

**Central Bedfordshire Council
Forward Plan of Key Decisions
1 July 2014 to 31 August 2014**

- 1) During the period from **1 July 2014 to 31 August 2014**, Central Bedfordshire Council plans to make key decisions on the issues set out below. “Key decisions” relate to those decisions of the Executive which are likely:
 - to result in the incurring of expenditure which is, or the making of savings which are, significant (namely £200,000 or above per annum) having regard to the budget for the service or function to which the decision relates; or
 - to be significant in terms of their effects on communities living or working in an area comprising one or more wards in the area of Central Bedfordshire.

- 2) The Forward Plan is a general guide to the key decisions to be determined by the Executive and will be updated on a monthly basis. Key decisions will be taken by the Executive as a whole. The Members of the Executive are:

Cllr James Jamieson	Leader of the Council and Chairman of the Executive
Cllr Maurice Jones	Deputy Leader and Executive Member for Corporate Resources
Cllr Mark Versallion	Executive Member for Children’s Services
Cllr Mrs Carole Hegley	Executive Member for Social Care, Health and Housing
Cllr Nigel Young	Executive Member for Regeneration
Cllr Brian Spurr	Executive Member for Community 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 July 2014 to 31 August 2014

Key Decisions

Date of Publication: 4 June 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 Strategy -	To present the Customer Service Strategy and supporting high level plan for Executive approval.	15 July 2014	Corporate Resources Overview and Scrutiny Committee on 8 April 2014.	Report	Deputy Leader and Executive Member for Corporate Resources Comments by 14/06/14 to Contact Officer Deb Clarke, Director of Improvement and Corporate Services Email: deb.clarke@centralbedfordshire.gov.uk Tel: 0300 300 6651
2.	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

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.	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
4.	The Impact on Children of Living in Family circumstances of Domestic Violence and Abuse -	To receive a recommendation from the Children's Services Overview and Scrutiny Committee from their meeting on 25 February 2014.	15 July 2014		Minute from the Children's Services Overview and Scrutiny Committee of 25 February 2014.	Executive Member for Children's Services Comments by 14/06/14 to Contact Officer: Sue Tyler, Head of Child Poverty and Early Intervention Email: sue.tyler@centralbedfordshire.gov.uk Tel: 0300 300 6553
5.	Priory House Car Park Extension -	To award the contract for the extension of the Priory House Car Park. Extending the contract to incorporate phases B and C requires authority from the Executive as total contract costs for all 3 phases will exceed £0.5m.	15 July 2014		Detailed Business Case	Deputy Leader and Executive Member for Corporate Resources Comments by 14/06/14 to Contact Officer: Ben Finlayson, Head of Capital Projects Email: ben.finlayson@centralbedfordshire.gov.uk Tel: 0300 300 6277

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
6.	Watling House Window Replacement -	To approve the contract to replace the windows at Watling House. Extending the contract to incorporate 1st and 2nd floors required authority from the Executive as total contract costs for all 3 floors will exceed £0.5m.	15 July 2014		Detailed Business Case	Deputy Leader and Executive Member for Corporate Resources Comments by 14/06/14 to Contact Officer: Ben Finlayson, Head of Capital Projects Email: ben.finlayson@centralbedfordshire.gov.uk Tel: 0300 300 6277
7.	LuDun Industries -	To request the Executive to forego receipt of capital sum due to the Council following the sale of the site and to agree that the capital be used to boost the Trust Fund set up by Trustees of LuDun as a legacy for people with disabilities across Central Bedfordshire.	15 July 2014		Report	Executive Member for Social Care, Health and Housing Comments by 14/06/14 to Contact Officer: John King, Lead Commissioner Email: john.king@centralbedfordshire.gov.uk Tel: 0300 300 6310

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)
8.	Waste Collection and Street Cleansing Contract (North) -	To seek approval to extend the Waste Collection and Street Cleansing Contract (North).	15 July 2014		Report, but likely to have some exempt appendices.	Executive Member for Community Services Comments by 14/06/14 to Contact Officer: Tracey Harris (Waste), Head of Waste Services Email: tracey.harris2@centralbedfordshire.gov.uk Tel: 0300 300 4646
9.	Children's Homes Contract -	To award the children's home contract which is due to expire.	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

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.	Stratton Park Phase 4 & 5 -	To consider the disposal opportunities for Stratton Park Phase 4 & 5.	15 July 2014		Report - Exempt	Deputy Leader and Executive Member for Corporate Resources Comments by 14/06/14 to Contact Officer: Andrew Gordon, Head of Estate Management Email: andrew.gordon@centralbedfordshire.gov.uk Tel: 0300 300 5882
11.	Central Bedfordshire Council's Homelessness Duty -	To adopt a policy to discharge the Council's Homelessness Duty to a suitable property.	19 August 2014	Stakeholder engagement (internal and external) undertaken in February 2014. Four week consultation March 2014. The consultation was managed via a formal consultation document. This was available in paper format; downloadable from the CBC website, or was obtainable by telephoning or writing to the contact details provided I the letters to prospective housing register applicants.	Draft Policy to discharge the Council's Homelessness Duty to a suitable property, consultation report and equalities impact assessment.	Executive Member for Social Care, Health and Housing Comments by 18/07/14 to Contact Officer: Nick Costin, Head of Housing Solutions Email: nick.costin@centralbedfordshire.gov.uk Tel: 0300 300 5219

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
12.	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

