

LUTON BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS

SEPTEMBER TO DECEMBER 2007

During the period from 3RD September 2007 to 31st December 2007, the Council plans to make key decisions on the issues set out below. Key decisions relate to those which are likely:

- ◇ to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- ◇ to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the Borough.

The Forward Plan is a general guide to the business undertaken by or on behalf of the Executive and will be updated on a monthly basis and is effective on the first working day of each month. It is published 14 working days prior to that date. Those items identified for decision more than one month in advance may change in forthcoming Plans. There may also be occasions where a key decision is deferred to a meeting which will be held prior to the next effective Forward Plan. Each new Plan supersedes the previous Plan. Any questions regarding individual issues should be addressed to the contact specified in the Plan. General questions about the Plan such as specific dates, should be addressed to the Head of Local Democracy.

The agendas and Forward Plans for meetings of the Executive will be published as follows:

<u>Forward Plan Published</u>	<u>Publication of Agenda</u>	<u>Meeting Date</u>
13 th August 2007	30 th August 2007	10 th September 2007 (Finance & Community Engagement)
11 th September 2007	20 th September 2007	1 st October 2007 (Children's Services, Children's Social Care and Leisure & Community)
-	4 th October 2007	15 th October 2007 (Housing and Adult Social Services)
12 th October 2007	18 th October 2007	29 th October 2007 (Regeneration and Environment)
-	1 st November 2007	12 th November 2007 (Finance & Community Engagement)
13 th November 2007	15 th November 2007	26 th November 2007 (Children's Services, Children's Social Care and Leisure & Community)
-	29 th November 2007	10 th December 2007 (Housing and Adult Social Services)

Note: From time to time there will be a necessity to consider issues which will result in key decisions being taken which are not included in the Forward Plan, e.g. items of an extreme urgency, consultation papers issued by Government.

Any correspondence to be addressed to: Head of Local Democracy, Luton Borough Council, Town Hall, Luton, LU1 2BQ unless otherwise stated.

**LUTON BOROUGH COUNCIL
FORWARD PLAN OF KEY DECISIONS AND KEY ISSUES**

Title	Key decisions and key issues	Decision maker	Date of decision	Means of consultation and consultees prior to decision and method of consultation	Method of comment and closing date	Documents submitted for consideration	Contacts/ Lead Executive Member(s)
Treasury Management decisions on borrowing and investments to optimise the Council's financial position	To borrow and invest, and to restructure borrowings where appropriate, in order to optimise the Council's financial position while minimising risk and ensuring that all actions are in accord with the Council's treasury management policy and strategy.	Head of Corporate Finance	Ongoing with dates dependent on financial market conditions	Consultation with the Council's external treasury management advisors		Record of decisions	Dave Kempson 01582 546087
Local Development Framework Core strategy Issues and Options Consultation: response from Luton Borough Council.	To enable Councillors to express their views and comments on the Local Development Framework core strategy issues and options document.	Executive	10 September 2007 (28 th August 2007)	Consultation with Local Development Framework Working Party (LDFWP)		Report including comments of LDFWP.	David Atkinson 01582 547096 Councillors RJ Davis and Worthing
Stockwood Discovery Centre & Relocation parks	To agree to the relocation of parks staff and equipment	Executive	10 September			Report	Celia Robb 01582 546753 & Peter Jones 01582 546248 Councillors Worthing/ Ashraf
Handy Person Scheme	To agree to the establishment of a Handy Person Scheme.	Executive	10 September 2007 (10 th April 2007)	Consultation with Leader and Portfolio Holder		Report	Dave Stevenson 01582 546186 Councillor Bailey

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Building Maintenance Term Contract	To report back to the executive on the re-tendering of the Maintenance Term Contract.	Executive	10 September 2007 (2 nd July 2007)	Consultation with Leader and Portfolio Holder		Report	Alan Keers 01582 546969 Councillor Shaw
2008-9 Budget Strategy and Medium Term Financial Planning	To approve a budget strategy for 2008-9	Executive	10 September 2007			Report	Dave Kempson 01582 546087 Councillors Simmons/Harris
Corporate & Customer Services Revenue and Capital Out-turn report 2006/7	To report the department's final revenue and capital out-turn for 2006/7	Executive	10 September 2007			Report	Mark Turner 01582 546353 Councillor Harris
Significant Business Risks	Note the significant business risks facing the Council	Executive	10 September 2007	Consultation with Portfolio Holder		Report	Angela Claridge 01582 546062 Councillor Harris

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*Propose response to County Matter application consultation for an international Bio research science park and visitor centre (NIRAH) in Bedfordshire	Identify and propose a response to planning and environmental issues (e.g. traffic, transportation, community and economic) arising from the application which may impact on Luton	Executive	10 September 2007	Consultation with Portfolio Holder		Report	Kevin Owen 01582 547087 Cllrs R Davis, D Worlding, H Simmons
*Compulsory Purchase Action	To seek approval to use CPO powers to acquire garages and other legal interests in land to compile development sites for housing	Executive	10 September 2007	Consultation with relevant Portfolio holder		Report	Alan Thompson 01582 546232 Councillor Shaw
*Calverton Road	To agree the proposal to take temporary management control of Calverton Lodge Respite Care Service	Executive	10 September 2007	Consultation with relevant staff, Leader and Portfolio Holder		Report	Bernie Middlehurst 01582 547538 Cllr Hussian
*Service and Efficiency Excellence	To approve the aims and content of the Service and Efficiency Excellence Programme and the resources to deliver it	Executive	10 September 2007	Consultation with relevant staff and Portfolio Holder		Report	Steve Heapey 01582 546281 Councillor Harris
Marsh Farm Masterplan	To seek approval of the Central Area Master Plan and delivery proposals.	Executive	1 st October 2007 (28 th August 2007)	Consultation with community and stakeholders		Report	Laura Church 01582 546433 Councillor Davis

