

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



please ask for Paula Everitt
direct line 0300 300 4196
date 29 August 2013

NOTICE OF MEETING

CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Tuesday, 10 September 2013 10.00 a.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the CORPORATE RESOURCES OVERVIEW &
SCRUTINY COMMITTEE:

Cllrs P A Duckett (Chairman), Miss A Sparrow (Vice-Chairman), Mrs A Barker, L Birt,
Mrs C F Chapman MBE, Dr R Egan, J Murray, B Saunders and T Woodward

[Named Substitutes:

Mrs R J Drinkwater, C C Gomm, R W Johnstone, Mrs M Mustoe and
I Shingler]

All other Members of the Council - on request

***MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS
MEETING***

AGENDA

1. **Apologies for Absence**

Apologies for absence and notification of substitute members

2. **Minutes**

To approve as a correct record the Minutes of the meeting of the Corporate Resources Overview and Scrutiny Committee held on 30 July 2013 and to note actions taken since that meeting.

3. **Members' Interests**

To receive from Members any declarations of interest and of any political whip in relation to any agenda item.

4. **Petitions**

To receive petitions from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

5. **Questions, Statements or Deputations**

To receive any questions, statements or deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of part A4 of the Constitution.

6. **Call-In**

To consider any decision of the Executive referred to this Committee for review in accordance with Procedure Rule 10.10 of Part D2.

7. **Requested Items**

To consider any items referred to the Committee at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

Reports

Item	Subject	Page Nos.
8	Executive Member Update To receive a brief verbal update from the Deputy Leader and Executive Member for Corporate Resources.	*
9	Central Bedfordshire Next Generation Network To receive a presentation and comment on the proposed Central Bedfordshire next generation network.	* Verbal
10	Budget Strategy and Medium Term Financial Plan The report proposes the medium term financial planning framework for 2014-15 through to 2017-18.	* 11 - 24
11	Work Programme 2013 - 2014 & Executive Forward Plan The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.	* 25 - 56

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CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE** held in Room 15, Priory House, Monks Walk, Shefford on Tuesday, 30 July 2013.

PRESENT

Cllr P A Duckett (Chairman)
Cllr Miss A Sparrow (Vice-Chairman)

Cllrs	Mrs A Barker	Cllrs	J Murray
	L Birt		B Saunders
	Mrs C F Chapman MBE		T Woodward

Apologies for Absence: Cllrs Dr R Egan

Members in Attendance:	Cllrs	R D Berry	
		D Bowater	Vice-Chairman of the Council
		A D Brown	Deputy Executive Member for Sustainable Communities - Strategic Planning and Economic Development
		C C Gomm	
		M R Jones	Deputy Leader and Executive Member for Corporate Resources
		M A G Versallion	Executive Member for Children's Services

Officers in Attendance:	Ms D Clarke	–	Director of Improvement and Corporate Services
	Mr N Earp	–	Head of Asset Management
	Mrs P Everitt	–	Research and Business Support Officer
	Mr G Muskett	–	Head of Revenues & Benefits
	Mr C Warboys	–	Chief Finance Officer

CR/13/28 **Minutes**

RESOLVED

That the Minutes of the meeting of the Corporate Resources Overview and Scrutiny Committee held on 10 June 2013 be confirmed and signed by the Chairman as a correct record.

CR/13/29 **Members' Interests**

There were no declarations of interest or political whip in relation to any agenda items.

CR/13/30 Chairman's Announcements and Communications

There were no Chairman's announcements or communication.

CR/13/31 Petitions

No petitions were received from members of the public in accordance with the Public Participation Procedure as set out in Part D2 of the Constitution.

CR/13/32 Questions, Statements or Deputations

No questions, statements or deputations were received from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of Part A4 of the Constitution.

CR/13/33 Call-In

The Panel was advised that no decisions of the Executive had been referred to the Panel under the Call-in Procedures set out in Appendix "A" to Rule No. S18 of the Overview and Scrutiny Procedure Rules.

CR/13/34 Requested Items

No items were referred to the Committee for consideration at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

CR/13/35 Executive Member Update

The Deputy Leader and Executive Member for Corporate Resources provided the Committee with an update on current activities pertaining to his portfolio which were not already included on the agenda and which covered the following:-

- Figures for 2013-2014 were on track to achieve a balanced budget.
- Interviews were scheduled for 9 August 2013 to appoint a Head of Legal and Democratic services.
- It was expected that the 2014-2015 budget settlement would not be received until late December, 2013, in which case it could be necessary to hold an additional meeting of the Committee.

NOTED the update

CR/13/36 Customer First 2

The Director of Improvement and Corporate Resources gave a presentation on the Customer First project and updated Members on phase one and the plan for phase two. Specifically, the presentation covered:-

- Progress on website developments, transactional functionality, E.communications, telephony, face to face and customer intelligence.

- The challenges, which included supplier issues.
- The revised and provisional programme.
- The revised plan and financial implications.

In light of the presentation, Members of the Committee raised a number of queries, which were addressed by the Executive Member and Improvement and Corporate Services Director as follows:-

- Members were assured that customers who did not have access to, or were not able to use, ICT would still be able to contact the Council using other means.
- Matters relating to trees would be included in the update provided to Councillors by Amey.

During their discussion the Committee requested that officers investigate the possibility of a customer contact centre in the Stotfold/Arlesey area.

In conclusion, the Committee thanked the Director for Improvement and Corporate Services for an informative presentation and requested that the business case Customer First 2 be presented to a future meeting.

NOTED the presentation.

CR/13/37

Revenue and Benefits Service Performance & Impact of the Welfare Reforms

The Chief Finance Officer introduced a report on the Revenues and Benefits service performance and the impact of welfare reforms. The report summarised the performance of processing Housing Benefit claims and Council Tax changes in liability. In particular the report highlighted the impact arising from the introduction of Welfare Reforms.

Members were informed that information was being collated on the impact of the reforms on residents, however, it was presently too early to make any assessment. Advice was being offered by CBC staff and the Citizens Advice Bureau and Members wished to extend their thanks to each member of staff for their outstanding achievement in dealing with the large increase in workload.

There had been a large increase in the numbers of applications for discretionary housing payments as a result of the new regulations that limited the level of housing benefit payments in respect of the number of bedrooms deemed to be appropriate to the claimants' circumstances. The Interim Head of Operations in Housing Services was presently preparing a detailed report on the impact of the reforms on council tenants.

Members commented on the introduction of Universal Credit in October 2013, which would be administered by the Department of Work and Pensions (DWP). The Deputy Leader and Executive Member was urged to request the Local Government Association (LGA) to lobby Government to introduce partnership working between the DWP and the Council to ensure a smooth transition to the new scheme.

NOTED the report and recommended that the Committee receive an update on Universal Credit administration changes at a future meeting.

