

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



please ask for Sandra Hobbs
direct line 0300 300 5257
date 13 April 2010

NOTICE OF ANNUAL MEETING

CENTRAL BEDFORDSHIRE COUNCIL

Date & Time

Thursday, 22 April 2010 at 6.30 p.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of CENTRAL BEDFORDSHIRE COUNCIL:

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS MEETING

AGENDA

Prayers

Major Chris Davidson will take prayers.

1. **Apologies**

The Chairman to ask for any apologies received in advance of the meeting.
The Chairman to ask the meeting if there are any other apologies to be recorded.

2. **Outgoing Chairman's Announcements**

To receive announcements from the Chairman of the Council in 2009/10.

3. **Election of Chairman 2010/11**

To elect the Chairman of the Council for the Municipal Year 2010/11. The retiring Chairman will call for nominations for Chairman and each nomination must be seconded. Members may speak in support of the nominations.

(Note: In accordance with Council Procedure Rule No. 20.7, if more than one nomination is received, a vote by show of hands will be conducted).

The appointed Chairman to sign and read out the Declaration of Acceptance of Office.

4. **Election of Vice-Chairman 2010/11**

To elect the Vice-Chairman of the Council for the Municipal Year 2010/11. The Chairman will call for nominations for Vice-Chairman and each nomination must be seconded. Members may speak in support of the nominations.

(Note: In accordance with Council Procedure Rule No. 20.7, if more than one nomination is received, a vote by show of hands will be conducted).

The appointed Vice-Chairman to sign and read out the Declaration of Acceptance of Office.

5. **Minutes**

To approve the minutes of the Council meeting held on 25 February 2010.

(Attached – pages 7 - 29)

6. **Members' Interests**

To receive from Members any declarations and the **nature** thereof in relation to:-

- (a) personal interests in any agenda item
- (b) personal and prejudicial interests in any agenda item.

7. **Chairman's Announcements and Communications**

The Chairman to make any announcements or communications.

8. **Leader of the Council's Announcements and Communications**

The Leader of the Council to make any announcements or communications.

9. **Questions, Statements and Deputations**

To receive any questions, statements and deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of part A4 of the Constitution. (This session will be held at the Chairman's discretion and will normally last no longer than 15 minutes.)

10. **Recommendations from the Executive**

To consider the recommendations from the meeting of the Executive and answer questions asked under Rule No. 12.1.

	Date of Meeting	Page No.
Community Safety Partnership Plan 2010 – 2012	6 April 2010	31 - 32
Communications Strategy	6 April 2010	32 - 33

11. **Recommendation from the Regulation Committee**

To consider the recommendation from the meeting of the Regulation Committee and answer questions asked under Rule No. 12.1.

	Date of Meeting	Page No.
Prohibiting the Consumption of Alcohol in Designated Public Places - Arlesey & Shefford	24 February 2010	35 - 45

12. **Recommendation from the Standards Committee**

To consider the recommendation from the meeting of the Standards Committee and answer questions asked under Rule No. 12.1.

	Date of Meeting	Page No.
Revision of Members' Planning Code of Good Practice	26 February 2010	47 - 69

13. **Recommendations from Constitution Advisory Group**

To consider the recommendations from the meeting of the Constitution Advisory Group and answer questions asked under Rule No. 12.1.

	Date of Meeting	Page No.
Review of Policy Framework	1 April 2010	71 - 73
Variations to the Constitution	1 April 2010	74 - 77

14. **Appointment of Members, Chairmen and Vice-Chairmen to Committees and Other Council Bodies 2010/11**

The report outlines the requirements for appointments to committees and other Council bodies, including political proportionality. Nominations from Group Leaders will be circulated separately.

(Attached – pages 79 to 93)

15. **Composition of the Executive**

The Leader of the Council to report regarding any changes to the composition and responsibilities of the Executive for the coming year.

(Attached – pages 95 to 102)

16. **Scheme of Delegation**

To agree the scheme of delegation as set out at parts E2 and H3 of the Constitution.

Note: The Scheme of Delegation is subject to change following the conclusion of the Senior Management Review. The Monitoring Officer has been authorised by Council at the meeting on 25 February 2010 (minute C/09/76 (e) resolution (3) refers) to make the consequential changes to the Constitution in consultation with the Constitution Advisory Working Group.

17. **Annual Report of the Leader of the Council**

To receive an Annual Report from the Leader of the Council outlining policy priorities for the forthcoming year.

(Report to follow)

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CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **CENTRAL BEDFORDSHIRE COUNCIL** held at Priory House, Monks Walk, Shefford on Thursday, 25 February 2010.

PRESENT

Cllr B J Spurr (Chairman)
Cllr P Hollick (Vice-Chairman)

Cllrs	P N Aldis	Cllrs	Ms A M W Graham	Cllrs	A Northwood
	R A Baker		T Green		Ms J Nunn
	Mrs A Barker		Mrs D B Gurney		P Rawcliffe
	A R Bastable		Mrs C Hegley		A A J Rogers
	P A Blaine		D J Hopkin		J A G Saunders
	D Bowater		J G Jamieson		A Shadbolt
	A D Brown		K Janes		K Sharer
	Mrs C F Chapman MBE		R W Johnstone		P Snelling
	J A E Clarke		D Jones		Miss A Sparrow
	N B Costin		M R Jones		R C Stay
	I Dalgarno		J Kane		J Street
	Mrs R J Drinkwater		Mrs A M Lewis		G Summerfield
	P A Duckett		H J Lockey		A M Turner
	Dr R Egan		S F Male		Mrs C Turner
	A Fahn		K C Matthews		Mrs P E Turner MBE
	Mrs J Freeman		Ms C Maudlin		P F Vickers
	P Freeman		D McVicar		B Wells
	D J Gale		J Murray		P Williams
	M Gibson		Mrs M Mustoe		J N Young
	Mrs S A Goodchild		T Nicols		

Apologies for Absence

Cllrs	R D Berry	Cllrs	Mrs R B Gammons	Cllrs	Mrs J G Lawrence
	L Birt		D J Lawrence		

Officers in Attendance:	Mr G Alderson	–	Director of Sustainable Communities
	Mr M Bowmer	–	Assistant Director Financial Services
	Mr R Carr	–	Chief Executive
	Mr R Ellis	–	Director of Customer and Shared Services
	Mrs E Grant	–	Deputy Chief Executive and Director of Children's Services
	Mr C Heaphy	–	Director of Corporate Resources
	Mrs S Hobbs	–	Democratic Services Officer
	Mrs K John	–	Head of Democratic Services
	Mr T Keaveney	–	Assistant Director Housing Services

Mrs B Morris	– Assistant Director Legal & Democratic Services and Monitoring Officer
Ms M Peaston	– Interim Committee Services Manager

Prayers

Prayers were led by Pam Halliwell, the Lay Reader in the Meppershall Parish.

C/09/66

Minutes

RESOLVED

that the Minutes of the meeting of the Council held on 7 January 2010 be confirmed and signed by the Chairman as a correct record.

C/09/67

Members' Interests

(a) Personal Interests:-

None.

(b) Personal and Prejudicial Interests:-

None.

C/09/68

Chairman's Announcements and Communications

The Chairman announced that Central Bedfordshire Council together with Leighton-Linslade Town Council and the GoCycle project team had received a major cycle-rail integration award on 3 February 2010 at the National Cycle Rail Awards Ceremony at the House of Commons in London. The award was for the Local Government Contribution of the Year for improving and promoting cycling at Leighton Buzzard railway station as part of "Get On Track", which formed part of the Leighton Buzzard Station Travel Plan. The Chairman thanked James Gleave, the Planning and Transport Planner, for his hard work.

The Chairman commented on the major ICT problem that had occurred overnight on Monday 15 February 2010. Officers had worked all hours to restore systems with the Council invoking its Business Continuity Plan to ensure that services could be provided to local people. This had included setting up a temporary website and working with the Health and other partners to ensure they were all aware of the problem and that vulnerable children and adults were protected. By Friday 19 February many of the ICT systems had been restored. Benefit claimants had received their regular payment only one day late and the Council had collected the monthly direct debits, so suffered no loss of income. The Chairman praised Officers working in ICT and other staff for all their hard work in responding to the situation.

The Chairman took the opportunity to thank all the staff in Democratic Services, Electoral & Members' Services and Land Charges for their significant efforts to ensure that the agenda for the Council meeting was produced in time to meet the statutory deadline.

The Chairman advised Members that Clive Heaphy, Director of Corporate Resources, would be leaving Central Bedfordshire Council on 26 February 2010 and wished him well for the future. Clive had joined the Council during the shadow year and produced the Council's first budget. His experience guided the Council through a difficult time in the Council's early life.

C/09/69

Leader of the Council's Communication and Announcements

The Leader reported on the Milton Keynes South Midlands (MKSM) Inter Regional Board.

The Leader also advised Members that refurbishment works had commenced at the Dunstable Office as part of the Your Space project. A Member Task Group was being established to consider Members' facilities.

Members were reminded that a seminar would be held on 3 March 2010 on Outside Bodies. This would enable Members who sat on outside bodies to understand about their liabilities.

C/09/70

Questions, Statements or Deputations

A question from Mr Blackman, Vice-Chairman of the trustees of Buzzer Buses (Dial a Ride) Ltd had been received under Annex 1 of Part A4 of the Constitution as follows:-

"Can the Portfolio Holders for Corporate Resources and Sustainable Communities confirm that they intend to recommend to full Council that the £192,000 per annum grants for community transport be withdrawn for the year 2011/12 and thereafter? If so, how does this align with the first of the Council's current priorities of 'support and caring for an ageing population'?"

The Portfolio Holder for Safer and Stronger Communities also referred to Dial-a-Ride and Link-a-Ride and advised Members that a full review of public transport, including voluntary transport, was being carried out. The Council appreciated the services that these organisations provided.

C/09/71 **Petitions**

In accordance with the Scheme of Public Participation set out in Annex 2 of Part A4 of the Constitution, the Council received notification of two petitions.

The first petition was handed to the Chairman by Councillor Brown with a request for a safe road crossing to be installed in Ampthill Road, Shefford, close to the junction of School Lane. The Portfolio Holder for Safer and Stronger Communities thanked Councillor Brown and advised Members that the petition would be referred to the Traffic Management meeting and the lead petitioner would be advised of the outcome.

The second petition was handed to the Chairman by the Mayor of Sandy with regard to Central Bedfordshire Council providing a public swimming facility in Sandy for the benefit of the people of Sandy and Beeston and the surrounding parishes. The Leader of the Council thanked the Mayor of Sandy and welcomed the petition. The Leader would arrange for the matter to be considered and the Mayor of Sandy advised of the outcome of that consideration.

C/09/72 **Members' Allowances Scheme**

The Council considered a report of the Portfolio Holder for Corporate Resources setting out the recommendations of the Independent Remuneration Panel, following its meetings on 20 November, 7 and 21 December 2009. The Portfolio Holder for Corporate Resources tabled the following motion:-

“that having taken account of the recommendations from the Independent Remuneration Panel and noted the anticipated savings in Special Responsibility Allowances likely to arise following the implementation of revised political management arrangements aligned to the new organisational structure:-

- (a) Members' allowances be frozen at the level set out in the Scheme of Members' Allowances 2009/10 for the financial year 2010/11, subject to the exceptions set out in (b) and (c) below;
- (b) travelling and subsistence levels be reduced to the level of allowances paid to new Central Bedfordshire staff and amended from time to time in line with the recommendations of the National Joint Council for Local Government staff;
- (c) the Dependants' Carers' Allowances be increased from £5.73 to £5.80 per hour for non specialist care, in line with the national minimum hourly rate for workers aged 22 or above and from £17.19 to £17.40 per hour for specialist care; and

- (d) that the Monitoring Officer, in consultation with the Portfolio Holder for Corporate Resources, be authorised to amend the Draft Scheme of Members' Allowances for the year commencing 1 April 2010, as set out in Appendix C to the submitted report, to make the necessary changes arising from the proposals at (a) to (c) above."

In a response to a question, the Portfolio Holder for Corporate Resources advised Members that when claiming travel allowances there were two rates up to and including 451-999cc which was 42.9p per mile, and 1000cc and above which was 47.7p per mile. A comment was made that Members could opt out of claiming their allowances.

A further amendment was proposed and seconded as follows:-

"that the Council adopts a Scheme of Members' Allowances for Central Bedfordshire, for the year commencing 1 April 2010, in accordance with the recommendations of its Independent Remuneration Panel which have been included within the Draft Scheme of Allowances set out in Appendix C to the report."

In accordance with paragraph 20.5 of Part B5 'Full Council Procedure Rules' a recorded vote was requested.

Those in favour of the amendment were Councillors Aldis, Blaine, Dr Egan, Mrs Goodchild, Ms Graham, D Jones, Murray, Northwood, Ms Nunn, Snelling, Summerfield and Williams.

Those against the amendment were Councillors Baker, Mrs Barker, Bastable, Bowater, Brown, Mrs Chapman MBE, Clarke, Costin, Dalgarno, Mrs Drinkwater, Duckett, Fahn, Mrs Freeman, Gale, Gibson, Green, Mrs Gurney, Mrs Hegley, Hollick, Hopkin, Jamieson, Janes, Johnstone, M Jones, Kane, Mrs Lewis, Lockey, Male, Matthews, Ms Maudlin, McVicar, Mrs Mustoe, Nicols, Rawcliffe, Rogers, Saunders, Shadbolt, Sharer, Miss Sparrow, Spurr, Stay, Street, A Turner, Mrs C Turner, Mrs P Turner MBE, Vickers, Wells and Young.

Councillor P Freeman abstained from voting.

The amendment was declared to be **lost** and the motion was then put.

RESOLVED

that having taken account of the recommendations from the Independent Remuneration Panel and noted the anticipated savings in Special Responsibility Allowances likely to arise following the implementation of revised political management arrangements aligned to the new organisational structure:-

- (a) **Members' allowances be frozen at the level set out in the Scheme of Members' Allowances 2009/10 for the financial year 2010/11, subject to the exceptions set out in (b) and (c) below;**

- (b) **travelling and subsistence levels be reduced to the level of allowances paid to new Central Bedfordshire staff and amended from time to time in line with the recommendations of the National Joint Council for Local Government staff;**
- (c) **the Dependants' Carers' Allowances be increased from £5.73 to £5.80 per hour for non specialist care, in line with the national minimum hourly rate for workers aged 22 or above and from £17.19 to £17.40 per hour for specialist care; and**
- (d) **that the Monitoring Officer, in consultation with the Portfolio Holder for Corporate Resources, be authorised to amend the Draft Scheme of Members' Allowances for the year commencing 1 April 2010, as set out in Appendix C to the submitted report, to make the necessary changes arising from the proposals at (a) to (c) above.**

The Leader of the Council took the opportunity to advise Members that the Electoral/Members' Services Manager, Stephen Cooke, was retiring on 26 February 2010. Members presented him with a card from the Council thanking him for his service and guidance over the years. Members wished him a long and happy retirement.

The Chairman allowed Mr Cooke to respond and to thank Members for their best wishes.

C/09/73

Recommendations from the Executive

Executive – 12 January 2010

(a) Treasury Management Strategy

The Council considered a recommendation from the meeting of the Executive held on 12 January 2010 which sought approval of the Treasury Management Policy and the Treasury Management Strategy.

Members noted that since the Executive meeting held on 12 January 2010, a change in advice had been received from CIPFA necessitating a correction to the counterparty list in the Treasury Management Strategy, as the list could not now rely on a single indicator for credit rating counterparties. Additionally, a variation to accommodate the views of the Overview and Scrutiny Committee was also proposed to the section on "Maturity Structure of Borrowing".

The Portfolio Holder for Corporate Resources therefore moved an amended recommendation as set out in the Chairman's Briefing Note.

RESOLVED

1. that the Treasury Management Policy and the Treasury Management Strategy, attached as Appendices A and B to the submitted report, be approved subject to:-

(a) **Maturity Structure of Borrowing**
Appendix B – page 18

(i) **Addition of a new paragraph 11.3 as follows:-**

“The maturity of the Council’s borrowing is profiled in order that no more than 20% matures in any one financial year”; and

(ii) **Deletion of Table 11 and renumbering of Table 12 as Table 11.**

(b) **Counterparty list**
Appendix D – page 23

(i) **Delete the following:-**

“For credit rated counterparties, the minimum criteria will be the highest short term and a long term rating (equivalent to AA- or higher) assigned by various agencies which may include Moody’s Investor Services, Standards and Poor’s, Fitch rating.”

(ii) **Replace with the following:-**

“With credit rated counterparties, the minimum criteria will be the highest short term and a long term rating (equivalent to A+ or higher) assigned by Moody’s Investor Services, Standards & Poor’s, Fitch rating and either have access to the UK Government’s Credit Guarantee Scheme or are systemically important to the sovereign state’s economy.”

2. that the CIPFA Treasury Management in the Public Services Code of Practice 2009 and The Prudential Code for Capital Finance in Local Authorities, be adopted.

(b) **Review and Refresh of the Local Area Agreement**

The Council considered a recommendation from the meeting of the Executive held on 9 February 2010 which sought approval of the revised Local Area Agreement targets.

RESOLVED

1. **that the revised Local Area Agreement (LAA) target being proposed by Central Bedfordshire Council for National Indicator 152 working age people on out of work benefits, as detailed in paragraph 12 of the submitted report, be approved; and**
2. **that the revised LAA targets being proposed by Central Bedfordshire Council for National Indicator 154 Net Additional Homes Provided, as detailed in paragraphs 13 and 14 of the submitted report, be approved.**

(c) Capital Programme 2010/11 to 2014/15

The Council considered a recommendation from the meeting of the Executive held on 9 February 2010 which sought the approval of the Capital Programme 2010/11 to 2014/15.

In particular Members raised the following matters:-

- Section 106 funding was provided for a lower school as part of the southern Leighton Buzzard development which was due to be built in 2010. A concern was raised that due to the delay in developing the houses in this area, this would lead to delay in developing a lower school and that the funding in the Section 106 Agreement would be lost. Members were advised that a review was being carried out looking at the legacy authorities' Section 106 Agreements
- a request was made that as well as the rescheduled scheme for the extension of Sandy Sports and Recreation Centre, that Stotfold Leisure Centre should be considered. It was noted that this would be included in the review and
- assurance was requested that funding for the building works to be carried out at Tithe Farm Lower School, Houghton Regis would go ahead. The Portfolio Holder for Children's Services advised that she would supply the Member concerned with a written response.

RESOLVED

1. **the Capital Programme 2010/11 to 2014/15 as submitted to the Executive report be approved, subject to:-**
 - (a) **all borrowing associated with the Capital Programme being kept to the minimum necessary, with a target of achieving at least 20% reduction in borrowing; and**

- (b) reducing the value of the scheme known as 'ICT Infrastructure' in the 2010/11 starts by £247,000 and substituting it, to the same value, with the scheme known as 'Timberlands Travellers Site' from the reserve listing;
- 2. that the future resourcing issues and risks associated with the delivery of a robust Capital Programme beyond 2011/12 be noted;
- 3. the Housing Revenue Account Capital Programme as set out at Appendix F to the Executive report, be approved;
- 4. that, having taken account of the comments of the Corporate Resources Overview and Scrutiny Committee:-
 - (a) a further review of the Capital Programme should be undertaken at the end of the first quarter of the next financial year with the objective of minimising the borrowing impact during 2011/12; and
 - (b) that as part of the review referred to in (a) above:-
 - (i) the comments of the Overview and Scrutiny Committees relating to capital projects should be addressed; and
 - (ii) the position regarding the scheme for the extension of Sandy Sports and Recreation Centre should be considered.
- (d) **Medium Term Financial Plan and Budget 2010/11 to 2014/15**

In advance of the consideration of this matter, the Chairman advised that under the provision of Rule No. 5 of the Council Procedure Rules he wished to vary the order of business to enable the recommendation set out in Minute E/09/173 to be taken in conjunction with item 18 on the agenda on the subject of the Council Tax 2010/11.

