

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



**please ask for** Jonathon Partridge

**direct line** 0300 300 4634

**date** 11 July 2013

## **NOTICE OF MEETING**

### **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE**

Date & Time

**Thursday, 25 July 2013 10.00 a.m.**

Venue at

**Council Chamber, Priory House, Monks Walk, Shefford**

Richard Carr  
**Chief Executive**

To: The Chairman and Members of the SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE:

Cllrs D McVicar (Chairman), A R Bastable (Vice-Chairman), Mrs R B Gammons, Ms A M W Graham, R W Johnstone, K C Matthews, T Nicols, B Saunders and P Williams

[Named Substitutes:

R D Berry, D Bowater, Mrs C F Chapman MBE, D Jones, A Shadbolt and M A Smith]

All other Members of the Council - on request

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

# AGENDA

1. **Apologies for Absence**

Apologies for absence and notification of substitute members

2. **Members' Interests**

To receive from Members any declarations of interest and of any political whip in relation to any agenda item.

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

To receive any announcements from the Chairman and any matters of communication.

4. **Minutes**

To approve as a correct record the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 06 June 2013 and to note actions taken since that meeting.

5. **Petitions**

To receive petitions from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

6. **Questions, Statements or Deputations**

To receive any questions, statements or deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of part A4 of the Constitution.

7. **Call-In**

To consider any decision of the Executive referred to this Committee for review in accordance with Procedure Rule 10.10 of Part D2.

8. **Requested Items**

To consider any items referred to the Committee at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

## REPORTS

<b>Item</b>	<b>Subject</b>	<b>Page Nos.</b>
9	<b>Executive Member Update</b> To receive for information a verbal update from the Executive Members for Sustainable Communities.	* verbal
10	<b>Physical Activity Strategy</b> To consider the draft Physical Activity Strategy prior to consideration by the Executive.	* 9 - 56
11	<b>East-West Rail (Western Section)</b> To consider local contributions in relation to this project prior to consideration by the Executive.	* 57 - 68
12	<b>Capital Budget Monitoring Report</b> To receive the relevant capital budget monitoring report for the quarter ended 31 March 2013.	* 69 - 78
13	<b>Revenue Budget Monitoring Report</b> To receive the relevant revenue budget monitoring report for the quarter ended 31 March 2013.	* 79 - 96
14	<b>Q4 Performance Monitoring Report</b> To receive the relevant quarter 4 performance report.	* 97 - 106
15	<b>Work Programme 2013/14 and Executive Forward Plan</b> To consider the currently drafted Committee work programme for 2013/14 and the Executive Forward Plan.	* 107 - 138

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**CENTRAL BEDFORDSHIRE COUNCIL**

At a meeting of the **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE** held in Council Chamber, Priory House, Monks Walk, Shefford on Thursday, 6 June 2013.

**PRESENT**

Cllr D McVicar (Chairman)  
Cllr A R Bastable (Vice-Chairman)

Cllrs Mrs R B Gammons  
Ms A M W Graham  
R W Johnstone  
K C Matthews

Cllrs T Nicols  
B Saunders  
P Williams

Members in Attendance: Cllrs P N Aldis  
D Bowater  
I Dalgarno  
B Wells  
J N Young

Vice-Chairman of the Council  
Deputy Executive  
Members for Sustainable Communities - Services  
Deputy Executive  
Member for Sustainable Communities - Services  
Executive Member for Sustainable Communities - Strategic Planning and Economic Development

Officers in Attendance: Ms D Clarke – Director of Improvement and Corporate Services  
Mr M Coiffait – Community Services Director  
Mrs P Everitt – Research and Business Support Officer  
Ms C Harding – Corporate Policy Advisor (Equality & Diversity)  
Mr J Partridge – Scrutiny Policy Adviser  
Ms S Wileman – Service Development Manager

**SCOSC/13/14 Members' Interests**

There were no interests declared.

**SCOSC/13/15 Chairman's Announcements and Communications**

There were no Chairman's announcements or communications.

#### SCOSC/13/16 Minutes

##### **RESOLVED**

**That the minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 25 April 2013 be confirmed and signed by the Chairman as a correct record.**

#### SCOSC/13/17 Petitions

No petitions were received from members of the public in accordance with the Public Participation Procedure as set out in Part D2 of the Constitution.

#### SCOSC/13/18 Questions, Statements or Deputations

No questions, statements or deputations were received from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of Part A4 of the Constitution.

#### SCOSC/13/19 Call-In

The Panel was advised that no decisions of the Executive had been referred to the Panel under the Call-in Procedures set out in Appendix "A" to Rule No. S18 of the Overview and Scrutiny Procedure Rules.

#### SCOSC/13/20 Requested Items

No items were referred to the Committee for consideration at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

#### SCOSC/13/21 Executive Member Update

The Executive Member for Sustainable Communities Services provided the Committee with an update on activities pertaining to his portfolio, which were not already included on the agenda. This included the following:-

- Funding that had been received from the Department for Transport for use on the Woodside Link.
- The consultation that was underway on the Gypsy and Traveller Local Plan, which Members were asked to draw to the attention of Parish Councils. Several windfall applications had been approved by the Council since the Committee had previously considered the Gypsy and Traveller Local Plan. Members were reminded of the importance of Development Management having regard to the Council's policy on Gypsy and Traveller site allocations.
- Matters relating to transport in Dunstable and the negative feedback that had been received via social media.

Members of the Committee asked several questions to which the Executive Member responded as follows:-

- The location of the proposed Gypsy and Traveller site at Faldo Road had not changed. After consideration it was proposed that it be located in the

north east corner of the field, which had been included in the previously received proposals.

- The Woodside link was on course to be delivered on schedule despite an additional 28-day consultation that had taken place. The Executive Member agreed to provide an update at the next meeting.
- The importance of the police making an example of motorists driving with undue care and attention in the vicinity of zebra crossings.
- He would provide an update outside of the meeting to all Members of the Committee regarding the Sundon Rail Freight Interchange.
- The positive impact of completing both the A5-M1 link and the Woodside Link. The A6-M1 link would be brought forward following the completion of both of these schemes having a positive effect on Flitwick.
- The Guided-Busway was on target for completion in September. It may be £2-3m over budget but CBC hoped to recoup their proportion.

In addition Cllr Matthews informed Members of the Committee that site visits had been arranged on 17 June for Development Management Committee Members to visit two potential Gypsy and Traveller sites for which applications had been submitted. All Councillors were invited to attend the site visits.

#### **Noted the update**

### **SCOSC/13/22 Equality and Diversity Strategy**

The Director of Improvement and Corporate Services delivered a corporate priorities diversity quiz and drew the attention of the Committee to the following four corporate, overarching objectives and activities essential to ensuring that consideration of equality and diversity was embedded across all council activities:-

1. Strong leadership (championing diversity in our area, identifying objectives and monitoring outcomes).
2. Improved outcomes for vulnerable groups.
3. Good recruitment and management of a high performing workforce.
4. Improved engagement, civic participation and cohesion.

In response to the quiz and the further clarification provided by the Director of Improvement and Corporate Services Members of the Committee discussed the following:-

- The importance of Members taking a lead on equality and diversity.
- Whether Council funding was available to support schemes to improve disabled access to buildings. The Corporate Policy Adviser (equality and diversity) commented that whilst funds were not available work was undertaken with planning colleagues to ensure that designs and planning policy guidelines promoted disabled accessibility.
- Whether staff training was provided on cultural awareness. A Councillor referred to a specific incident where distress had been caused to a vulnerable resident as a result of cultural diversity. The Director of Improvement and Corporate Services commented that training was provided to staff on customer care and the importance of treating all people with respect. The Corporate Policy Adviser (equality and diversity) also commented that specific training was provided to officers in housing due to

the nature of their work. The specific case to which the Councillor referred could be used as a case-study in future training for officers.

- Workforce information that was available annually relating to Council staff.
- The Council did not engage in positive discrimination as it was unlawful.
- The strategy should refer specifically to the Gypsy and Traveller community. The Committee agreed that specific references to this group should be included in the strategy to ensure that they were supported in a fair manner.
- The process through which complaints could be registered regarding the comments of local MPs on Gypsies and Travellers. The Director of Improvement and Corporate Services commented that the response depended on the nature of the comments of the MP but there was a due process through which any complaints would be taken.

In addition the Executive Member requested that his thanks be recorded to those staff engaged in drafting the Gypsy and Traveller Local Plan who continued to work without prejudice.

### **RECOMMENDED**

**That the strategy be supported and the comments of the Committee be considered by the Director of Improvement and Corporate Services.**

### **SCOSC/13/23 Work Programme 2013-14 and Executive Forward Plan**

Members discussed the Committee's forthcoming work programme and noted that the BEaR project would be presented to a future committee meeting to be confirmed. It was agreed that at future meetings if the Executive Member was unable to attend the Deputy Executive Member should be requested to provide an update.

### **RESOLVED**

**That the work programme be endorsed**

(Note: The meeting commenced at 10.00 a.m. and concluded at 11.25 a.m.)



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**Meeting:** Sustainable Communities Overview and Scrutiny Committee  
**Date:** 25 July 2013  
**Subject:** Physical Activity Strategy  
**Report of:** Cllr Brian Spurr, Executive Member for Sustainable Communities - Services  
**Summary:** To consider the draft Physical Activity Strategy attached at Appendix A for comment prior to consideration by the Executive on 24 September 2013.

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**Advising Officer:** Marcel Coiffait, Director of Community Services  
**Contact Officer:** Jill Dickinson, Head of Leisure Services  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Executive

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

1. The Physical Activity Strategy will support the following Council priorities;
  - Promote health and wellbeing and protecting the vulnerable.
  - Great universal services – leisure.

### **Financial:**

2. The Physical Activity Strategy will direct the work programme for Leisure Services included in the 2013/14 leisure revenue budget. Any additional staffing requirements identified as the work programme develops will be budgeted for by delivering compensatory savings elsewhere within the service.

### **Legal:**

3. The Physical Activity Strategy will help the Council respond to its new public health responsibilities, specifically the Health and Social Care Act 2012 and NHS Act 2006 (amended), which gives responsibility for health improvement to unitary authorities.

### **Risk Management:**

4. The following risks have been identified, which are considered in more detail below:
  - Failure to deliver the Council's priorities
  - Reputational risks
  - Risk to customer satisfaction

5. The development of the Physical Activity Strategy, part of the Council's Medium Term Plan is planned for consideration and adoption by the Executive on 24 September 2013. It will help to deliver the Council's priorities by directing resources to services which promote health and wellbeing and deliver great universal services.
6. The methodology undertaken to develop the strategy has involved a robust assessment and analysis of health, physical activity and population data combined with facility and participation information from a range of key stakeholders and partners.

**Staffing (including Trades Unions):**

7. Not Applicable.

**Equalities/Human Rights:**

8. 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.
9. There are demographic and economic differences in regular participation levels, including lower proportions of females than males, lower proportions of disabled people compared to non-disabled people, lower proportions of people from less affluent socio economic groups and lower levels among some black and ethnic minority groups taking part. The Physical Activity Strategy aims to reduce the barriers to participation, promote equality of opportunity, and make sport and physical activity a regular part of life for all.

**Public Health**

10. The evidence for increasing physical activity is compelling<sup>1</sup> and there is a wealth of information and research that supports this. Leisure Services is a key public health resource. The Physical Activity Strategy aims to ensure local communities have every opportunity to engage in regular physical activity to help prevent ill health, generate long term improvements in overall levels of health and wellbeing and thereby reduce the costs to society for the NHS and social care.

**Community Safety:**

11. 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 within its areas. Leisure facilities and the activities that they offer provide positive opportunities, particularly to young people, who may otherwise engage in activities that may be criminal or anti-social.

**Sustainability:**

12. Extending and improving opportunities that increase the number of people accessing and participating in sport and physical activity through a network of good quality, accessible and readily available public sport and recreation facilities and open spaces, reduces the need for customers to travel to other local authority areas to participate in these activities.

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<sup>1</sup> Start active, stay active: a report on physical activity from the four home countries' Chief Medical Officers. Department of Health (2011).

**Procurement:**

13. Not applicable.

**RECOMMENDATION(S):**

**The Committee is asked to:-**

- 1. Consider and comment on the draft Physical Activity Strategy prior to it being considered for adoption by the Executive on 24 September 2013.**

**Introduction**

14. The Physical Activity Strategy is the fourth chapter of the Leisure Strategy, itself part of the Medium Term Plan which will provide;
- (a) A comprehensive picture of leisure facilities and opportunities within Central Bedfordshire up to 2031.
  - (b) Supplementary Planning Documents (SPD) strategies in compliance with Local Development Framework (LDF) requirements for securing new and improved leisure facilities in association with new development, and for securing and spending Section 106 and Community Infrastructure Levy funds.
  - (c) Strategic direction for the delivery of leisure facilities and opportunities for all potential stakeholders across the area.
  - (d) Direction for CBC capital investment proposals to meet customers needs
15. The Leisure Strategy is broad in scope and the timetable for its development is phased as set out below
- (a) Chapter 1: Leisure Facilities, considered by Sustainable Communities Overview and Scrutiny Committee on 13 December 2012, adopted by the Executive on 8 January 2013.
  - (b) Chapter 2: Recreation and Open Space (a defined range of green spaces, providing formal and informal recreational activity facilities and opportunities).
  - (c) Chapter 3: Playing Pitches (outdoor formal, grass and artificially-surfaced sports playing pitches).
  - (d) Chapter 4: Physical Activity (a defined range of physical activity classes, sports, exercises etc. undertaken indoors and outdoor).
16. The key drivers that underpin the Physical Activity Strategy include both national and local policy to:
- (a) Increase levels of physical activity – moving from inactive to active, and being more active, more often
  - (b) Deliver public health outcomes by providing opportunities for positive lifestyle choices and by reducing health inequalities
  - (c) Engage local people in shaping their local services
  - (d) Ensure value for money in provision of services
  - (e) Reduce costs to society for the NHS and social care.

17. The Physical Activity Strategy considers a range of sport and recreation activities undertaken indoors and outdoors including;

Activities:

- Walking
- Cycling
- Running/Jogging
- Seated Exercise
- Dance
- Keep Fit Classes
- Gyms
- Sports opportunities

Locations where activities take place:

- Village and Community Halls
- Leisure Centres
- Sports Clubs – that have their own grounds
- Schools, Colleges and Universities
- Town & Parish Councils
- Military Defence establishments – where public access is available
- Children Centres
- Golf clubs
- Sheltered accommodation and care homes

18. The strategy excludes a number of activities. Those out of scope are either specialist sports/activities involving a small percentage of the population, requiring purpose built, 'destination' facilities, or are activities which people can undertake as part of their everyday lives, including :

- Gardening
- Housework
- Ice skating / snowboards / skiing
- Paragliding
- Hotel Activities
- High Ropes
- Private Health Clubs
- Centre Parcs
- Extreme Sports
- Parkour (free running)

## Methodology

19. The methodology has involved three stages.
- (a) Stage 1 - an audit and assessment comprising a review of national and local health, population and physical activity data, national and local participation and facility data, and local stakeholder consultation, set out in Appendix 1.
  - (b) Stage 2 - analysis of the audit and assessment evidence to identify a range of key themes and issues which are set out in the Chapter 4 Physical Activity Strategy Issues and Options report, available as a background paper. A summary of the key issues is set out in paragraph 20.
  - (c) Stage 3 - development of emerging strategic priorities which address the key issues for Central Bedfordshire Council, and form the basis of the Physical Activity Strategy.

## Key issues

20. A summary of key issues from the audit and assessment is set out below:
- (a) National data
    - The cost of primary and secondary care due to physical inactivity nationally in 2009/10 totalled £900m. Locally it totalled £3.6m.
    - Participation in regular physical activity reduces the risk of the six most prevalent non communicable diseases: coronary heart disease, stroke, diabetes, cancer, hypertension, depression, and improves a range of health outcomes including living longer, cardio respiratory health, metabolic health, weight management, musculoskeletal health, cancer and mental health.
  - (b) Local participation data
    - Almost half (48%) of the Central Bedfordshire population are inactive.
    - Activity levels in Central Bedfordshire are generally slightly higher than the regional or national average, with broadly similar levels of sport and active recreation being maintained since 2005/6.
    - Against our comparator unitary authorities, levels of adult participating in 30 minutes of activity 3 times a week are lower than 3 authorities in that group (Cheshire West and Chester 34.6%, Bedford 33.9%, Cheshire East 28.1%)
    - Information from The Director of Public Health report 'Inequalities in Central Bedfordshire' summarises that men who live in the 20% most deprived areas live an average of 7 year's less than those who live elsewhere in Central Bedfordshire; for women the difference is over 5 years.
    - Differences in regular participation levels exist, with women, disabled people, lower socio economic groups and some black and ethnic minority groups taking part less.

