

LUTON BOROUGH COUNCIL  
FORWARD PLAN OF KEY DECISIONS

**ANNEXE B**

JANUARY TO APRIL 2010

During the period from 4<sup>th</sup> January to 30<sup>th</sup> April 2010 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>Executive Meeting Date</u>
10 <sup>th</sup> December 2009	21 <sup>st</sup> December 2009	4 <sup>th</sup> January 2010
-	14 <sup>th</sup> January 2010	25 <sup>th</sup> January 2010
12 <sup>th</sup> January 2010	28 <sup>th</sup> January 2010	8 <sup>th</sup> February 2010 (Budget)
-	4 <sup>th</sup> February 2010	15 <sup>th</sup> February 2010
9 <sup>th</sup> February 2010	25 <sup>th</sup> February 2010	8 <sup>th</sup> March 2009
-		15 <sup>th</sup> March 2010 (LAA only)
-	18 <sup>th</sup> March 2010	29 <sup>th</sup> March 2010
12 <sup>th</sup> March 2010	8 <sup>th</sup> April 2010	19 <sup>th</sup> April 2010

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**

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
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
Luton Gateway Delivery Plan	To approve the Luton Gateway business plan.	Executive	4 <sup>th</sup> January 2010  (14 <sup>th</sup> September 2009)			Report	Laura Church 01582 546433  Councillor Davis
Outdoor and Indoor Sports Facilities Strategy	To approve the new Facilities Strategy.	Executive	4 <sup>th</sup> January 2010  (14 <sup>th</sup> September 2009)			Report	Pam Garraway 01582 547501/ Huw Jenkins 01582 548068  Councillor Ashraf
Expansion of Primary School Places	To update the Executive on expansion requirements and seek approval to the proposed expansion	Executive	4 <sup>th</sup> January 2010			Report	Debbie Craig 01582 548015

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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
	strategy		(16 <sup>th</sup> November 2009)				Councillor Khan
London Luton Airport Draft Action Plan	To approve a response to the public consultation	Executive	4 <sup>th</sup> January 2010  (7 <sup>th</sup> December 2009)			Report	Wendy Rousell 01582 546062  Councillors Simmons and Worlding.
Policy for Independent Schools wishing to apply for maintained status with Luton Borough Council.	Executive to approve policy	Executive	4 <sup>th</sup> January 2009  (7 <sup>th</sup> December 2009)			Report	Debbie Craig 01582 548015  Councillor Khan
Treasury Management Activity to date 2009-10	To report on the treasury management activity for the current financial year to date	Executive	4 <sup>th</sup> January 2010			Report	Barry Crick 01582-546117  Councillor Harris
BT Openreach Wayleaves Borough wide locations	To grant the Head of Capital and Asset Management delegated authority to approve Wayleaves with BT Openreach for the installation of new electronic communication boxes across the Borough as part of the upgrading of	Executive	4 <sup>th</sup> January 2010			Report	David Alexander 01582 546571  Councillor Harris

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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
	the broadband network in Luton.						
Downside Primary School Expansion Project	To approve final designs/proposals for the project and approve recommendations to reach Financial Close for the project.	Executive	4 <sup>th</sup> January 2010			Report	David Cham 01582-548002  Councillor Khan
*Transfer of shares in LLAL	To ask the Executive to nominate a person to whom the Chief Executive's shareholding in LLAL should be transferred consequent on his resignation from the Council's employment	Executive	4th January 2010			Report	Mark Turner 01582 546353  Councillor Simmons
*Internal Audit Strategy	To approve the Internal Audit Strategy for 2010/11	Executive	4 <sup>th</sup> January 2010			Report	Steve Heappey 01582 546281 Dave Kempson 01582 546087  Councillor Harris
Housing Strategy Refresh	To approve the amended action plan for the housing strategy	Executive	25 <sup>th</sup> January 2010			Report	Alan Thompson 01582-546232  Councillor Shaw
Total Place proposals	To consider progress on the 'Total Place' proposals and approve recommendations for submission to	Executive	25 <sup>th</sup> January 2010			Report	Robin Porter 01582 – 548205

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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
	the Government by mid February 2010.						Councillor Simmons
Comprehensive Area Assessment (CAA) and the annual performance assessments for adult social care and children's services.	To report on the outcome of the 2008/09 CAA for the local area and the annual performance assessments. How the Council and partners are using this external feedback as part of our own ambitious agenda to improve services and programmes.	Executive	25 <sup>th</sup> January 2010			Report	Dean Stokes 01582 546073  Councillor Simmons
* Adult Social Care Statutory Complaints Policy	DOH Statutory guidance, commended to Executive for approval.	Executive	25 <sup>th</sup> January 2010	Various ASC groups. DAF, RAF etc.		Report	Kam Bhangal 01582 547700  Councillor M. Hussain
* Treasury Management Strategy and Annual Investment Strategy 2010/11	To approve the treasury management strategy and recommend to Council approval of the annual investment strategy for 2010/11.	Executive	25 <sup>th</sup> January 2010				Barry Crick 01582 546117  Councillor Harris
* Luton Playbuilder programme	To seek endorsement to Phase 2 of the Playbuilder programme.	Executive	25 <sup>th</sup> January 2010				Nila Patel 01582 548022