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
13.	New School Places in Stotfold, Biggleswade and Silsoe -	Approval to commence statutory consultation of proposal for commissioning new lower school places in Stotfold for implementation from September 2015. Determination of proposals for commissioning new middle and upper school places in Biggleswade and new lower school places in Silsoe, for implementation in September 2016.	19 August 2014	<p>The governing body of the schools which are the subject proposals. Families of pupils, teachers and other staff at the schools.</p> <p>The governing bodies, teachers and other staff of any other school that may be affected.</p> <p>Families of any pupils at any other school who may be affected by the proposals including families of pupils at feeder schools.</p> <p>Trade unions that represent staff at the schools and representatives of trade unions of any other staff at schools who may be affected by the proposals.</p> <p>Constituency MPs for the schools that are the subject of the proposals.</p> <p>The local parish/town council where the school that is the subject of the proposals is situated.</p> <p>Consultation period between March and July 2014 including press releases, public meetings and statutory notices.</p>	Report and outcome of consultation	<p>Executive Member for Children's Services</p> <p>Comments by 18/07/14 to Contact Officer:</p> <p>Karen Oellermann, Acting Assistant Director - Commissioning & Partnerships</p> <p>Email: karen.oellermann@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 5265</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)
14.	Community Infrastructure Levy (CIL) -	To decide the level and range of Community Infrastructure Levy (CIL) charges to be included in the Draft Charge Schedule.	19 August 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 Regeneration Comments by 18/07/14 to Contact Officer: Jonathan Baldwin, Senior Planning Officer Email: jonathan.baldwin@centralbedfordshire.gov.uk Tel: 0300 300 5510

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
15.	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.	19 August 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 Regeneration Comments by 18/07/14 to Contact Officer: Pru Khimasia-John, Principal Planning Officer Email: pru.khimasia@centralbedfordshire.gov.uk Tel: 0300 300 4473

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.	West of A1 Stotfold -	Approval to dispose of land including selection of appropriate methodology.	19 August 2014		Report - Exempt	Deputy Leader and Executive Member for Corporate Resources Comments by 14/06/14 to Contact Officer: Andrew Gordon, Head of Estate Management Email: andrew.gordon@centralbedfordshire.gov.uk Tel: 0300 300 5882
17.	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, Head of Child Poverty and Early Intervention Email: sue.tyler@centralbedfordshire.gov.uk Tel: 0300 300 6553

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
18.	Central Bedfordshire Council's Admissions Arrangements and Co-ordinated Scheme -	To approve commencement of consultation on the Council's Admissions Arrangements and co-ordinated scheme for the academic year 2016/17.	4 November 2014	<p>a) Governing bodies of Local Authority schools.</p> <p>b) All other admission authorities within the relevant area.</p> <p>c) Parents of children between the ages of two and eighteen.</p> <p>d) Other persons in the relevant area who have an interest in the proposed admissions.</p> <p>e) Adjoining neighbouring authorities.</p> <p>f) The Church of England and Catholic Diocese.</p> <p>Method of consultation: website. In addition: email/letter to a, b, e and f. Information distributed to academies/schools, nurseries, pre-schools, children's centres, leisure and community centres, libraries and town and parish councils as well as advertising in the local media to consult with c and d.</p>	Report	<p>Executive Member for Children's Services</p> <p>Comments by 03/10/14 to Contact Officer:</p> <p>Karen Oellermann, Acting Assistant Director - Commissioning & Partnerships</p> <p>Email: karen.oellermann@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 5265</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
19.	New School Places in Stotfold -	Determination of proposal for commissioning new lower school places in Stotfold for implementation from September 2015.	9 December 2014	<p>The governing body of the school which is the subject proposal.</p> <p>Families of pupils, teachers and other staff at the school.</p> <p>The governing bodies, teachers and other staff of any other school that may be affected.</p> <p>Families of any pupils at any other school who may be affected by the proposal including families of pupils at feeder schools.</p> <p>Trade unions that represent staff at the school and representatives of trade unions of any other staff at schools who may be affected by the proposals.</p> <p>Constituency MPs for the school that is the subject of the proposal.</p> <p>The local parish council where the school that is the subject of the proposal is situated.</p> <p>Consultation period between September and November 2014 including press releases, public meetings and statutory notices.</p>	Report and outcome of consultation	<p>Executive Member for Children's Services</p> <p>Comments by 08/11/14 to Contact Officer:</p> <p>Karen Oellermann, Acting Assistant Director - Commissioning & Partnerships</p> <p>Email: karen.oellermann@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 5265</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)
20.	Central Bedfordshire Council's Admission Arrangements and Co-ordinated Scheme -	To determine the Council's Admission Arrangements and co-ordinated scheme for the academic year 2016/17.	17 March 2015		Report	Executive Member for Children's Services Comments by 16/04/15 to Contact Officer: Karen Oellermann, Acting Assistant Director - Commissioning & Partnerships Email: karen.oellermann@centralbedfordshire.gov.uk Tel: 0300 300 5265
NON KEY DECISIONS						
21.	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

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)
22.	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
23.	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
24.	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

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
25.	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
26.	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
27.	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

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)
28.	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
29.	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
21 August 2014	1 October 2014 – 30 September 2015
24 September 2014	1 November 2014 – 31 October 2015
21 October 2014	1 December 2014 – 30 November 2015
28 November 2014	1 January 2015 – 31 December 2016
23 December 2014	1 February 2015 – 31 January 2016
29 January 2015	1 March 2015 – 29 February 2016
5 March 2015	1 April 2015 – 31 March 2016