- Despite the wide range of providers and physical activity opportunities, activities on offer are not always targeted to the demographics of the local population or specific vulnerable groups in order to best address health inequalities.
  - A significant proportion of adults want to start playing sport or do more, but for the barriers which are often related to social or economic inequalities.
- (c) Information from key stakeholders
- There is a lack of information and awareness about how to take part in physical activity, including the type of activity available, location, price and how to book.
  - There are a number of uncoordinated programmes of activity which have lead to duplication, competition and ad hoc opportunities for people to take part.
  - Short, time limited funded programmes of activity have limited impact and are not sustainable.
  - For some customer facing staff there is a gap in knowledge, understanding and experience in working with vulnerable groups and individuals.

### **Development of emerging strategic priorities**

21. The key issues from the audit and assessment identify a number of linked emerging strategic priorities for consideration which seek to address the identified barriers to participation;
- (a) Communication: Improving internal and external communication and raising awareness of the wide number and range of physical activity opportunities that already exist so that residents are aware of, and can influence future delivery.
  - (b) Coordination: Coordinating physical activity opportunities, partnership activity and funding to maximise value, impact and long term benefits for those involved.
  - (c) Access: Limiting barriers that people face when choosing to participate such as physical access, price and targeted pathways.
  - (d) Positive outcomes: Assessing the impact of participation in physical activity with consistent robust data to evidence broad health and wellbeing outcomes.
  - (e) Workforce development: Ensuring that customer facing staff have the appropriate skills and awareness to work with a range of customers with varying needs.

### **Consultation**

22. A range of key stakeholders have been consulted during the audit and assessment stage and on the draft strategy, and are listed at appendix B.

## Summary

23. The evidence to support increasing physical activity amongst our local population to improve health outcomes is compelling, everyone can benefit from appropriate physical activity. The majority need to be more active more of the time; the greatest benefit is to those going from no or low levels of physical activity to moderate levels. Sustaining appropriate levels of physical activity throughout their life course into older age can increase people's healthy life for longer. It is independently better for individuals and economically better for social care and health budgets.
24. The strategy addresses the key issues raised from a robust review of policy, and audit and assessment of national and local data and identifies a number of linked emerging strategic priorities which support our customers to have every opportunity to engage in regular physical activity to help prevent ill health, generate long term improvements in overall levels of health and wellbeing and thereby reduce the costs to society for the NHS and social care.
25. This report invites Overview and Scrutiny Committee to consider the Physical Activity Strategy and to recommend it to Executive for approval.

## Appendices:

Appendix A - Physical Activity Strategy

Appendix B – Summary of audit information

Appendix C – Consultees

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

Physical Activity audit and assessment and Issues and options Report

<http://www.centralbedfordshire.gov.uk/leisure/sports-clubs-andcentres/leisure-strategy.aspx>

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## Appendix **A**



**Central Bedfordshire Leisure Strategy**

**Chapter 4: Physical Activity Strategy 2013-2017**

**July 2013**

## EXECUTIVE SUMMARY

Physical Activity is essential to a healthy lifestyle. The evidence to support increasing physical activity amongst our local population to improve health outcomes is compelling. Everyone can benefit from appropriate physical activity. The majority need to be more active more of the time; the greatest benefit is to those going from no or low levels of physical activity to moderate levels. Sustaining appropriate levels of physical activity throughout their life course into older age can increase people's healthy life for longer. It is independently better for individuals and economically better for social care and health budgets. Central Bedfordshire has a wealth of built and natural facilities which provide opportunities for physical activity. A coordinated, cross sector approach to physical activity is essential to increase participation, reduce health inequalities and improve the quality of life of our residents.

Central Bedfordshire Council Executive Committee has sought the creation of a leisure strategy in order to adopt a holistic approach to the provision of sport, leisure and recreation facilities and opportunities across the Council's area. The aim of the project is to assess current facilities and services, estimate future demand and thereby create a strategy which will assist the authority to deliver and facilitate good quality, sustainable, demand-led facilities and services.

The scope of the leisure strategy comprises three facility-based chapters which incorporate a range of indoor, built facilities together with open spaces and outdoor playing pitches, and in the fourth chapter it seeks to marry the facilities currently available, and those identified as being required, with the types of physical activities needed to support Central Bedfordshire's residents in pursuing a healthy active lifestyle.

## **Part 1: Introduction and Background**

- 1.1 Introduction and Background
- 1.2 Leisure Strategy Structure
- 1.3 Purpose and Scope of the Leisure Strategy
- 1.4 Planning for Sport and Recreation

## **Part 2: Physical Activity Strategy**

- 2.1 Scope
- 2.2 Methodology
- 2.3 Vision and Objectives

## **Part 3: Context**

- 3.1 General Context
- 3.2 Other Socio Economic and health data
- 3.3 Participation in Sport and Active Recreation

## **Part 4: Summary of Audit and Assessment**

- 4.1 National and local health and participation data
- 4.2 Local stakeholder consultation

## **Part 5: Strategic Priorities**

- 5.1 Communication and Awareness
- 5.2 Coordination
- 5.3 Access
- 5.4 Positive Outcomes
- 5.5 Workforce Development

## **Part 6: Monitoring and Review**

## **Part 7: Next Steps**

## **Glossary of Terms and Abbreviations**

# PART 1

## INTRODUCTION AND BACKGROUND

### 1.1 The Leisure Strategy

Central Bedfordshire Council appointed Neil Allen Associates to produce four of the five chapters that will comprise the Leisure Strategy. Chapter 4, the Physical Activity Strategy is being produced in-house. The chapters are:

- Chapter 1: Leisure Facilities Strategy
- Chapter 2: Recreation & Open Space Strategy
- Chapter 3: Playing Pitch Strategy
- Chapter 4: Physical Activity Strategy
- Overarching Leisure Strategy

In accordance with Government policy contained in the National Planning Policy Framework, each chapter of the Leisure Strategy will carry out an assessment of the current provision of identified leisure facilities across Central Bedfordshire in 2012/13, and estimate the respective leisure requirements which result from the growth in Central Bedfordshire's population up to 2031. The strategies for Chapters 1 to 3 will each be Supplementary Planning Documents (SPD) which will detail an approach to facility standards and future facility requirements to be met through the planning process and will form material evidence and policy to inform the Council's emerging Development Strategy.

The purpose of the Leisure Strategy is to support the securing of new and improved facility provision, identify needs and priorities, address inequalities of provision, inform investment strategies of the Council and other bodies, provide a basis for management reviews and ensure that residents of Central Bedfordshire have access to good quality leisure and recreation facilities which enable them to be physically active. The Leisure Strategy does not include an evaluation of Central Bedfordshire Council's capital or management role in the delivery of some of the facilities in this chapter.

Each element of this strategy has been prepared to provide guidance to assist all parties involved in the delivery of the Council's leisure requirements. It is intended that some parts will be adopted as Supplementary Planning Documents following adoption of the Council's Development Strategy proposed for early 2014. Until then this document as the Council's Leisure Facilities Strategy will attract some weight in decisions reached on planning applications.

Chapters 1 to 3 of the Leisure Strategy is derived from policies in the emerging Development Strategy for Central Bedfordshire in particular Policy 22 Leisure and Open Space Provision which identifies general requirements for provision.

In addition to the emerging Development Strategy the Leisure Strategy has also had regard to the National Planning Policy Framework and has been prepared in line with the methodology set out in the former planning policy guidance note PPG 17 and Sport England good practice guidance.

Chapter 4: Physical Activity Strategy will provide a strategic approach to physical activity together with a detailed programme of activities.

## 1.2 Leisure Strategy Development

The development stages for all Chapters within the Leisure Strategy are set out below:

Audit & Assessment - Stage 1 of each chapter will comprise an audit and assessment which gathers evidence using the relevant methodology and research tools for each chapter. Facility inspections and stakeholder feedback will then be combined with the audit evidence to detail both the current and future provision required to meet the sport and recreation needs of Central Bedfordshire residents now and to 2031.

Issues & Options Report - Stage 2 is the Issues and Options Report which will present the key findings arising from the audit and assessment of each chapter and highlights the main issues affecting provision now and in the future. These key issues will be presented for consultation with a range of options to address the issues.

Strategy - At stage 3, the preferred options will be identified and developed into policies relevant to that Chapter for approval by the Council's Executive Committee.

This document represents this stage of the process for Chapter 4: Physical Activity Strategy.

Action Plans – Stage 4 will be the preparation of an action plan to accompany each of Chapters 1 to 4. This will detail the delivery of the requirements identified in the strategy.

### 1.3 Purpose and Scope of the Leisure Strategy

The strategic purpose of the four chapters comprising the Leisure Strategy is to provide a framework for the prioritisation, provision and development of sport and recreation facilities and opportunities in Central Bedfordshire. By highlighting deficiencies and opportunities for improvement, it will set the context for decisions about the priority and delivery of local provision up to 2031.

The key drivers supporting the development of the Leisure Strategy for Central Bedfordshire are:

- To create a robust evidence base on which to base planning policy/standards
- To identify appropriate locations for new/improved leisure provision to target need
- To secure appropriate leisure facilities & S106/CIL contributions, to accompany new development
- To inform Central Bedfordshire Council's capital expenditure on new/improved facilities within its ownership
- To support Central Bedfordshire Council's responsibility for public health from April 2013 by ensuring sustainable, high quality sport and physical activity infrastructure and opportunities are provided to enable residents to live active lives, prevent ill health, improve overall health & wellbeing, and reduce costs.
- To ensure the number of adults taking part in sport and physical activity remains above the national average

## Leisure Strategy: Scope

The scope for each chapter of the Leisure Strategy is detailed within the respective Audit and Assessment Reports. The following summaries the scope for each chapter:

Chapter 1: Leisure Facilities Strategy – built, indoor sport and leisure facilities

Chapter 2: Recreation and Open Space Strategy – a range of open spaces (excluding sports pitches)

Chapter 3: Playing Pitch Strategy – outdoor sports playing pitches

Chapter 4: Physical Activity Strategy – a range of sports and recreation activities undertaken indoors and outdoors

DRAFT



## 1.4 Planning for Sport and Recreation

### National Guidance

In June 2006, the Audit Commission's report; "Public sports and recreation services – making them fit for the future" made a number of criticisms regarding the strategic planning of facilities, resulting in poor provision in terms of location, quality and failure to meet changing needs and customer expectations. The report's recommendations identified a need to ensure that local authorities improved their strategic planning of sport and recreation provision by assessing current and future needs, collaborating with other sectors and working across boundaries in the procurement, planning and delivery of services.

In addition, there was a need for local authorities to appraise options for facility provision in a transparent way, testing the market to ensure that the best options were identified.

As the traditional means of facility funding such as the Lottery and Building Schools for the Future (BSF) diminished, new investment was occurring via Section 106 developer contributions, the Private Finance Initiative (PFI) and more recently the Community Infrastructure Levy; in order to maximise potential benefits of such investment Local Authorities required a clear strategic vision and direction.

The advent of a new planning system required Local Authorities to prepare Local Development Frameworks, and lessons learnt from early examinations of these suggested that a comprehensive needs and evidence base was necessary to ensure that future requirements were planned for accurately. This approach is reinforced in the current Government planning policy set out in the new National Planning Policy Framework which seeks to protect the environment and promotes sustainable growth. Each council is required to prepare a Development Strategy which will be the main planning document for its local authority area, and sets out the overarching spatial strategy and development principles, together with more detailed policies to help determine planning applications. It also requires that supplementary strategies produced to support the Development Strategy should comprise, or lead to, defensible planning guidance for sport, including an improved evidence base for the identification of the level of developer contributions required to meet the Council's strategic objectives for sport.

## Sport England Guidance

Strategy production also conforms to guidance provided by Sport England that strategic planning for sport is essential in delivering appropriate facilities in the right location. In particular, this work is supported by Sport England through its Local Delivery Programme, and benefits from the lessons learned as the result of its Facilities Improvement Service. This assisted local authorities to improve the ways in which they plan for sport and recreation, enabling them to use key strategic planning tools such as Active Places Power which will allow authorities to develop a robust understanding and assessment of need which will then underpin local authorities planning for sport.

## Local Policy

At a local level, Central Bedfordshire Council is a relatively new unitary authority formed in April 2009 which inherited a range of legacy policies from its predecessor authorities. In order to adopt a consistent approach to sports facility provision and provide a robust evidence base for its emerging Development Strategy, the Council identified the need for a comprehensive evaluation of leisure provision.

## Health Agenda

There is increasing recognition that raising levels of physical activity provides a clear route to improving public health outcomes. The Department of Health has produced a number of reports and initiatives, 'Be Active, Be Healthy', 'Stay Active, Stay Healthy' and 'Healthy Lives, Healthy People' which identify and promote the link between activity and health improvements.

Central Bedfordshire Council will work in partnership with a number of organisations to enable and coordinate the delivery of a range of physical activity programmes. By assessing the current national and local policies and strategies relating to health improvements and participation in physical activity, the physical Activity Strategy will create a practical link between current strategies and future activity opportunities, to enable Central Bedfordshire residents to access facilities and services which allow them to lead more active lives.

## PART 2

# CHAPTER 4 PHYSICAL ACTIVITY STRATEGY

### 2.1 Scope

#### **This document comprises Chapter 4: Physical Activity Strategy**

The scope of Chapter 4: the Physical Activity Strategy encompasses a defined range of physical activity opportunities and facilities available to the wider community, providing a snapshot of the activities available, the type of facility where physical activity is offered and the type of person who is currently taking part.

Activities include;

- Walking
- Cycling
- Running/Jogging
- Seated Exercise
- Dance
- Keep Fit Classes
- Gyms
- Sports opportunities

The range of locations where activities take place:

- Village and Community Halls
- Leisure Centres
- Sports Clubs – that have their own grounds
- Schools, Colleges and Universities
- Town & Parish Councils
- Military Defence establishments – where public access is available
- Children Centres
- Golf clubs
- Sheltered accommodation and care homes

Activities that are available within countryside, recreation and open space have been audited and consulted on as part of chapter 2. The Issues and Options report for chapter 4 has drawn upon this information and taken consideration when planning the strategic objectives. As part of stage 4; Action Plans, the physical activity action plan will detail how chapters 2 and 4 will cross over and work together in the future.

The strategy excludes a number of activities. Those out of scope are either specialist sports/activities involving a small percentage of the population, requiring purpose built, 'destination' facilities, or are activities which people can undertake as part of their everyday lives, including:

- Gardening
- Housework
- Ice skating / snowboards / skiing
- Paragliding
- Hotel Activities
- High Ropes
- Private Health Clubs
- Centre Parcs
- Extreme Sports
- Parkour (free running)

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## 2.2 Methodology

Chapter 1 has been prepared by CBC Leisure Services in close association with Sport England and a range of officers and members of the Central Bedfordshire Council as set out in the Development of the Strategy in Part 1 of this report:

- Stage 1 - An audit and assessment comprising a review of national and local health, population and physical activity data, national and local participation and facility data, and local stakeholder consultation, including data and information gathered in the development of Chapters 1-3.
- Stage 2 - Analysis of the audit and assessment evidence to identify a range of key themes and issues which are set out in the Chapter 4 Physical Activity Strategy Issues and Options report.
- Stage 3 - Development of emerging strategic priorities which address the key issues for Central Bedfordshire Council, and form the basis of the Physical Activity Strategy.

As a result, the Audit and Assessment Report and the key findings detailed in the Issues & Options Report are drawn from a combination of detailed desk-based research and consultation with leisure key stakeholders from across all 4 Chapters.

A Communications Plan was prepared which defines the opportunities when a variety of stakeholders would be updated and consulted on the progress of each strategy.

The list below highlights the major consultation opportunities for Chapter 4: Physical Activity Strategy. At each stage consultation responses have been incorporated in the development of this chapter. A summary of consultation responses is included in Part 4 of this strategy.

- April –June 2013 – Stakeholder Consultation Events
- July 2013 – Audit & Assessment Report and Issues & Options Report including on-line consultation, CBC Member consultation and stakeholder consultation.

