

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



please ask for Mel Peaston
direct line 0300300 6076
date 10 January 2011

NOTICE OF MEETING

CENTRAL BEDFORDSHIRE COUNCIL

Date & Time

Thursday, 20 January 2011 at 6.30 p.m.

Venue at

Council Chamber, Priory House, Chicksands, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the CENTRAL BEDFORDSHIRE COUNCIL

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

AGENDA

Prayers

Reverend Richard Andrews will take prayers.

1. **Apologies**

Any apologies for absence to be received.

2. **Minutes**

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

(Attached pages 5 to16)

3. **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.

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

The Chairman to make any announcements or communications.

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

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

6. **Questions, Statements or Deputations**

To receive any questions, statements or 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.

7. **Petitions**

To receive and discuss petitions in accordance with the Public Participation

Procedure as set out at Annex 2 of part A4 of the Constitution.

8. Recommendations from the Executive

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

	Date of Meeting	Page Nos.
Local Government Business Growth Reserve to Support Town Centre Regeneration	7 December 2010	17 - 18

9. Recommendations from the Constitution Advisory Group

1. Replacement of Leighton-Linslade Town Centre Management Committee with the Leighton-Linslade Partnership Committee.

(Report attached pages 19 – 24)

2. Licensing and Regulation Committees – One Committee

(Report attached pages 25 – 32)

3. Amendments to the Delegations of the Director of Customer and Shared Services

(Report attached pages 33 – 36)

10. Report of the Bedfordshire Police Authority

To receive and consider the report of the Bedfordshire Police Authority and answer questions asked under Rule No. 12.1.

(Attached pages 37 - 40)

11. Report of the Bedfordshire and Luton Combined Fire Authority

To receive and consider the reports of the Bedfordshire and Luton Combined Fire Authority and answer questions asked under Rule No. 12.1.

(Attached pages 41 – 44)

12. Written Questions (if any)

To answer written questions from members of the Council under Rule No. 12.2.

13. **Open Questions**

To answer open questions asked by members of the Council under Rule No. 12.7.

14. **Motions (if any)**

To consider motions by members of the Council under Rule No. 16 in the order received.

15. **Variations to Membership of Committees**

To receive a report of the Portfolio Holder for Finance, Governance and People on changes to the membership of committees since the last meeting.

(Attached pages 45 - 46)

16. **Calendar of Meetings 2011/12**

To consider a report of the Portfolio holder for Finance, Governance and People seeking approval of the Calendar of Meetings for the Municipal Year 2011-2012.

(Attached – pages 47 - 50)

17. **Appointment of S151 Officer**

To consider a report of the Portfolio Holder for Finance, Governance and People regarding the appointment of the S151 Officer.

(Attached – pages 51 - 54)

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **CENTRAL BEDFORDSHIRE COUNCIL** held in the Council Chamber, Priory House, Monks Walk, Shefford on Thursday, 25 November 2010.

PRESENT

Cllr P Hollick (Chairman)
Cllr Mrs C F Chapman MBE (Vice-Chairman)

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

Apologies for Absence

Cllrs	P Freeman	Cllrs	Mrs C Hegley	Cllrs	P Snelling
	D J Gale		A Northwood		P F Vickers

Officers in Attendance:	Mr G Alderson	–	Director of Sustainable Communities
	Mr J Atkinson	–	Head of Legal and Democratic Services
	Mr M Bowmer	–	Assistant Director, Financial Services/Chief Finance Officer
	Mr R Carr	–	Chief Executive
	Mrs M Clampitt	–	Committee Services Officer
	Mrs E Grant	–	Deputy Chief Executive and Director of Children's Services
	Mrs S Hobbs	–	Committee Services Officer
	Mrs J Ogley	–	Director of Social Care, Health and Housing

Prayers

Prayers were taken by Reverend Richard Andrews of Priory Church, Dunstable.

C/10/48 Minutes

RESOLVED

that the Minutes of the meeting of the Council held on 16 September 2010 be confirmed and signed by the Chairman as a correct record.

C/10/49 Members' Interests

(a) Personal Interests:-

None.

(b) Personal and Prejudicial Interests:-

None.

C/10/50 Chairman's Announcements and Communications

In noting Councillors Gale and Northwood's apologies for absence due to ill health, the Chairman indicated that he would pass on the Council's best wishes to them.

The Chairman highlighted the following events:

- the Civic Reception held at Priory House on 24 September 2010 which had been well attended and he thanked Members for their support;
- the Chairman had attended the Remembrance Sunday Service in Dunstable and had laid a wreath on behalf of the Council. He thanked Members and Officers who had been involved with arranging the road closures in Central Bedfordshire to enable the Services to run smoothly;
- at the Grove Theatre, Dunstable on 22 November 2010 there had been a presentation about shared space by Ben Hamilton-Baillie;
- the Chairman had hosted a quiz night on 19 November 2010 and was pleased that approximately 80 people had supported the event; and
- the Chairman highlighted that on the 27 March 2011 he would be hosting an event at the Grove Theatre, Dunstable called 'Lets Face the Music'.

Due to the public interest in agenda item 15 'Gypsy and Traveller Development Plan Document' the Chairman had agreed to take this item as part of agenda item 8 'Recommendation from the Executive'.

C/10/51

Leader of the Council's Announcements and Communications

The Leader of the Council advised Members that she had received confirmation from Ministers that construction on the A5/M1 link road would commence in 2015.

At the last Council meeting, the Leader had reported on the submission to Government of a proposal for a South East Midlands Local Enterprise Partnership. The Leader confirmed that this bid had been successful. She had reported on a subsequent meeting about the Partnership.

The Leader explained that she was one of two East of England representatives on the LGA Inland Flood Risk Management Group. The Group was concerned that there was no standard industry approach to household insurance to deal with flooding. She also advised Members that household water rates might increase by 10-14% due to a scheme for the transfer of private sewers to water and sewerage companies.

C/10/52

Questions, Statements and Deputations

No questions, statements or deputations had been received under Annex 1 of Part A4 of the Constitution.

C/10/53

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 a petition.

The petition, regarding traffic calming measures in Lowther Road, Dunstable, was handed to the Chairman by Councillor Miss Sparrow.

The Chairman thanked Councillor Miss Sparrow. The Portfolio Holder for Safer Communities and Healthier Lifestyles advised Members that a speed audit had taken place already on Lowther Road and he was waiting for the proposals on traffic calming measures. The petition would be referred to the next Traffic Management Meeting.

C/10/54

Gypsy and Traveller Development Plan

The Council considered the report of the Portfolio Holder for Sustainable Development which sought approval of the Draft Submission Gypsy and Traveller Development Plan Document (DPD) for consultation, and approval of submission of the document to the Secretary of State.

Public consultation on the DPD would commence on 8 December 2010 which would enable the public to register their views. It was noted that four pitches had yet to be identified and that proposals for these were due to be considered during 2011. Members were advised of the following amendments to the DPD:

- under the heading 'Providing Permanent Gypsy and Traveller Pitches' (page 61 in the Council agenda), the second paragraph refers to the DPD identifying sites to accommodate 23 pitches which satisfies accommodation need until 2014. This date should have read 'up to the end of 2015'; and
- on the same page in the box where there is reference to Policy GT1. The first paragraph refers to the Gypsy and Traveller needs in Central Bedfordshire (North) up to 201. This date should have read up to the end of 2015.

RESOLVED

- 1. to approve the Draft Submission of the Gypsy and Traveller Development Plan Document for public consultation and submission to the Secretary of State for examination; and**
- 2. to delegate authority to the Director of Sustainable Communities, in consultation with the Portfolio Holder for Sustainable Development, to make minor amendments to the Gypsy and Traveller Development Plan Document prior to submission to the Secretary of State, and during examination.**

C/10/55

Recommendation from the Executive

Capital Programme Review

The Council considered a recommendation from the meeting of the Executive held on 2 November 2010, seeking approval of the Capital Programme of £30.717m for 2010/11, as set out in columns 10 and 12 of the summary in Appendix A to the Executive report.

RESOLVED

that the Capital Programme of £30.717m for 2010/11, as set out in columns 10 and 12 of the summary in Appendix A to the Executive report, be approved.

