

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



please ask for Sandra Hobbs
direct line 0300 300 5257
date 8 March 2013

NOTICE OF MEETING

EXECUTIVE

Date & Time

Monday, 18 March 2013 at 1.00 p.m.

Venue

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the EXECUTIVE:

Cllrs	J Jamieson	– Chairman and Leader of the Council
	M Jones	– Deputy Leader and Executive Member for Corporate Resources
	M Versallion	– Executive Member for Children's Services
	C Hegley	– Executive Member for Social Care, Health and Housing
	N Young	– Executive Member for Sustainable Communities – Strategic Planning and Economic Development
	B Spurr	– Executive Member for Sustainable Communities – Services
	Mrs P Turner MBE	– Executive Member – Economic Partnerships
	R Stay	– Executive Member – External Affairs

All other Members of the Council - on request

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

Please will all Members keep hold of this Agenda and bring them to the Council meeting on 18 April 2013.

AGENDA

1. **Apologies for Absence**

To receive apologies for absence.

2. **Minutes**

To approve as a correct record, the Minutes of the meeting of the Executive held on 5 February 2013.

3. **Members' Interests**

To receive from Members any declarations of interest.

4. **Chairman's Announcements**

To receive any matters of communication from the Chairman.

5. **Petitions**

To consider petitions received in accordance with the Scheme of Public Participation set out in Annex 2 of Part A4 of the Constitution.

6. **Public Participation**

To respond to general questions and statements from members of the public in accordance with the Scheme of Public Participation set out in Appendix A of Part A4 of the Constitution.

7. **Forward Plan of Key Decisions**

To receive the Forward Plan of Key Decisions for the period 1 April 2013 to 31 March 2014.

Decisions

Item	Subject	Page Nos.
8.	Gypsy and Traveller Local Plan	35 - 48

The report sets out the findings of the Gypsy, Traveller Accommodation Assessment 2013 and introduces the draft Gypsy and Traveller Local Plan including site specific policies.

Please note the Appendices are to follow.

- | | | |
|-----|---|-----------|
| 9. | Land Rear of Central Garage, Cranfield, Development Brief | 49 - 96 |
| | The report recommends that the Executive adopt the development brief as technical guidance for development management purposes. | |
| 10. | Minerals and Waste Local Plan Further Modifications | 97 - 192 |
| | The report proposes that Further Modifications to the Minerals and Waste Local Plan are publicised. | |
| 11. | Planning Guidance Note on Wind Energy Development in Central Bedfordshire | 193 - 288 |
| | The report proposes that Executive adopts the technical guidance document on wind energy development in Central Bedfordshire for development management purposes. | |
| 12. | Local Area Transport Plans in 2013/14 and 2014/15 | 289 - 298 |
| | The report proposes the endorsement of the third round of Local Area Transport Plans (LATPs) for Chiltern, Haynes and Old Warden, and Potton, together with the refreshed LATPs for Arlesey and Stotfold, and Biggleswade and Sandy. Please note that a hard copy of the Appendices have only been provided to Executive and Deputy Executive Members and Senior Management, if you require a hard copy please contact Sandra Hobbs, Committee Services Officer. | |
| 13. | Astral Park Community Football Facility | 299 - 302 |
| | To approve expenditure for playing pitches, changing facilities and car parking at Astral Park, Leighton Buzzard. The project at Astral Park, Leighton Buzzard. The project is led by Leighton Linlade Town Council, with project management advice and support provided by Leisure Services. The scheme is funded entirely by Section 106 funds of £1.1m. | |

14. **Outdoor Access Improvement Plan** 303 - 312

This report sets out the proposed Outdoor Access Improvement Plan for endorsement by the Executive and adoption by the Council. **Please note that a hard copy of the Appendix has only been provided to Executive and Deputy Executive Members and Senior Management, if you require a hard copy please contact Jonathan Woods, Access Development Team Leader.**

15. **Designation of Neighbourhood Areas** 313 - 318

The report seeks designation of Caddington and Slip End as a Neighbourhood Area and clearly sets out the process by which Central Bedfordshire Council designates Neighbourhood Areas to facilitate Neighbourhood planning for Central Bedfordshire.

16. **Commissioning New School Places for Implementation from September 2014** 319 - 336

This report outlines five projects within the New School Places Programme 2013/14 – 2017/18 where local pressures of demographic growth require new school places to be provided from September 2014.

17. **Tenancy Strategy 2013 - 2018** 337 - 378

The report proposes that the Council adopts a Tenancy Strategy 2013-18, in order to fulfil its legal requirements conferred by the Localism Act 2011.

18. **Tenant's Scrutiny Panel and Designated Persons and Tenant's Complaints Panel** 379 - 392

To approve the setting up and adoption of a Tenant's Scrutiny Panel and Designated Persons and Tenants Complaints Panel for the Council's Landlord Service as part of the new revised regulatory requirements for social housing providers, under the Localism Act 2011.

19. **Commissioning for Outcomes: Implementation of the Framework Agreement for Domiciliary Care Services** 393 - 400

To authorise the Domiciliary Care Contract awards to the recommended suppliers through a framework agreement, which will apply from May 2013 for four years.

Monitoring Matters

Item	Subject	Page Nos.
20.	Quarter 3 Revenue Report 2012/13 The report provides information on the revenue position as at Quarter 3 2012/13 and the forecast outturn position for 2012/13.	401 - 424
21.	Quarter 3 Capital Report 2012/13 The report provides information on the Capital position as at Quarter 3 2012/13 and the forecast outturn position for 2012/13.	425 - 438
22.	Quarter 3 Housing Revenue Account Revenue and Capital Report 2012/13 The report provides information on the 2012/13 Housing Revenue Account revenue and capital position as at Quarter 3 and the forecast outturn position.	439 - 448
23.	Quarter 3 Performance Report To consider the quarter 3 performance report.	449 - 474
24.	Exclusion of the Press and Public To consider whether to pass a resolution under section 100A of the Local Government Act 1972 to exclude the Press and Public from the meeting for the following item of business on the grounds that the consideration of the item is likely to involve the disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Act.	

Exempt Decisions

Item	Subject	Exempt Para.	Page Nos.
25.	A1 South Biggleswade Roundabout The report provides background information relating to the proposed development of an enlarged roundabout on the A1 at the South Biggleswade junction as reported in the Executive report of 10 June 2010.	3	475 - 486

- | | | | |
|-----|---|---|-----------|
| 26. | Household Waste Recycling Centres and Food Waste Collection Contracts | 3 | 487 - 506 |
| | <p>This report recommends an extension of the contract for the management of Central Bedfordshire Councils 4 Household Waste Recycling Centres and to extend the variation for the Food Waste Collection service in the north of Central Bedfordshire from 4 October 2013 on a flexible basis to co-ordinate with the BEaR project organics treatment solution and the end of the main collection contract in October 2016.</p> | | |
| 27. | Options for Resolving Current Delays in Academy Conversions caused by Disputed Liabilities for Pension Payments | 3 | 507 - 524 |
| | <p>To consider the options for resolving current delays in Academy conversions caused by disputed liabilities for pension payments.</p> | | |
| 28. | Flitwick Football Community Facilities, Phase 1 in Delivery of a new Flitwick Leisure Centre | 3 | To follow |
| | <p>To consider the financial arrangements for Flitwick Football Community Facilities in phase 1 of delivering a new Flitwick Leisure Centre.</p> | | |
| 29. | Commissioning for Outcomes: Implementation of the Framework Agreement for Domiciliary Care Services | 3 | 525 - 528 |
| | <p>To receive the exempt appendix which is a list of recommended providers on the Domiciliary Care Services.</p> | | |

This agenda gives notice of items to be considered in private as required by Regulations (4) and (5) of The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012.

Details of any representations received by the Executive about why any of the above exempt decisions should be considered in public: none at the time of publication of the agenda. If representations are received they will be published separately, together with the statement given in response

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **EXECUTIVE** held in the Council Chamber, Priory House, Monks Walk, Shefford on Tuesday, 5 February 2013.

PRESENT

Cllr J G Jamieson (Chairman)
Cllr M R Jones (Vice-Chairman)

Executive Members:	Cllrs	C Hegley B J Spurr R C Stay	Cllrs	Mrs P E Turner MBE M A G Versallion J N Young
Deputy Executive Members:	Cllrs	A D Brown Mrs S Clark I Dalgarno A L Dodwell	Cllrs	D J Hopkin A M Turner R D Wenham
Apologies for Absence:	Cllrs	B Wells		
Members in Attendance:	Cllrs	P N Aldis A R Bastable R D Berry M C Blair C C Gomm Ms A M W Graham D Jones	Cllrs	K C Matthews D McVicar J Murray T Nicols B Saunders A Shadbolt P Williams
Officers in Attendance		Mr G Alderson Mr J Atkinson Mr R Carr Ms D Clarke Mr A Fleming Mrs E Grant Mrs S Hobbs Mrs J Ogley Mr C Warboys		Director of Sustainable Communities Head of Legal and Democratic Services Chief Executive Assistant Chief Executive (People & Organisation) Service Director - Business Services Deputy Chief Executive/Director of Children's Services Committee Services Officer Director of Social Care, Health and Housing Chief Finance Officer

E/12/117 **Minutes**

RESOLVED

that the minutes of the meeting held on 8 January 2013 be confirmed as a correct record and signed by the Chairman.

E/12/118 **Members' Interests**

Councillor K Matthews, declared a personal interest in agenda item 16 'Land Rear of Central Garage, Cranfield, Development Brief' as he was a Governor at Cranfield Lower School.

E/12/119 **Chairman's Announcements**

The Chairman congratulated Councillor Maurice Jones for being shortlisted for an Outstanding Contribution to Financial Performance award. The winner would be announced at a ceremony on 25 February 2013.

The Chairman referred to the Budget proposals set out at Agenda item 8 and was pleased that these entailed no increase in the Council's element of the Council Tax.

E/12/120 **Petitions**

No petitions were received.

E/12/121 **Public Participation**

The following statement was received in accordance with the Public Participation Scheme:

1. Mr R Marsden

Mr Marsden spoke to Agenda item 21 'Options for Resolving Current Delays in Academy Conversions caused by Disputed Liabilities for Pension Payments'. Mr Marsden was the Chair of Governors at Harlington Lower School, represented the federated school Sundon Lower School and other schools in Central Bedfordshire which were in the final stages of conversion to Academies. Mr Marsden raised questions about the delay due to the need to resolve the approach to potential liabilities for pension payments.

The Executive Member for Children's Services explained that the Council was keen to resolve this issue and shared the frustration but was dependant on outstanding data from the Teacher Pensions Agency. It was anticipated that this issue would be resolved in March 2013.

Further public statements were made under the relevant Agenda items.

E/12/122 **Forward Plan and Key Decisions**

RESOLVED

that the Forward Plan of Key Decisions for the period 1 March 2013 to 28 February 2014 be noted.

E/12/123 **Budget 2013/14 and Medium Term Financial Plan 2013 to 2017**

Prior to consideration of the report, and in accordance with the Council's Scheme of Public Participation, the Executive received a statement from Mr Konstantinidis relating to the Budget and the Capital Programme 2013/14. Mr Konstantinidis referred to the cost of borrowing to fund the Capital Programme and the use of competitive tendering for the Council's contracts.

The Deputy Leader and Executive Member for Corporate Resources explained that the Council had saved in excess of £50m over the last four years and that the Government grant had reduced by a third over this period. The Bedfordshire Energy and Recycling Contract referred to by Mr Konstantinidis was designed to save money. A significant contribution to the increase in the Council's borrowing was the new self-financing arrangements for local authority housing.

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that proposed the Council's spending plans for the medium term and Council Tax rate for 2013/14 with indicative figures for future years. A budget for 2013/14 had been prepared reflecting changes in funding, including a substantial overhaul of the Council Tax Benefit and National Non-Domestic Rate regimes. Cost pressures and efficiencies, including the impact of those commenced in 2012/13 had been revisited and incorporated into the proposals. There would be no increase in Council Tax for Central Bedfordshire Council purposes and the commitment to harmonise rates across the area with effect from 1 April 2013 would be achieved.

In response to questions, the Deputy Leader and the Chief Financial Officer confirmed that General Fund reserves were at a prudent minimum level.

Reason for decision: To agree a balanced budget for 2013/14 and identify resource requirements for the Medium Term.

RECOMMENDED to Council

- (a) that the response to consultation with Overview and Scrutiny as set out in paragraph 38 and the response to consultation with the public stakeholders as set out in Appendix A to the Executive report, be noted;***
- (b) that the Revenue Budget for 2013/14 and the Medium Term Financial Plan for 2013/14 to 2016/17 be approved;***

- (c) *that the adjustments to the draft Budget as described in paragraph 24 of the Executive report be noted;*
- (d) *that the Council Tax Base as set out in Appendix G to the Executive report be noted;*
- (e) *that the allocation of £0.8m to Parish Councils as set out in paragraph 24 in the Executive report be noted;*
- (f) *that a Band D Council Tax of £1,308.33 for residents of Central Bedfordshire be approved;*
- (g) *that the fees and charges set out in Appendix J to the Executive report be approved; and*
- (h) *that certain efficiency proposals identified in Appendix I to the Executive report will be subject to formal consultation and Equality Impact Assessment in the coming months and instructs the Corporate Management Team to propose alternative compensatory savings if it appears, following a review of the outcome of the consultation and Equality Impact Assessment, that any specific proposal cannot be delivered.*

E/12/124

Capital Programme 2013/14 to 2016/17

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that proposed the Capital Programme (excluding the Housing Revenue Account) for the four years from 1 April 2013. The Capital Programme made provision for significant capital works associated with the Bedfordshire Energy and Recycling Project and Woodside Link.

Reason for decision: To enable Council to approve the Capital Programme as part of the Council's Medium Term Financial Plan 2013 – 2017 and associated Prudential Indicators.

RECOMMENDED to Council

1. *that the 2013/14 to 2016/17 Capital Programme (as per Appendix A to the Executive report) be approved;*
2. *that the Capital Programme Reserve List 2013/14 to 2016/17 (as per Appendix B to the Executive report) be approved; and*
3. *that the revised capital, treasury and borrowing Prudential Indicators contained within Appendix C to the Executive report be approved.*

E/12/125

**Budget Report for the Housing Revenue Account (Landlord Service)
Business Plan**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources and the Executive Member for Social Care, Health and Housing that set out the financial position of the Housing Revenue Account (HRA) during the first year of the self financing regime and presented the proposed 30 year Landlord Service Business Plan. The report also set out the proposed budget for 2013/14 and the assumptions that had been made in arriving at the projections in the Plan, to create the financial framework for the Landlord Service to operate within.

In response to a question, the Executive Member for Social Care, Health and Housing explained that the proposed rent increase would result in rents for Council accommodation being within a range of 50-55% of current market rents, which was affordable and within limits that were eligible for Housing Benefits. Support would be provided to tenants who were struggling in the current financial climate.

Reason for decision: To facilitate effective financial management and planning for the HRA.

RECOMMENDED to Council

- (a) that the Housing Revenue Account's (HRA) debt portfolio and interest payments due in 2012/13 be noted;***
- (b) that the proposal for no principal debt repayments in the current financial year or during the period of the Medium Term Financial Plan (MTFP), namely 2012/13-2016/17 be approved;***
- (c) that the creation of a new reserve, to be called the Strategic Reserve be approved;***
- (d) to fund the HRA's 2012/13 Capital Programme from the negative HRA Capital Financing Requirement, thereby releasing additional funds for the Sheltered Housing Re-Provision Reserve (SHRR) and Strategic Reserve (SR) be approved;***
- (e) that the HRA Revenue Budget for 2013/14 and the Landlord Service Business Plan summary at Appendix A to the Executive report be approved;***
- (f) that the 2013/14 to 2016/17 HRA Capital Programme at Appendix B to the Executive report be approved;***
- (g) that the average rent increase of 4.67% for 2013/14 in line with the national rental increase as per the Government's Rent Convergence Policy be approved; and***

- (h) that the proposed allocation of £0.2m to support financial advice, money management and debt problems for customers be approved.***

E/12/126

Proposals to Develop Affordable Extra Care Housing in Dunstable

Prior to consideration of the report, and in accordance with the Council's Scheme of Public Participation, the Executive received a statement from Mrs Luther, Chairman of the Council's Sheltered Tenants Action Group in support of the proposed investment in a new Extra Care Housing scheme in Dunstable.

The Executive considered a report from the Executive Member for Social Care, Health and Housing on the proposed development of approximately 80 Extra Care Housing apartments on the redundant Dukeminster site in Dunstable. The Dukeminster site was to be the first in a programme of Extra Care Housing development across Central Bedfordshire and was a considerable investment in both the accommodation for and care of older people in the area. The scheme would be a mixture of one and two bedroom flexible apartments.

Reason for decision: To allow work to progress on the development of approximately 80 units of mixed tenure Extra Care Housing on the Dukeminster site in Dunstable.

RESOLVED

- 1. that the proposal to construct an Extra Care Housing scheme at the Dukeminster site in Dunstable be approved; and**
- 2. to delegate authority to the Director of Social Care, Health and Housing, in consultation with the Chief Finance Officer, the Deputy Leader and Executive Member for Corporate Resources and the Executive Member for Social Care, Health and Housing, to take such steps as were necessary to progress the scheme, including site acquisition and the award of a contract to construct the scheme in accordance with the Council's Code of Procurement Governance.**

E/12/127

Local Lettings Policy to Rural Exception Sites in Central Bedfordshire

The Executive considered a report from the Executive Member for Social Care, Health and Housing on the outcome from the consultation for a Local Lettings Policy for Rural Exception Sites and which proposed the adoption of the Local Lettings Policy for Rural Exception Sites. The Policy would only apply to new sites that were being developed and would not apply retrospectively to homes that have been built in recent years.

Reason for decision: To enable rural exception sites to be used to provide affordable housing.

RESOLVED

1. that the contents of the report and the outcomes of the consultation be noted;
2. that the Local Lettings Policy for Rural Exceptions Sites be adopted as an appendix to the Allocations Policy 2012 (agreed by the Executive in November 2011); and
3. to delegate authority to the Director of Social Care, Health and Housing in consultation with the Executive Member for Social Care, Health and Housing to make any minor amendments to the Local Lettings Policy for Rural Exceptions Sites in Central Bedfordshire.

E/12/128

Central Bedfordshire's Policy Principles for Pupil Place Planning in Schools and Annual Refresh of the Council's New School Places Programme 2013/14 - 2017/18

The Executive considered a report from the Executive Member for Children's Services on the outcome of the consultation on the proposed Policy Principles for Pupil Place Planning in Schools and which outlined the annual refresh of the Council's rolling five year investment programme in new school places. This was to fulfil the Council's statutory duty regarding sufficiency of school places and to respond to the identified need in the previously published School Organisation Plan.

In response to a question, the Executive Member for Children's Services confirmed that access for transport to schools would be considered whilst weighing up the need to encourage children to walk or cycle to school. He also explained the Council's position on free school proposals, which was to support those that could demonstrate that they would provide a high standard of education and help improve attainment. Each proposal would be considered on its merits in this context.

Reason for decision: To enable the Council to meet its statutory obligations of ensuring sufficient school places in Central Bedfordshire and apply a set of clear policy principles to its commissioning processes.

RESOLVED

1. that the responses to the consultation on the proposed Policy Principles for Pupil Place Planning in Schools, as attached at Appendix B to the report be noted;
2. that the Policy Principles for Pupil Place Planning in Schools, as attached at Appendix B, be approved as the basis for the future development of commissioning options for New School Places in Central Bedfordshire; and

3. that the 2013 refresh of the Council's New School Places Programme and the scale of new places required for implementation in 2014 and 2015 be noted.

E/12/129

Determination of Admission Arrangements 2014/15

The Executive considered a report from the Executive Member for Children's Services that sought approval to the Council's Admission Arrangements for 2014/15, specifically the Council's co-ordinated admissions scheme and the Council's admission arrangements for Community and Voluntary Controlled Schools. Members noted that the proposed straight line distance would only be used as the fifth criteria for all Community and Voluntary Controlled Schools and that catchment areas would still be used for allocating school places.

The Executive Member for Children's Services moved an additional recommendation, which was duly seconded:-

"to authorise the Director of Children's Services, in consultation with the Executive Member for Children's Services, to agree that Lower Schools which currently include a criterion relating to attendance at a nursery/preschool facility on the school site may, on request, retain this criterion within their admission criteria."

Reason for decision: To enable the Council to meet its statutory obligations to determine its admission arrangements by 15 April 2013 for admissions in the academic year of 2014/15.

RESOLVED

1. that the Council's co-ordinated admissions scheme as attached at Appendix 1 and 2 to the report be approved;
2. that the admission arrangements for Community and Voluntary Controlled schools for the academic year 2014/15 as set out in Appendix 3 and Appendix 4 to the report be approved; and
3. to authorise the Director of Children's Services, in consultation with the Executive Member for Children's Services, to agree that Lower Schools which currently include a criterion relating to attendance at a nursery/preschool facility on the school site may, on request, retain this criterion within their admission criteria.

E/12/130

Healthwatch Central Bedfordshire

The Executive considered a report from the Executive Member for Social Care, Health and Housing that proposed the commissioning of Healthwatch Central Bedfordshire as a new and independent organisation formed by existing local community and voluntary organisations working in partnership.

On a point of clarification, the Quality Framework which was due to be issued by Healthwatch England in January 2013 had still to be received. This would form a key part of monitoring arrangements between the Council and Healthwatch Central Bedfordshire.

Reason for decision: To utilise the combined skills and experience from a range of existing community and voluntary organisations in order to deliver the statutory functions of Healthwatch.

RESOLVED

- 1. that the approach outlined in the report for the creation of Healthwatch Central Bedfordshire be endorsed;**
- 2. that Healthwatch Central Bedfordshire be established as a legal entity through setting up a corporate body in the form of a company limited by guarantee with charity status;**
- 3. that the Council will grant fund this company, by means of a service level agreement, to provide the statutory functions of a local Healthwatch organisation under the Health and Social Care Act 2012; and**
- 4. that the Council will performance manage Healthwatch Central Bedfordshire against a service specification issued by the Council.**

E/12/131

Land Rear of Central Garage, Cranfield Development Brief

Prior to consideration of the report, and in accordance with the Council's Scheme of Public Participation, the Executive received statements from Mr Baker on behalf of Cranfield Parish Council and Mr Saint raising concerns about the proposed access through Flitt Leys Close, especially if proposals for a new lower school were approved as it was anticipated, that this would cause considerable congestion for local residents.

The Executive considered a report from the Executive Member for Sustainable Communities – Strategic Planning and Economic Development that set out the development brief for land rear of Central Garage, Cranfield. The Executive Member responded to questions from ward Members with regard to the concerns about the access arrangements and the proposed development of a new lower school.

The Deputy Leader and Executive Member for Corporate Resources moved a revised recommendation, which was duly seconded:-

“that the Land Rear of Central Garage, Cranfield Development Brief be reconsidered by the Sustainable Communities Overview and Scrutiny Committee before being resubmitted to the Executive.”

Reason for decision: To allow the Sustainable Communities Overview and Scrutiny Committee to consider the concerns regarding the access arrangements, particularly bearing in mind the possibility of a new lower school.

RESOLVED

that the Land Rear of Central Garage, Cranfield Development Brief be reconsidered by the Sustainable Communities Overview and Scrutiny Committee before being resubmitted to the Executive on 19 March 2013.

E/12/132

Local Welfare Provision

The Executive considered a report from the Executive Member for Social Care, Health and Housing that proposed the introduction of a scheme to provide Local Welfare Provision to residents in financial distress following a crisis or disaster or in support of independent living. The new scheme would replace the Social Fund administered by the Department for Work and Pensions that was being abolished from 31 March 2013.

Reason for decision: To enable the Council to provide a Welfare Provision for vulnerable households from the 1 April 2013.

RESOLVED

1. **that the establishment of a Local Welfare Provision scheme be agreed with two aims:**
 - (a) **alleviate financial distress following an emergency, crisis or disaster; and**
 - (b) **enable vulnerable residents to set up home or remain at home and so gain or maintain their independence;**
2. **that the proposed Eligibility Criteria for the scheme as set out in Appendix A of the report and the Operating Model as set out in Option 2 of Appendix B be approved;**
3. **that the scheme be introduced in two phases:**
 - (a) **Phase One, will replicate the current Department for Work and Pensions scheme with a minor change to eligibility and the range of support offered as outlined in the report; and**
 - (b) **Phase Two, the scheme will be reviewed after six months operation once the level and type of demand is known; and**
4. **to delegate authority to the Director of Social Care, Health and Housing in consultation with the Executive Member for Social Care, Health and Housing to make amendments to the Local Welfare Provision Scheme.**

E/12/133 **Community Right to Bid**

The Executive received a report from the Deputy Leader and Executive Member for Corporate Resources relating to the Community Right to Bid provisions in the Localism Act and which outlined the Council's approach to implementing the regulations.

Reason for decision: To ensure the Council is able to fulfil its statutory duties in relation to Assets of Community Value under the Localism Act 2011 – the Community Right to Bid.

RESOLVED

1. **to delegate to the Service Director, Business Services, in consultation with the Deputy Leader and Executive Member for Corporate Resources and the Section 151 Officer, to decide if an asset should be listed;**
2. **that if a decision to list an asset is appealed by the asset owner, a review will be undertaken by the Deputy Chief Executive and Director of Children's Services in consultation with the Deputy Executive Member for Corporate Resources and Lead Member for Localism;**
3. **that any claims for compensation made by a private owner should be decided by the Service Director, Business Services, in consultation with the Deputy Leader and Executive Member for Corporate Resources and the Section 151 Officer; and**
4. **that if a compensation decision is appealed, a review will be undertaken by the Deputy Chief Executive and Director of Children's Services in consultation with the Deputy Executive Member for Corporate Resources and Lead Member for Localism.**

E/12/134 **Award of the Contract for the Refurbishment of Timberlands Gypsy and Travellers Site , Pepperstock, Slip End**

The Executive considered a report from the Executive Member for Social Care, Health and Housing proposing the award of a contract for the refurbishment of Timberlands Gypsy and Travellers Site, Pepperstock, Slip End.

Reason for decision: The enable the refurbishment of the Gypsy and Traveller Site is completed by the end of 2013.

RESOLVED

to award the contract for the refurbishment of Timberlands Gypsy and Travellers Site, Pepperstock, Slip End to Contractor A.

E/12/135 **Options for Resolving Current Delays in Academy Conversions caused by Disputed Liabilities for Pension Payments**

This item was deferred to the Executive meeting on 19 March 2013.

E/12/136 **Award of the Contract for the Refurbishment of Timberlands Gypsy and Travellers Site , Pepperstock, Slip End**

See minute E/12/134 for details.

(Note: The meeting commenced at 9.30 a.m. and concluded at 11.46 a.m.)

Chairman

Dated

**Central Bedfordshire Council
Forward Plan of Key Decisions
1 April 2013 to 31 March 2013**

- 1) During the period from **1 April 2013 to 31 March 2013**, Central Bedfordshire Council plans to make key decisions on the issues set out below. “Key decisions” relate to those decisions of the Executive which are likely:
- to result in the incurring of expenditure which is, or the making of savings which are, significant (namely £200,000 or above per annum) having regard to the budget for the service or function to which the decision relates; or
 - to be significant in terms of their effects on communities living or working in an area comprising one or more wards in the area of Central Bedfordshire.
- 2) The Forward Plan is a general guide to the key decisions to be determined by the Executive and will be updated on a monthly basis. Key decisions will be taken by the Executive as a whole. The Members of the Executive are:

Cllr James Jamieson	Leader of the Council and Chairman of the Executive
Cllr Maurice Jones	Deputy Leader and Executive Member for Corporate Resources
Cllr Mark Versallion	Executive Member for Children’s Services
Cllr Mrs Carole Hegley	Executive Member for Social Care, Health and Housing
Cllr Nigel Young	Executive Member for Sustainable Communities – Strategic Planning and Economic Development
Cllr Brian Spurr	Executive Member for Sustainable Communities - Services
Cllr Mrs Tricia Turner MBE	Executive Member for Economic Partnerships
Cllr Richard Stay	Executive Member for External Affairs

- 3) Whilst the majority of the Executive’s business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

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

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

Meeting Date	Publication of Agenda
15 May 2012	3 May 2012
3 July 2012	21 June 2012
21 August 2012	9 August 2012
2 October 2012	20 September 2012
6 November 2012	25 October 2012
4 December 2012	22 November 2012
8 January 2013	20 December 2012
5 February 2013	24 January 2013
19 March 2013	7 March 2013
7 May 2013	25 April 2013
25 June 2013	13 June 2013

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 April 2013 to 31 March 2013

Key Decisions

Date of Publication: 28 February 2013

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
1.	Community Infrastructure Levy -	To approve the consultation and subsequent Submission of the Community Infrastructure Levy draft charging schedule.	14 May 2013		Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 13/04/13 to Contact Officer: Jonathan Baldwin, Senior Planning Officer Email: jonathan.baldwin@centralbedfordshire.gov.uk Tel: 0300 300 5510

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
2.	East Leighton Linslade Framework Plan -	To consider the east Leighton Linslade Framework Plan for the delivery of up to 2,500 dwellings and 16 hectares of employment land together with its supporting infrastructure.	14 May 2013	<p>September 2012 – Placemaking meeting to take place at which the Landowners are to offer a presentation on the Draft Framework Plan.</p> <p>October 2012 – Executive Member and Director of Sustainable Communities to sign off the Draft Framework Plan for the purposes of public consultation.</p> <p>October 2012 – A 7 week public consultation to begin that will include a 2 day public exhibition event. Consultation with residents, councillors and statutory consultees. Consultation will be conducted using letters, emails, the Council’s consultation services, including Central Bedfordshire Council updates and the Member’s bulletin.</p> <p>February 2013 – A presentation on the Framework Plan (together with consultation responses) will be given to the Sustainable Communities Overview and Scrutiny Committee seeking Members to endorse it before the Executive take a decision.</p>	Framework Plan and the Framework Plan supplementary written document	<p>Executive Member for Sustainable Communities - Strategic Planning and Economic Development</p> <p>Comments by 13/04/13 to Contact Officer: Sue Frost, Senior Planning Officer Email: sue.frost@centralbedfordshire.gov.uk Tel: 0300 300 4952</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
3.	Central Heating Installations Contract District Wide -	To award the contract to the preferred contractor for the central heating installations contract district wide for 2013 to 2016 to council housing properties.	14 May 2013		Report	Executive Member for Social Care, Health and Housing Comments by 13/04/13 to Contact Officer: Peter Joslin, Housing Asset Manager or Basil Quinn, Housing Asset Manager Performance Email: peter.joslin@centralbedfordshire.gov.uk Tel: 0300 300 5395 or basil.quinn@centralbedfordshire.gov.uk Tel: 0300 300 5118
4.	Housing Asset Management Strategy -	To approve the Housing Asset Management Strategy for the Central Bedfordshire Council housing stock.	14 May 2013	A wide ranging public and stakeholder consultation is taking place between December 2012 and 28 February 2013. Method is questionnaires, web and hard copy based as well as consultation with tenant groups. Social Care, Health and Housing Overview and Scrutiny Committee to be consulted on 29 April 2013.	Report and Draft Housing Asset Management Strategy	Executive Member for Social Care, Health and Housing Comments by 28/02/13 to Contact Officer: John Holman, Head of Housing Asset Management Email: john.holman@centralbedfordshire.gov.uk Tel: 0300 300 5069

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
5.	Proposals for Commissioning of New School Places for Implementation in September 2015 -	Proposals for Commissioning of New School Places for Implementation in September 2015 - to approve commencement of consultations.	14 May 2013		Report	Executive Member for Children's Services Comments to 13/05/13 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572
6.	Joint Venture Proposal -	To receive a report on the proposals for joint ventures.	14 May 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 13/04/13 to Contact Officer: Peter Burt, MRICS, Head of Property Assets Email: peter.burt@centralbedfordshire.gov.uk Tel: 0330 300 5281

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
7.	Central Bedfordshire Council's Equality Strategy -	To approve the Council's Equality Strategy which sets out the Council's vision and approach to ensuring all sections of the community get high quality services appropriate to their needs and also sets out how the Council will meet its legal responsibilities to ensure consideration of equality is integrated in to its service planning, delivery and human resource systems.	25 June 2013	Public Consultation, Equality Forum and Corporate Resources Overview and Scrutiny Committee.	Draft Equality Strategy 2013-16	Deputy Leader and Executive Member for Corporate Resources Comments by 24/05/13 to Contact Officer: Clare Harding, Corporate Policy Advisor (Equality & Diversity) Email: clare.harding@centralbedfordshire.gov.uk Tel: 0300 300 6109
8.	Revenue and Capital Provisional Outturn 2012/13 -	To consider the revenue and capital provisional outturn 2012/13.	25 June 2013		Reports	Deputy Leader and Executive Member for Corporate Resources Comments by 24/05/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
9.	Leisure Strategy -	To adopt the Leisure Strategy: Chapter 2, Recreation and Open Space Strategy, Chapter 3, Playing Pitch Strategy and Chapter 4 Physical Activity Strategy and Overarching Leisure Strategy.	25 June 2013		Chapter 2, Recreation and Open Space Strategy Chapter 3, Playing Pitch Strategy Chapter 4, Physical Activity Strategy Overarching Leisure Strategy	Executive Member for Sustainable Communities - Services Comments by 24/05/13 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258
10.	Children and Young People's Plan 2013-15 -	To endorse the Children and Young People's Plan 2013-15.	25 June 2013	Priorities, outcomes actions and measures have been refreshed following engagement. This includes with: <ul style="list-style-type: none"> • Young Persons Focus Group (January 2013) • Children's Trust Board (February 2013) • Headteacher meetings (January 2013) • Governors Newsletter • Trust Board Delivery Groups (January – February 2013) • Children's Services Overview and Scrutiny Committee (April 2013) 	Children and Young People's Plan 2013-15	Executive Member for Children's Services Comments by 01/05/13 to Contact Officer: Karen Oellermann, Head of Partnerships and Communication Email: karen.oellermann@centralbedfordshire.gov.uk Tel: 0300 300 5265

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
11.	Customer First 2 -	To approve the full business case for Customer First 2.	25 June 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 24/05/13 to Contact Officer: Trisha Chapman, Programme Manager or Bernie McGill, Head of Customer Relations & Services Email: trisha.chapman@centralbedfordshire.gov.uk Tel: 0300 300 4657 or bernie.mcgill@centralbedfordshire.gov.uk Tel: 0300 300 5614

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
12.	Determination of Proposals for Commissioning of New School Places for Implementation in September 2014 -	Determination of Proposals for Commissioning of New School Places for Implementation in September 2014.	13 August 2013	<p>Consultation will be with:</p> <ul style="list-style-type: none"> • the governing body of the schools which are the subject of proposals; • families of pupils, teachers and other staff at the schools; • the governing bodies, teachers and other staff of any other school that may be affected; • families of any pupils at any other school who may be affected by the proposals including families of pupils at feeder schools; • trade unions who represent staff at the schools and representatives of trade unions of any other staff at schools who may be affected by the proposals; • Constituency MPs for the schools that are the subject of the proposals; • the local parish council where the school that is the subject of the proposals is situated. <p>Consultation period between March and July 2013 including press releases, public meetings, statutory notices.</p>	Report and outcome of consultation	<p>Executive Member for Children's Services Comments by 12/07/13 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
13.	Capital Programme Review 2013/14 -	To receive the outcome of the Capital Programme 2013/14 review.	13 August 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 12/07/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
14.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 1 Budget Monitor Reports -	To consider the revenue, capital and HRA quarter 1 budget monitoring report.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
15.	Central Bedfordshire's Flood and Water Management Act 2010 Duties -	To approve a local flood risk strategy for Central Bedfordshire and to create a Sustainable Urban Drainage Advisory Board.	5 November 2013	<p>CBC is required under the Flood and Water Management Act 2010 to produce a Local Flood Risk Management Strategy. The draft strategy will be subject to public consultation. Sustainable Communities Overview and Scrutiny Committee will consider the draft strategy and the public consultation response to the strategy in August/September 2013.</p> <p>Following Department for Environment, Food and Rural Affairs confirmation of the mandatory sustainable drainage application processes, CBC will also be required to establish a SUDS Approval Board to evaluate, approve and adopt suitable SUDS measures for all new developments.</p>	Summary of Flood and Water Management Act Draft Local Flood Risk Management Strategy	<p>Executive Member for Sustainable Communities - Services Comments by 04/10/13 to Contact Officer: Iain Finnigan, Senior Engineer - Policy and Flood Risk Management Email: iain.finnigan@centralbedfordshire.gov.uk Tel: 0300 300 4351</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
16.	Determination of Proposals for Commissioning of New School Places for Implementation in September 2015 -	Proposals for commissioning of New School Places for implementation in September 2015 - to approve commencement of consultations.	10 December 2013	<p>For proposals for New School Places for implementation in September 2015:</p> <ul style="list-style-type: none"> • the governing body of the schools which are the subject of proposals; • families of pupils, teachers and other staff at the schools; • the governing bodies, teachers and other staff of any other school that may be affected; • families of any pupils at any other school who may be affected by the proposals including families of pupils at feeder schools; • trade unions who represent staff at the schools and representatives of trade unions of any other staff at schools who may be affected by the proposals; • Constituency MPs for the schools that are the subject of the proposals; • the local parish council where the school that is the subject of the proposals is situated <p>Consultation period between May and November 2013 including press releases, public meetings, statutory notices.</p>	Report and Outcome of Consultations on Proposals for New School Places for implementation in September 2014	<p>Executive Member for Children's Services Comments by 09/11/13 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
17.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 2 Budget Monitor Reports -	To consider the revenue, capital and HRA quarter 2 budget monitoring report.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
18.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 3 Budget Monitoring Reports -	To consider the revenue, capital and HRA quarter 3 budget monitoring report.	18 March 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 17/03/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
NON KEY DECISIONS						
19.	Minerals and Waste Core Strategy -	To recommend to Council the adoption of the Minerals and Waste Core Strategy.	14 May 2013	A wide range of stakeholders were involved in consultations undertaken from 2006 to 2012, using methods which include an internet portal, deposit of hard copies at points of presence, and displaying the Core Strategy on the Council website. Consultees included the Parish Councils, statutory bodies, special interest groups, minerals industry, waste management industry, and individuals who had expressed an interest at previous consultations.	Minerals and Waste Core Strategy and the Inspector's report following the Examination in public.	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 13/04/12 to Contact Officer: Roy Romans, Minerals and Waste Team Leader Email: roy.romans@centralbedfordshire.gov.uk Tel: 0300 300 6039
20.	Community Safety Partnership Plan and Priorities -	To recommend to Council to approve the Community Safety Partnership Plan and Priorities for 2014 - 2015.	18 March 2014	Strategic Assessment & Partnership Plan will be considered by the Community Safety Partnership Executive, the relevant Overview and Scrutiny Committee and the Local Strategic Partnership.	Strategic Assessment Priorities & Community Safety Partnership Plan 2014 - 2015	Executive Member for Sustainable Communities - Services Comments by 17/02/14 to Contact Officer: Joy Craven, CSP Manager Email: joy.craven@centralbedfordshire.gov.uk Tel: 0300 300 4649

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

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

For the Municipal Year 2012/13 the Forward Plan will be published on the thirtieth day of each month or, where the thirtieth day is not a working day, the working day immediately proceeding the thirtieth day, or in February 2013 when the plan will be published on the twenty-eighth day:

Date of Publication	Period of Plan
13.04.12	1 May 2012 – 30 April 2013
15.05.12	1 June 2012 – 31 May 2013
15.06.12	1 July 2012 – 30 June 2013
13.07.12	1 August 2012 – 31 July 2013
15.08.12	1 September 2012 – 31 August 2013
14.09.12	1 October 2012 – 30 September 2013
05.10.12	1 November 2012 – 31 October 2013
30.10.12	1 December 2012 – 30 November 2013
30.11.12	1 January 2013 – 31 December 2013
28.12.12	1 February 2013 – 31 January 2014
30.01.13	1 March 2013 – 28 February 2014
28.02.13	1 April 2013 – 31 March 2014

Meeting: Executive
Date: 18 March 2013
Subject: Gypsy and Traveller Local Plan
Report of: Cllr Nigel Young, Executive Member for Sustainable Communities – Strategic Planning and Economic Development

Summary: The report sets out the findings of the Gypsy, Traveller Accommodation Assessment 2013 (GTAA) and introduces the draft Gypsy and Traveller Local Plan including site specific policies. The report asks Executive to consider the draft Gypsy and Traveller Local Plan and recommend that Council agree the document for the purposes of Publication and Submission to the Secretary of State.

Advising Officer: Gary Alderson, Director of Sustainable Communities
Contact Officer: Jade Taylor, Housing Officer
Public/Exempt: Public
Wards Affected: All
Function of: Council
Key Decision No
**Reason for urgency/
exemption from call-in
(if appropriate)** N/A

CORPORATE IMPLICATIONS

Council Priorities:

The Local Development Framework is a fundamental part of the Council's key aim to manage growth effectively and to make Central Bedfordshire a better place to live and work.

Financial:

1. The Gypsy and Traveller Plan is intended to provide for local Gypsy and Traveller pitch need. Having a robust strategy in place helps reduce the incidences of unauthorised encampments which create a financial burden on the authority. In turn, a robust strategy will assist in the determination of planning applications and potentially reduce the costs of defending planning applications on appeal. The cost of the Plan can be met from within existing resources.

Legal:

2. The Gypsy and Traveller Local Plan, when adopted, will be part of the statutory development plan for the area.

Risk Management:

3. The following risks have been identified:

- failure to discharge statutory responsibilities;
- reputational risks associated with the failure to address the needs of Gypsies and Travellers and the local community;
- financial risks associated with unauthorised encampments;
- risk of challenge and appeals; and
- risk of inaccurate forecasting of requirements.

These risks have been identified and appropriate mitigating action will be taken.

Staffing (including Trades Unions):

4. Not Applicable.

Equalities/Human Rights:

5. Under the Equality Act, public authorities have a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age, disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

6. In drawing up the Gypsy and Traveller Plan an Equality Impact Assessment has been undertaken. This is highlighting the specific needs and interests of Gypsy and Traveller communities who are at a significantly greater risk of lower quality of life outcomes.

7. Gypsies and Travellers can sometimes find themselves in a cycle of 'enforced' nomadism, being continually moved on by the authorities because of the shortage of authorised sites. As a result, Gypsies and Travellers are often more disadvantaged than any other ethnic group in terms of access to healthcare and education. The lack of authorised public sites and the difficulties associated with getting planning permission for private sites, has meant that some Gypsies and Travellers have set up home on land belonging to others or on their own land without permission.

8. Approval of the Plan could help to close achievement and health inequalities, reduce racial tensions associated with unauthorised sites, increase the participation of Gypsy and Traveller communities in decision making and service delivery processes and increase a sense of belonging.

9. The Equality and Human Rights Commission has recently published a Human Rights Review which highlights that the human rights of some groups are not always fully protected by public authorities. The Commission has highlighted that there continues to be a lack of appropriate accommodation for Gypsies and Travellers and that this may be in contravention of Article 8 of the Human Rights Act.

10. Article 8 does not impose an obligation on public authorities to provide homes for anybody, or to provide sites for Gypsies and Travellers. It does, however, oblige authorities to respect the home. This applies particularly in situations where local authorities wish to evict people from their homes. Due to a long term lack of authorised sites, Gypsies and Travellers often have no choice other than to live in unauthorised sites. This increases the likelihood that they will face eviction.
11. The review shows that:
- To date, the courts have not found a breach of Article 8 in relation to an eviction from an unauthorised Gypsy and Traveller site. However, there may be grounds for challenging this precedent.
 - There continues to be a shortage of authorised Gypsy and Traveller sites, increasing the likelihood of further forced evictions from unauthorised sites. The European Court has recognised that there needs to be special consideration given to the needs and different lifestyle of Gypsies and Travellers in the context of planning decisions, and the Commission expects to see further consideration of this issue over the coming years.
 - The Commission recently reviewed the progress made by local authorities in England and Wales in meeting their targets for site provision under the planning system in force up to 2010. The report indicated that there has been some progress in making legal sites available for Gypsies and Travellers in England, as there were 15 per cent more pitches available in 2009 than there were in 2006. The report estimated that an additional 5,821 residential pitches were required in England in the first five years after a local needs assessment was completed.
 - There is evidence that the planning system may not be fair towards Gypsies and Travellers. Department for Communities and Local Government figures from April 2009 to December 2010 show that only half of applications for new sites are successful in England, compared with around 70 per cent of residential applications. The Commission's report attributes this low success rate to very few local authorities having identified suitable land for site development, which means that 'plan-led' development cannot operate in the same way as for residential applicants. In addition, the survey of local authorities carried out for the Commission report showed that between 2006 and 2009, 40 per cent of the applications for new sites in England were granted only on appeal, and half of the 'successful' applications for new sites only received temporary permissions.
12. It is important that only relevant planning matters are taken into account as part of this process. In accordance with the Equality Act 2010 consultation responses containing discriminatory remarks on the grounds of age, disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation will be treated as unlawful and will not be considered or disclosed.

Public Health:

13. Gypsies and Travellers experience significantly worse health outcomes compared to the settled community. Although they have the same illnesses and problems as the general population, their life expectancy is poorer across age ranges than the settled population; for example, it is 10-12 years less than the UK life expectancy of 82 years. Levels of prenatal mortality, still births and infant mortality in Gypsy and Traveller communities are significantly higher than the national average. Gypsy and Traveller mothers are 20 times more likely to have experienced the death of a child than the rest of the population. Gypsies and Travellers experience significant barriers accessing health and social care services, and these have implications for continuity of care as well as primary health care needs. The factors are complex, but include, poor literacy skills, fear, competing priorities, enforced mobility, transport, poor time keeping, inflexible systems, discrimination, marginalisation, lack of trust and low expectations on the part of service providers and users. These are reinforced by the different beliefs, attitudes and cultures of Gypsy and Traveller communities and professionals.

Community Safety:

14. Section 17 of the Crime and Disorder Act 1998 sets out the Council's responsibility to do all that it reasonably can to prevent crime and disorder in its area. There is no specific provision within the criteria for assessing suitability of proposed sites to consider community safety issues. The Council is required to consider community safety across all of its functions and it will be necessary, as suitable sites are identified, to engage with the Council's Community Safety Team and key stakeholders such as Bedfordshire Police to assess what, if any, community safety implications there may be with a view to mitigating or resolving concerns.

Sustainability:

15. The Local Development Framework embraces sustainable development as its overarching aim and has and will continue to be subject to a sustainability appraisal.

Procurement:

16. Consultants will be commissioned in accordance with the procurement rules of Central Bedfordshire.

Overview and Scrutiny:

17. The Sustainable Communities Overview and Scrutiny Committee at its meeting held on 28 February 2013 recommended to Executive:-
1. To agree the following additional accommodation requirement to 2031 set out in the Gypsy, Traveller and Travelling Showperson Accommodation Assessment Update 2013:-
 - (i) 157 pitches for Gypsies and Travellers; and
 - (ii) 22 plots for Travelling Showpeople.

- 2.1. That the following sites be allocated in order to meet the pitch requirement for Gypsies and Travellers to comply with Planning Policy for Travellers Sites Policy B paragraph nine:-
 - (i) Site 16 (Land West of A6, South of Faldo Road and West of Barton-le-Clay)
 - (ii) Site 55 (Land South East of Park Corner Farm and South of Dunton Lane)
 - (iii) Site 58 (Land East of Potton Road and South of Ram Farm)
 - (iv) Site 76 (Land South of Fairfield and West of Stotfold Rd)
 - (v) Site 78 (Land East of M1, Tingrith)
 - (vi) Site 92 (Land East of Watling Street and South of Dunstable)
 - (vii) Site 116 (1 Old Acres, Barton Road, Pulloxhill)
- 2.2. That site 82 (Kennel Farm Holding, East of Biggleswade) be allocated to meet part of the plot need for Travelling Showpeople to comply with Planning Policy for Travellers Sites Policy B paragraph nine.
3. That the Gypsy and Traveller Local Plan be approved for publication.

RECOMMENDATIONS:

The Executive is asked to:

1. **approve the total number of pitches and plots required to 2031 recommended by Opinion Research Services in the Gypsy, Traveller and Travelling Showperson Accommodation Assessment Update 2013, attached at Appendix A;**
2. **consider the draft Pre-Submission Gypsy and Traveller Local Plan attached at Appendix B and recommend that Council agree the document for the purposes of Publication and Submission to the Secretary of State; and**
3. **recommend that Council delegate authority to the Director of Sustainable Communities, in consultation with the Executive Member for Sustainable Communities – Strategic Planning and Economic Development, to make any minor amendments to the Gypsy and Traveller Local Plan:**
 - (i) **prior to Publication;**
 - (ii) **after Publication but before Submission; and**
 - (iii) **during the Examination process.**

Reason for Recommendations: To enable progress on the draft Gypsy and Traveller Local Plan prior to its formal submission to the Secretary of State in October 2013 and during the Examination period.

Executive Summary

18. Local authorities are required to assess the accommodation needs of the Gypsies and Travellers and Travelling Showpeople alongside the settled population and to develop a Local Plan that addresses any identified unmet need. This report sets out the findings of the Gypsy, Traveller and Travelling Showperson Accommodation Assessment 2013 (GTAA) and presents the draft Pre-Submission Gypsy and Traveller Local Plan including sites to meet the pitch requirement to comply with Planning Policy for Traveller Sites (PPTS) Policy B, paragraph 9.

Background

19. Local authorities are required by Government, through the Housing Act 2004, to assess the accommodation needs of Gypsies and Travellers alongside the settled population. Local authorities are also required by the Act to develop a strategy that addresses any unmet need that is identified.
20. On 4 October 2011 the Executive supported the preparation of a Central Bedfordshire-wide Gypsy and Traveller Local Plan to deliver the combined pitch requirement for the northern and southern parts of Central Bedfordshire to 2031.
21. Government policy contained within Planning Policy for Traveller Sites (PPTS) (March 2012) states that local planning authorities should identify and update annually, a supply of specific deliverable sites sufficient to provide five years' worth of sites against their locally set targets, identify a supply of specific, developable sites or broad locations for growth, for years six to ten and, where possible, for years eleven to fifteen. This means that by March 2013 local authorities must have identified a five year land supply for traveller sites. If the Council fails to do so, applications considered to be inappropriate by the Council are likely to be granted at appeal and unauthorised camping is likely to continue.
22. There are significant problems associated with unauthorised sites such as the costs of taking enforcement action against unauthorised sites, the tension that exists between Gypsies and Travellers and the settled community and the social exclusion experienced by Gypsies and Travellers on unauthorised sites. It is therefore essential that the Council allocates sufficient sites in the Gypsy and Traveller Local Plan to meet the identified pitch requirement. Whilst the Plan will not be adopted by March 2013, the initial identification of a five year land supply by the Executive will hold significant weight as a material consideration in determining planning applications.
23. PPTS requires Gypsy and Traveller plans to outline provision for fifteen years. Therefore, as the timetable for adoption of the Gypsy and Traveller Local Plan is 2014, the Plan should identify broad locations for growth up to the end of 2028. However, the Council has resolved to plan up to 2031 to bring the Gypsy and Traveller Local Plan in line with the Development Strategy for Central Bedfordshire which identifies new housing for the settled community.

24. PPTS states local authorities should work collaboratively with neighbouring local planning authorities when developing local plans. As such Central Bedfordshire has contacted neighbouring local authorities to inform them of the current plan making process, invite them to comment through the consultation process, and determine a framework for the development of future regional GTAAs or, if this is not practical, create a system for sharing data between local authorities.
25. There is further reason for producing the Plan. There is a clear linkage between the Development Strategy for Central Bedfordshire and the production of the Gypsy and Traveller Local Plan. Whilst it is not contrary to Government policy to produce a separate plan for Gypsies and Travellers Government Inspectors have made it clear that plans such as the Development Strategy can be found unsound if it cannot be demonstrated that there is a genuine commitment to the accommodation of Gypsy and Traveller needs through the forward planning process.
26. The Gypsy and Traveller Local Plan must pass the test of 'soundness' which means that the document must be prepared correctly and be the most appropriate strategy for Central Bedfordshire, when compared against alternatives. The Executive must consider this test when determining whether to approve the draft Plan for publication. The Gypsy and Traveller Local Plan will be examined against 4 tests of soundness:
 1. **Positively prepared:** the Plan should meet identified local needs, including unmet requirements from neighbouring local authorities where reasonable to do so
 2. **Justified:** the plan should be the most appropriate strategy, when considered against reasonable alternatives
 3. **Effective:** the plan should be deliverable and be based on effective joint working on cross-boundary issues. The 'Duty to Cooperate' has been introduced and required the Council to work with neighbouring local authorities and other public bodies, such as the Environment Agency, on strategic cross-boundary issues
 4. **Consistent with national planning policy:** the plan should be consistent with the National Planning Policy Framework (NPPF) and Planning Policy for Traveller Sites (PPTS).

Key terms for the Gypsy and Traveller Local Plan

27. **Site:** A Gypsy and Traveller Site is the area where Gypsies and Travellers live. One site may have a number of pitches and be home to a number of families.

Pitch: A pitch is the space required to accommodate one household and their caravans, parking space and enough room for the turning of vehicles. There is no one-size-fits-all measurement of a pitch as, in the case of the settled community, this depends on the size of individual families and their particular needs. However, as a general guide it is possible to specify that an average family pitch must be capable of accommodating an amenity building, a large trailer and a touring caravan (or two caravans) drying space for clothes/ a small garden, a lockable shed and parking space for two vehicles.

Permanent Pitch: A pitch with planning permission where the residents have the right to remain on the site permanently.

Transit Pitch: A transit pitch is intended for short term use by Gypsies and Travellers on the move. The pitch is itself permanent, while its residents are temporary, with a maximum period of stay imposed, usually by the site manager.

Visitor Space: Space on site that enables the Gypsy and Traveller community to accommodate members of their family who are visiting. A visitor space would be offered on a short term basis to visiting friends and families of the Gypsies and Travellers residing on the site. These pitches would be in addition to the permanent pitches on site.

Plot: A plot is a pitch on a Travelling Showpeople site (often called a 'yard'). This terminology differentiates between residential pitches for Gypsies and Travellers and mixed-use plots for Travelling Showpeople, which will need to incorporate space or be split to allow for the storage of equipment such as fairground rides.

Windfall sites: These are sites that have not been identified for development in a Local Plan, but which subsequently become available for development. Any windfall planning permissions granted for Gypsy and Traveller pitches and Travelling Showpeople plots will contribute to meeting the overall need in Central Bedfordshire.

Gypsy and Traveller Pitch Requirement

28. Planning policy for Gypsy and Traveller sites states that local authorities should use a locally derived, robust evidence base to establish accommodation needs to inform the preparation of local plans and make planning decisions. The last GTAA for Bedfordshire was conducted in 2006. Given that the national planning policy context has changed significantly since 2006, it was considered prudent to confirm the robustness of the locally derived 2006 GTAA as a basis for projections of need in the Gypsy and Traveller Local Plan. Moreover, the soundness of the 2006 GTAA has increasingly been challenged on appeal. In December 2012 POS Enterprises conducted the review of the GTAA and recommended that a partial GTAA should be conducted to confirm pitch requirements. This recommendation was endorsed by the Sustainable Communities Overview and Scrutiny Committee on the 17 January 2013 and Opinion Research Services (ORS) were commissioned to conduct a Gypsy, Traveller and Travelling Showperson Accommodation Assessment Update 2013 to confirm pitch requirements.
29. The Gypsy, Traveller and Travelling Showperson Accommodation Assessment Update 2013 conducted by ORS (Appendix A), found a need for 157 additional permanent Gypsy and Traveller pitches in Central Bedfordshire between 2013 and 2031. In the first period (2013-2018) 65 pitches are required to address the backlog of need and household growth. The remaining 92 pitches are required to meet future household growth from 2018 to 2031.
30. A 2.5% compound growth rate has been used to identify likely need arising from household growth from 2013 to 2031. This is based on long term trends which indicate the number of Gypsy and Traveller caravans on site has increased by 134% nationally in the past 34 years, which equates to a net growth of around 2.5% per annum. This compares with the 3% rate previously recommended by the East of England Plan and 6% in the previous GTAA.

31. Table 1: Pitch Requirement at January 2013

Number of pitches in Central Bedfordshire in 2006	118
Pitch need from 2013 to 2018 (to meet backlog)	38
(Minus pitches coming back into use)	-6
Growth between 2013 and 2018 (2.5%)	33
Growth between 2019 and 2023 (2.5%)	31
Growth between 2024 and 2028 (2.5%)	36
Growth between 2029 and 2031 (2.5%)	25
Total need to 2031	157

Travelling Showpeople Plot Requirement

32. The Gypsy, Traveller and Showperson Accommodation Assessment Update 2013 conducted by ORS (Appendix A), found a need for 22 additional permanent plots for Travelling Showpeople in Central Bedfordshire between 2013 and 2031. In the first period (2013-2018) 13 plots are required to address household growth and existing need. The remaining 9 plots are required to meet future household growth from 2019 to 2031.

33. Table 2: Plot Requirement for Travelling Showpeople to 2031

Total existing caravans in 2013	40
Plot growth between 2013 and 2018 (1.5%)	13
Plot growth between 2019 and 2023 (1.5%)	3
Plot growth between 2024 and 2028 (1.5%)	4
Plot growth between 2029 and 2031 (1.5%)	2
Total need to 2031	22

Draft Gypsy and Traveller Local Plan

34. The Draft Gypsy and Traveller Local Plan (Appendix B) sets out how Central Bedfordshire Council will meet the accommodation needs of the Gypsy and Traveller and Travelling Showpeople communities.
35. The draft Plan (Appendix B) outlines policies relating to pitch requirement for Gypsies and Travellers, plot requirement for Travelling Showpeople, provision for visitor space, transit pitches and business use, identifies how future planning applications for pitches/plots will be determined. The draft Plan also outlines the site specific policies relating to the sites the Sustainable Communities Overview and Scrutiny Committee recommend the Executive allocate.

Gypsy and Traveller Site Allocations

36. PPTS states that local planning authorities should identify and update annually a supply of specific deliverable sites sufficient to provide five years' worth of sites against their locally set targets, identify a supply of specific, developable sites or broad locations for growth, for years six to ten and, where possible, for years eleven to fifteen.
37. The GTAA Update 2013 outlined Central Bedfordshire need 65 pitches from January 2014 to December 2018 (period 1) to address the backlog of need and household growth. Planning policy for traveller sites states local authorities must identify deliverable sites to meet this need.
38. To be considered deliverable, sites should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that development will be delivered on the site within five years and in particular that development of the site is viable.
39. The GTAA Update 2013 outlined Central Bedfordshire needs 31 pitches from January 2019 to December 2023 (period 2) to address household growth. Planning policy for traveller sites states local authorities must identify developable sites to meet this need and, where possible, identify developable sites for the third period January 2024 to December 2028. The GTAA suggests 36 pitches are required from January 2024 to December 2028 (period 3).
40. To be considered developable, sites should be in a suitable location for traveller site development and there should be a reasonable prospect that the site is available and could be viably developed at the point envisaged.

41. To bring the Gypsy and Traveller Local Plan in line with the Development Strategy for Central Bedfordshire, ORS identified the pitch requirement to 2031. Central Bedfordshire would require 25 pitches from January 2029 to December 2031 (period 4).
42. The Gypsy and Traveller Site Assessment (Appendix C) outlines the result of the assessment carried out for each site. The assessment criteria were endorsed by the Sustainable Communities Overview and Scrutiny Committee on 10 April 2012.
43. Whilst the criteria have remained unchanged, a further refinement has been made to criterion 3.5 - 'Access to school, further education or training'. The original single criteria for schools has been subdivided into 3 separate headings (for lower, middle, upper schools). The sites were scored using the single heading and then scored again using the 3 headings.
44. Each of the 3 headings is capable of attracting the same score that the single heading did (5, 3, 1 or 0). The use of three headings instead of one creates the potential for higher total scores as some sites will be adjacent to more than one sort of school. This approach increases the maximum possible total score that could be attracted by the criteria of 'proximity to schools'. The increase reflects the advantage offered by being close to more than one sort of school, rather than only one of the 3 sorts of schools. Therefore, a higher score for a site close to more than one sort of school is compatible with the aims of the scoring exercise. Adopting 3 school headings has provided an extra level of detail and definition. Both sets of results are included in Appendix C and it can be seen that the scores are affected, but only to a small degree.
45. Residents raised a number of queries regarding the scores relating to Access to Health Services (GP surgeries). Officers looked again at the scores for all of the sites and found that a mistake had been made in the way 6 sites were entered onto the software system that assesses distance. The assessment was repeated with the result that the score for five of the sites was reduced by one point and one site was reduced by two points. The changes were discussed at the Sustainable Communities Overview and Scrutiny Committee meeting on 28 February and Appendix C has been amended to reflect the new scores. The affected sites are:

Site 36 - Land N of Standalone Warren and S of Northwood End Rd, Haynes
Site 114 - Land W of Billington Rd and W of Stanbridge
Site 2 - Land S of Deadman's Cross, N of Rowney Warren Wood
Site 76 - Land S of Fairfield and W of Stotfold Rd
Site 55 - Land SE of Park Corner Farm and S of Dunton Lane
Site 63a - Land E+N of Sutton Rd and E of Sutton
46. The Sustainable Communities Overview and Scrutiny Committee reviewed the site assessment at its meeting on 28 February 2013 and recommended which sites should be brought forward in the Gypsy and Traveller Local Plan. The Executive is asked to approve the sites recommended by the Sustainable Communities Overview and Scrutiny Committee and recommend them to Full Council for approval.

47. It is recognised there will be a need for further sites in addition to those recommended by the Overview and Scrutiny Committee. These sites will come forward through major development proposals, windfall sites and potential approval of current proposals. Authority is requested to take forward sites that were identified as potential allocations by the Overview and Scrutiny Committee.

Travelling Showpeople Site Allocations

48. The Gypsy, Traveller and Showperson Accommodation Assessment Update 2013 found a need for 22 additional permanent plots for Travelling Showpeople in Central Bedfordshire between 2013 and 2031. In the first period (2013-2018) 13 plots are required to address current need and household growth. The remaining 9 plots are required to meet future household growth from 2019 to 2031.
49. The Gypsy and Traveller Site Assessment (Appendix C) outlines the result of the assessment carried out for each site. The Sustainable Communities Overview and Scrutiny Committee reviewed the site assessment at its meeting on 28 February 2013 recommended which sites should be brought forward in the Gypsy and Traveller Local Plan. The Executive is asked to approve the sites recommended by the Sustainable Communities Overview and Scrutiny Committee and recommend them to Full Council for approval.
50. It is recognised there will be a need for further sites in addition to those recommended by the Overview and Scrutiny Committee. These sites will come forward through major development proposals, windfall sites and potential approval of current proposals. Authority is requested to take forward sites that were identified as potential allocations by the Overview and Scrutiny Committee.

Public Comments to the Overview and Scrutiny Committee

51. To help inform Members' consideration of the issues the opportunity was extended to members of the public to comment on possible sites considered by the Overview and Scrutiny Committee on 28 February 2013. A considerable number of representations were received. Appendix D contains a summary of the key issues raised in the representations for each site.

Next Steps

52. The Draft Gypsy and Traveller Local Plan including the shortlist of sites will be presented to Council on 18 April 2013 for approval. Following approval by Council, the draft Gypsy and Traveller Local Plan will be published in May. A six week formal consultation period will follow in which interested parties will have the opportunity to submit representations. All representations will be considered by the Council and necessary amendments will be made to the Local Plan before the document is submitted to the Secretary of State for examination.
53. The Gypsy and Traveller Local Plan, supporting evidence and all representations received will be submitted to the Secretary of State in October 2013. An independent Planning Inspector will then be appointed by the Secretary of State, and their role will be to determine whether the document is 'sound' and legally compliant

54. An Examination in Public will be held early in 2014. Individuals who have made objections to the document in May/June 2013 will be able to attend the hearing sessions to have their argument heard by the Planning Inspector. For those who do not wish to attend the hearing sessions, the Planning Inspector will still consider their written comments, which will carry the same weight as those points raised in person at the hearings.
55. Finally, The Planning Inspector will issue a report setting out their conclusions from the public examination. This will identify whether the document is 'sound' and any changes that are required to the Plan. If the Plan is considered to be 'sound', the Council will then adopt the Gypsy and Traveller Local Plan.

Key Dates

56. Table 3: Gypsy and Traveller Local Plan Next Steps

Full Council	18 th April 2013
Publication and public consultation	May-June 2013
Submission to the Secretary of State	October 2013
Examination	January 2014
Inspectors Report	April 2014
Adoption	July 2014

Appendices: (To Follow)

- Appendix A – ORS- Central Bedfordshire Council Gypsy, Traveller and Showperson Accommodation Assessment Update 2013
- Appendix B – Draft Gypsy and Traveller Local Plan
- Appendix C – Gypsy and Traveller Site Assessment
- Appendix D - Public Comments to the Overview and Scrutiny Committee

Background papers and their location: (open to public inspection)

Executive report (04 October 2011) titled "A new plan making programme for Central Bedfordshire" (available on the internet – <http://mod.gov.cbc.int:9070/ieListDocuments.aspx?CId=577&MId=3717&Ver=4>)

National Planning Policy Framework (March 2012) (available on the internet- https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf)

Planning Policy for Traveller Sites (March 2012) (available on the internet - https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6078/2113371.pdf)

Report to Sustainable Communities Overview and Scrutiny Committee on (10 April 2012), Item 9: Gypsy and Traveller Plan: Pitch Numbers and Site Assessment Methodology (available on the internet -

<http://www.centralbedfordshire.gov.uk/modgov/documents/s35329/Item%2009%20-%20Gypsy%20and%20Traveller%20plan%20pitch%20numbers%20and%20site%20assessment%20methodology.pdf>)

Report to Sustainable Communities Overview and Scrutiny Committee on (17 January 2013), Item 10: Gypsy and Traveller Local Plan: GTAA Review (available on the internet <http://www.centralbedfordshire.gov.uk/modgov/documents/s39547/Gypsy%20and%20Traveller%20Local%20Plan%20report.pdf>)

Meeting: Executive
Date: 18 March 2013
Subject: Land Rear of Central Garage, Cranfield, Development Brief
Report of: Cllr Nigel Young, Executive Member for Sustainable Communities - Strategic Planning and Economic Development
Summary: The report recommends that the Executive adopt the development brief as technical guidance for development management purposes.

Advising Officer: Gary Alderson, Director of Sustainable Communities
Contact Officer: Stuart Robinson, Planning Officer, Local Planning and Housing Team
Public/Exempt: Public
Wards Affected: Cranfield and Marston Moretaine Ward
Function of: Executive
Key Decision Yes
Reason for urgency/ exemption from call-in (if appropriate) N/A

CORPORATE IMPLICATIONS

Council Priorities:

The Development Brief will support the Medium Term Priorities of 'Enhancing Central Bedfordshire'.

Financial:

1. The creation of the development brief will not represent a financial burden on the Council. The costs for creating the development brief have been borne by the promoters. Furthermore, a Planning Performance Agreement (PPA), a collaborative project management tool, has been entered into which secured funding for the administration and supervision of the development brief and subsequent determination of any future planning applications.

Legal:

2. Once adopted as technical guidance the development brief will constitute a material planning consideration to be taken into account when determining applications made in respect of the site.

Risk Management:

3. Policy HA7 of the Site Allocations Development Plan Document (DPD) makes clear the requirement for the production of a development brief for the site. A failure to endorse the development brief and determine any subsequent planning applications in accordance with the agreed PPA timelines may result in the Council being forced to pay back a meaningful proportion of the monies secured through the PPA.
4. An adopted development brief will give more certainty to the development management process, although there are still risks associated with this separate statutory stage. These risks include not securing adequate planning obligations to meet the needs of the development and a failure to meet the public's expectations of the development.
5. Other risks, such as failure to deliver the Council's priorities, reputational risks, failure to discharge statutory responsibilities, failure of partnership working, and environmental and financial risks could also be incurred. The development brief serves to minimise these risks by setting an agreed framework for development in advance of the planning applications and then onwards through to implementation.

Staffing (including Trades Unions):

6. Not Applicable.

Equalities/Human Rights:

7. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination and to foster good relations in respect of nine protected characteristics; age disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
8. The Site Allocations DPD Equality Impact Assessment (EIA) highlighted the need for:
 - the delivery of affordable housing within towns and villages throughout Central Bedfordshire north area;
 - the selection of housing sites on the basis that future residents live in locations close to services and public transport routes;
 - provision of land for community facilities; and
 - new employment units allocated close to centres of population in order to increase job opportunities locally and help to address unemployment and out-commuting.
9. The DPD EIA concluded that the emphasis placed on ensuring that developments are allocated within sustainable locations and ensuring that residents are able to access employment opportunities, facilities and services to meet their everyday needs should help to ensure a positive impact for all sections of the community.

10. In addition data suggests that there will be also be a rapid increase in the elderly population in coming years. Providing appropriate accommodation for this age group will therefore also become a priority. In order to provide suitable accommodation, development briefs for large housing sites should make provision for housing for the increasing elderly population and for disabled people, through the provision of Lifetime Homes.
11. The development brief promotes the inclusion of a variety of housing, tenure, affordability and sizes. The need for appropriate provision for older and disable people such as lifetime / accessible homes should also be highlighted in the development brief.

Public Health:

12. The Council will need to ensure that it complies with its duties to promote access to green space, encourage sustainable transport and ensure that the built environment maximises opportunities for physical activity. This in turn will help the Council to improve outcomes for health and wellbeing.

Community Safety:

13. The Council will need to ensure that it complies with its statutory duties under Section 17 of the Crime and Disorder Act and that all plans fulfil the criteria set down for community safety within the Adopted Central Bedfordshire Design Guide.

Sustainability:

14. The development brief promotes the inclusion of a variety of housing, tenure, affordability and sizes. The need for appropriate provision for older and disable people such as lifetime / accessible homes should also be highlighted in the development brief.
15. In accordance with Council's adopted development management policies DM1 and DM2, the prospective developers will need to demonstrate how 10% of the predicted energy requirements of the development will be generated either on site or near to the site by renewables or low carbon technologies. They will also be required to incorporate measures to reduce water consumption, as well as building all dwellings to the mandatory standards of the level of the Code of Sustainable homes that applies at the time of a planning application.

Procurement:

16. Not applicable.

Overview and Scrutiny:

17. The Sustainable Communities Overview and Scrutiny Committee will be considering the Development Brief on 6 March 2013 and their comments/ recommendations will be provided at the Executive meeting.

RECOMMENDATION:

The Executive is asked to:

- 18. adopt the development brief as technical guidance for development management purposes.**

Reason for Recommendation: To meet the housing requirements for Central Bedfordshire (North) for the period up to 2026 as set out in the Core Strategy and Development Management Development Plan Document (adopted November 2009).

Executive Summary

19. The report recommends that Executive adopt the development brief as technical guidance for development management purposes.

Purpose of the Development Brief

20. The Development Brief provides the background and policy context for this site and its allocation for residential development. It also sets out the aims for the development, identifying the particular constraints and opportunities of the site, and confirms the range of technical work which any planning application must address.
21. The brief is a high level document whose purpose is to set out general principles; the more concentrated and detailed work is a matter to be addressed at the planning application stages. Nevertheless, it does provide a mechanism through which members of the public and other interested parties can have a greater involvement in the development of proposals for the site and provide some certainty as to the future development of the site. Once approved by the Executive, the brief will act as development management guidance and any future planning applications will be considered against the background of the adopted brief.

Background

22. In November 2009, the Council adopted the Core Strategy and Development Management DPD (for the former Mid Bedfordshire Area) following an Examination in Public that same year. The Core Strategy required the delivery of at least 17,950 new homes between 2001 and 2026 with 5,000 new homes required in addition to those already committed (such as those allocated in the Mid Bedfordshire Local Plan 2005). Of these 5,000 the Core Strategy stated that between 150 and 250 should be provided in Cranfield (Policy CS5: Providing Homes).
23. In April 2011, the Council formally adopted the Site Allocations DPD following an examination in late 2010. Policy HA7 allocates the land rear of Central Garage for no more than 135 dwellings, open space provision, associated infrastructure and, if required, a new Lower School. There is also a requirement in the policy for a Development Brief to be prepared to help inform subsequent planning applications and guide the development.

24. A planning performance agreement (PPA) has been entered into between Central Bedfordshire Council and the landowners/promoter. The agreement identifies a shared vision and identifies key milestones and timescales for the delivery of a planning decision by both Central Bedfordshire Council and the developer. Whilst it offers project management certainty, this does not mean a favourable planning application outcome is guaranteed.

The Development Brief

25. The site, Land Rear of Central Garage, comprises of a 7.23 hectare site located to the north of the main settlement. A location plan is included within the Development Brief.
26. The site mainly consists of fields and uncultivated land. The site abuts an area of land granted planning permission for the development of a Primary Care Facility. This is not within the landowners' ownership and is to be developed separately to the site.
27. The timing of the Primary Care Facility will not be determined by the Council. This will be delivered by Bedfordshire Clinical Commissioning Group.
28. In accordance with policy HA7 the brief outlines the range of uses that are considered suitable, subject to details, for the site. The brief aims to ensure that quality design is achieved throughout the development, providing an attractive environment that enhances the existing character of Cranfield and its locality.
29. The brief sets out a number of design principles (page 11 onwards) to which any development proposals will need to adhere. In particular, the amount and type of development as well as the mix and type of dwellings (including affordable housing), open space and landscape requirements and the scale, massing and layout of the development will need to be carefully considered.
30. In response to addressing these issues in any layout scheme the developer will need to take account of the site constraints and opportunities associated with the site (identified on pages 9 to 13) together with other relevant urban design principles set out in the Council's adopted Design Guide to address, for example, street hierarchy. The developer will also need to consider the Council's recently published Parking Strategy, as acknowledged on page 8.
31. The brief also sets out the Council's requirements for access and connectivity both within and immediately surrounding the site.
32. As a requirement of policy HA7, the allocation presents the possibility for the provision of a new lower school. The Development Brief at Appendix A identifies that the proposal will provide a serviced plot of land with safe and appropriate access. The Development Brief at Appendix B does not include this provision.
33. The brief also sets out the Council's requirements for developer contributions in line with the adopted Planning Obligations Strategy.

Consultation

34. During September 2012 informal discussions were held with a series of Central Bedfordshire Council officers, including Highways, Education, Open Space and Planning, to ensure that an agreed technical approach to the development of the site could be established.
35. On 18 September 2012 a presentation was made by the site promoters at a West Placemaking group meeting. This presented an opportunity for officer and Member comments before a development brief was formally issued for public consultation purposes. This group included Councillors Young, Brown, Bastable, Clark and Matthews. At their request some amendments to the document were proposed and included, prior to the document being finalised for consultation purposes. These changes and considerations for the development brief included:
 - a) further information regarding the design of the proposed development, including storey height;
 - b) further clarification regarding access points and possible alternatives; and
 - c) greater reference to the consultation process.
36. Formal public consultation commenced on 13 November and ran for a period of 4 weeks until 13 December. The consultation and publicity of the Development Brief proposals was carried out in compliance with the Central Bedfordshire Statement of Community Involvement (October 2012).
37. The consultation exercise was publicised through the distribution of letters to residents within the settlement. Copies of the document were made available to view on the Council's web-site and at the Priory House Council Office. Comments form was available to complete and return. As part of this consultation process, an evening public consultation event was also undertaken (13 November) at Holywell Middle School, Cranfield. This was manned by representatives of the Council, landowner and site promoter. It is estimated that approximately 70 visitors attended the exhibition.
38. During the consultation process, a static unmanned exhibition was positioned at Budgens supermarket. This gave the exhibition material increased coverage in the settlement, informing residents where comments could be placed.
39. The high level of attendance and interaction by those who attended the exhibition showed that there is a good level of interest in the scheme proposals and the Development Brief. Despite this overall interest, the consultation on the Development Brief itself received very little direct feedback.
40. A total of 17 comments forms were completed. The comments were all from members of the public. Whilst the majority of comments did not wholly oppose the idea of development in this location, there were a large number of responses who opposed the proposed main access through Flitt Leys Close. A summary of the comments is available in Appendix C.

41. A number of comments received have been about the principle of development itself and in the context of Cranfield being able to absorb further development. Adopted planning policies also prevail and therefore comments which relate to dwelling numbers or alternative locations of development, for example, are not pertinent.
42. One of the main comments received during the consultation sought clarification regarding whether Flitt Leys Close could be considered an acceptable access to the development site. Central Bedfordshire Council Highways officers have revisited the site to reconfirm that the access is acceptable to serve 135 residential units, in addition to a Lower School and a Primary Care Facility. The granting of planning permission will require the provision of acceptable access.
43. During the public exhibition and the consultation, a number of residents sought clarification regarding the exact nature of the Lower School. Central Bedfordshire Council education officers have confirmed that the site is sufficient to serve a 3 Form Entry Lower School, including playing fields. The requirement for the school will be developed through discussions with Central Bedfordshire Council education officers and the local school governors.
44. Another issue raised by residents sought clarification on whether any affordable housing would be provided as part of the development. The current development plan for the area, the Core Strategy, identifies that sites of four dwellings or more will provide 35% affordable housing.

Development Brief Options

45. Following this consultation process a draft Development Brief was taken to the Executive on 5 February 2013. The Executive agreed that the Development Brief should be referred to Sustainable Communities Overview and Scrutiny Committee for further consideration.
46. As concern has been raised regarding the potential provision of a Lower School, two options for the Development Brief have been put forward by officers. Development Brief Option A represents the Development Brief considered at Executive, identifying the site set aside for the Lower School within the Development Brief. Development Brief Option B solely identifies the land proposed for housing development.
47. In order to consider these options, the changes each of these options presents have been listed below. These are identified in the attached Development Brief Options.

Changes to the Development Brief – Development Brief – Option A

48. The Development Brief has been amended to better reflect the affordable housing position of the National Planning Policy Framework. The exact mix of affordable housing will still be determined through later negotiation with Central Bedfordshire Council Housing Officers. Whilst policy prevails, should the developer identify viability issues there may be potential for negotiation of the housing percentage.

49. In order to improve the access to the Lower School site, it is considered that a traffic management scheme should be in place in the event of a new Lower School being provided. The details of this traffic management scheme will be finalised prior to the Lower School being delivered.
48. A number of minor changes have been included within the revised Development Brief. These have been identified below.
- a) Section 3 – Formatting change.
 - b) Paragraph 4.9 – Replace Cycle Parking Strategy with Local Transport Plan to provide a more comprehensive outline.
 - c) Paragraph 4.10 – Factual changes.
 - d) Paragraph 4.11 – Factual changes to provide greater clarity of the public consultation and committee processes.
 - e) Section 6 – Text amendment to provide greater reference to Manual for Streets 2 and shared surfaces.
 - f) Paragraph 6.7 – Text amendment to reference the Parking Strategy’s new minimum garage standards.

Changes to the Development Brief – Development Brief - Option B

49. The Development Brief has been amended to greater reflect the affordable housing position of the National Planning Policy Framework. The exact mix of affordable housing will still be determined through later negotiation with Central Bedfordshire Council Housing Officers. Whilst policy prevails, should the developer identify viability issues there may be potential for negotiation of the housing percentage.
50. A number of minor changes have been included within the revised Development Brief. These have been identified below.
- a) All site plans – Clarification of the Development Brief site boundary.
 - b) Section 2.2/2.3 – Text amendment to clarify the Development Brief site and surrounding area.
 - c) Section 3 – Formatting change.
 - d) Paragraph 4.9 – Replace Cycle Parking Strategy with Local Transport Plan to provide a more comprehensive outline.
 - e) Paragraph 4.10 – Factual changes.
 - f) Paragraph 4.11 – Factual changes to provide greater clarity of the public consultation and committee processes.
 - g) Paragraph 5.3 – Text amendment to clarify site access.
 - h) Paragraph 6.3 – Text amendment to provide greater reference to Manual for Streets 2 and shared surfaces.
 - i) Paragraph 6.7 – Text amendment to reference the Parking Strategy’s new minimum garage standards.
 - j) Paragraph 6.11 – Removed as not within Development Brief site.
 - k) Paragraph 8.2 – Amended to clarify site area.

Conclusion

51. Consideration has been afforded to the consultation exercise and, where appropriate, amendments have been made to the Brief. As a technical document, the development brief is fit for development management purposes.

Appendices:

Appendix A – Draft Development Brief – Option A

Appendix B – Draft Development Brief – Option B

Appendix C – Consultation Responses Summary

Background papers and their location:

Core Strategy and Development Management Policies DPD

Site Allocations Development Plan Document

Location of papers: Priory House, Chicksands

This page is intentionally left blank



**Bellway Homes Ltd (Northern Home Counties)
Development Brief**

**Residential Development
Land R/O Central Garage, Cranfield, Beds**

DLA Ref: 1/131

October 2012

Table of Contents

Section	Subject	Page No
1	Introduction	2
2	Site and Context Appraisal	3
3	Government Guidance	4
4	Emerging Local Development Framework	5
5	Constraints	9
6	Opportunities	11
7	Proposals and Vision for the Site	14
8	Next Stages	16

The evidence which I have prepared and provided in this Report is true and has been prepared and is given in accordance with the guidance of the Royal Town Planning Institute and I confirm that the opinions expressed are my true and professional opinions.

COPYRIGHT

The contents of this document must not be copied or reproduced in whole or in part without the written consent of DLA Town Planning Ltd





1.0 INTRODUCTION

This Development Brief has been prepared for Bellway Homes Ltd (Northern Home Counties) to guide the potential residential development of a parcel of land in the centre of the village of Cranfield. Cranfield is a village to the West of Bedford (See Fig 1 opposite). Consideration is being given to the development of the site for residential use and to provide a parcel of serviced land (1.4ha) for the potential provision of a new lower school. Access to the adjacent land to the south-east corner owned by the Primary Care Trust will also be provided.

1.1 Scope

This Brief considers the proposed residential development of the site in the context of national planning guidance and, adopted and emerging development plan policy.

1.2 The Brief comprises an analysis of the site and its immediate context (Section 2), a consideration of current Government Guidance (Section 3), and the emerging LDF (Section 4). Constraints (section 5), Opportunities (Section 6) Proposals and Vision for the site (Section 7) and the next stages being presented in (Section 8) conclude this report.

1.3 As a result of a Planning Performance Agreement, discussions and meetings have taken place with the following stakeholders:-

- Mark Saccoccio Planning Central Bedfordshire Council (CBC)
- Annabel Gammell Planning CBC
- Ann Rowland Sustainable Transport Team CBC
- Stuart Robinson Policy CBC
- Keith Armstead Education CBC
- Carrie Leach Education CBC
- Chris Mollart-Griffin Transportation CBC

1.4 This document also provides the initial framework for the development of the site.

1.5 **Background-**Policy HA7 of the Site Allocations DPD allocates the land for the development of 135 dwellings.

1.6 **Policy Requirement** –Policy HA7 states that development on the site will be subject to a number of requirements (see paragraphs below in Section 4) including the production of a Development Brief to guide development.

1.7 **What is a development brief?**- This Development Brief document is a Technical Document which will be subject to public consultation, prior to ratification by Central Bedfordshire Council’s Executive Committee. The Development Brief will then sit alongside a detailed Full Planning Application and assist Central Bedfordshire Council in determining an application and guiding the design of the proposed development.

Fig 1: Location of the Report Site



Deleted: 1

2.0 SITE & CONTEXT APPRAISAL

2.1

Location
The site is located to the north of the High Street in the centre of the village of Cranfield, Bedfordshire. To the north and east of the site are open fields and countryside. On the southern and western boundary sides of the site are the residential properties on the High Street and Lincroft, (see Fig 2 opposite).

2.2

The Development Site
This comprises a broadly rectangular band of land running from South West to North East. An area of land to the centre of the site located around the access has now been redeveloped by Bloor Homes Ltd. The Bloor Homes Scheme at Flitt Leys Close is a mixture of detached and semi-detached dwellings of varying sizes. The development is accessed via Flitt Leys Close. The land to the east of the entrance is owned by the Primary Care Trust (PCT). The PCT are responsible for the development of this parcel of land which is outside the scope of this development brief. The site is 6.88ha (excluding the PCT site) in size and consists mainly of fields and uncultivated land.

2.3

Surrounding Area
To the south west, the site adjoins further more modern residential development. To the South there is a mixture of retail premises, in the form of village stores, public houses and older residential properties. To the north east of the site there is again a mixture of commercial and residential properties.

Fig 2: The Site



3.0 GOVERNMENT GUIDANCE

- conserve heritage assets in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this and future generations;

3.5 Para 56. The Government attaches great importance to the design of the built environment. Good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively to making places better for people.

3.6 Para 57. It is important to plan positively for the achievement of high quality and inclusive design for all development, including individual buildings, public and private spaces.

3.7 Para 60. Planning policies and decisions should not attempt to impose architectural styles or particular tastes and they should not stifle innovation, originality or initiative through unsubstantiated requirements to conform to certain development forms or styles. It is, however, proper to seek to promote or reinforce local distinctiveness.

3.8 Para 131. In determining planning applications, local planning authorities should take account of:

- the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
- the desirability of new development making a positive contribution to local character and distinctiveness.

3.1 **Government Planning Guidance**

The advice contained in National Planning Policy Framework (NPPF) is relevant to the development of this site. Relevant sections of the following paragraphs are reproduced below.

3.2 Para 7. There are three dimensions to sustainable development: economic, social and environmental. These dimensions give rise to the need for the planning system to perform a number of roles:

- These roles include - supporting strong, vibrant and healthy communities, by providing the supply of housing required to meet the needs of present and future generations; and by creating a high quality built environment, with accessible local services that reflect the community's needs and support its health, social and cultural well-being;

3.3 Para 9. Pursuing sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people's quality of life, including (but not limited to):

- replacing poor design with better design.

3.4 Para 17. Within the overarching roles that the planning system ought to play, a set of core land-use planning principles should underpin both plan-making and decision-taking. These principles are that planning should:

- always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings;
- encourage the effective use of land by reusing land that has been previously developed (brownfield land), provided that it is not of high environmental value;

Formatted: Indent: Left: 1.5 cm, Hanging: 0.75 cm, Bulleted + Level: 1 + Aligned at: 2.1 cm + Tab after: 0 cm + Indent at: 2.73 cm, Tabs: Not at 1.27 cm

Formatted: Indent: Left: 1.5 cm, Hanging: 0.75 cm, Bulleted + Level: 1 + Aligned at: 2.1 cm + Tab after: 0 cm + Indent at: 2.73 cm, Tabs: Not at 1.27 cm

Formatted: Indent: Left: 1.5 cm, Hanging: 0.75 cm, Bulleted + Level: 1 + Aligned at: 2.1 cm + Tab after: 0 cm + Indent at: 2.73 cm, Tabs: Not at 1.27 cm

Formatted: Indent: Left: 1.5 cm, Hanging: 0.75 cm, Bulleted + Level: 1 + Aligned at: 2.1 cm + Tab after: 0 cm + Indent at: 2.73 cm, Tabs: Not at 1.27 cm



4.0 **EMERGING LOCAL DEVELOPMENT FRAMEWORK**

4.1 **Core Strategy & Development Management Policies November 2009**



In November 2009 Central Bedfordshire Council adopted the Core Strategy and Development Policies DPD for the Central Bedfordshire North area. This document sets out the vision, objectives, spatial strategy and overarching policies to guide development in the area, up to 2026. The Development Management policies provide the policy framework against which all planning applications will be assessed. This document identifies the strategy for future development in the area, providing the basis for the Site Allocations DPD to allocate specific sites.

4.2 **Site Allocations Document April 2011**



The Site Allocations Development Plan Document (DPD) has identified sites and policies to help deliver the spatial vision, objectives and policies of the Core Strategy and Development Management Policies DPD.

4.4 As part of the Site Allocation Document, The Local Delivery Strategy was produced which specifically accompanied the Core Strategy by providing a clear indication of infrastructure needs in an area and, in turn indicating what should be provided in that area. By providing this information we can gain a greater insight into the deliverability of a scheme and how any development should be phased.

4.5 **Policy HA7 – identifies Land Rear of Central Garage, Cranfield for residential development**

Site Reference: H040/H133/H322
Site Area: 7.23 ha (6.86 excluding the PCT Site)

Land rear of Central Garage, Cranfield, as identified on the Proposals Map, See figure 3 below, is allocated for residential development providing not more than 135 dwellings and the provision of a new Lower School should that be required. In addition to general policy requirements in the Core Strategy and Development Management Policies DPD and appropriate contributions to infrastructure provision in the Planning Obligations SPD, development on this site will be subject to the following:

- Production of a Development Brief to guide development;
- Preparation of a Transport Assessment to help identify the impact of the development on the highway network and mitigate against impacts on junctions within Cranfield;
- Provision of adequate access to the site;
- Provision of satisfactory buffer landscaping to minimise the impact of development on the open countryside;
- Provision of green space in order to protect the biodiversity of the site; and
- Provision of a cycleway providing a link to Bridleway 22 north of the development site.



Figure 4

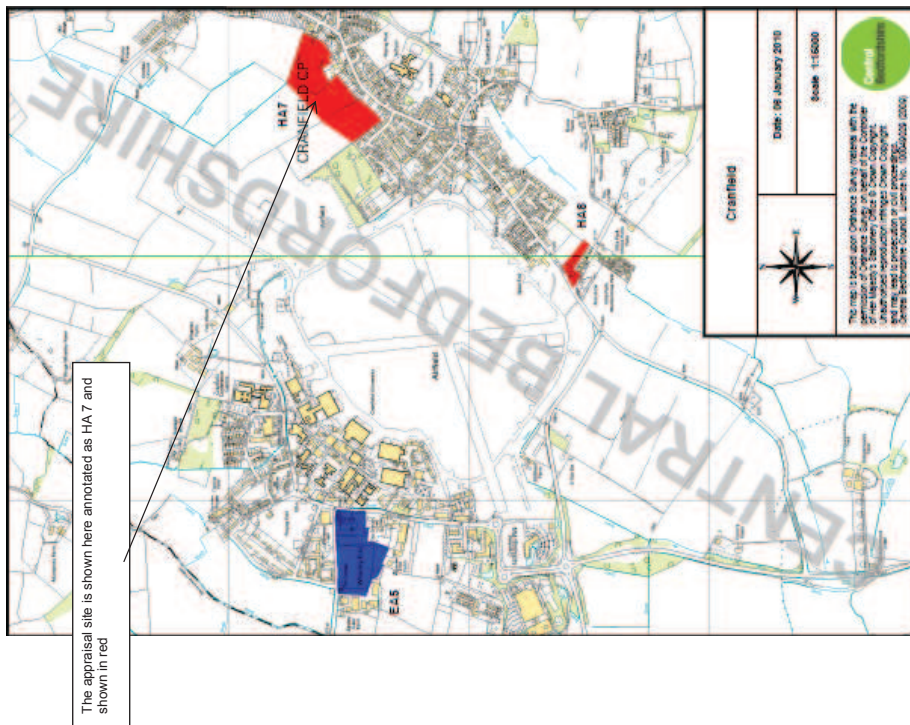
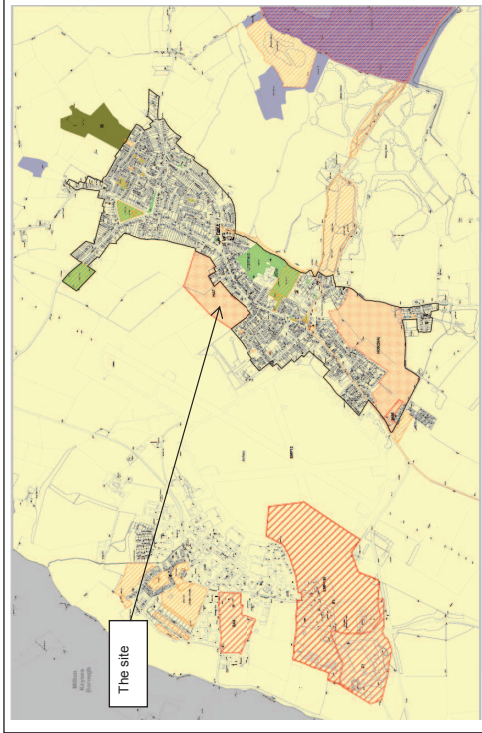


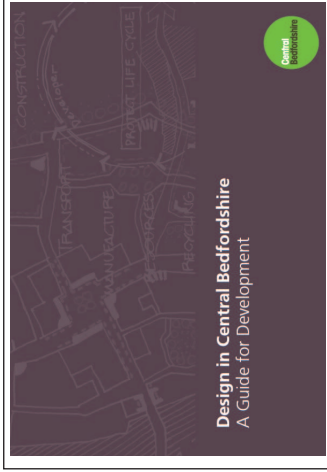
Figure 3

4.6 Other documentation that is applicable to this site includes:-

4.7

Design In Central Bedfordshire: A guide for development

This guide provides an agenda of policies and objectives which are intended as a springboard for creating good design solutions, which respond to this agenda and to the context. It is not intended as a straightjacket to produce narrow conformity. It is therefore unlikely that standard 'anywhere' designs from applicants will be accepted as a valid approach by the Council. The guide sets out parameters by which any development will be assessed including design, context, setting, scale, materials, landscaping etc.



4.8

New Residential Development

This supplement addresses all forms of new residential development in terms of size, density and tenure likely to be required within the District. It is specifically aimed at reconciling the wide agenda for the home environment with the need to create development which is locally distinctive and which enhances its setting.



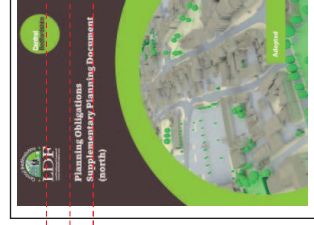
4.9

Planning Obligations

This Supplementary Planning Document (SPD) sets out proposals for an improved approach to negotiating and securing planning obligations associated with new development in Central Bedfordshire, for the former Mid Bedfordshire area.

Local Transport Plan

Account needs to be taken of this guidance which sets out a long term framework for investment in transport across Central Bedfordshire. The LTP includes the Council's Cycling and Parking Strategies.



Deleted: Cycle Parking Strategy July 2010.
 Account needs to be taken of this guidance which provides design proposals, location, layout and type of cycle parking that is sought by the LTP.
Formatted: Font: 12 pt
Formatted: Font: 12 pt
Formatted: Font: 12 pt

4.10 On 2nd October 2012, Central Bedfordshire Executive committee endorsed the Council's new Parking Strategy as interim technical guidance. The Strategy will be a material consideration for Development Management purposes and will be reflected in the Council's emerging Design Guide, which is currently being prepared. To reflect this emerging design guide, account has had to be taken of the new parking standards which has provided an additional consideration in developing the site to make best use of the land available.

Deleted: At its meeting held on 2nd October 2012, Central Bedfordshire Executive committee endorsed the Council's new Car Parking Strategy as interim technical guidance. The Strategy will be a material consideration for Development Management purposes and will be reflected in the Council's emerging Design Guide, which is currently being prepared. To reflect this emerging design guide, account has had to be taken of the new parking standards which has added to the difficulty in developing the site to make best use of the land available

4.11 Following the production of a draft Brief the document was the subject of a four week consultation exercise between 13th November and 13th December 2012 in accordance with the Council's adopted Statement of Community Involvement. This included a one day public exhibition alongside a consultation relating to a future planning application for the site.

Formatted: Indent: Left: 0.5 cm, First line: 1.25 cm

Following the consultation exercise the Brief was updated, to take into account the relevant suggestions or comments that were received. Onthe revised Brief was considered and adopted by the Central Bedfordshire Executive Committee of the Council.

