



FORWARD PLAN

OCTOBER 2026 – JANUARY 2027

OCTOBER 2026

1. GROWTH AND INVESTMENT PORTFOLIO

Nicola Smith, Strategic Director for Place, nicola.smith@rugby.gov.uk

REF.	SUBJECT	KEY DECISION (Y/N)	PUBLIC/ PRIVATE REPORT	MEETING AND DATE DECISION TO BE TAKEN	CONSULTATION PROCESS AND CONSULTEES	CONTACT OFFICER	NOTES
10/26 GI01	Coton Park East Design Code – Consultation Draft	N	Public	Cabinet – 6 October 2026	-	Imogen Lewis, Career Graded Planner imogen.lewis@rugby.gov.uk	

2. PARTNERSHIPS, HEALTH AND WELLBEING PORTFOLIO

Nicola Smith, Strategic Director for Place, nicola.smith@rugby.gov.uk

No decisions to be taken.

3. PEOPLE, RESOURCES AND GOVERNANCE PORTFOLIO

Dan Green, Chief Executive, dan.green@rugby.gov.uk

No decisions to be taken.

4. COMMUNITIES, HOUSING AND SAFETY PORTFOLIO

Michelle Dickson, Strategic Director for Communities, michelle.dickson@rugby.gov.uk

REF.	SUBJECT	KEY DECISION (Y/N)	PUBLIC/ PRIVATE REPORT	MEETING AND DATE DECISION TO BE TAKEN	CONSULTATION PROCESS AND CONSULTEES	CONTACT OFFICER	NOTES
10/26 CH01	Tenant Satisfaction Measures: Results for 2025/26	N	Public	Cabinet – 6 October 2026	Portfolio Holder, Tenants Panel/Tenants Groups, RBC Officers Group	Mary Jane Gunn, Communities and Project Manager maryjane.gunn@rugby.gov.uk	

5. ENVIRONMENT AND CLIMATE PORTFOLIO

Andrew Grant, Strategic Director for Operations and Transformation, andrew.grant@rugby.gov.uk

REF.	SUBJECT	KEY DECISION (Y/N)	PUBLIC/ PRIVATE REPORT	MEETING AND DATE DECISION TO BE TAKEN	CONSULTATION PROCESS AND CONSULTEES	CONTACT OFFICER	NOTES
10/26 EC01	Brandon Stadium - Approval to Issue Soft Market Testing Pack	Y	Public	Cabinet – 6 October 2026	Strategic Leadership Team, key officers, Portfolio Holder, Ward members	Richard Kiernan - Senior Project Manager, Corporate Assets Richard.kiernan@rugby.gov.uk	

6. CUSTOMER AND DIGITAL PORTFOLIO

Andrew Grant, Strategic Director for Operations and Transformation, andrew.grant@rugby.gov.uk

No decisions to be taken.

NOVEMBER 2026

1. GROWTH AND INVESTMENT PORTFOLIO

Nicola Smith, Strategic Director for Place, nicola.smith@rugby.gov.uk

REF.	SUBJECT	KEY DECISION (Y/N)	PUBLIC/ PRIVATE REPORT	MEETING AND DATE DECISION TO BE TAKEN	CONSULTATION PROCESS AND CONSULTEES	CONTACT OFFICER	NOTES
11/26 GI01	Community Infrastructure Levy spending priorities	Y	Public	Cabinet – 3 November 2026 Council – 18 November 2026	Portfolio Holder for Growth and Investment, Planning Services Working Group	Neil Holly Development Strategy Manager neil.holly@rugby.gov.uk	
11/26 GI01	Coton Park East Design Code	N	Public	Council – 18 November 2026	-	Imogen Lewis, Career Graded Planner imogen.lewis@rugby.gov.uk	

2. PARTNERSHIPS, HEALTH AND WELLBEING PORTFOLIO

Nicola Smith, Strategic Director for Place, nicola.smith@rugby.gov.uk

No decisions to be taken.

