

Central
Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



**TO EACH MEMBER OF THE
EXECUTIVE**

20 July 2009

Dear Councillor

EXECUTIVE - Tuesday 21 July 2009

Following the Chairman's briefing for the above meeting held on 15 July 2009 Members were advised of the following:-

7. CAA Area Assessment Key Questions

Appendix A – CAA Area Assessment Self-Evaluation

Page 31 – Transport Section – Second bullet Point to be amended to state 'Develop a new Local Transport Plan in accordance with the recently published national guidance'.

8,9 & 10 Revised Recommendations for Agenda Items 8, 9 and 10 - Outturn Reports for Bedfordshire County Council, Mid Bedfordshire and South Bedfordshire District Councils

That the recommendations contained in Agenda Items 8, 9 and 10 be revised as follows:-

Agenda Item 8

The Executive notes the outturn position for Bedfordshire County Council, the financial implications are considered in Agenda item 11.

Agenda Item 9

The Executive notes the outturn position for Mid Bedfordshire District Council, the financial implications are considered in Agenda item 11.

Agenda Item 10

The Executive notes the outturn position for South Bedfordshire District Council, the financial implications are considered in Agenda item 11.

11. Implications of Legacy Outturn for Central Bedfordshire

Please find attached a revised report from the Portfolio Holder for Corporate Resources which replaces the report attached to the main agenda.
(Pages 1- 4)

13. Forward Plan

To receive the Forward Plan for the Period 1 August 2009 to 30 September 2010 published on 15 July 2009. **(Pages 5 - 20)**

14. Office Accommodation - Update on Intermediate Solution (Exempt Report)

To consider the report that was marked to follow on the agenda.
(Pages 21 – 36)

Urgent Business

The Chairman agreed to take the following items of urgent business in accordance with Section 100B (4) of the Local Government Act 1972

1a Nirah (National Institute for Research into Aquatic Habitats)

To receive a report. (To follow)

1b BEaR Project Land Purchase Option Agreement

The report proposes that Central Bedfordshire Executive approve the signing of an option agreement to secure a site for a waste treatment plant at Brogborough Landfill Site. In doing so and upon all conditions of the option being met, they commit to the capital investment to exercise the option.
(Pages 37 – 54)

EXCLUSION OF PRESS AND PUBLIC

To consider whether to pass a resolution under section 100A of the Local Government Act 1972 to exclude the Press and Public from the meeting for the following items of business on the grounds that the consideration of the items are likely to involve the disclosure of exempt information as defined in Paragraphs 3 & 5 of Part 1 of Schedule 12A of the Act.

1c BEaR Project Land Purchase Option Agreement – Exempt Appendix

To consider the Exempt Appendix. **(Page 55 onwards)**

1d NIRAH - Exempt Appendix

To consider the Exempt Appendix. **(To follow)**

Should you have any queries regarding the above please contact Devina Lester, Senior Democratic Services Officer on Tel: 01234 228857.

Yours sincerely

Devina Lester
Senior Democratic Services Officer
email: devina.lester@centralbedfordshire.gov.uk

This page is intentionally left blank

Meeting: Executive
Date: 21 July 2009
Subject: Implications of Legacy Outturn for Central Bedfordshire
Report of: Portfolio holder for Corporate Resources
Summary: The report gives an assessment on the implications for Central Bedfordshire from the emerging outturn positions at the three legacy authorities.

Advising Officer: Clive Heaphy, Director of Corporate Resources
Contact Officer: Matt Bowmer, Assistant Director Financial Services
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes
**Reason for urgency/
Exemption from call-in
(if appropriate)** N/A

RECOMMENDATIONS:

Executive is recommended to:

- a) Note the implications for Central Bedfordshire from the emerging outturn positions at the three legacy authorities.
- b) Agree the proposed transfers to earmarked reserves set out in Agenda items 8, 9 and 10.
- c) Undertake a review of earmarked reserves.
- d) Assess the impact of service under and overspends on Central Bedfordshire's revenue position.
- e) Agree the approval of ICT capital expenditure of £3.6m as set out in Agenda Item 9.
- f) Agree the set aside of usable capital receipts as set out in Agenda Item 9
- g) Undertake a review of slippage on legacy capital programmes to assess the impact on Central Bedfordshire Capital Programme.

Reason for Recommendations: For Members to be aware of the impact that the 2008/09 outturn position of Mid Beds and South Beds Districts and Bedfordshire County Council has on the finance of Central Beds Council and also to make them aware of the on going work.

1. **Introduction**

2. This report assesses the headline figures from the Outturn reports for the three legacy authorities: Mid Beds, South Beds and Bedfordshire County Council and identifies the further work necessary to understand the full financial picture.

3. **General Fund Balances and Earmarked Reserves**

General Fund Balances

4. The outturn position for the three authorities is broadly as assumed in the Central Bedfordshire Medium Term Financial Plan agreed at Council in February. At that time the opening General Fund Balances for Central Bedfordshire were assumed to be £14.960m. The closing General Fund Balances of Mid Beds, South Beds and the Central Bedfordshire share of the Bedfordshire County Council are set out in the table below and total £15.194m.

	Legacy Totals	Central Beds Share
	£m	£m
Mid Beds	4.967	4.967
South Beds	1.667	1.667
Bedfordshire County Council	14.266	8.560
		15.194

5. It should be noted that the Mid Beds figure includes the previously earmarked Interest Rate Equalisation Reserve. This has been allowed for in the construction of the Central Beds base budget for 2009/10. Mid Beds also maintains a Housing Benefit Equalisation Reserve as part of their earmarked reserves and this will be considered alongside the review of earmarked reserves below. The County Balances have been shared on Council Tax base at this point.

6. The fact that this figure is as expected is of great significance given that that these balances are required to cover the Central Bedfordshire Transition costs, and that the Central Bedfordshire General Fund balances are expected to be only £2.8m at end of 2009/10. This is considerably less than the £4.680m minimum level identified from a formal risk assessment.

Earmarked Reserves

7. The earmarked balances for the three authorities are set out below

	Legacy Totals
	£m
Mid Beds	3.993
South Beds	3.989
Bedfordshire County Council	16.709

8. The Mid and South Beds balances will naturally form the initial earmarked reserves of Central Bedfordshire. The £16.709m County Balances, however, are to be shared between Central Bedfordshire and Bedford Borough. Work can certainly commence on the ex district earmarked reserves to assess whether they should continue to be held as earmarked reserves or become part of General Fund Balances. The same exercise will need to be undertaken on the County figures but will be subject in some instances to negotiation with the Borough which is unlikely to be signed off until the early autumn when the opinion has been given on the accounts. Given the forecast position on Central Bedfordshire's General Fund Balances this is a highly important piece of work and will be presented to the Executive in September. The above figures do exclude school reserves which are attributable to individual schools.