The list below sets out the principles behind the audit and the different methods and tools used to capture information.

### Population data including:

- Population figures supplied by Central Bedfordshire Council, and other socio economic and demographic data were taken from Sport England's Local Authority profiles.

Department for Health strategies, research and data which identify and promote the link between activity and health improvements including:

- Healthy Lives Healthy People ( Strategy for Public Health England);
- Start Active Stay Active ( Chief Medical Officer: Report on Physical Activity for Health identifying physical activity guidelines)
- Be Active Be Healthy ( A plan for getting the nation moving – Olympic Legacy);
- Public Health Outcomes Framework.
- National recommendations for Physical Activity for Health ( World Health Organisation)

Central Bedfordshire Council strategies which represent the overarching policies which direct the Council's approach to medium and long term development of the health and wellbeing of our residents including;

- Joint Strategic Needs Assessment
- Health and Wellbeing Strategy
- Healthy Communities Strategy
- Sustainable Communities Strategy
- Children and Young People's Plan
- Delivering Our Priorities

### **Extensive use of Sport England's strategic planning tools for sport, as follows:**

- Active People Survey, the largest survey of sport and active recreation in Europe that identifies how participation varies from place to place and between different groups in the population. The NI8 measure reports the percentage of the adult population (16 years+) in a local area who participate in sport or active recreation for at least 30 minutes on 3 or more days a week.
- Local Sport Profile, a profile showing how people take part in sport and patterns of organised sport across the English regions.
- Facility Benchmarking, national comparisons of leisure facilities on a range of performance indicators including access, finance and customer service.
- Market Segmentation data, providing detailed analysis of participation levels and latent demand in Central Bedfordshire.



## Local surveys including:

- Online public survey of local adult population participation in physical activity.
- Face to face meetings with a range of internal and external partners.
- An assessment of Village and Community Halls to consider facilities and types of physical activity taking place including future aspirations of facility owners as part of Chapter 1.
- Consultation regarding the quality, accessibility and quantity together with future aspirations on the use of recreational open space as part of Chapter 2.

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## 2.3 Vision and Objectives

### Vision

#### The vision for Chapter 4: Physical Activity Strategy is to:

*Enable a coordinated network of high quality, accessible and affordable physical activity opportunities to meet the needs of Central Bedfordshire residents both now and into the future, through the combined efforts of the Council and other providers.*

### Objectives

The specific objectives for Chapter 4: Physical Activity Strategy:

- To enable a balanced and consistent approach to the provision of physical activity opportunities for all ages and abilities, which takes into account all needs and demands.
- To support the delivery of public health outcomes.
- To promote principles of high quality and sustainability programmes of activity.
- To guide the investment strategies of Central Bedfordshire Council and other potential providers.
- To ensure the number of adults in Central Bedfordshire taking part in sport and physical activity remains above the national average.

## PART 3 CONTEXT

### 3.1 General Context

The Central Bedfordshire-specific contextual information supporting Chapter 4 is detailed in the Audit and Assessment Report. The following summarises the main background data and issues that underpin the strategy.

#### Population

The main characteristics of the local population at present are:

- Central Bedfordshire is the largest local authority in the East region, with a population of over 255,000 in 2010.
- Central Bedfordshire is classified as predominantly rural with just over half of the population living in rural areas.
- There is a slightly higher proportion of males than average, although females are still in the majority
- There are more people than average in the 16-19 and 35-49 age groups, and fewer people in the 25-34 age group
- There is more than the national average of pensioners (though fewer than the region)
- There are a very small proportion of non-white residents (4% compared with the national average of 11%)
- There are a smaller proportion of disabled people (7% compared with the national average of 11%).

### The main changes that are estimated to occur to 2022 are:

- The overall population is expected to increase by about 35,000 people to over 290,000, representing a 14% increase over 2010
- There are projected increases in all age groups in absolute terms but wide variations in percentage increases – large increases in the 10-14, 55–64 and 65+ groups, and smaller increases in the 0-4 and the 15-34 groups (the latter being main sport playing age group)
- The number of people in the ‘active’ age groups (i.e. mainly 5-44) is estimated to rise by about 8,000 people, but this only represents a 6% increase compared with the 14% increase in the overall population.
- The number of people in the ‘inactive’ age groups increases by 21%. It is estimated that by 2022 the number of people within the ‘active’ population is actually less than those who are ‘inactive’ (47% active/53% inactive compared with 51/49% in 2010)
- The demographic changes alone suggest that (participation and other changes aside) future sports facility provision broadly needs to increase by 6% by 2022 compared with the present, not the 14% increase estimated for the overall population increase
- Conversely the increase in the ‘inactive’ population means that there is a need to consider other facilities and activities for the ageing population – there will be an additional 27,000 people over 45 and approximately 15,000 between 45 and 74

## 3.2 Other Socio Economic and health data

- The cost of primary and secondary care due to physical inactivity nationally in 2009/10 totalled £900m. Locally it totalled £3.6m.
- Participation in regular physical activity reduces the risk of the six most prevalent non communicable diseases: coronary heart disease, stroke, diabetes, cancer, hypertension, depression, and improves a range of health outcomes including living longer, cardio respiratory health, metabolic health, weight management, musculoskeletal health, cancer and mental health.
- Life expectancy is about average (79 for men, 82 for women)
- Over the last 10 years, all causes of mortality rates have fallen. Early death rates from cancer and from heart disease and stroke have fallen.
- Unemployment (5.8%) is below the average rate for the region (6.6%) and England (7.5%)
- Central Bedfordshire has a low deprivation score (from the Index of Multiple Deprivation) and is ranked in the best 20% of all local authorities in the country in terms of overall deprivation

### 3.3 Participation in Sport and Active Recreation

Data taken from Sport England's latest Active People Survey (2011/12), showing 3 x 30 minutes sessions or more of moderate intensity activity per week, conclude that:

- Almost half (48%) of the Central Bedfordshire population are inactive.
- Broadly similar levels of activity were maintained in Central Bedfordshire between 2005/6 and 2011/12 (22 -22.5%)
- Activity levels in Central Bedfordshire are generally slightly higher than the regional (21.9%) or national average (21.4%)
- Against our comparator unitary authorities, levels of adult participating in 30 minutes of activity 3 times a week are lower than 3 authorities in that group (Cheshire West and Chester 34.6%, Bedford 33.9%, Cheshire East 28.1%)
- Male activity levels (26.9%) are much higher than female (18.1%) and higher than the national average (25.2%)
- Female activity levels are slightly below the national average (18.9%), and have declined slightly since 2005/6
- Other differences in regular participation levels exist, with disabled people, lower socio economic groups and some black and ethnic minority groups taking part less.

## **PART 4**

# **SUMMARY OF AUDIT AND ASSESSMENT**

Full details are set out in the Physical Activity Audit and Assessment Report. This provides detailed information in accordance with the methodology identified above.

These key issues can be summarised as follows:

### **4.1 National and local health and participation data**

- There is a wealth of national research that shows participation in regular physical activity reduces the risk of the following six most prevalent non communicable diseases: coronary heart disease, stroke, diabetes, cancer, hypertension, depression, and improves a range of health outcomes including living longer, cardio respiratory health, metabolic health, weight management, musculoskeletal health, cancer and mental health.
- Participation rates locally are slightly higher than the national average, but nearly half of the population are inactive. Moving people from inactive to active is a key priority for improving public healthy outcomes.
- Participation rates differ between a number of socio economic and demographic groups. A main aim will be to redress balances in participation where differences occur.
- Central Bedfordshire has a large population with more people in the young adult and middle aged group and more than the national average of people over 65. This demographic distribution suggests that a wide range of opportunities may be required to accommodate different needs of the differing age groups.

- The population over the next few years is likely to increase significantly, but the increase particularly in the 50+ group is likely to mean that the 'active population' will increase only slightly. There will be an increasing need to address the demands of an older population for physical activity, particularly in respect of supporting healthy lives.
- The population is mixed in terms of its market segments, with three of the main groups having higher than average activity rates. The main groups with low activity rates in sport are not well represented in Central Bedfordshire. Future participation is likely to remain buoyant, but continued analysis and targeting of facilities and services is needed to address the less active groups.
- Latent demand data shows a significant proportion of adults want to start playing sport or do more, but for the barriers which are often related to social or economic inequalities.

## 4.2 Local stakeholder consultation

- There are a diverse range of opportunities available to take part in physical activity both on a formal and informal basis with a wide range of providers in high quality built and natural settings. However, much of the activity is uncoordinated leading to duplication, competition and add hoc opportunities to take part.
- Some funded activity is short and time limited which limits its impact and is not sustainable.
- Identified barriers to participation for vulnerable groups and their carers include accessing information about the type of activity available, its location, and price and how to book.
- Activities on offer are not always targeted to the demographics of the local population or specific vulnerable groups in order to best address health inequalities.
- For some customer facing staff there is a gap in knowledge, understanding and experience in working with vulnerable groups and individuals.



## PART 5

### STRATEGIC PRIORITIES

The key issues from the audit and assessment identify a number of linked emerging strategic priorities for consideration which seek to address the identified barriers to participation, directing resources to help make physical activity a normal part of life in Central Bedfordshire for everyone. We will do this by working in partnership with the wide range of stakeholders in sport and physical activity to create a coordinated and more effective offer.

#### 5.1 Strategic Priority 1

##### Communication and Awareness

Improving internal and external communication and raising awareness of the wide number and range of physical activity opportunities that already exist so that residents are aware of, and can influence future delivery.

##### **Why this is important:**

Stakeholder consultation has identified a lack of knowledge about what physical activity opportunities exist, where they take place, and how to book. Specifically, lack of information is a barrier for groups who participate less in physical activity. Improving awareness of the opportunities that already exist to engage in physical activity will help people to take the first steps to being physically active. It is important to provide the public and partners with the appropriate information about the activities that are available and the benefits for leading an active lifestyle. We will provide relevant information about our services and engage in social marketing campaigns as prioritised by relevant partners to promote engagement in sport and physical activity.

## What this will look like:

- We will work with our partners to build up a shared knowledge-base to support effective partnership working and develop stronger inter-agency links with a range of internal and external stakeholders
- We will develop regular communication between organisations, (both internal and external), staff and our Members to communicate physical activity opportunities in our communities.
- We will use and publicise existing databases for local people to search for clubs and activities in their area. These services rely on providers uploading details of the activity onto the site, and this will require significant promotion and support with our partners.
- We will develop a comprehensive prospectus of services and activities will help people with long term health and social care needs to choose services that allow them to benefit from a healthy lifestyle and have more control and choice over their care and support.

## 5.2 Strategic Priority 2 Coordination

Coordinating physical activity opportunities, partnership activity and funding to maximise value, impact and long term benefits for those involved.

### Why this is important

- There are diverse opportunities provided by a wide range of organisations. However, there is often a lack of coordination of work and commissioning. Funding streams for sport and physical activity have often led to targeted, time limited projects that are not coordinated or linked with other activities. This has meant that activity has had less of an effect than might be hoped and successful projects have not always been effectively mainstreamed. By working towards shared local priorities with those involved in sport, physical activity, health, social care, education, voluntary organisations and public services in Central Bedfordshire we will help to build support for promoting healthy, active lifestyles which address health and participation inequalities.

### What this will look like

- We will continue to improve and develop the GP referral system that supports people to participate in physical activity with clear and appropriate pathways for sustainable lifestyle change that GPs can continue to be confident in.
- We will set up a Community Sport and Physical Activity Network to improve the coordination of projects and activities at a local level to maximise value, impact and long term benefits for those involved. This will also enable our existing external partners to have more of a central and direct route into Central Bedfordshire services where we will be able to share knowledge, develop ideas, and provide updates on current projects and funding opportunities.

- We will host an event for organisations to come together at on an annual basis to discuss common issues and opportunities.

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## 5.3 Strategic Priority 3 Access

Limiting the barriers that people face when choosing to participate such as physical access, price and targeted pathways.

### **Why this is important.**

There is clear evidence of the inequalities in health and levels of participation for parts of the community. The Director of Public Health report 'Inequalities in Central Bedfordshire' summarises that men who live in the 20% most deprived areas live an average of 7 year's less than those who live elsewhere in Central Bedfordshire; for women the difference is over 5 years. Differences in regular participation levels exist, with women, disabled people, lower socio economic groups and some black and ethnic minority groups taking part less. Despite the wide range of providers and physical activity opportunities, activities on offer are not always targeted to the demographics of the local population or specific vulnerable groups in order to best address health inequalities. A significant proportion of adults want to start playing sport or do more, but for the barriers which are often related to social or economic inequalities.

### **What this will look like.**

- Our approach to planning facilities and amenities for physical activity are set out in Chapters 1-3 including built facilities, recreation and open space and playing pitches. This will ensure that the sport and physical activity infrastructure is appropriate for local communities to engage in regular physical activity.

- The Council's Health and Wellbeing Board will provide overarching strategic direction for the promotion of physical activity and healthy, active lifestyles. In this role the Board may prioritise specific groups who need particular support to engage in physical activity or create strategies to break down barriers to participation. We will take direction from the priorities identified by the Health & Wellbeing Board.
- The Council has six leisure facilities operated under contract. Leisure centres are a resource for the whole community and we will use those contracts to promote and deliver broad public health and wellbeing outcomes with a view to meeting the evidenced needs of the local community to be healthy and active, with a particular focus on those who are inactive or experience particular barriers to participation.
- In partnership with our sustainable transport and countryside access teams we will promote a range of physical activity opportunities, particularly those that are most likely to move people from being inactive to active such as walking, jogging, and cycling on a regular basis and to integrate these kind of outdoor activities into the exercise referral pathways that are currently being developed.
- Communities and organisations across Central Bedfordshire have facilities that are available to communities but are underused. We would like to see programmes of activity devised for these sites and will work with communities to set up sustainable programmes of activity where it will not detract from existing facilities.
- Schools are at the heart of our communities. With many schools becoming academies it's important that we work positively together so that community access can continue to develop further and deliver benefits for the local community..
- Price can have a significant influence on levels of participation and the social benefits from activity. We propose that our decisions should take into account the effect of price on participation. This may include subsidising particular groups.

- We propose to work with key partners to ensure that activities programmed meet the needs of groups that experience barriers to participation and target resources at areas where it can be shown that support will improve equality of opportunity and sustainable, long term lifestyle change.

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## 5.4 Strategic Priority 4

### Positive Outcomes

Assessing the impact of participation in physical activity with consistent robust data to evidence broad health and wellbeing outcomes.

#### **Why this is important.**

Tracking participation and measuring the impact that it may have on lifestyle and health outcomes provides valuable evidence of the effects of physical activity which incentivises individuals to make long term lifestyle changes and enables longer term sustainable programmes of activity which attracts partner support and funding. Importantly, it helps us target our resources.

#### **What this will look like.**

We will use information to assist with identifying gaps so that we can target activity more effectively. We will develop information systems to ensure we are getting the maximum benefit from them.

The following examples are;

- Leisure facility management programmes that allows the centres to manage bookings, activities and membership. We propose that we take advantage of this system to enable us to monitor the current type of user and identify gaps of non users. This will provide us with the information of who we should be targeting.
- Technogym Wellness System and My Wellness Key – This is the current system used within some of our leisure facilities. This system can be used to monitor and track progress and impact of customer accessing physical activity session. We are able to develop these programmes to track and monitor all the community programmes that may take place out side of the leisure facility setting. The Wellness system can monitor participation levels as well as measuring improvement in health such as weight, blood pressure and body mass index (BMI) and provide a method to report back to GP's and key stakeholders such as Public Health Team.



- Market segmentation – a tool for analysing the factors that engage/disengage different groups of people with physical activity and understanding the likely preferences of a given group
- Impact analysis – developing our understanding of the social, economic, environmental and health effects of various interventions to demonstrate the benefits.
- Research into health and sports – a wide range of agencies produce information about trends in health and wellbeing and participation in sports and physical activity.
- Central Bedfordshire information – a great deal of research has been carried out at a national level, but it is important to understand what this means in practice for our communities.

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## 5.5 Strategic Priority 5

### Workforce Development

Ensuring that customer facing staff have the appropriate skills and awareness to work with a range of customers with varying needs.

#### **Why this is important**

High quality opportunities to engage in physical activity will ensure longer term participation. Some of the current activities provided are producing barriers for customers due to the lack of knowledge and understanding of customer facing staff.