Deleted: Public Consultation – Public consultation is a very important part of this process and the production of a development brief is a prerequisite under Policy H7 as noted above. This Development Brief will be subject to public consultation from the 13th November 2012 to the 13th December 2012. This will include a one day public exhibition alongside a consultation relating to a future planning application for the site. The development brief will be put on deposit for a period of 4 weeks and will be made available at an agreed number of localities.[¶]
¶ The results of the public consultation will be summarised in a statement of community involvement submitted alongside a future planning application

The results of the public consultation will be summarised in a statement of community involvement submitted alongside a future planning application.

Formatted: Font color: Custom
Color(RGB(84,141,212))

5.0 CONSTRAINTS

5.5 Gas Main/Sewer- A gas main runs around the southern corner of the site as does the sewer whilst existing drainage runs north and then turns diagonally north east across the eastern part of the site. An easement of 6m is required to the Gas Main.

~~Deleted: 1~~

5.1 Topography- The land is level for the most part, however there are some level changes towards the north of the site but these are not so dramatic as to cause any significant impediment to the development of the site.

5.2 Existing Landscape Features- The main line of trees are located on the western boundary of the site to the rear of the properties in Lincroft. There are other trees that are sporadically spaced around the site, some of which are located to the rear of those properties on the High Street. A hedge runs from North to South through the centre of the site.

5.3 Access - Vehicular access to the site can be secured through the recently completed development by Bloor Homes, from Flitt Leys Close. Safe and satisfactory access can be secured from this point and no other unrestricted access is available at this point in time. However, the precise design and details of the access into the site will need to be agreed prior or as part of the submission of a planning application in due course. In designing a safe access, account will also need to be taken of the need to serve the school site and health centre site. A full Transport Assessment will need to be submitted with future planning applications. Alternative access arrangements will be considered on their merits should they come forward. Any alternative access will similarly need to ensure that safe access to the school and health centre is secured.

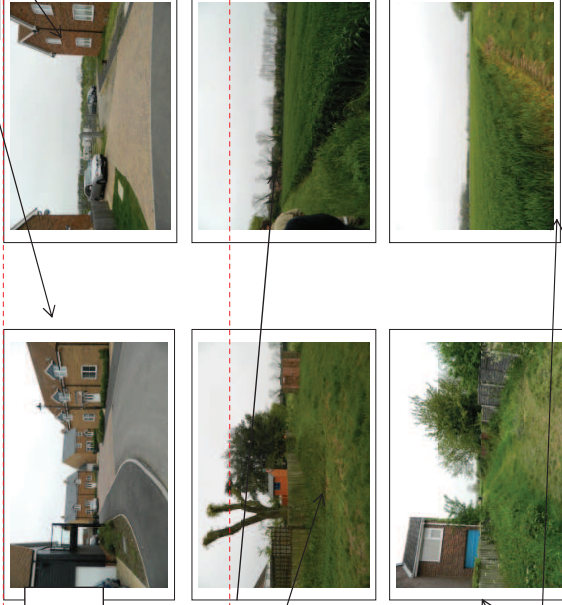
5.6 As part of Policy HA7 an area of land needs to be set aside for the provision of a new lower school. As shown on the adjacent plan (figure 5) this is proposed to be in the north eastern part of the site adjacent to the retained land for the PCT.

5.7 Existing Neighbouring uses- proposals should include appropriate design response to the adjoining uses:

- Residential: The site is bounded in the south eastern side by the residential properties fronting the High Street and those to the west fronting Lincroft.
- The Proposed School Site: This is proposed to be located in the north eastern corner of the site and as such, account needs to be taken for the access and relationship with the proposed houses.
- Open fields: open fields are located to the north of the site.

The entrance to the site down Flitt Leys Close and the site itself

~~Deleted: 1~~



Views of the back of the properties in Lincroft and the High Street

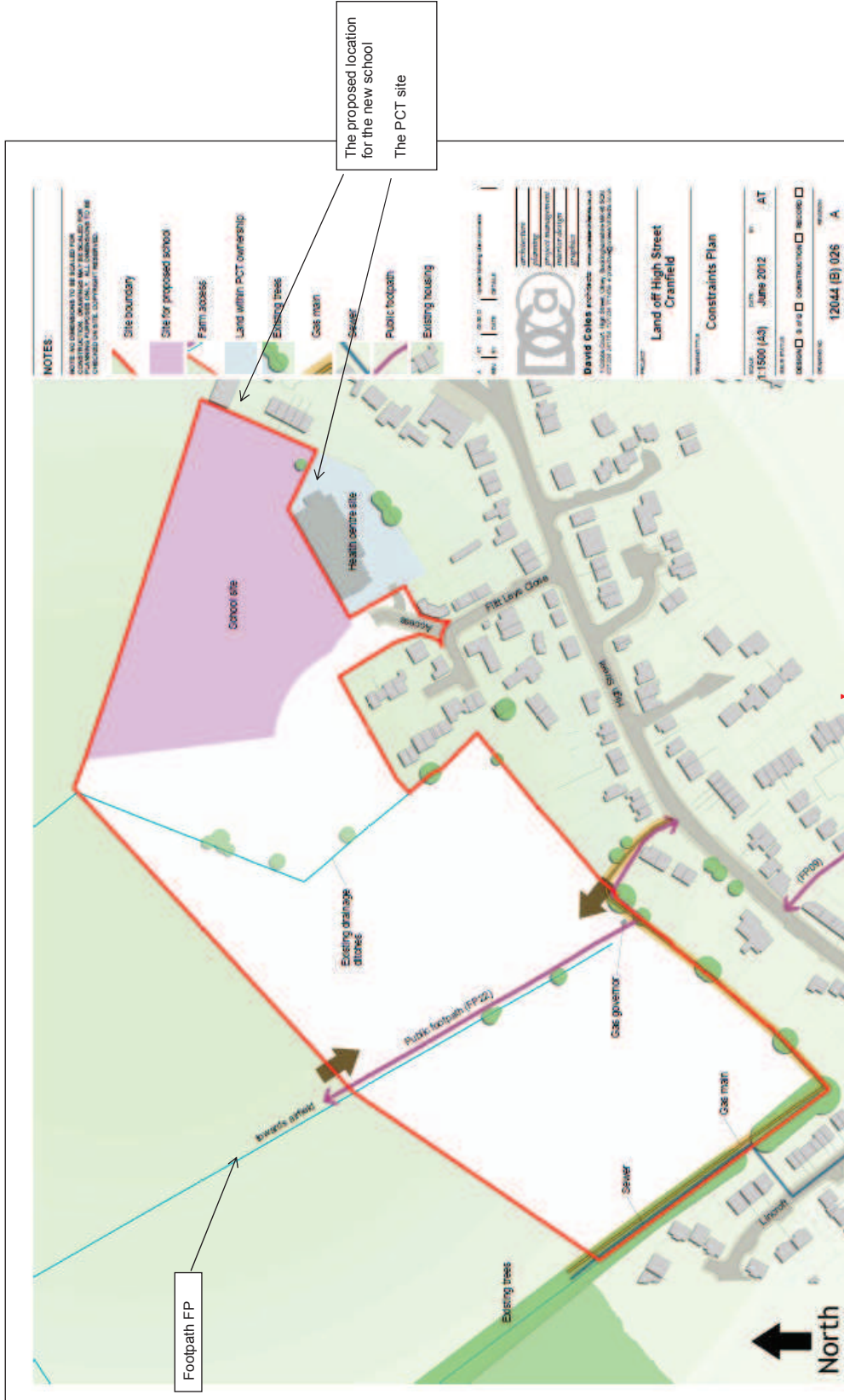
Views across the site and down the existing access from the High Street

5.4 Public Footpath- A public footpath (FP22) (not a bridleway) runs north to south across the site along the hedgerow and continues onwards to the north and eventually links up with Cranfield University as shown on figure 5 below. The proposal will maintain the link through the site to the existing footpath.

~~Deleted: Access- Vehicular access is through the recently completed development by Bloor Homes from Flitt Leys Close. Access can only from this point to the restricted nature of any alternative access. The precise details of the junction will be agreed prior to the submission of the planning application. Account needs to be taken of the access to serve the school and the PCT. Access to the PCT site will be submitted as part of the planning application. Safe access will be provided for the school and the PCT site~~

Deleted: 1

Figure 5



Deleted: 1

Formatted: Indent: 1 cm, First line: 0 cm



6.0 OPPORTUNITIES

Deleted: 1

6.4 Account should also be taken of the local distinctiveness in terms of scale, design and materials if applicable. Privacy, impact, sunlight and daylight are other important points to consider.

6.1 New homes for Cranfield- This site provides the opportunity to deliver 135 new homes to help meet the local housing need for Cranfield. The proposals will provide a range of housing, tenures and sizes, in order to meet the needs of all sections of the local community and to promote sustainable development.

6.5 Distances between dwellings should be 21m distance between facing windows at 2 storey level, above this height distances should be increased.

6.2 Quality of Design- this is an opportunity to create an extension to Cranfield that will favourably respond to the surrounding development and open countryside with an appreciation of the local context by providing a variety of scale and enclosure of space. Proposals will seek to ensure that there are appropriate variations in height (maximum 2 storey to reflect the character of Cranfield), density, building types and roofscapes to create an area with a sense of place.

6.6 Careful design will also help to design out crime. Blank gable walls should be avoided, footpaths should be closely associated with carriageways, front doors should be visible from the public realm, single storey flat roofs avoided, rear access to properties should be as few as possible and if necessary then they should only have one point of entry. Clear distinction between private and public areas should be provided and rear parking areas avoided.

6.3 CBC has recently published comprehensive design guides as detailed above. These design guides provide specific guidance on residential development and they should be accounted for in any residential developments.

6.7 Garage sizes should be no less than 7.0m x 3.2m as a minimum. Garage design and layout should go hand in hand, in accordance with the adopted Design Guide.

Formatted: Font color: Auto
Formatted: Font color: Auto
Deleted: Garage should be 3.0m x 5.5m as a minimum, or 3.3m x 6.0m to allow the storage of bicycles. Garage design and layout should go hand in hand, be subservient in relationship.

6.8 Parking where possible should be provided on-plot but all parking must be located to allow natural surveillance and should relate to dwellings that they would serve.

- Densities should be favouring 30dph or more but must reflect the surrounding area. Details of the character of each area are detailed in the "Guide for Development".

6.9 On street parking should be designed to reduce speed and the visual impact of parked cars. This can be achieved by suitable pinch points, appropriate landscaping and changes in material.

- Sustainable building materials should be used. (Again details of likely acceptable materials are contained with the "Guide for Development".)

6.10 As a condition of any future planning permission for the proposed Lower School, a School Travel Plan and suitable traffic management solution will need to be put in place which seeks to minimise and safely manage traffic movements associated with the school

- Appropriate amenity areas should be provided.

- The design should take account of Code for sustainable homes, safer places, by design, Manual for Streets 2 (including the use of shared surfaces), Building for Life Standards and the Policies in the Core Strategy.

Deleted: Manual for Streets

6.11 Setbacks depending upon street scene should be not less than 0.5m and no more than 6m. Parking of cars should not be less than 2m from habitable room windows. Rear gardens should be on average 100sqm and not less than 50sqm.



Deleted: ¶

Deleted: 1

6.12 The Provision of a School site- the proposal provides the opportunity for the provision of a new lower school for the expansion of Cranfield. The proposal will provide a serviced plot with safe and appropriate access.

Examples of properties finished in white render and red brick with either a slate or plain tile roof

6.13 Open Space- A public open space strategy will provide the opportunity for amenity, informal recreation and informal play as an integral part of the design. The variety of safe, overlooked landscaped spaces will be provided around the site to provide easy access for all. Areas and type of amenity space should be discussed with the Central Bedfordshire Leisure Services Facilities, officers during the design process. The Development Brief will focus play space on one large site, in close proximity to the Lower School site.



Deleted: Amenity

6.14 Positive integration with Existing Community- The development will include footpaths and opportunities for cycling into, out from and around the site which will connect to existing roads and footpaths including a link to the High Street.

Clear references have been drawn between the existing properties in the High Street and the approved street scene.

Deleted: 3

6.15 Improved access to the countryside- The proposals should also make provision for pedestrian connections from the site to Footpath 22 that serves the surrounding countryside.



Deleted: 4

6.16 Examples of houses around the site are provided opposite and outline a flavour of the character of the area.

Broken eaves with small dormer windows and ground floor bay windows

Deleted: 5

7.0 PROPOSALS AND VISION FOR THE SITE

within the site are accommodated. The routes into and out of the site are shown on the plan in figure 7 below.

7.1 Delivery of Housing- Policy HA7 of the Site Allocations DPD sets a target of delivering 135 new dwellings across the site and the provision of a site for a new lower school. This will include the provision of a range of housing types and sizes based upon an assessment for the need in this area in accordance with Policy DM10 of the Core Strategy.

7.7 Integration with the existing neighbourhood- The development will form an extension to the existing village and the recent development by Bloor Homes at Flitt Leys Close. Flitt Leys Close provides the vehicular access to the site through the existing development. The site adjoins existing housing along much of its south western boundary. The proposed development will need to carefully consider the relationship with the existing development along the High Street and Lincroft. With this in mind the storey heights would be kept to a maximum of two storeys.

7.2 Affordable housing will be provided where appropriate in accordance with Policy CS7 of the Core Strategy. A mix of affordable rent and shared equity will be provided on site. The location of the affordable housing and exact mix of tenure will be determined through negotiations with the Council and the registered provider.

Deleted:
Deleted:

7.8 The site would also need to consider the wider views from outside the village looking into the site.

Deleted: A mix of tenures will be provided including open market rent, social rented, low cost market rent and shared equity. The delivery and allocation of affordable housing will be in alignment with Central Bedfordshire Procedures

7.3 The location of the affordable housing and exact mix of tenure will be determined through negotiations with the Council and the registered provider.

7.4 Planning Obligations- A S106 agreement will be agreed in order to make contributions towards necessary facilities in accordance with Policy CS2 where appropriate. These contributions will be provided through entering into a S106 agreement or any future Infrastructure Levy charging schedule.

7.5 The level of contributions would include:-

List the contributions (**to be agreed*)

7.6 Connectivity across the site- The scheme will need to allow for the access across and through the site. The design will need to encompass the ability to retain access for farm vehicles to the fields at the rear of the site from the High Street. The design will also have to encompass the servicing and access of any proposed new lower school and the site retained by the Primary Care Trust (PCT). Routes for pedestrians and cyclists also need to be provided to ensure freedom of movement into, out from, and



Figure 7



8.0 NEXT STAGES

- 8.1 This Development Brief has been prepared on behalf of Bellway Homes Ltd (Northern Home Counties) to guide the residential development of land to the rear of Central Garage, off the High Street in Cranfield.
- 8.2 The site has been allocated within the emerging Local Development Framework under Policy HA 7 as being capable of accommodating up to 135 units and the provision of a new lower school.
- 8.3 In accordance with the above designation of the site, residential development would be considered acceptable in principle.
- 8.4 On adoption of the Brief the next stage would be the formal submission of a full application. The application would make reference to the brief and would take account of the public consultation exercise.



Background-Policy HA7 of the Site Allocations DPD allocates the land for the development of 135 dwellings.

Policy Requirement –Policy HA7 states that development on the site will be subject to a number of requirements (see paragraphs below in Section 4) including the production of a Development Brief to guide development.

What is a development brief?- This Development Brief document is a Technical Document which will be subject to public consultation, prior to ratification by Central Bedfordshire Council's Executive Committee. The Development Brief will then sit alongside a detailed Full Planning Application and assist Central Bedfordshire Council in determining an application and guiding the design of the proposed development.

Fig 1: Location of the Report Site



The village of Cranfield

1.0 INTRODUCTION

This Development Brief has been prepared for Bellway Homes Ltd (Northern Home Counties) to guide the potential residential development of a parcel of land in the centre of the village of Cranfield. Cranfield is a village to the West of Bedford (See Fig 1 opposite). Consideration is being given to the development of the site for residential use and to provide a parcel of serviced land (1.4ha) for the potential provision of a new lower school. Access to the adjacent land to the south-east corner owned by the Primary Care Trust will also be provided.

1.1 Scope

This Brief considers the proposed residential development of the site in the context of national planning guidance and, adopted and emerging development plan policy.

1.2 The Brief comprises an analysis of the site and its immediate context (Section 2), a consideration of current Government Guidance (Section 3), and the emerging LDF (Section 4). Constraints (section 5), Opportunities (Section 6) Proposals and Vision for the site (Section 7) and the next stages being presented in (Section 8) conclude this report.

1.3 As a result of a Planning Performance Agreement, discussions and meetings have taken place with the following stakeholders:-

Mark Saccoccio	Planning Central Bedfordshire Council (CBC)
Annabel Gammell	Planning CBC
Ann Rowland	Sustainable Transport Team CBC
Stuart Robinson	Policy CBC
Keith Armstead	Education CBC
Carrie Leach	Education CBC
Chris Mollart-Griffin	Transportation CBC

1.4 This document also provides the initial framework for the development of the site.



2.0 SITE & CONTEXT APPRAISAL

2.1 Location

The site is located to the north of the High Street in the centre of the village of Cranfield, Bedfordshire. To the north and east of the site are open fields and countryside. On the southern and western boundary sides of the site are the residential properties on the High Street and Lincroft, (see Fig 2 opposite).

2.2 The Development Site

This comprises a broadly rectangular band of land running from South West to North East. An area of land to the centre of the site located around the access has now been redeveloped by Bloor Homes Ltd. The Bloor Homes Scheme at Flitt Leys Close is a mixture of detached and semi-detached dwellings of varying sizes. The development is accessed via Flitt Leys Close. The site is 5.26 ha in size and consists mainly of fields and uncultivated land.

2.3 Surrounding Area

To the south west, the site adjoins further more modern residential development. To the South there is a mixture of retail premises, in the form of village stores, public houses and older residential properties. To the north east of the site there is again a mixture of commercial and residential properties. The land to the east of the entrance is owned by the Primary Care Trust (PCT). The PCT are responsible for the development of this parcel of land which is outside the scope of this development brief.



Deleted: The land to the east of the entrance is owned by the Primary Care Trust (PCT). The PCT are responsible for the development of this parcel of land which is outside the scope of this development brief.

Deleted: 6.86

Deleted: (excluding the PCT site)

Fig 2: The Site



3.0 GOVERNMENT GUIDANCE

3.1 Government Planning Guidance

The advice contained in National Planning Policy Framework (NPPF) is relevant to the development of this site. Relevant sections of the following paragraphs are reproduced below.

Para 7. There are three dimensions to sustainable development: economic, social and environmental. These dimensions give rise to the need for the planning system to perform a number of roles:

- These roles include - supporting strong, vibrant and healthy communities, by providing the supply of housing required to meet the needs of present and future generations; and by creating a high quality built environment, with accessible local services that reflect the community's needs and support its health, social and cultural well-being;

Para 9. Pursuing sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people's quality of life, including (but not limited to):

- replacing poor design with better design.

Para 17. Within the overarching roles that the planning system ought to play, a set of core land-use planning principles should underpin both plan-making and decision-taking. These principles are that planning should:

- always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings;
- encourage the effective use of land by reusing land that has been previously developed (brownfield land), provided that it is not of high environmental value;

- conserve heritage assets in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this and future generations;

3.5 Para 56. The Government attaches great importance to the design of the built environment. Good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively to making places better for people.

3.6 Para 57. It is important to plan positively for the achievement of high quality and inclusive design for all development, including individual buildings, public and private spaces.

3.7 Para 60. Planning policies and decisions should not attempt to impose architectural styles or particular tastes and they should not stifle innovation, originality or initiative through unsubstantiated requirements to conform to certain development forms or styles. It is, however, proper to seek to promote or reinforce local distinctiveness.

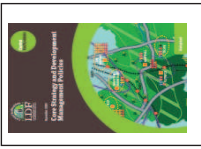
3.8 Para 131. In determining planning applications, local planning authorities should take account of:

- the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
- the desirability of new development making a positive contribution to local character and distinctiveness.



4.0 EMERGING LOCAL DEVELOPMENT FRAMEWORK

4.1 **Core Strategy & Development Management Policies November 2009**
 In November 2009 Central Bedfordshire Council adopted the Core Strategy and Development Policies DPD for the Central Bedfordshire North area. This document sets out the vision, objectives, spatial strategy and overarching policies to guide development in the area, up to 2026. The Development Management policies provide the policy framework against which all planning applications will be assessed. This document identifies the strategy for future development in the area, providing the basis for the Site Allocations DPD to allocate specific sites.



4.2 **Site Allocations Document April 2011**
 The Site Allocations Development Plan Document (DPD) has identified sites and policies to help deliver the spatial vision, objectives and policies of the Core Strategy and Development Management Policies DPD.



4.3 As part of the Site Allocation Document, The Local Delivery Strategy was produced which specifically accompanied the Core Strategy by providing a clear indication of infrastructure needs in an area and, in turn indicating what should be provided in that area. By providing this information we can gain a greater insight into the deliverability of a scheme and how any development should be phased.

4.5 **Policy HA7 – identifies Land Rear of Central Garage, Cranfield for residential development**
Site Reference: H040/H133/H322

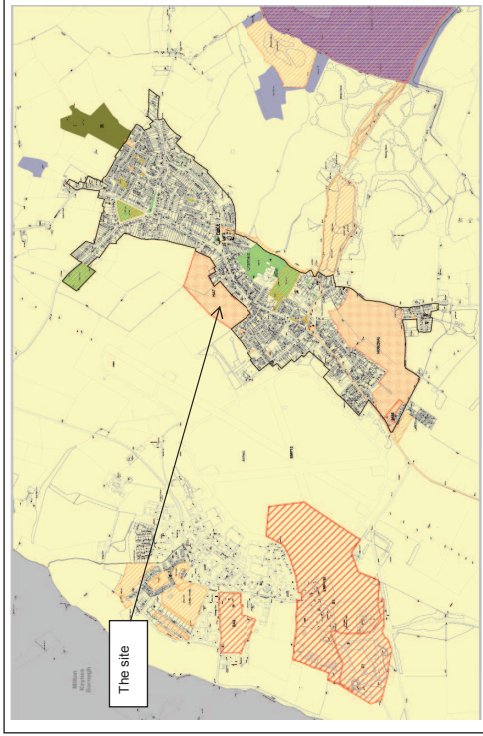
Land rear of Central Garage, Cranfield, as identified on the Proposals Map. See figure 3 below, is allocated for residential development providing not more than 135 dwellings and the provision of a new Lower School should that be required. In addition to general policy requirements in the Core Strategy and Development Management Policies DPD and appropriate contributions to infrastructure provision in the Planning Obligations SPD, development on this site will be subject to the following:

- Production of a Development Brief to guide development;
- Preparation of a Transport Assessment to help identify the impact of the development on the highway network and mitigate against impacts on junctions within Cranfield;
- Provision of adequate access to the site;
- Provision of satisfactory buffer landscaping to minimise the impact of development on the open countryside;
- Provision of green space in order to protect the biodiversity of the site; and
- Provision of a cycleway providing a link to Bridleway 22 north of the development site.

Deleted: Site Area: 7.23 ha (6.86 excluding the PCT Site) []



Figure 4



The appraisal site is shown here annotated as HA.7 and shown in red

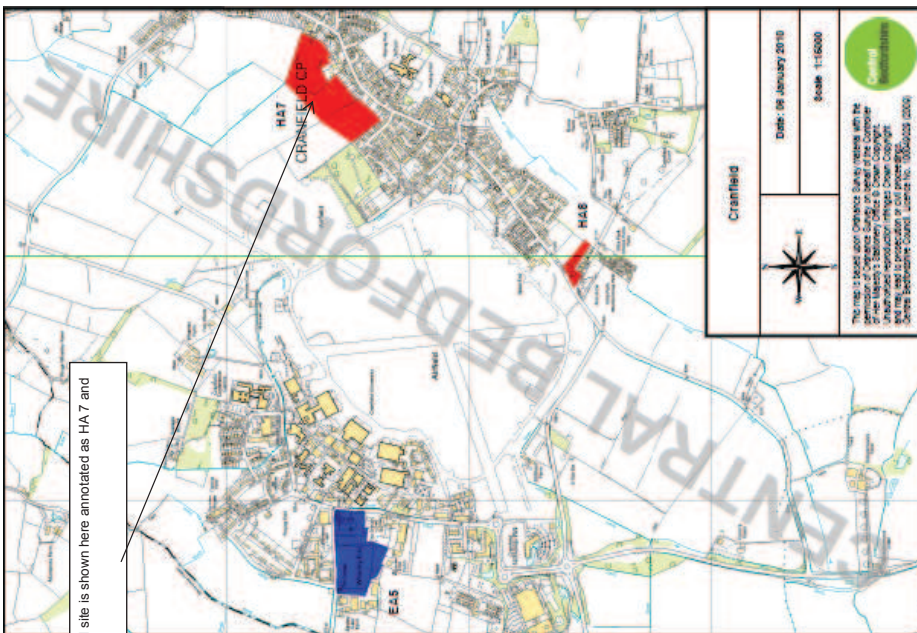


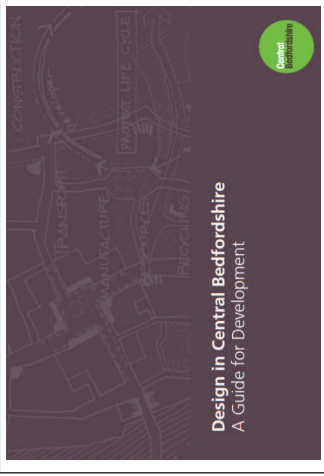
Figure 3

4.6 Other documentation that is applicable to this site includes:-

4.7

Design In Central Bedfordshire: A guide for development

This guide provides an agenda of policies and objectives which are intended as a springboard for creating good design solutions, which respond to this agenda and to the context. It is not intended as a straightjacket to produce narrow conformity. It is therefore unlikely that standard 'anywhere' designs from applicants will be accepted as a valid approach by the Council. The guide sets out parameters by which any development will be assessed including design, context, setting, scale, materials, landscaping etc.



4.8

New Residential Development

This supplement addresses all forms of new residential development in terms of size, density and tenure likely to be required within the District. It is specifically aimed at reconciling the wide agenda for the home environment with the need to create development which is locally distinctive and which enhances its setting.



4.9

Planning Obligations

This Supplementary Planning Document (SPD) sets out proposals for an improved approach to negotiating and securing planning obligations associated with new development in Central Bedfordshire, for the former Mid Bedfordshire area.

Local Transport Plan

Account needs to be taken of this guidance which sets out a long term framework for investment in transport across Central Bedfordshire. The LTP includes the Council's Cycling and Parking Strategies.



Deleted: Cycle Parking Strategy July 2010.

Formatted: Font: Bold

Deleted: Account needs to be taken of this guidance which provides design and guidance on the provision, location and type of cycle parking that is sought by the LPA.

Formatted: Font: Bold



4.10

On 2nd October 2012, Central Bedfordshire Executive committee endorsed the Council's new Parking Strategy as interim technical guidance. The Strategy will be a material consideration for Development Management purposes and will be reflected in the Council's emerging Design Guide, which is currently being prepared. To reflect this emerging design guide, account has had to be taken of the new parking standards which has provided an additional consideration in developing the site to make best use of the land available.

Deleted: At its meeting held on 2nd October 2012, Central Bedfordshire Executive committee endorsed the Council's new Car Parking Strategy as interim technical guidance. The Strategy will be a material consideration for Development Management purposes and will be reflected in the Council's emerging Design Guide, which is currently being prepared. To reflect this emerging design guide, account has had to be taken of the new parking standards which has added to the difficulty in developing the site to make best use of the land available.

4.11

Following the production of a draft Brief the document was the subject of a four week consultation exercise between 13th November and 13th December 2012 in accordance with the Council's adopted Statement of Community Involvement. This included a one day public exhibition alongside a consultation relating to a future planning application for the site.

Deleted: Public Consultation – Public consultation is a very important part of this process and the production of a development brief is a prerequisite under Policy H7 as noted above. This Development Brief will be subject to public consultation on the 13th November 2012 to the 13th December 2012. This will include a one day public exhibition alongside a consultation relating to a future planning application for the site. The development brief will be put on deposit for a period of 4 weeks and will be made available at an agreed number of localities.

Following the consultation exercise the Brief was updated, to take into account the relevant suggestions or comments that were received. On the revised Brief was considered and adopted by the Central Bedfordshire Executive Committee of the Council.

Formatted: Indent: First line: 0 cm

The results of the public consultation will be summarised in a statement of community involvement submitted alongside a future planning application.

Deleted: The results of the public consultation will be summarised in a statement of community involvement committee alongside a future planning application.

5.0 CONSTRAINTS

5.6 Existing Neighbouring uses- proposals should include appropriate design response to the adjoining uses:

5.1 Topography- The land is level for the most part, however there are some level changes towards the north of the site but these are not so dramatic as to cause any significant impediment to the development of the site.

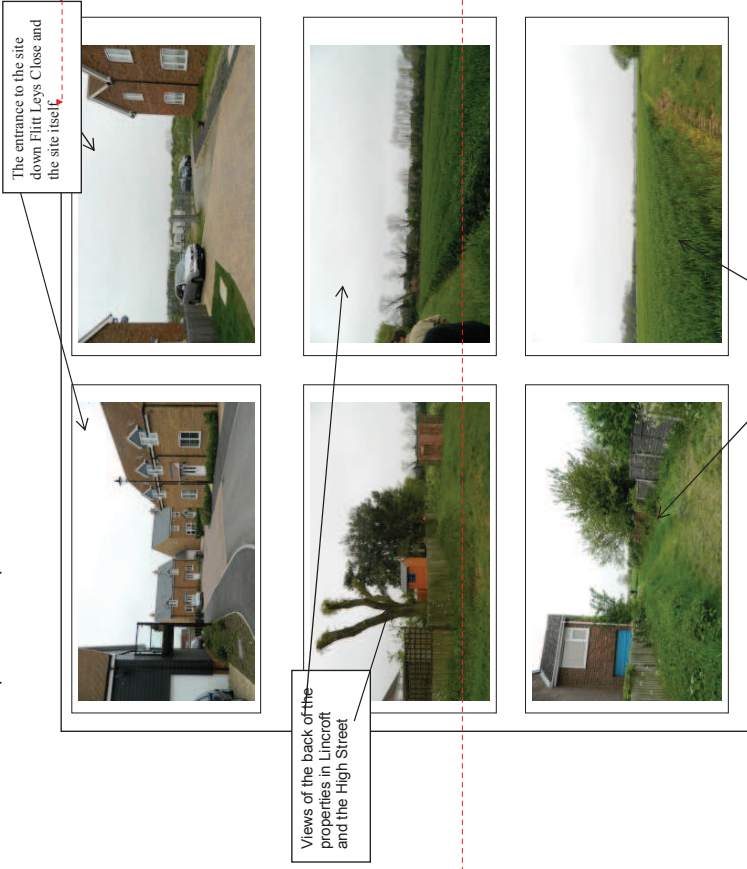
5.2 Existing Landscape Features- The main line of trees are located on the western boundary of the site to the rear of the properties in Lincroft. There are other trees that are sporadically spaced around the site, some of which are located to the rear of those properties on the High Street. A hedge runs from North to South through the centre of the site.

5.3 Access- Vehicular access is through the recently completed development by Bloor Homes, from Flitt Leys Close. Safe and satisfactory access can be secured from this point and no other unrestricted access is available at this point in time. However, the precise design and details of the access into the site will need to be agreed prior or as part of the submission of a planning application in due course. A full Transport Assessment will need to be submitted with future planning applications.

5.4 Public Footpath- A public footpath (FP22) (not a bridleway) runs north to south across the site along the hedgerow and continues onwards to the north and eventually links up with Cranfield University as shown on figure 5 below. The proposal will maintain the link through the site to the existing footpath.

5.5 Gas Main/Sewer- A gas main runs around the southern corner of the site as does the sewer whilst existing drainage runs north and then turns diagonally north east across the eastern part of the site. An easement of 6m is required to the Gas Main.

- Residential: The site is bounded in the south eastern side by the residential properties fronting the High Street and those to the west fronting Lincroft.
- Open fields: open fields are located to the north of the site.



Deleted: 1
Deleted: 1
Deleted: 1
Deleted: 1

Deleted: 1
Deleted: 7
Deleted: - The

Deleted: Views of the back of the properties in Lincroft and the High Street

Deleted: Access can only from this point to the restricted nature of any alternative access. The precise details of the junction will be agreed prior to the submission of the planning application. Account needs to be taken of the access to serve the school and the PCT. A full Transport Assessment will be submitted as part of the planning application. Safe access will be provided for the school and the PCT site

Deleted: 1
5.6
Formatted: Indent: Left: 0 cm, First line: 0 cm

Deleted: As part of Policy HA7 an area of land needs to be set aside for the provision of a new lower school. As shown on the adjacent plan (figure 5) this is proposed to be in the north eastern part of the site adjacent to the retained land for PCT.



Deleted: 1
Deleted: 1

Deleted: 1
Deleted: 1
Deleted: 1
Deleted: 1
Deleted: 1

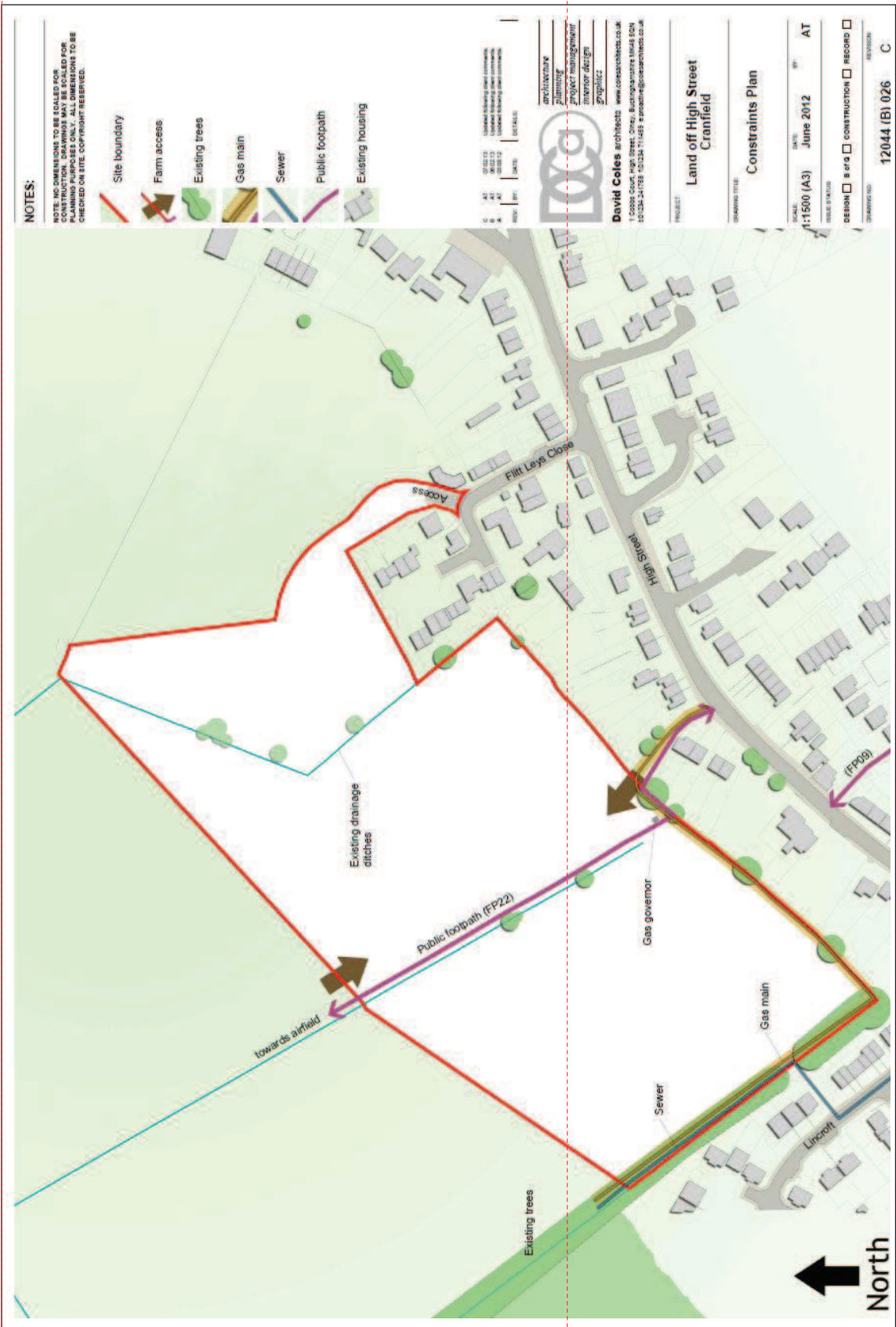


Figure 5
Land R/O Central Garage, Cranfield, Beds
Report of Mike Lake MSc, Dip.TP, MRTPI
DLA Ref 11/131 October 2012

6.0 OPPORTUNITIES

6.4 Account should also be taken of the local distinctiveness in terms of scale, design and materials if applicable. Privacy, impact, sunlight and daylight are other important points to consider.

6.1 New homes for Cranfield- This site provides the opportunity to deliver 135 new homes to help meet the local housing need for Cranfield. The proposals will provide a range of housing, tenures and sizes, in order to meet the needs of all sections of the local community and to promote sustainable development.

6.2 Quality of Design- this is an opportunity to create an extension to Cranfield that will favourably respond to the surrounding development and open countryside with an appreciation of the local context by providing a variety of scale and enclosure of space. Proposals will seek to ensure that there are appropriate variations in height (maximum 2 storey to reflect the character of Cranfield), density, building types and roofscapes to create an area with a sense of place.

6.3 CBC has recently published comprehensive design guides as detailed above. These design guides provide specific guidance on residential development and they should be accounted for in any residential developments.

The design guides recognise the following points:-

- Densities should be favouring 30dph or more but must reflect the surrounding area. Details of the character of each area are detailed in the "Guide for Development".
- Sustainable building materials should be used. (Again details of likely acceptable materials are contained with the "Guide for Development".)
- Appropriate amenity areas should be provided.
- The design should take account of Code for sustainable homes, safer places, by design, [Manual for Streets 2 \(including the use of shared surfaces\)](#) [Building for Life Standards and the Policies in the Core Strategy](#).

6.5 Distances between dwellings should be 21m distance between facing windows at 2 storey level, above this height distances should be increased.

6.6 Careful design will also help to design out crime. Blank gable walls should be avoided, footpaths should be closely associated with carriageways, front doors should be visible from the public realm, single storey flat roofs avoided, rear access to properties should be as few as possible and if necessary then they should only have one point of entry. Clear distinction between private and public areas should be provided and rear parking areas avoided.

6.7 [Garaging should be no less than 7.0m x 3.2m as a minimum. Garage design and layout should go hand in hand, in accordance with the adopted Design Guide.](#)

6.8 Parking where possible should be provided on-plot but all parking must be located to allow natural surveillance and should relate to dwellings that they would serve.

6.9 On street parking should be designed to reduce speed and the visual impact of parked cars. This can be achieved by suitable pinch points, appropriate landscaping and changes in material.

6.10 Setbacks depending upon street scene should be not less than 0.5m and no more than 6m. Parking of cars should not be less than 2m from habitable room windows. Rear gardens should be on average 100sqm and not less than 50sqm.

Deleted: 1
Deleted: Manual for Streets, Building for Life Standards and the Policies in the Core Strategy. 1

Deleted: 1
6.11. The Provision of a School site- the proposal provides the opportunity for the provision of a new tower school for the expansion of Cranfield. The proposal will provide a separate plot with safe and appropriate access. 1

~~6.1.1. Open Space- A public open space strategy will provide the opportunity for amenity, informal recreation and informal play as an integral part of the design. The variety of safe, overlooked landscaped spaces will be provided around the site to provide easy access for all. Areas and type of amenity space should be discussed with the Central Bedfordshire Leisure Services Facilities officers during the design process. The Development Brief will focus play space on one large site.~~

~~6.1.2. Positive Integration with Existing Community- The development will include footpaths and opportunities for cycling into, out from and around the site which will connect to existing roads and footpaths including a link to the High Street.~~

~~6.1.3. Improved access to the countryside- The proposals should also make provision for pedestrian connections from the site to Footpath 22 that serves the surrounding countryside.~~

~~6.1.4. Examples of houses around the site are provided opposite and outline a flavour of the character of the area.~~



Hipped roofs with deep windows in six and eight pane styles

Examples of properties finished in white render and red brick with either a slate or plain tile roof

Various house types found in the High Street, Cranfield

Clear references have been drawn between the existing properties in the High Street and the approved street scene.

Broken eaves with small dormer windows and ground floor bay windows

Deleted: 2

Deleted: Amenity officer

Deleted: 13

Deleted: 4

Deleted: 5

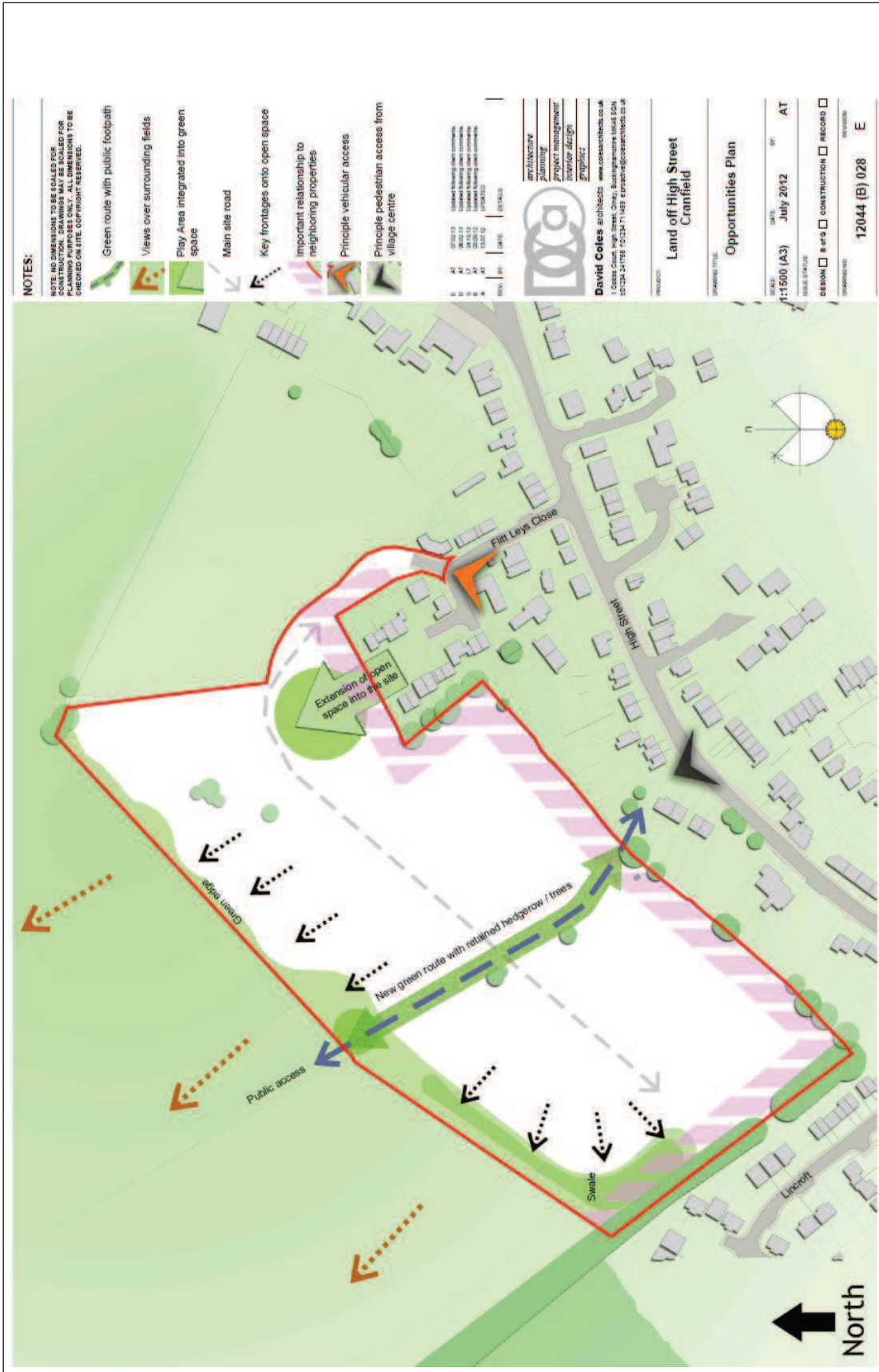


Figure 6



7.0 PROPOSALS AND VISION FOR THE SITE

7.7 Integration with the existing neighbourhood- The development will form an extension to the existing village and the recent development by Bloor Homes at Flitt Leys Close. Flitt Leys Close provides the vehicular access to the site through the existing development. The site adjoins existing housing along much of its south western boundary. The proposed development will need to carefully consider the relationship with the existing development along the High Street and Lincroft. With this in mind the storey heights would be kept to a maximum of two storeys.

7.8 The site would also need to consider the wider views from outside the village looking into the site.

Deleted:

Deleted: A mix of tenures will be provided including open market rent, social rented, low cost market rent and shared equity. The delivery and allocation of affordable housing will be in alignment with Central Bedfordshire Procedures.

7.1 Delivery of Housing- Policy HA7 of the Site Allocations DPD sets a target of delivering 135 new dwellings across the site and the provision of a site for a new lower school. This will include the provision of a range of housing types and sizes based upon an assessment for the need in this area in accordance with Policy DM10 of the Core Strategy.

7.2 Affordable housing will be provided where appropriate in accordance with Policy CS7 of the Core Strategy. A mix of affordable rent and shared equity will be provided on site. The location of the affordable housing and exact mix of tenure will be determined through negotiations with the Council and the registered provider.

7.3 The location of the affordable housing and exact mix of tenure will be determined through negotiations with the Council and the registered provider.

7.4 Planning Obligations- A S106 agreement will be agreed in order to make contributions towards necessary facilities in accordance with Policy CS2 where appropriate. These contributions will be provided through entering into a S106 agreement or any future Infrastructure Levy charging schedule.

7.5 The level of contributions would include:-

List the contributions (*to be agreed*)

7.6 Connectivity across the site- The scheme will need to allow for the access across and through the site. The design will need to encompass the ability to retain access for farm vehicles to the fields at the rear of the site from the High Street. The design will also have to encompass the servicing and access of any proposed new lower school and the site retained by the Primary Care Trust (PCT). Routes for pedestrians and cyclists also need to be provided to ensure freedom of movement into, out from, and within the site are accommodated. The routes into and out of the site are shown on the plan in figure 7 below.



Figure 7



8.0 NEXT STAGES

- 8.1 This Development Brief has been prepared on behalf of Bellway Homes Ltd (Northern Home Counties) to guide the residential development of land to the rear of Central Garage, off the High Street in Cranfield.
- 8.2 The site has been allocated within the emerging Local Development Framework under Policy HA 7 as being capable of accommodating up to 135 units on part of the site.
- 8.3 In accordance with the above designation of the site, residential development would be considered acceptable in principle.
- 8.4 On adoption of the Brief the next stage would be the formal submission of a full application. The application would make reference to the brief and would take account of the public consultation exercise.

Deleted: and the provision of a new lower school

Appendix C Consultation Responses Summary

Land Rear of Central Garage, Cranfield, Development Brief

No.	Respondent	Summarised Comments	Response
01	Resident	<ul style="list-style-type: none"> Do not feel the development is a good idea Will increase the existing traffic issues in the area Flitt Leys Road is considered too narrow to provide adequate access 	<p>The site is allocated in the Site Allocations DPD for residential development, including a lower school, if required.</p> <p>Noted. The development will provide planning obligations which can seek to mitigate any immediate traffic congestion.</p> <p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p>
02	Resident	<ul style="list-style-type: none"> Flitt Leys Road is considered too narrow to provide adequate access Insufficient vehicle parking Insufficient access for emergency services Insufficient access for refuse vehicles Traffic noise will be increased for existing residents 	<p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p> <p>Noted. Opportunity to provide alternative parking for residents/visitors.</p>
03	Resident	<ul style="list-style-type: none"> Ask that a green strip could be included for privacy between Lincroft and the proposed development Concerned regarding the impact additional residents will have on local services, such as the doctor's surgery and the schools. Flitt Leys Road is considered too narrow to provide adequate access Would like to see affordable housing built 	<p>The Development Brief identifies the retention of a mature tree barrier to the west of the site. A swale will be provided to the west of the site.</p> <p>Planning obligations will be available for education services, including the provision of land and funding for a new lower school. Planning obligations will be sought for health services. Planning permission was granted in 2009 for a PCT facility neighbouring the allocated site.</p> <p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting</p>

Appendix C Consultation Responses Summary

Land Rear of Central Garage, Cranfield, Development Brief

			<p>of planning permission will require the provision of acceptable access.</p> <p>The current development plan for the area, the Core Strategy, identifies that sites of four dwellings or more will provide 35% affordable housing.</p>
04	Resident	<ul style="list-style-type: none"> • Flit Leys Road is considered too narrow to provide adequate access • Insufficient access for emergency services • Would be interested to see what contributions will be supplied to the area • Flitt Leys residents pay a management company for the upkeep of the road and sewerage pump 	<p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p>
05	Resident	<ul style="list-style-type: none"> • Clarification was sought regarding whether any shared ownership properties would be available • Clarification sought regarding the expected build time 	<p>There is expected to be shared ownership properties on site. The level of provision will be negotiated with CBC housing officers.</p> <p>Current estimation from promoters estimate the start of building work could begin by the end of 2014.</p>
06	Resident	<ul style="list-style-type: none"> • It is essential that the High Street/Flitt Leys junction has traffic light signalling • The school and homes should have enforced completion dates 	<p>The completion dates for facilities will be discussed through the development of a planning obligations agreement between the Council and promoter/developer.</p>
07	Resident	<ul style="list-style-type: none"> • Concern regarding school (and bus) access • Insufficient vehicle parking • Question whether the school site, including the playing fields, is big enough for a 3FE school 	<p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p> <p>Noted. Opportunity to provide alternative parking for residents/visitors.</p> <p>CBC Education officers have confirmed that land set aside for a school site is sufficient to accommodate a 3FE school.</p>

Appendix C Consultation Responses Summary
Land Rear of Central Garage, Cranfield, Development Brief

08	Resident	<ul style="list-style-type: none"> • Will increase the existing traffic issues in the area • An alternative entrance/exit should be considered at Mill Road 	<p>Noted. The development will provide planning obligations which can seek to mitigate any immediate traffic congestion.</p> <p>Access via Mill Road been explored. It is not in the ownership of the landowner(s) and would likely lead to a ransom strip situation, rendering the development, as a result, unviable.</p>
09	Resident	<ul style="list-style-type: none"> • Flitt Leys Close is considered too narrow to provide adequate access • Insufficient vehicle parking, making the site dangerous 	<p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p> <p>Noted. Opportunity to provide alternative parking for residents/visitors.</p>
10	Resident	<ul style="list-style-type: none"> • Unclear whether bungalows will be provided • Flitt Leys Road is considered too narrow to provide adequate access • Insufficient vehicle parking • Considered a flood area by insurance companies (although area has never flooded) 	<p>There will be a range of housing provided. The exact nature of housing will be determined through discussions with CBC housing officers.</p> <p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p> <p>Noted. Opportunity to provide alternative parking for residents/visitors.</p> <p>The site is located outside the flood zone. While assessing sites during the Site Allocations DPD process the Environment Agency did not identify this site as an area which is liable to flooding. SUDs will be</p>

Appendix C Consultation Responses Summary
Land Rear of Central Garage, Cranfield, Development Brief

			integrated into the development of the site.
11	Resident	<ul style="list-style-type: none"> • Will increase the existing traffic issues in the area • Insufficient vehicle parking, making the site dangerous • The site, and surrounding area, is often subject to flooding • Compensation 	<p>Noted. The development will provide planning obligations which can seek to mitigate any immediate traffic congestion.</p> <p>Noted. Opportunity to provide alternative parking for residents/visitors.</p> <p>The site is located outside the flood zone. While assessing sites during the Site Allocations DPD process the Environment Agency did not identify this site as an area which is liable to flooding. SUDs will be integrated into the development of the site.</p>
12	Resident	<ul style="list-style-type: none"> • The access from the High Street is totally unacceptable • Any planning obligations funding should be spent responsibly 	CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.
13	Resident	<ul style="list-style-type: none"> • Land for a new school is welcomed • Flitt Leys Road is considered too narrow to provide adequate access • Insufficient access for emergency services 	<p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p> <p>CBC Highways satisfied that access is acceptable.</p>
14	Resident	<ul style="list-style-type: none"> • Flitt Leys Road is considered too narrow to provide adequate access • There are no facilities in the village • A new medical centre and library are required 	CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.

Appendix C Consultation Responses Summary
Land Rear of Central Garage, Cranfield, Development Brief

			Planning obligations will be sought for health and library services. Planning permission was granted in 2009 for a PCT facility neighbouring the allocated site.
15	Resident	<ul style="list-style-type: none"> • Flitt Leys Road is considered too narrow to provide adequate access • Will increase the existing traffic issues in the area 	<p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p> <p>Noted. The development will provide planning obligations which can seek to mitigate any immediate traffic congestion.</p>
16	Resident	<ul style="list-style-type: none"> • Will increase the existing traffic issues in the area • Alternative locations for development, such as Salford End, are far more suitable 	<p>Noted. The development will provide planning obligations which can seek to mitigate any immediate traffic congestion.</p> <p>The site is allocated in the Site Allocations DPD for residential development, including a lower school, if required.</p>
17	Resident	<ul style="list-style-type: none"> • Alternative locations for development, such as Home Farm, are far more suitable • Will increase the existing traffic issues in the area • Flitt Leys Road is considered too narrow to provide adequate access 	<p>The site is allocated in the Site Allocations DPD for residential development, including a lower school, if required.</p> <p>Noted. The development will provide planning obligations which can seek to mitigate any immediate traffic congestion.</p> <p>CBC Highways Officers have confirmed that Flitt Leys Close has the potential to provide satisfactory access. The granting of planning permission will require the provision of acceptable access.</p>

This page is intentionally left blank

Meeting: Executive
Date: 18 March 2013
Subject: Minerals and Waste Local Plan Further Modifications
Report of: Cllr Nigel Young, Executive Member for Sustainable Communities - Strategic Planning and Economic Development
Summary: The report proposes that further modifications to the Minerals and Waste Local Plan are publicised.

Advising Officer: Gary Alderson, Director of Sustainable Communities
Contact Officer: Lester Hannington, Principal Minerals and Waste Planning Officer
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes
Reason for urgency/ exemption from call-in (if appropriate) To progress the 'Minerals and Waste Local Plan: Strategic Sites and Policies' as quickly as possible towards its adoption, and so as to maintain consistency with the Minerals and Waste Local Development Scheme 2012.

CORPORATE IMPLICATIONS

Council Priorities:

The 'Minerals and Waste Local Plan: Strategic Sites and Policies' will, when adopted, contribute to the well being of Central Bedfordshire. It ensures the supply of minerals, and in particular sand and gravel, which is essential for house and road building, and the maintenance of utilities. This contributes to the Priority of Enhancing Central Bedfordshire, and Better infrastructure. The waste policies and strategic waste sites will enable the move towards more responsible and local waste management within Central Bedfordshire, consistent with the priority of Great Universal Services.

Financial:

1. The proposed changes do not have any financial impacts for the Council. The cost of the process will be met from the agreed budget provision for the service.

Legal:

2. It is a legal requirement to publicised modifications to emerging plans following hearings, and representations received must then be brought to the attention of the appointed Inspector, according to the Town and Country Planning (Local Planning) (England) Regulations 2012 no. 767.

Risk Management:

3. The following key risks have been identified:
 - Failure to discharge statutory responsibilities – Councils are required by law to have up to date Local Plans.
 - Reputational Risks – Mineral and waste local plans are the subject of public interest.
 - Uncertainty at a national level.
 - Joint working risks.

If the Council does not make any modifications to address the issues raised by the Inspector, then the 'Minerals and Waste Local Plan: Strategic Sites and Policies' will be found unsound, and the Council will not be able to adopt the Plan. This would result in planning applications for minerals extraction and waste management developments being determined without an upto date local strategy, consistent with the National Planning Policy Framework.

Staffing (including Trades Unions):

4. The Shared Minerals and Waste Planning Service will carry out these proposals and is not affected by them.

Equalities/Human Rights:

5. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
6. The 'Minerals and Waste Core Strategy' as it was called before Submission, was accompanied by Equalities Impact Assessment.
7. This identified that the Strategy is unlikely to disproportionately affect vulnerable people or minority groups. Every effort has been made to locate Strategic Sites in the most appropriate locations and have been assessed against rigorous Planning and Sustainability criteria. Care has also been taken to follow the guidance from the adopted Statement of Community Involvement during the production of the Core Strategy.
8. The proposed Modifications do not alter the impact of the policies.

Public Health:

9. The emerging 'Minerals and Waste Local Plan: Strategic Sites and Policies' provides for extraction of minerals which are essential for the construction of new housing and roads, and the maintenance of utilities. It also provides land and policies which will bring about a higher degree of waste recovery than at present, and a wider network of facilities for waste management within the Plan area. Both of these matters will have no adverse impact for public health in the Central Bedfordshire area.

Community Safety:

10. Not applicable.

Sustainability:

11. The 'Minerals and Waste Local Plan: Strategic Sites and Policies' has been subject to Sustainability Appraisal at all previous stages. Since the proposed Modifications only delete one previous site allocation it is not considered that the Modifications have any negative impact on sustainability.

Procurement:

12. Not applicable.

Overview and Scrutiny:

13. This matter has been considered by Sustainable Communities Overview and Scrutiny Committee at their meeting on 6 March 2013.

RECOMMENDATIONS:

The Executive is asked to:

1. **approve the proposed further modifications to the Minerals and Waste Local Plan: Strategic Sites and Policies for public consultation for six weeks and subsequent submission to the Inspector appointed by the Secretary of State together with any representations received; and**
2. **delegate authority to the Director of Sustainable Communities, in consultation with the Executive Member for Sustainable Communities – Strategic Planning and Economic Development, to make any minor amendments to the further modifications:-**
 - (i) **Prior to Publication**
 - (ii) **After Publication but before Submission; and**
 - (iii) **During the Examination process.**

<i>Reason for Recommendations:</i>	<i>So that the 'Minerals and Waste Local Plan: Strategic Sites and Policies' maintains its progress towards adoption, consistent with the Minerals and Waste Local Development Scheme 2012.</i>
------------------------------------	---

Executive Summary

14. As a result of the Local Plan Regulations 2012 it is now entitled the 'Minerals and Waste Local Plan: Strategic Sites and Policies' (MWLPSSP).
15. The policies are redrafted, so as to be more positive. In addition, a model policy on sustainable development was requested to be added.
16. As a result of the abolition of the East of England Plan in early January 2013, all references to it within the MWLPSSP are to be deleted.
17. All strategic mineral sites and waste recovery sites are retained. Only one of the landfill allocations- Elstow South- is to be deleted.

Background

18. The Hearings into the Minerals and Waste Core Strategy took place during three weeks - one in December 2012, and two in January 2013. As a result of the Local Plan Regulations 2012, it is now entitled the 'Minerals and Waste Local Plan: Strategic Sites and Policies' (MWLPSSP).
19. The Inspector asked that the policies be redrafted, so as to be more positive. In addition, a model policy on sustainable development is to be added. In addition, the Regional Spatial Strategy for the East of England, (the East of England Plan'), was abolished in January 2013, and the Inspector has requested that all references to it be deleted from the MWLPSSP.

Landfill Provision

20. Opportunities for landfilling non-hazardous wastes from business or households are extremely limited in the Plan area, and only two possible sites were originally proposed: Rookery Pit South and Elstow South. Parliament finished hearing representations concerning the decision of the Infrastructure Planning Commission that a Development Consent Order (DCO) should be granted to Covanta Energy for a resource recovery facility at Rookery Pit South, and has confirmed in December 2012 that the DCO will be granted. According to the landowner of Rookery Pit South, the restrictive legal covenant relating to that site will not prevent it also being used for landfilling.
21. The other potential location for landfilling waste remaining after recovery processes is Elstow South, which is presently a series of part flooded angling ponds. To the south of Elstow South is open land subject to an allocation for housing and employment use in the Bedford Allocations and Designation Plan, and further south land allocated for similar uses lies in the CBC Development Strategy. However following the Hearings the Inspector has indicated the allocation of Elstow South site for landfilling should be withdrawn. Consequently the Plan will have to rely upon Rookery Pit South to provide capacity for the disposal of any residual waste that cannot be recycled or reused.

Provision of Minerals

22. The MWLPSSP already makes provision for sites to provide sufficient sand and gravel for the amount of development anticipated in the next 15 years, and there was no modification sought to the policies concerning that aspect of the plan. In addition, silica sand is worked in the Leighton Linlade area, which is of national significance. However there are problems with obtaining sufficient information to monitor reserves and ensure continuous supply, and a modification to the draft policy was agreed at the hearing.

Catchment Area Restrictions

23. The Plan expects that the majority of new waste recovery and disposal capacity will be developed on the strategic disposal and recovery sites identified in the plan. The Council propose a policy to restrict the origin of waste to be managed by facilities on these sites, which has been accepted in principle by the Inspector. However, amendments to this policy are sought by the Inspector, and these are included in the Appendix. A slight amendment to the non-hazardous waste transfer and materials recovery policy is included which makes it simpler and more positive.

Conclusion and Next Steps

24. This report sets out a number of Main and Additional Modifications to the plan. These proposed Main and Additional Modifications are also being presented to the Executive of Bedford Borough and Luton Borough Councils and approval sought for consultation. These Modifications have arisen from discussions at the hearings sessions, and have also been proposed by the Inspector. These now need to be the subject of public consultation which is anticipated will run from 2 April 2013 to 14 May 2013. Any further representations on these Modifications will then be reported to the Inspector, who will consider whether new hearings are necessary, or whether to proceed to write his report.
25. Authorisation is sought to publicise these Modifications, and to submit any representations received to the Inspector.

Appendices:

Appendix A – Letter from the Inspector dated 7 February 2013

Appendix B – Proposed Further Modifications

Background Papers: (open to public inspection)

The Minerals and Waste Core Strategy with Main Modifications and Additional Modifications- submitted to the Secretary of State in August 2012, for examination in public.

This page is intentionally left blank

**Minerals and Waste Local Plan: Strategic Sites and Policies
Local Plan Examination**

Inspector	Geoffrey Hill BSc DipTP MRTPI		
Programme Officer	Mrs Sam Mellonie Priory House Monks Walk Chicksands Shefford SG17 5TQ	Telephone: e-mail:	0797 129 6800 / 0300 300 6038 programmeofficersm@gmail.com

By e-mail via Programme Officer to: Your Ref:

Mrs Susan Marsh
Principal Minerals & Waste Planning Officer
Priory House
Monks Walk
Chicksands
Shefford
SG17 5TQ

Our Ref:

Date: 7 February 2013

Dear Mrs Marsh

MINERALS AND WASTE LOCAL PLAN EXAMINATION

- 1 I have now had the opportunity to review the discussions of the hearing sessions held over the period 15–24 January 2013. In the light of those discussions, I have identified a number of places where the Plan as submitted would be regarded as unsound. In which case, you might like to consider whether the Joint Authorities wish to modify the Plan before I go on to submit my report and conclude the Examination.
- 2 As I said in my letter of 14 December 2012 – and repeated many times during the Examination – my role is only to consider if the Plan meets the tests of soundness set out in National Planning Policy Framework. If the comments below stray beyond the limits of those four tests and into points where the Plan could be simply “improved” in some way, then I apologise for going beyond my remit.
- 3 In response to my previous letter the JAs have already formulated a number of proposed changes. I understand that these have yet to be formally advertised, but I have taken them on board as insofar as they affect the matters discussed at the January Hearing sessions
- 4 The main point of concern I have is the identification of Elstow South as a landfill site. I am aware there is a current planning application lodged with Bedford Borough Council for the development of this site very much along the lines set out in the Plan. That application has to be determined on its own merits in the light of the current development plan policies, and not those emerging through this Local Plan - which is still undergoing Examination. In that context I acknowledge that there is a danger that what I say below could be seen to impinge upon the impartial determination of the planning

application. That is not my intention and my comments have to be weighed against all other material considerations which are relevant to the current planning application. My comments below relate solely to the matters being put forward as proposals and allocations in this Local Plan.

- 5 It was acknowledged by the JAs at the Hearing session for Matter 5 that the JAs' knowledge of the circumstances at Rookery South has moved on since the Plan was drafted and there is greater confidence that the Rookery South landfill site can be brought into operation relatively quickly, there being now no major constraints or unresolved concerns. Indeed, taking account of the engineering / drainage / phasing issues and (to a lesser degree – see below), the unresolved land ownership issue at Elstow South / Elstow North, it is likely that Rookery South can be brought into use much sooner than Elstow South. This, taken together with the acknowledgement that Rookery South would have sufficient capacity to accept all of the Plan's anticipated landfill needs – and particularly in a period where there is an expectation that greater and more intensive pre-treatment will lead to a lower than predicted amount of residues requiring disposal to landfill - indicates that there is no overriding need for Elstow South to be identified in addition to Rookery South.
- 6 I also have to give due regard to the views expressed by the potential developer of Elstow South at the parliamentary Special Procedure Order hearings that the confirmation of a Development Consent Order (DCO) for the Rookery South Resource Recovery Facility would undermine the viability of a waste-related development at Elstow South. I appreciate that the developer has yet to formally consider whether that may still be the case now that the parliamentary Joint Committee has expressed the intention in principle to confirm the DCO, but it does indicate that a degree of uncertainty now hangs over the deliverability of the Elstow South allocation.
- 7 There are other concerns relating to the impact of the Elstow South landfill proposal on the confidence of investors, house purchasers and service providers at The Wixams. These could be characterised as being a fear of harm to health, amenity and the environment rather than the likelihood actual harm (taking account of safeguards embodied in the Policies of this plan, saved Local Plan policies, guidance in PPS10 and controls imposed though an Environmental Permit). However, such a significant effect upon investor confidence has to be accepted as real harm where those concerns demonstrably undermine the momentum behind achievement of what is seen to be a necessary major urban extension for Bedford. These concerns focus particularly on the northern extension of Wixams onto land identified in the Bedford Borough Council's Allocations and Designations Local Plan as Area AD4.
- 8 Drawing these points together, I consider that the allocation of Elstow South as a landfill site is not justified in that it is not required to meet the anticipated needs set out in the Plan. Furthermore, an over-provision of landfill capacity is not supported by the imperative to drive waste up the hierarchy and hence it could be seen to be contrary to national policy. The allocation is not effective as there is uncertainty over when and how it could be delivered. Finally, from the evidence presented to the Hearing session for

Matter 5, the allocation would jeopardise the successful implementation of a necessary major housing development, which could put at risk the effectiveness of the Bedford Borough Allocations and Designations Local Plan.

- 9 One response to deleting Elstow South as a landfill site may be to identify a replacement landfill site but, as discussed above, it is unlikely that a replacement landfill site could be justified as a specific allocation if there is confidence that Rookery South could be brought into use quickly. Whether a waste recovery/processing site is needed at Elstow South as an allocation (and it is not listed as such under Policy WCP 2) is a matter for the Joint Authorities to come to a view upon, having regard to the discussion under Examination Matter 4 and the amount of land required and allocated for waste processing, concerns over neighbourliness with The Wixams, impact on the nature conservation, recreation and leisure value of the Elstow South lake and its surroundings, and the deliverability of an operation here having regard to the views expressed by the developer at the parliamentary Special Procedure Order Joint Committee hearings.
- 10 If the Council choose not to delete Elstow South then I would expect to be provided with evidence to demonstrate that the submissions heard and views discussed at the Hearing sessions were no longer relevant.
- 11 Insofar as the degree of detail relevant to a Local Plan Examination allows, I do not consider that using Elstow North for waste recovery would be unsound, subject to suitable safeguards; but this too has a degree of uncertainty over whether this necessitates a scheme which also secures the restoration or reconfiguration of the southern flanks of the site. If there is the need for an integrated scheme this would, having regard to my comments on the acceptability of a landfill operation at Elstow South, appear to rule out the likelihood of Elstow North making progress as a waste recovery site.
- 12 There is also a degree of uncertainty over whether the Elstow North allocation – either together with Elstow South, or on its own – is dependant upon a clarification of land ownership boundaries (and liabilities) between Elstow South and Elstow North.
- 13 From what was said at the Hearing session, it seems that these two proposals (Elstow North and Elstow South) are not necessarily inter-linked and a stand-alone waste recovery/processing operation could be developed at Elstow North at some point during the Plan period, with the arising waste residues probably having to be sent off-site for disposal. I leave it with the Joint Authorities to consider whether the Elstow North site should be retained in the Plan as a strategic waste recovery allocation, but I would appreciate confirmation that this would be a realistic proposition.
- 14 Other points were discussed at the Examination Hearing sessions where changes to the Plan were seen as being likely. It was agreed that it is necessary to re-draft the Minerals Safeguarding Areas plans so as to clarify that Cornbrash Limestone is a safeguarded mineral. It was also accepted that Policy WCP 6 should be reconsidered in the light of PPS10 encouraging only the disposal of waste as close as possible to its arisings; it is likely that

for some wastes it would be a better sustainable balance to carry it longer distances where specialist processes or rarity of the product indicates that fewer – and therefore not necessarily local – facilities would be a rational and responsible strategy, having regard to the overall aims of sustainability. It was acknowledged that the Policy should be revised so as to clarify that specialist wastes may justify a longer haul distance, and that the point of origin would be taken as a transfer station or other waste processing / recovery operation. Finally, it was agreed that the Glossary would be revised to clarify that the production of refuse derived fuel (RDF) or solid recovered fuel (SRF) would be an acceptable waste recovery operation under Policy WCP 8.

- 15 Although not specifically discussed at the Examination, since the Plan was submitted the Secretary of State has revoked the East of England Plan. It will therefore be necessary to delete all references to the East of England Plan as forming part of the policy context for this Local Plan.

Next moves

- 16 The JAs need to consider how to take forward the above points, together with those made in my letter of 14 December. On the assumption that the JAs wish to take the Plan to adoption it is necessary to consider what changes could be made to the Plan to make it sound. If the JAs do wish to introduce changes it will be necessary for them to request that the Examination is suspended whilst the proposed changes are publicised.
- 17 If a replacement allocation site for Elstow South is to be included this should have been subject to Sustainability Appraisal (SA) before it is put forward as a proposed change. If the proposed site has not been previously subject to SA, or that SA is now some months old and needs to be refreshed, then this is likely to influence the timing of events hereafter.
- 18 The Plan can only be modified to incorporate changes which would make it 'sound' where I identify such changes as Main Modifications in my report to the JAs and recommend that the Plan be changed accordingly.
- 19 Main Modifications need not address every detail; they can be characterised as the 'headline' points, but there are likely to be numerous small adjustments or revisions which would be the consequence of introducing a Main Modification. Some of these could be presented in a simplified or omnibus form such as under a proposed Major Change to bring the nomenclature into line with the current Local Plan Regulations, a listed consequential change could be "change all references to DPD to Local Plan" – rather than list every such reference throughout the document. Other, perhaps more substantial, consequential changes may have to be specifically noted under the relevant proposed Major Change heading, particularly where this would introduce a new policy or revised wording for another policy, or essential clarification in the reasoned justification for a policy.
- 20 I have attached as an Annex to this letter a list of the points which I have identified as likely to be the subjects for Main Modifications. It might be helpful if the public consultation on such changes could group all associated

consequential changes together; that is, the substantive point could be identified as a proposed Major Change, and all consequential revisions listed (and numbered) under the same 'umbrella' heading.

- 21 The proposed Major Changes to the Plan which are likely to be carried forward by me as recommended Main Modifications in my report will need to be formally advertised to give those potentially affected the opportunity to make representations. Those making representations must be given the opportunity to give their views in writing, or they can ask to present their views orally at a Hearing session.
- 22 As I understand it, the JAs are also considering presentational changes to the Plan which would not impinge upon its soundness; this could include restructuring the document and some renumbering of policies. These changes would not need to be endorsed by me, but are likely to require some level of advertising. Whether the JAs decide to categorise such changes as Major or Minor is something I would not wish to influence. Other changes such as consequential renumbering of paragraphs, correction of spelling and typographical errors etc would not need to be endorsed by me, and I leave it to the JAs as to whether they need to be advertised.
- 23 I would be grateful for an early indication as to how the JAs propose to proceed. If the JAs decide to proceed and make proposed modifications to the Plan I would be grateful for an indication of when it is likely that the results of public consultation would be placed before me for my consideration.

Yours sincerely,

Geoffrey Hill
Inspector

ANNEX

MATTERS WHICH IMPINGE UPON THE SOUNDNESS OF THE PLAN

(as identified in Letters of 14 December 2012 and 29 January 2013)

General points

1. Inclusion of a policy to actively support sustainable development.
2. Deletion of references to the East of England Plan.
3. Nomenclature used throughout the Plan (including its title) to be revised to accord with Local Plan Regulations 2012.
4. Policies in the Plan should be worded positively.

Points raised in discussion of specific Matters at Examination Hearings

5. Deletion of Elstow South as a landfill allocation. (*Matter 5*)
6. Review of Policy WCP 6 to give clearer justification for the policy and an explanation of how any restrictions will be assessed with regard to the nature and value of the recovery operation, the degree of flexibility which will be applied, how any restrictions are to be enforced, and giving an indication of what are to be regarded as the origins of wastes going through a recovery facility.¹ (*Matter 6*)
7. Removal of reference to the proximity principle in WCP 8 and (if necessary) a revision of the supporting reasoned justification. (*Matter 6*)
8. Revision to the wording of Policy MCP 6 to be more positive and to accommodate additional or replacement processing plant as well as mineral extraction. The reference to an exception being necessary to comply with the policy should also be removed. (*Matter 7*)
9. Revision to the wording of Policy MCP 5 to make it more positive in its support for additional silica sand extraction sites in order to maintain continuity of production for at least 10 years. (*Matter 8*)
10. Redrafting of Minerals Safeguarding Area plans to show deposits of building stone more clearly. (*Matter 9*)
11. Clarification / consistency to be provided of the terms used in the Plan relating to the degree of treatment of waste required before disposal of the residue. Policy WCP 11 and Waste Objective 3 appear to be inconsistent, with Objective 3 expecting a higher or more intensive level of treatment than the Policy. (*Matter10*)

¹ The Twinwoods decision is an interesting contrast to other recent Secretary of State decisions in Runcorn and Cornwall. For a proposed Energy-from-Waste installation in Cornwall (Case Ref: APP/D0840/A/09/2113075) he agreed with the Inspector that the idea of imposing a catchment area on was inappropriate and unnecessary (see paragraphs 1798-1800 of the Inspector's Report for that case). The decision and Inspector's report can be seen via the Planning Portal.

12. Acknowledgement of the production of RDF / SRF as an appropriate and acceptable recovery process prior to disposal. (*Matter 11*)

This page is intentionally left blank

Proposed Modifications Summary Table

This table sets a summary of all the modifications proposed to the Plan. It includes all the matters which impinge upon the soundness of the Plan, as set out in pages 6 and 7 of the Inspectors letter of February 7th 2013. Where the wording of policy was discussed at a specific Hearing the revised wording is set out in full, otherwise it is necessary to refer to the other tables for details of changes to policy wording, modifications as a result of legislative changes and all other modifications proposed to the Plan.

This table should be read in conjunction with the Minerals and Waste Core Strategy Plan for Submission with Main Modifications and Additional Modifications (May 2012), in particular the paragraph/policy column refers back to this document.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
O1 – O58	Throughout Plan.	Numerous small editorial revisions to text of Plan	Additional	To aid clarity.
N1 – N49	Throughout Plan.	Nomenclature used throughout the Plan (including its title) to be revised.	Additional	To accord with Local Plan Regulations 2012.
P1 – P40	Throughout Plan.	Policies in the Plan to be renamed ‘Strategic Policies’ and worded more positively	Main	To accord with the National Planning Policy Framework.
P1	Page 17, after paragraph 3.8	Insertion of new chapter: ‘ <i>Sustainable Development and Overarching Strategic Policy</i> ’	Main	To accord with the National Planning Policy Framework and to improve clarity.
P1	Page 17, after paragraph 3.8	Insert new overarching sustainable development policy (MWSP1). Policy to read: <u><i>Minerals and Waste Strategic Policy MWSP1: Presumption in Favour of Sustainable Development</i></u>	Main	To accord with the National Planning Policy Framework.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>'When considering development proposals the MPA/WPA' will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. The MPA/WPA will always work proactively with applicants jointly to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the Plan area.</i></p> <p><i>Planning applications that accord with the policies in this Plan and subsequent Local Development Documents will be approved without delay, unless material considerations indicate otherwise.</i></p> <p><i>Where there are no policies relevant to the application or relevant policies are out of date at the time of making the decision then the Local Planning Authority will grant permission unless material considerations indicate otherwise taking into account:</i></p> <ul style="list-style-type: none"> <i>a. Any adverse impacts of granting permission which would significantly and demonstrably outweigh the benefits when assessed against the policies in the National Planning Policy Framework taken as a whole; or</i> 		

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>b. Specific policies in that Framework indicate that the development should be restricted'</i></p>		
P2	Page 17, after paragraph 3.8	<p>Insert new overarching climate change policy (MWSP2).</p> <p>Policy to read:</p> <p><u><i>Minerals and Waste Strategic Policy MWSP2: Climate Change</i></u></p> <p><i>'Waste management, mineral extraction and all related development, including restoration proposals, will take account of climate change for the lifetime of the development through measures to reduce greenhouse gas emissions and to adapt to future climate changes. The proposed measures and the means of monitoring shall be identified'.</i></p>	Main	To improve clarity and to relate to overarching sustainable development Policy.
P3	Page 17, after paragraph 3.8	<p>Insert new overarching policy on the determination of planning applications (MWSP3).</p> <p>Policy to read:</p> <p><u><i>Minerals and Waste Strategic Policy MWSP3: The Determination of Planning Applications</i></u></p>	Main	To improve clarity and to relate to overarching development management Policy.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>'All applications for waste management development or mineral extraction and related development will be determined with regard to:</i></p> <ul style="list-style-type: none"> <i>• The Strategic Policies in this LDD which are appropriate to the application</i> <i>• The Strategic Sites identified in this LDD which are appropriate to the type of development proposed</i> <i>• The Saved and Environmental Policies in the Bedfordshire and Luton Minerals and Waste Local Plan (or such other Policies as may replace them).'</i> 		
P5	Page 24, Waste Core Policy WCP 2: Strategic Waste Management Sites	<p>Delete Elstow South as a landfill allocation.</p> <p>Policy to read:</p> <p><u><i>Waste Strategic Policy WSP2: Strategic Waste Management Sites</i></u></p> <p><i>' Four sites have been identified for waste recovery uses:</i></p> <ul style="list-style-type: none"> <i>• Elstow North</i> <i>• Land at Former Brogborough landfill</i> <i>• Rookery Pit South</i> <i>• Land at Thorn Turn</i> 	Main	

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>The following site is identified for the landfilling of non-hazardous waste:</i></p> <ul style="list-style-type: none"> • <i>Rookery Pit South</i> 		
P9	Page 27, Waste Core Policy WCP 6: Catchment Area restrictions.	<p>Revision of Waste Core Policy WCP6 (<i>Catchment Area restrictions</i>), to provide an explanation of how any restrictions will be assessed with regard to the nature and value of the recovery operation, the degree of flexibility which will be applied, how any restrictions are to be enforced, and giving an indication of what are to be regarded as the origins of wastes going through a recovery facility.</p> <p>Policy to read:</p> <p><u><i>Waste Strategic Policy WSP4: Catchment Area restrictions.</i></u></p> <p><i>‘Recovery and disposal capacity will be provided for the volume of waste that will arise from within the Plan area, as well as an apportionment of pre-treated residual waste from London. In order that the majority of waste that is managed is to be received from Plan area, developers of new waste recovery or disposal facilities on the strategic sites allocated in policy WSP 2, will be</i></p>	Main	To provide clearer justification for the policy and greater clarity.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>subject to planning conditions concerning the origin of waste that they receive, so as to ensure that any facility permitted will meet the needs of the Plan area.</i></p> <p><i>In considering any proposals for new recovery facilities on strategic sites allocated in policy WSP 2, the Waste Planning Authority will consider the need for a catchment area restriction in relation to:</i></p> <ul style="list-style-type: none"> <i>a) whether the any waste to be managed at the facility is specialised such that it can only be managed at a limited number of facilities for appropriate recovery or final disposal, or whether wastes that it will manage are more generalised wastes;</i> <i>b) whether the wastes to be managed by the facility originate from either a waste transfer facility or other waste recovery facility, a household, or a business premises within the Plan area;</i> <i>c) the proportion of waste which will originate from within the Plan area to be managed at the facility, taking into account a) and b) above, and any other considerations, such as the location of the facility.</i> 		
P11	Page 28, Waste Core Policy 8: Non-	Revision of Waste Core Policy WCP8 (Non-hazardous waste transfer and materials recovery)	Main	To clarify that the production of refuse derived fuel (RDF) or

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
	hazardous waste transfer and materials recovery	<p>to remove the reference to the 'proximity principle', and addition of refuse derived fuel (RDF) and solid recovered fuel (SRF) production within the second paragraph.</p> <p>Policy to read:</p> <p><u>Waste Strategic Policy WSP6:Non-hazardous waste transfer and materials recovery</u></p> <p><i>Non-hazardous waste transfer and materials recovery</i></p> <p><i>Proposals for waste transfer and materials recovery operations will be permitted on either:</i></p> <ul style="list-style-type: none"> • <i>A Strategic site set out in WSP 2; or</i> • <i>An existing employment area of similar uses; or</i> • <i>Within the area of and for the duration of an existing planning permission for a waste related use; or</i> • <i>Within the area of, and for the duration of an existing planning permission for minerals extraction; or</i> • <i>Within areas of despoiled, contaminated or derelict land.</i> <p><i>Proposals for waste transfer/materials recovery/ the production of refuse derived fuel (RDF) and</i></p>		solid recovered fuel (SRF) would be an acceptable waste recovery operation under Policy WCP8.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>solid recovered fuel (SRF) operations in locations other than those listed above, will be permitted where it can be demonstrated that:</i></p> <ul style="list-style-type: none"> • <i>They serve an identified need which cannot be met by existing facilities, and;</i> • <i>No land in the above categories is available</i> 		
P16	Page 31, WCP 13: Waste water treatment facilities	<p>Revision of Waste Core Policy WCP13 (Waste Water Treatment Facilities) to require all proposals for sensitive development within 400 metres of an existing waste water treatment works to be subject to a risk assessment.</p> <p>Policy to read:</p> <p><u><i>Waste Strategic Policy WSP11: Waste Water Treatment Facilities</i></u></p> <p><i>Proposals for new waste water treatment works will be permitted where it can be demonstrated that the need for the development cannot be accommodated at an existing site, and where they are at least 400 metres from sensitive development.</i></p> <p><i>Proposals for sensitive development within 400 metres of an existing waste water treatment</i></p>	Main	To ensure that the policy is effective in managing the risks associated with locating sensitive development close to waste water treatment works.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>works will be subject to a risk assessment.</i></p> <p><i>The risk assessment will inform the decision as to whether the sensitive development will be permitted, and whether mitigation is required to address environmental and amenity issues raised by the proposal.</i></p>		
P26	Page 38. Minerals Core Policy MCP5: Provision of Silica Sand	<p>Revision of Minerals Core Policy MCP5 (Provision of Silica Sand) to make it more positively worded.</p> <p>Policy to read:</p> <p><u><i>Mineral Strategic Policy MSP5: Provision of Silica Sand</i></u></p> <p><i>'Silica sand sites will be released where there is a demonstrable need for the product to supply individual processing plants in the Plan area and this need cannot be met from existing extraction sites in the Plan Area or from alternative materials, in order to maintain continuity of production for at least 10 years'.</i></p>	Main	To make it more positive in its support for silica sand extraction sites to come forward in order to maintain continuity of production for at least 10 years.
P28	Page 39. Mineral Core Policy 6: Mineral Extraction outside Allocated Sites	<p>Revision of Minerals Core Policy MCP 6 (Mineral Extraction outside Allocated Sites) to make it more positively worded.</p> <p>Policy to read:</p>	Main	To accommodate additional or replacement processing plant as well as mineral extraction.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><u>Mineral Strategic Policy MSP6: Mineral Extraction outside Allocated Sites</u></p> <p><i>‘Mineral extraction or the development of new or replacement concrete batching, asphalt and stone coating plants outside of the identified Strategic sites will be permitted where it can be demonstrated that there is an overriding need and/or benefit.’</i></p>		
O26 and O59		<p>Redrafting of Minerals Safeguarding Areas plan to show deposits of Cornbrash Limestone (building stone) more clearly and to delete a small area of land near Whitsundoles Quarry, and amend the list of minerals safeguarded, so as to accord with the names used on the policies map:</p> <ul style="list-style-type: none"> • Woburn Sands • River valley sands and gravels • Oxford Clay • Gault Clay • Chalk • Fuller’s Earth • Cornbrash limestone. 	Main	To ensure that the Mineral Safeguarding Areas are as up to date and accurate as possible, to aid clarity, and to provide consistency in the terms used in the Plan and the Policies Map.
O31	Page 51: Waste Objective 3.	<p>Revision to Waste Objective 3. 2nd Action to be rewritten as follows:</p> <p><i>‘Provide for a limited amount of non-hazardous</i></p>	Main	<i>To provide clarification with respect to the degree of treatment of waste required before disposal of the residue,</i>

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>landfill capacity. Such landfill capacity will be provided on the assumption that 100% of waste sent to landfill must be pre-treated. Wastes which have been pre-treated may also have been subject to intensive residual treatment processes which fundamentally change their chemical, physical, or biological nature, and have achieved maximum practicable recovery.</i></p>		<p><i>and consistency with WCP11.</i></p>
O10	Page 17, Mineral Objective 3	<p>Modify Objective 3 (Minerals) to include 'and infrastructure' to read:</p> <p><i>'To conserve mineral resources and infrastructure, by protecting them from sterilisation, encouraging their prudent use, and specifying appropriate phasing mechanisms for their release and increasing use of secondary aggregates'.</i></p>	Main	To include the safeguarding of minerals infrastructure within the objective and to improve clarity.

∴

This page is intentionally left blank

Table 1. Proposed modifications to policy and supporting text

This table sets out in detail the changes that are proposed to all the Policies of the Plan, and any new Policies that are proposed. It sets out modifications to Policy to ensure that they are positively worded (see ‘Proposed Modifications Summary Table’, point 3), and it also sets out more significant changes to some Policies that were subject of discussion at the Hearings. Where there have also been modifications to the supporting text, this is also set out.

The new Sustainable Development Policy together with revised Policies for climate change and determination of minerals and waste planning applications is set out in a new overarching chapter. The wording of this chapter is set out in Appendix A.