9. **Service Under/Overspends**

10. There has been some movement in under and overspends reported by all three legacy authorities. The forecast spend of these authorities had contributed to the work in constructing Central Bedfordshire's first budget. The Finance Managers will analyse these figure with a view to support budget monitoring in the current year.

11. **Capital Outturn/Slippage**

12. There has been significant capital slippage from the legacy authorities' 2008/09 programmes. Total slippage for the three authorities is set out in the table below.

	Legacy Totals £m
Mid Beds	0.707
South Beds	1.587
Bedfordshire County Council	3.120

13. The County slippage is £21.4m but £18.3m will be met from specific grants and contribution, this work is still to be undertaken on the ex district slippage. The Central Beds Capital Programme will need to be reviewed in light of these figures. The approved programme has assumed a level of slippage from the legacy authorities but this was based on forecasts at the end of the third quarter of 2008/09

14. **Other Issues**

15. A key strand of the Central Bedfordshire Medium Term Financial Plan concerned the Minimum Revenue Provision, the amount put aside annually to repay debt. This is a complicated calculation based on the Capital Financing Requirement. To reduce the pressure on the Central Bedfordshire Budget this requirement was reduced by assuming that Mid Beds would set aside a proportion of its capital receipts. This set aside has been included in the recommendations arising from the Mid Beds Outturn report.

CORPORATE IMPLICATIONS

Council Priorities:

N/A

Financial:

There is clarity on the General Fund Balances which are broadly as assumed on the Medium Term Financial Plan. However, further work is required to assess the impact of service under and overspends on Central Bedfordshire budget monitoring, the level of earmarked reserves required and the impact of slippage on the capital programme.

Legal:

None

Risk Management:

None

Staffing (including Trades Unions):

None

Equalities/Human Rights:

None

Community Development/Safety:

None

Sustainability:

None

Appendices:

None

Background Papers (open to public inspection):

None

**Central Bedfordshire Council
Forward Plan of Key Decisions
1 August 2009 to 31 July 2010**

- 1) During the period from **1 August 2009 to 31 July 2010**, Central Bedfordshire Council plans to make key decisions on the issues set out below. “Key decisions” relate to those decisions of the Executive which are likely:
- to result in the incurring of expenditure which is, or the making of savings which are, significant (namely £200,000 or above per annum) having regard to the budget for the service or function to which the decision relates; or
 - to be significant in terms of their effects on communities living or working in an area comprising one or more wards in the area of Central Bedfordshire.

- 2) The Forward Plan is a general guide to the key decisions to be determined by the Executive and will be updated on a monthly basis. Key decisions will be taken by the Executive as a whole. The Members of the Executive are:

Member	Portfolio
Cllr Mrs Tricia Turner MBE	Chairman of the Executive and Leader of the Council
Cllr Richard Stay	Vice-Chairman of the Executive and Deputy Leader of the Council and Portfolio Holder for Business Transformation
Cllr Rita Drinkwater	Portfolio Holder for Housing
Cllr Carole Hegley	Portfolio Holder for Social Care and Health & Portfolio Champion for Business Transformation
Cllr Maurice Jones	Portfolio Holder for Corporate Resources
Cllr Anita Lewis	Portfolio Holder for Children’s Services
Cllr Steve Male	Portfolio Holder for Culture and Skills & Portfolio Champion for Business Transformation
Cllr Ken Matthews	Portfolio Holder for Economic Growth and Regeneration
Cllr David McVicar	Portfolio Holder for Safer and Stronger Communities
Cllr Tom Nicols	Portfolio Holder for Sustainable Development & Portfolio Champion for Business Transformation

3) Those items identified for decision more than one month in advance may change in forthcoming Plans. Each new Plan supersedes the previous Plan. Any person who wishes to make representations to the Executive about the matter in respect of which the decision is to be made should do so to the officer whose telephone number and e-mail address are shown in the Forward Plan. Any correspondence should be sent to the contact officer at the relevant address as shown below. General questions about the Plan such as specific dates, should be addressed to the Head of Democratic Services, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ.

4) The agendas for meetings of the Executive will be published as follows:

Meeting Date	Publication of Agenda
12 May 2009	01 May 2009
23 June 2009	15 June 2009
21 July 2009	13 July 2009
18 August 2009	10 August 2009
15 September 2009	7 September 2009
13 October 2009	5 October 2009
10 November 2009	2 November 2009
8 December 2009	30 November 2009
12 January 2010	4 January 2010
9 February 2010	1 February 2010
9 March 2010	1 March 2010
6 April 2010	25 March 2010

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 August 2009 to 31 July 2010

Key Decisions

Date of Publication: 15 July 2009

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
1.	Street Lighting & Bridge Maintenance Strategies - This paper is to gain a steer from Executive on how best to manage an ageing street lighting stock and to advise Members on how essential maintenance work will be carried out to ensure safe usage of the Council's bridge structures.	18 August 2009	Police Community Groups	Report	Cllr Tom Nicols Comments by 02/08/09 to Contact Officer: Basil Jackson, Assistant Director Highways basil.jackson@centralbedfordshire.gov.uk Tel: 01234 228477
2.	Property Acquisitions and Disposals Monitoring - Standing item for key decisions and quarterly basis monitoring and reporting of all property transactions	18 August 2009	Items will have been reviewed and assessed by the CBC Capital Assets Management Group (CAMG).	Report	Cllr Maurice R Jones Comments by 22/07/09 to Contact Officer: Mark Bassett, Specialist Advisor - Property mark.bassett@centralbedfordshire.gov.uk Tel: 01234 276889 / 07939 038105

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
3.	<p>Medium Term Accommodation Plan - To review the strategy for CBC office accommodation.</p>	18 August 2009	<p>Management Team CAMG All Service Areas</p>	Report	<p>Cllr Maurice R Jones Comments by 22/07/09 to Contact Officer: Mark Bassett, Specialist Advisor - Property mark.bassett@centralbedfordshire.gov.uk Tel: 01234 276889 / 07939 038015</p>
4.	<p>Albion Archaeology - That all historic environment work of Albion Archaeology should be carried out in accordance with the Code of Conduct and other by-laws of the Institute of Archaeologists (IfA). Resolution required in order that Albion can maintain registration under the scheme.</p>	18 August 2009		IfA Code of Conduct IfA By-Law (Regulations for the Registration of Organisation)	<p>Cllr Tom Nicols Comments by 22/07/09 to Contact Officer: Gary Worth, Assistant Director Development Management gary.worth@centralbedfordshire.gov.uk Tel: 0300 300 5177</p>
5.	<p>Update of Design Guide for Central Bedfordshire - To approve the updated Design Guide.</p>	18 August 2009		Report	<p>Cllr Tom Nicols Comments by 22/07/09 to Contact Officer: Fiona Webb, Team Leader, Conservation Project Design fiona.webb@centralbedfordshire.gov.uk Tel: 0300 300 4405</p>

