

Appendix B

Central Bedfordshire Council Forward Plan of Key Decisions 1 September 2010 to 31 August 2011

- 1) During the period from **1 September 2010 to 31 August 2011**, 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:

Member	Portfolio
Cllr Mrs Tricia Turner MBE	Chairman of the Executive and Leader of the Council
Cllr Richard Stay	Deputy Leader of the Council and Portfolio Holder for Policy and Performance
Cllr Mrs Rita Drinkwater	Portfolio Holder for Housing
Cllr Mrs Carole Hegley	Portfolio Holder for Social Care and Health
Cllr Maurice Jones	Portfolio Holder for Finance, Governance and People
Cllr Mrs Anita Lewis	Portfolio Holder for Children’s Services
Cllr Steve Male	Portfolio Holder for Customers, Systems and Assets
Cllr Ken Matthews	Portfolio Holder for Economic Growth, Skills and Regeneration
Cllr David McVicar	Portfolio Holder for Safer Communities and Healthier Lifestyles
Cllr Tom Nicols	Portfolio Holder for Sustainable Development

- 3) 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 Head of Democratic Services, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ.
- 4) The agendas for meetings of the Executive will be published as follows:

Meeting Date	Publication of Agenda
08 June 2010	27 May 2010
13 July 2010	24 June 2010
17 August 2010	05 August 2010
28 September 2010	16 September 2010
02 November 2010	21 October 2010
07 December 2010	25 November 2010
11 January 2011	23 December 2010
8 February 2011	27 January 2011
15 March 2011	3 March 2011
5 April 2011	24 March 2011
31 May 2011	19 May 2011

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 September 2010 to 31 August 2011

Key Decisions

Date of Publication: 13 August 2010

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.	Annual Report of Bedford and Central Bedfordshire Adult Safeguarding Board -	To consider the Annual Report.	28 September 2010		Report	Cllr Mrs Carole Hegley Comments by 31/08/10 to Contact Officer: Ed Thompson, Assistant Director, Adult Social Care Email: ed.thompson@centralbedfordshire.gov.uk Tel:01582 818060
2.	Transforming People's Lives - Progress Report -	To consider a strategy for implementing the Transformation Programme including a new customer pathway.	28 September 2010	Various stakeholder events have been held supported by leaflets & questionnaires.	Report	Cllr Mrs Carole Hegley Comments by 07/08/10 to Contact Officer: David Jones, Transformation Project Director Email: david.jones3@centralbedfordshire.gov.uk Tel:0300 300 6190

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3.	Central Bedfordshire Housing Strategy 2010 - Draft for Consultation -	The Executive are asked to approve the draft strategy and the detailed action plan as the basis for consultation.	28 September 2010	15 January 2010: Key Stakeholders and Partners 28 January 2010: members consultation event Web based consultation December 2009 - February 2010	The Central Bedfordshire Housing Strategy 2010	Cllr Tom Nicols Comments by 31/08/10 to Contact Officer: Zoe Cox, Housing Research & Policy Officer Email zoe.cox@centralbedfordshire.gov.uk Tel: 0300 300 4479
4.	Policy for Charging for Non-Residential Social Care Services -	To approve the revised Policy.	28 September 2010	Overview and Scrutiny Task Group (dates tba) Public Consultation (April - July 2010)	Report and Policy	Cllr Mrs Carole Hegley Comments by 31/08/10 to Contact Officer: Tim Hoyle, Head of Business Systems Email tim.hoyle@centralbedfordshire.gov.uk Tel: 0300 300 3065

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5.	Visible Presence -	To consider the options available for Central Bedfordshire to undertake enforcement of a range of environmental and community safety legislation (including the Environmental Protection Act (EPA) and Clean Neighbourhoods and Environment Act (CNEA)) and exploring the role that a uniformed team has in that respect.	28 September 2010	Relevant Portfolio Holders Key Stakeholders	Report	Cllr David McVicar Comments by 31/08/10 to Contact Officer: Jane Moakes, Assistant Director Community Safety & Public Protection Email: jane.moakes@centralbedfordshire.gov.uk Tel: 0300 300 5441
6.	CCTV Service Options -	To consider options available to move to a common approach to the provision of a CCTV service within Central Bedfordshire.	28 September 2010	Portfolio Holder (Safer and Stronger Communities) Key Stakeholders Sustainable Communities Overview and Scrutiny Committee – May 2010	Report	Cllr David McVicar Comments by 31/08/10 to Contact Officer: Jane Moakes, Assistant Director Community Safety & Public Protection Email jane.moakes@centralbedfordshire.gov.uk Tel: 0300 300 5441

