

**Central Bedfordshire Council  
Forward Plan of Key Decisions  
1 January 2014 to 31 December 2014**

- 1) During the period from **1 January 2014 to 31 December 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 January 2014 to 31 December 2014

### Key Decisions

Date of Publication: 29 November 2013  
Version 2

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.	Planning Enforcement Plan -	To adopt the Planning Enforcement Plan.	14 January 2014	Sustainable Communities Overview and Scrutiny Committee.	Planning Enforcement Plan	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 13/12/13 to Contact Officer: Sue Cawthra, Enforcement & Appeals Team Leader Email: <a href="mailto:sue.cawthra@centralbedfordshire.gov.uk">sue.cawthra@centralbedfordshire.gov.uk</a> Tel: 0300 300 4369
2.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> 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)
3.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
4.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147

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5.	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: <a href="mailto:helen.redding@centralbedfordshire.gov.uk">helen.redding@centralbedfordshire.gov.uk</a> Tel: 0300 300 6057
6.	Land at Houghton Regis -	To give delegated authority to the Director of Improvement & Corporate Services, in consultation with the Deputy Leader and Executive Member for Corporate Resources to negotiate the terms of a surrender of a leasehold interest in land at Houghton Regis	14 January 2014		Report - Exempt	Deputy Leader and Executive Member for Corporate Resources Comments by 13/12/14 to Contact Officer: Melanie Clay, Chief Legal and Democratic Services Officer Email: <a href="mailto:melanie.clay@centralbedfordshire.gov.uk">melanie.clay@centralbedfordshire.gov.uk</a> Tel: 0300 300 4204

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.	Gypsy and Traveller Local Plan -	To consider the amended draft Gypsy and Traveller Local Plan including the list of sites.	21 January 2014	Sustainable Communities Overview and Scrutiny Committee on 14 January 2014.	Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 21/12/13 to Contact Officer: Jade, Housing Officer Email: <a href="mailto:jade.taylor@centralbedfordshire.gov.uk">jade.taylor@centralbedfordshire.gov.uk</a> Tel: 0300 300 5584
8.	Arlesey Phase 1 -	To seek approval and capital funding to: a. proceed to secure outline planning permission for the land east of High Street in Arlesey; and b. prepare for and undertake disposal of the land for development.	4 February 2014	The Investment Group has been consulted at a meeting of the Investment Group on 12 November 2013. In a series of meetings during October and November 2013 Legal, Finance, Procurement and Audit and Risk have been consulted.	Report - Exempt	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Andrew Gordon, Head of Estate Management Email: <a href="mailto:andrew.gordon@centralbedfordshire.gov.uk">andrew.gordon@centralbedfordshire.gov.uk</a> Tel: 0300 300 5882

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)
9.	Central Bedfordshire Development Strategy -	The Development Strategy will set out the broad approach to new development across Central Bedfordshire to 2031, including new housing and employment targets and new large-scale development sites. The Executive will be requested to consider the recommend to Council amendments to the Central Bedfordshire Development Strategy for the purposes of Publication and subsequent Submission to the Secretary of State.	4 February 2014	Previous public consultation in January/February 2013, Member consideration through the Sustainable Communities Overview and Scrutiny Committee.	Draft Development Strategy (Pre-Submission version) Sustainability Appraisal Report of consultation and other technical/evidence reports	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 03/01/14 to Contact Officer: Richard Fox, Head of Development Planning and Housing Strategy Email: <a href="mailto:richard.fox@centralbedfordshire.gov.uk">richard.fox@centralbedfordshire.gov.uk</a> Tel: 0300 300 4105

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.	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: <a href="mailto:ben.pearson@centralbedfordshire.gov.uk">ben.pearson@centralbedfordshire.gov.uk</a> Tel: 0300 300 5679
11.	Determination of Consultation Options for Dunstable Schools -	Determination of the content of the consultation regarding the future of Brewers Hill School and any other affected schools following an analysis of the future viability of Dunstable schools.	4 February 2014		Report	Executive Member for Children's Services Comments by 03/01/14 to Contact Officer: Helen Redding, Assistant Director School Improvement Email: <a href="mailto:helen.redding@centralbedfordshire.gov.uk">helen.redding@centralbedfordshire.gov.uk</a> Tel: 0300 300 6057