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
6.	Review of Historic Building Grant Aid Scheme and Listed Buildings At Risk - To approve the Scheme.	18 August 2009		Buildings at Risk Survey (North Area) 2008 Buildings at Risk Survey (South Area) 2005	Cllr Tom Nicols Comments by 22/07/09 to Contact Officer: Robin Uff, Principal Planning Officer robin.uff@centralbedfordshire.gov.uk Tel: 01462 611339
7.	Rushmere Park - acquisition of land in partnership with the Greensand Trust - Approval to the commitment of external funding resources (registered in the capital programme) to the purchase of land for open access part of the provision of new green infrastructure for the Growth Agenda.	18 August 2009	Ouzel Valley Park Partnership (a consortium of representatives from the Leighton Linlade Town Council, The Greensand Trust, British Waterways, SUSTRANS, the Environment Agency, Buckinghamshire County Council and Council officers from Planning and Culture.) Councillors Peter Rawcliffe, Peter Snelling, Alan Shadbolt and Brian Spurr (Chairman of the Council) who attended a site meeting with the Portfolio Holder and the Greensand Trust on 25 June 2009.	Report	Cllr Mrs Anita M Lewis Comments by 02/08/09 to Contact Officer: Roy Waterfield, Assistant Director Leisure and Culture, Libraries, Adult and Community Learning roy.waterfield@centralbedfordshire.gov.uk Tel: 0300 300 4239

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
8.	Children and Young People's Plan - To agree the Children and Young People's Plan.	15 September 2009	Stakeholders, members of the public children and young people	Report	Cllr Mrs Anita M Lewis Comments by 21/08/09 to Contact Officer: Sylvia Gibson, Interim Assistant Director, Policy, Planning and Commissioning sylvia.gibson@centralbedfordshire.gov.uk Tel: 0300 300 5522
9.	Community Engagement Strategy - To approve the Strategy for Central Bedfordshire Council.	15 September 2009	Portfolio Holder (Business Transformation) LSP Partners	Report	Cllr Richard Stay Comments by 21/08/09 to Contact Officer: Ian Porter, Assistant Director Service Policy, Partnerships & Performance ian.porter@centralbedfordshire.gov.uk Tel: 01234 276067
10.	Central Bedfordshire Children and Young People's Plan 2009 - 2010 - This is the first Children and Young People's Plan. Thereafter it will be refreshed annually.	15 September 2009	Consultation has already taken place with children and young people. Further stakeholder consultation will take place in May, June and July through a variety of mechanisms such as workshops, information published on our website and meetings with key partners.	Report	Cllr Mrs Anita M Lewis Comments by 21/08/09 to Contact Officer: Sylvia Gibson, Interim Assistant Director, Policy, Planning and Commissioning sylvia.gibson@centralbedfordshire.gov.uk Tel: 0845 849 6092

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
11.	Customer Services Strategy - To approve the Strategy.	15 September 2009		Report	Cllr Richard Stay Comments by 21/08/09 to Contact Officer: Clive Jones, Assistant Director Business Transformation & Customer Services clive.jones@centralbedfordshire.gov.uk Tel: 01462 611168
12.	Licensing Policy and Framework - To approve the Policy and Framework.	15 September 2009	Licensing Trade Portfolio Holder (Safer and Stronger Communities) Chairman and Vice-Chairman of the Licensing Committee Three month period commencing 1 April 2009, meetings, publication on website and in other media	Report	Cllr David McVicar Comments by 21/08/09 to Contact Officer: Susan Childerhouse, Head of Public Protection (North) susan.childerhouse@centralbedfordshire.gov.uk Tel: 01462 611394
13.	Property Services Review - To report on the process for reviewing future delivery of property services for CBC.	15 September 2009	CAMG All Service Areas Stakeholders	Report	Cllr Maurice R Jones Comments by 19/08/09 to Contact Officer: Mark Basset, Specialist Advisor - Property mark.basset@centralbedfordshire.gov.uk Tel: 01234 276889 / 07939 038105

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
14.	<p>Specialist Provision for Children with Autistic Spectrum Disorders at Holmemead Middle School, Biggleswade -</p> <p>To approve the proposal to set up a Specialist Provision for Children with Autistic Spectrum Disorders at Homemead Middle School, Biggleswade.</p>	15 September 2009	Statutory Consultees - consultation carried out in April/May 2009 and Statutory Notices published June 2009.	Report	<p>Cllr Mrs Anita M Lewis</p> <p>Comments by 21/08/09 to Contact Officer: Helen Redding, Head of SEN and Inclusion helen.redding@centralbedfordshire.gov.uk</p> <p>Tel: 01234 228148</p>
15.	<p>Business Transformation Strategy -</p> <p>To approve the Strategy.</p>	13 October 2009		Report	<p>Cllr Richard Stay</p> <p>Comments by 22/09/09 to Contact Officer: Clive Jones, Assistant Director Business Transformation & Customer Services</p> <p>clive.jones@centralbedfordshire.gov.uk</p> <p>Tel: 01462 611168</p>
16.	<p>Commissioning Policy -</p> <p>To agree the policy</p>	13 October 2009	Stakeholder and the Children's Trust	Report	<p>Cllr Mrs Anita M Lewis</p> <p>Comments by 22/09/09 to Contact Officer: Sylvia Gibson, Interim Assistant Director, Policy, Planning and Commissioning</p> <p>sylvia.gibson@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 5522</p>

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
17.	Medium Term Property Strategy Update - To report on the progress of the implementation of the strategy.	13 October 2009		Report	Cllr Maurice R Jones Comments by 13/10/09 to Contact Officer: Mark Bassett, Specialist Advisor - Property mark.bassett@centralbedfordshire.gov.uk Tel: 01234 276889 / 07939 038105
18.	Property Acquisitions and Disposals Monitoring - Standing item for key decisions and quarterly basis monitoring and reporting of all property transactions.	10 November 2009	Items will have been reviewed and assessed by the CBC Capital Assets Management Group (CAMG).	Report	Cllr Maurice R Jones Comments by 14/10/09 to Contact Officer: Mark Bassett, Specialist Advisor - Property mark.bassett@centralbedfordshire.gov.uk Tel: 01234 276889 / 07939 038105
19.	Harmonisation of Waste Management Services - To provide Members with the opportunity to comment on suggested service changes.	10 November 2009		Report	Cllr David McVicar Comments by 14/10/09 to Contact Officer: Steve Whittaker, Contract Services Manager steve.whittaker@centralbedfordshire.gov.uk Tel: 0300 300 4344

