

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



please ask for Sandra Hobbs
direct line 0300 300 5257
date 11 May 2011

NOTICE OF MEETING

CENTRAL BEDFORDSHIRE COUNCIL

Date & Time

Thursday, 19 May 2011 at 6.30 p.m.

Venue at

Council Chamber, Priory House, Monks Walk, 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

The Reverend Richard Andrews will take prayers.

1. **Apologies**

Apologies for absence to be received.

2. **Election of Chairman (only if the current Chairman and Vice-Chairman are absent)**

3. **Election of Chairman 2011/12**

To elect the Chairman of the Council for the Municipal Year 2011/12. 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 2011/12**

To elect the Vice-Chairman of the Council for the Municipal Year 2011/12. 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. **Election of Leader of the Council for 2011 - 2015**

In accordance with B5 Council Procedure Rule No. 2.3 and C1 Executive Arrangements paragraph 3.1, the Chairman to invite nominations for the election of the Leader of the Council for the period until the next election of all members of the Council in 2015.

6. **Minutes**

To approve the minutes of the Council meeting held on 14 April 2011.

(Attached at pages 5 to 18)

7. **Members' Interests**

To receive from Members any declarations and their nature in relation to:-

(a) personal interests in any agenda item

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

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

The Chairman to make any announcements or communications.

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

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

10. **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. (This session will be held at the Chairman's discretion and will normally last no longer than 15 minutes.)

11. **Appointment of Members, Chairmen and Vice-Chairmen to Committees and Other Council Bodies 2011/12**

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 at pages 19 to 32)

12. **Scheme of Delegation**

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

(Attached at pages 33 to 34)

13. **Composition of the Executive**

The Leader of the Council to report regarding the composition and responsibilities of the Executive for the coming year (to be circulated separately).

14. **Appointments to the Joint Selection Committee (for Bedfordshire Police Authority) and the Bedfordshire and Luton Combined Fire Authority**

To consider the attached report.

(Attached at pages 35 to 40)

15. **Appointments to Outside Bodies**

In accordance with the Part B5 2.2.2.13 to make appointments to outside bodies.

(Attached at pages 41 to 66)

16. **Proposed Amendment to the Members' Allowances Scheme**

To consider the report of the Monitoring Officer (to be circulated separately).

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **CENTRAL BEDFORDSHIRE COUNCIL** held in the Council Chamber, Priory House, Chicksands, Shefford on Thursday, 14 April 2011.

PRESENT

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

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

Apologies for Absence

| | | | | | |
|-------|----------|-------|-------------|-------|---------------|
| Cllrs | A Fahn | Cllrs | A Northwood | Cllrs | G Summerfield |
| | S F Male | | K Sharer | | P Williams |

| | | | |
|-------------------------|---------------|---|--|
| Officers in Attendance: | Mr G Alderson | – | Director of Sustainable Communities |
| | Mr J Atkinson | – | Head of Legal and Democratic Services |
| | Miss H Bell | – | Democratic Services Officer |
| | Mr R Ellis | – | Director of Customer and Shared Services |
| | Mrs E Grant | – | Deputy Chief Executive/Director of Children's Services |
| | Ms M Peaston | – | Committee Services Manager |
| | Mr R Carr | – | Chief Executive |
| | Mr J Unsworth | – | Interim Assistant Director of Finance |

PRAYERS

Prayers were taken by Reverend Canon Michael Bradley.

C/10/94 **Minutes****RESOLVED**

that the minutes of the meeting held on 24 February 2011 be confirmed and signed by the Chairman as a correct record.

C/10/95 **Members' Interests**(a) **Personal Interests:-**

There were no declarations made.

(b) **Personal and Prejudicial Interests:-**

There were no declarations made.

C/10/96 **Chairman's Announcements and Communications**

The Chairman reported the recent death of Malcolm Smith, a previous Member of a legacy authority.

He also reported the recent death of Councillor Tony Green, who represented Dunstable Downs on the Council.

The Council stood in silent tribute to the memory of both Malcolm Smith and Councillor Tony Green.

The Chairman commented on the success of recent functions, including a dinner at Stotfold Mill, a musical entertainment at the Grove Theatre and a golf tournament and he also advised on preparations for a forthcoming meal at the Spice Lounge in Dunstable.

The Chairman also commented that this was the last Council meeting prior to the elections to be held on 5 May 2011 and expressed particular gratitude to Councillor Mrs P E Turner who would be standing down from her position as Leader of Central Bedfordshire Council. Thanks were echoed by the Deputy Leader, the Leader of the Liberal Democrat Group and others.

The Deputy Leader proposed a motion of thanks to Councillor Mrs P E Turner. The motion was seconded, voted upon and duly carried.

C/10/97 **Leader of the Council's Announcements and Communications**

The Leader expressed her gratitude to the Council for their kind wishes.

The Leader advised the Council of the recent installation of the new High Sheriff, Andrew Slack, which she had attended.

The Leader reviewed some of the successes of the Council since it came into being in April 2009, including strong performance compared with other authorities particularly in the areas of recycling targets and significant improvement in adult care provision

The Leader recorded her thanks to her Deputy Leader, her Cabinet team and her ward colleague Councillor Mrs Maudlin. The Leader also expressed appreciation to Councillors P A Blaine and P Snelling, the Leader and Deputy Leader of the Opposition and commented that it had been a privilege to lead Central Bedfordshire in its first two years. She wished her successor all the very best.

C/10/98 **Questions, Statements or Deputations**

Questions and statements were put by members of the public under the Public Participation provisions at Annex 1 of Part A4 of the Constitution.

Mr J Ander, Mrs R Haves and, Mrs E Lammie all expressed concerns about provisions in the proposed Local Development Framework (North) Site Allocations Development Plan Document which was before the Council for approval later in the meeting. Comments covered:

- Impact of development on the character of the town of Ampthill
- pressure on school places in Ampthill
- support for farmers in maintaining land to produce food locally and thereby reduce transport requirements and emissions.

Mr R Smith expressed his concerns about the risk of flooding in Campton, Chicksands and Shefford arising from the HA25 site in Meppershall.

Mr B Collier began to comment on an election matter which the Chairman ruled inadmissible under Part A4 Annex 3 paragraph 11 of the Council's Constitution.

C/10/99 **Petitions**

In accordance with the Public Participation scheme set out in Annex 2 of Part A4 of the Constitution, the Council received the following petition:

Proposed Imposition of substantial development in Ampthill through the Local Development Framework.

The Chairman reminded Members that the Constitution provided that petitions relating to any planning decision or development plan document could not be considered by Council but indicated that he was prepared to allow the petition to be presented and passed to the appropriate body. This would be the Executive, when matters relating to development within the LDF were considered there.

Councillor Duckett presented the petition containing over 1600 signatures.

In presenting the petition, Councillor Duckett registered concern about the proposed LDF allocation in Ampthill.

C/10/100

Recommendations from the Executive

(a) Children and Young People's Plan

The Council considered a recommendation from the meeting of the Executive held on 15 March 2011 seeking approval of the Central Bedfordshire Children and Young People's Plan.

RESOLVED

that the Central Bedfordshire Children and Young People's Plan 2011-2014 be approved.

(b) LDF (North): Site Allocations Development Plan Document

Following endorsement by the Executive the Council needed to adopt the Site allocations plan document. Therefore, the Council now considered a recommendation from the meeting of the Executive held on 15 March 2011 in respect of the LDF (North) Site Allocations Development Plan.

RESOLVED

that in view of the Executive's endorsement of the Inspector's conclusion that the Site Allocations Development Plan Document is sound, the Plan be endorsed.

(C) Community Safety Partnership Priorities and the Community Safety Partnership Plan for 2011-2012

The Council considered a recommendation of the Executive from its meeting held on 15 March 2011 seeking approval of the Community Safety Partnership Plan for 2011-2012.

RESOLVED

that the Community Safety Partnership Plan 2011-2012 be adopted.

C/10/101

Recommendations from the Constitution Advisory Group

(a) Co-optees on Children's Services Overview & Scrutiny Committee

The Council considered recommendations from the Constitution Advisory Group held on 21 March 2011 in relation to Co-optees on the Children's Services Overview and Scrutiny Committee.

The Council noted a revised report and appendix that was tabled at the meeting. These contained revised recommendations to provide for delegated authority for the appointment of the Parent Governor representatives in June 2011.

RESOLVED

- 1 that Part D1 of the Constitution relating to Membership, Substitutes and Quorum of the Children's Services Overview and Scrutiny Committee be amended as set out in Appendix A attached to these minutes;**
- 2 that the existing co-opted parent governor representatives for the Children's Services Overview and Scrutiny Committee meeting on 24 May 2011 be reaffirmed pending the appointment of the newly elected representatives in June 2011;**
- (c) that delegated authority be given to the Director of Children's Services, as advised by the Portfolio Holder for Children's Services, to appoint up to 3 parent governor representatives as set out in Part D1 of the Constitution, as amended, for the period June 2011 to April 2015.**

(b) Replacement of Dunstable Town Centre Management Committee by Dunstable Joint Committee

The Council considered recommendations from the Constitution Advisory Group held on 21 March 2011 which sought approval for the replacement of Dunstable Town Centre Management Committee with Dunstable Joint Committee.

RESOLVED

- 1. that the Dunstable Town Centre Management Committee be abolished and replaced by the Dunstable Joint Committee;**
- 2. that section J2 of the Constitution relating to Dunstable Town Centre Management Committee be amended with new terms of reference as set out at Appendix B to these minutes.**

C/10/102 Report of the Bedfordshire Police Authority

The Council received the report from the meeting of the Bedfordshire Police Authority held on 14 April 2011.

Councillor Hollick, representative on the Police Authority, commented that he had given an oral report at the last Council meeting on the budgetary matters arising from the Police Authority's meeting, but that the written report was now before the Council. He advised that the recent demonstration in Luton had attracted commendations for the successful policing strategy. He indicated that an application had been made for the costs of policing the demonstration to be repaid in full centrally and that this had been successful.