This table should be read in conjunction with the Minerals and Waste Core Strategy Plan for Submission with Main Modifications and Additional Modifications (May 2012), in particular the paragraph/policy column refers back to this document.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
P1	Page 17, after paragraph 3.8	<p>Creation of new overarching chapter entitled:</p> <p><i>‘Sustainable Development and Overarching Strategic Policy’</i> (See Appendix A).</p> <p>Insert new supporting text – see Appendix A</p> <p>Insert in new Policy:</p> <p><i>‘Minerals and Waste Strategic Policy MWSP1: Presumption in Favour of Sustainable Development’</i></p> <p>Policy to read:</p> <p><i>‘When considering development proposals the MPA/WPA will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. The MPA/WPA will always work proactively with applicants jointly to find</i></p>	Main	To accord with the National Planning Policy Framework.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the Plan area.</i></p> <p><i>Planning applications that accord with the policies in this Plan and subsequent Local Development Documents will be approved without delay, unless material considerations indicate otherwise.</i></p> <p><i>Where there are no policies relevant to the application or relevant policies are out of date at the time of making the decision then the Local Planning Authority will grant permission unless material considerations indicate otherwise taking into account:</i></p> <ul style="list-style-type: none"> <i>a. Any adverse impacts of granting permission which would significantly and demonstrably outweigh the benefits when assessed against the policies in the National Planning Policy Framework taken as a whole; or</i> <i>b. Specific policies in the Framework indicate that the development should be restricted'</i> 		
P2	Page 17, after paragraph 3.8	<p>Insert new supporting text – see Appendix A.</p> <p>Policy to read:</p> <p><i>Minerals and Waste Strategic Policy MWSP2:</i></p>	Main	Policy created by merging policies WCP5 (Climate Change) and MCP11 (Climate Change). MWSP2 to be located in new Chapter 4: <i>Sustainable</i>

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>Climate Change</i></p> <p><i>'Waste management, mineral extraction and all related development, including restoration proposals, will take account of climate change for the lifetime of the development through measures to reduce greenhouse gas emissions and to adapt to future climate changes. The proposed measures and the means of monitoring shall be identified'.</i></p>		<p><i>Development and Overarching Strategic Policies (see Appendix A).</i></p>
P3	Page 17, after paragraph 3.8	<p>Insert new supporting text – see Appendix A.</p> <p>Insert new policy:</p> <p><i>'Minerals and Waste Strategic Policy MWSP3: The Determination of Planning Applications'</i></p> <p>Policy to read:</p> <p><i>'All applications for waste management development or mineral extraction and related development will be determined with regard to:</i></p> <ul style="list-style-type: none"> <i>• The Strategic Policies in this LDD which are appropriate to the application</i> <i>• The Strategic Sites identified in this LDD which are appropriate to the type of development proposed</i> <i>• The Saved and Environmental Policies in the Bedfordshire and Luton Minerals</i> 	Main	<p>Policy created by merging policies WCP3 (The Determination of Applications for Waste Management Developments) and MCP8 (The Determination of Applications for Minerals Sites and Related Developments). MWSP3 to be located in new Chapter 4: <i>Sustainable Development and Overarching Strategic Policies</i> (see Appendix A).</p>

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>and Waste Local Plan (or such other Policies as may replace them).'</i>		
P4	Page 24, WCP1	<ul style="list-style-type: none"> Amend policy name to '<i>Waste Strategic Policy WSP1: The Provision of Recovery and Disposal Capacity</i>' 	Additional	<ul style="list-style-type: none"> To accord with Local Plan Regulations 2012
P5	Page 24, WCP 2	<ul style="list-style-type: none"> Amend policy name to '<i>Waste Strategic Policy WSP2: Strategic Waste Management Sites</i>' Delete Elstow South as a landfill allocation. Revise policy wording to read: <i>'Four sites have been identified for waste recovery uses:</i> <ul style="list-style-type: none"> <i>Elstow North</i> <i>Land at Former Brogborough landfill</i> <i>Rookery Pit South</i> <i>Land at Thorn Turn</i> <i>The following site is identified for the landfilling of non-hazardous waste:</i> <ul style="list-style-type: none"> <i>Rookery Pit South</i> 	Main	<ul style="list-style-type: none"> Name change to accord with Local Plan Regulations 2012. Deletion of Elstow South to ensure that the Plan will not have an excess of provision for non-hazardous waste landfill capacity.
P6	Page 25, <i>Waste Core Policy WCP3: The Determination of Applications for Waste</i>	<ul style="list-style-type: none"> Delete policy and supporting text. 	Additional	<ul style="list-style-type: none"> Policy amalgamated with <i>Minerals Core Policy MCP8: The Determination of</i>

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
	<i>Management Developments</i> , and paragraph 4.9.			<i>Applications for Mineral Sites and Related Development</i> (page 40), and replaced by new overarching <i>Minerals and Waste Strategic Policy MWSP3: The Determination of Planning Applications</i> (see P3), located in new Chapter 4: <i>Sustainable Development and Overarching Strategic Policies</i> (see Appendix A).
P7	Page 25, policy WCP 4	<ul style="list-style-type: none"> • Amend policy name and number to '<i>Waste Strategic Policy WSP3: The Design and Layout of New Waste Management Facilities</i>.' • Revise policy wording to read: <i>'New or extended waste management facilities will be permitted which are designed and whose layout has due regard to their scale, their setting, and surrounding landscape. Such designs will be sympathetic to their area, and promote local distinctiveness. The Waste Planning Authority will seek pre-application discussions, and refer to existing policies, in order to encourage good quality design.'</i> 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3. • Policy reworded positively to accord with the National Planning Policy Framework.
P8	Page 26, policy WCP 5 and paragraphs 4.10 –	<ul style="list-style-type: none"> • Delete policy and supporting text. 	Additional	<ul style="list-style-type: none"> • Policy amalgamated with

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
	4.11			<p><i>Minerals Core Policy MCP11: Climate Change (page 43), and replaced by new overarching Minerals and Waste Strategic Policy MWSP2: Climate Change (see P2), located in new Chapter 4: Sustainable Development and Overarching Strategic Policies (see Appendix A).</i></p>
P9	Page 27, Waste Core Policy WCP 6	<ul style="list-style-type: none"> • Amend policy name and number to 'Waste Strategic Policy WSP4: Catchment Area restrictions. • Revise policy wording to read: <p><i>'Recovery and disposal capacity will be provided for the equivalent of the local arisings of waste that will arise from within the Plan area, as well as an apportionment of pre-treated residual waste from London. In order that the majority of waste that is managed is to be received from Plan area, developers of new waste recovery or disposal facilities on the strategic sites allocated in policy WSP 2, will be subject to planning controls (either planning conditions or planning obligations) relating to the origin of waste that they receive, so as to ensure that any facility permitted will meet the needs of the Plan area.</i></p>	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5. • This Policy is reworded so as to give clearer justification for the policy and an explanation of how any restrictions will be assessed with regard to the nature and value of the recovery operation, the degree of flexibility which will be applied, how any restrictions are to be

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>In considering any proposals for new recovery facilities on strategic sites allocated in policy WSP 2, the Waste Planning Authority will consider the need for a catchment area restriction in relation to:</i></p> <ul style="list-style-type: none"> <i>a) whether the any waste to be managed at the facility is specialised such that it can only be managed at a limited number of facilities for appropriate recovery or final disposal, or whether wastes that it will manage are more generalised wastes;</i> <i>b) whether the wastes to be managed by the facility originate from either a waste transfer facility or other waste recovery facility, a household, or a business premises within the Plan area;</i> <i>c) the proportion of waste which will originate from within the Plan area to be managed at the facility, taking into account a) and b) above, and any other considerations, such as the location of the facility.</i> <p>The text supporting this policy to read; <i>The Local Plan is based upon local communities accepting responsibility for the management of waste arising within the Plan area. In order to ensure that sufficient recovery and disposal capacity exists which is in close proximity to where waste will arise during the Plan period new waste recovery and disposal capacity on</i></p>		<p>enforced, and giving an indication of what are to be regarded as the origins of wastes going through a recovery facility.</p> <ul style="list-style-type: none"> • This Policy is reworded positively to accord with the National Planning Policy Framework.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>strategic sites identified in policy WSP 2 will be subject to catchment area restrictions. This is so as to help bring about a situation whereby waste will be managed close to where it arises, with the exception of specialised wastes, for which appropriate facilities are rare in occurrence, and for whom it is more sustainable for such wastes to travel longer distances to reach appropriate facilities for their recovery or disposal. The transport of waste by road over long distances, is unsustainable, due to the damage to the environment that it will bring about. It is not anticipated that there will be a significant shift from utilising this mode of needless transportation during the Plan period. In determining individual proposals the Waste Planning Authority will consider the location of the facility, and the types of wastes that it intends to manage, in considering the form of catchment area restriction.</i></p>		
P10	Page 28, Waste Core Policy WCP 7	<ul style="list-style-type: none"> • Amend policy name and number to <i>'Waste Strategic Policy WSP5: Including waste management in new built development.</i> • Revise policy wording to read: <i>'All new developments should include sufficient and appropriate waste storage and recovery facilities in their design and layout. '</i> 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5. • Policy reworded positively to accord with the National Planning Policy Framework, as well as to

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
				remove references to design and climate change, which are dealt with in policies WSP 3 and 4.
P11	Page 28, Waste Core Policy 8	<ul style="list-style-type: none"> • Amend policy name and number to '<i>Waste Strategic Policy WSP6:Non-hazardous waste transfer and materials recovery</i>'. • Removal of reference to the 'proximity principle' and addition of refuse derived fuel (RDF) and solid recovered fuel (SRF) production within the second paragraph. • Revised policy wording to read: <i>Non-hazardous waste transfer and materials recovery</i> <i>Proposals for waste transfer and materials recovery operations will be permitted on either:</i> <ul style="list-style-type: none"> • <i>A Strategic site set out in WSP 2; or</i> • <i>An existing employment area of similar uses; or</i> • <i>Within the area of and for the duration of an existing planning permission for a waste related use; or</i> • <i>Within the area of, and for the duration of an existing planning permission for minerals extraction; or</i> • <i>Within areas of despoiled, contaminated or derelict land.</i> 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5. • To clarify that the production of RDF or SRF would be an acceptable waste recovery operation under WCP8, and to be consistent with WCP6. • Policy reworded positively to accord with the National Planning Policy Framework.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>Proposals for waste transfer/materials recovery/ the production of refuse derived fuel (RDF) and solid recovered fuel (SRF) operations in locations other than those listed above, will be permitted where it can be demonstrated that:</i></p> <ul style="list-style-type: none"> • <i>They serve an identified need which cannot be met by existing facilities, and;</i> • <i>No land in the above categories is available</i> 		
P12	Page 29, Waste Core Policy 9	<ul style="list-style-type: none"> • Amend policy name and number to 'Waste Strategic Policy WSP 7: Composting. • Revise policy wording to read: <p><i>'Composting facilities will be permitted in the following locations where they are at least 250 metres from any residential property, work place or other occupied building:</i></p> <ul style="list-style-type: none"> • <i>Within the area of and during the planning permission for a waste related use (including waste water treatment works); or</i> • <i>Within the area of and for the duration of a planning permission for minerals extraction; or</i> • <i>Within areas of previously despoiled , contaminated or derelict land; or</i> • <i>On agricultural land; or</i> • <i>On existing employment areas of similar uses, in respect of enclosed</i> 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5. • Wording of policy revised to clarify that only enclosed composting operations will be permitted on existing employment areas of similar uses, and to make wording more positive to accord with the National Planning Policy Framework.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>systems only</i> '.		
P13	Page 29, Waste Core Policy WCP 10: Anaerobic Digestion	<ul style="list-style-type: none"> Amend policy name and number to '<i>Waste Strategic Policy WSP 8: Anaerobic Digestion.</i> 	Additional	<ul style="list-style-type: none"> Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5.
P14	Page 30, WCP 11: Energy generation from Waste	<ul style="list-style-type: none"> Amend policy name and number to '<i>Waste Strategic Policy WSP 9: Energy generation from waste.</i> Revise policy wording to read: <i>'Proposals for energy generation from waste will be permitted where they recover energy from waste which has already undergone maximum practicable recovery, at the locations identified in WSP 2 or other such small scale facilities which come forward through other policies of the Plan . Proposals for energy generation must consider the potential for combined heat and power capability.'</i> 	Main	<ul style="list-style-type: none"> Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5. Policy reworded positively to accord with the National Planning Policy Framework.
P15	WCP 12: Landfilling of waste	<ul style="list-style-type: none"> Amend policy name and number to '<i>Waste Strategic Policy WSP10: Landfilling of Waste.</i> Revise policy wording to read: <i>'Permission will be granted for the landfilling of non-hazardous waste where it can be</i> 	Main	<ul style="list-style-type: none"> Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>demonstrated that the provision of landfill capacity is required to meet an identified need which cannot be met by the management of waste higher up the Waste Hierarchy.'</i></p>		<ul style="list-style-type: none"> • Policy reworded positively to accord with the National Planning Policy Framework.
P16	Page 31, WCP 13: Waste water treatment facilities	<ul style="list-style-type: none"> • Amend policy name and number to 'Waste Strategic Policy WSP11: Waste Water Treatment Facilities. • Revise policy wording to read: <p><i>'Proposals for new waste water treatment works will be permitted where it can be demonstrated that the need for the development cannot be accommodated at an existing site, and where they are at least 400 metres from sensitive development.</i></p> <p><i>Proposals for sensitive development within 400 metres of an existing waste water treatment works will be subject to a risk assessment.</i></p> <p><i>The risk assessment will inform the decision as to whether the sensitive development will be permitted, and whether mitigation is required to address environmental and amenity issues raised by the proposal'.</i></p>	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5. • The wording of this policy has been improved and amended, both to make it more positive, and to ensure that the policy is effective in managing the risks associated with locating sensitive development close to waste water treatment works.
P17	Page 31, WCP 14: Clinical Waste	<ul style="list-style-type: none"> • Amend policy name and number to 'Waste Strategic Policy WSP12: Clinical Waste. 	Additional	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
				deletion of WCP3 and WCP5.
P18	Page 31, WCP 15 Hazardous waste	<ul style="list-style-type: none"> • Amend policy name and number to <i>'Waste Strategic Policy WSP13: Hazardous Waste.</i> • Revise policy wording to read: <p><i>'Proposals for facilities for the disposal of hazardous waste will be permitted in discrete "monocells" within non-hazardous waste landfill sites. Proposals for the transfer/bulking up of hazardous waste will be permitted on land at existing waste management sites and/or employment sites of a similar uses, where they are not in close proximity to sensitive occupiers. Other hazardous waste recovery operations will normally be acceptable in the following locations:</i></p> <ul style="list-style-type: none"> • <i>An existing employment area of similar uses; or</i> • <i>Within the area of and for duration of an existing planning permission for a waste related use; or</i> • <i>Within the area of and for the duration of an existing planning permission for minerals extraction; or</i> • <i>Within areas of despoiled, contaminated or derelict land</i> • <i>Within the area of a Strategic site as set out in Waste Core Policy WSP 2'.</i> 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5. • Policy reworded positively to accord with the National Planning Policy Framework.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
P19	Page 32, WCP 16: Inert waste	<ul style="list-style-type: none"> • Amend policy name and number to <i>'Waste Strategic Policy WSP14: Inert Waste.</i> • Revise policy wording to read: <i>'Proposals for the recycling of inert waste will be permitted at sites that are either:</i> <ul style="list-style-type: none"> • <i>An existing employment area of similar uses; or</i> • <i>Within the area of and for the duration of an existing planning permission for a waste related use; or</i> • <i>Within the area of, and for the duration of an existing planning permission for minerals extraction or processing; or</i> • <i>Within areas of despoiled, contaminated or derelict land.</i> <p><i>Proposals for the landfilling or other disposal to land of inert wastes will be permitted where they contribute to the reclamation of former mineral working voids, or give rise to an environmental benefit.'</i></p>	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5. • Policy reworded positively to accord with the National Planning Policy Framework.
P20	Page 33, WCP 17: New Waste Management Facilities and Strategic Transport	<ul style="list-style-type: none"> • Amend policy name and number to <i>'Waste Strategic Policy WSP15: New Waste Management Facilities and Strategic Transport.</i> • Revise policy wording to read: 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of WCP3 and

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>‘Proposals for new waste management facilities will be permitted where they conform to the adopted Freight Strategies and Policies for its area in respect of the management of traffic to and from the site. New waste facilities will be permitted where they can easily access the Designated Road Freight Network of the Councils within the Plan area. Where appropriate new facilities will be permitted will be granted where they are accompanied by legal agreements to ensure that waste traffic follows an agreed route to/from the Designated Road Freight Network. ‘</i></p>		<p>WCP5.</p> <ul style="list-style-type: none"> • Policy reworded positively to accord with the National Planning Policy Framework.
P21	Page 34, Mineral Core Policy MCP 1: Overall Spatial Strategy for Aggregate Sand and Gravel and Silica Sand	<ul style="list-style-type: none"> • Amend policy name to ‘Mineral Strategic Policy MSP1: Overall Spatial Strategy for Aggregate Sand and Gravel and Silica Sand. • Revise policy wording to read: <i>‘Aggregate minerals will be sourced from the river valley sands and gravels of the Lower Ouse and Ivel Valleys, the glacial sands and gravels of the Biggleswade area, and the Cretaceous sands of the Greensand Ridge. Specialist silica sands will be sourced from sites in the vicinity of Leighton Buzzard and Heath and Reach.</i> <p><i>Strategic mineral sites for the supply of aggregate sand and gravels are allocated as follows:</i></p>	Main	<ul style="list-style-type: none"> • Name change to accord with Local Plan Regulations 2012 • Policy reworded positively to accord with the National Planning Policy Framework.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<ul style="list-style-type: none"> • <i>Willington Lock</i> • <i>Blunham/Roxton</i> • <i>Black Cat</i> • <i>Willowhill Farm</i> • <i>Bridge Farm</i> • <i>Land south of Broom Village</i> <p><i>and for specialist silica sands:</i></p> <ul style="list-style-type: none"> • <i>Land at Clipstone Brook</i> 		
P22	Page 35, Mineral Core Policy 2: The Provision of Aggregates	<ul style="list-style-type: none"> • Amend policy name to 'Mineral Strategic Policy MSP2: The Provision of Aggregates • Revise policy wording to read: <p><i>'The Mineral Planning Authorities will monitor the permitted reserves of aggregate minerals, in order to maintain a landbank sufficient for at least seven years throughout the Plan period. Should the aggregates landbank fall below seven years the Mineral Planning Authorities will take appropriate action in order to identify the need, and where appropriate, grant planning permission, for the release of additional reserves.'</i></p>	Main	<ul style="list-style-type: none"> • Name change to accord with Local Plan Regulations 2012. • This policy has been redrafted to change 'so as to seek' to 'in order to', to ensure that the policy is positively worded in accordance with the National Planning Policy Framework.
P23	Page 36, paragraph 5.7, final sentence.	<ul style="list-style-type: none"> • Amend to read: <p><i>'All locations of permitted sites dealing with substitute, secondary and recycled aggregates</i></p>	Main	<ul style="list-style-type: none"> • Due to the deletion of wording within policy MCP3 (see below, bullet

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		in the Plan Area at the time of the adoption of the Plan and benefiting from the safeguarding set out in policy MSP3 are shown on the Policies Map'		4).
P24	Page 37, Mineral Core Policy MCP 3: Substitute, Secondary and Recycled Aggregates	<ul style="list-style-type: none"> • Amend policy name to 'Mineral Strategic Policy MSP3: Substitute, Secondary and Recycled Aggregates. • 2nd paragraph of the policy: replace 'within' with 'in'. • Amend last sentence of second paragraph of the policy, by adding: 'the ongoing operation of.' before 'such facilities'. • Delete final sentence. <p>Revise policy wording to read:</p> <p><i>'The Mineral Planning Authority will give priority to the production and supply of substitute/recycled/secondary aggregates to be used in preference to land won aggregates.</i></p> <p><i>All facilities permitted in the Plan Area for the handling, processing and distribution of substitute, recycled and secondary aggregate will be safeguarded and there will be a presumption against any development that could prejudice the ongoing operation of such facilities'.</i></p>	Main	<ul style="list-style-type: none"> • Name change to accord with Local Plan Regulations 2012. • Policy redrafted to ensure that it is positively worded, and to emphasise that the policy relates to the ongoing operation of facilities for the production and supply of substitute, secondary, and recycled aggregates. • The list of facilities has been taken out of the policy as it only contains names of facilities in the Plan area in 2013, and this list is likely to change over time, and it would be more appropriate for it set out in the text.
P25	Page 37, Minerals Core Policy MCP 4: Safeguarding concrete	<ul style="list-style-type: none"> • Amend policy name to 'Mineral Strategic Policy MSP4: Safeguarding Concrete 	Main	<ul style="list-style-type: none"> • Name change to accord with Local Plan

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
	batching asphalt and stone coating plants	<p>Batching, Asphalt and Stone Coating Plants.</p> <ul style="list-style-type: none"> • Delete last sentence of policy. • paragraph 5.9 amended to read: <p>Revise policy wording to read:</p> <p><i>‘The locations of concrete batching, asphalt and stone coating plants permitted in the Plan Area at the time of the adoption of the Plan and benefiting from the safeguarding is shown on the Policies Map.’</i></p>		<p>Regulations 2012.</p> <ul style="list-style-type: none"> • The list of facilities has been taken out of the policy, as it only contains names of existing facilities in the Plan area, and this list is likely to change over time. Whilst it is considered appropriate to list the facilities covered by this policy, this is more appropriately mentioned in the text. • Because of the wording taken out of the policy, the text of last sentence in paragraph 5.9 will be amended.
P26	Page 38. Minerals Core Policy MCP5: Provision of Silica Sand	<ul style="list-style-type: none"> • Amend policy name to ‘Mineral Strategic Policy MSP5: Provision of Silica Sand.’ • Revise policy wording to read: <p><i>‘Silica sand sites will be released where there is a demonstrable need for the product to supply individual processing plants in the Plan area and this need cannot be met from existing extraction sites in the Plan Area or from alternative materials, in order to maintain continuity of production for at least 10 years’.</i></p>	Main	<ul style="list-style-type: none"> • Name change to accord with Local Plan Regulations 2012. • Policy reworded to make it more positive in its support for additional silica sand extraction sites in order to maintain continuity of production for at least 10 years.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
P27	Page 38, paragraph 5.11	<ul style="list-style-type: none"> • Change paragraph to read: <i>'The National Planning Policy Framework states that MPAs should aim to ensure that landbanks of at least 10 years are maintained for individual silica sand sites. In addition the Framework also states that where significant capital investment is required it may be necessary for plant to be provided with a stock of permitted reserves to provide for at least 15 years of operation depending on the circumstances. In this instance, due to confidentiality issues, it has not been possible for the MPAs to identify a landbank against which to assess whether or not the need for permitted silica sand reserves has been met. Additionally, the Cuesta Silica Sand Study undertaken in 2006/7 demonstrated that there is a range of silica sands, which vary in their grain size, colour and chemical composition, and also the increasing variety of uses to which these silica sands may be put. There may therefore be justification for allowing the extraction of further reserves so as to maintain the production of a particular type of silica sand at an individual processing plant. The MPAs consider that it is the processing plant sites which are the important sites, in the context National Planning Policy Framework, as this is where significant investment may be required for new plant and where it is necessary</i> 	Main	<ul style="list-style-type: none"> • In order to provide greater context to policy MSP 5: Provision of Silica Sand, and to add clarity and to explain the stance of the MPAs to the identification and approval of further silica sand reserves in the light of the rewording of policy MSP5.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>to maintain and improve existing plant. Within the Plan area several silica sand quarries may feed one plant site. It is important to maintain the continuity of production at these plant sites and to this end permission will be granted for new quarries or the extension to an existing quarry, in accordance with policies MCP1 and MCP5. However, the need for further reserves must be balanced against environmental constraints and there may, in some circumstances, be overriding environmental reasons why stocks of permitted reserves cannot be replenished.'</i></p>		
P28	Page 39. Mineral Core Policy 6: Mineral Extraction outside Allocated Sites	<ul style="list-style-type: none"> • Amend policy name to 'Mineral Strategic Policy MSP6: Mineral Extraction outside Allocated Sites. • Revise policy wording to read: <p><i>'Mineral extraction or the development of new or replacement concrete batching, asphalt and stone coating plants outside of the identified Strategic sites will be permitted where it can be demonstrated that there is an overriding need and/or benefit.'</i></p>	Main	<ul style="list-style-type: none"> • Name change to accord with Local Plan Regulations 2012. • Revision to the wording of Policy MSP 6 to be more positive and to accommodate additional or replacement processing plant as well as mineral extraction.
P29	Page 39. Supporting text to Mineral Core Policy 6.	<ul style="list-style-type: none"> • Amend first sentence of supporting text below policy to: <p><i>'Planning applications for mineral working outside of the allocated Strategic sites identified in Mineral Strategic Policy MSP1 will be permitted where particular requirements be</i></p>	Main	<ul style="list-style-type: none"> • Policies have been reworded more positively following discussion at the Hearings, and advice from the Inspector. • To ensure that the Plan takes account of the need

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>demonstrated. Particular requirements may include the prevention of the sterilisation of reserves, where there are significant environmental and biodiversity benefits or where it can be demonstrated that an allocated Strategic site identified in policy MSP1 is no longer likely to come forward.'</i></p> <ul style="list-style-type: none"> • Insert a new paragraph before the paragraph starting 'Large permitted clay reserves...' with the following wording: <p><i>'The National Planning Policy Framework introduced a requirement to safeguard existing or planned batching, asphalt and stone coating plants. This requirement has been set out in Minerals Strategic Policy MSP4. However, there is still the need to ensure that there is provision for new or replacement plant to come forward should the demand arise. This is addressed in Minerals Strategic Policy MSP6 where provision is made for these plants subject to the case being made in terms of need or benefit. Applications for such plant would also be determined in accordance with the requirements of Minerals and Waste Strategic Policy MWSP3.'</i></p>		<p>to permit new or replacement concrete batching, asphalt and stone coating plants in accordance with the National Planning Policy Framework.</p>
P30	Page 39, Minerals Core Policy MCP7: Rationalisation of reserves and restoration of old sites.	<ul style="list-style-type: none"> • Amend policy name to 'Minerals Strategic Policy MSP7: Rationalisation of reserves and restoration of old sites'. 	Additional	<ul style="list-style-type: none"> • Name change to accord with Local Plan Regulations 2012.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
P31	Page 40, Minerals Core Policy 8: The Determination of Applications for Mineral Sites and Related Developments, and paragraphs 5.13 – 5.14	<ul style="list-style-type: none"> • Delete policy and supporting text. 	Main	<ul style="list-style-type: none"> • Policy amalgamated with WCP3: The Determination of Applications for Waste Management Developments to created new overarching policy 'MWSP3: The Determination of Planning Applications' (see P3), and moved to new Chapter 4: 'Sustainable Development and Overarching Strategic Policies' (see Appendix A).
P32	Page 41, Minerals Core Policy 9: Importation of materials for processing	<ul style="list-style-type: none"> • Amend policy name and number to 'Mineral Strategic Policy MSP8: Importation of materials for processing. • Revise policy wording to read: <p><i>'The use and retention of mineral processing plants during and beyond normal life of the associated mineral extraction operation, to allow for the processing of imported material, will be permitted where:</i></p> <ul style="list-style-type: none"> • <i>It enables the working of a site which is otherwise considered to be uneconomic and/or unworkable; or</i> 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of MCP8. • Policy reworded positively to accord with the National Planning Policy Framework.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<ul style="list-style-type: none"> • <i>It allows material to be processed or blended to achieve a higher quality or more saleable product; or</i> • <i>It enables the working of a nearby site where the establishment of a processing plant would be subject to overriding environmental objections.'</i> 		
P33	Page 42, Minerals Core policy MCP 10: Borrow Pits	<ul style="list-style-type: none"> • Amend policy name and number to 'Mineral Strategic Policy MSP9: Borrow Pits. • Revise policy wording to read: <p><i>Borrow Pits will be permitted where they meet the following criteria:</i></p> <ul style="list-style-type: none"> • <i>The site is required to supply minerals to a specific major construction works;</i> • <i>The site is well related geographically to the project it is intended to supply;</i> • <i>The borrow pit will serve the related project only, and will not provide material for the wider market or be retained beyond the life of the project it serves;</i> • <i>The borrow pit will bring about the removal of mineral and/or waste traffic movements from the public highway</i> 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of MCP8. • Policy reworded positively to accord with the National Planning Policy Framework., as well as in the interests of clarity concerning the type of waste that may be imported to the sites.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>and/or from passing local communities;</i></p> <ul style="list-style-type: none"> • <i>The borrow pit will be restored within a similar timescale as the project to which it relates, and restoration can be achieved to an approved scheme in the event that it is only partly worked;</i> • <i>Waste materials will only be imported from the project itself unless required to achieve beneficial restoration as set out in an approved scheme;</i> • <i>There is an overall environmental benefit as a result of the proposal and appropriate mitigation measures will be put in place to minimise any adverse environmental impacts’.</i> 		
P34	Page 42, supporting text.	<ul style="list-style-type: none"> • Revise wording to read: <i>‘Borrow Pits are temporary quarries set up for a specific construction project, such as a road scheme, to utilise a source of aggregates in the immediate vicinity. These pits can have a clear environmental benefit by providing locally sourced material and, as a result, reduce the haulage of materials and remove traffic movements that would otherwise be associated with the project from the highway network. However it is acknowledged that any mineral working can impact on neighbours and the local</i> 	Main	<ul style="list-style-type: none"> • In order to provide greater context for policy MSP 9: Borrow Pits.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>environment detrimentally but if they are restored to a high standard then they will contribute beneficially to the local environment.</i></p> <p><i>The consideration of the use of secondary/recycled/ substitute aggregates is expected to occur before the developer looks for material from a borrow pit. However, not all materials needed for a construction project are likely to be available from the use of such aggregates and some virgin sand and gravel is likely to be required. The use of material sourced from borrow pits can also result in the use of lower quality materials.</i></p> <p><i>There are benefits and disbenefits associated with the sourcing of aggregate from a borrow pit particularly as operators are often not normally associated with minerals matters and may require greater guidance from local authorities to ensure that the site is operated to an acceptable standard. In addition such sites may wish to continue and expand to serve an entirely different market for which it was originally intended. So long as an adequate landbank of permitted reserve of aggregate minerals exists in the Plan area, then material for these schemes will normally be expected to be sourced from existing operational sites and from the use of recycled aggregates. However, other relevant factors to be considered include:</i></p> <ul style="list-style-type: none"> <i>• Whether the scale of the material</i> 		

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>required and the timescale for its provision may pose problems for existing operational quarries;</i></p> <ul style="list-style-type: none"> • <i>Whether the demand on local quarries would disrupt supply to other users of the same aggregate minerals</i> • <i>Whether specific community benefits may arise</i> <p><i>Every proposals for a borrow pit may not be able to meet all the criteria listed. Where this is the case, the local authority will consider whether there is an overall environmental benefit arising from any proposal and could still determine any planning application positively.</i></p> <p><i>There are extensive clay deposits within the Plaen area although no sites are operational at present. Clay is occasionally worked at temporary borrow pits, but can also be sourced from permitted sites, for uses which include the creation of noise attenuation bunds or as engineering fill material.'</i></p>		
P35	Page 43, above sentence starting 'All proposals for new quarries...', insert the following text.	<ul style="list-style-type: none"> • Delete paragraph. 	Main	<ul style="list-style-type: none"> • Text amended and amalgamated with supporting text with respect waste and climate change on page 26, and relocated in the new Chapter 4: 'Sustainable Development and

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
				Overarching Strategic Policies' (see Appendix A).
P36	Page 43, Mineral Core Policy 11: Climate Change	<ul style="list-style-type: none"> • Delete policy. 	Main	<ul style="list-style-type: none"> • Policy amalgamated with WCP5: Climate Change to create new overarching policy 'MWSP2: Climate Change' (see P2), and relocated in new Chapter 4: 'Sustainable Development and Overarching Strategic Policies' (see Appendix A).
P37	Page 43 paragraph 5.16	<ul style="list-style-type: none"> • Delete paragraph. 	Main	Text amended, and amalgamated with supporting text with respect waste and climate change on page 26, and relocated in the new Chapter 4: 'Sustainable Development and Overarching Strategic Policies' (see Appendix A).
P38	Page 44, Mineral Core Policy 12: Strategic Transport and protection of existing	<ul style="list-style-type: none"> • Amend policy name and number to 'Mineral Strategic Policy MSP10: Strategic Transport and protection of existing railhead facilities. 	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
	railhead facilities	<ul style="list-style-type: none"> • Revise policy wording to read: <p><i>'All new quarries or extensions to quarries will be required to conform to the adopted Freight Strategy and/or policies of the Councils for their area in respect of the management of traffic to and from the site.</i></p> <p><i>There will be a presumption against any development that may prejudice existing railheads used for the transportation of minerals into and out of the plan area.</i></p> <p><i>There will be a presumption against any development that may prejudice rail served aggregates depots in the Plan area. Positive consideration will be given to any planning application for the development of new facilities within the boundary of the depots, subject to their being a need for the facility and the proposal being environmentally acceptable.'</i></p>		<p>deletion of MCP8 and MCP11.</p> <ul style="list-style-type: none"> • Policy reworded positively to accord with the National Planning Policy Framework.
P39	Page 45, Minerals Core Policy MCP 13: Minerals Resource Assessment.	<ul style="list-style-type: none"> • Amend policy name and number to 'Mineral Strategic Policy MSP11: Minerals Resource Assessment. • Revise policy wording to read: <p><i>Surface development proposals within a Mineral Safeguarding Area (excluding exemptions set out under Minerals Strategic Policy MSP12: Surface development within a Mineral Safeguarding Area) shall be accompanied by a Minerals Resource Assessment. This shall be</i></p>	Additional	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of MCP8 and MCP11. • Text of policy amended to revise policy number quoted (i.e. MSP12) to take account of

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>undertaken by a suitably qualified professional, which establishes through site specific geological survey data, the existence or otherwise of a mineral resource of economic importance.</i></p>		<p>renumbering resulting from the deletion of policies MCP8 and MCP11.</p>
P40	<p>Page 46, MCP 14: Surface development within a Mineral Safeguarding Area.</p>	<ul style="list-style-type: none"> • Amend policy name and number to 'Minerals Strategic Policy MSP12: Surface development within a Mineral Safeguarding Area. • Revise policy wording to read: <p><i>Surface development will be permitted within a Mineral Safeguarding Area where it has been demonstrated that:</i></p> <ul style="list-style-type: none"> • <i>The mineral concerned is proven to be of no economic value as a result of the undertaking of a Mineral Resource Assessment</i> • <i>The development will not inhibit extraction if required in the future; or</i> • <i>There is an overriding need for the development and prior extraction cannot reasonably be undertaken; or</i> • <i>The mineral can be extracted prior to the development taking place.</i> <p><i>Minerals Strategic Policies MSP11 and MSP12 will not apply to the following classes of surface development as they are unlikely to lead to the long term sterilisation of minerals:</i></p>	Main	<ul style="list-style-type: none"> • Name and number changed to accord with Local Plan Regulations 2012 and to reflect the deletion of MCP8 and MCP11. • Policy reworded positively to accord with the National Planning Policy Framework, and in the interests of clarity.

Table 1. Proposed modifications to policy and supporting text

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<ul style="list-style-type: none"> • <i>Extensions of existing buildings within their cartilage;</i> • <i>Infilling development except for proposals within 250 metres of an existing permission for mineral extraction/waste disposal;</i> • <i>Individual residential caravans for a period of less than 5 years;</i> • <i>Amendments to previously approved developments;</i> • <i>Applications for Listed Building consent;</i> • <i>Reserved matters;</i> • <i>Changes of Use (except where further built development is proposed).</i> <p><i>Where a development is applied for which is of a form not exempt under this policy and within an area of a designated Mineral Safeguarding Area, then Minerals Strategic Policy MSP11 shall apply.</i></p>		

Table 2. Other modifications

This table sets out all other modifications apart from those relating to Policy and nomenclature (which are set out in tables 1 and 3). This table includes changes to Objectives and to the supporting text relating to these. It also includes changes to the Mineral Safeguarding Area in the area of Whitsundoles, and editorial changes.

Monitoring indicators for the new minerals and waste policies and the supporting text is set out in Appendix B.
The implementation parties for the mineral Policy monitoring indicators are set out in Appendix C.

This table should be read in conjunction with the Minerals and Waste Core Strategy Plan for Submission with Main Modifications and Additional Modifications (May 2012), in particular the paragraph/policy column refers back to this document.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
O1	Waste Key Diagram page 4	<ol style="list-style-type: none"> 1. Arrow indicating imports of waste from London to be reduced in size. 2. Change 'LDF Allocations' to 'Areas of housing/employment allocations', and mark them more distinctly. 3. Key to be added to Diagram 4. 'Kemptson' to become 'Kempston' 	Additional	Editorial changes to improve clarity.
O2	Page 5	Delete Key to Waste Key diagram on page 5 as it will be included in the diagram.	Additional	Editorial change to improve clarity.
O3	Minerals Key Diagram	<ol style="list-style-type: none"> 1. Key to be added 2. Roads amended. 3. Scale to be 1:26,000 4. 'Kemptson' to become 'Kempston' 	Additional	Editorial changes to improve clarity.
O4	Page 8, beneath 'Geography'	Change to read: ' <i>The population of the Plan area was estimated to be 617,000 people in 2012</i> '	Additional	Editorial change to reflect most recent population estimates.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
O5	Page 10, 2 nd paragraph, line 2	Change to read ' <i>...aggregate sands, gravel, chalk, and silica sand.</i> '	Additional	Textual change to include reference to Silica sand, which was omitted in the Submission Plan.
O6	Page 10, 3rd paragraph, 4 th line.	Delete: ' <i>...the Ivel and Ouse Countryside Project Areas;</i> '	Additional	This project has been incorporated into Green Infrastructure policies of the CBC Development Strategy
O7	Page 13, 1 st paragraph beneath 'Local'	Additional sentence at end of paragraph: ' <i>Central Bedfordshire published its Development Strategy for public consultation in January 2013...</i> '	Additional	Textual change to reflect the current situation with regards Plan making within the Plan area.
O8	Page 13, end of 1st paragraph beneath header 'Local'	<i>'As at January 2013 the Central Bedfordshire Council Development strategy was undergoing public consultation with an expectation that it would be submitted to the Secretary of State in May 2013. Luton Borough Council has begun preparations of a Local Plan for its area to cover the period 2011 to 2031.'</i>	Additional	Textual change to reflect current situation with regards Plan making within the Plan area.
O9	Page 15 text beneath Waste Objective 7	Change to read: ' <i>Waste management sites will be generally located on existing or former industrial land or land derelict as a result of former industrial activity or mineral working. The scope for positive impacts on cultural, social or environmental heritage is limited but large scale schemes may be able to provide enhancements such as interpretation facilities and educational opportunities to view and explain the operations of the facility and the provision and use of meeting</i>	Additional	To provide greater clarity, and to more closely reflect Minerals Objective 5.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>rooms. Where a site is landfilled this may provide similar benefits to host communities, in the longer term, to those presented by mineral sites. This may include opportunities for employment and for leisure and social activities and for enhanced access provision. ‘</i>		
O10	Page 17, Mineral Objective 3	<p>Modify Objective 3 (Minerals) to include ‘<i>and infrastructure</i>’ to read:</p> <p><i>‘To conserve mineral resources and infrastructure , by protecting them from sterilisation, encouraging their prudent use, and specifying appropriate phasing mechanisms for their release and increasing use of secondary aggregates’.</i></p>	Main	To include the safeguarding of minerals infrastructure within the objective and to improve clarity.
O11	Page 17, paragraph 3.6 (supporting text to Mineral Objective 4).	<p>The following wording is proposed after the existing supporting text:</p> <p><i>‘Climate change is one of a number of environmental impacts that needs to be addressed as part of any mineral working proposal and, not to do so, may have a significant effect on its sustainability.’</i></p>	Additional	To set out more clearly the potential environmental impact of climate change, and the need to actively consider its implications in terms of the sustainability of a scheme or proposal.
O12	Page 17, paragraph 3.7 (supporting text to Mineral Objective 5).	<p>Modify supporting paragraph (3.7) to read:</p> <p><i>‘The communities in the vicinity of mineral working sites may experience disruptions and disbenefits from their presence. Mineral operators should seek to provide host communities with tangible benefits such as employment, opportunities for leisure and</i></p>	Additional	To provide clarity to host communities and developers with respect to the benefits to be derived from mineral extraction.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>social activities, enhanced access provision or and for flood compensation measures.'</i>		
O13	Page 17, after 3.8	Insert new chapter 4 called 'Sustainable Development and Overarching Strategic Policies' (see Appendix A)	Additional	To insert a new policy on sustainable development, and to bring together policies on climate change and the determination of applications.
O14	Page 18	Change Table 1 to read: 'Waste arisings to be managed at 2013/14 and 2028/29'	Additional	For the benefit of clarity.
O15	Page 20, Table 2	Amend figures as follows: 2013/14: 63,000 tonnes 2018/19: 161,000 tonnes 2023/24: 201,000 tonnes 2028/29: 229,000 tonnes	Additional	To ensure that the Plan reflects the most up to date figures. At the time the Minerals and Waste Core Strategy (now renamed as a 'Local Plan') was printed in May 2012, the existing operational recovery capacity within the Plan area was believed to be 437,000 tonnes per annum. A review of capacity has been undertaken, and current operational recovery capacity is 20,000 tonnes greater (i.e. 457,000 tonnes per annum) than that published in the May 2012 Plan. This has had a knock-on effect on the amount of additional recovery capacity

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
				required throughout the Plan period, reducing this by 20,000 tonnes per annum.
O16	Page 18 footnote 5	Change of the operational capacity from 437,000 to 457,000 tpa, and nominal permitted capacity from 1,053,000 to 1,073,000.	Additional	To ensure that the Plan reflects the most up to date figures.
O17	Page 22, paragraph 4.5	Change second sentence to read: ' <i>Central Bedfordshire Council is procuring a new contract under the BEaR project and is expected to announce a Preferred Bidder in the spring of 2013, with an application expected later in the same year.</i> '	Additional	To ensure that the Plan reflects the current situation with respect to the BEaR project.
O18	Page 22/23: amend paragraph after 4.6	Change 3rd sentence to read: ' <i>Of significance is that last non-hazardous waste landfill site within the plan area at Stewartby has now ceased landfilling. There is therefore no available landfill capacity for non-hazardous wastes within the Plan area. However an application for landfilling and waste recovery operations was received in the autumn of 2012, and as at January 2013 is yet to be determined.</i> '	Additional	To ensure that the Plan reflects the current situation with respect to available non-hazardous landfill capacity within the Plan area.
O19	Page 23	Change 3rd paragraph on Covanta Energy to read: ' <i>The infrastructure Planning Commission announced its intention to grant a Development Consent Order (DCO) for the development of a Resource Recovery Facility on land at Rookery Pit South, to the south-west of Bedford, in October 2011. The DCO is subject to Special Parliamentary Procedure, and is expected to be issued in 2013.</i> '	Additional	To ensure that the Plan reflects the current situation with respect to Covanta.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>The Covanta facility will have a nominal throughput of 585,995 tonnes per annum of municipal, commercial and industrial wastes, sourced from a wide area including the Plan area.'</i></p>		
O20	Page 27	<p>Replace sentences at top of page with: <i>'Climate change is a matter of great concern at an international and European level and tackling climate change is a government priority. Climate change is considered to have both strategic as well as local implications and needs to be taken into account at all stages of the planning process.</i></p> <p><i>Waste recycling and recovery operations contribute to addressing climate change by diverting waste from landfill. When preparing planning applications all waste recycling, recovery and disposal operations should be designed so as to include mitigation and adaption measures to address the possible effects of climate change.</i></p> <p><i>The extent to which it may reasonably be expected that such measures will be incorporated will depend on the scale and nature of the development and the opportunities available for incorporating measures to reduce the effects of climate change. Additionally where a development is proposed for the longer term resilience should be built in and there should be flexibility built into the design to</i></p>	Additional	In order to provide greater context for the inclusion of climate change policies.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>enable the facility to adapt should circumstances change.'</i></p> <p><i>2.4.3 Similar wording could be inserted on page 43 of the Plan above the sentence starting 'All proposals for new quarries...' (above the 'Main Modification'). In this case the second paragraph would be:</i></p> <p><i>'Planning applications for new mineral extraction operations should be designed so that their operation and restoration incorporates mitigation and adaption measures to take account of the effects of climate change over the period of the operations and in the longer term following the restoration of the land.'</i></p>		
O21	Page 34, paragraph 5.2	Change final sentence to read: 'A list of Saved policies is set out in section 7.'	Additional	Editorial change.
O22	Header: 'Provision of Secondary and Recycled Aggregates'	Change to read: 'Provision of Secondary, Substitute and Recycled Aggregates'	Additional	For the avoidance of doubt, substitute aggregates are considered within the Plan.
O23	Page 38: 3rd paragraph	<ul style="list-style-type: none"> - Change to: 'Pratts Quarry' instead of 'Platts Quarry', on last sentence of third paragraph. - 3rd sentence. Change 'Core Strategy' to 'the Plan' 	Additional	<ul style="list-style-type: none"> - Editorial Change - To accord with the Local Plan Regulations 2012
O24	Page 40 paragraph 5.13, 8th sentence.	Change to read: 'Matters relevant to individual sites are set out in section 8.'	Additional	To improve clarity
O25	Page 40, paragraph 5.13	Change to read: 'A list of the Saved policies is set out in section 7.'	Additional	To improve clarity

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
O26	Page 45, paragraph 5.20	<p><i>Amend the list of minerals safeguarded, so as to accord with the names used on the policies map:</i></p> <ul style="list-style-type: none"> • <i>Woburn Sands</i> • <i>River valley sands and gravels</i> • <i>Oxford Clay</i> • <i>Gault Clay</i> • <i>Chalk</i> • <i>Fuller's Earth</i> • <i>Cornbrash limestone.</i> 	Additional	To provide consistency in the terms used in the Plan and the Policies Map.
O27	Page 45, paragraph 5.21	Change to read: '...on the Policies Map.'	Additional	
O28	Page 45, paragraph 5.22	<p>- Change 1st sentence by deleting 'Development Plan Document' and replace with 'Local Development Document'.</p> <p>- Last sentence change 'Proposals Map' to 'Policies Map.'</p>	Additional	To accord with the Local Plan Regulations 2012
O29	Page 47, 'Main Modification' and maps on pages 48 and 49.	Delete 'Main Modification' and corresponding plans.	Additional	These modifications will be taken into account in producing the MSA map in the Policies Map.
O30	Page 50, Table 4	Delete the reference to Site Waste Management Plans and parties to regulate and monitor them.	Additional	The Site Waste Management Plans Regulations are to be abolished.
O31	Page 51: Waste Objective 3.	<p>2nd Action to be rewritten as follows:</p> <p><i>'Provide for a limited amount of non-hazardous landfill capacity. Such landfill capacity will be</i></p>	Main	To provide clarification with respect to the degree of treatment of waste required before disposal of the residue,

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>provided on the assumption that 100% of waste sent to landfill must be pre-treated. Wastes which have been pre-treated may also have been subject to intensive residual treatment processes which fundamentally change their chemical, physical, or biological nature, and have achieved maximum practicable recovery.</i>		and consistency with WCP11.
O32	Page 53.	Insert new paragraph (see Appendix B)	Additional	Inclusion monitoring introduction for clarity.
O33	Page 53.	Insert new table: 'Monitoring of Minerals and Waste Strategic Policies' (see Appendix B).	Additional	To allow for the monitoring of the overarching Minerals and Waste Strategic Policies.
O34	Page 54, The Covanta Energy development and Biogen Power	Risks and contingencies page 54, paragraph 6.6, (replace first two sentences with : - <i>'In addition the Infrastructure Planning Commission announced in October 2011 its intention to grant a Development Consent Order for the Resource recovery Facility proposed by Covanta Energy Limited at Rookery Pit South, to the south-west of Bedford. Issue of the Development Consent Order is subject to Special Parliamentary Procedure, but is expected to be issued in 2013.'</i>	Additional	To reflect the current situation with respect to the Covanta Energy development, and Biogen Power.
O35	Page 54, paragraph 6.4	Amend reference to Municipal Waste Contract Waste Evidence Base - Waste EB2, rather than 5, relates to municipal waste contracts.	Additional	To correct an administrative error.
O36	Page 55 – 59, Monitoring of Waste	<ul style="list-style-type: none"> Rename table 'Monitoring of Waste Strategic Policies'. 	Additional	<ul style="list-style-type: none"> Name and numbering revised to accord with

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
	Core Policies	<ul style="list-style-type: none"> • Rename WCP1 to WSP1 • Rename WCP2 to WSP2 • Delete WCP3 • Rename and renumber WCP4 to WSP3 • Delete WCP5 • Rename and renumber WCP6 to WSP4 • Rename and renumber WCP7 to WSP5 • Rename and renumber WCP8 to WSP6 • Rename and renumber WCP9 to WSP7 • Rename and renumber WCP10 to WSP8 • Rename and renumber WCP11 to WSP9 • Rename and renumber WCP12 to WSP10 • Rename and renumber WCP13 to WSP11 • Rename and renumber WCP14 to WSP12 • Rename and renumber WCP15 to WSP13 • Rename and renumber WCP16 to WSP14 • Rename and renumber WCP17 to WSP15 		Local Plan Regulations 2012 and to reflect the deletion of WCP3 and WCP5.
O37	Page 55, WCP1 (Monitoring of Waste Strategic Policies)	<ul style="list-style-type: none"> • Rename WCP1 to WSP1 (see above) • Add Waste Objective 3 – to move away from dependence upon landfilling - to the list of related waste objectives. 	Additional	Reducing landfill (Waste Objective 3) is an important objective of the Plan. Policy WSP1 assist this objective by setting minimum targets for the recovery of non-hazardous waste, and hence a corresponding reduction in landfill.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
O38	Page 57, WCP11 (Monitoring of Waste Strategic Policies)	<ul style="list-style-type: none"> • Rename and renumber WCP11 to WSP9 (see above) • Amend the indicators to read: <p>‘Percentage of applications for energy generation from waste which are:</p> <ul style="list-style-type: none"> • located on the sites identified in WSP 2 • Manage waste which has achieved maximum practicable recovery, as a result of being subject to other recovery processes. 	Additional	To assist effective monitoring against of WSP9.
O39	Page 62 table ‘Risks and Contingencies’	Column ‘Responsible Organisation’: Insert space between ‘-’ and ‘Minerals..’	Additional	Textual change to improve clarity/legibility.
O40	Page 64 – 67, Indicators	<ul style="list-style-type: none"> • Rename table Monitoring of Minerals Strategic Policies. • Rename MCP1 to MSP1 • Rename MCP2 to MSP2 • Rename MCP3 to MSP3 • Rename MCP4 to MSP4 • Rename ‘MCP3 4’ to MSP5 • Delete MCP5 • Rename MCP6 to MSP6 • Rename MC7 to MSP7 • Delete MCP8 • Rename MCP9 to MSP8 • Rename MCP10 to MSP9 	Additional	<ul style="list-style-type: none"> • Name and numbering revised to ensure that the MSP numbers reflect the correct Mineral Strategic Policies and accord with Local Plan Regulations 2012.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification				
		<ul style="list-style-type: none"> • Delete MCP11 • Rename MCP12 to MSP10 • Rename MCP13 to MSP11 • Rename MCP14 to MSP12 						
O41	Page 64 – 67, Indicators	Add ‘Implementation Parties’ column etc (see Appendix C).	Additional	<ul style="list-style-type: none"> • To include those parties responsible for the delivery of the Minerals Strategic Policies. 				
O42	Page 64, row MCP 1	Change: ‘Indicator’ to read ‘1. New mineral sites permitted will be those identified in MSP 2.’	Additional	<ul style="list-style-type: none"> • In order to include a target capable of being monitored. 				
O43	Page 65, in MCP 4 row.	<ul style="list-style-type: none"> • Rename MCP4 to MSP4 • Insert: Indicator: <ol style="list-style-type: none"> 1. Number of plants retained in the Plan area 2. New development approved within 100m. of an existing plant Related Mineral Objective: 3 Target: 100% retention of plant	Additional	<ul style="list-style-type: none"> • To assist in monitoring of policy MSP4. 				
O44	Page 70, paragraph 7.1	<ul style="list-style-type: none"> • Change to read: ‘...the Minerals and Waste Local Plan 2005...’ 	Additional	<ul style="list-style-type: none"> • To correct the omission of the word ‘Local’ from the 2005 Plan. 				
O45	Page 70, Insert new table	<table border="1" style="width: 100%;"> <tr> <td colspan="2" style="text-align: center;">Waste</td> </tr> <tr> <td style="width: 50%; text-align: center;">Replacing Core Policy in the Minerals and Waste Local</td> <td style="width: 50%; text-align: center;">Superseded Policy from the Bedfordshire</td> </tr> </table>	Waste		Replacing Core Policy in the Minerals and Waste Local	Superseded Policy from the Bedfordshire	Additional	<ul style="list-style-type: none"> • To clarify which of the Minerals and Waste Local Plan 2005 policies are to be superseded, and which
		Waste						
Replacing Core Policy in the Minerals and Waste Local	Superseded Policy from the Bedfordshire							

Number of Modification	Paragraph/Policy	Modification Proposed		Main or Additional Modification	Justification
		Plan: Strategic Sites and Policies'	Minerals and Waste Local Plan 2005		of the new policies they are being replaced with.
Waste Strategic Policy WSP 1: The Provision of Recovery and Disposal Capacity	W1 Key Principles	Waste Strategic Policy WSP 1: The Provision of Recovery and Disposal Capacity	W2 Imported wastes		
Waste Strategic Policy WSP 1: The Provision of Recovery and Disposal Capacity	W3 County Self Sufficiency	Waste Strategic Policy WSP 2: Strategic waste management sites	W7 Preferred locations for integrated waste management facilities		
Waste Strategic Policy WSP 4: Catchment Area Restrictions	W 2 Imported wastes W3 County Self-Sufficiency	Waste Strategic Policy WSP 5: Including waste management in new built developments	W6 Management of wastes at source: Provision of facilities with new development W8 Resource Recovery		
Waste Strategic Policy	W9 Waste Transfer				

Number of Modification	Paragraph/Policy	Modification Proposed		Main or Additional Modification	Justification
		WSP 6: Non-hazardous waste transfer and materials recovery	and Materials Recovery Facilities		
		Waste Strategic Policy WSP 7: Composting	W11 Composting		
		Waste Core Policy WSP 8: Anaerobic Digestion	W12 Anaerobic Digestion		
		Waste Strategic Policy WSP 9: Energy generation from waste	W13 Energy Recovery Plant		
		Waste Strategic Policy WSP 10: Landfilling of waste	W14 Non-Inert landfill provision		
		Waste Strategic Policy WSP 11: Waste Water Treatment Facilities	W18 Sewage Treatment Works		
		Waste Strategic Policy WSP 12: Clinical waste	W 19 Clinical waste incineration facilities		
		Waste Strategic Policy WSP 14: Inert waste	W 20 Inert Waste Recycling W 21 Inert Waste Landfill		
		Minerals			
		Minerals	M1 Mineral		

Number of Modification	Paragraph/Policy	Modification Proposed		Main or Additional Modification	Justification
		Strategic Policy MSP1: Overall Spatial Strategy for Aggregate Sand and Gravel and Silica Sand	Extraction Strategy		
		Minerals Strategic Policy MSP 2: The Provision of Aggregates	M2 Aggregates Landbank		
		Minerals Strategic Policy MSP 5: Provision of Silica Sand	M3 Silica Sand Landbank		
		Minerals Strategic Policy MSP 7: Rationalisation of reserves and restoration of old sites	M5 Rationalisation of Reserves and restoration of old sites		
		Minerals Strategic Policy MSP 8: Importation of	M7 Importation of materials for processing		

Number of Modification	Paragraph/Policy	Modification Proposed		Main or Additional Modification	Justification
		materials for processing			
		Minerals Strategic Policy MSP 9: Borrow Pits	M8 Borrow Pits		
		Minerals Strategic Policy MSP 10: Strategic transport and protection of existing railhead facilities	M9 Rail Aggregates depots		
		Minerals Strategic Policy MSP11: Minerals Resource Assessment	M4 Protection of Mineral Resources/Mineral Consultation Areas		
		Minerals Strategic Policy MSP12: Surface Development within a Minerals Safeguarding	M4 Protection of Mineral Resources/Mineral Consultation Areas		

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification		
		<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Area</td> <td style="width: 50%;"></td> </tr> </table>	Area			
Area						
O46	Page 70	'8 Glossary' to read 'Glossary'	Additional	To improve clarity		
O47	Page 75	<p>'Maximum Practicable Recovery'. The definition to read:</p> <p>'The state achieved when waste has been subjected to Intensive Recovery Operations/ Intensive Residual Treatments, which have changed their biological, physical, or chemical nature, and only energy recovery or disposal to landfill are the available options for managing this waste'.</p>	Additional	To improve clarify.		
O48	Page 75	Change : 'Intensive Recovery Operations' to read: 'Recovery operations (as defined under Annex 2 of Directive 2008/98/EC) which change the characteristics of waste in order to reduce its volume and/or its impact on the environment and human health, and in so doing recover materials and/or energy from it.'	Additional	To improve clarify.		
O49	Page 75	Revise definition of 'Recovery' within the Glossary to include RDF/SRF operations.	Additional	Acknowledgement of the production of RDF / SRF as an appropriate and acceptable recovery process prior to disposal.		
O50	Page 80	Change:	Additional	To show that the 'Policies Map'		

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		'9 Proposals Map' to 'Policies Map'		is not part of the Plan.
O51	Page 80	<p>Change text to read: 'This constitutes the Minerals and Waste Policies Map, and includes:</p> <ul style="list-style-type: none"> - A Location Map of the Strategic Sites, operational aggregate recycling facilities, concrete batching/roadstone coating plants, aggregate railhead facilities and Mineral Safeguarding Areas. - Inset Maps of the Strategic sites and Rail Served Aggregates Depots <p>These Maps constitute the Policies Map, and should be read in conjunction with the corresponding explanatory inset maps and tables.'</p>	Additional	<ol style="list-style-type: none"> 1. The title 'Policies Map' is a requirement of the 2012 Regulations. 2. The revision to the contents of the Policies Map reflects the amendment to its content.
O52	Page 81, 'Plan showing the locations of the Strategic sites and aggregate railheads'	Delete	Additional	This will be replaced by a map showing the Mineral Safeguarding Areas, Aggregate Railhead Facilities, and Strategic Mineral and Waste sites.
O53	Page 96, 'Development Requirements'	<p>Change to read: <i>'The site is currently located within the South Bedfordshire Green Belt. However the site is within a large area allocated for housing and employment use to the north of Houghton Regis, and identified in the Central Bedfordshire 'Development Strategy', which began public consultation in January 2013 with an expectation to be submitted to the</i></p>	Additional	To bring up to date the context of this allocation, with respect to the Central Bedfordshire Development Strategy, and the A5-M1 link road.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>Secretary of State in May. Therefore any development of the site must consider its impact on neighbouring new housing development. The site is also immediately adjacent to a sewage treatment works., and to the north is the line of the A5-M1 link road now programmed to be built in 2014.'</i>		
O54	Page 98, row 'Operator'	Operator at Black Cat to change from 'Lafarge Aggregates' to 'Hope Construction Materials'	Additional	To reflect new site operator 'Hope Construction Materials' who were created following the acquisition by Mittal Investments of the portfolio of divested sites by Tarmac and Lafarge.
O55	Page 99	Landscape Designations: delete 'Within the Ivel and Ouse Countryside Project Area'	Additional	This has been replaced by the Bedfordshire Rural Communities charity, and subsumed within the Green Infrastructure Strategy, and the Landscape Character Assessment.
O56	Pages 98, 100, 104, 112, 116	Delete reference to specific operator	Additional	Is it the allocation of the site that is relevant
O57	Page 120, Crescent Road Luton, Rail Served Aggregates depot	Delete reference to specific operator	Additional	It is the identification of the facility that is relevant and not the operator
O58	Policies Map	Show Stewartby Aggregate Rail Depot on Policies Map	Editorial	For clarification
O59	Mineral Safeguarding	Minor reduction to the area of the MSA –an area of	Main	The permitted mineral resource

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
	Areas Map	land near Whitsundoles Quarry is to be deleted.		in this area has been extracted and the void restored by the importation of inert waste. There is therefore no reason to safeguard this land.

Table 3. Modifications to Nomenclature

This table sets out all the modifications proposed to the Plan as a result of changes to Legislation, and in particular the issue of The Town and Country Planning (Local Planning) (England) Regulations 2012 number 767, and the abolition of the East of England Plan in January 2013.

This table should be read in conjunction with the Minerals and Waste Core Strategy Plan for Submission with Main Modifications and Additional Modifications (May 2012), in particular the paragraph/policy column refers back to this document.

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
N1	Name of the plan	Now to be entitled: ' <i>The Minerals and Waste Local Plan: Strategic Sites and Policies for Bedford, Central Bedfordshire and Luton</i> '	Additional	To accord with Local Plan Regulations 2012
N2	Page 2, First bullet point.	Change to: ' <i>the Minerals and Waste Local Plan: Strategic Sites and Policies</i> '.	Additional	To accord with Local Plan Regulations 2012
N3	Page 2, various places	Change ' <i>Development Plan Document</i> ' and ' <i>DPD</i> ' to ' <i>Local Development Document</i> ' and ' <i>LDD</i> '	Additional	To accord with Local Plan Regulations 2012
N4	Page 2, 2 nd paragraph, 5 th bullet point	' <i>Proposals Map</i> ' should read ' <i>Policies Map</i> '	Additional	To accord with Local Plan Regulations 2012
N5	Header: Bedford Borough, Central Bedfordshire and Luton Borough Councils Minerals and Waste Core Strategy	' <i>Bedford Borough, Central Bedfordshire, and Luton Borough Minerals and Waste Local Plan: Strategic Sites and Policies</i> '	Additional	To accord with Local Plan Regulations 2012
N6	Page 2, paragraph beneath Header	' <i>The Minerals and Waste Local Plan: Strategic Sites and Policies</i> contains: <ul style="list-style-type: none"> • <i>Contain an overall vision which sets out how the area should develop in respect of</i> 	Additional	To accord with Local Plan Regulations 2012

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p><i>minerals extraction and waste management developments</i></p> <ul style="list-style-type: none"> • <i>Contain Strategic Objectives setting out how the Plan will implement the Visions, focussing on key issues</i> • <i>Contain an implementation strategy for achieving these objectives</i> • <i>Clear arrangements for managing and monitoring the delivery of the strategies</i> • <i>Policies for the provision of sufficient minerals, waste recovery and disposal capacity for the period from 2013 to 2028</i> • <i>Identify strategic sites for both mineral extraction and waste management</i> 		
N7	Page 2, 4 th paragraph	Change ' <i>This Core Strategy..</i> ' to ' <i>This Plan..</i> '	Additional	To accord with Local Plan Regulations 2012
N8	Page 2, 5 th paragraph beginning 'For ease of reference...'	Change to read: ' <i>The Minerals and Waste Local Plan: Strategic Sites and Policies for Bedford Borough, Central Bedfordshire and Luton Borough Councils</i> ' is referred to as ' <i>The Plan</i> '. '	Additional	To accord with Local Plan Regulations 2012
N9	Page 2, paragraph 1.1	Change ' <i>The Core Strategy...</i> ' to ' <i>The Plan....</i> '	Additional	To accord with Local Plan Regulations 2012
N10	Page 3, various places	Replace ' <i>Core Strategy</i> ' with ' <i>The Plan</i> '	Additional	To accord with Local Plan Regulations 2012
N11	Page 3, paragraph 1.6	2 nd sentence change to read: ' <i>These are not replaced by policies in this Local Development Document (LDD), since the intention is to develop</i>	Additional	To accord with Local Plan Regulations 2012

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>a separate General and Environmental policies LDD, which will revisit the issues which are the subject of the Saved Policies.'</i>		
N12	Page 3, paragraph 1.6, final sentence.	Change to read: <i>'The policies in the Plan should not be read in isolation therefore, since any development proposal for either a mineral extraction or waste management use will be determined by reference to both the policies from the 'Minerals and Waste Local Plan: Strategic Sites and Policies', as well as the Saved Policies from the General and Environmental Policies chapter of the Minerals and Waste Local Plan 2005.'</i>	Additional	To accord with Local Plan Regulations 2012
N13	Page 10 2 nd paragraph 1 st line	Change 'Core Strategy' to 'Plan.'	Additional	To accord with Local Plan Regulations 2012
N14	Page 10, 3 rd paragraph, 1 st sentence	<i>'....significant influences upon this Plan.'</i>	Additional	To accord with Local Plan Regulations 2012
N15	Page 12, paragraph 2.2, last sentence	<i>'...in the mineral policies of their Local Plans.'</i>	Additional	To accord with Local Plan Regulations 2012
N16	Page 13, Header 'Regional' and paragraph beneath	Delete both 'Regional' and paragraph beneath	Additional	To accord with Local Plan Regulations 2012, and to reflect the abolition of the East of England Plan 2008.
N17	Page 13, 1 st line beneath 'Local'	<i>'In addition there are Local Plans for'</i>	Additional	To accord with Local Plan Regulations 2012
N18	Page 13	Change 3 rd paragraph to read: <i>'Decisions regarding Minerals and Waste Planning will need to have regard to the policies in the local development documents for Bedford, Central</i>	Additional	To accord with Local Plan Regulations 2012

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>Bedfordshire, and Luton, and vice versa.'</i>		
N19	Page 14, 1 st sentence	Change to read: ' <i>The Plan is...</i> '	Additional	To accord with Local Plan Regulations 2012
N20	Page 13, end of 1st paragraph beneath header 'Local'	<i>'As at January 2013 the Central Bedfordshire Council Development strategy was undergoing public consultation with an expectation that it would be submitted to the Secretary of State in May 2013. Luton Borough Council has begun preparations of a Local Plan for its area to cover the period 2011 to 2031.'</i>	Additional	Textual change to reflect current situation with regards Plan making within the Plan area.
N20	Page 14, beginning of 1 st sentence	Change: ' <i>The Minerals and Waste Core Strategy...</i> ' to ' <i>The Plan...</i> '	Additional	To accord with Local Plan Regulations 2012
N21	Page 14, various sentences	Change ' <i>Core Strategy</i> ' to ' <i>the Plan</i> '	Additional	To accord with Local Plan Regulations 2012
N22	Page 15, paragraph 3.1	Change to read: ' <i>The Plan...</i> '	Additional	To accord with Local Plan Regulations 2012
N23	Page 15,	Change to read: ' <i>The waste Objectives of the Plan are:</i> '	Additional	To accord with Local Plan Regulations 2012
N24	Page 15, text to Waste Objective 2, second sentence of text	Change to read: ' <i>However, the Plan...</i> '	Additional	To accord with Local Plan Regulations 2012
N25	Page 15, Waste Objective 4, second sentence of text	Change to read: ' <i>The Plan...</i> '	Additional	To accord with Local Plan Regulations 2012
N26	Page 15, Waste Objective 4, second sentence of text	Change ' <i>Core Policies</i> ' to ' <i>Policies</i> '	Additional	To accord with Local Plan Regulations 2012
N27	Page 16, paragraph 3.4	Change: ' <i>The Core Strategy...</i> ' to ' <i>The Plan...</i> ' and	Additional	To accord with Local Plan

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<i>'Core Policies to '...Policies,'</i>		Regulations 2012
N28	Page 18, 1st sentence	Change from 'The Core Strategy..' to 'The Plan...'	Additional	To accord with Local Plan Regulations 2012
N29	Page 21 paragraph 4.3	Change '...Core Strategy...' to 'the Plan'	Additional	To accord with Local Plan Regulations 2012
N30	Page 22, 2nd paragraph	Change second sentence to read: 'The Plan identifies...'	Additional	To accord with Local Plan Regulations 2012
N31	Page 23, final paragraph	Change: 'Core Strategy' to 'Plan'	Additional	To accord with Local Plan Regulations 2012
N32	Page 24, paragraph 4.7	Change 'Core Strategy' to 'Plan' in 3rd and 6th lines.	Additional	To accord with Local Plan Regulations 2012
N33	Page 25, WCP 3, 1st and 2nd bullet points	Change from 'DPD' to 'LDD'	Additional	To accord with Local Plan Regulations 2012
N34	Page 25 paragraph 4.8	Change 'Waste Core Policy' to 'Policy'	Additional	To accord with Local Plan Regulations 2012
N35	Page 25, paragraph 4.9	Change 'DPD' to 'LDD'	Additional	To accord with Local Plan Regulations 2012
N36	Page 25, policy WCP 3	Change 'DPD' to 'LDD'	Additional	To accord with Local Plan Regulations 2012
N37	Page 27, paragraph 4.12, second sentence	Change to 'The Plan...'	Additional	To accord with Local Plan Regulations 2012
N38	Page 30, paragraph 4.16,	Change 'Core Strategy' to 'Plan' in 1st and 4th sentences.	Additional	To accord with Local Plan Regulations 2012
N39	Page 34 paragraph 5.1 final sentence	Change 'Core Strategy' to 'the Plan.'	Additional	To accord with Local Plan Regulations 2012
N40	Page 35. various places	Change the 'Core Strategy' to 'the Plan'	Additional	To accord with Local Plan Regulations 2012
N41	Page 36, various places	Change 'Core Strategy' to 'the Plan'	Additional	To accord with Local Plan

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
				Regulations 2012
N42	Page 38: 3rd paragraph	- Change to: 'Pratts Quarry' instead of 'Platts Quarry', on last sentence of third paragraph. - 3rd sentence. Change 'Core Strategy' to 'the Plan'	Additional	- Editorial - To accord with Local Plan Regulations 2012
N43	Page 40. Minerals Core Policy MCP 8: The Determination of Applications for Minerals Extraction Sites and Related Developments	In 1st and 2nd bullet points change 'DPD' to 'LDD'	Additional	To accord with Local Plan Regulations 2012
N44	Page 40, paragraph 5.13.	Change 'This DPD...' to 'This LDD..'	Additional	To accord with Local Plan Regulations 2012
N45	Page 50, paragraph 6.1.	Change 'Core Strategy' to 'the Plan'	Additional	To accord with Local Plan Regulations 2012
N46	Page 50, paragraph 6.2	In last bullet point change 'Development Plan Documents' to 'Local Development Documents'.	Additional	To accord with Local Plan Regulations 2012
N47	Page 51, Waste Objective 4.	In 'Action' column, change 'Core Strategy' to 'the Plan.'	Additional	To accord with Local Plan Regulations 2012
N48	Page 70, paragraph 7.1	Change to read: '....the Minerals and Waste Local Plan 2005...'	Additional	To correct the omission of the word 'Local' from the 2005 Plan.
N49	Page 80	Change text to read: 'This constitutes the Minerals and Waste Policies Map, and includes: - A Location Map of the Strategic Sites, operational aggregate recycling facilities, concrete batching/roadstone coating plants, aggregate railhead facilities and	Additional	<ol style="list-style-type: none"> 1. The title 'Policies Map' is a requirement of the 2012 Regulations. 2. The revision to the contents of the Policies Map reflects the amendment to its

Number of Modification	Paragraph/Policy	Modification Proposed	Main or Additional Modification	Justification
		<p>Mineral Safeguarding Areas.</p> <ul style="list-style-type: none"> - Inset Maps of the Strategic sites and Rail Served Aggregates Depots <p>These Maps constitute the Policies Map, and should be read in conjunction with the corresponding explanatory inset maps and tables.'</p>		content.

This page is intentionally left blank

Appendix A: Sustainable Development and Overarching Strategic Policy

1. In March 2012 the Government published the National Planning Policy Framework (NPPF) which sets out the planning policies for England and how they are expected to be applied.
2. The NPPF confirms that it is the purpose of the planning system to contribute to the achievement of sustainable development. It considers that there are three dimensions to sustainable development, namely economic, social and environmental which are inextricably linked and mutually dependant. The NPPF makes it clear that local plans are the key to delivering sustainable development and thereby building and supporting vibrant and healthy communities, contributing to a strong, responsive and competitive economy and contributing to protecting the natural, built and historic environment.
3. Local Planning Authorities are advised, when plan making, to positively seek opportunities to meet the development needs of their area and to meet objectively assessed needs with sufficient flexibility to adapt to rapid change.
4. The NPPF is based upon a presumption of sustainable development, and the Local Plan is also underpinned by this presumption. This is set out in Policy MWSP1. The NPPF also indicates that proposed development that accords with an up-to-date Local Plan should be approved without delay whilst proposed development that conflicts should be refused unless material considerations indicate otherwise.

Minerals and Waste Strategic Policy MWSP1: Presumption in Favour of Sustainable Development

When considering development proposals the MPA/WPA will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. The MPA/WPA will always work proactively with applicants jointly to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the Plan area.

Planning applications that accord with the policies in this Plan and subsequent Local Development Documents will be approved without delay, unless material considerations indicate otherwise.

Where there are no policies relevant to the application or relevant policies are out of date at the time of making the decision then the Local Planning Authority will grant permission unless material considerations indicate otherwise taking into account:

- a. **Any adverse impacts of granting permission which would significantly and demonstrably outweigh the benefits when**

- assessed against the policies in the National Planning Policy Framework taken as a whole; or**
- b. Specific policies in that Framework indicate that the development should be restricted**

Climate Change

5. Climate change is a matter of great concern at an international and European level and tackling climate change is a Government priority. Measures to tackle climate change nationally have already been introduced through the Climate Change Act (2008), with a legally binding target to cut UK emissions by 34% by 2020, and at least 80% by 2050.

6. Climate change is considered to have both strategic as well as local implications and needs to be taken into account at all stages of the planning process. Crucial to achieving sustainable development is full consideration of the implications of development proposals in respect to climate change. This is set out in Strategic Policy MWSP2.

Minerals and Waste Strategic Policy MWSP2: Climate Change

Waste management, mineral extraction and all related development, including restoration proposals, will take account of climate change for the lifetime of the development through measures to reduce greenhouse gas emissions and to adapt to future climate changes. The proposed measures and the means of monitoring shall be identified.

7. All waste management development, whether built or landfill, as well as minerals development whether quarries or processing plants, have the scope to contribute to climate change, as well as to contributing to mitigation of climate change. There are a range of measures available to reduce greenhouse gas emissions, reduce the carbon footprint, create carbon sinks, and to adapt to future climate change.

8. Applications should set out how the proposed development will be resilient to climate change and may, therefore, include:

- Incorporation of sustainable drainage schemes to minimise flood impacts on site, or downstream;
- Measures to enhance water efficiency;
- Measures to adapt to the potential impacts of excess heat and drought;
- Sustainable transport measures including the use of travel plans, the use of low emission vehicles, and vehicles with greater fuel efficiency for use on site, or for long distance transportation;
- The use of operational plant selected to ensure maximum efficiency and well maintained;
- Contributing to biodiversity by creating habitats which act as wildlife corridors and act as carbon sinks (primarily quarries and landfill sites);

- Specialist planting – such as drought resistant plant species (primarily at quarries and landfill sites);
- Emission measures;
- Green and brown roofs

9. The toolkit for developing measures to mitigate and manage climate change impacts will be developed over time. The list of matters sets out those that are currently in the public arena, but the list is not exclusive, as further ways of mitigating and managing climate change are likely to be developed over the period of the Plan.

10. Applications should demonstrate how the design, location, and transportation related to the development will positively contribute towards the mitigation of climate change. The climate change impacts of buildings located on quarries should be considered, and incorporated in the development, unless they are for short term or temporary use.

11. The extent to which it may reasonably be expected that such measures will be incorporated, will depend on the scale and nature of the development, and the opportunities available for incorporating measures to reduce the effects of climate change. Additionally, where a development is proposed for the longer term, resilience should be built in, and there should be flexibility built into the design to enable the facility to adapt, should circumstances change.

12. Where on-site options have been considered, and are not viable, off set measures or allowable solutions may be put in place. Biodiversity off- setting is one such example. Quarries and landfill sites may provide opportunities for accommodating off-setting for other development proposals.

13. Transport related emissions are likely to be one of the biggest contributors to climate change as far as waste and mineral developments are concerned. Proposals for such developments will need to consider how they can reduce or limit the emissions they generate, paying particular regard to transport related emissions. As climate change is expected to happen to a certain extent regardless of whether or not reductions in carbon dioxide emissions are achieved, all new waste management facilities will need to be resilient to climate change impact risks that arise over the life of the waste facility.

Climate Change measures – waste management development

14. Waste recycling and recovery operations contribute to addressing climate change by diverting waste from landfill. When preparing planning applications all waste recycling, recovery and disposal operations should be designed so as to include mitigation and adaptation measures to address the possible effects of climate change.

15. All waste management developments, whether built development or landfill, have the scope to contribute to mitigating climate change. There are a

range of measures available to reduce greenhouse gas emissions, reduce carbon footprint, and to adapt to future climate change.

16. Applications should set out how any proposal for built waste management development will make use of renewable energy, including opportunities for the generation of energy from waste for the use within the development, or beyond the site itself, and the use of decentralised and renewable or low carbon energy, based on the principles in the energy hierarchy.

Climate change measures – mineral extraction sites and related development

17. Planning applications for new mineral extraction sites should ensure that sites are designed so that their operation and restoration incorporates mitigation and adaptation measures, to take account of the effects of climate change over the period of the operations, and in the longer term following the restoration of the land.

Applications for Waste Management Development and Minerals Extraction and related development

18. It is expected that there will be applications for a range of waste management facilities, as well as mineral extraction and related development, over the Plan period, primarily in response to the continuing demand for minerals to support growth, and to address the rising targets for recovery of waste. This Local Plan is intended to assist developers seeking to bring forward new development proposals, and to guide them to appropriate locations.

19. In determining individual planning applications the starting point for the Councils as Minerals and Waste Planning Authorities will be Strategic Policy MWSP3. This states that applications will be determined in accordance with the relevant Strategic Policies in this Local Plan. The Councils will also take into account whether the development is proposed to take place on a Strategic site. Finally the Councils will consider the details of the application against the General and Environmental Policies which were Saved by Direction of the Secretary of State, from the Bedfordshire and Luton Minerals and Waste Local Plan adopted in 2005, or such other policies which may replace them. A list of the Saved policies is set out in Chapter 7. When reviewing the Saved policies the environmental criteria set out in paragraph 143 (bullet 6) of the National Planning Policy Framework will be addressed.

Minerals and Waste Strategic Policy MWSP3: The Determination of Planning Applications

All applications for waste management development or mineral extraction and related development will be determined with regard to:

- **The Strategic Policies in this LDD which are appropriate to the application**

- **The Strategic Sites identified in this LDD which are appropriate to the type of development proposed**
- **The Saved and Environmental Policies in the Bedfordshire and Luton Minerals and Waste Local Plan (or such other Policies as may replace them)**

20. When preparing an application developers will be expected to take into account all relevant issues, including highway and access issues, landscape, biodiversity, flooding, potential impact on the water environment, contamination and pollution, effects on rights of way, archaeology, heritage assets, local and national designations and strategies, and relevant strategies, policies, and programmes that may be relevant to the operation, reclamation, and after use of the site, and to minimise potential impacts. This may require the preparation of an Environmental Statement, or individual studies to be undertaken. Matters of particular relevance to individual sites are set out in the accompanying notes for each site, within the Policies Map.

21. It should be noted that Government guidance no longer precludes the development of Best and Most Versatile Agricultural Land (ALC grades 1, 2 and 3a) but does require that it should be taken into account, along with other sustainability considerations (such as biodiversity, the quality and character of the landscape, its amenity value and heritage interest; accessibility to infrastructure; workforce and markets; maintaining viable communities; and the protection of natural resources including soil quality) when determining planning applications. Where BMVA land is to be worked, then soil handling techniques should be employed which ensure that soils are carefully handled so as to avoid compaction, and which can maintain the quality of the soil resource so that the quality of the land can be restored following reclamation.

This page is intentionally left blank

Appendix B: Monitoring of Minerals and Waste Strategic Policies

The Minerals and Waste Planning Authorities are required to produce an Annual Monitoring Report (AMR) that, amongst other matters, will set out how the policies of The Plan are being implemented and how effective they have been in managing minerals and waste management development in the Plan area. The AMR will be based on the monitoring framework set out below and after the sections relating to the Risks and contingencies of in delivering the Waste Strategy and the Minerals Strategy.

Indicators have been developed to provide a consistent basis for monitoring the performance of this strategy against spatial objectives. These indicators have been derived from the Strategic policies and the Sustainability Appraisal. The targets and relevant indicators and the primary implementation parties are set out after each policy.

Waste Strategic policy	indicators	Related Minerals or Waste Objective	Target	Implementation parties
MWSP1 Sustainable development	Percentage of applications for minerals , waste management and related development that refer to this policy Percentage of Decisions (committee or delegated) that refer to this policy	Waste 1, 2, 3,4,5,6,7,8 Minerals 1,2,3,4,5,6, 7	100% of applications to make reference to the sustainability policy. 100% of decisions on applications to refer to the sustainability policy	Minerals Industry Waste Industry Minerals and Waste Planning Authorities
MWSP2 To ensure that climate change is taken into account in determining applications for minerals and waste management development	Percentage of waste management applications that include provision for climate change mitigation measures Percentage of applications	Waste Objective 8 Minerals 4 and 7	100% of new waste facilities permitted include climate change mitigation measures 100% of applications	Waste Planning Authorities Waste disposal Authorities Waste Industry Mineral Planning

	permitted for new or extended mineral workings which take account of climate change issues in their operational practices and restoration proposals		for new or extended mineral workings will take account of climate change in their operational practices and restoration proposals	Authorities Minerals Operators
MWSP3 To identify how applications for minerals site, waste management facilities and related development will be determined	Percentage of applications for waste facilities and related development determined according to relevant Waste Strategic Policies 1. Percentage of applications for mineral sites and related development in accordance with relevant Minerals Strategic Policies taking into account the strategic sites and the saved General and Environmental Policies	Waste Objectives 2,3,4,6, and 8 Minerals Objectives 1,2,4,5, and 7	100% of applications determined according to waste strategic Policies, and taking into account the strategic sites, and the Saved General and Environmental Policies 1. 100% of applications determined according to Minerals Strategic Policies and taking into account the Strategic Sites and the saved General and Environmental Policies. 2. A net gain in the area of BAP habitats within the	Waste Planning Authorities Waste Disposal Authorities Waste Industry Minerals Planning Authorities Minerals Industry

	2. The area of habitats lost compared to the area of habitat created		Plan area	
--	--	--	-----------	--

This page is intentionally left blank

Appendix C: Changes to Minerals Monitoring Table to include Implementation Parties

Mineral Core Policy	Implementation Parties
MCP1 (now MSP1) Overall Spatial Strategy	Minerals Industry Mineral Planning Authorities
MCP2 (now MSP2) Provision of Aggregates	Mineral Planning Authorities Minerals Industry
MCP3 (now MSP3) Production and Supply of recycled/secondary aggregates	Minerals Industry Industry and suppliers selecting recycled materials in preference to land won minerals i.e. for road schemes Minerals Planning Authorities
New MCP4 (now MSP4)	
MCP4 (now MSP5) Provision of Silica sand	Minerals Planning Authorities Minerals industry
MCP6 (now MSP6) Mineral extraction outside Allocated Sites	Minerals Planning Authorities Minerals industry
MCP7 (now MSP7) Rationalisation of reserves and restoration of old sites	Minerals Planning Authorities Minerals industry
MSP8 Deleted –now MWSP3	
MCP9 (now MSP8) Importation of materials for processing	Minerals Planning Authorities Minerals industry
MCP10 (now MSP9) Borrow Pits	Minerals Planning Authorities Minerals industry
MCP11 Deleted – now MWSP2	
MCP12 (now MSP10) Strategic Transport	Minerals Planning Authorities Highways Authorities Minerals industry
MCP13 (now MSP11) Minerals Resource Assessment	Minerals Planning Authorities Minerals industry Property developers
MCP14 (now MSP12)	Minerals Planning Authorities Minerals industry Property developers

This page is intentionally left blank

Meeting: Executive
Date: 18 March 2013
Subject: Planning Guidance Note on Wind Energy Development in Central Bedfordshire
Report of: Cllr Nigel Young, Executive Member Sustainable Communities – Strategic Planning and Economic Development
Summary: The report proposes that Executive adopts the technical guidance document on wind energy development in Central Bedfordshire for development management purposes.

Advising Officer: Gary Alderson, Director of Sustainable Communities
Contact Officer: Stephen Mooring, Acting Environmental Policy Team Leader
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes

CORPORATE IMPLICATIONS

Council Priorities:

The aim of this guidance on wind energy development is to provide a greater degree of technical analysis to help the Council in its decisions with regard to wind energy proposals and in particular their impact on the countryside and landscape. This contributes to the delivery of Council's priorities in the Medium Term Plan, particularly in relation to 'Enhancing Central Bedfordshire – creating jobs, managing growth, protecting our countryside and enabling businesses to grow'

Financial:

1. Failure to have sound technical guidance in place for development management purposes with regards to wind developments may lead to more appeals against Council decisions and the subsequent costs of these. For the Langford Wind farm appeal this was estimated to be in the region of £50k.

Legal:

2. Once adopted as technical guidance this will constitute a material planning consideration to be taken into account when determining all relevant planning applications in the Council's area.

Risk Management:

3. None

Staffing (including Trades Unions):

4. Not applicable.

Equalities/Human Rights:

5. None

Public Health:

6. None

Community Safety:

7. The Council has a statutory duty under Section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to reduce crime and disorder in its area. This duty applies to all of the Councils functions and this will be considered when planning applications for large scale wind developments are received.

Sustainability:

8. Renewables, such as wind turbines play an important role in reducing CO₂ emissions and contributing to the global effort to mitigate climate change. However there are a range of technologies available and this technical guidance aims to help inform planners, developers and members decision making to help ensure that the right balance is achieved between the deployment of the appropriate technologies in the most appropriate places, limiting negative impact on landscape character, biodiversity and heritage, whilst at the same time ensuring local communities receive maximum benefits.

Procurement:

9. Not applicable.

Overview and Scrutiny:

10. This matter has been considered by Sustainable Communities Overview and Scrutiny on the 6 March 2013. Comments from this meeting will be provided at the Executive meeting.

RECOMMENDATIONS:

The Executive is asked to:

1. **adopt Guidance Note 1: Wind Energy Development in Central Bedfordshire' as technical guidance for development management purposes; and**
2. **delegate authority to the Director of Sustainable Communities, in consultation with the Executive Member Sustainable Communities - Strategic Planning and Economic Development, to make minor amendments to the technical guidance note prior to its publication.**

Reason for Recommendations: To provide the Council with an additional planning guidance for the consideration of planning applications for wind turbines and larger wind developments.

Executive Summary

11. National Planning Policy places a presumption on Local Planning Authorities to approve sustainable energy developments. However it also allows local planning authorities to set their own criteria to assess site suitability and the cumulative impact of development.
12. A technical guidance document focusing on wind developments has been produced for development management purposes. It clarifies how issues such as landscape sensitivity, heritage and biodiversity should be taken into account in planning decisions. The guidance also highlights areas of Central Bedfordshire where the landscape character and type would be deemed too sensitive to accommodate wind developments, alongside assessing the capacity of the landscape and defining how cumulative impact will be assessed.
13. The guidance has been through a four week period of public consultation and as a result further supporting work is being carried out to ensure that the guidance is as robust as possible and would stand up to scrutiny through appeal etc.
14. The technical guidance is being considered by Sustainable Communities Overview & Scrutiny Committee on the 6 March. Comments and recommendations will be provided at this Executive meeting. The main recommendation as set out in 1 above, is for Executive to adopt the technical guidance note for development management purposes. It is envisaged that it could become a supplementary planning document once the Council's emerging Development Strategy is adopted.

Introduction

15. The Council's Climate Change Strategy (adopted in June 2010) acknowledges that climate change is a real and immediate threat for us all. Carbon dioxide (CO₂) levels have already reached their highest level for almost half a million years and are rising faster than ever. Decarbonisation of the UK's energy supply through the increased deployment of renewable and low carbon energy generation technologies is a key element of the UK Government's approach to meeting the tough carbon reduction targets set in law by the Climate Change Act (2008), these being to reduce green house gas emissions by 34%, from 1990 levels, by 2020 and by 80% by 2050. In addition to this the UK is also committed to generating 15 per cent of energy from renewable sources by 2020 (through the European Renewable Energy Directive).
16. This has and will lead to an increase in planning applications and developments of renewable energy generation technologies across the UK. In order to ensure maximum deployment, national planning policy via the National Planning Policy Framework (NPPF) and the National Policy Statements for Energy (EN-1 and EN-3) place a presumption in favour of 'sustainable energy developments'. This is reflected in the decisions in favour of the applicants in the Langford Wind Farm appeal decision and the approval of the Covanta Energy from Waste plant at Rookery Pit.

17. Notwithstanding the positive stance required under national policy, the NPPF and Energy Policy Statements provide scope for Planning Authorities to guide development to less environmentally sensitive areas where negative impacts can be most effectively mitigated. This has to demonstrate that the process of selecting areas has been done through the use of a criteria based approach, making it clear what criteria have determined the selection and include guidance on what size of development in these areas would be considered suitable (paragraph 97 NPPF). However the Planning Authority should also subsequently approve the application if its impacts are (or can be made) acceptable. Once areas for renewable and low carbon energy have been identified in plans, local planning authorities should also expect subsequent applications for commercial scale projects outside these areas to demonstrate that the proposed location meets the criteria used in identifying suitable areas (paragraph 98 of the NPPF).
18. The Council's emerging Development Strategy, Policy 46, covers renewable and low carbon energy development. To support this policy and provide further clarification on how the policy will be applied, a technical guidance note on Wind Energy (see Appendix A) has been produced. It is envisaged that further notes will be produced for development management purposes, each focusing on specific technologies. The range of technologies being covered and timescales for delivery of subsequent technical guidance notes is yet to be confirmed.
19. This takes forward the approach to large scale renewables set out in the North Core Strategy which stated in policy that the Council would consider favourably proposals for renewable energy installations as long as they satisfied a range of criteria. These include that they are not harmful to residential amenity, including noise and visual amenity; are located and designed so as not to compromise the landscape and scenic beauty of the Chilterns Area of Natural Beauty; and also that in other areas identified through the Landscape Character Assessment as having high sensitivity, be located and designed so as to respect the character of the landscape. There was no specific policy regarding large scale renewables in the draft joint Core Strategy and no further technical guidance was ever produced.
20. The guidance note on Wind Energy is intended to help all those concerned with renewable energy to achieve development that is both suitable in scale and has least impact and maximum community benefit. Wind development has been focused on in the first instance to reflect the public concerns about the perceived impact of large scale wind development in rural locations.
21. The aim to produce a series of technical guidance notes for a range of technologies, is in line with national policy, as set out in the UK Government's Renewable Energy Roadmap (2011). This states that encouraging a diverse mix of energy sources, including renewables, is the best way to meet the UK's decarbonisation objectives, protect consumers against rising energy prices and ensure the lights stay on. Therefore providing clarification on the planning issues relating to a range of Renewables technologies will support the deployment of a wider range of technologies in Central Bedfordshire, allowing the most appropriate use of technology for the proposed location.

22. It is important to also note that applications for wind farms with a generating capacity over 50MW (equivalent to 25 Vesta V90 turbines, which are the type being use at Langford) would not be considered by the Council but by the Planning Inspectorate, who would in turn make a recommendation to the Secretary of State for approval or not. The Council would be a consultee and this technical guidance would inform the Council's response.

The Approach Taken

23. Wind developments unquestionably have a significant impact on the landscape and other sensitive receptors, including biodiversity, local heritage assets and communities living adjacent to them. The technical guidance therefore considers:
- (a) the capacity of the landscape to accommodate wind development alongside other sensitivities relating to biodiversity, heritage and communities;
 - (b) it defines and provides examples of 'cumulative impact' of wind developments, including the larger wind farms being built outside of, but near to the Council's boundary;
 - (c) assesses the capacity of landscape to accommodate wind developments and at what scale; and also
 - (d) provide an overview of the most and least sensitive areas in Central Bedfordshire to wind developments.
24. The technical guidance considers and applies the requirements of the National Planning Policy Framework, the National Policy Statements for Energy (EN1 and EN3) alongside the key policies in the Council's emerging Development Strategy. It does not promote specific sites for the location of wind developments.
25. It is important to reiterate that this document does not provide comprehensive guidance in relation to all the issues that developers would need to consider in relation to wind developments. For instance noise issues are not considered as ETSU-R-97 – 'The Assessment and rating of noise from wind farms', is the current best practice guidance on which noise assessments of wind developments are based in the UK.

The Main Conclusions made in the Technical Guidance

26. The scale and industrial character of turbines will always result in dramatically changed landscapes, but in an acceptable location the strong form and connection with green energy can result in the creation of a positive landmark and play a role in combating climate change. The latter being a key factor leading to the loss of valued features within the landscape.
27. However it is essential that schemes are in scale with the setting and do not detract from valued landscapes or cause unacceptable intrusion to communities.

28. Such suitable sites are likely to be limited in number due to the dense settlement pattern in Central Bedfordshire, the variation in landscape character (character areas are often narrow or limited in extent) and landform creates a greater sensitivity than the judgements on landscape character alone suggest. In relation to landscape sensitivity and impact the key conclusions below would be used to help steer planning decisions. Where developers propose a wind development contrary to these principles, the onus would be on them to clearly define how impacts would be mitigated and why the conclusions reached don't apply with regard to their planning application.
- (a) The capacity for medium scale wind developments (between 3 to 5 turbines) is considered to be low. The Central Bedfordshire landscape is not appropriate to accommodate large scale wind developments (of more than 10 turbines).
 - (b) There is potential to support a limited extent of small to medium sized wind developments, particularly within the clay landscapes to the north east of Central Bedfordshire.
 - (c) The cumulative impact of a series of single turbines is considered to be of a greater consequence than a single medium sized farm of 3 to 5 turbines. Only an exceptional site would allow a second installation without a serious threat of overwhelming cumulative impact.
 - (d) The Central Bedfordshire countryside is too complex, populated and varied in its landform to be able to successfully accommodate more than one farm within a 10km setting.
 - (e) The exception to this would be in the large-scale arable clay-farmland landscapes, largely to the north east of Central Bedfordshire, which do offer some potential for farms to be in close proximity. This landscape type is still very limited in Central Bedfordshire compared to similar landscapes in other counties, for example the Bedfordshire and Cambridgeshire Claylands and the East Anglian Chalk National Character Areas, as demonstrated on p52 of the Draft Technical Guidance (Appendix A).
 - (f) There may be greater scope for the installation of single turbines towards the east of Central Bedfordshire or where they can be used positively to create nodal features along trunk roads, business estates and new large scale developments.
29. The technical guidance clarifies and provides advice on a range of other key issues. The key points being:
- (a) **Green belt:** Highlights that Policy 36 in the emerging Development Strategy sets out the general presumption against inappropriate development in the green belt. Also that very special circumstances would need to be demonstrated if turbines and their associated infrastructure (access tracks, substation etc) were proposed within an area of green belt.

- (b) **Heritage and Archaeology:** Highlights the need to assess the impact of each application on a case by case basis. Particularly important considerations include the impact on the setting of designated and non-designated heritage assets and the direct physical impact or loss of features of a heritage, historical interest or on archaeological remains. The National Policy Statement places a presumption in favour of conservation of heritage assets over sustainable energy development, but only where direct damage is likely to occur. Scheduled ancient monuments were also included in the mapping appraisal of highly and low sensitivity locations for wind developments in Central Bedfordshire.
- (c) **Biodiversity:** Highlights the importance of site selection and the location of turbines within that site with regards to avoiding impacts on wildlife. The impact of turbines on bats and birds (depending on site location) could be significant and further guidance is provided as to what expected measures should be taken. Areas of ecological value are also considered in the mapping appraisal of high and low sensitivity locations for wind developments in Central Bedfordshire.
- (d) **Communities:** Highlights the importance of communities being engaged at the earliest possible opportunity and the need for there to be clear benefits, whether financial or other, to those communities affected. It also highlights how community lead schemes will be supported in principal and as long as other impacts and issue covered in the technical guidance are adequately addressed.

Consultation responses

- 30. The technical guidance went through a four week period of consultation from the 14 January to the 11 February 2013. The Council has been proactive in seeking views from local stakeholders and communities by communicating this alongside the consultation for the emerging Development Strategy. This included highlighting the consultation period to all contacts on the development strategy database, relevant trade associations and wind energy developers.
- 31. Over thirty responses were received. The scope of responses ranged from:
 - (a) A number from individuals who wanted to express general opposition to wind developments, and wind turbines as a technology. These were not valid with regards to the wind guidance document as this does not consider whether wind turbines are effective or not. The NPPF, EN-1 and EN-3 state that the general pro's and cons of a particular technology should not be considered as part of the planning process. Comments were also received with regards to how the guidance defers to national guidance for noise and other issues that could be considered in scope e.g. low frequency noise, shadow flicker and health impacts.

- (b) Responses were received from strategic stakeholders such as Natural England, the Environment Agency and Highway's Agency. These were either in general support of the approach or highlighted relevant areas of concern and standards to their organisations that they believe should be considered or referenced. For instance the Highways Agency wanted their guidance on locating wind turbines close to trunk roads and motorways to be referenced and the Environment Agency highlighted issues relating to flooding and the control of water and ground pollution.
 - (c) Comments were received from two wind developers, these being FCC – who are preparing applications for wind developments at Brogborough (up to eight turbines) and Arlesey (1 turbine) on the former landfill sites they operate. Whilst they opposed the guidance, useful feedback was provided to allow the Council to make the guidance clearer and more robust. Comments were also received from T G Landscape Architects, on behalf of Co-operative Estates, the developers of the Langford/Biggleswade Wind Farm. They considered the guidance to be a 'helpful and comprehensive approach to evaluating the capacity of the district to accommodate wind energy development...' but also noted that there were a number of fundamental aspects that needed to be addressed before the guidance could be considered to be sufficiently robust.
 - (d) Comments were also received from South Bedfordshire Friends of the Earth who deemed the guidance (and the emerging Development Strategy Policy 46 that this provides further guidance on) to be unsound and not in compliance with the requirements of the NPPF, largely due to the requirement for Local Authorities to have a 'positive strategy for mitigating and adapting to climate change'. Our view is that this is met through the commitments made in the Council's Climate Change Strategy, positive policies on resource efficiency in the emerging development strategy and pragmatic and open approach to developments of all renewable energy generating technologies (not just wind) – ensuring that the most appropriate technology is located in the most appropriate place.
32. A number of actions are being carried out to address the concerns raised through the consultation process. These are seen as minor amendments and therefore a recommendation is being sought to delegate authority to the Director of Sustainable Communities, in consultation with the Executive Member for Sustainable Communities - Strategic Planning and Economic Development to make minor amendments to the technical guidance note prior to its publication. The minor amendments include:
- (a) The Introductory section will be split into a separate 'introductory document' to clarify that the Council's approach to Renewable generation technologies will not only consider wind developments.
 - (b) Further clarification will be provided of the methodology used to develop the criteria used for the evaluation of landscape impacts in the guidance. This will acknowledge the differing impact that wind turbines have depending on their height. Further clarification will also be provided as to how the assumption that the capacity of the landscape in Central Bedfordshire cannot accommodate wind developments of more than 11 turbines was reached.

- (c) Supporting the assessment with a documented 'ground proofing' or site visit exercise particularly focused on the critical boundaries between landscape character areas.
- (d) Further clarification as to how national standards for noise and other issues will be applied and what they are.
- (e) Consideration of the issue of the reversibility of wind developments after 20 to 25 years and how this should be considered within the guidance.

Conclusion

- 33. National planning policy places a presumption in favour of sustainable energy developments. This potentially makes it difficult to refuse planning applications for wind developments without sound and robust reasons.
- 34. To clarify the Council's approach for planners, developers, communities and other stakeholders alike, should be seen as a proactive approach to enable wind developments proposal in Central Bedfordshire to be located in the most suitable areas, with least negative impact. It is envisaged, and shown in part by the consultation, that developers would welcome the clarification this technical guidance provides.
- 35. The technical guidance should provide the Council with a more robust platform for negotiation with developers and ensure that those communities affected are in a position to benefit as much as possible from the development. This clarity should also limit the potential of planning applications that are refused then going to appeal.

Appendices:

Appendix A – Renewable Energy Guidance - Guidance Note 1: Wind Energy Development in Central Bedfordshire

http://www.centralbedfordshire.gov.uk/Images/140113%20Renewable%20energy%20guidance%20-%20Wind%20CONSULTATION%20V1.0_tcm6-39299.pdf#False

Background papers and their location: (open to public inspection)

Copy of the guidance document and consultation questionnaire available at:

<http://www.centralbedfordshire.gov.uk/planning/strategic-planning/consultation-and-news.aspx>

This page is intentionally left blank

Renewable Energy Guidance

January 2013

1.0 Introduction

- 1.1 Renewable energy is a broad term covering a range of sustainable energy sources which cannot be depleted. National policy actively promotes and supports the development and deployment of renewable energy. The government has committed to generating 15 per cent of energy from renewable sources by 2020 (through the European Renewable Energy Directive). This will in turn contribute the commitments made in the Climate change Act (2008) to reduce green house gas emissions by 34%, from 1990 levels, by 2020 and 80% by 2050.
- 1.2 At the local level policies in the emerging Development Strategy for Central Bedfordshire take a positive approach to renewable energy generating schemes providing their impact can be made acceptable. This Supplementary Planning Document has been produced to expand upon the policies contained in the emerging Development Strategy. Its purpose is to assist the interpretation and application of those policies and in particular help steer development to locations where the impact will be reduced or where there is demonstrable benefit to new communities.
- 1.3 Central Bedfordshire is producing a series of renewable energy planning guidance notes will be provided to steer and assist developers and communities in bringing forward their development ambitions.
- 1.4 These will focus on ensuring that planning applications for the most appropriate and effective renewable technologies are targeted to the most suitable places in Central Bedfordshire, ensuring that the area can contribute towards the delivery of national targets for carbon reduction and deployment of Renewables, whilst at the same time protecting and enhancing all of the local features and assets that make Central Bedfordshire such a great place to live and work.
- 1.5 The first of these guidance notes focuses on onshore wind generation and considers the capacity of the landscape to accommodate development in Central Bedfordshire alongside sensitivities relating to biodiversity, heritage and communities.
- 1.6 Future guidance notes will also be produced relating to large scale solar photovoltaic farms and biomass.

National planning policy – NPPF and EN1

- 1.7 This guidance is shaped by the requirements of national planning policy, which ultimately steers and shapes how the Council's planning policies are set within the emerging Development Strategy. With regards to renewable energy generation development the key points are as follows.

National Planning policy framework (NPPF)

- 1.8 The NPPF sets out the key national planning priorities for England and is a material consideration in planning and development management decisions. It states that to contribute to the increase in the use and supply of renewable and low carbon energy, local planning authorities should recognise the responsibility on all communities to contribute to energy generation from these sources. They should:
- have a positive strategy to promote energy from renewable and low carbon sources;
 - design their policies to maximise renewable and low carbon energy development while ensuring that adverse impacts are addressed satisfactorily, including cumulative landscape and visual impacts;
 - consider identifying suitable areas for renewable and low carbon energy sources, and supporting infrastructure, where this would help secure the development of such sources;
 - support community-led initiatives for renewable and low carbon energy, including developments outside such areas being taken forward through neighbourhood planning.
- 1.9 With regards to wind energy developments the NPPF states that in assessing the likely impacts of the potential development, identifying suitable areas, and in determining planning applications for such development, planning authorities should follow the approach set out in the National Policy Statement for Renewable Energy Infrastructure (read with the relevant sections of the Overarching National Policy Statement for Energy Infrastructure, including that on aviation impacts).
- 1.10 Where plans identify areas as suitable for renewable and low-carbon energy development, they should make clear what criteria have determined their selection, including for what size of development the areas are considered suitable. This is covered in the guidance note for wind generation.
- 1.11 When determining planning applications, local planning authorities should:
- not require applicants for energy development to demonstrate the overall need for renewable or low carbon energy and also recognise that even small-scale projects provide a valuable contribution to cutting greenhouse gas emissions; and
 - approve the application if its impacts are (or can be made) acceptable. Once suitable areas for renewable and low carbon energy have been identified in plans, local planning authorities should also expect subsequent applications for commercial scale projects outside these areas to demonstrate that the proposed location meets the criteria used in identifying suitable areas.