CR/13/38 Farm Management Strategy Update

The Head of Assets delivered a presentation that provided an overview of the work being undertaken to inform the Farm Management Strategy to be considered by the Committee at their meeting on 22 October, 2013.

Work had commenced to update tenancy information, rent reviews, lease renewals and farm inspections. Engagement with directorates, to understand synergies with other Council strategies, was nearing completion and draft estate objectives would be drafted following the completion of engagement.

Following the presentation Members of the Committee raised several questions, which related to the following:-

- Whether Bidwells were issuing 12 month leases. The Head of Assets explained that the Council wished to keep leases on a short term basis in some cases to retain flexibility and be in the best position to introduce the Farm Strategy.
- Once a clear picture of the CBC estate was known the Council could make informed decisions on the use of available premises.
- The use of the Farm Strategy to support the Local Development Framework process.
- Engagement with tenants, which was being carried out through the National Farmers Union.

Following discussion the Committee requested that officers provide a map showing all farm land owned by the Council. The Head of Assets undertook to provide map.

NOTED the presentation and recommended that Head of Assets circulate a map detailing farm land owned by the Council to Members of the Committee.

CR/13/39 Q4 Outturn Capital Report 2012/13

The Chief Finance Officer delivered a presentation, which provided the Committee with key points to note on:

1. The general fund revenue as at March 2013
2. Revenue outturn 2012/13
3. Main variances in outturn for Adult Social Care, Children's Services, Sustainable Committee and Corporate Services
4. Movement in earmarked reserves
5. General fund debt written off
6. Treasury management
7. Capital position, outturn, achievements and
8. Housing revenue account

In light of the presentation Members welcomed the new style of reporting as well as the key points and actions arising from the reports listed above, the full details of which would continue to be available to Members.

A Member queried the value of the information in the presentation as it was historical information relating to the March outturn figures. The Deputy Leader and Executive Member was asked to consider whether more up to date information could be provided in the future. A Member requested that an update on NiRAH be reported to a future meeting.

NOTED the presentation and recommended that more up to date figures be provided in the future. An update on NiRAH be reported to a future meeting.

CR/13/40 Q4 Outturn Revenue Report 2012/13

The content of this item was considered under CR/13/39 referred above.

CR/13/41 Q4 Outturn Housing Revenue Account Report 2012/13

The content of this item was considered under CR/13/39 referred above.

CR/13/42 Q4 Outturn Capital Report 2012/13 - Corporate Services

The content of this item was considered under CR/13/39 referred above.

CR/13/43 Q4 Outturn Revenue Report 2012/13 - Corporate Services

The content of this item was considered under CR/13/39 referred above.

CR/13/44 Work Programme 2013 - 2014 & Executive Forward Plan

The Committee considered its current work programme and the latest Executive Forward Plan and were informed that the Director of Improvement and Corporate Services would advise on the availability of the following reports for the next meeting:

1. Joint venture proposal
2. Draft Information Assets Strategy

RESOLVED that the work programme be approved subject to the availability of the reports outlined in the Minute above.

(Note: The meeting commenced at 10.00 am and concluded at 12.10 pm)

Chairman.....

Date.....

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Meeting: Corporate Resources Overview and Scrutiny Committee
Date: 10 September 2013
Subject: Budget Strategy and Medium Term Financial Plan
Report of: Cllr Maurice Jones, Deputy Leader and Executive Member for Corporate Resources
Summary: The report proposes the medium term financial planning framework for 2014-15 through 2017-18

Advising Officer: Charles Warboys, Chief Finance Officer and s151 Officer
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

1. Sound financial management contributes to the Council's Value for Money and enables the Council to successfully deliver its priorities. The recommendations will contribute indirectly to all 5 Council priorities.

Financial:

2. The financial implications are set out in the report.

Legal:

3. None

Risk Management:

4. None.

Staffing (including Trades Unions):

5. Any staffing reductions will be carried out in accordance with the Council's Managing Change Policy and in consultation with the Trades Unions.

Equalities/Human Rights:

6. Equality Impact Assessments will be carried out prior to the allocation of the 2014/15 budgets.

Public Health

7. None.

Community Safety:

8. None

Sustainability:

9. None.

Procurement:

10. None.

RECOMMENDATION(S):

The Committee to:

- 1. Consider and comment on the attached Executive report and associated appendices which was reviewed by the Executive on the 13th August 2013**

Appendix A – Executive report for 13 August 2013 on the Budget Strategy and Medium Term Financial Plan

Appendix A

Meeting: Executive
Date: 13 August 2013
Subject: Budget Strategy and Medium Term Financial Plan
Report of: Cllr Maurice Jones, Deputy Leader and Executive Member for Corporate Resources
Summary: The report proposes the medium term financial planning framework for 2014-15 through 2017-18

Advising Officer: Charles Warboys, Chief Finance Officer and s151 Officer
Contact Officer: Charles Warboys, Chief Finance Officer and s151 Officer
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes
Reason for urgency/ exemption from call-in (if appropriate) N/a

CORPORATE IMPLICATIONS

Council Priorities:

The action supports all of the Council's priorities. A sound understanding of the financial climate, a robust plan for the medium term and proper awareness and mitigation of risks are key for the Council to be able to further its objectives for the community.

Financial:

1. The planning process takes place at a time when the Government has recently announced the outcome of a Spending Review (which covers 2015-16 only) and the economy continues to show little or no growth. The Spending Review announcement revealed further cuts to Local Government budgets of some 10%. Coupled with this is the forthcoming General Election, scheduled for 10 May 2015. This means that incoming resources (Formula Funding and other grants) for the last two years of the MTFP are highly uncertain.

Legal:

2. Nothing specifically arising from this report, but the Council is required to set a balanced budget and to undertake consultation. See also Equalities section below.

Risk Management:

3. The state of the UK and world economy and other global economic influences will continue to have an effect on growth and their full impact remains uncertain at this time.

Prudent estimates of known factors will be built into the Medium Term Financial Plan (MTFP).

Staffing (including Trades Unions):

4. None at this time.

Equalities/Human Rights:

5. To ensure that any decision does not unfairly discriminate, public authorities must be rigorous in reporting to Members the outcome of an equality impact assessment and the legal duties.

Public authorities must ensure that decisions are made in a way which minimises unfairness, and without a disproportionately negative effect on people from different ethnic groups, disabled people, women and men. It is important that Councillors are aware of this duty before they take a decision. When decisions are made, decision makers must have the relevant data, including the results of equality impact assessment, and of consultation and involvement, to ensure they reach an informed decision.