The Council considered a recommendation from the meeting of the Executive held on 9 February 2010 which sought approval of the Medium Term Financial Plan and Budget for 2010/11 to 2014/15. The Leader introduced the recommendation, commenting that it was important to restore the Council's reserves to be able to respond to unexpected events; that services must be delivered; and that the Council must embrace localism.

The Portfolio Holder for Corporate Resources proposed the Revenue Budget 2010/11 and the Medium Term Financial Plan 2010/11 to 20104/15. A revised Housing Revenue Account (HRA) Summary and Council Tax Resolution report was tabled at the meeting, to correct a number of errors in the banding calculations.

In his introduction, the Portfolio Holder for Corporate Resources made a number of points. He drew attention to the need to face the results of the worst recession in living memory together with drastically reduced investment income arising from plummeted interest rates. He advised that the true cost of Adult Social Care was £5.1 million greater than had been projected. He drew attention to the need for reserves at the minimum level of £4.9 million. He indicated that consultation was underway over some of the proposed efficiency savings and that there may be a need to make some adjustments to reflect the outcome of those consultations. It was noted that savings of £12 million would nonetheless be required to balance the budget.

Following debate, it was

RESOLVED

- (a) that the Revenue Budget for 2010/11 and the Medium Term Financial Plan 2010/11 to 2014/15 as set out in Appendix A of the submitted report to the Executive, be approved;**
- (b) that the requirement to achieve targeted efficiency savings of £12.074m be noted and that the Corporate Management Team be instructed to implement these savings, or to propose compensatory savings, where any specific proposal now identified could be delivered;**
- (c) that the Council Tax Base for 2010/11 as set out in Appendix E to the Executive report, be noted;**
- (d) that the Band D Council Tax for 2010/11 be set at:-**
 - (i) £1,308.33 for residents in the north of Central Bedfordshire (ie: within the area of the former Mid Bedfordshire District Council as listed in Appendix E (i)); and**
 - (ii) £1,344.15 for residents in the south of Central Bedfordshire (ie; within the area of the former South Bedfordshire District Council as listed in Appendix E (i));**
- (e) that the Housing Revenue Account Business Plan as set out in Appendix I including the revised HRA Summary tabled at the meeting, be approved;**

- (f) that delegated authority be given to the Portfolio Holder for Housing, in consultation with the Director of Social Care, Health and Housing, to amend the rent increase accordingly, in the event of the final HRA rent/subsidy determination being amended;
- (g) that, having taken into account the views of the Corporate Resources Overview and Scrutiny Committee, any additional savings being identified over and above those already included within the Revenue Budget now submitted:-
 - (i) should be separately identified;
 - (ii) should not be retained within the service budget within which the savings originated, but should be returned to reserves and the original service budget adjusted accordingly; and
 - (iii) should not be utilised without the approval of the Executive;
- (h) that the Council Tax resolution set out in Appendix A to the minutes, be approved.

(e) The Gambling Act 2005 – Gambling Policy

The Council considered a recommendation from the meeting of the Executive held on 9 February 2010 which proposed a Statement of Principles Policy under the Gambling Act 2005.

RESOLVED

1. that the Gambling Act 2005, 'Statement of Principles' policy, as attached to the submitted report, be adopted; and
2. that delegated authority be given to the Director of Sustainable Communities, in consultation with the Portfolio Holder for Safer and Stronger Communities, to undertake any necessary minor amendments to the policy prior to its publication.

C/09/74

Recommendations from the Licensing Committee

The Council considered a recommendation from the meeting of the Licensing Committee held on 13 January 2010 which sought approval of the Licensing Policy.

RESOLVED

that the Licensing Policy attached at Appendix A to the submitted report, be adopted.

C/09/75

Recommendations from the Regulation Committee

The Council considered a recommendation from the meeting of the Regulation Committee held on 13 January 2010 which sought the approval of a single taxi licensing area for the Central Bedfordshire area and approval of the new Hackney Carriage byelaws.

In a response to a query, the Portfolio Holder for Safer and Stronger Communities advised Members that a parking policy review was being carried out.

RESOLVED

1. that a single taxi licensing area for Central Bedfordshire, be approved; and
2. that the new set of Hackney Carriage byelaws, attached at Appendix A to the submitted report be approved for implementation from 1 April 2010.

C/09/76

Recommendations from the Constitution Advisory Group

Constitution Advisory Group – 25 January 2010

(a) Change of Procurement Thresholds

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 25 January 2010 proposing changes to procurement thresholds and processes in the Code of Procurement Governance.

RESOLVED

that the procurement thresholds and processes in the Code of Procurement Governance be amended as listed below, whilst steering officers into using both Central Bedfordshire Council's corporate contracts and framework agreements (contracts) set up by other councils and consortia. The process to be as follows:-

Step 1:

Always use Central Bedfordshire Council corporate contracts or Consortium framework agreements (as listed on the internet) where they already exist. Where they do not, the following rules apply:

Step 2:

- up to £2,000 - seek best value or two quotations
- £2,001 to £20,000 – 3 written quotations demonstrating best value (based on price and quality)
- £20,000 to £59,999 – 3-5 written quotations by sealed bid
- £60,000 to EU threshold – invite 5 tenders, advertised and by sealed bid
- above EU threshold (works £3,927,260, supplies and services £156,442) must be advertised in OJEU and 5 written tenders must be invited (mandatory new EU law).

(b) Members' Acceptable Use Policy

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 25 January 2010 that the new Members' Acceptable Use Policy (ICT), as approved by the Executive on 13 October 2009, not be included in the Constitution but instead be maintained in the Councillors' Guide.

RESOLVED

that the Constitution should make reference to the new Members' Acceptable Use Policy (ICT) but the document should be maintained in the Councillors' Guide and not the Constitution.

(c) Delegated Authority for the Appointment of Assistant Directors

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 25 January 2010 proposing an amendment to the Constitution to allow for the Head of Paid Service (or delegated Director) to appoint Assistant Directors.

Members noted that this issue had been considered at a meeting of the General Purposes Committee on 10 February 2010, but that the Advisory Group stood by its original recommendation to Council.

The following amendment was proposed and seconded:-

- “1. that the authority to appoint posts at Assistant Director level is delegated to the Head of Paid Service together with the relevant Director, subject to recommendation 2 below;
2. that the period of delegation to the Head of Paid Service and relevant Director is for no more than 6 months, or until such time as the Head of Paid Service reports to the Committee on the outcome of the Review of the Senior Management Structure, whichever is the sooner; and

3. that the posts of S151 Officer and Monitoring Officer remain at Assistant Director level or above and that these appointments continue to be made by the Appointments Sub-Committee.”

This amendment was **lost**.

The substantive motion was then put to the vote and it was

RESOLVED

1. **that, subject to resolution 2 below, authority to appoint posts at Assistant Director level be delegated to the Head of Paid Service, together with the relevant Director and that sections E2 (8.1.1), F4 (5.1.4), H3 (3.2.1.3) and H4 of the Constitution be amended accordingly; and**
2. **that in the event of the posts of S151 Officer and Monitoring Officer being at Assistant Director level, these will nonetheless be retained as appointments made by members of the Council.**

(c) Efficiencies – Executive Business

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 25 January 2010 proposing that the minutes of the Audit Committee and Key Decisions taken by an individual Portfolio Holder, committee of the Executive or officer, should no longer be reported to meetings of the Executive. Members noted that the minutes of the Audit Committee and notices of delegated decisions were as a matter of course published on the Council’s website.

RESOLVED

that Minutes of the Audit Committee and Key Decisions taken by an individual Portfolio Holder, committee of the Executive or officer, no longer be reported to meetings of the Executive, and that part C4 paragraphs 10.1.8 and 10.1.11 of the Constitution be amended accordingly.

(d) Delegations to Officers

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 25 January 2010 with regard to transferring delegations from the Director for Children, Families and Learning to the Director for Sustainable Communities.

RESOLVED

that the following delegations be transferred from the Director for Children, Families and Learning to the Director for Sustainable Communities and that Part H3 of the Constitution be amended accordingly:-

4.4.15	To carry out the functions of the Council in respect of public rights of way, including the exercise of the Council's powers and duties under the Wildlife and Countryside Act 1981, the Highways Act 1980, Sections 257 and 258 of the Town and Country Planning Act 1990 (including the maintenance, protection, enforcement, extinguishments, creation, diversion and modification of public rights of way) and the making of road traffic regulation orders in respect of public rights of way.	Subject to consultation with the relevant ward Member, and subject to the Director's power to authorise the making of orders in respect of public rights of way applying only in so far as no significant objection has been made to the application, proposal or matter concerned.
4.4.17	To carry out the functions of the Council in respect of Commons, Town and Village Greens and the countryside.	Subject to prior consultation with the Assistant Director, Legal and Democratic in so far as functions relate to enforcement action and instituting legal proceedings.

Constitution Advisory Group – 15 February 2010

(e) Review of the Overview and Scrutiny Arrangements

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 15 February 2010 with regard to revising the Overview and Scrutiny arrangements.

RESOLVED

1. to amend the Overview and Scrutiny structure to provide for four committees which mirror the Council's organisation structure with effect from the Council's annual meeting on 22 April 2010;

2. as a consequence of recommendation 1 above, to dissolve the Business Transformation and Corporate Resources Overview and Scrutiny Committees and establish a Customer and Central Services Overview and Scrutiny Committee with terms of reference which are an amalgamation of the previous two committees;
3. to authorise the Monitoring Officer in consultation with the Constitution Advisory Group to make the necessary consequential arrangements to the Constitution arising from recommendations 1 and 2 above; and
4. that the Organisational Structure diagram should be removed from the Constitution and kept up to date on the Council's website and in the Councillors' Guide.

(f) Scheme of Delegation to Officers

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 15 February 2010 with regard to amending the Scheme of Delegation to Officers.

RESOLVED

1. that the following upper financial limit should be imposed on the delegation set out at Section H3 paragraph 4.6.31, namely, "to settle on appropriate terms any litigation or claim made by or against the Council", as follows:-

Financial Threshold	Approval by
Up to £200,000 (ie Key Decision threshold)	Assistant Director Legal and Democratic
£200,000 - £500,000 (in line with the new delegations to individual Portfolio Holders)	Portfolio Holder for Corporate Resources, in consultation with the relevant Portfolio Holder and Assistant Director Legal and Democratic

Financial Threshold	Approval by
£500,000 and above	Leader of the Council, in consultation with the Portfolio Holder for Corporate Resources, relevant Portfolio Holder and Assistant Director Legal and Democratic
(Note: Delegations to individual Portfolio Holders are subject to approval by the Leader of the Council.)	

2. that the Constitution be amended to provide that the delegations agreed by the Leader of the Council do not need to be reported to Executive or Council as they are advised to all Members as and when they occur.

C/09/77 Decisions Taken by the Leader of the Council

Members noted the changes to delegations made by the Leader of the Council in accordance with paragraph 1.4 of Part C4 of the Constitution.

C/09/78 Report of the Bedfordshire Police Authority

A report from the meeting of the Bedfordshire Police Authority held on 12 February 2010 was submitted.

Councillor Hollick, representative of the Police Authority, elaborated on some of the issues in the submitted report. In particular he advised Members that Councillor Ms Graham had withdrawn her resignation from the Police Authority.

RESOLVED

that the report be received.

C/09/79 Appointment to the Police Authority

Members noted that this item had been withdrawn as there was no longer a vacancy on the Police Authority as Councillor Ms Graham had withdrawn her resignation.

C/09/80 Written Questions (if any)

No written questions had been received from Members of the Council under Rule No. 12.2.

C/09/81

Oral Questions

The Chairman presided over oral questions asked of the Leader, Deputy Leader, Portfolio Holders, the Chairman of a Committee or a Member representing the Bedfordshire Police Authority or the Bedfordshire and Luton Combined Fire Authority under Council Procedure Rule 12.7.

- 1) Councillor Ms Graham asked a question about the consultation exercise being carried out on the Local Development Framework.

The Portfolio Holder for Sustainable Development advised Members that the Council was following the correct procedure. Councillor Ms Graham asked a supplementary question and the Portfolio Holder for Sustainable Development explained that residents could respond to the consultation in writing.

- 2) Councillor Aldis asked a question about the failure of the ICT system.

The Portfolio Holder for Corporate Resources advised Members that a full review was being carried out.

- 3) Councillor Dr Egan asked a question about a letter received on the proposed merger of Hitchmead Foundation Special School and Sunnyside Special School.

The Portfolio Holder for Children's Services had not seen a copy of this letter and would respond directly to Councillor Dr Egan.

- 4) Councillor Blaine asked a question about comments made by Sir Nicholas Winterton MP concerning MPs travel arrangements in comparison to those of local councillors.

The Leader confirmed that she would write to Sir Nicholas Winterton MP.

- 5) Councillor Aldis asked a question about the land at Beeston being allocated as allotments for residents of Sandy.

The Portfolio Holder for Corporate Resources advised Members that the Executive would be considering a report on surplus assets which would include the site in question. Councillor Aldis responded with a supplementary question that he hoped that the countryside land would not be used for housing.

- 6) Councillor Blaine asked a question about the new Sainsbury's filling station at Biggleswade not providing a LPG pump.

The Portfolio Holder for Safer and Stronger Communities advised Members that the Council had no control over how Sainsbury's develops their filling stations. The Portfolio Holder for Economic Growth and Regeneration advised that discussions were taking place with Milton Keynes Council regarding low carbon vehicles.

C/09/82 **Motions (if any)**

No motions had been received from Members of the Council under Rule No. 16.

C/09/83 **Council Tax 2010/11**

This item had been dealt with in conjunction with Minute no. C/09/73 (d).

C/09/84 **Designation of Interim Chief Finance/ Section 151 Officer and revision of the Constitution**

The Council considered a report of the Leader of the Council that requested the Council to designate a post to fulfil the role of Chief Finance/Section 151 Officer on an interim basis with effect from 27 February 2010. The report also sought delegated authority to enable the Monitoring Officer to amend the Constitution to reflect the proposed new directorates structure.

RESOLVED

1. **that the post of Assistant Director, Financial Services be designated as Chief Finance Officer (Section 151 Officer) on an interim basis with effect from 27 February 2010, pending the permanent designation of a new post as Chief Finance Officer, following the completion of the Senior Management Review; and**
2. **that following ratification of the revised Senior Management Structure by the Executive, the Monitoring Officer, after consultation with the Constitution Advisory Group, be authorised to amend the Constitution as necessary to reflect the amended Directorates structure and the allocation of functions within those Directorates.**

C/09/85 **Calendar of Meetings 2010/11**

The Council considered the report of the Portfolio Holder for Corporate Resources which sought approval of the Calendar of Meetings for the 2010/11 Municipal Year. The Portfolio Holder for Corporate Resources advised Members that further consultation was required and he moved the following recommendation:-

1. that with regard to the Calendar of Meetings for the period ending May 2010:-
 - (a) a meeting of the Customer and Central Services Overview and Scrutiny Committee be organised for 26 April 2010 (the date scheduled in the current calendar for a meeting of Corporate Resources Overview and Scrutiny Committee);

- (b) a meeting of the Customer and Central Services Overview and Scrutiny Committee be organised for 17 May 2010 (the date scheduled in the current Calendar for a meeting of the Business Transformation Overview and Scrutiny Committee);
 - (c) the meeting of the Corporate Resources Overview and Scrutiny Committee scheduled for 24 May 2010 be deleted; and
2. that the Calendar of Meetings 2010/11, as now submitted at Appendix A (version 2 as set out in the Chairman's Briefing Note), be approved in principle but that the Monitoring Officer, in consultation with the Portfolio Holder for Corporate Resources and the Chairmen of the Overview and Scrutiny Committees, be authorised to adjust the Calendar, as required, to facilitate the workflow between the Overview and Scrutiny Committees and the Executive.

This motion was put to the vote and it was

RESOLVED

- 1. **that with regard to the Calendar of Meetings for the period ending May 2010:-**
 - (a) **a meeting of the Customer and Central Services Overview and Scrutiny Committee be organised for 26 April 2010 (the date scheduled in the current calendar for a meeting of Corporate Resources Overview and Scrutiny Committee);**
 - (b) **a meeting of the Customer and Central Services Overview and Scrutiny Committee be organised for 17 May 2010 (the date scheduled in the current Calendar for a meeting of the Business Transformation Overview and Scrutiny Committee);**
 - (c) **the meeting of the Corporate Resources Overview and Scrutiny Committee scheduled for 24 May 2010 be deleted; and**
- 2. **that the Calendar of Meetings 2010/11, as now submitted at Appendix A (version 2 as set out in the Chairman's Briefing Note), be approved in principle but that the Monitoring Officer, in consultation with the Portfolio Holder for Corporate Resources and the Chairmen of the Overview and Scrutiny Committees, be authorised to adjust the Calendar, as required, to facilitate the workflow between the Overview and Scrutiny Committees and the Executive.**

(Note: The meeting commenced at 6.30 p.m. and concluded at 9.45 p.m.)

COUNCIL TAX RESOLUTION 2010/2011

1. That the following amounts be calculated in accordance with Sections 32 and 36 of the Local Government Finance Act 1992:

		AUTHORITY	MID BEDS AREA	SOUTH BEDS AREA
a	Aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a to e) of the Act (Budget expenditure, transfers to reserves and town & parish precepts)	376,443,613		
b	Aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a to c) of the Act (Budget income and grants)	190,911,760		
c	The amount by which the aggregate at 1(a) above exceeds the aggregate at 1(b) above, calculated by the Council in accordance with Section 32(4) of the Act (Budget requirement for the year)	185,531,853		
d	Aggregate of the sums which the Council estimates for 2010/11 will be payable into its General Fund in respect of:			
i	Formula Grant	50,714,103		
ii	The amount that the Council estimates will be transferred to its General Fund from its Collection Fund in respect of the estimated surplus on its Collection Fund for 2010/11 (including prior year adjustments)	170,000		
		50,884,103		
e	The amount at 1(c) (Budget requirement for the year)	185,531,853		
	Less the amount at 1(d)	50,884,103		
	Net Budget Requirement for the Year	134,647,750	70,655,385	63,992,365

	Divided by the Council Tax Base (calculated in accordance with Section 33(1) of the Act) as approved by Executive on 9 th February 2010 (95,206) equals the basic amount of its Council Tax for 2010/11.	£1,414.28	£1,385.07	£1,447.99
f	Aggregate of all special items referred to in Section 34(1) of the Act (town & parish precepts)	8,503,797	3,914,640	4,589,157
g	The amount at 1(e) above	£1,414.28	£1,385.07	£1,447.99
	Less the amount at 1(f) above divided by the Council Tax Base of 95,206	£86.32	£76.74	£103.84
h	Equals the basic amount of its Council Tax for 2010/11 for dwellings in those parts of the area to which no special item relates (calculated in accordance with Section 34(2) of the Act)	£1,324.96	£1,308.33	£1,344.15

i	The amounts shown in the schedule to these minutes in the column "Band D", lines (b), being the amounts given by adding to that amount in 1(h) above, the amounts of special items relating to dwellings in those parts of the Council's area shown in the schedule divided in each case by the tax base for the relevant area calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amount of its Council tax for 2010/11 for dwellings in those parts of its area to which the special items relate.
J	The amounts shown in the schedule to these minutes, lines (b), being the amounts given by multiplying the amounts at 1(h) and 1(i) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as amounts to be taken into account for 2010/11, in respect of the categories of dwellings listed in the different valuation bands.

2. That the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2010/11 for each part of its area and for each of the categories of dwellings.