Councillor Hollick responded to questions from Members. It was noted that A19 (a method for releasing Officers from the Police Force) was only relevant to those holding a Chief Officer rank with over 30 years service.

C/10/103 Reports of the Bedfordshire and Luton Combined Fire Authority

A report from the meeting of the Bedfordshire and Luton Combined Fire Authority held on 10 February 2011 was submitted.

Councillor Street commented that Councillor Green had been Chairman at meetings of the Bedfordshire and Luton Combined Fire Authority and would be sadly missed.

RESOLVED

that the report of the meeting of the Bedfordshire and Luton Combined Fire Authority held on 10 February 2011 be noted.

C/10/104 Written Questions

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

C/10/105 Open Questions

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

- 1) Councillor Murray asked a question about the current employment issues at LuDun.

The Portfolio Holder for Social Care and Health advised that two employees had opted to take redundancy, four had been offered future similar employment and that discussions were ongoing about future employment opportunities for others.

- 2) Councillor Murray asked for the specific times when CCTV cameras in Dunstable were in record mode and not monitored.

The Portfolio Holder for Safer Communities and Healthier lifestyles indicated that he would not disclose this information publicly as doing so would compromise community safety.

- 3) Councillor Jamieson requested data on the reduction in the number of Council employees and sought confirmation on the efficiencies delivered.

The Portfolio Holder for Finance, Governance & People advised that since immediately before the creation of Central Bedfordshire Council, staff numbers had been reduced by approximately 600 employees.

- 4) Councillor Duckett referred to a question he had asked at the last Council meeting regarding extra funding for minor road improvements and yellow lines in Bedford Street, Ampthill and recorded his thanks to the Portfolio Holder for Safer Communities and Healthier Lifestyles for works both completed and under way.

- 5) Councillor Aldis asked the Portfolio Holder for Children's Services to join him in congratulating Joe Kier, the Youth Parliament Member for Sandy, on a recent award.

The Portfolio Holder for Children's Service's recorded her congratulations to Joe Kier and assured Councillor Aldis that measures were in place to ensure that the Youth Parliament would continue.

- 6) Councillor Aldis reiterated a question further to a petition at the last meeting on the delivery of re-usable bags for garden waste to a particular area where biodegradable bags were currently in use.

The Portfolio Holder for Safer Communities and Healthier lifestyles indicated that a vehicle which would enable local residents to use these bags had been ordered and was due to be in use in three to four months.

- 7) Councillor Maudlin sought confirmation that Sandy Leisure Centre was to remain open this year and that work was ongoing to ensure its long term future.

The Portfolio Holder for Safer Communities and Healthier Lifestyles confirmed that Sandy Leisure Centre would remain open in 2011/12 and that work was ongoing regarding its future.

- 8) Councillor Rogers was granted the opportunity by the Chairman to express his thanks to Officers and Members for their help and kindness during his time as a Councillor, particularly during his period of ill health.

C/10/106 **Motions**

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

C/10/107 **Membership of Standards Committee**

The Council received and considered a report of the Portfolio Holder for Finance, Governance and People, proposing that the terms of office for existing Independent Members and Town and Parish Council representatives on the Standards Committee be extended indefinitely to ensure that the Council could comply with its statutory obligations until the Localism Bill was enacted.

RESOLVED

- 1. that the terms of office of the existing Independent Members and Town and Parish Council representatives on the Council's Standards Committee be extended indefinitely;**
- 2. that the period of extension be subject to review when the Council has determined what local arrangements it intends to adopt to replace the current statutory regime.**

C/10/108 **NHS Campus Closure Programme**

The Council considered a report of the Portfolio Holder for Social Care, Health and Housing and the Portfolio Holder for Finance, Governance and People seeking approval of an increase in the NHS Campus Closure Programme budget from £10.031m to £11.308m. Members noted that the budget would be fully funded by capital grants from the NHS.

RESOLVED

that the Campus Closure Programme budget of £11.308m be approved and fully funded by capital grants from the NHS.

(Note: The meeting commenced at 6.30 p.m. and concluded at 8.40 p.m.)

Chairman

Dated

Appendix A

Part D1 Overview and Scrutiny Arrangements and Terms of Reference

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);

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.

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.

A parent governor co-opted member shall:

- serve a 4-year term of office starting from June 2011 and thereafter from May 2015 (unless he/she ceases to be a parent governor co-opted member in which case a replacement parent governor shall be elected to serve out the remainder of the term of office)
- be able to serve on the Committee for more than one consecutive 4-year period subject to re-election.
- cease to be qualified to hold office as a parent governor co-opted member if he/she fails to attend meetings of the Committee for a continuous period of 6 months starting with the date of a meeting.

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<#>attend a minimum of 4 meetings out of every 8, in addition to meeting the attendance requirements of the relevant Regulation¶¶
<#>serve for not more than one consecutive 4-year term.¶¶

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| <p>Dunstable <u>Joint Committee</u></p> | <p>1. To serve as a partnership forum for all those involved in town centre initiatives to consult with each other and co-ordinate their activities so as to realise their aspirations for the town centre.</p> <p>2. 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. This to include devising and updating a recommended <u>Joint Committee Action Plan</u>. <u>The Committee will consider issues relating to:</u></p> <ul style="list-style-type: none"> • <u>The economic, social and environmental well being of the town</u> • <u>Transport issues</u> • <u>Community safety issues</u> • <u>Leisure and recreational issues</u> • <u>The development and implementation of the Dunstable Town Centre Master Plan</u> <p><u>All such issues will be considered in the context of the development and ongoing review of the Joint Committee Action Plan.</u></p> |
| | <p>3. ▼</p> <p>4. ▼</p> <p>5. ▼</p> <p>6. ▼</p> |

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Deleted: To undertake and co-ordinate marketing and promotional work for the town centre.¶

Deleted: To seek funding opportunities for the furtherance of town centre initiatives and to agree a detailed action plan for the town centre in accordance with the approved Town Centre Strategy and other approved local authority policies.¶

APPENDIX A

7. Membership:

- 5 named Councillors from Central Bedfordshire Council ~~✓~~ All named Councillors must be elected representatives of wards in Dunstable ~~✓~~ 5 Dunstable Town Council appointed Councillors
- Named substitutes from each Council will be permitted to attend meetings as full Committee representatives.

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8. Quorum:

At least 3 Members from each Council will have to be in attendance for the meeting to be quorate. ~~✓~~

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9. Notes:

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9.1 This group has the power to invite representatives of local interest groups to attend its meetings.

9.2 A Councillor appointed by Central Bedfordshire Council will take on the role of Chairman and a Councillor appointed by the Town Council will take on the role of Vice-Chairman.

9.3 Dunstable Town Council administers the committee which is governed by the Town Council's Standing Orders.

APPENDIX A

9.4 Only members of the committee can vote-

9.5. The Committee is not a replacement for any decision making structures regarding planning applications and will not duplicate the work of the Planning Authority.

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9.6 In an attempt to engage with local town centre stakeholders, the DJC will co-opt up to fifteen additional Committee Members from local town centre representative groups. Representative groups could be from the retail, banking, property, transport or any other relevant sectors. However, any co-opted Member must be able to demonstrate how they can add value to the work of the Committee. **Each co-opted Member will be able to engage fully in all discussions but will not have any voting rights.** Co-opted Members will serve a term on the Committee equivalent to the electoral term of elected Council Members

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Meeting: Council
Date: 19 May 2011
Subject: Appointment of Members, Chairmen and Vice-Chairmen to Committees and Other Council Bodies 2011/12
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.

Contact Officer: Mel Peaston, Committee Services Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The appointment of members to committees, etc. in accordance with legal and constitutional requirements is essential to the good governance of the Council.

Financial:

None.

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.I. 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 20011/12:
 - (a) the structure, size and terms of reference of the committees, sub-committees and joint committees set out in sections D1, E2 and J2 of the Council's constitution; 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 20011/12 be approved in accordance with nominations to be submitted by the political group leaders (Appendix C to follow);
4. that the following persons be appointed to the Children's Services Overview and Scrutiny Committee as co-opted members with voting rights on education matters for the period June 2011 to the AGM in May 2015:
 - (a) Mrs Frances Image, Roman Catholic Diocesan representative; and
 - (b) Mr Jon Reynolds, Church of England Diocesan representative.
5. to note that at the meeting of Council on 14 April 2011 Council agreed that the existing co-optees on the Children's Services Overview and Scrutiny Committee would remain in place until June 2011 and that the Monitoring Officer be authorised to appoint from June 2011 until the AGM in 2015, the three additional parent governor representatives who have been duly nominated and elected by parent governors, following completion of the statutory election process.

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 the 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), 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), 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 18-21 below) are to be taken into account for the purpose of determining how many seats constitute a majority.

3. In the context of the Act, '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.
4. 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.
5. 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.

