

FORWARD PLAN OF KEY DECISIONSJUNE TO SEPTEMBER 2010

During the period from Tuesday 1<sup>st</sup> June 2010 to Thursday 30<sup>th</sup> September 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>
11 <sup>th</sup> May 2010	24 <sup>th</sup> May 2010	7 <sup>th</sup> June 2010
-	7 <sup>th</sup> June 2010	21 <sup>st</sup> June 2010
11 <sup>th</sup> June 2010	1 <sup>st</sup> July 2010	12 <sup>th</sup> July 2010
		[19 <sup>th</sup> July 2010 – additional for BSF]
13 <sup>th</sup> July 2010	12 <sup>th</sup> August 2010	23 <sup>rd</sup> August 2010
11 <sup>th</sup> August 2010	2 <sup>nd</sup> September 2010	13 <sup>th</sup> September 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  
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**ANNEX B**

<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>
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9/8

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
Delivery framework for sheltered housing review	To approve a framework for delivering the findings of the Sheltered Housing Review	Executive	7 <sup>th</sup> June 2010  (29 <sup>th</sup> March 2010)			Report	Trevor Morrow 01582-546202  Councillor Akbar
Transfer of youth facilities: Starlight youth club to UK Centre for Carnival Arts (UKCCA)	Decision for the current provision (Starlight Youth Club) including staff to be relocated to the UKCCA. Both provisions are located in the South of Luton. Full details within the report	Executive	7 <sup>th</sup> June 2010  (19 <sup>th</sup> April 2010)	Consultation with Staff and focus group meeting with young people regarding the proposal.	Written feedback, obtained by all 3/3/10	Report	Rachel Jones / Davina Williams (01582) 548301  Councillor Khan
Overall Provisional Revenue Outturn for the year 2009-10.	To note the Council's outturn for 2009/10 and to approve any proposals resulting from the outturn.	Executive	7 <sup>th</sup> June 2009			Report	Jean Stevenson 01582 546127  Councillor Harris

9/9

KEY: \* denotes new item; Date in brackets denotes the date the item appeared in the previous published version of the Plan

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Disposal of Land adjacent to 77 Carlton Crescent, Luton.	To approve the disposal of land adjacent to 77 Carlton Crescent, Luton.	Executive	7 <sup>th</sup> June 2010			Report	Graham Spademan 01582 546343  Councillor Harris
Disposal by ground lease of additional for the extension of Marsh Farm Health Centre	To approve the disposal by ground lease of an additional piece of land for the extension of Marsh Farm Health Centre.	Executive	7 <sup>th</sup> June 2010			Report	Richard Morgan 01582 547074  Councillor Harris
Significant Business Risks	To note the current strategic risks facing the Council.	Executive	7 <sup>th</sup> June 2010			Report	Angela Claridge 01582 546062  Councillor Harris
Older Persons Whole System Strategy	To approve the adoption of an Older Persons Whole Systems strategy.	Executive	7 <sup>th</sup> June 2010			Report	Roger Kirk 01582 548246  Councillor M. Hussain
Eligibility Criteria for Adult Social Care	To approve the adoption of the Department of Health's most recent guidance on the application of eligibility criteria for Adult Social Care Services.	Executive	7 <sup>th</sup> June 2010			Report	Roger Kirk 01582 548246  Councillor Hussain

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Prevention Strategy	To approve the adoption of a Joint Prevention Strategy with NHS Luton.	Executive	7 <sup>th</sup> June 2010			Report	Roger Kirk 01582 548246  Councillor Hussain
* Insurance Programme Renewal 2010/11	To increase the policy excess on liability policies.	Executive	7 <sup>th</sup> June 2010			Report	Angela Claridge 01582 546062  Councillor Harris
* Budget Planning	To update on budget planning issues.	Executive	7 <sup>TH</sup> June 2010				Dave Kempson 01582 546087  Councillor Harris
* Municipal Waste Management Strategy – Scoping Update.	To approve the process for undertaking the municipal waste management strategy.	Executive	7 <sup>th</sup> June 2010			Report	Shaun Askins 01582 –546807  Councillor Taylor
* East Luton Corridor Agreement	To request authority to approve final settlement.	Executive	7 <sup>th</sup> June 2010			Report	Mehmood Khan (01582) 546172  Councillor Taylor

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*Municipal Waste Strategy	To approve the process for undertaking the municipal waste management strategy.	Executive	7 <sup>th</sup> June 2010			Report	Celia Robb (01582) 546248  Councillor Taylor
Marsh Farm Master Plan	Approval of the development and brief and approach to development.	Executive	21 <sup>st</sup> June 2010  (16 <sup>th</sup> November 2009)			Report	Laura Church (01582) 546433  Councillor Davis
Council Involvement with Community Development Trusts	Agreement of a strategy for dealing with Development Trusts.	Executive	21 <sup>st</sup> June 2010  (29 <sup>th</sup> March 2010)			Report	Laura Church (01582) 546433  Councillor Simmons
Marsh Farm Delivery Plan	Approval of the 2010/11 Delivery Plan.	Executive	21 <sup>st</sup> June 2010  (19 <sup>th</sup> April 2010)			Report	Laura Church (01582) 546433  Councillor Davis
Distribution of Free Printed Matter	Approval for an order to implement controls over the distribution of literature and free printed matter.	Executive	21 <sup>st</sup> June 2010  (19 <sup>th</sup> April 2010)			Report	Celia Robb (01582) 546487  Councillor Taylor