#### **What this will look like.**

- We will work with our partners to provide an annual training and development plan that provides opportunity for existing and new customer facing staff. The following are some of the partners who we would look to work with in developing a training programme on an annual basis; MIND – mental Health, Families United Network – Disability, National Governing Bodies, Leisure Management Operators
- We will incorporate opportunities to increase and raise awareness of the apprenticeship offers within our leisure facilities and work with our leisure management operators to provide work experience opportunities for people with specific needs.

## **PART 6**

### **MONITORING AND REVIEW**

It is envisaged that the proposed community sport and physical activity network will review the strategy's action plan on an annual basis comparing achievements against actions and accounting for new opportunities and circumstances. The network will produce an annual report of progress which will also allow any slippage to be recognised and actions rearranged accordingly.

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## PART 7

### NEXT STEPS

Increasing physical activity opportunities will require a joint effort across and between sectors and organisations. No single agency or organisation has overriding responsibility for providing, developing and promoting physical activity. This strategy is designed to help increase coordination between organisations and strategies.

At a more local level it is anticipated that the community sport and physical activity networks will form appropriate local structures to drive the objectives set out within the strategy and form the important liaison between partners and local communities.

In order to deliver the five strategic priorities and annual programme of activity will be developed with the appropriate partners.

## Appendix B

### Summary of Audit Information

The audit and assessment comprised a review of the following national and local health, population and physical activity data, national and local participation and facility data, and local stakeholder consultation.

- Department for Health research and data including: Healthy Lives Healthy People; Start Active Stay Active; Be Active Be Healthy; Public Health Outcomes Framework.
- Local strategies including: Central Bedfordshire Council's Joint Strategic Needs Assessment; Health and Wellbeing Strategy; Healthy Communities Strategy; Sustainable Communities Strategy; Children and Young People's Plan; Delivering Our Priorities
- Sport England's latest Active People Survey, the largest survey of sport and active recreation in Europe (Sport England) that identifies how participation varies from place to place and between different groups in the population. The NI8 measure reports the percentage of the adult population (16 years+) in a local area who participate in sport or active recreation for at least 30 minutes on 3 or more days a week.
- Sport England Local Sport Profile, Facility Benchmarking and Market Segmentation data, providing detailed analysis of participation levels and latent demand in Central Bedfordshire.
- Online public survey of local adult population participation in physical activity.
- Face to face meetings with a range of internal and external partners.
- An assessment of Village and Community Halls to consider facilities and types of physical activity taking place.
- Town and Parish Council data on the type of activity currently offered and potential future demand.
- A survey of physical activity opportunities currently available, including future aspirations of facility owners.

Further detailed information can be found in the full audit and assessment is at <http://www.centralbedfordshire.gov.uk/leisure/sports-clubs-andcentres/leisure-strategy.aspx>

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## Appendix C

### Consultees

CBC Children's Services – LAC, Children with Disabilities, Child Poverty, Children's Centres, Learning and School Improvement  
CBC Adult Social Care, Health and Housing, Older People and physical disabilities, sheltered accommodation  
Older People Delivery Partnership  
Older People Reference group  
CBC Sustainable Transport  
CBC library services  
Stevenage Leisure LTD  
Leisure Connection  
Carers in Beds  
MIND  
Age UK  
3rd Sector Assembly  
Team Beds & Luton  
Sport England  
Bedfordshire Rural Communities Charity  
Town & Parish Councils  
Elected Members - All member meeting  
Public - available to comment online

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**Meeting:** Sustainable Communities Overview and Scrutiny Committee  
**Date:** 25 July 2013  
**Subject:** East West Rail (Western Section)  
**Report of:** Cllr Nigel Young, Executive Member for Sustainable Communities  
**Summary:** The report outlines the benefits and implications of a new East West rail route and sets out the contribution required of the Council to support the delivery of the East West Rail (Western Section) Project, following discussions with Network Rail, Department for Transport and the East West Rail consortium.

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**Advising Officer:** Richard Carr, Chief Executive  
**Contact Officer:** James Gleave, Senior Strategic Transport Officer  
**Public/Exempt:** Public  
**Wards Affected:** Aspley and Woburn, Cranfield and Marston Moretaine  
**Function of:** Council

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

1. East West Rail is a strategic railway connecting East Anglia with Central, Southern and Western England. The complete East West Rail scheme comprises a strategic rail route that will link the East Anglia ports to Oxford via Cambridge, Bedford, Milton Keynes and stations in Central Bedfordshire. As such, the scheme will greatly improve connectivity by rail in Central Bedfordshire by providing a strategic east-west route to these destinations.
2. The eastern part of the route has already been completed and work is about to start on the western section, which runs from Oxford to Bedford. This section offers a number of benefits in keeping with corporate priorities, including:
  - Creating jobs by helping existing businesses to grow and encouraging new businesses to move into the area.
  - Creating local jobs during its construction phase;
  - Encouraging more people to travel by rail, thus protecting the environment and reducing the impacts of car travel on local communities;
  - Higher quality infrastructure and transport services improving connectivity to places such as Bedford, Milton Keynes, Bicester, and Oxford.

Supporting the Western Section will also show to Government that the Council is willing to collaborate with other local authorities and partners to deliver a significant infrastructure project. This has a broader significance than East-West Rail.

**Financial:**

3. Government funding for the Western Section of the route, which could be up to £500m, is conditional on a local financial contribution towards the scheme. Local transport authorities situated along the Western Section route (Central Bedfordshire Council, Bedford Borough Council, Milton Keynes Council, Buckinghamshire County Council, and Oxfordshire County Council) plus some districts have committed to provide up to £50m (at 2012 prices) as a local contribution. The £50m contribution from local authorities is index-linked to the Consumer Price Index measure of inflation and comprises a commitment by those local authorities to use 'best endeavours' to provide £30m and 'reasonable efforts' to find a further £20m. The £50m contribution can be provided over 15 years between 2014 and 2029.
4. It is proposed that this Council's share of the £50m contribution would be £4.2m at 2012 prices. Based upon predicted inflation of 2% per annum, it is forecast that the authority's maximum potential contribution to the project will be £5.180m, to be paid as :
  - £2.5 million in 2018, once the Western Section is opened and representing Central Bedfordshire's basic contribution to the scheme.
  - £2.5 million in 2026, when the forecast economic benefits have been evidenced.
  - A further £180k paid as works in kind during the lifetime of the project.
5. The local contribution made will be capital expenditure and can be reduced by any additional contributions to the scheme through works in kind (e.g. officer time dedicated to the project) and by realising alternative sources of funding (e.g. developer contributions). The current estimate for works in kind assumes delivery from within existing resources.

**Legal:**

6. Two legal agreements are to be completed to secure the local contribution towards the scheme.
  1. Buckinghamshire County Council are the lead authority for the scheme and will be entering into a Funding Agreement directly with the Department for Transport to secure the local contribution. The Department for Transport will be obligated to use the funding for the delivery of the project. A draft Funding Agreement is in circulation but not yet approved.
  2. Each of the local authorities on the Western Section route will subsequently enter into a side agreement with Buckinghamshire County Council agreeing to pay their authority's share of the local contribution. Completion of the side agreements are a prerequisite prior to completion of the Funding Agreement between Buckinghamshire County Council and the Department for Transport. A copy of the draft side agreement will be issued to the Council for consideration in the near future.

**Risk Management:**

7. The risk for the construction and delivery of the project is being borne by Network Rail. A risk assessment has been carried out and appropriate action will be taken to mitigate the identified risks. For the Council, failure to contribute towards the delivery of the scheme poses the following risks:

- Failure to deliver the Central Section, of which the Western Section forms a critical part of the business case;
- Failure to meet the Council's 'Duty to Cooperate' on strategic planning matters in the Localism Act 2011.

8. Regarding the local contribution, risks identified include:

- Failure of the Council to secure adequate financing for its local contribution, undermining the deliverability of the scheme;
- Failure of other local authorities to secure adequate financing for their local contribution, undermining the deliverability of the scheme.

**Staffing (including Trades Unions):**

9. Existing staff resources will be used to support the project.

**Equalities/Human Rights:**

10. Many disadvantaged groups in Central Bedfordshire have reduced access to a car. Improvements to the rail service should help improve access to jobs and services for those groups.
11. In terms of improvements to services and physical infrastructure such as stations and crossings, new services and infrastructure will need to be delivered to the most up-to-date accessibility and equalities standards as required by law. The Council will work with its partners to identify any equality issues associated with new services and infrastructure and ensure that the new facilities and services are accessible by all.
12. To support the delivery of the Western part of the Central Section, the Council may be required to undertake its own works, for example re-routing rights of way. The Council will assess the equalities impacts of its own works and deliver in line with best practice.
13. As part of any planning application submitted for the Western part of the Central Section scheme – likely to be a Transport and Works Act Order – Network Rail will be required to undertake a full Equalities Impact Assessment for the Western Section. The Council will do what it can to advise Network Rail on equalities issues as part of this process.

**Public Health**

14. Improved public transport services will provide a realistic alternative to the car for many trips, helping to reduce the local impacts of air pollution from vehicles; Improved public transport can help those without access to a car to access everyday activities such as employment and services, leading to a greater sense of personal well-being.  
  
Electrification of the route, and the replacement of current diesel trains with quieter electric trains, could reduce the levels of noise from trains. However, increased use of the Marston Vale Line by passenger and freight services could make noise from trains more frequent.

**Community Safety:**

15. Section 17 of the Crime and Disorder Act 1998 places a duty on councils to do all they reasonably can to reduce crime and disorder locally and improve people's quality of life as a result. The duty requires the Council to consider and do all that is reasonable to support the reduction of crime in our area.
16. The Western Section can help to positively tackle crime and disorder by improving accessibility to jobs and services in the communities that it will serve. The Council will seek to maximise the opportunities to improve community safety that the Western Section may bring.

**Sustainability:**

17. The Western Section will provide a high quality public transport service to a variety of destinations. This will promote travel by train as opposed to private car to many destinations, with subsequent benefits for improved air quality and CO2 emissions. The electrification of the track will provide additional benefits in terms of air quality by reducing emissions from current diesel trains.
18. Works to upgrade and electrify the Marston Vale Line are likely to impact upon the local environment and landscape. This will be monitored and assessed as part of the development of the scheme.
19. An Environmental Impact Assessment will be undertaken as part of the Western Section Project. The Council will do what it can to engage with Network Rail and the East West Rail Consortium to advise on environmental issues in the Marston Vale as part of this process.

**Procurement:**

20. Not applicable.

**RECOMMENDATIONS:**

**The Committee is asked to:-**

1. **Recommend that the Executive express the Council's support for the East-West Rail Western Section;**
2. **Recommend to the Executive that the Council's contribution to the East-West Rail Western Section be included in future updates of the Capital Programme to be recommended to Full Council;**
3. **Recommend to the Executive that officers maximise their works in kind and seek other funding sources for the Council's contribution to the East-West Rail Western Section where possible;**

**Background to East-West Rail**

21. The East-West Rail Project is a long-standing project to deliver a new strategic East-West Rail Link between Oxford and Cambridge. This will serve Oxford, Bicester, Milton Keynes, Bedford, Cambridge and stations in Central Bedfordshire with direct rail connections for the first time since the 1960s, with the potential for new rail services to run as far as Bristol, Norwich, and Ipswich.

22. In November 2011, the Chancellor of the Exchequer announced that the government is committed to funding the Western Section of the route between Oxford and Bedford, subject to a satisfactory business case, and a commitment from local authorities to contribute towards the project. This support was confirmed by the Department for Transport in July 2012 in its Higher Level Output Statement (HLOS), which commits funding of £550m towards the project between 2014 and 2019.
23. The Government has recognised that partnership working across local authorities along the route has been critical to the development of the Western Section. Central Bedfordshire Council is part of the East West Rail consortium which promotes the scheme. Support for the scheme is reflected in the Council's Local Transport Plan and Draft Development Strategy.

### **Benefits for of the Western Section for Central Bedfordshire**

24. By 2019, the completion of the Western Section will result in a link between Bedford and Oxford being fully re-opened, with new track laid, existing track upgraded, and new services running over a strategic, electrified railway. The main benefits to Central Bedfordshire will accrue from 2017, when new rail services will start operation on the Marston Vale Line.
25. On the Marston Vale Line, much of the infrastructure will be upgraded by 2017, allowing train services to run between Bedford and Oxford. This will then be followed by the electrification of the Marston Vale Line, which is scheduled for completion by 2019 at the latest to coincide with the electrification of the Midland Mainline north of Bedford.
26. Central Bedfordshire will benefit from this scheme, particularly through the provision of an enhanced rail service along the Marston Vale Line. In addition to the current hourly Bedford to Bletchley service calling at all stations along the route, a new hourly service will provide a semi fast service between Bedford and Milton Keynes, calling at one Central Bedfordshire station, probably Lidlington.
27. There may also be the opportunity to enhance the current Bedford to Bletchley service. This could include extending the service to Milton Keynes Central (currently being investigated by the train operating company) and providing a Sunday service on the line (the service currently runs Monday to Saturday only).
28. This project will also see a significant investment in the rail infrastructure along the Marston Vale Line. As well as electrifying the line, opportunities to increase line speeds will be investigated, level crossings reviewed, and improvements to passenger facilities at current stations secured.
29. The net impact of this significant investment in rail services and infrastructure is increased connectivity within Central Bedfordshire. East-West connectivity has been identified as a key transport barrier to economic growth in Central Bedfordshire. This scheme will improve access to markets in places such as Oxford and Milton Keynes will in turn make Central Bedfordshire a more attractive place in which to invest.
30. The enhanced service levels will provide significant benefits to the current communities along the Marston Vale Line. New connections to places like Oxford and Milton Keynes, and reduced journey times on the existing rail service to places like Bedford will make travel by public transport a much more attractive proposition locally.

31. As well as the practical benefits of the scheme itself, supporting the scheme has much wider benefits for the Council. The Government has recognised that collaboration between local authorities along the Western Section route has been key to its development as a scheme to the point where Government is willing to fund it.
32. By showing its support for the Western Section, the Council is showing to Government and its partner authorities and stakeholders (including the South East Midlands Local Enterprise Partnership) that it is a delivery authority that will support projects that meet national and local objectives. Joint working with other local authorities on the Western Section is also an excellent practical example of the Council fulfilling its 'Duty to Cooperate' under the Localism Act 2011.

### **Work of Central Bedfordshire Council**

33. Central Bedfordshire Council will work closely with Network Rail, the East West Rail Consortium, and local communities to maximise the benefits from the scheme, and to best balance the need for a safe and reliable railway, and minimising disruption on local communities. This may include (but may not be limited to):
  - Changes to level crossings and investigating alternative options, such as new structures like bridges, or minimising level crossing 'down time';
  - Changes to footpath and bridleway crossings and investigating alternative options;
  - Minimising the impact of new infrastructure on local communities where feasible;
  - Minimising the impact of construction works on local communities where feasible;
  - Improvements to facilities at existing stations along the line, including any interchange with local transport.
34. A key part of this project is to ensure that local communities along the line are engaged in the project, and are able to access the latest news on it. Detailed plans on engagement with local communities are currently being developed by the East West Rail Consortium and Network Rail, and the Council is part of this process.
35. The Council is committed to engaging with local communities in the Marston Vale as the project develops, and will seek their input and provide feedback as appropriate. It should be noted that local communities will also be given an opportunity to have their say formally as part of any future statutory processes, such as a Transport and Works Act order.