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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
							Councillor Roden
Revenue Budget, Capital Programme, and Scale of Charges.	To make recommendations to the Council on the revenue and capital budgets and to approve the Council's fees and charges to apply from 1 <sup>st</sup> April 2010.	Executive	8 <sup>th</sup> February 2008 (Budget)			Report	Dave Kempson 01582 546087 Adrian Piper 01582- 546148  Councillor Harris
Housing Revenue Account Estimates – Rents and Service Charges 2010/11	To agree the Housing Revenue Account (HRA) budget for 2010/11 and to agree rents and service charges for 2010/11	Executive	8 <sup>th</sup> February 2010 (Budget)			Report	Trevor Morrow 01582 546202 Ray Frampton 01582 547488  Councillor Shaw
Marsh Farm Master Plan	Agree updated Masterplan Marsh Farm Central Area	Executive	15 <sup>th</sup> February 2010  (16 <sup>th</sup> November 2009)			Report	Laura Church 01582 546433  Councillor Davis
Single Equality Scheme	To approve the Single Equality Scheme.	Executive	15 <sup>th</sup> February 2010			Report	Val Grant 01582- 547147

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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
			(7 <sup>th</sup> December 2009)				Councillor Bailey
BSF Outline Business Case Phase 3	To approve the BSF Phase 3 Outline Business Case	Executive	15 <sup>th</sup> February 2010			Report	Roger Lucas 01582-548040  Councillor Khan
Significant Business Risks	To note the significant strategic business risks facing the Council	Executive	8 March 2010			Report	Angela Claridge 01582 546062  Councillor Harris
Children's & Young Peoples Plan	To review and note changes to the current plan.	Executive	8 <sup>th</sup> March 2010			Report	Steph Cash 01582 547980  Councillor Khan
*Telecommunications site in vicinity of Lewsey Farm Learning Centre, Chantry School, Tomlinson Avenue. BT Wayleave for new fibre connection.	To grant the Head of Capital and Asset Management delegated authority to approve a Wayleave with BT for a new fibre connection to an existing T-Mobile telecommunications site to provide an upgraded service.	Executive	8 <sup>th</sup> March 2010			Report	Tracey Dunn 01582 547079  Councillor Harris

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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>



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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
--------------	-------------------------------------	-----------------------	-------------------------	--	---	--	---

*Challney Girls School, off Addington Way	To grant the Head of Capital and Asset Management delegated authority to approve a Wayleave with BT for electronic communications apparatus comprising a duct and boxes.	Executive	8 <sup>th</sup> March 2010			Report	Tracey Dunn 01582 547079  Councillor Harris
*Expansion of Secondary Schools	To consider whether to approve the school expansions following the publication of statutory notices and consultation	Executive	8 <sup>th</sup> March 2010			Report	Debbie Craig 01582 548015  Councillor Khan
			[15 <sup>th</sup> March – LAA Performance only]				
Waste Core Strategy Preferred Options Consultation.	To approve a development plan document for public consultation.	Executive	29 <sup>th</sup> March 2009  (26 <sup>th</sup> October 2009)			Report	Peter Mulvihill 01582 546314  Councillor Worthing

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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
Statutory Proposals for St. Margaret's Primary School, Beechwood School, Downside Infant & Junior Schools and The Meads Primary School.	To consider whether to approve the expansion of these schools following the publication of statutory notices and consultation.	Executive	29 <sup>th</sup> March 2010  (7 <sup>th</sup> December 2009)			Report	Debbie Craig 01582 548015  Councillor Khan
* Comprehensive Community Engagement Strategy	To approve the comprehensive community engagement strategy.	Executive	29 <sup>th</sup> March 2009			Report	Peter Headland 01582 - 547037  Councillor Bailey
* Neighbourhood Governance Proposals	To receive an update on progress on the West Area Neighbourhood Board pilot and to consider next steps including widening the pilot into other areas.	Executive	29 <sup>th</sup> March 2009			Report	Marek Lubelski 01582 – 54 2689  Councillor Simmons
* Renewal of the Insurance Programme	To make recommendations determining where to place the Council's insurance programme from April 2010	Executive	29 <sup>th</sup> March 2010			Report	Angela Claridge 01582 546062  Councillor Harris

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

<b>Title</b>	<b>Key decisions and key issues</b>	<b>Decision maker</b>	<b>Date of decision</b>	<b>Means of consultation and consultees prior to decision and method of consultation</b>	<b>Method of comment and closing date</b>	<b>Documents submitted for consideration</b>	<b>Contacts/ Lead Executive Member(s)</b>
* Integrated Transport and Highway Maintenance Work Programme 2010/11	To approve the integrated transport and highway maintenance work programme for 2001/11.		29 <sup>th</sup> March 2010			Report	Jonathan Palmer Cllr. Worlding
			19 <sup>th</sup> April 2010				