Public Health

6. None arising directly from this report.

Community Safety:

7. None arising directly from this report.

Sustainability:

8. None arising directly from this report.

Procurement:

9. Not applicable.

Overview and Scrutiny:

10. The four Overview and Scrutiny Committees are scheduled to jointly receive a high level presentation of the MTFP in the October round of Committee meetings and scrutiny of the draft budget will take place in December. The timetable allows for comments and recommendations from Scrutiny to be incorporated into the final Budget proposals.

RECOMMENDATION(S):

The Executive is asked to:

- 1. recognise the risks and uncertainty surrounding the 2015 General Election and the likelihood of further austerity measures the years following;**
- 2. endorse the proposed framework for updating of the Medium Term Financial Plan and the preparation of a budget for 2014/15; and**
- 3. endorse the timetable for the consultation process**

Reason for Recommendation(s): To put in place a framework to meet the financial challenges faced by Central Bedfordshire Council over the medium term.

Executive Summary

11. This report starts the formal process that leads to the setting of a budget and Council Tax in February 2014. It sets a framework for the 2014-15 Budget and MTFP with updated planning assumptions. It also considers the impact of changes in Local Government financing and how these may be addressed.
12. The report also sets out proposals for consultation.

Introduction

13. This report sets out the framework for preparing the Council's 2014-15 Budget and the annual updating of the MTFP, so that it covers the period to 2017/18.
14. The process and timetable for setting the budget and updating the MTFP up to its approval by Council on 20 February 2014 is also included in this report for consideration.

Policy

15. The Council's constitution and related financial procedures set out the process for budget setting. In addition, the Council is required to undertake a public consultation exercise on its budget proposals.

Background

16. The Budget for 2013/14, which was agreed in February 2013, was set in an environment of tough economic conditions and the continued Government public spending reductions, factors which continue into the present budget setting round. The MTFP identified a budget 'gap' of some £4.4 million for 2014/15 and £11.6 million over the 3 years to 2016/17. The MTFP will need to address this as well as take account of the funding reductions announced in the Spending Review. Therefore the Council will be required to make further efforts to find savings through service efficiencies in order to avoid service reductions.

Issues

17. The financial plan will address the following issues:
- (a) the priorities of the Council and more specifically the outcomes we want to achieve over the medium term under those priorities and the allocation of resources to deliver them;
 - (b) changes to the MTFP (revised economic, financial and demographic assumptions and facts);
 - (c) the Revenue budget for 2014-15 through to 2017-18, including the required level of general fund reserves.
 - (d) the Capital Programme for 2014-15 through to 2017-18;
 - (e) the outcome of the budget consultation process .

MTFP as per 2012/13 Budget Report

17. The Council agreed an MTFP on 21 February 2013 which took account of the economic conditions and continuing austerity measures by Government in allocating funding for Local Authorities.
18. The key figures from this current MTFP are shown in the table below:

Table 1 – 2014-15 to 2016-17 MTFP

	2013-14 £m	2014-15 £m	2015-16 £m	2016-17 £m
Funding	188.9	183.8	178.2	178.0
Spending:				
Base income and expenditure	194.1	188.4	183.7	178.2
Inflation	2.7	2.8	2.7	2.6
Pressures	8.2	4.5	3.2	2.7
Efficiency savings	(16.1)	(8.0)	(7.3)	(2.4)
Additional contingency / (Efficiency savings to be identified)	-	(4.4)	(4.1)	(3.1)
Total planned spend after savings	188.9	183.3	178.2	178.0
Net spend (demonstrating balanced budget)	-	-	-	-

19. This Plan enables the Council to achieve and maintain a sustainable level of General Fund reserves over the life of the MTFP. The anticipated level of General Fund Reserves at 1 April 2014 is £13.8m, after a £0.4m planned contribution from reserves to budget in 2013/14.
20. A minimum prudent level of reserves, based on assumptions contained in the agreed MTFP is c. £11 million. This takes into account the Council's expenditure levels, increasing risk profile and investment plans. The strategy for maintaining reserves is set out in paragraph 32 and the minimum prudent level will be reviewed as part of the final budget setting process, to reflect changes such as the inclusion of Public Health funding.

Current economic outlook

21. The prospects for the UK economy continue to look uncertain, with the country experiencing a lengthy period of flat or slow growth since the recession. In addition, the UK's credit rating was downgraded from AAA to AA+. With the continued reductions in public sector spending, growth rates are expected to remain low in the short to medium term. For households, therefore, the picture continues to look challenging, with low wage rises and a stagnant housing market with low mortgage approvals.
22. The worldwide picture is no more optimistic, with a significant sovereign debt crisis affecting Europe and the stability of the Euro.
23. Inflation has remained reasonably flat over the past year and stands at 2.7% (CPI) and 3.1% (RPI). Inflation remains above the Government target of 2% and is a strain on household finances at a time of static or falling wages.
24. Official interest rates remain at the all time low of 0.5% and are expected to remain so for at least the next 12 months, with most commentators expecting a much longer period without change.
25. Unemployment levels remain high, partly due to the shrinking of the public sector outstripping modest growth in the private sector, though the rate has started to fall in recent periods. Unemployment for the June quarter was 2.51 million, with a small fall compared to the prior quarter and a fall of 88,000 year-on-year. The overall unemployment rate for June was 7.8%.

Strategic and directorate plans

26. The Council's high level priorities are set out in its Medium Term Plan, which identifies specific service outcomes by each directorate. These defined priorities will become the driver behind the financials within the MTFP. They will also determine where the efficiencies are to be found and identify cost pressures.

Areas of focus

27. Whilst we are at an early stage of identifying further efficiencies, a number of areas have been identified, which build on the four year efficiencies programme outlined in the 2012/13 MTFP. These will be kept under review as the overall funding parameters become clearer.

Consultation

28. There is a legal requirement on the Council to consult with council tax payers and non domestic rate payers on its Revenue Budget and Council Tax options. As well as being a statutory part of our budget setting process, effective community engagement during the process will support Member decision making.
29. A plan for consultation is being developed that will ensure the Council meets its legal requirements and will be reported to Executive on 5 November 2013.
30. Following approval of the draft budget report by Executive on 10 December 2013, the budget proposals will be extensively promoted to the local community, local businesses and stakeholders. The draft budget will also be reviewed by the Equality & Diversity Forum as well as the Council's Overview and Scrutiny Committees. This will enable their views to feed into the budget proposals made by the Executive and presented to Council in February 2014.