6. Following the election of Members to the new 59-Member Central Bedfordshire Council on 5 May 2011 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 ending 19 April 2012. Also shown are the legal and/or constitutional requirements relating to each committee, etc., including the agreed constitutional requirements for some joint bodies.
7. Appendix A furthermore shows the post-election calculations for each of the 'ordinary' committees, joint committees and other Council bodies where the political balance rules apply, as listed under section 'A. Proportional Bodies'.
8. These calculations are based on the overall balance of political groups on the Council which is as follows:

| | Conservative | Liberal Democrat | Independent | Labour | Total |
|--------------------------------------|--------------|------------------|-------------|------------|------------|
| No. and % of councillors | 49 83.05% | 5 8.47% | 4 6.78% | 1 1.69% | 59 100% |
| Allocation of all proportional seats | 67.27 | 6.86 | 5.49 | 1.37 | 81 |

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

| Number of Seats | Conservative | Liberal Democrat | Independent | Labour |
|-----------------|--------------|------------------|-------------|--------|
| 20 | 16.61 | 1.69 | 1.36 | 0.34 |
| 19 | 15.78 | 1.61 | 1.21 | 0.32 |
| 18 | 14.95 | 1.53 | 1.22 | 0.31 |
| 17 | 14.12 | 1.44 | 1.15 | 0.29 |
| 16 | 13.29 | 1.36 | 1.08 | 0.27 |
| 15 | 12.46 | 1.27 | 1.02 | 0.25 |
| 14 | 11.63 | 1.19 | 0.95 | 0.24 |
| 13 | 10.80 | 1.10 | 0.88 | 0.22 |
| 12 | 9.92 | 1.02 | 0.81 | 0.20 |
| 11 | 9.14 | 0.93 | 0.75 | 0.19 |
| 10 | 8.31 | 0.76 | 0.68 | 0.15 |
| 9 | 7.47 | 0.76 | 0.61 | 0.15 |
| 8 | 6.64 | 0.68 | 0.64 | 0.14 |
| 7 | 5.81 | 0.59 | 0.47 | 0.12 |
| 6 | 4.98 | 0.51 | 0.41 | 0.10 |
| 5 | 4.15 | 0.42 | 0.34 | 0.08 |
| 4 | 3.32 | 0.34 | 0.27 | 0.07 |

10. **Appendix A** shows how individual committee memberships could be constituted on this basis. 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 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 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. At the meeting of Council on 14 April 2011 it was noted that in view of the changes anticipated through the Localism Act the Council would in due course need to review its arrangements in relation to the Standards Committee. For the meantime, the terms of office of the existing co-opted members of the Standards Committee were extended until such time as Council has determined what local arrangements it intends to adopt to replace the current statutory regime.
16. There is a separate report on the agenda regarding the appointment by the Leader of the Executive, which is also non-proportional.

Appointment of Chairmen and Vice-Chairmen

17. 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.

Appointment of Co-opted Members (re Education Matters)

18. 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 the Children's Services Overview and Scrutiny Committee. The co-opted members have a vote on education matters only.

19. 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.

20. Three parent governor representatives were appointed for the period 2009 – 2015 but Council, at its meeting on 14 April 2011, determined that the period of appointment should be for a 4-year term in line with the 4-year term of the Council, starting at the beginning of the term of the newly-elected Council in 2011. Nominations are therefore being sought and a postal ballot held among the maintained schools' governing bodies to submit 3 nominations for the parent governor co-optees' places. Under his delegated authority authorised by Council on 14 April 2011, the Monitoring Officer will make the appointments for the period June 2011 until the Council's AGM in 2015.

21. All three parent governors will therefore be in place before the meeting of the Children's Services Overview and Scrutiny Committee on 20 June 2011.

Appendices:

Appendix A – Member Appointments Required by Annual Council

Appendix B – Nominations for Membership of Committees, etc. 2011/12 (to follow)

Appendix C – Nominations for Chairmanship and Vice-Chairmanship of Committees 2011/12 (to follow)

Background Papers: None

MEMBER APPOINTMENTS REQUIRED BY ANNUAL COUNCIL ON 19 MAY 2011

| Committee, Sub-Committee, Panel, etc. | Total No. of Councillors (substitutes in brackets) | Conservative 49 | Liberal Democrat 5 | Independent 4 | Labour 1 |
|--|--|--------------------|-----------------------|------------------|-------------|
| A. PROPORTIONAL BODIES | | | | | |
| A1. 'Ordinary' Committees (proportional) | | | | | |
| Customer and Central Services OSC | 9 | 7 (4) | 1 (1) | 1 (1) | 0 |
| Children's Services OSC | 10 | 9 (5) | 1 (1) | 0 (1) | 0 |
| Social Care, Health & Housing OSC | 9 | 7 (4) | 1 (1) | 1 (1) | 0 |
| Sustainable Communities OSC | 9 | 7 (4) | 1 (1) | 1 (1) | 0 |
| Audit | 7 | 6 (3) | 1 (1) | 0 | 0 |
| Development Management | 18 | 15 (8) | 1 (1) | 0 | 1 |
| General Purposes | 7 | 6 (3) | 0 | 0 | 1 |
| Licensing | 12 | 10 (5) | 1 | 1 | 1 |
| Total | 81 | | | | |
| Notes: 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.</p> <p>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.</p> <p>4. The General Purposes Committee must include at least one Executive member.</p> | | | | | | |
| A2. Joint Committee (proportional but not part of the overall seat allocation) | | | | | | |
| Wixams Joint Development Control | 9 (5) | 7 (4) | 2 (1) | 0 | 0 | |
| <p>Note: Appointments to the Wixams Joint Development Control Committee are, as far as practicable, to reflect political balance within the Council.</p> | | | | | | |

| A3. Other Council Bodies (proportional but not part of the overall seat allocation) | | | | | |
|--|--------------------|---------------------|----------------|--------------------|---------------|
| | Total seats | Conservative | Lib Dem | Independent | Labour |
| Appeals Panel (see note 1) | 9 (5) | 7 (4) | 1 (1) | 1 (0) | 0 |
| Appointments Panel (appointed by General Purposes Committee) (see note 2) | 5 (3) | 4 (2) | 1 (1) | 0 | 0 |
| Corporate Parenting Panel (see note 3) | 8 (5) | 7 (4) | 1 (1) | 0 | 0 |
| Employee Partnership Committee (appointed by General Purposes Committee) (see note 4) | 7 (4) | 6 (3) | 1 (1) | 0 | 0 |
| Standing Advisory Council for Religious Education (SACRE) (see note 5) | 5 (3) | 4 (2) | 1 (1) | 0 | 0 |
| Constitution Advisory Group (see note 6) | 4 (3) | 3 (2) | 1 (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. In addition all Executive Members are on the Appointments Panel to enable the relevant Portfolio Holder to attend an Appointments Sub-Committee. The Panel forms the body from which Members will be drawn to form individual Appointments Sub-Committees. A Sub-Committee will be composed of 3 – 5 Members (2 – 4 Conservative and 1 Liberal Democrat, including at least 1 Executive Member). Members will be appointed to a Sub-Committee by the Monitoring Officer.
3. The membership of the Corporate Parenting Panel **must** include the Portfolio Holder for Children’s Services, the Assistant /Deputy 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. 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.
6. The membership of the Constitution Advisory Group shall be 6, proportionate to the political structure of the Council, with 1 substitute member. It **must** include the Chairman or Vice-Chairman of the Council and at least one member of the Executive. It currently comprises 6 members (5 Conservative and 1 Liberal Democrat)

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 20010/11. Appointments of 5 Independent and 5 Town/Parish Council

members have been made until the elections to be held in 2011 and it is confirmed that they remain Town/Parish councillors and therefore may continue their representation, which they have previously indicated they wish to do. 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 Joint Committee | 5 (0) | |
| Houghton Regis Town Centre Management | 4 (0) | |
| Leighton-Linslade Partnership Committee | 5 (0) | |
| Luton & South Bedfordshire Joint Committee (Section 29) (see note 4) | 6 (6) | |
| Luton & South Bedfordshire Joint Committee (Section 101) (see note 5) | 3 (3) | |

Notes:

1. Dunstable Joint Committee (TCMC) **must** comprise **5 elected representatives of wards in Dunstable**. 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 DJC 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 Partnership Committee members **must** comprise **either** (a) Executive members or (b) members for a Leighton-Linslade ward. Likewise, political balance rules do not apply. (The LLPC 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) | |
| | | |
| Member Development Champions | 4 (0) | |

Notes:

1. The Member Development Champions prior to May 2011 comprised 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 the Monitoring Officer 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 by reason of their office serves on the following bodies:

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

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Meeting: Council
Date: 19 May 2011
Subject: Scheme of Delegation
Report of: Monitoring Officer
Summary: To note that the Council's Constitution is published on the website.

Advising Officer: John Atkinson, Monitoring Officer
Contact Officer: Mel Peaston, Committee Services Manager
Public/Exempt: public
Wards Affected: none
Function of: Council

| CORPORATE IMPLICATIONS |
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|----------------------------|
| Council Priorities: |
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|-------------------|
| Financial: |
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| none |
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|---------------|
| Legal: |
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| The Council's Constitution provides that at its annual meeting, the Council may agree its scheme of delegation. |
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| Risk Management: |
|-------------------------|

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| none |
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| Staffing (including Trades Unions): |
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| none |
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|---------------------------------|
| Equalities/Human Rights: |
|---------------------------------|

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|------|
| none |
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|--------------------------|
| Community Safety: |
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|------|
| none |
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|------------------------|
| Sustainability: |
|------------------------|

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|------|
| none |
|------|

RECOMMENDATION:

that the Council notes that the Constitution is up to date and published on the Council's website.

Summary

The Council is asked to note that following amendments made during the course of 2010/11, the Constitution has been amended and is published on the Council's website.

1. The Council's Constitution provides for agreement of such parts of it as are for the Council to agree, at the annual meeting.
2. The Constitution has been updated by various changes agreed by Council, and made through the Leader's and the Monitoring Officer's delegated powers during the course of 2010/11, and is available on the Council's website.
3. As there are no further changes proposed to the Constitution for consideration at this meeting, the Council is asked to note that the updated Constitution is published on the Council's website.

Background Papers: None

Meeting: Council

Date: 19 May 2011

Subject: **Appointments to the Joint Selection Committee (for Bedfordshire Police Authority) and the Bedfordshire and Luton Combined Fire Authority 2011**

Report of: Monitoring Officer

Summary: The report outlines the requirements for member appointments to these two bodies. Nominations from Group Leaders will be circulated separately.

Contact Officer: Mel Peaston, Committee Services Manager

Public/Exempt: Public

Wards Affected: All

Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

Financial:

None

Legal:

Appointments to the Joint Selection Committee and Bedfordshire Police Authority are governed by the Police Act 1996 (as amended by SI 2009/119) and the Police Authority Regulations 2008 (SI 2008/630).