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
20.	Lord Laming Action Plan - To agree the plan.	10 November 2009	Stakeholders and the Local Safeguarding Children Board	Report	Cllr Mrs Anita M Lewis Comments by 14/10/09 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
21.	Eligibility for payments policy - To agree the policy	8 December 2009		Report	Cllr Mrs Anita M Lewis Comments by 10/11/09 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
22.	Raising Achievement Policy - To agree the policy	8 December 2009		Report	Cllr Mrs Anita M Lewis Comments by 10/11/09 to Contact Officer: Patrick Shevlin, Head of School Standards and Improvement patrick.shevlin@centralbedfordshire.gov.uk Tel: 0300 300 6821
23.	Luton-Dunstable Guided Busway - To receive the Tender Returns and recommendations to progress the scheme.	8 December 2009		Report	Cllr Tom Nicols Comments by 10/11/09 to Contact Officer: John Austin, Interim Head of Transport Strategy john.austin@centralbedfordshire.gov.uk Tel: 01234 228687

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
24.	<p>Development of a Uniformed Presence for Central Bedfordshire - To consider the options available for Central Bedfordshire to undertake enforcement of a range of environmental and community safety legislation (including the Environmental Protection Act (EPA) and Clean Neighbourhoods and Environment Act (CNEA)) and exploring the role that a uniformed team has in that respect.</p>	12 January 2010	Relevant Portfolio Holders	Report	<p>Cllr David McVicar Comments by 10/12/09 to Contact Officer: Jeanette Keyte, Community Safety Manager jeanette.keyte@centralbedfordshire.gov.uk Tel: 0845 849 6252</p>
25.	<p>Children's Workforce Development Strategy - To agree the strategy.</p>	12 January 2010	Stakeholders and the Children's Trust	Report	<p>Cllr Mrs Anita M Lewis Comments by 10/12/09 to Contact Officer: Patrick Shevlin, Head of School Standards and Improvement patrick.shevlin@centralbedfordshire.gov.uk Tel: 0300 300 6821</p>

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
26.	Early Childhood Intervention and Prevention Policy - To agree the policy	12 January 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/12/09 to Contact Officer: Glen Denham, Assistant Director Integrated Services 0-19 glen.denham@centralbedfordshire.gov.uk Tel: 0300 300 6125
27.	Cultural Strategy - To agree the policy.	12 January 2010		Report	Cllr Stephen F Male Comments by 10/12/09 to Contact Officer: Roy Waterfield, Assistant Director Leisure and Culture, Libraries, Adult and Community Learning roy.waterfield@centralbedfordshire.gov.uk Tel: 0300 3004239
28.	CCTV Service Options - To consider options available to move to a common approach to the provision of a CCTV service within Central Bedfordshire.	9 February 2010	Portfolio Holder (Safer and Stronger Communities) Key Stakeholders	Report	Cllr David McVicar Comments by 15/01/10 to Contact Officer: Jeanette Keyte, Community Safety Manager jeanette.keyte@centralbedfordshire.gov.uk Tel: 0845 849 6252

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
29.	Property Acquisitions and Disposals Monitoring - Standing item for key decisions and quarterly basis monitoring and reporting of all property transactions.	9 February 2010	Items will have been reviewed and assessed by the CBC Capital Assets Management Group (CAMG)	Report	Cllr Maurice R Jones Comments by 13/01/10 to Contact Officer: Mark Bassett, Specialist Advisor - Property mark.bassett@centralbedfordshire.gov.uk Tel: 01234 276889 / 07939 038105
30.	Play Strategy - To agree the strategy	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Roy Waterfield, Assistant Director Leisure and Culture, Libraries, Adult and Community Learning roy.waterfield@centralbedfordshire.gov.uk Tel: 0300 300 4239
31.	Child Poverty Strategy - To agree the strategy	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 Glen Denham, Assistant Director Integrated Services 0-19 glen.denham@centralbedfordshire.gov.uk Tel: 0300 300 6125

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
32.	Transitions Policy - To agree the policy	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
33.	Safeguarding Policy - To agree the policy	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
34.	Child in Need Policy - To agree the policy	9 March 2010		None.	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
35.	Looked After Children and Young People Policy - To agree the policy.	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484

Ref No.	Issue for Key Decision by the Executive (and intended decision)	Indicative Meeting Date	Consultees and Date / Method	Documents which may be considered	Contact Members and Officer (Method of Comment and Closing Date)
36.	Fostering Policy - To agree the policy	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
37.	Adoption Policy - To agree the policy.	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
38.	Private Fostering Policy - To agree the policy.	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Martin Pratt, Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
39.	Children Missing Education Policy - To agree the policy	9 March 2010		Report	Cllr Mrs Anita M Lewis Comments by 10/02/10 to Contact Officer: Patrick Shevlin, Head of School Standards and Improvement patrick.shevlin@centralbedfordshire.gov.uk Tel: 0300 300 6821

Postal address for Contact Officers: Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ

**Central Bedfordshire Council
Forward Plan of Decisions on Key Issues**

The following table sets out the dates on which the Central Bedfordshire Council Forward Plan will be published in 2009/10:

Date of Publication	Period of Plan
08.05.09	1 June 2009 – 31 May 2010
15.06.09	1 July 2009 – 30 June 2010
15.07.09	1 August 2009 – 31 July 2010
13.08.09	1 September 2009 – 31 August 2010
10.09.09	1 October 2009 – 30 September 2010
08.10.09	1 November 2009 – 31 October 2010
05.11.09	1 December 2009 – 30 November 2010
03.12.09	1 January – 31 December 2010
07.01.10	1 February 2010 – 31 January 2011
04.02.10	1 March 2010 – 28 February 2011
04.03.10	1 April 2010 – 31 March 2011
31.03.10	1 May 2010 – 30 April 2011

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Meeting: Executive
Date: 21 July 2009
Subject: BEaR Project Land Purchase Option Agreement
Report of: Portfolio Holder for Safer and Stronger Communities
Summary: The report proposes that Central Bedfordshire Executive approve the signing of an option agreement to secure a site for a waste treatment plant at Brogborough Landfill Site. In doing so and upon all conditions of the option being met, they commit to the capital investment to exercise the option.

