

LUTON BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS

FEBRUARY TO MAY 2011

During the period from Tuesday 1st February until Tuesday 31st May 2011 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 th January 2011	3 rd February 2011	14 th February 2011
8 th February 2011	21 st February 2011	7 th March 2011
-	14 th March 2011	28 th March 2011
11 th March 2011	4 th April 2011	18 th April 2011
7 th April 2011	25 th May 2011(TBC)	6 th June 2011 (TBC)

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
Revenue Budget and Capital Programme.	To make recommendations to the Council on the revenue and capital budgets.	Executive	8 th February 2011 (Budget)			Report	Dave Kempson 01582 546087 Adrian Piper 01582 546148 Councillor Harris
Final report and recommendations of the Overview & Scrutiny Finance Review Group	To receive and consider the final report and recommendations of the Overview & Scrutiny Finance Review Group on the Council Finances and budget priorities	Executive	8 th February 2011 (Budget)	Citizens Panel, Luton Line, on-line and focus group public consultation, undertaken as part of the review		Report	Bert Siong 01582 - 546781 Councillor Rutstein (Chair of the Finance Review Group)

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Housing Revenue Account Estimates – Rents and Service Charges 2011/12	To agree the Housing Revenue Account (HRA) budget for 2011/12 and to agree rents and service charges for 2011/12	Executive	8 th February 2011 (Budget)			Report	Trevor Morrow 01582 546202 Ray Frampton 01582 547488 Councillor Akbar
Dallow Development Trust	To consider the Dallow Development Trust business plan.	Executive	14 th February 2011 (6 th December 2010)			Report	Mike McMahon 01582- 546021 Councillor Simmons
Corporate Workplace Travel Plan Project	To seek approval for the introduction of a Corporate Workplace Travel Plan for Luton Borough Council.	Executive	14 th February 2011 (24 th January 2011)			Report	Trevor Brennan (01582) 546004 Councillor Taylor
Treasury Management Strategy and Annual Investment Strategy 2011/12	To approve the treasury management strategy and recommend to Council approval of the annual investment strategy for 2011/12.	Executive	14 th February 2011			Report	Barry Crick 01582 546117 Councillor Harris
Final report and recommendations of the Overview & Scrutiny	To receive and consider the final report and recommendations of the Overview & Scrutiny Tackling	Executive	14 th February 2011			Report	Angela Fraser 01582 546070

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Tackling alcohol related crime and disorder Task and Finish Group	alcohol related crime and disorder Task and Finish Group						Councillor Neale (Chair of Task and Finish Group)
TOKKO: myplace/BIG funded youth centre project, Gordon St	To approve decision to reach Financial Close with Luton Learning Community Partnership	Executive	14 th February 2011			Report	Fiona McGlone 01582 548228 Councillor Khan
Primary Basic need – implications of the James’ Review and CSR settlement 2011/12-2014/15	To be appraised of the outcome of the James’ Review on how school capital projects will be procured and delivered in the future and to consider the impact of the CSR settlement for 2011/12-2014/15 on Luton’s need for additional primary school places.	Executive	14 th February 2011	Consultation with schools will follow-on from this report		Report	Fiona McGlone 01582 548228 Councillor Khan
Consultation Report on the Future of The Mount EPH	To consider the outcome of consultation on the Mount Elderly Persons Home.	Executive	14 th February 2011			Report	Graham Wrycroft 01582- 547503 Councillor M. Hussain.
* Disposal of land and stopping up order – Langley Street Cul De	To seek approval to stop up the highway and dispose of the hammer head at the end of the	Executive	14 th February 2011	Internal consultation with highways		Report	David Alexander 01582 546571