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Departmental Revenue & Capital Out-turn 2009-10	To report the out-turn position on all departments revenue budgets and capital programmes as at 31 <sup>st</sup> March 2010, including the Housing Revenue Account.	Executive	21 <sup>st</sup> June 2009			Report	Jean Stevenson 01582 546127 Simon Pattison 01582 547530 Mark Turner 01582 546353 Darren Lambert 01582 546320 Robert Freeman 0182 548099  Councillor Harris (Lead Member) /All Executive Members
Treasury Management Annual report – Year Ended 31 <sup>st</sup> March 2010	To report the outturn on Treasury Management for the financial year 2009/10.	Executive	21 <sup>st</sup> June 2010			Report	Barry Crick 01582-546117  Councillor Harris
Performance Quarter 4 2009-10	To review progress of the LAA and other performance indicators with particular focus on indicators at risk of not achieving target.	Executive	21 <sup>st</sup> June 2010			Report	Dean Stokes 01582 546073  Councillor Harris

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HRA Review – “Council Housing: A Real Future.”	To report on the impact on Luton of the Government's proposals and agree the Council's response to the consultation document.	Executive	21 <sup>st</sup> June 2010			Report	Trevor Morrow 01582-546202  Councillor Shaw
Final report and recommendations of the Luton Aquatic Centre - Scrutiny Task & Finish Group Review	To consider and respond to the recommendations of the Luton Aquatic Centre - Task & Finish Group Review.	Executive	21 <sup>st</sup> June 2010			Report	Mark Farmer/ Bert Siong 01582 546781  To be presented by Councillor Rutstein (Scrutiny Task & Finish Group Chair).
*Playbuilder Phase 3	To endorse the list of final 8 sites to be developed as part of Luton Playbuilder programme.	Executive	21 <sup>st</sup> June 2010			Report	Nila Patel 01582 – 548202  Councillor Roden
*The Appointment of Proper Officers Under Building Act	To appoint Proper Officers for the purpose of discharging the Council's functions under section 78 of the Building Act 1984.	Executive	21 <sup>st</sup> June 2010			Report	Alan Pitkin (01582) 546533  Councillor Taylor



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* Academic Calendar 2011/12	To approve term dates for 2011/12	Executive	21 <sup>st</sup> June 2009			Report	Debbie Craig 01582 548015  Councillor Khan
Social Work Taskforce	To note the contents of the report and approve the actions which relate to the council's social work staff.	Executive	12 <sup>th</sup> July 2010  (29 <sup>th</sup> March 2010)			Report	Jenny Coles 01582 547502  Councillor Khan
Amalgamation of Denbigh Infant and Junior Schools	Executive to decide whether to approve statutory proposals to amalgamate Denbigh Infant and Junior Schools.	Executive	12 <sup>th</sup> July 2010			Report	Debbie Craig  01582 548015 Councillor Khan
Food Law Enforcement Service Plan	To recommend to Council to approve the 2010-11 Food Law Enforcement Service Plan, as required by the Food Standards Agency.	Executive & Full Council	12 <sup>th</sup> July 2010			Report	Paul Adams 01582 546173  Councillor Bailey
Health and Safety Enforcement Service Plan	To approve the 2010-11 Health and Safety Enforcement Service Plan.	Executive	12 <sup>th</sup> July 2010			Report	Paul Adams 01582 54673  Councillor Bailey

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Treasury Management Activity to date 2010-11	To report on the treasury management activity for the current financial year to date.	Executive	12 <sup>th</sup> July 2010			Report	Barry Crick 01582-546117  Councillor Harris
Launch of the Landlords Accreditation Service	To agree the implementation of the Landlords accreditation service.	Executive	12 <sup>th</sup> July 2010			Report	Mike McMahon 01582 546201  Councillor Akbar
Private Sector renewal Strategy	To agree to the signing of the private sector renewal strategy.	Executive	12 <sup>th</sup> July 2010			Report	Mike McMahon 01582 546201  Councillor Akbar
Refresh of the Homelessness Strategy Action Plan	To approve the refresh of the homelessness strategy action plan.	Executive	12 <sup>th</sup> July 2010			Report	Mike McMahon 01582 546201  Councillor Akbar
*Housing Strategy for young people	To agree the strategy.	Executive	12 <sup>th</sup> July 2010			Report	Tom Keating & Rachel Jones 01582 547502  Councillor Khan

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BSF Phase 2 Final Business Case	To approve the Final Business Case for Phase 2 BSF projects.	Executive	19 <sup>th</sup> July 2010 (Additional for BSF item)			Report	Roger Lucas 01582 548040  Councillor Khan
Amalgamation of Downside Infant and Junior Schools.	To decide whether to approve statutory proposals to amalgamate Downside Infant and Junior Schools.	Executive	13 <sup>th</sup> September 2010  (23 <sup>rd</sup> August 2010)			Report	Debbie Craig 01582 548015  Councillor Khan