C/10/56

Recommendation from Regulation Committee

Adoption of Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 and Section 27 of the Policing and Crime Act 2009

The Council considered a recommendation from the meeting of the Regulation Committee held on 17 November 2010, seeking adoption of the relevant provisions to enable the regulation of sexual entertainment venues and agreement that the provisions come into force on 1 April 2011 as “the first appointed day”.

RESOLVED

1. that the relevant provisions to enable the regulation of sexual entertainment venues be adopted and these provisions come into force on 1 April 2011 as “the first appointed day”; and
2. to delegate to the Regulation Committee the responsibility for the licensing of sexual entertainment venues and the Constitution Advisory Group be asked to amend the Constitution accordingly.

C/10/57

Recommendations from the Constitution Advisory Group

(a) Oral Questions at Council

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 18 October 2010, seeking approval of amendments to the Constitution in relation to the Oral Questions procedure for Council.

RESOLVED

that the following amendments to Part B of the Constitution, be approved:

1. an additional paragraph to be inserted to become a new paragraph 3.2.1.10, with the following wording: “Members of the Council may also ask any question without notice on matters relating to the functions of the Bedfordshire Police Authority and the Bedfordshire and Luton Combined Fire Authority. This period of questions and answers shall last no more than 10 minutes.” with the paragraphs following it to be renumbered; as set out in Appendix A to the report;
2. paragraph 12.1.1 to be amended by the deletion of the words “(or of a body referred to in Rule 12.2.1.4)” and the insertion of “or report” after “upon a recommendation”; as set out in Appendix A attached; and

3. **all references in Part B5 paragraph 3.2.1.12 and section 12.7 (throughout) to “oral questions” to be changed to “open questions”.**

(b) Formalising the Constitution Advisory Group in the Constitution

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 18 October 2010, seeking approval to amend the Constitution to formalise the membership of the Constitution Advisory Group. The recommendation also proposed that as the Constitution covered the governance of the Council, the Chairman of the Council, or the Vice-Chairman of the Council, and at least one member of the Executive, be included in the membership.

RESOLVED

1. **that Section A5 paragraph 2 of the Constitution be amended by the addition of the following words at a new paragraph 2.2 to follow the existing paragraph 2.1:**

“The Constitution Advisory Group will be appointed annually at the annual meeting of Council and will comprise a membership of 6, proportionate to the political structure of the Council, with one substitute member. The membership of the Advisory Group shall include the Chairman or the Vice-Chairman of the Council and at least one member of the Executive.” and

- 2) **that consequential amendments are made to renumber the paragraphs which follow, and to change the reference in paragraph 2.1 from paragraph 2.3 to paragraph 2.4.**

(c) Cross Reference of Public Participation Scheme and Petitions Scheme

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 18 October 2010 about cross referencing the recently approved Petitions Scheme with the Public Participation Scheme in the Constitution, to provide better guidance for the reader.

A question was raised about the Petitions Scheme and the requirement for 7 clear days notice of a petition. The Constitution Advisory Group would give further consideration to this requirement.

RESOLVED

that Part A4 Annex 2 Petitions Scheme paragraph 1.1 of the Constitution be amended by the addition of the following words, after the words "Monitoring Officer" at the end of the first sentence:-

"subject to the provisions of the General Principles Governing All Public Participation as set out at Part A4, Appendix A Section 2 of the Constitution."

(d) Consultation with the Leader on Member Development Matters

The Council considered a recommendation from the meeting of the Constitution Advisory Group held on 18 October 2010, seeking approval to formalise the involvement of the Leader of the Council on Members Development matters.

A query was raised about Members having the opportunity to see how much funding was available for Member Development throughout the year. A written response would be provided.

RESOLVED

that Part H3 paragraph 4.7.1 of the Constitution be amended as set out in Appendix A to the report.

C/10/58

Report of the Bedfordshire Police Authority

A report from the meeting of the Bedfordshire Police Authority held on 22 October 2010 was submitted.

Councillor Hollick, representative of the Police Authority, elaborated on some of the issues in the submitted report, including the announcement on the Comprehensive Spending Review and the new Chief Constable for Bedfordshire.

In particular he responded to the questions which had been raised at the last Council meeting on 16 September 2010. Police officers were not exempt from the law governing the use of mobile phones whilst driving, but were exempt when using a two way airwave set. During 2009/10, police officers had served notices on 1,451 people who had been found using their mobile phone whilst driving and during the current year 780 notices had been served so far.

Members were advised that Bedfordshire Police had consulted with the Community Safety Partnership, Local Strategic Partnership and with the Executive in relation to the proposed arrangements for community engagement. Since the last Council meeting, a letter had been sent to all town and parish councils explaining the reasons for the new arrangements.

The Chairman then presided over the new arrangements for questions, as agreed in minute no. 57 above. In response to a comment by the Deputy Leader of the Council, Councillor Hollick confirmed that he welcomed the work of the Chief Executives' Forum and in particular the work of this Council's Chief Executive in exploring the scope for sharing back office services to reduce costs.

Councillor Hollick responded to a question about Essex Police having to call upon neighbouring authorities to assist in disturbances at an oil refinery. He confirmed that one sergeant and six constables, who were on duty at the time, assisted at this incident under the mutual aid arrangements.

A question was raised about the performance of Bedfordshire Police during a freeze on recruitment. A programme was being considered for 2011 concerning the deployment of Officers and the role of the Special Constabulary.

In response to a question, Councillor Hollick advised that he was not aware of any proposals concerning the Bobby Van service.

C/10/59

Written Questions

Written questions had been submitted from the following Members:

- **Councillor Dr Egan's** written question was about the number of agency workers employed by Central Bedfordshire Council (CBC), the number of vacancies at CBC, how many disabled people were currently employed by CBC and the Council's strategies to employ more disabled people. The Portfolio Holder for Finance, Governance and People provided a written response. A copy of the questions and responses are attached at Appendix A to these minutes;
- **Councillor Dr Egan's** second written question was about the Council's strategies for ensuring that vulnerable people, people with special needs and disabled people were able to receive further education and training leading to employment. The Portfolio Holder for Adult Social Care and Health had provided a written answer. A copy of the question and answer are set out in Appendix A to these minutes;

Councillor Dr Egan asked a supplementary question enquiring about the difference between job carving and job sharing and also on the closure of LuDun. As the Portfolio Holder for Adult Social Care and Health was attending an award ceremony on behalf of the Council and had therefore sent her apologies for absence, it was agreed that a written response would be provided.

- **Councillor Murray's** written question was about the number of redundancies among Council employees, redundancy pay, and the profit made by the Grove Theatre. A copy of the questions and written responses are set out in Appendix B to these minutes.

The Chairman had agreed to accept an urgent written question from Councillor Lawrence as follows:

“Because the designs currently on offer would not improve the overall situation if implemented; can the Portfolio Holder guarantee that no work should be permitted to commence on the London Road /The Baulk junction in Biggleswade and including the additional work extending to new zebras and humps terminating in a new potential roundabout with Elm Way before full consultation exploring alternative designs has taken place with the Chamber of Trade, the Town Council and the elected representatives to Central Bedfordshire for the Biggleswade ward.”

The Portfolio Holder for Safer Communities and Healthier Lifestyles advised that the designs had been carried out by safety engineers as part of the Safer Routes to School scheme. The Portfolio Holder for Economic Growth, Skills and Regeneration confirmed that public consultation was due to commence on 26 November 2010 and no works would begin until the results from the public consultation had been analysed. Biggleswade Town Council had been consulted in March 2010 when the initial designs were being drawn up and they would be able to comment through the public consultation, along with other organisations and the public. The Portfolio Holder for Sustainable Development confirmed that he had visited the junction concerned as part of his work on Safer Routes to School.

C/10/60

Oral Questions

The Chairman presided over oral questions asked of the Leader, Deputy Leader, Portfolio Holders and the Chairman of a Committee under Council Procedure Rule 12.7.

- 1) Councillor Ms Nunn asked a question about Central Bedfordshire Council’s involvement with Anglian Water over disrupted water in Barton-le-Clay.

The Portfolio Holder for Safer Communities and Healthier Lifestyles explained that the Council had no jurisdiction over Anglian Water.

- 2) Councillor Mrs Chapman asked a question about the Council’s e-petitions scheme and whether there could be more than one signature from one email address.

The Portfolio Holder for Policy and Performance undertook to provide a written answer.

- 3) Councillor Aldis asked a question about incinerators being built in Bedfordshire.

