Central Bedfordshire Council Forward Plan of Key Decisions 1 December 2013 to 30 November 2014

- 1) During the period from **1 December 2013 to 30 November 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 December 2013 to 30 November 2014

Key Decisions

Date of Publication: 29 October 2013

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.	BEaR Project -	To consider the next stage of the BEaR Project.	10 December 2013		Report - this report may contain exempt information.	Executive Member for Sustainable Communities - Services Comments by 09/11/13 to Contact Officer: Ben Finlayson, BEaR Project Manager Email: <u>ben.finlayson@centralbedfordshire.gov</u> . <u>uk</u> Tel: 0300 300 6277
2.	Planning Enforcement Plan -	To adopt the Planning Enforcement Plan.	10 December 2013	Sustainable Communities Overview and Scrutiny Committee.	Planning Enforcement Plan	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 09/11/13 to Contact Officer: Sue Cawthra, Enforcement & Appeals Team Leader Email: <u>sue.cawthra@centralbedfordshire.gov.</u> <u>uk</u> Tel: 0300 300 4369

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)
3.	Dukeminster Extra Care Housing Scheme, Dunstable -	To seek Executive approval to award the build contract.	10 December 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 09/11/13 to Contact Officer: Bernard Carter, Client Manager, Extra Care Expansion Project Email: <u>bernard.carter@centralbedfordshire.go</u> <u>v.uk</u> 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)
4.	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	 For proposals for New School Places for implementation in September 2015: 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 Consultation period between May and November 2013 including press releases, public meetings, statutory notices. 	Report and Outcome of Consultation	Executive Member for Children's Services Comments by 09/11/13 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov. <u>uk</u> Tel: 0300 300 5572

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)
5.	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: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6147
6.	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	 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: 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.	Executive Member for Children's Services Comments by 09/11/13 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov. <u>uk</u> Tel: 0300 300 5572

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7.	Additional European Social Funding (ESF) Programme Funding -	To agree to the extension of the current ESF contract and the agreement on the use of the additional funding against each of the proposed activities.	10 December 2013	Consultation with stakeholders as part of the development of the 2013 Local Economic Assessment. Consultation undertaken between March and July 2013. Joint working with Bedford Borough as ESF programme delivery covers Central Bedfordshire and Bedford Borough administrative area.	Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 09/11/13 to Contact Officer: Kate McFarlane, Head of Community Regeneration & Adult Skills Email: <u>kate.mcfarlane@centralbedfordshire.go</u> <u>v.uk</u> Tel: 0300 300 5858
8.	Disposal of Land for a Trunk Road Service Area at the Biggleswade Roundabout A1 South -	To approve the disposal of land for a Trunk Road Service Area at the Biggleswade Roundabout A1 South.	10 December 2013		Report with Exempt Information	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Nick Kealey, Head of Property Assets Email: <u>nick.kealey@centralbedfordshire.gov.u</u> <u>k</u> Tel: 07810 850 175

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9.	Draft Housing Revenue Account Budget and Business Plan 2014/15 -	To consider the draft Housing Revenue Account Budget and Business Plan 2014/15.	14 January 2014		Report	Deputy Leader and Executive Member for Corporate Resources, Executive Member for Social Care, Health and Housing Comments by 13/12/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6147
10.	Draft Revenue Budget 2014/15 -	To consider the draft revenue budget for 2014/15, including the draft fees and charges.	14 January 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 13/12/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> 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)
11.	Draft Capital Programme - 2014/15 to 2017/18 -	To consider the draft Capital Programme for 2014/15 to 2017/18.	14 January 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 13/12/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6147
12.	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: Helen Redding, Assistant Director School Improvement Email: <u>helen.redding@centralbedfordshire.gov</u> <u>.uk</u> Tel: 0300 300 6057

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13.	Community Infrastructure Levy (CIL) -	To decide the level and range of Community Infrastructure Levy (CIL) charges to be included in the Draft Charge Schedule.	14 January 2014	The CIL Preliminary Draft Charge Schedule was the subject of a full public consultation from 14 January to 25 February 2013 which included a developer workshop. Following member endorsement, the CIL Draft Charge Schedule will be the subject of a further 6 week consultation prior to submission to the Government.	Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 13/12/13 to Contact Officer: Jonathan Baldwin, Senior Planning Officer Email: <u>jonathan.baldwin@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 5510
14.	Home to School Transport Policy -	To agree to adopt the new Home to School Transport Policy for the academic year 2014/15.	4 February 2014	Public consultation from 04/10/13 to 22/11/13. Details of the consultation sent directly to all schools. Children's Services Overview and Scrutiny Committee briefed prior to consultation (03/09/13). Children's Services Overview and Scrutiny Committee to be presented with consultation outcomes and final proposed policy on 13 December 2013.	Report and final policy document.	Executive Member for Children's Services Comments by 03/01/14 to Contact Officer: Ben Pearson, Head of Children's Services Commissioning Email: <u>ben.pearson@centralbedfordshire.gov.</u> <u>uk</u> Tel: 0300 300 5679