Overarching National Policy Statement for Energy (EN-1) and National Policy Statement for Renewable Energy Infrastructure (EN-3)

- 1.12 The NPS's set out national policy for delivery of the nationally significant energy infrastructure, including renewable energy. They are a material consideration in decision making on applications that fall under the Town and Country Planning Act 1990 (as amended).
- 1.13 Whether, and to what extent, the NPS's are a material consideration will be judged on a case by case basis. The NPS's set out assessment principles for judging impacts of the energy projects. Those principles can be used by local planning authorities in preparing the local impact reports. The specific principles relating to each of the main criteria areas are focussed on in the technology specific guidance elements of this SPD.

The emerging Central Bedfordshire Development Strategy – Policy 46: Renewable and low carbon energy development

- 1.14 The Council recognises the environmental, social and economic benefits of renewable energy and is committed to work with renewable energy developers to deliver most appropriate sized and located schemes, with the most effective technology, in a way that is fully compliant with Central Bedfordshire's planning policy requirements.
- 1.15 In order to manage the impacts of renewable energy the emerging Development Strategy includes a specific Renewable and low carbon energy development policy (detailed below).

Policy 46: Renewable and low carbon energy development

The Council recognises the environmental, social and economic benefits of renewable or low-carbon energy. It will work with developers to ensure that proposed developments are:

- directed to those areas where negative impacts can be most effectively mitigated. Any unavoidable adverse impacts, including cumulative impacts, such as noise, pollution and harm to visual amenity, should be mitigated through careful consideration of location, scale, design and other measures;
- have good accessibility to the transport network;
- located and designed so as to have no unacceptable adverse impact on heritage assets, sensitive landscapes such as the Chilterns AONB, or any area identified through the Landscape Character Assessment as being of high sensitivity; green belt areas and townscapes.

Cont... Policy 46: Renewable and low carbon energy development

- All developers of renewables schemes are required to engage with all affected stakeholders, including local communities, at the earliest stage in order to proactively mitigate impacts and provide adequate compensation and benefits.

Where a district heating scheme is proposed, where technically and economically viable and appropriate, all occupiers must be connected to that installation.

- 1.16 Renewable energy development should be directed to areas where the negative impacts can be most effectively mitigated and made acceptable.
- 1.17 Those areas most suitable for each of the renewable energy technologies will be highlighted in the technology specific guidance notes that form part of this document. The criteria used for identification of these areas will also be outlined and discussed in these documents. It is important to note that any development proposals outside these areas will have to demonstrate how its location, scale and design meet these criteria, as supported by NPPF.
- 1.18 Renewable energy proposals requiring regular access to transport network will be required to demonstrate how negative impacts are avoided or mitigated to acceptable levels.
- 1.19 The Council will support community-led initiatives for renewable and low carbon energy where other impacts have been satisfactorily mitigated. It is also key that developers of renewables schemes take a proactive approach to working with affected communities at the earliest stage in order to mitigate impacts and to provide adequate compensation and direct benefits.

THIS PAGE IS INTENTIONALLY BLANK

Guidance Note 1: Wind Energy Development in Central Bedfordshire

January 2013 (for consultation)

Contents

1.0 Introduction	9
What this guidance covers	9
What is not Included	10
The principal objectives of this guidance	11
2.0 Basis for the Guidance	11
National Landscape Policy and Guidance	12
The emerging Central Bedfordshire Development Strategy – Policy 58:	
Landscape	13
3.0 Overview of the Landscape of Central Bedfordshire	14
4.0 Landscape Character Assessment	15
The National Character Map	15
Local Level Assessment	15
Landscape Designations	16
5.0 Landscape Planning For Wind Energy	17
Key Considerations in Determining the Scale of Impact	17
6.0 Cumulative Impact	19
Visualising wind turbines against existing tall structures Central Bedfordshire	23
7.0 Assessing the suitability of Central Bedfordshire’s landscape for wind developments	24
Evaluation by grouped landscape character areas	24
Landscape Character	28
8.0 Overall Assessment based on Landscape Sensitivity	33
Areas requiring the greatest constraint	33
Landscape Sensitivity and Capacity	33
Opportunity Areas	35
Creating a positive feature	36
9.0 Conclusions	38
10.0 Other Policy Considerations	39
Green Belt	39
Heritage	39
Archaeology	41
11.0 Biodiversity	42
12.0 Communities	46
13.0 Other issues	47
Noise	47
14.0 References and other useful sources of information	48
15.0 Glossary	49
APPENDIX 1	51
APPENDIX 2	54

1.0 Introduction

- 1.1 This document has been prepared to assist all parties involved in the renewable energy development process. It is intended that this guidance note will be adopted by the Council as a “Supplementary Planning Document” (SPD) following adoption of the Council’s emerging Development Strategy proposed in 2014.
- 1.2 This document is part of a series of notes yet to be produced, to guide development for renewable energy. It has been produced by the Environmental Policy team at Central Bedfordshire Council and follows national best practice guidance and the detailed guidance contained with the Landscape Character Assessments for Central Bedfordshire.
- 1.3 It will be subject to public consultation from the 14th January to the 11th of February 2013, following which comments will be considered and changes made to the document. The Council intends to endorse the document for use as a material consideration in determining planning applications prior to the Development Strategy being adopted.

What this guidance covers

- 1.4 This document aims to provide planning guidance in respect of onshore wind generation and considers the capacity of the landscape to accommodate onshore wind development in Central Bedfordshire alongside other sensitivities relating to biodiversity, heritage and communities.
- 1.5 Those areas that could be deemed as least sensitive to the impacts of wind generation developments identified in this document based on a detailed assessment of landscape. The key aspects which form the basis of the criteria are based on a study of:
 - Landscape sensitivity and visual impact
 - Impact on biodiversity and other natural assets
 - Impact of heritage and historic assets
 - Impact on local communities, including the scope for positive engagement and community benefits
- 1.6 Any development proposals outside these geographic areas identified as being ‘least sensitive’ will have to demonstrate how its location, scale and design meet these criteria, as supported by NPPF.
- 1.7 All wind farms developments require planning permission through one route or another. Larger installations, above the 50MW out put will be considered by the Planning Inspectorate who will then make a recommendation to the Secretary of State to approve or not. This document will inform the Council’s response and comments to large

scale applications should they come forward. In general it is considered that within Central Bedfordshire opportunities would be very limited due to a lack of shortage of suitable areas that are large enough to accommodate the number of wind turbines needed to generate 50MW or more.

- 1.8 For installations with an output below 50MW (typically equivalent to a wind farm of 25 Vesta V90 wind turbines¹) Central Bedfordshire will determine applications for planning permission.
- 1.9 Micro or domestic scale wind turbines fall under permitted development rules, however this guidance does include some information, particularly in relation to biodiversity, that should be considered.
- 1.10 This guidance has been split into a number of sections:
 - It sets out and explains the basis for this guidance and highlights the key national planning policy requirements steering how the Council will consider applications for onshore wind.
 - Clarifies the key elements that the emerging Development Strategy policy relating to renewables requires with regards to onshore wind
 - Highlights the requirements of other key Development Strategy policies that will need to be considered and addressed as part of a planning application for a wind development, for example Heritage and the Historic environment , Biodiversity and Landscape
 - Identifies the key criteria and issues that will need to be considered by developers in determining site suitability.

What is not Included

- 1.11 It is important to reiterate that this document does not provide comprehensive guidance in relation to all the issues that developers would need to consider in relation to wind generation developments. For instance noise issues are not considered as the Institute for Acoustics (IOA) are currently preparing new guidance in relation to assessing the noise impacts of onshore wind farms.
- 1.12 Details of additional useful sources of information, such as this can be found in the references section of this guidance. Other issues not covered are impact on public amenity and the affects of shadow and flicker. Developers will need to demonstrate that the potential for negative impacts have been assessed and where appropriate mitigation measures proposed.

¹ The Vesta V90 wind turbines are the type of turbines being installed at the Langford wind farm. They have a height of 110m to the tip of the blade – 65m to the hub with 45m blades.

The principal objectives of this guidance

1.13 The principal objectives of this guidance document are to:

- Clarify the approach for assessing individual applications with regards to the criteria covered.
- Highlight those areas the Council views to be unsuitable for the development of onshore wind turbines. Thus enabling developers time and effort to be spent focusing on those areas that are deemed more suitable.
- Clarify how cumulative impacts will be considered, particularly in relation to the capacity of the landscape to accommodate wind turbines.
- To protect residential amenity from any unintended impacts of wind turbine developments, whilst at the same time encourage greater community engagement, leadership, participation and opportunities to benefit from these developments.

2.0 Basis for the Guidance

2.1 Wind farm developments unquestionably have a significant impact on the landscape and other sensitive receptors, including biodiversity, local heritage assets and communities living adjacent potential wind farm developments.

2.2 Given the significance of visual impact on landscape and heritage assets the main body of this guidance seeks to identify those areas most sensitive to the impact of wind farm developments.

2.3 As part of this, the ability of the landscape to accommodate wind farm developments ranging from a single turbine to large wind farms of up to eleven or more turbines is discussed. The evidence base for these judgements includes the detailed consideration of landscape character and how this would be affected, with specific consideration of the factors affecting visual sensitivity. A mapping process helped to identify areas of higher and lower sensitivity, through an assessment of:

- landscape character,
- key assets likely to be affected by the introduction of turbines
- tranquillity
- proximity to communities

2.4 The study was undertaken from the starting point that wind turbine applications will come forward in the area; it does not debate the merits of wind turbines against other forms of renewable energy development.

- 2.5 This guidance provides a starting point for decision making, but it is essential that local variations in character are considered in relation to individual proposals.

National Landscape Policy and Guidance

- 2.6 National landscape policy sits within the framework of the European Landscape Convention (2000) which emphasises the need to ensure national policies change from focussing on “outstanding “ areas to an approach which embraces the “quality of all living surroundings “. This approach had already been progressed by the Countryside Agency (now Natural England) through the development of the National Character Areas and landscape character assessment.
- 2.7 The importance of the local landscape was further endorsed by Natural England with the publication of the Policy Document “*All Landscapes Matter*” in 2005. This emphasises the importance of local landscapes to the communities that live within them and access them as a local facility for recreation and work. This policy underlines the importance of having objective landscape character assessments to help determine the suitability of a particular landscape to accept change.
- 2.8 There is a lack of national policy guidance to assess the impact of wind energy on the lowland landscape, despite visual impact invariably being a key concern with the underlying principles being set out in the National Policy Statements for Energy (EN-1 and EN-3).

What the NPPF says

- 2.9 That planning authorities should ‘design their policies to maximise renewable and low carbon energy development while ensuring that adverse impacts are addressed satisfactorily, including cumulative landscape and visual impacts’. It also states that the planning system should contribute to and enhance the natural and local environment by protecting and enhancing valued landscapes, geological conservation interests and soils.

What the National Policy Statements for Energy (EN-1 and EN-3) say:

- 2.10 All proposed energy infrastructure is likely to have visual effects for many receptors around proposed sites. It will have to be judged whether the visual effects on sensitive receptors, such as local residents, and other receptors, such as visitors to the local area, outweigh the benefits of the project. Within a defined site, adverse landscape and visual effects may be minimised through appropriate siting of infrastructure within that site, design including colours and materials, and landscaping schemes, depending on the size and type of the proposed project.

- 2.11 EN-3 highlights that modern onshore wind turbines that are used in commercial wind farms are large structures and there will always be significant landscape and visual effects from their construction and operation for a number of kilometres around a site. The arrangement of wind turbines should be carefully designed within a site to minimise effects on the landscape and visual amenity while meeting technical and operational siting requirements and other constraints.

Other guidance:

- 2.12 Natural England, who would comment on any Applications within or close to the AONB, have prepared strategic guidance on the assessment of landscape in relation to onshore wind. This outlines the key principles for consideration based on scale, feature, perception and use. Whilst the document was intended for use by Natural England's own officers the guidance has wider relevance.
- 2.13 The most accepted practical guidance regarding site selection is found within the Scottish Natural Heritage document "Visual Assessment of Wind farms" (2202), produced by Newcastle University and Scottish Executive, (PAN45: Renewable Energy Technologies).
- 2.14 Reference has also been made to policies and guidance produced by other local authorities, in particular by Cornwall and Lancashire County Councils and Fenland and Huntingdonshire District Councils.
- 2.15 The Council's emerging Development Strategy includes policies designed to shape, guide and steer all future development in Central Bedfordshire. It provides clarification of where policy will be used to protect and enhance Central Bedfordshire's landscape, natural and heritage assets. The policy relating specifically to landscape is as follows:

The emerging Central Bedfordshire Development Strategy – Policy 58: Landscape

The Council will ensure that the highest level of protection will be afforded to the landscape of the Chilterns AONB primarily through conservation and enhancement of the natural beauty of the area.

Any development which has an unacceptable impact on the Chilterns landscape will be refused except in exceptional circumstances and where it can be demonstrated the proposals are in the public interest and that there are no suitable alternative sites. This will, where relevant, include development outside of the AONB which is judged harmful to the AONB, through for example, adverse impacts due to visual intrusion including noise and light pollution.

Cont... Policy 58: Landscape

Elsewhere landscapes will be conserved and enhanced in accordance with the Landscape Character Assessment. Proposals that have an unacceptable impact on the landscape quality of an area will normally be refused. In particular, proposals will be refused that have an adverse impact on important landscape features or highly sensitive landscapes.

Where appropriate development proposals will be required to include plans for landscape improvements in accordance with the findings of the Landscape Character Assessment and 'Design in Central Bedfordshire: A Guide for Development'. This will apply in particular to the Strategic Allocations, the built edge of existing settlements and along prominent transport corridors.

3.0 Overview of the Landscape of Central Bedfordshire

- 3.1 Central Bedfordshire Council has a rich and varied landscape which includes the Chilterns "Area of Outstanding Natural Beauty", the distinctive landform of the Greensand Ridge and many areas of attractive countryside which retain traditional features and are locally distinctive. The landscape is enriched by its extensive cultural heritage and sites of ecological value, providing landscapes which are highly valued by local communities.
- 3.2 Central Bedfordshire is characterised by its many villages and hamlets, meaning that although many areas have strong rural characteristics, it is also a heavily settled landscape. Central Bedfordshire has a productive countryside, recognised for bringing significant economic benefit and contributing to society, health and well-being. It has greatly valued as a recreational resource and is seen as a growing asset in the promotion of local tourism.
- 3.3 Rural and urban landscapes have an important role in providing sites for renewable energy. Site location for wind energy requires the most careful and objective selection. Unlike other forms of development where mitigation measures can reduce visual impact over time, the scale of wind turbines means that the best method of limiting intrusion is to locate the development in the right place and with the optimum layout.
- 3.4 This requires understanding and respect for landscape sensitivity and is a key principle with regards to the Council's decision making process with regards to planning applications for wind developments.

4.0 Landscape Character Assessment

The National Character Map

- 4.1 Central Bedfordshire contains four National Landscape Character Areas:

- 87 East Anglian Chalk
- 88 Bedfordshire and Cambridgeshire Claylands
- 90 Bedfordshire Greensand Ridge
- 110 Chilterns

(Nb The East Anglian Chalk, is present in such a limited extent that for the purposes of this study it has been considered part of the adjoining clay landscape.)

- 4.2 A study to assist with the understanding of the capacity for wind energy across the eastern region, based on the National Character Areas has provided useful baseline information – see Appendix 1 (ARUP Report).

Local Level Assessment

- 4.3 Landscape Character Assessments at the district scale of 1:25,000 were carried out for the former legacy authorities of Mid Bedfordshire and South Bedfordshire, the areas of which are now covered by Central Bedfordshire Council.
- 4.4 The reports were based on extensive fieldwork and public consultation and identified 7 broad landscape character types such as the *Clay River Valley* or the *Chalk Escarpments*. These landscapes can be compared with others elsewhere in the country, which has relevance for the strategic approach to the location of renewable energy. The landscape types have been subdivided into 38 discrete and unique landscape character areas.
- 4.5 The high number of distinctive areas highlights the complexity of Central Bedfordshire's countryside. Many of the areas are small and display marked contrasts with the adjacent or surrounding character areas. This complexity contrasts with examples of clayland landscapes elsewhere, for example in Cambridgeshire, where there is a more extensive and uniform landscape character.
- 4.6 The complexity of the Central Bedfordshire landscape is further defined in the "East of England Landscape Framework", which identifies a typology of 11 landscape character types, based on the study of land description units (Landscape East, 2010).
- 4.7 The major conclusion arising from these studies is that all but one of the landscape character areas are considered to have declined or be declining in terms of landscape character.

- 4.8 There is a correlation between landscapes where loss of feature has weakened landscape character and where the underlying landform has a simple form. For example, in the claylands, agricultural intensification has greatly altered the appearance of farmland in the vales and plateau areas. These landscapes already tend to be the main focus for growth and may also offer the greatest scope for wind energy.
- 4.9 Any development would be required to respect the landscape strategy for the character area, supporting appropriate renewal or management of landscape features.

Landscape Designations

- 4.10 In Central Bedfordshire there are two extensive areas subject to national landscape designations, these are:

i) The Chilterns “Area of Outstanding Natural Beauty”

The “outlier “ within Bedfordshire has it’s own varied and distinctive character, with narrow sinuous escarpments, the rounded hills at Barton –le Clay but with much less woodland cover than further west. The AONB in Central Bedfordshire extends over 5,800 ha and in places meets the urban boundaries of Luton and Dunstable .The downland Country Parks at Dunstable Downs and Sundon Hills are regionally important visitor attractions and provide panoramic views over the surrounding countryside. Increased pressure on the Chilterns is expected as populations rise; it is also the closest AONB to London. The Chilterns Conservation Board has an advisory role regarding major planning and development issues. Central Bedfordshire Council has a duty to conserve and enhance the AONB. Proposals for wind energy must consider the likely impacts on the AONB and its setting.

ii) The Forest of Marston Vale

Established as one of twelve Community Forests in 1991, the Forest extends over 61square miles between Bedford and the M1, with the aim of regenerating a landscape degraded by former brick-working in an area which is also subject to growth pressures. The key target is to increase woodland cover from 3% to 30% by 2031, achieving this through partnership working and community involvement. The Marston Vale is now a growing centre for recreation, biodiversity has been enhanced and significant new woodlands have been planted e.g. 70ha Rectory Wood at Cranfield. The Marston Vale is subject to further residential and employment growth and has a turbine permitted within the Millennium Country Park.

5.0 Landscape Planning For Wind Energy

Key Considerations in Determining the Scale of Impact

- 5.1 The landscape and visual impacts of wind energy are not necessarily proportional to the size of the development. A single turbine can be extremely intrusive if located in a setting valued for its rural qualities and open skylines. The movement of blades can be disturbing and the scale and industrial nature of the feature be incongruous in a pastoral or wooded landscape.
- 5.2 The impact will be affected by the magnitude of change brought to the landscape and how this is perceived by the community, for example whether the views are obtained from a domestic or recreational site or a less sensitive setting such as a road or workplace.
- 5.3 The degree of impact will also be affected by the appropriateness of the location e.g. whether the turbine is sited where it would:
- Break or dominate the sky-line.
 - Be looked down on by the viewer – e.g. where it is set on low lying or convex slopes.
 - Allow only partial views of the blades to be seen eg. arising over a horizon or from beyond a woodland.
 - Be seen in contrast against a sunset
 - Contrast with domestic scale buildings –which would provide a reference to the change of scale.
- 5.4 Landscape sensitivity is the degree to which a particular landscape can accommodate change without detrimental effects on its character. As sensitivity is derived from assessment of different aspects of character, it will vary in significance even over the extent of the relatively small landscape character areas identified within Central Bedfordshire.
- 5.5 The magnitude of the visual change will also vary according to different factors and in particular:
- the degree of contrast or integration with the existing landscape
 - the condition of the landscape features in the view
 - the perception of the view and how it is valued by the community or by visitors.
- 5.6 The distance between the viewer and the development is obviously a key factor. The frequency and ease of which the development will be seen from a particular viewpoint is also critical.

- 5.7 To assist with analysis, most guidance refers to the table of categories of magnitude prepared by Scottish Natural Heritage which sets out the typical degree of visual impact caused by a “standard” turbine as seen over increasing distance.
- 5.8 The following table has been prepared to reflect circumstances within the Central Bedfordshire countryside. It is important to note that each site will bring its own factors influencing inter-visibility but in general Central Bedfordshire is lightly wooded with little containment of views so that large structures will have a major influence over long distances.

Table 1: Description of the Likely Visual Impact as perceived over Distance

Distance from turbine	Magnitude of Impact	Perception Level
Within 500m	Dominant	Turbines form the principle feature in view, with the columns a striking element. Presence and movement can be overwhelming.
500m-2km	Prominent	Turbines form a very large part of view, the commanding element of the scene.
2-5km	Highly noticeable	Turbines form a large element of the view, standing out from the surroundings and forming an unmistakable feature within the panorama.
5-10km	Noticeable	Turbines form a medium element in the view, clearly visible and eye-catching. Intervening vegetation may aid integration or lead to partial views.
10-15 km	Minor impact	Turbines form one element of the view, being visible but of less significance depending on the scale of other features.
15- 20km	Low impact	Turbines form a small element of the view, this may not be distinct especially in overcast conditions.
20-25 km	Negligible	Turbines distant and a very small part of the view. They may not always be seen depending on the direction of blades.

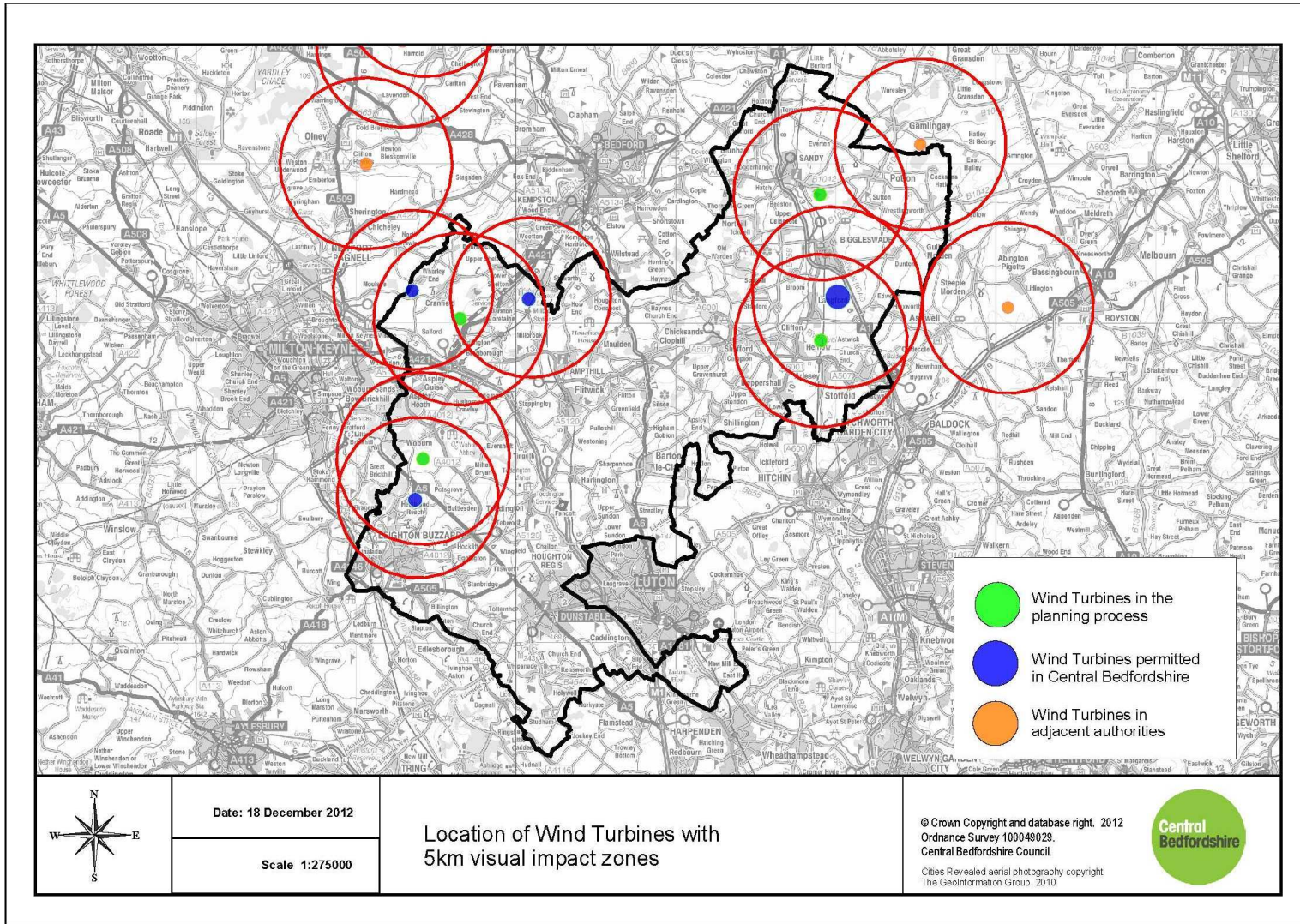
- 5.9 Consideration of the magnitude of the impact over distance helped inform the sensitivity study. The scale of expected visual impacts has influenced the extent of visual impact zones mapped around the landscape assets.
- 5.10 This is intended to demonstrate impact rather than indicate an absolute constraint to development. Some assets may require a much greater separation from development, in other cases a lesser zone may be required to avoid unacceptable harm.

6.0 Cumulative Impact

- 6.1 The main guidance on cumulative impact has also been produced by Scottish Natural Heritage: The Cumulative Effects of Wind farms “. Cumulative impact relates to the combined impact of wind energy developments, which will vary depending on the scale and height and spacing of the turbines. The report identifies three types of cumulative visual impact:
- **Combined /simultaneous impact** – this occurs when the observer is able to see two or more different wind farms from one viewpoint without moving the head.
 - **Successive/repetitive impact** – this occurs when the observer is able to see two or more wind farms from one viewpoint but has to move the head to do so.
 - **Sequential impact** – this occurs when the observer has to move to another viewpoint to see other developments or a different view of the same development, for example when travelling by road or rail.
- 6.2 Turbines within 5km of each other will have the greatest cumulative impact, the developments will be prominent in the same view from many locations. The level of visual intrusion does not necessarily increase with the size of the farm. The turbine height, design of the array, appropriateness of the landscape setting and number of residents affected are key and important determinants.
- 6.3 If a landscape is considered appropriate and has the scale to accept additional turbines, the least damaging solution may be to extend an existing wind farm in proportion to the site and its setting. In Central Bedfordshire it will only be an exceptional site which would allow a second installation without a serious threat of overwhelming cumulative impact. The scale of landscape also limits the potential of successful integration of a separate wind farm within a 10-15km radius.
- 6.4 When assessing the sequential impact of turbines the following factors are important considerations:
- The direction of view, whether this is direct or oblique.
 - The distance from nearest turbine.
 - The number of turbines visible.
 - How much of turbine is visible.
- 6.5 It is important to consider other existing large or intrusive elements within the locality as the visual intrusion of wind energy cannot be assessed in isolation from other elements. Such features could include positive landmarks such as churches, woodlands and water-towers as well as those viewed more negatively such as pylons or industrial development considered out of scale with the setting.

- 6.7 The Council is aware of the dramatic change to landscape character that can occur when wind farms are either clustered or installed in a close sequence. For example in neighbouring authorities, areas of the Fens have been changed visually out of all recognition over a very short timescale. The landscape character in this area is now being described in places as “a turbine landscape” which conflicts with a landscape where a valued key characteristic are it’s wide open skies.
- 6.8 To date, Central Bedfordshire Council has granted planning permission for a single turbine in the Marston Vale and another at Heath & Reach, both in areas affected by mineral extraction. At Langford, a wind farm of 10 turbines was granted planning permission on Appeal. Construction of all three schemes is expected during 2013.
- 6.9 The need to assess cumulative impact is essential as more wind farms are becoming established or planned. Three further proposals in Central Bedfordshire were being progressed in 2012 (see below) which together with the development of wind energy in adjacent Counties raises the prospect of certain areas being subject to disproportionate development. The increasing requirement to produce low-carbon energy will lead to further exploration of the potential within the Unitary Area.
- 6.10 It is only possible to evaluate cumulative impact theoretically as currently only the Milton Keynes wind farm (Petsoe End) exerts a visual impact in Central Bedfordshire.
- 6.11 The expected increase in applications could result in schemes in close proximity to each other, exacerbating the level of intrusion experienced.
- 6.12 Areas subject to applications for more than one wind farm (as of Dec 2012):
- **The Marston Vale** - one permitted at Millennium Country Park, farm of 8 turbines proposed at Brogborough Landfill Site.
 - **The Greensand Ridge (east)** – an application for a single turbine at the RSPB HQ in Sandy is in planning process, with a single “Community Turbine permitted as part of EcoHub at Gamlingay, Cambridgeshire.
 - **The Greensand Ridge (west)** – a large single turbine (149m) has been permitted at Double Arches quarry near Heath & Reach. A further single turbine is proposed for Woburn Estates and currently in the planning process. The extremely tall (149m) turbine permitted at Double Arches quarry will dominate the local countryside, raising the issue of visual conflict if other more typical turbines are installed within a 10km radius.
- 6.13 This issue will become of greater concern in the future, although it is recognised that there can be advantages in clustering wind energy in those areas where the conditions are most suitable. The balance has

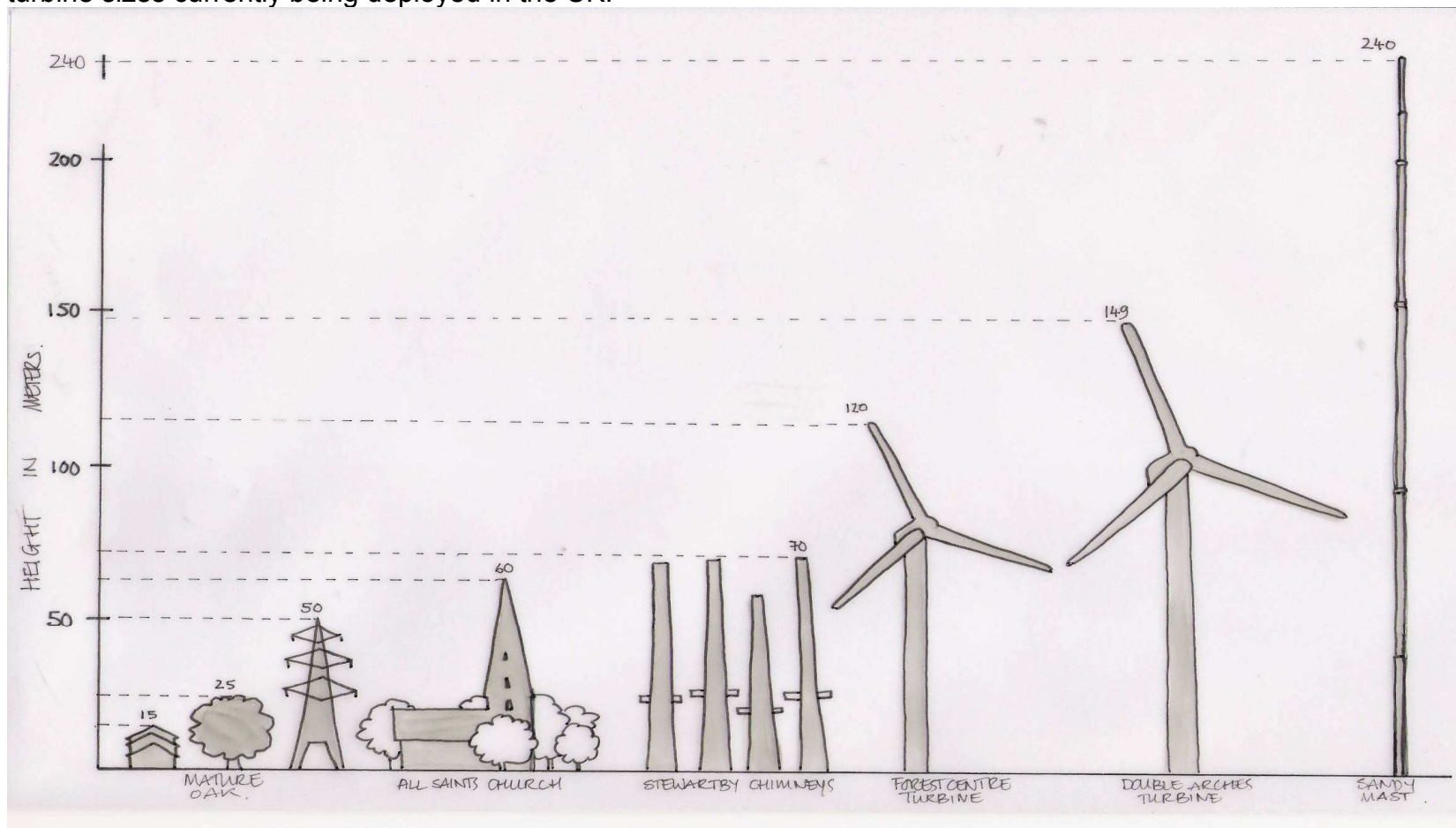
to be made as to whether the new proposal will take development beyond the landscape capacity of the location.



Map 1: Wind turbine developments with planning permission, going through the planning system and in neighbouring areas with visual impact zones

Visualising wind turbines against existing tall structures Central Bedfordshire

6.14 In order to help visualise how different turbine heights relate to other more familiar structures and landmarks in Central Bedfordshire the illustration below sets out some existing structures and their heights alongside a range of onshore wind turbine sizes currently being deployed in the UK.



7.0 Assessing the suitability of Central Bedfordshire's landscape for wind developments

- 7.1 To take the level of guidance provided beyond a strategic level study, the detailed knowledge of the local landscape held by specialist local authority officers and other stakeholders has been applied to identify those geographic areas most sensitive to the impact of wind farm development.

Evaluation by grouped landscape character areas

- 7.2 To help provide guidance at an appropriate scale, the landscape character areas have been grouped into eight sub-divisions of the Central Bedfordshire area.

These are shown on Map 2:

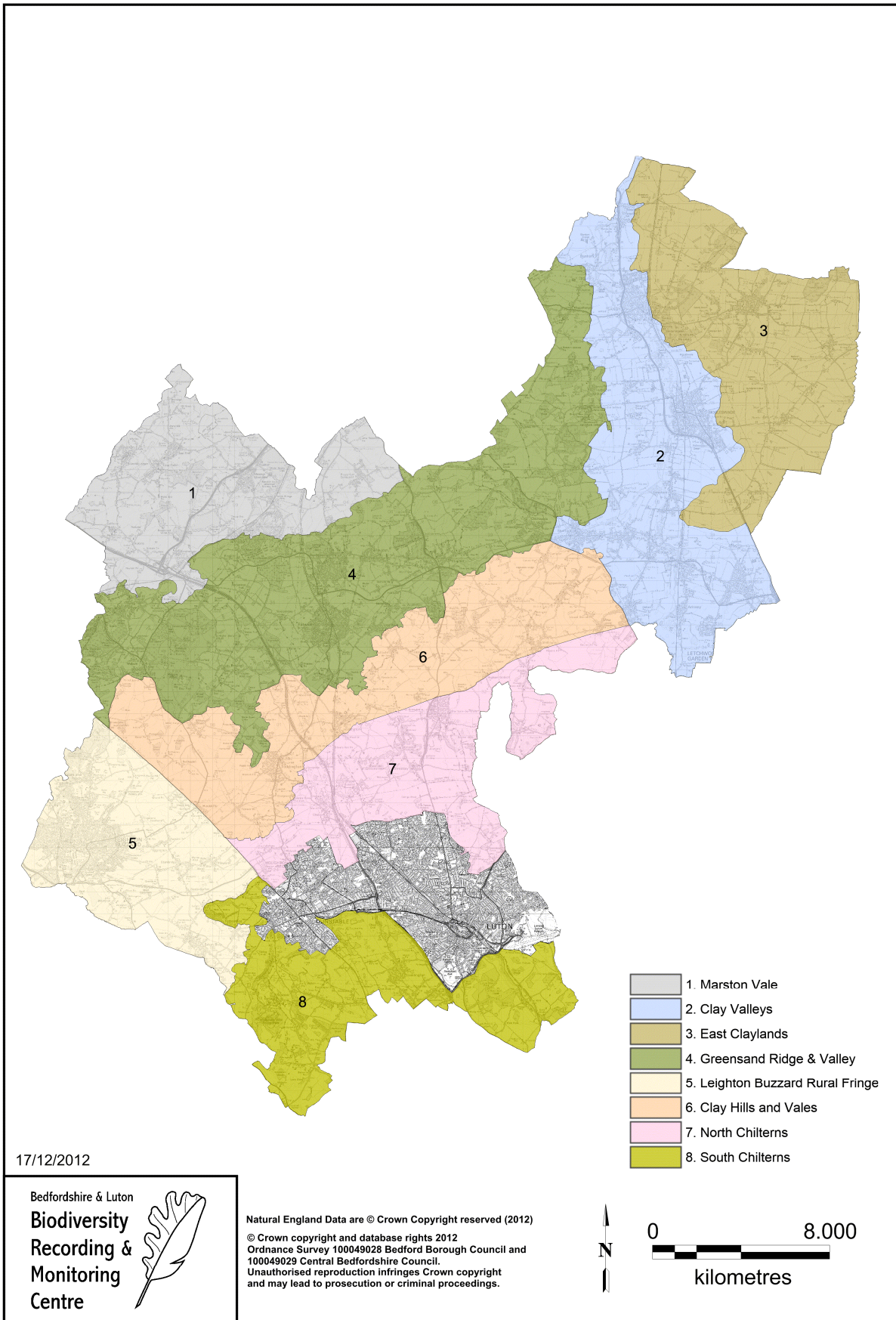
- 3) Marston Vale
- 4) Clay Rivers
- 5) East Claylands
- 6) The Greensand Ridge and Flit Valley
- 7) Clay Hills and Vales
- 8) Leighton Buzzard rural-urban fringe
- 9) North Chilterns
- 10) South Chilterns

- 7.3 The process of identifying sensitivity has entailed:

- A detailed study of the 1:25,000 Landscape Character Assessments.
- The use of accepted criteria to evaluate sensitivity to three levels, these being Low, Moderate and High Sensitivity to wind energy development.
- The mapping of selected landscape constraints, with appropriate visual impact zones .
- A consideration of tranquillity, using the CPRE map of Bedfordshire.

- 7.4 For each Landscape Character Area, a review of the specific qualities and attributes likely to be most affected by major structures was undertaken. This includes a study of:

- Key Characteristics
- Sensitivity
- Distinctive features and landmarks
- Development considerations.
- Renewables – information on current Applications



Map 2: Landscape evaluation areas

- 7.5 A sensitivity appraisal was then undertaken applying a three point scale to assess the likely impact of a small wind farm e.g. a cluster of 3-5 turbines against the qualities determining the appropriateness of the landscape to accept a wind energy development.
- 7.6 The criteria selected to assess sensitivity has been widely used by Natural England in their guidance and by many landscape consultants and other Local Authorities. These criteria involve the consideration of physical factors such as the scale of the landscape, the qualities of the landform and the current land use.
- 7.7 This led to the “Outline Sensitivity Tables” beneath the review of Landscape Character.
- 7.8 Consideration was also given to the sensitivity ratings for ‘Landscape Character’ and ‘Visual Sensitivity’ made by LUC in the Landscape Character assessments, together with the landscape strategy recommended for each character area. A judgement on overall sensitivity (but not capacity) was then made enabling the production of the Landscape Sensitivity Map (see Map 4).
- 7.9 The evidence base informing this is contained in Appendix 1

Table 2: FACTORS INFLUENCING SENSITIVITY

Characteristic/attribute	Greater ability to accommodate wind energy development	↔	Lesser ability to accommodate wind energy development
Wind Turbines			
Landscape Scale	Larger scale landscape; e.g. intensive arable farmland. Absence of human scale indicators.	↔	Smaller scale landscape; Presence of human scale indicators such as houses or trees and hedges, farm buildings.
Landform	Absence of strong topographical variety; Lacking features, convex or flat.	↔	Presence of strong topographical variety or distinctive landform features.
Landscape pattern and complexity	Simple; Regular or uniform.	↔	Complex; irregular field patterns.
Settlement and man-made influence	Larger urban areas; Presence of contemporary structures e.g. utility, infrastructure or industrial elements.	↔	Dispersed settlement pattern; Absence of modern development.
Skylines	Non-prominent or fragmented skylines; Presence of existing modern man-made features.	↔	Distinctive, undeveloped skylines; Skylines that are highly visible over large areas or exert a large influence on landscape character Skylines with important historic landmarks.
Perceptual aspects (sense of remoteness, tranquillity)	Close to visibility and audible signs of human activity and development. Poor public access.	↔	Physically or perceptually remote, peaceful or tranquil; valued recreational use.

n.b. Adapted from 'Natural England – Making space for Renewables'

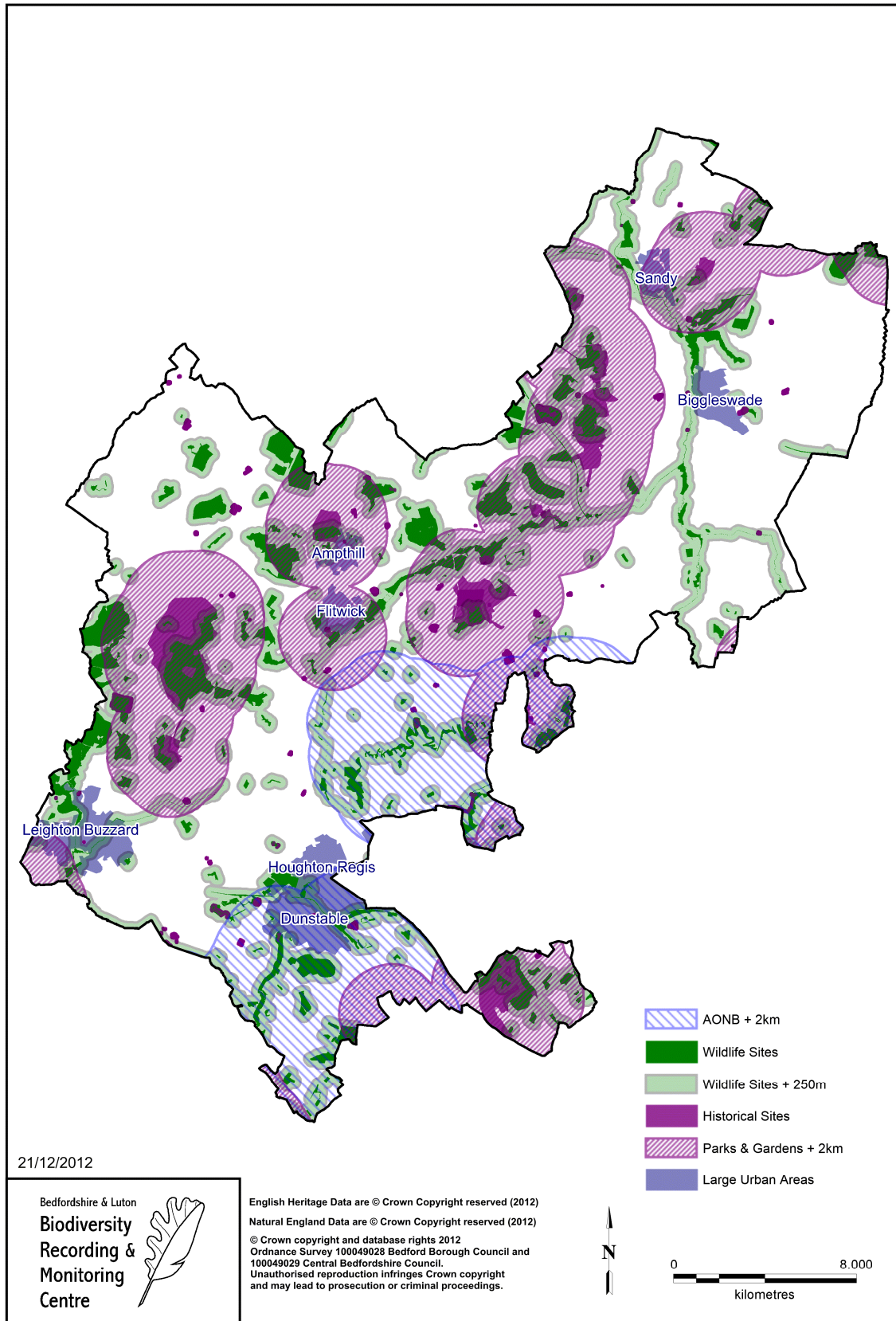
Landscape Character

7.10 The Mid Bedfordshire and South Bedfordshire Landscape Character Assessments have provided objective descriptions of the character areas, which include identification of the key landscape character and visual sensitivities, allowing for an assessment of Sensitivity for both issues.

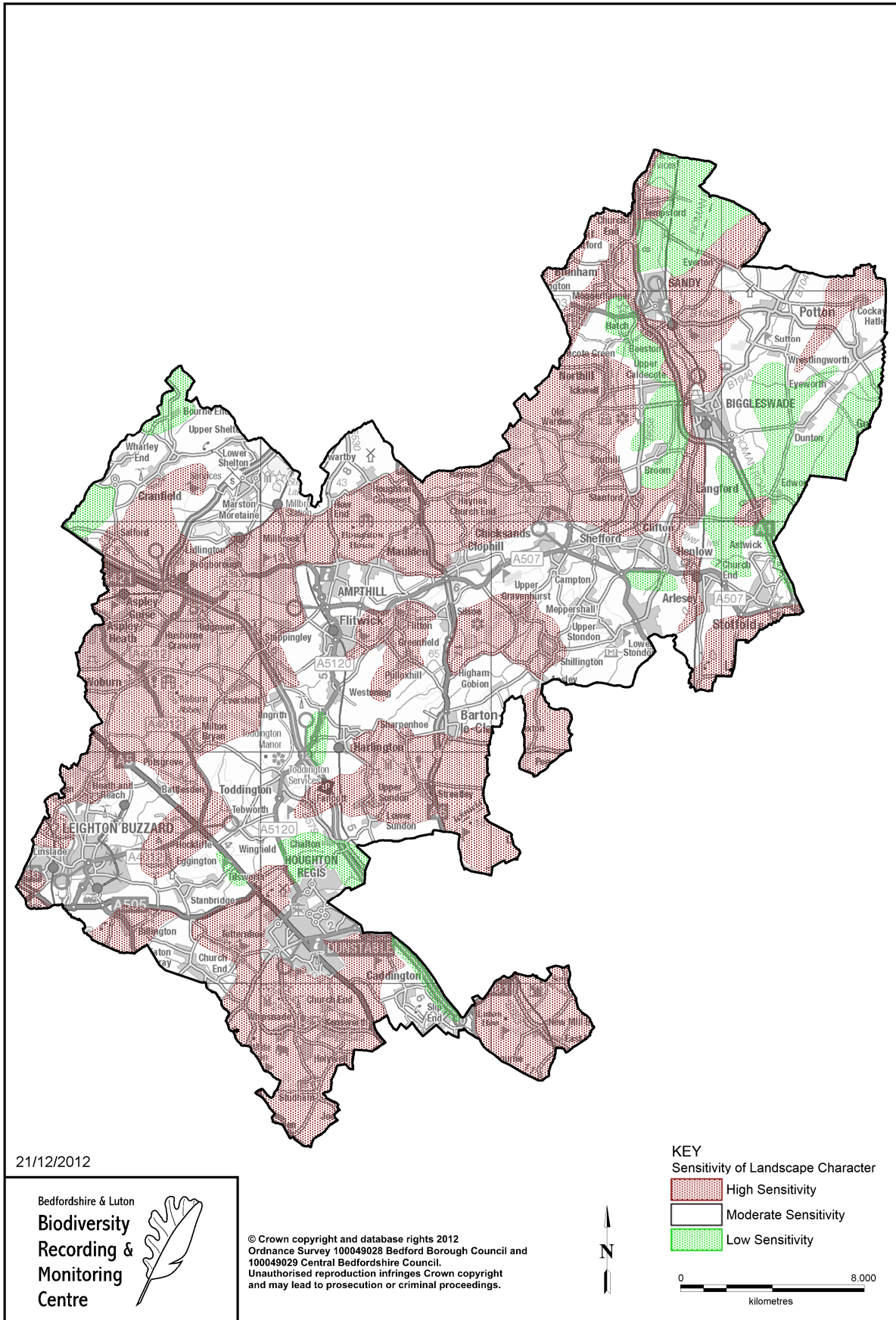
7.11 Using the assessment of visual sensitivity as a baseline, further consideration has been given to the levels of constraint required to ensure the protection of important and valued attributes and so support the landscape strategy for each area. These include:

- Conservation of the AONB and an effective buffer, to safeguard views. This will vary in the required extent dependant on location.
- Conservation of the landscape and setting of Registered Parks and Gardens, including consideration of relic parklands.
- Conserve the setting of ancient woodland and the amenity and integrity of distinctive habitat e.g. heathland, chalk downland and riverside pastures.
- Conserve the skylines of the Greensand Ridge and Chalk Escarpments
- Conserve setting of landmarks, particularly those of historic or cultural significance.
- Conserve areas of recognised tranquillity.

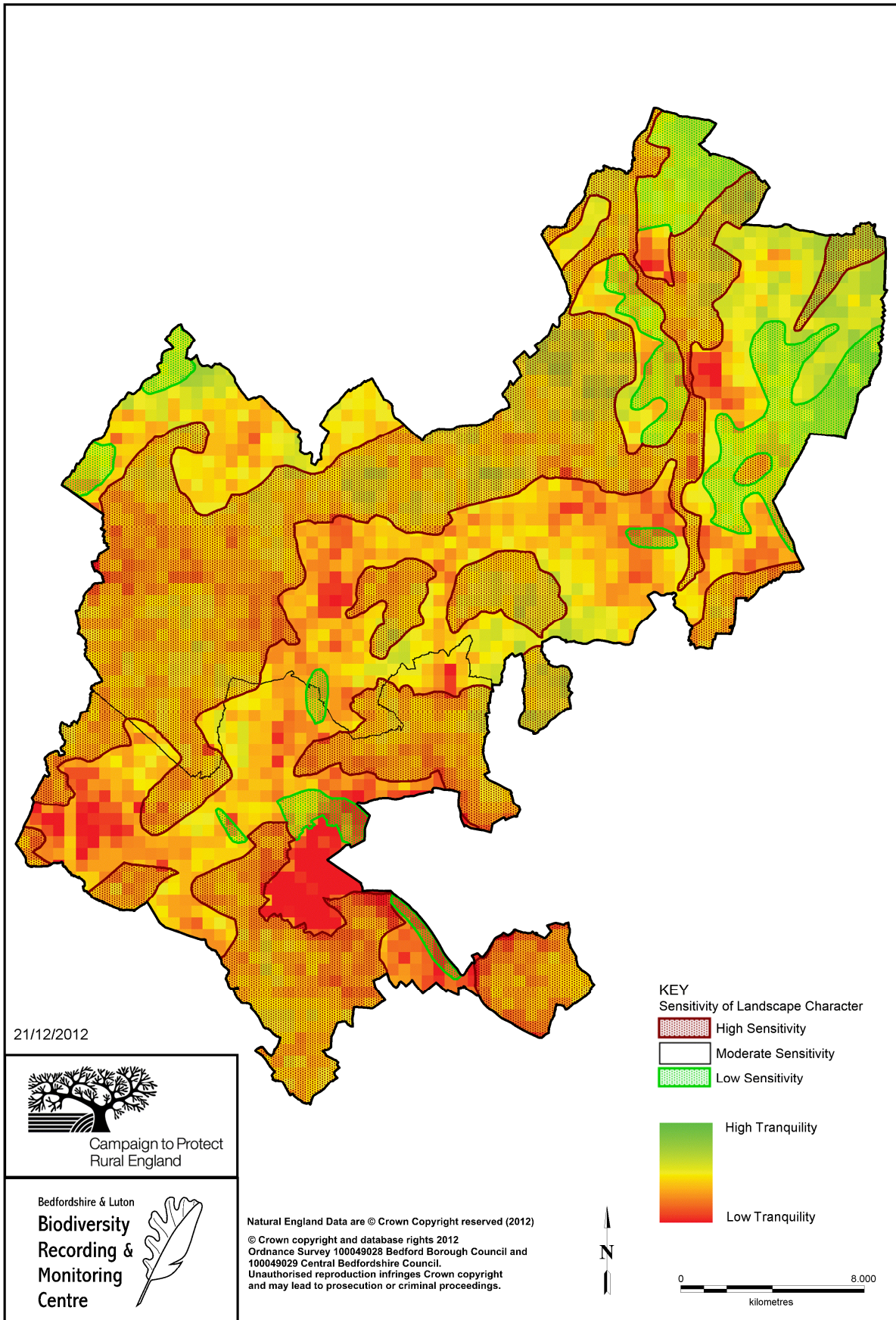
These are shown on Map 3.



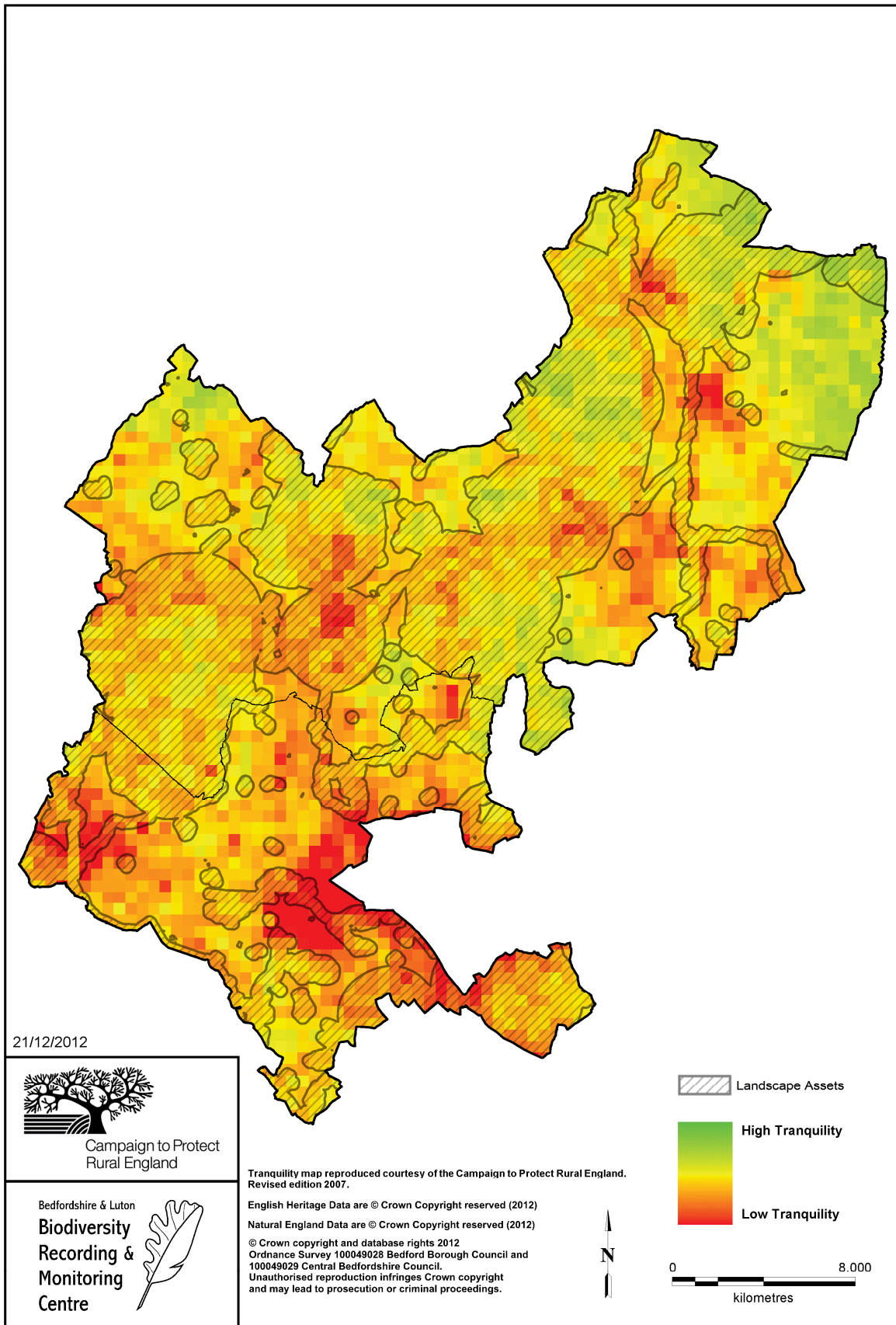
Map 3: Landscape Assets in Central Bedfordshire



Map 4: Landscape sensitivity



Map 5: Landscape sensitivity and tranquillity



Map 6: Landscape Assets and tranquility

8.0 Overall Assessment based on Landscape Sensitivity

Areas requiring the greatest constraint

- 8.1 The landscape sensitivity study has identified that there are only limited areas of countryside considered appropriate for wind energy development. Landscapes of increasing complexity but with some limited potential for wind energy have been mapped as having moderate sensitivity; these areas still contain factors constraining development which would significantly limit the size and scale of development in order to prevent unacceptable loss of character and quality. Areas of greatest constraint are mapped as having **High Sensitivity** and include:
- Areas of Outstanding Natural Beauty (AONB)
 - The Greensand Ridge
 - River corridors
 - Areas of significant cultural heritage
- 8.2 The smaller scale and complexity of the landscape outside of the clay vales is such that vertical features such as turbines would almost invariably be out of character.
- 8.3 Landscapes that are identified as being more sensitive to change have less capacity to accept wind energy. Sensitivity will vary depending on the location within the character area.
- 8.4 Central Bedfordshire is densely populated and with areas undergoing rapid change as a result of growth area pressures for housing and industry. The area has no truly remote countryside and yet there are locations close to the major towns that are appreciated for their tranquillity, are accessible and retain traditional features. It will be vital to conserve these areas from inappropriate development. These are arguably more precious than more extensive tranquil areas associated with open arable land.

Landscape Sensitivity and Capacity

- 8.5 The study of landscape character has provided broad judgements about the acceptability of wind energy across each of the Evaluation Areas. To provide guidance on the appropriateness of different scales of development, comparative tables have been prepared which outline the scope or concerns associated with wind installations of increasing size.
- 8.6 The typology for the turbines used is as follows and assumes a maximum height of 120m.
- A single turbine
 - Cluster of 1-3 turbines
 - Medium scale wind farm e.g. 3-6 turbines
 - Large scale wind farm e.g. 7-11 turbines

The detailed analysis is contained in Appendix 2.

8.7 The assessment of capacity has used the following approach:

Scope: ability to accommodate development at this scale without significant adverse change to the landscape character and value.

Moderate Capacity: some ability to accommodate development at this scale but some key sensitivities or value will limit the number of schemes possible.

Low :Will be difficult to locate turbines at this scale ;more than one development at any scale will result in major adverse change to landscape character or cause an unacceptable decline in landscape value.

Limited: Will be very difficult to locate turbines at this scale: more than one development at any scale will result in major adverse change to landscape character or cause an unacceptable decline in landscape value.

None: The area would not be able to accommodate development at this scale without unacceptable adverse change to landscape character and value.

Table 2:

Evaluation Area	Single Turbine	Cluster 1-3 turbines	Medium Scale 3-6 turbines	Large Scale 7-11 turbines
Marston Vale	Moderate	Moderate	Low	None
Clay Valleys	Moderate	Low	Low	None
East Claylands	Scope	Moderate	Low	Limited
Greensand	Low	Limited	None	None
Leighton Buzzard area	Moderate	Moderate	Limited	None
Clay Hills ,Vales	Moderate	Low	Limited	None
North Chilterns	Moderate	Limited	Limited	None
South Chilterns	Low	Limited	None	None

Opportunity Areas

- 8.8 The landscape sensitivity study has identified that there are only limited areas of countryside considered appropriate for wind energy without there being a significant loss of character and quality.
- 8.9 These areas are mapped as having **Low Sensitivity** (Map 4 on page 30), indicating that only the clay landscapes of the Marston Vale, east Bedfordshire and the southern clay vale are suitable.
- 8.10 The smaller scale and complexity of the landscape outside of the clay vales is such that tall features such as turbines would almost invariably be out of character. This reflects the findings of the regional study undertaken by ARUP.
- 8.11 When the study of Landscape Constraints (Map 3) and Tranquillity (Map 5) are also considered, it will be seen that there is a conflict between the area identified as having greatest tranquillity i.e. in the Eastern Claylands which otherwise is generally of low sensitivity.
- 8.12 This factor reduces the scope for either a large wind farm in this area or the permission of dispersed single turbines as both scenarios would detract from tranquillity. Central Bedfordshire has experienced a marked loss of tranquillity over recent years and peaceful countryside with open uncluttered views is a precious resource.
- 8.13 If considering only landscape grounds, the following areas are seen as having some potential for wind development as shown in detail in appendix 2:
- Land to the south and east of Biggleswade
 - Marston Vale – minor scale only
 - North Houghton Regis
 - West of the A5 – minor scale only
- 8.14 The scale of development would be critical to acceptability as would satisfaction that the impacts on other sensitive receptors, such as biodiversity and local communities were mitigated to an acceptable level.
- 8.15 As with other renewable energy generation technologies, there is scope to develop wind energy in association with the Growth Areas identified in the Council's emerging Development Strategy, particularly in line with any future requirements placed on developers through the 'Allowable Solutions' mechanism.
- 8.16 Growth areas provide the opportunity for major new features to be integrated as part of major change and urbanisation. In addition, there are opportunities to associate turbines close to large scale industrial development such as business parks and major transport corridors if the landscape setting is appropriate.

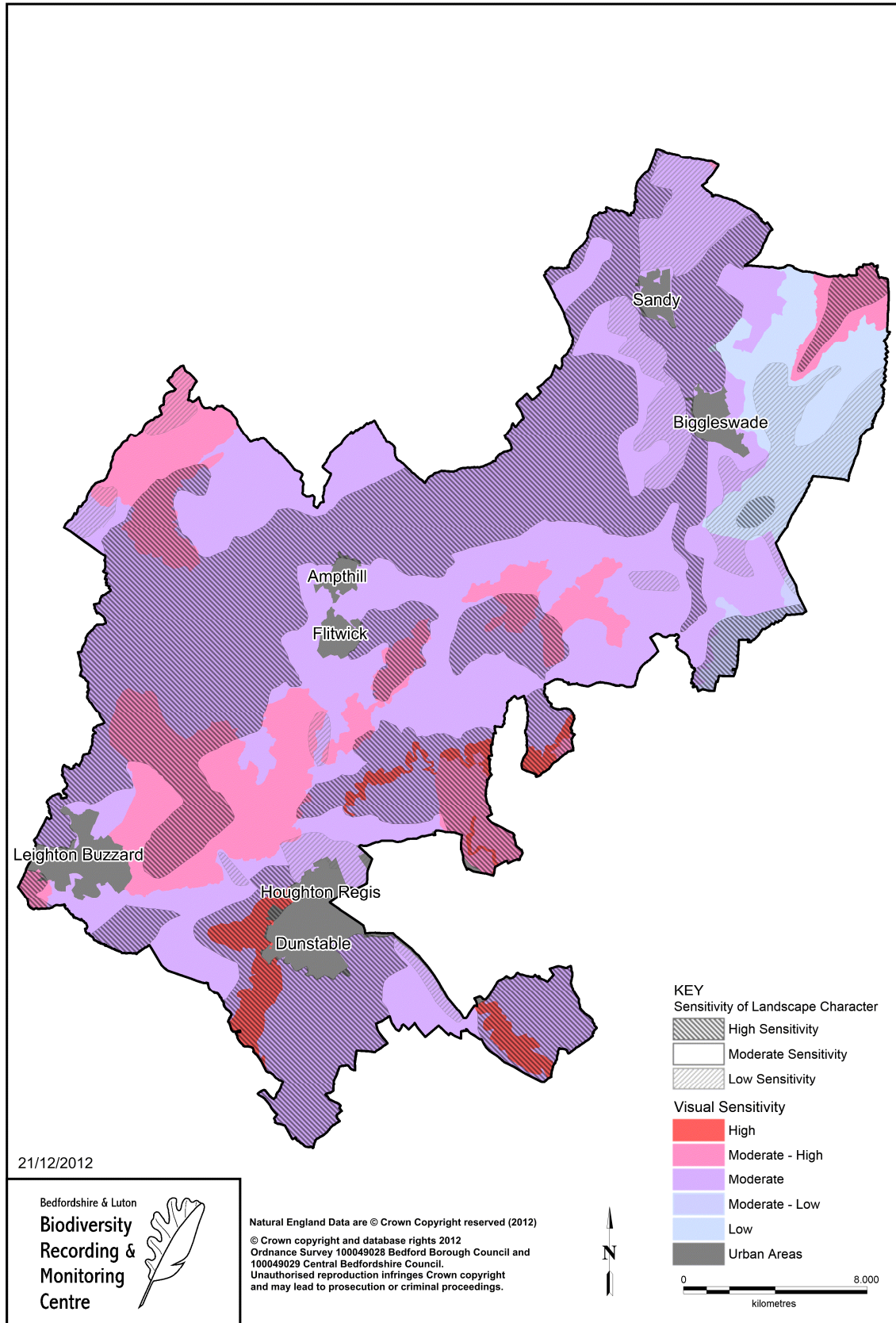
8.17 This could include the following areas.

- North Houghton Regis growth area
- M1 and A1 corridor
- Arlesey – northern expansion area – minor scale only
- Stratton Business Park, Biggleswade.

Creating a positive feature

8.18 A wind energy development is most likely to be seen as a positive feature if:

- It is positioned beyond the 2km zone from communities to avoid extreme dominance of the structures in the view.
- It is clearly visible and set on level ground, it is important to avoid sites where part of the column or tips of blades are visible on the skyline.
- Be in scale with the landscape and avoid conflict with the human scale of farms, residential properties and features such as woods and hedgerows.
- Ensure that impact on recreational enjoyment is minimised – this includes more passive recreation such as enjoyment of valued views and panoramas as well as use of rights of way.
- Avoids detracting from landform and sense of place, e.g. where there are subtle changes in level or where tall structures would conflict with dramatic changes in contour, for example between a vale and escarpment.



Map 7: Sensitivity of landscape character and visual sensitivity

9.0 Conclusions

- 9.1 The scale and industrial character of turbines will always result in dramatically changed landscapes. In an acceptable location the strong form and connection with green energy can result in the creation of a positive landmark and it is recognised that the installation of wind energy has a role in combating climate change, which is a key factor leading to the loss of valued features within the landscape.
- 9.2 However, in view of the visual impact, it is essential that schemes are in scale with the setting and do not detract from valued landscapes or cause unacceptable intrusion to communities.
- 9.3 Within Central Bedfordshire such sites are likely to be limited in number: the dense settlement pattern and the variation in landscape character (character areas are often narrow or limited in extent) and landform creates a greater sensitivity than the judgements on landscape character alone might suggest. If not managed carefully this could give the prospect of certain areas being subject to disproportionate development.
- 9.4 The capacity for medium scale wind farms has been seen to be low. It is also concluded that the Central Bedfordshire landscape is not appropriate to accommodate large scale wind farms.
- 9.5 There is potential to support a limited extent of small-medium sized wind farms, particularly within the clay landscapes. Central Bedfordshire may also be able to accommodate a limited number of single turbines, although the visual impact of a single turbine can be considered disproportionate to the energy output.
- 9.6 The cumulative impact of a series of single turbines is considered to be of a greater consequence than a single, medium sized farm of 3-5 turbines. In Central Bedfordshire it will only be an exceptional site which would allow a second installation without a serious threat of overwhelming cumulative impact.
- 9.7 It is the Council's view that the Central Bedfordshire countryside is too populated, complex and varied in its landform to be able to successfully accommodate more than one farm within a 10km setting.
- 9.8 It is only the large-scale arable clay-farmland landscapes which offer any potential for farms to be in close proximity. This landscape type is still very limited in extent to similar landscapes in other Counties i.e. the Bedfordshire and Cambridgeshire Claylands and the East Anglian Chalk National Character Areas.
- 9.9 Where the installation of single turbines is concerned – there may be scope to accept more single turbines towards the east of the County or where they can be used positively to create nodal features along the trunk roads.

10.0 Other Policy Considerations

Green Belt

- 10.1 Some parts of Central Bedfordshire are designated as green belt particularly in the south and west of the area. Whilst some of the green belt will be released to enable development of the Strategic Urban Extensions the rest will be maintained to help protect the character and openness of the landscape.
- 10.2 The emerging Development Strategy policy 36 sets out the general presumption against inappropriate development in the green belt. Very special circumstances would need to be demonstrated if turbines and their associated infrastructure (access tracks, substation etc) are proposed within an area of green belt.

Heritage

- 10.3 Central Bedfordshire's historic environment is at the heart of the area's local character and plays an important role in shaping what makes the area a great place to live and work.
- 10.4 Our heritage assets and their settings are a non-renewable resource and the Council is committed to their protection, enhancement and conservation, to allow for them to be enjoyed by the whole community, both now and in the future.
- 10.5 **What the NPPF says:** One of the core planning principles that should underpin both plan-making and decision-taking process is to 'conserve heritage assets in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this and future generations'.
- 10.6 Heritage assets & the historic environment generally are, in terms of the NPPF & local planning policies, an important consideration in weighing the "presumption in favour of sustainable development" (NPPF Introduction paragraph 14) against "adverse impacts that significantly & demonstrably outweigh the benefits".
- 10.7 **What the National Policy Statements for Energy (EN-1 and EN-3) say:** EN-1 sets out the desirability of '...sustaining and, where appropriate, enhancing the significance of heritage assets, the contribution of their settings and the positive contribution they can make to sustainable communities and economic vitality'.
- 10.8 They place a presumption in favour of the conservation of designated heritage assets. The more significant the designated heritage asset, the greater the presumption in favour of its conservation should be. Once lost heritage assets cannot be replaced and their loss has a cultural, environmental, economic and social impact.
- 10.9 Onshore wind turbines are generally consented on the basis that they will be time-limited in operation therefore the length of time for which consent is sought should be considered as part of the decision making process when considering any indirect effect on the historic environment, such as effects on the setting of designated heritage assets.

The emerging Central Bedfordshire Development Strategy – Policy 45: The Historic Environment

The Council will conserve, enhance, protect and promote the enjoyment of the historic environment: This will be achieved by:

- requiring developers (where applicable) to describe the significance of any heritage assets affected by development, including any contribution made by their setting, and the role they play in defining local character and distinctiveness.
- requiring the highest quality of design in all new development, alterations and extensions and the public realm in the context of heritage assets and the historic environment. Design which positively contributes to local character and distinctiveness, and sustains and enhances the character or appearance of Conservation Areas and the setting of Listed Buildings will be encouraged and supported.
- safeguarding and promoting improvements to Central Bedfordshire’s historic environment including securing appropriate viable and sustainable uses and improvements to Listed Buildings and reducing the number of Listed Buildings “at risk”.
- requiring applications that affect heritage assets with archaeological interest to give due consideration to the significance of those assets, and ensure that any impact on archaeological remains, which occur as a result of a development are appropriately mitigated.
- encouraging the conservation, enhancement and enjoyment of the historic environment by supporting appropriate management and interpretation of heritage assets.
- refusing development proposals that will lead to harm to or loss of significance of a heritage asset whether designated or non-designated, unless the public benefits outweigh the harm or loss.

10.10 Heritage Assets include: Listed Buildings, Scheduled Monuments, Conservation Areas, Registered Parks and Gardens, Historic Landscapes, Archaeological Sites and Monuments and other non-designated assets. The impact of onshore wind generation developments broadly fall into the following categories:

- 1) Where the visual impact of the development has a detrimental effect on the character, appearance and setting of features of heritage or historic interest. This could lead to a compromise in the visual amenity of the wider landscape and detract from the historic character and sense of place.
- 2) Where the development results in a direct physical impact or loss of identified features of historic interest or heritage value, this includes historic landscapes and undiscovered archaeology. The biggest impact is likely to relate to foundations for the turbines, track ways and substations structures. This ground disturbance would be limited in comparison to other forms of development and

negative impacts could be reduced through micro-siting of the individual components.

- 10.11 The Core planning principles of the NPPF (paragraph 17) provides the key guidance for decision making and judgements, stating that heritage assets should be conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this & future generations. Landscape sensitivity overlaps considerably with heritage assets & their settings and this issue is considered as part of the landscape character guidance in this document.
- 10.12 Specific requirements to support applications for planning permission, which affect heritage assets and settings, are provided in the Council's validation checklists. These are based on the provisions of paragraph 128 of the NPPF (Chapter 12: Conserving & enhancing the historic environment). The checklists help the applicant to describe the significance of any heritage assets affected and the setting in sufficient detail. This is in a manner proportionate to the scale & likely impact of the proposal, and allows for the determination of the application on that information submitted.
- 10.13 With the previous applications for wind farms or individual wind turbines considered by the Council, a standard approach to such impact assessments alongside zones of inter-visibility has been agreed with the developers.

Archaeology

- 10.14 There are two specific issues relating to archaeology:
- 1) The impact on the setting of designated and non-designated heritage assets with archaeological interest, and;
 - 2) The direct physical impact on archaeological remains.
- 10.15 Definitions of these elements are contained in the *NPPF* and are covered more fully in the English Heritage guidance. Both the *NPPF* (Paragraph 132) and EN-1 (5.8.14) set out the presumption in favour of the conservation of designated heritage assets and say that substantial harm to or loss of designated assets of the highest significance should be wholly exceptional.
- 10.16 However, it is important to recognise that not all nationally important archaeological remains have been designated as Scheduled Monuments and the *NPPF* (Paragraph 139) and EN-1 (5.8.5) both say that non-designated heritage assets of archaeological interest that are demonstrably of equivalent significance to Scheduled Monuments, should be considered subject to the policies for designated heritage assets.
- 10.17 Although the significance of non-designated heritage assets may be apparent from information held in the Historic Environment Record held by the Council, it is more likely to be recognised through information acquired as part of the application process.

11.0 Biodiversity

- 11.1 Central Bedfordshire contains a variety of habitats and landscapes which are integral to its character. These not only have an intrinsic value but also make a vital contribution to improving the quality of life of the people who live here.
- 11.2 Within the locality some areas are designated as being of particular importance for biodiversity and geology/geomorphology. They include 32 nationally designated Sites of Special Scientific Interest (SSSIs) such as Dunstable Downs, Sundon Chalk Quarry, Marston Thrift, Flitwick Moor, Wavendon ponds and Sandy Warren. There are also three National Nature Reserves (NNRs) at King's Wood near Heath and Reach, Barton Hills and Knocking Hoe near Shillington.
- 11.3 Additionally there are also 11 Local Nature Reserves (LNRs), numerous County Wildlife Sites and Local Geological Sites.
- 11.4 Central Bedfordshire Council also has a duty under Section 40 of the NERC Act "*...to have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity.*" The Act also maintains lists of species and habitats which are of principal importance for the purpose of conserving biodiversity in England and Wales in section 41.
- 11.5 The Wildlife and Countryside Act 1981 is the primary legislation which protects animals and plants in the UK.
- 11.6 **What the NPPF says:** The planning system should contribute to and enhance the natural and local environment by 'minimising impacts on biodiversity and providing net gains in biodiversity where possible, contributing to the Government's commitment to halt the overall decline in biodiversity, including by establishing coherent ecological networks that are more resilient to current and future pressures'.
- 11.7 **What the National Policy Statements for Energy (EN-1 and EN-3) say:** As a general principle EN-1 states that development should aim to avoid significant harm to biodiversity. The developer should show how the project has taken advantage of opportunities to conserve and enhance biodiversity and geological conservation interests.
- 11.8 Planning consent would be refused where harm to the habitats or species and their habitats would result, unless the benefits (including need) of the development outweigh that harm. In this context the EN-1 states that substantial weight should be given to any such harm to the detriment of biodiversity features of national or regional importance which it is considered may result from a proposed development.
- 11.9 The national Policy Statement for Renewable Energy Infrastructure (EN-3) highlights that there is the potential for rotating blades of a wind turbine to strike birds and adversely affect bats, resulting in death or injury.

The emerging Central Bedfordshire Development Strategy – Policy 57: Biodiversity and Geodiversity

The Council will seek a net gain in biodiversity and geodiversity and support the maintenance and enhancement of habitats, identify opportunities to create buffer zones and restore and repair fragmented biodiversity networks.

Where appropriate, planning permission will not be granted for development that fails to enhance or create wildlife habitats or sites of geological interest.

The Council will refuse planning permission for proposals that would result in harm to designated or proposed Sites of Special Scientific Interest (SSSI) or National Nature Reserves (NNR), unless the reasons for the development clearly outweigh the nature conservation value of the site and the national policy to safeguard such sites. Where such development is permitted, measures will be required to mitigate or compensate for the effects of the development.

Development that would impact on the strategic ecological network causing fragmentation or otherwise prejudice its effectiveness will not normally be permitted.

Where the need for development outweighs its impact and is permitted within, adjacent to, or in proximity to designated sites or known locations of protected species or elements of the ecological network, adequate mitigation to minimise such impacts will be necessary.

11.10 Site selection is an important factor in avoiding impacts to wildlife. Wind turbines are often proposed in exposed rural areas to benefit from high average wind speeds. Such locations in Central Bedfordshire may contain some of the most important and sensitive habitats and species, some of which are legally protected. There is a need to ensure any potentially significant or damaging effects on these habitats and species are avoided or minimised.

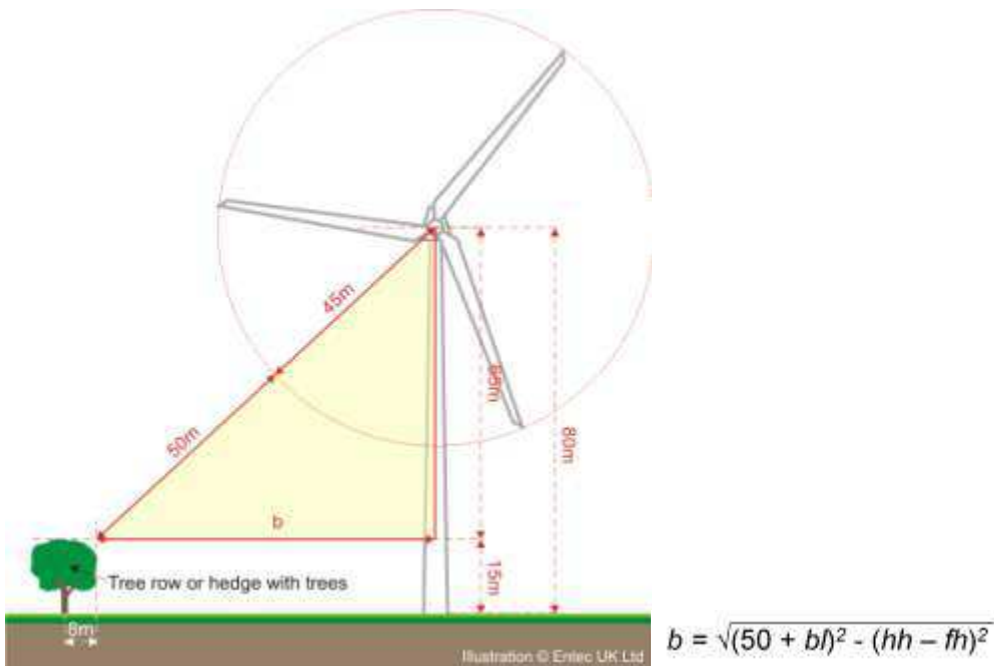
11.12 The impact of a wind turbine on bats and birds can be significant depending on the proposed location. All bats and many bird species are legally protected and therefore surveys should be undertaken before a planning application can be determined.

Bats

11.13 Bats and the places they use for shelter or protection (roosts) receive European protection under the Habitat Regulations 2010. They receive further legal protection under the Wildlife and Countryside Act 1981 (as amended). This legislation makes deliberate / intentional disturbance, capture, injury or killing of a bat an offence.

11.14 The siting of turbines may be an issue for bats in the UK, not only because of the risk of direct collision if turbines are placed on migration or commuting routes, but also because of displacement from foraging habitat.

11.15 To minimize risk to bat populations Natural England advice is to maintain a 50m buffer around any feature (trees, hedges) into which no part of the turbine should intrude. This 50m buffer should be measured from the rotor-swept area (NOT the hub / base of the turbine) to the nearest part of the habitat feature.



where: bl = blade length, hh = hub height, fh = feature height (all in metres). For the example above, $b = 69.3$ m.

Diagram copyright Entec UK Ltd.

11.16 Owner/occupiers wishing to install microgeneration technologies will need to consider bats if they are to avoid potential crimes from being committed under the Conservation of Species and Habitats Regulations 2010.

11.17 Potential impact on bats will arise from either:

(a) the installation of equipment and materials that passes through a roof void where a bat roost is located within the development.

(b) operationally where there is a risk for bat strike against moving turbine blades where a micro-turbine is in the vicinity of a bat roost or along flight lines. This maybe within the development or nearby.

Birds

11.18 The European Birds Directive prohibits the deliberate killing or capture of wild birds within Europe, the Wildlife and Countryside Act 1981 makes intentional killing or injury of any wild bird an offence.

11.19 The available evidence suggests that wind farms can harm birds in three possible ways – disturbance, habitat loss (both direct and/or indirect) and collision. Collision risk and disturbance displacement are considered the two predominant effects. Cumulative impacts resulting from several wind farms in the same area or affecting the same species are of particular concern.

11.20 To minimise the potential for adverse effects on all wild birds, including the risk of collisions, wind farm developers should be made aware of known bird migration routes, local flight paths, foraging areas and inland wetland sites.

Designated sites; SSSI, NNR, LNR, CWS, CWS

11.21 It is not only the end product which requires consideration but the potential damage caused to habitats as a result of construction / connection process.

11.22 Where wind farms are proposed, their development should not cause significant disturbance to, or deterioration or destruction of, key habitats of species listed in Annex IV of the Habitats Directive.

11.23 “Important” hedgerows (as defined in the Regulations) are protected from removal (up-rooting or otherwise destroying) by the Hedgerows Regulations 1997. Various criteria specified in the Regulations are used to identify “important” hedgerows for wildlife, landscape or historical reasons. Important & species rich hedgerows are recognised on the UK, LBAP & HABAP.

11.24 Where wind farms are proposed, their development should respect, and where possible further, the objectives and targets identified for priority habitats and species listed in the UK Biodiversity Action Plan. Biodiversity opportunity mapping has been undertaken for Central Bedfordshire and impacts on these corridors should be considered during the site selection process.

11.25 Continuation of the existing land use underneath wind turbines allows the landscape to flow underneath and around the wind turbines, linking adjoining land uses especially if this can create more robust semi-natural habitats and reduce habitat fragmentation.

THE DEVELOPMENT: Broad Range of Biodiversity Considerations.

Temporal:

- Pre-installation
- Construction
- Operation
- Decommissioning

Spatial:

- On site/off site buffer area/area of influence
- Cable route
- Other (eg construction site, spoil disposal sites)

Cumulative:

- Over time
- In combination with other wind farms
- In combination with other projects/activities

12.0 Communities

- 12.1 Impacts of wind development on local communities are of a paramount concern to the Council. The Council recognises that the benefits of most wind farm developments tend to be much less concentrated in the area around the development.
- 12.2 The Renewables Advisory Board toolkit 'Delivering community benefits from wind energy development' highlights that there are concerns over whether there is a sense in some local communities that wind developments are 'done to them'.
- 12.3 The Council is therefore keen that developers of renewables take a proactive approach to working with affected communities at the earliest stage in order to mitigate impacts and provide adequate compensation and benefits.
- 12.4 The 'Delivering community benefits from wind energy development toolkit' aims to help to make meaningful community benefits more routine and systematic in UK wind energy projects. There are a range of options open to developers when exploring Community engagement and benefits. These could include:
- Entering into voluntary agreements with affected communities to reward them for hosting the development. Rewards can range from grants to carry out one off significant improvements to local facilities (e.g. a new community hall or leisure facilities) through to the set up of annual funding to support longer term projects (e.g. energy efficiency programmes, environmental enhancement projects).
 - The compensation may be secured through Section 106 obligations agreements. These agreements require the developer to provide for any matters that are necessary to make a development acceptable in planning terms. This can include contributions to the provision of services and infrastructure that benefit affected communities, such as roads, education and health facilities.
- 12.5 In all cases the Council will expect that the community benefits are proportionate to the size and impact of the development.
- 12.6 Fundamental to community engagement is to ensure a high standard of public engagement. Developers are encouraged to carry this out at the earliest opportunity. This should be a two-way process and give all stakeholders (including communities and developers) the opportunity to raise and address concerns as well as beginning dialogue as to how local community benefits will be realised and delivered.
- 12.7 As part of this engagement process communities should be given the opportunity to identify what they would deem as an appropriate level of reward/compensation/benefit for the community to receive.

Community led schemes

- 12.8 Whilst the majority of proposed wind developments will realistically come from developers and energy companies, community led and owned schemes elsewhere

in the UK, such as the Westmill Co-operative wind farm in Wiltshire², provide an excellent example of how communities can be engaged with, contribute and lead on renewables schemes.

- 12.9 The Council will therefore support truly community-led initiatives for renewable and low carbon energy, where the benefits – be they financial or the generated electricity are realised by the communities most affected (and as long as other impacts as mitigated and addressed as detailed in the remainder of this guidance).

13.0 Other issues

Noise

- 13.1 ETSU-R-97 – ‘The Assessment and rating of noise from wind farms’, is the current best practice guidance on which noise assessments are based. The Institute of Acoustics (IOA) has launched a consultation on “Good Practice Guidance to the application of ETSU-R-97 for wind turbine noise assessment, with the aim of producing a final version of the Good Practice Guide for publication early in 2013.
- 13.2 This will supplement the ETSU-R-97 document where used for wind turbine noise assessments and should be used to guide noise assessments in Central Bedfordshire.

² http://www.westmill.coop/westmill_home.asp

14.0 References and other useful sources of information

National Policy Planning Framework, available from:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

National Policy Statements for Energy Infrastructure, available from:

http://www.decc.gov.uk/en/content/cms/meeting_energy/consents_planning/nps_en_infra/nps_en_infra.aspx

Biodiversity and wind turbines:

BWEA's guidance on wind farm development and nature conservation (2001)

Eurobats Resolution 4.7 Wind turbines and bats (2003)

Eurobats Resolution 5.6 Wind turbines and Annex generic guidelines (2006)

Natural England Technical Information Note: TIN051 - Bats and onshore wind turbines (2012)

Natural England Technical Information Note: TIN059 - [Bats and Single Large Wind Turbines \(September 2009\)](#)

Natural England Technical Information Note: TIN069 Assessing the effects of onshore wind farms on birds (2010)

RSPB Research Report No 35 - Mapped and written guidance in relation to birds and onshore wind energy development in England (2009)

A joint publication by Scottish Renewables, Scottish Natural Heritage, Scottish Environment Protection Agency and the Forestry Commission Scotland [Good Practice During Wind Farm Construction](#) (October 2010)

[SNH Guidance Note on Methods for Monitoring Bird Populations at Onshore Wind Farms \(January 2009\)](#)

Heritage and the historic environment

English Heritage guidance [‘Wind Energy and the Historic Environment’](#) (currently under revision)

Communities

The Renewables Advisory Board report – [‘Delivering community benefits from wind energy development: a toolkit’](#).

15.0 Glossary

Conservation Area* – Areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.

Cumulative impact – The combined effect of all developments when taken together, both present and those in the future.

Fall over distance – The height of the turbine to the tip of the blade. Also known as the topple height.

Intervisibility – The extent to which one area can see another and vice versa

Landscape Capacity** – The degree to which a particular landscape character type or area is able to accommodate change without unacceptable adverse effects on its character. Capacity is likely to vary according to the type and nature of change being proposed.

Landscape Character** – The distinct and recognizable pattern of elements that occurs consistently in a particular type of landscape, and how this is perceived by people. It reflects particular combinations of geology, landform, soils, vegetation, land use and human settlement. It creates the particular sense of place of different areas of the landscape.

Landscape Character Area – A unique geographic area with a consistent character and identity, defined by geology, landform, soils, vegetation, land use, settlement and field pattern.

Landscape Character Assessment** – An umbrella term for description, classification and analysis of landscape.

Landscape Character Type** – A landscape type will have broadly similar patterns of geology, landform, soils, vegetation, land use, settlement and field pattern discernable in maps and field survey records.

Landscape Quality** – About the physical state of the landscape and its intactness, from visual, functional and ecological perspectives. It also reflects the state of repair of individual features and elements which make up the character in any one place.

Landscape Sensitivity** – The extent to which a landscape can accept change of a particular type and scale without adverse effects on its character.

Landscape Value** – The relative value or importance attached to a landscape (often as a basis for designation or recognition), which expresses national or local consensus, because of its quality, special qualities including perceptual aspects such as scenic beauty, tranquillity or wilderness, cultural associations or other conservation issues.

Listed Building* – A building of special architectural or historic interest. Listed buildings are graded I, II* or II with grade I being the highest. Listing includes the interior as well as the exterior of the building, and any buildings or permanent structures (e.g. wells within its curtilage). English Heritage is responsible for designating buildings for listing in England.

Mitigation** – Measures, including any process, activity or design to avoid, reduce, remedy or compensate for adverse landscape and visual impacts of a development project.

Registered Park and Garden* – A park or garden of special historic interest. Graded I (highest quality), II* or II. Designated by English Heritage.

Renewable Energy* – Renewable energy is energy flows that occur naturally and repeatedly in the environment, for example from the wind, water flow, tides or the sun.

Scheduled Monument* – Nationally important monuments usually archaeological remains, that enjoy greater protection against inappropriate development through the Ancient Monuments and Archaeological Areas Act 1979.

Shadow flicker – Under certain combinations of geographical position and time of day, the sun may pass behind the rotors of a wind turbine and cast a shadow over neighbouring properties. When the blades rotate, the shadow flicks on and off.

Site of Special Scientific Interest (SSSI)* – A site identified under the Wildlife and Countryside Act 1981 (as amended by the Countryside and Rights of Way Act 2000) as an area of special interest by reason of any of its flora, fauna, geological or physiographical features.

Special Areas of Conservation (SAC)* - A site designated under the European Community Habitats Directive, to protect internationally important natural habitats and species.

Special Protection Area (SPA)* – Sites classified under the European Community Directive on Wild Birds to protect internationally important bird species.

Supplementary Planning Document (SPD)* – A Supplementary Planning Document is a Local Development Document that may cover a range of issues, thematic or site specific, and provides further detail of policies and proposals in a 'parent' Development Plan Document.

Supplementary Planning Guidance (SPG)* – Supplementary Planning Guidance may cover a range of issues, both thematic and site specific and provide further detail of policies and proposals in a development plan.

Threshold – A specified level beyond which impacts will be unacceptable.

Zone of Theoretical Visibility (ZTV) – Also known as a Zone of Visual Influence (ZVI), Visual Envelope Map (VEM) and Viewshed. This represents the area over which a development can theoretically be seen, based on digital terrain data.

* = as defined in the Glossary of Planning Terms on the Planning Portal website

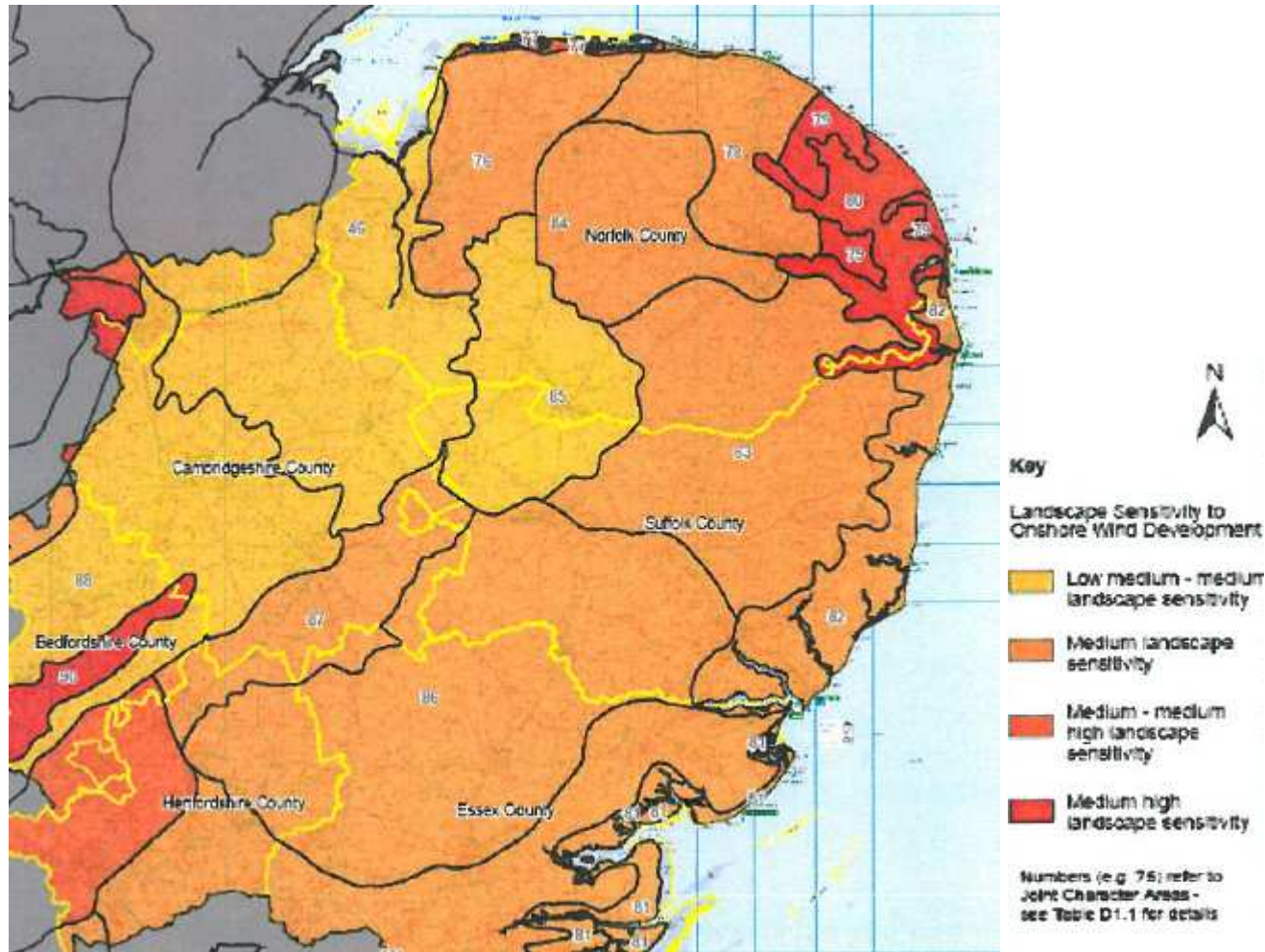
** = as defined in the Glossary section of Guidelines for Landscape and Visual Impact

Assessment 2nd edition, The Landscape Institute and Institute for Environmental Management and Assessment, 2002

Regional Guidance on Capacity

The ARUP Report: Placing Renewables in the East of England

1. Map 7 'Landscape Sensitivity to Onshore Wind Development' from 'Placing Renewables in the East of England' Over Arup & partners (2008)
2. Table derived from:
Table D1.3 Sensitivity Tables
Table D1.4 Estimated maximum Landscape Capacity of National Character Areas



From: 'Placing Renewables in the East of England' Ove Arup 7 partners (2008)

Higher resolution copy of map to follow

Table3: Assessment of sensitivity of National Character Areas in Central Bedfordshire’s capacity to wind turbine developments

National Character Area		Sensitivity Rating	Description	Wind Turbine Typology (maximum size of farm)	Capacity Using 15km centres <i>(CBC comment in italics)</i>
87	East Anglian Chalk	Medium Sensitivity	A large scale rolling landform – avoid turbines in the smaller scale landscape of the river valleys (i.e. the portion within CBC)	Medium :4 -12 turbines Suggest no more than 8	Report recommends 10 turbines across an extensive character area. <i>Conclude: Minor area within CBC influenced by river valley and not a prime area of search.</i>
88	Bedfordshire and Cambridgeshire Claylands	Low- Medium / Medium Sensitivity	The broad landform and relatively simple nature of this area makes it of low sensitivity but sensitivity increases related to variations in scale.	Medium to large: 9 -16 turbines Suggest no more than 12.	Potentially 48 turbines across the extensive character area. Development permitted: 10 at Langford 1 at Marston Vale MCP <i>Conclude: CBC proportion met.</i>
90	Bedfordshire Greensand Ridge	Medium – High Sensitivity	The medium to small-scale of the landscape and distinctive narrow escarpment increase the areas sensitivity to wind development.	Small: 2-3 turbines, Suggest no more than 2.	Report recommends 2 turbines. Development permitted: Double Arches turbine adjacent to west of Ridge. Community turbine at Gamlingay at eastern extent of Ridge in Cambridgeshire. <i>Conclude: Capacity of Greensand Ridge met.</i>
110	Chilterns	Medium / Medium to High Sensitivity	The prominent scarp slope and enclosed intimate valleys are areas of increased sensitivity.	Small –Medium wind farm i.e. 3-7 turbines, suggest 4.	Recommends a maximum of 4 turbines across a landscape extending to Oxfordshire <i>Conclude: Complexity and small extent of Bedfordshire’s Chilterns limits area of search.</i>

APPENDIX 2

Detailed sensitivity analysis tables

Marston Vale					
Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Scale – Medium scale field pattern	Moderate potential. Would need to avoid visual conflict with turbine in Country Park	Low potential – would need to form positive feature e.g. as a gateway to the Vale & avoid visual conflict with turbine in Country Park.	Low potential – would need to be linked to highly disturbed areas e.g. linked to M1 motorway.	Not suitable - Field pattern not considered extensive enough for large scale farm	Vale subject to major residential growth which will limit scope for wind energy. Lower height turbines more acceptable – this is a landscape characterised by growth of villages.
Landform Mainly flat clay vale which is strongly enclosed to south by the Greensand Ridge and to west by clay ridge	Would need to be sited to avoid conflict with the Greensand and Clay ridges. Scope where turbine contrasts with open, horizontal character.	Would need to be sited to avoid conflict with the Greensand and Clay ridges. Scope where turbine contrasts with open, horizontal character.	A medium scale group would have an unacceptable impact in vicinity of Greensand and Clay ridges. Limited extent of level ground able to accept development at this scale.	Not suitable -Would cause unacceptable visual impact in vicinity of Greensand and Clay ridges. Extent of level vale not sufficient for a large scale farm.	Landform of the Vale varies – the centre is much modified by the brickwork legacy of lakes and landfill. Land raising limits potential. Area also includes steep clay ridge at Cranfield – development would be visually dominant on elevated ground.
Land cover Arable farmland, some pasture, blocks of ancient woodland, new woodland planted by Community Forest	Moderate potential in heart of Vale, less scope where more complex field patterns and land use. If biodiversity allows, could create a feature in scale with open lake.	Moderate potential in heart of Vale, less scope where more complex field patterns and land use.	Low potential – concern that turbines would be incongruous in this mixed land use: ancient woodland blocks in Vale and historic pastures.	Not suitable -out of character and scale.	Division of landscape increasing as a result of Community Forest and creation of leisure links such as the Bedford – Milton Keynes Canal.
Enclosure Low or gappy hedges prevalent, greater enclosure of small fields to west. FMV planting increasing screening.	Moderate potential but avoid conflict with strongly enclosed landscape to west of Vale and proximity to blocks of ancient woodland.	Moderate potential but avoid conflict with strongly enclosed landscape to west of Vale and proximity to blocks of ancient woodland.	Low potential – medium scale wind farm would extend over field pattern to detriment of landscape character.	Not suitable –large scale wind farm would extend over field pattern to detriment of landscape character.	Enclosure pattern changing in Vale as FMV planting maturing. This can help screen development but also increases risk of visual conflict and disturbance of newly acquired recreational land.
Skyline Views to wooded skyline of Greensand Ridge. Mixed land use on Cranfield Ridge including visible development.	Important to site even a single turbine away from elevated land or foreground to both the Greensand and Clay Ridges.	Important to site turbines away from elevated land and the foreground to both the Greensand and Clay Ridges.	Important to site turbines away from elevated land and the foreground to both the Greensand and Clay Ridges.	Important to site turbines away from elevated land and the foreground to both the Greensand and Clay Ridges.	The skyline in the Vale now includes land-raised hills. It is still important to avoid visual conflict with these new features.