Valuation Bands							
CENTRAL BEDFORDSHIRE COUNCIL – MID BEDS AREA							
A	B	C	D	E	F	G	H
£872.22	£1,017.59	£1,162.96	£1,308.33	£1,599.07	£1,889.81	£2,180.55	£2,616.66
CENTRAL BEDFORDSHIRE COUNCIL - SOUTH BEDS AREA							
A	B	C	D	E	F	G	H
£896.10	£1,045.45	£1,194.80	£1,344.15	£1,642.85	£1,941.55	£2,240.25	£2,688.30
BEDFORDSHIRE POLICE AUTHORITY							
A	B	C	D	E	F	G	H
£96.51	£112.60	£128.68	£144.77	£176.94	£209.11	£241.28	£289.54
BEDFORDSHIRE & LUTON FIRE & RESCUE AUTHORITY							
A	B	C	D	E	F	G	H
£54.96	£64.12	£73.28	£82.44	£100.76	£119.08	£137.40	£164.88
AGGREGATE OF COUNCIL TAX REQUIREMENTS – MID BEDS AREA							
A	B	C	D	E	F	G	H
£1,023.69	£1,194.31	£1,364.92	£1,535.54	£1,876.77	£2,218.00	£2,559.23	£3,071.08
AGGREGATE OF COUNCIL TAX REQUIREMENTS – SOUTH BEDS AREA							
A	B	C	D	E	F	G	H
£1,045.57	£1,222.17	£1,396.76	£1,571.36	£1,920.55	£2,269.74	£2,618.93	£3,142.72

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COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

2010/11	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Central Bedfordshire Council								
Former MBDC	872.22	1017.59	1162.96	1308.33	1599.07	1889.81	2180.55	2616.66
Former SBDC	896.10	1045.45	1194.80	1344.15	1642.85	1941.55	2240.25	2688.30
Bedfordshire Police Authority	96.51	112.60	128.68	144.77	176.94	209.11	241.28	289.54
Beds & Luton & Fire Authority	54.96	64.12	73.28	82.44	100.76	119.08	137.40	164.88
Town/Parish only (a)								
Town/Parish & Area (b)								
Total including Police & Fire (c)								
Amphill (a)	118.82	138.62	158.43	178.23	217.84	257.44	297.05	356.46
(b)	991.04	1156.21	1321.39	1,486.56	1816.91	2147.25	2477.60	2973.12
(c)	1142.51	1332.93	1523.35	1,713.77	2094.61	2475.45	2856.28	3427.54
Arlesey (a)	59.31	69.19	79.08	88.96	108.73	128.50	148.27	177.92
(b)	931.53	1086.78	1242.04	1,397.29	1707.80	2018.31	2328.82	2794.58
(c)	1083.00	1263.50	1444.00	1,624.50	1985.50	2346.50	2707.50	3249.00
Aspley Guise (a)	20.70	24.15	27.60	31.05	37.95	44.85	51.75	62.10
(b)	892.92	1041.74	1190.56	1,339.38	1637.02	1934.66	2232.30	2678.76
(c)	1044.39	1218.46	1392.52	1,566.59	1914.72	2262.85	2610.98	3133.18
Aspley Heath (a)	14.53	16.96	19.38	21.80	26.64	31.49	36.33	43.60
(b)	886.75	1034.55	1182.34	1,330.13	1625.71	1921.30	2216.88	2660.26
(c)	1038.23	1211.26	1384.30	1,557.34	1903.42	2249.49	2595.57	3114.68
Astwick (a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(b)	872.22	1017.59	1162.96	1,308.33	1599.07	1889.81	2180.55	2616.66
(c)	1023.69	1194.31	1364.92	1,535.54	1876.77	2218.00	2559.23	3071.08
Barton Le Clay (a)	41.55	48.47	55.40	62.32	76.17	90.02	103.87	124.64
(b)	937.65	1093.92	1250.20	1,406.47	1719.02	2031.57	2344.12	2812.94
(c)	1089.12	1270.64	1452.16	1,633.68	1996.72	2359.76	2722.80	3267.36
Battlesden (a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(b)	872.22	1017.59	1162.96	1,308.33	1599.07	1889.81	2180.55	2616.66
(c)	1023.69	1194.31	1364.92	1,535.54	1876.77	2218.00	2559.23	3071.08
Biggleswade (a)	70.93	82.76	94.58	106.40	130.04	153.69	177.33	212.80
(b)	943.15	1100.35	1257.54	1,414.73	1729.11	2043.50	2357.88	2829.46
(c)	1094.63	1277.06	1459.50	1,641.94	2006.82	2371.69	2736.57	3283.88
Billington (a)	22.47	26.22	29.96	33.71	41.20	48.69	56.18	67.42
(b)	918.57	1071.67	1224.76	1,377.86	1684.05	1990.24	2296.43	2755.72
(c)	1070.05	1248.39	1426.73	1,605.07	1961.75	2318.43	2675.12	3210.14
Blunham (a)	22.27	25.99	29.70	33.41	40.83	48.26	55.68	66.82
(b)	894.49	1043.58	1192.66	1,341.74	1639.90	1938.07	2236.23	2683.48
(c)	1045.97	1220.29	1394.62	1,568.95	1917.61	2266.26	2614.92	3137.90
Brogborough (a)	45.83	53.47	61.11	68.75	84.03	99.31	114.58	137.50
(b)	918.05	1071.06	1224.07	1,377.08	1683.10	1989.12	2295.13	2754.16
(c)	1069.53	1247.78	1426.04	1,604.29	1960.80	2317.31	2673.82	3208.58
Caddington (a)	30.91	36.06	41.21	46.36	56.66	66.96	77.27	92.72
(b)	927.01	1081.51	1236.01	1,390.51	1699.51	2008.51	2317.52	2781.02
(c)	1078.48	1258.23	1437.97	1,617.72	1977.21	2336.71	2696.20	3235.44
Campton/Chicksands (a)	18.61	21.71	24.81	27.91	34.11	40.31	46.52	55.82
(b)	890.83	1039.30	1187.77	1,336.24	1633.18	1930.12	2227.07	2672.48
(c)	1042.30	1216.02	1389.73	1,563.45	1910.88	2258.32	2605.75	3126.90
Chalgrave (a)	19.82	23.12	26.43	29.73	36.34	42.94	49.55	59.46
(b)	915.92	1068.57	1221.23	1,373.88	1679.19	1984.49	2289.80	2747.76
(c)	1067.39	1245.29	1423.19	1,601.09	1956.89	2312.69	2668.48	3202.18
Chalton (a)	31.75	37.04	42.33	47.62	58.20	68.78	79.37	95.24
(b)	927.85	1082.49	1237.13	1,391.77	1701.05	2010.33	2319.62	2783.54
(c)	1079.32	1259.21	1439.09	1,618.98	1978.75	2338.53	2698.30	3237.96
Clifton (a)	20.01	23.34	26.68	30.01	36.68	43.35	50.02	60.02
(b)	892.23	1040.93	1189.64	1,338.34	1635.75	1933.16	2230.57	2676.68
(c)	1043.70	1217.65	1391.60	1,565.55	1913.45	2261.35	2609.25	3131.10
Clophill (a)	20.35	23.75	27.14	30.53	37.31	44.10	50.88	61.06
(b)	892.57	1041.34	1190.10	1,338.86	1636.38	1933.91	2231.43	2677.72
(c)	1044.05	1218.05	1392.06	1,566.07	1914.09	2262.10	2610.12	3132.14
Cranfield (a)	35.83	41.81	47.78	53.75	65.69	77.64	89.58	107.50
(b)	908.05	1059.40	1210.74	1,362.08	1664.76	1967.45	2270.13	2724.16

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

2010/11		Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
	(c)	1059.53	1236.11	1412.70	1,589.29	1942.47	2295.64	2648.82	3178.58
Dunstable	(a)	93.10	108.62	124.13	139.65	170.68	201.72	232.75	279.30
	(b)	989.20	1154.07	1318.93	1,483.80	1813.53	2143.27	2473.00	2967.60
	(c)	1140.67	1330.79	1520.90	1,711.01	2091.23	2471.46	2851.68	3422.02
Dunton	(a)	36.59	42.68	48.78	54.88	67.08	79.27	91.47	109.76
	(b)	908.81	1060.27	1211.74	1,363.21	1666.15	1969.08	2272.02	2726.42
	(c)	1060.28	1236.99	1413.71	1,590.42	1943.85	2297.27	2650.70	3180.84
Eaton Bray	(a)	27.66	32.27	36.88	41.49	50.71	59.93	69.15	82.98
	(b)	923.76	1077.72	1231.68	1,385.64	1693.56	2001.48	2309.40	2771.28
	(c)	1075.23	1254.44	1433.64	1,612.85	1971.26	2329.67	2688.08	3225.70
Edworth	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	872.22	1017.59	1162.96	1,308.33	1599.07	1889.81	2180.55	2616.66
	(c)	1023.69	1194.31	1364.92	1,535.54	1876.77	2218.00	2559.23	3071.08
Eggington	(a)	29.63	34.56	39.50	44.44	54.32	64.19	74.07	88.88
	(b)	925.73	1080.01	1234.30	1,388.59	1697.17	2005.74	2314.32	2777.18
	(c)	1077.20	1256.73	1436.27	1,615.80	1974.87	2333.93	2693.00	3231.60
Eversholt	(a)	15.03	17.54	20.04	22.55	27.56	32.57	37.58	45.10
	(b)	887.25	1035.13	1183.00	1,330.88	1626.63	1922.38	2218.13	2661.76
	(c)	1038.73	1211.85	1384.97	1,558.09	1904.33	2250.57	2596.82	3116.18
Everton	(a)	32.26	37.64	43.01	48.39	59.14	69.90	80.65	96.78
	(b)	904.48	1055.23	1205.97	1,356.72	1658.21	1959.71	2261.20	2713.44
	(c)	1055.95	1231.95	1407.94	1,583.93	1935.91	2287.90	2639.88	3167.86
Eyeworth	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	872.22	1017.59	1162.96	1,308.33	1599.07	1889.81	2180.55	2616.66
	(c)	1023.69	1194.31	1364.92	1,535.54	1876.77	2218.00	2559.23	3071.08
Flitton/Greenfield	(a)	22.41	26.15	29.88	33.62	41.09	48.56	56.03	67.24
	(b)	894.63	1043.74	1192.84	1,341.95	1640.16	1938.37	2236.58	2683.90
	(c)	1046.11	1220.46	1394.81	1,569.16	1917.86	2266.56	2615.27	3138.32
Flitwick	(a)	85.93	100.26	114.58	128.90	157.54	186.19	214.83	257.80
	(b)	958.15	1117.85	1277.54	1,437.23	1756.61	2076.00	2395.38	2874.46
	(c)	1109.63	1294.56	1479.50	1,664.44	2034.32	2404.19	2774.07	3328.88
Gravenhurst	(a)	37.61	43.88	50.15	56.42	68.96	81.50	94.03	112.84
	(b)	909.83	1061.47	1213.11	1,364.75	1668.03	1971.31	2274.58	2729.50
	(c)	1061.31	1238.19	1415.08	1,591.96	1945.73	2299.50	2653.27	3183.92
Harlington	(a)	76.87	89.68	102.49	115.30	140.92	166.54	192.17	230.60
	(b)	949.09	1107.27	1265.45	1,423.63	1739.99	2056.35	2372.72	2847.26
	(c)	1100.56	1283.99	1467.41	1,650.84	2017.69	2384.55	2751.40	3301.68
Haynes	(a)	26.22	30.59	34.96	39.33	48.07	56.81	65.55	78.66
	(b)	898.44	1048.18	1197.92	1,347.66	1647.14	1946.62	2246.10	2695.32
	(c)	1049.91	1224.90	1399.88	1,574.87	1924.84	2274.81	2624.78	3149.74
Heath & Reach	(a)	27.05	31.56	36.07	40.58	49.60	58.62	67.63	81.16
	(b)	923.15	1077.01	1230.87	1,384.73	1692.45	2000.17	2307.88	2769.46
	(c)	1074.63	1253.73	1432.84	1,611.94	1970.15	2328.36	2686.57	3223.88
Henlow	(a)	46.35	54.08	61.80	69.53	84.98	100.43	115.88	139.06
	(b)	918.57	1071.67	1224.76	1,377.86	1684.05	1990.24	2296.43	2755.72
	(c)	1070.05	1248.39	1426.73	1,605.07	1961.75	2318.43	2675.12	3210.14
Hockliffe	(a)	27.15	31.68	36.20	40.73	49.78	58.83	67.88	81.46
	(b)	923.25	1077.13	1231.00	1,384.88	1692.63	2000.38	2308.13	2769.76
	(c)	1074.73	1253.85	1432.97	1,612.09	1970.33	2328.57	2686.82	3224.18
Houghton Conquest	(a)	32.92	38.41	43.89	49.38	60.35	71.33	82.30	98.76
	(b)	905.14	1056.00	1206.85	1,357.71	1659.42	1961.14	2262.85	2715.42
	(c)	1056.61	1232.72	1408.82	1,584.92	1937.12	2289.33	2641.53	3169.84
Houghton Regis	(a)	85.79	100.09	114.39	128.69	157.29	185.89	214.48	257.38
	(b)	981.89	1145.54	1309.19	1,472.84	1800.14	2127.44	2454.73	2945.68
	(c)	1133.37	1322.26	1511.16	1,700.05	2077.84	2455.63	2833.42	3400.10
Hulcote & Salford	(a)	39.85	46.50	53.14	59.78	73.06	86.35	99.63	119.56
	(b)	912.07	1064.09	1216.10	1,368.11	1672.13	1976.16	2280.18	2736.22
	(c)	1063.55	1240.80	1418.06	1,595.32	1949.84	2304.35	2658.87	3190.64
Husbourne Crawley	(a)	17.78	20.74	23.71	26.67	32.60	38.52	44.45	53.34
	(b)	890.00	1038.33	1186.67	1,335.00	1631.67	1928.33	2225.00	2670.00
	(c)	1041.47	1215.05	1388.63	1,562.21	1909.37	2256.53	2603.68	3124.42
Hyde	(a)	15.73	18.36	20.98	23.60	28.84	34.09	39.33	47.20
	(b)	911.83	1063.81	1215.78	1,367.75	1671.69	1975.64	2279.58	2735.50
	(c)	1063.31	1240.52	1417.74	1,594.96	1949.40	2303.83	2658.27	3189.92
Kensworth	(a)	21.65	25.25	28.86	32.47	39.69	46.90	54.12	64.94
	(b)	917.75	1070.70	1223.66	1,376.62	1682.54	1988.45	2294.37	2753.24

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

2010/11		Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
	(c)	1069.22	1247.42	1425.63	1,603.83	1960.24	2316.64	2673.05	3207.66
Langford	(a)	45.64	53.25	60.85	68.46	83.67	98.89	114.10	136.92
	(b)	917.86	1070.84	1223.81	1,376.79	1682.74	1988.70	2294.65	2753.58
	(c)	1069.33	1247.56	1425.78	1,604.00	1960.44	2316.89	2673.33	3208.00
Leighton-Linslade	(a)	76.52	89.27	102.03	114.78	140.29	165.79	191.30	229.56
	(b)	972.62	1134.72	1296.83	1,458.93	1783.14	2107.34	2431.55	2917.86
	(c)	1124.09	1311.44	1498.79	1,686.14	2060.84	2435.54	2810.23	3372.28
Lidlington	(a)	34.58	40.34	46.11	51.87	63.40	74.92	86.45	103.74
	(b)	906.80	1057.93	1209.07	1,360.20	1662.47	1964.73	2267.00	2720.40
	(c)	1058.27	1234.65	1411.03	1,587.41	1940.17	2292.93	2645.68	3174.82
Marston Moretaine	(a)	37.51	43.76	50.01	56.26	68.76	81.26	93.77	112.52
	(b)	909.73	1061.35	1212.97	1,364.59	1667.83	1971.07	2274.32	2729.18
	(c)	1061.20	1238.07	1414.93	1,591.80	1945.53	2299.27	2653.00	3183.60
Maulden	(a)	20.47	23.88	27.29	30.70	37.52	44.34	51.17	61.40
	(b)	892.69	1041.47	1190.25	1,339.03	1636.59	1934.15	2231.72	2678.06
	(c)	1044.16	1218.19	1392.21	1,566.24	1914.29	2262.35	2610.40	3132.48
Meppershall	(a)	34.35	40.08	45.80	51.53	62.98	74.43	85.88	103.06
	(b)	906.57	1057.67	1208.76	1,359.86	1662.05	1964.24	2266.43	2719.72
	(c)	1058.05	1234.39	1410.73	1,587.07	1939.75	2292.43	2645.12	3174.14
Millbrook	(a)	32.79	38.25	43.72	49.18	60.11	71.04	81.97	98.36
	(b)	905.01	1055.84	1206.68	1,357.51	1659.18	1960.85	2262.52	2715.02
	(c)	1056.48	1232.56	1408.64	1,584.72	1936.88	2289.04	2641.20	3169.44
Milton Bryan	(a)	17.45	20.36	23.27	26.18	32.00	37.82	43.63	52.36
	(b)	889.67	1037.95	1186.23	1,334.51	1631.07	1927.63	2224.18	2669.02
	(c)	1041.15	1214.67	1388.20	1,561.72	1908.77	2255.82	2602.87	3123.44
Mogerhanger	(a)	30.09	35.11	40.12	45.14	55.17	65.20	75.23	90.28
	(b)	902.31	1052.70	1203.08	1,353.47	1654.24	1955.01	2255.78	2706.94
	(c)	1053.79	1229.42	1405.05	1,580.68	1931.94	2283.20	2634.47	3161.36
Northill	(a)	28.20	32.90	37.60	42.30	51.70	61.10	70.50	84.60
	(b)	900.42	1050.49	1200.56	1,350.63	1650.77	1950.91	2251.05	2701.26
	(c)	1051.89	1227.21	1402.52	1,577.84	1928.47	2279.10	2629.73	3155.68
Old Warden	(a)	15.69	18.31	20.92	23.54	28.77	34.00	39.23	47.08
	(b)	887.91	1035.90	1183.88	1,331.87	1627.84	1923.81	2219.78	2663.74
	(c)	1039.39	1212.62	1385.85	1,559.08	1905.54	2252.00	2598.47	3118.16
Potsgrove	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	872.22	1017.59	1162.96	1,308.33	1599.07	1889.81	2180.55	2616.66
	(c)	1023.69	1194.31	1364.92	1,535.54	1876.77	2218.00	2559.23	3071.08
Potton	(a)	40.48	47.23	53.97	60.72	74.21	87.71	101.20	121.44
	(b)	912.70	1064.82	1216.93	1,369.05	1673.28	1977.52	2281.75	2738.10
	(c)	1064.17	1241.54	1418.90	1,596.26	1950.98	2305.71	2660.43	3192.52
Pulloxhill	(a)	13.33	15.56	17.78	20.00	24.44	28.89	33.33	40.00
	(b)	885.55	1033.15	1180.74	1,328.33	1623.51	1918.70	2213.88	2656.66
	(c)	1037.03	1209.86	1382.70	1,555.54	1901.22	2246.89	2592.57	3111.08
Ridgmont	(a)	47.91	55.89	63.88	71.86	87.83	103.80	119.77	143.72
	(b)	920.13	1073.48	1226.84	1,380.19	1686.90	1993.61	2300.32	2760.38
	(c)	1071.60	1250.20	1428.80	1,607.40	1964.60	2321.80	2679.00	3214.80
Sandy	(a)	59.59	69.52	79.45	89.38	109.24	129.10	148.97	178.76
	(b)	931.81	1087.11	1242.41	1,397.71	1708.31	2018.91	2329.52	2795.42
	(c)	1083.28	1263.83	1444.37	1,624.92	1986.01	2347.11	2708.20	3249.84
Shefford	(a)	39.54	46.13	52.72	59.31	72.49	85.67	98.85	118.62
	(b)	911.76	1063.72	1215.68	1,367.64	1671.56	1975.48	2279.40	2735.28
	(c)	1063.23	1240.44	1417.64	1,594.85	1949.26	2303.67	2658.08	3189.70
Shillington	(a)	25.13	29.31	33.50	37.69	46.07	54.44	62.82	75.38
	(b)	897.35	1046.90	1196.46	1,346.02	1645.14	1944.25	2243.37	2692.04
	(c)	1048.82	1223.62	1398.43	1,573.23	1922.84	2272.44	2622.05	3146.46
Silsoe	(a)	21.70	25.32	28.93	32.55	39.78	47.02	54.25	65.10
	(b)	893.92	1042.91	1191.89	1,340.88	1638.85	1936.83	2234.80	2681.76
	(c)	1045.39	1219.63	1393.86	1,568.09	1916.55	2265.02	2613.48	3136.18
Slip End	(a)	34.00	39.67	45.33	51.00	62.33	73.67	85.00	102.00
	(b)	930.10	1085.12	1240.13	1,395.15	1705.18	2015.22	2325.25	2790.30
	(c)	1081.57	1261.84	1442.10	1,622.36	1982.88	2343.41	2703.93	3244.72
Southill	(a)	15.55	18.15	20.74	23.33	28.51	33.70	38.88	46.66
	(b)	887.77	1035.74	1183.70	1,331.66	1627.58	1923.51	2219.43	2663.32
	(c)	1039.25	1212.45	1385.66	1,558.87	1905.29	2251.70	2598.12	3117.74
Stanbridge	(a)	28.01	32.68	37.35	42.02	51.36	60.70	70.03	84.04
	(b)	924.11	1078.13	1232.15	1,386.17	1694.21	2002.25	2310.28	2772.34

