

FORWARD PLAN OF KEY DECISIONS FROM 13th November 2017

EXECUTIVE MEMBERSHIP: Councillors N. Ayub, Burnett, Castleman, Hopkins, Hussain, A. Khan, Malcolm, Shaw, Simmons and Timoney.

Commencing from Monday 13th November 2017 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 lists the business undertaken by or on behalf of the Executive and will be published 28 days prior to each Executive meeting. Those items identified for decision more than 28 days in advance may change in forthcoming Plans. There may also be occasions where a key decision is deferred to a later meeting. Each new Plan supersedes the previous Plan. Any questions regarding individual issues should be addressed to the contact specified in the Plan. 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>			
<u>The following dates are draft until ratified at Annual Council on 16th May 2017</u>					
<u>Forward Plan Published</u>	<u>Publication of Agenda</u>	<u>Executive Meeting Date</u>	<u>Forward Plan Published</u>	<u>Publication of Agenda</u>	<u>Executive Meeting Date</u>
13 th October 2017	2 nd November 2017	13 th November 2017	23 rd March 2018	12 th April 2018	23 rd April 2018
26 th May 2017	16 th June 2017	27 th June 2017			
10 th November 2017	30 th November 2017	12 th December 2017			
8 th December 2017	w/c 18 th December 2017	8 th January 2018			
8 th January 2018	25 th January 2018	5 th February 2018			
2 nd February 2018	22 nd February 2018	5 th March 2018			
3 rd March 2018	15 th March 2018	26 th March 2018			

Link to published Executive Agendas, Reports and Decisions: <http://democracy.luton.gov.uk/cm5public/Documents/PublicDocuments.aspx>

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 extreme urgency for example, consultation papers issued by Government. Executive meetings are open to the public except to the extent that the public are excluded under paragraph 4(2) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. (4(2)(a) Confidential information. 4(2)(b) Exempt Information. 4(2)(c) lawful power to exclude person to maintain orderly conduct of the meeting.)

This is a Formal Notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that part of the Executive meeting listed in this Forward Plan will be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

The last page of this document sets out the definitions of Exempt Information under Paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972. Any correspondence to be addressed to: The Service Director, Policy and Performance, Luton Borough Council, Town Hall, Luton, LU1 2BQ unless otherwise stated.

Title	Key decisions and key issues	Decision maker	Date of decision	Documents submitted for consideration	Should exclusion of the public be considered	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	Record of decisions	N/A	Dev Gopal (01582) 546087 Councillor Malcolm
NEW – Bartlett Square Outline Business Case	To review the outline business case and note progress	Executive	13 th November 2017	Report	Yes - Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Robin Porter (01582 548205) Councillor Simmons
NEW - Further Debenture Loans from LBC to LLAL	To approve the debenture loans from LBC to LLAL	Executive	13 th November	Report	Yes - Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Dev Gopal (01582 546087) Councillor Simmons
NEW – Proposed new property investment purchases	To approve prospective property acquisitions	Executive	13 th November 2017	Report	Yes - Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Richard Morgan (01582 547074) Councillor Timoney
NEW – Joint Venture at University Hall	To approve the proposed joint venture with the freeholder at University Hall	Executive	13 th November 2017	Report	Yes - Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Mark Davie (01582 546432) Councillor Timoney
NEW – Business Rate Discretionary Rate Relief	To approve the new discretionary rate relief for businesses	Executive	13 th November 2017 (16 th October 2017)	Report	No	Clive Jones (01582 546450) Councillor Malcolm

Title	Key decisions and key issues	Decision maker	Date of decision	Documents submitted for consideration	Should exclusion of the public be considered	Contacts/ Lead Executive Member(s)
NEW – Housing & Planning Act 2016	To consider the introduction of new powers under the Planning & Housing Act 2016 and the adoption of policies in relation to the use of Civil Penalties and Rent Repayment Orders	Executive	13 th November 2017	Report	No	Dave Stevenson (01582 546186) Councillor Shaw
NEW – Selective Licensing	To consider the consultation around the introduction of selective licensing	Executive	13 th November 2017	Report	No	Dave Stevenson (01582 546186) Councillor Shaw
NEW - Planning for the Right Homes in the Right Places: Consultation Proposals		Executive	13 th November 2017	Report	No	Sue Frost/Kevin Owen (01582 546329/547087) Councillor Castleman
NEW – Article 4 Direction – Control of Houses in Multiple Occupation	To designate an Article 4 Direction to control the spread of HMOs across the town	Executive	13 th November 2017 (16 th October 2017) (18 th September 2017)	Report	No	Paul Barton (01582 546311) Councillor Castleman
NEW – Wardown Park Bandstand	To seek approval for an exemption from Standing Orders and the underwriting of any overspend	Executive	13 th November 2017 (16 th October 2017)	Report	Yes - Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Roger Kirk (01582 548268) Councillor Timoney
NEW – Treasury Management Mid-Year Report	To receive the mid-year update on treasury management activity for the half year ended 30 th September 2017	Executive	13 th November 2017 (16 th October 2017) (18 th September 2017)	Report	No	Angela Bush/Robert Millard (01582 546096/6117) Councillor Malcolm
NEW – HRA Business Plan – Next Stage	To present the key issues facing the HRA in the next 5 years.	Executive	13 th November 2017	Report	No	Patrick Odling-Smee (01582 546202) Councillor Shaw