The Assistant Portfolio Holder for Safer Communities and Healthier Lifestyles explained that he was not aware of any incinerators being built in the area. The Assistant Portfolio Holder updated Members on the BEaR project.

- 4) Councillor Ms Nunn asked a question about the contingency arrangements in place for snowfalls.

The Portfolio Holder for Safer Communities and Healthier Lifestyles explained that a report was due to be considered by the Executive on a winter programme of works looking at the issues that arose last winter and how these might be resolved.

The Portfolio Holder for Children's Services explained that a new web page would become available showing the up-to-the-minute status of school closures and school transport routes. Schools had also set up a service whereby they send a text message to parents informing them of any school closure.

- 5) Councillor Dr Egan asked a question about Members receiving information on the future development of the Kingsland Campus site, Houghton Regis.

The Portfolio Holder for Economic Growth, Skills and Regeneration confirmed that the future development of the Kingsland Campus site was being progressed and discussions were taking place with partners. The results from these discussions were due to be pulled together in the forthcoming weeks. The Portfolio Holder advised that once this information was available he would provide an update.

The Portfolio Holder for Children's Services explained that the future of the Kingsland Campus site was also part of the review of school places in Dunstable and Houghton Regis. The Children's Services Overview and Scrutiny Committee were due to consider this review at its meeting on 25 January 2011.

- 6) Councillor Dr Egan asked a question about whether residents would be deterred from using the Council's e-petition scheme as it required a username and password. To set up a username and password the system required the public to provide personal information. She also queried how this personal information was protected and how this information was used.

The Portfolio Holder for Policy and Performance advised that a written response would be provided.

- 7) Councillor Dr Egan asked a question about the low number of residents that had responded to the Council's budget strategy consultation on the Central Bedfordshire's Let's Talk Central web page.

The Portfolio Holder for Policy and Performance advised that a written response would be provided. He also pointed out that there was opportunity for the public to comment on the budget proposals through the Overview and Scrutiny Committee process.

- 8) Councillor Aldis asked a question about Central Bedfordshire Council's attitude towards schools becoming academies and the associated land transfer implications. He also queried who would be responsible for the academies' employees pensions.

The Portfolio Holder for Children's Services explained that the local authority had no influence over whether or not schools decided to pursue academy status. The Council would still work in partnership with any academies. A written answer would be provided on the pensions issue.

- 9) Councillor Green asked for an update on the proposed closure of Dunstable Registry Office.

The Portfolio Holder for Customers, Systems and Assets explained that Dunstable Town Council had agreed to reduce the amount of rent Central Bedfordshire Council paid for the use of Grove House. It was anticipated that the savings for this service would be achieved whilst maintaining a Registry Service in Dunstable.

- 10) Councillor Ms Nunn asked a question about the future of the Early Years Team in Kempston.

The Portfolio Holder for Children's Services explained that the Council valued the work this team carried out. The Service Level Agreement with Bedford Borough Council ceased at the end of December 2010. The service was being disaggregated and a share of the employees would come across to Central Bedfordshire Council under TUPE. At the same time as this service was being disaggregated, a reorganisation was being carried out within the Special Educational Needs team.

C/10/61 **Motions**

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

C/10/62 **Executive Arrangements under the Local Government and Public Involvement in Health Act 2007**

Council considered the report of the Portfolio Holder for Customers, Systems and Assets requesting the Authority to formally adopt, in accordance with the provisions of the Local Government and Public Involvement in Health Act 2007, Leader and Executive arrangements. The Portfolio Holder moved an amendment to the recommendation as follows:

"Recommendation 1

- (a) no change;
- (b) no change; and

- (c) the last line in this recommendation refers to paragraph 7, but should be paragraph 8.

Recommendation 2 – no change.

Additional Recommendation, as follows:

3. that the Monitoring Officer be authorised to make any necessary consequential changes to the Constitution following consultation with the Constitution Advisory Group.”

RESOLVED

1. that Council notes:

- (a) the requirement for the full Council to pass a resolution by 31 December 2010 to adopt either a “new style” leader and cabinet executive or elected mayor and cabinet arrangements;
- (b) that the Central Bedfordshire bid submission, which was subject to extensive public consultation, was based on the adoption of the “new style” leader and cabinet arrangements; and
- (c) that the Constitution already contained all the required statutory provisions of the Local Government and Public Involvement in Health Act 2007 relating to the “new style” leader and cabinet executive arrangements, save for the provision relating to the extension of the term of office of the Leader (paragraph 8 of the report refers);

2. that the “new style” leader and cabinet executive arrangements for implementation on the third day after the elections in May 2011, be adopted;

3. that the Monitoring Officer be authorised to make any necessary consequential changes to the Constitution following consultation with the Constitution Advisory Group.

(Note: The meeting commenced at 6.30 p.m. and concluded at 8.08 p.m.)

Chairman

Dated

COUNCIL MEETING – 20 JANUARY 2010

**Recommendations to Council from the Executive meeting held on 7
December 2010**

**Minute No
E/10/109**

**Local Government Business Growth Reserve to support Town Centre
Regeneration**

The Executive considered a report from Councillor Ken Mathews, Portfolio Holder for Economic Growth, Skills and Regeneration proposing the part acquisition of the Quadrant shopping centre to deliver the regeneration of Dunstable Town Centre.

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

The Portfolio Holder advised Members that the refurbishment/ redevelopment of the Quadrant shopping centre was crucial for the delivery of the Dunstable Town Centre Masterplan and the wider regeneration of the town centre. It was noted that the Local Authority Business Growth reserve, originally approved by South Bedfordshire District Council and confirmed by Executive as part of Quarter 1 Budget Report in August 2010 (Minute E/10/52 refers), was established for the specific purpose of supporting the implementation of the Dunstable Town Centre Masterplan.

Reason for decision: To enable the regeneration of a key part of Dunstable Town Centre.

RESOLVED

- 1. that Central Bedfordshire Council, in partnership with Development Securities PLC, seek to secure the acquisition of the Quadrant shopping centre to deliver the regeneration of Dunstable Town Centre.**
- 2. that officers continue to negotiate terms for the partial acquisition of the Quadrant shopping centre in partnership with Development Securities PLC.**
- 3. that the Director of Sustainable Communities, in consultation with the Portfolio Holder for Economic Growth, Skills and Regeneration, be given delegated authority to approve the final terms of the agreement for the partial acquisition of the Quadrant shopping centre in Spring 2011, prior to completion.**

It was also RECOMMENDED TO COUNCIL

that £1.5 million of capital be used to support the acquisition of the Quadrant shopping centre to deliver the regeneration of Dunstable Town Centre and that £1.5 million from the £1.791 million earmarked reserve be transferred into the Redundancy Reserve; with £291,000 of the remaining earmarked reserve retained to cover the further costs of the delivery of the Dunstable Town Centre Masterplan.

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<p>Recommendation to Council on 20 January 2011</p>	<p>From: Constitution Advisory Group</p>	<p>2 December 2010</p>
<p>Replacement of Leighton Linslade Town Centre Management Committee with Leighton Linslade Partnership Committee</p>		
<p>1.</p>	<p>Council is asked to approve the following recommendations:-</p>	
<p>a.</p>	<p>that the Leighton Linslade Town Centres Management Committee be replaced with the Leighton Linslade Partnership Committee;</p>	
<p>b.</p>	<p>that section J2 of the Constitution relating to Leighton Linslade Town Centres Management Committee be amended with new terms of reference as set out in at Appendix A to this report.</p>	
<p>Background</p>		
<p>2.</p>	<p>The Constitution Advisory Group at its meeting on 2 December 2010 considered a request from the Head of Partnerships and Performance for a new committee to replace the previous Town Development Committee and the Leighton Linslade Town Centres Management Committee. The new committee would be called the Leighton Linslade Partnership Committee.</p>	
<p>3.</p>	<p>The Portfolio Holder for Economic Growth, Skills and Regeneration was present at the meeting and indicated his support for the proposal. Additionally, the meeting was advised that this was supported by local Members.</p>	
<p>4.</p>	<p>The Constitution Advisory Group was minded to support the proposal, but considered that a clause should be included in the terms of reference to provide that the budget should be developed by the Committee and recommended to the Town Council and Central Bedfordshire Council for approval only where Central Bedfordshire Council makes funding available in any financial year.</p>	
<p>5.</p>	<p>The proposed terms of reference, with this amendment included, are set out at Appendix A.</p>	
<p>Appendices</p>	<p>Appendix A</p>	<p>Sets out the section of the Constitution showing how it would change if Council approves the recommendations</p>