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

2010/11		Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
	(c)	1075.59	1254.85	1434.12	1,613.38	1971.91	2330.44	2688.97	3226.76
Steppingley	(a)	38.23	44.60	50.97	57.34	70.08	82.82	95.57	114.68
	(b)	910.45	1062.19	1213.93	1,365.67	1669.15	1972.63	2276.12	2731.34
	(c)	1061.92	1238.91	1415.89	1,592.88	1946.85	2300.83	2654.80	3185.76
Stondon	(a)	26.31	30.70	35.08	39.47	48.24	57.01	65.78	78.94
	(b)	898.53	1048.29	1198.04	1,347.80	1647.31	1946.82	2246.33	2695.60
	(c)	1050.01	1225.01	1400.01	1,575.01	1925.01	2275.01	2625.02	3150.02
Stotfold	(a)	57.88	67.53	77.17	86.82	106.11	125.41	144.70	173.64
	(b)	930.10	1085.12	1240.13	1,395.15	1705.18	2015.22	2325.25	2790.30
	(c)	1081.57	1261.84	1442.10	1,622.36	1982.88	2343.41	2703.93	3244.72
Streatley	(a)	10.97	12.80	14.63	16.46	20.12	23.78	27.43	32.92
	(b)	907.07	1058.25	1209.43	1,360.61	1662.97	1965.33	2267.68	2721.22
	(c)	1058.55	1234.97	1411.40	1,587.82	1940.67	2293.52	2646.37	3175.64
Studham	(a)	17.50	20.42	23.33	26.25	32.08	37.92	43.75	52.50
	(b)	913.60	1065.87	1218.13	1,370.40	1674.93	1979.47	2284.00	2740.80
	(c)	1065.07	1242.59	1420.10	1,597.61	1952.63	2307.66	2662.68	3195.22
Sundon	(a)	44.56	51.99	59.41	66.84	81.69	96.55	111.40	133.68
	(b)	940.66	1097.44	1254.21	1,410.99	1724.54	2038.10	2351.65	2821.98
	(c)	1092.13	1274.16	1456.18	1,638.20	2002.24	2366.29	2730.33	3276.40
Sutton	(a)	23.92	27.91	31.89	35.88	43.85	51.83	59.80	71.76
	(b)	896.14	1045.50	1194.85	1,344.21	1642.92	1941.64	2240.35	2688.42
	(c)	1047.61	1222.22	1396.82	1,571.42	1920.62	2269.83	2619.03	3142.84
Tempsford	(a)	34.19	39.88	45.58	51.28	62.68	74.07	85.47	102.56
	(b)	906.41	1057.47	1208.54	1,359.61	1661.75	1963.88	2266.02	2719.22
	(c)	1057.88	1234.19	1410.51	1,586.82	1939.45	2292.07	2644.70	3173.64
Tilsworth	(a)	26.54	30.96	35.39	39.81	48.66	57.50	66.35	79.62
	(b)	922.64	1076.41	1230.19	1,383.96	1691.51	1999.05	2306.60	2767.92
	(c)	1074.11	1253.13	1432.15	1,611.17	1969.21	2327.25	2685.28	3222.34
Tingrith	(a)	14.22	16.59	18.96	21.33	26.07	30.81	35.55	42.66
	(b)	886.44	1034.18	1181.92	1,329.66	1625.14	1920.62	2216.10	2659.32
	(c)	1037.91	1210.90	1383.88	1,556.87	1902.84	2248.81	2594.78	3113.74
Toddington	(a)	43.99	51.33	58.66	65.99	80.65	95.32	109.98	131.98
	(b)	940.09	1096.78	1253.46	1,410.14	1723.50	2036.87	2350.23	2820.28
	(c)	1091.57	1273.49	1455.42	1,637.35	2001.21	2365.06	2728.92	3274.70
Totternhoe	(a)	16.93	19.75	22.57	25.39	31.03	36.67	42.32	50.78
	(b)	913.03	1065.20	1217.37	1,369.54	1673.88	1978.22	2282.57	2739.08
	(c)	1064.50	1241.92	1419.33	1,596.75	1951.58	2306.42	2661.25	3193.50
Westoning	(a)	18.59	21.69	24.79	27.89	34.09	40.29	46.48	55.78
	(b)	890.81	1039.28	1187.75	1,336.22	1633.16	1930.10	2227.03	2672.44
	(c)	1042.29	1216.00	1389.72	1,563.43	1910.86	2258.29	2605.72	3126.86
Whipsnade	(a)	19.21	22.42	25.62	28.82	35.22	41.63	48.03	57.64
	(b)	915.31	1067.87	1220.42	1,372.97	1678.07	1983.18	2288.28	2745.94
	(c)	1066.79	1244.58	1422.38	1,600.18	1955.78	2311.37	2666.97	3200.36
Woburn	(a)	32.43	37.84	43.24	48.65	59.46	70.27	81.08	97.30
	(b)	904.65	1055.43	1206.20	1,356.98	1658.53	1960.08	2261.63	2713.96
	(c)	1056.13	1232.15	1408.17	1,584.19	1936.23	2288.27	2640.32	3168.38
Wrestlingworth & Cockayne Hatley	(a)	33.81	39.45	45.08	50.72	61.99	73.26	84.53	101.44
	(b)	906.03	1057.04	1208.04	1,359.05	1661.06	1963.07	2265.08	2718.10
	(c)	1057.51	1233.76	1410.01	1,586.26	1938.76	2291.26	2643.77	3172.52

COUNCIL MEETING – 22 APRIL 2009

Recommendations to Council from the Executive meeting held on 6 April 2010

**Minute
No
E/09/216**

Community Safety Partnership Plan 2010 - 2012

The Executive considered a report from Councillor David McVicar, Portfolio Holder for Safer Communities & Healthier Lifestyles proposing the adoption of the statutory Community Safety Partnership Plan.

(NOTE: A copy of the report has been circulated with the Executive agenda to all Councillors.)

Councillor McVicar advised Members that the Council, as a responsible authority of the Community Safety Partnership, had a statutory duty under the Crime and Disorder Act 1998, to work with the other responsible organisations to tackle crime and disorder, including identifying priorities for the area and the creation of the Community Safety Partnership Plan.

The priorities identified for Central Bedfordshire for 2010-2012 through the partnership strategic assessment process were:

1. Reduce Reoffending
2. Reduce Substance Misuse – Drugs & Alcohol
3. Reduce Serious & Acquisitive Crime – Domestic Burglary, Robbery & Theft from Motor Vehicle
4. Reduce Anti-Social Behaviour
5. Reduce Domestic Abuse
6. Casualty Reduction – road safety.

In addition to the priorities outlined above, the Plan supported the Council's own priority of creating safer communities.

Members were advised that the proposed Community Safety Plan, which showed how the priorities would be addressed by the Partnership over the next two years, had been approved by the Community Safety Partnership Executive, subject to the agreement by Central Bedfordshire Council, at its meeting on 23 March 2010.

The Executive noted that the Sustainable Communities Overview and Scrutiny Committee at its meeting on 26 January 2010 had resolved to support the Community Safety Partnership priorities for 2010 – 2012.

Reason for decision: Central Bedfordshire Council is a responsible authority of the Community Safety Partnership under the Crime and Disorder Act 1998. The Act places a statutory duty on the local authority to work with other

responsible authorities to develop and implement a strategy for reducing crime and disorder. The strategy must cover a district, borough or unitary area.

RECOMMENDED

that the Community Safety Partnership Plan and strategic assessment priorities identified for 2010 – 2012, as set out at Appendix A to the submitted report, be adopted.

Minute
No
E/09/216

The Central Bedfordshire Communications Strategy

The Executive considered a report by Councillor Richard Stay, Portfolio Holder for Policy and Performance proposing a Communications Strategy for the Council.

(NOTE: A copy of the report has been circulated with the Executive agenda to all Councillors.)

Councillor Stay reminded Members that communications were fundamental to the work of the Council, both in supporting Members, customers, colleagues and partners of the Council and helped the authority to achieve its core objectives.

The proposed Communications Strategy provided focus and direction to the way in which the Council would deliver planned, sustained and two way communication with its key audiences. It was noted that the strategy drew on local research and national best practice in recommending key objectives, critical performance indicators, priority audiences, messages and services.

Members' were advised that the strategy also proposed seven priority campaigns for the period 2010 -11;

- Enhancing communication channels – including the website and News Central
- Stakeholder communications – improving our relationship with key organisations and individuals
- Delivering core campaigns
- Developing internal communications
- Developing relations with the local and national media
- Improving our ways of working

The Executive noted that the proposed strategy was considered by the Business Transformation Overview and Scrutiny Committee at its meeting on 22 February and the feedback provided by the Committee had been incorporated.

Reason for decision: So that communication activity within the Council could be focused on priority actions to enhance customer satisfaction.

RESOLVED

that the strategic objectives, core strands of activity and performance measures within the Communications Strategy, attached as Appendix A to the submitted report, be endorsed.

RECOMMENDED

that the Communications Strategy, attached as Appendix A to the submitted report, be approved for implementation.

Note: A copy of the Executive agenda for the 6 April 2010 can be found at:

<http://www.centralbedfordshire.gov.uk/modgov/ieListDocuments.aspx?CId=577&MId=3029&Ver=4>

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COUNCIL MEETING – 22 APRIL 2010

**Recommendation to Council from the Regulation Committee held on
24 February 2010**

**REG/09/59 Prohibiting the consumption of alcohol in designated public
places – Arlesey & Shefford**

The Committee received and considered the report of the Director of Corporate Resources which informed of the progress made in the making of the Alcohol Designation Order to restrict anti-social drinking in public places in Arlesey and Stotfold.

At the 14 October 2009 meeting, the Committee appointed three Members to review the Alcohol Designation Order and to determine the appropriate area for public consultation in Arlesey and three Members to review the Alcohol Designation Order and to determine the appropriate area for public consultation in Shefford.

Both proposed areas were in the final stages of public consultation. On 13 February 2010 adverts were placed inviting comments. The Committee were asked to approve the Orders subject to any comments being received.

The Principal Solicitor confirmed that two letters of objection had been received for the Arlesey review but they were deemed to be extreme by the Panel.

RESOLVED

- 1. that the contents of the report be noted.**
- 2. that the draft Order attached to enable Designation Orders under the Criminal Justice and Police Act 2001 and the Local Authorities (Alcohol Consumption in Public Places) regulations 2001 to be made and advertised in Arlesey and Shefford; and**

RECOMMENDED

- 3. *that the Orders be recommended to Council for approval, subject to there being no adverse responses from the public, to the public consultation.***

The agenda papers for this meeting can be found at:-

<http://mod-gov:9071/ieListDocuments.aspx?CId=634&MId=3039&Ver=4>

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CENTRAL BEDFORDSHIRE COUNCIL
DESIGNATION ORDER PURSUANT TO SECTION 13 OF THE
CRIMINAL JUSTICE AND POLICE ACT 2001

**The Local Authorities (Alcohol Consumption in Designated Public
Places) Regulations 2007**

ALCOHOL CONSUMPTION IN DESIGNATED PUBLIC PLACES

Central Bedfordshire Council hereby makes an Order pursuant to Section 13 of the Criminal Justice and Police Act 2001 designating public places within the boundaries of the Central Bedfordshire, and more particularly described in the Schedule below for the purposes of sections 12-16 of the said Act:

SCHEDULE OF DESIGNATED PUBLIC PLACES

Shefford

Roads

Amphill Road, from the junction with High Street to the junction with Bloomfield Drive; Bloomfield Road; Church Walk; Churchill Way; Clifton Road, from the junction with Southbridge Street to the junction with Hyde Close; Duck Lane; Elm Road; George Street; Heron Close; High Street; Hitchin Road, from the Junction with Clifton Road to the junction with the roadway adjacent to Hitchin Road; Ivel Road; Kingfisher Road; Mallard Close; New Street; Nightingale Mews; Northbridge Street; Old Bridge Way; Old Station Way; Osborn Crescent;

Shefford Road; Southbridge Street; St Francis Way; Swallow Close; The Roadway adjacent to Gladwell House, from the junction at Hitchin Road to the Memorial Playing Fields.

Footpaths

The footpath between New Street and Mallard Close; The footpath from Southbridge Street to the Millennium Green, which runs between the River and Shefford Business Park.

Open Areas

Somerfield Car Park; The Meads; The Memorial Playing Fields; The Millennium Green; The Playing Fields off of Hitchin Road; Town Meadow Car Park; Waterside.

Arlesey

Roads

Stoffold Road, from the junction with the roundabout at the A507 to the junction with the entrance to the Fox and Duck Public House; Stoffold Road from the junction with the roundabout at the A507 to the junction with Church Lane; The Hermitage;

The footpath between Cox's Way and Gothic Way; All of the footpaths between Everest Close and Gothic Way; The footpath between Gothic Way, Hillary Rise and the track which runs to the South of Lynton Avenue; The track that runs from the junction with

Old Oak Close;
Vicarage Close;
Church End;
The Poplars;
Chase Close;
Glossop Way;
Chancellors;
St Peter's Avenue;
Glebe Avenue;
House Lane;
Saffron Close;
The Rally;
Carters Way;
Carters Close;
Bury Mead;
Chase Hill Road;
High Street;
Lymans Road;
Cox's Way;
Everest Close;
Hillary Rise;
Gothic Way
Lynton Avenue;
Primary Way;
Chapel Drive;
Davis' Row;
Station Road;
Hospital Road;
Lathony Court;
Albert Road;
Lamb Meadow;
Howberry Green;
Hitchin Road;

Footpaths

The footpath between House Land and Glossop Way;
The footpath between Church Lane and The Poplars;
The footpath between the Poplars and Chase Close;
The footpath between Chase Close and House Lane;
The footpath which travels from the junction of Bury Mead and The Rally to the junction of Bury Mead and Church Lane, to include all of the entrances and exits onto Chase Hill Road and High Street;

High Street, to the South of Lynton Avenue, to the entrance to the open area of land used as allotments;
The footpath between Lathony Court to Station Road;
The footpath between Lamb Meadow and Hitchin Road;
The track, which runs between the South side of London Row and the North side of Arlesley Town Football Club, between the junction at Hitchin Road and the Track which runs to the South of the Blue Lagoon;
All of those tracks and footpaths that encircle the blue lagoon, including the tracks made through the area of land to the South East of the Blue Lagoon now referred to as the disused pit;
The footpath which encircles the Green Lagoon from the junction with the track covering the entire circle around the Green Lagoon.

Open Areas

The open area of agricultural land to the east of the Hermitage, bordered by Stofold Road and Pick's Brook;
The grassed area of land between Saffron Close and Glebe Court;
The grassed and pedestrian area of land between the two ends of the Rally;
The Playing Fields to the rear of Gothic Mede Lower School, to include the Child's Play Area;
The open area used as allotments to the East of Hillary Rise;
The open area of grass at the South end of Howberry Green, to include the playground;
The open grassed area of land to the North East of the Yachting Club at the Blue Lagoon;
The open grassed area of land to the West of the Yachting Club and at the edge of the Blue Lagoon;
The open area of land to the south of the Blue Lagoon, border by the footpaths;
Arlesley Train Station

The public places within the schedules above are shown edged red on the plans annexed for illustrative purposes only (a copy of the plans being available for inspection at Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, Bedfordshire SG17 5TQ.)

DEFINITION OF PUBLIC PLACE

“public place” means any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission (Section 16(1) of the said Act)

THE EFFECT OF THE ORDER

The effect of such an Order is that the police have the power to require a person, in such public place, not to drink alcohol in that place where the officer reasonably believes the person is, has or intends to do so, and to surrender any alcohol or alcohol containers in the person’s possession. Failure to comply with an officer’s requirement in respect of public drinking or surrender of alcohol, without reasonable excuse, is an arrestable offence. A person guilty of such an offence will be liable on summary conviction to a fine not exceeding level 2 on the standard scale. (Section 12 of the said Act).

EXCLUSIONS

Excluded from the order will be:

- Premises in respect of which a premises licence or club premises certificate, within the meaning of the Licensing Act 2003, has effect;
- A place within the curtilage of premises in respect of which a premises licence or club premises certificate has effect;
- Premises which may for the time being be used for the supply of alcohol (by virtue of a Temporary Event Notice) or which could have been so used within the last 20 minutes;
- Any place where the Council has granted a permit pursuant to Section 115(E) Highways Act 1980.

