/2025	Paddy Herlihy; Cllr Chilvers; Cllr King	

Section 2 – Key decisions to be considered by the Cabinet 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	Reason a date cannot be confirmed
The future of Linen Street Car park (Ref 1,274)	To consider options for the future redevelopment of Linen Street Car park. 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)	Yes	Martin O'Neill; Cllr Williams	10/3/2022 Reason 5 20/4/2022 Reason 3 10/08/2022 Reason 3 21/9/2022 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	Reason a date cannot be confirmed
Purpose Built Student Accommodation (PBSA) – Development Plan Document (DPD) (Ref 1,377)	The purpose of this DPD will be to assess the need and set out how any future demand for PBSA's will be addressed. It will provide a detailed Policy basis to guide the assessment and determination of any future planning applications for such development. It will build upon existing Local Plan Policy H6 (Houses in Multiple Occupation and Student Accommodation).	Yes	Tony Ward; Cllr King	20/9/2023 Reason 5			
Warwick Standard (Ref 1,368)	To present for approval the "Warwick Standard" to set the standards for the delivery of new housing for Warwick District Council	No	Sally Kelsall; Cllr Adkins	20/9/2023			
Leamington Old Town Regeneration Supplementary Planning Document (SPD) (Ref 1,376)	To seek approval to go to public consultation.	Yes	Mark Brightburn/Amit Bratch; Cllrs Billiald & King	8/2/2024 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	Reason a date cannot be confirmed
Housing Association Charitable Trust (HACT) Retrofit Credit Scheme (Ref 1,444)	To seek approval to take part in a retrofit credit scheme to attract funding towards retrofit works being undertaken. An organisation called HACT (Housing Association Charitable Trust), working in partnership with Arctica Partners have developed a methodology to measure carbon savings and social value created through retrofit activity. By doing this, "credits" are offered to organisations taking part in the project. The credits, when calculated, result in the payment of funding towards retrofit works focussed on improving the carbon efficiency of the Council housing stock.	Yes	Sally Kelsall; Cllr Adkins				

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	Reason a date cannot be confirmed
Climate Change Adaptation Supplementary Planning Document (SPD) (Ref 1,382)	The purpose of producing a Climate Change Adaptation SPD is to provide further information and guidance to developers on how to comply with Local Plan Policy CC1 Planning for Climate Change Adaptation to ensure that all development is resilient to, and adapted to the future impacts of climate change.	No	Amit Bratch; Cllr Williams				
Covent Garden Update (Ref 1,355)	To update Cabinet on the outcome of the Feasibility study and next steps.	Yes	Chris Elliot/ Heather Johnson; Cllrs King / Roberts / Sinnott / Billiald	6/3/2024 Reason 5 10/04/2024 05/06/024 Reason 5 4/9/2024			
Tachbrook Country Park (Ref 1,471)	The report on project progress and the latest project information and to seek approval to proceed based on the latest project information	Yes	Paul Garrison; Cllr Roberts	04/09/24 Reason 3			

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: 1,525

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