

**Central Bedfordshire Council
Forward Plan of Key Decisions
1 March 2014 to 28 February 2015**

- 1) During the period from **1 March 2014 to 28 February 2015**, 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 March 2014 to 28 February 2015

Key Decisions

Date of Publication: 30 January 2014

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.	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: terry.gilbey@centralbedfordshire.gov.uk Tel: 0300 300 4384

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2.	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: iain.finnigan@centralbedfordshire.gov.uk Tel: 0300 300 4351</p>

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3.	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: sue.frost@centralbedfordshire.gov.uk Tel: 0300 300 4952
4.	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
5.	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

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6.	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: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572
7.	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: connie.frostbryant@centralbedfordshire.gov.uk Tel: 0300 300 4329

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8.	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: ben.king@centralbedfordshire.gov.uk Tel: 0300 300 4824
9.	Waste Disposal Contracts -	To agree procurement for waste disposal contracts.	18 March 2014	Member consideration through Sustainable Communities Overview and Scrutiny Committee on 27 February 2014.	Report	Executive Member for Sustainable Communities - Services Comments by 17/02/14 to Contact Officer: Tracey Harris (Waste), Head of Waste Services Email: tracey.harris@centralbedfordshire.gov.uk Tel: 0300 300 4646

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10.	Central Bedfordshire Sustainable Drainage Systems (SuDS) Guidance -	To adopt as a Supplementary Planning Document the Central Bedfordshire SuDS Guidance.	18 March 2014	<p>First phase of consultation – relevant CBC teams and Statutory Consultees to the new SuDS Approval Body: 21 November 2013 – 6 December 2013.</p> <p>Second phase of consultation – full public consultation 27 January 2014 – 24 February 2014.</p>	<p>Consultation draft - CBC SuDS Guidance. Table of changes following public consultation.</p>	<p>Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 17/02/14 to Contact Officer Laura Kitson, Beds & Luton Green Infrastructure Officer Email: laura.kitson@centralbedfordshire.gov.uk Tel: 0300 300 6585</p>
11.	Land East of Biggleswade -	To consider the options available to the Council in relation to the Council's interests in the Land East of Biggleswade.	18 March 2014		Report	<p>Deputy Leader and Executive Member for Corporate Resources Comments by 17/02/14 to Contact Officer: Andrew Gordon, Head of Estate Management Email: andrew.gordon@centralbedfordshire.gov.uk Tel: 000 300 5882</p>

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12.	Arlesey Phase 1 -	To seek confirmation of the recommended approach and method of disposal.	18 March 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 17/02/14 to Contact Officer: Andrew Gordon, Head of Estate Management Email: andrew.gordon@centralbedfordshire.gov.uk Tel: 0300 300 5882
13.	South East Midlands Local Enterprise Partnership's Strategic Economic Plan -	To agree in principle the agreement of the South East Midlands Local Enterprise Partnership's (SEMLEP) Strategic Economic Plan (SEP) and to delegate to the Leader, in consultation with the Chief Executive, to approve the final SEP and engage in relevant governance arrangements.	18 March 2014	SEMLEP have undertaken a wide consultation with Local Authorities, businesses and third sector representatives.	Draft South East Midlands Local Enterprise Partnership's Strategic Economic Plan	Chairman of the Executive and Leader of the Council Comments by 17/02/14 to Contact Officer: James Cushing, Economic Policy Manager Email: james.cushing@centralbedfordshire.gov.uk Tel: 0300 300 4984

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14.	Provision of Recruitment Services -	To extend the contract with the current supplier for the provision of recruitment services to 31 August 2016 with the option to extend to 31 August 2019. This extension will contribute to the delivery of procurement efficiencies within the Medium Term Financial Plan 2014/15 (minimum £250,000).	18 March 2014		Report and an exempt appendix	Deputy Leader and Executive Member for Corporate Resources Comments by 17/02/14 to Contact Officer: Rachel Hobbs, Head of HR Services Email: rachel.hobbs@centralbedfordshire.gov.uk Tel: 0300 300 6632
15.	Planning Guidance for Solar Farms -	To approve the adoption of Planning Guidance for Solar Farms for Development Management Purposes.	22 April 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 21/03/14 to Contact Officer: Stephen Mooring, Acting Team Leader for Environmental Policy Team Email: stephen.mooring@centralbedfordshire.gov.uk Tel: 0300 300 6241

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16.	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.	22 April 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 21/03/14 to Contact Officer: Richard Fox, Head of Development Planning and Housing Strategy Email: richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105
17.	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: harry.cole@centralbedfordshire.gov.uk Tel: 0300 300 5110

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18.	Consideration of Outcome of Statutory Consultations of Proposals to Close Brewers Hill Community Middle School, Streetfield Community Middle School and Ashton CofE VA Middle School in August 2016. -	The Executive to decide whether to publish statutory notices for each proposal.	27 May 2014	<p>Consultation undertaken - 24 February 2014 to 7 April 2014 with:</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; • The Board of Education of the Diocese of St Albans; • The Ashton Schools Foundation; • Constituency MPs for the schools that are the subject of the proposals; • Dunstable Town Council; and • consultation materials and information including leaflets, press releases and public meetings. 	Report on the outcome of statutory consultations on proposals to close Brewers Hill Community Middle School, Streetfield Community middle School and Ashton CofE VA Middle School in August 2016.	Executive Member for Children's Services Comments by 26/04/14 to Contact Officer: Helen Redding, Assistant Director School Improvement Email: helen.redding@centralbedfordshire.gov.uk Tel: 0300 300 6057

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19.	Discretionary Housing Payment (DHP) Policy -	To review and endorse the Council's DHP Policy.	15 July 2014	A 12 week public consultation of all current recipients of Discretionary Housing Payments, major landlords and advice agencies. Consultation will commence in January 2014.	A report containing the draft Discretionary Housing Payment Policy and a summary of the outcome of the public consultation.	Deputy Leader and Executive Member for Corporate Resources Comments by 14/06/14 to Contact Officer: Gary Muskett, Head of Revenues & Benefits Email: gary.muskett@centralbedfordshire.gov.uk Tel: 0300 300 4097
20.	Community Infrastructure Levy (CIL) -	To decide the level and range of Community Infrastructure Levy (CIL) charges to be included in the Draft Charge Schedule.	15 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 14/06/14 to Contact Officer: Jonathan Baldwin, Senior Planning Officer Email: jonathan.baldwin@centralbedfordshire.gov.uk Tel: 0300 300 5510

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21.	Consideration of Representations Received to Statutory Notices Published for Proposals to Close Brewers Hill Community Middle School, Streetfield Community Middle School and Ashton CofE VA Middle School in August 2016. -	Determination of the statutory proposals, subject to any decision taken by the Executive in May.	19 August 2014	<p>Statutory consultation undertaken - 24 February 2014 to 7 April 2014 with a further representation period from 9 June 2014 to 7 July 2014 with:</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; • The Board of Education of the Diocese of St Albans; • The Ashton Schools Foundation; • Constituency MPs for the schools that are the subject of the proposals; • Dunstable Town Council; and • consultation materials and information including leaflets, press releases, public meetings and statutory notices. 	Report and representations received in response to Statutory notices published for proposals to close Brewers Hill Community Middle School and Ashton CofE VA Middle School in August 2016.	Executive Member for Children's Services Comments by 18/07/14 to Contact Officer: Helen Redding, Assistant Director School Improvement Email: helen.redding@centralbedfordshire.gov.uk Tel: 0300 300 6057

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NON KEY DECISIONS						
22.	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
23.	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