This Order may be cited as the Alcohol Consumption in Designated Public Places for the area of Central Bedfordshire Order (No. 1) 2010 and shall come into force on 23 May 2010

Dated

The Common Seal of **Central Bedfordshire Council**)
was hereunto affixed in the)
presence of)

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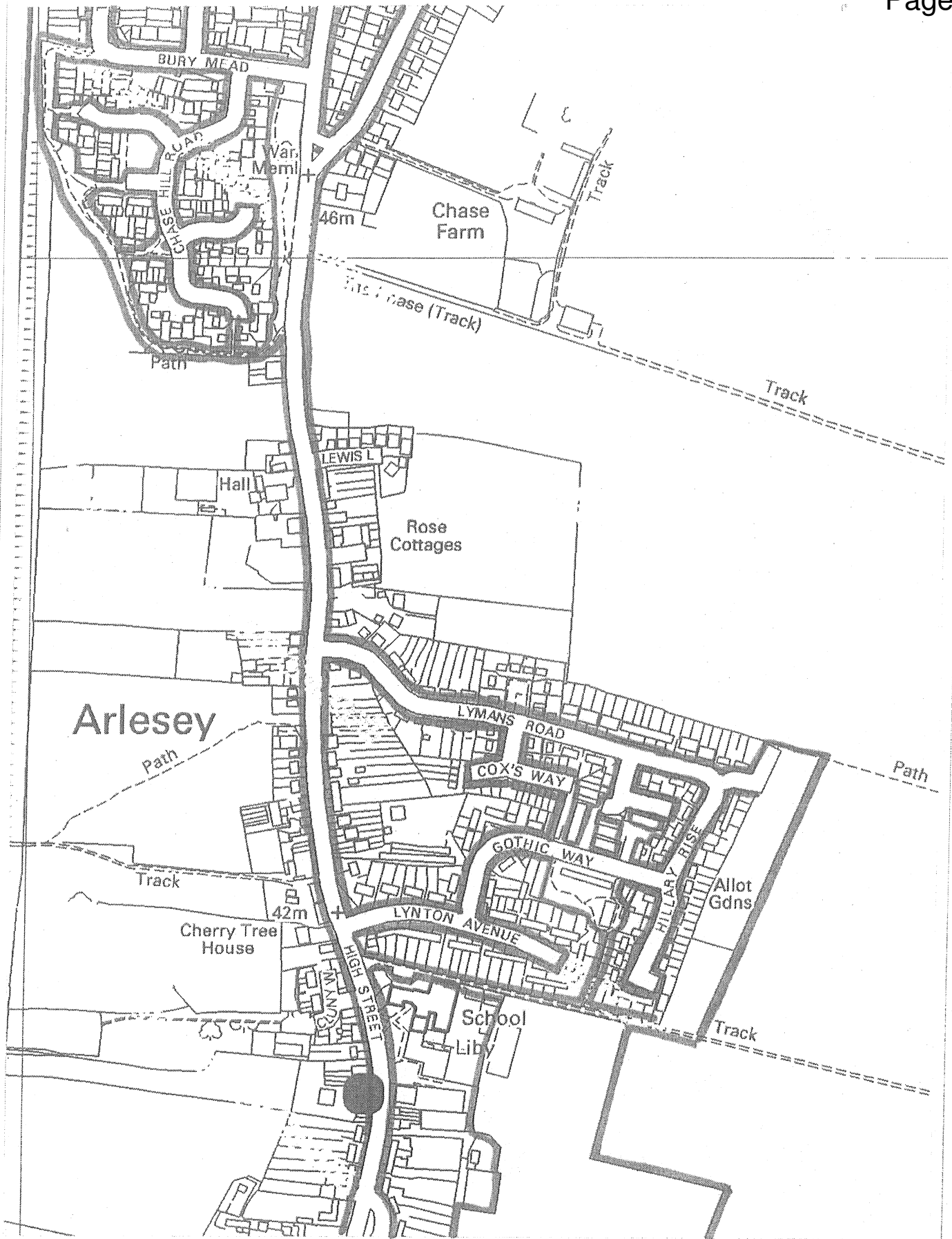


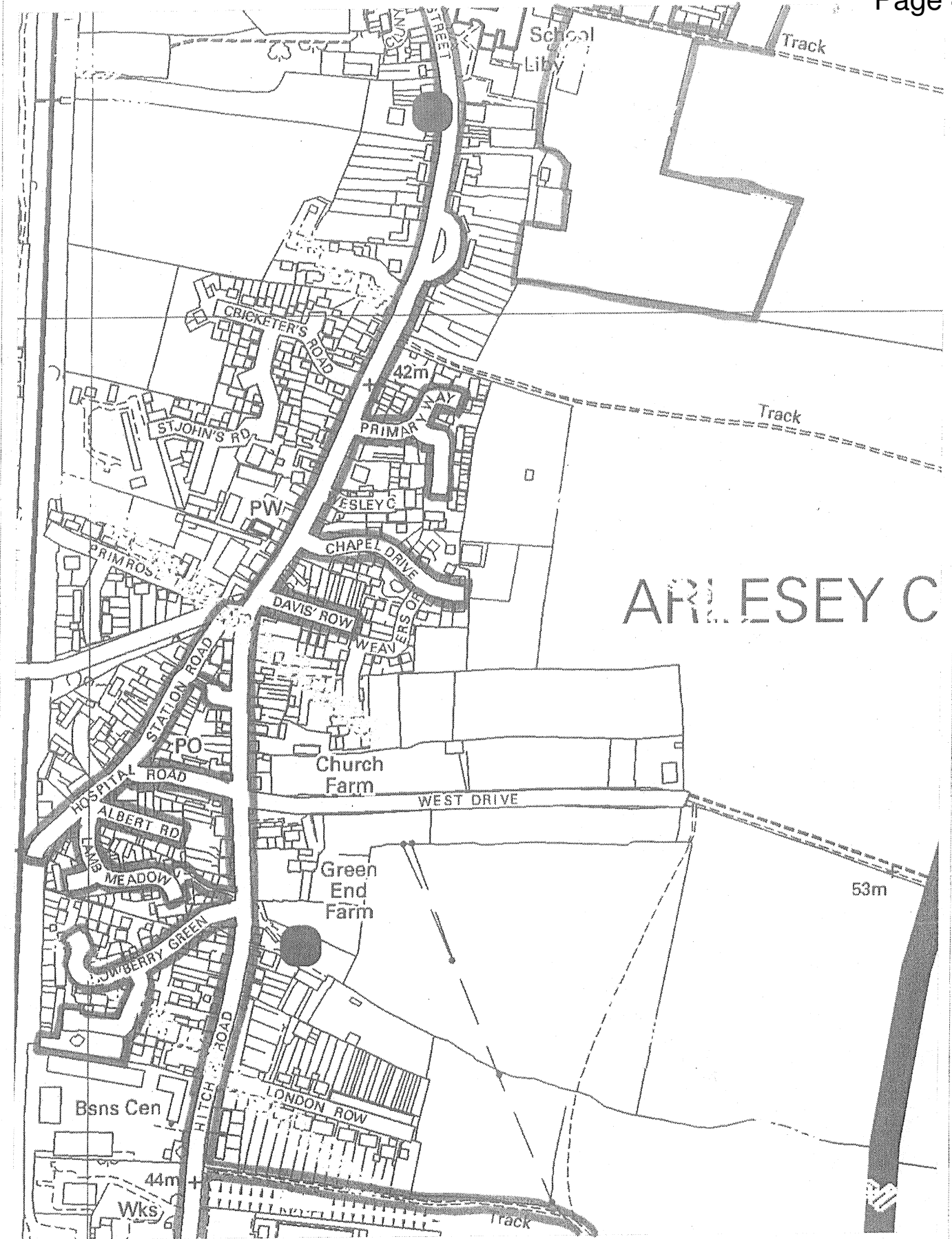


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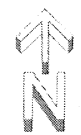
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Date: 18 March 2009





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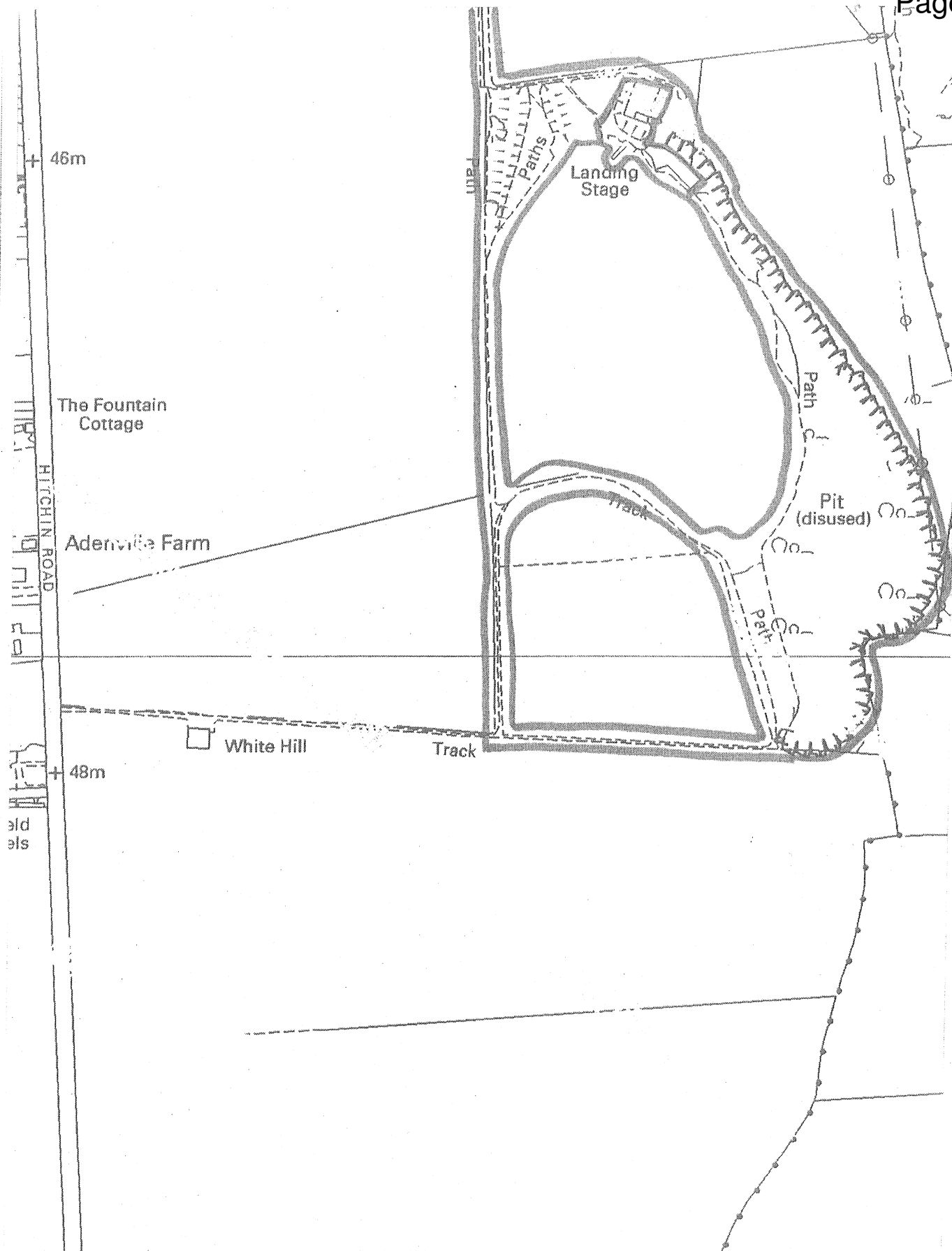




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Date: 20 March 2009



COUNCIL MEETING – 22 APRIL 2010

**Recommendation to Council from the Standards Committee held on
26 February 2010**

STD/08/55 **Planning Code Review**

The Committee received and considered the report of the Director of Corporate Resources which informed of the proposed amendments to the Members' Planning Code of Good Practice.

The Local Government Association revised its advice on the Code for Site Visits and the Planning Code of Good Practice, Officers have provided copies of the Codes with the proposed changes in italics. The Codes had been an amalgamation of the legacy authorities Codes. It was noted that the Codes sit within the Council's Constitution. The proposed changes were presented to the Development Management Committee at their 20 January 2010 meeting and were endorsed without change.

The main changes included the ability for Members to be involved in preapplication discussions for large sites within their wards. This would bring the code in line with National advice. It was noted that Members must have an Officer present for transparency.

It was felt that the changes were a step forward and were welcomed.

RESOLVED

- 1. that the changes to the Members' Planning Code of Good Practice and Code of Practice for the Conduct of Site Inspections as set out in Appendix "A" to the report of the Director of Corporate Resources, be endorsed.**

RECOMMENDATION

that the Council be recommended to amend and adopt the Members' Planning Code of Good Practice of the Constitution as set out in Appendix "A" to the report of the Director of Corporate Resources.

The papers for this meeting can be found at:-

<http://mod.gov:9071/ieListDocuments.aspx?CId=645&MId=3073&Ver=4>

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**Central Bedfordshire Council
Ethical Handbook**

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Part 2: Members' Planning Code of Good Practice

1. Background

- 1.1 This Code of Good Practice has been prepared in *the context of* the introduction of the new ethical framework and the Local Government Association's Guidance Note "*Probity in Planning*". It is based on the Model Code produced by the Association of Council Secretaries and Solicitors *and the codes operated by the Legacy Authorities which were drafted* in consultation with the District Audit Service, the Local Government Ombudsman and Standards for England.
- 1.2 *Planning has a positive and proactive role to play at the heart of local government. It helps the Council achieve the ambitions of our communities. Good planning stimulates growth and promotes innovation. The planning system works best when the roles and responsibilities of all those involved in the process are clearly understood. It is vital that members and officers understand their roles and the context and constraints in which they operate.*
- 1.3 *Planning decisions involve balancing the needs and interests of individual constituents and the community with the need to maintain an ethic of impartiality in decision making on what can be highly controversial proposals.*
- 1.4 *The LGA Guidelines provides refreshed advice on achieving this balance. It also better reflects the local authority role as a place shaper and the enhanced role of members as champions of their local communities. It recognises members ability to participate in discussions prior to the receipt of a planning application on behalf of their communities and engage in spatial planning*

2. Introduction

- 2.1 **The aim of this Code of Good Practice:** To ensure that in the planning process there are no grounds for suggesting that a decision has been biased, partial or not well founded in any way.
- 2.2 **The key purpose of Planning:** To control development in the public interest.
- 2.3 **Your role as a Member of the Planning Authority:** To make planning decisions openly, impartially, with sound judgement and for justifiable reason.

- 2.4 **When the Code of Good Practice applies:** This Code applies to members at all times when they are involved in the planning process. (This includes, where applicable, when part of decision making meetings of the Council in exercising the functions of the Planning Authority or when involved on less formal occasions, such as meetings with officers or the public and consultative meetings). It applies as equally to Planning Enforcement matters or site specific policy issues as it does to planning applications.
- 2.5 The Code does not only apply to members of the Council's Development Management Committee. Some aspects of the Code apply generally to members in whatever capacity they may be acting. Other aspects may apply to members acting as Ward/Local Members. Some provisions apply specifically to members when they are involved in the planning process in a personal capacity, for instance when they or organisations to which they belong submit planning applications to the Council.
- 2.6 **If you have any doubts about the application of this Code to your own circumstances you should seek advice early, from the Monitoring Officer or one of his/her staff, and preferably well before any meeting takes place.**
- 2.7 **At certain points the Code refers to "the Planning Authority", to "the Development Management Committee" and to "the Committee". In each case, these references are to the Council or a committee of the Council exercising the Council's functions as local planning authority.**

3. Relationship to the Code of Conduct for Councillors

- 3.1 **Do** apply the rules in the Members' Code of Conduct first which must always be complied with.
- 3.2 **Do** then apply the rules in this Planning Code of Good Practice, which seek to explain and supplement the Members' Code of Conduct.

If you do not abide by this Code of Good Practice, you may put:-

- 3.2.1 The Council at risk of proceedings on the legality or maladministration of the related decision; and
- 3.2.2 Yourself at risk of either being named in a report made to the Standards Committee or Council or, if the failure is also likely to be a breach of the Code of Conduct, a complaint being made *against you*.

4. Development Proposals and Interests under the Code of Conduct for Councillors

4.1 *The Local Government Act 2000 and the Members Code of Conduct place requirements on Members to register and declare interests. The requirements must be followed scrupulously and Members should review their position regularly. Planning proposals (be they planning applications or development plan proposals) submitted by Members to the Council can easily give rise to suspicions of impropriety. It is perfectly legitimate for such proposals to be submitted. However it is vital to ensure that they are handled in such a way that gives no grounds for accusations of favouritism.*

4.2 **Do** disclose the existence and nature of your interest at any relevant meeting, including informal meetings or discussions with officers and other Members. If possible disclose your interest at the beginning of the meeting at the relevant time when the Agenda deals with interests and not just at the commencement of discussion on that particular matter.

4.3 **Where your interest is personal and prejudicial:-**

4.3.1 **Do not** participate, or give the appearance of trying to participate, in the making of any decision on the matter by the planning authority.

4.3.2 **Do not** try to represent ward/local views, get another ward/local member to do so instead.

4.3.3 **Do not** get involved in the processing of the application.

4.3.4 **Do not** seek or accept any preferential treatment, or place yourself in a position that could lead the public to think you are receiving preferential treatment, because of your position as a councillor. This would include, where you have a personal and prejudicial interest in a proposal, using your position to discuss that proposal with officers or members when other members of the public would not have the same opportunity to do so.

- 4.3.5 **Do** be aware that, whilst you are not prevented from seeking to explain and justify a proposal in which you have a personal and prejudicial interest to an appropriate officer, in person or in writing, the Code places greater limitations on you in representing that proposal. You may make use of the Public Participation Scheme to address the meeting on a proposal in the same manner that would apply to a member of the public, after which you must leave the room whilst the meeting considers the matter. You may not remain to observe the meeting's considerations on the matter from the public gallery.
- 4.3.6 **Do** notify the Monitoring Officer in writing of your own applications and note that:-
- 4.3.6.1 Notification to the Monitoring Officer should be made no later than submission of the application;
 - 4.3.6.2 The application will always be reported to the committee as a main item and not dealt with by officers under Delegated Powers; and
 - 4.3.6.3 It is advisable that you employ an Agent to act on your behalf on the application in dealing with officers and any public speaking at committee.

5. Fettering Discretion in the Planning Process

5.1 When you are involved in determining a planning application:

- 5.1.1 **Do not** fetter your discretion and therefore your ability to participate in planning decision making **processes** by making up your mind, or clearly appearing to have made up your mind (particularly in relation to an external interest or lobby group), on how you will vote on any planning matter prior to formal consideration of the matter at the meeting of the planning authority and of your hearing the officer's presentation and evidence and arguments on both sides.

5.1.2 **Fettering your discretion** in this way and then taking part in the decision will put the Council at risk of a finding of maladministration and of legal proceedings on the grounds of there being a danger of bias or pre-determination or a failure to take into account all of the factors enabling the proposal to be considered on its merits.

5.1.3 **Do** be aware that you are likely to have fettered your discretion where the Council is the landowner, developer or applicant and you have acted as, or could be perceived as being, a chief advocate for the proposal. Through your personal involvement in preparing or advocating the proposal you will be, or perceived by the public as being, no longer able to act impartially or to determine the proposal purely on its planning merits.

5.1.4 **Do** also be aware that, whilst the Code of Conduct for Councillors provides generally for a presumption that you may regard yourself as not having a prejudicial interest in matters which relate to the organisations mentioned below, you must exercise much greater caution when you are taking part in a meeting of the planning authority that is determining any approval or consent. In such cases, where:-

5.1.4.1 You have been significantly involved in the preparation, submission or advocacy of a planning proposal on behalf of:-

5.1.4.1.1 Another local or public authority (including a town or parish council) of which you are a Member; or

5.1.4.1.2 A body to which you have been appointed or nominated by the Council as its representative; or

5.1.4.2 You are a Trustee or Company Director of the body submitting the proposal and were appointed by the Council;

You should always disclose a personal and prejudicial interest and withdraw from the meeting.

5.1.5 **Do** consider yourself able to take part in the debate on a proposal when acting as a member of a consultee body (for example, where you are also a member of a parish council,), provided:-

- 5.1.5.1 That the proposal does not substantially affect the well being or financial standing of the consultee body; and
- 5.1.5.2 You make it clear to the consultee body that:-
 - 5.1.5.2.1 Your views are expressed on the limited information before you only;
 - 5.1.5.2.2 You must reserve judgement and the independence to make up your own mind on each separate proposal, based on your overriding duty to the whole community and not just to the people in that area, ward or parish, as and when it comes before the planning authority and you have considered all of the relevant information; and
 - 5.1.5.2.3 You will not in any way commit yourself as to how you or others may vote when the proposal comes before the Committee.
- 5.1.5.3 You disclose a personal interest regarding your membership of the consultee body or role when the planning authority comes to consider the proposal.
- 5.1.6 **Do not** speak and vote on a proposal where you have fettered your discretion. You are recommended to withdraw from the meeting.
- 5.1.7 **Do** explain that you do not intend to speak and vote because you have or you could reasonably be perceived as having judged (or reserve the right to judge) the matter elsewhere, so that this may be recorded in the Minutes.
- 5.1.8 **Do** take the opportunity to exercise your separate speaking rights as a ward/local member where you have represented your views or those of local electors and fettered your discretion, but do not have a personal and prejudicial interest. Where you do:-

- 5.1.8.1 Advise the Proper Officer or chairman that you wish to speak in this capacity before commencement of the item;
- 5.1.8.2 Remove yourself from the Member seating area for the duration of that item ; and
- 5.1.8.3 Ensure that your actions are recorded in the minutes of the meeting.