Advising Officer: Gary Alderson, Director of Sustainable Communities
Contact Officer: Ben Finlayson, BEaR Project Manager
Public/Exempt: Part Exempt (Appendix C Exempt)
Wards Affected: All
Function of: Executive
Key Decision Yes
**Reason for urgency/
Exemption from call-
in
(if appropriate)** This decision is urgent and therefore exempt from call-in as any delay caused by the call-in process could result in the Council being unable to secure a site for a waste treatment solution at Brogborough Landfill Site and subsequently delay the Partnerships ability to present the Project to Project Review Group (PRG) for PFI funding approval. The Partnership aims to return to PRG as soon as possible to enable the Project to progress without any further delay.

In accordance with the provisions of Rule No.16 of the Access to Information Procedure Rules, the Chairman of the Sustainable Communities Overview & Scrutiny Committee has given his agreement that the taking of this decision cannot be reasonably deferred.

RECOMMENDATIONS:

- 1. That the Executive notes that by signing the option agreement the authority is committing to purchase the site on a freehold basis subject to:**
 - (a) the successful bidder electing to utilise the site; and**
 - (b) planning permission being granted for the proposal.**
- 2. That the Executive authorises the financial commitment associated with the option fee from the council's capital programme over the years 2009/10 and 2010/11 as detailed in Appendix C.**

- 3. That the Executive gives delegated authority to the Directors of Sustainable Communities and Corporate Resources in consultation with the Portfolio holders for Safer and Stronger Communities and Corporate Resources to:**
- (a) finalise negotiations with the landowner in line with the approximate costs detailed within this report and to authorise the signing of the option agreement on behalf of the Council.**
 - (b) continue dialogue with the other Partnership members to obtain agreement on the cost share for approval by members later in the procurement process.**
 - (c) continue dialogue with the landowner of the Rookery Pit South site in order to secure a second option agreement if required.**

Reason for Recommendations *To allow the option agreement to be signed and the land secured in a legally binding agreement between the authority and the land owner. This will enable the Partnership to offer a site to bidder's thereby encouraging competition and preventing bidders with land holdings in the area from having an unfair advantage.*

Signing an option agreement will also provide clear evidence to the Project Review Group (PRG) that the Partnership has a secure piece of land to offer the market, enabling the project to attract PFI funding.

As outlined in Appendix C, an annual option fee is payable to the landowner upon signing the option. The Executive is requested to authorise the first two annual instalments.

Although negotiations on the site are nearly complete, delegated authority is requested to enable any small changes to be made without the need to report back to the Executive thereby preventing additional delay to the project.

Background

1. The Bedfordshire Energy and Recycling (BEaR) Project has been set up to divert waste that is not recycled from landfill in order to deliver a more sustainable means of disposing of waste in Bedfordshire. In doing this the Partnership that has been formed between Central Bedfordshire, Bedford Borough and Luton aims to meet tough EU targets and prevent the rise in costs of waste disposal through increasing landfill tax.
2. The need for the project has increased significantly following the recent Budget announcement which saw the chancellor state that the landfill tax escalator would continue to increase by £8 per tonne to 2013/14 rather than stopping in 2010/11. This has significantly increased the cost difference between continuing to do as we are and the reference project of Energy from Waste with Combined Heat and Power from £81m as defined in the Outline Business Case (OBC) to around £219m.

3. The BEaR Project has always strived to deliver the best competition during the procurement phase. It has done this in a number of ways including:
 - Continued engagement with potential bidders through market sounding days
 - Taking on board the views of the market to ensure that the project is attractive
 - Removing competitive advantage when possible to ensure a level playing field.
4. It has always been a key deliverable of the project to provide a site to bidders to ensure that those companies that do not currently own sites in the area are still able to bid on the project. If the Partnership does not secure the option and cannot offer a site to the market, it is unlikely to attract competition and will therefore be unable to achieve value for money.
5. To ensure that the procurement remains fair to all bidders, especially those that bring forward their own sites, the cost of the land will be back charged to the bidders that elect to utilise it. The exact methodology used to do this is yet to be determined; however the back charge will be set at a commercial rate thereby ensuring that a company that has its own site is not disadvantaged against bidders that use the Partnerships site as the cost of the site will have to be included in the bids.
6. It should be noted that in offering a site to bidders, the Partnership is not discouraging interested parties from coming forward with their own sites. Any alternative sites will be assessed using the agreed evaluation criteria in terms of deliverability and environmental impact.
7. Advice from the Projects Legal advisers has been that the Partnership would be better placed if they owned the site and retained ownership of it rather than leasing the site from the landowners or subsequently selling the site to the preferred bidder. This is primarily due to two issues:
 - 1) Possible contractor default during the contract period – Owning the site will provide better protection to the authorities should the contractor default during the contract period
 - 2) The residual life of the plant – There is potential for the facility to have a residual life after the contract period when it would be handed back to the Partnership. This is an opportunity for the Partnership to run the facility using a contractor at a significantly reduced cost as the debt will have been paid off. If the contractor owned the site this is unlikely to happen.

Reason for Decision / Report

8. Following the submission of an Outline Business Case to DEFRA for £110m of PFI funding, the Project went to the Project Review Group (PRG) on the 17th March 2009 for approval. Following the review PRG raised a concern that the Partnership had not secured a legally binding option agreement on any of the sites identified in the Outline Business Case and subsequently stated that an

option agreement would be required before approval for funding could be granted. Following the sites being identified and the selection process being endorsed by the County Council Executive in 2007, the Project Team have been negotiating with the landowners of all of the top ranked available sites to secure option agreements. This approach was taken to ensure reserve sites are available should negotiations on the top ranked site (Rookery Pit) stall or fail.

9. In May the Central Bedfordshire Council Executive granted permission for an option agreement to be secured on the Rookery South site. Since this time negotiations with the landowner have not led to an option being agreed. Due to a number of complex issues it is currently unclear how long it may take to secure an option on this site.
10. Due to the delay being encountered with the Rookery site, negotiations on the Brogborough site have progressed further and are now at a stage where an option agreement can be signed. By signing the option agreement on the Brogborough site the Project can progress and go back to PRG for PFI funding approval without further delay.
11. This report is provided to the Executive of Central Bedfordshire Council as the lead authority for the BEaR Project and the authority in whose administrative area the site resides, to enable a decision to be made to sign an option agreement with the owner of the site, based on the costs and conditions set out in the detail of this report.
12. It should be noted that the actual capital payment for the freehold purchase of the land will not take place for a number of years as this only occurs when the option is exercised. A decision is however required now due to the legally binding nature of the option agreement and the financial commitment of the option fee (as detailed in Appendix A). Upon signing the option agreement the negotiations are completed and the price locked (subject to any changes being agreed between both parties). The authority is committing itself to making the investment detailed in this report subject to the conditions of the option being met.