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.	Outline Planning - Thorn Turn -	To mandate the Strategic Assets Team to take forward the Thorn Turn site separate to adjoining landowners and secure the outline planning consent and to approve the required expenditure in order to complete an outline planning application.	18 March 2014		Report - this item is likely to contain exempt financial information	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 17/02/14 to Contact Officer: Harry Cole, Surveyor Email: <u>harry.cole@centralbedfordshire.gov.uk</u> Tel: 0300 300 5110

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)
16.	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.	18 March 2014	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. 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.	Summary of Flood and Water Management Act Draft Local Flood Risk Management Strategy	Executive Member for Sustainable Communities - Services Comments by 17/02/14 to Contact Officer: lain Finnigan, Senior Engineer - Policy and Flood Risk Management Email: <u>iain.finnigan@centralbedfordshire.gov.</u> <u>uk</u> Tel: 0300 300 4351

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17.	Arlesey Masterplan (Land at Chase Farm and Land West and North-East of High Street, Arlesey) -	To adopt the Master Plan for Site Allocations Policy MA8 - land at Chase Farm and land west and north-east of High Street, Arlesey as technical guidance for development management purposes.	18 March 2014	Public Consultation taking place October/November 2013. Sustainable Communities Overview and Scrutiny Committee.	Report and Masterplan Technical Document	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 17/02/14 to Contact Officer: Sue Frost, Interim Local Planning and Housing Team Leader Email: <u>sue.frost@centralbedfordshire.gov.uk</u> Tel: 0300 300 4952
18.	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: <u>jill.dickinson@centralbedfordshire.gov.</u> <u>uk</u> Tel: 0300 300 4258
19.	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: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6147

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20.	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: Rob Parsons, Head of School Organisation and Capital Planning Email: <u>pete.dudley@centralbedfordshire.gov.u</u> <u>k</u> Tel: 0300 300 5572
21.	Central Bedfordshire Design Guide -	To adopt a Design Guide for Central Bedfordshire.	18 March 2014	4 week public consultation taking place in October – November 2013.	Report and Design Guide Technical document	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 17/02/14 to Contact Officer: Connie Frost-Bryant, Senior Planning Officer, Local Planning and Housing Team Email: <u>connie.frostbryant@centralbedfordshire</u> <u>.gov.uk</u> Tel: 0300 300 4329

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22.	Planning Guidance for Solar Farms -	To approve the adoption of Planning Guidance for Solar Farms for Development Management Purposes.	18 March 2014	Consultation with residents and other key stakeholders during December 2013/January 2014. Sustainable Communities Overview and Scrutiny Committee in January 2014.	Planning Guidance for Solar Farms	Executive Member for Sustainable Communities - Services Comments by 17/02/14 to Contact Officer: Stephen Mooring, Acting Team Leader for Environmental Policy Team Email: <u>stephen.mooring@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6241
23.	Procurement of Insurance Arrangements for 2014/15 -	To award the contract for the Council's insurance arrangements for 2014/15.	18 March 2014		Exempt Report	Deputy Leader and Executive Member for Corporate Resources Comments by 17/02/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> 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)
NOM	N KEY DECISIO	ONS				
24.	Minerals and Waste Core Strategy -	To recommend to Council the adoption of the Minerals and Waste Core Strategy.	10 December 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 04/10/13 to Contact Officer: Roy Romans, Minerals and Waste Team Leader Email: <u>roy.romans@centralbedfordshire.gov.u</u> <u>k</u> Tel: 0300 300 6039
25.	Council Tax Support Strategy -	To recommend to Council the approval of the Council Tax Support Strategy.	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: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6147

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26.	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: <u>elaine.malarky@centralbedfordshire.go</u> <u>v.uk</u> Tel: 0300 300 5517
27.	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: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6147
28.	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: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> 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)
29.	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: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6147
30.	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: <u>charles.warboys@centralbedfordshire.</u> <u>gov.uk</u> Tel: 0300 300 6147
31.	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)
32.	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: <u>elaine.malarky@centralbedfordshire.go</u> <u>v.uk</u> 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