6. Contact with Applicants, Developers and Objectors

- 6.1 *Discussions between potential applicants and the Council prior to submission of an application can be of considerable benefit to both parties and are encouraged. However it would be easy for such discussions to become or to be seen by objectors to become part of a lobbying process on the part of the applicant. With the recognition of the need to allow and encourage members to be champions of their local communities' there is a realisation that member engagement in pre-application discussions on major developments may be necessary to allow members to fulfill this role. In this context member involvement in pre-application discussions can be beneficial provided it is done within carefully established limits to protect the Council and its members.*
- 6.2 **Do** refer those who approach you for planning, procedural or technical advice to officers
- 6.3 **Do not** agree to any formal meeting with applicants, developers or groups of objectors where you *consider it inappropriate to meet.* . Where you feel that a formal meeting would be useful in clarifying the issues, you should *not* seek to arrange that meeting yourself but should request the Assistant Director of Development Management to organise it. The officer(s) will then ensure that those present at the meeting are advised from the start that the discussions will not bind the planning authority to any particular course of action, that the meeting is properly recorded on the application file and the record of the meeting is disclosed when the application is considered by the committee.
- 6.4 ***Do not** give separate advice on the development plan or material considerations unless you are aware of all the issues at an early stage. Do not become drawn into any negotiations. These should be dealt with by officers to ensure the Council's position is coordinated.*
- 6.5 **Do** otherwise:-
 - 6.5.1 Follow the rules on lobbying (see paragraph 8 below);

- 6.5.2 Consider whether or not it would be prudent in the circumstances to make notes when contacted; and
- 6.5.3 Report to the Assistant Director of Development Management any significant contact with the applicant and other parties, explaining the nature and purpose of the contacts and your involvement in them, and ensure that this is recorded on the planning file.

7. Presentations by Applicants/Developers

- 7.1 **Do not** attend a planning presentation unless an officer is present and/or it has been organised by officers.
- 7.2 **Do** ask relevant questions for the purposes of clarifying your understanding of the proposals.
- 7.3 **Do** remember that the presentation is not part of the formal process of debate and determination of any subsequent application; this will be carried out by the appropriate committee of the planning authority.
- 7.4 **Do** be aware that a presentation is a form of lobbying and you must not express any strong view or state how you or other members might vote.

8. Lobbying of Councillors

- 8.1 *Lobbying is a normal and perfectly proper part of the political process. Those who may be affected by a planning decision will often seek to influence it through an approach to their elected member or to a member of the Development Management Committee. However lobbying can lead to the impartiality and integrity of a member being called into question unless care and common sense is exercised by all the parties involved. When being lobbied members should take care about expressing an opinion that may be taken as indicating that they have already made up their mind on the issue before being exposed to all the evidence and arguments.*
- 8.2 *Members of the Development Management Committee in particular need to avoid bias and predetermination and take account of the public's (and the Ombudsman's) expectation that a planning application will be processed and determined in an open and fair manner. To do this members taking the decision will take account of all the evidence presented to it before arriving at a decision and will avoid committing themselves one way or another before hearing all the arguments. To do otherwise makes them vulnerable to an accusation of partiality bias or the appearance of bias.*

8.3 When **you are or may be involved in determining a planning application:-**

8.3.1 **Do** explain to those lobbying or attempting to lobby you that, whilst you can listen to what is said, it prejudices your impartiality and therefore your ability to participate in the planning authority's determination of the matter for you to express an intention to vote one way or another or such a firm point of view that it amounts to the same thing.

8.3.2 **Do** remember that your overriding duty is to the whole community not just to the people in your ward/local area and, taking account of the need to make decisions impartially, that you should not improperly favour, or appear to improperly favour, any person, company, group or locality.

8.3.3 **Do not** accept gifts or hospitality from any person involved in or affected by a planning proposal. If a degree of hospitality is entirely unavoidable, ensure it is of a minimum, its acceptance is declared as soon as possible and remember to register the gift or hospitality where its value is £25 or more in accordance with the authority's rules on gifts and hospitality.

8.3.4 **Do** copy or pass on any lobbying correspondence you receive to the Assistant Director of Development Management at the earliest opportunity.

8.3.5 **Do** promptly refer to the Assistant Director of Development Management any offers made to you of planning gain or constraint of development, through a proposed Section 106 Planning Obligation or otherwise.

8.3.6 **Do** inform the Monitoring Officer where you feel you have been exposed to undue or excessive lobbying or approaches (including inappropriate offers of gifts or hospitality), who will in turn advise the appropriate officers to follow the matter up.

8.3.7 **Do** note that, unless you have a personal and prejudicial interest, you will not have fettered your discretion or breached this Planning Code of Good Practice through:-

8.3.7.1 Listening or receiving viewpoints from residents or other interested parties;

- 8.3.7.2 Making comments to residents, interested parties, other Members or appropriate officers, provided they do not consist of or amount to pre-judging the issue and you make clear you are keeping an open mind;
 - 8.3.7.3 Seeking information through appropriate channels; or
 - 8.3.7.4 Being a vehicle for the expression of opinion or speaking at the meeting as a ward/local member, provided you explain your actions at the start of the meeting or item and make it clear that, having expressed the opinion or ward/local view, you have not committed yourself to vote in accordance with those views and will make up your own mind having heard all the facts and listened to the debate.
- 8.4 *Do not vote on a matter where there is a real risk of perceived bias such as where you have decided to “go public” in support of a particular outcome.*

9. Lobbying by Councillors

- 9.1 **Do not** become a member of, lead or represent an organisation whose primary purpose is to lobby to promote or oppose planning proposals. If you do, you will have fettered your discretion and are likely to have a personal and prejudicial interest. You will only be entitled to make use of the Public Participation Scheme to address the meeting on a proposal in the same manner that would apply to a member of the public, after which you must leave the room whilst the meeting considers the proposal.
- 9.2 **Do** join general interest groups which reflect your areas of interest and which concentrate on issues beyond particular planning proposals, such as the Victorian Society, CPRE, Ramblers Association or a local Civic Society, but disclose a personal interest where that organisation has made representations on a particular proposal and make it clear to that organisation and the committee that you have reserved judgement and the independence to make up your own mind on each separate proposal.
- 9.3 **Do not** excessively lobby fellow councillors regarding your concerns or views nor attempt to persuade them that they should decide how to vote in advance of the meeting at which any planning decision is to be taken.

- 9.4 **Do not** decide or discuss how to vote on any application at any sort of political group meeting, or approach any other member to do so. Political Group meetings should never dictate how members should vote on a planning issue.

10. Site Visits

The advice contained in this section has particular relevance to members of the planning authority who are or may be involved in determining an application for planning permission.

- 10.1 It is often desirable before determining a planning application that members of the planning authority visit an application site to view it in its surroundings and have relevant features drawn to their attention. The Council has adopted a Code of Practice for such inspections with which it will comply. This is attached at Appendix "A" to this Code. Debate and decisions on applications must take place in a committee meeting, therefore any discussion that does take place during these site visits should not lead into a debate on the merits of the application.

10.2 Remember

- 10.2.1 **Do not** request a site visit if you have a personal and prejudicial interest in the matter. For the avoidance of doubt the principles in paragraph 4 of this Planning Code of Good Practice shall apply.
- 10.2.2 **Do not** attend a site visit where you have a personal and prejudicial interest in the site **or the matter in hand**.
- 10.2.3 **Do not** request a site visit unless you feel it is strictly necessary because:-
- 10.2.3.1 Particular site factors are significant in terms of the weight attached to them relative to other factors or the difficulty of their assessment in the absence of a site inspection; or
- 10.2.3.2 There are significant policy or precedent implications and specific site factors need to be carefully addressed.

- 10.2.4 **Do** attend site visits organised by the Council, where possible, where you are an appointed member of the site visit team, or the ward/local member for the area where the site is.
- 10.2.5 **Do** ensure that any information which you gained from the site visit is reported back to the planning authority, so that all members have the same information.
- 10.2.6 **Do** ensure that you treat the site visit only as an opportunity to seek information and to observe the site.
- 10.2.7 **Do** ask the officers at the site visit questions or seek clarification from them on matters which are relevant to the site inspection.
- 10.2.8 **Do not** hear representations from any other party with the exception of the ward/local member(s) whose comments must focus only on site factors and site issues. Where you are approached by the applicant or a third party, advise them that they should make representations in writing to the authority and direct them to or inform the officer present.
- 10.2.9 **Do not** express opinions or views to anyone.
- 10.2.10 **Do not** enter a site which is subject to a proposal other than as part of an official site visit, even in response to an invitation, as this may give the impression of bias unless:-
 - 10.2.10.1 You feel it is essential for you to visit the site other than through attending the official site visit;
 - 10.2.10.2 You have first spoken to the Assistant Director of Development Management about your intention to do so and why (which will be recorded on the file); and
 - 10.2.10.3 You can ensure you will comply with these good practice rules on site visits.

11. Public Participation at Meetings

11.1 The Council recognises that it can make better decisions and respond to people's aspirations if it involves others in its decision making process. It has therefore developed a scheme which provides the opportunity for those involved in any particular planning application to address the meeting(s) at which the proposal is being considered. This scheme seeks to balance the needs of expedition in the administration of the system with the aspirations of objectors, applicants/supporters, local councils and the Council. The scheme is attached at Annex 4 to Appendix A of Part A4 of the Council's constitution. A leaflet explaining the scheme is supplied to all applicants and is also available on request.

11.2 Remember

Where you are involved in determining a planning application:-

11.2.1 **Do not** allow members of the public to communicate with you during the committee's proceedings (orally or in writing) other than through the scheme for public speaking, as this may give the appearance of bias.

11.2.2 **Do** ensure that you comply with the Council's procedures in respect of public speaking.

12. Officers

12.1 **Do not** put pressure on officers to put forward a particular recommendation. (This does not prevent you from asking questions or submitting views to the Assistant Director of Development Management, which may be incorporated into any committee report).

12.2 **Do** recognise that officers are part of a management structure and you should only discuss a proposal, outside of any arranged meeting, with a Director or an officer who is authorised by his/her Director to deal with the proposal at a member level.

- 12.3 **Do** recognise and respect the fact that officers involved in the processing and determination of planning applications must act in accordance with the Council's Code of Conduct for Officers and their professional codes of conduct, primarily the Royal Town Planning Institute's Code of Professional Conduct. As a result, Planning Officers' views, opinions and recommendations will be presented on the basis of their overriding obligation of professional independence, which may on occasion be at odds with the views, opinions or decisions of the committee or its members.

13. Decision Making Process and Decisions Contrary to Officer Recommendation

- 13.1 Prior to the consideration of any planning application the Assistant Director of Development Management will tell the committee of any relevant information received since his/her report was prepared. If the Council has circulated letters or other information at or shortly before the meeting to councillors those will be referred to by the Assistant Director of Development Management or by the chairman. If members are aware of any other letters or information which they believe have been circulated to all councillors and which have not been referred to, they should disclose that fact to the meeting in order that all are aware of relevant information and on which information any decision may be made. Any information to be considered by the committee should be presented to officers by midday 3 working days prior to the meeting, to allow for the information to be considered. No new information will be allowed to be presented later than this or during the meeting.
- 13.2 The Development Management Committee has full delegated powers to approve applications.
- 13.3 The Council is required by law to state clearly and precisely its full reasons for refusing any application or imposing conditions to which a planning permission is subject thus allowing all interested persons to understand the reasons for the decision. A disappointed applicant will therefore know why his/her application was refused.
- 13.4 In order to explain the Council's decision when approving an application contrary to advice, the reasons for that decision should be clear and carefully recorded.
- 13.5 **Remember when acting as a member of the Planning Authority:-**

- 13.5.1 **Do** ensure that, if you request a proposal to go before the committee rather than be determined through officer delegation, that your reasons are recorded and repeated in the report to the committee.
- 13.5.2 **Do** come to meetings with an open mind and demonstrate that you are open-minded.
- 13.5.3 **Do** make decisions in accordance with the Development Plan unless material considerations indicate otherwise.
- 13.5.4 **Do** come to your decision only after due consideration of all of the information reasonably required upon which to base a decision. If you feel there is insufficient time to digest new information or that there is simply insufficient information before you, request that further information. If necessary, defer or refuse.
- 13.5.5 **Do not** vote or take part in the meeting's discussion on a proposal unless you have been present to hear the entire debate, including the officers' introduction to the matter.
- 13.5.6 **Do** have recorded the reasons for committee's decision to defer any proposal.
- 13.5.7 **Do** make sure that if you are proposing, seconding or supporting a decision contrary to officer recommendations or the Development Plan that you clearly identify and understand the planning reasons leading to this conclusion/decision. These reasons must be given prior to the vote and be recorded.
- 13.5.8 **Do** give *the officer an opportunity to explain the implications of a decision and* be aware that you may have to justify the resulting decision by giving evidence in the event of any challenge.

14. Training

- 14.1 **Do not** participate in decision making at meetings dealing with planning matters if you have not attended the mandatory planning training prescribed by the Council.

- 14.2 **Do** endeavour to attend any other specialised training sessions provided, since these will be designed to extend your knowledge of planning law, regulations, procedures, Codes of Practice and the Development Plans beyond the minimum referred to above and thus assist you in carrying out your role properly and effectively.

- 14.3 **Do** participate in the annual review of a sample of planning decisions to ensure that members' judgements have been based on proper planning considerations.

APPENDIX A

Code of Practice for Conduct of Site Inspections

1. A site inspection will only be carried out in the circumstances set out below:-

(a) Prior to Consideration by Committee

Any member of the Council may request that an item contained in the draft index of applications to be considered at the next meeting of the committee, should be the subject of a site inspection prior to that meeting.

Such requests must be submitted to the Assistant Director of Legal and Democratic Services by the date and time specified in the draft index.

The Assistant Director of Legal and Democratic Services will notify the Assistant Director of Development Management and the chairman of the committee of the request. The request may be refused if the Assistant Director of Development Management, following consultation with the chairman, does not consider that a site inspection is justified in respect of the application.

A member with a Personal and Prejudicial Interest in the site **or the matter in hand** should not request a site visit. Do not try to represent ward/local views, but ask another ward/local member to do so instead. Always act in accordance with paragraph 10 of the Planning Code of Good Practice.

(b) Following Consideration at Committee

Where the Development Management Committee wishes to address site specific issues, it may determine to hold a site inspection, the purpose of which will be to familiarise members with the site.

2. A member with a Personal and Prejudicial Interest in the site **or the matter in hand** must not attend the site visit.
3. No lobbying or debate on issues relating to determination of the application shall take place during the site visit (any such discussion could be regarded as prejudicial to the committee's decision on the matter).

4. The timing and arrangements for the conduct of site inspections shall be agreed by the Assistant Director of Legal and Democratic Services and the Assistant Director of Development Management, in consultation with the chairman of the committee. *Site visits will normally be undertaken from public vantage points and the land and premises the subject of the application. Only in exceptional circumstances will the visit take place on private third party land. If it is considered exceptional circumstances exist the site visit request must include a specific reference to the third party land and the reasons why it is necessary to visit that land.*
5. The number of members to conduct site inspections will normally be limited to:-
 - 5.1 The chairman and vice-chairman of the committee or their nominees; plus
 - 5.2 No more than three other members of the committee; plus
 - 5.3 The representative(s) of the ward in which the site is located.
6. Where necessary and, after consultation with the Chairman or Vice-Chairman, the Assistant Director of Legal and Democratic Services shall be authorised to appoint substitute members to conduct the site inspections.
7. Members of the Development Management Committee conducting the site inspection are encouraged to share transport wherever possible, as long as drivers who provide shared transport hold adequate insurance cover.
8. (a) No person other than officers of the Council, ~~representatives of the Highway Authority~~ or invited representatives of consultee bodies, shall accompany members during an inspection;

(b) If a person with an interest in land to be inspected or his/her representative accompanies members to enable access or ensure safety, no lobbying or discussion with that person will be permitted.
9. Provision will be made in the committee agenda to enable the separate consideration of any matter which has been the subject of a site inspection.

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COUNCIL MEETING – 22 APRIL 2010

Recommendations to Council from Constitution Advisory Group held on 1 April 2010.

REVISED POLICY FRAMEWORK

The Advisory Group considered a report proposing an updated set of policies and strategies to comprise the Council's Policy Framework.

It was noted that legislation required the Council's Constitution to set out a Policy Framework comprising those plans and strategies to be approved or adopted by Council. The inclusion of certain specified plans and strategies was mandatory, some were recommended for inclusion by the Secretary of State and others could be added at the Council's discretion.

Members were aware that the existing Budget and Policy Framework had been created by the Shadow Authority in 2008 and considered whether it was appropriate to review it now that Central Bedfordshire Council had been in place for a year. Comments were made that it was important that Members should have full involvement particularly while the Council was still a relatively new body. Members concurred that this proposal came a year too early.

A suggestion was made that when the Advisory Group reviewed the Council's policy framework it would be beneficial if those policy and strategy matters dealt with elsewhere, other than at Council, were specifically listed. It was noted that this list was currently being compiled. Members asked that consideration be given by the officers as to when the most appropriate time might be, having regard to the work which needed to be carried out.

Members were advised that some of the policies or strategies could be amalgamated together, for example all the budget strategy matters could be in one place under paragraph 2.1 Part B2 and the reference to the Sustainability Suite could now be updated to be Climate Change Strategy, reflecting current terminology. Members welcomed this suggestion.

Members indicated support for re-titling the appropriate sections in part B from "statutory" to "required" and "other" to "recommended/discretionary".

A comment was made that at the point of a policy or strategy being brought before Members, particularly when it related to external organisations, they were sometimes advised that there was no further opportunity for changes. A request was made that policies and strategies be brought before Members well enough in advance to enable changes to be made if required.

A suggestion was made that a separate stand-alone Consultation Strategy was needed. It was noted that there were times that consultation was a legal requirement and that this would fall outside of any consultation strategy agreed by the Council.

In response to a question it was noted that where consultation was a legal requirement this would be reported under the Legal Implications section of the reports template. A discussion ensued and Members commented that a specific section on Consultation should be included in the reports template to report on any consultation carried out with external bodies.

Comments were made identifying policies and strategies which Members felt strongly should remain in the Policy Framework, and also about various other items currently within the Framework, as set out below.

Policies /Strategies identified as those which should remain

- Regional Spatial Strategies including the MKSM sub-regional strategy
- Customer Service Strategy
- Communication Strategy
- Community Engagement Strategy
- Local Area Agreement

Policies/Strategies where other considerations applied

- Older People's Strategy – the Advisory Group noted that this was one of many social care and health items and indicated a willingness to consider that the Healthier Communities and Older People framework would in future provide the higher level strategic overview.
- Cultural Strategy (including Leisure Strategy) – a comment was made that this should remain unchanged for the moment but in the future this could be replaced by a Leisure Strategy only.
- Housing Investment Strategy – it was noted that there was no longer a requirement to produce a Housing Investment Strategy.

The Advisory Group discussed paragraph 5 of the report which set out a paragraph included in the Constitution indicating the role of the overview and scrutiny committees in developing plans and strategies. A suggestion that the chairmen of the overview and scrutiny committees be invited to the next meeting of the Advisory Group to discuss this was welcomed. A request was made that a short paper be brought to the meeting indicating that the development of policy should be carried out through team working between the overview and scrutiny committees, the Executive and senior officers.

AGREED TO RECOMMEND TO COUNCIL:-

That the Policy Framework in Part B2 of the Constitution be amended by:-

- (a) **Inclusion of the budgetary plans listed in paragraph 1.1.3.2 under the Budget definition in paragraph 2.1, in order that all elements relating to the budget are listed in one place;**
- (b) **Deletion of “Housing Investment Strategy” in paragraph 1.1.3.6, given that authorities are no longer required to produce Housing Investment Strategies;**
- (c) **Amendment of “Sustainability Policy Suite” in paragraph 1.1.3.7 to “Climate Change Strategy” to reflect the correct title for the Strategy;**
- (d) **Amendment of the headings of “Statutory” in paragraph 1.1.2 to “Required and “Other” in paragraph 1.1.3 to “Recommended/Discretionary” to reflect that the Government specifies certain plans and strategies which authorities are required to include in their Policy Frameworks, others which are recommended for inclusion and that the Council may also add plans at its discretion. (The deletion of “statutory” will also avoid confusion with other “statutory” plans which the Council is required to produce but which are not required by the Government to be included in the Policy Framework).**

(Note: a revised version of the Policy Framework is attached at Appendix A at page 81.)