Detail of Report

The Site:

13. In 2005 a site selection study was carried out by Terrance O'Rouke. This identified Brogborough Landfill site as the second most suitable site in Bedfordshire for a waste treatment facility. Following this process, in 2006 the projects technical consultants Entec looked in greater detail at the top 10 sites and using a number of appraisal criteria produced a ranked list of the sites. The Brogborough site ranked 6th in the Entec report (full details of the site selection processes are contained in Appendix A).
14. Of the 10 sites identified in the report, only three were progressed to the detailed negotiation stage due the other sites being either unavailable, allocated for other uses or not being part of the Local Development Framework (LDF) process, a key requirement for planning. The three sites taken forward in ranked order were Rookery South Pit, Stewartby Landfill and Brogborough Landfill. Of these sites,

negotiations have progressed furthest with Brogborough and Rookery South. The site at Stewartby is complicated by existing lease arrangements on the site making Brogborough a preferable option.

15. The Brogborough site is available for freehold purchase and has been put forward for consultation as part of the LDF process. The site sits within the boundary of and adjacent to the Brogborough landfill which is now closed and in the process of being restored. The site is owned by WRG. One of the main concerns raised on the Brogborough site in the detailed investigation undertaken by Entec was access arrangements. This issue is no longer a significant concern due to the development of the plans for the re-alignment of the A421 and subsequent planned access improvements.
16. Following the identification of sites in the Marston Vale area for waste treatment a large amount of communication work has been undertaken. Although much of this focussed on the number one ranked site at Rookery Pit residents were also made aware of the reserve site options. Through the Project Board, the portfolio holders and lead officers from each of the partner authorities have been briefed on the site acquisition process and the Brogborough option.
17. The Project Team have formally contacted ward members in proximity of the site to make them aware of the developments in the site acquisition process and the potential future use of the Brogborough site for a waste treatment facility. In addition to this, a communications forum for parish councillors and ward members in the local area around the proposed sites has been established and will meet on a regular basis. This will allow local views to feed in to the process and provide a portal for information residents and project updates.
18. Negotiations on the Brogborough site have been in progress since the sites were identified in 2007. Two lockout agreements have previously been in place on the site and now a detailed option agreement is in the final stages of preparation.

The Option:

19. An option agreement is a legal agreement between two parties and a means by which a site can be secured (i.e. not sold to anyone else) ahead of the site being required or certain conditions being in place that might allow the purchase to take place.
20. In the case of the BEaR Project, the authority would not want to purchase the site if the winning bidder was to propose an alternative site. It is for this reason that the authority has sought an option to secure the site to enable it to be offered to all bidders if they wish to utilise it in their proposals. The actual purchase will not take place until the option is exercised, this will occur once a planning permission has been achieved by the winning bidder or by the authority if it chooses to submit the application itself.
21. If the winning bidder proposes an alternative site or if the project does not deliver a local solution, the option agreement between the landowner and the authority will expire without the conditions being in place to exercise it. In this situation the authority would not be liable to pay the agreed purchase price.

22. The option is a legally binding agreement and prevents the landowner from selling or leasing the land to another party over the duration of the option. The duration of this option agreement is 6 years, by which time the Partnership authorities or the preferred bidder must have submitted a planning application. If no application has been submitted by this time the option will expire and the landowner then has the right to sell or lease the land to another party.
23. There are also break clauses within the option to allow the Partnership to withdraw from the agreement early if the site is no longer required. Details of this are included in Appendix C.

The Partnership Authorities:

24. As three authorities are involved in the BEaR Project Partnership, the cost of the land will need to be split in an amicable way. There are a number of methods that could be used to do this and each is dependant upon the structure of the deal that is agreed with the winning bidder. Detailed work has already been undertaken by the Projects financial advisers as well as the Section 151 officers from each of the authorities. The partnering authorities have committed to work with CBC during the procurement process to find the best option for splitting the costs.
25. The S151 officers have met to discuss the Brogborough option agreement. The option will be taken in the name of Central Bedfordshire Council on behalf of the Partnership. The required resources will come from the 2009/10 and 2010/11 capital programmes. A further meeting of the S151 officers will determine how each authority will deal with the land option fee and capital purchase requirement.

Purchase Price:

26. *Information concerning the purchase price and associated financial implications are contained in Appendix C to this report which is exempt and not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.*

27. **Value for money:**

During negotiations with the landowner, the project team have worked to ensure that value for money to the authority can be demonstrated. There are two elements to consider when assessing whether the land purchase arrangements offer value for money to Central Bedfordshire.

- (a) **Increasing competition** – By purchasing and subsequently offering a site to the market, more bidders will be able to take part in the procurement. If no site was offered, only those bidders that currently own land in the area or those who are able to come to a deal with a landowner would be able to bid. By increasing the number of bidders, greater competition and subsequently lower prices are achieved thereby offering value for money.

- (b) **The purchase price –**
Information concerning the purchase price and associated financial implications are contained in Appendix C to this report which is exempt and not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Conclusion and Next Steps

28. Following agreement of the recommendations within this report by the Executive Committee, the option will be formally signed by the responsible individual. Upon initiating the procurement process the Partnership can then formally offer the site to the market should bidders wish to use it as part of their bid.
29. The S151 Officers from each of the Partnering authorities will work together to come to an arrangement over the split of the land costs should the option be exercised.
30. Negotiations will continue with the aim of securing an option on a parcel of land within Rookery Pit South subject to a suitable agreement being made. The Project Board will then take the decision whether to secure the option on the rookery site, thereby providing bidders with a choice of the two sites or one of their own that they may wish to put forward.
31. The project team anticipates undertaking a range of pre-planning studies on any of the sites offered to the market ahead of the preferred bidder/s formulating their planning applications which is likely to take place in 2011/2012. This will enable timescales to be compressed and reduce site related risk and cost to bidders, thereby making the project more attractive to the market.

CORPORATE IMPLICATIONS

Council Priorities:

The recommendations contribute to CBC achieving its objective of managing growth effectively, by enabling the delivery of a waste treatment facility to divert waste from landfill and reduce the environmental implications of waste disposal in Central Bedfordshire.

Financial:

The financial implications of signing the option agreement are not insignificant in the short term due to the consideration being paid to the landowner for the option. The long term commitments are substantial and are detailed in the exempt appendix of this report.

Legal:

The option agreement is a legally binding agreement between the authority and the landowner. It commits the landowner to sell the land to the authority on a freehold basis once the conditions of the option (as detailed in the main body of this report) have been delivered. It also commits the authority to purchase the land once these have been met delivered.

Risk Management:

By securing its own site, Central Bedfordshire is reducing the risk of poor competition considerably during the procurement phase. The site and its size have been selected to maintain the technology neutral nature of the procurement.