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12.	Adoption of the Central Bedfordshire Council Park Home Site Licensing Fees Policy -	Adoption of the Central Bedfordshire Council Park Home Site Licensing Fees Policy is sought to enable the Council to charge fees from 1 April 2014 to recover costs associated with providing the licensing service.	18 March 2014	Letters were sent to site owners and residents in August 2013 advising that the Mobile Home Act 2013 would enable Councils to charge licensing fees from 1 April 2014. A Site Owners Engagement Event was held on 30 September 2013 where the drafting of fees policy and development of an overarching park homes strategy was discussed. A similar engagement event for site residents is planned for 22 January 2014. Although there is no legal requirement to carry out a consultation on the fees policy it was felt that a short informal consultation was appropriate.	Central Bedfordshire Council Park Home Site Licensing Fees Policy plus accompanying report - Appendices will be exempt.	Executive Member for Social Care, Health and Housing Comments by 17/02/14 to Contact Officer: Terry Gilbey, Private Sector Housing Area Manager (North) Email: <a href="mailto:terry.gilbey@centralbedfordshire.gov.uk">terry.gilbey@centralbedfordshire.gov.uk</a> Tel: 0300 300 4384
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.	1 July 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 to Contact Officer: Jonathan Baldwin, Senior Planning Officer Email: <a href="mailto:jonathan.baldwin@centralbedfordshire.gov.uk">jonathan.baldwin@centralbedfordshire.gov.uk</a> Tel: 0300 300 5510

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14.	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.	22 April 2014		Report - this item is likely to contain exempt financial information	Deputy Leader and Executive Member for Corporate Resources Comments by 21/03/14 to Contact Officer: Harry Cole, Surveyor Email: <a href="mailto:harry.cole@centralbedfordshire.gov.uk">harry.cole@centralbedfordshire.gov.uk</a> 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)
15.	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	<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  Comments by 17/02/14 to Contact Officer:  Iain Finnigan, Senior Engineer - Policy and Flood Risk Management  Email:  <a href="mailto:iain.finnigan@centralbedfordshire.gov.uk">iain.finnigan@centralbedfordshire.gov.uk</a>  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)
16.	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: <a href="mailto:sue.frost@centralbedfordshire.gov.uk">sue.frost@centralbedfordshire.gov.uk</a> Tel: 0300 300 4952
17.	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: <a href="mailto:jill.dickinson@centralbedfordshire.gov.uk">jill.dickinson@centralbedfordshire.gov.uk</a> Tel: 0300 300 4258
18.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147

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19.	Admission Arrangements and Co-ordinated Scheme 2015/16 -	Determination of the Council's Admissions Arrangements and co-ordinated scheme for the academic year 2015/16.	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: <a href="mailto:pete.dudley@centralbedfordshire.gov.uk">pete.dudley@centralbedfordshire.gov.uk</a> Tel: 0300 300 5572
20.	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: <a href="mailto:connie.frostbryant@centralbedfordshire.gov.uk">connie.frostbryant@centralbedfordshire.gov.uk</a> Tel: 0300 300 4329

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21.	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: <a href="mailto:stephen.mooring@centralbedfordshire.gov.uk">stephen.mooring@centralbedfordshire.gov.uk</a> Tel: 0300 300 6241
22.	Local Transport Plan Funding Allocations in 2014/15 -	To endorse the allocation of Local Transport Plan (LTP) capital funding for the 2014/15 financial year.	18 March 2014	Consultation with local members in affected communities with the Executive and Deputy Executive Members, through individual meetings and email correspondence.	Report, may include exempt information Central Bedfordshire Local Transport Plan Amphill & Flitwick Local Area Transport Plan Marston Vale Local Area Transport Plan Shefford, Silsoe & Shillington Local Area Transport Plan Heath and Reach, Toddington & Barton Le Clay Local Area Transport Plan	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 17/02/14 to Contact Officer: Ben King, Principal Transport Planner - Transport Strategy Team Email: <a href="mailto:ben.king@centralbedfordshire.gov.uk">ben.king@centralbedfordshire.gov.uk</a> Tel: 0300 300 4824

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<b>NON KEY DECISIONS</b>						
23.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
24.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147

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25.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
26.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147



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27.	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: <a href="mailto:joy.craven@centralbedfordshire.gov.uk">joy.craven@centralbedfordshire.gov.uk</a> Tel: 0300 300 4649
28.	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: <a href="mailto:elaine.malarky@centralbedfordshire.gov.uk">elaine.malarky@centralbedfordshire.gov.uk</a> 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:

<b>Date of Publication</b>	<b>Period of Plan</b>
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