AGREED:-

1. that a report be brought back to the Constitution Advisory Group in approximately 6 months (18 October 2010 meeting) proposing which specific policies and strategies should be included in the Policy Framework and additionally listing those which need not be included, with a detailed rationale to support the proposals;
2. that policies and strategies be brought before Members for consideration at a timely point such that changes could be made if Members required any;
3. that the Assistant Director Communications develop proposals for a stand-alone Consultation Strategy, possibly advised by an Overview and Scrutiny Task Group;
4. that a specific section be included in the reports template headed “Consultation” where consultation with external organisations should be reported;
5. that an item be placed on the agenda for the next meeting to consider the development of plans, strategies and budgets in the Budget and Policy Framework and that the Chairmen of the overview and scrutiny committees be invited to attend to participate in the discussion.

LEADER'S ANNOUNCEMENTS AT COUNCIL

The Advisory Group recalled that at its last meeting, the Monitoring Officer had been asked to make the amendments to the Constitution to reflect the new overview and scrutiny structure in consultation with the Group.

The report set out the consequential amendments in relation to:-

Overview and Scrutiny Committees

- Part A1 – paragraph 3
- Part D1 Overview and Scrutiny Arrangements and Terms of Reference

The report also set out previously agreed amendments in relation to:-

Officer Employment

- Part E2 – paragraph 8.1.1 (Terms of Reference of Appointments Sub-Committee)
- Part F4 – paragraph 5.1.4 (Protocol on Member/Officer Relations)
- Part H3 – paragraph 3.2.1.3 (Scheme of Delegation...to Directors and other Officers)
- Part H4 – Officer Employment Procedure Rules

An additional proposal was made to provide for the introduction of Leader's Announcements at Council meetings.

It was also proposed that the amendments to the Constitution arising from the Senior Management Review would be the subject of consultation with Members by e-mail prior to the Monitoring Officer effecting the changes through exercising her delegated power from the Council.

AGREED TO RECOMMEND TO COUNCIL:-

To approve the variation to Part B5 of the Council Procedure Rules to provide for Leader's Announcements and Communications to be an item at meetings of Council.

AGREED:-

1. that the revisions made to the relevant parts of the Constitution in respect of the amended overview and scrutiny structure and changed procedure for officer appointments at Assistant Director level, as set out in the attachments to the submitted report, be endorsed;
2. to note that the amendments to the Constitution consequential to the Senior Management Review would be the subject of consultation with Advisory Group members by e-mail prior to the Monitoring Officer effecting the changes through exercising the power delegated to her by Council.

The papers for this meeting can be found at:-

<http://mod-gov:9071/ieListDocuments.aspx?CId=651&MId=3295&Ver=4>

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B2 THE BUDGET AND POLICY FRAMEWORK

1. Policy Framework: Definition

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1.1 The policy framework means the following plans, policies and strategies and such others as may be added by the Council. (Note: all other plans and policies shall be the responsibility of the Executive)

1.1.2 Required Plans

Deleted: Statutory

- 1.1.2.1 Children and Young People's Plan
- 1.1.2.2 Crime and Disorder Reduction Strategy
- 1.1.2.3 Local Transport Plan
- 1.1.2.4 Plans with Development Plan Document status which together comprise the Local Development Framework and the Waste and Minerals Development Framework
- 1.1.2.5 Sustainable Community Strategy
- 1.1.2.6 Statement of Licensing Policy under Section 5 of the Licensing Act 2003
- 1.1.2.7 Licensing Authority Policy Statement under Section 349 of the Gambling Act 2005

1.1.3 Recommended/Discretionary Plans

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- 1.1.3.1 Revenue and Capital Budget and the Capital Programme
- 1.1.3.2 Corporate Strategic Plan (including Directorate Development Plans)
- 1.1.3.3 Older People's Strategy
- 1.1.3.4 Cultural Strategy (including the Leisure Strategy)
- 1.1.3.5 Housing Strategy
- 1.1.3.6 Climate Change Strategy
- 1.1.3.7 Customer Service Strategy, Communication Strategy, Consultation Strategy and Community Engagement Strategy
- 1.1.3.8 Local Area Agreement
- 1.1.3.9 Regional Spatial Strategies including the MKSM sub-regional strategy (including Luton and South Bedfordshire growth area strategy documents, unless formally delegated by the Council to a joint committee)
- 1.1.3.10 Equality and Diversity Strategy
- 1.1.3.11 Joint Economic Development Strategy for Bedfordshire

Deleted: 1.1.3.2 . Medium Term Financial Strategy, Annual Treasury Management Strategy and Fees and Charges Policy – as part of annual budget setting at Full Council. Treasury Management Policy Statement (reviewed on a periodic basis)¶

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Deleted: / Housing Investment Programme¶

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Deleted: Sustainability

Deleted: Policy suite (including environmental policy, climate change strategy and sustainability strategy)¶

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1.2 The title of the plans, policies and strategies described above may, from time to time, be varied. Notwithstanding any change in title, these plans, policies and strategies will be deemed to be still part of the policy framework until expressly removed by the Council.

2. Budget: Definition

13/04/10

2.1 The budget includes:-

2.1.1 the allocation of financial resources to different services and projects;

2.1.2 proposed contingency funds;

2.1.3 setting the Council Tax;

2.1.4 the Medium Term Financial Strategy;

2.1.5 the setting of virement limits;

2.1.6 formulating a plan or strategy for:

2.1.6.1 the control of the Council's borrowing (including prudential indicators) and investments (including Annual Treasury Management Strategy and Treasury Management Policy Statement (reviewed on a periodic basis));

2.1.6.2 capital expenditure;

2.1.6.3 determining the authority's minimum revenue provision.

2.1.7 Fees and Charges (as part of the annual budget setting at full Council);

2.1.8 The setting of virement limits.

(Amendments to either the revenue or capital budgets which are made in accordance with the provisions of the Code of Finance Governance and Code of Procurement Governance set out at Part I of this constitution shall be deemed to be made within the budget)

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Meeting: Council
Date: 22 April 2010
Subject: Appointment of Members, Chairmen and Vice-Chairmen to Committees and Other Council Bodies 2010
Report of: Monitoring Officer
Summary: The report outlines the requirements for member appointments to committees and other council bodies, including political proportionality. Nominations from Group Leaders will be circulated separately.

Advising Officer: Barbara Morris, Assistant Director Legal and Democratic and Monitoring Officer
Contact Officer: Mel Peaston, Interim Committee Services Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The appropriate structure and membership of the Council's committees and other bodies will contribute to the proper running of the Council, enabling it to meet its vision, as follows:-

"To improve the quality of life of all in Central Bedfordshire and enhance the unique character of our communities and our environment".

They will also assist in achieving the five Council priorities, which are:-

1. supporting and caring for an ageing population
2. educating, protecting and providing opportunities for children and young people
3. managing growth effectively
4. creating safer communities
5. promoting healthier lifestyles.

Financial:

There are no additional budgetary implications.

Legal:

The appointment of elected members must comply with the proportionality requirements in sections 15 and 16 of the Local Government and Housing Act 1989.

The appointment of co-opted members to the Children's Services Overview and Scrutiny Committee must comply with paragraphs 7 and 9, schedule 1 of the Local Government Act 2000 and the Parent Governor Representatives (England) Regulations 2001 (S 1. 2001/478).

Risk Management:

None

Staffing (including Trades Unions):

None

Equalities/Human Rights:

None

Community Safety:

None

Sustainability:

None

RECOMMENDATIONS

1. that the Council confirms for the municipal year 2010/11:-
 - (a) The structure, size and terms of reference of the committees, sub-committees and joint committees set out in sections D1 of the Constitution (the Overview and Scrutiny Committees as amended, set out in Appendix D attached), E2 and J2; and
 - (b) The allocation of seats and substitutes to these and other bodies as listed in Appendix A to this report, in accordance with the political balance rules where they apply.
2. that the appointment of individual Members and substitutes to committees and other bodies be approved (in accordance with nominations to be submitted by the political groups) (Appendix B – to follow);
3. That the appointment of Chairmen and Vice-Chairmen of committees for the municipal year 2010/11 be approved in accordance with nominations to be submitted by the political groups (Appendix C – to follow)
4. That it be noted that the following persons have been appointed to the Children's Services Overview and Scrutiny Committee as co-opted members with voting rights on education matters until 31 March 2013;
 - (a) Mr Doug Landman, Parent Governor Representative;

(c)	Ms Heather Copley, Parent Governor Representative;
(d)	Mr Ben Sear, Parent Governor Representative;
(b)	Mrs Frances Image, Roman Catholic Diocesan Representative;
(e)	John Reynolds, Anglican Diocesan Representative

Political Balance

1. The Council must allocate seats on committees and other prescribed bodies so as to give effect to the political balance rules in Sections 15 and 16 of the Local Government and Housing Act 1989. These require the Council to determine the allocation of seats on its 'ordinary' committees and sub-committees, and on certain other prescribed bodies, in proportion to the representation of different political groups on the Council.

2. The principles in the Act, in relation to bodies that are required to be proportional, are:
 - (a) That not all seats on the body are allocated to the same political group;
 - (b) That the majority of seats is allocated to the majority group (see *note)
 - (c) That, subject to (a) and (b) above, the total number of seats on all "ordinary" committees is proportional to the overall balance of political groups on the Council;
 - (d) That, subject to (a), (b) and (c) above, the allocation of seats on individual bodies also reflects the overall balance of political groups on the Council.

*Note: seats reserved for education co-opted members (see paragraphs 19-22 below) are to be taken into account for the purpose of determining how many seats constitute a majority.

2. In the context of the Act, the term 'ordinary' committees includes only committees that have delegated powers to discharge the Council's statutory functions, and does not include informal bodies that are not committees.

3. A 'political group' is constituted when two or more Members sign a written notice, delivered to the Proper Officer, declaring their wish to be treated as a political group and giving the name of the group and of the group's leader.

4. Where there are Members who do not belong to any political group, a proportionate number of the available seats will not be allocated to any political group; and the Council is required to appoint to those seats from among the Members who do not belong to any political group, according to its discretion. Thus a single Independent Member cannot constitute a political group but should be taken into account for the purposes of the overall allocation of available seats.

Appointment of Councillors to Committees, etc.

5. It is necessary to appoint Members to serve on the various committees, joint committees and other Member forums listed in **Appendix A** for the municipal year 2010/11. Also shown are the legal and/or constitutional requirements relating to each committee etc including the agreed constitutional requirements for some joint bodies.
6. **Appendix A** shows the calculations for each of the ‘ordinary’ committees, joint committees and other Council bodies where the political balance rules apply. However some adjustment will be required to achieve overall proportionality across the ‘ordinary’ committees as indicated in paragraph 10 below.
7. The political composition of the Council is as follows:

	<i>Conservative</i>	<i>Liberal Democrat</i>	<i>Independent</i>	<i>Total</i>
No. and % of councillors	54 (81.82%)	11 (16.67%)	1 (1.52%)	66 (100%)

8. The total number of seats available on the ‘ordinary committees’ shown in Appendix A1 is **93**. The following number of seats therefore need to be allocated to each group (*)

(*Whilst not a member of a “group”, the independent member is entitled to the remaining seat following proportional allocation of seats to the political groups.)

	<i>Conservative</i>	<i>Liberal Democrat</i>	<i>Independent</i>	<i>Total</i>
Allocation of all proportional seats	76	16	1	93
Total No of seats to which entitled	76.09	15.50	1.41	93
% of seats Allocated	81.72%	17.20%	1.08%	100%
Strength on Council	81.82%	16.67%	1.52%	100%
Variance from target	-0.10%	0.54%	-0.44%	

9. Applying a simple proportional basis to each proportional 'ordinary committee' individually (without reference to overall balance) would produce an allocation of seats on each body as follows:

Number of Seats	Conservative	Liberal Democrat	Independent
18	14.73	3.00	0.27
17	13.91	2.83	0.26
16	13.09	2.67	0.24
15	12.27	2.50	0.23
14	11.45	2.33	0.21
13	10.64	2.17	0.20
12	9.82	2.00	0.18
11	9.00	1.83	0.17
10	8.18	1.67	0.15
9	7.36	1.50	0.14
8	6.55	1.33	0.12
7	5.73	1.17	0.11
6	4.91	1.00	0.09
5	4.09	0.83	0.08
4	3.27	0.67	0.06
3	2.45	0.50	0.05

10. **Section A1 of Appendix A** shows how individual committee memberships would be constituted on this strict proportional basis. This would however result in the Liberal Democrat Group having one seat greater than their proportional entitlement overall. One less Liberal Democrat seat is therefore required to meet the rules on overall balance and that seat would then fall to be filled by the independent Member upon the Council. As the primary calculation is for proportionality in the **overall** number of seats (i.e. proportionality on individual committees/bodies is a secondary factor, to be achieved as far as practicable), the figures shown in **Section A1 of Appendix A** will need amending to achieve the correct balance. Group Leaders have arranged to meet to discuss this further and an amended Appendix A may be submitted prior to the annual meeting. It will then be for the Council to determine how best to achieve the correct overall balance.
11. The number of substitutes is shown in brackets, where they may be appointed. Under the constitution, these will be half the number of seats that each political group holds on the particular committee, being a minimum of one and rounded up in the case of odd numbers. Each independent member not belonging to a political group within the Council is entitled to nominate a substitute to attend in his/her place.
12. Non-proportional bodies are listed in **Section B of Appendix A**
13. The Appointments Panel, from which individual Appointments Sub-Committees will be selected, will need to be appointed at a special meeting of the General Purposes Committee following the Council meeting. Each Sub-Committee will appoint its own Chairman for the meeting.

14. The Employee Partnership Committee and the Joint Consultative and Negotiating Committee for Primary and Secondary Education will also need to be appointed at the special meeting of the General Purposes Committee.
15. The Standards Committee, which is non-proportional, comprises 5 Central Bedfordshire councillors, plus 5 co-opted town or parish councillors and 5 co-opted independent (i.e. non-council) members. As co-opted members were appointed by Shadow Council on 26 February 2009 for the period from 1 April 2009 until the elections to be held in 2011, only the Central Bedfordshire councillors need to be appointed at this meeting.

Appointment of Chairmen and Vice-Chairmen

16. The Council is also requested to appoint Chairmen and Vice-Chairmen of the Council's 'ordinary' committees, nominations for which are submitted in **Appendix C (to follow)**. In the event of more than one nomination being received for the chairmanship or vice-chairmanship of a committee, each nomination in respect of that office will need to be put to the vote.
17. The Standards Committee must be chaired by an independent person serving upon that Committee. The Chairman will be elected at the first meeting of the Standards Committee.
18. The Constitution makes provision for two Deputy Chairmen of the Standards Committee (Part F1 paragraph 1 refers). One will be drawn from among the independent members of the Committee, the other from the Councillor members of the Committee. The Deputy Chairmen will be appointed at the first meeting of the Standards Committee.

Appointment of Co-opted Members (re Education Matters)

19. The Local Government Act and regulations made under it require certain representatives to be co-opted onto any overview and scrutiny committee whose functions relate wholly or partly to any education functions which are the responsibility of the authority's executive. That committee is now the Children's Services Overview and Scrutiny Committee. The co-opted members have a vote on education matters only.
20. The statutory co-optees are:
 - (a) between two and five parent governor representatives who must be appointed following an election among parent governors of schools maintained by the local education authority and may serve for up to four years; the Central Bedfordshire constitution requires three such parent governors; and
 - (b) two church representatives, to be nominated respectively by the Church of England Diocesan Board and the Roman Catholic Diocesan Bishop for the area.
21. The three parent governor representatives who have been duly appointed until 31 March 2013 are:

- (i) Heather Copley
- (ii) Doug Landman
- (iii) Ben Sear

22. The two church representatives who have been duly appointed until 31 March 2013 are:

- (i) Frances Image (Roman Catholic Diocese)
- (ii) Jon Reynolds (Church of England)

Conclusion and Next Steps

23. The appointments to the Council's bodies will be made as detailed above.
24. Immediately after the conclusion of the Council meeting, a special meeting of the General Purposes Committee will be held to appoint the Appointments Sub Committee, the Employee Partnership Committee and the Joint Consultative and Negotiating Committee.

Appendices:

Appendix A – Member Appointments Required by Annual Council:

- A: Proportional Bodies:
 - A1: 'Ordinary Committees'
 - A2: Joint Committee
 - A3: Other Council Bodies

- B: Non-Proportional Bodies:
 - B1: Other Committees and Sub Committees
 - B2: Joint Committees
 - B3: Other Panels and Informal Bodies
 - B4: Other Committees and Sub Committees (ad hoc)
 - B5: Other Bodies

Appendix B – Nominations for Membership of Committees, etc. 2010/11 (To follow)

Appendix C – Nominations for Chairmanship and Vice-Chairmanship of Committees 2010/11. (To follow)

Appendix D – Revised Part D1 of the Constitution - Overview and Scrutiny structure

Background Papers: None

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MEMBER APPOINTMENTS REQUIRED BY ANNUAL COUNCIL ON 22 APRIL 2010

Committee, Sub-Committee, Panel, etc.	Total No. of Councillors (substitutes in brackets)	Conservative	Liberal Democrat	Independent
A. PROPORTIONAL BODIES				
A1. 'Ordinary' Committees (proportional)				
Customer and Central Services OSC	9 (5)	7 (4)	2 (1)	0(0)
Children's Services OSC	10 (5)	8 (4)	2 (1)	0
Social Care, Health & Housing OSC	9 (5)	7 (4)	2 (1)	0
Sustainable Communities OSC	9 (5)	7 (4)	2 (1)	0
Audit	7 (4)	6 (3)	1 (1)	0
Development Management	18 (10)	15 (8)	3 (2)	0
General Purposes	7 (4)	6 (3)	1 (1)	0
Licensing	12 (6)	10 (5)	2 (1)	0
Regulation	12 (6)	10 (5)	2 (1)	0
Total	93 (50)	76 (40)	17 (10)	0 (0)
<p>Notes:</p> <p>1. Overview and Scrutiny Committees (OSCs) must not include in their membership (a) any members of the Executive; or (b) any member who is appointed to assist a Portfolio Holder if the particular OSC's terms of reference cover any portfolio with which he/she assists.</p>				

2. Unless the Council were to decide otherwise, with no Member voting against, the Conservative group will require a majority of all the seats, including co-opted member seats, on the Children’s Services Overview and Scrutiny Committee.
3. The Audit Committee membership **may not** include (a) any member of the Executive; or (b) any Assistant Portfolio holder or (c) any member of the Customer and Central Services OSC.
4. The General Purposes Committee **must** include at least one Executive member.
5. The membership of the Licensing and Regulation Committees **must** be the same.

A2. Joint Committee (proportional but not part of the overall seat allocation)

Wixams Joint Development Control	9 (5)	7 (4)	2 (1)	0
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Note: Appointments to the Wixams Joint Development Control Committee are, as far as practicable, to reflect political balance within the Council.

A3. Other Council Bodies (proportional but not part of the overall seat allocation)				
Appeals Panel	9 (5)	7 (4)	2 (1)	0
Appointments Panel (appointed by General Purposes Committee)	5 (3)	4 (2)	1 (1)	0
Corporate Parenting Panel	9 (0)	7(0)	2 (0)	0
Employee Partnership Committee (appointed by General Purposes Committee)	7 (4)	6 (3)	1 (1)	0
JCNC for Primary and Secondary Education (appointed by General Purposes Committee)	7 (4)	6 (3)	1 (1)	0
Standing Advisory Council for Religious Education (SACRE)	5 (0)	4 (0)	1 (0)	0

Notes:

1. Members of the Appeals Panel will be appointed as required to individual Appeals Committees, each comprising 3-5 councillors appointed in accordance with political balance.
2. Members of the Appointments Panel will be appointed as required to individual Appointments Sub-Committees, which will normally comprise 3 Panel Members (2 Conservative, 1 Liberal Democrat), with the addition of the relevant Portfolio Holder for the appointment to be made. A Sub-Committee must include at least one Executive Member.
3. The membership of the Corporate Parenting Panel **must** include the Portfolio Holder for Children, Families and Learning, Assistant Portfolio holder **and** a member of the Social Care, Health and Housing Overview and Scrutiny Committee.
4. The Employee Partnership Committee **must** include at least one Executive member.