The Police and Social Responsibility Bill currently before Parliament provides for the abolition of Police Authorities and the introduction of Police and Crime Commissioners. The timetable for the introduction of Police and Crime Commissioners is currently set for May 2012 and therefore the appointment of local authority members to the Police Authority will be for the period until the Police and Crime Commissioner takes office.

Appointments to the Bedfordshire and Luton Combined Fire Authority are governed by the Bedfordshire Fire Services (Combination Scheme) Order 1996 (SI 1996/2918) as amended by SI 2009/119.

Risk Management:

None

Staffing (including Trades Unions):

None

Equalities/Human Rights:

The Police Authority's Joint Committee is required to ensure, as far as is reasonably practical, that the persons appointed meet the following criteria:

- represent the interests of a wide range of people within the community in the area of the police authority
- include persons with skills, knowledge or experience which are perceived by them to be under-represented among the existing members of the police authority
- promote diversity within the force and the police authority in question
- are likely to devote sufficient time to take an effective role in the work of the police authority.

Community Safety:

The appointments assist the Police Authority and the Combined Fire Authority to support and increase community safety.

Sustainability:

None

RECOMMENDATIONS:

1. that the Council:

- (a) **appoints five members to serve on the Joint Selection Committee which is responsible for appointing members of the Bedfordshire Police Authority; and**
- (b) **nominates four members that the Joint Selection Committee may wish to consider for appointment to the Bedfordshire Police Authority for the period until the proposed Police and Crime Commissioner takes office, reflecting the requirement so far as practicable for political balance across all three constituent Councils as a whole (Central Bedfordshire, Bedford Borough and Luton Borough).**

2. that the Council appoints five members to serve on Bedfordshire and Luton Combined Fire Authority, reflecting the political balance within Central Bedfordshire Council.

Reason for Decision

1. To enable the Council to comply with the statutory requirements which apply to the Joint Select Committee and facilitate its representation on the Bedfordshire Police Authority and the Bedfordshire and Luton Combined Fire Authority.

Bedfordshire Police Authority and the Joint Selection Committee

2. Bedfordshire Police Authority (BPA) has a strategic policy and monitoring role over the police service across the areas of Central Bedfordshire, Bedford Borough and Luton Borough. It comprises 17 members, of whom 9 are to be members of the three relevant councils and 8 are to be independent members.
3. Regulations made under the Police Act 1996 require appointments to be made in Bedfordshire's case by a joint selection committee (JSC) consisting of members appointed by the three relevant councils. The number of members on the joint committee, and the number that each council appoints to it, should be agreed locally, although the Secretary of State can arbitrate in the absence of an agreement between the three relevant councils.
4. In making its appointments to the BPA, the joint committee must ensure, as far as practicable, that the membership reflects the balance of the political parties across all three constituent councils as a whole (Central Bedfordshire, Bedford Borough and Luton Borough). Since it has been customary in Bedfordshire for the members of the joint committee also to be appointed as the members of the BPA, it is expected that the joint committee would similarly reflect political balance across the three authorities.
5. The three authorities agreed in March 2009, after consultation with the Home Office Minister, that:
 - (a) The Joint Selection Committee would comprise 11 members, being 3 from Bedford Borough Council (at the time 2 Conservative and 1 Liberal Democrat), 5 from Central Bedfordshire Council (at the time 4 Conservative and 1 Liberal Democrat) and 3 from Luton Borough Council (at the time 2 Labour and 1 Liberal Democrat).
 - (b) The composition of the Joint Select Committee would be reviewed every two years and adjusted as necessary to reflect significant changes in the populations (population being the key factor in determining the split between the three authorities, in the view of the Home Office Minister);
 - (c) The Joint Select Committee should allocate the 9 local authority seats on the BPA on the basis of population as follows (also reflecting the overall political balance at the time):

| | |
|------------------------------|---------|
| Bedford Borough Council | 2 seats |
| Central Bedfordshire Council | 4 seats |
| Luton Borough Council | 3 seats |
6. The three authorities are due, this year, to review the allocation between them of the 11 seats on the Joint Committee having regard to their relative populations.
7. The allocation that was agreed in 2009 was on the basis of the 2007 ONS. The relevant figures (000's) were:

BBC – 155/54 = 2.87 (3) seats
 LBC – 188/54 = 3.48 (3) seats
 CBC – 252/54 = 4.60 (5) seats

8. The most recent ONS figures are those from 2009. Using these and adopting the same approach used to calculate the allocation as in 2009 results in the following:-

BBC – 158/55 = 2.87 (3) seats
 LBC – 194/55 = 3.50 (3) seats
 CBC – 253/55 = 4.60 (5) seats.

9. The Joint Selection Committee will meet again after the elections on 5 May 2011 to appoint members to BPA in accordance with the post election balance of political parties across the 3 local authorities, as shown below.

| Authority | Conservative | Independent | Labour | Liberal Democrat | Other | Totals |
|---------------------------------------|--------------|-------------|-----------|------------------|----------|------------|
| Bedford | 12 | 3 | 12 | 12 | 1 | 40 |
| Central Bedfordshire | 49 | 4 | 1 | 5 | 0 | 59 |
| Luton | 4 | 0 | 36 | 8 | 0 | 48 |
| Totals | 65 | 7 | 49 | 25 | 1 | 147 |
| % of total seats | 44.21% | 4.76% | 33.33% | 17.01% | 0.68% | 99.99% |
| No of JSC seats (rounded in brackets) | 4.86 (5) | 0.52 (0) | 3.67 (4) | 1.87 (2) | 0.07 (0) | 11 |
| No of BPA seats (rounded in brackets) | 3.98 (4) | 0.43 (0) | 3.00 (3) | 1.53 (2) | 0.06 (0) | 9 |

10. Bearing on mind the relative sizes of the political groups across the three authorities, the following scheme has been suggested for appointments having regard to the need to meet overall political balance across all three councils.

| Joint Selection Cttee | Total no of places | No of places allocated to CBC (5 seats overall) | No of places allocated to BBC (3 seats overall) | No of places allocated to LBC (3 seats overall) |
|-----------------------|--------------------|---|---|---|
| Conservative | 5 | 0 | 5 | 0 |
| Independent | 0 | 0 | 0 | 0 |
| Labour | 4 | 2 | 0 | 2 |
| Liberal Democrat | 2 | 1 | 0 | 1 |

| Bedfordshire Police Authority | Total no of places | No of places allocated to CBC (4 seats overall) | No of places allocated to BBC (2 seats overall) | No of places allocated to LBC (3 seats overall) |
|--|-----------------------|--|--|---|
| Conservative | 4 | 0 | 4 | 0 |
| Independent | 0 | 0 | 0 | 0 |
| Labour | 3 | 1 | 0 | 2 |
| Liberal Democrat | 2 | 1 | 0 | 1 |

11. With the likely replacement of Police Authorities by Police and Crime Commissioners the Bedfordshire Police Authority has asked that, wherever possible, the Council considers re-nominating its current representatives on the Police Authority in order to provide continuity.
12. Appointments to the Joint Selection Committee are now required on the above basis. While the making of appointments to the BPA itself is a matter for the Joint Selection Committee, this Council may wish, as previously, to nominate four of the members to be considered for membership of the BPA, similarly reflecting the overall political balance requirements.
13. The Police Authority AGM will be held at 10.00am on Friday 20 May 2011 with the Joint Selection Committee meeting immediately beforehand at 09.15am. The Council's appointees will therefore be expected to attend this meeting on the morning after their appointment at the Council meeting on Thursday 19 May.

Bedfordshire and Luton Combined Fire Authority

14. Bedfordshire and Luton Combined Fire Authority provides fire and rescue services across the areas of Central Bedfordshire, Bedford Borough and Luton Borough and comprises up to 25 members, of whom 12 are to be members of the relevant councils.
15. The 1996 Order establishing the authority (as amended to reflect local government reorganisation in April 2009) requires that appointments should be made by each of the councils in proportion to its electorate, as follows:

| | |
|------------------------------|---------|
| Bedford Borough Council | 3 seats |
| Central Bedfordshire Council | 5 seats |
| Luton Borough Council | 4 seats |
16. In this case appointments are, as far as practicable, to reflect the political balance within each appointing council. Central Bedfordshire Council previously appointed 5 members (4 Conservative and 1 Liberal Democrat).

17. Appointment of five members to the Combined Fire Authority is now required, reflecting the post-election political balance within Central Bedfordshire Council which is:

| | Conservative | Liberal Democrat | Inde- pendent | Labour | Total |
|------------------------|---------------|------------------|------------------|--------------|--------------|
| No and % of cllrs | 49 (83.05) | 5 (8.47) | 4 (6.78%) | 1 (1.69%) | 59 (100%) |
| Allocation of seats | 4 | 1 | 0 | 0 | 5 |

Appendices:

Appendix A – Nominations to places on the Joint Selection Committee, the Bedfordshire Police Authority, and the Bedfordshire and Luton Combined Fire Authority (to be circulated separately).

Background Papers: none

Meeting: Council

Date: 19 May 2011

Subject: Appointments to Outside Bodies

Report of: Monitoring Officer

Summary: The report outlines the expectation for fresh appointments to be made to up to **85** outside bodies, and as the next ordinary meeting of full Council is not until 21 July 2011, suggests delegating approval of a final schedule of bodies and making the actual appointments to the Monitoring Officer in consultation with Group Leaders.

Contact Officer: Mel Peaston, Committee Services Manager

Public/Exempt: Public

Wards Affected: All

Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The schedule lists a wide variety of organisations, ranging from statutory bodies to grant-making charities and from local government assemblies/joint bodies to very local community-based projects. As such, Member participation will in some cases be crucial to Council priorities, in others will foster community engagement at ward level and/or help raise Central Bedfordshire Council's profile in the community.