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Appendix A

J2 JOINT ARRANGEMENTS

<p>Leighton-Linslade Partnership Committee</p>	<p>1. <u>Purpose</u></p> <p>1.1 <u>To serve as a partnership forum for all those involved in initiatives impacting on the Parish to consult with each other and co-ordinate their activities so as to realise their aspirations for the Parish and the town centre.</u></p> <p>1.2 <u>To set the broad direction of the partnership, taking into account the needs of the town centre's customers, employees, residents, visitors, traders, property owners and developers.</u></p> <p>2. <u>Objectives</u></p> <p>2.1 <u>Work towards improving the economic, social, environmental and cultural vitality of Leighton Buzzard and Linslade.</u></p> <p>2.2 <u>Prepare and maintain a Town Centre Strategy and Action Plan to help and encourage appropriate town centre and town development, for approval by the Town Council and Central Bedfordshire Council (CBC).</u></p> <p>2.3 <u>To deliver the Big plan recognising the context of the Local Development Framework and related planning processes including:</u></p> <ul style="list-style-type: none"> <u>• informing and advising the relevant committees of the local authorities on all aspects of their responsibilities for the town centre and its environs;</u> <u>• consulting, co-ordinating and communicating the infrastructure needs of Leighton Buzzard and Linslade to the relevant local authorities; and</u>
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Deleted: Town Centres Management

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• working in partnership with relevant bodies to achieve the delivery of new infrastructure.

2.4. Co-ordinate the activities of the various town centre service providers and those responsible for meeting the needs of the town centre including:

- identifying appropriate funding opportunities for the furtherance of town initiatives;
- undertaking and co-ordinating marketing and promotional work for the town centre; and
- leading on all matters relating to the physical environment of the Town e.g. Christmas lights, floral displays, hanging baskets etc.

2.5. Establish sub-committees and task groups to progress/deliver specific proposals in town development strategies.

3. Membership,

3.1 The core membership to comprise:

- 5 Central Bedfordshire Council appointed Councillors; and
- 5 Leighton-Linslade Town Council appointed Councillors.

3.2 Representatives of local interest groups will be invited to attend its meetings as non-voting members.

3.3 CBC Councillors should be from wards within Leighton-Linslade, or immediately adjacent to.

3.4 All Councillors should have the interests of the town as a priority, not their own wards.

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Deleted: To seek funding opportunities for the furtherance of the Town Centre Initiative and to agree an action plan for the town centre in accordance with approved local authority policies.

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Deleted: Establish sub-committees and task groups to progress/deliver specific proposals in town development strategies.

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5 Central Bedfordshire Council appointed Councillors¶
5 Leighton-Linslade Town Council appointed Councillors¶

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	<p>4. <u>Chairman</u></p> <p>4.1. <u>The Chairman and Vice-Chairman shall be elected from and by the Committee's core membership.</u></p> <p>4.2. <u>The elected Chairman and Vice-Chairman will hold the post for a period of one year, after which they can stand for re-election.</u></p> <p>5. <u>Secretariat</u></p> <p>5.1. <u>Leighton-Linslade Town Council administers the Committee, which is governed by the Town Council's Standing Orders.</u></p> <p>6. <u>Decision-making arrangements</u></p> <p>6.1 <u>The annual budget shall be developed by the Committee and recommended to the Town Council and Central Bedfordshire Council for approval only where Central Bedfordshire Council makes funding available in any financial year.</u></p> <p>6.2 <u>Thereafter, the Committee will make decisions at its meetings. Decisions will be made by consensus whenever possible. However, if no consensus can be reached, a majority vote, based on one vote per core member, will carry the decision, with the Chairman having the casting vote if the vote is equal.</u></p> <p>6.3 <u>The Committee will delegate operational decision-making to smaller working groups as necessary and appropriate.</u></p>
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¶ At least 50% of the membership of the committee.
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- Deleted:** 9.3
- Deleted:** Only members of the committee can vote.¶
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- Deleted:** Leighton-Linslade Town Council administers the committee which is governed by the Town Council's Standing Orders.¶
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9. Notes:

<p>Recommendation to Council On 20 January 2011</p>	<p>From: Constitution Advisory Group</p>	<p>2 December 2010</p>
	<p>Licensing and Regulation Committees - One Committee</p>	
<p>1.</p>	<p>Council is asked to approve the following recommendations:-</p>	
	<p>a.</p>	<p>that one committee called the Licensing Committee should carry out the functions currently delegated to both the Licensing Committee and the Regulation Committee, but that this should not come into effect until after the May 2011 local election;</p>
	<p>b.</p>	<p>that section E2 of the Constitution relating to the Licensing Committee and the Regulation Committee be replaced with new terms of reference as set out in Appendix A to this report.</p>
	<p>Background</p>	
<p>2.</p>	<p>Constitution Advisory Group at its meeting on 2 December 2010 considered a report of the Committee Services Manager proposing that the Licensing Committee and the Regulation Committee should become one committee, called the Licensing Committee.</p>	
<p>3.</p>	<p>It was noted that two separate committees had been created at a legacy authority due to expectations of a heavy workload for the Licensing Committee at the time that new liquor licensing legislation came into force. This approach had been replicated in the Constitution for Central Bedfordshire Council, but there was no longer a need for the two separate committees, although the term Licensing Committee was legally required for the body which carried out the licensing remit.</p>	
<p>4.</p>	<p>The Constitution Advisory Group accepted the premise and determined that a recommendation should be made to Council at its meeting on 20 January 2011 for only one committee, but that this should take effect only after the May 2011 local election.</p>	
<p>5.</p>	<p>The proposed amendments to the Constitution are set out at Appendix A.</p>	
<p>Appendices</p>	<p>Appendix A</p>	<p>Sets out the section of the Constitution showing how it would change if Council approves the recommendations</p>

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Appendix A

2. The Licensing Committee

(Note: The replacement of the Licensing Committee and the Regulation Committee by one Licensing Committee as set out below will take effect after the May 2011 local election.)

Appointed by:	The Council under Section 6 of the Licensing Act 1972 <u>and Section 101 of the Local Government Act 1972</u>
No of Members:	12
Chairman and Vice-Chairman appointed by:	The Council
Quorum	At least 50% of the membership of the Committee
Frequency	Quarterly
Venue	As set out in the approved Calendar of Meetings ¹ 1 unless otherwise agreed by the Chairman, Monitoring Officer or Committee by resolution.
Co-opted Members	None
Code:	Licensing Code of Good Practice.

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2.1 Terms of Reference

2.1.1 To exercise all licensing functions of the Council under the Licensing Act 2003 (as set out in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and any subsequent amendments thereto and detailed in Annex B and D below) which are not delegated to a sub-committee or officers.

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- 2.1.2 To exercise all functions of the Council, under Part 8 of the Gambling Act 2005, as set out in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and any subsequent amendments thereto and detailed in Annex B below) and in relation to the Health and Safety at Work Act 1974, except where those functions are discharged in the Authority's capacity as an employer, which are not delegated to a sub-committee or officers.

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2.2 Limitation of Powers

The Committee has full delegated powers subject to the following exclusions which shall be recommended for Full Council approval:-

- 2.2.1 approving the Authority's Licensing Statement under Section 5 of the Licensing Act 2003;
- 2.2.2 approving the Authority's Gambling Licensing Policy under Section 349 of the Gambling Act 2005; and
- 2.2.3 deciding not to issue casino licences under Section 166 of the Gambling Act 2005.

- 2.3.4 the making of Designation Orders in accordance with the provisions of Section 13 of the Police and Criminal Justice Act 2001 and the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001.

3. The Licensing Sub-Committee

Appointed by:	The Licensing Committee under Section 9 of the Licensing Act 2003
No of Members:	3 Members appointed by the Monitoring Officer as and when necessary from a panel comprising all Members of the Licensing Committee
Chairman and Vice-Chairman appointed by:	The Sub-Committee at each meeting
Quorum	2

Frequency	As and when required
Venue	As set out in the approved Calendar of Meetings ¹ 1 unless otherwise agreed by the Chairman, Monitoring Officer or Committee by resolution.
Co-opted Members	None
Code:	The Licensing Code of Good Practice. Licensing Hearings Procedure.