### **Contribution to the project**

36. To secure Government funding for the Western Section, all local authorities along the route (Bedford Borough Council, Buckinghamshire County Council and its constituent districts, Central Bedfordshire Council, Milton Keynes Council, and Oxfordshire County Council and its constituent districts) have agreed in principle to provide a local contribution towards the Western Section. This agreement constitutes a joint commitment to use:
  - Best endeavours to secure a combined £30 million in 2012 prices;

- Reasonable efforts to secure a further £20 million in 2012 prices, giving a total contribution of £50 million.
37. These amounts are index-linked to the Consumer Price Index measure of inflation. They are based upon a combined assessment of funding mechanisms, for example developer contributions, which indicated that these sums would be feasible. This collective support in principle is subject to approval of detailed financial agreements with each authority.
38. The Department for Transport has indicated that it expects a total contribution from the local authorities of £50 million at 2012 prices. This will consist of the £30m to be paid by the councils using their best endeavours, and a further £20m to be paid by the councils using their reasonable efforts. In the latter case, DfT have indicated that this should be forthcoming once the economic benefits of the scheme are realised. All local authorities have been advised to plan as such. In the case of Central Bedfordshire, it may be that the economic benefits of the scheme will best be realised once the next stage of the route between Bedford and Cambridge has been agreed, especially if this route were to include a stop at Sandy.
39. Further work has been undertaken by the Western Section authorities to allocate this contribution between the local authorities. The contribution has been allocated between all the local authorities on a population-basis, with both this Council and Bedford Borough Council securing a further reduction in our contributions owing to the potential future need to contribute towards the Central Section.
40. The outcome of this is Central Bedfordshire Council's expected contribution is £4.2 million at 2012 prices. This is 40% less than a contribution based purely on population and comprises best endeavours to secure £2.5 million and reasonable efforts to secure a further £1.7 million at 2012 prices. Adjusted for forecast inflation, the estimated maximum cost to the Council for this project is £5.180 million, comprising works in kind of £180k and a capital grant of £5 million (as profiled in Table 1). The contributions of all local authorities across the Western Section have been agreed in principle.
41. Contributions towards the project can be made by local authorities in ways that they see fit up until the year 2029. They can consist of:
- In kind contributions – these need to be agreed with the Western Section authorities as being related to the project and can include officer time dedicated to helping deliver the project, and local authority spend on infrastructure works that will benefit the project (for example diverting rights of way crossings over a new bridge);
  - Cash contributions – a cash payment made directly to the project.
42. Buckinghamshire County Council has offered to act as a banker for the local contributions on behalf of all Western Section authorities, and will have a legal agreement with the Department for Transport for the provision of these contributions. As Buckinghamshire does not bear the entire financial risk for the local contributions, agreements between Buckinghamshire and all Western Section authorities (including Central Bedfordshire) are required to assure Buckinghamshire of other authorities contributions.

43. Central Bedfordshire's contribution will consist of a mixture of both in kind contributions and cash contributions. The in kind contributions are likely to consist primarily of officer time dedicated to supporting the delivery of the project, including the works outlined previously in this report, but local infrastructure works, such as footpath diversions etc. may be included.
44. A number of approaches are being considered by the Western Section authorities and will be subject of future reports, whether directly related to East West Rail or more general finance reports. These approaches could include:
- Developer contributions, whether directly as part of Section 106 agreements or indirectly through the Community Infrastructure Levy;
  - Government grants and bids for funding;
  - Deals with Government – such as city deals – whereby the scheme could be funded through additional tax receipts;
45. Based upon current project planning, and a contribution of £4.2 million in 2012 prices (£5.180m adjusted for inflation), it is proposed that the profile of payment for the Council's contribution would be as follows:

**Table 1 – Contribution profile for Central Bedfordshire Council**

	2013	2014	2015	2016	2017	2018	2026	Total
In kind	£10k	£30k	£40k	£40k	£60k	£40k	£0	£180k
Cash	£0	£0	£0	£0	£0	£2.5m	£2.5m	£5m
Total	£10k	£30k	£40k	£50k	£60k	£2.54m	£2.5m	£5.18m

46. The grant contributions profile has been set to reflect two things:
- £2.5 million to be provided in 2018 following the start of services running on the Western Section, so the Council realises the benefits of the scheme prior to making a cash contribution;
  - £2.5 million being provided in 2026, after it has been demonstrated that the scheme has had significant economic benefits. This potentially includes job creation and the construction of the Central Section to include a stop at Sandy.
47. A legal agreement between Buckinghamshire and the Council is currently being drawn up, setting out the terms under which the Council will make its contribution to the Western Section. This agreement will be signed by October 2013.
48. The Council's Constitution requires all capital requirements to be included in its Capital Programme and it is planned this project will be included in the review of the programme currently underway. A revised Capital Programme will be included for approval at the earliest opportunity which is the Full Council meeting scheduled for 12<sup>th</sup> September 2013.



### **Conclusion and Next Steps**

49. The East-West Rail Western Section is a key transport infrastructure project that will deliver a number of benefits to residents and businesses in Central Bedfordshire. These include promoting employment, enhancing connectivity to business markets such as Milton Keynes and Oxford, and encouraging more people to travel by public transport. Supporting the scheme will also mean the Council will show to Government that it is an authority willing to support the delivery of significant infrastructure projects.
50. To deliver the project and realise these benefits, both the Council and all the partner authorities need to provide their contributions to the project. The Council also needs to work proactively with the East West Rail Consortium, Network Rail and the Department for Transport to deliver key infrastructure works and finalise train service patterns, as well as provide a financial contribution to the project.

### **Appendices:**

Appendix A – East West Rail Western Section Map and Central Section Options

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# Western Section

Appendix

# EastWestrail



## Central Section Options

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**Meeting:** Sustainable Communities Overview & Scrutiny Committee  
**Date:** 25 July 2013  
**Subject:** Capital Programme Report for the Quarter ended 31 March 2013  
**Report of Executive Member:** Cllr Nigel Young– Executive Member for Sustainable Communities Planning & Economic Development  
**Member:** Cllr Brian Spurr – Executive Member for Sustainable Communities Services  
**Summary:** Provisional annual capital expenditure and external funding for 2012/13.

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**Advising Officer:** Marcel Coiffait - Community Services Director  
**Contact Officer:** Sue Templeman, Senior Finance Manager  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

##### **Council Priorities:**

1. The former Sustainable Communities capital programme provided the necessary infrastructure to support the Council priorities of: Creating Safer Communities and Managing Growth effectively.

##### **Financial:**

2. The financial implications are set out in the report.

##### **Legal:**

3. All expenditure is in accordance with the Constitution of the Council and Public Procurement Regulations.

##### **Risk Management:**

4. Outline and detailed business cases ensure that risks are addressed before schemes are accepted into the programme. Project Managers oversee delivery risks.

##### **Staffing (including Trades Unions):**

5. Covered in business cases as relevant

##### **Equalities/Human Rights:**

6. Covered in business cases as relevant

##### **Community Safety:**

7. Covered in business cases as relevant

**Sustainability:**

8. Resource usage and project outcomes are assessed at business case stage.

**RECOMMENDATION(S):**

1. **that the Overview & Scrutiny Committee note:**
- (a) **Provisional capital expenditure outturn of £29,868k and external funding of £10,680k;**
  - (b) **A full year variance of £2,763k on expenditure and of £1,722k on external income resulting in a net variance of £1,041k.**

**Introduction**

9. The former Sustainable Communities capital programme in 2012/13 was made up of 59 schemes which included large groupings of projects that were the result of developer funds to deliver planning requirements, including highways schemes, associated with new developments.

**Overall position**

- 9.1 The former directorate spent £29,868k and received external income of £10,680k, leaving net spend below budget in 2012/13 of £1,041k. The majority of this was delayed due to external factors beyond the control of the Council. This included leisure projects, compensation payments on Highways schemes and work on Sundon / Bluewater landfill site.

**Leisure projects**

- 9.2 Detailed specification is underway for work at Tiddenfoot and construction work is due to start soon. Further design work is required at Saxon to ensure the spa business plan is robust

**Compensation payments**

- 9.3 Legal negotiations with landowners has yet to be concluded.

**Sundon / Bluewater landfill sites**

- 9.4 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.

- 9.5 Summary Table A

Table A shows the former 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.

**Table A – Capital budget by Category (£'000)**

Scheme Categories	Net Expenditure Budget	Net Expenditure Actual	Net Expenditure Variance
Community Safety & Public Protection Infrastructure	47	10	-37
Leisure & Culture Infrastructure	2,491	1,645	-846
Regeneration & Affordable Housing	3,980	3,679	-301
Transport Infrastructure	13,224	13,627	403
Waste Infrastructure	487	227	-260
<b>Total</b>	<b>20,229</b>	<b>19,188</b>	<b>-1,041</b>
<b>Percentage of budget</b>		<b>94.9%</b>	<b>5.1%</b>

**10. Major schemes completed in 2012/13**

10.1 The Capital Programme is key to delivering the priorities set out in the Medium Term Plan, the majority of which were led by the former Sustainable Communities directorate. These supported the aim of keeping Central Bedfordshire as a great place to live and work.

10.2 The major schemes completed that relate to the £29.868m spend in 2012/13 are:

**Transport Schemes**

10.3 Total road treatment of resurfacing and surface dressing in 2012/13 was 62 kilometres.

10.4 A total of 695 columns including lanterns were replaced and a further 2234 lanterns replaced.

10.5 17 Local Area Transport Plan schemes, including Hitchin Street, were delivered in 12/13 and a further 15 designed and ready for construction during 13/14.

10.6 3 bridges were completely replaced and 6 were strengthened or partially replaced in 2012/13. Designs for 8 structures were completed for work programmed to start in 2013/14.

10.7 16 Drainage schemes were completed in 2012/13 and a further 4 schemes were designed for work that will be completed in 2013/14.

- 10.8 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 12/13. These reflect many different types of works and include larger projects such as Hitchin St Biggleswade. Some of the schemes are 2 year schemes and there will be some slippage of funding into 13/14
- 10.9 Construction of the £90m Luton Dunstable Busway is nearing completion ready for opening later this year. The core route links the towns of Houghton Regis, Dunstable and Luton including two railway stations and Luton London Airport. The scheme enables buses to utilise its dedicated Busway (multi access/exit points along its length) to bypass local congestion providing passengers with a quick reliable service to key areas such as education establishments, employment areas, retail and leisure. Works for the Busway included upgrading of approximately 90 on-street local bus stops in Dunstable and Houghton Regis along with a similar amount in Luton to provide real time passenger information and level boarding, funding to date has been through the Department of Transport (DfT) grant apart from just under £30k which Central Bedfordshire Council has spent on design checks and approvals in 2012/13.
- 10.10 Central Bedfordshire Council this year constructed the bus lane element of the Court Drive works in Dunstable. This included a range of features to change the town centre environment including reduced road speeds, new crossing points, improved lighting and environmental planting. The scheme completes the bus lanes round Dunstable town centre by expanding on the Church Street bus lane completed a few years ago.
- 10.11 The A5-M1 Link Road is being developed by the Highways Agency with an overall £5m contribution from CBC spread over a few years. £437k was contributed in 2012/13 to fund the public inquiry and enable detailed design works to be brought forward. This scheme will provide a dual carriageway between the A5 north of Dunstable and Houghton Regis to a new junction on the M1 motorway (M1J11a).
- 10.12 Woodside Link is a high priority road for CBC and 2012/13 funding progressed the design to planning application stage in spring 2013. Construction is expected to start in 2014/15 with a 12 to 18 month contract. Woodside Link will provide traffic relief to Dunstable and Houghton Regis and is a key growth enabler for the development north of Houghton Regis. The link road runs between a new M1 junction 11a and the existing junction of Poynters Road, Park Road North, Porz Avenue.
- 10.13 23 new bridges have been erected on rights of way including:
- Replacement of existing bridges with steel bridges at Eggington, Haynes, Arlesey, Hulcote & Salford, Astwick, & Leighton Buzzard (3 bridges).
  - Upgrading of 20 sleeper footbridges in various locations to meet health and safety requirements.
- 10.14 In addition, surfacing works have been carried out on Bossington Lane (Leighton Buzzard), Caddington FP1 & Shefford FP3 providing essential routes to amenities and properties.



- 10.15 Minor repairs on Footpath no.21, Biggleswade, which is part of the King Fisher Way, have been carried out in conjunction with the Environmental Agency to stabilise the bank erosion.

**Regeneration Schemes**

- 10.16 The land purchase at Flitwick was completed in April 2012.
- 10.17 Dunstable Town Centre regeneration –purchase of five of the eight properties in Dorchester Close has been completed with two planned to be completed by September 2013.
- 10.18 Hitchin street improvements in Biggleswade completed.
- 10.19 One property at Duncombe Drive, Leighton Buzzard South of High Street, was acquired with negotiations progressing on the second.
- 10.20 Houghton Regis Town Centre road and public realm improvements completed.

**Leisure and Culture schemes**

- 10.21 Self service technology has been installed in all libraries. The first year of capital re-modelling works has been completed, this has included creating more public space and refurbishment work at Ampthill Library and introducing read and relax areas across 10 Libraries in response to customer feedback from the Big Library Debate.
- 10.22 In accordance with the Insurers Risk Action Plan, tree safety surveys and necessary remedial works have been undertaken at Houghton Hall Park, Rushmere Park, Stockgrove, Tiddenfoot Waterside Park, Flitwick Wood, Flitwick Mound, Gault Pit, Heath Wood, Knolls Wood, Woodland Chase and the Riverside Walk (Leighton Buzzard).
- 10.23 There has been spend of £17K in 2012/13 out of a total of £375K CBC contribution, to deliver the £2.6m Stage 2 Heritage Lottery funded improvements to the Swiss Garden.
- 10.24 Work has also continued on enhancing the rights of way network, on facilities to improve accessibility and public enjoyment on sites and to make sites financially more sustainable. Some of the schemes covered are:
- National Cycle Route 51 surface improvements
  - Contributions towards the Rushmere Visitor Centre improvements (refurbishment of café to generate additional income) & accessibility trail
  - Surfacing of key footpaths in Leighton Buzzard to afford pedestrian (including wheelchairs and pushchairs) and cycle access
  - Feasibility studies for 4 key road crossings in the Linslade area to enable connectivity improvements
  - Outline design for the Swale bridge (Pratts Quarry, Leighton Buzzard).
  - Houghton Hall Park specialist services to enable the Stage 1 HLF bid to be prepared

**11. S106 Schemes**

11.1 In granting planning permission for new development, legally binding Section 106 agreements are often made between the Council and the applicant. These agreements require the applicant to provide for or contribute to the costs of infrastructure, community facilities and other planning requirements which ensures that development which would otherwise be unacceptable due to its local impact is made acceptable.

11.2 The former Sustainable Communities directorate coordinated S106 requirements and spend for the Council. The S106 information in this report indicates the total value of contributions comprising a substantial number of schemes. For ease of reading the contributions are presented as running totals. The balances are made up of schemes that have different delivery schedules and the amounts do not all have to be spent in the current financial year.