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Development Nuclear villages in Vale , Cranfield linear , many dispersed farms ,increasing residential and employment use as growth area	A single turbine could be linked to industrial areas on the edge of settlements e.g. in the A421 corridor.	A small turbine group would be out of scale with the settlements in the Vale. Some limited potential linked to the M1 corridor or other areas of high disturbance.	A medium scale wind farm would be out of scale with the settlements in the Vale.	A large scale wind farm would be out of scale with the settlements in the Vale.	Concern that Vale is becoming re-industrialised with major development such as Covanta. New residential growth offers limited potential but scale must not overwhelm village settings or the woodland which aids integration.
Landmarks Brickpit chimneys, Airship Sheds, church towers – can be locally dominant and be seen throughout Vale	Single turbine at Country Park will become a new landmark. Concern that any additional turbines will appear fragmented and unplanned.	A small group could form a gateway feature if associated with the M1 or where industry has already increased scale of development	Medium scale farm would conflict with the heritage landmarks of the Brickpit chimneys and village scale features such as the church towers. If located to the east would conflict with the unique Airship Sheds.	Large scale farm would conflict with the heritage landmark of the Brickpit chimneys and village scale features such as the church towers. If located to the east would conflict with the unique Airship Sheds.	Vale is continuing to transform from an industrial to a recreational landscape. Potential new roofscape landmark if NIRAH developed. Covanta Energy from Waste plant to become new industrial landmark dominating Vale.
Tranquillity Disturbance high close to roads but many rights of way cross pockets of peaceful and relatively remote countryside.	A single turbine would increase visual disturbance and would need to be associated with development.	A cluster would significantly increase visual disturbance and would need to be associated with major development.	Medium scale farm would bring significant visual intrusion and an unacceptable cumulative impact with the Petsoe End Farm.	Large scale farm would bring significant visual intrusion and an unacceptable cumulative impact with the Petsoe End Farm.	Visual disturbance has decreased over years with removal of brickpit chimneys. Noise disturbance increasing but Vale gaining significant green infrastructure. Covanta plant will form major intrusion and severely impact on tranquillity.
Rarity Locally distinctive part of claylands – historic land use re brick working, now one of 12 Community Forests.	Scope for a single turbine without excessive change to the character type.	Scope for a cluster of turbines without excessive change to the character type.	Limited scope to integrate a medium scale wind farm without overwhelming sense of place.	Not appropriate –a large scale wind farm would overwhelm the sense of place.	Marston Vale has a strong sense of place but is experiencing rapid change. Important to conserve areas of diverse countryside to counter increasing scale of development.

Clay Valleys

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Scale – Medium scale field pattern	Moderate potential ; e.g. if associated with A1 corridor or other disturbed landscape.	Low potential – would need to form positive feature where existing development of appropriate scale.	Low potential –out of scale with field pattern. Ivel Valley is narrow in extent , development would conflict with adjacent slopes of Greensand Ridge .	Not suitable – Field pattern not considered extensive enough for large scale farm. Ivel Valley particularly is narrow in extent, development would conflict with adjacent slopes of Greensand Ridge.	Farmland associated with the river landscapes in decline in terms of landscape feature – hedgerow removal has denuded landscape.
Landform Mainly level clay vale which is strongly enclosed to east and west by the Greensand Ridge.	Would need to be sited to avoid conflict with the Greensand and small scale of the river valley landscape.	Would need to be sited to avoid conflict with the Greensand and small scale of the river valley landscape.	Low potential. Conflict with the Greensand Ridge and small scale of the river valley landscape.	Concern impact of wind turbines in vicinity of Greensand Ridge and small scale of the river valley landscape.	Landscape much modified in places by mineral working – restoration enhancing habitat and increasing woodland cover .
Land cover Arable farmland, linear plantations linked to mineral working , small woodland blocks	Scope if turbine does not conflict with traditional riverside landscapes ,parkland or woodland blocks	Low potential – would need to ensure farm does not conflict with traditional riverside landscapes ,parkland or woodland blocks	Low potential would need to ensure farm does not conflict with traditional riverside landscapes ,parkland or woodland blocks	Out of character and scale. Wind farm would dominate scale woodlands and pasture.	Mineral restoration has increased planting associated with river valleys.
Enclosure Upper Ivel has poor hedgerow network and limited woodland. More enclosure in Upper Ivel and Ouse Valley.	Many open views – turbine would be highly visible, but also risk of wooded features causing partial views.	Many open views – turbine would be highly visible, but also risk of wooded features causing partial views.	Many open views – turbines would be highly visible, but also risk of wooded features causing partial views.	Many open views – turbines would be highly visible, but also risk of wooded features causing partial views.	Turbines would form the new focus in views from Greensand Ridge – would be incongruous if associated with riverside landscape.
Skyline Wooded skyline of Greensand Ridge at Sandy	Single turbine – concern about cumulative impact with Langford wind farm	Cluster of turbines has limited scope, would need to be central in area concern about cumulative impact with Langford wind farm.	Medium scale wind farm would be highly conspicuous and dominate subtle skylines. Concern re cumulative impact with Langford wind farm.	Large scale wind farm would dominate skyline. Concern re cumulative impact with Langford wind farm	LCA emphasises need to keep undeveloped character of skylines – this includes avoiding development at foot of slope.
Development Sandy and Biggleswade subject to growth, linear villages – many on banks of Ivel.	Potential for a single turbine to be linked with growth or disturbed areas such as mineral workings or the A1 corridor.	Potential for a cluster to be linked with growth or disturbed areas such as mineral workings or the A1 corridor.	Medium scale wind farm would be overwhelm setting and scale of settlement unless sited in context of existing major commercial development.	Large scale wind farm would be dominate setting and scale of settlement .	Density of settlements will limit scope. Association with business development offers some limited potential.

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Landmarks River bridges. Views to Sandy transmitter, water towers. Water mills. Langford wind farm (to be constructed 2013)	Need to avoid conflict with the small scale and limited landmarks within this area.	Need to avoid conflict with the small scale and limited landmarks within this area.	Need to avoid conflict with the small scale and limited landmarks within this area.	Need to avoid conflict with the small scale and limited landmarks within this area.	Important to avoid visual conflict with Transmitter or extend impact of pylons.
Tranquillity Disturbance high close to roads but many rights of way cross pockets of peaceful and relatively remote countryside.	A single turbine would increase visual disturbance and would need to be associated with development.	Need to avoid conflict with the limited landmarks within this area.	Medium scale farm would bring significant visual intrusion	Large scale farm would bring significant visual intrusion	Urbanisation a concern, causing decline in river valley landscapes. A subtle landscape which must not be overwhelmed by modern development.
Rarity Unusual confluence of rivers. River Ivel and Ivel Navigation distinctive – perceived as a hidden landscape –mainly accessible on foot.	Limited potential for a turbine to integrate into landscape without overwhelming scale.	Limited potential for turbines to integrate into landscape without overwhelming scale and disrupting sense of place.	Medium scale farm would overwhelm landscape and cause unacceptable change to setting and sense of place.	Large scale farm would dominate landscape and cause unacceptable change to setting and sense of place.	Confluence of River Ouse and Ivel locally important; countryside visits promoted by Hidden Britain as Waters meet area. Many tranquil areas – increasing colonisation by otters.

Eastern Claylands

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Scale –large scale field pattern typical. Some smaller fields associated with villages. Wide open skies.	Scope -some potential if sited away from villages and avoid conflict with landscape features e.g. woodland	Moderate-some potential if sited away from villages and avoid conflict with landscape features.	Moderate potential – would need to be sited on most open and extensive farmland.	Low potential - would need to be sited on most open and extensive farmland.	Arable farmland offers greatest potential but open character allows views over significant distances.
Landform Extensive clay plateau with local variation e.g. ridges at Sutton and Cockayne Hatley.	Would need to be sited to avoid conflict with slopes of Greensand Ridge.	Would need to be sited to avoid conflict with slopes of Greensand Ridge.	A medium sized farm has potential to conflict with visual amenity in vicinity of Greensand Ridge. Open plateau farmland would allow group of turbines to form a simple contrast to the level landform.	Concern re visual impact of a large farm if sited in foreground to Greensand Ridge. Open plateau farmland would allow group of turbines to form a simple contrast to the level landform.	Careful modelling would be required to ensure any development was still in scale with the field pattern.
Land cover Arable farmland, some pasture , blocks of ancient woodland ,new woodland	Moderate potential for turbine to be linked to farm buildings or where it would form a structural element in landscape; less scope where more complex field patterns and land use.	Moderate potential – need to avoid visual conflict with woods and hedgerows. Aim for turbines to form a structural group in more open settings.	Moderate potential –lack of intervening vegetation limits opportunities for foreground screening. Aim for turbines to form a structural group in more open settings.	Concern re visual impact of a large farm in vicinity of ancient woodland as these blocks are important landscape features.	Large field pattern provides scale for wind energy . Landscape strategy of enhancement would aid integration.
Enclosure Low or gappy hedges prevalent.	Could associate a single turbine with nodal points in landscape – e.g. beside straight roads or to create a feature responding to field patterns.	Some potential to site a cluster of turbines to create a feature responding to field patterns.	Some potential to site a medium scale wind farm to create a feature responding to field patterns.	Despite open scale of landscape there is only limited potential to site a larger scale group without it dominating setting.	Landscape strategy of enhancement would aid integration. Areas where there are few “indicators of scale “ offer greatest scope in terms of reducing visual impact.
Skyline Enclosed to south and west by wooded skyline of Greensand Ridge ,	Careful siting required to avoid conflict with undeveloped skylines and cumulative impact with other vertical features.	Careful siting required to avoid conflict with undeveloped skylines and cumulative impact with other vertical features.	Careful siting required to avoid conflict with undeveloped skylines and cumulative impact with other vertical features.	Careful siting required to avoid conflict with undeveloped skylines and cumulative impact with other vertical features.	Respect required for subtle skylines – woodland and village development occur on skyline in places.
Development Villages are well spaced, even isolated .Scattered farms but mainly unpopulated countryside.	Potential for single turbine to link with farm or isolated business use.	Avoid cluster close to development; this area provides opportunities at a distance from properties.	Avoid location close to development; this area provides opportunities at a distance from properties.	Careful siting required as large scale wind farm would dominate village scale.	Potential for community led scheme.

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Landmarks Sandy transmitter. Single turbine at Gamlingay. Small scale – churches , Sutton ford ,	Need to avoid conflict with existing vertical structures and historic features.	Need to avoid conflict with existing vertical structures and historic features.	Need to avoid conflict with existing vertical structures and historic features.	Need to avoid conflict with existing vertical structures and historic features.	Larger scale development would need to avoid visual dominance of the few landmarks in this open landscape.
Tranquillity Disturbance high close to roads, otherwise extensive areas of peaceful countryside.	A single turbine would increase visual disturbance and would need to be associated with development.	A cluster would significantly increase visual disturbance and would need to be associated with development.	Medium scale farm would bring moderate visual intrusion if sited at an acceptable distance from communities.	Large scale farm would bring significant visual intrusion and would need to be remote from communities.	Area has greatest extent of tranquil countryside in CBC. Although area has potential for wind energy, care must be taken to avoid unacceptable cumulative impact.
Rarity Character area extends extensively through Cambridgeshire .Heathland qualities around Potton distinctive.	Single turbine would not detract from key characteristics if well sited.	Cluster of turbines would not detract from key characteristics if well sited.	Medium scale farm would not detract from key characteristics if well sited.	A large scale farm likely to create unacceptable impact on character and tranquillity.	High level of tranquillity is a strong and unusual characteristic.

Greensand Ridge and Valley

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Scale – Medium scale field pattern, some larger fields on eastern dip slope. Flitt Valley has small scale fields –pony paddocks and pasture.	Low potential – turbine would conflict with rural character: very limited scope for any vertical development without loss of quality to skyline.	Very limited potential – turbines would conflict with rural character: very limited scope for any vertical development without loss of quality to skyline.	Not suitable – development would conflict with complexity of arable, pastoral and woodland which creates intimate character albeit on an extensive escarpment or dip slope.	Not suitable – Field pattern not considered extensive enough for large scale farm. Development would conflict with complexity of arable, pastoral and woodland which creates intimate character albeit on an extensive escarpment or dip slope.	Lower height turbines more appropriate – this is a landscape characterised by distinctive vernacular buildings and small villages.
Landform Dramatic steep north facing escarpment. West facing dip slope with gentler slopes. Combines with Flitt Valley Outlier to east separated by River Ivel .	Would need to be sited to avoid conflict with the wooded and undeveloped skyline.	Very low potential Would need to be sited to avoid conflict with the wooded and undeveloped skyline. Only scope likely to be on dip slope and where associated with other major development.	Unacceptable – Greensand Ridge is a unique landform. Wind farm at this scale is an industrial feature which would dominate and detract from the dramatic landform.	Unacceptable – Greensand Ridge is a unique landform. Wind farm at this scale is an industrial feature which would dominate and detract from the dramatic landform.	Greensand Ridge subject to a “Landscape Partnership “Heritage Lottery Bid – celebrating the unique landform and supporting its role in recreation, tourism and employment.
Land cover Arable farmland, pasture, parkland blocks of ancient woodland extensive coniferous plantation.	Complexity of land cover limits potential even for a single turbine.	Complexity of land cover limits potential for a small cluster.	Highly sensitive landscape – wind farm would dominate the distinctive pattern of land use.	Highly sensitive landscape – wind farm would dominate the distinctive pattern of land use.	Tourism based on enjoyment of countryside, cultural heritage or natural history e.g. Woburn Abbey , RSPB Rushmere Country Park. New Center Parcs development in heart of Greensand Woodland.
Enclosure Strongly enclosed landscape, particularly on northern escarpment and on land farmed by major Estates.	Hedgerows and woodlands create a complex landscape, which could aid integration but also introduces potential conflict with valued rural features and biodiversity.	Hedgerows and woodlands create a complex landscape, which could aid integration but also introduces potential conflict with valued rural features and biodiversity.	Hedgerows and woodlands create a complex landscape, which could aid integration but also introduces potential conflict with valued rural features and biodiversity.	Hedgerows and woodlands create a complex landscape, which could aid integration but also introduces potential conflict with valued rural features and biodiversity.	Strong enclosure can contain views but can result in unacceptable partial views of turbines.
Skyline Mainly wooded but with characteristic mixed farming creating attractive mosaic appearance in views from Marston Vale and Ivel Valley Churches form an occasional landmark.	Highly sensitive skyline on north facing escarpment particularly vulnerable to change. Few vertical features interrupt horizon.	Highly sensitive skyline on north facing escarpment particularly vulnerable to change. Few vertical features interrupt horizon.	Highly sensitive skyline on north facing escarpment particularly vulnerable to change. Few vertical features interrupt horizon.	Highly sensitive skyline on north facing escarpment particularly vulnerable to change. Few vertical features interrupt horizon.	The undeveloped nature of all the skylines is a key characteristic of this landform which dominates views across Central Bedfordshire.

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Development Nuclear villages on Ridge, historic Ampthill central to Ridge and Flitt Valley. Sandy, Ampthill and Flitwick subject to growth.	Historic villages often with strong vernacular character – highly sensitive to change. Some potential for single turbine linked to growth around Leighton Buzzard.	Historic villages often with strong vernacular character – highly sensitive to change. Limited potential for cluster of smaller turbines linked to growth around Leighton Buzzard.	Historic villages often with strong vernacular character – highly sensitive to change. Medium scale wind farm considered to conflict with settlement pattern across the Greensand.	Historic villages often with strong vernacular character – highly sensitive to change. Large scale wind farm considered to conflict with settlement pattern across the Greensand.	The sensitivity of the Ridge suggests that only turbines of lower height are appropriate, to help limit visual intrusion. This would also help create a clear hierarchy with the permitted turbine at Double Arches pit, Heath and Reach.
Landmarks Cultural heritage – abbeys, mansions, including Houghton House ruins. Churches. Sandy transmitter.	Essential that any turbine avoids conflict with the many cultural and ecologically important features on the Greensand.	Essential that any turbine avoids conflict with the many cultural and ecologically important features on the Greensand.	Essential that any turbine avoids conflict with the many cultural and ecologically important features on the Greensand.	Essential that any turbine avoids conflict with the many cultural and ecologically important features on the Greensand.	The visual unity of the Greensand Ridge is itself an extensive landmark. Great care must be taken to safeguard the undeveloped horizons which are such a valued characteristic.
Tranquillity Majority of Ridge valued for peaceful recreational opportunities. Flitt Valley and urban fringe landscapes more disturbed.	The structure and movement of any turbine will introduce conflict with this sensitive landscape.	The structure and movement of any turbine will introduce conflict with this sensitive landscape.	Would bring unacceptable intrusion .The structure and movement of a wind farm would conflict with this sensitive landscape.	Would bring unacceptable intrusion .The structure and movement of a wind farm would conflict with this sensitive landscape.	“Timeless “qualities of Estate landscapes a valued attribute. Tranquillity of Ridge can contrast with adjacent areas such as the Marston Vale and especially with city of Milton Keynes to west.
Rarity Very unusual landscape type, only occurring here and on Isle of Wight.	Limited extent of landscape character type a factor increasing its sensitivity and the requirement to conserve its integrity.	Limited extent of landscape character type a factor increasing it’s sensitivity and the requirement to conserve it’s integrity	Limited extent of landscape character type a factor increasing it’s sensitivity and the requirement to it’s conserve integrity	Limited extent of landscape character type a factor increasing its sensitivity and the requirement to conserve its integrity..	Ridge has strong visual relationship with adjoining character types and towns associated with it.

Leighton Buzzard Rural Fringe

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Scale – Medium scale field pattern with localised small scale landscape e.g. in Ousel Valley. Mineral workings at Leighton Buzzard increase scale.	Some potential e.g. in arable landscape or associated with growth.	Low potential – would need to form positive feature associated with growth or trunk roads and of low height.	Low potential – would need to form positive feature associated with growth or disturbed land . Important to avoid visual conflict with Greensand Ridge.	Not suitable - field pattern not extensive enough to accommodate a large farm; conflict with village scale .	Landscape varies across this area – open land in A5 corridor and associated with mineral workings south of A505.
Landform Combination of undulating clay landscape north and west of Hockliffe and Greensand landscape north of Leighton Buzzard.	Most potential on landform modified by mineral working or growth . Avoid conflict with Greensand Ridge.	Would need to be sited to avoid conflict with the Greensand and small scale of the Ousel and Clipstone valleys.	Low potential. Conflict with the Greensand Ridge and small scale of the Ousel and Clipstone valleys.	Concern impact of wind turbines in vicinity of Greensand Ridge and small scale of the river valley landscape.	Landscape modified in places by mineral working – restoration enhancing habitat e.g. to heathland and increasing woodland cover. Important to avoid visual disruption to the Greensand Ridge .
Land cover Arable farmland, extensive coniferous plantations, ancient woodland, heathland country parks.	Scope if turbine does not conflict with traditional riverside landscapes, parkland or woodland blocks.	Low potential – would need to ensure farm does not conflict with traditional riverside landscapes, parkland or woodland blocks.	Low potential would need to ensure farm does not conflict with traditional riverside landscapes, parkland or woodland blocks.	Out of character and scale. Wind farm would dominate scale of features present.	Mineral restoration has created varied landscapes including lakes in Vale and created important recreational assets.
Enclosure Mostly well contained – well managed hedges, plantations ;more open to east of area.	Some scope in more open areas, especially if linked to growth or road network.	Very limited potential to integrate a cluster without conflict with enclosure pattern.	Not suitable – enclosure pattern limits scale of open land . Medium scale wind farm would contrast and dominate the surviving historic landscape.	Not suitable – enclosure pattern limits scale of open land. Large scale wind farm would contrast and dominate the historic landscape.	Views from Greensand Ridge critical – important to avoid open views of turbines. Some longer distance views from Billington and Totternhoe and the Chilterns
Skyline Wooded skyline of Greensand Ridge at Heath and Reach. Locally important skyline at Hockcliff .	Single turbine – concern about cumulative impact with large turbine at Double Arches.	Cluster of turbines has limited scope, in terms of conflict with Greensand skylines. Concern re cumulative impact with large turbine at Double Arches.	Medium wind farm would be highly conspicuous and dominate subtle skylines and skyline of Greensand Ridge. Concern re cumulative impact with large turbine at Double Arches.	Large wind farm would dominate subtle skylines and skyline of Greensand Ridge. Concern re cumulative impact with large turbine at Double Arches.	LCA emphasises need to keep undeveloped character of skylines – this includes avoiding development at foot of slope.
Development Nuclear town of Leighton Buzzard which is subject to growth east. Clayland villages tend to be linear.	Important to conserve integrity of historic villages	Important to conserve integrity of historic villages	Low potential as a medium scale wind farm would dominate the setting of historic villages.	Low potential as a large scale wind farm would dominate the setting of historic villages.	A settled landscape limiting scope. Association with growth or transport corridors may be possible but turbine height should be restricted to avoid conflict with sensitive settings.

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Landmarks Very large turbine permitted at Heath and Reach. All Saints Church, Leighton Buzzard, village churches and vernacular. Buildings. A5 Watling Street a linear landmark with rolling contours.	Any turbine must be sited to avoid conflict with valued features and be secondary in scale to turbine at Double Arches.	Any turbine must be sited to avoid conflict with valued features and be secondary in scale to turbine at Double Arches.	Any turbine must be sited to avoid conflict with valued features and be secondary in scale to turbine at Double Arches.	Any turbine must be sited to avoid conflict with valued features and be secondary in scale to turbine at Double Arches.	Local landmarks are distinctive but generally small-scale – need to ensure new development does not overpower heritage.
Tranquillity Disturbance high close to roads but many rights of way cross pockets of peaceful and relatively remote countryside.	An additional single turbine would increase visual disturbance within the largely undeveloped panoramas.	A cluster of turbines would increase visual disturbance within the largely undeveloped panoramas.	Medium scale farm would bring significant visual intrusion in the vicinity of the Greensand Ridge or the historic villages.	Large scale farm would bring significant visual intrusion in the vicinity of the Greensand Ridge or the historic villages.	Important to conserve the tranquillity and remoteness of this countryside which is well used for recreation and serves a large population.
Rarity The Greensand and Ousel Valley is a small and complex juxtaposition of landscape types .	Important to safeguard rural quality in an area subject to growth	Important to safeguard rural quality in an area subject to growth	Important to safeguard rural quality in an area subject to growth	Important to safeguard rural quality in an area subject to growth	Many highly attractive landscapes combine with mineral workings and farmland to form a varied urban fringe.

Clay Hills and Vales

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Scale – Medium to large scale field pattern .Long distance views over undulating countryside and low hills.	Moderate potential - would need to be sited in open arable land or close to existing development .	Low potential – the inter-relationship between the hills and vales is complex. Tall structures would be out of character.	Low potential – the inter-relationship between the hills and vales is complex. Tall structures would introduce industrial character and be overwhelming.	Not suitable - Field pattern not considered extensive enough for large scale farm. Development would introduce industrial character and dominate the farmed landscape.	Lower height turbines more acceptable – this is a landscape characterised by dispersed farms and villages.
Landform Undulating clay vale with a series of clay hills, enclosed to north by the Greensand Ridge and to south by the Chiltern Hills.	Avoid location on elevated land which would lead to greater prominence. Would need to be sited to avoid conflict with the Greensand and chalk hills.	Avoid location on elevated land which would lead to greater prominence. Would need to be sited to avoid conflict with the Greensand and chalk hills.	A larger group would have an unacceptable impact on the flow of this landscape, interrupting the connection between the settled hills and the sweeping vales.	Not suitable – the landform varies in elevation –there is insufficient open land between characteristic changes in contours to enable development of a large farm without significant loss of character.	This is a complex clay landscape. Contrasts in level help create the sense of place. The hills provide wide ranging views and are focus for historic villages.
Land cover Arable farmland, pasture and pony paddocks, spinney’s but little woodland.	Moderate potential if low height in open vale but limited scope where more complex filed patterns and land use.	Low potential unless on very open land or associated with development,	Low potential –turbines at this scale would be incongruous in this mixed farmland and settled landscape.	Not suitable -out of character and scale, turbines would industrialise a rural landscape.	Area has a strong rural character but is vulnerable to increasing urban influence.
Enclosure Varied – many thick hedgerows or narrow tree belts. Vales can be open allowing extensive views to Greensand and chalk landscapes.	Single turbine would be highly visible – area more suited to low height. Would need careful siting where it can be seen as a simple structure contrasting with level rather than sloping or elevated land.	Cluster would be highly visible – avoid conflict with wooded features.	Medium scale farm would create a dominant feature and overwhelm setting.	Large scale farm would create a dominant feature and overwhelm setting.	Field pattern a factor in much of this area being judged as having moderate to high visual sensitivity.
Skyline Varied skylines as views to Greensand Ridge and Chiltern Hills; horizons formed by clay hills locally important.	Moderate potential – smaller scale single turbine may be acceptable if sited to avoid elevated land.	Low potential – smaller scale single turbine may be acceptable if sited to avoid elevated land.	Very limited potential – a medium scale group would have a major impact in this visually sensitive area.	Unsuitable -a large scale group would have an unacceptable impact in this visually sensitive area.	Pylons and communication masts – skyline vulnerable to cluttering. The unsettled slopes of the hills are important in retaining rural character and form a backcloth to the Vales.
Development Dispersed hilltop villages and scattered farms- some linear , others nuclear but with “Ends “	Some scope to site a single turbine distant to communities, possibly associated with larger fields or development.	Limited scope to site a cluster distant to communities, possibly associated with larger fields or development.	Very limited potential – a medium scale group would have a major impact on the settlement pattern and historic character of development.	Not suitable – a large scale group would have an unacceptable impact on the settlement pattern and historic character of development.	Distinctive sense of place largely created by the individual character of the historic villages. Contrasts in scale to growth area to south and expansion of towns in the A1 corridor.

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Tranquillity Disturbance high close to roads but many rights of way cross pockets of peaceful and relatively remote countryside.	A single turbine would increase visual disturbance and would be best associated with development.	A cluster would significantly increase visual disturbance and would need to be associated with major development.	Medium scale farm would bring significant visual intrusion in area of strong rural character and be widely seen in views from AONB.	Large scale farm would bring unacceptable visual intrusion in area of strong rural character and be widely seen in views from AONB.	Visual disturbance has increased in area. Important to safeguard setting of AONB.
Rarity Unusual sequence of hills and vales; complex clay landscape when compared to elsewhere in eastern region.	A single turbine could be acceptable if carefully sited not to detract from key characteristics.	Only very limited potential for a cluster to be acceptable. Would need to be carefully sited not to detract from key characteristics.	Only very limited potential for medium wind farm to be acceptable. Would need to be carefully sited not to detract from key characteristics.	Not suitable – development at this scale would dominate and detract from key characteristics.	Area is important as a rural buffer between urbanisation to the south ,the expanding settlements to the east and the mixed development around Flitwick.

North Chilterns

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Scale – Medium- large scale arable field pattern .Some pasture and pony paddocks of smaller scale.	Low potential as all turbines will conflict with views from AONB. Scope only in arable landscape or associated with growth.	Low potential as all turbines will conflict with views from AONB. Scope only in arable landscape or associated with growth.	Not possible without major conflict with AONB.	Not suitable - field pattern not extensive enough to accommodate a large farm	The more level ground associated with new growth may offer a limited potential but only for smaller turbines to minimise visual intrusion to AONB.
Landform Steeply sloped linear escarpments, rounded hills at Barton le Clay. Undulating or rolling chalk dip slope.	Very limited scope – would need level ground where a turbine would form a simple contrast with setting, at a distance from escarpments.	Would need to be sited to avoid conflict with the AONB and more complex undulating landscape outside of the designated area.	Would conflict with the AONB landscape and more complex undulating landscape outside of the designated area.	Would conflict with the AONB landscape and more complex undulating landscape outside of the designated area.	Dip slopes are an integral part of the AONB landscape, which is of the highest sensitivity as nation's finest countryside. Important to respect an effective buffer zone to the AONB – re CBC and CCB policies.
Land cover Arable farmland, some pasture, downland –grass woodland and scrub.	Low potential -careful siting on arable land or associated with growth. Would need to ensure turbine does not conflict with traditional land uses e.g. downland, pasture or woodland.	Low potential –some potential in growth area. Would need to ensure cluster does not conflict with traditional land uses e.g. downland, pasture or woodland.	Low potential would need to ensure wind farm does not conflict with traditional chalk land features.	Out of character and scale. Wind farm would dominate scale of farming pattern.	A mixed land use, typical of the Chiltern Hills but with less woodland than elsewhere in the AONB.
Enclosure Varies – large open fields, gappy hedges north of Luton and Barton. Stronger hedgerow pattern around Harlington.	Very limited scope to integrate a turbine without unacceptable impact – lack of enclosure allows open views throughout area.	Very limited scope to integrate a cluster without unacceptable impact – lack of enclosure allows open views throughout area	Not suitable – development at this scale would cause unacceptable visual impact – lack of enclosure allows open views throughout area.	Not suitable – development at this scale would cause unacceptable visual impact – lack of enclosure allows open views throughout area.	Elevated landform allows panoramic views over vales – development would be highly intrusive.
Skyline .Open undeveloped skylines, downland, scrub and woodland mosaic. Communication towers disrupt views in places.	Single turbine would create an intrusive focal point in view from Chilterns.	Cluster of turbines has limited scope; would form unacceptable impact on skyline.	Medium wind farm would Dominate skyline and would be highly visible in reciprocal views.	Large wind farm would dominate skyline and would be highly visible in reciprocal views.	LCA emphasises need to keep undeveloped character of skylines – this includes avoiding development at foot of slope.
Development Historic villages with urban fringe influence, larger villages such as Barton –le Clay subject to further growth, major expansion of Luton south of AONB includes	Important to conserve integrity of historic villages.	Important to conserve integrity of historic villages	Low potential as a medium scale wind farm would dominate the setting of historic villages.	Low potential as a large scale wind farm would dominate the setting of historic villages.	A settled landscape limiting scope. Association with growth or transport corridors may be possible but turbine height should be restricted to avoid conflict with sensitive setting of AONB.

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
M1-A6 link.					
Landmarks Sharpenhoe Clappers –hill top woodland. Barton Hills , Warden and Galley Hills,. Hilltop churches. Totternhoe Knolls/Castle and Edlesborough Hill, relic orchards.	Essential to avoid visual conflict with cultural and historic features.	Essential to avoid visual conflict with cultural and historic features	Essential to avoid visual conflict with cultural and historic features	Essential to avoid visual conflict with cultural and historic features	Local landmarks are linked to landform. Cultural Heritage such as Icknield Way; landmark sites regionally significant for recreation and tourism. Potential to create new landmark e.g. associated with growth or the M1.
Tranquillity Disturbance high close to roads and urban edge but many rights of way cross extensive areas of tranquil and relatively remote countryside.	A single turbine would impact on tranquillity, forming a focal point out of character with a rural setting. May be acceptable if associated with disturbed land or growth area.	A cluster would create a major change, detracting from tranquillity, May be acceptable if associated with disturbed land or growth area.	Not suitable – development at this scale would cause unacceptable loss of tranquillity through the introduction of an industrial feature in the AONB or its setting.	Not suitable – development at this scale would cause unacceptable loss of tranquillity through the introduction of an industrial feature in the AONB or its setting.	Important to conserve the tranquillity and remoteness of this countryside which is well used for recreation and serves a large population. Land to north east of Luton particularly valued for tranquillity.
Rarity Eastern edge of Chiltern AONB. Drainage ditches, chalk streams distinctive.	Important to safeguard rural quality in an area subject to growth	Important to safeguard rural quality in an area subject to growth	Important to safeguard rural quality in an area subject to growth	Important to safeguard rural quality in an area subject to growth	Juxtaposition of Luton and AONB increase significance of rural quality. Sweeping open undeveloped views important e.g. from Sundon Hills and Warden Hill to north. Tranquillity valued.

Chilterns South

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Scale – Medium –large scale field pattern with sweeping valleys.	Low potential – would need to form positive feature.	Low potential – would need to form positive feature associated with growth or previously disturbed land.	Limited potential –out of scale with field pattern and density of scattered settlement.	Not suitable - Field pattern not considered extensive enough for large scale farm.	M1 has impact on scale south of Luton. Generally area has strong sense of place and intimate character.
Landform Elevated plateau, extensive sinuous downland at Whipsnade. Narrow valleys between plateaux.	Careful siting required to avoid visual conflict with scarp slopes and to avoid elevated land which would accentuate feature.	Limited potential as important to retain integrity of landform without development detracting from changes in contour.	Development not suitable at this scale –many vertical structures would create an unacceptable contrast with AONB landform.	Development not suitable at this scale –many vertical structures would create an unacceptable contrast with AONB landform.	.Important to conserve the integrity of the chalk escarpment and dip slopes-avoid development which detracts from the dramatic change in contours.
Land cover Mixed – more woodland than north area, arable, pasture, pony paddocks, parkland.	Low potential unless associated with disturbed land or a feature beside a trunk road.	Very low potential unless associated with disturbed land or a feature beside a trunk road.	Not suitable – complexity of landscape types creates rich interplay between plateau and valleys – turbines would be out of scale with landscape and conflict with views within and beyond AONB.	Not suitable – complexity of landscape types creates rich interplay between plateau and valleys – turbines would be out of scale with landscape and conflict with views within and beyond AONB	Highly sensitive to urbanisation – need to protect rural quality of woodlands, pasture and lanes.
Enclosure Valleys strongly enclosed by tall hedgerows and woodland. Greatest extent of deciduous woodland.	Low potential as a turbine would be incongruous in the enclosed landscape setting.	Low potential as a cluster would be incongruous in the enclosed landscape setting.	Inappropriate - a wind farm would be incongruous in the enclosed landscape setting and detract from the AONB.	Inappropriate - a wind farm would be incongruous in the enclosed landscape setting and detract from the AONB.	Woodland extensive on Caddington plateau, and around Studham. Strong visual relationship between valleys and plateaux – this is a landscape with a sequence of landscape character areas creating variation characteristic of the Chilterns.
Skyline Largely undeveloped skylines, some areas with communication towers.	Very important to conserve uncluttered skylines. Even a single turbine would bring unacceptable visual intrusion.	Very important to conserve uncluttered skylines. A cluster would become a dominant feature and unacceptably disrupt the skyline or views to it.	Not suitable- a medium scale wind farm would become a dominant feature and unacceptably disrupt the skyline or views to it.	Not suitable- a medium scale wind farm would become a dominant feature and unacceptably disrupt the skyline or views to it.	Open elevated plateaux at crest of escarpments highly sensitive to any development –tall structures would have high visual impact over wide area.
Development Varied –historic villages but subject to suburbanisation. Luton Airport dominates skyline to east. Growth area at Dunstable.	Low potential but scope to create a feature linked to growth or disturbed land to avoid conflict with small scale settlement.	Limited potential but scope to create a feature linked to growth or disturbed land to avoid conflict with small scale settlement.	Not suitable – a development at this scale would overwhelm villages or conflict with the AONB or parkland setting of the towns.	Not suitable – a development at this scale would overwhelm villages or conflict with the AONB or parkland setting of the towns.	Important to respect the AONB and urban – rural fringe which is important for recreation. Some scope to create a landmark linked to M1 or other transport corridor.

Factor	Single Turbine	Small 1-3	Medium 3 -6	Large 7 -11	Comment
Landmarks Dunstable Downs and White Lion, Whipsnade Zoo, Tree Cathedral. Luton Hoo parkland.	Need to avoid conflict with the heritage and landmarks within this area.	Need to avoid conflict with the heritage and landmarks within this area.	Need to avoid conflict with the heritage and landmarks within this area.	Need to avoid conflict with the heritage and landmarks within this area.	Many long distance views to landmarks ,also panoramic views from elevated land. Need to ensure development is appropriate to rural character and not urbanise AONB and its setting.
Tranquillity Disturbance high close to roads but many rights of way cross extensive areas of peaceful and relatively remote countryside.	A single turbine would increase visual disturbance and would need to be associated with development .	A cluster would bring significant visual intrusion .	Medium scale farm would bring significant visual intrusion	Large scale farm would bring significant visual intrusion	Luton Airport – visually intrusive as well as noise from aircraft. Airport set to expand.
Rarity Part of AONB. Strong relationship as setting to Dunstable.	A single turbine would detract from key characteristics unless located as a new landmark in an urbanised setting.	Not suitable – turbines would urbanise the AONB and its setting.	Not suitable – turbines would urbanise the AONB and its setting.	Not suitable – turbines would urbanise the AONB and its setting.	Area experiencing decline in quality as urbanisation extends influence into rural setting.

Landscape sensitivity: analysis of evaluation areas

Landscape sensitivity: Analysis of the Landscape Character of the Evaluation Areas

Abbreviations key

LCS - Landscape Character Sensitivity

VS - Visual Sensitivity

1. Marston Vale

Location and Landscape Character Areas	CBC boundary south from Wixams to M1 1A Cranfield to Stagsden Clay Farmland 5C Salford – Aspley Clay Vale 5D North Marston Vale 5E East Marston Vale
Key Characteristics	Medium scale often rectangular pattern in Vale Marston Vale Community Forest (FMV) with newly established woodland strengthening character. Regeneration and restoration: landscape quality is improving M1 corridor- Bedford : increasing scale re duelled A421, distribution units, increased impact of lighting
Key Sensitivities	Small scale pastoral landscape Interface with Greensand Ridge and clay ridge at Cranfield – long ranging reciprocal views Local skylines where subtle changes occur in landform
Distinctive Features/Landmarks	Cardington Airship Sheds- dominate to east. Brick pit chimneys iconic link to former industry; regionally significant Church towers – often modest in scale Cranfield airport Ancient woodland
Development Considerations	Growth Area – increasing scale of residential and industrial development resulting in loss of rural quality. City of Milton Keynes expanding to west of Vale Increasing recreational/tourism use – Millennium Country Park; Bedford - Milton Keynes Canal. Risk of urbanisation of rural roads Covanta- major industrial building in rural setting. NIRAH- potential iconic tourist destination.
Renewable Energy	Views to Wind farm at Petsoe End Generation of landfill gas at Brogborough Landfill Site Single turbine permitted at Millennium Country Park. Wind farm of 8 turbines proposed for Brogborough landfill site. Potential for short rotation coppice Energy from waste at Covanta.

SENSITIVITY ASSESSMENT – Summary Judgement of attributes:

Strength of Character			
Landform		Moderate	
Landcover		Moderate	
Enclosure	Weak		
Skyline			High
Rarity		Moderate	
Tranquillity	Low		
Visual Sensitivity			
Inter-visibility adjacent LCAs			High
Historic/Cultural landscape		Moderate	
Visual unity/integrity/sense of place		Moderate	

Assessment from Landscape Character Assessment

	LCS	VS	Condition	Strategy
1A Cranfield Clay Farmland	Mod	Mod- High	Declined	Enhance/ Renew
5C Salford – Aspley Clay Vale	Mod	Mod	Declined	Enhance/ Renew
5D North Marston Vale	Mod	Mod	Declined Improving	Enhance/ Renew
5E East Marston Vale	Mod/ Weak	Mod	Declined Improving	Renew/ Create

Value - As Community Forest, a recovering landscape.

Recreation – Sustrans, promoted trails eg Bunyan Way, Clayway , Timberland Trail.

Brick Pit Lakes – ornithology and water sports

Judgement - Moderate but improving landscape.

FMV bringing new landscape structure and woodland mosaic.

A421 corridor –increasingly visually disturbed with industrial development, including turbines which are out of scale with village settlements and residential character. Very limited potential for additional wind energy as resulting cumulative impact would dominate landscape and communities.

2. Clay Valleys

Location and Landscape Character Areas	Ouse and Ivel Valleys, to include Sandy and Biggleswade , Arlesey and A1 corridor 4A Great Ouse Clay Valley 4B Lower Ivel Clay Valley 4C Upper Ivel Clay Valley 10D Fairfield Chalk Farmland
Key Characteristics	Shallow valleys with mineral lakes formed from gravel extraction. Busy transport corridors; focus for industry. Towns subject to growth eg Sandy and Biggleswade. Market gardening once extensive. Urban fringe influence – horse paddocks. Linear villages with historic cores
Key Sensitivities	Traditional pastures with riverside trees Open water from mineral workings. Bridges and minor roads; small scale features. Slopes forming foreground to the Greensand Ridge; views to Greensand Ridge Areas of small-scale farming with strong hedgerow network eg at Astwick. Parkland – Tempsford, Southill also remnant areas.
Distinctive Features/Landmarks	River corridors – riverside trees and meadows. Confluence of Ouse and Ivel rivers Floodplain – Biggleswade Common pastures. Bridges and Mills Blue and Green lagoons Shelterbelts and pollards. Poppy Hill, Henlow Fairfield Hospital, now part of residential development
Development Considerations	Risk of extension of urban-fringe influence Conserve rural quality of river valleys Important to conserve historic villages and small scale field patterns eg Astwick Conserve rural setting of Biggleswade and Sandy/ enhance with woodland Conserve character of secondary roads Need to create sympathetic interface between development and farmland. Respect rural fringe re Letchworth Garden City.
Renewable Energy	Langford wind farm won on Appeal, 2012, 10 turbines, 20 MW generating capacity. Landfill gas – Arlesey Landfill site, also short rotation coppice .

Landscape Character: Sensitivity of Attributes

Strength of Character			
Landform			High
Landcover		Moderate	
Enclosure		Moderate	
Skyline			High
Rarity			High
Tranquillity		Moderate	
Visual Sensitivity			
Inter-visibility adjacent LCAs			High
Historic/Cultural landscape		Moderate	
Visual unity/integrity/sense of place		Moderate	High

Assessment from Landscape Character Assessment

	LCS	VS	Condition	Strategy
4A Great Ouse Clay Valley	Mod	Mod	Declining	Enhance
4B Lower Ivel Clay Valley	Mod	Mod	Declining	Renew Create
4C Upper Ivel Clay Valley	Mod	Mod	Declining	Enhance Create
10D Fairfield Chalk Farmland	Mod- Low	Mod-Low	Declined	Renew Create

Value - Accessible urban fringe countryside, peaceful beauty spots, ecologically rich river corridors. Ivel Valley retains traditional treed and pastoral landscape.

Judgement – important to conserve rural quality as urbanisation and disturbance a continued threat to valuable local countryside. Limited scope for wind energy as this is a small scale and complex settled landscape.

3. East Claylands

Location and Landscape Character Areas	East of Ivel Valley / A1 to CBC boundary 1D Cockayne Hatley Clay Farmland 5F Biggin Wood Clay Vale 5G Dunton Clay Vale 6C East Greensand Ridge
Key Characteristics	Relationship between clay plateaux and Greensand Ridge Dominant wooded and undeveloped ridgeline when viewed from west Secondary ridgelines important Large scale arable farmland extensive throughout but small scale remnants of market gardening and orchards. Sparsely settled outside towns Historic nucleated villages Pylons and electrical lines associated with railway intrusive. Large blocks of ancient woodland e.g. Potton Wood Historic parkland, Tempsford Airfield WW2 history.
Key Sensitivities	Wooded skyline of Greensand Ridge Heathland landscape ,mineral restoration at Sandy. Wide skies and open panoramas e.g. between villages and over Cambridgeshire borders. Elevated ridge at Eyeworth provides long open views. Tributary valleys create subtle topography. Ancient woodland. Most extensive area of high tranquillity within CBC
Distinctive Features/Landmarks	Sandy Transmitter – important night time landmark RSPB headquarters – role in heathland restoration Small –scale interest e.g. Sutton ford Woodland blocks and shelterbelts. Access – tracks provide open views Churches and water towers Iron age hillforts – Sandy
Development Considerations	Change highly visible in flat open landscape Concern re structures cluttering skylines or interrupting slopes leading up to the plateaux. Conserve the undeveloped wooded and open ridgeline and the contrast between the ridge and vale –especially change of slope. Conserve rural quality of roads. Conserve panoramic views
Renewable Energy	Application for single turbine at RSPB ; Community turbine approved at Gamlingay in Cambs.

Landscape Character :Sensitivity of Attributes

Strength of Character			
Landform		Moderate	High
Landcover	Low	Moderate	
Enclosure	Low		
Skyline		Moderate	
Rarity	Low	Moderate	
Tranquillity			High
Visual Sensitivity			
Inter-visibility adjacent LCAs		Moderate	
Historic/Cultural landscape		Moderate	
Visual unity/integrity/sense of place		Moderate	

Assessment from Landscape Character Assessment

	LCS	VS	Condition	Strategy
1D Cockayne Hatley Clay Farmland	Mod- High	Mod-High	Good	Conserve/ Enhance
5F Biggin Wood Clay Vale	Low	Mod	Declining	Enhance
5GDunton Clay Vale	Low	Low	Declining	Enhance/ Renew
6C East Greensand Ridge	High	Mod- High	Declining	Conserve/ Enhance

Value - Rural countryside with extensive arable farmland, remote and tranquil.

Judgement - Area requiring significant landscape renewal. There is landscape capacity for wind energy at a moderate scale. Developer contribution could support renewal of landscape pattern to strengthen character.

4. Greensand Ridge and Valley

Location and Landscape Character Areas	Between A5 / Woburn and Ivel Valley 6A Woburn Greensand Ridge 6B Mid Greensand Ridge 7A Flit Greensand Valley
Key Characteristics	Large scale elevated landscape ,providing extensive views Strong undeveloped horizons Series of historic parks and gardens Presence of well-managed estates influencing management style and retaining enclosure. Active and restored mineral sites Regionally important for recreation – country parks, long-distance trail, tourist facilities such as Woburn House and Safari Park, Center Parcs, Shuttleworth Collection and Swiss Gardens Flit Valley – distinctive treed landscape but subject to urban-fringe influence.
Key Sensitivities	Prominent landform with distinctive skyline which forms the horizon in views from much of Central Bedfordshire. Parkland and estate landscapes Crests of Flitt Valley slopes Valley mires and wetland character Small field systems eg at Eversholt Access- especially Greensand Ridge Walk Ancient woodlands
Distinctive Features/Landmarks	Sandstone churches – punctuate skyline but of village scale and vernacular material. Historic houses Plantation woodlands and avenues and scots pine shelterbelts Relic heathland and acid grassland Panoramic views
Development Considerations	Conservation of the visual relationship with the clay vales- important to avoid development at the base of the northern escarpment and to retain undeveloped valley crests. Important to avoid development on the skyline –change would be highly visible over great distances. Avoid urbanisation e.g. limit scale of industrial development and avoid urbanisation of rural roads.
Renewable Energy	Single turbine permitted at Heath and Reach to west. Application for single turbine at Battlesden.

Landscape Character: Sensitivity of Attributes

Strength of Character			
Landform			High
Landcover			High
Enclosure			High
Skyline			High
Rarity			High
Tranquillity		Moderate	
Visual Sensitivity			
Inter-visibility adjacent LCAs			High
Historic/Cultural landscape			High
Visual unity/integrity/sense of place			High

Assessment from Landscape Character Assessment

	LCS	VS	Condition	Strategy
6A Woburn Greensand Ridge	High	Mod-High	Declining	Create Enhance
6B Mid Greensand Ridge	High	Mod- High	Declining	Create Enhance
7A Flit Greensand Valley	Mod	Mod-High	Declined	Enhance Renew

Value - Highly valued, rare and distinctive character area; the only example in the mainland UK.
High cultural, biodiversity and recreational value, with a long-distance trail.
Regionally significant for tourism.

Judgement -Landscape considered in decline.

Highly sensitive to inappropriate change, especially to skyline and northern scarp slopes.

Complex pattern of rural landuse – landscape inappropriate for any medium of largescale industry.

Not suitable for commercial wind energy.

5. Leighton Buzzard – Urban Fringe

Location and Landscape Character Areas	South West of the A5, to chalk escarpments. 5A Eaton Bray Clay Vale 6A Woburn Greensand Ridge 7B Ousel Greensand Valley 8A Toddington-Hockliffe Clay Hills 8B Billington Clay Hill
Key Characteristics	Large scale, low lying open arable landscape in the east and south. Greater enclosure and woodland to north. Knoll of Billington Hill – a distinct focal point. Views into urban environments of Leighton Buzzard. Sand quarries and restored sites create varied urban fringe. Strong visual relationship with Greensand Ridge, Clay Hills and Chalk Escarpments of Chilterns. Growth area - east of Leighton Buzzard. Historic Parkland and associated Estate woodlands. Picturesque and historic villages, intimate Ouzel Valley and canal corridor.
Key Sensitivities	Flat open character – strongly rural in places. Enclosure landscape and hedgerow network. Clear views to the prominent backdrop of Toddington-Hockliffe Clay Hills and Chalk Escarpments. River Ousel corridor and wetland habitats; also pastures and course of Clipstone Brook Flooded former mineral workings.
Distinctive Features/Landmarks	Panoramic views from Greensand and Billington Hill over vales. Remnant orchards especially at Eaton Bray. Pastures and trees associated with the Ouzel. Linslade Church, Billington Church and Manor Hockliffe – historic Grange and Church. Ascott area Narrow Gauge railway and history of stoneworks
Development Considerations	Conserve the contrast between Ridge and Vales avoid development which would impact on transition of slopes. Conserve open views to clay hills and chalk escarpments. Ensure scale and form of new development applicable to flat landform. Seek strong landscape setting for areas of growth. Retain village identity and scale; enhance village entrances. Ensure restoration of pits sympathetic to landscape objectives. Monitor development of tall structures –avoid cluttering of subtle skylines and Greensand escarpment. Avoid suburbanisation e.g. of rural roads.
Renewable energy	Single turbine at Heath and Reach; extensive short rotation coppice.

Landscape Character: Sensitivity of Attributes

Strength of Character			
Landform		Moderate	High
Landcover		Moderate	
Enclosure		Moderate	High
Skyline			High
Rarity		Moderate	High
Tranquillity		Moderate	
Visual Sensitivity			
Inter-visibility adjacent LCAs			High
Historic/Cultural landscape		Moderate	
Visual unity/integrity/sense of place			High

Assessment from Landscape Character Assessment

	LCS	VS	Condition	Strategy
5A Eaton Bray Clay Vale	Moderate	Moderate	Declined	Enhance Renew
6A Woburn Greensand Ridge	High	Moderate-High	Declining	Conserve Enhance
7B Ousel Greensand Valley	High	Moderate	Declined	Enhance
8A Toddington-Hockcliffe Clay Hills	Moderate	Mod-High	Declining	Enhance
8B Billington Clay Hill	Moderate	Moderate	Declining	Enhance

Value - Diverse rural urban fringe, many recreational sites e.g. golf and sports pitches. Important in views from Chiltern Hills.

Judgement - Leighton Buzzard imparts a strong urban influence, with abrupt land use change in places.

Some potential for wind energy linked to growth or road corridors but would need to be in scale with the limited areas of expansive field pattern.

6. Clay Hills and Vales

Location and Landscape Character Areas	Toddington and east of A5 to Arlesey 5A Eaton Bray Clay Vale 5B Barton le Clay Clay Vale 8A Toddington-Hockcliffe Clay Hills 8C Harlington-Pulloxhill Clay Hills 8D Upper Gravenhurst- Meppershall Clay Hills
Key Characteristics	Strong landform formed by series of elevated hills Medium sized fields, mixed land use Little woodland Tall structures – pylons and communication masts Settlements on the hills – give clear views over vales
Sensitivity	Strong rural character-vulnerable to urban influence Remaining irregular field pattern and hedged enclosure landscape Rural quality between Greenfield and Pulloxhill Subtle skylines
Distinctive Features/Landmarks	Pulloxhill water tower Harlington Church , stone churches M1 and Toddington Service Station Toddington village on skyline
Development Considerations	Conserve the clear views and visual relationship with the clay vales and the Greensand Ridge Risk of urban fringe influence.

Landscape Character: Sensitivity of Attributes

Strength of Character			
Landform		Moderate	High
Landcover		Moderate	
Enclosure		Moderate	
Skyline		Moderate	
Rarity		Moderate	
Tranquillity		Moderate	
Visual Sensitivity			
Inter-visibility adjacent LCAs			High
Historic/Cultural landscape		Moderate	
Visual unity/integrity/sense of place			High

Assessment from Landscape Character Assessment

	LCS	VS	Condition	Strategy
5A Eaton Bray Clay	Moderate	Moderate	Declined	Enhance Renew
5B Barton le Clay Clay Vale	Moderate	Moderate	Declined	Enhance Renew
8A Toddington – Hockcliffe Clay Hills	Moderate	Mod-High	Declining	Enhance
8C Harlington- Pulloxhill Clay Hills	Moderate	Moderate-High	Declining	Enhance
8D Upper Gravenhurst - Meppershall Clay Hills	Moderate	Moderate-High	Declining	Enhance

Value – Distinctive settled rural landscape, with varied views and good access

Judgement - Highly complex landscape with strong inter-relationship between hills and vales and containment from both Greensand and Chiltern escarpments.

Very limited potential for wind energy without compromising rural quality.

7. North Chilterns

Location and Landscape Character Areas	North of Luton and to north of Dunstable Downs in west. 5B Barton le Clay Clay Vale 9B Totternhoe Chalk Escarpment 9C The Clappers Chalk Escarpment 9D Warden Hill – Stopsley Common C-E 9E South Dunstable Chalk Escarpment 10A Totternhoe, Dunstable Rolling Chalk Farmland 10B Houghton Regis – North Luton R-C-F 10C Barton Hill R-C-F
Key Characteristics	Steeply sloped linear escarpments. Mosaic of down land ,woodland and scrub High biodiversity and cultural value. Nationally significant for recreation as part of the AONB. Locally valued for gliding, kite flying. Abrupt transition between urban and countryside, including to the AONB Urban fringe –pony paddocks
Key Sensitivities	Striking escarpment landform. Perceptual qualities of openness, elevation. Panoramic views over vales Largely undeveloped and uncluttered skylines Tranquillity eg north and east of Luton
Distinctive Features/Landmarks	The striking downland landscape e.g. Totternhoe Knolls. Green Lanes Chalk Hill, Houghton Regis Quarry- cliff edge Sharpenhoe Clappers beech woodland Churches and Water towers
Development Considerations	Conserve the largely undeveloped nature and rural character of the scarp- the open skyline would be sensitive to any form of further development that interrupt the smooth lines of scarp. Tall structures on the plateaux part of the dip slope would also be intrusive. Conserve clear views and visual relationship with the adjacent foothills and vales. Avoid development on lower reaches of scarp slopes. Conserve tranquillity.

Landscape Character: Sensitivity of Attributes

Strength of Character			
Landform		Moderate	High
Landcover	Low	Moderate	
Enclosure	Low	Moderate	
Skyline			High
Rarity		Moderate	
Tranquillity		Moderate	High
Visual Sensitivity			
Inter-visibility adjacent LCAs			High
Historic/Cultural landscape		Moderate	High
Visual unity/integrity/sense of place		Moderate	High

Assessment from Landscape Character Assessment

	LCS	VS	Condition	Strategy
5B Barton le Clay Clay Vale	Moderate	Moderate	Declined	Enhance Renew
9B Totternhoe Chalk Escarpment	Moderate	High	Declining	Enhance
9C The Clappers Chalk Escarpment	High	High	Declining	Conserve Enhance
9D Warden Hill – Stopsley Common Chalk Escarpment	High	High	Declining	Conserve Enhance
10A Totternhoe-Dunstable Downs Rolling Chalk Farmland			Declining	Enhance
10B Houghton Regis RCF	Moderate	Moderate	Declined	Enhance
10C Barton Hill Rolling Chalk F.	Moderate-High	Moderate-High	Declining	Enhance

Value - AONB, rural contrast to urban area, much valued for recreation , biodiversity interest and tranquillity.

Judgement - Nations finest landscape – but outside AONB area subject to growth pressures.

Very important to maintain urban-rural contrast.

Very limited potential for wind energy – need to safeguard views from AONB.

8. South Chilterns

Location and Landscape Character Areas	Studham, Kensworth, Caddington 10A Totternhoe-Dunstable Rolling Chalk Farmland 11A Whipsnade Chalk Dipslope 11B Caddington – Slip End Chalk Dipslope 11C Luton Hoo Chalk Dipslope 11D Luton Airport – Chiltern Green Chalk Dipslope 12A Gade Chalk Valley 12B Ver Chalk Valley 12C Slip End Chalk Valley 12D Lea Chalk Valley Five Knolls, Dunstable Downs
Key Characteristics	Large scale landscape of flat elevated plateaux interspersed with sweeping valleys. Arable farmland with large woodland blocks. Undeveloped horizons. Strong sense of enclosure – hedged lanes. Pylons and communication masks, can be dominant on skylines. Strong visual relationship.
Key Sensitivities	Strong rural character. Ancient irregular field patterns. Dramatic landform – combes. Views from lower ground to high plateaux. Rural views within the enclosed valleys. Woodland blocks as strong features in views. Inter-relationship dipslope with valleys.
Distinctive Features/Landmarks	Whipsnade Zoo Five Knolls, Dunstable Downs. Luton Hoo Estate Parklands and woodland Luton Airport on skyline Someries Castle Green Lanes Village greens and commons Recolonised chalk quarries
Development Considerations	Conserve integrity for the chalk escarpment and dipslope transition. Conserve open plateaux landscapes. Monitor further tall structures on the open ridges and plateaux – consider local and wider visual impact. Avoid development on valley crests

Landscape Character: Sensitivity of Attributes

Strength of Character			
Landform			High
Landcover		Moderate	
Enclosure		Moderate	High
Skyline			High
Rarity			High
Tranquillity	Low	Moderate	
Visual Sensitivity			
Inter-visibility adjacent LCAs			High
Historic/Cultural landscape			High
Visual unity/integrity/sense of place		Moderate	

Assessment from Landscape Character Assessment

	LCS	VS	Condition	Strategy
9E South Dunstable Chalk Escarpment	Moderate	Moderate	Declined	Enhance Renew
10A Totternhoe-Dunstable Rolling Chalk Farmland	Moderate	High	Declining	Enhance
11A Whipsnade Chalk Dipslope	High	Mod-High	Declining	Conserve Enhance
11B Caddington – Slip End Chalk Dipslope	Moderate	Moderate	Declined	Renew
11C Luton Hoo Chalk Dipslope	Moderate	High	Declining	Enhance
11D Luton Airport – Chiltern Green Chalk Dipslope	Moderate	Moderate	Declining	Enhance
12A Gade Chalk Valley	Moderate	Moderate	Declined	Enhance Renew
12B Ver Chalk Valley	Moderate	Moderate	Declined	Enhance
12C Slip End Chalk Valley	Moderate	Moderate	Declined	Enhance Renew Create
12D Lea Chalk Valley	Moderate	Moderate	Declined	Enhance

Value - AONB, rural contrast to urban area, well wooded landscape much valued for recreation , biodiversity interest and heritage..

Judgement -Nations finest landscape – but outside AONB area subject to growth pressures. Very important to maintain urban-rural contrast. Very limited potential for wind energy – need to respect complexity and scale of landscape types.

For further detail – please refer to Landscape Character Assessments



A great place to live and work

Contact us...

by telephone: 0300 300 8000

by email: customer.services@centralbedfordshire.gov.uk

on the web: www.centralbedfordshire.gov.uk

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

Meeting: Executive
Date: 18 March 2013
Subject: Local Area Transport Plans in 2013/14 and 2014/15
Report of: Cllr Nigel Young, Executive Member for Sustainable Communities – Economic Development and Strategic Planning

Summary: The report proposes the endorsement of the third round of Local Area Transport Plans (LATPs) for Chiltern, Haynes and Old Warden, and Potton, together with the refreshed LATPs for Arlesey and Stotfold, and Biggleswade and Sandy.

Advising Officer: Gary Alderson, Director of Sustainable Communities
Contact Officer: Ben King, Principal Transport Planner
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes

CORPORATE IMPLICATIONS

Council Priorities:

The Local Transport Plan (referred to as the LTP) is an important tool in helping to deliver the priorities contained within the Medium Term Plan.

Transport is a means to an end and the LTP will help assist in providing the capacity for economic growth, catering for an increase in demand to travel, help improve the health and well being of the population, increase access to education and other local services, and address general quality of life issues.

This all equates to 'Enhancing Central Bedfordshire', 'Promoting Health and Well Being' and providing 'Better Infrastructure', all priorities contained within the Medium Term Plan.

Finally, the use of a Scheme Prioritisation Framework also ensures that Central Bedfordshire residents get 'Value for Money' in the investment of transport funding.

Financial:

1. The authority receives an annual capital settlement from Central Government through the LTP, split between funding to be spent on integrated transport measures and maintenance of the network.

2. In addition, the LTP forms a framework through which to secure additional investment in transport through developer contributions, bidding for other pots of funding and a basis upon which to lobby for investment from transport operators.

Legal:

3. No direct implications.

Risk Management:

4. The following risks have been identified:
 - failure to discharge statutory requirements; and
 - reputational damage through not addressing community /local needs.

These risks will be monitored and mitigating action taken.
5. There are also financial risks associated with being able to deliver the schemes contained within the LATP programmes within their allocated budget. The involvement of engineers at Bedfordshire Highways throughout the process of identifying these schemes has sought to mitigate this risk.

Staffing (including Trades Unions):

6. Not applicable.

Equalities/Human Rights:

7. An Equalities Impact Assessment (EIA) was carried out in conjunction with the production of the Local Transport Plan, and both the LATPs and the Scheme Prioritisation Framework sit within the LTP suite of documents.
8. The EIA concluded that the LTP's focus on providing realistic travel options and alternatives to car based travel to increase accessibility especially to employment and training opportunities, education, healthcare provision and leisure facilities would have positive impacts across all groups, particularly disabled people and those in deprived areas without access to a car.
9. In addition the LTP also addresses the worst impacts of traffic, namely pedestrian accidents, air and noise pollution and busy roads cutting through communities which disproportionately affect deprived areas and people facing social exclusion.
10. As part of the development of each LATP, detailed consideration is given to these issues at a local level and further public consultation will be undertaken to ensure that all relevant issues are identified.

Public Health:

11. Schemes included within the LATPs may encourage more active travel through walking and cycling initiatives which contribute to improving the health and well being of local residents. These and other schemes which reduce reliance on the private car also help to minimise harmful emissions which may lead to respiratory illnesses, particularly in areas with a high volume of traffic.

Community Safety:

12. Promoting more active travel helps to ensure that there are more people on the street providing natural surveillance, which in turn helps to reduce crime and the fear of crime.

Sustainability:

13. A Strategic Environmental Assessment (SEA) was produced for the LTP, whilst a number of the schemes included within the LTP programme will promote less reliance on use of the car and increase use of sustainable transport modes, which in turn reduce congestion, air pollution, and CO2 emissions.

Procurement:

14. Not applicable.

Overview and Scrutiny:

15. This report will be considered by the Sustainable Communities Overview and Scrutiny Committee at its meeting on 6 March 2013.

RECOMMENDATIONS:

The Executive is asked to:

1. **endorse the three Local Area Transport Plans for Chiltern, Haynes and Old Warden, and Potton, and the associated programmes of integrated transport schemes to be delivered in these LATP areas in 2013/14 and 2014/15; and**
2. **endorse the refreshed Local Area Transport Plans for Arlesey and Stotfold and Biggleswade and Sandy and the associated programmes of integrated transport schemes to be delivered in these LATP areas in 2014/15.**

Reason for Recommendations: To enable the delivery of the integrated transport programme of schemes for 2013/14 and 2014/15 through the Local Area Transport Plans.

Executive Summary

16. The report proposes the endorsement of the third round of Local Area Transport Plans (LATPs) for Chiltern, Haynes and Old Warden, and Potton, together with the refreshed LATPs for Arlesey and Stotfold, and Biggleswade and Sandy.
17. Each of the Plans contain an analysis of current transport problems and issues, a breakdown of how journeys are made for different journey purposes, an identification of priorities for action and the inclusion of a long list of schemes through which these will be addressed as and when funding becomes available.

Local Transport Plan

18. The Central Bedfordshire Local Transport Plan (LTP) was adopted by the authority on 1 April 2011. It covers the 15 year period up until March 2026 and contains a series of objectives and related targets and indicators against which to determine the success of the authority in improving transport infrastructure and service provision.
19. The LTP details strategic areas of intervention which form a framework for investment, to not just achieve the objectives of the Plan but also ensure that transport contributes towards the wider priorities of the authority.
20. The authority is awarded an annual settlement from the Government through which to deliver the Local Transport Plan as detailed in Table 1.

Table 1: Central Bedfordshire Funding Allocations

	2011/12	2012/13	2013/14	2014/15
Integrated Transport Funding	£1,260,000	£1,340,000	£1,340,000	£1,880,000

21. Extensive consultation was undertaken on the LTP prior to its adoption in April 2011. It included a survey of local residents (2,100 people), together with meetings with town and parish councils, Central Bedfordshire Members and an extensive online presence including on the authority's own website and dedicated Facebook and Twitter pages.
22. The LTP has been very well received by the Department for Transport and has been the basis for a number of successful bids and major projects.

Local Area Transport Plans

23. A series of Local Area Transport Plans (LATPs) sit underneath the LTP. These apply the principles established within the LTP at the local level taking into account local issues and travel patterns. The LATPs and the timetable over which they have been produced are included in Table 2.

Table 2: Local Area Transport Plans

Year Produced	Area Covered
2011/12 (Tranche 1)	Arlesey & Stotfold, Biggleswade & Sandy, Dunstable & Houghton Regis, and Leighton Linlade.
2012/13 (Tranche 2)	Amphill and Flitwick, Marston Vale, Shefford, Silsoe & Shillington, and Toddington, Harlington and Barton-le-Clay.
2013/14 (Tranche 3)	Chiltern, Potton, and Haynes & Old Warden.

24. The integrated transport funding which the authority receives from Central Government has been allocated to the different tranches of Plans as set out in Table 3.

Table 3: LATP Funding Allocations

Area	2011/12	2012/13	2013/14	2014/15	Total
Tranche 1	£940,000	£913,500	£913,500	£534,200	£3,301,200
Tranche 2	-	£304,500	£224,300	£597,800	£1,126,600
Tranche 3	-	-	£80,200	£203,500	£283,700
Local Safety Schemes (authority wide)	£320,000	£120,000	£120,000	£120,000	£680,000
“Rural Match Fund”	-	-	-	£376,000	£376,000
Development Fund	-	-	-	£50,000	£50,000
Total	£1,260,000	£1,340,000	£1,340,000	£1,882,000	£5,822,000

*Figures have been rounded

25. The allocations for the first two tranches of Plans for the 2011/12, 2012/13 and 2013/14 financial years have already been agreed and allocated to specific schemes by the authority.
26. This report relates to the 2013/14 and 2014/15 allocations for the third tranche of Plans and the 2014/15 allocations for the Arlesey and Stotfold and Biggleswade and Sandy Plans, which form part of the first Tranche of LATPs.

27. The other plans which made up the first tranche – those for Leighton Linlade and Dunstable, alongside the second tranche of plans covering Ampthill and Flitwick, Marston Vale, Shefford, Silsoe & Shillington, and Toddington, Harlington and Barton-le-Clay, will be reviewed from April 2013, in time for their programmes for 2014/15 to be identified.

Chiltern, Potton and Haynes and Old Warden Local Area Transport Plans

28. The Local Area Transport Plans for Chiltern (incorporating the Caddington and Eaton Bray wards), Potton, and Haynes and Old Warden, form the third and final tranche of plans to have been produced.
29. Each of the Plans contain an analysis of current transport problems and issues, a breakdown of how journeys are made for different journey purposes, an identification of priorities for action and the inclusion of a long list of schemes through which these will be addressed as and when funding becomes available.
30. The allocations available to each of these Plans are contained in Table 4.

Table 4: Tranche 3 LATPs Funding Allocations

Area	2011/12	2012/13	2013/14	2014/15	Total
Chiltern	-	-	£37,100	£92,300	£129,400
Haynes and Old Warden	-	-	£19,900	£49,600	£69,500
Potton	-	-	£23,100	£61,600	£84,700
Total	-	-	£80,200	£203,500	£283,700

*Figures have been rounded

31. The long lists included within each Plan have been scored against a Scheme Prioritisation Framework and a programme for the 2013/14 and 2014/15 financial years identified, primarily based upon the scoring generated by this process.
32. The allocations for each area and their associated programme of works are contained within Tables 5 to 7 whilst copies of the Plans themselves are available in Appendices B, C and D.

Table 5: Chiltern LATP Programme

Chiltern	2013/14	2014/15	Total
Pedestrian crossing & speed reduction measures – Church Road, Slip End		£70,000	£70,000
School Safety Zone Level 3 Standard – High Street, Eaton Bray	£14,600		£14,600
HGV Impact reduction – Farris Lane, East	£ 4,000		£ 4,000

Hyde			
HGV Impact reduction – Castle Hill Road, Totternhoe	£10,000		£10,000
Residential Parking problems – On Street residential parking issues, Slip End	£ 7,500		£ 7,500
Residential Parking problems – Isle of Wight Lane, Kensworth	£ 1,000		£ 1,000
Public Realm & vehicular access – Manor Road shopping area, Caddington		£22,300	£22,300
Total	£37,100	£92,300	£129,400

*Figures have been rounded

Table 6: Haynes and Old Warden LAMP Programme

Haynes and Old Warden	2013/14	2014/15	Total
Cycle route improvements from Old Warden, Upper and Lower Caldecote, and Biggleswade – Feasibility	£5,450	-	£5,450
Safety improvements – Bedford Road, Houghton Conquest	£10,000	£49,600	£59,600
40mph buffer, Vinegar Hill, Upper Caldecote	£4,450	-	£4,450
Total	£19,900	£49,600	£69,500

*Figures have been rounded

Table 7: Potton LAMP Programme

Potton	2013/14	2014/15	Total
Potton to Sandy cycle route contribution	-	£25,000	£25,000
Potton 20mph limit	-	£35,000	£35,000
Real time information displays at 3 bus stops	£13,100	£1,600	£14,700
Bus shelter in Eyeworth	£10,000	-	£10,000
Total	£23,100	£61,600	£84,700

*Figures have been rounded

Arlesey and Stotfold, and Biggleswade and Sandy Local Area Transport Plans

33. The Arlesey and Stotfold, and Biggleswade and Sandy LATPs form part of the first tranche of plans endorsed by the authority in April 2011. They have been refreshed due to:
- Changes to the areas covered by the Plans, as a result of alterations to the ward boundaries at the May 2011 elections.
 - Confirmation from the Department for Transport of additional funding available to the authority in 2014/15.
 - The adoption of a new scheme prioritisation framework to determine schemes to be funded through the Plans, as endorsed by Executive Committee on 27 March 2013.
34. The Arlesey and Stotfold LATP now incorporates Astwick, Clifton, Henlow, Langford, and Stondon, whilst the Biggleswade and Sandy LATP includes Blunham.
35. The long lists of schemes now included within each Plan have been scored against a Scheme Prioritisation Framework, as with those for Chiltern, Haynes and Old Warden and Potton, and a programme for the financial year identified on the basis of the additional funding made available by the DfT.
36. The additional allocations for each area and the schemes proposed to be delivered are set out in Tables 8 and 9. Copies of the Plans are included in Appendices E and F.

Table 8: Arlesey and Stotfold Programme for 2014/15

Arlesey and Stotfold	2014/15	Total
Biggleswade to Langford cycle route	£63,500	£63,500
Traffic calming measures in Clifton	£40,000	£40,000
Real time information displays at 6 bus stops	£30,000	£30,000
Total	£133,500	£133,500

*Figures have been rounded

Table 9: Biggleswade and Sandy Programme for 2014/15

Biggleswade and Sandy	2014/15	Total
Potton to Sandy cycle route	£25,000	£25,000
Biggleswade to Langford cycle route	£100,000	£100,000
Real time information displays at 10 bus stops	£50,000	£50,000
Implement recommendations of the Sandy Freight Study	£25,000	£25,000
Total	£200,000	£200,000

*Figures have been rounded

Conclusion and Next Steps

37. Following the endorsement of the 2013/14 and 2014/15 allocations for the third tranche of Plans and the 2014/15 allocations for the Arlesey and Stotfold and Biggleswade and Sandy Plans by Executive, the authority will commence delivery of the programme of schemes within the LATPs from April 2013.

Appendices:

Appendix A – Local Area Transport Plan boundaries

Appendix B – Chiltern Local Area Transport Plan

Appendix C – Haynes and Old Warden Local Area Transport Plan

Appendix D – Potton Local Area Transport Plan

Appendix E – Arlesey and Stotfold Local Area Transport Plan

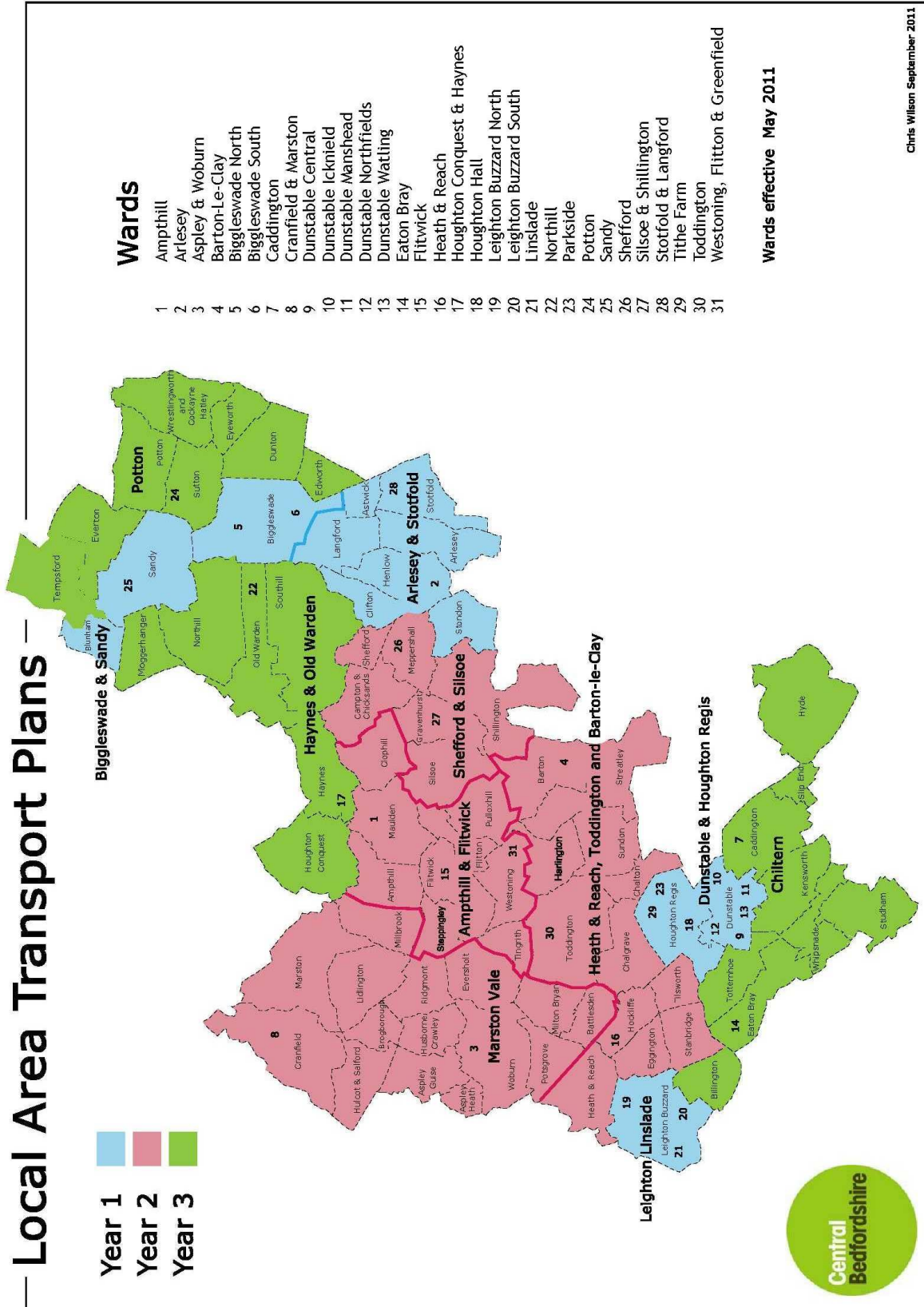
Appendix F – Biggleswade and Sandy Local Area Transport Plan

Appendices – B – F have been circulated only to Executive and Deputy Executive Members and Senior Management

Background papers:

None.

Appendix A – Local Area Transport Plan boundaries



Meeting: Executive
Date: 18 March 2013
Subject: Astral Park Community Football Facility
Report of: Cllr Brian Spurr, Executive Member for Sustainable Communities – Services

Summary: To set out the proposal for a £1.3m capital project to develop a community pavilion (changing facilities, kitchen, servery, toilets, office, community room) and car park at Astral Park, Leighton Linlade (led by Linlade Town Council); funded by £1.1m Section 106 contributions, included within the Council's Capital Programme and a £200,000 contribution from the Town Council.

Advising Officer: Gary Alderson, Director of Sustainable Communities
Contact Officer: Adrian Lear Facilities and Project Manager
Public/Exempt: Public
Wards Affected: Leighton Buzzard South, Linlade, Leighton Buzzard North
Function of: Executive
Key Decision Yes
**Reason for urgency/
exemption from call-in
(if appropriate)** N/A

CORPORATE IMPLICATIONS

Council Priorities:

The development of sports and community facilities will support the delivery of the following key Council priorities:

- Enhancing Central Bedfordshire – creating jobs, managing growth, protecting our countryside and enabling businesses to grow.
- Promote health and wellbeing and protecting the vulnerable.
- Great universal services – leisure.

Financial:

1. The total cost of the scheme is £1.3m, of which £1.1m is in the Council's Capital Programme, funded through Section 106 payments from developers held by this Council; Linlade Town Council (LLTC) is contributing £0.2m. As the total project cost is above the £0.5m threshold set out in the Council's Financial Code of Governance it requires Executive approval to proceed.

2. A substantial amount of Section 106 funds for Astral Park are to be paid from the residential development of Grovebury Farm (Sites 17a and b to the west side of Billington Road) are not yet commenced and no money is held for them. However, there are sufficient funds from other Section 106s to 'frontload' almost the full amount of the £1.1m. Thus monies held for Sites 15a, 15b-d, Vimy Road and the remainder from RAF Stanbridge can account for about £950,000. The remainder £150,000 should be available as the first instalments from the development of Site 17a that is anticipated to commence by summer 2013, well in time for the project spend in financial year 2013-14.
3. As a contingency, there would be alternative funding available from the other sites in the locality. When the full funding from Grovebury Farm Sites 17a and b become available this will 'backfill' the Section 106 'frontloading' projects, such as the Countryside Services money to be used for Pratts Quarry lake area, which is unlikely to now come forward until 2016.
4. The project is led and managed by LLTC and is being supported by CBC Leisure Services. LLTC is making its own project management arrangements and will award and manage the building contract. An initial payment has been released so that the LLTC could appoint a team of specialists to design the requirements for the facility and submit a planning application through the Section 106 release process. It is proposed that subsequent payments will be released to LLTC against monthly draw-down requests provided by their appointed Quantity Surveyors.
5. LLTC is considering its options for the future management and maintenance of the facility which will not involve any revenue contribution from CBC.

Legal:

6. The site proposed for the community pavilion and car park is owned by LLTC and the management and day to day operation of the facility will be their responsibility. The development of the pavilion will also enable pitches on adjacent land owned by CBC to come into use. The legal ownership arrangements for this adjacent site need to be concluded by CBC, by either entering into a long term lease with LLTC or by agreeing to transfer the site to the ownership of LLTC. LLTC will manage the operation and maintenance of this site as part of the whole development of football at Astral Park.

Risk Management:

7. The following risks have been identified, which are considered in more detail below:
 - failure to deliver the Council's priorities; and
 - financial risks, including scheme slippage, accuracy of costing and use of Section 106 funds.

8. The business case undertaken by Ploszajski Lynch Consulting on behalf of LLTC clearly identifies through market analysis a clear need for additional youth football pitches in the area but recognised that some adult teams have been lost due to the long wait for facilities, also that it was the Town Council's intention to move adult football to Astral Park from other, less suitable sites. The development of Astral Park improves existing provision of junior pitches and provides appropriate access and facilities so that pitches adjacent to the site can be brought into use for adult/youth football, therefore providing further opportunities for adults and children to participate in physical activity, which will meet the objectives of both CBC and LLTC.
9. Financial risks – LLTC has appointed an experienced consultant team to assist them to deliver the project. The team is made up of a lead consultant, who is responsible for the work of the whole team and provides the Architects, Structural Engineers, Mechanical Engineers, Quantity Surveyors services required. The team is experienced in the leisure field and has the expertise required to deliver the project successfully and within the budget. The building works contract is about to be tendered and once bids are received, value engineering will be undertaken as appropriate to ensure that the building will be provided within the available budget. This process will be led by the Quantity Surveyors and is similar to that followed by CBC at the tendering stage for Creasey Park.

Staffing (including Trades Unions):

10. None.

Equalities/Human Rights:

11. Public authorities have a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
12. The development of this facility will enhance customer experience and promote equality of opportunity, and make sport and physical activity a regular part of life for all.

Community Safety:

13. Under Section 17 of the Crime and Disorder Act the Council has a statutory duty to do all that is reasonable to prevent crime and disorder with its areas. The proposed facility and the activities that it will enable will provide positive opportunities, particularly to young people, who may otherwise engage in activities that may be considered anti-social.

Sustainability:

14. The proposals seek to extend and improve facilities and increase the number of people in Central Bedfordshire who can access and participate in sport and physical activity through a network of good quality accessible and readily available public sport and recreation facilities, reducing the need for customers to travel to other local authority areas to participate in these activities.

Summary of Overview and Scrutiny Comments:

15. This project forms part of the 2012/13 Capital Programme previously considered by Sustainable Communities Overview and Scrutiny Committee and approved by Council in February 2012.

RECOMMENDATION:

The Executive is asked to approve:

1. **the release of £ 1.1m from the capital programme, on a phased basis to LLTC as set out in the report.**

Reason for Recommendation: To enable the project to be delivered by the Town Council through the use of the Section 106 funds.

Executive Summary

16. A significant amount of development has taken place in the South of Leighton Linlade over recent years, which has generated a considerable amount of Section 106 funding to develop the infrastructure in the surrounding area.
17. Astral Park is a local site for junior football. This project, led and managed by LLTC will meet the local communities' aspirations for the development of the site so that it can be improved through the provision of car parking and community facilities. The development of the site further enables access and provides facilities for an adjacent site to be opened up for adult football.
18. LLTC has appointed a project management team to manage the whole project from design through to build. Leisure Services is supporting LLTC in the process.
19. Executive is asked to support the project and approve the release of Section 106 funds secured so that the award of tender can be approved by LLTC on 22 April 2013.
20. The planning application was submitted in January and will be determined within 8 weeks by the end of March 2013. The build contract has been advertised and bidders invited to tender and the contract to build the facility will be awarded at a meeting of LLTC Leisure and Community Committee on 22 April 2013. It is anticipated that the contractor will start on site in June for a contract period of 26 weeks. LLTC estimate that the facility will be open in December 2013.
21. Executive is asked to support the project and approve the release of Section 106 funds secured so that the award of tender can be approved by LLTC on 22 April 2013.

Appendices: None

Background Papers: None

Meeting: Executive
Date: 18 March 2013
Subject: Outdoor Access Improvement Plan
Report of: Cllr Brian Spurr, Executive Member for Sustainable Communities – Services
Summary: This report sets out the proposed Outdoor Access Improvement Plan for endorsement by the Executive and adoption by the Council.

Advising Officer: Gary Alderson, Director of Sustainable Communities
Contact Officer: Paul Cook, Head of Transport Strategy & Countryside Access
Jonathan Woods, Access Development Team Leader
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes
**Reason for urgency/
exemption from call-in
(if appropriate)** Not applicable

CORPORATE IMPLICATIONS

Council Priorities:

The Outdoor Access Improvement Plan (OAIP) seeks to encourage people to get out and about and to be active in the special landscapes and natural environments of Central Bedfordshire.

It sets out priorities and measures which will make a significant contribution to the quality of life of our residents, communities and visitors and supports the council's priorities by:

- Enhancing Central Bedfordshire
- Promote health and wellbeing and protecting the vulnerable.
- Better infrastructure
- Great Universal Services

Through the delivery of the OAIP the Council's Countryside Sites and Rights of Way network will be managed to meet the needs of our customers, ensuring that both our current and new populations have access to high quality greenspace.

The use of the Public Rights of Way network is well embedded within the Local Transport Plan's Walking and Cycling strategies, seeking to utilise this element of the highway network to provide innovative solutions to the way that people move between communities and around their local area.

The OAIP promotes health and wellbeing by increasing opportunities for people to exercise in Central Bedfordshire's landscapes, promoting low cost active recreational opportunities for walkers, runners, cyclists, horse riders and the general public. The integration of countryside sites and leisure walking and cycling within the Leisure Strategy provides added value to the network of more formal leisure facilities that the Council offers.

Financial:

1. Due to continuing financial pressure the authority is in the process of delivering efficiency savings and the redeployment of finances. These reductions have impacted on Countryside Access service provision. However, by redirecting resources, improved partnership working and accessing external funding the service still aspires to meet our statutory requirements and deliver a customer focused service.
2. Below is the allocation in the capital medium term plan 2013/14 - 2016/17. This allocation is critical to the ongoing delivery of the improvement plan.

In general the programme is £250,000 p/a gross expenditure with £100,000 external funding in order to the deliver the improvement plan. The figures for 2013/14 include the match funding and predicted grant for the Houghton Hall Park round 1 (Development stage) Heritage Lottery Fund bid. (This expenditure will only be incurred if CBC is awarded the grant.)

Outdoor Access and Greenspace Improvement Projects (all figures in 000's)							
2013/14 Gross Expenditure	2013/14 External Funding	2014/15 Gross Expenditure	2014/15 External Funding	2015/16 Gross Expenditure	2015/16 External Funding	2016/17 Gross Expenditure	2016/17 External Funding
416	-200	250	-100	250	-100	250	-100

It is expected that further capital allocations for post 2016/17 will be made at the appropriate times.

3. The Outdoor Access Improvement Plan clearly acknowledges the financial pressures that the Council faces in delivering this statutory duty. It's Action Plan has been structured in such a way that it identifies what can be done with revenue budgets and what can only be achieved with additional and/or external funding.

Key	Resource Level	Resource Implications
£	Level 1	Projects that can be delivered within existing resources (both staffing and budgets).
££	Level 2	Projects requiring small levels of extra resourcing – including staffing, financial, or increased partnership working.
£££	Level 3	Projects that can only be delivered through finding and securing of significant new resources.

Legal:

4. It is a statutory duty under the Countryside and Rights of Way Act 2000 (section 60) to publish and review, at least every ten years, a 'Rights of Way Improvement Plan' (ROWIP). The Outdoor Access Improvement Plan is the way in which Central Bedfordshire Council will meet this statutory duty.

Risk Management:

5. The following risks have been identified:

- failure to discharge statutory responsibilities;
- failure to deliver the Council's priorities and the Sustainable Communities Strategy;
- failure to meet the needs of our customers; and
- financial risks, including failure to meet income targets.

These risks have been identified and appropriate mitigating action will be taken.

Staffing (including Trades Unions):

6. Not applicable.

Equalities/Human Rights:

7. Public authorities have a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
8. An Equality Impact Assessment has shown that the plan has a very positive impact in terms of promoting equality and identifies positive steps that need to be taken to increase access which are imbedded within the action plan.
9. Positive steps include:
- Maintaining the physical environment in accordance with the Least Restrictive Access Policy; which includes sites, structures, furniture, rights of way and provision of facilities for disabled people and the intellectual environment; which includes language, labelling, interpretation, accessibility statements, mapping and signage.

- Recognises and addresses other potential barriers to users; to be mitigated through staff training, representation of diverse communities, reasonable pricing and better web accessibility through 'Disabled Go'¹.
- Provides resources to promote and support access for all; including core or prioritised funding and appropriate staffing.
- Provides ways to engage all its users and potential users, promoting a sense of identity and affording opportunities to celebrate diversity. The plan supports community participation in outdoor access and activities plus events which appeal to a wide range of people.
- Encourages any people and communities who have not taken advantage of the benefits of the countryside before to get involved – to 'get out' and enjoy its benefits.

Public Health:

10. The Outdoor Access Improvement Plan seeks to promote the adoption of healthy lifestyles, which is one of the key priorities of the Council's Health and Wellbeing Strategy 2012.
11. Within Central Bedfordshire, it is estimated that 49,000 adults (25%) are obese of whom it is estimated 9,000 have high blood pressure, 4,000 have cardiovascular disease and 3,000 have diabetes as a direct result of their weight.
12. By widening our audience and enhancing our facilities we aim to get more of our population active and engaged with the greenspace and landscapes close to them. We will achieve this through partnership development and continued investment through e.g. our health walks programme, cycle route promotion and accessible routes.

Community Safety:

13. The good management and design of green spaces and public access, promotes the concept of safety and security, increasing public confidence and increasing the frequency and number of visits to sites. The OAIP acknowledges the current issues and proposes a new partnership project to look at how key issues such as dog fouling, anti social behaviour and fly tipping can be addressed.

Sustainability:

14. Our green spaces will be managed to enable people to access and understand the environment whilst meeting the requirements of species such as birds, butterflies, amphibians and small mammals, as well as plants such as orchids.

¹ 'Disabled Go' is a website www.disabledgo.com detailing access information for a wide array of public sites and facilities including parks and gardens.

15. The plan will promote green space close to where people live, with the aim of reducing vehicular movements and related pollution. Additionally the sustainable management of our woodlands and green spaces will support the council in providing positive measures that could be offset against the council's own carbon emissions.

Procurement:

16. Not applicable.

Overview and Scrutiny:

17. This matter has been considered by Sustainable Communities Overview and Scrutiny Committee on the 6 March 2013. Comments will be reported to the Executive meeting.

RECOMMENDATION:

The Executive is asked to:

- 1. adopt the Outdoor Access Improvement Plan attached as Appendix A.**

Reason for Recommendation:

So that the Council can demonstrate a structured and prioritised approach to service developments and outputs on public rights of way, countryside sites and community volunteering / activity. Seeking to encourage people to get out and about and be active in the special landscapes and natural environments of Central Bedfordshire.

To achieve its statutory role under the Countryside and Rights of Way Act 2000.

Executive Summary

18. The Authority has a statutory duty under the Countryside and Rights of Way Act 2000 (section 60) to publish and review, at least every ten years, a 'Rights of Way Improvement Plan' (ROWIP). The Outdoor Access Improvement Plan attached at Appendix 1 is the way in which Central Bedfordshire Council proposes to meet this statutory duty.
19. The aim of the Plan is to get more people out and about in the countryside of Central Bedfordshire, volunteering, understanding and valuing the special landscape character of our area. Through doing this we seek social, economic and health benefits, to green our communities and to protect the environment.
20. The Outdoor Access Improvement Plan seeks to establish a long term vision and covers the periods 2013 – 2031, in line with the Council's Draft Development Strategy, Leisure Strategy and Health & Wellbeing Strategy.

