

**Central Bedfordshire Council
Forward Plan of Key Decisions
1 March 2018 to 28 February 2019**

- 1) During the period from **1 March 2018 to 28 February 2019**, 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 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.

*Savings are significant if they exceed £200,000 per annum (revenue) or £5000,000 whole life cost (capital). Expenditure is significant if it exceeds, in respect of revenue contracts: (i) £300,000 per annum; and (ii) £1m total cost; and (iii) 5 years duration (including contract extension periods); or £750,000 financial commitment (capital).

There are exceptions to these criteria which is set out in Part 2 Article 12 paragraph 1.3 in the Council's Constitution. Specifically, expenditure which is identified in the approved Council revenue and capital budgets are not key decisions.

- 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:

Councillor James Jamieson	Leader of the Council
Councillor Richard Wenham	Deputy Leader and Executive Member for Corporate Resources
Councillor Ian Dalgarno	Executive Member for Community Services
Councillor Steven Dixon	Executive Member for Families, Education and Children and Lead Member for Children's Services
Councillor Eugene Ghent	Executive Member for Assets and Housing Delivery
Councillor Carole Hegley	Executive Member for Adults, Social Care and Housing Operations (HRA)
Councillor Brian Spurr	Executive Member for Health
Councillor Nigel Young	Executive Member for Regeneration

- 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
3 April 2018	22 March 2018
12 June 2018	31 May 2018
7 August 2018	26 July 2018
9 October 2018	27 September 2018
4 December 2018	22 November 2018
8 January 2019	20 December 2018
5 February 2019	24 January 2019
2 April 2019	21 March 2019

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 March 2018 to 28 February 2019

Key Decisions

Date of Publication: 25 January 2018

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Contact officer (method of comment and closing date)
1.	Cranfield Community Building -	To approve the transfer of the Cranfield Community Building when built, on the Home Farm development in Cranfield, to Cranfield Parish Council.	3 April 2018		Open Cranfield Community Building	Corporate Resources - Executive Member and Deputy Leader of the Council Comments by 03/03/2018 to Contact Officer: Sarah Hughes, Community Engagement Manager Email: sarah.hughes@centralbedfordshire.gov.uk Tel: 0300 300 6166
2.	Hybrid Mail -	Authorisation to seek procurement via the CCS Framework of an offsite print/mail solution (Hybrid Mail) initially for use by the council's Revenues and Benefits Service but with scope to extend council-wide at a later date.	3 April 2018		Open	Corporate Resources - Executive Member and Deputy Leader of the Council Comments by 03/04/18 to Contact Officer: Stephen Knight, Service and Performance Manager Email: stephen.knight@centralbedfordshire.gov.uk Tel: 0300 300 5238

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.	Award of Leisure Management Contract -	To award a contract for the management of Tiddenfoot Leisure Centre, The Grove Theatre and The Dunstable Centre.	3 April 2018		Part exempt Commercial sensitivity. Award of Leisure Management Contract	Community Services - Executive Member Comments by 03/03/2018 to Contact Officer: Jill Dickinson, Assistant Director Leisure, Libraries and Countryside Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258
4.	The Future of Westlands Older Persons Home - The Outcome of the Consultation and Procurement Processes -	To advise on the outcome of the public consultation into the future of Westlands Older Persons Home and to determine its future. To advise on the outcome of the process to identify a provider for a new care home in Leighton Buzzard and to agree a preferred provider.	3 April 2018	Residents, relatives, stakeholder groups and any other interested parties. Full public consultation - August to November 2017	Part exempt Some information relating to the procurement process may be commercially sensitive. The Future of Westlands Older Persons Home - The outcome of the consultation and procurement processes	Adults, Social Care & Housing Operations (HRA) - Executive Member Comments by 03/03/2018 to Contact Officer Tim Hoyle, MANOP Head of Service Email: tim.hoyle@centralbedfordshire.gov.uk Tel: 0300 300 6065

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)
5.	Discharge of Duty to Provide a Suitable Home Policy -	To approve the Discharge of Duty to Provide a Suitable Home Policy.	12 June 2018	Social Care, Health and Housing Overview and Scrutiny Committee on 4 June 2018.	Open Discharge of Duty to Provide a Suitable Home Policy	Adults, Social Care & Housing Operations (HRA) - Executive Member Comments by 12/05/2018 to Contact Officer: Nick Costin, Head of Housing Service Email: nick.costin@centralbedfordshire.gov.uk Tel: 0300 300 5219
6.	Temporary Accommodation Placement Policy -	To approve the Temporary Accommodation Placement Policy.	12 June 2018	Social Care, Health and Housing Overview and Scrutiny Committee on 4 June 2018.	Open Temporary Accommodation Placement Policy	Adults, Social Care & Housing Operations (HRA) - Executive Member Comments by 12/05/2018 to Contact Officer: Nick Costin, Head of Housing Service 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)
7.	Independent Living Scheme at Houghton Regis Central -	To award the contract for the construction of an Independent Living Scheme at Houghton Regis Central.	7 August 2018		Part exempt Appendices will be exempt due to commercial sensitivity. Independent Living Scheme at Houghton Regis Central	Adults, Social Care & Housing Operations (HRA) - Executive Member Comments by 07/07/2018 to Contact Officer: Ian Johnson, Housing Asset Manager Email: ian.johnson@centralbedfordshire.gov.uk Tel: 0300 300 5202
NON KEY DECISIONS						
8.	2017/18 Quarter 3 Performance Report -	To receive the 2017/18 quarter 3 performance monitoring report.	3 April 2018		Open	Corporate Resources - Executive Member and Deputy Leader of the Council Comments by 03/03/2018 to Contact Officer: Tobin Stephenson, Programme Manager Email: tobin.stephenson@centralbedfordshire.gov.uk Tel: 0300 300 4098

Postal address for Contact Officers: Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ

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Forward Plan of Decisions on Key Issues

For the Municipal Year 2017/18 the Forward Plan will be published on the following dates:

Period of Plan	Date of Publication
1 May 2017 – 30 April 2018	4 April 2017
1 June 2017 – 31 May 2018	3 May 2017
1 July 2017 – 30 June 2018	25 May 2017
1 August 2017 – 31 July 2018	30 June 2017
1 September 2017 – 31 August 2018	20 July 2017
1 October 2017 – 30 September 2018	1 September 2017
1 November 2017 – 31 October 2018	28 September 2017
1 December 2017 – 30 November 2018	2 November 2017
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