Financial:

Under the Members' Allowances Scheme for 2011/12, attendance at outside bodies as the Council's duly appointed representative is an approved duty for the purpose of paying travelling and subsistence allowances, subject to no such allowances being claimed by the Member from the outside body concerned.

Legal:

Membership requirements may be governed by various statutory, constitutional or informal provisions, of which further details are available on request.

Risk Management:

Members will no doubt wish to keep the extent of representation under review to ensure it is of clear benefit to the Council and/or the population of Central Bedfordshire, and avoid placing excessive demands on Members' time.

Staffing (including Trades Unions):

None.

Equalities/Human Rights:

None.

Community Safety:

None (other than appointment to the Community Safety Partnership).

Sustainability:

Several of the bodies have an important role in the wider sustainability agenda.

RECOMMENDATIONS:

- 1. that the schedule of outside bodies to which Council appointments may be made, as attached to this report at Appendix A, be noted pending further consultations with Group Leaders;**
- 2. that the Monitoring Officer be authorised, in consultation with Group Leaders, to approve the final schedule of outside bodies, to make the necessary appointments and to inform the Members and organisations concerned;**
- 3. that existing appointments be extended until 31 August 2011 or until fresh appointments are made, whichever is the earlier, where the representatives appointed in June 2009 continue to be Central Bedfordshire Council Members.**

1. Under the Council's constitution (B6 Local Choice Functions, paragraph 18) appointments to outside bodies are a Council function, to be exercised initially after a new Council is elected, with authority thereafter for the Head of Legal and Democratic Services, in consultation with Group Leaders, to make new appointments, fill vacancies, approve variations to existing appointments and delete organisations from the approved list. It should be noted that 18 organisations which previously had Council representation have stated that there is no longer a need for appointments.
2. In the light of the shortage of time between the election and the annual meeting, it is anticipated that political groups would wish to have some time to consider both the extent of representation required from the new 59-Member Council and whether it should be continued as before or further streamlined, and the nominations themselves. This is therefore a holding report asking the Council to authorise the Monitoring Officer, in consultation with Group Leaders, to approve the final schedule of outside bodies to which appointments will be made; and meanwhile to extend the appointments of continuing Members until those appointments are made, assuming this will be not later than 31 August 2011.

3. It is appreciated that this may mean a few gaps in representation where former Members are no longer serving Central Bedfordshire councillors, but it is hoped that the more strategic bodies will continue to have sufficient representation, should they have meetings arranged in the period between the Council's annual meeting and the end of August.

Appendices:

A - Schedule of Outside Bodies.

Background Papers:

None.