- | |
|--|
| 21. The OAIP contains an Action Plan which is clear and measurable with grouped costings showing what can be achieved with existing budgets and what can only be achieved with additional funding. The service has a proven track record in achieving this. This high level action plan will translate into a linked annual business plan which will be monitored annually by the Executive Member and the Local Access Forum. |
|--|

Background

22. The Countryside and Rights of Way Act 2000 gave Local Authorities a statutory duty to publish and review, at least every ten years, a 'Rights of Way Improvement Plan'. The aim of the Plan is to create greater access to the countryside for social and economic benefits, and to protect the environment. The Outdoor Access Improvement plan seeks to establish a long term vision and covers the periods 2013 – 2031, in line with the Draft Development and Leisure Strategies.
23. As with the previous award winning Outdoor Access Improvement Plan (OAIP) this plan follows National Best Practice and looks holistically at access to the countryside. It incorporates the use of green spaces acting as introductory gateways to the wider landscape and the management and development of public rights of way. This approach was endorsed by Executive on 31 May 2011.
24. The Statutory Guidance for improvement plans requires authorities to *develop proposals to improve and manage their networks to meet the [present and likely future] needs of the public.*
Looking at ways in which they can benefit health, transport, recreation, tourism and other local economic needs.
These strategies should be developed within the context of the authorities other relevant plans and strategies - including healthy living, leisure, recreation, sport, tourism, economic regeneration, transport, planning and community strategies – so that they 'influence' these areas of responsibility.
It also explicitly requires assessment of opportunities for exercise and other forms of 'open area recreation and enjoyment of the area'.
25. The OAIP is linked closely with the Local Transport Plan (LTP), the Local Area Transport Plans, the draft Development Strategy, Green Infrastructure plans, Health and Wellbeing Strategy and the developing Leisure Strategy. The Plan complements and provides added value to these documents and their approaches. Seeking to support:
- the greening of our new and existing communities;
 - reduced congestion;
 - improved accessibility to greenspaces and the landscape;
 - maintain and enhance an attractive image and reputation for the area (supporting local businesses and economic growth);
 - maximising opportunities to benefit health; and
 - improved biodiversity and heritage management on sites that we manage.

26. The CROW Act 2000 requires highway authorities to work with its Local Access Forum to help steer the improvement plan process. The membership of the Central Bedfordshire and Luton Joint Local Access Forum is made up of local people with a balance of interests in the countryside, including recreational users, land managers and those with interests in nature conservation, heritage, business, health, transport and access for the less able. This is a highly successful forum which is a great example of 'volunteerism' at work in Central Bedfordshire.

A sub group of this forum has given regular input into this plan's development and will now work to help guide, monitor and steer its delivery.

Plan Principles

27. The Outdoor Access Improvement Plan (OAIP) looks at countryside access and the inter-relationships between people, green spaces and linear access such as rights of way and permissive paths.

The principle behind this is that most countryside users participate in an activity, such as dog walking, rambling or cycling and they are less concerned about whether they are exercising a statutory right by using a right of way.

By considering all forms of access, ranging from doorstep green to country parks and from rights of way on the urban fringe to paths which promote health and enable access to our special landscapes, we are able to ensure that we cater for all needs and provide a Plan which contains comprehensive guiding principles which are integrated with a number of strategic approaches across the authority.

28. Core to the process of developing the OAIP is the understanding of the needs of existing users and the anticipated needs of future users. To achieve this we have used existing data, gathered from countryside and rights of way users and non users. Complementing this, wider assessments undertaken for the leisure strategy, health and wellbeing strategy and resident surveys have also been used. This, alongside an assessment of the assets managed by the Council, has enabled us to reach a series of aims, proposed outcomes and policies that will steer the management and development of outdoor access in the future.
29. The quality and value of green space, landscapes and volunteer involvement, link to many of the authority's strategies and plans. The OAIP looks to support these linkages and prioritise outputs to support delivery.

There are specific links to:

- Planning and managing for growth.
- Health and increasing physical activity.
- Greater local involvement in the management of countryside access.
- Volunteering and active participation.

- Developing a strong rural economy.
- Transport.
- Increasing opportunities for learning.

Structure of the Plan

30. The plan contains five Theme Chapters as follows:
 - Connecting Spaces – Public Rights of Way and Permissive Paths
 - Breathing Spaces – Council Owned sites and Green Spaces
 - Local Spaces – Community Involvement and Participation
 - Healthy Spaces – Health and Well being
 - Growing Spaces – Countryside and the Growth Agenda
31. The Plan includes an initial 10 year action plan which includes a funding section, an accessibility statement and 5 flagship projects:
 - Improved health and wellbeing delivery through countryside access.
 - Greenspace master planning and accessible landscapes e.g. Biggleswade Green Wheel
 - Houghton Hall Park – Renaissance and Renewal at the heart of the growth area
 - Bridleway Connectivity – improving network connectivity and safety
 - Dogs in the Countryside – A focused approach to addressing dog fouling and behaviour.

Delivery of the Plan

32. The detailed action plan focuses on the first 10 years, and will be reviewed and updated every five years during the delivery of the OAIP.
33. The Action Plan predominantly focuses on improving service delivery and improving the management and development of our existing assets, but with a track record of successfully winning external funding this plan also identifies projects and themes that can be targeted for fundraising.
34. The outputs have been prioritised against the availability of funding: those that can be achieved through existing resource levels and projects and those that can only be achievable through *the awarding of additional* capital funding, the winning of external funding or through new ways of working and partnerships.
35. The Countryside Access Service already manages either directly or through 3rd sector contracts over 600 volunteers through its P3 (Projects, People, Partnerships) initiative or through its site based friends of schemes. The plan seeks to continue to invest and extend the opportunities and skills for volunteers and the value for investment that they offer.

36. The Countryside Access Service works with a number of 3rd sector partners to achieve its outputs and to optimise on community engagement and charitable sector funding. In addition to this the OAIP proposes a greater level of Town and Parish Council engagement, seeking to inform and involve 1st tier councils in the planning and delivery of initiatives in their area e.g. Biggleswade Green Wheel.

Consultation Responses

37. The draft plan had a full 13 week consultation, which included public engagement through libraries with over 100 individuals attending. 81 responses were received to the online questionnaire and a further 20 detailed responses were received.
38. All comments have been reviewed and alterations made to the document where appropriate. The public survey was overwhelmingly in support of the aims of the plan. The main issues that emerged from the public and stakeholder responses were:
- a) A lack of recognition of our role to preserve and enhance Biodiversity and the Natural Environment and a need to include the authority's duty under the Natural Environment and Rural Communities (NERC) Act 2006 "Every public body must, in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity".
 - b) To recognise the NPPF paragraph 92, which gives specific support for Community Forests and the role of the Forest Plan.
 - c) A need to have a greater focus on the highly fragmented Bridleway Network, connecting it up and making it safer, for all users.
 - d) A need to have a more focused approach to dog fouling, dog behaviour and fly tipping.
 - e) Continued support for working in partnership with communities and the 3rd Sector and widening the role that they can play in the delivery of the plan.

Conclusion and Next Steps

39. The immediate next steps will include:
- the production of a public summary document;
 - the development of project briefs and partnerships to establish flagship projects; and
 - public engagement activities over the summer to promote our current work and the direction of future activities.

40. A high quality Outdoor Access Improvement Plan will play a key role in helping to deliver the councils' key priorities and the Sustainable Communities Strategy. It will support localism and partnership working whilst demonstrating how the council will promote the use of its countryside to support economic growth, promote volunteering and healthy activity as well as improving the quality of life for all of its residents.
41. This second Outdoor Access Improvement Plan will steer our work through to 2031, with regular reviews to ensure that our delivery continues to be innovative and inline with changes in legislation and best practice
42. The plan establishes a sustainable and measured approach to working with communities, to managing and developing our countryside assets enabling prioritisation of expenditure and targeting of opportunities for external funding.

Appendices:

Appendix A – Outdoor Access Improvement Plan 2013 – 2031

(Please note that hard copies have only been provided to Executive and Deputy Executive Members and Senior Management, if you require a hard copy please contact Jonathan Woods, Access Development Team Leader)

Background Papers: (open to public inspection)

None

Meeting: Executive
Date: 18 March 2013
Subject: Designation of Neighbourhood Areas
Report of: Cllr Nigel Young, Executive Member for Sustainable Communities – Strategic Planning and Economic Development

Summary: The report seeks designation of Caddington and Slip End as a Neighbourhood Area and clearly sets out the process by which Central Bedfordshire Council designates Neighbourhood Areas to facilitate Neighbourhood planning for Central Bedfordshire. It recommends that the decision to approve neighbourhood plan area boundaries be delegated to the Director of Sustainable Communities, in consultation with the Executive Member for Sustainable Communities – Strategic Planning and Economic Development.

Advising Officer: Gary Alderson, Director, Sustainable Communities
Contact Officer: Sally Chapman, Development Planning Process Team Leader
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision No
Reason for urgency/ exemption from call-in (if appropriate) N/A

CORPORATE IMPLICATIONS

Council Priorities:

The adoption of Neighbourhood Plans will support Central Bedfordshire Council's priority of managing growth effectively. The relevant Medium Term Plan Priority is "Enhancing Your local Community - creating jobs, managing growth, protecting our countryside and enabling businesses to grow". Neighbourhood Plans will be able to allocate land for particular land uses and address locally specific planning issues. Designation of Neighbourhood Areas allows neighbourhood planning to take place.

Financial:

1. The process by which Neighbourhood Plans will be adopted has financial implications. The costs of support in terms of advice and technical support, examination and referendum must be met by Central Bedfordshire Council. Central Bedfordshire Council has successfully bid twice for the Central Government's "Neighbourhood Plan Front Runners Scheme" resulting in grant income of £40,000. The current uptake of the opportunity to produce a neighbourhood plan is low, with only two or three plans anticipated. The costs involved in the preparation of the Neighbourhood Plan itself are borne by the town or parish council undertaking the plan.
2. The Department of Communities and Local Government have recently announced additional funding available to Local Authorities (i.e. Central Bedfordshire Council) to support communities in producing Neighbourhood Plans in 2012/13. There will be an unringfenced payment of up to £30,000 per scheme. The first payment of £5,000 will be paid following the designation of a Neighbourhood Area and the second payment of £5,000 will be made on publicising the Neighbourhood Plan and the final £20,000 following the examination of the Neighbourhood Plan. This funding is in addition to the "Neighbourhood Plan Front Runners Scheme".

Legal:

3. The designation of a Neighbourhood Area has to take place before any form of neighbourhood planning can take place. Once the Neighbourhood Plan is adopted, it will become part of the Development Plan and will constitute a material planning consideration to be taken into account when determining applications made in respect of the town or parish.

Risk Management:

4. None identified.

Staffing (including Trades Unions):

5. Not applicable.

Equalities/Human Rights:

6. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and to foster good relations in respect of nine protected characteristics; age disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
7. Neighbourhood Plans and Orders will be required to conform to the Development Strategy. The Strategy has been subject to a detailed Equalities Impact Assessment and officers will check that proposals comply with the agreed strategic policies. Depending on the nature of the Neighbourhood Plan or Order, some will also be subject to their own Sustainability Appraisals and thus their impact on the social aspects of the plan in terms of housing mix, employment / skills, healthier lifestyles, infrastructure and transport will be further assessed.

Public Health:

8. Central Bedfordshire Council will need to ensure that it complies with its duties to promote access to green space, encourage sustainable transport and ensure that the built environment maximises opportunities for physical activity. This in turn will help the council to improve outcomes for health and wellbeing.

Community Safety:

9. Central Bedfordshire Council will need to ensure that it complies with its statutory duties under Section 17 of the Crime and Disorder Act and that all plans fulfil the criteria set down for community safety within the adopted Central Bedfordshire Design Guide.

Sustainability:

10. If required, Neighbourhood Plans will be assessed under the Sustainability Appraisal/Strategic Environmental Assessment requirements as set out in the National Planning Policy Framework.
11. Neighbourhood Plans will need to be prepared to comply with strategic policies in the emerging Development Strategy. Emerging policies within this document require new development to meet the Code for Sustainable Homes and BREEAM requirements to ensure increased sustainability.

Procurement:

12. Not applicable.

Overview and Scrutiny:

13. This matter has not been considered by Overview and Scrutiny.

RECOMMENDATIONS:

The Executive is asked to:

1. **delegate the designation of Neighbourhood Area to the Director of Sustainable Communities, in consultation with the Executive Member for Sustainable Communities – Strategic Planning and Economic Development, even if objections or comments have been received;**
2. **to designate Caddington and Slip End as a Neighbourhood Area, incorporating both parish areas.**

Reason for Recommendation(s): To ensure that Neighbourhood Areas can be designated in accordance with the Localism Act 2012.

Executive Summary

14. The Localism Act 2012 introduced reforms to the planning system and introduced a new tier of planning called neighbourhood planning.

15. In order to allow a town or parish council to undertake neighbourhood planning, a neighbourhood area has to be designated. Neighbourhood plans are led and produced by town or parish councils but Central Bedfordshire Council has a duty under the Localism Act to provide advice and assistance in the process and also to publicise, organise and pay for the examination and referendum of the Neighbourhood Plan.
16. Once adopted, the Neighbourhood Plan will become part of the statutory Development Plan for Central Bedfordshire and constitute a material planning consideration for planning decision within the neighbourhood plan area.

Introduction

17. The Localism Act 2012 introduced major reforms to the planning system giving local communities new rights to shape and plan their neighbourhood. The Act introduced a new initiative, Neighbourhood Planning which includes Neighbourhood Plans and Neighbourhood Development Orders. These plans set out policies on the development and use of land and buildings in the parish or neighbourhood area. A Neighbourhood Plan is a document which will set out local policies and allocations, and a Neighbourhood Development Order deals with a specific planning proposal on a specific site, or grants planning permission for a type of development such as change of use.
18. Once adopted, a Neighbourhood Plan will become part of the Development Plan for Central Bedfordshire, meaning that it will constitute a material planning consideration within the planning system. A Neighbourhood Development Order effectively grants planning permission for the specific development or type of development.
19. Currently, Caddington and Slip End (jointly), Toddington and Barton Le Clay have all begun work on a Neighbourhood Plan. Two Neighbourhood Areas, Toddington and Barton-le-Clay have already been designated. Two further parishes have indicated an interest in producing a Neighbourhood Plan in the future but several other parishes have decided not to produce a Neighbourhood Plan.

Designation of a Neighbourhood Area

20. Neighbourhood Plans or Orders must be initiated by the town or parish councils who decide on the proposed boundary known as the Neighbourhood Area. An application is then submitted to Central Bedfordshire Council who are required by the Regulations to publicise the application formally for a six-week period and invite representations. The Ward Members will be informed of any proposed Neighbourhood Areas for Parishes in their area.

21. The extent of the area will be considered, taking into account any factors that the Council considers relevant, such as geographical features, planned infrastructure and services, development proposals or allocations or environmental designations. In Central Bedfordshire, the area considered to be generally the most appropriate is the Parish or Town Council area. Should the Council see no objection to the area proposed for designation, the Neighbourhood Area can be formally designated.
22. The report seeks to clarify that the decision to approve Neighbourhood Area designations is delegated to the Director of Sustainable Communities, in consultation with the Executive Member of Sustainable Communities – Strategic Planning and Economic Development, taking into account any representations that may be received. This will include consideration of the grounds of any objections received.
23. If an application for designation of a Neighbourhood Area is considered unsuitable, the decision to refuse such an application will be an Executive decision.

Caddington and Slip End Neighbourhood Area

24. Caddington and Slip End are two parishes that agreed, of their own accord, to work together to produce a Neighbourhood Plan. They have a good working relationship and work together on such issues as gritting local roads in cold weather. Geographically they are similar in character, individual settlements with small hamlets set in a rural landscape, albeit bounded by the M1 and A5 in relatively close proximity to Luton and Dunstable.
25. Luton Borough Council has objected to the designation of the Neighbourhood Area on the grounds that 'Given the geographical relationship of Caddington and Slip End to Luton and that your emerging strategy has yet to address our concerns regarding future needs, we consider that it would be totally inappropriate and premature for approval to be given to the designation of this Neighbourhood Area.'
26. The emerging Development Strategy does not allocate land for development specifically within Caddington and Slip End. If it were to do so, the Neighbourhood Plan would have to comply with the strategic policies of the Development Strategy.
27. The government is keen for Neighbourhood Plans to be made and Caddington and Slip End is a front runner in the Neighbourhood Plans Front Runner Scheme. It is considered that Luton Borough Council's reasons for objecting to the designation of the area are not founded on objections about the extent of the area, but about the potential content of any Plan which may emerge. Luton Borough Council will have the opportunity to comment on the content of any emerging plan in the future.
28. A further representation has been received supporting the designation of the Caddington and Slip End Neighbourhood Area from the Member of Parliament for the two parishes, Gavin Shuker MP.

Conclusion

29. It is therefore recommended that the area encompassing the two parishes is designated as a Neighbourhood Area.

Appendices:

None

Background Papers:

None

Meeting: Executive
Date: 18 March 2013
Subject: Commissioning New School Places for Implementation from September 2014

Report of: Cllr Mark Versallion, Executive Member for Children's Services

Summary: This report outlines five projects within the New School Places Programme 2013/14 – 2017/18 where local pressures of demographic growth require new school places to be provided from September 2014.

Advising Officer: Edwina Grant, Deputy Chief Executive/ Director of Children's Services

Contact Officer: Pete Dudley, Assistant Director for Learning, Commissioning and Partnerships

Public/Exempt: Public

Wards Affected: Biggleswade North, Biggleswade South, Northill, Pottton, Ampthill, Flitwick, Cranfield & Marston, Leighton Buzzard North, Leighton Buzzard South, Aspley & Woburn, Heath & Reach

Function of: Executive

Key Decision Yes

CORPORATE IMPLICATIONS

Council Priorities:

The report supports Central Bedfordshire's Medium Term Plan: *Delivering your priorities – Our Plan for Central Bedfordshire 2012- 2016* and the specific priority of Improved Educational Attainment.

Financial:

1. The five proposals outlined in this report are contained with the New School Places Programme 2011/12 – 2017/18 which is largely capital funded as outlined in Appendix A to this report through Basic Need Grant (actual and assumed) and S106 contributions.
2. The Department for Education (DfE) announced its allocations of Basic Need grant for 2013/14 to 2014/15 on the 1March 2013. For Central Bedfordshire this represents an increase in previous year's allocations and is reflected in the updated programme and cash flow attached at Appendix A which now updates the previous forecasts of income and expenditure to the programme, as set out in the Council's capital programme. Figures for 2015/16 onwards are based on an assumption of Basic Need Grant at similar levels to 2013/14 and 2014/15.

3. The programme now reflects a significantly reduced capital contribution, on current planning assumptions, that the Council may be required to provide from its own resources of approximately £1M in 2015/16 (Previously £12.87M across 2015/16 and 2016/17).
4. The day to day running costs of school provision is met through revenue funding which is made available to each school as part of the dedicated schools grant and is based primarily on the numbers of pupils attending, which will increase accordingly in an expanded school.
5. Where necessary, additional revenue support for relevant costs can be accessed on application through the Growth Fund established by the Schools Forum, for Schools and Academies that are undertaking significant expansion on commission from the Council.
6. Capital expenditure within the New School Places Programme 2011/12 – 2017/18 is subject to the Council's Code of Financial Governance and expenditure to commission feasibility studies and design work required for projects within this rolling programme has been approved by the Executive Member for Children's Services, in consultation with the Deputy Chief Executive/Director of Children's Services as per Section 4.10.7 of the Council's Constitution.

Legal:

7. Section 14 of the Education Act 1996 places a duty on Councils to secure sufficient and suitable school places to provide for 5 – 16 year old statutory aged children in its area. The Education and Inspections Act 2006 gives Councils a strategic role as commissioners, but not providers, of school places to promote parental choice, diversity, high standards, the fulfilment of every child's educational potential and fair access to educational opportunity.
8. The main legislation governing school organisation is found in sections 7-32 of the Education and Inspections Act 2006, The School Organisation (Establishment and Discontinuance of Schools) (England Regulations 2007 and the School Organisation (Prescribed Alterations to Mainstream Schools) (England) Regulations 2007.
9. DfE regulations outline the requirements and process for proposals to expand Council maintained schools and these include full public consultation, the publication of statutory proposals and the decision making process. The Council is decision maker for proposals relating to maintained schools, one of which is set out in this report and relates to the proposed expansion of Church End Lower School, Marston.
10. The DfE has also produced guidance for Academies wishing to make significant changes including proposals to enlarge premises by a significant proportion. The process, which is overseen by the Education Funding Agency on behalf of the DfE requires consultation and subsequent submission by the Academy of a report for determination by the Secretary of State. The proposals to expand Stratton Upper, and Redborne Upper will be required to follow this process. The proposals to expand Vandyke Upper and Alameda Middle as set out in this report will not be required to follow this process as the proposed increases in capacity do not reach the trigger point set out in the DfE guidance.

Risk Management:

11. The five proposals to commission new school places and to allocate related capital investment outlined in this report implements the identified need to manage demographic growth in the previously published school organisation plan and mitigates the risk on the Council of failing in its statutory duty to provide sufficient school places.

Key risks include:

Failure to discharge legal and statutory duties/guidance.
Failure to deliver the Council's strategic priorities
Reputational risks associated with the non delivery of required school places.
Financial risks, including;
Non realisation of anticipated Section 106 monies and anticipated levels of government grant.
Potential for overspend on any project within the programme.
Inability of schools to recruit suitable additional staff.

12. Without the formal process of strategic planning and implementation of required projects in place there is a risk that the DfE will not approve future allocations of Basic Need Funding to the Council. There is also a risk that Section 106 monies will not be able to be properly planned or achieve the spend of funds in an appropriate and timely manner. This reinforces the importance of the Council adopting a new Development Strategy and Community Infrastructure Levy in 2014 to ensure that well designed appropriately located housing is supported by educational infrastructure.
13. The commissioning of each of the five projects in this report will include risk assessment and management criteria to ensure these and the proposed procurement route are clear to decision makers. Contract and construction risks will be overseen through the project management of the agreed projects which may be led by the schools, with appropriate safeguards in place as set out in the Procurement section below.

Staffing (including Trades Unions):

14. Staff and Trades Unions will be consulted on the proposals to expand the schools in this report as part of the informal and statutory consultation process required by regulations and DfE guidance.
15. Schools will have the support of their commissioned HR Providers where any proposals require changes in school staff structures or to terms and conditions of employment. The Council's Schools Statutory HR Team will monitor restructures to ensure redundancy charges to the Council are minimised and justified.
16. Each expanding school will need to increase the numbers of teaching and non-teaching staff to support the increase in pupil numbers. This will be funded through the school's Dedicated School Grant budget and the increased share which the school will receive.

Equalities/Human Rights:

17. The consultation and decision making process set out in regulation for proposals to expand Academies and Council maintained schools requires an evaluation on a project by project basis of any equalities and human rights issues that might arise. These will be reported to the Council's Executive in August 2013 when a final decision and approval to commence expenditure will be required.

Public Health:

18. Extended Services around School and Early Years settings will be further developed as a result of the growing school population.
19. The range of extended services that may be provided in schools includes:
- Parenting and family support officers.
 - Transition support for pupils, schools and families.
 - Combined clubs and after school activities.
 - Holiday activities.
 - Support for vulnerable pupils and families i.e. siblings group and young carers.

Community Safety:

20. Schools have an important role in working alongside a range of other agencies to ensure safety in their local communities. The potential to further promote and support robust partnerships is one of the principles by which options for new school places are evaluated.

Sustainability:

21. Whilst there may be additional costs in order to meet sustainability objectives for new build and/or expansion of existing schools, these will be contained within the costs identified for each individual project within the programme. These measures would contribute to reduced running costs through better energy and resource efficiency, alongside creating a better learning environment for the pupils.

Procurement:

22. The tendering and approval process for awarding construction contracts will be in accordance with the Council's Code of Procurement Guidance and the thresholds indicated in section 5.1 of the Council's Constitution. Where Schools or Academies are able to provide significant reassurance of their ability and capacity to procure and project manage the delivery of the required construction works, the Council will support this arrangement with appropriate oversight and governance in place.
23. Each proposal in the New School Places Programme is required by the Council's Policy Principles on Pupil Place Planning in Schools to be supported by a business case that establishes a guarantee of the quality of the new places being added to the system. This business case is considered as part of the final Executive approval of any proposal and before approval to commence expenditure is given.

24. Where the school or Academy that is subject to an expansion proposal is also intended to procure and deliver the capital project with the support of the Council, the business case will require assurances of the capability and capacity of the school to deliver the proposal to time and on budget, based on their expertise and experience.

Overview and Scrutiny:

25. The Children's Services Overview and Scrutiny Committee considered this report on 26 February 2013 and the Committee endorsed the proposals outlined within the report for consideration by the Executive.

RECOMMENDATIONS:

The Executive is asked to:

1. **recommend to Council that the externally funded rolling Capital Programme for New School Places to 2014/15 as set out in Appendix A to this report be approved, noting the required amendments to the Council's approved Capital Programme which will be required beyond 2014/15;**
2. **approve the commencement of informal consultation and the publication of statutory notices for the proposal to expand Church End Lower School, Marston from its current capacity of 270 places to provide a total of 450 places across two sites with an implementation date of September 2014. The school will also be invited to prepare a business case for approval by the Council's Executive in its final determination in August 2013;**
3. **invite the Academy of Redborne Upper School, to prepare a business case for approval by the Council's Executive in August 2013 and to undertake consultation and approval processes required as an Academy by the Education Funding Agency to expand from its current capacity of 1450 places to provide 1650 places with an implementation date of September 2014;**
4. **invite the Academy of Stratton Upper School, to prepare a business case for approval by the Council's Executive in August 2013 and to undertake consultation and approval processes required as an Academy by the Education Funding Agency to expand from its current capacity of 1250 places to provide 1650 places with an implementation date of September 2014;**
5. **invite the Academy of Alameda Middle School to prepare a business case for approval by the Council's Executive in August 2013 for commencement of the proposed expenditure as outlined in the New School Places Programme attached at Appendix A to expand from its current capacity of 600 places to provide 720 places with an implementation date of September 2014; and**
6. **invite the Academy of Vandyke Upper School to prepare a business case for approval by the Council's Executive in August 2013 for commencement of the proposed expenditure as outlined in the New School Places Programme attached at Appendix A.**

<i>Reason for Recommendations:</i>	<i>To ensure the Council continues to meet its statutory obligations to provide sufficient school places and also to meet the legal requirements placed on the Council by the Education and Inspections Act 2006 regarding proposals to expand maintained schools. Commitment to expenditure and final approval of each of these proposals will be determined by the Council's Executive in August 2013, informed by the outcome of the consultation exercises, Education Funding Agency approvals where relevant, and business cases which are to be prepared by each School or Academy.</i>
------------------------------------	---

Executive Summary

26. This report outlines five projects within the Council's New School Places Programme where local pressures of demographic growth within each school's existing catchment area require additional school places to be provided by September 2014. All of the projects in this report relate to proposals to expand existing provision and no new Schools or Academies are created as a result.
27. Each of the proposals has been developed with support of the Governing Bodies or Board of the relevant school or Academy and each is aligned as set out in the report with the Council's Policy Principles for Pupil Place Planning in Schools as approved by the Council's Executive in February 2013.
28. Four of these proposals relate to the expansion of Academies and one relates to the proposed expansion of a Council maintained Foundation school. The Council is decision maker for proposals to expand Council maintained schools, whereas the Council can invite Academies to expand but proposals are subject to the Secretary of State's approval.
29. Proposals to enlarge schools and Academies by a significant proportion require consultation to be undertaken, with Academies also required to submit a detailed report to the Education Funding Agency as part of their approval process.
30. Each proposal in the New School Places Programme is required by the Council's Policy Principles on Pupil Place Planning in Schools to be supported by a business case in a format set by the Council that establishes a guarantee of the quality of the new places being added to the system. Each business case is considered as part of the final Executive approval of any proposal and before approval to commence expenditure is given.
31. In all instances where new school places are required and proposals are approved the Council is responsible for committing the relevant capital funding to implement required expansions and new build.
32. This report therefore seeks Executive approval to:

consider the proposals to provide new school places in Marston, Ampthill, Biggleswade and Leighton Buzzard;

commence consultation on the proposal to expand Church End Lower School, Marston;

invite Stratton Upper School and Redborne Upper School to expand, to seek DfE approval and to prepare a business case for subsequent consideration by the Council's Executive; and

invite Vandyke Upper School and Alameda Middle School to prepare a business case for subsequent consideration by the Council's Executive.

33. A report will subsequently be made to the Council's Executive in August 2013 to:
- consider the outcome of the consultation and determine the proposal to expand Church End Lower School, Marston;
 - note the outcome of the DfE determination of the Academy expansion proposals;
 - consider the business cases submitted by each school; and
 - approve each project and commit to the required capital expenditure.

2013/14 Refresh of the New School Places Programme

34. As reported to the Council's Executive on the 5 February 2013 the New School Places Programme was initially approved in March 2012 and its annual refresh has included a review of a range of assumptions including:
- The potential timing of commencement of development on current LDF sites i.e North Houghton Regis, as indicated in the Council's Draft Development Strategy.
 - The rate of housing development in many areas, therefore the required date for the additional or new provision and the trigger points for Section 106 income.
 - The need to integrate new schools with the existing pattern of provision, therefore the reference to new lower, middle, primary or secondary schools.
 - The project costs, which are based on the additional/new floor areas required for the planned provision, including inflation, fees, furniture and equipment.
35. The continued level of Basic Need allocations as income to the Council has also been reassessed following the DfE announcement of a two year allocation of Basic Need Grant, one of three main funding sources for the New School Places Programme. This and the reprofiling of anticipated Section 106 funding against each project in the programme has enabled a review of forecast income.
36. Feasibility studies have also been carried out on a number of projects within the programme in order to be satisfied that the increase in numbers can be accommodated within existing school sites and to fine tune the indicative costs set out within the programme.
37. The New School Places Programme attached at Appendix A therefore sets out the programme's anticipated cashflow although this will itself be further reviewed and reported to the Council's Executive in early 2014.

Legal Process for Proposals to Enlarge Council Maintained Schools and Academies

38. In accordance with the Education and Inspections Act (EIA) 2006 DfE regulations outline the requirements and process for proposals to significantly enlarge Council maintained schools and these include full public consultation, the publication of statutory proposals and the decision making process. The Council is decision maker for proposals to enlarge maintained schools.
39. Proposals to significantly enlarge Academies are dealt with by the Education Funding Agency (EFA) which is responsible for operational work in relation to Academies. The definition of the enlargement of premises by a significant proportion is given in EFA guidance which sets out the process that must be followed by Academies seeking to make such changes.
40. The Secretary of State retains responsibility for the decision to make any significant changes to an Academy even though EFA does the operational work. The Secretary of State needs information on the following to make a decision:
- the educational benefits and value for money;
 - the degree of Council support;
 - the effect on other schools, academies and educational institutions within the Council area;
 - whether the Academy has the capacity to deal with the change and in particular, whether the Academy's leadership and governance has the capacity and the expertise to be able to take-on such a significant transition without being deflected from its primary purpose of schooling. (This would also include consideration of the Academy's financial position);
 - whether changes may be needed to the way the Academy is governed and whether any changes to the school's admission arrangements are being proposed;
 - community support – the degree of support for the proposals that exists in the local community and whether any consultation has been undertaken;
 - whether any issues have been identified around the existing school site: for example whether there are any foreseen proposed adaptations, additions, refurbishments or land transfers that are needed; and
 - whether the proposal is cost-effective both in terms of capital and recurrent funding. The proposal should include some indicative costings and a proposal as to how these might be met.

41. The process that the Academy must follow with its proposal commences with an initial approach to Education Funding Agency (EFA) with details of the change requested. An 8 week consultation period follows with stakeholders, including parents and other schools. The Academy then submits a report to the EFA providing the information set out in Section 40 above (to include consultation responses and the Academy's response to consultation) and the EFA analyses the business case and makes a recommendation to the Secretary of State. The Secretary of State determines the proposal and EFA notifies the Academy of the decision and any changes required to the Academy's legal agreements and articles.
42. The Council will support Academies in this process and early engagement has already been undertaken between Council officers and EFA staff to ensure visibility of the proposals contained within this report and of others that may be forthcoming in future years.
43. The outcome of the informal and statutory consultation process for the Council maintained school Church End Lower, Marston will be reported to the Council's Executive as final decision maker in August 2013 along with a report on the DfE determination of the proposals made in relation to the Academies.
44. Each proposal will be supported by a business case drafted in a format set by the Council that establishes a guarantee of the quality of the new places being added to the system based on the school's vision and educational plan. In addition to its Ofsted rating, the business case will also require the school to outline its performance in terms of results and improvement over time in key stage assessments, in terms of value added and in comparison with other schools in similar circumstances. The business case will require the school to set out its improvement targets.
45. Where the school or Academy that is subject to an expansion proposal is also intended to procure and deliver the capital project with the support of the Council, the business case will require assurances of the capability and capacity of the school to deliver the proposal to time and on budget, based on their expertise and experience. A formal payment mechanism will also need to be put into place to ensure that the funding is allocated in a timely and appropriate manner and to secure the long-term retention of the additional places.
46. Each business case will be considered as part of the final Executive approval of each project in August 2013, before approval to commence expenditure on works is given.

Church End Lower School, Marston

47. New lower school places are required in Marston as a result of significant housing development in the area which has included 480 dwellings being provided on Land East of Bedford Road in Marston Moretaine. This development includes a site for additional Lower School provision to serve the Village and has also provided capital contributions towards the cost of new provision. A further 125 dwellings are proposed on Land at Moreteyne Farm which will similarly be required to make a capital contribution.

48. Pupils transfer from Marston to Middle and Upper schools within Bedford Borough and contributions have also been secured to support additional provision which may be required at those schools.
49. Collectively these new developments represent a requirement of an additional 24/25 lower school pupils/age group requiring an additional 1 Form of Entry of provision to be made.
50. Church End Lower School is the only school currently serving the lower school age range in Marston. The proposal to expand the existing school will enable the phased growth in local population to be accommodated across the school's sites and within the existing leadership and management structure of the school.
51. The current school has a capacity of 2 Forms of Entry and the proposal is to increase this to 3 Forms of Entry across two sites. The Council's Policy Principles for Pupil Place Planning in Schools establish guidance for the optimum size of schools but these apply to single site schools and Church End Lower School will be required to set out its proposed organisational arrangements in the public consultation and in the detailed business case that will be presented to Executive in August.
52. The school was rated as Good by Ofsted in 2012 and in the September 2012 admissions round the school received 93% of its Published Admission Number in first preference applications, making it both popular and successful. The school is currently full and local catchment children are having to be accommodated and transported in neighbouring towns/villages which are also now at or nearing capacity.
53. The school is a member of the Vale of Marston Schools Trust working actively within the local (Wooton) pyramid. Church End is one of three Central Bedfordshire schools that are likely in due course to be considered for expansion (Holywell Middle and Cranfield Lower being others), in addition to a number of Bedford Borough schools.
54. The school currently accommodates a Pre School and the local Children's Centre on its existing site. The school's work with the Children's Centre ensures an active focus on vulnerable learners and families. The proposal to expand the existing school will ensure continuity of this close working relationship into the future across the two sites. The proposed expansion will provide new standalone accommodation on a second site, which will also enable the current school to broaden its community offer.
55. The proposal does not add to the diversion of provision but parental demand from within the immediate area is not currently able to be met and the level of demand will be determined through the consultation exercise.

Redborne Upper School and Alameda Middle School

56. New Upper and Middle school places are required in Ampthill as a result of significant housing development in the area which has included sites to the west of Ampthill, and in the vicinity of Dunstable Road, Church Street and at a number of smaller sites across the catchment area of Redborne Upper.

57. Under the adopted Local Development Framework for North Central Bedfordshire 410 dwellings at Land West of Abbey Lane, Ampthill and 400 in Flitwick are also proposed. These developments will also be expected to contribute towards new infrastructure.
- The Ampthill developments represent a requirement of an additional 200 Upper School places and a further 120 Middle School places in the period to 2017.
58. Alameda Middle serves the immediate Ampthill and Maulden areas. The proposal to expand the school will ensure that it can continue to serve the local community and immediate housing developments. The proposal increases the school from 600 places to the guideline ideal size for middle school provision of 720 places.
59. The school was rated as Good in its last Ofsted inspection in 2009 and in the September 2012 admissions round the school received 92% of its Published Admission Number in first preference applications making it both popular and successful. The school has filled to its capacity with no surplus places.
60. Alameda works closely and actively with other schools in the Redborne pyramid and is one of three local schools proposed to expand as a result of local development (Redborne Upper and an Ampthill Lower school).
61. The planned expansion will remove some temporary accommodation and will enable existing accommodation to be converted to address deficiencies in suitability, particularly in the teaching of technology. Existing deficiencies in accommodation that will be addressed by the planned expansion also includes specialist areas, small withdrawal spaces for SEN teaching and small group work.
62. The proposal does not add to the diversity of provision but parental demand will be determined through the consultation process. It is assumed to be significant given the popularity of provision throughout the pyramid.
63. Redborne Upper is the Upper school that currently serves the local community in this area. The additional Upper school places are required as a direct result of additional demand from the new housing developments in the Ampthill area. The proposed expansion of the school from its existing 1450 places will result in a new capacity of 1650 places. The detailed business case that will be presented to the Council's Executive in August 2013 will set out any changes proposed to the school's intended organisation.
64. The school was rated Outstanding by Ofsted in its last inspection in 2008 and in the September 2012 admissions round the school received 110% of its PAN in first preference applications. Based on first preference data the school is the most popular Upper School in Central Bedfordshire.
65. As with Alameda Middle, Redborne Upper works closely and actively with other schools in the pyramid and is one of three local schools proposed to expand as a result of local development (Alameda Middle and an Ampthill Lower school). The school is also leading the development of the alternative provision free school in Central Bedfordshire.

66. The proposed expansion will address significant suitability issues in design technology and science and will provide expansions to the main hall and to kitchen/dining facilities in the school in addition to general teaching areas. The school's Governing Body has already committed £850k of its own resources to address deficiencies in design technology and art. The planned investment will also provide additional post 16 places and enhanced infrastructure for specialist sixth form curriculum.
67. The proposal does not add to or reduce diversity of provision in the local area. Parental demand will be determined through the consultation process but is assumed to be significant given the popularity of the school itself and of provision throughout the pyramid.

Stratton Upper School

68. New Upper school places are required in Biggleswade as a result of significant housing development in the area for the period up to 2017 including 550 dwellings which will be provided as part of the Land East of Biggleswade development and a further 627 dwellings which will be provided through other existing commitments and allocated sites in the Town.
69. Collectively these new developments represent a requirement of an additional 400 Upper School places.
70. The most significant development of 2500 new homes on Land East of Biggleswade is immediately east of the Stratton Upper school site. The school has a current capacity of 1250. The proposed size of the enlarged school is 1650, marginally above the guideline size but the School will be required to set out its proposed organisational arrangements for the EFA and in the detailed business case that will be presented to the Council's Executive in August.
71. The school was rated as Good in its last Ofsted inspection in 2009 and in the September 2012 admissions round it received 93% of its Published Admissions in first preference applications. Based on first preference data the school was the 4th most popular Upper School in Central Bedfordshire.
72. Stratton Upper is a member of the Biggleswade Community Union of Schools (BCUS) and is also sponsor of Gamlingay Village College in Cambridgeshire. It is actively engaged in partnership with other local schools in BCUS to improve transition and curriculum planning across phases. The school currently caters for some of the upper age range of Ivel Valley students who will also benefit from improvements in infrastructure. The school is also represented on the upper school heads group which is currently developing the alternative provision free school.
73. The proposal for additional places reflect the school's broader master plan for development of the whole site which also addresses significant existing condition and suitability issues, particularly in provision for the teaching of science. The school has specifically identified the need for an improvement in outcomes in science, for which current facilities are poor and outdated. The school has a current sixth form of more than 300 students and the planned expansion includes additional sixth form capacity.

74. The school currently manages the Stratton Leisure Centre (former Biggleswade recreation centre) and also provides for community use which will be enhanced through this proposed investment in existing facilities which include a 6 badminton court indoor sports hall also used for football and netball, a floodlit tennis and netball courts that are both available for community use and will benefit indirectly from the funding for the additional places. Gymnastic and martial arts groups are also catered for as are theatre and local dance groups in the school's dance and drama studios.
75. The proposal does not add to or reduce diversity of provision in the local area. Parental demand will be determined through the school's consultation process.

Vandyke Upper School

76. There is a housing allocation of approximately 2,190 new dwellings for the period up to 2017 for the Leighton Buzzard & Linslade area. 600 of these dwellings will be provided as part of the proposed East Leighton Linslade Urban Extension and a further 1,590 will be provided through existing commitments and allocated sites across the wider Leighton & Linslade area.
77. The additional need for places generated by the existing commitments and allocated sites will, for the most part, be expected to be met through use of existing capacity at Middle School level supplemented where necessary by the expansion of provision at other schools, including the need for new lower school provision to serve the southern part of Leighton Buzzard for which Council have approved a 300 place extension (second site) to the existing Greenleas Lower School with effect from September 2013.
78. The proposed East Leighton Buzzard extension will require new school provision to be secured as part of the development. Overall, this will be expected to generate a requirement for an additional approx 4 forms of entry (100+ extra pupil places per age group) to meet the demand from the whole 2,500 dwellings over the period to 2026. This is the equivalent of 2 new lower schools, 1 new Middle School and the likely expansion of the neighbouring Vandyke Upper School and site, although the exact timing and final form of provision will need to be subject to further analysis in order to match the anticipated rate of development.
79. The proposed Phase 1 expansion of Vandyke Upper and the funding that has already been secured through Section 106, is in relation to current housing developments underway in Leighton Buzzard. Phase 1 is based on the school's overall master plan for it's potential future expansion from its current capacity of 1003 places to provide 1500 places as a result of the proposed East Leighton Buzzard extension. Phase 1, which is also funded by significant investment by the school, increases the school's capacity slightly but also addresses significant deficiencies in general teaching and changing accommodation.
80. The school recently addressed deficiencies in SEN provision by converting significantly undersized general teaching rooms, thereby reducing the school's capacity. Phase 1 re-provides some of the lost capacity for the school and will increase the school's current capacity slightly from 1003 places. The majority of the new accommodation will address an existing shortfall in general teaching spaces for which the school is contributing just over £500k.

81. The school was rated as Good by Ofsted in 2010 and in the September 2012 admissions round the school received 76% of its PAN in first preference applications. It is an active partner in Learning Community 2, the formal learning partnership of schools that covers the Leighton and Linslade area with the stated aim "to work together to promote quality teaching and learning across all our schools".
82. The school currently provides for Post 16 pupils and the proposed increased capacity will also provide additional sixth form accommodation. The school hosts a number of community-based activities particularly related to sports, and hosts an artificial turf pitch to promote hockey across the area and is the base of the local Hockey club. The additional changing accommodation will also help support these community activities.

Conclusion

83. The proposal to expand Church End Lower School, in accordance with the Education and Inspections Act 2006, constitutes a significant expansion of an existing school which requires both informal consultation and the publication of Statutory Proposals before the Council can finally determine the proposal. Therefore, it is recommended that Executive approve the commencement of informal and statutory consultation on the proposal to expand the school to provide additional places as outlined within the report.
84. Likewise the proposals to expand Redborne Upper and Stratton Upper schools represent significant enlargements to each Academy and it is recommended that Executive invite each Academy to seek the approval of the Secretary of State for Education.
85. The proposals to expand Alameda Middle School and Vandyke Upper School will add required additional places to the system and while they are not 'significant' enlargements in legislative terms, they will nevertheless require the Council eventually to commit to expenditure from the New School Places Programme. For that reason the Executive is asked to invite these Academies, along with the other schools in this report, to prepare a business case for final approval at the Executive's meeting in August 2013.
86. If the recommendations in this report are approved, and in order to ensure that the schemes can be ready for September 2014, further more detailed design work will be commissioned to progress to the next Royal Institute of Building Architects (RIBA) work stage of development and to seek the necessary planning consents.

Appendices:

Appendix A - New School Places Programme 2011/12 – 2017/18

Appendix A

	Target implementation date	Gross Cost	S106 Total	Basic Need	School / Other
<u>Leighton/Linslade Area</u>					
Greenleas (Sandhills) 2 FE (300 place) Lower	September 2013	4,804,463	4,728,512	75,951	
New 2FE (300 place) Lower at Clipstone Park	September 2017	5,002,502	3,391,250	1,611,252	
New 4FE (480 place) Middle at Clipstone Park	September 2018	10,929,541	5,429,760	5,499,781	
Extension to Vandyke Upper (Phase 1)	September 2014	1,656,895	896,915	234,458	525,522
Extension to Vandyke Upper (Phase 2) from 1000 to 1500 places	September 2017	6,329,331	5,687,040	389,619	252,672
<u>Dunstable and Houghton Regis Area</u>					
New 2FE (420 place) Primary School North H.Regis	September 2016	7,063,672	3,893,726	3,169,946	
Extension to Secondary School for North H.Regis	September 2016	14,430,429	9,095,394	5,335,035	
<u>Sandy and Biggleswade Area</u>					
New 2FE (300 place) Lower at Kings Reach, Biggleswade	September 2015	5,002,502	2,637,408	2,365,094	

Extension to Middle School from 480 to 600 places, Biggleswade	September 2016	1,383,405	1,383,405	0
Extension to Upper School from 1250 to 1650 places, Biggleswade	September 2014	8,418,613	3,800,681	4,617,932

Harlington Area

New/replacement 270 place Lower, Silsoe	September 2016	3,344,688	1,392,879	1,951,809
---	----------------	-----------	-----------	-----------

Redbourne Area

Extension to Lower School from 300 to 450 places, Ampthill	September 2015	3,123,799	1,040,889	2,082,910
Extension to Middle School from 600 to 720 places, Ampthill	September 2014	1,540,258	1,540,258	0
Extension to Upper School from 1450 to 1650 places (Phase 1)	September 2014	2,527,620	1,926,344	601,276

Samuel Whitbread Area

Extension to Shefford Lower School from 300 to 450 places	September 2013	2,711,081	189,849	2,521,232
Extension to Fairfield Park Lower School from 150 to 300 places	September 2013	3,191,502	947	3,190,555
New 2FE (300 place) Lower at Arlesey	September 2016	5,251,161	2,347,454	2,903,707
Extension to Middle School from 480 to 600 places, Arlesey	September 2015	2,881,542	2,346,446	535,097

Extension to Middle School from 720 to 840 places, Shefford	September 2015	1,427,926	609,126	818,800
Expansion of Upper School age range places from 1750 to 2050 in Bedfordshire East Multi Academy Trust	September 2015	4,498,371	1,118,678	3,379,693

Wootton Area

Extension to Lower School from 270 to 450 places, Marston	September 2014	2,191,860	732,240	1,459,620
Extension to Lower School from 300 to 450 places, Cranfield	September 2015	2,253,187	833,218	1,419,969
Extension to Middle School from 480 to 600 places, Cranfield	September 2015	1,383,405	835,288	548,117

New

Extension to Lower School from 225 to 300 places, Stotfold	September 2015	1,219,776	282,374	937,402
Extension to Lower School from 300 to 375 places, Potton	September 2017	1,285,544	0	1,285,544

Programme funding requirements

Financial year	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Gross Expenditure	75,519	5,198,631	15,776,306	21,776,387	27,400,532	16,965,595	13,210,838	3,449,265
'In year' programme funding balance	8,379,782	12,805,896	10,542,038	409,413	-10,967,302	-1,909,801	10,615,314	10,114,689

This page is intentionally left blank

Meeting: Executive
Date: 18 March 2013
Subject: Tenancy Strategy 2013 - 2018
Report of: Cllr Carole Hegley, Executive Member for Social Care, Health and Housing.

Summary: The report proposes that the Council adopts a Tenancy Strategy 2013-18, in order to fulfil the requirements of the Localism Act 2011. The report summarises the feedback received during a formal 12 week consultation, and draws attention to particular areas of debate which have been considered by a Member Task Force and the Social Care, Health and Housing Overview and Scrutiny Committee.

Advising Officer: Julie Ogley, Director of Social Care, Health and Housing
Contact Officer: Tony Keaveney, Assistant Director - Housing Services
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes
Reason for urgency/ exemption from call-in (if appropriate) Not applicable

CORPORATE IMPLICATIONS

Council Priorities:

- Improved educational attainment. The Council is proposing measures in the Tenancy Strategy that will support children to continue their education within the same educational establishment; should the Tenancy Strategy result in a home move for their household.
- Promote health and wellbeing and protect the vulnerable. The Council is proposing measures in the Tenancy Strategy that will protect households with health or other support needs.

Financial:

1. It is likely that the initial implementation of the Tenancy Strategy will increase the cost of housing management to the HRA to some extent. The additional costs will be contained within the HRA budget. These costs are anticipated to arise from:-
 - (a) Increased void costs as a result of increased turnover of stock.

(b) Increased costs arising from the implementation of a Tenancy Training and support scheme; increased visits to tenants throughout the fixed term (yearly visits are proposed); and the tenancy review process, which will entail training or recruiting for specialist knowledge to conduct financial assessments.

2. In the longer term, the Tenancy Strategy, alongside associated changes to the Central Bedfordshire 'housing offer', has the potential to achieve savings in the following areas-:

- (a) reducing under-occupation will allow better value for money to be obtained from the funding available for new social rented properties;
- (b) shorter waiting times for new housing applicants could reduce the cost of managing the housing waiting list;
- (c) tighter sanctions against poor tenancy conduct could reduce the costs to the council of anti-social behaviour and poor upkeep of properties by their tenants;
- (d) more frequent, supportive contact with tenants, has the potential to reduce the cost of tenancy failure and abandonment of properties;
- (e) there is potential to reduce benefit dependency as a new generation of 'fixed term' council tenants strive to move up the housing ladder, aided by the improved availability of intermediate market products, in order to achieve a 'forever home'; and
- (f) tighter ring-fencing of social rented homes to those in financial need has the potential to reduce marginal private renting and the associated poverty trap.

Legal:

3. The Localism Act 2011 requires local authorities to publish a Tenancy Strategy. The law requires that the Tenancy Strategy contains certain information and that the Council has consulted on the proposed strategy prior to adoption. All of these requirements have been met.

Risk Management:

4. The key risk, inherent in the Tenancy Strategy, is that the Council fails to develop options and initiatives to enable people to move on from social housing at the end of a fixed term tenancy. The Tenancy Strategy aims to make best use of the social housing resource and to offer tenants advice and assistance to enable them to secure alternative permanent accommodation in the private rented sector; or to remain in their existing accommodation through 'pay to stay' type initiatives; or, to purchase housing on either a part share or to own outright in the open market.

5. The primary mitigation of this risk is to implement change to the local housing system as a whole, so that the supply of alternative accommodation is sufficient to mitigate the risk that people are not able to join the housing ladder, at such time as they no longer require the benefit of social housing.

6. The Tenancy Strategy mitigates the risk of non compliance with the legal requirements of the Localism Act and also the non delivery of the Council's priorities.
7. There is a risk that the Strategy is not implemented in a consistent and equitable way. This will be mitigated by the development and maintenance of detailed procedural policies, which will be subject to continual review.

Staffing (including Trades Unions):

8. Not applicable.

Equalities/Human Rights:

9. In developing the Strategy considerable efforts have been made to consult with a wide variety of stakeholders in order to understand the potential impacts of the changes.
10. Whilst there is support for the move away from social housing being a home for life in order to make better use of housing stock for vulnerable groups, there are also clear concerns about the needs of vulnerable groups such as older and disabled people in relation to moving and as a result there is considerable support for the mitigating / special circumstances that are being built into the Strategy.
11. There is also concern from some respondents that the need for stability that some children and young people have, exceeds a five year fixed tenancy and protection from needing to change school. This issue was particularly evident amongst families that had experienced homelessness and domestic abuse.
12. The majority of respondents stressed the need for all vulnerable groups to have a real choice of other housing options and appropriate help and support to move on in their lives. A number of respondents were very concerned about the lack of affordable housing and the high level of rents in the private sector. These concerns will need to be effectively addressed in the Council's Housing Green Paper in order for the Tenancy Strategy to have the intended positive effect.
13. There is also a need to be very clear about definitions relating to special circumstances.
14. The Housing Green Paper will need to address the issues of ensuring an appropriate supply of housing of different sizes, affordable housing and appropriate private rental accommodation.

Public Health:

15. A key principle of any and all public health preventative interventions is the concept of “never too early, never too late”. The proposed Tenancy Training and support programme, and also more frequent contact with council tenants, where potentially “making every contact count” is an opportunity to engage, especially with people who are vulnerable or likely to benefit significantly in terms of their personal health and wellbeing. For example, to give brief advice and signpost people to preventative programmes such as smoking cessation, health checks and weight management. The potential health impacts will be demonstrated in the Council’s progress towards tackling health inequalities.

Community Safety:

16. The Tenancy Strategy sets out that poor tenancy conduct will be addressed with increased sanctions. This is particularly pertinent to supporting the Council’s duty to do all that it reasonably can to reduce crime and disorder in its area. Where criminal or anti-social behaviour is associated with a tenancy, increased sanctions will enable the Council to take more direct action to address the issues. The minimum level of contact proposed in the strategy is not less than 4 visits in the first year, followed by a minimum of 2 visits per year thereafter. This contact will allow the Council to develop working relationships with tenants where problems or concerns can be addressed at an early stage, rather than when things have escalated. This has a beneficial impact on neighbours and the wider community who will see the Council being more proactive and timely in managing problematic tenancies.

Sustainability:

17. There are no direct implications arising from this report.

Procurement:

18. There are no direct implications arising from this report.

Overview and Scrutiny:

19. Detailed feedback from a formal 12 week consultation was initially considered by a Member Task Group on 4 February 2013. The Task Group’s comments were reported to the Social Care, Health and Housing Overview and Scrutiny Committee on 4 March 2013. Paragraphs 55-63 of this report identify specific matters which the Committee was asked to consider, relating to a proposed age after which tenancy reviews will no longer take place and also whether under-occupation of two bedroom properties should be allowable.
20. The Committee received a verbal report from Councillor Charles Gomm, as a member of the Task Group, which informed the Committee’s discussion on these two points in particular. With regard to under-occupation, the Committee recognised that welfare reform will precipitate significant change in the social housing sector and also that there is a limited supply of both one bedroom and two bedroom accommodation, that will constrain the opportunities for people to downsize. However, there was also recognition that one bedroom accommodation is less than ideal, and in particular may not suit older and vulnerable people, who may have a carer who stays with them on a regular basis.

21. On balance, the Committee recommend to the Executive that the Tenancy Strategy does not allow under-occupation of two bedroom accommodation; but that the position is reviewed in approximately 3 years time, to consider the impact of welfare reform. The material consideration is that during the next two years, people will choose to downsize from three bedroom accommodation and there will need to be a supply of two bedroom accommodation for people to move to. On balance, therefore, it is unreasonable to allow under-occupation of two bedroom accommodation, whilst people are seeking to downsize and the demand for 2 bed properties is likely to be high.
22. The Committee considered whether older people should be subject to tenancy review and at what age reviews should cease to take place. It was recognised that contact should be maintained with older people and that the increased emphasis on regular visits to tenants' homes is a potential benefit to older people. The Committee considered the specific question of an age after which reviews should no longer take place and recommend to the Executive that the state retirement age, whatever that shall be in future, should be the prescribed age at which tenancy reviews should stop and the presumption thereafter is that an older person shall enjoy their home for the remainder of their life, if they so choose, provided that under-occupation is not by 2 or more bedrooms.
23. From a more general perspective, the Committee discussed the need for discretion to be established within detailed operational procedures, to consider each and every case on their individual merits, taking account of relevant circumstances to achieve the appropriate outcome, in each case. The Committee is concerned that the Tenancy Strategy, when implemented, could be applied in a way that is too stringent and potentially insensitive to considerations that are unforeseeable at this time; or fall outside of the Policy boundaries. The Committee recommend that appropriate discretion is established within the Review procedures and that the Appeals Process, when developed, is used and embraced as an opportunity to test the intent and outcomes of the Policy so that, if necessary, the policy can be refined.

RECOMMENDATIONS:

The Executive is asked to:

1. **consider and approve the Tenancy Strategy, taking into consideration the recommendations of the Member Task Force; and the recommendations of the Social Care, Health and Housing Overview and Scrutiny Committee; and**
2. **delegate authority to the Director of Social Care, Health and Housing, in consultation with the Executive Member for Social Care, Health and Housing, to develop, maintain and review detailed policy and procedure for the implementation of fixed term tenancies.**

<i>Reason for Recommendation(s):</i>	<i>So that the Council is able to make best use of the social housing stock, to tackle problems like under-occupation and to be effective in meeting essential housing needs. The Tenancy Strategy has been developed using the freedom of the Localism Act, as a means to promote social aspiration and mobility, to act as a springboard into work and financial stability.</i>
--------------------------------------	---

Executive Summary

24. The report proposes that the Council adopts a Tenancy Strategy, in order to fulfil the requirements of the Localism Act 2011. The Tenancy Strategy has been developed following a Members' seminar held in August 2012 and through work undertaken by a Members' Task & Finish Group, working on associated Housing issues, to make best use of the freedoms and opportunities created by the Localism Act, and to respond to the National Housing Strategy.
25. The Tenancy Strategy is part of Central Bedfordshire Council's developing vision for its housing offer. The thrust of the Strategy is to promote social aspiration and mobility, enabling people to move on from social housing, when they are no longer in housing need and are able to afford accommodation that is available in the private sector. It is important, during the next phase of development, that initiatives and options are developed so that people do have choices and options available to them, as an alternative to social housing.
26. The draft Tenancy Strategy has been subject to a significant amount of consultation over a 12 week period. The response to this consultation was broadly positive. The Member Task Force considered detailed consultation feedback on 4 February (see Appendix B). The Overview and Scrutiny Committee considered the draft Tenancy Strategy and the Member Task Force recommendations on 4 March. Their recommendations to Executive are set out in paragraphs 19 – 23. All Member recommendations in response to the consultation feedback are reflected in the Tenancy Strategy, at Appendix A.

Background

27. The Localism Act 2011 requires all local authorities to publish a Tenancy Strategy, to which local social housing providers must have regard. The purpose of the Tenancy Strategy is to help shape the policies of social landlords in the area, especially on the extent to which they make use of fixed term tenancies. It should be noted that the Tenancy Strategy will not apply to existing tenancies, established prior to 1 April 2013.
28. Registered Providers operating in Central Bedfordshire are required to have "due regard" to the Council's Tenancy Strategy and will be required to publish Tenancy Policies. Ideally, these Policies should reflect the content and intent of the Council's Tenancy Strategy.
29. The legal purpose of the Tenancy Strategy is to shape landlords' policies on tenancies. However, the terms on which tenancies are granted are a means to an end; and it is important to ensure that the position the Council takes on tenancies, is based on the bigger picture, on housing and more widely.
30. The Tenancy Strategy also sets out the type of tenancies the Council will let from April 2013. The intention is that the Council will offer Introductory Tenancies from 1 April 2013, for a period of one year, and then offer fixed term tenancies for a period of five years, at the end of the introductory (or probationary) tenancy. In effect, the initial tenancy period is 1+5 years.

31. In Central Bedfordshire the development of the Tenancy Strategy has been based on the principles that were initially discussed at a Member seminar held in August 2012. There was broad consensus that the Council should make use of Fixed Term social housing tenancies as part of a new Housing Offer for Central Bedfordshire. This broad agenda of local housing reform is being considered by a Member Task Group, formed shortly after the Member seminar held in August 2012.

Key Principles of the Tenancy Strategy

32. The Council is developing its own housing reform paper. This local Housing Green Paper, which has been considered by the Member Task Force Group, seeks to drive reform in a number of areas including housing need assessment; housing allocations; responding to homelessness; best use of stock; developing on-line housing need assessment and registration; developing the local housing offer to encourage and support people to move up the housing ladder; promoting mobility for working households and creating choice in the housing market for older households. The introduction of fixed term tenancies via the Tenancy Strategy is a vital component of this reform.
33. The Tenancy Strategy is based on the principle that a housing register applicant will be provided with a social housing tenancy for a period of time. The household may retain that social housing unit whilst they remain in social need. If the need for the property no longer exists, when the review is conducted, the household will be asked to move on. This will enable provider landlords to help more households in housing need over a period of time. But also, by improving the range and value of other housing options, including low cost home ownership, the Council will enable households that have fallen out of social housing need to secure alternative permanent accommodation in the private rented sector and owner occupied market.
34. The Tenancy Strategy identifies Right To Buy and Pay to Stay as positive options for better-off tenants to pursue at the end of their social tenancy. Central Government are due to publish further information on Pay to Stay following a consultation which ended on 12 September 2012.
35. The Tenancy Strategy states that the Council will introduce fixed term tenancies in its own housing stock, and encourages Registered Providers to do the same. It is proposed that tenancies in Council stock will be fixed for a period of 5 years, with the presumption of renewal unless a household's circumstances have changed such that it is inappropriate for the household to continue to live in that particular property. The Strategy does not exclude the option of a move to alternative suitable social housing, where the property has become inappropriate but the household nonetheless remains in social need.
36. It is a requirement that the Tenancy Strategy clearly sets out the circumstances in which households will NOT have their tenancies renewed. The Tenancy Strategy states that tenancies should not be renewed if:
- (a) the property is now under-occupied, as some of the original household members have moved on;

- (b) there has been a significant improvement in the household's financial circumstances and they no longer need a social housing property;
- (c) the current property has been adapted to help a resident but it is no longer suitable for the tenant's needs;
- (d) the tenancy has not been conducted satisfactorily;
- (e) there has been misuse of the property for criminal purposes;
- (f) the tenant has allowed the property to become severely overcrowded; and
- (g) the tenant refuses to participate in the renewal process, and has been offered all the support to do so.

Consulting on the draft Tenancy Strategy

- 37. The Council is legally required to consult on the draft Tenancy Strategy and has, for the last 12 weeks, carried out a formal consultation exercise.
- 38. In order to seek the views of as wide an audience as possible, the Council placed the draft Tenancy Strategy, a summary document and a Frequently Asked Questions document onto the *Have Your Say* page of the Council's website. The survey has been actively promoted with partner agencies and to all those housing register applicants who made contact with the Housing Register team during January 2013. This resulted in 37 online surveys being completed.
- 39. A series of face-to-face interviews were carried out with service users during the consultation period. This included talking to residents at Bedford Court; and Women's Refuges in Biggleswade and Dunstable, most of whom were bidding for properties and so have a particular interest in the Tenancy Strategy. Housing staff also attended Job Club sessions to talk to service users there. This resulted in 14 face-to-face interviews.
- 40. A stakeholder workshop was held in January, attended by a range of agencies, Registered Providers and Council Members. Agencies who did not attend this have had the opportunity to debate issues via attendance at the Child Poverty Forum and Equalities Forum, where presentations were made by Housing staff and debate facilitated.
- 41. Housing Staff have been involved in the development of the Tenancy Strategy via facilitated staff workshops – in total, 48 staff attended these.

Summary of Public Consultation Feedback

42. Full results of the on-line Tenancy Strategy consultation survey; as well as summaries of views gathered during the face-to-face interviews, are available as background papers to this report.
43. Overall, the people consulted expressed broad support for the draft Tenancy Strategy, and could see the merit in freeing up under-occupied stock for the benefit of people on the housing waiting list. There was strong support for the tenancy renewal process to be used as a tool to tackle anti-social behaviour.
44. Many of those who responded during the consultation, both for and against the intent of the Strategy, reflected on its practical implications, and expressed concern that it should be implemented in a way that was fair to individual households, so that it didn't for example up-root vulnerable people from support networks, or push working people on low incomes into the private rented sector.
45. Residents of the Domestic Violence refuges taking part in the consultation were concerned about the impact on their children of a 5 year tenancy, following the trauma of crisis homelessness and resettling in a new area.

Views of Partner Agencies

46. The feedback from this work was positive and broadly supportive of the proposals. Participants highlighted concerns that the review at 5 years should be part of ongoing contact with the tenant over the duration of the fixed term tenancy, and should not "come out of the blue". They also debated whether tenants over pensionable age should be awarded lifetime tenancies, forming the view that on balance they should be.
47. There was overall support for the concept of effective pre-tenancy briefing or training. The main area of concern raised by participants was that a robust test was developed to properly assess the financial capacity of tenants at review time. They highlighted that this should be related to the housing market at the time of review, and that staff conducting the assessment were properly trained and skilled in this area.

Views of Housing Service Staff

48. Housing Service staff attended dedicated workshops held during January. Almost all staff felt that 5 year fixed term tenancies were a good idea. There was consensus on the proposed reasons not to renew a tenancy at the end of the fixed term. Concerns were raised over the method of assessing financial capacity. This is a recurring theme arising from consultation.
49. On this point, it should be noted that operational procedures will be developed to provide guidance to staff on this aspect. There was a debate over what kind of behaviour would be considered as part of the "poor tenancy conduct", largely around how broad this definition would be. Again, operational procedures will need to be developed to cover this area.

Consideration of Special Circumstances

50. A number of Tenancy Strategy consultation responses expressed concern about particular situations in which it would be disproportionate or impractical to ask a household to move home; examples were put forward of situations where a move might compromise the wellbeing of a disabled person, or have implications for the welfare of a child.
51. As part of the consultation, council officers and partner agencies debated whether or not the Tenancy Strategy should identify specific circumstances which merited special treatment.
52. Having considered this issue carefully, the Member Task Group view is that discretion is an important facet of the operational implementation of the Tenancy Strategy, and will need to be defined carefully within procedural guidance. The considered view is that to specify special circumstances as being unique or exceptional would militate against the proper exercise of discretion to consider individual cases on their merits. Instead, it is proposed that housing staff should have discretion to consider any special circumstances as part of the Tenancy Review process, as defined within operational guidance and also Review and Appeals procedures.
53. The report seeks delegated authority, to the Director for Social Care, Health and Housing, in consultation with the Executive Member for Social Care, Health and Housing; to develop and implement these and other procedural guidelines, in keeping with the principles of the Tenancy Strategy, and with due consideration of the attendant equalities implications and requirement to be operationally effective and cost efficient.
54. Further, delegated authority is sought to keep these procedural guidelines under review. This is particularly important in respect of guidelines to underpin the financial assessment process, as change in the housing market is likely to alter the threshold at which private accommodation becomes affordable, over the course of the years ahead.

Views of the Task Force, established to Review the Strategic Changes in Housing

55. The Member Task Force Review of Strategic Changes in Housing met on 4 February 2013 to receive a summary of consultation feedback on the Tenancy Strategy, and to debate possible responses to this feedback. A summary of the feedback, and the Task Force response to it, can be found at Appendix B.
56. Most of the recommendations of the Member Task Force are relatively straightforward, and are reflected in the Tenancy Strategy (Appendix A). The summary of feedback and the updated draft Tenancy Strategy were both presented to Overview and Scrutiny for their comment on 4 March.
57. There are two particular areas of debate which are potentially contentious, for which reason the Member Task Force asked Overview and Scrutiny to give them specific consideration, in order to make a recommendation to Executive.

58. The first area of debate concerns feedback from the consultation process that it would be disproportionate to ask tenants to downsize from two bedroom to one bedroom accommodation.
59. The Member Task Force reached the view that one bedroom accommodation was not ideal accommodation even for single people, particularly those who were older and/or vulnerable; and that where such a tenant was under-occupying a two bedroom property – which they could afford to rent – they should not be asked to move to a smaller property as part of the Tenancy Renewal process.
60. This view was felt to merit specific consideration by the Overview and Scrutiny Committee as it constitutes a significant departure from the Tenancy Strategy as it was originally conceived by Members.
61. The second area of debate concerns whether an upper age limit should apply beyond which there would be an assumption that tenancies would be renewed, in all circumstances. This was in response to consultation feedback that compelled moves would be particularly hard on older people; and on an assumption that most fixed term tenants would already have moved on from family sized accommodation by the time they reached retirement age.
62. Thought was given to whether the state retirement age, whatever that is stipulated to be in the years ahead, should be the upper age limit. Overview and Scrutiny were directed to consider whether or not this upper limit should still apply in the same way where the tenant has not previously moved on by retirement age, and is under-occupying larger accommodation.
63. Overview and Scrutiny Committee discussed the points set out above and their views are summarised at paragraphs 19 to 23. The Tenancy Strategy contains sections headed ‘Older People’ and ‘Transferring to smaller property’ on page 8, which reflect the recommendations made by Overview and Scrutiny.

Conclusion and Next Steps

64. The intent of the Tenancy Strategy is to tackle problems like under-occupation and to make best use of the social housing stock in Central Bedfordshire, so that the Council and partners are able to optimise the value and benefit of the social housing asset in meeting essential housing needs.
65. The principle of renewable tenancies, on the basis that tenancies are “used and renewed” where people remain in housing need at the end of a five year period, is clearly established within the Tenancy Strategy. This principle will be established within Tenancy Review procedures and operational policies, during implementation.
66. The thrust of the Strategy is to promote social aspiration and mobility, enabling people to move on from social housing, when they are no longer in need and are able to afford accommodation that is available in the private sector. It is important, during the next phase of development, that initiatives and options are developed so that people do have choices and options available to them, as an alternative to social housing.

67. In looking ahead, towards implementation of the Strategy and considering how best to encourage employment and improve people's life chances, there is likely to be a fundamental change in the role of social housing providers. Where currently their role is defined mainly as the provider of accommodation; their future role is likely to encompass access to employment; skills training and adult education opportunities.

Appendices:

Appendix A – Tenancy Strategy 2013 - 2018

Appendix B – Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy, and response of the Member Task Force

Background Papers: (open to public inspection)

Tenancy Strategy Equality Impact Assessment

Tenancy Strategy online consultation results

Tenancy Strategy summary of face to face public consultation

Tenancy Strategy
2013-18

Improving our housing offer to Central Bedfordshire residents



Central Bedfordshire Council
www.centralbedfordshire.gov.uk

*“We, Councillor Mrs Carole Hegley,
the Executive Member with responsibility
for Social Care, Health and Housing;
and Julie Ogley, Director of
Social Care, Health and Housing,
jointly welcome you to
Central Bedfordshire Council’s
Tenancy Strategy.”*



Cllr Mrs Carole Hegley



Julie Ogley

The Localism Act 2011 introduced freedoms for local authorities to offer flexible tenancies to new tenants of social housing, to run for a recommended period of 5 years before coming to an end.

This draft Tenancy Strategy sets out how Central Bedfordshire Council would like to use flexible tenancies, and seeks your views. We are keen to use these new freedoms to develop a new Housing Offer for local people.

In doing this, we want to meet housing need, helping more people to have the opportunity of a council home at a subsidised rent.

We want to use the Tenancy Strategy to support the Council’s aim that Central Bedfordshire should be a great place to live and work for all; by rewarding tenants who show respect for their neighbours and their home.

We propose that from 1 April 2013, new tenants will have a 5 year flexible tenancy. At the end of 5 years, if the tenant is no longer in social need (because they can readily afford to rent or buy privately) the tenant will be asked to

make their own housing arrangements. Tenants may also be asked to seek their own accommodation elsewhere if they have not conducted their tenancy with respect for their home and neighbours.

However, for those tenants that remain in social need, we would prefer to renew their tenancy for a further five years, or to offer a new tenancy in a different home if the existing home no longer matches their needs.

It is important to say that this Tenancy Strategy does not apply to existing council tenants, who will remain as lifetime secure tenants unless some other circumstance brings about the end of their tenancy.

We hope that by using flexible tenancies in this way, more people who are in need will be supported to establish themselves and achieve social mobility. The cornerstone of the Council’s Housing Offer will be positive and based on incentive; so that in time, we establish a view that a home provided in Central Bedfordshire, by a social landlord, is a Privilege and not a Right.

The Strategy sets out the Council's approach in much more detail, but essentially the Council wants tenancies to be used and renewed for those in Need. The central theme of the Strategy is therefore – *Renewable Tenancies*.

Our Tenancy Strategy is part of the Council's wider agenda for the future of housing in Central Bedfordshire, and we are developing a document which sets out this wider agenda for consultation in the near future.

Chief amongst our wider aims are to promote social mobility for social housing tenants, support positive perceptions of social housing, and influence the provision of new affordable and social housing so that it meets both needs and aspirations, and makes the most of a valuable resource.

Councillor Mrs Carole Hegley
Executive member responsible for Social Care, Health and Housing

Julie Ogley
Director of Social Care, Health and Housing

Section 1 – Strategic Context	
Introduction	5
Legal Context	5
Purpose of the tenancy strategy	5
Social Housing in Central Bedfordshire	6
Section 2 – New Fixed Term Tenancies	
Introducing Flexible Tenancies	7
Recommended length of Term	7
Existing Tenants	7
Renewal of Tenancy	7
Older people	8
Children	8
Location of moves	8
Transferring to a smaller property	8
The Renewal process	8
Tenancy training	9
Special circumstances	9
Housing advice	9
Appeals (review) process	10
Introductory Tenancies	10
Section 3 – Wider considerations	
Considerations in developing the strategy	11
Equalities	11
Economic development and regeneration	11
Succession rights	11
Governance and review of the strategy	12
Consultation process	12
Appendix – Glossary of terms	13
	4



INTRODUCTION

Our Tenancy Strategy sets out how we will continue to achieve our aims in the light of significant changes now taking place. It will provide the basis for changes we make in the management of our own stock, and give guidance to other providers of social housing in Central Bedfordshire.

We recognise that Welfare Reform will have a significant impact, as many people who are under-occupying their current home, seek to downsize to a smaller home. As a new approach, the case for change has been established on the basis of evidence as to how we can improve our local housing offer to Central Bedfordshire residents.

During the life of the Tenancy Strategy, we will monitor the moves that people typically make, to identify local pressures and we will monitor the demand for social housing, as well as the impact of our actions to prevent homelessness. The Tenancy Strategy will be kept under review as a living document, to ensure that we achieve our policy objectives.

LEGAL CONTEXT

The White Paper “*Local decisions: a fairer future for social housing*”, published in November 2011, set out the Government’s intentions to radically reform social housing in England. It is based on the premise that social housing should only be for those who need it and should act as a springboard to higher aspirations as individuals’ circumstances improve.

Central to the reforms is the introduction of a time limited tenancy which is subject to review at the end of a fixed term to ensure that the tenant is still in need of the accommodation. In framing their tenancy policies, Providers should have regard to the local authority’s approach to the new freedoms as set out in this, our first Tenancy Strategy 2013-18.

The Tenancy Strategy is therefore principally concerned with tenure reform. It is expected that by giving shorter tenancies to those that are able to move on and access other housing options, stock will be freed up and made available to households in greater need. Indeed, the National Housing Strategy points to long waiting lists, overcrowding and under occupation within the sector as evidence that the system is not currently working.

However, reforms in related areas such as to rent models, allocations policies and measures to address homelessness also impact and in some case overlap with tenure issues. In preparing the Strategy, the Council has had regard to its current Allocation Scheme and Homelessness Strategy, which is required by Government. Consequently, Central Bedfordshire Council has produced a local Housing Green Paper which should be read in conjunction with the Tenancy Strategy and seen in the same light. The Green Paper sets out the complete vision for housing in Central Bedfordshire and like the Tenancy Strategy, is very much evidence based.

The Green Paper can be viewed at:-

<http://www.centralbedfordshire.gov.uk/home-and-housing/housing/housing-policies-strategies/housing-policies-strategies.aspx>

PURPOSE OF THE TENANCY STRATEGY

This Tenancy Strategy has two main purposes. The first is to set out Central Bedfordshire Council’s position in relation to fixed term tenancies, and to set out how it intends to apply this to its own housing stock. The second is to give guidance to Registered Providers on the Council’s expectations of their own tenancy policies. All Registered Providers (RP’s) with housing stock in Central Bedfordshire are required to have regard to this Tenancy Strategy.

We ask that Providers in Central Bedfordshire review their own Tenancy Policies after the publication of this Strategy to ensure that, wherever possible, their policies work to complement, and do not contradict, our Tenancy Strategy.

SOCIAL HOUSING IN CENTRAL BEDFORDSHIRE

Increasing population size, coupled with an increasing proportion of older people, represents a significant growing demand for housing and related services. For this reason, a major theme of the Council's Development Strategy and associated work programmes is what we can do to create choice in the local housing market for Older People.

The Strategic Housing Market Assessment (SHMA) uses information on the affordability of housing in Central Bedfordshire and the size of its population, to predict the total new build housing development required in Central Bedfordshire between 2011 and 2031, to meet housing need and demand.

The new housing requirement for Central Bedfordshire identified in the 2009 SHMA is:

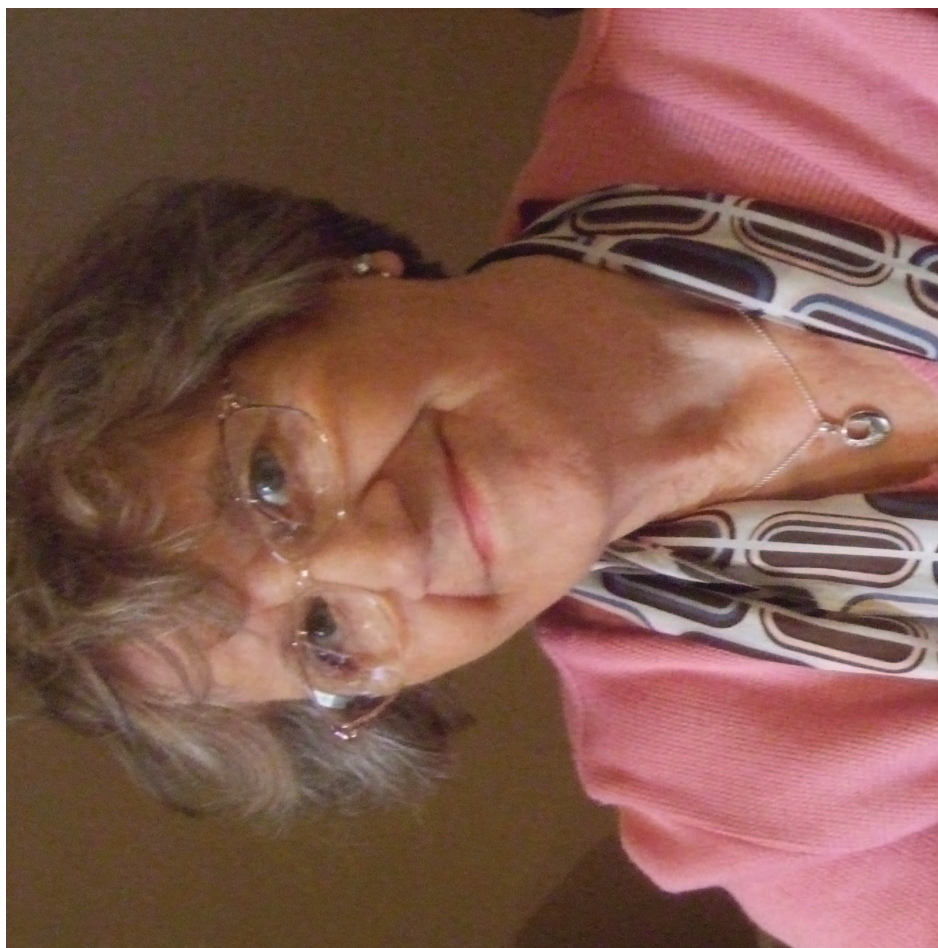
- 18 000 new units of market housing
- 6 500 new units of social rented housing
- 2 500 new units of intermediate market housing (housing for people who can afford more than a social rent, but cannot afford to buy on the open market).

In 2011, 230 new social rented properties and 140 new units of intermediate market housing were built, exceeding the target to build 300 new affordable homes per year.

In total, housing providers in Central Bedfordshire let 1068 social rented properties during 2011-12 to people on the housing register, in 230 newly built homes and 838 re-lets. The average waiting time, for people that were housed during 2011-12, was around 40 weeks.

At 31 March 2012, there were a total of 4213 households on the housing register for Central Bedfordshire. Of these, 1956 households are in housing need, according to the legal definition.

An estimated 1198 households are under-occupying Central Bedfordshire council tenancies – this is around 20% of tenants. Just over half of these households are aged 65 and over whilst the remainder are headed by a person of working age.



INTRODUCING FLEXIBLE TENANCIES

The Council supports the principle of using fixed term tenancies to make more efficient use of housing stock and to more effectively focus provision on those in most need and those people seeking employment in Central Bedfordshire, who are in housing need. The Council is encouraging Registered Providers to use them within Central Bedfordshire. These new fixed term tenancies should be offered under the arrangements set out in this section of the strategy.

The Localism Act enables registered providers to let affordable housing on fixed term assured tenancies to new tenants, as opposed to the assured (“lifetime”) tenancies they currently use. At the end of the fixed term, and depending on the circumstances of the individual household, tenants could have the following options:

- To remain in their home (either at a social rent or Affordable Rent).
- To move to another social housing property
- To move into the private rented sector.
- To move into home ownership, either via a low-cost home ownership route or otherwise.
- To move on to other more suitable housing

The Council wants fixed term tenancies to be offered to all new tenants after April 1st 2013, unless the tenancy is for a property that is in an independent living scheme or in an extra care housing scheme.



RECOMMENDED LENGTH OF THE TERM

Central Bedfordshire Council intends to let its own tenancies on a fixed term basis, for a period of 5 years.

EXISTING TENANTS

Existing tenants who transfer into a Central Bedfordshire Council tenancy (either from the Council’s own stock or from another landlord), will be granted a tenancy with the same security of tenure that they currently enjoy, provided that the existing tenancy was granted before 1 April 2012.

Lifetime secure and assured tenants who transfer into CBC stock by way of mutual exchange will also keep the same security of tenure in their new home, provided that their existing tenancy was granted before 1 April 2012, even if the person they are exchanging with has a fixed term tenancy.

The Council is required by law to treat transferring tenants in this way.

RENEWAL OF TENANCY

The presumption is that the tenancy will be renewed unless a particular circumstance applies. Where the tenancy is up for renewal, there are certain circumstances that the Council considers Registered Providers should not renew the fixed term. These are as set out below and are the same set of circumstances that the Council will be using as a measure for its own tenancies.

1. There has been a **change in the composition of the household**, which has resulted in the household under occupying the accommodation by one bedroom or more. In these cases (assuming the household remains in housing Need), the provider would be expected to arrange a move to a more suitably sized property within their own stock; or with another Provider, either through a transfer or mutual exchange. Alternatively, where the household is no longer in need, the Provider may support the household to access alternative, suitable accommodation in the private sector.

In determining whether or not a property is classed as under occupied, Providers should have regard to the ‘bedroom standard’.

2. There has been a **substantial improvement in the household's financial circumstances** (income or assets) to the extent that continued occupation of the property by the household would present a conflict with the charitable objectives or primary purpose of Providers to provide housing for those in necessitous circumstances. Detailed guidance will be published as to what constitutes sufficient income or assets, to justify the refusal of a new tenancy, however the essential test is whether the household could afford accommodation in the local housing market, including shared ownership options; private renting and outright purchase.

3. An **adapted property is no longer suitable for the tenant's needs** e.g. where adaptations have been provided for a disabled person who is no longer resident in the property, the adaptations are no longer required, and there are other families needing this type of adapted accommodation. In these cases, the Council expects that the Provider will arrange for alternative suitable accommodation to be secured either through a transfer or mutual exchange within its own stock or another Provider.

4. **Conduct of tenancy** – If tenancies have not been conducted well during the tenancy term (with regard to rent arrears and/or anti-social behaviour or other breaches of tenancy conditions) the Provider may not wish to offer a new tenancy. One of the key themes of this Strategy is that a social housing tenancy is a privilege and not a right and we expect tenants to act as though this is the case. Any behaviour that is inappropriate will result in the implementation of housing management policies to address this. Where a fixed term tenancy is up for review and renewal, this behaviour will be taken into consideration as part of that review.

5. There has been **misuse of property** – specifically where a property has been used for a Criminal purpose.

6. **Where the tenant is not engaging in the renewal process**, subject to any vulnerability issues that may be constraining the tenant.

7. **Severe overcrowding** – It may be appropriate for tenants to move to larger accommodation.

OLDER PEOPLE

Beyond state retirement age, there is a presumption that tenancies will automatically be renewed regardless of changes in income or household composition, unless the household is underoccupying a 3-4 bed property by two bedrooms or more.

CHILDREN

Households with school age children will not be expected to move to a location which would require a child to change schools (unless it suits them to do so).

Officers will apply discretion in situations where the welfare of a child might be harmed by a move (for example where there is a safeguarding issue), and the advice of children's social workers will be sought in such cases.

Separated parents who have a 'spare bedroom' which is used by their children will not be treated as under-occupying, for the purpose of Fixed-term Tenancy Renewal, provided that there is a Shared Residency order.

LOCATION OF MOVES

Where a household with special needs is required to move to a new tenancy, they will not be expected to move to a location in which they are unable to access support networks and services on which they rely.

Households in work or training will not be expected to move to a new location as part of the Renewal Process if this would compromise their ability to travel to their work or training.

TRANSFERRING TO A SMALLER PROPERTY

Central Bedfordshire council will consider, on an individual basis, exceptional circumstances in which a move to one bedroom accommodation may not be appropriate due to illness or disability. This consideration will be in line with procedural guidelines and with due regard to Housing Benefit entitlement and affordability.

THE RENEWAL PROCESS

Tenants on a fixed term tenancy will be subject to a review at the end of the fixed term. The landlord must review the tenancy six months before it expires. Providers are expected to contact tenants whose tenancies are due for renewal within a reasonable time period to assess the household circumstances; provide advice; and discuss options available to the household. Government guidance recommends a review period of six months.

However, Providers may want to consider making an initial contact with the household before this to ensure that there is sufficient time for the Provider to arrange alternative accommodation or for the household to purchase a home where this is likely to be deemed necessary.

The Council recognises that there will be circumstances where a tenant does not co-operate with a review. It is especially important that Providers establish whether tenants are vulnerable for any reason and if necessary, 'go the extra mile' to engage the tenant in the review process.

It is not the intention of the council to be prescriptive as to the 'mechanics' of the reviewing and renewing of fixed term tenancies. This information lies in the domain of the detailed tenancy policies which RPs will draw up. However, we would highlight some practical considerations to take into account the formulation of those policies:

- On expiry of a tenancy, the onus would be on tenants to provide evidence of a continuing need/eligibility – rather than the landlord have to 'chase' information to decide whether to renew or terminate. This onus should be an express condition within the tenancy agreement itself. Failure to provide the necessary information toward the expiry date may provide a presumption that the tenancy will not be renewed; though providers may wish to take further advice on the human rights implications of such as action.
- Families with school age children should not be asked to move if this disrupts children's schooling. However, a child may be changing schools in the near future and a move is not necessarily disruptive in all circumstances.

TENANCY TRAINING

Central Bedfordshire Council wants fixed term tenancies to support tenants to raise their aspirations and progress up the housing ladder. This means establishing regular contact with tenants so that support and advice can be tailored to their circumstances at different stages of their tenancy.

The first step in this process will be a Tenancy Training programme for Central Bedfordshire Council tenants, at the beginning of the tenancy, to ensure that people start their tenancy with the knowledge they need to look after their home, manage their tenancy and make a positive contribution to their neighbourhoods.

This process will be used to ensure that tenants have a good understanding of the renewal process, and feel secure about the circumstances in which their tenancy will or will not be renewed. This support will be tailored to individual needs.

SPECIAL CIRCUMSTANCES

It is reasonable to anticipate that situations will arise in which the tenancy would not be renewed according to the criteria set out above; but special circumstances of some kind make a move difficult to achieve in practice or detrimental to the household.

Is it not possible to anticipate and list all possible special circumstances in the Tenancy Strategy. Instead, officers will have discretion to consider special circumstances as part of the review process. This discretion will be underpinned with procedural guidelines, developed with regard to Equalities.

HOUSING ADVICE AND ASSISTANCE AT THE END OF FIXED TERM

Well in advance of a tenancy being terminated (at least six months), the Provider must offer advice and assistance to help the tenant find alternative housing. This will include working proactively with the tenant, to assist them to explore their options for alternative housing, which could include home ownership, a privately rented home or a more suitable affordable rented home. This work aims to support the tenant into a viable alternative home.

REVIEW PROCESS

The Localism Act 2011 places a requirement on Providers to have a review process in place for applicants to challenge the following decisions:

- The length of fixed term tenancy to be offered
- A decision not to grant another tenancy on expiry of the current flexible tenancy

With respect to the length of the fixed term; the review may only be requested on the basis that the length of term does not accord with the Council's policy as to the length of the terms of the flexible tenancies it grants.

The Council expects that Providers will have robust and fair appeals processes in place to resolve any disputes that may arise. Further guidance is provided at page 12.

The Council does not expect Providers to use fixed term tenancies as a short cut to enforcement procedures for breaches of tenancy conditions but accepts there may be circumstances where enforcement proceedings are so far advanced that it would not be appropriate to renew a tenancy.

The Council's review process will be published on its website during 2014. The Review process will be developed during the process of undertaking an Equality Assessment, during the autumn/winter of 2012/13. The proposed Review process will be subject to further consultation with people who have commenced new tenancies during 2013 and 2014. The point is that the Council recognises that we should consult with those tenants who have fixed term tenancies. The Council will seek to undertake this process with Registered Providers locally.

If a tenant disagrees with the decision reached by their landlord to terminate their tenancy, they may use the appeal process. Each Registered Provider is expected to set out in its Tenancy Policy, the appeal process established, and tenants should be directed to this for guidance. On a practical level, there is an expectation that the appeals process will be widely published by the Provider in accessible locations, with explicit timescales for decisions to be made.

Where a tenancy is not to be renewed, the Council expects that the Provider will provide good quality advice and will work with the tenant to find alternative suitable accommodation. The Council expects the Provider to provide assistance to the tenant in securing this alternative housing, especially where the tenant is vulnerable. The Council is keen to see details within RP's own Tenancy Policies, on how they intend to manage this process.

RP's must be mindful of the need to ensure homelessness is prevented in all cases, and must, where there is a risk of homelessness, work closely with the Council's Housing Advice and Assistance Service at the earliest possible opportunity. A protocol will be developed and agreed with Providers to cover how this will work in practice.

INTRODUCTORY (PROBATIONARY) TENANCIES

Central Bedfordshire Council will introduce Introductory Tenancies from April 2013. Consultation with tenants has taken place and there is significant support for Introductory Tenancies. The fixed term tenancy will follow on from this, meaning that the five year tenancy will be granted upon successful completion of the introductory tenancy period. This will have the effect of letting the initial tenancy for a period of six years before the first review is conducted.

By law, during the probationary period, tenants with an introductory tenancy do not have all of the same rights as secure tenants and have less protection from eviction than do secure tenants.

It is this reduced protection from potential eviction, which is regarded as the effective tool in terms of preventing any anti social behaviour. Any new tenant who is found to cause anti social behaviour will be advised in the strongest terms, that should this behaviour continue, then their tenancy is at risk, as the Council is able to gain possession of their property more easily than if it was a secure tenancy.

CONSIDERATIONS IN DEVELOPING THE TENANCY STRATEGY

In developing the Tenancy Strategy, thought has been given to the implications in key areas, which include:

- Equalities Implications and the duty on local authorities to promote Equality
- Vulnerable People
- Homelessness
- Welfare Reform
- Private Rented Sector
- Economic development and regeneration

The material impacts and implications are considered in this section of the Tenancy Strategy. They are also considered in terms of the local Housing Green Paper and it should be stressed that this is an evidence based strategy. The evidence that underpins this Strategy is available as a separate document – www.centralbedfordshire.gov.uk/home-and-housing/housing/housing-policies-strategies/housing-policies-strategies.aspx

EQUALITIES

A full Equalities Impact Assessment (EIA) of this Strategy will be undertaken during the consultation period. Its purpose is to assess the impact of the Strategy on the different equality groups with the intention of implementing remedial action where this impact is negative and maximising access to services for everyone. Wherever possible, we will implement any actions or steps identified by the EIA as soon as it is practical to do so.

This Strategy seeks to protect vulnerable people from being uprooted from settled, suitable accommodation.

We would anticipate all registered Providers undertaking EIA's of their own tenancy policies.

Registered Providers may also wish to consider how best to use FTT's with families with school age children or other households where longer tenancies may be appropriate.

ECONOMIC DEVELOPMENT AND REGENERATION

The Council wishes to promote neighbourhoods which are economically mixed; and to avoid implementing fixed term tenancies in such a way that poverty becomes more concentrated in certain areas.

For those who can afford to pay more for their housing, Right To Buy will allow council tenants to stay put where that is their preference.

Pay to Stay is a further potential option to allow households to 'stay put'. Pay to Stay refers to a Government proposal to allow social landlords to charge higher rents to high income tenants. Central Bedfordshire Council will give positive consideration to the introduction of Pay to Stay locally, at such time as detailed guidance is issued by Central Government.

SUCCESSION RIGHTS

Succession rights for existing tenants are unchanged. For new Tenancy agreements after 1st April 2013, the Council will offer succession rights in line with the new legislation. This means that with effect from the 1st April, succession rights will be limited only to spouses or civil partners of the deceased tenant, not to other family members. The need to make best use of existing social housing stock is the driver for this.

For tenancies entered into after 1st April, the Localism Act has limited succession to spouses or civil partners of the deceased tenant. However, landlords are able to grant additional succession rights under the terms of the Tenancy Agreement.

We expect RP's to make their policy on succession for all tenancy types and the granting of any additional rights clear and take account of the needs of vulnerable household members. Registered Providers should include in their Tenancy Policy, a position on managing successions and assignments that has due regard to legal requirements and which focuses on securing an outcome that secures the best use of accommodation and prevents homelessness.

GOVERNANCE AND REVIEWING OUR TENANCY STRATEGY

Each Provider is responsible for its own individual tenancy policies, as well as arrangements for Review and Appeals. However, it is proposed that the Council will establish a monitoring group consisting of representatives of RP's and other key stakeholders. This group will support the Council in its role of monitoring and reviewing the effectiveness of this Strategy. This will be achieved by monitoring of trends that can then be used to inform future policy.

This will include the number of flexible tenancies let, outcomes of these, bidding activity on fixed term tenancy adverts and so on. The first review meeting will be held 6 months after publication of the Strategy, and ongoing review arrangements will be timetabled thereafter.

Although covering the period 2012-2015, the Strategy will (initially) be reviewed annually with Registered Provider input. In addition, the views of tenants who have fixed term tenancies will be sought and taken into consideration.

CONSULTATION PROCESS

This Tenancy Strategy has been subject to wide ranging consultation with Registered Providers (Housing Associations); local agencies and charities involved in providing services to vulnerable or homeless people; Resident and Tenants' Groups; Councillors (Elected Members), including Town and Parish Councillors; households currently awaiting accommodation from the housing register; and individual members of the public.

The consultation ran between November 2012 and February 2013. Details of the responses to the consultation can be obtained from Tony Keaveney - Assistant Director, Housing Services, by:- telephoning 0300 300 8000 email - tony.keaveney@centralbedfordshire.gov.uk or writing to Central Bedfordshire Council, Watling House, High Street North, Dunstable, Bedfordshire. LU6 1LF

The Council's Executive Committee is responsible for formally adopting the Tenancy Strategy, in the light of the consultation responses received.

Note:- some terms used within the Tenancy Strategy will be more precisely defined within policy and procedure documents, in accordance with the principles set out in the Tenancy Strategy, and with due regard to the Equality Impact Assessment. These terms include:-

- ‘substantial improvement in financial circumstances’
- ‘poor tenancy conduct’
- ‘special needs’
- ‘adapted property’

ASB	Anti Social Behaviour
AST	Assured Shorthold Tenancy
CBL	Choice Based Lettings
DCLG	Department for Communities and Local Government
FTT	Fixed Term Tenancies or ‘Flexible Tenancies’. At the end of the fixed term the tenancy is either renewed or terminates.
HCA	Home and Communities Agency – the main provider of grant funding for Affordable Housing in England
HB	Housing Benefit
LHA	Local Housing Allowance
PRS	Private Rented Sector
RP or Provider, or Registered Provider	Registered Provider of Social Housing. Usually refers to housing associations though associations through Local Authorities that own housing stock are also included. They are registered with the HCA.
EIA	Equalities Impact Assessment – assess the likely or actual effects of strategies, policies or services on people in respect of disability, gender and racial equality. It helps to ensure the needs of people are taken into account when we develop and implement a new strategy, policy or service or make a change to a current strategy, policy or service.