3.1 Terms of Reference

To undertake hearings under the Licensing Act 2003 in respect of the functions set out in Annex C below.

3.2 Limitation of Powers

None

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4. The Regulation Committee

Appointed by:	The Council under Section 101 of the Local Government Act 1972
No of Members:	12 who shall also be members of the Licensing Committee
Chairman and Vice-Chairman appointed by:	The Council
Quorum	At least 50% of the membership of the Committee
Frequency	Quarterly
Venue	As set out in the approved Calendar of Meetings ¹ 1 unless otherwise agreed by the Chairman, Monitoring Officer or Committee by resolution.
Co-opted Members	None
Code:	Licensing Code of Good Practice.

4.1 Terms of Reference

- 4.1.1 To exercise those licensing functions of the Council (as set out in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and any subsequent amendments thereto (except those relating to the Licensing Act 2003 and Gambling Act 2005 which are delegated to the Licensing Committee) and detailed in Annex C and D below) which are not delegated to a sub-committee or officers.
- 4.1.2 To exercise functions in relation to the Health and Safety at Work Act 1974, except where those functions are discharged in the Authority's capacity as an employer.

4.2 Limitation of Powers

The Committee has full delegated powers subject to the following exclusion which shall be recommended for full Council approval:-

- 4.2.1 The making of Designation Orders in accordance with the provisions of Section 13 of the Police and Criminal Justice Act 2001 and the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001.

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Recommendation to Council On 20 January 2011	From: Constitution Advisory Group	2 December 2010
	Amendments to the Delegations of the Director of Customer and Shared Services	
1.	Council is asked to approve the following recommendations:-	
	<ul style="list-style-type: none"> • that section H3 of the Constitution setting out the delegations to the Director of Customer and Shared Services be amended as set out in Appendix A. 	
	Background	
2.	Constitution Advisory Group at its meeting on 2 December 2010 considered a report seeking amendments to the delegations to the Director of Customer and Shared Services in respect of Assets to simplify and clarify the process.	
3.	The Constitution Advisory Group considered the matter and were of the opinion that as these matters may have a high profile in each ward, it was imperative that each Ward Member be consulted and that the final decision should be jointly between the relevant officer and Portfolio Holder.	
Appendices	Appendix A	Sets out the section of the Constitution showing how it would change if Council approves the recommendations

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Appendix A

Part H3 Paragraph 4.5.19 (becoming 4.5.19, 20 and 22) and also paragraph 4.5.29 (now called paragraph 4.5.21)
 The text of the Constitution is unchanged starting from previous paragraph 4.5.21, apart from the deletion of previous paragraph 4.5.29.
 The paragraphs after the re-drafted text will be re-numbered.

- 4.5.19 To authorise the development and Subject to appropriation of land and buildings, consultation with subject to a maximum value in any case of the relevant £200,000 per annum (revenue) or portfolio holder and £500,000 (capital), or the ward members(s).
- 4.5.20 To authorise the acquisition, disposal or variation of any estate or interest (together with licences and wayleaves) in any land and buildings subject to a maximum value in any case of £200,000 per annum (revenue) or £500,000 (capital). lease or grant of any interest in land and/or buildings.
- 4.5.21 In accordance with the Surplus Policy and the delegated powers outlined in 4.5.20, to sell land surplus to requirements, which is on the Disposals List. subject to approval of the relevant portfolio holder and after consultation with the ward member(s).

Deleted: together with the granting or taking, assignment, surrender or termination of leases, tenancies, licences, easements, wayleaves and variations of rent, and

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Deleted: to authorise the acquisition and disposal of land and buildings or any estate or interest in any land and buildings (acquisitions and disposals between £200,001 and £500,000 inclusive are delegated to the relevant Portfolio holder – see Part C3, paragraph 3).

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Deleted: To take such actions as are considered appropriate in relation to advance payments, blight notices, home loss payments under the Land Compensation Act 1973, notices to quit, purchase notices and other notices.¶

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4.5.22

To approve the terms for the acquisition, disposal or variation of any estate or interest (together with licences and wayleaves) in any land and/or buildings.

None

Deleted: seek planning permission for the development of land where such land is not required for the statutory functions of the Council



CENTRAL BEDFORDSHIRE COUNCIL

20 January 2011

1. MEETING

The Authority last met on 10 December 2010

Set out below are some of the main issues discussed.

2. PROVISIONAL BUDGET SETTLEMENT 2011/12

The Provisional Finance settlement was not received in time for consideration by Members at the Authority meeting. It was however considered at a subsequent Members seminar. A factual assessment of the settlement and how it impacts on the Revenue budget 2011/12 is detailed below.

All Police Authorities will receive a 5.1% Formula Grant Reduction in 2011/12, with overall core funding, including specific grants, reducing by 4%.

For Bedfordshire, and all other Police Authorities the settlement for Formula Grant, now incorporates the previous specific grants: Crime Fighting Fund, BCU grant and Rule 2 grant, and is 5.1% less than was received by the Authority for all four grants in 2010/11, this equating to a £3.97M reduction, and provides a Formula Grant of £73.181M.

The table below provides a breakdown of this settlement. It is disappointing that despite a representation to the Policing Minister from our MP's the Government has continued to use the damping mechanism, also known as floors and ceilings, which has resulted in Bedfordshire losing approximately £1M compared to that it should have received through the funding formula.

	2011/12	2010/11
	£M	£M
Total Formula Grant	73.181	73.089
Funded by:		
Business Rates	22.365	26.580
Revenue Support Grant	6.902	3.860
Police Grant	43.914	42.649
Total	73.181	73.089

The announcement also confirmed that the Neighbourhood Policing Fund, which contributes towards 75% of the pay costs for the 128 PCSOs within the Force, would continue to be ringfenced for 2011/12 and 2012/13 and then

absorbed into the Police Grant in future years.

Whilst not yet confirmed, as part of the settlement, it is anticipated that the specific grants associated with Prevent, Manpads and Security Grant will continue at similar levels to 2010/11.

The announcement also confirmed that Capital Grant would be reduced by 60% in 2011/12 to £0.8M, but increased up to £1.1M for the remainder of the Comprehensive Spending Review (CSR) period.

The Finance Settlement included firm details for 2012/13 which highlighted a 6.7% reduction on the 2011/12 Formula Grant. The level of Grant expected to be received totals £68.276M representing a cash reduction of £4.905M. At this stage the forecasted funding gap for 2012/13 is approximately £5.5M.

A specific Grant has been included within the Settlement for 2012/13 of £50M to provide funding for the election of Crime Commissioners.

Based upon this settlement and the pressures to deliver a service that the public deserve the potential budget requirement for 2011/12 is £110.252M leaving a funding gap of £6.3M.

In recognition of the funding gap the Authority continues to drive forward efficiencies through a number of initiatives such as extending our collaboration programme to help deliver more efficient support services and greater resilience within Protective Services and reviewing the way local policing is delivered. However the initiatives in place are expected to deliver £5.9M savings and further initiatives are therefore being considered to meet the full funding gap.

In terms of the level of Council Tax the settlement has confirmed the inclusion of an additional specific grant equivalent to a 2.5% increase on the 2010/11 Council Tax levels to assist Police Authorities in maintaining 2011/12 Council Tax at 2010/11 levels. It had been previously thought that this would be a one off grant but will now be included for all four years of the CSR period. On this basis the Authority has agreed to consider a 2.5% precept to take advantage of the grant to maintain the Council Tax at the 2010/11 level.

The Authority is in the process of consulting with the public around the budget and views expressed will be taken into account when deciding the budget

The Authority will be on meeting 18 February 2011 to determine the budget , budget requirement, Precept and Council Tax for 2011/12

3. SECOND QUARTER PERFORMANCE REVIEW

Significant progress has been made in the fight against crime in Bedfordshire despite disappointing half yearly performance figures. Overall crime in the county has fallen by 18% in the last three years and the number of victims of serious violence has fallen by 4,500 over the same period.

Members are however disappointed that many of the targets have not been met this year particularly in areas such as domestic burglary and crime investigation, but have acknowledged that these targets had been designed to be challenging.