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| Organisation | Anglian (Central) Region Flood Defence Committee | Aragon Housing Association | Ashton Schools Foundation | Barton-le-Clay Educational Trust |
|--|---|---|---|--|
| Function/role | To carry out the flood defence function of the Environment Agency in the Anglian (Central) Region, including consultation on local flood defence schemes. | Policy approval and monitoring of housing management standards for Aragon property in area. | To support through grants children in their education eg uniform, books etc. Grants awarded to residents within 6 mile radius of St Peter's Priory Church and according to parental income. | Promoting the education of persons under the age of 25 within the ecclesiastical parishes of Barton-le-Clay, Higham Gobion and Pulloxhill. |
| Status | Statutory body (S.106 Water Resources Act 1991 and S.15/Sch.5 of Environment Act 1995) | Not for Profit Industrial and Provident Society, registered as a social landlord with the Housing Corporation | Registered charity | Registered charity |
| Strategic, General or Ward | S | S | W | W |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting member | Full voting members | Full voting members | Full voting member |
| Conditions or Comments | Persons appointed should have some experience of the committee's functions. | One of the representatives should be the Portfolio Holder for Housing | None | Historically the appointed councillor has been ward member for Barton-le-Clay |
| Frequency of meetings | 4 per year | 6 per year | 2 | 2 (Dec (AGM) and Feb) |
| Usual day, time and venue | Thurs 10am Brampton Agency Office | Tues 6.30pm Amphhill | Mon pm Grove House Dunstable | Thurs 5.30pm Barton Church Hall |
| No. of CBC clrs (subs) required | 1(1) | 2(0) | 2(0) | 1 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Bedford & Milton Keynes Waterway Partnership Board | Bedford Borough Council Pensions Committee | Bedford Hospital Council of Governors | Bedford Race Equality Council |
|--|--|---|--|--|
| Function/role | To promote and assist the creation of a linked chain of waterway parks between the River Great Ouse in Bedford and the Grand Union Canal in Milton Keynes. | To discharge the functions of Bedford Borough Council as LGPS Administering Authority on behalf of its 3 member authorities (BBC, CBC & LBC) and other admitted bodies. | To consult on development plans, significant changes in hospital services. Represent members' views in developing forward plans. Receive financial accounts, annual reports and appoint auditors. Ensure a public perspective on hospital performance. | Provides advice and support to groups and individuals in matters of racial discrimination / harassment and on best practice. |
| Status | Registered charity and company limited by guarantee | Statutory body (Ss 7 & 12 Superannuation Act 1972 and Local Government Superannuation Regulations 2007) | NHS Foundation Trust | Registered charity and company limited by guarantee |
| Strategic, General or Ward | S | S | S | G |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting member | One voting (Cllr D Lawrence), one non-voting (ex-Cllr P Snelling) | Full voting member | Non-voting observers |
| Conditions or Comments | LA representation not a requirement but LA involvement an essential part of the partnership process. Appointment should be Portfolio Holder for Economic Growth & Regeneration | Must be elected Members. Proportionality does not apply where only 2 Members are appointed. | People in north of area are more likely to use to Bedford and people in south Luton or Aylesbury. Trust seeking to become NHS Foundation Trust requiring a Council of Governors to be established. | LA representation not a requirement but appointees must be over 18 |
| Frequency of meetings | 3 per year | 2 formal meetings + annual meeting + min. 8 Pensions Fund Panel meetings per year | Quarterly | Quarterly plus AGM |
| Usual day, time and venue | W days 10-noon County Hall Bedford or Cent Milton K'ynes | Main meetings 4pm Bedford. 4 Panel meetings per year 10.30am in London. | To be arranged | Thurs 6.30pm |
| No. of CBC clrs (subs) required | 1 (1) | 2 (only one with voting rights) | 1 (0) | 1 (1) |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Bedfordshire & Luton County Sports Partnership (Team Beds and Luton) | Bedfordshire & Luton Joint Access Forum | Bedfordshire & Luton Local Government Association | Bedfordshire & River Ivel Internal Drainage Board |
|--|--|--|---|--|
| Function/role | County Sports Partnership responsible for the strategic coordination of sport across the county. Also known as Team Beds & Luton. | Independent advisory group and statutory consultee, working to improve public access to the countryside in Beds & Luton for open air recreation & enjoyment. | To draw attention to local govt issues in Beds; exchange views; promote public participation; commission research; influence the LGA; promote the county's interests; coordinate community planning; promote the sub-region's well-being. | Exercises a general supervision over all matters relating to the drainage of land within the district, excluding main river. |
| Status | Registered charity | Statutory body (S.94 Countryside & Rights of Way Act 2000 & Local Access Forums Regulations 2002. | Unincorporated association | Statutory body (S.3 Land Drainage Act 1991 & Reconstitution of the Bedfordshire & River Ivel IDB Order 1993) |
| Strategic, General or Ward | S | S | S | G |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting member | Full voting member | One vote per member authority (Cllr Mrs Turner) | Full voting members |
| Conditions or Comments | LA representation is essential; request that the member nominated has a passion/ commitment to sport. Normally the Portfolio Holder for Sport. | Must have an interest in outdoor access issues. Normally Portfolio holder for Culture & Skills or their Assistant. | Normally Leader, Deputy Leader & one minority group member. Leader to discuss the future of the branch with Bedford and Luton BCs. | Local levying councils have representation according to the value of their land in the drainage district; prefer members with local knowledge and interest in drainage or flood management issues. |
| Frequency of meetings | Quarterly | Up to 6 per year | Annually | Full Board meetings bi-annual |
| Usual day, time and venue | Wed 3pm | Varies - 7.30pm weekdays | AGM March. Location rotates. | Mon pm Elstow playing field hall |
| No. of CBC clrs (subs) required | 1 | 1 | 3(3) | 5 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Bedfordshire Drugs & Alcohol Team (BDAT) Partnership Board | Bedfordshire Rural Communities Charity | Bedfordshire Rural Transport Partnership (Exec Steering Group) | Beecroft Community Assoc. Management Cttee |
|--|--|--|--|---|
| Function/role | To oversee the establishment and delivery of BDAT's strategic priorities. | To see thriving and sustainable communities across Bedfordshire and Luton. | To improve transport in rural areas in response to needs identified by the community | To provide facilities for social, educational, cultural and recreational development and foster community spirit among residents. |
| Status | Advisory partnership body including PCT, police, probation, prison service, Go East. | Registered charity and company limited by guarantee | Unincorporated association | Unincorporated association |
| Strategic, General or Ward | S | S | S | W |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting member | Voting at AGM | Full voting members | Non-voting observer(s) |
| Conditions or Comments | LA representation is a requirement, Normally Portfolio Holder for Social Care, Health & Housing. | LA representation not a requirement. Rep is appointed to the organisation not to the Board and only meeting is the AGM | Requirement for LA representation by portfolio holder in transport or related area | |
| Frequency of meetings | Minimum 4 a year | AGM only | Every 6 months | Every 6 weeks approx |
| Usual day, time and venue | | Varies | Wed pm Chicksands | Tues 8pm Beecroft Centre |
| No. of CBC clrs (subs) required | 1(1) | 1 | 4 (2) | 2 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Broom Quarry Liaison Group | Buckingham & River Ouzel Board | Buzzer Buses (Dial-a-Ride) Ltd | Central Bedfordshire Cycling Forum |
|--|---|--|---|--|
| Function/role | To discuss progress in the working and restoration of the quarry owned by Tarmac Ltd. | Exercises a general supervision over all matters relating to the drainage of land within the district, excluding main river. | To provide door-to-door transport for elderly and disabled people within a 5 mile radius of Leighton Buzzard. | To facilitate discussion between the council and local cycling groups. Replaces former County Cycling Forum. |
| Status | Informal liaison group | Statutory body (S. 3 Land Drainage Act 1991 & Amalgamation of Buck. & R. Ouzel ID Districts Order 2001) | Registered charity and Company Limited by Guarantee | Discussion group |
| Strategic, General or Ward | G | G | G | S |
| Nominations or direct appts | | D | D | N |
| Voting (V) or non-voting (NV) | Not a voting group | Full voting members | Non-voting observers | Not a voting group |
| Conditions or Comments | LA representation a requirement of the Section 106 Agreement | Local levying councils have representation according to the value of their land in the drainage district; prefer members with local knowledge and interest in drainage or flood management issues. | LA representation not a requirement of the constitution | |
| Frequency of meetings | Twice yearly | Full Board meetings bi-annual | Every 2 months | 3 per year |
| Usual day, time and venue | On a convenient day 6.30pm Broom Quarry Offices | Tues 2pm Longueville Hall Newton Longueville | 7.30pm at Buzzer Office Leighton Buzzard | Rotate between Council offices |
| No. of CBC clrs (subs) required | 3 | 6 | 1 | 1 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Chew's Foundation | Chilterns AONB Conservation Board | Christian Family Care | Community & Voluntary Service (Mid/North Beds) |
|--|--|---|--|--|
| Function/role | To financially assist people in education towards clothing and equipment & to enable students to study music & arts. Upkeep of Chew's House. | To conserve and enhance the natural beauty of the Area of Outstanding Natural Beauty (AONB) and to increase the understanding and enjoyment of its special qualities. | Provider of family services in accommodation and community (formerly on behalf of Beds CC and MBDC). | To support the local voluntary and community sector. |
| Status | Registered charity | Statutory body (Chilterns AONB Order 2004, amended by Reg. 20, Loc Govt (Structural Changes) Order 2009 | Registered charity and Company Limited by Guarantee | Registered charity and Company Limited by Guarantee |
| Strategic, General or Ward | W | S | G | G |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting member | Full voting member | Non-voting observer | Non-voting observer |
| Conditions or Comments | 1 Member a requirement of the scheme regulating the Foundation | LA representation is a requirement under the AONB Order 2004 | LA representation not a requirement | LA representation not a requirement |
| Frequency of meetings | 2 per year | Quarterly + Exec & Planning Committees quarterly | Quarterly | 6-8 per year |
| Usual day, time and venue | Tuesday am Chew's House Dunstable | Board & Exec 10.30am no set day, Planning Wed 10.30 am all in Village Centre, Chinnor. | Monday 7.30pm at Chairman's home | Evenings, Bedford |
| No. of CBC clrs (subs) required | 1 | 1 | 1 | 1 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Community Safety Partnership (Executive Group) | County Councils Network - CCN Council | Cranfield University Court | Cranfield Village Sports Association |
|--|--|---|---|--------------------------------------|
| Function/role | To enable effective partnership working between public, private and voluntary sectors to reduce crime and provide reassurance to Central Bedfordshire's communities. | National network of county councils (now including unitaries), working closely with the LGA to represent the voice and interests of member authorities and share good practice. | To advance, disseminate & apply learning & knowledge in the disciplines of the Sciences, Engineering, Technology and Management & apply them to the practices of design, development & manufacture & to the organisation of industry and the public services. | (No information supplied) |
| Status | Public partnership body | Local government consultative/advisory body | Educational charity (founded by Royal Charter) | (No information supplied) |
| Strategic, General or Ward | S | S | G | W |
| Nominations or direct appts | D | N | D | |
| Voting (V) or non-voting (NV) | Full voting member | Full voting members | Voting at AGM | (No information supplied) |
| Conditions or Comments | Under its constitution, the Member will be the Portfolio Holder for Community Safety | Normally Leader, Deputy Leader & 2 other members | Comment from a member that the one meeting a year is purely ceremonial and Member appointed therefore ought to be the Chairman of the Council | |
| Frequency of meetings | At least quarterly | CCN Council 2x a year. Executive (political nominations) 4x a year. | Annual meeting in May | |
| Usual day, time and venue | | LGA, Smith Square, London SW1. Group mtgs 10.30am, main session 12.00-2.00pm. | Wed 6pm Cranfield University | |
| No. of CBC clrs (subs) required | 1 | 4 | 1 | |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Dunstable Citizens Advice Bureau | East & North Herts NHS Trust | East Anglia Reserve Forces & Cadets Assn | East of England Chairmen of Health O&S Committees' Forum |
|--|---|--|--|---|
| Function/role | Provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities. | Represents community views & interests; influences spending & investment decisions; approves appointment of Trust's Chief Exec; considers annual accounts; ensures Trust operates within its terms of authorisation. | Youth organisation engaging with society, youth/cadets, TA units | Reviews substantial developments or variations in NHS services in the Region being consulted upon by the relevant NHS bodies across the whole or substantial parts of the 10 social services authorities in the area. |
| Status | Registered charity and company limited by guarantee | NHS Foundation Trust | Part of Ministry of Defence | Local government discussion forum, comprising Health O&S Chairmen in the region |
| Strategic, General or Ward | G | S | S | S |
| Nominations or direct appts | D | D | | D |
| Voting (V) or non-voting (NV) | Voting at AGM | To be confirmed | To be confirmed | To be confirmed |
| Conditions or Comments | LA representation not a requirement | Cannot be a member of more than one Foundation Trust; Member would be 1 of 6 local council governors on 38 strong Council of Governors | LA representation not a requirement but considered essential | LA representative to be the Chairman of CBC Social Care, Health and Housing Overview and Scrutiny Committee. |
| Frequency of meetings | Quarterly + AGM | | 3 per year | No fixed dates - meet as and when to consider region-wide issues referred to it |
| Usual day, time and venue | Thurs 7.30pm Grove House Dunstable | | TA Centres throughout county | No fixed venue |
| No. of CBC clrs (subs) required | 2 | 1 | 3 | 1 (1) |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | East of England Regional Assembly | Groundwork Trust for South Beds & Luton Advisory Panel | Henlow Multi-Use Games Area | Henlow School Foundation |
|--|--|--|--|--|
| Function/role | To promote the economic, social and environmental well being of the region | Supports voluntary, public and private organisations to take action to improve the environment and aims to build sustainable communities through joint environmental action. | Responsible for decision making/monitoring the multi use games area at Henlow Middle School. The school manage the facility on a day to day basis. | To make modest grants to young people of Henlow to help them prepare for a profession, trade or calling. |
| Status | Local government consultative/advisory body | Registered charity and company limited by guarantee | Advisory body | Registered charity |
| Strategic, General or Ward | S | S | W | W |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting member | Non-voting observer | Full voting member | Full voting member |
| Conditions or Comments | LA representation is a requirement, normally the Leader | LA representation not a requirement | LA representation not a requirement | LA representation is a requirement under the Charity Commission Scheme |
| Frequency of meetings | Quarterly | 6 per year but likely to reduce to 3 or 4 | Termly (3 per year) | Annually |
| Usual day, time and venue | am Cambridge | Wed 2pm | Mon 4pm | By mutual agreement |
| No. of CBC clrs (subs) required | 1, subject to review | 1 | 1 | 1 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Leighton Buzzard Community Liaison Group | Leighton Buzzard Narrow Gauge Railway Society | Leighton Linslade Citizens Advice Bureau | Leighton-Linslade Ouzel Valley Park Steering Group |
|--|---|---|---|--|
| Function/role | To provide information to elected members, local groups and others on progress of quarry operations by Sibelco UK (formerly WBB Minerals), discuss development plans & any issues arising. | Operation of narrow gauge light railway on the tracks of the former Leighton Buzzard Railway. | Provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities. | To achieve consensus on strategy for Ouzel Valley Park and oversee delivery. |
| Status | Informal liaison group | Industrial & Provident Friendly Society | Registered charity and company limited by guarantee | Registered charity (Greensand Trust) |
| Strategic, General or Ward | W | W | G | W |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Not a voting group | Non-voting observers | One voting (Cllr Spurr), one non-voting (ex-Cllr Snelling) | Non-voting observers |
| Conditions or Comments | LA representation not a requirement but very desirable in order to discuss future development plans with elected members. Number of reps. depends on ward boundaries, but ideally to cover all LB operations. | LA representation not a requirement | LA representation not a requirement | LA representation (BCC, SBDC and LLTC) is a requirement under Terms of Reference; Members should be interested in the area of Ouzel Valley Park. |
| Frequency of meetings | 2 per year | Monthly | 6 per year | At least quarterly |
| Usual day, time and venue | Normally Wed at WWB offices at Heath and Reach | Fri 8pm Pages Park Station | Normally Thurs 7.30pm but occasionally lunchtime | Usually Thurs 10am |
| No. of CBC clrs (subs) required | As needed to cover Leighton Buzzard quarry operations | 1(1) | 2 | 2 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Local Government Association - General Assembly | Local Government Association - Rural Commission | Local Government Association - Urban Commission | Local Strategic Partnership (LSP) |
|--|---|---|---|--|
| Function/role | Voluntary lobbying organisation, acting as the voice of the local government sector, and an authoritative and effective advocate on its behalf. | Forum for rural authorities to discuss matters of common concern, exchange good practice and experience. To help formulate and promote LGA policies and promote role and interests of rural authorities/ communities. | Forum for urban authorities to discuss matters of common concern, exchange good practice and experience. To help formulate and promote LGA policies and promote role and interests of urban authorities/ communities. | To provide vision & strategic leadership to improve quality of life for CB residents & encourage partnership working at a local level. To ensure delivery of the Sustainable Community Strategy & that each partner makes an effective contribution. |
| Status | Unincorporated association | Unincorporated association | Unincorporated association | Non statutory multi-agency partnership |
| Strategic, General or Ward | S | S | S | S |
| Nominations or direct appts | D | Nominations | Nominations | D |
| Voting (V) or non-voting (NV) | Full voting members | One vote per member authority (Cllr Shadbolt) | One vote per member authority (Cllr Nicols) | Full voting member |
| Conditions or Comments | Must be an elected member, normally the Leader, Deputy Leader and two others.. | 1st representative must be an elected member. 2nd can be a member or officer. No requirement to appoint | 1st representative must be an elected member. 2nd can be a member or officer. Not a requirement to appoint | Member will be the Leader of the Council. |
| Frequency of meetings | Annually | 2 per year | 2 per year | 4 times per year (minimum) |
| Usual day, time and venue | In July around the country | Mon-Fri 10am - 4pm. Various locations | Mon-Fri 10am - 4pm. Various locations | To be advised |
| No. of CBC clrs (subs) required | up to 4, preferably including a minority group leader. | Up to 2 (2nd can be member or officer). Subs as required. | Up to 2 (2nd can be member or officer). Subs as required. | 1 (Leader) |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | London Luton Airport Consultative Committee | LuDun Industries Trust | Luton and Dunstable Hospital Council of Governors | Luton Law Centre Management Committee |
|--|---|--|--|--|
| Function/role | Advisory body representing the views of communities affected by London Luton Airport and to stimulate interest of local population and business community in the facilities of the airport. | Provides employment training & other facilities to Bedfordshire persons who by reasons of physical or mental disability are temporarily or permanently incapable of obtaining normal employment. | To consult on development plans, significant changes in hospital services. Represent members' views in developing forward plans. Receive financial accounts, annual reports and appoint auditors. Ensure a public perspective on hospital performance. | To provide free, independent legal advice and casework services in social welfare law. |
| Status | Consultative/advisory group | Registered charity | NHS Foundation Trust | Registered charity and company limited by guarantee |
| Strategic, General or Ward | G | G | S | G |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting members | Full voting members | To be confirmed | Full voting member |
| Conditions or Comments | LA representation is a requirement under the Constitution | LA representation is a Trust Deed requirement (max. 8, min.4). 7 trustees formerly appointed by Beds CC + 1 non-elected member | Has 2 LA Governors: 1 CBC, 1 LBC. Cannot be member of CBC's Health Scrutiny Committee. May not hold office for longer than 9 consecutive years; not eligible for re-appointment if already held office for more than 6 consecutive years. | LA representation is provided for in Memorandum & Articles but Committee would not be invalidated if LA chose not to appoint |
| Frequency of meetings | Full meeting quarterly, sub meeting quarterly | Minimum of 2 per year | Minimum of 3 per year | Monthly except Aug & Dec |
| Usual day, time and venue | Monday pm Putteridge Bury Conference Centre | Usually Fri 2pm LuDun premises Dunstable | Wed 6.30pm at Hospital or Vauxhall Centre Luton | 2nd Mon 6pm |
| No. of CBC clrs (subs) required | 2 (2) | 7 | 1 | 1 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Marston Vale Surface Waters Group | Marston Vale Trust | Mid Beds Citizens Advice Bureau | Milton Keynes Reference Group |
|--|--|--|---|--|
| Function/role | Promotes an integrated approach to surface water issues in the Marston Vale, principally through the Surface Waters Plan. | To promote the environmentally-led regeneration of the Marston Vale and the provision of public recreational facilities in the Marston Vale and surrounding areas. | Provides free, confidential advice on a wide range of topics including debt, benefits, housing, employment, family and personal issues, consumer, immigration and discrimination. | Liaison on issues affecting the growth of Milton Keynes across the boundary and into Bedfordshire. |
| Status | Non-statutory association of representatives of public and quasi-public bodies and Anglian Water | Registered charity and company limited by guarantee | Registered charity and company limited by guarantee | Liaison Group of adjoining authorities |
| Strategic, General or Ward | G | G | G | S |
| Nominations or direct appts | Nominations | D | Nominations | D |
| Voting (V) or non-voting (NV) | Full voting members | Full voting member | Full voting members | Not a voting group |
| Conditions or Comments | LA representation is a requirement (to include at least 1 member & 1 officer); members required to provide input on planning, flood risk & drainage. | LA representation not a requirement | LA representation not a requirement; trustees must be members of the company. | LA representation is a requirement; portfolio holder to appoint to substitute if necessary. |
| Frequency of meetings | 2 per year + Steering Sub-Group if required | 5 per year | 6 per year | |
| Usual day, time and venue | Day varies (am). Marston Moretaine or Bedford | Wed 4.30pm | Weekdays 7.30pm Shefford | |
| No. of CBC clrs (subs) required | Max. 2 members plus substitute | 1 | 2 | 1 - relevant portfolio holder |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | NIRAH Board (National Institute for Research into Aquatic Habitats) | PATROL & Bus Lane Adjudication Joint Committees | Raglan Housing Association Area Committee | Relate (Bedfordshire & Luton) |
|--|--|--|---|--|
| Function/role | Transformation of disused brick pits near Stewartby into a 40 hectare freshwater aquarium and international research centre. | Provision for adjudication for Councils undertaking civil enforcement of parking & traffic regulations outside London and bus lanes. | Provides housing, assistance & facilities for people who are poor, aged, disabled or chronically sick. | To provide relationship counselling to couples, individuals, young people and families; also sex therapy, relationship training, education programmes and workshops. |
| Status | Company limited by guarantee | Joint Committee (discharging functions under S.81 Traffic Management Act 2004 & 2007 Regulations) | Charity (Industrial & Provident Society); Registered Social Landlord | Registered charity and company limited by guarantee |
| Strategic, General or Ward | S | S | G | G |
| Nominations or direct appts | D | Nominations | Nomination subject to Board approval | Nominations |
| Voting (V) or non-voting (NV) | Non-voting observer | Full voting members | Full voting member | Non-voting observer |
| Conditions or Comments | Observer status only, on behalf of Beds Funding Consortium | LA representation is a requirement under the Deed of Agreement. Representative must be a member not an officer | LA representation not a requirement; desirable for member nominated to be in former Mid Beds area but not essential. Normally Portfolio Holder for Housing. | LA representation not a requirement - optional only |
| Frequency of meetings | | a. 1 per year for joint c'ttee b. 1 per year for exec sub c'ttee | Quarterly | 6 per year + AGM + sub groups as required |
| Usual day, time and venue | | a. Tues Jan b. Tues end June | Thurs 10.30am at hotel in Bedford | Wed 5.30-8.30pm |
| No. of CBC clrs (subs) required | 1 observer | 1 (1) | 1 | 1 (1) |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Renaissance Bedford (formerly Bedfordshire Growth) | RIGHTS Luton | Sandpit Strategy Steering Group | Sheffield Bloomfield Games Association |
|--|---|--|---|---|
| Function/role | To foster housing and employment growth in the Bedford and Marston Vale Growth Area supported by the necessary infrastructure. | Provides advice and support for the unemployed on benefits and employment. | Advise and guide on minerals developments and restoration in area (Greensand Trust acts as Secretariat for Steering Group). | To provide and maintain Multi Use Games facility with particular emphasis on youth provision. |
| Status | Informal partnership | Registered charity and company limited by guarantee | Charity (The Greensand Trust) | Unincorporated association |
| Strategic, General or Ward | S | G | W | W |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting members | Full voting member | Full voting member | Full voting members |
| Conditions or Comments | LA representation (an elected member) is a requirement of the Memorandum of Understanding; usually portfolio holder for planning. | LA representation not a requirement | Geographic restriction to sandpits around Heath & Reach and Leighton Linlade | LA representation is a requirement. Should be Sheffield and district representatives |
| Frequency of meetings | Quarterly | Every 2 months | 2 per year | Quarterly |
| Usual day, time and venue | Thurs in March, June, Sept & Dec 3-5pm Venue varies | First Tues at 15 New Bedford Rd Luton | Mon 2pm LL Town Council | Wed 6pm Robert Bloomfield Middle School |
| No. of CBC clrs (subs) required | 1 (subs at Council discretion) | At Council's discretion. Suggest one rep. | 1 | Not specified |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Sir John Cotton Educational Foundation | South Beds Dial-a-Ride | Sundon Landfill Restoration Group | Swiss Gardens Management Advisory Committee |
|--|--|---|--|--|
| Function/role | Administers grants for the benefit of education of children under 21 within Biggleswade. | To provide door-to-door transport for the disabled and elderly frail of Bedfordshire who are unable to use normal public service transport. | Overseeing the management, development and/or restoration of Sundon Landfill site. | To oversee the management and development of the Swiss Garden. |
| Status | Registered charity | Registered charity | Consultative/advisory body | Consultative/advisory body |
| Strategic, General or Ward | W | G | W | G |
| Nominations or direct appts | D | D | | D |
| Voting (V) or non-voting (NV) | Full voting members | Full voting members | Not a voting group | Full voting member |
| Conditions or Comments | LA representation is a requirement | LA representation not a requirement | Reps to be councillors for the areas bordering Sundon Landfill; arrangements for future meetings to be considered by AD Waste Services.. | LA representation is a requirement but can be reduced to one |
| Frequency of meetings | Annually | 6 per year | Quarterly | Annually |
| Usual day, time and venue | Day varies 4pm offices of Brignalls Balderston Warren, 2 London Rd, Biggleswade | 7.30pm Totternhoe | Daytime Sundon Landfill | Sept |
| No. of CBC clrs (subs) required | 2 | 2 | Not yet specified | 1 |
| Appointments from 31/08/2011 to AGM 2015 | | | | |