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Capital and Asset Management Division – Options for the Future	To receive advice from Performance, Resources and Assets Scrutiny Committee regarding options for future delivery of the service and consider approving a preferred option.	Executive	1 st October 2007 (2 nd July 2007)	Various including staff, stakeholders and Portfolio Holder		Report	Adrian Piper 01582 546148 Councillors Simmons/Harris
Equality Policy and Strategy	To approve the revised Equality Policy and Strategy	Executive	1 st October 2007	Consultation with Portfolio Holder		Report	Val Grant 01582 547147 Councillor Bailey
Opportunities for Delivering the Reshaping of the Estate through Building Schools for the Future (BSF)	To agree a framework of opportunities identified from all BSF schools and in principle approval of specific projects identified for Phase 1 Schools.	Executive	1 st October 2007	Consultation with Leader, relevant portfolio holders, stakeholders and service heads/managers		Report	Margaret Birtles 01582 546163 Councillor Simmons
*Consultation with community schools on proposed admission arrangements for 2009/10.	Exec to approve a consultation document to be sent to community schools on proposed admission arrangements for 2009/10	Executive	1 st October 2007			Report	Debbie Craig 01582 548015 Councillor Khan
*Shortage of Primary School Places	To update the Executive on the shortage of primary school places	Executive	1 st October 2007			Report	Debbie Craig 01582 548015 Councillor Khan

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*'Community Use of Schools'	Executive to take the appropriate action to resolve the budget overspend	Executive	1 st October 2007			Report	Bob Freeman 01582 548099 Councillor Khan
*Adoption Service Statement of Purpose	Review and approve the Adoption Service Statement of Purpose	Executive	1 st October 2007			Report	Jonathan Whalley 01582 547832 Councillors Khan & Roden
*European Social Fund Co-Financing	To agree Luton's status as an ESF Co-financer and the ESF Plan	Executive	1 st October 2007	Consultation with Portfolio Holder, stakeholders and service heads/managers		Report	Anne Clube 01582 – 6668 Councillor Davis
Housing Strategy Statement	To approve Housing Strategy Statement and authorise officers to submit to GoEast.	Executive	15 th October 2007 (2 nd July 2007)			Report	Alan Thompson 01582 546232 Councillor Shaw

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High Town Area Action Plan	To report back on the consultation of the High Town Acton Plan SPD.	Executive	15 th October 2007 (12 th March 2007)			Report	Laura Church 01582 546433 Councillor Davis
Enhancement of Concessionary Fare Scheme for the Elderly	Seek approval to amend the current concessionary travel scheme by reverting to a 50p flat fare for all out of conurbation journeys made by permit holders.	Executive	15 th October 2007 (10 th April 2007)			Report	Ken Toye 01586 548096 Councillors Davis//Worlding
Luton Business Partnership – Housing Landlord Services - Service Excellence Project	The Outcome of further Tenant Consultation.	Executive	15 th October 2007 (2 nd July 2007)			Report	Trevor Morrow 01582 546202 Councillor Shaw
*Revisions to the Housing Grants Policy	To approve amendments to the existing policy framework	Executive	15 th October 2007			Report	Dave Stevenson 01582 546186 Councillor Shaw

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Engineering and Transportation Best Value Review Improvement Plan	To report on the proposed BV Improvement Plan which may impact on employment contracts.	Executive	29 th October 2007 (11 th Dec 2006)			Report	Mehmood Khan 01582 546172 Councillors Davis/Worlding
Speed Limit Review	To report on the outcome of the Speed Limit Review consultation, consider and approve any necessary changes.	Executive	29 th October 2007	Area Committees, public, stakeholders		Report	Christine Davy 01582 546962 Councillor Worlding
Consideration of the Council's Waste Management Options	To report on the Council's options for reducing the risks regarding both the landfill allowance trading scheme and the landfill tax payments.	Executive	29 th October 2007 (10 September 2007)	Consultation with leader and Portfolio holder.		Report	Mick Wright 01582 546894 Councillor Worlding
*Annual Efficiency Statement mid-year review	To approve the Statement and authorise officers to submit it to DCLG	Executive	29 th October 2007	Consultation with Portfolio Holder		Report	Steve Heappey 01582 546281 Cllr Harris
*Proposed Scales of Charges for 2008-09	To approve the proposed scales of charges to apply from 1st January 2008	Executive	12 th November 2007			Report	Tim Lee 01582 546094 Councillor Harris

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* Performance and Finance Monitoring – Quarter 2	To report the latest results for all Departments on key performance indicators for the year, revenue budget monitoring and capital budget monitoring	Executive	26th November 2007			Report	Dave Kempson 01582 546087 All Executive Members

KEY:

*** denotes new item**

Date in brackets denotes the date the item appeared in the previous published version of the Plan

Items removed from Forward Plan:

- Supported Business Units – Portland Court**
- ST Martin’s Avenue- Oak Tree**
- Starlight Youth Centre & African Caribbean Community Development Forum**
- Price Review of the Mercury Supplement Fee Charged with Cremation Fees**