The Force are continuing to implement changes aimed at raising performance to meet the targets which include a new approach to problem solving and better information management. Dedicated investigation teams for crimes such as burglary, robbery and vehicle crime are now in place across Bedfordshire and known offenders are being managed by multi agency specialist teams.

The Authority is keen to see value for money from its investment in new business processes and staff training and is ensuring that resources are being matched to priorities to deliver results.

Public confidence has seen a slight fall in recent months which would be helped by improved detection figures and therefore the Authority is working closely with the Force to develop the investigatory skills of Police Officers.

In terms of most serious violence (MSV) the Chief Constable has assured Members that the targets set for MSV are still achievable. Members felt that this was an area where greater scrutiny would pay dividends and agreed to appoint a Lead Member to focus on the specific issues associated with tackling this type of crime across the county.

While targets are not being met, the number of serious acquisitive crimes is in fact marginally lower than the same period in 2009-10.

4. **BEDFORDSHIRE AND HERTFORDSHIRE COLLABORATION PROGRAMME**

The Authority has formally approved the establishment of a joint Bedfordshire and Hertfordshire collaboration in the areas of Firearms licensing and counter terrorism and domestic extremism. The new Firearms Unit will be in place from 1st February 2011 and is expected to make combined efficiency savings of approximately £173K in the first year and £194K thereafter. The new counter terrorism and domestic extremism unit will be in place from 1st February 2011 and is expected to deliver combined efficiencies of £124,800 per year.

Bedfordshire has also formally approved the establishment of a joint Bedfordshire, Hertfordshire and Cambridgeshire Procurement Unit. The unit will be in place from 1 March 2011 and will bring combined efficiency savings of approximately £253K per year. Further efficiencies of £2M will be delivered over 5 years.

A business case for a joint Roads Policing unit has also been approved and subject to formal approval at the next meeting of the Authority the unit will be operational from February 2011.

In order to streamline the current governance arrangements for the Beds and Herts Protective Services Department a joint Assistant Chief Constable (ACC) will be appointed to command the department. The ACC will be appointed from the current substantive ACCs in each force. The introduction of the single ACC Protective Services will generate combined savings of between £192k and £208k.

PETER HOLLICK
REPORT OF THE BEDFORDSHIRE POLICE AUTHORITY



BEDFORDSHIRE AND LUTON COMBINED FIRE AUTHORITY

REPORT OF THE BEDFORDSHIRE AND LUTON COMBINED FIRE AUTHORITY FROM ITS MEETING ON 9 SEPTEMBER 2010 TO CENTRAL BEDFORDSHIRE COUNCIL

MEETINGS

Bedfordshire and Luton Combined Fire Authority (CFA) held a meeting on 9 September 2010 at Dunstable Community Fire Station. The major issues discussed at the meeting are summarised below:

1. COMMUNICATIONS

Shuttleworth Airfield Volunteer Fire Service

Following their meeting on 16 April 2010, the Fire Authority had received a letter of thanks from the Shuttleworth Airfield Volunteer Fire Service for their donation of two L4Ps.

2. PROPOSED (NATIONAL) STRATEGIC REVIEW OF THE FIRE AND RESCUE SERVICE

CFO Fuller referred to the Fire Minister's stated intention to engage with a wide cross section of partners to conduct a collaborative strategic review of the fire and rescue service.

The scope and terms of reference for the Review – known as Fire Futures - were currently being discussed but, once an initial steer had been agreed, officials would be seeking to engage rapidly with the fire and rescue sector to agree the scope of the Review and the workstreams to be pursued. Key stakeholders would influence this scoping work, which was to be reported to the Fire Minister in November 2010.

It was anticipated that the Review would look at a range of short, medium and long-term issues in a wide range of areas including, amongst others:

- The current role and remit of the Fire and Rescue Service and possible future delivery models,
- The respective roles of central and local partners and how the sector could support and drive the localism agenda,
- Costs of the Service and opportunities to further improve efficiency and value for money.

Fire Futures had been structured into four workstreams, to be chaired and supported by volunteers from across the Sector.

1. the role of the fire and rescue service and how it might be better delivered,
2. efficiency, effectiveness and productivity,
3. localism and accountability,
4. national interest.

3. REPLACEMENT OF THE SERVICE'S MOBILISING SYSTEM

Due to delays in developing the main IT system, the proposed Service cut-over to the East of England Regional Control Centre had been delayed to May 2012.

Members had previously been informed that the Service's current mobilising system was thirteen years old and beyond the normal life of systems of its type.

Whilst the Service's mobilising system continued to function, Members were aware of the problems surrounding the FiReControl Project and the need for fire and rescue services to make contingency arrangements if the project was to be further delayed or cancelled. Additionally, it was vital for fire and rescue services to make the necessary commitment early enough to gain the benefit of migration to a new mobilising system as well as avoiding high levels of resource being required in the event of a rapid migration being required.

The hardware for the Service's current mobilising system and further supplies were no longer available and further supplies were no longer available and the long-term survivability of the system was not secure.

In the light of this Members agreed that the Service's mobilising system should be replaced from the £200,000 held in the Fire Authority's financial reserves which had been previously ear-marked for such purposes.

It was also agreed that the Chair should write, on behalf of the Fire Authority, to the Fire Minister to seek New Burdens funding for the replacement system as this expenditure was now falling on the Fire Authority due to the continuing delays in the FiReControl project.

4. NATIONAL FRAMEWORK 2008 - 2011

CFO Fuller informed Members of the Government's intention not to enforce specific sections of the Fire and Rescue National Framework 2008-2011.

Although the 2008-2011 Framework was to remain in force, the Fire Minister would no longer expect to enforce the following aspects of the Framework:

- Regional Management Boards
- Equality and Diversity
- Workforce Development
- Asset Management

These aspects would still need to be addressed by fire and rescue authorities and over the coming months officers would be reviewing the necessary strategies and policies for recommendation to the appropriate Policy and Challenge Group.

5. STANDARDS COMMITTEE

The Government had announced that the proposed Localism Bill was to include proposals to 'abolish the Standards Board regime'. The precise scope of the proposals was not yet known and until legislation had been enacted the Standards Committee was to continue to perform its statutory roles of promoting high standards of ethical conduct and dealing with complaints that the Code of Conduct had been breached.

The Committee was also exploring all aspects of joint arrangements, and had authorised officers to continue discussions (subject to the contents of the Decentralisation and Localism Bill), and report further to the next meeting.

6. AUDIT COMMITTEE

Members agreed in principle to the publication of an Annual Review of the Fire Authority's Effectiveness and Record of Member Attendance from 2010/11 with a view to considering a more detailed system at its meeting on 10 December 2010.

7. OUTCOMES OF CRMP CONSULTATION 2010-13

Members received a summary of the outcomes of the Community Risk Management Plan (CRMP) consultation.

In the light of the consultation, Members considered recommendations on service delivery; strategic change; equality, diversity and recruitment; environment and expenditure for inclusion in the 2010-13 CRMP.

8. REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING – 2010/11

On 5 February 2010 the Fire Authority approved its 2010/11 Revenue Budget of £28,498,725. It had previously endorsed the proposal that a regular monitoring report should be submitted to each of its meetings.

The Treasurer presented the third such report for 2010/11.

9. 2011/12 REVENUE BUDGET

On 30 June 2010 the Fire Authority approved a Revenue Budget Strategy for 2011/12, proposing a nil increase in Band D Council Tax and key dates for the budget setting process.

Members' Budget Workshops were to be held on 10 December 2010 and 12 January 2011, with the Fire Authority budget setting meeting being held on 10 February 2011.

Arrangements for the response to the Communities and Local Government (CLG) Local Referendums to Veto Excessive Council Tax Increases Consultation on the Government's proposals to repeal the existing capping powers and introduce the provision for Council Tax referendums were also agreed.

10. DISPOSAL OF FIRE APPLIANCES

On 16 April 2010, the Fire Authority had agreed a priority for the future disposal of redundant fire appliances and equipment.

It was agreed that three redundant rescue pumps be donated to the Onset Trust with two redundant multi role vehicles being donated to the International Fire and Rescue Association

11. FORMULA GRANT DISTRIBUTION CONSULTATION

Arrangements for the response to the Government a consultation paper on options for changes to grant distribution formulae from 2011-12 were agreed.