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7.	Gypsy and Traveller Development Plan Document for Submission -	To agree the Gypsy and Traveller Development Plan Document for Submission. This relates to the LDF North area.	28 September 2010	Stakeholders Members of the public Sustainable Communities Overview and Scrutiny Committee	Report and draft document	Cllr Tom Nicols Comments by 31/08/010 to Contact Officer: Richard Fox, Head of Development Plan Email richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105
8.	Carbon Management Plan -	Adoption of the Carbon Management Plan to set out how the Council will reduce it's carbon footprint, identify the opportunities and projects this will involve and strategy for funding this.	28 September 2010	Executive consulted at May meeting. Consultation with the Portfolio holder on-going.	Draft Carbon Management Plan and supporting documents. The Council's Climate Change Strategy	Cllr Tom Nicols Comments by 31/08/10 to Contact Officer: Richard Fox, Head of Development Plan Email richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105
9.	Tenant Service Authority Annual Report -	To consider the Annual Report.	28 September 2010	Portfolio Holder for Housing Executive Consultees Social Care Health and Housing Overview and Scrutiny Committee	Report with TSA Annual Report	Cllr Mrs Rita J Drinkwater Comments by 27/08/10 to Contact Officer: Carol Rooker, Head of Housing Management Email carol.rooker@centralbedfordshire.gov.uk Tel: 0300 300 5249

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10.	Central Bedfordshire Housing & Council Tax Benefit Anti Fraud Policy and Strategy, and Housing & Council Tax Benefit Prosecutions and Sanctions Policy -	To approve the policies and strategies	28 September 2010	Overview and Scrutiny Committee	Report	Cllr Maurice R Jones Comments by 31/08/10 to Contact Officer: Gary Muskett, Revenues Manager Email gary.muskett@centralbedfordshire.gov.uk Tel: 0300 300 4097
11.	Memorandum of Understanding (MoU) between Central Bedfordshire Council & Milton Keynes Council -	To consider the options and way forward in respect of the MoU	28 September 2010		Report	Cllr Tom Nicols Comments by 01/09/10 to Contact Officer: Richard Fox, Head of Development Plan Email richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105

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12.	First Quarter Review of the 2010/11 Capital Programme -	To review the first quarter of the 2010/11 Capital Programme.	2 November 2010		Report	Cllr Maurice R Jones Comments by 02/10/10 to Contact Officer: Matt Bowmer, Assistant Director, Finance Email matt.bowmer@centralbedfordshire.gov.uk Tel: 0300 300 6147
13.	Draft Budget 2011/12 -	To approve the draft 2011/12 Medium Term Financial Plan and Capital Programme for consultation.	2 November 2010	Portfolio Holders Overview & Scrutiny Committees	Report	Cllr Maurice R Jones Comments by 05/10/10 to Contact Officer: Matt Bowmer, Assistant Director, Finance Email matt.bowmer@centralbedfordshire.gov.uk Tel 0300 300 6147
14.	Central Bedfordshire Empty Homes Strategy -	To consider a Empty Homes Strategy for Central Bedfordshire.	2 November 2010	Portfolio Holder for Housing Executive Consultees Social Care Health and Housing Overview and Scrutiny Committee	Report with proposed Empty Homes Strategy	Cllr Mrs Rita J Drinkwater Comments by 05/10/10 to Contact Officer: Nick Costin, Head Private Sector Housing Email nick.costin@centralbedfordshire.gov.uk Tel: 0300 300 5219

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15.	Award of the Gas Maintenance Contract to Council Housing Properties south of the District -	To award the contract	2 November 2010		Report Report	Cllr Mrs Rita J Drinkwater Comments by 05/10/10 to Contact Officer: Basil Quinn, Housing Asset Manager Performance Email basil.quinn@centralbedfordshire.gov.uk Tel: 0300 300 5202
16.	Local Investment Plan -	To approve the Plan for submission to the Homes and Communities Agency.	2 November 2010		Report	Cllr Ken C Matthews Comments by 05/10/10 to Contact Officer: Jon Cliff, Head of Growth Programme Email jon.cliff@centralbedfordshire.gov.uk Tel: 0300 300 4373
17.	Budget Management Report - Quarter 2 -	To consider the Quarter 2 Budget Management report.	7 December 2010		Report	Cllr Maurice R Jones Comments by 07/11/10 to Contact Officer: Matt Bowmer, Assistant Director, Finance Email matt.bowmer@centralbedfordshire.gov.uk Tel 0300 300 6147

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18.	Local Economic Assessment -	To approve the Central Bedfordshire Local Economic Assessment.	7 December 2010		Draft final Local Economic Assessment	Cllr Ken C Matthews Comments by 16/11/10 to Contact Officer: James Cushing, Head of Economic Policy Email james.cushing@centralbedfordshire.gov.uk Tel: 0300 300 4984
19.	Review of Fees and Charges -	To review Fees and Charges for 2011/12	11 January 2011		Report	Cllr Maurice R Jones Comments by 11/12/10 to Contact Officer: Matt Bowmer, Assistant Director, Finance Email matt.bowmer@centralbedfordshire.gov.uk Tel: 0300 300 6147
20.	Treasury Management Strategy -	To consider the Treasury Management Strategy	11 January 2011		Report	Cllr Maurice R Jones Comments by 15/12/10 to Contact Officer: Matt Bowmer, Assistant Director, Finance Email matt.bowmer@centralbedfordshire.gov.uk Tel: 0300 300 6147