Budget Assumptions

31. The current MTFP as agreed at February 2013 Council includes a number of assumptions that will need to be reviewed and revised as appropriate for the new MTFP. The key factors are detailed in the paragraphs below. The Plan will also be extended a year to include projections for 2017-18.
32. The budget includes an assumption that reserves will exceed the minimum prudent level at 31 March 2014 and that there will therefore be no further transfers to General Funds. General Fund Reserve levels stood at £14.2 million at 31 March 2013 and will be kept under constant review to ensure that they adequately protect against adverse risks from economic, financial and other factors.
33. In December 2012 central Government set out a provisional settlement for 2014/15 alongside the 2013/14 settlement, which indicated a £6.3 million reduction in Revenue Support Grant. There is an expectation that the final settlement should align closely with the provisional amounts though nothing will be confirmed until the final settlement announcement (likely to be in December 2013). For future years the Formula Grant has been assumed to reduce by 5% each year, in addition to the loss of Council Tax Freeze Grants. The assumptions for 15/16 will be revised following the Spending Review announcement on June 26 – see the Spending Review section below.
34. Since the Spending Review only covered one year, and given the forthcoming General Election in May 2015, information for the remaining years is much less quantifiable.

35. The current MTFP assumes no growth in NNDR receipts except for the amount assumed in the provisional settlement for 2014/15. Modelling of projected NNDR receipts is currently underway and will inform the MTFP process.
36. Inflation levels for the current MTFP are set at the rates detailed in the table below:

Table 2 – Current MTFP inflation assumptions

	2014-15 and future years
Employees:	
Pay	1.0%
Increments	0.0%
NI	0.0%
Prices	2.0%
Contracts	2.0%
Income	2.0%

37. These inflation factors will be subject to review, including taking account of new economic data and supplier contract terms.
38. A number of known service pressures have been included in the MTFP, such as those arising from increased demand for care services and an ageing population, pensions strain and Capital financing. Other pressures will emerge as the budget process develops. This will in turn increase the level of savings required.
39. For 2013/14 the Council was in receipt of one Council Tax Freeze Grant of 2.5% of Council Tax income (worth £3.2m) and another of 1% of Council Tax income (worth £1.3m). The first of these is a four-year grant which was originally due to end in 2014/15. The second is a two-year grant also originally due to end in 2014/15. These grants have been extended as described in the Spending Review section below.
40. Following legislative changes taking effect on 1 April 2012, the Council now 'self finances' the Housing Revenue Account. Central Bedfordshire now retains all rental income from its housing stock, whilst in return, on 1 April 2012 the Council received an allocation of the national housing debt. The Current MTFP includes rental income of £27 – 29 million for each of the three years to 2015/16, fully offset by revenue and capital spending, and debt repayment costs.
41. The baseline for the budget will be the 2013/14 Budget. At this stage it is anticipated that the final outturn for the year will be close to Budget overall.

Spending Review 2013

42. Central Government carried out a Spending Review during 2013 and announced the results on 26 June 2013. This will have some significant impacts on our budget assumptions, not all of which can be fully determined until the final Settlement Announcement expected in December 2013. The key issues are described below.
43. The Spending Review unusually covers only one year – 2015/16, in recognition that a General Election will be held in May 2015. This means that there will be significant uncertainty for the last two years of the MTFP. A provisional Settlement had already been announced for 2014/15 and there have been no indications so far that there will be any major changes on final settlement.
44. The “Departmental Expenditure Limit” (DEL) for DCLG has been cut by 10% for 2015/16. This will therefore necessarily be passed down to Local Authorities in some form, though how this affects the formula funding model on a council by council basis is unknown at present.
45. There will be a change to the way the Council Tax movement year-on-year is calculated for the purposes of determining whether a referendum is required. Previously councils were able to eliminate the effects of levies (For CBC these relate to Drainage and Flood Defence) payable on their budgets for each year. This recognised that these payments were uncontrollable and a large increase from one year to the next could mean an unavoidable increase in Council Tax without affecting other budgets. This adjustment has now been removed for 2013/14 onwards. Although levies for CBC are at present too small to affect the 2% referendum cap, being around £500,000 in total, these amounts will have to be closely monitored.
46. Funding for the Education Services Grant will be cut by 20% from 2015/16. This grant replaced LACSEG in 2013/14, at the same time reducing income for CBC from £5.8m to £3.0m in that year. The grant is a per-pupil amount paid for maintained schools only, and reduces as schools convert to academies. Present forecasts suggest that these conversions will cost CBC around £300,000 in 2013/14. Assuming a similar rate in 2014/15 and factoring in the 20% cut could mean that just £1.9m will be received in 2015/16 – representing a cut of 67% in three years. The balance will continue to reduce if schools continue to convert to academies.
47. The announcement included a 1% cap on public sector pay rises. This is in line with present MTFP assumptions.
48. Central Government has announced that both of the existing Council Tax Freeze Grants will be extended through to 2015/16 for those Councils who have not raised Council Tax since 2011/12. These grants represented 2.5% of Council Tax income (worth £3.2m) and 1% of Council Tax income (worth £1.3m) respectively. A further two-year Council Tax Freeze Grant at 1% of Council Tax revenues will also be available for those Councils freezing Council Tax in 2014/15, and an additional 1% in 2016/16 for those freezing Council Tax in 2015/16. This will mean an extra £1.2m in 2014/15 and £6.9m additional income in 2015/16 compared to the current MTFP.

49. The New Homes Bonus ("NHB") will continue, however some £400m of the National total will be required to be pooled with other funds to form a £2bn "Single Local Growth Fund" in 2015/16. £400m will be approximately 30% of total NHB funding in 2015/16. Current forecasts suggest that the NHB will be worth £9.1m to CBC in 2015/16, which would mean £2.73m allocated to the pooled funds at 30%. The spending of the Single Local Growth Fund will be determined by the Local Enterprise Partnership (LEP).
50. The Spending Round document stated that: "The Government will introduce a £3.8 billion pooled budget for health and social care services, shared between the NHS and local authorities, to deliver better outcomes and greater efficiencies through more integrated services for older and disabled people". Some of this balance represents funds already announced and some represents capital. However, there are additional funds for pressures including demography, to accelerate transformation and for further integration. Further detail on what this means for individual councils is awaited.
51. Other social care matters include:
- Total funding across England of £335m in 2015/16 to support implementation of social care costs cap from April 2016; and
 - Local government will be 'fully funded' for the transfer of Independent Living Fund to the local authority social care system.
52. Investment in local roads maintenance will increase by around £300 million per year, although it is some way short of the £800 million annual road maintenance shortfall.
53. The Troubled Families Programme will be extended to more families from 2015/16, with £200m in funding, led by DCLG and drawn from several government departments. In addition, The DfE and DCLG will 'examine the scope to improve outcomes, reduce burdens and drive efficiency in children's services', reporting on progress in autumn 2013.
54. It is stated Government policy that frontline public services will be informed of indicative funding allocations over a year in advance 'so that they can plan together with more confidence'. It is not yet clear exactly what level of detail for 2015/16 will be available in the December 2013 Settlement announcement.
55. Schools funding and the Pupil Premium will be protected in real terms and the new schools funding formula will be introduced from 2015/16.