Staffing (including Trades Unions):

N/A

Equalities/Human Rights:

N/A

Community Development/Safety:

N/A

Sustainability:

N/A

Appendices:

Appendix A – (Site Selection Study Overview)

Appendix B – (Map of Brogborough Landfill Site)

Appendix C – (Exempt Information)

Background Papers (open to public inspection):

Location of papers: Priory House, Chicksands

Appendix: A



BEaR Project Site Selection Methodology Report

Part 1	2
Stage 1.....	2
Stage 2.....	2
Step 1 Sieve.....	3
Step 2 Sieve.....	3
Step 3 Sieve.....	3
Supplementary Sites.....	4
Part 2	4
Consultees.....	4
Site Visits.....	5
Assessment Criteria.....	5
Stage 1: Assessment of RSDF objectives.....	6
Stage 2: Amendment of Objectives and Indicators.....	6
Stage 3: Additional Criteria.....	6
Stage 4: Further Rationalisation and grouping of Criteria.....	6
The Appraisal Matrix.....	6
The Appraisal Workshop.....	6
Applying the Weightings and Achieving the Rankings.....	7
The Ranked Site List.....	7

BEaR Project Site Selection Report.

When the Integrated Waste Treatment Project was initiated it was immediately evident that a site would be required for any facility to be built. A detailed site selection project was launched, involving two consultants as well as internal and external consultees.

Part 1

The initial group of reports was undertaken by Terrance O'Rourke (TOR) Ltd. Their role was to undertake a two stage assessment study to assist the County Council, as the Waste Disposal Authority, with planning matters associated with the preparation of its Joint Municipal Waste Management Strategy (JMWMS).

Stage 1

Stage one of the study was to undertake a spatial analysis of Bedfordshire, to identify potential planning and environmental constraints and opportunities. The findings of stage one were used to consider the relative merits of three potential spatial development scenarios based on the provision of one (Option 1), two (Option 2) or three (Option 3) new Integrated Waste Management Facilities (IWMF's) in the county.

When undertaking the spatial analysis study, TOR gave consideration to current and emerging national and regional policy framework. These frameworks were designed to guide the location of new waste treatment facilities to ensure that waste management is undertaken in the most sustainable and practical way. The National Waste Strategy 2000 identifies the key guiding principles. These guiding principles are set out in Planning Policy Guidance (PPG) Note 10 '*Planning and Waste Management*' and have been reflected in the methodology adopted for the spatial analysis.

The findings of this initial report showed that there was no compelling reason to reject any of the spatial development scenarios. It did however state that Option 1, requiring the development of a single IWMF in the north of the county close to Bedford was likely to represent the most suitable spatial development option. Option 2, was shown to have merit but is likely to require the development of a second IWMF in green belt land, a major planning constraint, which would significantly increase planning risk. Option 3 held a similar risk element to Option 2.

Stage 2

Stage 2 of the study was undertaken in light of the findings of Stage 1 with the specific aim of identifying and appraising all potential sites for IWMF within the three constituent Borough and District Council authority areas. Sites were identified by a number of means thereby ensuring that all potential IWMF sites were included. The following sources of information were used:

- Minerals & Waste Local Plans
- Local Development Plans

- Environment Agency Data
- Industrial Stakeholder Consultation
- Economic Development Officers

A long list of 95 potential sites was created; this was then subjected to a 3 step sieving exercise to eliminate those sites considered unsuitable for waste management.

Step 1 Sieve

Sieve 1 was used to eliminate sites that were clearly inappropriate for future IWMF use. Sites were eliminated if they failed to meet any of the following seven tests:

- Physical Availability – unsuitable physical characteristics.
- Proximity to sensitive receptors – i.e. residential, schools, country parks.
- Poor accessibility – suitability of local road networks.
- Proximity to optimum IWMF locations – Minimizing tonnage kilometrage.
- Site size – Minimum size increased to 1.5 hectares.
- BLMWLP Policy W7 – Sites should accord with policy W7.
- Green Belt – waste management uses are not suitable for green belt.

This first sieving process reduced the long list of 95 sites to a medium list of 30 sites.

Step 2 Sieve

Following the step 1 desktop based appraisal the remaining 30 sites were visited by TOR. At each site consideration was given to the following planning and environmental issues:

- Access & highways.
- Existing & former land uses.
- Site context & potential sensitive receptors.
- Landscape sensitivity and potential for visual impact.
- Potential opportunities for energy recovery/CHP.
- Potential for nature conservation interest.
- Previously developed restored or Greenfield land.

This process led to a further 13 sites being dropped from the process. The remaining 17 sites went on to the final sieving step.

Step 3 Sieve

The third step of the sieving process involved a detailed comparative site appraisal being carried out whereby each of the short listed sites were tested against a set of 12 planning, environmental and operational criteria, to assess their suitability to accommodate an IWMF. The 12 criteria were:

Operational Criteria

- Proximity to other waste related facilities.

- Potential to re-use existing waste infrastructure.
- Proximity to the strategic road network and site access.
- Potential for CHP/district heating or materials re-use.

Planning and Environmental Criteria

- Proximity to optimum IWMF locations.
- Compatibility with planning policy.
- Proximity to sensitive receptors.
- Potential impact on ecological, geological or archaeological interest.
- Landscape/townscape sensitivity.
- Potential for re-use of previously developed land.
- Proximity to areas liable to flooding.
- Proximity to Air Quality Management Areas (AQMA)

The outcome of this sieving stage was a list of 10 '*preferred*' sites. Seven sites were dropped during the comparative site appraisal as they either scored poorly or are subject to certain key constraints that indicate that an IWMF would not be deliverable or justifiable in terms of relevant planning policy.

Supplementary Sites

In response to the industrial stakeholder consultation carried out during the preparation of the stage 2 Site Identification and Appraisal Report, 6 additional sites were put forward as potential IWMF locations. Due consideration was given to these additional sites to ensure that the process was comprehensive and robust. All 6 sites were tested against the same sieving methodology used in the Stage 2 report and an additional supplementary report was completed. Four of the six sites were rejected at the Step 1 sieve and one at the Step 2 sieve. The final site made it through the step 3 sieve but was deemed to be less suitable than the existing preferred sites due to a number of reasons that were documented.

Part 2

Consultees

The second group of reports were undertaken by Entec UK, appointed technical consultants for the Integrated Waste Treatment Project. Entec's first task was to gather baseline information on the sites. This process initially involved the creation of a list of consultees in discussion with the Council:

- The Highways Agency
- The Countryside Agency
- The Environment Agency
- English Heritage
- English Nature
- Civil Aviation Authority
- Network Rail

In addition to the above, views were sought from a number of departments within Bedfordshire County Council, including the Waste Planning Authority, Transportation, and Environment Departments.