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21.	Budget Management Report - Quarter 3 -	To consider the Quarter 3 Budget Management Report.	15 March 2011		Report	Cllr Maurice R Jones Comments by 15/02/11 to Contact Officer: Matt Bowmer, Assistant Director, Finance Email matt.bowmer@centabedfordshire.gov.uk Tel: 0300 300 6147
22.	Draft Medium Term Financial Plan and Capital Programme for 2011/12 -	To recommend the draft Medium Term Financial Plan and Capital Programme 2011/12 to 2015/16 to Council on 24 February 2011 for approval.	8 February 2011	Portfolio Holders Overview & Scrutiny Committees	Report	Cllr Maurice R Jones Comments by 05/01/11 to Contact Officer: Matt Bowmer, Assistant Director, Finance Email matt.bowmer@centabedfordshire.gov.uk Tel: 0300 300 6147

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23.	Local Transport Plan 3 -	To consider the LTP3 for recommending onto Council for approval.	8 February 2011	<p>Members, Stakeholders & General Public (01 February 2010 – 31 October 2010).</p> <p>Channels of engagement include:</p> <ul style="list-style-type: none"> • Overview & Scrutiny Cttee (18/01/2011) • Taskforce • Local member & district councillor workshops/meetings • Stakeholder workshops • Householder surveys • On-line presence (myjourney website) • Public exhibitions • Internal briefings • Cross border liaison meetings • Hard copy information distribution to hard to reach groups <p>Press releases</p>	Report	<p>Cllr Tom Nicols</p> <p>Comments by 05/01/11 to Contact Officer: Paul Cook, Head of Transport Strategy</p> <p>Email paul.cook@centralbedfordshire.gov.uk Tel: 0300 300 6999</p>

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24.	Child Poverty Strategy -	To agree the strategy which sets out how the Local Authority and its partners intend to reduce child poverty by 2020. This includes 4 targets (relative low income, material deprivation, absolute poverty and persistent poverty). This also includes a needs assessment to describe the characteristics of child and family within Central Bedfordshire and a joint child poverty strategy which will outline the steps and accountability for the Local Authority and partners.	15 March 2011		Report	Cllr Mrs Anita M Lewis Comments by 05/02/11 to Contact Officer: Martin Pratt, Deputy Director Children Families and Learning and Assistant Director Specialist Services Email martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4392

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25.	Biggleswade Town Centre Strategy and Masterplan -	To consider and formally adopt the Biggleswade town centre strategy and masterplan as a supplementary planning document.	15 March 2011	<p>Non statutory consultation – July 2009 comprising public exhibition</p> <p>Non statutory consultation – 3 July to 27 August 2010, 4 public exhibitions in addition to web and print consultation methods</p> <p>Formal statutory consultation – Early November 2010 for a period of four to six weeks</p>	Biggleswade town centre strategy and masterplan	<p>Cllr Ken C Matthews, Cllr Tom Nicols</p> <p>Comments to Contact Officer: Liz Wade, Assistant Director Economic Growth and Regeneration</p> <p>Email: liz.wade@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 6288</p>

NON KEY DECISIONS

26.	Quarter 1 Performance Report -	To highlight the key Quarter 1 performance for Central Bedfordshire Council.	28 September 2010		Report	<p>Cllr Richard Stay</p> <p>Comments by 01/09/10 to Contact Officer: Iain Melville, Head of Performance</p> <p>Email: iain.melville@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 6024</p>
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27.	Quarter 2 Performance Report -	To highlight the key Quarter 2 performance for Central Bedfordshire Council	7 December 2010		Report	Cllr Richard Stay Comments by 01/11/10 to Contact Officer: Iain Melville, Head of Performance Email: iain.melville@centralbedfordshire.gov.uk Tel: 0300 300 6024
28.	Quarter 3 Performance Report -	To highlight the key Quarter 3 performance for Central Bedfordshire Council.	15 March 2011		Report	Cllr Richard Stay Comments by 01/02/11 to Contact Officer: Iain Melville, Head of Performance Email: iain.melville@centralbedfordshire.gov.uk Tel: 0300 300 6024
29.	Quarter 4 Performance Report -	To highlight key Quarter 4 performance for Central Bedfordshire Council.	31 May 2011		Report	Cllr Richard Stay Comments by 01/05/11 to Contact Officer: Iain Melville, Head of Performance Email: iain.melville@centralbedfordshire.gov.uk Tel: 0300 300 6024

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 2010/11 the Forward Plan will be published on the fifteenth day of each month or, where the fifteenth day is not a working day, the working day immediately proceeding the fifteenth day, or in February 2011 when the plan will be published on the fourteenth day:

Date of Publication	Period of Plan
14.05.10	1 June 2010 – 31 May 2011
15.06.10	1 July 2010 – 30 June 2011
15.07.10	1 August 2010 – 31 July 2011
13.08.10	1 September 2010 – 31 August 2011
15.09.10	1 October 2010 – 30 September 2011
15.10.09	1 November 2010 – 31 October 2011
15.11.10	1 December 2010 – 30 November 2011
15.12.10	1 January 2011 – 31 December 2011
14.01.11	1 February 2011 – 31 January 2012
14.02.11	1 March 2011 – 28 February 2012
15.03.11	1 April 2011 – 31 March 2012
15.04.11	1 May 2011 – 30 April 2012