Budget process

56. The budget process will deliver close alignment of the revenue and capital budgets, with a detailed review of the capital programme leading to a realistic budget over the planning timeframe.
57. Budgets will be built up during August / mid-September as part of the Head of Service Review process. These will include a full assessment of pressures and efficiencies which will then be the subject of formal review at Overview and Scrutiny meetings during December. Following this process there will be further adjustments as a review by senior management leading to the preparation of a Draft Budget Report with a balanced budget.
58. It is proposed that the process for setting fees and charges should follow that for 2013/14, but with closer integration with the main budget reports.
59. The attached budget timetable (Appendix 1), which sets out the timescales for all the above activities and, has a reserve date of 7 January for an additional Executive report, followed by scrutiny in January by the Corporate Resources O&SC only of any late amendments that are required.

Timetable

60. The key milestones for setting the 2013/14 budget are:
 - 22 October 2013 – Corporate Resources Overview & Scrutiny, with all O&S Committees to review high level MTFP;
 - 5 November 2013 – Executive Report on approach to Consultation;
 - 10 December 2013 – Executive Draft Budget Report;
 - 12 – 17 December 2013 – Overview & Scrutiny of draft budget;
 - 7 January 2014 – Executive Draft Budget Report [Provisional, if required];
 - 4 February 2014 – Executive Budget Recommendations;
 - 20 February 2014 – Council approves Budget.

Appendices:

Appendix 1 – Budget timetable

Background Papers:

None

Appendix 1 – Budget timetable

	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14
Communicate High Level process and Engage with HoS Budget Framework Executive Report		↔									
HOS Engagement (building the review materials)			↔								
Detailed HOS Budget Reviews				↔							
Outcomes from HOS reviews & first draft budget / MTFP						↔					
Budget reviews and updates						↔		↔			
Budget Presentation to OSC committee						22-Oct					
Consultation Policy Executive Report							05-Nov				
Draft Budget Executive Report								10-Dec			
OSC Scrutiny of Draft Budget								↔			
Business/Others Budget Consultation								↔			
Reserve for Updates to Formula Grant									07-Jan		
Executive Budget Recommendations										04-Feb	
Council Approves Budget										20-Feb	

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Meeting: Corporate Resources Overview & Scrutiny Committee
Date: 10 September 2013
Subject: Work Programme 2013 – 2014 & Executive Forward Plan
Report of: Chief Executive
Summary: The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

Contact Officer: Paula Everitt, Scrutiny Officer
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The work programme of the Corporate Resources Overview & Scrutiny Committee will contribute indirectly to all 5 Council priorities.

Financial:

n/a

Legal:

n/a

Risk Management:

n/a

Staffing (including Trades Unions):

n/a

Equalities/Human Rights:

n/a

Community Safety:

n/a

Sustainability:

n/a

RECOMMENDATION(S):

1. **that the Corporate Resources Overview & Scrutiny Committee**
 - (a) **considers and approves the work programme attached, subject to any further amendments it may wish to make;**
 - (b) **considers the Executive Forward Plan; and**
 - (c) **considers whether it wishes to add any further items to the work programme and/or establish any Task Forces to assist it in reviewing specific items.**

Work Programme

1. Attached at Appendix A is the currently drafted work programme for the Committee.
2. Also attached at Appendix B is the latest version of the Executive's Forward Plan so that Overview & Scrutiny Members are fully aware of the key issues Executive Members will be taking decisions upon in the coming months. Those items relating specifically to this Committee's terms of reference are shaded in light grey.
3. The Committee is now requested to consider the work programme attached and amend or add to it as necessary. This will allow officers to plan accordingly but will not preclude further items being added during the course of the year if Members so wish and capacity exists.

Task Forces

4. In addition to consideration of the work programme, Members may also wish to consider how each item will be reviewed i.e. by the Committee itself (over one or a number of Committee meetings) or by establishing a Member Task Force to review an item in greater depth and report back its findings.

Conclusion

5. Members are requested to consider and agree the attached work programme, subject to any further amendments/additions they may wish to make and highlight those items within it where they may wish to establish a Task Force to assist the Committee in its work.

Appendix **A**

Work Programme for Corporate Resources Overview & Scrutiny Committee 2013 – 2014

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Issue to be considered	Comment
1.	22 October 2013			nb Treasury Management Training to commence at end of 22 October meeting.
		Executive Member Update	To receive a brief verbal update from the relevant Executive Member.	
		Joint Venture Proposal	To receive a report outlining a property joint venture proposal.	
		Farm Management Strategy	To consider the draft Farm Management Strategy.	
		Quarter 1 Budget Monitoring	To consider corporate revenue & capital budget monitoring information for the 1st quarter of 2013/14, together with specific information for Corporate Services.	
		Quarter 1 Performance Monitoring	To consider performance monitoring information for the 1st quarter of 13/14.	

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Issue to be considered	Comment
2.	17 December 2013	Executive Member Update	To receive a brief verbal update from the relevant Executive Member.	
		Draft Treasury Management Strategy Statement 2014-2018	To consider the 2014-2018 draft treasury management strategy statement and Investment Strategy 2014-2018.	
		2014/15 Draft Budget and Fees and Charges Report	To consider the draft revenue budget for 2014/15, including the draft fees and charges.	
		Draft Capital Programme - 2014/15 to 2017/18	To consider the draft Capital Programme for 2014/15 to 2017/18.	Contact Ralph Gould
		2014/15 Draft HRA Budget	To consider the 2014/15 draft budget for the Housing Revenue Account.	
		Quarter 2 Budget Monitoring	To consider corporate revenue & capital budget monitoring information for the 2nd quarter of 2013/14, together with specific information for Corporate Services.	
		Performance Monitoring System	To receive a demonstration of the new Performance Monitoring System	

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Issue to be considered	Comment
3.	28 January 2014	Executive Member Update 2014/15 Draft Budget	To receive a brief verbal update from the relevant Executive Member. To receive an update regarding the 2014/15 draft capital and revenue budget.	
4.	4 March 2014	Executive Member Update	To receive a brief verbal update from the relevant Executive Member.	
5.	15 April 2014	Executive Member Update Quarter 3 Performance Monitoring Quarter 3 Budget Monitoring	To receive a brief verbal update from the relevant Executive Member. To consider performance monitoring information for the 3rd quarter of 13/14. To consider corporate revenue & capital budget monitoring information for the 3rd quarter of 2013/14, together with specific information for Corporate Services.	
6.	13 May 2014	Executive Member Update	To receive a brief verbal update from the relevant Executive Member.	
7.	24 June 2014	Executive Member Update	To receive a brief verbal update from the relevant Executive Member.	