**12. Table C – S106 schemes by status (£'000)**

**MARCH, 2013**

DESCRIPTION	BFWD 12/13	ADJS 12/13	CONTRIBUTIONS 12/13	APPLIED 12/13	INTEREST 12/13	CFWD
Childrens Families & Learning	-4,405,837.32	58,679.13	-2,650,934.50	646,463.64	-31,232.27	-6,382,861.33
Sustainable Communities	-7,986,865.81	-91,331.35	-5,123,470.99	2,099,388.69	-55,549.86	-11,157,829.33
Pratts Quarry	-6,490,471.27	0.00	0.00	3,594,875.85	-14,198.29	-2,909,793.71
	-18,883,174.41	-32,652.22	-7,774,405.49	6,340,728.18	-100,980.42	-20,450,484.36

**APPENDICES**

Appendix 1 – Corporate Capital Summary 2012/13

Appendix 2 – Sustainable Communities Actual Outturn, March, 2013

**Background Papers:** None

**Location of papers:** Technology House, Bedford

# Appendix 1

## CORPORATE CAPITAL SUMMARY 2012/13

Title and Description of the Scheme	2012/13 Actuals			2012/ 13 Capital Programme Budget			Full Year Variance		
	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
<b>Social Care, Health and Housing</b>	4,240	-2,084	2,156	7,050	-3,966	3,084	-2,810	1,882	-928
<b>Children's Services</b>	24,722	-23,882	840	28,005	-27,078	927	-3,283	3,196	-87
<b>Sustainable Communities</b>									
Community Safety & Public Protection Infrastructure	10	0	10	47	0	47	-37	0	-37
Leisure & Culture Infrastructure	1,784	-139	1,645	3,310	-819	2,491	-1,526	680	-846
Regeneration & Affordable Housing	3,771	-92	3,679	4,424	-444	3,980	-653	352	-301
Transport Infrastructure	23,976	-10,349	13,627	24,263	-11,039	13,224	-287	690	403
Waste Infrastructure	327	-100	227	587	-100	487	-260	0	-260
<b>Total Sustainable Communities</b>	<b>29,868</b>	<b>-10,680</b>	<b>19,188</b>	<b>32,631</b>	<b>-12,402</b>	<b>20,229</b>	<b>-2,763</b>	<b>1,722</b>	<b>-1,041</b>
<b>Resources</b>	<b>3,487</b>	<b>-51</b>	<b>3,436</b>	<b>9,295</b>	<b>-132</b>	<b>9,163</b>	<b>-5,808</b>	<b>81</b>	<b>-5,727</b>
<b>People &amp; Organisation</b>	<b>2,129</b>	<b>0</b>	<b>2,129</b>	<b>3,128</b>	<b>0</b>	<b>3,128</b>	<b>-999</b>	<b>0</b>	<b>-999</b>
<b>Total excluding HRA</b>	<b>64,446</b>	<b>-36,697</b>	<b>27,749</b>	<b>80,109</b>	<b>-43,578</b>	<b>36,531</b>	<b>-15,663</b>	<b>6,881</b>	<b>-8,782</b>
<b>Housing Revenue Account</b>	<b>6,650</b>	<b>0</b>	<b>6,650</b>	<b>6,142</b>	<b>0</b>	<b>6,142</b>	<b>508</b>	<b>0</b>	<b>508</b>
<b>Total Capital Programme</b>	<b>71,096</b>	<b>-36,697</b>	<b>34,399</b>	<b>86,251</b>	<b>-43,578</b>	<b>42,673</b>	<b>-15,155</b>	<b>6,881</b>	<b>-8,274</b>

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## Appendix 2

### SUSTAINABLE COMMUNITIES ACTUAL OUTTURN, MARCH, 2013

Title and Description of the Scheme	Capital Budget 2012/13			Actual Outturn			Full Year Variance		
	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
<b>Sustainable Communities</b>									
Community Safety & Public Protection Infrastructure	47	0	47	10	0	10	-37	0	-37
Leisure & Culture Infrastructure	3,310	-819	2,491	1,784	-139	1,645	-1,526	680	-846
Regeneration & Affordable Housing	4,424	-444	3,980	3,771	-92	3,679	-653	352	-301
Transport Infrastructure	24,263	-11,039	13,224	23,976	-10,349	13,627	-287	690	403
Waste Infrastructure	587	-100	487	327	-100	227	-260	0	-260
<b>Total Sustainable Communities</b>	<b>32,631</b>	<b>-12,402</b>	<b>20,229</b>	<b>29,868</b>	<b>-10,680</b>	<b>19,188</b>	<b>-2,763</b>	<b>1,722</b>	<b>-1,041</b>
<b>SC percentage of budget</b>				<b>91.5%</b>	<b>86.1%</b>	<b>94.9%</b>	<b>-8.5%</b>	<b>-13.9%</b>	<b>-5.1%</b>

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**Meeting:** Sustainable Communities Overview & Scrutiny Committee  
**Date:** 25 July 2013  
**Subject:** Revenue Report for the quarter ended 31<sup>st</sup> March 2013  
**Report of:** Cllr Nigel Young– Executive Member for Sustainable Communities  
Planning & Economic Development  
Cllr Brian Spurr – Executive Member for Sustainable Communities  
Services  
**Summary:** Provisional outturn of £45,921k resulting in under spend of £879k after  
the use of reserves.

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**Advising Officer:** Marcel Coiffait - Community Services Director  
**Contact Officer:** Sue Templeman, Senior Finance Manager  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

##### **Council Priorities:**

1. Sound financial management contributes to the delivery of the Council's value for money, enabling the Council to successfully deliver its priorities. In particular the former Sustainable Communities budget had direct impact on the stated Council priorities of:
  - Creating Safer Communities, and
  - Managing Growth effectively.

##### **Financial:**

2. The financial implications are set out in the report.

##### **Legal:**

3. All expenditure is in accordance with the Constitution of the Council and Public Procurement Regulations

##### **Risk Management:**

4. All of services have been risk rated, and actions agreed with managers to work within budget tolerances.

##### **Staffing (including Trades Unions):**

5. A number of minor staffing changes are being implemented in line with resourcing proposals approved in the 2012/13 budgets.

**Equalities/Human Rights:**

6. None

**Community Safety:**

7. None

**Sustainability:**

8. The former Sustainable Communities was the lead Directorate with regards to making Central Bedfordshire a more sustainable place to live and work, tackling climate change and reducing environmental impact. Many of the services delivered e.g. waste and highways directly control or influence this. The success of delivering against this agenda is directly related to how budget is managed.

**RECOMMENDATION(S):**

1. that the Overview & Scrutiny Committee note:

- (a) The provisional net expenditure outturn of £45,921,
- (b) The proposed use of specific reserves of £1,147k with a proposed transfer to reserves of £1,768k, and
- (c) The provisional under spend of £879k after the use of specific reserves.

**Introduction**

9. The former Sustainable Communities directorate managed a gross expenditure budget of £58,562k and income budget of £10,850k leaving a net expenditure budget of £47,712k.

**Executive Summary Revenue**

10. The former Sustainable Communities' overall financial position was £879k under budget after the use of earmarked reserves of £1,147k for one-off specific projects, with a proposed transfer to reserves of £1,768k.

The former Directorate had an annual savings target of £3,988k. At the end of March, the savings delivered totalled £3,874k with compensatory savings of £120K, i.e. the target was exceeded.

11. Table A shows the full year variance by budget group. The main financial performance changes of each group are described in the following paragraphs. Appendices A1 to A3 provide further tables showing estimates and movements by services.



12. **Table A – Directorate Overall Position**

Division	Approved Budget	Outturn for year	Variance for year (-under) / over spend	Variance after use of earmarked reserves (-under) / over spend
	£'000	£'000	£'000	£'000
Director of Sustainable Communities	768	810	42	-43
Economic Growth Skills & Regeneration	5,030	5,351	321	36
Highways & Transportation	11,289	12,009	720	599
Planning	6,822	5,854	-968	-457
Environmental Services	23,512	21,897	-1,615	-1,014
<b>Total DIRECTORATE Spend</b>	<b>47,421</b>	<b>45,921</b>	<b>-1,500</b>	<b>-879</b>

13. **Director of Sustainable Communities**

The Director's Group had an actual outturn of £43k under spend which is due to lower than expected training costs and agency costs.

14. **Economic Growth Skills & Regeneration**

The Economic Growth Skills & Regeneration had an actual outturn of £36k overspend.

An overspend on libraries and adult services due to a short term pressure on the staffing budget adjustment. This is being handled in year and corrected in the 2013/14 revenue budget.

This is offset by an underspend on project work and additional income received.

15. **Highways & Transportation**

Highways & Transport Division had an actual outturn of £599k overspend.

This largely relates to winter maintenance payments including snow clearance and additional spend on pot holes. There has also been overspends on costs of red diesel and rechargeable works.

16. **Planning**

The Planning Division outturned at £457k underspent.

The change is mainly due to reduced expenditure on consultancy costs as less work has been commissioned this year than was originally envisaged. There was also an underspend on salaries in year and additional income

achieved with Development Management.

17. **Environmental Services (earlier known as Community Safety Public Protection Waste & Leisure)**

Environmental Services Division outturned at £1,014k under spent.

The main underspend is on Waste Service from the new Residual Waste and Recycling Treatment and Disposal contracts. This is an anticipated under spend, full year savings are declared in 13/14 in the new MTFP. There was a further saving due to reduced amount of green waste disposal costs.

Further underspends in the service are: reduction in cost of the leisure contracts, a delay in the project work, salary and related savings, delay in Amey works and additional income.

**Revenue Virements**

18. Sustainable Communities' net budget has not changed since the second quarter.

**Achieving Efficiencies**

19. Sustainable Communities was set an efficiency target of £3,988k. There were 24 savings initiatives being implemented across the Directorate.
- At the end of March, the Directorate had achieved efficiency savings of £3,874K and compensatory savings of £120K which is £6k in excess of the target.

The full year outturn per division is shown in Appendix B.

**Reserves**

20. It is proposed that £1,147k of earmarked reserves are used to fund specific one-off projects and a proposed transfer to reserves of £1,768k. A breakdown is provided in Appendix C.

There are seven new reserves as a result of how the spend/income is treated and one other for waste services. In total there are 24 earmarked reserves going forward.

**Debt management**

21. The total debt at the end of March was £6,868k, an increase of £3,618k over December figures. Invoices relating to developers legal contributions to deliver planning requirements associated with new developments account for 82% of debt. About 89% of debt is less than three months old. All debt recovery is in accordance with Council policy.

22. **Table B – Debt Outstanding**

Debt profile	>£100K	>=£50K	>=£10K	>=£1K	<£1K	Total	Age Ratio
No of debtors	14	6	24	31	12	<b>87</b>	
Current	£2840	£423	£240	£123	£3	<b>£3629</b>	52.8%
1 month	£142	£0	£61	£8	£0	<b>£211</b>	3.1%
2 months	£1532	£1	£0	£0	£0	<b>£1533</b>	22.3%
3 months	£565	£70	£93	£32	£1	<b>£762</b>	11.1%
3-12 months	£554	£0	£127	£6	-£1	<b>£685</b>	10.0%
> 12 months	£8	£0	£39	£1	£0	<b>£48</b>	0.7%
<b>Total Debt</b>	<b>£5640</b>	<b>£494</b>	<b>£560</b>	<b>£170</b>	<b>£4</b>	<b>£6868</b>	<b>100.0%</b>

**Appendices:**

Appendix A1 – Revenue Summary Position by Division

Appendix A2 – Revenue Summary Position by Service

Appendix A3 – Movement in variance

Appendix B – Efficiencies

Appendix C – Earmarked Reserves

Appendix D – Debt Analysis

**Background Papers:** None

**Location of papers:** Technology House, Bedford

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## Appendix A1

Net revenue position by division MARCH, 2013

Division	Full Year				
	Approved Budget	Outturn	Proposed transfer to reserves	Proposed use of reserves	Variance after use of reserves
	£000	£000	£000	£000	£000
Director of Sustainable Communities	768	810	0	-85	-43
Economic Growth Skills & Regeneration	5,030	5,351	30	-315	36
Highways & Transportation	11,289	12,009	0	-121	599
Planning	6,822	5,854	618	-107	-457
Environmental Services	23,512	21,897	1,120	-519	-1,014
<b>Total DIRECTORATE Spend</b>	<b>47,421</b>	<b>45,921</b>	<b>1,768</b>	<b>-1,147</b>	<b>-879</b>

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## Appendix A2

### Net revenue position by service March, 2013

Service	Full Year						
	Approved Budget	Actual Outturn	Variance	Proposed transfer to reserves (+ve)	Proposed use of reserves (-ve)	Total	Variance after use of reserves
	£000	£000	£000		£000		£000
<b>Director of Sustainable Communities</b>							
Director of Sustainable Communities	245	343	98		-85	-85	13
Service Development	523	467	-56			0	-56
<b>Sub Total</b>	<b>768</b>	<b>810</b>	<b>42</b>	<b>0</b>	<b>-85</b>	<b>-85</b>	<b>-43</b>
<b>Economic Growth, Skills &amp; Regeneration</b>							
AD Econ Growth,Skills & Regen	774	741	-33		-21	-21	-54
Business Investment & Marketing	294	332	38		-104	-104	-66
Economic Dev & Physical Regen	152	93	-59		-17	-17	-76
Community Regeneration	139	95	-44	25	-50	-25	-69
Adult Skills	1,253	1,406	153			0	153
Libraries	2,418	2,684	266	5	-123	-118	148
<b>Sub Total</b>	<b>5,030</b>	<b>5,351</b>	<b>321</b>	<b>30</b>	<b>-315</b>	<b>-285</b>	<b>36</b>
<b>Highways &amp; Transportation</b>							
AD Highways & Transportation	201	207	6		-62	-62	-56
Highways Contracts	5,366	5,987	621			0	621
Passenger Transport Services	5,722	5,815	93		-59	-59	34
<b>Sub Total</b>	<b>11,289</b>	<b>12,009</b>	<b>720</b>	<b>0</b>	<b>-121</b>	<b>-121</b>	<b>599</b>

Service	Approved Budget	Actual Outturn	Variance	Proposed transfer to reserves (+ve)	Proposed use of reserves (-ve)	Total	Variance after use of reserves
	£000	£000	£000	£000	£000		£000
<b>Planning</b>							
AD Planning	141	177	36			0	36
Dev Plan & Strategic Housing	2,104	1,749	-355	75		75	-280
Development Management	1,348	1,030	-318	203	-77	126	-192
Transport Strategy & Countryside	2,420	2,408	-12			0	-12
Building Control & Albion Arch	809	490	-319	340	-30	310	-9
<b>Sub Total</b>	<b>6,822</b>	<b>5,854</b>	<b>-968</b>	<b>618</b>	<b>-107</b>	<b>511</b>	<b>-457</b>
<b>Environmental Services</b>							
CSPPWL Management	161	158	-3			0	-3
Emergency Planning	222	244	22		-30	-30	-8
Public Protection	1,472	1,012	-460	568		568	108
Community Safety	1,281	928	-353	48		48	-305
Waste Service	19,080	18,491	-589	449		449	-140
Leisure Services	998	850	-148	55	-489	-434	-582
Traffic Management	298	214	-84			0	-84
<b>Sub Total</b>	<b>23,512</b>	<b>21,897</b>	<b>-1,615</b>	<b>1,120</b>	<b>-519</b>	<b>601</b>	<b>-1,014</b>
<b>Total DIRECTORATE Spend</b>	<b>47,421</b>	<b>45,921</b>	<b>-1,500</b>	<b>1,768</b>	<b>-1,147</b>	<b>621</b>	<b>-879</b>



## Appendix A3

### Movement in variance

Division	Full Year Variance March	Full Year Forecast Variance Dec	Change in Variance
	£000	£000	£000
Director of Sustainable Communities	-43	0	-43
Economic Growth Skills & Regeneration	36	151	-115
Highways & Transportation	599	92	507
Planning	-457	-75	-382
Environmental Services	-1,014	-891	-123
<b>Total DIRECTORATE Spend</b>	<b>-879</b>	<b>-723</b>	<b>-156</b>

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## Appendix B

Efficiencies March, 2013

Service Area	Year to date			Full Year		
	Budget £m	Actual £m	Variance	Budget £m	Forecast £m	Variance
<b>EFFICIENCIES</b>						
Environmental Services	0.645	0.645	0.000	0.645	0.645	0.000
Highways & Transport	1.515	1.465	-0.050	1.515	1.465	-0.050
Planning	0.385	0.355	-0.030	0.385	0.355	-0.030
Directorate	1.193	1.159	-0.034	1.193	1.159	-0.034
Economic Growth Skills & Regen	0.250	0.250	0.000	0.250	0.250	0.000
<b>SUB TOTAL</b>	<b>3.988</b>	<b>3.874</b>	<b>-0.114</b>	<b>3.988</b>	<b>3.874</b>	<b>-0.114</b>
<b>COMPENSATORY SAVINGS</b>						
Planning			<b>.0000</b>		0.030	<b>.0300</b>
Waste					0.040	<b>.0400</b>
Planning			<b>.0000</b>		0.050	<b>.0500</b>
<b>SUB TOTAL</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.120</b>	<b>0.120</b>
<b>TOTAL</b>	<b>3.988</b>	<b>3.874</b>	<b>-0.114</b>	<b>3.988</b>	<b>3.994</b>	<b>0.006</b>