12. INFORMATION BULLETIN

The Combined Fire Authority received a Bulletin containing information on various matters relating to the Fire and Rescue Service, including incidents of note and compliments.

Amongst the items reported were:

A couple from Bedford sent thanks via the Web:

.....'Just a note to say I'd like to pass on both mine and my husband's thanks at the most efficient way a fire in our garage was dealt with

The officers that attended were efficient, most pleasant and a credit to the Fire Service.

Their prompt actions probably saved any further loss in the garage not to mention cars blowing up!.....

A grandparent of a Firebreak 2 student expressed thanks to the instructors who have worked so hard with their grandson over the week and her excitement and honour at being invited to the pass out parade.

The Firebreak instructors also received thanks from the **Project Turnaround Officer:**

.....'Firebreak is an excellent course for young people to learn team work and the consequences of anti-social behaviour. I really enjoyed seeing the interactions between the instructors and young people.'.....

A letter of thanks was received from **a child from Maulden:**

.....'Just wanted to thank you very much for helping my mummy out of the car on Thursday 6 May. I was frightened for her. Thank you again for looking after us both!'.....

Emergency Response and Planning/FESS Co-ordinator Bedfordshire expressed thanks:

.....'Many many thanks for the excellent Fire Ground Safety Course you took for us last Saturday. The pace and content of the course was perfect and the feedback from my volunteer crews in Beds, Herts and Essex has been phenomenal.

You both saw on Saturday over 30 dedicated people who volunteer and give up their time to carry out this vital and caring work and my request to you and the Fire Service is please spread the message to your crews and staff about the service we provide.'.....

Director of Casa Soarelui (Sunshine House Hospice), Romania wrote to express thanks:

.....'I wish to bring to your attention the fantastic work of the above firefighters who gave one week of their holiday to come out to our hospice in Romania. The reason for this trip was to strip one half of the roof on the building which was leaking badly.

Our work in the hospice started with HIV/AIDS children who now live with their families and they take their anti viral drugs which enables them to lead a normal life. We now take adult cancer patients from 18 years upwards. Many of the patients are very young and come into the hospice to die with love and dignity.

Thanks to all those people who have given their time to make this project a success.

A resident from Flitwick sent an expression of thanks:

.....'I had to call the fire service out to a chimney fire at my property. I am writing this card to thank very much the team leader and the crew who came out to me. They dealt with the situation in a very caring and professional manner as I am sure you all do wherever you have to go.'.....

COUNCILLOR J STREET
EXECUTIVE MEMBER OF THE COMBINED FIRE AUTHORITY

Meeting: Council
Date: 20 January 2011
Subject: Variation of Membership of Committees
Report of: Portfolio Holder for Finance, Governance and People
Summary: The report sets out for noting changes to the membership of Committees which have occurred since the last meeting.

Contact Officer: John Atkinson, Monitoring Officer
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

Stewardship and efficiency – this report enables the Council to comply with the requirements of its constitution.

Financial:

Not applicable

Legal:

The Council's Constitution requires that any changes to the membership of committees must be reported to the next meeting of Council for information. This report complies with that requirement.

Risk Management:

Not applicable

Staffing (including Trades Unions):

Not applicable

Equalities/Human Rights:

Not applicable

Community Safety:

Not applicable

Sustainability:

Not applicable

RECOMMENDATION:

Council is asked to note the changes to the membership of Committees.

Variation of membership of Committees

- | | |
|----|--|
| 1. | The Council's Constitution requires that notification is provided to the Monitoring Officer of any changes in membership of a committee, for report to the next meeting of the Council for information (Part B5 paragraph 2.6.2 refers). |
| 2. | Set out below are the changes which have occurred to the membership of Committees since the last meeting. |
| 3. | Several of the changes relate to Councillor Fahn, who has ceased to be a member of the Conservative Group and is now an Independent Member. As an independent Member he is entitled to a place on one committee. He will therefore remain a member of the Customer and Corporate Services Overview and Scrutiny Committee. Other committee places he held are retained by the Conservative Group and there is no further proportionality impact. |

Details of changes

- | | |
|----|--|
| 3. | The details of the changes are as follows: |
|----|--|

Committee	Previous member	Replacement member	Date notified
Sustainable Communities Overview & Scrutiny Committee	Cllr Snelling	Cllr D Jones	16 November 2010
Sustainable Communities Overview & Scrutiny Committee	Cllr D Jones	Cllr Snelling	17 December 2010
Licensing Committee	Cllr Fahn	Cllr Johnstone	6 January 2011
Regulation Committee	Cllr Fahn	Cllr Johnstone	6 January 2011
General Purposes Committee	Cllr Fahn	Cllr A Brown	6 January 2011

Appendices: none

Background Papers: none

Meeting: Council
Date: 25 November 2010
Subject: Calendar of Meetings 2011-2012
Report of: Portfolio Holder for Finance, Governance & People
Summary: To seek approval of the Calendar of Meetings for the Municipal Year 2011-2012.

Advising Officer: Richard Ellis, Director of Customer and Shared Services
Contact Officer: Mel Peaston, Committee Services Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

Having in place effective leadership and political management arrangements of the Authority is critical to the delivery of the Council's vision and all its strategic priorities.

Financial:

None

Legal:

None

Risk Management:

None

Staffing (including Trades Unions):

None

Equalities/Human Rights:

None

Community Safety:

None

Sustainability:

None

RECOMMENDATION:

that Council approves the Calendar of Council and Committee meetings for the period May 2011 – June 2012 as set out in Appendix A to this report.

Background

1. Preparing a Calendar of Meetings for the municipal year ahead enables effective planning of Council business and preparation of the Executive's Forward Plan. In addition the Constitution specifies that residents have the right to attend meetings of the Council, the Executive and its committees and they therefore need to be aware in advance of meeting dates.
2. Set out in Appendix A is a programme of meetings for the period 1 May 2011 – 30 June 2012 to aid the programming of meetings just beyond the Annual Council meeting in 2012.
3. The Calendar has been prepared on the following basis:-
 - Council meetings to commence at 6.30 p.m.;
 - Development Management Committee meetings to commence at 10.00 a.m. to consider strategic planning/minerals matters and 2.00 p.m. to consider planning applications (the Chairman being authorised to vary the start time according to business);
 - Executive meetings to commence at 9.30 a.m.; and
 - Overview and Scrutiny Committee meetings to commence at 10.00 a.m.
4. It should be noted that the Calendar only lists those meetings which can or need to be programmed (for constitutional, financial or other reasons). Meetings of other Council bodies such as Schools Forums, Licensing Sub-Committees, Appointments Panel etc will be arranged as and when required.