5. The Joint Consultative and Negotiating Committee (JCNC) for Primary and Secondary Education **must** include at least one Executive member.
6. Members appointed to the Standing Advisory Council for Religious Education (SACRE) should have an interest in collective worship and religious education, as required by its constitution.

B. NON-PROPORTIONAL BODIES

B1. Other Committees and Sub-Committees (non-proportional)

Executive	3-10 (0)	
Standards	5 (0) (see note 2 below)	
Licensing Sub-Committee	3 (subs: see note 3)	
Standards Sub Committees	1 (see note 2 below)	

Notes:

1. The Executive does not have to comply with political balance rules. It will comprise the Leader of the Council and other members appointed by the Leader.
2. Member appointments to the Standards Committee (and its sub-committees) do not have to comply with political balance rules, but included a minority party member during 2009/10. Appointments of 5 Independent and 5 Town/Parish Council members have already been made until the elections to be held in 2011. Standards sub committees comprise 3 members and are appointed by the Monitoring Officer on an ad hoc basis from a panel comprising all members of the Standards Committee.
3. Whilst political balance is not required for the Licensing Sub-Committee, where practicable the members should be drawn

from more than one political group. The Licensing Sub-Committee comprises 3 members who are drawn from a pool comprising the 12 Members of the Licensing Committee.

B2. Joint Committees (non-proportional)

Dunstable Town Centre Management	5 (0)	
Houghton Regis Town Centre Management	4 (0)	
Leighton-Linslade Town Centre Management	5 (0)	
Luton & South Bedfordshire Joint (Section 29) (see note 4)	6 (6)	
Luton & South Bedfordshire Joint (Section 101) (see note 5)	3 (3)	

Notes:

1. Dunstable Town Centre Management Committee (TCMC) **must** comprise **either** (a) Executive members or (b) members for a Dunstable ward. Under the regulations for joint committees whose role covers less than two-fifths of the Council's total area or population, political balance rules do not apply. (The TCMC currently comprises 5 Conservatives)
2. Houghton Regis TCMC members **must** comprise **either** (a) Executive members or (b) members for a Houghton Regis ward. Likewise, political balance rules do not apply. (The TCMC currently comprises 1 Conservative and 3 Liberal Democrats)
3. Leighton-Linslade TCMC members **must** comprise **either** (a) Executive members or (b) members for a Leighton-Linslade ward. Likewise, political balance rules do not apply. (The TCMC currently comprises 5 Conservatives)
4. The Luton and South Bedfordshire Joint Committee (Section 29 Committee) **must** include (a) 4 Executive members; and (b) up to 2 non-executive members, who will normally include the Chairman of Development Management Committee. The membership is non-proportional as it includes no more than 2 non-executive members (otherwise political balance rules would apply to the non-executive membership) (The Joint Committee currently comprises 6 Conservatives)

5. The Luton and South Bedfordshire Joint Committee (Section 101 Committee) **must** comprise three of the Executive members appointed to the Section 29 Committee and is therefore non-proportional. (The Joint Committee currently comprises 3 Conservatives)

B3. Other Panels and Informal Bodies requiring Council Appointments (non-proportional)

Joint Adoption Panel	1 (0)	
Fostering Panel	1 (0)	
Fostering Permanence Panel	1 (0)	
Constitution Advisory Group	6 (0)	
Member Development Champions	4 (0)	

Notes:

1. The Constitution Advisory Group currently comprises 6 members (5 Conservative and 1 Liberal Democrat)
2. The Member Development Champions currently comprise 4 members (3 Conservative and 1 Liberal Democrat)

B.4 Other Committees & Sub-Committees to be appointed ad hoc as required (for information only)

Joint Health Overview and Scrutiny Committees are to be appointed by MO as required from the membership of the Health and Social Care Overview and Scrutiny Committee, in consultation with the Chairman & Vice-Chairman of that Committee. Appointments are subject to (a) the political balance rules if more than 2 members are appointed; and (b) subsequent report to Council for information in any event.

B5. Other Bodies (for information only)

The Portfolio Holder for Children's Services has already been appointed to the following bodies:

- Admissions Forum
- Schools Forum (non-voting)
- Children's Trust Board.
- Local Safeguarding Children Board

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D1 OVERVIEW AND SCRUTINY ARRANGEMENTS AND TERMS OF REFERENCE

1. Terms of Reference of Overview and Scrutiny Committees

1.1 The Council will appoint the overview and scrutiny committees shown in the table below. These committees will discharge, in respect of the matters shown in their terms of reference below, the functions conferred by Section 21 of the Local Government Act 2000 as amended by Section 7 of the Health and Social Care Act 2001; by Section 19 of the Police and Justice Act 2006; by Part 5, Chapter 2 of the Local Government and Public Involvement in Health Act 2007; and by any subsequent legislation.

Name of Committee	Terms of Reference
<p>Customer and Central Services Overview and Scrutiny Committee</p>	<p>Policy development and review and scrutiny of issues relating to business transformation; communications; customer service, corporate complaints and community engagement; policy, partnerships and performance including the Local Strategic Partnership, Local Area Agreement, Community Strategy and corporate planning; corporate services including financial services; procurement; human resources and organisational development; health and safety; information and communication technology; legal and democratic services; property and asset management; and any other matters that fall within the remit of the Office of the Chief Executive or Directorate of Customer and Shared Services.</p>
<p>Children's Services Overview and Scrutiny Committee</p>	<p>Policy development and review and scrutiny of children's, families and learning services including children's specialist services; learning and school support; development and commissioning; integrated services (Children's Trust, youth support and extended schools); and any other matters that fall within the remit of the Directorate</p>
<p>Social Care, Health and Housing Overview and Scrutiny Committee</p>	<p>Policy development and review and scrutiny of adult social care, health and housing services including strategies for health, housing, care and inclusion; independent living and care management; business systems and market strategy; landlord services; prevention and options services including homelessness, private sector housing and home improvement agency matters; and any other matters that fall within the remit of the Directorate.</p> <p>Policy development and review and scrutiny of health services and in particular NHS provision in Central Bedfordshire, in pursuance of powers in Section 7 of the Health and Social Care Act 2001.</p>
<p>Sustainable</p>	<p>Policy development and review and scrutiny of sustainable</p>

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<p>Communities Overview and Scrutiny Committee</p>	<p>communities issues including strategic planning, housing strategy, transportation and infrastructure; economic growth, regeneration and tourism; development control and building control; highways and parking; waste and recycling; community safety including public protection, trading standards, emergency planning and licensing; leisure, culture and libraries; and adult and community learning; and any other matters that fall within the remit of the Directorate.</p> <p>To exercise the functions of the crime and disorder committee in pursuance of Section 19 of the Police and Justice Act 2006, as amended by Section 126 of the Local Government and Public Involvement in Health Act 2007.</p>
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2. General role

- 2.1 Within their terms of reference the overview and scrutiny committees, which all have equal status, will:-
- 2.1.1 Review and scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions;
 - 2.1.2 Make reports and recommendations to the Executive and/or full Council and/or any committee in connection with the discharge of any functions;
 - 2.1.3 Consider any matter affecting the area of Central Bedfordshire or its inhabitants and make reports and recommendations;
 - 2.1.4 In accordance with the procedures for call-in, exercise the right to call-in for reconsideration decisions falling within their remit which have been made but not yet implemented by the Executive or on behalf of the Executive; and
 - 2.1.5 Undertake reviews aiming to improve the efficient and effective delivery of services to local people.

3. Specific functions

3.1 Policy development and review

Within their terms of reference the overview and scrutiny committees will:-

- 3.1.1 Assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues or proposed projects;
- 3.1.2 Conduct research, community and other consultation in the analysis of policy issues or proposed projects and possible options;

- 3.1.3 Consider and implement mechanisms to encourage and enhance community participation in the development of policy or project options;
- 3.1.4 Question members of the Executive, committees and senior officers of the Council, and representatives of other public, business or voluntary/community sector bodies, about their views on issues and proposals affecting the area; and
- 3.1.5 Liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

3.2 Scrutiny

Within their terms of reference the overview and scrutiny committees will:-

- 3.2.1 Review and scrutinise the decisions made by, and the performance of, the Executive, committees, and council officers, both in relation to individual decisions and over time;
- 3.2.2 Review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- 3.2.3 Question members of the Executive, committees, chief officers and senior officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- 3.2.4 Make reports and recommendations to the full Council and/or the Executive and/or any committee arising from the outcome of the scrutiny process;

- 3.2.5 Review and scrutinise the performance of other public bodies in the area, including performance against Local Area Agreement targets, in pursuance of the powers outlined in the Local Government and Public Involvement in Health Act 2007, having regard to any government regulations and guidance that may be issued.
- 3.2.6 Question, call for and gather evidence from any person or organisation (with their consent).
- 3.2.7 Review and scrutinise the adequacy of the response of the Council, or Executive, or committee to a petition following a request for such a review by the lead petitioner (under the provisions of the Council's Petition Scheme at Annex 2 to Part A4 of the constitution).

3.3 Councillor Call for Action

Within their terms of reference the overview and scrutiny committees will also consider Councillor Calls for Action, in accordance with the relevant best practice guidance jointly issued by the Centre for Public Scrutiny and the Improvement & Development Agency .

4. Membership, Substitutes and Quorum

4.1 The membership and quorum of each of the overview and scrutiny committees shall be:

4.1.1 ~~Customer and Central Services: 9 councillors and substitutes (quorum 3);~~

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4.1.2 ~~Children's Services: 10 councillors and substitutes, plus 5 co-opted members being 3 parent governors and 2 diocesan representatives of the Church of England and Roman Catholic churches.~~

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The quorum shall be 4 councillors and 2 co-opted members (either parent governors or diocesan representatives) whenever considering education matters, and 3 councillors at all other times.

The co-opted members shall have a vote on education matters but not on other matters, although they may stay in the meeting and speak on any matter.

4.1.3 ~~Social Care, Health and Housing: 9 councillors and substitutes (quorum 3);~~

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Representatives of the Local Involvement Network (LINK) will be invited to attend meetings of the committee as observers.

4.1.4 ~~Sustainable Communities: 9 councillors and substitutes (quorum 3).~~

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- 4.2 Subject to paragraph 4.3 below, all councillors except members of the Executive may be members of an overview and scrutiny committee. However no member may be involved in scrutinising a decision in which he/she has been directly involved (see also the Members' Code of Conduct in Part F2 of the constitution).
- 4.3 Any member who is appointed to assist a portfolio holder in the management of their portfolio (known as "assistant portfolio holders") may not be a member of an overview and scrutiny committee if its terms of reference cover any portfolio(s) which the assistant portfolio holders supports.
- 4.4 An overview and scrutiny committee may at any time recommend to Council the appointment of non-voting co-optees. The decision to appoint will rest with Council.
- 4.5 The chairmen and vice-chairmen of the overview and scrutiny committees shall be appointed at the annual Council meeting.

5. Joint Health Overview and Scrutiny Committees

- 5.1 Members of the Social Care, Health and Housing Overview and Scrutiny Committee may be appointed from time to time to serve on any joint overview and scrutiny committee that may be established with neighbouring authorities to scrutinise health matters under the provisions of Sections 7 and 8 of the Health and Social Care Act 2001 and subsequent regulations.
- 5.2 Such appointments will normally be made by the Monitoring Officer, in consultation with the Social Care, Health & Housing Overview and Scrutiny Committee Chairman and Vice-Chairman, subject to the proportionality rules and subsequent report for information to the next Council meeting.
- 5.3 The member(s) so appointed shall report on the joint committee's proceedings at suitable intervals to the Social Care, Health and Housing Overview and Scrutiny Committee.

6. Overview and Scrutiny Co-ordination Panel

- 6.1 The Overview and Scrutiny Co-ordination Panel will comprise the chairman and vice-chairman of each of the overview and scrutiny committees. It is not a formal committee and will not exercise any of the functions described in paragraphs 2 and 3 above, but will:

- 6.1.1 Coordinate the work of the five overview and scrutiny committees, particularly where topics for scrutiny or review cut across the terms of reference of two or more committees, including health matters that affect adults and children;
- 6.1.2 Report annually to full Council on the workings of the overview and scrutiny function and make recommendations for future work programmes and amended working methods if appropriate;
- 6.1.3 Exercise overall responsibility for the work programme of the officers who are employed to support the work of the overview and scrutiny function.

7. Task Forces and Other Informal Working

- 7.1 An overview and scrutiny committee may at any time appoint a task force (either a standing task force or a time-limited task and finish group) to conduct an in depth investigation into any matter within its terms of reference. It may also appoint members at any time to a joint task force with other committees of the council, other local authorities or other public bodies.
- 7.2 Task forces need not be proportionate and their membership shall be appointed from any non-executive councillors who express a general interest in the matter to be reviewed.
- 7.3 As task forces operate on an informal basis and are not formal committees, they will have no powers other than to investigate and report on their findings to the parent committee.
- 7.4 An overview and scrutiny committee may appoint any of its members to work informally with other bodies or authorities, particularly in relation to external or cross-authority scrutiny matters, where this will contribute to the committee's functions.

8. Proceedings of Overview and Scrutiny Committees

- 8.1 Overview and scrutiny committees will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part D2.

Page 1: [1] Deleted	CareyH01	08/03/10 09:19:00
Corporate Resources Overview and Scrutiny Committee	Policy development and review and scrutiny of corporate services including financial services; procurement; human resources and organisational development; health and safety; information and communication technology; legal and democratic services; property and asset management; and any other matters that fall within the remit of the Directorate.	

Page 4: [2] Deleted	CareyH01	08/03/10 09:20:00
4.1.3 Corporate Resources: 9 councillors and substitutes (quorum 3);		

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Meeting: Council
Date: 22 April 2010
Subject: **Composition of the Executive and Scheme of Delegation of Executive Functions**
Report of: Cllr Tricia Turner, Leader of the Council
Summary: The report sets out the composition of the Executive for the coming year, including the names of the Councillors appointed to the Executive and advises that no amendments are proposed to the Scheme of Delegation of Executive Functions beyond those previously approved by the Leader of the Council (Executive procedure Rule no 1.2) (part C4 and H3 of the Constitution refers).

Advising Officer: Richard Ellis, Director of Customer and Shared Services
Contact Officer: Kathrin John, Head of Democratic Services
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The appropriate structure of the Executive will contribute to the proper running of the Council, enabling it to meet its vision, as follows:-

“To improve the quality of life of all in Central Bedfordshire and enhance the unique character of our communities and our environment”.

Financial:

There are no additional budgetary implications.

Legal:

The composition of the Executive and its scheme of delegations is in line with legal and Constitution requirements.

Risk Management:

None

Staffing (including Trades Unions):

None

Equalities/Human Rights:

None

Community Safety:

None

Sustainability:

None

RECOMMENDATIONS:

That the Council notes:

- (a) the composition of the Executive and allocation of portfolios, as set out at Appendix A;**
- (b) the scheme of delegations of Executive functions, set out at Parts C3 and H3 of the Constitution.**
- (c) that Councillor Anita Lewis will continue to be the lead member for Children's Services.**

Introduction

1. The Council's Constitution requires that the Leader of the Council reports at the annual meeting of the Council after an election on the composition of the Executive and the proposed scheme of delegation of Executive functions (C4 Executive Procedure Rules 1.2).
2. Although there has not been a local election, it is appropriate to set out at the beginning of the year the composition of the Executive and to note the scheme of delegation of Executive functions.

Composition of the Executive

3. The Executive will continue to comprise the Leader plus nine Councillors, including a Deputy Leader. The details of the portfolios and the names of the portfolio holders are set out at **Appendix A** starting at page 111.

4. Under the terms of Part C1 section 6.2 of the Constitution the Leader shall designate a member of the Executive as lead member for Children's Services under Section 19 (1) of the Children Act 2004. This will continue to be Councillor Anita Lewis.

Scheme of Delegation of Executive Functions

5. No further amendments are proposed to the Scheme of Delegation of Executive Functions at Parts C3 and H3 of the Constitution, beyond those previously reported to Members.

Appendices:

Appendix A – Composition of the Executive

Background Papers: (open to public inspection)

none

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COMPOSITION OF THE EXECUTIVE 2010/11

Portfolio	Corporate Priority	Responsibility	Director
Leader <i>Cllr Tricia Turner MBE</i>	Support all	<ul style="list-style-type: none"> • Vision & Strategy • LSP • LAA • National, Regional and Sub Regional Partnerships • Overview and Scrutiny policy • Emergency Planning and Business Continuity Planning 	RCC GA
Deputy Leader and Portfolio Holder for Policy and Performance <i>Cllr Richard Stay</i>	Support all	<ul style="list-style-type: none"> • Management of change • Policy • Corporate Performance Management • Consultation & Engagement • Diversity & Social Cohesion • Communications and Corporate Reputation • Customer Relations • Efficiencies Programme 	RCC
Finance, Governance and People <i>Cllr Maurice Jones</i>	Support all	<ul style="list-style-type: none"> • Medium Term Financial Plan • Annual Revenue Budgets • Capital Investment • Treasury Management • Budget Monitoring & Financial Performance • Financial Control 	RE

		<ul style="list-style-type: none"> • Revenues and Benefits • Human Resources, Learning and Development • Legal, Committee Services, Electoral Services, Members' Services & Local Land Charges • Corporate Procurement • Audit 	
Customers, Systems and Assets <i>Cllr Steve Male</i>	Support all	<ul style="list-style-type: none"> • ICT • Customer Service • Coroners and Registrars • Property and Asset Management 	RE
Children's Services <i>Cllr Anita Lewis</i>	Educating, protecting and providing opportunities for children and young people	<ul style="list-style-type: none"> • Statutory Lead Member for Children's Services • Child Protection/Children in Need • Adoption & Fostering • Early Years & Child Care • Children and Young People's Engagement • Looked-After Children & Young People Leaving Care • Schools support • Educational Standards & Achievement • Children's Health • Integrated Youth Services • Family Support • 16 to 19 Commissioning 	EG

<p>Assistant Portfolio holder, Children's Services</p> <p><i>Cllr Christina Turner</i></p>			
<p>Social Care and Health</p> <p><i>Cllr Carole Hegley</i></p>	<p>Supporting and caring for an ageing population Promoting healthier lifestyles</p>	<ul style="list-style-type: none"> • Adult Social Care Services • Independent Living & Direct Payments • Carers' Support • Adult Protection • Older People's Champion • Adult Health Improvement & NHS Liaison • Drug & Alcohol Services 	<p>JO</p>
<p>Housing</p> <p><i>Cllr Rita Drinkwater</i></p>	<p>Managing growth effectively Creating safer communities</p>	<ul style="list-style-type: none"> • Strategic Housing Services and Operational Policies including Housing Needs Assessment • Homelessness • Supporting People, Special Needs Housing • Housing Stock Management 	
<p>Sustainable Development</p> <p><i>Cllr Tom Nicols</i></p>	<p>Managing growth effectively</p>	<ul style="list-style-type: none"> • Planning and Development Strategy • Housing Strategy • Transport Strategy • Climate Change • Development Management • Countryside Access and Archives 	<p>GA</p>

<p>Safer Communities & Healthier Lifestyles</p> <p><i>Cllr David McVicar</i></p>	<p>Creating safer communities Promoting healthier lifestyles</p>	<ul style="list-style-type: none"> • Community Safety and Public Protection • Waste Management • Highways & Transportation • Leisure, Sport and Recreation 	<p>GA</p>
<p>Assistant Portfolio holder, Safer Communities & Healthier Lifestyles</p> <p><i>Cllr Budge Wells</i></p>			
<p>Economic Growth, Skills & Regeneration</p> <p><i>Cllr Ken Matthews</i></p>	<p>Managing growth effectively</p>	<ul style="list-style-type: none"> • Economic Development and Physical Regeneration • Community Regeneration and Adult Skills • Libraries, Museums and Culture • Business Growth, Inward Investment and Employment 	<p>GA</p>