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## Appendix C

### Reserves balance & usage March, 2013

Description	Opening Balance 2012/13	Proposed transfer to reserves	Proposed spend against reserves	Release of reserves	Proposed Closing Balance 2012/13	Notes
	£000	£000	£000	£000	£000	
<b>SUSTAINABLE COMMUNITIES RESERVES</b>						
Adoption of open space and maintenance of play facilities	489		-20	-469	0	Maintenance funds (commuted sums) for CBC adopted open space and play sites, allocated on site specific basis.
Career Development Framework	80		-12		68	Cost of implementing Career Development Framework following decisions in 2011/12.
External Funded Regeneration reserve	492		-58		434	External funds to support economic participation, regeneration and European programmes.
Leisure Centre Reinvestment Fund	34	55			89	Contractual requirement for share of profits from leisure contracts for the reinvestment in building and equipment.
Integrated consumer protection		140			140	To support case management and court action
Local Development Framework	100				100	
Physical Regeneration Projects	40		-9		31	To assist with the cost of developing the new CBC Local Development Framework
Pre-application service development	200	153	-65		288	To assist with the costs of stage 2 of Employment sites acceleration project.
Transport Fund	125				125	Funds to embed pre-application process to give assurance to developers that service is adequately resourced and supported.
Community Safety partnership fund	159				159	Parking income directed to transport infrastructure improvements.
Bedford & Luton Resilience Forum	65				65	Contributions from community safety partners, Home Office (IOM), and money held on behalf of HMCS relating to cash seizures.
Minerals and Waste partnership funds	104				104	Contributions from partners with CBC acting as treasurer to Forum.
NIRAH	60		-10		50	Partners income contributions to service costs which are to cover the costs of LDF and enforcement inquiries of this shared service which CBC hosts.
Internal Drainage Board Dispute Resolution Fund	30		-30		0	Shared reserve with Bedford Borough to support NIRAH project costs.
Emergency Incidents	30		-30		0	Funds set aside for resolution of Environment Agency / Internal Drainage Board
PTR2 Business Process Reengineering	50		-39		11	Funds to cover contingencies relating to Olympic events.
Woodside Connection options appraisal	50				11	Delivery of new IT solution and business processes.
Business growth grants	111		-27		84	Cost of developing business case for Woodside Connection.
Arts and theatre service reviews	70		-60		10	External funds and partnership contributions to support business growth. Includes match funding for pilot schemes.
New waste		449			0	External funds and partnership contributions to support business growth. Includes installation of digital equipment and relocation of services.
DEFRA grant		53			449	
financial investigation unit		275			53	
flood defence		264			275	
natural england		10			264	
building control		76			10	
Gypsy and traveller		50			76	
community safety grant		85			50	
<b>Total SC earmarked reserves</b>	<b>2,289</b>	<b>1,610</b>	<b>-360</b>	<b>-469</b>	<b>3,070</b>	
<b>CORPORATE REDUNDANCY RESERVE</b>						
Director			-85		-85	
Economic Growth Skills & Regeneration		30	-151		-121	
Highways & Transportation			-82		-82	
Planning		65			65	
Environmental Services		63			63	
<b>Total Corporate Redundancy Reserve</b>		<b>158</b>	<b>-318</b>	<b>0</b>	<b>-160</b>	
<b>Total</b>	<b>2,289</b>	<b>1,768</b>	<b>-678</b>	<b>-469</b>	<b>2,910</b>	

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## Appendix D

Aged debt report March, 2013

Debts greater than £10,000

Debtor (£'000)	Total Debt	Due Current Month	31-60 days	61-90 days	91-365 days	Over 12 months
Debtor 1	£1058	£1058	£0	£0	£0	£0
Debtor 2	£895	£518	£91	£6	£151	£128
Debtor 3	£736	£57	£0	£398	£263	£19
Debtor 4	£717	£0	£15	£607	£1	£94
Debtor 5	£566	£302	£35	£218	£0	£10
Debtor 6	£303	£0	£0	£303	£0	£0
Debtor 7	£266	£266	£0	£0	£0	£0
Debtor 8	£198	£198	£0	£0	£0	£0
Debtor 9	£194	£0	£0	£0	£0	£194
Debtor 10	£178	£178	£0	£0	£0	£0
Debtor 11	£153	£153	£0	£0	£0	£0
Debtor 12	£150	£0	£0	£0	£150	£0
Debtor 13	£116	£0	£0	£0	£0	£116
Debtor 14	£110	£110	£0	£0	£0	£0
Debtor 15	£100	£100	£0	£0	£0	£0
Debtor 16	£96	£96	£0	£0	£0	£0
Debtor 17	£93	£92	£0	£1	£0	£0
Debtor 18	£74	£74	£0	£0	£0	£0
Debtor 19	£70	£0	£0	£0	£70	£0
Debtor 20	£61	£61	£0	£0	£0	£0
Debtor 21	£44	£0	£0	£0	£44	£0
Debtor 22	£44	£44	£0	£0	£0	£0
Debtor 23	£39	£0	£0	£0	£0	£39
Debtor 24	£38	£0	£0	£0	£0	£38
Debtor 25	£37	£0	£0	£0	£0	£37
Debtor 26	£30	£0	£0	£0	£30	£0
Debtor 27	£29	£0	£0	£0	£0	£29
Debtor 28	£27	£27	£0	£0	£0	£0
Debtor 29	£25	£25	£0	£0	£0	£0
Debtor 30	£25	£25	£0	£0	£0	£0
Debtor 31	£23	£0	£23	£0	£0	£0
Debtor 32	£22	£0	£0	£0	£0	£22
Debtor 33	£21	£21	£0	£0	£0	£0
Debtor 34	£21	£21	£0	£0	£0	£0
Debtor 35	£19	£0	£0	£0	£19	£0
Debtor 36	£16	£16	£0	£0	£0	£0
Debtor 37	£14	£0	£14	£0	£0	£0
Debtor 38	£14	£14	£0	£0	£0	£0
Debtor 39	£13	£13	£0	£0	£0	£0
Debtor 40	£12	£0	£12	£0	£0	£0
Debtor 41	£12	£0	£12	£0	£0	£0
Debtor 42	£12	£12	£0	£0	£0	£0
Debtor 43	£11	£11	£0	£0	£0	£0
Debtor 44	£11	£11	£0	£0	£0	£0
<b>Debt &gt; £10,000</b>	<b>£6694</b>	<b>£3503</b>	<b>£203</b>	<b>£1533</b>	<b>£728</b>	<b>£727</b>

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**Meeting:** Sustainable Communities Overview and Scrutiny Committee  
**Date:** 25 July 2013  
**Subject:** Quarter 4 Performance Report  
**Report of:** Cllr Nigel Young , Executive Member for Sustainable Communities – Strategic Planning and Economic Development and  
Cllr Brian Spurr, Executive Member for Sustainable Communities – Services  
**Summary:** The report highlights the Quarter 4 performance from Sustainable Communities.

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**Advising Officer:** Marcel Coffait, Director of Community Services  
**Contact Officer:** Iain Melville, Acting Head of Service Development  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

##### **Council Priorities:**

1. The quarterly Medium Term Plan performance report underpins the delivery of all Council priorities.

##### **Financial:**

2. The indicator set monitors a wide range of indicators, which help to provide an understanding of the Council's effective use of resources.

##### **Legal:**

3. None.

##### **Risk Management:**

4. Any areas of ongoing underperformance would be a risk to both service delivery and the reputation of the Council.

##### **Staffing (including Trades Unions):**

5. None.

##### **Equalities/Human Rights:**

6. This report highlights performance in respect of how the Council and its services impact across all communities within Central Bedfordshire, so the specific areas of underperformance can be highlighted for further analysis/drilling down as necessary.

##### **Public Health:**

7. Active recreation is included in the indicator set.

**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 abroad range of indicators relating to sustainability including those covering employment, access to broadband, library usage, active recreation and waste.

**Procurement:**

10. None.

**RECOMMENDATION(S):**

**The Committee is asked to acknowledge the continuing overall strong performance in Quarter 4 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.**

**Background**

11. This report focuses on a set of indicators that support the monitoring of progress against the priorities in the Medium Term Plan (MTP).
12. The Director's Summary for Quarter 4 is set out below. Appendix A provides the detailed performance data. This is the final performance report for Sustainable Communities. The Quarter 1 report will be split between the new Directorates of Community Services and Regeneration and Business Support.

**Director's Summary**

13. Across the board, Sustainable Communities continues to deliver high performance across a wide range of indicators that supports the delivery of the Medium Term Plan.
14. The Economic Growth indicators continue to show the impact of the economic downturn but the service continues to perform well in its response to the challenges. The area continues to attract significant commercial investment interest in both existing and new enterprises. The Council has undertaken 30 high level visits this year to some of the top local businesses in our area to understand how best it can help them. Internally we have trained 116 business facing Council officers to gain a better awareness of business needs in providing corporate service to them.
15. Close working relationships have been forged with Center Parcs UK who will be opening the new Woburn Center Parcs Village in Summer 2014 supporting local procurement of goods and services and local recruitment plans. The construction of new business incubation facilities such as the Incuba Centre at Dunstable is now well underway and will open in September 2013. Over 100 new business start up have been supported by the Council and its partners and the new Business Timebank service continues to offer free business advice through a growing panel of professional business advisers across the area.
16. CBC's planning policy quality standards continue to ensure that all approved applications with 10 or more houses meet the CABA design standard and the number of affordable homes created has exceeded its target of 300 by 18.

17. The Gypsy and Traveller Local Plan was considered at Executive to approve the total number of pitches and plots required to 2031, followed by Council on 18 April. A public consultation took place between May and June 2013, where residents could offer feedback. The Plan is scheduled to be adopted in July 2014.
18. 2012/13 has seen significant reductions in Serious Acquisitive Crime. The Integrated Offender Management Programme has shown encouraging results with the nominated cohort of offenders re-offending rates reduced. This, along with the significant overall reduction in recorded crime, shows the importance of the Community Safety Partnership working with prolific offenders.
19. The first year of the two year Library Modernisation Programme was completed with Shefford library re-opening on 23 February. All the Council twelve libraries have now have self service (RFID) technology installed. In the next two years, £850k will be invested in updating buildings, self-service technology, developing the online library and piloting library access points in rural communities. Each library as part of the Library Strategy has a detailed route map suggesting the areas for continued development that guide investment decisions.
20. The Leisure Facility Strategy was considered at Executive in January 2013. It will provide clear direction for Council policy and capital investment which aims to ensure we create sustainable communities and provide high quality facilities for our residents to take part in regular physical activity. This includes the proposal for a new Leisure Centre in Flitwick.
21. The new residual waste treatment and disposal contract for the north commenced October 12 and is starting to show significant improvements in recycling rates and waste sent to landfill. The target in the MTP is to reach 60% recycling by 2020 which is being delivered through improvements to existing collection and HWRC contracts, the new interim residual treatment and disposal contracts and also the BEaR project which will provide 1 new and 3 improved Household Waste Recycling Centres, recovery of recyclables from residual waste, processing of organic waste and the roll out of food waste collection to the south of CBC.

### **Conclusion and Next Steps**

22. Sustainable Communities Overview and Scrutiny Committee notes and considers this report.

### **Appendices:**

Appendix A – (Quarter 4 Performance Indicators)

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

Executive 25 June 2013

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## Appendix A - Quarterly Performance Report

### Medium Term Plan Indicators

#### Quarter 4 2012/13

#### Overview of performance

Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
<b>Enhance your local community</b>					
A 2 MTP	Central Bedfordshire's Employment rate (People in employment aged 16 to 64)	Quarterly	Latest data Sept 2012	↓	<b>R</b>
A 3 MTP	% of approved residential development applications of 10 or more units having CABE excellent design status	Quarterly	Outturn 2012/13	↔	<b>G</b>
A 4 MTP	Number of Serious Acquisitive Crimes.	Quarterly	Outturn 2012/13	↑	<b>G</b>
A 5 MTP	Number of recorded Anti-social Behaviour incidents.	Quarterly	Quarter 4 2012/13	Monitor only	Monitor only
<b>Better infrastructure</b>					
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	Outturn 2012/13	↑	Monitor only
D 3 MTP	Percentage of Central Bedfordshire with access to at least 2Mb broadband	Annually in Quarter 4	Outturn 2012/13	↑	Monitor only
<b>Great universal services</b>					
E 1 MTP	Percentage of household waste sent for reuse, recycling and composting	Quarterly	Quarter 2 & 3 2012/13 Provisional	↓ Provisional	<b>A</b> Provisional
E 2 MTP	Percentage of adults in Central Bedfordshire taking part in sport or active recreation (Active People Survey)	Quarter 1 & Quarter 3			
E 3 MTP	Satisfaction of adults with library services	Annually Quarter 1			
E 4 MTP	Number of visits to libraries	Annually in Quarter 1			

<b>Report comparison -</b> Depends on the nature of the indicator		<b>Performance Judgement</b>		
		Direction of travel (DoT)	RAG score (Standard scoring rules unless the indicator specifies alternative scoring arrangements)	
<b>Seasonal</b>	Compared to the same time period in the previous year	⇕	<b>R</b>	RED - target missed / off target - Performance at least 10% below the required level of improvement
<b>Quarter on quarter</b>	Compared to the previous quarter	↔	<b>A</b>	AMBER - target missed / off target - Performance less than 10% below the required level of improvement
<b>Annual</b>	Compared to one fixed point in the previous year	↑	<b>G</b>	GREEN - Target achieved or performance on track to achieve target

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	R
		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)	5% above National Average	128,000 (7.1% above)	126,400 (6.4% above)	125,900 (6.0% above)	122,700 (3.6% above)						

**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.

The number of people in employment has fallen by 3,200 people in Quarter 4. This equates to an employment rate of 74.3% which while a decrease from the previous quarter (76.4%) is still above national levels. However the rate is now the same as the regional level and slightly lower than SEMLEP level. 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. The Council is currently undertaking further research into barriers key groups may experience as part of our efforts to support residents into employment.

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. The Council is also operating a number of work clubs to support local residents back into employment, these have supported over 1000 people to date.

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			1	5	1	1 / Outturn 8	6	4	3	4 / Outturn 17					
Number of approved residential developments of ten or more units having CABE excellent design status			1	5	1	1 / Outturn 8	6	4	3	4 / Outturn 17					
Percentage of approved applications with CABE excellent design status	Target						100	100	100	100					
	Actual		100	100	100	100	100	100	100	100					

**Comment:** Performance remains at 100 percent in Quarter 4 of 2012/13.

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.

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 the Council's Adopted Local Design Guidance and 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

Assessments against Building for Life 12 criteria are being carried out on applications for residential developments of 10 or more units validated from 1 January 2013. There were none of these applications validated after 1 January 2013 that were determined during the period 1 January 2013 to 31 March 2013 – Quarter 4.

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						
			13.1	2.8	2.6	2.9	2.3	10.6	13.3	2.0	2.0	2.7	3.2	9.9						
<p><b>Comment:</b> 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 4 has seen an increase of 157 recorded crimes when compared to the same time period last year. The number of robbery offences in Quarter 4 was lower than the same time period in the previous year. However, increases were seen in all other SAC offences, with the number of domestic burglaries increasing by 121 offences, theft of motor vehicles by 11 offences and theft from motor vehicles offences by 34. Increases in burglary have mainly been to the south of the area with increases in Houghton Regis and Leighton Buzzard.</p> <p>Between April 2012 – March 2013 there were 2465 recorded SAC offences, this is a decrease of 258 offences compared to the previous year and has exceeded the MTP target of reducing serious acquisitive crime by 10% by 2016 (2980 recorded SAC offences).</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						
			12,132	3,031	2,898	2,499	2,292	10,720	2,530	2,833	1,843	1,796	Estimate	NA						
														10,452						
<p><b>Comment:</b> 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 Quarter 3. 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. From mid March 2013 no ASB incident data has been provided by Bedfordshire Police due to ICT issues with their new incident recording system. Bedfordshire Police IT are working on this issue and hope to have it resolved shortly. The Quarter 4 data has therefore been extrapolated to provide an estimated Quarter 4 figure.</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>																				



D 2 MTP Percentage of Central Bedfordshire with access to superfast broadband												
Unit	Good is	2011/12 Estimated Roll Out	2012/13 Estimated Roll Out	2013/14 (Reported in Qu4 report)	2014/15 (Reported in Qu4 report)	2015/16 (Reported in Qu4 report)	Latest comparator group average	N/A	Report comparison	Seasonal	Performance Judgement	Monitor only
%	High										↑	
Percentage of Central Bedfordshire with access to superfast broadband – estimated private sector roll out by 2015		Target				90						
		Actual	73.8	75.5								
<p><b>Comment:</b> 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. The Partnership is shortly to enter the Broadband Delivery UK procurement process to select a private sector partner to deliver up to 90% superfast broadband coverage. This is expected to be completed by August 2013.</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% and for 2012/13 this was estimated to be 75.5%. As companies announce 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 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	N/A	Report comparison	Seasonal	Performance Judgement	Monitor only
%	High										↑	
Percentage of Central Bedfordshire with access to at least 2Mb broadband – estimated private sector roll out by 2015		Target										
		Actual	89.5	97.8		100						
<p><b>Comment:</b> The Council is working in partnership with Bedford Borough and Milton Keynes Councils to ensure a much faster rollout of the availability of broadband. The Partnership is shortly to enter the Broadband Delivery UK procurement process to select a private sector partner to deliver up to 90% superfast broadband coverage. This is expected to be completed by August 2013.</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% and for 2012/13 this was estimated to be 97.8%. As companies announce changes to plans the figures will be updated.</p>												

Percentage of household waste sent for recycling																						
E 1 MTP	Good is	2009/10		2010/11				2011/12				2012/13				Latest comparator group average	47.8% PWC 2009/10	Report comparison	Seasonal	Performance Judgement	↕	A Provisional
		Outturn	50.30	Outturn	51.6	Target (Outturn)	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	51.1	Target (Outturn)	Qu 1	Qu 2							
	High	50.30	51.6	53.2	54.2	50.2	46.4	51.1	51	53.3	54.8 Provisional	49.1 Provisional										
<p><b>Comment:</b>                      Due to external verification of data through the Waste Data Flow system Quarter 2 and 3 figures are provisional. The reduced Quarter 3 performance is as a result of lower green waste from both kerbside and HWRC collections due to the bad weather reducing growth. This unfortunately outweighed the increased recycling gained from the north residual treatment contract. The target in the MTP is to reach 60% by 2020 which is being delivered through improvements to existing collection and HWRC contracts, the new interim residual treatment and disposal contracts and also the BEaR project which will provide 1 new and 3 improved Household Waste Recycling Centres, recovery of recyclables from residual waste, processing of organics waste and the roll out of food waste collection to the south of CBC.                      By contrast the percentage of municipal waste going to landfill dropped from 42.3% (provisional) in Quarter 2 to 35.9% (provisional) in Quarter 3. This significant improvement in performance is the result of the new residual waste treatment and disposal contract for the north which commenced October 2012.</p>																						

E2 MTP **Percentage of adults in Central Bedfordshire taking part in sport or active recreation** is reported in Quarter 1 and Quarter 3.