3. PEOPLE, RESOURCES AND GOVERNANCE PORTFOLIO

Dan Green, Chief Executive, dan.green@rugby.gov.uk

REF.	SUBJECT	KEY DECISION (Y/N)	PUBLIC/ PRIVATE REPORT	MEETING AND DATE DECISION TO BE TAKEN	CONSULTATION PROCESS AND CONSULTEES	CONTACT OFFICER	NOTES
11/26 PR01	Write Offs Update	N	Public	Cabinet – 3 November 2026	-	Richard Moore, Revenues and Benefits Manager richard.moore@rugby.gov.uk	
11/26 RG01	LGR Resilient Workforce Strategy	Y	Private	Cabinet – 3 November 2026	Senior Leadership Team, Portfolio Holder for People, Resources and Governance, Interim Chief Officer – Finance & Performance (Section 151), Chief Officer – Legal & Governance (Monitoring Officer), HR Manager, Leader of the Council, Deputy Leader of the Council Rugby Future Governance Committee	Dan Green – Chief Executive dan.green@rugby.gov.uk	

11/26 FP01	Treasury Management 2025/26 – Annual Report	N	Public	Cabinet – 3 November 2026	Audit and Ethics Committee	Gemma Lister, Lead Accountant gemma.lister@rugby.gov.uk	
11/26 FP02	Finance 2025/26 Outturn Position General Fund Revenue & Capital Monitoring	N	Public	Cabinet – 3 November 2026	Audit and Ethics Committee	Gemma Lister, Lead Accountant gemma.lister@rugby.gov.uk	
10/26 FP03	Finance 2025/26 Outturn Position Housing Revenue Account & Capital Monitoring	N	Public	Cabinet – 3 November 2026	Audit and Ethics Committee	Rob Woodall, HRA Consultant rob.woodall@rugby.gov.uk	
11/26 FP04	Performance Report 2025/26 Quarter Four	N	Public	Cabinet – 3 November 2026	Audit and Ethics Committee	Gemma Lister, Lead Accountant gemma.lister@rugby.gov.uk	
11/26 FP05	Draft Report Internal Audit Investigation	N	Private	Cabinet – 3 November 2026	Audit and Ethics Committee	Martin Shipley, Audit Manager CMAP martin.shipley@rugby.gov.uk	
11/26 FP06	Internal Audit Annual Conclusion	N	Public	Cabinet – 3 November 2026	Audit and Ethics Committee	Martin Shipley, Audit Manager CMAP martin.shipley@rugby.gov.uk	
11/26 FP07	Draft Annual Governance Statement 2025/26	N	Public	Cabinet – 3 November 2026	Audit and Ethics Committee	Mathew Crosby, Interim Chief Officer Finance and Performance (S151 Officer) mathew.crosby@rugby.gov.uk	

11/26 FP08	Draft Statement of Accounts 2025/26	N	Public	Cabinet – 3 November 2026	Audit and Ethics Committee	Mathew Crosby, Interim Chief Officer Finance and Performance (S151 Officer) mathew.crosby@rugby.gov.uk	
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4. COMMUNITIES, HOUSING AND SAFETY PORTFOLIO

Michelle Dickson, Strategic Director for Communities, michelle.dickson@rugby.gov.uk

No decisions to be taken.

5. ENVIRONMENT AND CLIMATE PORTFOLIO

Andrew Grant, Strategic Director for Operations and Transformation, andrew.grant@rugby.gov.uk

No decisions to be taken.

6. CUSTOMER AND DIGITAL PORTFOLIO

Andrew Grant, Strategic Director for Operations and Transformation, andrew.grant@rugby.gov.uk

No decisions to be taken.

DECEMBER 2026

1. GROWTH AND INVESTMENT PORTFOLIO

Nicola Smith, Strategic Director for Place, nicola.smith@rugby.gov.uk

No decisions to be taken.

2. PARTNERSHIPS, HEALTH AND WELLBEING PORTFOLIO

Nicola Smith, Strategic Director for Place, nicola.smith@rugby.gov.uk

No decisions to be taken.

3. PEOPLE, RESOURCES AND GOVERNANCE PORTFOLIO

Dan Green, Chief Executive, dan.green@rugby.gov.uk

REF.	SUBJECT	KEY DECISION (Y/N)	PUBLIC/ PRIVATE REPORT	MEETING AND DATE DECISION TO BE TAKEN	CONSULTATION PROCESS AND CONSULTEES	CONTACT OFFICER	NOTES
12/26 LG02	Calendar of Meetings 2027/28	Y	Public	Cabinet – 1 December 2026	Leadership Team, key council officers	Claire Waleczek, Democratic and Support Services Manager claire.waleczek@rugby.gov.uk	

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No decisions to be taken.

