

FORWARD PLAN OF KEY DECISIONS**DECEMBER 2009 TO MARCH 2010****12.1**

During the period from 1st December 2009 to 31st March 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 th December 2009	21 st December 2009	14 th December 2009 (LAA only)
-	14 th January 2010	4 th January 2010
12 th January 2010	28 th January 2010	25 th January 2010
-	4 th February 2010	8 th February 2010 (Budget)
9 th February 2010	25 th February 2010	15 th February 2010
-		8 th March 2009
-	18 th March 2010	15 th March 2010 (LAA only)
		29 th March 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**

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
Expansion of Primary School Places	To update the Executive on expansion requirements and seek approval to the proposed expansion strategy	Executive	7 th December 2009 (16 th November 2009)			Report	Debbie Craig 01582 548015 Councillor Khan
Setting the Council Tax Base for 2010/11	To approve the council tax base for 2010/11	Executive	7 th December 2009	Dave Kempson		Report	Michael Carney 01582 546997 Councillor Harris
Significant Business Risks	To note the significant strategic business risks facing the Council	Executive	7 th December 2009			Report	Angela Claridge 01582 546062 Councillor Harris

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BEaR Project Affordability	To report the affordability of the BEaR project	Executive	7 th December 2009			Report	Celia Robb 01582 546248 Councillor Worlding.
Growth Area Funding Proposed	Seeking agreement to proposed reductions to be agreed by LBC and CBC	Executive	7 th December 2009			Report	Laura Church 01582 546433 Councillor Davis.
*Tenant Choice - Fencing	To consider whether to approve offering choice to Luton Borough Council tenants on fencing.	Executive	7 th December 2009			Report	Trevor Morrow 01582 546202 Councillor Shaw
*Sound Insulation in Flats – Carpet Scheme	To consider whether to approve a carpet scheme for new Council tenants in flats above ground floor level (excluding high rise).	Executive	7 th December 2009			Report	Trevor Morrow 01582 546202 Councillor Shaw
*Policy for Independent Schools wishing to apply for maintained status with Luton Borough Council	Executive to approve policy	Executive	7 th December 2009			Report	Debbie Craig 01582 548015 Councillor Khan

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*Reference from Council – Motion – East of Luton Development	Executive to note the resolution of Council held on 3 rd November 2009 and invited to consider any action it wishes to take.	Executive	7 th December 2009			Reference	Lisa Jerome 01582 546669 Councillors Simmons & Davis
[LAA Performance and Finance Monitoring]	[To report performance and finance for Quarter 2 2009/10.]		[14 th December 2009 - LAA Performance & Finance ONLY]			Report	Barry Brown 01582 547212 Dave Kempson 01582-546087 Councillor Harris
HR Value for Money Review	To report on proposed changes to the HR and payroll service following a value for money review.	Executive	14 th December 2009 (7 th December 2009)			Report	David Gowing 01582 546077 Councillor Harris
Luton Gateway Delivery Plan	To approve the Luton Gateway business plan.	Executive	4 th January 2010 (14 th September 2009)			Report	Laura Church 01582 546433 Councillor Davis

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Outdoor and Indoor Sports Facilities Strategy	To approve the new Facilities Strategy.	Executive	4 th January 2010 (14 th September 2009)			Report	Pam Garraway 01582 547501/ Huw Jenkins 01582 548068 Councillor Ashraf
London Luton Airport Draft Action Plan	To approve a response to the public consultation	Executive	4 th January 2010 (7 th December 2009)			Report	Wendy Rousell 01582 546062 Councillors Simmons and Worlding.
Treasury Management Activity to date 2009-10	To report on the treasury management activity for the current financial year to date	Executive	4 th 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 th January 2010			Report	David Alexander 01582 546571 Councillor Harris

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	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 th January 2010			Report	David Cham 01582-548002 Councillor Khan
Housing Strategy Action plan Update	To approve the amended action plan for the housing strategy	Executive	25 th 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 the Government by mid February 2010.	Executive	25 th January 2010			Report	Robin Porter 01582 – 548205 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 th January 2010			Report	Dean Stokes 01582 546073 Councillor Simmons

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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 st April 2010.	Executive	8 th 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 th 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 th February 2010 (16 th November 2009)			Report	Laura Church 01582 546433 Councillor Davis
Single Equality Scheme	To approve the Single Equality Scheme.	Executive	15 th February 2010 (7 th December 2009)			Report	Val Grant 01582- 547147 Councillor Bailey

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BSF Outline Business Case Phase 3	To approve the BSF Phase 3 Outline Business Case	Executive	15 th 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 th March 2010			Report	Steph Cash 01582 547980 Councillor Khan
			[15 th March – LAA Performance only]				
Waste Core Strategy Preferred Options Consultation.	To approve a development plan document for public consultation.	Executive	29 th March 2009 (26 th October 2009)			Report	Peter Mulvihill 01582 546314 Councillor Worlding

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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 th March 2010 (7 th December 2009)			Report	Debbie Craig 01582 548015 Councillor Khan