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Sac – Park Street Viaduct	Langley St cul-de-sac			and legal			Councillor R. Harris
* Unannounced Inspection and Annual Area Assessment	To note and approve the positive outcomes of two recent inspections of Children’s Services	Executive	14 th February 2011			Report	Martin Pratt 01582 - 548400 Councillor Khan
Scheme of Delegation to Officers – Executive Functions	To approve a revised scheme of delegations to officers (Executive Functions)	Executive	7 th March 2010 (13 th September 2010)			Report	Richard Stevens 01582-546030 Councillor Simmons
Tackling Family Poverty Strategy	To receive and consider the Tackling Family Poverty Strategy.	Executive	7 th March 2011	Borough wide stakeholder conference (July 2010) Needs Assessment Consultation (October 2010) Young People and Families – action research		Report and Strategy	Sarah Allen 01582 –546979 Councillor Simmons

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				November 2010 to February 2011			
2010/11 Q3 Performance & Finance Report	To review progress of performance indicators with particular focus on indicators not performing well.	Executive	7 th March 2011			Report	Dean Stokes 01582 546073 Councillor Harris
Revisions to Sub-Regional Housing Allocations Policy	To consider proposed changes to the policy to address issues that have arisen since the policy was introduced in June 2009.	Executive	7 th March 2011			Report	Liam Dawson 01582 – 546240 Councillor Akbar
*Tobacco Control Strategy	To consider and approve a partnership strategy to reduce the prevalence of smoking in Luton.	Executive	7 th March 2011			Report	Gerry Taylor Director of Public Health 01582-532100 Councillor Bailey
*Short Breaks Review	To note and approve the proposed restructuring of the short breaks arrangement for disabled children and their families.	Executive	7 th March 2011				Jo Fisher 01582 548103 Councillor Khan

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Final report and recommendations of the Overview & Scrutiny Job Creation and Economic Growth Group	To receive and consider the final report and recommendations of the Overview & Scrutiny Job Creation and Economic Growth Group	Executive	28 th March 2011			Report	Rebecca May 01582 - 547066 Councillor Patterson (Chair - Job Creation and Economic Growth Group)
Integrated Transport & Bridge Maintenance Work Programme 2011/12	To approve the work programme for 2011/2012.	Executive	28 th March 2011			Report	Jonathan Palmer 01582-546686 Councillor Taylor
Highway Maintenance Infrastructure Works Programmes	To approve the work programme for 2011/2012.	Executive	28 th March 2011			Report	Graham Turner 01582-546257 Councillor Taylor
*HCL Commissioning, Contracts & Quality Assurance Structure	To approve staffing proposals for the need to support the new structure	Executive	28 th March 2011			Report	Graham Wrycroft/ Angela Claridge 01582 547501 Councillor M. Hussain

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*Library Strategy	To receive and consider the draft Library Strategy from Luton Cultural Services Trust.	Executive	28 th March 2011				Michelle Griffin 01582 – 547850 Councillor Ashraf
*Strategic Asset Management Review	To approve staffing proposals for the need to support the new structure for Phase 3 of the project.	Executive	28 th March 2011			Report	Karen Amos 01582-546153 Councillor Harris
*Fostering Allowances Strategy	To note and approve the scheme of allowances for foster carers and other associated allowances	Executive	28 th March 2011			Report	Theresa Leavy 01582 547502 Councillor Khan
*Children in Care Strategy	To endorse the strategy to support Luton's Children and Young People in Care and to note the Council's responsibility as Corporate Parent.	Executive	28 th March 2011			Report	Theresa Leavy 01582 547502 Councillor Khan
Revenue & Capital Budget Monitoring report Period 11 (February 2011)	To report the final monitoring forecast for all Departments revenue and capital budgets.	Executive	18 th April 2011			Report	Dave Kempson 01582 546087 Councillor Harris
*Treasury	To report on the treasury management activity for 2010/11.	Executive	18 th April 2011			Report	Barry Crick 01582-546117

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Management Activity to date							Councillor Harris
* Early Intervention (Children and Families) Strategy	To approve the Early intervention Strategy for Children and Young People.	Executive	18 th April 2011			Report	Martin Pratt/ Sam Davey 01582-548400/ 01582-547490 Councillor Khan
* Overall Provisional Revenue Outturn for the year 2010/11	To note the Council's outturn for 2010/11 and to approve any proposals resulting from the outturn.		6 th June 2011 (TBC)			Report	Jean Stevenson 01582 546127 Councillor Harris

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