In general terms it was considered that whilst the consultation responses provided some useful information and a starting point, there was not sufficient information to enable the sites to be ranked in order of preference. It was agreed that a more detailed assessment process was required to undertake this exercise.

Site Visits

Entec's next task was to undertake site visits to determine the condition and nature of the site and surrounding land uses. Particular attention was paid to issues such as the proximity of sensitive land uses and major roads and the likely vehicular access issues. In addition each site was also visited by Entec's landscape architect and where possible an Ecologist, to gather baseline information.

Assessment Criteria

Entec's next task was to develop the criteria that would be used to assess the sites. The starting point for this process was the Regional Sustainable Development Framework for the East of England (RSDF). The main objectives of the East of England RSDF are as follows:

- To achieve sustainable development and prosperity;
- To deliver more sustainable pattern of location and development;
- To protect and maintain our most valuable regional assets;
- To reduce our consumption of fossil fuels;
- To achieve a more equitable sharing of the benefits of prosperity;
- To use natural resources, both finite and renewable, as efficiently as possible;
- To minimise our production of by-products or wastes;
- To avoid using the global environment to underwrite our own unsustainable way of life;
- To revitalise town centres to promote a return to sustainable urban living.

Whilst these objectives covered a broad range of sustainability topics and issues it was felt that they were too broad to demonstrate clear differences between each of the 10 sites. In addition, many of the objectives were not considered to be relevant to waste management.

The following 4 stage process was undertaken to develop a series of objectives that would be more relevant to the assessment of the sites identified by Terence O'Rourke utilising relevant criteria from RSDF where applicable:

Stage 1: Assessment of RSDF objectives

The first stage in the process was to identify the objectives and indicators that were not considered to be relevant to waste management and would therefore not be useful in assessing the sites. RSDF objectives were colour coded, those coded red were discounted from further consideration.

Stage 2: Amendment of Objectives and Indicators

The Stage 1 assessment highlighted some of the objectives and indicators colour coded green required further amendment to make them more relevant to assessment of waste management sites.

Stage 3: Additional Criteria

It was noted that the RSDF objectives and indicators did not contain many of the criteria used by Entec in previous site selection exercises. Additional criteria were added at this stage to provide a more comprehensive assessment framework.

Stage 4: Further Rationalisation and grouping of Criteria

The process identified in stage 1 – 3 resulted in the identification of 61 appraisal criteria. It was agreed that this was too many to undertake an effective appraisal process. Further analysis was undertaken resulting in the identification of a list of 32 appraisal criteria. It was considered that this list of criteria provided a good basis for assessing the social, economic and environmental aspects of the remaining sites.

The Appraisal Matrix

The Appraisal Matrix was developed by Entec from previous appraisal exercises. In order to rank the relative performance of each site against the appraisal criteria a numerical scoring system was developed. A score of between 2 and 10 was allocated for each according to whether it performed very well or badly against the criteria. Lower scores indicated a poorer performance against the criteria.

In addition to the scoring system, the appraisal criteria were also weighted according to their relative importance. The higher the weighting, the more relative importance attached to the particular criteria. Highly weighted criteria were generally those that were considered to be fundamental to the success of the development, or those which it would be difficult to mitigate against if sites performed badly against them. These criteria included issues such as land acquisition considerations, or issues relating to the physical development of the site. The range of weightings applied was 1 to 100. The weightings were generated by Entec and reviewed by the workshop.

The Appraisal Workshop

The appraisal of the 10 potential sites for the IWMMF took place at a workshop session. The purpose of the session was to score each site according to its performance against the appraisal criteria. The workshop was attended by the following key internal consultees from the Council, including representatives

from Waste Management, Planning, Transport and Environmental departments.

- John Gilford, Head of Waste Management Bedfordshire County Council
- David Bevan; Bedfordshire County Council
- Ben Finlayson; Bedfordshire County Council
- Andrew Brown, Bedfordshire County Council
- Clive Beckett, Bedfordshire County Council
- Sarah Blussley, Bedfordshire County Council
- Brian Hamilton, Entec UK Ltd
- James Gleave, Entec UK Ltd
- Kate Proctor Entec UK Ltd

Scores were allocated according to the criteria attached to the scoring system. The application of this scoring system was to a large extent based on the expertise of the group and in some cases subjective judgement. Entec considers that this method of assessment reflected that by its nature, sustainability appraisal is a qualitative process that relies on the expertise of key stakeholders.

It was agreed that there was a need to revisit those criteria relating to Ecology, Bio-diversity, Landscape and Cultural Heritage. These were to be reviewed by BCC's Environment Department and Entec's Landscape Architect and Ecologist, and revised scorings applied. After workshop session, there then followed a further review and modification of the scores by Entec in the light of further research.

Applying the Weightings and Achieving the Rankings

The rankings for each site were calculated in the following manner:

- The appraisal score for each site was multiplied by the weighting to achieve a final weighted score for each site against each criteria.
- All un-weighted and weighted scores were added for all criteria.
- Sites were ranked according to their performance against each other.

Once a ranking had been assigned to each site the initial site selection process was complete and a ranked site list was created.

The Ranked Site List

Un-weighted Scores			Weighted Scores			
Site	Score	Variance	Site	Score	Variance	Difference
1	200	100%	1	10420	100%	Unchanged
2	198	99%	2	9820	94%	Unchanged
3	196	98%	3	9670	93%	Unchanged
4	186	93%	6	9180	88%	+2
5	182	91%	4	9060	87%	-1

6	180	90%	8	9040	87%	+2
7	178	89%	5	8760	84%	-2
8	172	86%	9	8520	82%	+1
9	166	83%	7	8260	79%	-2
10	158	79%	10	7450	71%	Unchanged

Site 1 = Rookery Pit South
Site 8 = Brogborough Landfill

Appendix B – Brogborough Site Map

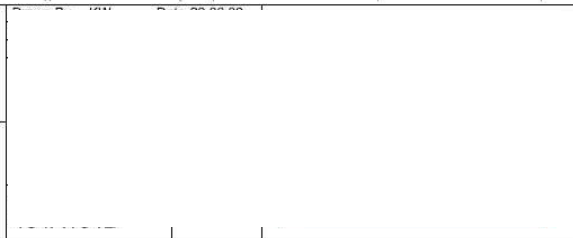


Project:

Brogborough Landfill Site BEAR Option Plan

Legend:

Ownership Boundary	Public Highway to be Closed
Brikleway	Option Area • approx. 40267m ² (9.55 acres)



This page is intentionally left blank

Document is Restricted

This page is intentionally left blank