Appendix: Appendix A – Calendar of Meetings – 2011-12

Background Papers: None

Location of papers: N/A

**CENTRAL BEDFORDSHIRE COUNCIL
CALENDAR OF MEETINGS – 2011-2012**

Thur 5 May	ELECTIONS				
Thur 19 May	Council (AGM)		6.30 pm		
Tues 24 May	CS OSC		10.00am		
Wed 25 May	DMC	10.00 am & 2.00 pm			
Tue 31 May	Executive		10.00 am	Fri 2 Dec	L&SBJC (L) 9.30 am
				Tue 6 Dec	Executive 09.30 am
Thur 2 June	General Purposes		10.00 am	Wed 7 Dec	DMC 10.00 am & 2.00 pm
Wed 8 June	Lic & Reg		9.30 am	Thur 8 Dec	General Purposes 10.00 am
Fri 10 June	Standards		9.30 am	Mon 12 Dec	SCCH OSC 10.00am
Mon 13 June	Audit		9.30 am	Tue 13 Dec	SC OSC 10.00am
Mon 13 June	SCHH OSC		10.00 am	Mon 19 Dec	C&CS OSC 10.00am
Tue 14 June	C&CS OSC		10.00 am	Tue 20 Dec	CS OSC 10.00am
Mon 20 June	CS OSC		10.00 am		
Tue 21 June	SC OSC		10.00 am	Wed 4 Jan	DMC 10.00 am & 2.00 pm
Wed 22 June	DMC	10.00 am & 2.00 pm		Fri 6 Jan	Standards 10.00 am
Fri 24 June	L&SBJC (D)		9.30 am	Tue 10 Jan	Executive 09.30am
Mon 27 June	Audit		9.30 am	Mon 16 Jan	C&CS OSC 10.00 am
				Tue 17 Jan	CS OSC 10.00 am
Tue 12 July	Executive		9.30 am	Wed 18 Jan	Lic & Reg 9.30 am
Wed 20 July	DMC	10.00 am & 2.00 pm		Thur 19 Jan	Council 6.30 pm
Thur 21 July	Council		6.30 pm	Mon 23 Jan	SCHH OSC 10.00 am
Mon 25 July	C&CS OSC		10.00 am	Mon 23 Jan	Audit 9.30 am
Tue 26 July	CS OSC		10.00 am	Tue 24 Jan	SC OSC 10.00 am
Fri 29 July	L&SBJC (L)		9.30 am		
				Wed 1 Feb	DMC 10.00 am & 2.00 pm
Mon 1 Aug	SCHH OSC		10.00 am	Fri 3 Feb	L&SBJC (D) 9.30 am
Tue 2 Aug	SC OSC		10.00 am	Thur 9 Feb	General Purposes 10.00 am
Wed 3 Aug	Lic & Reg		9.30 am	Tue 14 Feb	Executive (Budget) 9.30 am
Thur 4 Aug	General Purposes		10.00 am	Thur 23 Feb	Council (Budget) 6.30 pm
Wed 17 Aug	DMC	10.00 am & 2.00 pm		Mon 27 Feb	C&CS OSC 10.00 am
Fri 19 Aug	Standards		9.30 am	Tue 28 Feb	CS OSC 10.00 am
Tue 23 Aug	Executive		9.30 am	Wed 29 Feb	DMC 10.00 am & 2.00 pm
Mon 5 Sep	C&CS OSC		10.00 am	Mon 5 Mar	SCHH OSC 10.00 am
Tue 6 Sep	CS OSC		10.00 am	Tue 6 Mar	SC OSC 10.00 am
Mon 12 Sep	SCHH OSC		10.00 am	Wed 14 Mar	Lic & Reg 9.30 am
Tue 13 Sep	SC OSC		10.00 am	Fri 16 Mar	Standards 9.30 am
Wed 14 Sep	DMC	10.00 am & 2.00 pm		Tue 27 Mar	Executive 9.30 am
Thur 22 Sep	Council		6.30 pm	Wed 28 Mar	DMC 10.00 am & 2.00 pm
Mon 26 Sep	Audit		9.30 am	Fri 30 Mar	L&SBJC (L) 9.30 am
Wed 28 Sep	Lic & Reg		9.30 am		
				Mon 2 Apr	Audit 9.30 am
Tue 4 Oct	Executive		9.30 am	Tue 10 Apr	SC OSC 10.00 am
Thur 6 Oct	General Purposes		10.00 am	Thur 11 Apr	General Purposes 10.00 am
Wed 12 Oct	DMC	10.00 am & 2.00 pm		Thur 12 Apr	SCHH OSC 10.00 am
Mon 17 Oct	C&CS OSC		10.00 am	Mon 16 Apr	C&CS OSC 10.00 am
Tue 18 Oct	CS OSC		10.00 am	Tue 17 Apr	CS OSC 10.00 am
Mon 24 Oct	SCHH OSC		10.00 am	Thur 19 Apr	Council (AGM) 6.30 pm
Tue 25 Oct	SC OSC		10.00 am	Wed 25 Apr	DMC 10.00 am & 2.00 pm
Fri 28 Oct	Standards		9.30 am		
Mon 31 Oct	Audit		9.30 am	Wed 9 May	Lic & Reg 9.30 am
				Tue 15 May	Executive 9.30 am
Fri 4 Nov	L&SBJC (D)		9.30 am	Fri 25 May	Standards 9.30 am
Wed 9 Nov	DMC	10.00 am & 2.00 pm		Mon 28 May	C&CS OSC 10.00 am
Tue 15 Nov	Executive		9.30 am	Tue 29 May	CS OSC 10.00 am
Wed 23 Nov	Lic & Reg		9.30 am		
Thur 24 Nov	Council		6.30pm	Fri 1 June	L&SBJC (D) 9.30 am
Mon 28 Nov	C&CS OSC		10.00 am	Thur 7 June	General Purposes 9.30 am
Tues 29 Nov	CS OSC		10.00 am	Mon 11 June	SCHH OSC 10.00 am
				Tue 12 June	SC OSC 10.00 am
				Thur 21 June	Council 6.30 pm

Key:

DMC - Development Management Committee
L&SBJC – Luton & South Beds Joint Committee
Lic & Reg – Licensing & Regulation Committees
C&CS OSC – Customer & Central Services OSC
CS OSC – Children’s Services OSC
SCHH OSC – Social Care, Health & Housing OSC
SC OSC – Sustainable Communities OSC
D – Dunstable
L - Luton

Time & Venues:

All meetings will start at 9.30 am unless otherwise stated on the calendar, with the exception of (i) Council starting at 6.30 pm, (ii) Development Management which normally starts at 10.00 am to consider strategic/mineral matters and 2.00 pm to consider planning applications. (The Chairman is authorised to vary the start time according to the business of the meeting) (iii) Overview & Scrutiny Committees starting at 10.00 am.

Overview & Scrutiny Committees will meet initially at Chicksands and then at venues to be determined by each Committee, according to the business to be conducted. Licensing Sub-Committees will be arranged at local venues as and when required. Meetings of the Luton and South Bedfordshire Joint Committee alternate between Watling House, Dunstable and Town Hall, Luton. All other meetings will normally be at Chicksands unless otherwise agreed by the committee or body concerned.

Meeting: Council
Date: 20 January 2011
Subject: Appointment of Interim Chief Finance/Section 151 Officer
Report of: Portfolio holder for Finance, Governance and People
Summary: The report proposes that the Director of Customer and Shared Services be authorised to make an interim appointment to the position of Chief Finance Officer pending the making of a substantive appointment to the post of Assistant Director, Financial Services.

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

CORPORATE IMPLICATIONS

Council Priorities:

The appointment of a Chief Finance Officer is critical to the delivery of the Council's budget strategy.

Financial:

The costs of this appointment will be met from within the existing budget.

Legal:

Section 151 of the Local Government Act 1972 and section 6 of the Local Government and Housing Act 1989 provide that local authorities are required to make proper arrangements for the administration of their financial affairs, including the appointment of an officer to have responsibility for the administration of those affairs.

Risk Management:

The appointment of an interim Chief Finance Officer will help to ensure the effective management of the Council's financial affairs pending the appointment to the post of Assistant Director, Finance Services and will mitigate the risks to the authority whilst that post is vacant.

Staffing (including Trades Unions):

None specifically.

Equalities/Human Rights:

The Council's responsibilities in respect of equal opportunities will be observed in carrying out the recruitment processes for the post of Assistant Director, Financial Services.

Community Safety:

None specifically.

Sustainability:

None specifically.

RECOMMENDATION(S):

- 1. that the Director of Customer and Shared Services be authorised to make an interim appointment to the post of Chief Finance/Section 151 Officer, following consultation with the members of the Appointments Sub-Committee.**

Background to the Decision

1. The Council's Constitution provides that the Assistant Director, Financial Services is designated as the council's Chief Finance Officer (Section 151 Officer). This designation was formally approved by the Council on 24 June 2010.
2. The current Assistant Director, Financial Services has recently accepted a position with another local authority and will be leaving the Council's employment during February 2011.
3. Arrangements are in hand for the appointment of a substantive Assistant Director, Financial Services but this appointment will not be completed before the existing Assistant Director leaves. For this reason, it will be necessary to make an interim appointment to ensure that an appropriately qualified person is designated Chief Finance Officer until such time as an Assistant Director, Financial Services joins the Council's employment. An interim Assistant Director, Financial Services has been recruited to shadow the existing post holder and to provide continuity, but the Constitution provides that the appointment of the Chief Finance Officer should be made by the Appointments Sub-Committee.
4. A similar situation arose in June 2010 on the departure of the Monitoring Officer. On that occasion, the Council authorised the Director of Customer and Shared Services to appoint one of the Deputy Monitoring Officers as interim Monitoring Officer, after consultation with the Leader of the Council.

Conclusion and Next Steps

5. Accordingly, the Council is requested to authorise the Director of Customer and Shared Services to appoint an interim Chief Finance Officer, following consultation with the members of the Appointments Sub-Committee.

Background Papers:

None

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