Affordable Housing	Housing options available to residents who cannot afford to rent or buy a home in the open market. Affordable housing includes social rented housing, affordable rented housing and intermediate housing solutions such as shared ownership.
Affordable Rent	Rents offered by RPs of social housing at up to 80% of the rent that would be charged if the property were let in the open market.
Extra Care Housing	Housing designed for frailter older people with varying levels of care and support available on site. People who live in Extra Care Housing have their own self contained homes. Extra Care Housing is also known as very sheltered housing, assisted living, or ‘housing with care’.
Fixed Term Tenancy	A tenancy offered for a specified period of time.
General Needs Accommodation	Accommodation which will meet the needs of households without any specific support needs.
Housing Register	A list of households who wish to be rehoused by a social landlord including tenants of social landlords who wish to transfer. Often referred to as a waiting list.
Section 106 Agreement	Section 106 of the Town and Country Planning Act 1990 allows a local planning authority to enter into a legally-binding agreement or planning obligation with a landowner in association with the granting of planning permission. The obligation is termed a Section 106 Agreement.

Social Housing	Housing that is let at low rents and on a secure basis to people in housing need. It is generally provided by councils and not-for-profit organisation such as housing associations.
Tenancy Fraud	There are many types of tenancy misuse, for example, not using the property as the 'sole or principal home', obtaining a property through false statements and obtaining a property by using false documents.
Under Occupation	This is a mismatch between the number of occupants of a dwelling and the number of bedrooms, according to the Bedroom Standard.
The bedroom standard	<p>The 'Bedroom standard' is used as an indicator of occupation density. A standard number of bedrooms is allocated to each household in accordance with its age/sex/marital status composition and the relationship of the members to one another. A separate bedroom is allocated to each married or cohabiting couple, any other person aged 21 or over, each pair of adolescents aged 10 - 20 of the same sex, and each pair of children under 10. Any unpaired person aged 10 - 20 is paired, if possible with a child under 10 of the same sex, or, if that is not possible, he or she is given a separate bedroom, as is any unpaired child under 10.</p> <p>This standard is then compared with the actual number of bedrooms (including bed-sitters) available for the sole use of the household, and differences are tabulated. Bedrooms converted to other uses are not counted as available unless they have been denoted as bedrooms by the informants; bedrooms not actually in use are counted unless uninhabitable.</p>

A great place to live and work



Contact us...

by telephone:
0300 300 8000

by email:
customer.services@
centralbedfordshire.gov.uk

on the web:
www.centralbedfordshire.gov.uk

write to:

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

This page is intentionally left blank

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

No.	Positive comments	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
1	Its reasonable to move if circumstances change / 5 years is a reasonable length of time.	6 people	N/A	N/A
2	Fixed term tenancies are a good way of matching social housing stock with people in housing need.	9 people; Stakeholder workshop; 1 voluntary organisation/charity.	Positive, helping to meet needs of people in housing need and waiting for a social rented home.	N/A
3	Fixed term tenancies are a good tool in tackling anti-social behaviour.	12 people (in addition to 23 of 33 online respondents who 'agreed' with this aspect of the Tenancy Strategy); the Equality Forum; Housing staff workshop; Stakeholder workshop.	Positive, helping to address the impacts of anti-social behaviour on households.	N/A
4	Its good not to be tied to a property.	2 people	Positive, these respondents (both prospective tenants) felt that they would benefit from the potential for greater mobility.	N/A

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

5	This policy will result in less loss of stock due to Right To Buy.	1 person	N/A – comment based on a misconception that RTB will not be part of the ongoing housing offer to tenants who have improved their finances.	N/A
6	Its wrong that a tenant should be offered a 'home for life'.	2 people	N/A	N/A
7	The council may use the 'tenancy conduct' criteria heavy-handedly. People with disabilities may be treated unfairly if they are reported as perpetrators of asb and their behaviour is a direct result of their disability.	2 people; The Equalities Forum.	Implications if a tenancy is not renewed, on the grounds of behaviour that is related to a disability.	Comment not considered by the Member Task Group because it was received after the end of the formal consultation period. Suggest that policy and procedure guidelines be developed, with regard to the EIA, in order to ensure that this is applied proportionately and in a way that avoids unfair treatment of any person to which a 'protected characteristic' applies.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
8	This shouldn't lead to evictions where the needs haven't changed and the tenancy hasn't been conducted well.	1 person	None – the draft Tenancy Strategy is explicit that tenancies will be renewed in these circumstances.	N/A
9	5 years is too long.	1 person	Government guidance is that tenancies of less than 5 years should only be used in exceptional circumstances.	N/A
10	5 years is not long enough / less security of tenure will cause stress and uncertainty.	12 people; Two Town and Parish Council responses; The Equality Forum; Stakeholder workshop.	Potential for worry and stress to impact negatively on the wellbeing of households who are vulnerable in some way and/or do not understand the tenancy review process.	Offer training and support so that tenants understand the circumstances in which their tenancy might not be renewed, including tailored support for people with particular problems such as mental ill-health and learning disability.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
11	Children who have experienced homelessness after fleeing domestic violence will usually be resettling in a new area; given the traumatic circumstances of their change of home, they should be offered longer than 5 years.	8 individuals (all homeless and in a refuge).	It could be argued that there is a case to address the particular disadvantage faced by a family in this situation.	Propose to leave the tenancy strategy as it is, - no special treatment in these circumstances, but as a matter or procedure and policy to offer tailored support in these circumstances so that tenants and their children feel secure about the circumstances in which the tenancy would not be renewed.
12	Where tenancies are not renewed, tenants should be able to move to suitable property within the same community and remain within easy reach of friends / relatives / services.	Six individuals; three Town and Parish Councils; The Equality Forum; The Child Poverty Forum; Housing staff workshop.	Potential for adverse impact on any household that is obliged to move to a different area, with Equalities Implications where 'protected characteristics' apply.	Retain within the strategy the requirement that moves must not prevent people from accessing their work or training; or prevent people with special needs from accessing their usual support network.
13	The policy will impact harder on people in rural areas with a limited supply of alternative accommodation.	1 person	Geographical analysis of lettings / housing markets required to understand if there will be an impact, and if so how this could be managed.	As a matter or procedure and policy, there will be officer discretion within the review process to take account, if necessary, of difficulty related to limited supply in a rural area.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
14	Fixed term tenancies are not appropriate for older people's housing and services; older people are more likely to suffer adverse impact on their wellbeing if compelled to move.	10 people; 1 specialist Housing Provider; The Equality Forum.	Age is a protected characteristic in Equalities Legislation.	There should be an upper age threshold, set at the legal retirement age at any point in time, beyond which tenancies will automatically be renewed.
15	Using flexible tenancies to resolve anti-social behaviour should not be a replacement for tackling it effectively at an earlier stage. Unfair on tenants who's nuisance neighbour is a secure tenant if this tool takes on too much significance in ASB practice.	6 people; one Town and Parish Council; The Equality Forum.	Asb can be targeted at, and/or have greater emotional impact on people with protected characteristics; therefore effective practice around asb is an equalities issue.	Retain in the strategy, as consultation showed that on the whole, using fixed term tenancies as a tool against anti-social behaviour was popular with agencies and the public, provided that it was not a substitute for timely and effective action during the tenancy.
16	This policy will be a disincentive for people to improve their financial circumstances; people will feel they are being punished for their efforts and aspirations. The process will be intrusive, 'I want to just move in and get on with my life'.	13 people; The Child Poverty Forum.	Potential impact / mixed messages to people about improving their social mobility.	Use a process of Tenancy Training and ongoing support and engagement to ensure that there are no misconceptions about the level of income required before an improvement in circumstances might affect the future of the tenancy. Use the process to foster aspirations and target positive incentives.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
17	Make sure that people who are asked to move on financial grounds can definitely afford to rent or buy in the local market without struggling. Assess affordability rather than income. Take the household's outgoings, responsibilities and debts into account. Thresholds might need to vary across localities. Take into account assets as well as income.	17 people; The Equality Forum; The Child Poverty Forum; Housing staff workshops; Stakeholder workshop.	Possible adverse effect on any households which moves and is not able to afford the alternative accommodation without a struggle.	The financial assessment process and criteria will be developed as a matter of procedure and policy.
18	This will be detrimental to the social fabric of an area – churn; new, possibly less well-off residents; people not putting down roots.	4 people; The Equality Forum; Aspley Guise Parish Council	Possible conflict with regeneration and tackling area-based poverty. Educational outcomes and levels of crime, for example, are usually better in economically mixed neighbourhoods.	Add to the Tenancy Strategy an explicit statement to the effect that economically mixed neighbourhoods are to be encouraged, and that the implementation of the strategy will seek to promote this, in the way that income is assessed and in the promotion of 'Pay to stay' and Right To Buy options.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
19	Right To Buy and 'Pay to stay' are fairer options than moving home for people who have improved their financial circumstances; and will contribute to the economic mix on estates.	2 people; The Child Poverty Forum; Housing staff workshop.	May be alternatives to tenancy renewal for people who have a claim to stay in their home on Equalities grounds but sufficient resources to pay more for their housing.	As above – an explicit statement in the Tenancy Strategy will highlight Right To Buy and 'Pay to stay' as desirable options in this situation.
20	If people are only under-occupying by one bed room and can afford to pay for it, they should be allowed to stay. Making people move from 2 to 1 bed accommodation is 'overkill'. One bed accommodation is not ideal even for single people, contributing to isolation and depression.	9 people; Child Poverty Forum; Hightown Praetorian Housing Association.	Balance between meeting the needs of people who are waiting for a 2 bed property; and allowing people who already have a 2 bed property to stay there. Potential for adverse impact on people who move, and on people who stay longer on the waiting list.	Propose to O&S that they debate the possibility that a household under-occupying a two bed home should not be asked to move to a one bed home as part of the tenancy review/renewal process.
21	What if people can't afford the removal costs?	1 individual	Possible adverse impact on anyone with a constrained income, and equalities implications where a protected characteristic applies.	No specific comment recorded.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
22	Its normal for young adults to return to the family home during their transition to establishing an independent life. It's socially beneficial if people have a 'safety net' during this period of their lives. If they are in full time education elsewhere, this will still be their 'only or principle home'.	2 people; Stakeholder workshop.	Possible adverse impact on any household.	As a matter of procedure and policy, there will be officer discretion within the review process to take account, if necessary, of any special circumstances around a tenant's grown-up children.
23	It is disruptive for children to have to move, especially if they have to change school and/or move away from friends.	10 people; The Equality Forum; The Child Poverty Forum.	Possible adverse effect on grounds of age – children will be powerless in this situation; there is a statutory duty to them in respect of Equalities legislation, and a statutory duty to promote the welfare of children (Children Act 2004, s 11).	Retain in the strategy a statement that households will not be compelled to move where this would cause a child to have to change schools; and further that officers will apply discretion to take into account circumstances which may make a move detrimental to the welfare of a child; and will seek input from children's social workers in such cases.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
24	What about separated parents who need a spare bedroom to accommodate access arrangements.	1 person; The Equality Forum.	Possible adverse impact on children in this situation; as a housing authority the question is whether this is justified by the need to match occupants more tightly with bedrooms.	'Spare bedrooms' used for access arrangements to the tenant's children will not be treated as under-occupation provided that there is a Shared Residency order.
25	What about emotional attachment to the family home?	2 people.	Possible adverse impact on any household, may be an equalities issue where a 'protected characteristic' applies.	There may be situations in which it is proportionate to take this into account – see 'Special circumstances', item x.
26	If would be better if there was enough housing to go around; or if people could be encouraged to move with attractive alternatives rather than compelled to move.	9 people	None specific.	No specific comment recorded.
27	Concerns about the costs of staffing and maintenance. More churn in the stock, higher maintenance costs, staff time managing flexible tenancies.	4 individuals; The Equality Forum; 1 Public Services Commissioner (responding online).	Potential knock-on effect on tenants of increased management and maintenance costs.	This concern should be addressed as a matter of procedure and policy.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
28	Definitions used throughout the strategy should be more tightly defined.	1 Town and Parish Council; The Child Poverty Forum; Housing staff workshop; Stakeholder workshop.		The terms 'Substantial improvement in financial circumstances'; 'poor tenancy conduct'; 'special needs'; and 'adapted property' will be precisely defined through the development of policy and procedural guidelines for the implementation of the tenancy. These will be developed with due regard to EIA.
29	What about disabled people who need a spare room for a carer; or couples that need separate bedrooms because of medical conditions?	3 people; The Equality Forum.	Adverse impact on disabled people if need for a spare bedroom not taken into account.	This concern should be addressed as a matter of procedure and policy.
30	How will the implementation of fixed-term tenancies cater to the circumstances of those who may not be recognised as vulnerable/in need of support – ie some people with mental health problems; people with physical health problems who are independent but deteriorate during or as a result of the process.	1 organisation responding online.	Potential adverse impact on people who fall within a protected characteristic but are not readily recognisable as such.	This comment was not presented to the Task and Finish group because it was received after the end of the formal consultation period. Suggest that this concern is accounted for in the way that policy and procedural guidelines are developed.

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
31	<p>Exceptional circumstances -:</p> <p>During the consultation, there was debate amongst stakeholders as to whether or not the strategy should identify specific exceptional circumstances in which a tenancy would be renewed even if there was under-occupation.</p>	<p>The exceptional circumstances identified and debated were-:</p> <ul style="list-style-type: none"> • A move would cause harm to a tenant with mental ill-health. (1 person; Housing Staff Workshop Stakeholder workshop). • A move would be 'disabling' to a tenant with sensory impairment; (1 person; the Equality Forum). • The property has been adapted for a household member; (1 person) • A move would take place whilst a child was sitting GCSE's or A levels; • A household member is seriously 	<p>All of the suggested exceptions have implications around the duty to promote equality and remove disadvantage.</p>	<p>Each of these circumstances should be considered as a matter for officer discretion in the review process, supported by the development of policy and procedural guidelines.</p>

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
		<p>or terminally ill; (3 people; Housing staff workshop);</p> <ul style="list-style-type: none"> Adapted home is no longer required because the tenant's child has died. (1 person) 		
32	<p>Need to build time and regular contact with the tenant (yearly reviews suggested) into the tenancy management and review process, so that the process of developing the tenant's aspirations is 'front-loaded' and the housing manager understands what support they need to manage their tenancy and improve their circumstances.</p>	<p>Equality Forum; Housing staff workshops; Stakeholder workshops; Housing staff workshop.</p>	<p>Positive impacts.</p>	<p>This should be addressed as an aim of the Tenancy Training and support programme, to be implemented as an element of the Tenancy Strategy.</p>
33	<p>Equality Forum suggest that the Strategy should contain an ethical statement of its council's intentions in respect of good Equalities practice, and which demonstrates compassion for the poor and disadvantaged.</p>	<p>The Equality Forum</p>	<p>Potentially positive.</p>	<p>No specific comment recorded.</p>

Appendix B - Summary of consultation feedback on the draft Central Bedfordshire Council Tenancy Strategy; and response of the Member Task Force

Public consultation November 2012 – February 2013

	Negative comments and concerns	Who / how many people	Equalities or other implications	What is proposed by the Member Task Force in response to this
34	Needs to be an appeals process so that individual needs can be considered.	1 voluntary organisation/charity.	The appeals process will need to be designed to be accessible to all.	It is explicit in the draft Tenancy Strategy that a robust appeals process should be in place for council tenants and the tenants of Registered Providers.
35	Concern about the degree to which HA's will follow the guidelines in the Tenancy Strategy, harder for HA fixed-term tenants to know where they stand.	1 person waiting to take up a Paradigm offer of a fixed term tenancy.		This comment was not considered by the Member Task and Finish Group as it was received after the end of the formal consultation period.

All consultation feedback is summarised here, including 37 online responses; 2 emailed responses from Town and Parish councils; 14 interviews with local people attending job clubs; 7 interviews with residents of Bedford Court; 5 interviews with residents of Biggleswade DV refuge and 3 interviews with residents of Dunstable DV refuge. Also meetings of the Equality Forum and Child Poverty Forum, 2 housing staff workshops and one stakeholder workshop.

The headline figures from the consultation (including responses from individuals but not groups) are:-

38 people broadly agree 25 people broadly disagree 5 people neither agree nor disagree overall

This page is intentionally left blank

Meeting: Executive

Date: 18 March 2013

Subject: Establishing a Tenants' Scrutiny Panel and Tenants' Complaints Panel

Report of: Cllr Carole Hegley, Executive Member for Social Care, Health & Housing

Summary: The report proposes the setting up and adoption of a Tenants Scrutiny Panel and a Tenants Complaints Panel to act as a designated person for the Council's Landlord Service as part of the new revised regulatory requirements for social housing providers under the Localism Act 2011.

Advising Officer: Julie Ogle, Director of Social Care, Health and Housing.

Contact Officer: Carol Rooker, Head of Housing Management

Public/Exempt: Public

Wards Affected: South of Central Bedfordshire

Function of: Council

Key Decision Yes

**Reason for urgency/
exemption from call-in
(if appropriate)** N/A

CORPORATE IMPLICATIONS

Council Priorities:

Promote health and wellbeing and protecting the vulnerable.

As a landlord, the Council is responsible for providing good quality homes and services to the Council's tenants. Many of these residents are vulnerable.

Value for money- freezing council tax.

Tenant scrutiny will provide a means of ensuring that the Council has sound financial and service management and this will contribute to the Council providing value for money, and enabling the Council to successfully deliver its priorities.

Financial:

1. The costs involved in developing and supporting the Tenants Scrutiny Panel and Tenants Complaints Panel can be covered within the existing Landlord Service Business Plan,

Legal:

2. The Council, as part of the new revised regulatory framework for social housing providers, contained in the Localism Act 2011, is expected to give tenants a wide range of opportunities to influence, and be involved in, in the following areas:

- Formulating their landlord's housing related policies and priorities.
- Making decisions about how housing related services are delivered, including setting service standards.
- Scrutinising their landlord's performance and recommending how performance might be improved.

The new Tenants Scrutiny Panel will provide the formal scrutiny role for tenants, who will then, if necessary, hold the Council to account for any concerns they have with the services that they receive.

The new Tenants Complaints Panel will ensure that the Council responds to the changes in the way complaints against social landlords are to be processed.

Risk Management:

3. There is a reputational risk to the Council if there are inadequate arrangements in place to ensure that tenants are supported in being able to hold the Council as their landlord to account.

There is also a risk of intervention by the Homes and Communities Agency (Regulation Committee) if they consider that the Council is not complying with the new regulatory arrangements, in terms of co-regulation.

There is a governance risk of the Panel failing to act in the best interests of the tenants and community. The above risks will be mitigated by the introduction of clear terms of reference and a robust Code of Conduct for the Tenants Scrutiny Panel and the proposal for the mechanism for reporting the Panel's findings back to the Overview and Scrutiny Committee for their consideration.

Staffing (including Trades Unions):

4. Not applicable.

Equalities/Human Rights:

5. The Council, as a public body, must act to eliminate unlawful discrimination, victimization and harassment against people on the grounds of race, religion or belief, age, sex, pregnancy and maternity, gender reassignment, sexual orientation and disability. Further, the duty requires the Council to advance equality of opportunity between different groups, and foster good relationships between different groups.

6. The National Standard for Housing Providers - on Tenant Involvement and Empowerment – requires that the Council understands and responds to the diverse needs of tenants. The new Tenants Scrutiny Panel will assist in progress on meeting this aim.

The Panel's Terms of Reference refers to "committed to respecting the values of all members of the community it represents and will take active steps to ensure that it does not inadvertently discriminate on the grounds of any of the protected characteristics as defined by the Equality and Human Rights Commission".

Any report or recommendations that the Panel may produce will still be subject to an equalities analysis.

Public Health:

7. Good quality housing and services have a positive impact on public health and well being.

Community Safety:

8. Not applicable.

Sustainability:

9. Not applicable.

Procurement:

10. Not applicable.

Overview and Scrutiny:

11. This matter has been considered by Overview and Scrutiny on the 29 January 2013, who endorsed the approach taken. They sought clarity on the number of Scrutiny Panel members which would comprise a quorum (50% of the total Panel members).

The Chairman of the Committee intends to meet with the Chairman of the Tenant Scrutiny Panel (once appointed) to discuss the relationship between the two bodies and how information could be shared in an effective and timely manner.

RECOMMENDATIONS:

The Executive is asked to:

1. **approve the establishment of a Tenants Scrutiny Panel with terms of reference as set out in Appendix A;**
2. **approve the appointment of a Tenants Complaints Panel; and**
3. **agree that the Social Care, Health and Housing Complaints procedure be revised to include, in respect of the Tenants Complaints Panel, the role of a "designated person" in respect of housing complaints.**

Reason for Recommendations: So the Landlord Service can meet the new regulatory requirements as a social landlord, by ensuring that tenants have opportunities to monitor and shape their housing services.

In addition, the Landlord Service must also respond to the changes in the way that tenants' complaints must be dealt with at a local level, and to prepare for the changes in terms of the Housing Ombudsman Service remit.

The Local Government Ombudsman service will no longer be responsible for dealing with housing complaints about the Council's landlord function.

Executive Summary

12. As part of the new requirement for co-regulation for social landlords, the Council's tenants have been widely consulted on possible arrangements for Central Bedfordshire. Tenants with the support of the Social Care, Health and Housing Overview and Scrutiny Committee have concluded that setting up a new formal Tenants Scrutiny Panel would ensure that tenants are at the heart of service delivery.
13. In addition to the new regulatory requirements in respect of co-regulation, the Government is also introducing a number of changes in the way complaints against social landlords are processed.
14. At present complaints from council tenants are referred to the Local Government Ombudsman, but from April 2013, tenants' complaints will instead be referred to the Housing Ombudsman Service and there is the creation of the role of designated person to support local resolution of complaints.

Activity and Structure of the Tenants Scrutiny Panel

15. As part of the preparations for the new regulatory requirements, a small working group, including Councillor Andrew Turner and Councillor Marion Mustoe, has been meeting to suggest new arrangements for tenant scrutiny in Central Bedfordshire. The group have proposed the setting up of a new Tenants Scrutiny Panel.
16. The Tenants Scrutiny Panel will:
 - Work on behalf of tenants to ensure that the Council delivers housing services of the highest standard to all, providing an independent view on all aspects of housing services.
 - Ensure that the Council complies with the new regulatory framework in the way it delivers services by monitoring and challenging standards and performance.
 - Ensure that the Council provides a high quality housing service that places tenants at the heart of the organisation.

17. The Tenants Scrutiny Panel will develop its own programme of work considering all areas of housing services and will consider various sources of evidence to assist in identifying and planning its work. The Panel has expressed its wish to work with the Council in terms of its work programme, so the Chairman of the Social Care, Health and Housing Overview and Scrutiny Committee is keen to meet with the new Chair of the Tenants Scrutiny Panel to discuss the relationship between the two.
19. As the Tenants Scrutiny model is an evolving role, it is proposed that the relationship between the Tenants Scrutiny Panel and the Overview and Scrutiny Committee be reviewed once the Panel has been in existence for at least 6 months and has completed its first enquiry.
20. The Tenants Scrutiny Panel's proposed terms of reference and Governance arrangements are attached at Appendix A and B respectively.
21. Recruitment to the new Tenants Scrutiny Panel is ongoing, although a small group of tenants have already been recruited, and are now undergoing a formal training programme so that they can undertake their first enquiry early in the new financial year.
22. This is an exciting time for the Landlord Service and it is important that the new Panel members are supported to undertake this new and valuable role to ensure that the housing service provides the best services it can to its residents, and that there are firm arrangements in place to conform with the new requirements for co-regulation.

Designated Persons and Tenants Complaints Panel

23. Currently, council tenants' complaints are referred to the Local Government Ombudsman, but as from April 2013, all social housing complaints will now be dealt with by the Housing Ombudsman Service.
24. The following people (designated persons) can refer complaints to the Housing Ombudsman:
 - A member of the House of Commons
 - A Central Bedfordshire Council Member
 - A designated Tenant Panel
25. The introduction of the designated person's role is linked to the changing role of the Housing Ombudsman, which acknowledges that complaints are best resolved as soon as possible through the efforts of the landlord.
26. The focus for the Housing Ombudsman will be on helping parties to reach resolution themselves through existing complaints procedures with the designated persons undertaking a role in taking the right steps to resolve disputes.

27. Complainants will have the opportunity to approach a designated person if they are not satisfied with the Council's final response to their complaint. The designated person may then act on the complainant's behalf, by for example requesting a service review of the outcome of the complaint or by referring the complaint to the Housing Ombudsman if they consider that the outcome is unreasonable or unfair.
28. The Housing Ombudsman will not consider complaints which in his/her opinion:
 - are made prior to having exhausted the Council's complaints process; and
 - are made within 8 weeks of having exhausted the Council's complaints procedure- unless a designated person has refused to refer the complaint to the Ombudsman or has agreed to the complaint being brought to the Ombudsman.
29. Although consideration was given to having the Tenants Complaints Panel made up of the new Tenants Scrutiny Panel, on balance it has been suggested that a separate Panel with clear role distinctions is the preferred way forward.
30. The Panel would meet when a complaint is referred to it by a complainant who has exhausted the Council's complaint's procedure. The Panel would comprise of 3 members so that there are a manageable number of views to take into account and decisions can be made based on the majority. The Panel would decide what action, if any, to take to assist in resolution of the complaint.
31. If the Panel undertake to assist in resolution they will set up a panel meeting to review the complaint taking into account representations from the complainant and the Council. The administration of the Panel meeting would be supported by the Corporate Customer Relations Team.
32. As the level of complaints is expected to be relatively low, there is a risk of the Panel losing touch, if they only meet a few times a year. To mitigate this, it is proposed that the role of a "critical friend" be developed and that quarterly meetings be held with the Panel to support them to review and refresh their role and skills.
33. Currently Members of Parliament and Central Bedfordshire Council Members both play a role in representing local constituents with concerns regarding council services. The role of designated person will be in addition to this and it is possible that Members of Parliament hard pressed for time, or without an in-depth knowledge of the area or topic may fast track the complaint directly to the Housing Ombudsman, losing the opportunity for a local resolution.
34. It is proposed that early communication with local Members of Parliament and Central Bedfordshire Council Members will be put in place to explain the new process that will operate within Landlord Services, together with a comprehensive communications plan to let other stakeholders (predominately tenants) also know of the new arrangements.

Conclusion and Next Steps

35. As recruitment to the new Tenants Scrutiny Panel has already identified a number of tenants willing to take up this new role, training is underway to support the Panel in completing their first enquiry. It is therefore important that Executive now formally recognise these new scrutiny arrangements that will be undertaken by tenants as part of the new requirements for co-regulation of the Landlord Service.

36. This new joint approach to service delivery and overview is very much in line with the new co-regulatory framework for social housing, with regulatory intervention to be regarded as the backstop arrangements with self regulation to be the main means of oversight.

Appendices:

Appendix A – Tenants Scrutiny Panel- Terms of Reference

Appendix B – Governance Arrangements

Background Papers: None

This page is intentionally left blank



Central Bedfordshire Council Tenants Scrutiny Panel

Terms of Reference

Vision Statement: Question, Understand and Improve

1. Aims and Objectives

The Tenants Scrutiny Panel will work on behalf of Central Bedfordshire Council (CBC) tenants to ensure that CBC delivers housing services of the highest standard to all, by providing an independent view on all aspects of housing services.

To ensure that CBC complies with the new regulatory framework in the way it delivers services by monitoring and challenging standards and performance.

To ensure that CBC provides a high quality housing service that places tenants at the heart of the organisation.

2. The Role of the Tenants Scrutiny Panel

Gather data and other information to enable housing services to be scrutinised.

Examine data and other information and make recommendations for service improvement.

Scrutinise the efficiency of strategies, policies and operations.

Report recommendations to Councillors and Senior Management.

To agree and monitor action plans.

3. Membership

There will be a maximum of 12 Panel members.

Any person living in property owned by CBC is invited to apply for membership to the Panel.

Members will be recruited through a rigorous and comprehensive process to establish that they have the relevant skills and experience.

The membership will be for 3 years, after which members will be able to re-apply.

If, due to loss of members, the Panel drops below 4 members there will be another recruitment campaign to increase numbers.

All members will be expected to abide by the Code of Conduct, which is drawn up between CBC and the Tenants Scrutiny Panel.

4. Work Programme

The Tenants Scrutiny Panel will develop its own programme of work, considering all areas of housing services.

The Tenants Scrutiny Panel will consider various sources of evidence to assist in identifying and planning its work.

The Tenants Scrutiny Panel will write reports on all topics discussed and work with CBC to publish the results.

5. Procedure and Frequency of Meetings

The Tenants Scrutiny Panel will meet as frequently as the members think necessary and will agree the dates, times and locations of meetings.

A Quorum will consist of over 50% of current members of the Tenants Scrutiny Panel.

A Chair and a Vice-Chair will be elected and will hold the post for 1 year. Elections will be held each year.

Each formal meeting will be recorded and a copy of the meeting minutes sent to all interested parties.

All minutes are to be signed off by the Chair and 2 other members of the Tenants Scrutiny Panel.

6. Training and Development

All members of the Tenants Scrutiny Panel must undertake an initial session of training enabling them to perform their role to a high standard.

Training will be continued at intervals to bring the Tenants Scrutiny Panel up-to-date with any regulatory changes and other identified training required to help them in their tasks.

Appraisals will be undertaken annually.

7. Equality, Diversity and Principles

The Panel is committed to respecting the values of all members of the community it represents and will take active steps to ensure that it does not inadvertently discriminate on grounds of any of the protected characteristics as defined by the Equality and Human Rights Commission.

8. Access to Information

Panel members will comply with the Access to Information Protocol

9. Communication

The Panel members will comply with the Communication Protocol.

The Panel will be expected to work with CBC to promote its activities, this may include writing an Annual Report published in 'Housing Matters' and on CBC website.

10. Reporting

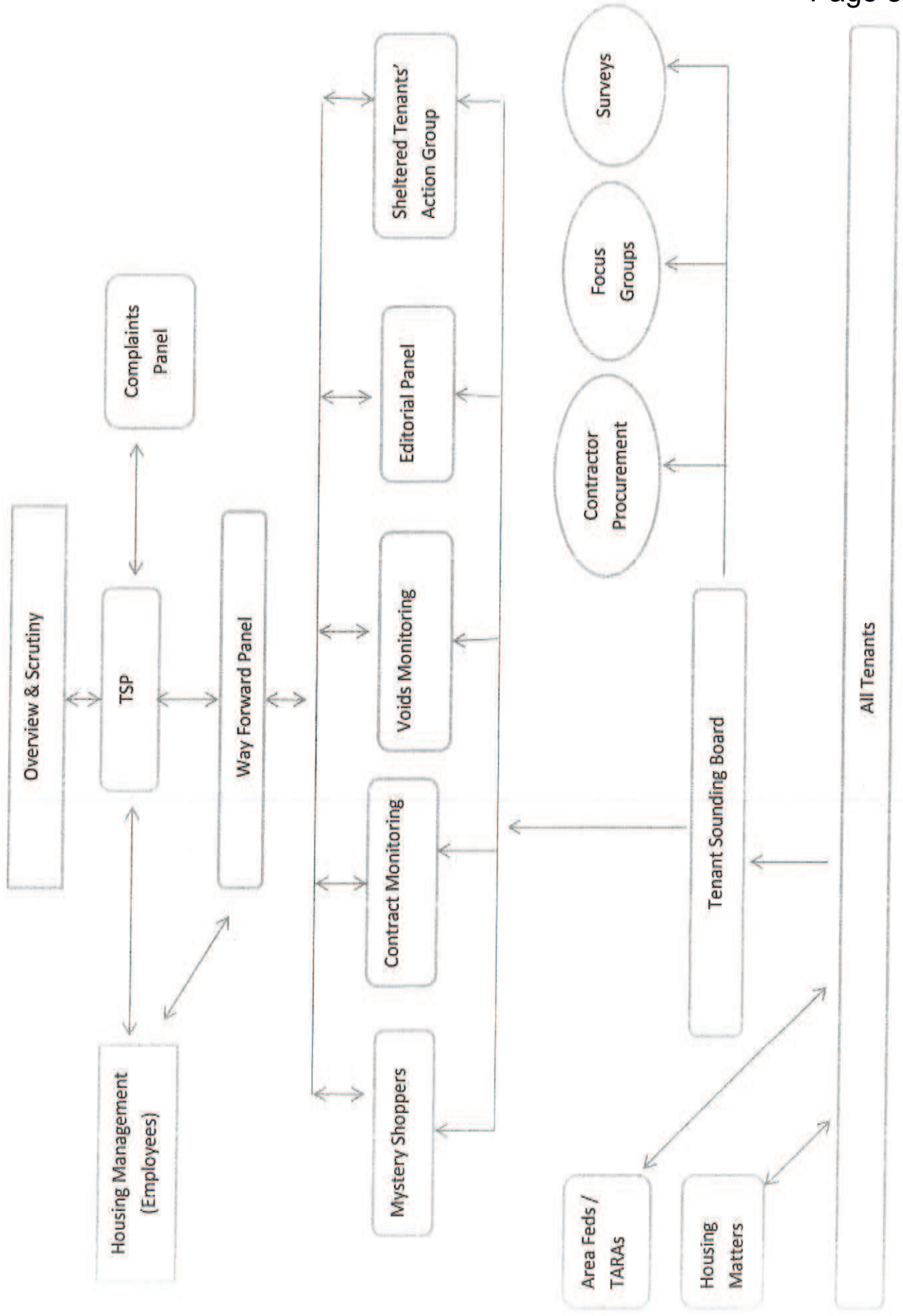
The Panel will prepare regular reports to Social Care, Health and Housing Overview and Scrutiny Committee for consideration.

11. Support

The Tenants Scrutiny Panel will have the support of the Tenant Involvement Officer at CBC who will provide, as necessary, procedure support.

The members of the Tenants Scrutiny Panel are un-paid; however expenses will be reimbursed in line with the existing CBC expenses policy.

This page is intentionally left blank



This page is intentionally left blank

Meeting: Executive
Date: 18 March 2013
Subject: Commissioning for Outcomes: Implementation of the Framework Agreement for Domiciliary Care Services
Report of: Cllr Carole Hegley, Executive Member for Social Care Health and Housing
Summary: The report updates Executive of the retendering of the current domiciliary care contracts using a framework agreement and seeks approval to award contracts to the recommended providers.

Advising Officer: Julie Ogley, Director of Social Care Health and Housing
Contact Officer: Elizabeth Saunders, Assistant Director, Strategic Commissioning
Public/Exempt: Public/with Exempt Appendix A under category number 3
Wards Affected: All
Function of: Council
Key Decision Yes
Reason for urgency/ exemption from call-in (if appropriate) N/A

CORPORATE IMPLICATIONS

Council Priorities:

The recommendations contribute to achieving the following Council priorities:

- Promote health and wellbeing and protecting the vulnerable.
- Value for money – freezing council tax.

Financial:

1. The current annual expenditure on domiciliary care is approximately £ 8.7M. It is expected that a retendered service based on a framework will achieve wider coverage and higher quality of service at a comparable price.
2. As the population increases alongside individual's demands and expectations to stay living longer at home, the annual volume and therefore cost is likely to increase year on year.
3. This cost pressure will be mitigated by use of the framework and by continuing to offer a period of reablement to new customers.

4. As efficiencies and value for money are core to the new arrangements, a detailed financial appraisal of the new prices submitted has been carried out. The analysis has shown that the current service will be able to be met from existing budgets.
5. The new contractual approach will require all providers to use an electronic monitoring system for domiciliary care services that the Council commissions which could deliver further efficiency savings through simplification of invoicing and other processes.

Legal:

6. It is clear that the current contractual arrangements are reaching their natural end and provision needs to be made for the ongoing provision of Domiciliary Care.
7. The use of a Framework agreement in these circumstances does not give rise to any legal issues, on the basis of a comprehensive and transparent procurement exercise.

Risk Management:

8. The Council will need to ensure a smooth transition with minimal disruption for existing customers.
9. All risks, issues and progress against agreed plans will be monitored by the Project Board. Legal and procurement risks will be managed with the support of the Head of Procurement and the Head of Legal Services. These and all other risks, including failing to deliver Council priorities, financial and reputational risks will be managed through the project risk register.
10. One of the main risks to manage is disruption to existing customers receiving domiciliary care and to the provider market. These will be overcome by a managed transition process to the new contract over a period of time, with only new customers being placed with providers on the framework. Existing customers will be able to stay with their current provider or choose from the newly formed list of providers. A gradual transition will also give greater market stability, as providers will have more time to adjust and amend their staffing levels to suit service volumes.

Staffing (including Trades Unions):

11. Not applicable.

Equalities/Human Rights:

12. Public authorities have a statutory duty to advance equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

13. The strategic approach has considered domiciliary care provision for all customer groups, including people with a range of needs including dementia care, physical and sensory disability, learning disabilities, vulnerability, frailty and temporary illness.
14. The approach has a positive impact on those people who require domiciliary care as it is focused on delivering high quality care to some of the most vulnerable members of society.
15. National research has highlighted that providers can on occasion fail to meet individual needs, sometimes breaching equality and human rights legislation. In addition, employment practices can fail to meet minimum requirements leading to high turnover of staff and poorer outcomes for customers. This indicates that it is important to ensure that procurement processes achieve the right balance between value for money and quality of care, attract high quality providers of care and that potential providers are robustly assessed against a range of equality / quality of life related factors. Ongoing contract monitoring must also include an assessment of the extent to which this criterion is met.
16. These issues were highlighted in the Equality Impact Assessment and carefully considered and addressed throughout the procurement process as highlighted in the main body of this report. The existing Equalities Impact Assessment will be updated throughout the process and will continue to inform the development of the Framework Agreement.

Public Health:

17. Domiciliary care supports people with personal care tasks and medication to enable them to live more independently and safely in their own homes. It provides social interaction, which combats isolation and maintains emotional and mental wellbeing. The Framework Agreement for domiciliary care should provide opportunities to ensure that a preventative approach is taken by providers to support the health and wellbeing of customers.

Community Safety:

18. Not applicable.

Sustainability:

19. Not applicable.

Procurement:

20. The commissioning process adopted has been supported by the corporate procurement team to ensure that the steps followed are rigorous, in accordance with CBC policies and procedures, are legal, and will ensure that sufficient providers are awarded the contracts.

Overview and Scrutiny:

21. This matter has been considered by Overview and Scrutiny on 22 October 2012 and 4 March 2013. During consideration of the item the Committee raised a number of queries regarding the Council's ability to monitor the quality of care provision within this Framework Agreement and was assured by the Director that robust safeguards, such as a clear specification, contract and electronic monitoring and standards of practice, were in place to ensure the quality of the care provided. Suitably assured, the Committee was content to endorse the Framework Agreement approach to securing future domiciliary care services in Central Bedfordshire.

RECOMMENDATIONS:

The Executive is asked to:

1. **note the arrangements for the allocation of new domiciliary care packages and the proposed quality monitoring arrangements;**
2. **approve the providers who have been recommended to join the new Framework Agreement; and**
3. **authorise the Director of Social Care Health and Housing in consultation with the Executive Member to make any minor adjustments to price as detailed in paragraph 48.**

Executive Summary

22. Domiciliary Care plays a vital role in enabling people to live independently in their own homes, in promoting health and well being and in protecting vulnerable adults.
23. As the population of older people in particular increases, it is essential that the Council has developed this market to ensure that there are sufficient high quality providers of Domiciliary Care so that residents are able to exercise real choice and control and remain safely at home.
24. The new contractual arrangements, in tandem with improved ongoing quality monitoring, market stimulation, transparency through the availability of information including prices, and the introduction of electronic monitoring of care delivered, will result in services that are best placed to meet current and future demand, and that also represent best value to the Council and residents.
25. The report to Executive on 6 November 2012 recommended that the Council use a framework agreement as the best contractual arrangement to deliver the required outcomes above.
26. This report details the process followed to recommend a number of providers for award of the new contract using a framework agreement.

Commissioning and Procurement Process

27. Executive in November 2012 approved the move towards a framework agreement to regularise its contract arrangement of Domiciliary Care. A detailed specification was developed involving active engagement with providers, customers and other stakeholders.
28. The advertisement for the Domiciliary Care providers was placed in November 2012 inviting expressions of interest to be received by 18 January 2013. A total of 79 expressions of interest were registered and 47 tenders were submitted. Tenders were invited in respect of four 'lots' coterminous with the General Practice Commissioning Localities. (Chiltern Vale, Ivel Valley, Leighton Buzzard and West Mid Beds)
29. These submissions were evaluated between 18 January and 12 February by a panel consisting of Councillor Hegley, two domiciliary care customers relatives, and officers from corporate procurement, operational adult social care, contracting and commissioning.
30. Answers to questions were scored against model answers and a quality rating awarded accordingly. Prices were also evaluated to give a financial score. Each tender has been evaluated against standard criteria such as financial viability, the fitness of the directors, environmental, equality, health and safety, vulnerable people policy, insurance and business continuity compliance. Two references have also been required and scored as an important part of the quality rating. Each submission was then ranked combining the quality scores and the financial scores using a ratio of 60% quality to 40% financial for each area applied for.
31. Subject to Executive approval the new contracts will apply from May 2013 for a period of three years with provision to extend for a further year.
32. A total of 43 providers have met the required standard to be accepted onto the framework. This includes nearly all of the existing providers and 10 new providers. This number of providers will ensure sufficient coverage and availability across the whole of Central Bedfordshire. The recommended providers are detailed in exempt Appendix A.
33. Some existing small specialist providers did not submit a tender, who provide services to around 30 customers only who will remain with their existing provider unless they choose to change.
34. It is proposed that new packages of care will be awarded on a case by case basis to the top ranked group of providers in the relevant area.
35. The ranking of providers will be updated using information on price and quality gathered automatically through the electronic monitoring system and the ongoing performance monitoring visits carried out by contracting staff. This performance information will be available on the Council website.

36. This mechanism will ensure that the overall quality is improved over time as providers will need to improve quality in order to gain new care packages.

Financial Modelling

37. Accurate financial forecasting of domiciliary care spend is not straightforward due to many factors such as different rates depending on length of calls, the pattern of calls, the rural nature of the area, and fluctuating needs of customers, some of whom may require two carers per visit.
38. It is anticipated that demand for Domiciliary Care will increase with the rising ageing population but this should be mitigated by reduced care home placements, enabling more budget to be allocated for Domiciliary Care support. Other mitigation will be a more efficient awarding of new care packages to reduce travel costs, as well as more streamlined and efficient back office processes, made possible through the electronic monitoring system.
39. The detailed financial appraisal has been carried out which has compared current prices with the tendered prices. This analysis has shown that the tendered prices compare favourably with current prices. The comprehensive appraisal has concluded that the retendering process will result in the new service being delivered within the current allocated budget.
40. A bespoke Swift report has also been developed to enable ongoing monitoring of delivery patterns and more accurate ongoing financial analysis. This forms the basis of a financial model which takes into account growth and other factors to enable more accurate understanding of the service and future trends.
41. The introduction of an electronic monitoring system across all care providers with more than five customers will enable accurate invoicing and analysis of ongoing quality.

Customer Engagement

42. Prior to the specification being finalised, focus groups were held across Central Bedfordshire to ascertain what factors were important to current and future customers. Quality of care, continuity of carer, punctuality and duration of calls were the most important factors identified.
43. All existing customers have been informed about the proposed changes to the contract arrangements through individual letters, and reassured that their care delivery will not be disrupted by this process.
44. A group of interested customers and their relatives have been involved in shaping the service specification. Two of the group indicated their willingness to evaluate the tenders, and following training by procurement, have been a valuable part of the tender evaluation panel.

45. For the few customers whose existing provider has not been successful, they will be informed of their options to remain with their current provider or move to a new provider if they wish.

Future Arrangements

46. Following the award of new contracts, subject to customer choice, new care packages will be offered to the best ranked providers in the relevant lot area.
47. The tendered rates and the initial quality ranking of each provider will be made available on the Council website to enable any customer, who wishes to, to make an informed choice about who will provide their personal care.
48. It is intended that providers will be able to adjust their prices downwards after an initial three month period and thereafter annually during the life of the contract.
49. All providers will continue to be regularly monitored by the contracts team and their quality assessed against the Association of Directors of Adult Social Services Eastern Region Workbook. The workbook is a comprehensive quality monitoring tool which measures performance against the Care Quality Commission standards and comprises of over 100 different areas. This will enable all providers to work on areas of their performance which needs improving to increase their overall quality score.
50. The electronic monitoring system CM2000 will also be quickly rolled out to all providers who have more than 5 customers. This will enable automatic and accurate billing based on hours actually delivered.
51. CM2000 has a quality tool which measures the providers' performance in real time against the key indicators of punctuality, duration and time of visits, and numbers of different carers who visit each customer. Customers will be able to view the latest performance of providers against these factors through the Council website.
52. Providers will be expected to inform the Council of current and future capacity in a timely manner so that future demands can be met in a more systematic way, reducing delays and blockages in the system.
53. The Council will set up regular locality meetings with providers to share and promote good practice, to work jointly on meeting areas of shortfall and to further improve systems and processes.

Conclusion and Next Steps

54. This procurement approach will deliver more robust contract arrangements that over time will result in improved quality to our vulnerable customers. It is important to note that customers will experience little if any change. Potential changes to their care provision are likely to occur following the normal review of their care packages, unless they wish to change care providers sooner.

Appendices:Exempt

Appendix A – Recommended Providers

Meeting: Executive
Date: 18 March 2013
Subject: Quarter 3 Revenue Report 2012/13
Report of: Councillor Maurice Jones, Deputy Leader and Executive Member for Corporate Resources
Summary: The report provides information on the revenue position as at Quarter 3 2012/13 and the forecast outturn position for 2012/13.

Advising Officer: Charles Warboys, Chief Finance Officer
Contact Officer: Charles Warboys, Chief Finance Officer
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision: Yes
Reason for urgency/ exemption from call-in (if appropriate): Not applicable

CORPORATE IMPLICATIONS

Council Priorities:

Sound financial management contributes to the Council's Value for Money and enables the Council to successfully deliver its priorities. The recommendations will contribute indirectly to all 5 Council priorities.

Financial:

1. The financial implications are set out in the report.

Legal:

2. None.

Risk Management:

3. None.

Staffing (including Trades Unions):

4. Any staffing reductions will be carried out in accordance with the Council's Managing Change Policy and in consultation with the Trades Unions.

Equalities/Human Rights:

5. Equality Impact Assessments were undertaken prior to the allocation of the 2012/13 budgets and each Directorate was advised of significant equality implications relating to their budget proposals.

Public Health:

6. None.

Community Safety:

7. None.

Sustainability:

8. None.

Procurement:

9. None.

Overview and Scrutiny:

10. The 2012/13 Quarter 3 revenue report will be considered by the Corporate Resources Overview and Scrutiny Committee on 30 April 2013.

RECOMMENDATIONS:

The Executive is asked to:

1. **note that the Revenue forecast position is projected to underspend budget by £0.3m; and**
2. **request officers to continue with their efforts to achieve a minimum balanced outturn or an underspend.**

Reason for Recommendations: Note the financial position of the Council and that efforts continue to achieve a balanced budget outturn for 2012.

Executive Summary

11. The report sets out the financial position for 2012/13 as at the end of December. It sets out spend to date against the profiled budget and the forecast financial outturn. Explanations for the variances are set out below in section 3. This report enables the Executive to consider the overall financial position of the Council and agree any further actions to deliver as a minimum a balanced financial year end.

KEY HIGHLIGHTS (Appendices A1, A2, A3, A4)

12. In Summary

- The 2012/13 forecast outturn is to underspend by £0.3m. This is an improvement of £0.5m on November forecast overspend and is due mainly due to a £0.6m improvement in Adult Social Care and £0.3m reduction in Corporate overall.
- The forecast at this stage is based on using the full £2.1m contingency. To date £100k has been committed.
- The Year to Date (YTD) spend is £5.1m below budget. However, this should not be seen as indicative of the full year position due to the uncertainty of timing of grants received and difficulty in profiling certain demand led budgets.
- All known risks and opportunities are now incorporated into the forecast. The forecast includes a £1.1m Earmarked Reserve to cover the potential impact of the financial settlement in 2013/14.
- December non current debt (i.e. debt that is more than 14 days from date of invoice) is £6.9m, which is £4.2m lower than last month (Note £1.5m Health Service debt settled early December and quarterly commercial rent invoices raised in November were also settled in December).

13. Directorate forecast outturn variances

The full year forecast as at December for directorates after proposed use of reserves is a £0.3m underspend. The following are the key areas:

- i) Social Care Health and Housing £0.6m below budget.
- ii) Children's Services £1.1m above budget (inc Schools).
- iii) Sustainable Communities £0.7m below budget.
- iv) Corporate Services £0.1m below budget.
- v) Corporate Costs and Contingency (combined) on budget.

14. Directorate Year to Date (YTD) variances

YTD spend for 9 months (exc. Schools and HRA) at £124.0m after proposed use of reserves is below budget by £4.9m. The following are the key areas:

- vi) Social Care Health and Housing £3.1m below budget.
- vii) Children's Services £1.3m above budget.
- viii) Sustainable Communities £0.7m below budget.
- ix) Corporate Services £1.5m below budget.
- x) Corporate Costs and Contingency (combined) £0.9m below budget.

DIRECTORATE COMMENTARY

Social Care, Health and Housing

15. The General Fund forecast outturn for the directorate is an underspend of £0.6m.
16. The Adult Social Care service is projecting an under spend of £0.602m (underspend of £0.051m at Quarter Two). Within this service area is Older People package costs which are currently showing an overspend of £0.089m. People are living longer and the costs of dementia are on the increase. The budget setting process included an allowance for increase in demography of 5%, equivalent to £1.8m. This also has to cover the cost of former self funders requiring local authority support.

The year-to-date position on Adult Social care is an underspend of £2.4m which indicates a much higher forecast underspend for the full year. Whilst some budgets have been profiled, including Transitions, there are some areas of activity where the pattern of spend will increase later in the year due to phased recruitment and new projects not reflected in profiles.

17. Within Physical Disabilities, the overall position on care packages is an underspend of £0.463m (underspend of £0.521m at Quarter Two). The underspend largely reflects reductions in nursing placement/diversion of funding to health. Additional budget was provided for Transitions from Children's Services and six new cases have commenced this year.
18. Within the Older People client service group, the impact of former self funders continues to be tracked. Seventeen service users in this category have required Council support to Quarter 3 at an estimated full year cost of £0.200m. The customer numbers are less than for the equivalent period in 2011/12 but, given the current financial climate, this trend is unlikely to diminish and will continue to put pressure on the Council's budget.
19. Challenging efficiency targets were set against the Older People service area and these are mainly on track. The Reablement service continues to achieve reductions in care with 1,803 hours to the end of Quarter 3, which is equivalent to a saving of £0.207m with a projected full year saving of £0.224m. It is evident that whilst this activity is reducing costs to the Council it is not able to completely mitigate the costs of the demographic increases.
20. The Learning Disabilities service area is projecting an overspend on care packages of £0.171m after reserves. A reserve of £0.566m is held to meet the expected impact of two major de-registering providers but this process has been delayed and the reserve is expected to cover all current year costs.
21. The Commissioning service is projecting an underspend of £0.503m. This is a combination of an underspend on contracts of £0.070m together with a projected underspend of £0.350m on residential fee uplifts due to deferred implementation. Customer income is projected to over achieve by £0.322m against budget within the Business & Performance service area.

22. HRA is subject to a separate report.

Children's Services

23. The full year projected outturn position for 2012/13 is £1.112m overspend (inc Schools) compared to a £1.602m overspend at Quarter 2. The reduction from Quarter 2 (£489k) is mainly due to further savings in the Learning Directorate offsetting the increase in Child Protection and Fostering costs. All areas of the Directorate have sought to reduce discretionary spend and hold vacancies where possible, to offset the expected increase in Child Protection costs.
24. The budget to date is £23.261m compared to actual spend to date of £24.533m, over budget by £1.272m. The spend to date variance is in line with the expected outturn position.
25. The main areas contributing to the current forecast overspend are; Children in Care and Care Leavers £1.086m, Intake and Family Support £703k, an increase from Quarter 2 of £536k, at which time this was a combined service. The Fostering and Adoption Service is £661k overspent (£595k Quarter 2). The SEN Transport budget also contributes to this pressure with a forecast overspend of £236k.
26. The pressures in Child Protection are due to additional expensive specialist children placements, increases in Looked After Children and the cost of agency workers covering qualified posts. The development and recruitment of qualified social workers to fill vacancies is an ongoing activity.
27. Between April 2011 and March 2012 the number of Looked After Children increased by 32 to 208. The number of children currently in care, at 237, is below that of statistical neighbours, where the average is approximately 255 children. The number of children with a child protection plan (CPP) is now 248. Central Bedfordshire is now above the national figure and statistical neighbours.

Work to determine whether thresholds for child protection plans are sound, and whether the plans formulated properly address concerns for children, continues to be undertaken through further independent auditing.

Sustainable Communities

28. Sustainable Communities manages a gross expenditure budget of £58.562m and income budget of £10.850m leaving a net expenditure budget of £47.712m.
29. Sustainable Communities' overall financial position is forecast at £723k under budget after the use of earmarked reserves of £789k for one-off specific projects, with a proposed transfer to reserves of £345k.
30. Economic Growth Skills & Regeneration has forecast an overspend of £151k which is an adverse change of £126k from Quarter 2. This is being offset by other efficiencies within sustainable Communities in year.

31. Highways & Transport Division has forecast an overspend of £92k, which is an improvement of £55k on Quarter 2.

The overspend on Highways relates to a one-off expenditure on potholes due to the bad weather earlier in the year. This overspend of £150k is partly offset by forecast underspend in salary and related spend.

32. Planning Division has forecast an under spend of £75k which is an increase of £10k on Quarter 2.

The change is mainly due to reduced expenditure on consultancy cost as less work has been commissioned this year than was originally envisaged.

33. Environmental Services (previously known as Community Safety Public Protection Waste & Leisure) now includes traffic management.

The Environmental Services Division has forecast an underspend of £891k which is an improvement of £645k on the last quarter.

The Waste Service forecast underspend reflects the additional in year savings from the new Residual Waste and Recycling Treatment and Disposal contracts. This is an anticipated underspend, full year savings are incorporated in 2013/14 in the new Medium Term Financial Plan.

Corporate Services & Corporate Costs

34. The full year budget for the directorate of £42.558m is made up of:

Corporate Services £28.553m

Corporate Costs £13.801m

Contingency & Reserves £0.204m

35. The overall directorate is currently forecasting an outturn underspend of £0.1m after use of earmarked reserves. The forecast includes a proposed Corporate Earmarked Reserve of £1.1m which has been created to cover the potential impact of future funding cuts.

The key forecast variances identified are:

36. £30k underspend within People & Organisation - Legal & Democratic Services, the main item being £169k pressure as a result of increased Children's cases workload. This has been wholly mitigated by various savings in other areas of Legal and Democratic Services.
37. £76k net pressure within People & Organisation, People, due to additional Health and Safety staffing needed (£28k pressure) and unachievable income target within HR Traded Services (£159k pressure). This has been mitigated in part by other overall reductions in salary costs saving and bringing payroll in house (£111k saving).

38. £350k saving within People & Organisation, Programme and Performance, largely due to a lower than budgeted allocation to Invest to Save projects.
39. £289k net pressure within Resources, Finance, largely made up by the following variances: £133k pressure in Revenues & Benefits, mainly due to DWP now recouping £300k more Housing Benefit subsidy for 2009/10 partly mitigated by staff vacancy savings (£59k), £144k due to the bursary service ceasing, reflecting an unachievable income target; £250k insurance income shortfall largely as a result of fewer schools buying the insurance package and £147k underspend in Audit following a reduction in audit fees and salary savings following staff secondments.

There are also other various savings of £89k across the rest of the Finance Department. There are also savings in debt management costs of £1,074k, managed within the Finance team, the benefits of which are recorded in Corporate Costs.

40. Underspend of £150k within Resources, Information Assets (IA, formerly ICT) as a result of savings against superannuation costs and software maintenance contracts.
41. Within Corporate Costs, the impact of non achievable budget efficiencies from prior years has been mitigated by lower than budgeted interest payable and MRP costs (net £793k saving).
42. Contingency and reserves is over budget by £0.8m due to the creation of a proposed Earmarked Reserve to cover the potential impact of future funding cuts partly offset by £253k higher than budgeted New Homes Bonus award.
43. NNDR (Business rates) write offs of £238k were recognised in the month but this has no impact on performance as it is charged to the national NNDR pool.

RESERVES POSITION

Earmarked Reserves

44. The opening balance of Earmarked Reserves is £18.5m (Excluding HRA and Schools). The current reported position proposes the planned use of £5.1m Earmarked reserves and proposed transfer to Earmarked reserves of £2.4m. This would result in a forecast closing position of £15.8m Earmarked reserves at year end.

General Reserves

45. A recent report by the Audit Commission noted the following: "Reserves are an essential part of good financial management. They help councils cope with unpredictable financial pressures and plan for their future spending commitments." The degree of volatility in local authority financing is increasing, and the Council continues to plan for an appropriate level of reserves to meet unexpected financial developments.

2011/12 outturn enabled us to make additional contributions to the General fund reserve which outturned at £10.9m. The budget plan is to make further contributions in year, resulting in reserves of £12.3m for 2012/13 outturn, which will be subject to review.

RISKS AND UPSIDES (Appendix C)

46. All identified risks and opportunities are incorporated into the forecast outturn.

DEBTORS (Appendix D)

47. General CBC sales debtors (excluding house sales and grants) for December amounted to £7.3m. Of this £4.3m was over 60 days; all of which is actively being managed.

Of the Over 60 days debt - £2.4m is actively being chased, £0.2m is in dispute, work to resolve these is ongoing. £0.2m have instalment arrangements in place. £0.2m is being dealt with through legal channels. A further £1.3m is in respect of house Sales.

48. i) The largest items of note within the total debt are:
- ii) Adult Social Care general fund debt at the end of Quarter 3 2012/13 stood at £4.4m (£5.96m for Quarter 2) of which £2.0m was house sales debt, £0.7m Health Service debt and £0.2m other Local Authorities. Of the remaining general debt of £1.5m, £1.0m (71%) is more than 60 days old. This includes legacy debt of £0.266m as well as Central Bedfordshire debt. There are 34 debtors whose outstanding balance is greater than £0.010m – these are all under active management.
 - iii) Total debt for Children's Services is £596k (£395k Quarter 2), £130k is debt over 61 days. The debt over £10K totals £407 (£260k Quarter 2), £157k of which relates to Bedford Borough which are also under active management.
 - iv) Sustainable Communities total debt at the end of December was £3.250m, a decrease of £785k over Quarter 2 figures. Invoices relating to developers legal contributions to deliver planning requirements associated with new developments account for £2.288m or 71% of debt. About 60% of debt is less than three months old. All debt recovery is in accordance with Council policy.
 - v) Overall Corporate Services debt has decreased by £635k in the month to £1.380m. However of this there is £518k which is not yet due. There is currently £358k that is over 90 days old; this represents 26% of the current total debt. Finance has circulated to relevant Budget Managers details of customers who had debt of over £10k which was more than 60 days overdue. Budget Managers are working to resolve recovery of these debts and progress is being followed up at monthly budget meetings.

Treasury Management (Appendix E)

49. The authority received its benchmarking results for Quarter 2 (30 September 2012) which compared the authority's treasury Management activities against 38 other local authorities.

The results showed the Council's average rate of return on investments for the first half of the year was 1.42% (includes long term investment in the Lime Fund) compared to the benchmark authorities' average of 1.28%. This is shown in B2 (Average interest rate received on investments) on the Treasury Management Performance Dashboard attached as Appendix E.

50. Borrowing

The Council's authorities total borrowing has remained unchanged this quarter, as the Council continues to internally borrow for new capital projects.

As at 31st December 2012 the Council's total borrowing remained at a value of £315.5m, of this amount, £302m was with the Public Works Loan Board (PWLB) and £13.5m was Market Debt. The table below shows the split between the General fund and HRA.

	PWLB Fixed £m	PWLB Variable £m	Market (LOBO) £m	Total £m
General Fund	101.4	35.6	13.5	153.5
HRA	120.0	45.0	0.0	165.0
TOTAL	221.4	80.6	13.5	315.5

(LOBO is the Lenders Option/Borrowers Option market debt)

The profile of debt is split so that overall the authority has 71% Fixed PWLB debt, 25%, Variable PWLB debt and 4% Fixed Market debt, this is shown in A1 (Analysis of borrowing) on the Treasury Management Performance Dashboard.

51. Investments and deposits

When investing, the Council's main priorities remain security and liquidity, before yield. To diversify its Investment portfolio the Council invests in a range of funds such as fixed deposits, call accounts and money market funds, and uses a number of different institutions. B1 (Analysis of investments) of the Treasury management performance dashboard shows the breakdown of investment by institutions as at 31st December 2012.

The Council continues to keep its investments fairly liquid so that it has the option to withdraw funds quickly at times of stress, and secondly so it can use its cash balances to fund the capital expenditure programme.

52. B3 (Maturity profile on internal investment) of the dashboard shows the maturity portfolio of the Council's investments.

As at the 31 December, the council had just over £43m of its internal investments in call accounts and money market funds which equates to 63.4% of the Council's cash holding. This has been done so that the Council can draw down the funds over the next quarter. The remainder of the Council's cash has been placed into notice accounts and fixed rate deposits maturing between six and nine months. This has been placed at interest rates of between 0.76% and 1.0%.

53. The Council's average rate of return on investments to the 31 December was 1.28% (includes long term investment in the Lime Fund). At the time of writing this report comparable results for Quarter 3 benchmark average were not available.

B2 (Average interest rate received on investments) of the dashboard shows how the authority favourably compares to other benchmarked authorities between April 2012 and September 2012.

54. Cash Management

The range of daily cash movements has ranged between net payments of £11.2m and net income of £12.8m over this financial year. C1 (Analysis of daily cash movement) on the dashboard demonstrates the volatility of the cash movement.

55. C2 (Monthly cashflow analysis) on the dashboard sets out the range of cash outflows and inflows. In the financial year the monthly gross cash movement of the Council, both inflows and outflows, has varied between £50m and £70m.

C3 (Analysis of investments held by the Council) of the dashboard shows the level of deposits and investments held by the Council. This shows an upward trend of cash holdings.

This is typical for all councils, as large cash receipts are collected earlier in the year and related expenditure follows in later months and in some cases years (e.g. S106 monies may take several years to spend). The Council's actual average cash holding to the 31st December was £71.3m (excluding the Lime fund).

C4 (Average balance invested) of the dashboard illustrates how the Council's cash balances compares to other benchmarked authorities for the first half year. The benchmarked average for the Council was £74m compared to a benchmark average of £108.3m.

56. Outlook

The UK Bank Base Rate is not expected to rise until 2015/2016 implying that the short-term rate of return on investments and deposits will remain at very low levels.

The Council plans to continue to use cashflow balances in lieu of borrowing to fund capital expenditure and where possible to pay off maturing debt. In the current climate the Council is also keeping new investments fairly liquid overall having an adverse impact on investment income but increasing security of funds.

Appendices

Appendix A1 – Council revenue summary

Appendix A2 – Directorate summary

Appendix A3 – Monthly forecast variance

Appendix A4 – Subjective analysis

Appendix C – Risks and upsides

Appendix D – Debt

Appendix E – Treasury management performance dashboard

Section A1 – Analysis of borrowing

Section A2 – Benchmark of average interest rate paid

Section A3 – Analysis of interest rate profile on debt

Section A4 – Debt maturity profile

Section B1 – Analysis of investments

Section B2 – Average interest rate received on investments

Section B3 – Maturity profile on internal investment

Section C1 – Analysis of daily cash movement

Section C2 – Monthly cashflow analysis

Section C3 – Analysis of investments held by the Council

Section C4 – Average balance invested

Background Papers:

None.

This page is intentionally left blank

Appendices

Appendix A1 – Council Revenue Summary

Month: December 2012		Year to date				Full Year				
Director	Budget	Actual	Use of Reserves	Variance	Approved Budget	Forecast Outturn	Forecast Variance	Proposed use of Earmarked reserves	Forecast Variance after use of earmarked reserves.	
	£000	£000	£000	£000	£000	£000	£000	£000	£000	
Social Care Health and Housing	41,594	38,564	-38	-3,068	55,586	55,079	-507	-91	-598	
Children's Services	23,796	25,295	-224	1,275	32,544	35,576	3,032	-1,695	1,337	
Sustainable Communities	34,886	34,097	39	-749	47,712	47,433	-279	-444	-723	
Corporate Services	20,837	19,794	-453	-1,495	28,553	29,280	727	-834	-107	
Contingency and Reserves	-2,956	-3,214	0	-258	204	-49	-253	1,100	847	
Corporate Costs	10,698	10,101	0	-597	13,801	13,007	-793	0	-793	
Total (Excl Schools &HRA)	128,855	124,637	-676	-4,892	178,399	180,326	1,927	-1,964	-37	
Schools	-537	-535	0	2	547	1,189	642	-867	-225	
HRA	0	-209	0	-209	0	0	0	0	0	
Total	128,318	123,893	-676	-5,099	178,946	181,515	2,569	-2,831	-262	

Appendix A2 – Directorate Summary

Month: December 2012	Year to date				Year					
	Director	Budget	Actual	Use of Reserves	Variance	Approved Budget	Forecast Outturn	Forecast Variance	Proposed use of Earmarked reserves	Forecast Variance after use of earmarked reserves.
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Social Care Health and Housing										
Director of Social Care, Health, Housing	30	152	0	122	39	62	23	0	23	
Housing Management (GF)	2,943	2,925	0	-18	3,925	3,914	-10	0	-10	
Adult Social Care	41,648	38,981	227	-2,440	55,500	54,613	-887	287	-600	
Commissioning	3,481	2,684	-47	-844	4,641	4,269	-372	-27	-399	
Business and Performance	-6,507	-6,179	-218	111	-8,520	-7,780	740	-351	389	
Sub Total Social Care and Health	41,594	38,564	-38	-3,068	55,586	55,079	-507	-91	-598	
Children's Services										
Director of Children's Services	225	187	0	-37	300	262	-37	0	-37	
Children's Services Operations	15,466	17,689	-29	2,193	20,714	24,246	3,532	-1,310	2,222	
Learning, Commissioning & Partnerships	3,653	2,707	-140	-1,085	5,305	4,504	-801	-330	-1,131	
Joint School Commissioning Service (Transport)	5,284	5,508	0	224	7,437	7,720	283	0	283	
Partnerships	530	566	-55	-19	606	660	55	-55	0	
Sub Total Children's Services (excluding Schools)	25,159	26,658	-224	1,275	34,361	37,393	3,032	-1,695	1,337	
DSG Contribution to Central Support	-1,363	-1,363	0	0	-1,817	-1,817	0	0	0	
Sub Total Children's Services (excluding Schools)	23,796	25,295	-224	1,275	32,544	35,576	3,032	-1,695	1,337	
Sustainable Communities										
Director of Sustainable Communities	576	505	0	-72	768	769	0	0	0	
Economic Growth, Skills & Regeneration	4,011	4,182	-51	121	5,389	5,836	447	-296	151	
Highways Transportation	8,194	8,208	-62	-48	11,239	11,443	204	-112	92	
Planning	4,856	4,167	0	-689	6,823	6,830	7	-82	-75	
Comm Safety Public Protec Waste Leisure	17,250	17,035	152	-62	23,493	22,555	-937	46	-891	
Sub Total Sustainable Communities	34,886	34,097	39	-749	47,712	47,433	-279	-444	-723	
People & Organisation										
People and Organisation Leadership	139	170	-15	16	190	248	58	-58	0	
Communications	543	474	0	-69	724	721	-3	0	-3	
Customer Services	1,416	1,431	0	15	1,888	1,922	35	0	35	
Policy & strategy	250	209	0	-41	333	312	-21	0	-21	
Customer & Community Insight	69	86	0	18	91	114	22	0	22	
People	1,826	1,747	-10	-89	2,435	2,521	86	-10	76	
Legal & Democratic Services	2,746	2,491	-25	-280	3,968	3,962	-6	-25	-31	
Sub Total People & Organisation	6,988	6,609	-50	-429	9,629	9,801	172	-93	79	
Resources										
Programme & Performance	744	489	-93	-347	991	931	-61	-289	-350	
E Procurement & Payments	241	257	0	16	322	355	34	0	34	
Finance	3,016	3,110	-35	59	4,481	4,804	323	-35	288	
Information Assets	5,064	4,528	-207	-743	6,752	6,951	199	-349	-150	
Assets	4,518	4,579	-68	-6	6,023	6,140	117	-68	49	
Sub Total Resources	13,583	12,964	-403	-1,022	18,570	19,182	612	-741	-129	
Chief Executive	266	221	0	-45	355	298	-57	0	-57	
Sub Total Corporate Services	20,837	19,794	-453	-1,495	28,553	29,280	727	-834	-107	
Contingency and Reserves*	-2,956	-3,214	0	-258	204	-49	-253	1,100	847	
Corporate Costs										
Debt Management	8,775	7,887	0	-888	11,700	10,626	-1,074	0	-1,074	
Premature Retirement Costs	2,216	2,356	0	141	2,954	2,896	-58	0	-58	
Corporate HRA Recharges	-68	-68	0	0	-90	-90	0	0	0	
Efficiencies	-225	-74	0	151	-763	-424	339	0	339	
Sub Total Corporate Costs	10,698	10,101	0	-597	13,801	13,007	-793	0	-793	
TOTAL Excluding Schools	128,855	124,638	-676	-4,892	178,399	180,326	1,927	-1,964	-37	
Schools										
Schools ISB	-537	-535	0	2	547	1,189	642	-867	-225	
TOTAL Schools	-537	-535	0	2	547	1,189	642	-867	-225	
Housing Services (HRA)	0	-209	0	-209	0	0	0	0	0	
Total	128,318	123,894	-676	-5,100	178,946	181,515	2,569	-2,831	-262	

Appendix A3 – Monthly forecast variance

Director	November Variance	December Variance	Difference	COMMENTARY
	£000	£000	£000	
Social Care Health and Housing				
Director of Social Care, Health, Housing	17	23	6	
Housing Management (GF)	(1)	(10)	(9)	
Adult Social Care	145	(600)	(745)	Reablement under spend £533k, transitions for younger people with disabilities £152k - costs in package forecast and recruitment not likely this financial year
Commissioning	(104)	(399)	(296)	Contract under spends in Learning Disability blocks £112k, Equipment Pooled Budget reduced over spend, Implementaton of Dementia Premium deferred to 13/14 - £100k
Business and Performance	(116)	389	505	Budget Build error - reserve transfer no longer used - reserve re-classified as Residential Futures
Sub Total Social Care and Health	(59)	(598)	(539)	
Housing Services (HRA)	-	-	-	
Sub Total Social Care Health and Housing	(59)	(598)	(539)	
Children's Services				
Director of Children's Services	-	(37)	(37)	
Children's Services Operations	1,986	2,222	237	
Learning, Commissioning & Partnerships	(739)	(1,131)	(392)	
Joint School Commissioning Service (Transport)	232	283	52	
Partnerships	0	(0)	(1)	
Sub Total Children's Services (excluding Schools)	1,478	1,337	(141)	
Sustainable Communities				
Director of Sustainable Communities	9	0	(9)	
Economic Growth, Skills & Regeneration	121	151	30	
Highways Transportation	154	92	(62)	
Planning	(10)	(75)	(65)	
Comm Safety Public Protect Waste Leisure	(852)	(891)	(39)	
Sub Total Sustainable Communities	(579)	(723)	(144)	
ACE People & Organisation				
ACE People	0	0	-	
Communications	(3)	(3)	-	
Customer Services	29	35	5	
Policy & strategy	(21)	(21)	-	
Customer & Community Insight	22	22	-	
People	81	76	(5)	
Legal & Democratic Services	29	(31)	(59)	Reduction to legal services disbursements and staff costs within democratic services plus income to offset part of the Lord Lieutenant costs.
Sub Total ACE People & Organisation	138	79	(59)	
ACE Resources				
Programme & Performance	(50)	(350)	(300)	Release of Invest To Save, not required.
E Procurement & Payments	27	34	7	
Finance	391	288	(103)	£70k additional income in Customer Accounts and £30k reduction in Audit certification fees.
Category Review	-	-	-	
Information Assets	(152)	(150)	2	
Assets	49	49	-	
Sub Total ACE Resources	265	(129)	(395)	
Chief Executive	-	(57)	(57)	Review of Professional Services budget.
TOTAL Corporate Services	403	(107)	(510)	
Contingency and Reserves	(253)	847	1,100	
Corporate Costs	(793)	(793)	-	
TOTAL Excluding Schools	198	(37)	(235)	
Schools ISB	(0)	(225)	(225)	
TOTAL Schools	(0)	(225)	(225)	
Total	198	(262)	(460)	

Appendix A4 – Subjective Analysis

Revenue Subjective analysis December 2012 - Forecast Outturn										
Expenditure Type	Staffing costs	Premises and Transport	Supplies and Services	Third Party Payments	Other	Gross Costs	Income	Grants	Total Income	Net Costs
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Director										
Social Care Health and Housing	17,124	932	3,719	54,734	11,398	87,906	(15,550)	(17,277)	(32,827)	55,079
Children's Services	22,344	1,769	23,409	16,794	2,714	67,030	(7,538)	(23,916)	(31,454)	35,576
Sustainable Communities	19,741	2,965	8,037	29,366	234	60,343	(8,030)	(4,880)	(12,910)	47,433
Corporate Services	23,622	3,949	14,793	558	80,420	123,342	(89,862)	(4,199)	(94,062)	29,280
ACE People	9,926	459	1,879	285	2	12,552	(2,653)	(98)	(2,751)	9,801
ACE Resources	13,408	3,487	12,906	274	80,418	110,492	(87,209)	(4,102)	(91,311)	19,182
Chief Executive	287	3	8	-	-	298	-	-	-	298
Contingency and Reserves	-	-	1,111	-	3,034	4,145	-	(4,194)	(4,194)	(49)
Corporate Costs	2,817	-	(345)	-	11,574	14,046	(940)	(99)	(1,039)	13,007
Total Excluding Schools	51,246	9,614	50,724	101,452	109,374	356,812	(121,920)	(54,566)	(176,485)	180,326

Appendix C – Risks and Upsides

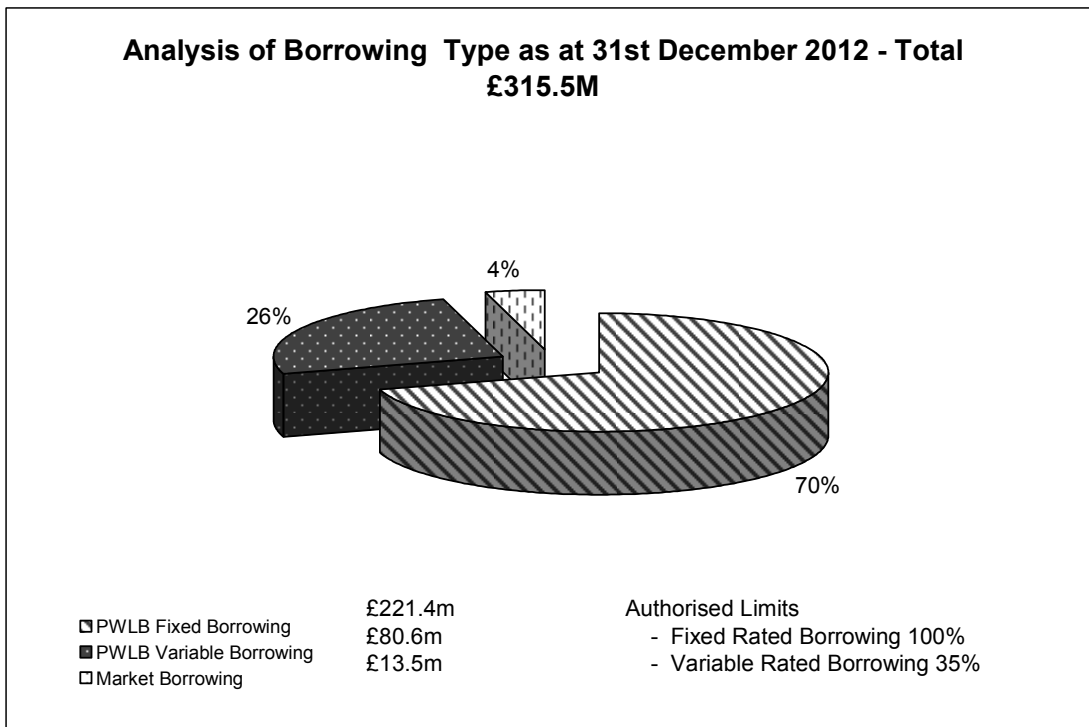
All known risks are now incorporated into the outturn forecast.

Appendix D – Debt

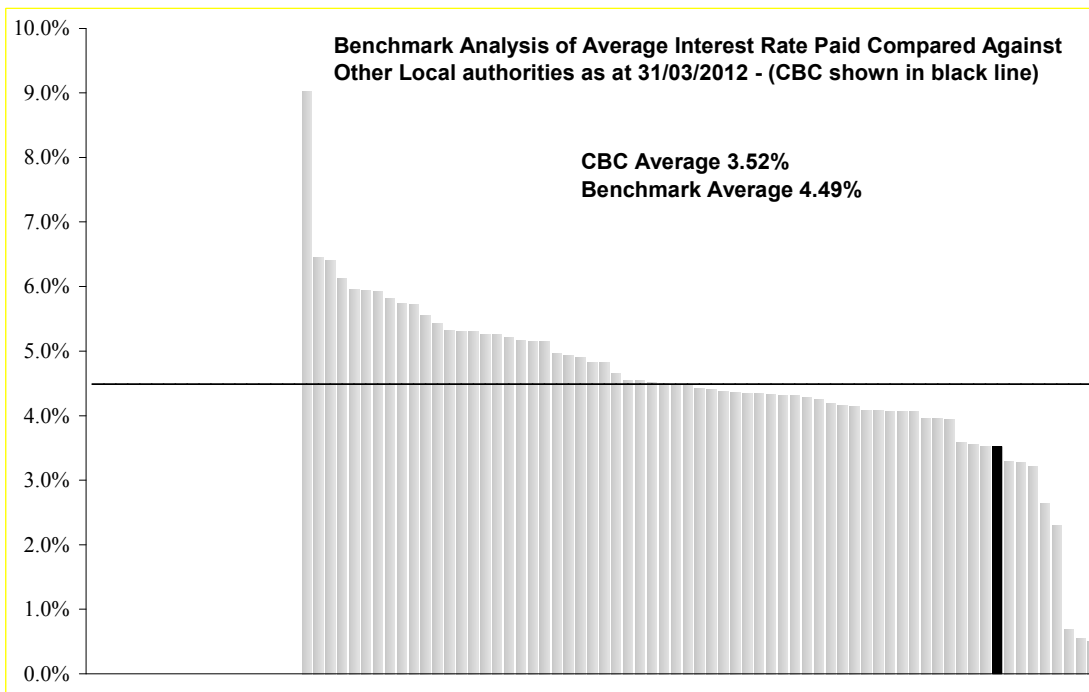
Debtors December 2012														
DIRECTORATE	1 to 14 Days		15 to 30 Days		31 to 60 Days		61 to 90 Days		91 to 365 days		1 year and over		Total Debt	
	£k	%	£k	%	£k	%	£k	%	£k	%	£k	%	£k	%
Social Care Health & Housing	202	13%	379	25%	156	10%	103	7%	322	21%	371	24%	1,533	100%
Children's Services	16	3%	364	61%	86	14%	2	0%	33	6%	95	16%	596	100%
Sustainable Communities	489	16%	223	7%	813	26%	396	13%	556	18%	617	20%	3,094	100%
ACE People	11	8%	38	27%	56	40%	2	1%	23	16%	10	7%	140	100%
ACE Resources	493	40%	355	29%	25	2%	24	2%	185	15%	138	11%	1,220	100%
NHS Bedfordshire	14	2%	332	45%	229	31%	131	18%	15	2%	13	2%	734	100%
Unallocated & Non Directorate	0	0%	-6	22%	-6	22%	-4	15%	-8	30%	-3	11%	-27	100%
House Sales	27	2%	58	4%	51	4%	63	4%	476	33%	747	53%	1,422	100%
Grants	2,325	133%	-648	-37%	47	3%	0	0%	22	1%	1	0%	1,747	100%
GRAND TOTAL	3,577	34%	1,095	10%	1,457	14%	717	7%	1,624	16%	1,989	19%	10,459	100%
PREVIOUS MONTH	1,925	15%	3,186	25%	1,218	9%	1,212	9%	3,753	29%	1,710	13%	13,004	100%

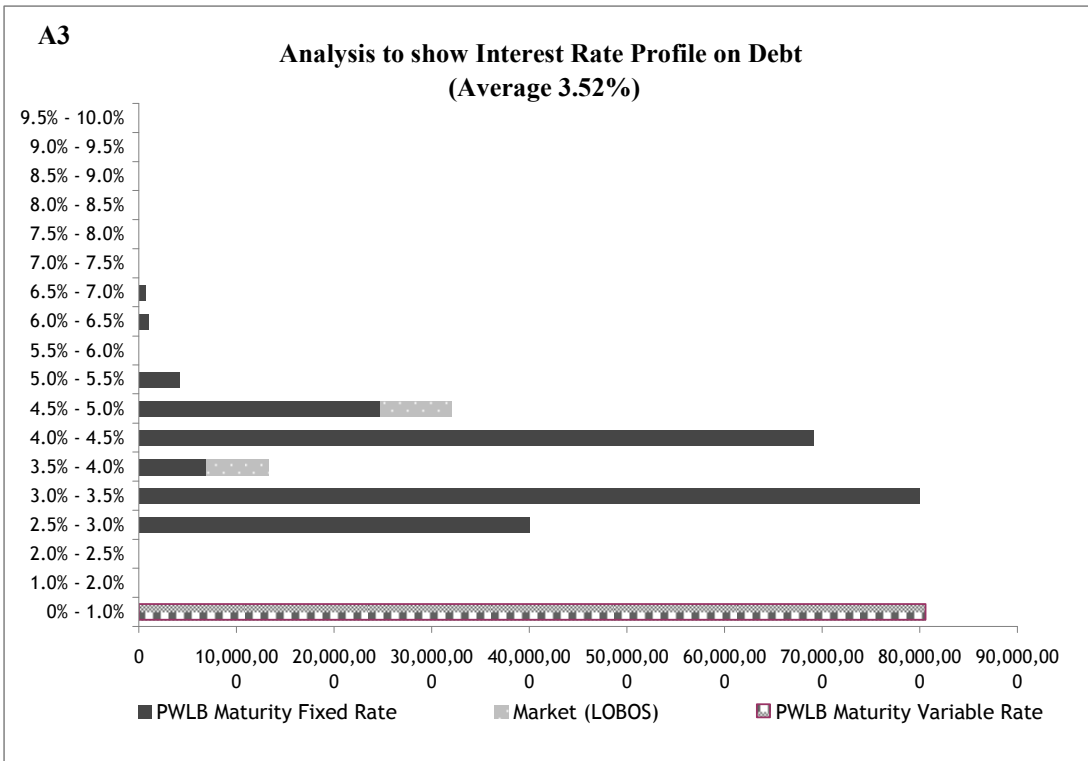
Appendix E – Treasury Management Performance Dashboard
SECTION A: DEBT INFORMATION

A1

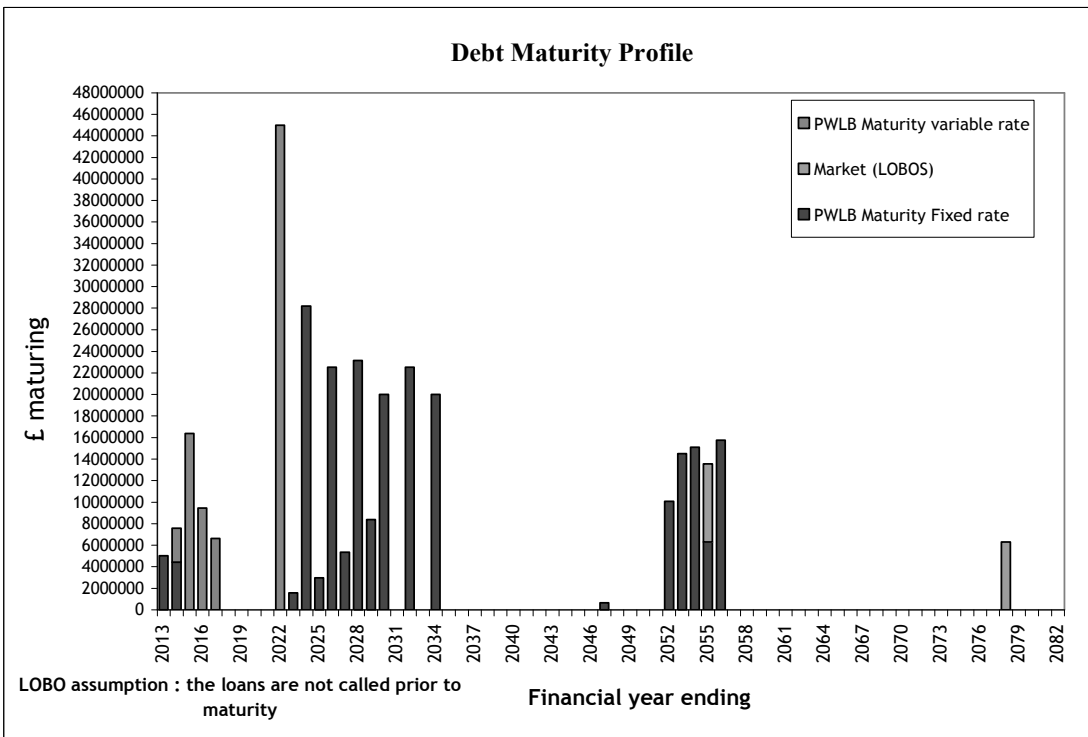


A2

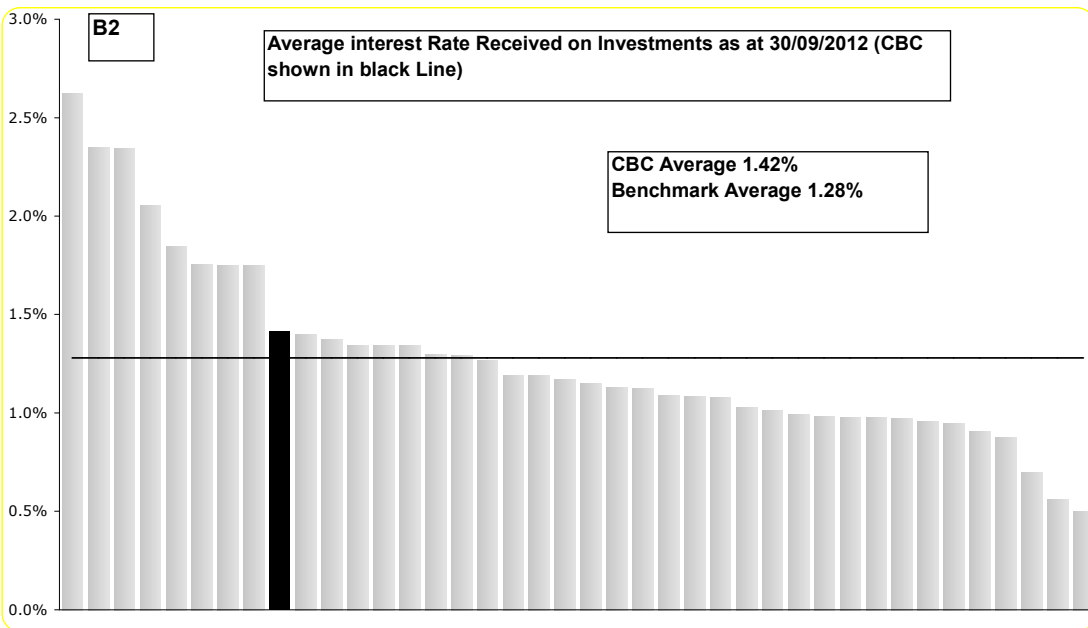
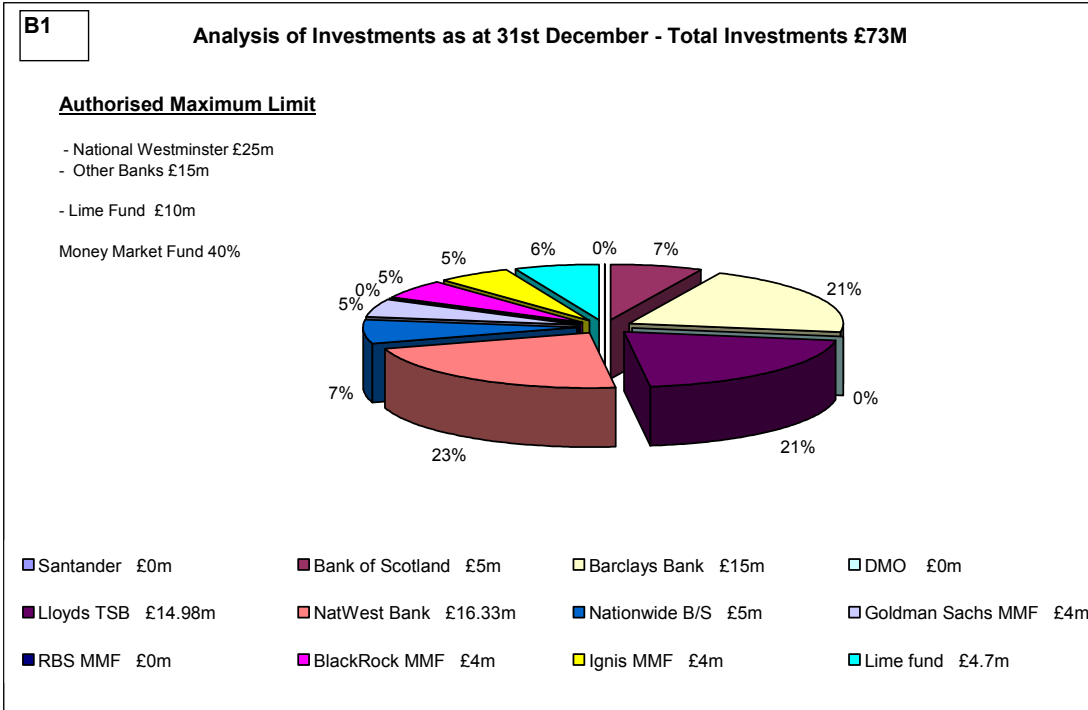


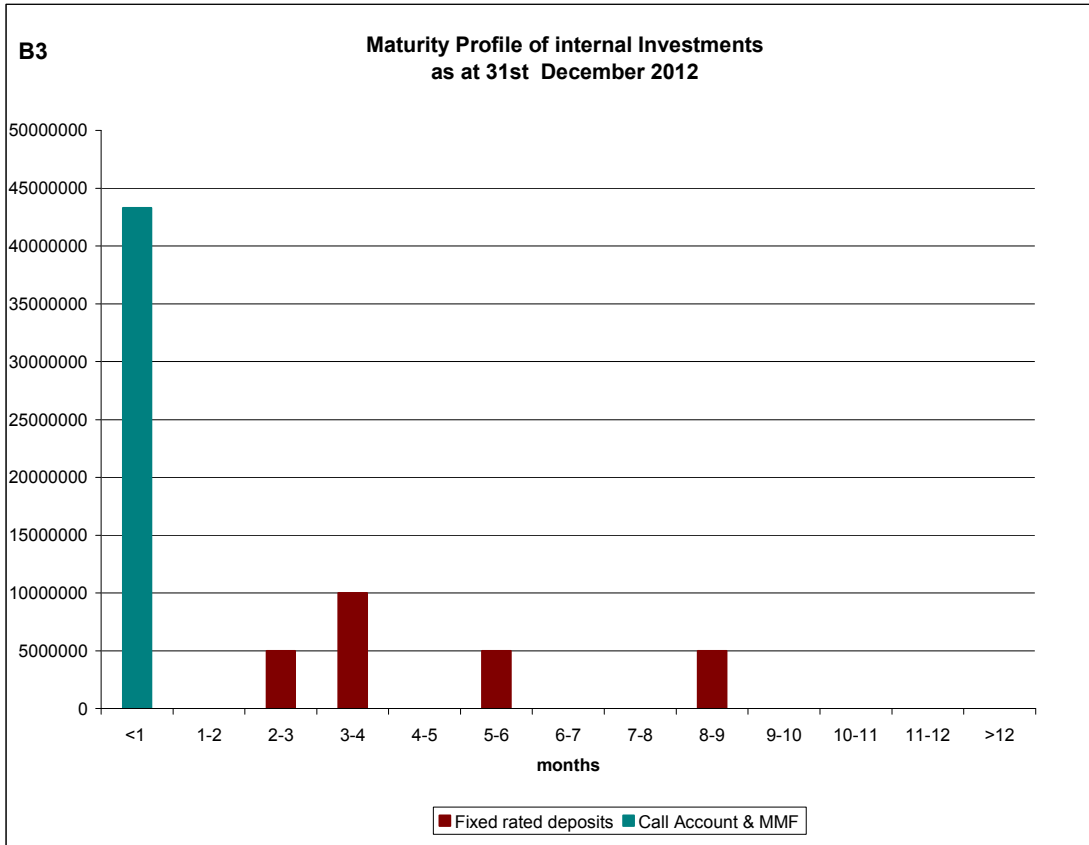


A4

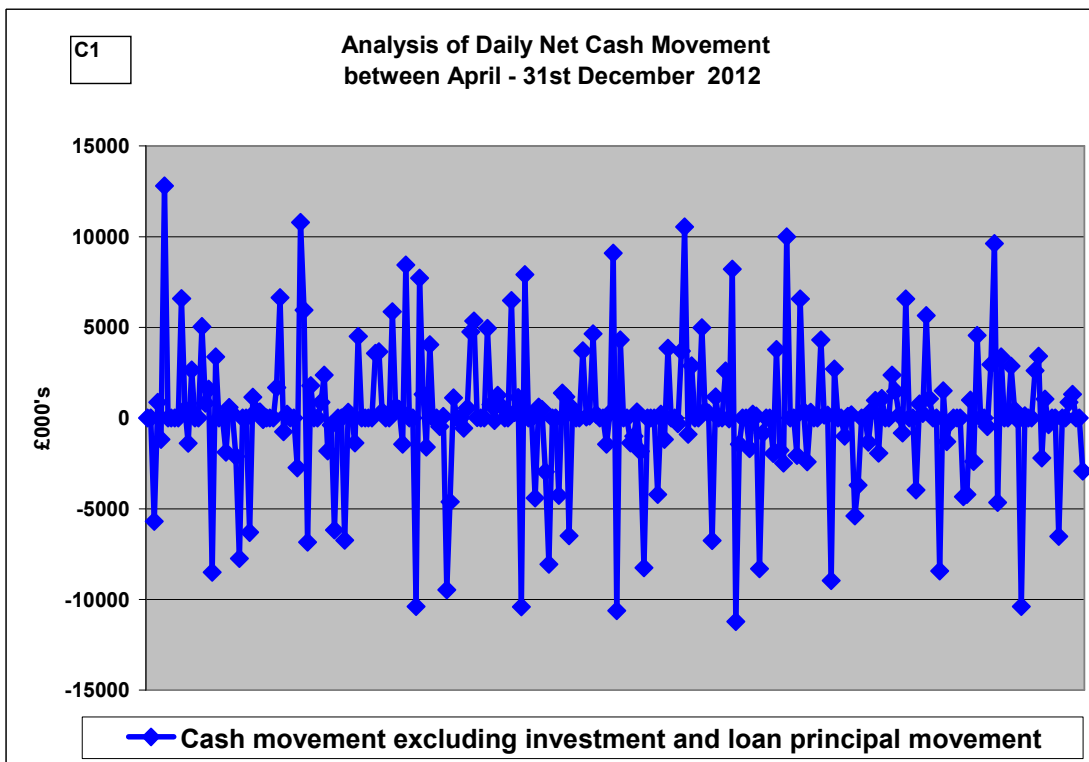


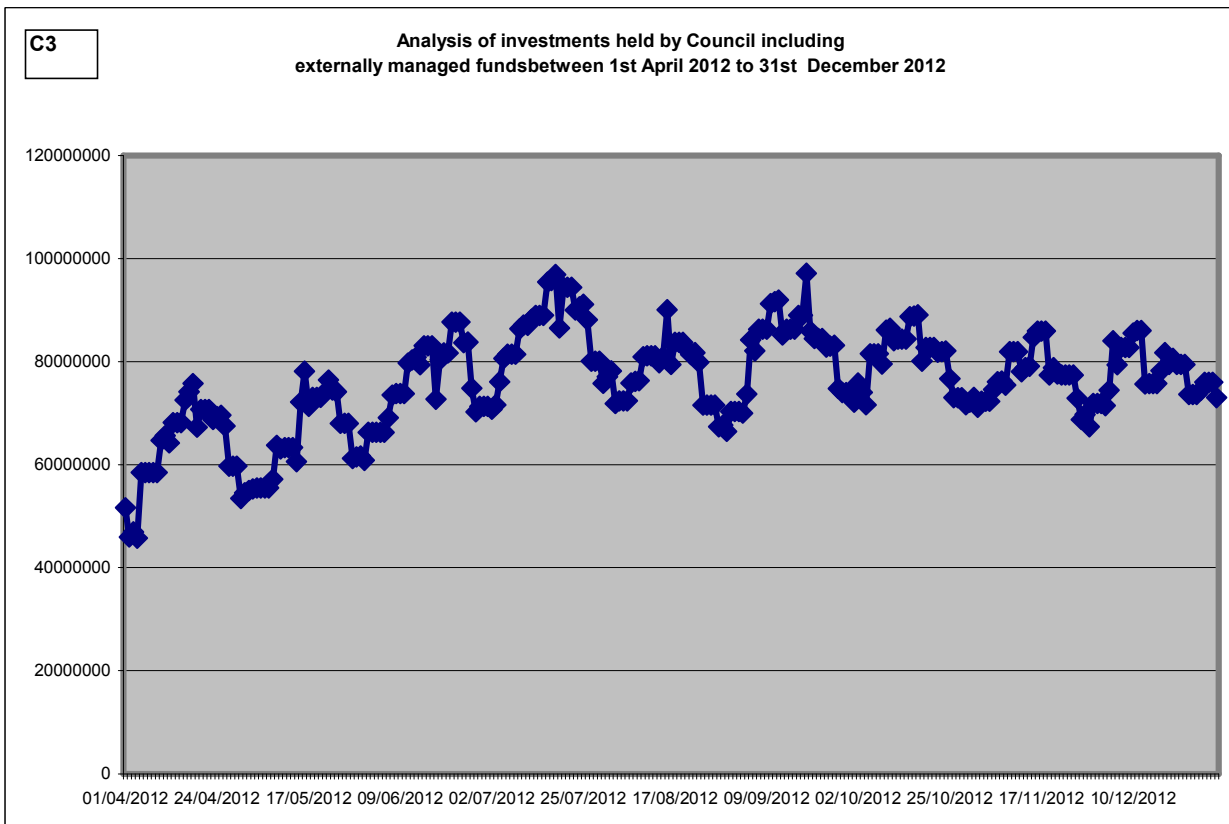
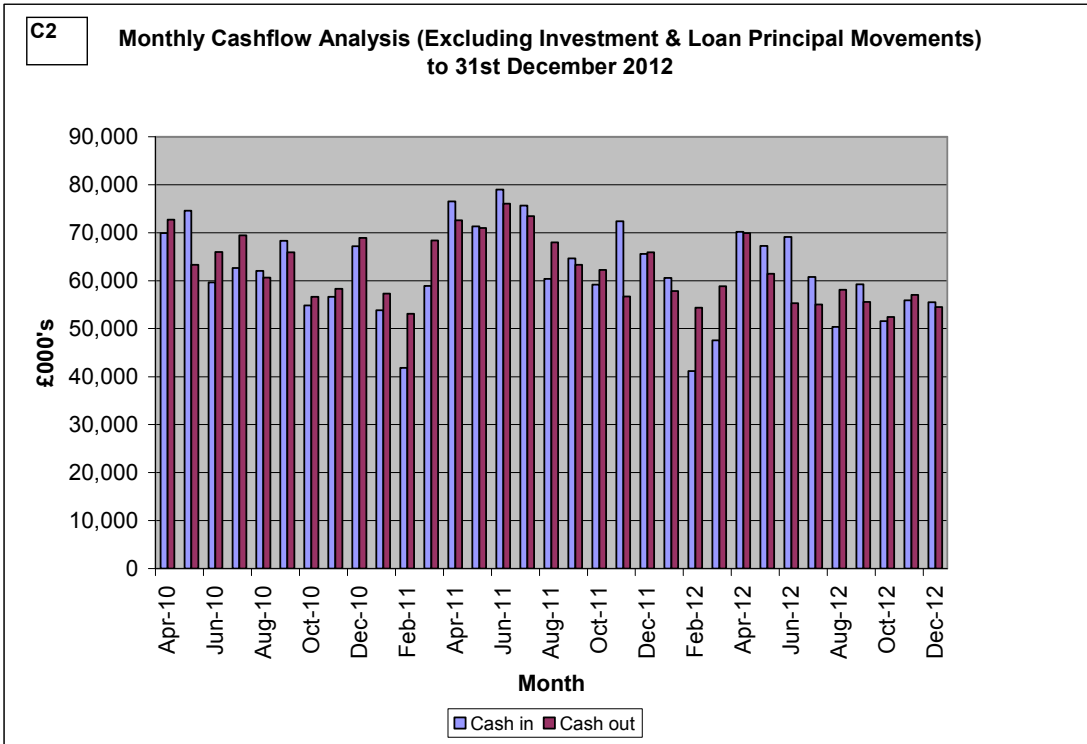
SECTION B: INVESTMENT INFORMATION



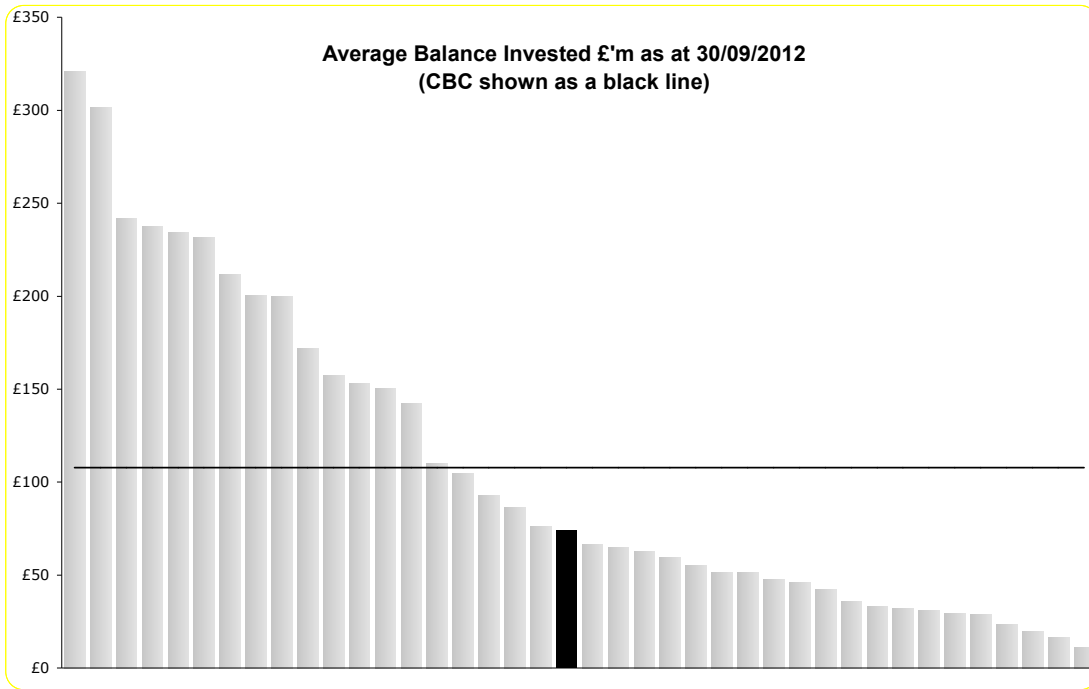


SECTION C: CASH MANAGEMENT





C4



CBC Average £74m Benchmark Average £108m

This page is intentionally left blank

Meeting: Executive
Date: 18 March 2013
Subject: Quarter 3 Capital Report 2012/13
Report of: Councillor Maurice Jones, Deputy Leader and Executive Member for Corporate Resources
Summary: The report provides information on the Capital position as at Quarter 3 2012/13 and the forecast outturn position for 2012/13.