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Appendix B

Central Bedfordshire Council
Forward Plan of Key Decisions
1 September 2013 to 31 August 2014

- 1) During the period from **1 September 2013 to 31 August 2014**, Central Bedfordshire Council plans to make key decisions on the issues set out below. “Key decisions” relate to those decisions of the Executive which are likely:
- to result in the incurring of expenditure which is, or the making of savings which are, significant (namely £200,000 or above per annum) having regard to the budget for the service or function to which the decision relates; or
 - to be significant in terms of their effects on communities living or working in an area comprising one or more wards in the area of Central Bedfordshire.
- 2) The Forward Plan is a general guide to the key decisions to be determined by the Executive and will be updated on a monthly basis. Key decisions will be taken by the Executive as a whole. The Members of the Executive are:

Cllr James Jamieson	Leader of the Council and Chairman of the Executive
Cllr Maurice Jones	Deputy Leader and Executive Member for Corporate Resources
Cllr Mark Versallion	Executive Member for Children’s Services
Cllr Mrs Carole Hegley	Executive Member for Social Care, Health and Housing
Cllr Nigel Young	Executive Member for Sustainable Communities – Strategic Planning and Economic Development
Cllr Brian Spurr	Executive Member for Sustainable Communities - Services
Cllr Mrs Tricia Turner MBE	Executive Member for Partnerships
Cllr Richard Stay	Executive Member for External Affairs

- 3) 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 a 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 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.

- 4) Those items identified for decision more than one month in advance may change in forthcoming Plans. Each new Plan supersedes the previous Plan. Any person who wishes to make representations to the Executive about the matter in respect of which the decision is to be made should do so to the officer whose telephone number and e-mail address are shown in the Forward Plan. Any correspondence should be sent to the contact officer at the relevant address as shown below. General questions about the Plan such as specific dates, should be addressed to the Committee Services Manager, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ.
- 5) The agendas for meetings of the Executive will be published as follows:

Meeting Date	Publication of Agenda
14 May 2013	2 May 2013
25 June 2013	13 June 2013
13 August 2013	1 August 2013
24 September 2013	12 September 2013
5 November 2013	24 October 2013
10 December 2013	28 November 2013
14 January 2014	02 January 2014
4 February 2014	23 January 2014
18 March 2014	6 March 2014
22 April 2014	10 April 2014
27 May 2014	15 May 2014

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 September 2013 to 31 August 2014

Key Decisions

Date of Publication: 01.08.13

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
1.	Framework Agreement for Care Homes With and Without Nursing in Central Bedfordshire -	To ask the Executive to: - authorise the arrangements for entering into the Framework Agreement for care homes within Central Bedfordshire which was approved on 6 November 2012; - approve the successful providers to be accepted onto the Framework Agreement (if available); and - agree the approach to ensuring the quality of care homes by implementing the new Quality Monitoring System in conjunction with the Framework Agreement.	24 September 2013	Care home providers at the meeting of the Provider Forum in December 2012 and the special meeting of care home providers on 28 May 2013.	Report	Executive Member for Social Care, Health and Housing Comments by 23/08/13 to Contact Officer: Elizabeth Saunders, Assistant Director Commissioning Email: elizabeth.saunders@centralbedfordshire.gov.uk Tel: 0300 300 6494

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
2.	Planning Enforcement Plan -	To adopt the Planning Enforcement Plan.	24 September 2013		Planning Enforcement Plan	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 23/08/13 to Contact Officer: Sue Cawthra, Enforcement & Appeals Team Leader Email: sue.cawthra@centralbedfordshire.gov.uk Tel: 0300 300 4369
3.	Community Infrastructure Levy -	To approve the consultation and subsequent Submission of the Community Infrastructure Levy draft charging schedule.	24 September 2013		Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 23/08/13 to Contact Officer: Jonathan Baldwin, Senior Planning Officer Email: jonathan.baldwin@centralbedfordshire.gov.uk Tel: 0300 300 5510

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
4.	Leisure Strategy -	To adopt the Leisure Strategy: Chapter 4: Physical Activity Strategy.	24 September 2013	All Member Presentation of Draft Strategy on 10 July 2013. Draft Strategy to Sustainable Communities Overview and Scrutiny Committee on 25 July 2013. Draft Strategies to Sustainable Communities Overview and Scrutiny Committee on 5 September 2013.	Chapter 4, Physical Activity Strategy	Executive Member for Sustainable Communities - Services Comments by 23/08/13 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258
5.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 1 Budget Monitor Reports -	To consider the revenue, capital and HRA quarter 1 budget monitoring report.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
6.	School Funding Reform -	To consider the School Funding Reform: 2014/15 Revenue Funding Arrangements.	24 September 2013	In conjunction with the Schools Forum all schools in Central Bedfordshire will be consulted on any changes to schools funding. Date and method to be agreed shortly.	DfE - School Funding Reform: Findings from the Review of 2013/14 Arrangements and Changes for 2014/15 DfE - 2014/15 Revenue Funding Arrangements	Executive Member for Children's Services Comments by 23/08/13 to Contact Officer: Dawn Hill, Senior Finance Manager - Children's Services Email: dawn.hill@centralbedfordshire.gov.uk Tel: 0300 300 6269

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
7.	Green Garden Waste -	To approve spend relating to the procurement of treatment and disposal services for green garden waste collected within Central Bedfordshire.	24 September 2013		Report	Executive Member for Sustainable Communities - Services Comments by 23/08/13 to Contact Officer: Tracey Harris (Waste), Head of Waste Services Email: tracey.harris2@centralbedfordshire.gov.uk Tel: 0300 300 4646
8.	Central Bedfordshire Next Generation Network -	To provide the Executive with an understanding of the proposed changes to the supply contract for the provision of school and corporate data network services and telephony solutions.	24 September 2013		Proposal Document	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Deb Clarke, Director of Improvement and Corporate Services Email: deb.clarke@centralbedfordshire.gov.uk Tel: 0300 300 6651
9.	Award of Preferred Bidder status to the selected contractor under the BEaR Project -	The report will be seeking the Executive to endorse the selection of the preferred bidder made by the BEaR Project Board to allow the Project Team to finalise and award the Contract.	8 October 2013	Consultees and dates to be confirmed, however this item will go through Overview and Scrutiny at the beginning of September.	A full report and presentation will be provided alongside the Executive report.	Executive Member for Sustainable Communities - Services Comments by 07/09/13 to Contact Officer: Ben Finlayson, BEaR Project Manager Email: ben.finlayson@centralbedfordshire.gov.uk Tel: 0300 300 6277