Title	Key decisions and key issues	Decision maker	Date of decision	Documents submitted for consideration	Should exclusion of the public be considered	Contacts/ Lead Executive Member(s)
NEW – New Horizons	To present options in relation to the New Horizons Employment & Training Service	Executive	13 th November 2017 (21 st August 2017) (24 th July 2017) (27 th June 2017) (5 th June 2017) (6 th March 2017)	Report	No	Sally Cartwright (01582 548437) Councillor Hopkins / Councillor N. Ayub
NEW – Marsh Farm Market – Terms of Operation	To approve the terms of operation for a market in Marsh Farm at the Purley Centre	Executive	12 th December 2017 (18 th September 2017) (21 st August 2017)	Report	Yes - Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Vicky Hawkes (01582 546159) Councillor A. Khan
NEW – Budget Monitoring & Performance Quarter 2 Reports 2017-18	To report quarterly on the Council's forecast position to budget for both revenue and capital spend and performance during 2017/18 and approve any recommendations arising from the forecast outturn position	Executive	12 th December 2017	Report	No	Tim Lee/Dev Gopal & Israr Siddique (01582 546094/546087/547484) Councillor Malcolm
NEW – Write Off Report	To approve write offs on accounts over £10k for Council Tax, Business Rates and Housing Benefit Overpayment	Executive	12 th December 2017	Report	No	Sue Nelson/Clive Jones (01528 547094/546450) Councillor Malcolm
NEW – Council Tax Base for 2018/19	To determine the Council Tax Base for 2018/19 and submit to Full Council for approval	Executive	12 th December 2017	Report	No	Sue Nelson/Clive Jones (01528 547094/546450) Councillor Malcolm
NEW – Revised Council Tax Reduction Scheme for April 2018	To approve the revised council tax reduction scheme for April 2018	Executive	12 th December 2017	Report	Yes - Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Clive Jones (01582 546450) Councillor Malcolm

Title	Key decisions and key issues	Decision maker	Date of decision	Documents submitted for consideration	Should exclusion of the public be considered	Contacts/ Lead Executive Member(s)
NEW – Stopping up Order highway verge by The Moor	To approve the stopping up and reassignment of the land as town green	Executive	8 th January 2018 (16 th October 2017)	Report	No	Alex Constantinides/Keith Dove (01582 547282/547211) Councillor Castleman
NEW – Adult Exploitation Strategy	To endorse the adult exploitation strategy and action plan for Luton	Executive	26 th March 2018 (8 th January 2018) (16 th October 2017)	Report	No	Vicky Hawkes/Jennifer Wyatt (01582 546159/6860) Councillor Khan
NEW – London Luton Airport Limited Partnership Fund donations 2018/19 – review and commendation of recommendations	To review and to commend to the Board of London Luton Airport Limited as appropriate, the recommendations of Theme Leads in respect of donations from the company's Partnership Fund for 2018/19.	Executive	8 th January 2018	Report	Yes – Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Mark Turner (01582 548765) Councillor Simmons
NEW – LLAL Partnership Fund Donations 2018-19	To commend the recommendations of Theme Leads to the Board of London Luton Airport Limited for consideration	Executive	8 th January 2018	Report	Yes – Para. 3 of Part 1 of schedule 12A to the Local Government Act 1972	Mark Turner (01582 548765) Councillor Simmons
NEW – Central Bedfordshire Local Strategic Plan Matters	To report back on CBC proposed housing numbers	Executive	5 th February 2018	Report	No	Sue Frost/Kevin Owen (01582 546329/547087) Councillor Castleman

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NEW – Budget Monitoring Reports 2017-18	To report quarterly on the Council's forecast position to budget for both revenue and capital spend during 2017/18 and approve any recommendations arising from the forecast outturn position	Executive	5 th March 2018	Report	No	Tim Lee/Dev Gopal (01582 546094/546087) Councillor Malcolm
NEW – Customer Strategy: General Principles/Final Sign-off	To approve the final sign off of the 'Customer Strategy'	Executive	23 rd April 2018	Report	No	Nikki Middleton/Sue Nelson (01582 546032/547094) Councillor Malcolm
NEW – Central Bedfordshire Strategic Plan Matters	To consider the formal response to the consultation paper on Regulation 19 Publication by Central Beds Council	Executive	23 rd April 2018	Report	No	Sue Frost/Kevin Owen (01582 546329/547087) Councillor Castleman
NEW – Review of Colwell Court Extra Service and Day Care Provision	To consider the service provision for older people within extra care and day care at Colwell Court	Executive	23 rd April 2018	Report	No	Suzette Alleyne (01582 547794) Councillor N. Ayub
NEW – Review of Older People Day Care Services	To consider the proposal to review older people day care services and locations	Executive	23 rd April 2018	Report	No	Suzette Alleyne (01582 547794) Councillor N. Ayub

EXEMPT INFORMATION
SUMMARY OF THOSE MATTERS WHICH BY VIRTUE OF PART 1 OF SCHEDULE 12A OF THE
LOCAL GOVERNMENT ACT 1972 MAY BE DISCUSSED IN PRIVATE

Paragraph
No.

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour related matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes:
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.