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Andrew Grant, Strategic Director for Operations and Transformation, andrew.grant@rugby.gov.uk

No decisions to be taken.

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Andrew Grant, Strategic Director for Operations and Transformation, andrew.grant@rugby.gov.uk

No decisions to be taken.

JANUARY 2027

1. GROWTH AND INVESTMENT PORTFOLIO

Nicola Smith, Strategic Director for Place, nicola.smith@rugby.gov.uk

No decisions to be taken.

2. PARTNERSHIPS, HEALTH AND WELLBEING PORTFOLIO

Nicola Smith, Strategic Director for Place, nicola.smith@rugby.gov.uk

No decisions to be taken.

3. PEOPLE, RESOURCES AND GOVERNANCE PORTFOLIO

Dan Green, Chief Executive, dan.green@rugby.gov.uk

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01/27 LG01	Election of Mayor and Appointment of Deputy Mayor 2027/28	N	Private	Cabinet 5 January 2027	All Group Leaders	Claire Waleczek, Democratic and Support Services Manager claire.waleczek@rugby.gov.uk	

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No decisions to be taken.

5. ENVIRONMENT AND CLIMATE PORTFOLIO

Andrew Grant, Strategic Director for Operations and Transformation, andrew.grant@rugby.gov.uk

No decisions to be taken.

6. CUSTOMER AND DIGITAL PORTFOLIO

Andrew Grant, Strategic Director for Operations and Transformation, andrew.grant@rugby.gov.uk

No decisions to be taken.

LIST OF DECISION MAKERS

Members of the public can make representations about a decision which is due to be taken before it is made by contacting the named decision taker (details listed below).

CABINET

Leader

Cllr L Robinson

Deputy Leader

Cllr J Roodhouse

Portfolio Holders

Growth and Investment

Cllr I McKenzie

Partnerships, Health and Wellbeing

Cllr O'Rourke

People, Resources and Governance

Cllr I Mistry

Communities, Housing and Safety

Cllr C Edwards

Environment and Climate

Cllr S Edwards

Customer and Digital

Cllr S Pimm

Members of the Cabinet can be contacted by emailing them at their Council email addresses (available on the Council website) or by writing to them individually at Rugby Borough Council, Town Hall, Evreux Way, Rugby CV21 2RR.

Contact details for all Councillors can be obtained from the Council website <https://www.rugby.gov.uk/Councillors> or by contacting Democratic Services democraticservices@rugby.gov.uk.

CHIEF EXECUTIVE

Dan Green

Rugby Borough Council

dan.green@rugby.gov.uk

NOTES

The Forward Plan contains matters which the Council has reason to believe will be subject of a Key Decision (see below) to be taken by Cabinet, officers or under joint arrangements in the course of the discharge of an executive function during the period covered by the plan.

Each Forward Plan will cover a period of four months, beginning with the first day of any month. It will be prepared on a monthly basis and subsequent plans will cover a period beginning with the first day of the second month covered in the preceding plan. Each Forward Plan will be published at least 14 days before the start of the period covered.

A Key Decision is made in the exercise of an executive function and 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 more than £75,000 for any revenue matter or £150,000 for any capital matter (£20,000 in the case of a decision taken by an officer). 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 ward in the borough.
3. The consideration by Cabinet of any matters which involve proposals or decisions:
 - (a) to change any plan or strategy included in the Policy Framework; or
 - (b) to develop any major new plan or strategy; or
 - (c) for the annual budget; or
 - (d) which would otherwise be contrary to or not in accordance with the policy framework or budget.

If any member of the public has any concerns with a report which is due to be considered in private, please contact John Murphy, the Council's Monitoring Officer, by e-mailing john.murphy@rugby.gov.uk

Copies of the current Forward Plan can be viewed on the Council's website. Further details and copies of the Forward Plan can be obtained from Democratic Services by emailing democraticservices@rugby.gov.uk.