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
10.	Award of Responsive and Programmed Electrical Maintenance Contract 2014 to 2017 to Council Housing Properties -	To award the Contract to the preferred contractor for this service.	5 November 2013		Report with exempt appendices	Executive Member for Social Care, Health and Housing Comments by 04/10/13 to Contact Officer: Basil Quinn, Housing Asset Manager Performance or Peter Joslin, Housing Asset Manager Email: basil.quinn@centralbedfordshire.gov.uk Tel: 0300 300 5118 or peter.joslin@centralbedfordshire.gov.uk Tel: 0300 300 5395
11.	Flitwick Leisure Centre Feasibility Study -	To consider the Flitwick Leisure Centre Feasibility Study.	5 November 2013	Members, local community and key stakeholders.	Flitwick Leisure Centre Feasibility Study	Executive Member for Sustainable Communities - Services Comments by 04/10/13 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
12.	Admissions Arrangements and Co-ordinated Scheme 2015/16 -	To approve commencement of consultation on the Council's Admissions Arrangements and co-ordinated scheme for the academic year 2015/16.	5 November 2013	<p>a) Governing bodies of Local Authority schools.</p> <p>b) All other admission authorities within the relevant area.</p> <p>c) Parents of children between the ages of two and eighteen.</p> <p>d) Other persons in the relevant area who have an interest in the proposed admissions.</p> <p>e) Adjoining neighbouring authorities.</p> <p>f) The Church of England and Catholic Diocese.</p> <p>Method of consultation: Website. In addition: Letter to a, b, e and f. Information distributed to academies/schools and nurseries, notice in the local media to consult with c and d.</p>	Report	<p>Executive Member for Children's Services</p> <p>Comments by 04/10/13 to Contact Officer:</p> <p>Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning)</p> <p>Email: pete.dudley@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 4203</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
13.	Dukeminster Extra Care Housing Scheme, Dunstable -	To seek Executive approval to award the build contract.	5 November 2013	Consultation with stakeholder groups (such as the Older Peoples Reference Group and Sheltered Tenants Action Group) previously undertaken as part of initial scheme proposals presented to the Executive on 5 February 2013. Further consultation with these stakeholders, relevant technical officers and Heads of Service continuing as part of the detailed design phase.	Report - may contain exempt appendices	Executive Member for Social Care, Health and Housing Comments by 04/10/13 to Contact Officer: Bernard Carter, Client Manager, Extra Care Expansion Project Email: bernard.carter@centralbedfordshire.gov.uk Tel: 0300 300 4175

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
14.	Arlesey Nursery School and Childcare Centre -	To seek approval to commence statutory consultation and to publish statutory notices on the proposal to close Arlesey Nursery School and Childcare Centre to enable it to merge with Gothic Mede Academy with effect from September 2014.	5 November 2013	Statutory consultation between 11 November and 20 December 2013. Representation period to a statutory notice between 13 January and 28 February 2014. Method of consultation: Consultation documents, school and Academy website, notices in local press, public meetings with: Teachers and other staff at the school and Academy Unions. Families of children at the school. Local Schools in the area. Central Bedfordshire Council. Church of England Diocese. Constituency MP. Arlesey Town Council.	Report	Executive Member for Children's Services Comments by 04/10/13 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
15.	Central Bedfordshire Council's Equality Strategy -	To approve the Council's Equality Strategy which sets out the Council's vision and approach to ensuring all sections of the community get high quality services appropriate to their needs and also sets out how the Council will meet its legal responsibilities to ensure consideration of equality is integrated in to its service planning, delivery and human resource systems.	5 November 2013	Public Consultation, Equality Forum and Overview and Scrutiny Committees.	Draft Equality Strategy 2013-16	Deputy Leader and Executive Member for Corporate Resources Comments by 04/10/13 to Contact Officer: Clare Harding, Corporate Policy Advisor (Equality & Diversity) Email: clare.harding@centralbedfordshire.gov.uk Tel: 0300 300 6109
16.	Land East of Biggleswade Phase 4 -	To consider land East of Biggleswade Phase 4.	5 November 2013		Report - Exempt	Deputy Leader and Executive Member for Corporate Resources Comments by 04/10/13 to Contact Officer: Nick Kealey, Head of Property Assets Email: nick.kealey@centralbedfordshire.gov.uk Tel: 0300 300 5769

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
17.	Joint Venture Proposal -	To receive a report on the proposals for joint ventures.	10 December 2013	Overview and Scrutiny Committee on 22 October 2013.	Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Nick Kealey, Head of Property Assets Email: nick.kealey@centralbedfordshire.gov.uk Tel: 0330 300 5769