| Organisation | Thameslink 2000 Consortium | West's Educational Foundation | Woburn Almshouse Charity |
|--|--|---|--|
| Function/role | Key strategic transport initiative intended to enhance and expand the existing Thameslink network throughout London, the South East and East of England. | Considers grant applications, level of grants for 5-25 year olds in Chalgrave and Hockliffe as well as the financial position of the charity. | To apply income from the charity for the benefit of the almspeople of the charity. |
| Status | Consortium of some 140 organisations ranging from local authorities and passenger groups to business organisations | Registered charity | Registered charity |
| Strategic, General or Ward | S | W | W |
| Nominations or direct appts | D | D | D |
| Voting (V) or non-voting (NV) | To be confirmed | Full voting member | Full voting member |
| Conditions or Comments | | LA representation should be councillor for Hockliffe/Chalgrave | LA representation is a requirement under the charity scheme. Appointee may be but need not be a councillor |
| Frequency of meetings | Annually | Half yearly | 4 per year (Jan/April/July/Oct) |
| Usual day, time and venue | Thurs pm Guildhall London | 7.30pm Heath Farm Wingfield | Usually Mon 7pm |
| No. of CBC clrs (subs) required | 1 | 1 | 1 |
| Appointments from 31/08/2011 to AGM 2015 | | | |