Advising Officer: Charles Warboys, Chief Finance Officer
Contact Officer: Charles Warboys, Chief Finance Officer
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes
Reason for urgency/ exemption from call-in (if appropriate) Not applicable

CORPORATE IMPLICATIONS

Council Priorities:

Sound financial management contributes to the Council's Value for Money and enables the Council to successfully deliver its priorities. The recommendations will contribute indirectly to all 5 Council priorities.

Financial:

1. The financial implications are set out in the report.

Legal:

2. None.

Risk Management:

3. None.

Staffing (including Trades Unions):

4. Any staffing reductions will be carried out in accordance with the Council's Managing Change Policy and in consultation with the Trades Unions.

Equalities/Human Rights:

5. Equality Impact Assessments were undertaken prior to the allocation of the 2012/13 budgets and each Directorate was advised of significant equality implications relating to their budget proposals.

Public Health

6. None.

Community Safety:

7. None.

Sustainability:

8. None.

Procurement:

9. None.

Overview and Scrutiny:

10. The 2012/13 Quarter 3 Capital report will be considered by the Corporate Resources Overview and Scrutiny Committee on 30 April 2013.

RECOMMENDATION:

The Executive is asked to:

1. note the overall forecast is to spend £70.3m (proposed deferral of £7.0m into 2013/14 and £3.2m overspend).

Reason for Recommendation: To understand progress to date and the projected year end outturn position.

Executive Summary

11. The report sets out the capital financial position for 2012/13 as at the end of December. It excludes the Housing Revenue Account (HRA) which is subject to a separate report.

KEY HIGHLIGHTS (Appendices A1, A2,A3)

12. The revised gross programme following the capital review is £80.4m (£36.8m net).
The main issues to note are:
- i) Gross forecast is to spend £70.3m, with proposed deferral of £7.0m into 2013/14.

- ii) Gross spend to date is £42.2m which is 60% of the full year forecast. Variance to budget is an overspend of £3.2m mainly due to spend on Transport Infrastructure schemes ahead of profile.
- iii) The average monthly gross spend rate for the past nine months is £4.7m. This rate of spend would amount to c£56.3m continued for the remainder of the year, (80% of the full year forecast), however, this doesn't take account of seasonal spend and one offs. Rest of year spend to achieve forecast will need to run at £9.4m per month.
- iv) £58.3m of the gross budget relates to the top 20 value schemes. The forecast spend is £51.2m with proposed deferral of £4.6m into 2013/14. £33.4m (79%) of the gross spend to date relates to these top 20 schemes.

13. **Analysis of CBC Funded and Externally Funded Capital Spend**

	Budget	Forecast	Variance	Proposed	(Under)/
	£m	outturn	£m	Deferral	Overspend
	£m	£m	£m	£m	£m
CBC Funded	36.8	32.3	(4.5)	(3.4)	(1.1)
Externally Funded	43.6	38.0	(5.6)	(3.6)	(2.1)
Total	80.4	70.3	(10.1)	(7.0)	(3.2)

Summary of Externally Funded Schemes

	Budget	Forecast	Variance	Proposed	(Under)/
	£m	outturn	£m	Deferral	Overspend
	£m	£m	£m	£m	£m
Schools	25.2	23.0	(2.2)	(2.2)	0.0
Campus Closer	2.8	2.2	(0.7)	(0.7)	0.0
S278	3.0	1.2	(1.8)	0.0	(1.8)
Highways	6.2	5.4	(0.8)	(0.8)	0.0
Other	6.4	6.2	(0.2)	0.0	(0.2)
Total	43.6	38.0	(5.6)	(3.6)	(2.0)

DIRECTORATE COMMENTARY

Social Care Health and Housing

- 14. The forecast position is a projected underspend of £1.662m of which £0.846m is proposed deferred spend into 2013/14.
- 15. The following table indicates the type of major adaptations completed as part of the Disabled Facilities Grant (DFG) programme to the end of December 2012. 280 grants have been completed, installing 359 adaptations, as below (175 grants and 244 adaptations to Q2).

Type of adaptation	No' completed
Level access shower/wet room	190
Straight stair lift	47
Curved stair lift	26
Toilet alterations	10
Access ramps	16
Dropped kerb and hard standing	0
Wheelchair/step lift	3
Through floor lift	2
Major extension	14
Kitchen alterations	0
Access alterations (doors etc)	20
Heating improvements	2
Garage conversions	1
Safety repairs/improvements	3
Other	25
Total	359

16. The grants provided to residents through the DFG programme assist some of the poorer and most vulnerable members of the community. Without these grants in many cases the properties involved would be unsuitable for the needs of the occupiers who may then be unable to remain in their own homes. This also reduces pressure on health service resources and residential care, as without these improvements more residents would require emergency or longer term care solutions.
17. The revised forecast of £2.7m (gross) is due to 73 grants being made for Council tenant adaptation cases (which are funded from HRA, not General Fund DFG programme), and some delays caused by contractors not being able to respond quickly to increased workload.
18. **Timberlands**
Procurement of the Timberlands refurbishment is now underway, but it is likely that only preparatory works will occur during 2012/13. Therefore for the majority of this expenditure, it is proposed to defer it into 2013/14.
19. **The NHS Campus Closure**
The programme has three remaining projects for Central Bedfordshire. The scheme in Silsoe commenced in July 2012 and is due to complete in April 2013. The second scheme, based in Dunstable, is the refurbishment of a local authority property and a new build. The refurbishment is expected to complete in January 2013 and the new build, which is subject to planning permission is expected to complete in September 2013. The third scheme is the refurbishment of an existing site in Dunstable and is subject to the sale of two other properties.

Children's Services

20. Children's Services revised annual capital expenditure budget is £28m, this includes £7.1m deferred spend from 2011/12. The income budget is £27.1m which leaves a net expenditure capital budget of £0.9m.

21. The full year reported outturn position for 2012/13 is below budget by £2.283m. This is due to significant proposed deferred spend with Schools Capital Maintenance. A further review of the expenditure profile is to be undertaken in January 2013.
22. All but two projects (Schools Access and Temporary Accommodation) are funded wholly by grant receipts. There is no expenditure deadline to the spending of the grant receipts.
23. The actual to date gross expenditure variance of £403k is mainly due to delays in tendering and delivering projects at Shefford Lower School and Fairfield Park which are funded from the Basic Need grant. New consultants have been appointed and work is currently underway to review the programme and financial profiles of these projects.

Sustainable Communities

24. Overall position

The directorate forecasts to spend £27.528m and expects to receive external income of £10.120m, leaving spend below budget in 2012/13 of £3.101m. The majority of this is delayed spend due to external factors beyond the control of the Council. This includes leisure projects, compensation payments on Highways schemes and work on Sundon / Bluewater landfill site.

Leisure projects

Detailed specification is underway for work at Tiddenfoot and construction work is due to start in March. Further design work is required at Saxon to ensure the spa business plan is robust.

Compensation payments

Legal negotiations with landowners has yet to be concluded.

Sundon / Bluewater Landfill sites

The importation of restoration soils was delayed due to the lack of availability of soil to the contractor at the start of the contract which has pushed back landscaping and related infrastructure works. Also the gas and leachate infrastructure programmes have been delayed by the Environment Agency in order to allow for additional investigatory/preparatory work to be undertaken.

25. Summary Table

Table A shows the Directorate's net budget and forecast by scheme categories for 2012/13. The scheme categories are broadly related to the type of asset being created or enhanced.

26 **Table A – Capital budget by Category (£'000)**

Scheme Categories	Net Expenditure Budget	Net Expenditure Forecast	Net Expenditure Variance
Community Safety & Public Protection Infrastructure	47	47	0
Leisure & Culture Infrastructure	2,491	1,288	-1,203
Regeneration & Affordable Housing	4,310	4,047	-263
Transport Infrastructure	13,224	11,731	-1,493
Waste Infrastructure	437	295	-142
Total	20,509	17,408	(3,101)
Percentage of budget		84.9%	15.1%

27. Spend to date

Expenditure to date is £19.451m against a profiled budget of £17.089m, a difference of £2.362m mainly due to spend on Transport Infrastructure schemes ahead of profile.

External funding of £6.307m was received compared to a budget of £8.039m, a difference of £1.733m mainly due to a reduction in S278 spend which is dependant on Developers.

28. Major schemes completed to date in 2012/13

The Capital Programme is key to delivering the priorities set out in the Medium Term Plan, the majority of which are led by Sustainable Communities. These support the aim of keeping Central Bedfordshire as a great place to live and work.

The major schemes completed that relate to the £19.451m spend to date are highlighted below.

Transport Schemes

Substantial work has been undertaken on the Luton and Dunstable guided busway this year. As of end of December 2012, 70% of the track has been laid, bus stops have been upgraded in Dunstable and Houghton Regis and the busway part of the Court Drive works in Dunstable is nearing completion.

The expenditure to date on integrated schemes has been made on a programme of projects brought forward by the Local Area Transport Plans. Twenty five projects have been completed in 2012/13. These reflect many different types of works and include larger projects such as Hitchin St Biggleswade.

90% of the planned 2012/13 highways programme is now complete, with a 100% completion by the end of March.

Street lighting – 77% of the planned 2012/13 street lighting programme is now complete, with a 100% completion by the end of March.

Also completed are various improvements on Rights of Way including the replacement of existing bridges with steel bridges at Eggington, Haynes, Arlesey, Hulcote & Salford, Astwick, & Leighton Buzzard and upgrading of 20 footbridges.

Regeneration Schemes

The land purchase at Flitwick was completed in April 2012.

Dunstable Town Centre regeneration – purchase on five properties in Dorchester Close has been completed with the remaining two planned to be completed by July 2013.

Leisure and Culture schemes

The upgrading and refurbishment of eight libraries has been completed.

Achievements to date for Outdoor Access and Greenspace Improvement Projects are various works including National Cycle Route 51 surface improvements and surfacing of key footpaths in Leighton Buzzard.

Corporate Services

29. The approved revised capital programme for Resources is £9.208m. This is following the detailed review carried out in year. The budget for projects within Assets now totals £7.245m and within Information Assets (IA) project budgets are £1.9m. Other Capital budgets with Resources now total £63k. Forecast outturn is an underspend of £462k.
30. Year to Date spend is broadly on budget. The actual spend on Information Assets (IA) projects is currently £59k lower and on Assets schemes it is £57k higher than the profiled YTD Budget.
31. The approved revised capital programme for People & Organisation is £3.083m. The two schemes in People and Org are SAP Optimisation (£1.280m) and Customer First (£1.803m).
Forecast outturn is to achieve budget.
32. The current Year to Date figures show a net underspend against budget of £237k. At the end of P9 the YTD spend on Customer First is £52k lower and SAP Optimisation £184k lower than the profiled budget.

CONCLUSION

33. The level of spend to date is significantly below the run rate required to achieve the Council's full year forecast. The forecast to spend £70.3m still appears to be ambitious. To achieve forecast will require a rest of year monthly run rate of £9.4m compared to £4.7m in the first nine months.

Appendices:

Appendix A1 Council Capital Summary

Appendix A2 Top 20 Schemes

Appendix A3 Movement in Net Variance

Background Papers:

None

Appendices: Appendix A1 Council Capital Summary

Title and Description of the Scheme	Dec-12						2012/13 Capital Programme Budget			Full Year Forecast			Full Year Variance					
	PROFILED BUDGET TO DATE			ACTUAL TO DATE			VARIANCE TO DATE			2012/13 Capital Programme Budget			Full Year Forecast			Full Year Variance		
	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Social Care, Health and Housing	2,341	-1,362	978	2,807	-3,944	-1,137	466	-2,882	7,050	-3,966	3,084	5,388	-3,148	2,240	-1,662	818	-844	
Children's Services	17,197	-15,796	1,399	16,794	-15,765	1,009	-403	13	28,005	-27,078	927	25,432	-24,721	711	-2,573	2,357	-216	
Sustainable Communities																		
Community Safety & Public Protection Infrastructure	10	0	10	5	0	5	-5	0	47	0	47	47	0	47	0	0	0	0
Leisure & Culture Infrastructure	1,280	-196	1,084	1,056	-366	690	-224	-170	3,310	-819	2,491	2,059	-771	1,288	-1,251	48	-1,203	
Regeneration & Affordable Housing Section 106 Schemes	3,417	-89	3,328	3,418	0	3,418	1	89	4,754	-444	4,310	4,073	-26	4,047	-681	418	-263	
Transport Infrastructure	12,120	-7,722	4,398	14,738	-5,875	8,864	2,618	1,845	24,263	-11,039	13,224	20,949	-9,218	11,731	-3,314	1,821	-1,493	
Waste Infrastructure	262	-32	230	236	-66	170	-26	-34	587	-150	437	400	-105	295	-187	45	-142	
Total Sustainable Communities	17,089	-8,039	9,050	19,453	-6,307	13,147	2,364	1,733	32,961	-12,452	20,509	27,528	-10,120	17,408	-5,433	2,332	-3,101	
Resources	1,994	23	2,017	1,993	22	2,015	-1	-1	9,340	-132	9,208	8,878	0	8,878	-462	132	-330	
People & Organisation	1,404	0	1,404	1,167	0	1,167	-237	0	3,083	0	3,083	3,083	0	3,083	0	0	0	
Total Capital Programme (Exc HRA)	40,025	-25,177	14,848	42,214	-26,014	16,201	2,189	-837	80,439	-43,628	36,811	70,309	-37,989	32,320	-10,130	5,639	-4,491	

Appendix A2 Council Capital Summary (Cont)

Title and Description of the Scheme	Proposed Deferred Capital to 2013/14 and future years			(Under) / Over Spend		
	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
	£000s	£000s	£000s	£000s	£000s	£000s
Social Care, Health and Housing	-846	846	0	-816	-28	-844
Children's Services	-2,200	2,200	0	-373	157	-216
Sustainable Communities						
Community Safety & Public Protection Infrastructure	0	0	0	0	0	0
Leisure & Culture Infrastructure	-1,251	48	-1,203	0	0	0
Regeneration & Affordable Housing	-681	418	-263	0	0	0
Section 106 Schemes	0	0	0	0	0	0
Transport Infrastructure	-1,513	23	-1,490	-1,801	1,798	-3
Waste Infrastructure	-187	50	-137	0	-5	-5
Total Sustainable Communities	-3,632	539	-3,093	-1,801	1,793	-8
Resources	-300	0	-300	-162	132	-30
People & Organisation	0	0	0	0	0	0
Total Capital Programme (Exc HRA)	-6,978	3,585	-3,393	-3,152	2,054	-1,098

Appendix A4 Top 20 Schemes (Cont)

Directorate	Scheme Title	Proposed Deferred Spend to 2013/14			(Under)/ Over Spend		
		Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
		£'000	£'000	£'000			£'000
CS	All Saints Academy						
CS	Schools Capital Maintenance (Formerly New Deal for Schools Modernisation)	2,000	(2,000)				
CS	University Technology College .	200	(200)				
CS	New School Places						
HRA	Kitchens and Bathrooms						
HRA	Central Heating Installation						
People & Organisation	Customer First (previously Channel Shift)						
People & Organisation	SAP Optimisation - Undertaken by Birchman Group						
Resources	CBC Corporate Property Rolling Programme(R)						
Resources	South of High Street Leighton Buzzard- Acquisition of Cattle Market and Parkridge Land.						
SCH & H	Disabled Facilities Grants Scheme				(720)	(180)	(900)
SCH & H	NHS Campus Closure	686	(686)				
Suss Comm	Highways Structural Maintenance Additional Expenditure						
Suss Comm	Highways Structural Maintenance Block (R) £4m						
Suss Comm	Section 278 Schemes				(1,800)	1,800	
Suss Comm	Highways Integrated Schemes (R)	1,381	(759)	622			
Suss Comm	Dunstable Town Centre Regeneration Phase 2	(35)		(35)			
Suss Comm	Flitwick Land Purchase Further land assembly for the Town Centre Regeneration Scheme.	93		93			
Suss Comm	Highways Fixed Cost Services [Lump Sums] ®						
Suss Comm	Woodside Connection Strategic Infrastructure Projects	249	1	250			
	CS	2,200	(2,200)				
	Resources						
	People & Organisation						
	SCH & H	686	(686)		(720)	(180)	(900)
	Suss Comm Total	1,688	(758)	930	(1,800)	1,800	
	CBC 2012/13 Capital Programme	£4,574	-£3,644	£930	-£2,520	£1,620	-£900

Appendix A5 Movement in Net Variance

Title and Description of the Scheme	December Variance (Full Year Forecast Compared with Budget)	November Variance (Full Year Forecast Compared with Budget)	Change in Variance
	Net Expenditure	Net Expenditure	Net Expenditure
	£000s	£000s	£000s
Social Care, Health and Housing	(844)	(828)	(16)
Children's Services	(216)	(126)	(90)
Sustainable Communities			
Community Safety & Public Protection Infrastructure	0	0	0
Leisure & Culture Infrastructure	(1,203)	(525)	(678)
Regeneration & Affordable Housing	(263)	(193)	(70)
Section 106 Schemes	0	0	0
Transport Infrastructure	(1,493)	(1,390)	(103)
Waste Infrastructure	(142)	8	(150)
Total Sustainable Communities	(3,101)	(2,100)	(1,001)
Resources	(330)	(330)	0
People & Organisation	0	0	0
Corporate Costs	0	0	0
Total excluding HRA	(4,491)	(3,384)	(1,107)

This page is intentionally left blank

Meeting: Executive
Date: 18 March 2013
Subject: Quarter 3 Housing Revenue Account Revenue and Capital Report 2012/13
Report of: Councillor Carole Hegley, Executive Member for Social Care, Health and Housing and Councillor Maurice Jones, Deputy Leader and Executive Member for Corporate Resources
Summary: The report provides information on the 2012/13 Housing Revenue Account revenue and capital position as at Quarter 3 and the forecast outturn position.

Advising Officer: Julie Ogley, Director of Social Care, Health and Housing
Contact Officer: Nick Murley, Assistant Director Business & Performance
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes
**Reason for urgency/
exemption from call-in
(if appropriate)** Not applicable

CORPORATE IMPLICATIONS

Council Priorities:

Sound financial management contributes to the Council's Value for Money and enables the Council to successfully deliver its priorities. The recommendations will contribute indirectly to all 5 Council priorities.

Financial:

1. The financial implications are set out in the report.

Legal:

2. None.

Risk Management:

3. None.

Staffing (including Trades Unions):

4. Any staffing reductions will be carried out in accordance with the Council's Managing Change Policy and in consultation with the Trades Unions.

Equalities/Human Rights:

5. Equality Impact Assessments were undertaken prior to the allocation of the 2012/13 budgets and each Directorate was advised of significant equality implications relating to their budget proposals.

Public Health:

6. None.

Community Safety:

7. None.

Sustainability:

8. None.

Procurement:

9. None.

Overview and Scrutiny:

10. The 2012/13 Quarter 3 Housing Revenue Account (HRA) revenue and capital report will be considered by the Corporate Resources Overview and Scrutiny Committee on 30 April 2013.

RECOMMENDATION:

The Executive is asked to:

1. note the Housing Revenue Account financial position as at the end of December 2012;
2. the Revenue forecast position is to achieve a balanced budget with a contribution to HRA Reserves of £3.550m, thus strengthening the Council's ability to invest and improve its stock of Council Houses; and
3. the Capital forecast position indicates that expenditure will be £0.410m higher than the budget. This is due to a higher projected spend to adapt homes to meet the needs of disabled council tenants.

EXECUTIVE SUMMARY:

11. There are three key positive revenue budget monitoring variances for the HRA as at the end of December 2012 that generate a surplus budget of £1.9m and these relate to a higher predicted amount of income from rents (£0.838m), lower interest costs from the self financing debt (£0.762m), and reduced maintenance costs (£0.291m).
12. It is proposed to use the above surplus to finance increased Capital Programme costs as a result of increased demand for Disabled Facility Grants (£0.410m), increase the amount set aside for debt repayment (£0.705m) and finally increase the contribution to the Sheltered Housing Re-provision reserve (£0.800m).
13. The 2012/13 budget for the HRA anticipates a contribution to the Sheltered Housing Re-Provision reserve of £2.750m. The analysis above would enable a contribution to this reserve of £3.550m.

HRA REVENUE ACCOUNT

14. The HRA annual expenditure budget is £22.670m and income budget is £25.420m, which allows a contribution of £2.750m to the Sheltered Housing Re-Provision Reserve (SHR) to present a net budget of zero. A subjective breakdown of budget, year to date position and forecast outturn is shown below.

	2012/13 Budget	Budget YTD	Actual YTD	Variance YTD	Full Year Forecast	Variance Full Year Forecast to Budget
	£m	£m	£m	£m	£m	£m
Total Income	(25.420)	(19.065)	(19.557)	(0.492)	(26.258)	(0.838)
Housing Management	4.255	3.191	3.016	(0.175)	4.201	(0.054)
Asset Management	0.864	0.648	0.736	0.088	0.918	0.054
Corporate Resources	1.272	0.954	0.990	0.036	1.298	0.026
Maintenance	4.681	3.511	3.216	(0.295)	4.390	(0.291)
Debt related costs	0.169	0.127	0.062	(0.065)	0.119	(0.050)
Revenue Contribution to Capital Outlay (RCCO)*	5.942	4.457	4.764	0.307	6.352	0.410

Efficiency Programme	(0.400)	(0.300)	(0.300)	0	(0.400)	0
Interest repayment	4.739	3.554	2.944	(0.610)	3.977	(0.762)
Principal repayment / Set aside	1.148	0.861	1.258	0.397	1.853	0.705
TOTAL Expenditure	22.670	17.003	16.686	(0.317)	22.708	0.038
Surplus	(2.750)	(2.062)	(2.871)	(0.809)	(3.550)	(0.800)
Contribution to / (from) reserve (actioned at year end)	2.750	2.062 ^	2.871	0.809	3.550	0.800
Net Expenditure	0	0	0	0	0	0
<p>* RCCO represents funding from the HRA revenue to capital spend.</p> <p>^ Included for balancing and illustrative purposes only</p>						

16. There are a number of year to date variances across the HRA. Proposed increased revenue contributions to fund the Capital programme of £0.307m and principal repayments/set aside £0.397m have been offset by lower maintenance and management costs of £0.470m, reduced interest costs £0.610m and increased income of £0.492m. This would still enable a year to date contribution to reserves of £0.809m, which is used as a balancing figure at this time.
17. As described above in the Executive Summary, the three key forecast variances relate to higher rental income, reduced debt and lower maintenance costs.
18. Under the rent restructuring guidelines the Council sets the rent levels based on the government determination in November, however in the past the rate of this increase has been reduced by government as late as March preceding the new financial year. In view of this the Council took a prudent view of the level of rental income when setting the 2012/13 budget. As the proposed increase was fully implemented an additional £0.838m of income is predicted in this financial year.
19. In respect of the debt costs, a saving of £0.762m has been achieved due to lower than budgeted interest costs. The average interest rate actually achieved on the Council's self-financing debt for 2012/13 is 2.41%, as opposed to 3.00% in the budget build. The lower average rate is the result of the Council's decision to take approximately a quarter of the self-financing debt on a variable rate basis, at an average interest rate of only 0.58%.

20. The interest rate for the HRA's variable rate debt is fixed on a six monthly basis, with the most recent change occurring at the end of September. This rate dropped from 0.62% to 0.54% and will not change again until the end of March 2013.
21. Finally an additional £0.291m is available due to forecast underspend on the maintenance budget. This is the result of the new contracts for repairs and voids being negotiated at a better rate than anticipated in the budget build.
22. It is proposed that the above surplus is utilised to fund the additional costs on the Capital Programme (as set out below) by increasing the revenue contribution funding the capital programme (RCCO) by £0.410m.
23. It will also increase the amount set aside for debt repayment (£0.705m) and finally increase the contribution to the Sheltered Housing Re-provision reserve (£0.800m).

HRA EFFICIENCY PROGRAMME

24. As part of the 2012/13 budget build the HRA revenue budget was reduced by £0.400m as part of the Council's efficiency programme.
25. Since 2010 the Housing service has been using Housemark to provide a benchmarking service. The analysis provided has assisted in identifying the areas where HRA budgets are higher relative to other stock retained authorities. This has enabled efficiencies in staffing, reduced void periods, increased rental income and reduced repairs costs to be identified.
26. The HRA efficiency programme is on target to be fully achieved in 2012/13.

HRA ARREARS

27. Total current and former tenant arrears were £0.993m at the end of December (£1.069m November). Current arrears are £0.613m or 2.24% of the annual rent debit of £27.322m (£0.676m or 2.48% November). The figure of 2.24% is over profile compared with the target for December of 2.16%.
28. Performance on former tenant arrears is 1.39% of the annual rent debit, against a target of 1.00%, leaving a balance of £0.380m (1.44% with a balance of £0.393m in November).
29. In the first 9 months of the financial year a total of £0.112m of tenant arrears were written off as bad debts.
30. There are currently £0.149m of arrears (£0.140m in November), which relates to rents at shops owned by the HRA, service charges and ground rent relating to leaseholders who purchased flats via the Right to Buy scheme and property damage relating to existing and former tenants.

HRA CAPITAL RECEIPTS

31. New Right to Buy (RtB) discounts and proposals for re-investing the capital receipts came into effect from April 2012, which increase the maximum discount available to tenants from £0.034m to £0.075m.
32. Central Government are keen to incentivise tenants to exercise their Right to Buy, as it is the intention to replace each property sold in this way with a new build property.
33. The self-financing settlement was based on the average amount of RtB sales in the 4 preceding financial years, and therefore did not take into account the changes to discounts. For Central Bedfordshire this amounted to an average of 6 sales per annum.
34. Government have altered the Housing Pooling regulations to compensate Local Authorities for this change, so that the proportion of debt attributable to those properties sold by RtB is deducted from the sale receipt prior to the calculation of the amount to be transferred (or “pooled”) to Central Government.
35. The calculation of pooling takes into account the receipts for the Council and Government as modelled into the self-financing calculations. The residual (or “surplus”) receipt is retained by the Council, under the strict condition that the Council facilitates new build on a one for one basis for each property sold.
36. For the additional properties sold as a result of increased discounts there is a resultant loss of rental income, which affects the 30 year cash flows in the HRA Business Plan. However there will also be a reduction in expenditure on each of these properties, which will vary depending upon the nature of construction of the property and condition of each property. In the majority of cases, each property will add a financial value to the Business Plan so there is a loss experienced as a result of the extra RtB sales. The surplus receipt will mitigate this loss.
37. Up to the end of December 2012, 12 properties have been sold compared to 7 in the entire financial year 2011/12, resulting in capital receipts of £0.532m. The majority of this receipt occurred in the third quarter (10 sales).
38. £0.128m of this income relates to receipts modelled in the self-financing calculations, and will be used to finance the existing HRA Capital programme. This leaves £0.404m of receipts received as a result of the higher level of sales achieved following the changes to RtB discounts.
39. The sum of £0.404m is comprised of £0.288m that is a compensation for the debt attributable to the extra properties sold, and reflects the loss to the HRA of disposing of these properties. Whilst this amount is calculated as a proportion of self-financing debt there is no requirement to make debt repayment from it.
40. The remainder of £0.116m represents the proportion that is reserved for investment in new build. The Council has entered into an agreement with the Secretary of State to invest these receipts in new build.

41. The retained receipt can represent no more than 30% of the cost of the replacement properties, so the Council is committed to spend at least £0.386m on new build by 31 December 2015.
42. The HRA's Budget proposals for the period of the Medium Term Financial Plan (MTFP) propose significant investment in new build (in excess of £12.0m by 31 March 2015) so the commitment above is very likely to be fulfilled.
43. There have been 55 RtB applications up to December (compared to 11 in the entire year 2011/12), but it is impossible to know how many of these will convert to sales by the year end. However it is quite likely that the total number of sales could be 20-25, resulting in a surplus of potentially £0.800m.
44. This surplus will further enhance the resources available for the HRA's capital programme.
45. Careful monitoring of RtB sales will be required. Current projections suggest that these will not have a material impact on the Business Plan, particularly if the number of new build properties exceeds the properties sold. However if annual RtB sales were to make up a significant percentage of the Housing Stock, such that it diminished by 10% or more over the period to 31 March 2017, then this would pose a threat to the surpluses predicted both in the medium to longer term.

HRA CAPITAL PROGRAMME

46. There is a year to date adverse variance of £0.718m (£0.900m in November) for the HRA Capital Programme. This is predominantly due to the profile of works varying from the budget profile by £0.613m (£0.797m in November), for example a greater amount of wooden fascia boards being replaced with plastic boards and central heating installations occurring during the summer months. In addition demand for disabled adaptations at Council properties has exceeded the budget profile by £0.105m (£0.103m in November).
47. It is predicted that the year end outturn for the HRA Capital programme will be £6.552m against a budget of £6.142m.
48. The position for the year end reflects the demand for disabled adaptations for Council tenants and it is anticipated that the forecast will exceed budget. In the first three quarters of the year 90 Disabled Facility Grants have been completed in Council properties. It is now anticipated that the outturn will be £0.870m (£0.870m in November) against a budget of £0.450m.
49. An over spend of £0.085m is predicted on the roof replacement budget, as the roofs identified for replacement in this year's programme involve a higher than average replacement cost.
50. This is offset by savings in the Drainage and Water Supply programme, partially due to changes in legislation regarding responsibility for waste drains.

51. As described above it is proposed to finance the programme over spend from the revenue budget surplus by increasing the Revenue Contribution to Capital Outlay (RCCO) by an additional £0.41m to fund the programme.

RESERVES

52. The total reserves available as at April 2012 were £4.105m and the current forecast indicates that an additional £3.550m (£3.550m in November) will be transferred to the Sheltered Housing Re-provision earmarked reserve at the year end, making a total of £7.655m.

Appendices

Appendix A – Net Revenue Position Full Analysis

Appendix B – Debtors

Appendix C – Capital programme

Appendix D – Reserves

Appendices

Appendix A – Net Revenue Position Full Analysis

Month: December 2012	Year to date				Year					
	Director	Budget	Actual	Use of Reserves	Variance	Approved Budget	Forecast Outturn	Forecast Variance	Proposed use of Earmarked reserves	Forecast Variance after use of earmarked reserves.
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Assistant Director Housing Service	-5,625	-5,366	0	259	-7,500	-6,969	531	0	531	
Housing Management (HRA)	1,148	1,121	0	-27	1,531	1,493	-38	0	-38	
Asset Management (HRA)	4,174	3,778	0	-396	5,565	5,086	-479	0	-479	
Prevention, Options & Inclusion	303	258	0	-45	404	390	-14	0	-14	
Total	0	-209	0	-209	0	0	0	0	0	

Appendix B – HRA Debtors

Debt Analysis - Tenant Arrears						
Description of debt	0-4 weeks	4-8 weeks	8-13 weeks	13-52 weeks	Over 1 yr	TOTAL
	£M	£M	£M	£M	£M	£M
Current Tenant	0.167	0.158	0.113	0.175	-	0.613
Former Tenant						0.38
						0.993

Debt Analysis - Other Arrears							
Description of debt	From 15 to 30 days	From 31 to 60 days	From 61 to 90 days	From 91 to 365 days	Over 1 yr but not over 2 yrs	Over 2 yrs	TOTAL
	£M	£M	£M	£M	£M	£M	£M
Shops	0.004	0.001	0.000	0.004	0.005	0.020	0.034
Leaseholders	-	(0.010)	0.007	0.022	0.012	0.012	0.043
Void recoveries	0.002	0.005	0.001	0.046	0.005	0.003	0.062
Misc recoveries	0.008	-	-	0.002	-	-	0.010
	0.014	-0.004	0.008	0.074	0.022	0.035	0.149

Appendix C – HRA Capital Programme

Scheme Title	Existing 2012/13 Capital Budget	Full Year Forecast as at December	Variance	Slippage to 2013/14	Monthly Budget Monitoring December 2012		
					Profilled Budget YTD	Actual YTD	Variance
	Net Expenditure £'000	Net Expenditure £'000	Net Expenditure £'000	Net Expenditure £'000	Net Expenditure £'000	Net Expenditure £'000	
General Enhancements (formerly Minor Works)	250	250	0	0	143	359	217
Garage Refurbishment	50	50	0	0	29	18	-11
Paths & Fences siteworks	60	60	0	0	34	14	-20
Estate Improvements	250	250	0	0	143	130	-13
Energy Conservation	250	250	0	0	143	57	-86
Roof Replacement	240	325	85	0	137	329	192
Central Heating Installation	1,050	1,050	0	0	599	637	39
Rewiring	340	340	0	0	194	230	36
Kitchens and Bathrooms	1,100	1,100	0	0	627	928	301
Central Heating communal	176	176	0	0	100	53	-47
Secure door entry	350	350	0	0	200	213	14
Structural repairs	150	150	0	0	86	74	-12
Aids and adaptations	450	870	420	0	257	361	105
Capitalised Salaries	343	343	0	0	196	257	61
Asbestos management	58	128	70	0	33	78	45
Stock Remodelling	450	450	0	0	257	118	-139
Drainage & Water Supply	175	10	-165	0	100	12	-88
Plasticisation	400	400	0	0	228	351	123
HRA	6,142	6,552	410	0	3,501	4,219	718

Appendix D – Reserves

Reserves

Month: December 2012

Description	Opening Balance 2012/13 £000	Spend against reserves £000	Release of reserves £000	Proposed transfer to Reserves £000	Proposed Closing Balance 2012/13 £000
HRA	3,905	-			3,905
Sheltered Housing Re provision	-			3,550	3,550
Major Repairs (HRA)	200				200
	4,105	-	-	3,550	7,655

Quarter 3 2012/13 Performance Report

Meeting: Executive
Date: 19 March 2013
Subject: Quarter 3 Performance Report
Report of: Cllr Maurice Jones, Deputy Leader and Executive Member for Corporate Resources
Summary: To report on Quarter 3 2012/13 performance for Central Bedfordshire Council's Medium Term Plan indicator set.

Advising Officer: Richard Carr, Chief Executive
Contact Officer: Elaine Malarky, Head of Programme & Performance Management
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision No
Reason for urgency/ exemption from call-in (if appropriate) N/A

CORPORATE IMPLICATIONS

Council Priorities:

The quarterly Medium Term Plan performance report underpins the delivery of all Council priorities.

Financial:

1. None directly but the indicator set does monitor the percentage increase in Council Tax

Legal:

2. None.

Risk Management:

3. Any areas of ongoing underperformance would be a risk to both service delivery and the reputation of the Council.

Staffing (including Trades Unions):

4. None

Equalities/Human Rights:

5. This report highlights performance against a range of indicators which measure how the Council is delivering against its Medium Term Plan priorities. It identifies specific areas of underperformance which can be highlighted for further analysis. Whilst many of the indicators deal with information important in assessing equality, it is reported at the headline level in this report.
6. To meet the Council's stated intention of tackling inequalities and delivering services so that people whose circumstances make them vulnerable are not disadvantaged, performance data for indicators in this set is supported by more detailed performance data analysis at the service level and this is used to support the completion of equality impact assessments. These impact assessments provide information on the underlying patterns and trends for different sections of the community and identify areas where further action is required to improve outcomes for vulnerable groups.

Public Health

7. The indicator set includes an indicator monitoring the percentage of 40 to 74 year olds offered a health check.

Community Safety:

8. The levels of Serious Acquisitive Crime and anti-social behaviour are included in the indicator set.

Sustainability:

9. Included in the indicator set are a broad range of indicators relating to sustainability including those covering employment, access to broadband, library usage, active recreation and waste.

Procurement:

10. Not applicable

Overview and Scrutiny:

11. This report will be presented to the Overview and Scrutiny committees during their April 2013 cycle of meetings.

RECOMMENDATION:

The Executive is asked to:

1. **Acknowledge the continuing overall strong performance in Quarter 3 for the indicators being used to help support monitoring of progress against the Medium Term Plan priorities and to recommend officers to further investigate and resolve underperforming indicators as appropriate.**

<i>Reason for Recommendation:</i>	<i>To ensure a rigorous approach to performance management across Central Bedfordshire Council.</i>
-----------------------------------	---

Executive Summary

12. This report focuses on the indicators that support the monitoring of progress against the priorities in the Medium Term Plan. The Overview section of this report provides an update on performance for these indicators and is supported in Appendix A by more detail on each individual indicator.

Introduction

13. The report provides information in the majority of cases for Quarter 3 2012/13 although it does include some data for indicators with in-year outturns or that have significant data lag. It therefore provides a good indication of how we are progressing towards the end of year targets that have been set for these indicators.

Overview

14. The performance indicators being reported this quarter continue to show good performance across the priorities that they cover with fourteen of the eighteen indicators being reported scored as Green. In the small number of cases where there is under-performance external factors such as changes to grade boundaries in the case of GCSE results or an unrealistic national target in case of the percentage of clients receiving self directed support play a part. The evidence that supports these indicators also shows that directorates have strong performance management systems in place that are able to identify under-performance in a timely manner and ensure that effective corrective action is put in place.
15. The Medium Term Plan indicator set comprises of twenty eight indicators. These indicators are grouped in Appendix A into the priorities that they monitor. As some directorates support more than one priority and priorities are shared across directorates, the directorate commentary section of this report details which indicators align to each directorate.
16. Page 2 of Appendix A provides an overview of performance for each of the indicators in the Medium Term Plan indicator set. Due to some indicators only being reported annually, and others for which there is data lag, the overview sheet also indicates which of the indicators are being reported this quarter and the time period that is being reported. Of those indicators being reported this quarter it has been possible to RAG score 18. (Appendix A).

Rag Status	Quarter 3	18 indicators
Green	Fourteen (77.8%)	<ul style="list-style-type: none"> ○ 4 with improved performance. ○ 7 showing no change / new indicator ○ 3 with declining performance.
Amber	One (5.5%)	<ul style="list-style-type: none"> ○ 1 with improved performance.
Red	Three (16.7%)	<ul style="list-style-type: none"> ○ 2 with improved performance. ○ 1 with declining performance.

17. Consistent with Quarter 2 there continue to be a high proportion of indicators scored as Green in Quarter 3, this evidences that the Council continues to perform well across a wide range of services and Medium Term Plan priorities. These indicators include:
- 1) Central Bedfordshire's Employment rate (A2 MTP)
 - 2) Percentage of residential development applications of 10 or more units with CABE excellent design status (A3 MTP)
 - 3) Number of Serious Acquisitive Crimes (A4 MTP)
 - 4) Published Ofsted school and college classifications (B4 MTP)
 - 5) Protecting Vulnerable Adults (C1 MTP)
 - 6) Number of additional 'Extra Care' flats provided (C2 MTP)
 - 7) Percentage of decent homes (Council stock) (C3 MTP)
 - 8) Number of Village Care schemes in operation (C4 MTP)
 - 9) Percentage of council commissioned dementia care classed as 'good' or 'excellent' (C5 MTP)
 - 10) Percentage of referrals of children in need that led to initial assessments (C8 MTP)
 - 11) Percentage of child protection cases which should have been reviewed during the year that were reviewed (C10 MTP)
 - 12) Average time in days between a child entering care and moving in with its adoptive family, for children who have been adopted. (C11 MTP)
 - 13) Percentage of household waste sent for reuse, recycling and composting (E1 MTP)
 - 14) Percentage of adults in Central Bedfordshire taking part in sport or active recreation (Active People's Survey) (E2 MTP)
18. Within these Green indicators it is worth pointing out the following:
19. The rate of Serious Acquisitive Crime for the third consecutive quarter has been lower than in 2011/12, with 55 less offences in Quarter 3 than in the same quarter last year. (A4 MTP)
20. The percentage Council housing stock meeting the Decent Homes Standard, at 99.8% at the close of Quarter 3, continues to exceed target. (C3 MTP)
21. The percentage of child protection cases which should have been reviewed during the year that were reviewed remains at 100% helping to ensure good quality interventions are in place to keep children safe and protected. (C10 MTP)
22. Whilst the data is only provisional for Quarter 1 2012/13 at this stage, performance is on target for the percentage of waste sent for reuse, recycling and composting and shows an improvement when compared to Quarter 1 2011/12. With improvements taking place to Household Recycling Centres and the expansion of food waste collection to the south of the authority further improvements to performance are anticipated. (E1 MTP)

23. The latest Active People Survey results (APS 5/6) show that the percentage of adults in Central Bedfordshire regularly taking part in sport or active recreation has increased from 22.5% (APS 4/5) to 24.7%. This is 2.1% above the national average. The Council is supporting this improvement through the development of its first Leisure Strategy, the first chapter of which, the Leisure Facilities Strategy was adopted by the Executive in January 2013. (E2 MTP)
24. The indicator scored as Amber is showing improving performance:
- This is the Children's Services indicator monitoring the percentage of initial assessments undertaken within ten working days of referral. Here careful monitoring within Children's Services has ensured that the causes affecting performance in Quarter 2 have been addressed and as a result monthly performance since August has been above target, although the underperformance in Quarter 2 has held the cumulative figure for the year to the end of Quarter 3 at 81.8%. Current projections are that the end of year outturn will be close to the target of 85% (C9 MTP)
25. Of the three indicators scored as Red, two are showing improving performance, and the other declining performance. Looking first at those showing improving performance:
- Sustained effort within Social Care has seen the percentage of clients receiving self directed support continue to increase, ending Quarter 3 at 71.7%. As previously reported the Care Minister announced a reduction in the 100% target in October, reducing this to 70% in recognition that personal budgets are not suitable for everyone. However as this 70% target has already been achieved the decision has been taken to continue with the 100% target until the end of the year. (C6 MTP)
 - At 10,035 the number of Health Checks offered remains behind target. However the targeted promotion of health checks and work with General Practitioners should see the numbers offered and the numbers delivered rise in the second half of the year.(C7 MTP)
26. The indicator scored as Red and showing declining performance is:
- The outturn result for the percentage of pupils achieving 5 or more A* - C grades at GCSE or equivalent including English and Maths. The result shows a fall from 59.40% in 2011 to 57.6% in 2012 and the authority's ranking fall from 60th to 91st out of 151 authorities. However at the time of drafting this report the results are still pending the outcome of a legal challenge over the late changes made to the grade boundaries by some examination boards, which impacted on a number of Central Bedfordshire schools. (B1 MTP)
27. The following sections of this report look at the performance of individual directorates. A table is provided above each directorate summary detailing the relevant indicators, broken down by Medium Term Plan priority.

DIRECTORATE SUMMARIES

28. Social Care, Health & Housing

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Promote health and wellbeing and protect the vulnerable					
C 1 MTP	Protecting Vulnerable Adults	Quarterly	Quarter 3 2012/13	↔	G
C 2 MTP	Number of additional 'Extra Care' flats provided	Quarterly	Quarter 3 2012/13	↔	G
C 3 MTP	Percentage of decent homes (Council stock)	Quarterly	Quarter 3 2012/13	↑	G
C 4 MTP	Number of Village Care schemes in operation	Quarterly	Quarter 3 2012/13	↔	G
C 5 MTP	Percentage of council commissioned dementia care classed as 'good' or 'excellent'.	Quarterly	Quarter 3 2012/13	↔	G
C 6 MTP	Clients receiving self directed support	Quarterly	Quarter 3 2012/13	↑	R

29. The Directorate's performance for the Medium Term Plan priority of "Promote health and wellbeing and protecting the vulnerable" continues to remain strong, with only one target not currently on track.
30. The number of customers receiving self-directed support continues to increase, with 2,803 customers since April 2013. Of which 1,081 customers are in receipt of direct payments. Self-directed support is being offered to all new customers and through the review process to existing customers.
31. As previously reported, a challenging target had been set nationally for 2012/13, however in October the Care Minister, Norman Lamb, reduced the target to 70% by April 2013, as it had been recognised that personal budgets were not suitable for everyone. It was decided that the target of 100% would remain for this year, as the service had already exceeded the new target. However, consideration still needs to be given on how to capture and report on the reasons customers refuse self-directed support, to inform the new target for 2013/14.
32. Progress in the other targets includes the continuing use of file audits for safeguarding cases demonstrating improvement to case recording, progress is being made on the delivery of the extra-care units in Dunstable, with further sites being identified and the dementia accreditation and incentive scheme commenced in January.
33. Work continues on ensuring that all council-owned housing meets the decent homes standard.

34. **Public Health**

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Promote health and wellbeing and protect the vulnerable					
C 7 MTP	Percentage of 40 to 74 year olds offered a health check	Quarterly	Quarter 2 2012/13	↑	R

35. Quarter 3 has been busy and rewarding as work continues with the integration of Public Health into the services delivered by the Council. Even before the integration of Public Health into the Council in April 2013, the benefits of joined up working are showing themselves in the form of service delivery, focused specifically on the needs of Central Bedfordshire.

36. The target for the number of health checks offer to those aged between 40 and 74 years of age at 23,312 is challenging bearing in mind the increase this represents over the 20,822 offered last year. Already 10,035 have been offered and whilst this is behind target extra work initiated in January with General Practitioners and through targeted advertising should help to bring performance back on track. By the close of Quarter 2 4,390 health checks had actually be delivered, helping health services with earlier diagnoses and enabling greater scope for preventative measures such as changes in lifestyle and eating habits.

37. **Children's Services**

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Improved educational attainment					
B 1 MTP	Achievement of 5 or more A* - C grades at GCSE or equivalent including English and Maths	Annually in Quarter 3	2012/13 Outturn	↓	R
B 2 MTP	Percentage of young people who are not in education, employment or training. (NEET)	Annually in Quarter 4			
B 3 MTP	Number of education and training opportunities for young people made available in the Autumn.	Annually in Quarter 4			
B 4 MTP	Published Ofsted school and college classifications	Quarterly	Quarter 3 2012/13	↔	G

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Promote health and wellbeing and protect the vulnerable					
C 8 MTP	The percentage of referrals of children in need that led to initial assessments	Quarterly	Quarter 3 2012/13	↓	G
C 9 MTP	Percentage of initial assessments within ten working days of referral	Quarterly	Quarter 3 2012/13	↑	A
C10 MTP	Percentage of child protection cases which should have been reviewed during the year that were reviewed.	Quarterly	Quarter 3 2012/13	↔	G
C11 MTP	Average time in days between a child entering care and moving in with its adoptive family, for children who have been adopted.	Quarterly	Quarter 3 2012/13	↓	G

38. Final results show that 57.6% of young people achieved 5 or more A* - C grades at GCSE or equivalent including English and Maths. This is a drop of 1.8% compared to last year and a drop of 31 places in the ranking of English local authorities. In 2011/12 our schools were ranked 60 out of 151 and these results rank us at 91 out of 151. The highest average within our statistical neighbours group is 65.8% and the lowest is 56.4%. Within this grouping Central Bedfordshire remains ranked 8 out of 11.
39. It should be noted that these results are still pending the outcome of a legal challenge over late changes made to grade boundaries by some exam boards which have had an impact on a number of Central Bedfordshire schools. The Council is a member of a consortium which is challenging these results in the high court.
40. Overall the proportion of schools being classified as good or outstanding has remained stable over the last three years. In Quarter 3 published inspection outcomes show that 79% of schools and colleges are either 'Good' or 'Outstanding'.
41. The new Information System (Frameworkki) used for monitoring the Council's performance in protecting vulnerable children and young people was installed at the end of the 2011/12 financial year. Work to embed the system has continued.
42. Performance in relation to three of the four safeguarding indicators has been good in Quarter 3, each remaining on target at quarter end.
43. The percentage of initial assessments completed in 10 days remains below target as a result of the dip in Quarter 2. Monthly activity since August has been above target such that year to date performance has improved. It is anticipated that performance at year end will be close to the target of 85%.

44. **Sustainable Communities**

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Enhance your local community					
A 2 MTP	Central Bedfordshire's Employment rate.	Quarterly	June 2012	↓	G
A 3 MTP	% of approved residential development applications of 10 or more units having CABE excellent design status	Quarterly	Quarter 3 2012/13	↔	G
A 4 MTP	Number of Serious Acquisitive Crimes. (Covers SC1)	Quarterly	Quarter 3 2012/13	↑	G
A 6 MTP	Number of recorded Anti-social Behaviour incidents.	Quarterly	Quarter 3 2012/13	Monitor only	Monitor only
Better infrastructure					
D 1 MTP	Percentage resident satisfaction with road and pavement repairs	Quarter 1 & Quarter 2			
D 2 MTP	Percentage of Central Bedfordshire with access to superfast broadband	Annually in Quarter 4			
D 3 MTP	Percentage of Central Bedfordshire with access to at least 2Mb broadband	Annually in Quarter 4			
Great universal services					
E 1 MTP	Percentage of household waste sent for reuse, recycling and composting	Quarterly	Quarter 1 provisional 2012/13	↑	G
E 2 MTP	Percentage of adults in Central Bedfordshire taking part in sport or active recreation. (APS)	Quarter 1 & Quarter 3	Survey Oct 2012	↑	G
E 3 MTP	Satisfaction of adults with library services	Annually in Quarter 1			
E 4 MTP	Number of visits to libraries	Annually in Quarter 4			

45. Ampthill Library was the latest in a series of library refurbishments to take place. New self-service technology was installed, with changes to the layout and shelving and the creation of a read and relax area. A range of energy saving measures was also implemented to reduce bills and cut carbon emissions. Our aim is to build on the continuing increase in visitor numbers to our libraries with a MTP target of a 20% increase in visitors by 2016, whilst maintaining high levels of customer satisfaction.

46. Plans to deliver Superfast ‘next generation’ broadband to the area were approved by the Executive in December. The MTP target is for all premises in the area to have access to a standard broadband speed of at least 2 mbps. A provider will be selected to deliver speeds of at least 24 mbps with more than 90% of all premises having access by 2015, as set out in the MTP. During Quarter 3 the Collaboration Agreement was signed between Central Bedfordshire, Bedford and Milton Keynes Councils. This was a BDUK (The Department of Culture, Media and Sport’s broadband delivery project) requirement that allowed the councils to proceed through the first ‘checkpoint’ and move into the pre-procurement phase. This project also supports the Customer First Programme in enabling our customers to gain access to our services electronically and enhancing our economic competitiveness and investor attractiveness.
47. The latest results of the Sport England Active People Survey show that there has been an increase in Central Bedfordshire adults participating in sport and active recreation, at moderate intensity, for at least 30 minutes on at least 12 days out of the last 4 weeks (equivalent to 30 minutes on 3 or more days a week). Central Bedfordshire continues to meet its MTP target and has now moved from being 0.2% above the national average to 2.1% above.
48. To support this target in the MTP, the Council is developing CBC’s first Leisure Strategy. The Executive endorsed Chapter 1: Leisure Facilities Strategy in January. This will be followed by Chapters on Recreation and Open Space; Playing Pitches; and Physical Activity. The overarching Leisure Strategy will go to Executive for approval in July 2013.
49. On 29 November, Full Council gave unanimous endorsement for the draft Central Bedfordshire Development Strategy, which sets out how much new development, including homes, provision of jobs, and retail space we need to plan for up to 2031, where these should go and crucially, what infrastructure is needed to support it. The strategy brings together the emerging plans for major growth and new infrastructure, particularly around the Dunstable/Houghton Regis area, including developments like the A5-M1 link, the Woodside connection, the busway, development north of Houghton Regis and a new Rail Freight Interchange. The strategy is a key enabler of the MTP priorities of “Enhancing your local community” and “Better infrastructure”.

50. **Corporate Services – Resources**

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Value for money					
F 1 MTP	Percentage increase in Council Tax	Annually in Quarter 4			

51. Performance for indicator F1 MTP The percentage increase in Council Tax will be reported in Quarter 4

52. **Corporate Services - People and Organisation**

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Enhance your local community					
A 1 MTP	Percentage of residents who find Central Bedfordshire a nice place to live.	Quarter 1 & Quarter 2			

53. This indicator will next be reported in the Quarter 1 2013/14 performance report, when the results of the next Resident's Tracker Survey to be undertaken in April 2013 will be available. (A 1 MTP).

Appendices: Appendix A (Exec) – High level summary table of the Quarter 3 Performance Indicators and supporting performance information.

Background Papers: (None)

Location of papers:

This page is intentionally left blank

Appendix A - Quarterly Performance Report

Quarter 3 2012/13

Report comparison - Depends on the nature of the indicator		Performance Judgement		
		Direction of travel (DoT)	RAG score (Standard scoring rules unless the indicator specifies alternative scoring arrangements)	
Seasonal	Compared to the same time period in the previous year	↓	R	RED - target missed / off target - Performance at least 10% below the required level of improvement
Quarter on quarter	Compared to the previous quarter	↔	A	AMBER - target missed / off target - Performance less than 10% below the required level of improvement
Annual	Compared to one fixed point in the previous year	↑	G	GREEN - Target achieved or performance on track to achieve target

Overview of performance

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Enhance your local community					
A 1 MTP	Percentage of residents who find Central Bedfordshire a nice place to live.	Quarter 1 & Quarter 2			
A 2 MTP	Central Bedfordshire's Employment rate (People in employment aged 16 to 64)	Quarterly	June 2012	↓	G
A 3 MTP	% of approved residential development applications of 10 or more units having CABE excellent design status	Quarterly	Quarter 3 2012/13	↔	G
A 4 MTP	Number of Serious Acquisitive Crimes.	Quarterly	Quarter 3 2012/13	↑	G
A 5 MTP	Number of recorded Anti-social Behaviour incidents.	Quarterly	Quarter 3 2012/13	Monitor only	Monitor only
Improved educational attainment					
B 1 MTP	Achievement of 5 or more A* - C grades at GCSE or equivalent including English and Maths	Annually in Quarter 3	2012/13 Outturn	↓	R
B 2 MTP	Percentage of young people who are not in education, employment or training. (NEET)	Annually in Quarter 4			
B 3 MTP	Number of education and training opportunities for young people made available in the Autumn.	Annually in Quarter 4			
B 4 MTP	Published Ofsted school and college classifications	Quarterly	Quarter 3 2012/13	↔	G
Promote health and wellbeing and protect the vulnerable					
C 1 MTP	Protecting Vulnerable Adults	Quarterly	Quarter 3 2012/13	↔	G
C 2 MTP	Number of additional 'Extra Care' flats provided	Quarterly	Quarter 3 2012/13	↔	G
C 3 MTP	Percentage of decent homes (Council stock)	Quarterly	Quarter 3 2012/13	↑	G
C 4 MTP	Number of Village Care schemes in operation	Quarterly	Quarter 3 2012/13	↔	G
C 5 MTP	Percentage of council commissioned dementia care classed as 'good' or 'excellent'.	Quarterly	Quarter 3 2012/13	↔	G
C 6 MTP	Clients receiving self directed support	Quarterly	Quarter 3 2012/13	↑	R
C 7 MTP	Percentage of 40 to 74 year olds offered a health check	Quarterly	Quarter 2 2012/13	↑	R
C 8 MTP	The percentage of referrals of children in need that led to initial assessments	Quarterly	Quarter 3 2012/13	↓	G
C 9 MTP	Percentage of initial assessments within ten working days of referral (Children's Services)	Quarterly	Quarter 3 2012/13	↑	A
C10 MTP	Percentage of child protection cases which should have been reviewed during the year that were reviewed	Quarterly	Quarter 3 2012/13	↔	G
C11 MTP	Average time in days between a child entering care and moving in with its adoptive family, for children who have been adopted.	Quarterly	Quarter 3 2012/13	↓	G
Better infrastructure					
D 1 MTP	Percentage resident satisfaction with road and pavement repairs	Quarter 1 & Quarter 2			
D 2 MTP	Percentage of Central Bedfordshire with access to superfast broadband	Annually in Quarter 4			
D 3 MTP	Percentage of Central Bedfordshire with access to at least 2Mb broadband	Annually in Quarter 4			
Great universal services					
E 1 MTP	Percentage of household waste sent for reuse, recycling and composting	Quarterly	Quarter 1 2012/13 Provisional	↑	G
E 2 MTP	Percentage of adults in Central Bedfordshire taking part in sport or active recreation (Active People Survey)	Quarter 1 & Quarter 3	Survey Oct 2012	↑	G
E 3 MTP	Satisfaction of adults with library services	Annually Quarter 1			
E 4 MTP	Number of visits to libraries	Annually in Quarter 4			
Value for money					
F 1 MTP	Percentage increase in Council Tax	Annually in Quarter 4			

A2 MTP The number of people in employment (Aged 16 to 64)																		
Unit	Good is	2010/11				2011/12				2012/13				Latest comparator group average	Report comparison	Quarter on quarter	Performance Judgement	G
		Outturn (APR 10 TO MAR 11)	Target (Outturn)	Qu 1 DEC 10	Qu 2 MAR 11	Qu 3 JUN 11	Qu 4 SEP 11	Target (Outturn)	Qu 1 DEC 11	Qu 2 MAR 12	Qu 3 JUN 12	Qu 4 SEP 12						
Number	High	125,000 (5.7% above)	No target set	126,300 (6.6% above)	125,000 (5.7% above)	125,100 (5.9% above)	126,700 (7.2% above)	128,000 (7.1% above)	126,400 (6.4% above)	125,900 (6.0% above)								
<p>Comment: This indicator is part of the official labour market statistics provided by the Office of National Statistics and is the most reliable data available. However, this indicator uses an average for the year to the close of the quarter and the data is only available at least six months in arrears. This indicator is used by the Environment and Economy Thematic Partnership and will only be delivered through joint working between the partners. Additionally, the Medium Term Plan highlights the target for Central Bedfordshire to maintain an employment rate 5% points above the national (England) level.</p> <p>The number of people in employment has fallen by 500 people in Quarter 3. This equates to an employment rate of 76.4% which while a decrease from the previous quarter (76.7%) is still above national, regional and SEMLEP levels. The fall between quarters is due to continuing economic uncertainties and within Central Bedfordshire there has been an increase of those who are economically inactive and do not want a job. However, the year on year performance has improved from 2010/11 (where the rate was 76.2%) and the difference between Central Bedfordshire and the English average was 5.7%.</p> <p>The Council is working hard to ensure that the number of people in employment remains 5% above the national average. This is being achieved through engaging with existing employers, attracting new businesses and investors into the area to increase local job opportunities and implementing the All Age Skills Strategy.</p>																		

A3 MTP Percentage of approved applications for residential developments of ten or more units having CABE excellent design status																		
Unit	Good is	All data is cumulative for the financial year to the close of the quarter	Baseline 2011/12				Actual 2012/13				Latest comparator group average	Report comparison	Seasonal	Performance Judgement	G			
			Qu 1	Qu 2	Qu 3	Qu 4 / Outturn	Qu 1	Qu 2	Qu 3	Qu 4 / Outturn								
Number of approved residential developments of ten or more units	High	1	5	1	1 / Outturn 8	6	4	2										
Number of approved residential developments of ten or more units having CABE excellent design status	High	1	5	1	1 / Outturn 8	6	4	2										
Percentage of approved applications with CABE excellent design status	Target					100	100	100	100	100	100							
	Actual					100	100	100	100	100								
<p>Comment: Performance remains at 100 percent in Quarter 3 of 2012/13.</p> <p>This indicator assesses residential developments of ten units or more against the Commission for Architecture and the Built Environment (CABE), Building for Life Design Quality Criteria. It covers the functionality, design and sustainability of buildings. It uses twenty questions to evaluate the quality of new housing developments, with planning proposals assessed against the following headings: Environment and Community; character; streets, parking and pedestrianisation and design and construction. Each planning application which falls within the criteria is assessed as part of the determination process.</p> <p>CABE in partnership with Home Builders Federation and Design for Homes have launched an updated version of Building for Life, called Building for Life 12. This reflects our vision of what new housing developments should be: attractive, functional and sustainable places. It is based on the new National Planning Policy Framework and the Government's commitment to build more homes, better homes and involve local communities in planning.</p> <p>Development Management have assessed the new scheme and training has been provided to Planning Officers to undertake Assessments. These new Assessments are being carried out on applications of 10 or more units validated from 1 January 2013. During Quarter 4 the new measure of excellence is to be agreed and adopted by CBC for 2013/14</p>																		

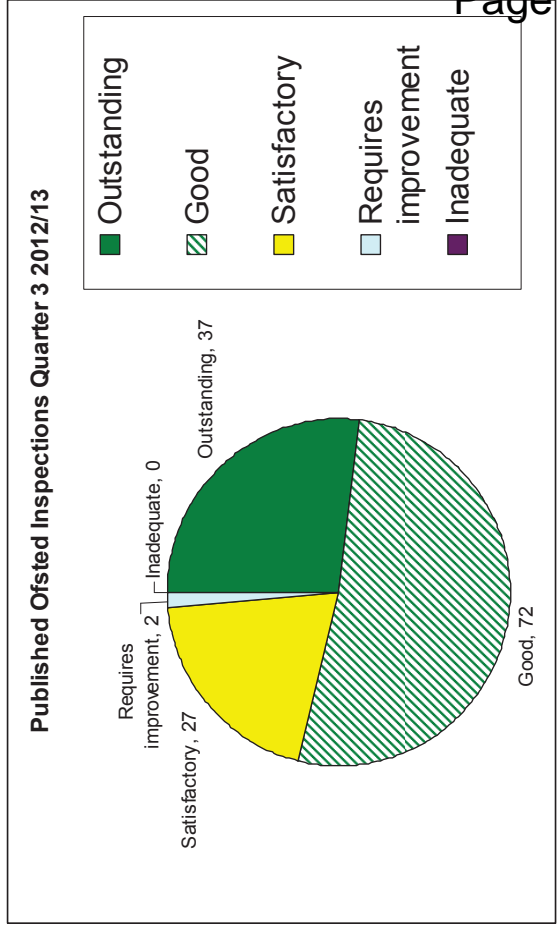
A 4 MTP																				
Number of serious acquisitive crimes																				
Unit	Good is	Low	2010/11				2011/12				2012/13				Latest comparator group average	Report comparison	Seasonal	Performance Judgement	↑	G
			Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1						
Rate per 1,000 population			13.1	2.8	2.6	2.9	2.3	10.6	13.3	2.0	2.0	2.7								
<p>Comment: Serious acquisitive crime (SAC) includes domestic burglary, robbery, theft of motor vehicle and theft from motor vehicle. Reducing SAC remains as a priority for Bedfordshire Police and longer term reduction plans are being developed with Community Safety Partnership (CSP) partners and town councils to make further progress.</p> <p>Quarter 3 has seen a decrease of 55 recorded incidents over the previous Quarter 3. However there has been an increase in recorded incidents of burglary dwellings in Houghton Regis, Dunstable, Biggleswade and Sandy. It may be that the new ASB triage process (see below) has recorded some crimes to SAC, although it is anticipated that the numbers involved would be very low, with the majority being criminal damage etc.</p> <p>The MTP target is to reduce serious acquisitive crime by 10% by 2016. Against the backdrop of the current economic climate and falling policing resources, it will be very difficult to maintain the current level of reduction. The 2012/13 target has therefore been set to incrementally reach the main 2016 target.</p>																				

A 5 MTP																				
Number of recorded Anti-social Behaviour incidents																				
Unit	Good is	Low	2010/11				2011/12				2012/13				Latest comparator group average	Report comparison	Seasonal	Performance Judgement	Monitor only	Monitor only
			Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1						
Target 2011/12 outturn -2.5%																				
Actual number of recorded incidents			12,132	3,031	2,898	2,499	2,292	10,720	2,530	2,833	1,843	10,452								
<p>Comment: In July 2012 Bedfordshire Police started a triage process for all ASB incidents following their HMIC inspection where it was highlighted that a number of incidents were incorrectly recorded, for example, recording an incident of criminal damage as ASB. The triage process involves the police call handlers asking a number of questions to identify that the incident is ASB and to establish levels and frequency of ASB incidents being experienced. The process started in Luton and was then rolled out in later months to Bedford and Central.</p> <p>The police have indicated that this new triage process is likely to lead to up to 30% less recorded incidents of ASB due to the more robust nature of this process. This correlates with the significant decrease seen in ASB incidents in Q3. This now means that 12 months data using the new robust method is required to establish an accurate baseline. Potentially this will also lead to corresponding increase in recorded incidents of crime, although it is not anticipated that this would impact significantly on serious acquisitive crime figures.</p> <p>Partnership working on ASB continues to be proactive as does the links with the Troubled Families Programme. Key offenders continue to be targeted and victims supported through the Anti Social Behaviour Risk Assessment Conference (ASBRAC) process, and the Community Safety Partnership has provided additional mediation services to address lower level ASB issues where the parties are prepared to engage.</p> <p>On 8 January the Executive endorsed the Community Safety Partnership Priorities and Strategic Assessment. Reducing ASB is the Partnerships main priority and to support this priority a new Central Bedfordshire ASB Police Team has been established. This team will be co-located with the Council's Community Safety Team at Watling House, helping to develop the existing partnership working around ASB still further.</p>																				

Improved educational attainment

Achievement of 5 or more A* - C grades at GCSE or equivalent including English and Maths (Annual report)																
B 1 MTP	Unit	Good is	2009 Outturn	2010 Outturn	2011 Outturn	2012 Reported Qu 3 2012/13	2013 Reported Qu 3 2013/14	2014 Reported Qu 3 2014/15	2015 Reported Qu 3 2015/16	Latest comparator group average	60.5%	Report comparison	Annual	Performance Judgement	↕	R
	%	High	50	54	59.40	57.6 (final)										
	Ranking Position	Number 1 is the best	Ranking Position compared to all English authorities		60 /151	91/151										
			Target			Up 4 places compared to 2011/12	Up 10 places compared to 2011/12	Up 19 places compared to 2011/12	Up 23 places compared to 2011/12							
			Actual			Down 31 places compared to 2011/12										
<p>Comment: These results are still pending the outcome of a legal challenge over late changes made to grade boundaries by some exam boards which have impacted on a number of Central Bedfordshire schools. The highest average within our statistical neighbours group is 65.8% and the lowest is 56.4%. Central Bedfordshire remains ranked 8th out of 11 statistical neighbours.</p>																

Published Ofsted school and college classifications* (Published inspection outcomes during the quarter as shown by the figure in brackets)																
B4 MTP	Ofsted category	Unit	2009/10 Outturn	2010/11 Outturn	2011/12 Outturn	2012/13				Latest comparator group average	N/A	Report comparison	Quarter on quarter	Performance Judgement	↕	G
						Qu 1	Qu 2	Qu 3	Qu 4 / Outturn							
	Total	Number	140 (33)	139 (37)	140 (33)	139(11)	Schools: 137(3) College: 1	Schools: 137(8) College: 1(0)								
	Outstanding	Number	29 (5)	34 (7)	37 (3)	38(1)	38 (1)	37 (1)								
	Good	Number	77 (19)	71 (19)	67 (16)	66 (6)	67 (2)	72 (5)								
	Satisfactory	Number	33(8)	32 (9)	34 (13)	34(4)	33	27 (0)								
	Requires improvement	-	-	-	-	-	-	2(2)								
	Inadequate	Number	1 (1)	2 (2)	2 (1)	1(0)	0	2 (2)								
<p>Comment: Overall the proportion of schools being classified as good or outstanding has remained stable over the last three years. In Quarter Three published inspection outcomes show that 79% of schools and colleges are either 'Good' or 'Outstanding'.</p>																



Promote health and wellbeing and protect the vulnerable

C 1 MTP Protecting Vulnerable Adults					
Milestones:	Latest comparator group average	Report comparison	Performance Judgement		G
<ol style="list-style-type: none"> 1. Independent audits of safeguarding case files - Annual 2. Annual Safeguarding Report - Annual 3. Develop & implement Safeguarding Case Support Tool – March 2013 4. Continue to develop and implement the 6 work stream within the safeguarding improvement register – March 2013 					
Comment:	An independent audit of safeguarding case files is scheduled for January 2013. Annual Safeguarding report was presented to SCHH Overview and Scrutiny in October 2012. Safeguarding case support tool has been developed and is being implemented. Monthly performance reports presented to Executive and Deputy Executive members for SCHH..				

C 2 MTP Number of additional 'Extra Care' flats provided					
Milestones:	Latest comparator group average	Report comparison	Performance Judgement		G
<ol style="list-style-type: none"> 1. Identify site, approve decision to invest – November 2012 2. Produce design and acquire site - tbc 3. Secure Planning Permission; agree s106 - tbc 4. Procure contractor - tbc 5. Commence Construction - tbc 6. Open New Provision – by December 2014 					
Comment:	The business case for Dukeminster was presented to PFMT in November 2012 and is due to progress to SCHH Overview and Scrutiny in January 2013 and then Executive in February. The proposals for an Extra Care Scheme at Leighton Buzzard, to be delivered by Aldwyck Housing Association by 2014 are also on track, with other sites being investigated across Central Bedfordshire. Work is underway with older people on the design of the schemes. In proposing to build new Extra Care housing, the Council is establishing new capabilities in relation to the Development process. The interconnected processes required to achieve this, such as Planning, Procurement, Business Case, HCA Grant application and other approvals makes the timelines awkward and a potential risk.				

C 3 MTP Percentage of decent homes (Council stock)																
Unit	Good is	2011/12				2012/13				Latest comparator group average	98.1% HouseMark 20/10/11	Report comparison	Seasonal	Performance Judgement	G	
		Qu 1	Qu 2	Qu 3	Qu 4 / Outturn	Qu 1	Qu 2	Qu 3	Qu 4 / Outturn							
%	Low															
	Target															
	Actual	99.3	99.4	99.4	100	98.20	98.40	99.00	100.00							

Comment: As previously reported the stock condition survey conducted at the beginning of the year, identified fewer decent homes than expected; 52 properties were identified as not meeting the Decent Homes standard. As at the end of December, only 11 properties still do not meet the standard and the required works have been scheduled to ensure that all properties are brought up to standard by March 2013.

C 4 MTP										Number of Village Care schemes in operation												
Milestone: 1. Establish 'core offer' for the village care scheme - September 2012 2. Audit the current village care schemes - March 2013 3. Establish Baseline - March 2013 4. Draw up action plans and address the gaps - March 2014										Latest comparator group average		Report comparison		Performance Judgement		↕		G				
Comment: Good progress is being made on the development of Village Care Schemes in Sheffield and Eaton Bray. The Village Agent in Arlesley is working with the local community to support vulnerable or isolated people.																						
C 5 MTP										Percentage of Council commissioned dementia care classed as 'good' or 'excellent'												
Milestones: 1. Dementia Quality Accreditation Scheme approved - January 2013 2. Incentive scheme for all dementia related residential care home payments introduced – January 2013 3. 60% of all dementia care classed as 'good' or 'excellent' – March 2014										Latest comparator group average		Report comparison		Performance Judgement		↕		G				
Comment: Proposals for Dementia Accreditation and incentive Schemes to improve quality of care approved by Executive and new Schemes will commence from January 2013.																						
C 6 MTP										Clients receiving self directed support (ASCOF1c)												
Unit		Good is		2010/11		2011/12		2012/13		Latest comparator group average		29.8 CIPFA 20/10/11		Report comparison		Quarter on Quarter		Performance Judgement		R		
		High		30.42		32.20		35.3		40.0		52.9		52.9		54.7		66.2		71.7		
				Target (Outturn)		Target (Outturn)		Target (Outturn)		Target (Outturn)		Target (Outturn)		Target (Outturn)		Target (Outturn)		Target (Outturn)		Target (Outturn)		
				60.0		60.0		60.0		60.0		60.0		60.0		60.0		60.0		60.0		
Comment: The number of customers receiving self-directed support continues to increase, to 2,803 customers since April 2013. Of which 1,081 customers are in receipt of direct payments. Self-directed support is being offered to all new customers and through the review process to existing customers. As previously reported, a challenging target had been set nationally for 2012/13, however in October the Care Minister, Norman Lamb, reduced the target to 70% by April 2013, as it had been recognised that personal budgets were not suitable for everyone. It was decided that the target of 100% would remain for this year, as the service had already exceeded the new target. However, consideration still needs to be given on how to capture and report on the reasons customers refuse self-directed support, to inform the new target for 2013/14.																						

C 7 MTP NHS Health checks (percentage of people aged 40 to 74 years of age offered a health check).																
Unit	Good is	%	2010/11		2011/12		2012/13				Latest comparator group average	Report comparison	Annual	Performance Judgement	↑	R
			Number	%	Number	%	Quarter 1	Quarter 2	Quarter 3	Quarter 4						
Percentage offered a health check			Target	12,999	20,822	5,828	5,828	5,828	5,828	5,828	23,312					
			Actual	14,923	21,466	5,057	4,978				10,035					
				115%	103%	87%	85%				43%					
Number of Health checks delivered			Target	6,500	10,411	2,914	2,914				11,656					
			Actual	7,547	10,499	1,992	2,398				4,390					
				116%	101%	68%	82%				38%					

Comment: This target increased by 12% in 2012/13 from the previous year's outturn and 30% from the previous year's target. In 2011/12 less than half of Primary Care Trusts achieved their target (Central Bedfordshire was one of those who did) which gives an indication of the additional challenge resulting from a 12% increase this year.

A range of measures, including wide scale advertising, have been in place to increase numbers through the programme. Additional targeted measures began in January 2013, these include a series of programmes such as advertising, editorial and direct contact with General Practices to promote health checks. We have also agreed to deliver more health checks in community settings including workplaces. The delay in the opening of the Travel Hub has had a small impact, as it was anticipated that health checks would have been delivered from this venue prior to January 2013.

The targeted promotion of health checks and work with General Practitioners should not only see the numbers offered increase in the second half of the year but should also assist in ensuring that the number of health checks delivered increases in the second half of the year.

C 8 MTP Percentage of referrals of children in need that led to initial assessments (Cumulative)																			
Unit	Good is	%	2010/11		2011/12				2012/13				Latest comparator group average	75.0 NFER (2010/11)	Report comparison	Quarter on quarter	Performance Judgement	↓	G
			Outturn	Target (Outturn)	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Target (Outturn)	Qu 1	Qu 2							
Percentage of referrals of children in need that led to initial assessments			56.0	60	60.2	67.2	71.5	78.5	78.5	75	82.1	82.9	79.8						

Comment: The target of 75% was again achieved in Quarter 3. This slight reduction in performance is within target and this performance tells us that assessments are focussing correctly on the right children who need our services.

To support changes required in response to the Munro Review of Safeguarding, it is expected that this indicator will be replaced in 2013/14 as this is a process indicator. The Council may choose to retain it as a local indicator however.

C 9 MTP Percentage of initial assessments undertaken within ten working days of referral (Children's Services) (Cumulative)																					
Unit		2010/11		2011/12				2012/13				71.4 NFER (2011/12)	Report Comparison	Quarter on quarter	Performance Judgement						
Good is		Outturn		Target (Outturn)		Qu 1		Qu 2		Qu 3		Qu 4		Outturn							
High		N/A		85.0		82.7		81.3		84.1		86.4		86.4		81.8		90.7	78.1	81.8	A

Comment: Although the percentage of initial assessments completed in 10 days remains below target, performance has improved and accelerated towards target since Quarter 2. Monthly monitoring within Children's Services has demonstrated performance above target since August, when the causes underlying the Q2 reduction in performance were identified and addressed. Current projections are that the end of year outturn will be close to the target of 85%.

To support changes required in response to the Munro Review of safeguarding, it is expected that this indicator will be replaced in 2013/14. The Council may choose to retain it as a local indicator however.

C10 MTP Percentage of child protection cases which should have been reviewed during the year that were reviewed																
Unit		2010/11		2011/12				2012/13				97.1 NFER (2010/11)	Report comparison	Quarter on quarter	Performance Judgement	
Good is		Outturn		Target (Outturn)		Qu 1		Qu 2		Qu 3		Qu 4		Outturn		
High		100		100		100		100		100		100		100		G

Comment: Performance remains on target. Reviews are a key element in delivering Child Protection Plans and effective reviews should ensure the provision of good quality interventions to keep children safe and protected. This target should remain on 100% and graphical representation is not relevant.

C11 MTP Average time in days between a child entering care and moving in with its adoptive family, for children who have been adopted																			
Unit		2011/12		2012/13				2013/14				560 NFER 2008-11	Report comparison	Quarter on quarter	Performance Judgement				
Good is		Outturn		Qu 1		Qu 2		Qu 3		Qu 4 / Outturn		Qu 4 / Outturn		Outturn					
Low		579		576		552		604		639		639		639		568	G		
Target		New		639		639		639		639		639		639		568		568	568
Actual		579		576		552		604		639		639		639		639		568	568

Comment: Performance is within the target timescales, demonstrating that children are placed in their permanent home without undue delay which is particularly important in enabling very young children to form positive emotional attachments. This is a new indicator recently introduced by DfE based on a rolling 3 year cohort. Targets are established by DfE.

Better infrastructure - improved roads, broadband reach and transport

D 1 MTP Percentage resident satisfaction with road and pavement repairs. (Data taken from Resident's Survey undertaken twice a year in April and September)										
Unit	Good is	Baseline	Target 2016	Actual 2012/13		Latest comparator group average	Report comparison	Seasonal April and September	Performance Judgement	Reported in Qu1 & Qu2
%	High	2011	36%	Sept 2012 (Reported in Qu2 report)	April 2013 (Reported in Qu1 report)	N/A				
Percentage resident satisfaction with road and pavement repairs		26%		31%						
<p>Comment: Satisfaction with road and pavement repairs is a key issue for our communities. The Council has set a target of achieving above national average satisfaction by 2016. In order to achieve this target the Council has increased the amount it spends on roads and pavements and focused on providing a better response to fixing potholes and minor defects. Highways is also the first service to take part in Customer First and this will provide residents with more accessible information and will be easier for them to use. Based on this research the Council is reviewing key areas of service delivery to meet resident's expectations and developing a communications plan to ensure residents can be fully informed and engaged with this service.</p> <p>The Resident's Tracker Survey from April 2012 has been undertaken using telephone interviews with 500 residents. The main Resident's Survey is postal and received 1,100 responses. Due to the different methodology it is not appropriate to make direct comparisons between results but it does provide a useful snapshot to show the direction of travel. The next main Resident's Survey will be undertaken in April 2013 and this will provide a direct comparison.</p>										

D 2 MTP Percentage of Central Bedfordshire with access to superfast broadband											
Unit	Good is	2011/12 Outturn	2012/13 (Reported in Qu4 report)	2013/14 (Reported in Qu4 report)	2014/15 (Reported in Qu4 report)	2015/16 (Reported in Qu4 report)	Latest comparator group average	Report comparison	Seasonal	Performance Judgement	Reported in Qu4
%	High					90	N/A				
Percentage of Central Bedfordshire with access to superfast broadband		Target									
		Actual									
<p>Comment: The Council has been working closely with existing broadband infrastructure providers to maximise their current rollout plans. As such BT has already upgraded exchanges in Biggleswade, Leighton Buzzard, Sandy, Dunstable and Stotfold, and has recently announced the upgrade of the Woburn Sands, Whipsnade and Shefford exchanges. These recent announcements will have the impact of increasing the access.</p> <p>The Council is working in partnership with Bedford Borough and Milton Keynes Councils to ensure a much faster rollout of the availability of broadband. This partnership has undertaken an open market review in January 2013 as part of the Broadband Delivery UK project. This will provide a new definitive percentage access figure for the area and will be available in Quarter 4.</p> <p>This indicator measures the number of residential and non-residential premises which are supported by the necessary infrastructure to enable them to access superfast broadband services. This is defined using the government's definition of 24 Megabits per second or faster. This is converted into a percentage against the total number of residential and non residential premises in Central Bedfordshire. It is not a measure of the broadband performance of individual broadband users, as some may be in an area that has access to superfast broadband but choose not to contract for this higher level of performance. Updated data is available annually. The figures used are estimates based on the predicted roll out plans of private service providers to 2015. For 2011/12 this was estimated to be 73.8%. As companies announce service changes to plans the figures will be updated.</p>											

D 3 MTP Percentage of Central Bedfordshire with access to at least 2Mb broadband												
Unit	Good is	2011/12	2012/13	2013/14	2014/15	2015/16	Latest comparator group average	N/A	Report comparison	Seasonal	Performance Judgement	Reported in Qu4
%	High	Outturn	(Reported in Qu4 report)	(Reported in Qu4 report)	(Reported in Qu4 report)	(Reported in Qu4 report)						
Percentage of Central Bedfordshire with access to at least 2Mb broadband	Target Actual	Not available			100							
<p>Comment: The Council is working in partnership with Bedford Borough and Milton Keynes Councils to ensure a much faster rollout of the availability of broadband. This partnership has undertaken an open market review in January 2013 as part of the Broadband Delivery UK project. This will provide a new definitive percentage access figure for the area and will be available in Quarter 4.</p> <p>This indicator measures the number of residential and non-residential premises which are supported by the necessary infrastructure to enable them to access broadband services operating at 2 Megabits per second or faster. This is converted into a percentage against the total number of residential and non residential premises in Central Bedfordshire. It is not a measure of the broadband performance of individual broadband users. Updated data is available annually. The figures used are estimates based on the predicted roll out plans of private service providers to 2015. For 2011/12 this was estimated to be 89.5%. As companies announce changes to plans the figures will be updated.</p>												

Great universal services - Bins, leisure and libraries

E 1 MTP Percentage of household waste sent for recycling and composting														
Unit	Good is	2009/10	2010/11	2011/12			2012/13			Latest comparator group average	Report comparison	Seasonal	Performance Judgement	Reported in Qu4
%	High	Outturn	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	
Target Actual	50.30	51.6	53.2	54.2	50.2	46.4	51.1	51	53.3	Not available			51	
<p>Comment: Central Bedfordshire is a high performing council. The provisional Quarter 1 figure shows an improvement on the comparable Quarter 1 performance in 2011/12 due to a small increase in the quantity of Green Garden Waste collected.</p> <p>Due to external verification of data through the Waste Data Flow system Quarter 1 figures are provisional. The target in the MTP is to reach 60% by 2020 which is being delivered through the BEaR project by improving Household Waste Recycling Centres and expanding the collection of food waste to the south of the authority.</p>														

47.8% PWC 2009/10

↑

Performance Judgement

Seasonal

Report comparison

Latest comparator group average

47.8% PWC 2009/10

Report comparison

Seasonal

Performance Judgement

Reported in Qu4

↑

G

Provisional

E 2 MTP Percentage of adults in Central Bedfordshire taking part in sport or active recreation. (Data taken from the Active People's Survey)						
Unit	Good is High	APS4/5 Oct 2008 to Oct 2011		APS 5/6 Oct 2010 to Oct 2012		Latest comparator group average
Percentage of adults in Central Bedfordshire taking part in sport or active recreation		22.5%	24.7%			
All English authorities	Best performing	30.8%	31.8%			
	Average	22.3%	22.6%			
	Worst performing	13.4%	14.3%			
Target to remain above national average		0.2% above	2.1% above			
<p>Comment: The latest results relate to Active People Survey 6 (Oct 2010 to October 2012) were published on 6 December 2012 with a result for Central Bedfordshire of 24.7%. The results are compared with APS1, and shows a 2.7% increase on APS1 which Sport England calculates as a significant change in the number of adults participating in sport and active recreation in Central Bedfordshire.</p> <p>The Active People Survey APS7 began on 15 October 2012 and the first set of rolling 12 months results (for the period April 2012 to April 2013) will be released in June 2013.</p> <p>To support this target in the MTP, the Council is developing CBC's first Leisure Strategy. The Executive Adopted Chapter 1: Leisure Facilities Strategy in January 2013. This will be followed by Chapters on Recreation and Open Space; Playing Pitches and Physical Activity. The overarching Leisure Strategy will go to Executive for approval in July 2013. The Leisure Strategy and associated chapters will then be agreed as Supplementary Planning Documents.</p>						
<p>The Active People Survey (APS), carried out by Sport England, is the largest survey of sport and active recreation undertaken in Europe. It identifies how participation in sport and active recreation varies from place to place and between different groups in the population.</p> <p>The measure shows the percentage of the adult population (age 16 years and over) in Central Bedfordshire who participate in sport and active recreation, at moderate intensity, for at least 30 minutes on at least 12 days out of the last 4 weeks (equivalent to 30 minutes on 3 or more days a week).</p> <p>Previous results are as follows: APS1 Oct 2005-Oct 2006 22.0% APS2/3 Oct 2007 - Oct 2009 24.5%</p>						

E 3 MTP Satisfaction of adults with the Library Service.							
Unit	Good is High	Baseline Library Service's own Adult plus Survey 2011 (Restricted to library users)	No Library Service Adult Plus Survey to be undertaken in 2012	Library Service's own Adult plus Survey 2013 (Restricted to library users)	Resident's Survey (if included in Survey it would include non-library users)		Latest comparator group average
					Sept 2012	April 2013	
%	High			93	Would form a new baseline	Target set against the new baseline	N/A
Percentage of adults satisfied with the Library Service.	Target Actual	93		93			
<p>Comment: The Library Service is working hard to deliver the Library Strategy Short term priorities. In particular the completion of self service technology installation to enable staff to spend additional time with customers who need support, increase efficient movement of stock around libraries and delivering agreed efficiencies. By the end of Quarter 3 self service technology has been installed in 8 libraries out of 12 libraries and the work programme for this and capital refurbishment works is on schedule.</p> <p>Next Survey available Q1 2013/14.</p>							
<p>This indicator is currently monitored through the Adult Plus element of the Library Survey, this element is not undertaken annually. The Library Service will be undertaking a cut down version of the Library Adult Plus survey in Quarter 1 2013/14. This survey would have been undertaken in Quarter 3 2012/13 however, due to the rolling programme of library closures throughout 2012/13 for the installation of self service technology and building works the survey has been delayed to a time when all libraries are open and can be involved.</p>							

E 4 MTP		Library usage					Latest comparator group average				Reported in Qu 4
Unit	Good is	2010/11	2011/12	2012/13	Report comparison	Seasonal	Performance Judgement	Reported in Qu 4			
Number of visitors	High	Outturn	Outturn	Outturn							
Target											
Actual		1,126,038	1,247,914	2010/11 + 20 % by Yr 2015/16 = 1,351,246		2011/12	2012/13				
<p>Comment: The Library Service is working hard to deliver the Library Strategy Short term priorities. In particular the completion of self service technology installation to enable staff to spend additional time with customers who need support, increase efficient movement of stock around libraries and delivering agreed efficiencies. By the end of Quarter 3 self service technology has been installed in 8 libraries and the work programme for this and capital refurbishment works is on schedule.</p> <p>The 2012/13 figures will be available at year end when the annual CIPFA return is made.</p>											
		All libraries				2011/12	2012/13				
		Number of visits to libraries in person				1,247,914					
		Number of books issued				1,466,739					
		Number of audio visual and other issues				76,315					
		Number of enquiries (in person)				60,880					
		Number of active users				41,758					
		Number of housebound readers				944					
		Individual library									
		Busiest library in terms of visits				Leighton Buzzard	244,360				

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank