

**Central Bedfordshire Council
Forward Plan of Key Decisions
1 May 2014 to 30 April 2015**

Version 2

- 1) During the period from **1 May 2014 to 30 April 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:
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| 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
18 March 2014	6 March 2014
22 April 2014	10 April 2014
27 May 2014	15 May 2014
15 July 2014	3 July 2014
19 August 2014	7 August 2014
23 September 2014	11 September 2014
4 November 2014	23 October 2014
9 December 2014	27 November 2014
13 January 2015	23 December 2014
10 February 2015	29 January 2015
17 March 2015	5 March 2015
21 April 2015	9 April 2015

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 May 2014 to 30 April 2015

Key Decisions

Date of Publication: 9 April 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.	Customer Service Strategy -	To present the Customer Service Strategy and supporting high level plan for Executive approval.	27 May 2014	Corporate Resources Overview and Scrutiny Committee on 8 April 2014.	Report	Deputy Leader and Executive Member for Corporate Resources Comments by 26/04/14 to Contact Officer Deb Clarke, Director of Improvement and Corporate Services Email: deb.clarke@centralbedfordshire.gov.uk Tel: 0300 300 6651

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2.	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.	27 May 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 26/04/14 to Contact Officer: Richard Fox, Head of Development Planning and Housing Strategy Email: richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105

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3.	The Plan-Making Programme (Formally the Local Development Scheme) -	The Plan-Making programme sets out what planning policy documents the Council will produce, their scope and the timetable for their production. The Programme needs to be updated in light of recent events and any decisions made in relation to the Development Strategy (also being considered at this meeting).	27 May 2014	No public consultation necessary for review of the Plan-Making Programme. Member consideration through the Sustainable Communities Overview and Scrutiny Committee.	Draft Plan-Making Programme	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 26/04/14 to Contact Officer: Richard Fox, Head of Development Planning and Housing Strategy Email: richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105
4.	Planning Guidance for Solar Farms -	To approve the adoption of Planning Guidance for Solar Farms for Development Management Purposes.	27 May 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 26/04/14 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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5.	Housing Allocations Policy for Central Bedfordshire -	To propose the adoption of the Allocations Policy, which has been developed to meet local needs and priorities.	27 May 2014	A twelve week period of consultation closed on 31 January 2014. This followed a comprehensive engagement programme with two Members events, external stakeholders events, Officer consultation and prospective tenant engagement.	Report	Executive Member for Social Care, Health and Housing Comments by 26/04/14 to Contact Officer: Tony Keaveney, Assistant Director Housing Services Email: nick.costin@centralbedfordshire.gov.uk Tel: 0300 300 5219

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6.	Determination of the Statutory Proposal of the Governing Body of Ashton CofE Voluntary Aided Middle School -	Determination of the statutory proposal of the Governing Body of Ashton CofE Voluntary Aided Middle School to change the school's age range from 9 to 13 years Middle School to an 11 to 16 years Secondary School with effect from September 2015.	27 May 2014	<p>Consultation has been undertaken by the Governing Body through public meetings and publication of consultation materials in two phases, the first of which was from 14 January 2014 to 3 March 2014 with the following:</p> <p>Chairs of Governors for all Central Bedfordshire schools & academies Head Teachers of all Central Bedfordshire schools and academies Dunstable PCC Ashton Schools Foundation Houghton Regis Ward Members Dunstable Ward Members All Central Bedfordshire Council Ward Members Ashton Middle School parents/carers Ashton Middle School staff Ashton Middle School governors Houghton Regis Town Council Dunstable town Council Local MPs Trade Unions General public.</p> <p>The initial phase of consultation was followed by the publication of a statutory notice and prescribed information, as required by regulation, between the 17 March 2014 and 14 April 2014 with the following:</p> <p>The Council The parents and carers of every pupil at the school The Diocese of St. Albans The Aston Schools Foundation.</p>	Report and outcomes of consultation exercises.	<p>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</p>

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7.	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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8.	Local Development Order for the Woodside Estate and surrounding area in Dunstable -	To adopt a Local Development Order for the Woodside Estate and surrounding area in Dunstable, which will enable businesses and landowners to undertake more work to their premises and sites without requiring planning permission.	27 May 2014	Public consultation on draft proposals held 30 January – 28 February 2014.	Full Local Development Order document	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 26/04/15 to Contact Officer: Matt Pyecroft, Major Projects Officer Email: matt.pyecroft@centralbedfordshire.gov.uk Tel: 0300 300 5588
9.	Developing the Early Intervention Offer through Children's Centres -	To seek approval to commence the public consultation on developing the Early Intervention Offer through Children's Centres.	27 May 2014	Children's Services Overview and Scrutiny Committee on 1 April 2014.	Report and Public Consultation Document	Executive Member for Children's Services Comments by 26/04/14 to Contact Officer: Sue Tyler, Acting Assistant Director, Operational Services, Children's Services Email: sue.tyler@centralbedfordshire.gov.uk Tel: 0300 300 6553

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10.	Wixam Park Master Plan Document -	To adopt the master plan as technical guidance for development management purposes.	27 May 2014	<p>The preparation of the draft master plan has been subject to public consultation and stakeholder engagement to help shape the plan. A public exhibition was held in Houghton Conquest where around 150 people attended the event.</p> <p>The draft master plan was subject to a 6 week public consultation exercise from 27 September to 8 November 2013.</p> <p>A copy of the details of the consultation undertaken and analysis of the comments received will be compiled into a consultation report.</p>	<p>Report. Master Plan document together with any proposed changes. Copy of consultation report.</p>	<p>Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 26/04/14 to Contact Officer: Carry Murphy, Principal Planning Officer Email: carry.murphy@centralbedfordshire.gov.uk Tel: 0300 300 4374</p>

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11.	Development Brief for Site Allocations Policy HA1 - Potton Road, Biggleswade -	To adopt the development brief as technical guidance for development management purposes.	27 May 2014	The preparation of the draft development brief has been subject to stakeholder engagement to help shape the plan. Public consultation on the draft brief is taking place for a period of 4 weeks (13 March 2014 to 9 April 2014). A public exhibition has also been planned. A copy of the details of the consultation undertaken and analysis of the comments received will be compiled into a consultation report.	Report. Development Brief document together with any proposed changes. Copy of Consultation Report.	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 26/04/14 to Contact Officer: Carry Murphy, Principal Planning Officer Email: carry.murphy@centralbedfordshire.gov.uk Tel: 0300 300 4374
12.	Delivery of Superfast Broadband in Central Bedfordshire -	To agree the Council's participation in the BDUK Superfast Extension project to roll out superfast broadband infrastructure and approve an additional £500,000 contribution towards delivering superfast broadband infrastructure in Central Bedfordshire.	27 May 2014	A consultation on intervention will be undertaken as part of the project. The Council continues to run a demand registration facility on its website, so far over 2,850 residents and businesses have registered their support and desire for improved broadband.	Joint Local Broadband Plan	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 26/04/14 to Contact Officer: James Cushing, Economic Policy Manager Email: james.cushing@centralbedfordshire.gov.uk Tel: 0300 300 4984

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13.	Professional and Technical Advice Framework -	To seek approval to move from the current TAF arrangements to a traditional multi-disciplinary Design Framework with improved internal governance and controls.	27 May 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 26/04/14 to Contact Officer: Andrew Gordon, Head of Estate Management Email: andrew.gordon@centralbedfordshire.gov.uk Tel: 0300 300 5882
14.	Land North of Luton -	To seek approval to a method of disposal for land north of Luton.	27 May 2014		Exempt Report	Deputy Leader and Executive Member for Corporate Resources Comments by 26/04/14 to Contact Officer: Andrew Gordon, Head of Estate Management Email: andrew.gordon@centralbedfordshire.gov.uk Tel: 0300 300 5882
15.	Stratton Phases 4 and 5 -	To seek agreement on the preferred method of disposal for Central Bedfordshire Council's land interests at Stratton Park.	27 May 2014		Exempt Report	Deputy Leader and Executive Member for Corporate Resources Comments by 26/04/14 to Contact Officer: Andrew Gordon, Head of Estate Management Email: andrew.gordon@centralbedfordshire.gov.uk Tel: 0300 300 5882

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16.	Revenue, Capital and Housing Revenue Account Outturn 2013/14 -	To consider the Revenue, Capital and Housing Revenue Account Outturn 2013/14.	15 July 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 14/06/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
17.	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

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18.	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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19.	Draft Planning Obligations Strategy -	To seek approval of the draft Planning Obligations Strategy for consultation purposes and give delegated authority to the Director of Regeneration and Business Support, in consultation with the Executive Member for Sustainable Communities - Strategic Planning and Economic Development, to consider the representations received; any further amendments and approval for submission as a supporting technical document as part of the CIL Examination.	15 July 2014	Central Bedfordshire Council stakeholders will be consulted in April on the draft document for their comments and these will be reflected in the draft document.	Draft Planning Obligations Strategy	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 14/06/14 to Contact Officer: Pru Khimasia-John, Principal Planning Officer Email: pru.khimasia@centralbedfordshire.gov.uk Tel: 0300 300 4473

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20.	Children's Homes Contract -	To award to the new Children's Home Contract.	15 July 2014	Consultation with current and prospective providers will take place during commissioning process – March to May 2014.	Exempt Report, specification of services	Executive Member for Children's Services Comments by 14/06/14 to Contact Officer: Karen Oellermann, Acting Assistant Director - Commissioning & Partnerships Email: karen.oellermann@centralbedfordshire.gov.uk Tel: 0300 300 5265

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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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22.	Developing the Early Intervention Offer -	To consider the outcome of the public consultation on developing the Early Intervention Offer through Children's Centres.	23 September 2014	Public consultation from 27 May to 19 August 2014.	Summary report following consultation	Executive Member for Children's Services Comments by 22/08/14 to Contact Officer: Sue Tyler, Acting Assistant Director, Operational Services, Children's Services Email: sue.tyler@centralbedfordshire.gov.uk Tel: 0300 300 6553

NON KEY DECISIONS

23.	Quarter 4 Performance Report -	To consider the quarter 4 performance report.	15 July 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 14/06/14 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517
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24.	Quarter 1 Budget Monitoring -	To receive the quarter 1 budget monitoring reports for the Revenue, Capital and Housing Revenue Account.	23 September 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 22/08/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.wayboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
25.	Quarter 1 Performance Report -	To consider the quarter 1 performance report.	23 September 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 22/08/14 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517
26.	Quarter 2 Budget Monitoring -	To receive the quarter 2 budget monitoring reports for the Revenue, Capital and Housing Revenue Account.	9 December 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 08/11/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

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27.	Quarter 2 Performance Report -	To consider the quarter 2 performance report.	13 January 2015		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 12/12/14 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517
28.	Draft Budget 2015/16 -	To consider the draft Budget for 2015/16.	13 January 2015	The draft budget will be considered by the Overview and Scrutiny Committees during their cycle of meetings in January 2015.	Report	Deputy Leader and Executive Member for Corporate Resources Comments by 12/12/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
29.	Budget 2015/16 -	To recommend to Council a proposed Budget for 2015/16 for approval.	10 February 2015	Consultation will take place with the Overview and Scrutiny Committees during the January cycle of meetings.	Report	Deputy Leader and Executive Member for Corporate Resources Comments by 19/01/15 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

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30.	Treasury Management Strategy -	To recommend to Council the approval of the Treasury Management Strategy.	10 February 2015		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/01/15 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
31.	Quarter 3 Budget Monitoring -	To receive the quarter 3 budget monitoring report for the Revenue, Capital and Housing Revenue Account.	17 March 2015		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 16/02/15 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

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
1 April 2014	1 May 2014 – 30 April 2015
16 April 2014	1 June 2014 – 31 May 2015
4 June 2014	1 July 2014 – 30 June 2015
3 July 2014	1 August 2014 – 31 July 2015
7 August 2014	1 September 2014 – 31 August 2015
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