No longer in need of appointments

| Organisation | Arlesey Landfill Liaison Group | Bedfordshire Authorities Waste Partnership | Biggleswade Town Centre Partnership | East of England Regional Planning Panel |
|--|---|---|---|---|
| Function/role | To act as forum for information, consultation & discussion on planning permission conditions, legal agreements & operations relating to/at the landfill site. | To oversee waste management within Beds and be a forum for monitoring the delivery of services and performance incl. collection, recycling, composting, treatment and planning. | Informal partnership body established in December 2008 to provide advice, guidance and support to officers in the development of a Biggleswade Town Centre Strategy and Masterplan. | To promote the economic, social and environmental well being of the region. EERA is the designated regional planning body |
| Status | Informal liaison group (includes residents, Environment Agency and Arlesey Landfill site owners). | Local Authority non-executive partnership of Bedford Borough, Central Beds & Luton | Consultative/advisory group | Local government consultative/advisory body |
| Strategic, General or Ward | W | S | S | S |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Not a voting group | Full voting member | Full voting members | Full voting member |
| Conditions or Comments | Members for Arlesey (1), Stotfold (1) and Shillington & Henlow (1) to be appointed | All LA reps but with support from officers. Representatives should be the Portfolio Holder for Waste and the Deputy Portfolio Holder or equivalent. | One place reserved for Portfolio Holder for Economic Growth & Regeneration. Two places reserved for Biggleswade ward members. | LA representation is a requirement |
| Frequency of meetings | Every 6 months | 6 per year | Every 2 months, for up to 24 months (task & finish). | 5 per year |
| Usual day, time and venue | Tues 5pm Arlesey VH | Venue to rotate between partner councils | TBA | |
| No. of CBC clrs (subs) required | 3 | 2, one to be Waste Services portfolio holder (1 sub) | 3 (0) | 1 |
| Appointments from 01/09/2009 to 09/05/2011 | | | | |

| Organisation | Flitwick Leisure Centre Joint Consultative Group | Flitwick Town Centre Partnership | Haynes Green Waste Liaison Group | Leighton Linslade Access for All Committee |
|--|---|--|--|--|
| Function/role | To co-ordinate consultation and consider schemes for improvement or enhancement to the Flitwick Leisure Centre within the framework of the relevant management agreement. | Town Centre refurbishment | To discuss complaints about odour from the site with the site operator, parish council, residents, Council members & officers and the Environment Agency | To press for improvements in access to premises, goods and services in Leighton Linslade and villages, especially for disabled people; to publish access guides. |
| Status | Consultative/advisory group | Consultative/advisory group | Informal liaison group | Discussion / liaison group convened by Leighton-Linslade Town Council |
| Strategic, General or Ward | W | W | W | W |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Full voting member | Non-voting observers | Not a voting group | Full voting members |
| Conditions or Comments | Reps to include either Portfolio holder or Assistant Portfolio holder, one rep to be local to facility; meetings administered by contractor Stevenage Leisure Ltd | | | Representatives are usually ward members in Leighton Linslade and have an interest in disability issues |
| Frequency of meetings | | Twice monthly | Every 6 months. Last met Sep 08 (Feb 09 cancelled) | 3 per year in Feb, June and Oct |
| Usual day, time and venue | | 1st and 3rd Tues of month (except Aug) | Fri 9.30am, Prioory House, Chicksands | Tues 7.15pm Vandyke Upper School |
| No. of CBC clrs (subs) required | 2 | 2 | 2 | 2 or 1 (1) |
| Appointments from 01/09/2009 to 09/05/2011 | | | | |

| Organisation | Leighton Linslade Combating Crime Working Party | Leighton Linslade Public Transport Users Committee | Luton Gateway (Luton and South Beds Local Delivery Vehicle) | Mid Beds Link-a-Ride Community Transport Ltd |
|--|---|--|---|--|
| Function/role | Discussions and issues relating to combating crime in the parish. | A platform for all issues relating to all aspects of public transport. | To drive sustainable development in L&SB (MKSM) area; promote a step change in housing/growth that is infrastructure and jobs-led; stimulate investment to deliver key economic, social and green infrastructure requirements; capture funds from any increase in land values to provide infrastructure or community benefit. | To provide door to door service for those people who are unable to use ordinary transport because of disability. |
| Status | Discussion/liaison group convened by Leighton-Linslade Town Council | Unincorporated association | Company limited by guarantee | Charity (Industrial and Provident Society) |
| Strategic, General or Ward | W | W | S | G |
| Nominations or direct appts | D | D | Nomination | D |
| Voting (V) or non-voting (NV) | Non-voting observers | Full voting members | Full voting members | Full voting members |
| Conditions or Comments | LA representation not a requirement | LA representation not a requirement | LA representation essential. Normally Portfolio holders for (a) Sustainable Development and (b) Economic Growth & Regeneration. Substitute nomination delegated to Leader/Chief Exec. | LA representation is a requirement under the Rules of the body |
| Frequency of meetings | 4 per year | 4 | Undecided | Quarterly |
| Usual day, time and venue | Mon-Thurs 7pm White House L Buzzard | Midweek 7pm White House, L Buzzard | | Tues 7pm |
| No. of CBC clrs (subs) required | 2 | 2 | 2 | Suggest 3 |
| Appointments from 01/09/2009 to 09/05/2011 | | | | |

| Organisation | Milton Keynes Partnership Committee | Rail Station Car Parking (Flitwick) | Sandy Sports & Community Centre Consultative Group | Saxon Pool & Leisure Centre Joint Consultative Group |
|--|--|--|---|---|
| Function/role | To contribute to the successful and sustainable growth of Milton Keynes, incl. planning, coordinating & implementing development within the MK Urban Development Area. | To discuss the service provided by the rail operator (First Capital Connect) and Network Rail who manage the car parks associated with the stations. | To co-ordinate consultation and consider schemes for improvement or enhancement to the Sandy Sports & Community Centre within the framework of the relevant management agreement. | To co-ordinate consultation and consider schemes for improvement or enhancement to the Saxon Pool & Leisure Centre within the framework of the relevant management agreement. |
| Status | Statutory body: powers delegated by Homes & Communities Agency (formerly New Towns Commission & Urban Regeneration Agency) | Discussion/liaison group | Consultative/advisory body | Consultative/advisory body |
| Strategic, General or Ward | S | W | W | W |
| Nominations or direct appts | D | D | D | D |
| Voting (V) or non-voting (NV) | Non-voting observer | Not a voting group | Full voting member | Full voting member |
| Conditions or Comments | | LA representation not a requirement; Members appointed represent parishes of Flitwick and Harlington. | Reps to include either Portfolio holder or Assistant Portfolio holder; one rep to be local to Centre. Meetings administered by contractor, Stevenage Leisure Ltd. | Reps to include either Portfolio holder or Assistant Portfolio holder; one rep to be local to Centre. Meetings administered by contractor, Stevenage Leisure Ltd. |
| Frequency of meetings | Quarterly | Every 4 months | | |
| Usual day, time and venue | Tuesdays (whole day), various venues in MK. | Tues 10am SBDC offices | | |
| No. of CBC clrs (subs) required | 1 observer | Suggest 3. | 2 | 2 |
| Appointments from 01/09/2009 to 09/05/2011 | | | | |

| Organisation | Strategic Aviation Special Interest Group (SASIG) | The Public Transport Consortium |
|--|--|---|
| Function/role | To ensure that any national aviation strategy for the UK is implemented through regional planning guidance and other planning processes so as to reconcile economic, social and environment issues in a sustainable way. | Forum for promoting public transport issues affecting non metropolitan authorities; advising LGA on public transport issues; exchange of experience and good practice between member authorities. |
| Status | Special interest group of the LGA operating as a membership organisation comprising local authorities | Consultative/advisory body |
| Strategic, General or Ward | S | S |
| Nominations or direct appts | D | D |
| Voting (V) or non-voting (NV) | Full voting members | Full voting members |
| Conditions or Comments | LA representation is a requirement but only one member to be designated | LA members only (currently 32 authorities). Cross party representation to be reflected. Membership nominates group of 13 to form executive. |
| Frequency of meetings | 3 per year | Quarterly |
| Usual day, time and venue | Fri 11am- 1pm LG House, Smith Square | 3 on Fri 10.30am LGA House Westminster hosted by member auth'y 4th |
| No. of CBC clrs (subs) required | 1 (1 substitute if Council wishes but observer status only) | Up to 3 |
| Appointments from 01/09/2009 to 09/05/2011 | | |