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
18.	Proposals for Commissioning of New School Places for Implementation in September 2015 and Proposals for Commissioning of New School Places for Implementation in September 2016 -	1) Determination of proposals for commissioning of new school places for implementation in September 2015; and 2) to approve commencement of consultations for proposals for commissioning of new school places for implementation in September 2016.	10 December 2013	<p>For proposals for New School Places for implementation in September 2015:</p> <ul style="list-style-type: none"> the governing body of the schools which are the subject of proposals; families of pupils, teachers and other staff at the schools; the governing bodies, teachers and other staff of any other school that may be affected; families of any pupils at any other school who may be affected by the proposals including families of pupils at feeder schools; trade unions who represent staff at the schools and representatives of trade unions of any other staff at schools who may be affected by the proposals; Constituency MPs for the schools that are the subject of the proposals; the local parish council where the school that is the subject of the proposals is situated <p>Consultation period between May and November 2013 including press releases, public meetings, statutory notices.</p>	Report and Outcome of Consultation	<p>Executive Member for Children's Services</p> <p>Comments by 09/11/13 to Contact Officer:</p> <p>Rob Parsons, Head of School Organisation and Capital Planning</p> <p>Email: rob.parsons@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 5572</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
19.	Draft Capital Programme - 2014/15 to 2017/18 -	To consider the draft Capital Programme for 2014/15 to 2017/18.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
20.	Draft Revenue Budget and Fees and Charges 2014/15 -	To consider the draft revenue budget for 2014/15, including the draft fees and charges.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
21.	Draft Housing Revenue Account Budget and Business Plan 2014/15 -	To consider the draft Housing Revenue Account Budget and Business Plan 2014/15.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources, Executive Member for Social Care, Health and Housing Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
22.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 2 Budget Monitor Reports -	To consider the revenue, capital and HRA quarter 2 budget monitoring report.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
23.	Determination of the Statutory Proposal of the Governing Body of Pulford CoE VA Lower School, Leighton Buzzard -	Determination of the statutory proposal of the Governing Body of Pulford Church of England Voluntary Aided Lower School, Pulford Road, Leighton Buzzard, to enlarge the permanent capacity of the school from 150 places to 225 places with effect from September 2014.	10 December 2013	<p>Statutory consultation between 13 May and 17 June 2013. Representation period to a statutory notice between 19 September and 17 October 2013. Method of Consultation: Consultation documents, school website, notices in local press, public meetings with:</p> <ul style="list-style-type: none"> • Teachers and other staff at the school • Unions • Families of children at the school • Local Schools in the area of Central Bedfordshire Council • The Pulford Trust • Church of England Diocese • Constituency MP • Leighton Buzzard Town Council. 	Report and the report of the Governing Body. Consultation documents produced, statutory notices served, representations received.	<p>Executive Member for Children's Services Comments by 09/11/13 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
24.	Central Bedfordshire's Flood and Water Management Act 2010 Duties -	To approve a local flood risk strategy for Central Bedfordshire and to create a Sustainable Urban Drainage Approval Board.	14 January 2014	<p>CBC is required under the Flood and Water Management Act 2010 to produce a Local Flood Risk Management Strategy. The draft strategy will be subject to public consultation. Sustainable Communities Overview and Scrutiny Committee will consider the draft strategy and the public consultation response to the strategy in August/September 2013.</p> <p>Following Department for Environment, Food and Rural Affairs confirmation of the mandatory sustainable drainage application processes, CBC will also be required to establish a SUDS Approval Board to evaluate, approve and adopt suitable SUDS measures for all new developments.</p>	Summary of Flood and Water Management Act Draft Local Flood Risk Management Strategy	<p>Executive Member for Sustainable Communities - Services</p> <p>Comments by 13/12/13 to Contact Officer:</p> <p>Iain Finnigan, Senior Engineer - Policy and Flood Risk Management</p> <p>Email: iain.finnigan@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 4351</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
25.	Consultation on School Funding 2013 -	To formally discuss and approve the Council's proposed school funding formula following consultation in September 2013. This formula will determine the funding basis for schools and academies in Central Bedfordshire Council area for April 2014/15.	14 January 2014		Report	Executive Member for Children's Services Comments by 13/12/13 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203
26.	Leisure Strategy -	To adopt Leisure Strategy: Chapter 2 - Recreation & Open Space Strategy, Chapter 3 - Playing Pitch Strategy, Overarching Leisure Strategy.	18 March 2014	Draft strategies to Sustainable Communities Overview and Scrutiny Committee on 23 January 2014.	Chapter 2: Recreation & Open Space Strategy Chapter 3: Playing Pitch Strategy Overarching Leisure Strategy Document	Executive Member for Sustainable Communities - Services Comments by 17/02/14 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
27.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 3 Budget Monitoring Reports -	To consider the revenue, capital and HRA quarter 3 budget monitoring report.	18 March 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 17/03/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
28.	Admission Arrangements and Co-ordinated Scheme 2014/15 -	Determination of the Council's Admissions Arrangements and co-ordinated scheme for the academic year 2014/15.	18 March 2014		Report	Executive Member for Children's Services Comments by 17/02/14 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
29.	Arlesey Nursery School and Childcare Centre -	Determination of the statutory proposal to close Arlesey Nursery School and Childcare Centre to enable it to merge with Gothic Mede Academy with effect from September 2014.	22 April 2014	Statutory consultation between 11 November and 20 December 2013. Representation period to a statutory notice between 13 January and 28 February 2014. Method of consultation: Consultation documents, school and Academy website, notices in local press, public meetings with: Teachers and other staff at the school and Academy Unions. Families of children at the school. Local Schools in the area. Central Bedfordshire Council. Church of England Diocese. Constituency MP. Arlesey Town Council.	Report Consultation documents produced, statutory notices served, representations received.	Executive Member for Children's Services Comments by 21/03/14 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
NON KEY DECISIONS						
30.	Minerals and Waste Core Strategy -	To recommend to Council the adoption of the Minerals and Waste Core Strategy.	24 September 2013	A wide range of stakeholders were involved in consultations undertaken from 2006 to 2012, using methods which include an internet portal, deposit of hard copies at points of presence, and displaying the Core Strategy on the Council website. Consultees included the Parish Councils, statutory bodies, special interest groups, minerals industry, waste management industry, and individuals who had expressed an interest at previous consultations.	Minerals and Waste Core Strategy and the Inspector's report following the Examination in public.	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 23/08/13 to Contact Officer: Roy Romans, Minerals and Waste Team Leader Email: roy.romans@centralbedfordshire.gov.uk Tel: 0300 300 6039
31.	Quarter 1 Performance Report -	To consider the quarter 1 performance report.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
32.	Quarter 2 Performance Report -	To consider the quarter 2 performance report.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517
33.	Capital Programme - 2014/15 to 2017/18 -	To recommend to Council the proposed Capital Programme for 2014/15 to 2017/18 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
34.	Treasury Management Strategy Statement and Investment Strategy 2014-2018 -	To recommend to Council the Treasury Management Strategy Statement and Investment Strategy 2014-2018 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
35.	Revenue Budget and Medium Term Financial Plan 2014/15 - 2017/18 -	To recommend to Council the Revenue Budget and Medium Term Financial, including the fees and charges, Plan 2014/15 - 2017/18 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
36.	Housing Revenue Account Budget and Business Plan 2014/15 -	To recommend to Council the Housing Revenue Account Budget and Business Plan 2014/15 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources, Executive Member for Social Care, Health and Housing Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
37.	Community Safety Partnership Plan and Priorities -	To recommend to Council to approve the Community Safety Partnership Plan and Priorities for 2014 - 2015.	18 March 2014	Strategic Assessment & Partnership Plan will be considered by the Community Safety Partnership Executive, the relevant Overview and Scrutiny Committee and the Local Strategic Partnership.	Strategic Assessment Priorities & Community Safety Partnership Plan 2014 - 2015	Executive Member for Sustainable Communities - Services Comments by 17/02/14 to Contact Officer: Joy Craven, CSP Manager Email: joy.craven@centralbedfordshire.gov.uk Tel: 0300 300 4649

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
38.	Quarter 3 Performance Report -	To consider the quarter 3 performance report.	18 March 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 17/02/14 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517

Postal address for Contact Officers: Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ

Central Bedfordshire Council Forward Plan of Decisions on Key Issues

For the Municipal Year 2012/13 the Forward Plan will be published on the thirtieth day of each month or, where the thirtieth day is not a working day, the working day immediately proceeding the thirtieth day, or in February 2013 when the plan will be published on the twenty-eighth day:

Date of Publication	Period of Plan
02.04.13	1 May 2013 – 30 April 2014
01.05.13	1 June 2013 – 31 May 2014
31.05.13	1 July 2013 – 30 June 2014
02.07.13	1 August 2013 – 31 July 2014
01.08.13	1 September 2013 – 31 August 2014
30.08.13	1 October 2013 – 30 September 2014
02.10.13	1 November 2013 – 31 October 2014
31.10.13	1 December 2013 – 30 November 2014
28.11.13	1 January 2014 – 31 December 2014
02.01.14	1 February 2014 – 31 January 2015
30.01.14	1 March 2014 – 28 February 2015
28.02.14	1 April 2014 – 31 March 2015

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