E3 MTP **Satisfaction with library services** will be reported in Quarter 1.

E4 MTP **Number of visits to libraries** will be reported in Quarter 1.

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**Meeting:** Sustainable Communities Overview & Scrutiny Committee  
**Date:** 25 July 2013  
**Subject:** Draft Work Programme 2013/14 & Executive Forward Plan  
**Report of:** Richard Carr, Chief Executive  
**Summary:** The report provides Members with details of the current Committee work programme and the latest Executive Forward Plan.

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**Contact Officer:** Jonathon Partridge, Corporate Policy and Scrutiny Manager  
(0300 300 4634)  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

**Council Priorities:**

The work programme of the Sustainable Communities Overview & Scrutiny Committee should contribute to each of the Council priorities, and will specifically support those directly related to the work of the Sustainable Communities directorate.

**Financial:**

1. Not applicable.

**Legal:**

2. Not applicable.

**Risk Management:**

3. Not applicable.

**Staffing (including Trades Unions):**

4. Not applicable.

**Equalities/Human Rights:**

5. Not applicable.

**Public Health**

6. Not applicable.

**Community Safety:**

7. Not applicable.

**Sustainability:**

8. Not applicable.

**Procurement:**

9. Not applicable.

**RECOMMENDATIONS:**

1. **That the Sustainable Communities Overview & Scrutiny Committee:**
  - (a) **considers and approves the attached work programme, subject to any further amendments it may wish to make;**
  - (b) **considers the Executive Forward Plan; and**
  - (c) **considers whether it wishes to add any further items to the work programme.**

**Work Programme**

10. The work programme is kept regularly under review by the Chairman and Vice-Chairman and is amended as appropriate, which also includes adding further items during the course of the year if Members so wish and capacity exists. The current work programme is attached at **appendix A**.
11. Also attached at **appendix B** is the latest version of the Executive's Forward Plan so that Overview & Scrutiny Members are fully aware of the key issues Executive Members will be taking decisions upon in the coming months. Those items relating specifically to this Committee's terms of reference are shaded in grey.

**Conclusion**

12. The Committee is requested to consider the attached work programme and make any further amendments it considers necessary.

**Appendices:**

**Appendix A:** Sustainable Communities Overview and Scrutiny Committee Work Programme 2013/14

**Appendix B:** The latest Executive Forward Plan.

## Appendix A

# Work Programme for Sustainable Communities Overview & Scrutiny Committee 2013 - 2014

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Report Description	Comment
1.	05 September 2013	Community Infrastructure Levy <b>Officer:</b> Jonathan Baldwin	To receive a report prior to Executive relation to the consultation and subsequent Submission of the Community Infrastructure Levy draft charging schedule.	Corporate Resources OSC Members will also be invited to attend. <b>Executive:</b> 24 September 2013
2.	05 September 2013	Leisure Strategy <b>Officer:</b> Jill Dickinson	To consider Chapters 2 (recreation and open space strategy) and 3 (playing pitch strategy) of the draft Leisure Strategy and the overarching Leisure Strategy prior to adoption by Executive.	<b>Executive:</b> 24 September 2013
3.	Date TBC	Award of Preferred Bidder status to the selected contractor under the BEaR Project	To consider the selection of the preferred bidder made by the BEaR Project Board and to comment to the Executive.	<b>Executive:</b> 24 September 2013
4.	10 October 2013	Flitwick Leisure Centre Redevelopment Feasibility	To receive a report prior to consideration by the Executive	<b>Executive:</b> 05 November 2013
5.	10 October 2013	Revenue and Capital Budget Monitoring Report (Quarter 1) <b>Officer:</b> Sue Templeman	To receive the Q1 revenue and capital budget for the Sustainable Communities directorate	<b>Executive:</b> 24 September 2013

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Report Description	Comment
6.	10 October 2013	Q1 Performance Report <b>Officer:</b> Iain Melville	To receive the Q1 performance for the Sustainable Communities directorate	<b>Executive:</b> 24 September 2013
7.	12 December 2013	Central Bedfordshire's Flood and Water Management Act 2010 Duties	To consider a local flood risk strategy for Central Bedfordshire and proposals to create a Sustainable Urban Drainage Advisory Board prior to approval by Executive.	<b>Executive:</b> 14 January 2014
8.	12 December 2013	Draft Capital Programme – 2014/15 to 2017/18	To consider the draft budget for the Directorate.	
9.	12 December 2013	Draft Revenue Budget and Fees and Charges 2014/15	To consider the draft budget and fees and charges for the Directorate.	
10.	23 January 2014	Community Safety Plan and Priorities (2014/15) <b>Officer:</b> Jane Moakes	To consider the Community Safety Partnership's plan and priorities for 2014/15 and to provide recommendations prior to consideration by Executive.	<b>Executive:</b> 18 March 2014
11.	23 January 2014	Revenue and Capital Budget Monitoring Report (Quarter 2) <b>Officer:</b> Sue Templeman	To receive the Q2 revenue and capital budget for the Sustainable Communities directorate	<b>Executive:</b> 10 December 2013
12.	23 January 2014	Q2 Performance Report <b>Officer:</b> Iain Melville	To receive the Q2 performance for the Sustainable Communities directorate	<b>Executive:</b> 10 December 2013
13.	27 February 2014	TBC		
14.	03 April 2014	Revenue and Capital Budget Monitoring Report (Quarter 3) <b>Officer:</b> Sue Templeman	To receive the Q3 revenue and capital budget for the Sustainable Communities directorate	<b>Executive:</b> 18 March 2014

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Report Description	Comment
15.	03 April 2014	Q3 Performance Report <b>Officer:</b> Iain Melville	To receive the Q3 performance for the Sustainable Communities directorate	<b>Executive:</b> 18 March 2014
16.	08 May 2014	TBC		
17.	19 June 2014	TBC		

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## Appendix B

### Central Bedfordshire Council Forward Plan of Key Decisions 1 August 2013 to 31 July 2014

- 1) During the period from **1 August 2013 to 31 July 2014**, 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 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
14 May 2013	2 May 2013
25 June 2013	13 June 2013
13 August 2013	1 August 2013
24 September 2013	12 September 2013
5 November 2013	24 October 2013
10 December 2013	28 November 2013
14 January 2014	02 January 2014
4 February 2014	23 January 2014
18 March 2014	6 March 2014
22 April 2014	10 April 2014
27 May 2014	15 May 2014

# Central Bedfordshire Council

## Forward Plan of Key Decisions for the period 1 August 2013 to 31 July 2014

### Key Decisions

Date of Publication: 1 July 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.	Customer First 2 -	To approve the full business case for Customer First 2, allowing further improvements in self-serve for our customers and to approve investment in the enabling technology.	13 August 2013		Report Capital Budget	Deputy Leader and Executive Member for Corporate Resources Comments by 12/07/13 to Contact Officer: Deb Clarke, Director of Improvement and Corporate Services Email: <a href="mailto:deb.clarke@centralbedfordshire.gov.uk">deb.clarke@centralbedfordshire.gov.uk</a> Tel: 0300 300 6651

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.	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"> <li>• the governing body of the schools which are the subject of proposals;</li> <li>• families of pupils, teachers and other staff at the schools;</li> <li>• the governing bodies, teachers and other staff of any other school that may be affected;</li> <li>• families of any pupils at any other school who may be affected by the proposals including families of pupils at feeder schools;</li> <li>• 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;</li> <li>• Constituency MPs for the schools that are the subject of the proposals;</li> <li>• the local parish council where the school that is the subject of the proposals is situated.</li> </ul> <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: <a href="mailto:rob.parsons@centralbedfordshire.gov.uk">rob.parsons@centralbedfordshire.gov.uk</a>  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)
3.	East West Rail -	To agree a contribution by the Council towards the delivery of the East West Rail Western Section, and authorisation to sign appropriate legal agreements.	13 August 2013	Consultation and joint working with partner local authorities in the East-West Rail Consortium (throughout).  Internal consultation and joint working on development of funding package (throughout).	Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 12/07/13 to the Contact Officer: James Gleave, Senior Strategic Transport Officer Email: <a href="mailto:james.gleave@centralbedfordshire.gov.uk">james.gleave@centralbedfordshire.gov.uk</a> Tel: 0300 300 6516
4.	Budget Strategy and Medium Term Financial Plan -	The report proposes the medium term financial planning framework for 2014-15 through 2017-18. To endorse the proposed framework for updating of the Medium Term Financial Plan and the preparation of a budget for 2014/15 and endorse the timetable for the consultation process.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> 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)
5.	Planning Enforcement Plan -	To adopt the Planning Enforcement Plan.	13 August 2013		Planning Enforcement Plan	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 12/07/13 to Contact Officer: Sue Cawthra, Enforcement & Appeals Team Leader Email: <a href="mailto:sue.cawthra@centralbedfordshire.gov.uk">sue.cawthra@centralbedfordshire.gov.uk</a> Tel: 0300 300 4369
6.	Land East of Biggleswade Phase 4 -	To consider land East of Biggleswade Phase 4.	13 August 2013		Report - Exempt	Deputy Leader and Executive Member for Corporate Resources Comments by 12/07/13 to Contact Officer: Peter Burt, MRICS, Head of Property Assets Email: <a href="mailto:peter.burt@centralbedfordshire.gov.uk">peter.burt@centralbedfordshire.gov.uk</a> Tel: 0300 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.	Statutory Proposals to Extend the Age Range at Four Schools -	To determine statutory proposals to extend the age ranges of the following five schools: Lancot Community Lower School, Kensworth VC Lower School, Ashton St Peters VA Lower School, Manshead VA Upper School	13 August 2013	<p>Consultees are to be:</p> <ul style="list-style-type: none"> <li>• Head teachers and Chairs of Governors of all schools and academies within Central Bedfordshire.</li> <li>• School staff within all schools.</li> <li>• Relevant trade unions.</li> <li>• All CBC ward Members.</li> <li>• CBC Children's Service Management Team.</li> <li>• CBC Sustainable Transport Officer.</li> <li>• Local MPs.</li> <li>• Local Town and Parish Councils.</li> <li>• Neighbouring local authorities.</li> <li>• Parents and carers for all schools.</li> </ul> <p>Informal consultations are being carried out over a 6 week period February - May 2013. If the decision is made to progress to the publication of statutory notices, these will be published for 6 weeks between June - July 2013. Consultation is via direct email, Central Essentials, Governors Essentials, Members Bulletin, local press, paper copies of the consultation documents, and (for the statutory notices) the placing of notices on display at the school premises.</p>	<p>Report, which contains:</p> <ul style="list-style-type: none"> <li>The original proposal (for the community school).</li> <li>The original informal consultation document.</li> <li>The outcome of the informal consultation.</li> <li>The minutes of the public meeting.</li> <li>The statutory notice.</li> <li>The prescribed information which accompanies the statutory notice.</li> </ul>	<p>Cllr Mark A G Versallion  Comments by 12/07/13 to Contact Officer:  Rob Parsons, Head of School Organisation and Capital Planning  Email: <a href="mailto:rob.parsons@centralbedfordshire.gov.uk">rob.parsons@centralbedfordshire.gov.uk</a>  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)
8.	Framework Agreement for Care Homes With and Without Nursing in Central Bedfordshire -	To ask the Executive to: - authorise the arrangements for entering into the Framework Agreement for care homes within Central Bedfordshire which was approved on 6 November 2012; - approve the successful providers to be accepted onto the Framework Agreement (if available); and - agree the approach to ensuring the quality of care homes by implementing the new Quality Monitoring System in conjunction with the Framework Agreement.	24 September 2013	Care home providers at the meeting of the Provider Forum in December 2012 and the special meeting of care home providers on 28 May 2013.	Report	Executive Member for Social Care, Health and Housing Comments by 23/08/13 to Contact Officer: Bob Sherwood, Commissioning Officer Email: <a href="mailto:bob.sherwood@centralbedfordshire.gov.uk">bob.sherwood@centralbedfordshire.gov.uk</a> Tel: 0300 300 4425



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.	Community Infrastructure Levy -	To approve the consultation and subsequent Submission of the Community Infrastructure Levy draft charging schedule.	24 September 2013		Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 23/08/13 to Contact Officer: Jonathan Baldwin, Senior Planning Officer Email: <a href="mailto:jonathan.baldwin@centralbedfordshire.gov.uk">jonathan.baldwin@centralbedfordshire.gov.uk</a> Tel: 0300 300 5510
10.	Joint Venture Proposal -	To receive a report on the proposals for joint ventures.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Peter Burt, MRICS, Head of Property Assets Email: <a href="mailto:peter.burt@centralbedfordshire.gov.uk">peter.burt@centralbedfordshire.gov.uk</a> Tel: 0330 300 5281
11.	Leisure Strategy -	To adopt the Leisure Strategy: Chapter 4, Physical Activity Strategy;	24 September 2013	All Member Presentation of Draft Strategy on 10 July 2013. Draft Strategy to Sustainable Communities Overview and Scrutiny Committee on 25 July 2013. Draft Strategies to Sustainable Communities Overview and Scrutiny Committee on 5 September 2013.	Chapter 4, Physical Activity Strategy	Executive Member for Sustainable Communities - Services Comments by 23/08/13 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: <a href="mailto:jill.dickinson@centralbedfordshire.gov.uk">jill.dickinson@centralbedfordshire.gov.uk</a> Tel: 0300 300 4258

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.	Capital Programme Review 2013/14 -	To receive the outcome of the Capital Programme 2013/14 review.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
13.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> 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)
14.	Award of Responsive and Programmed Electrical Maintenance Contract 2014 to 2017 to Council Housing Properties -	To award the Contract to the preferred contractor for this service.	24 September 2013		Report with exempt appendices	Executive Member for Social Care, Health and Housing Comments by 23/08/13 to Contact Officer: Basil Quinn, Housing Asset Manager Performance or Peter Joslin, Housing Asset Manager Email: <a href="mailto:basil.quinn@centralbedfordshire.gov.uk">basil.quinn@centralbedfordshire.gov.uk</a> Tel: 0300 300 5118 or <a href="mailto:peter.joslin@centralbedfordshire.gov.uk">peter.joslin@centralbedfordshire.gov.uk</a> Tel: 0300 300 5395
15.	Award of Preferred Bidder status to the selected contractor under the BEaR Project -	The report will be seeking the Executive to endorse the selection of the preferred bidder made by the BEaR Project Board to allow the Project Team to finalise and award the Contract.	24 September 2013	Consultees and dates to be confirmed, however this item will go through Overview and Scrutiny at the beginning of September.	A full report and presentation will be provided alongside the Executive report.	Executive Member for Sustainable Communities - Services Comments by 23/08/13 to Contact Officer: Ben Finlayson, BEaR Project Manager Email: <a href="mailto:ben.finlayson@centralbedfordshire.gov.uk">ben.finlayson@centralbedfordshire.gov.uk</a> Tel: 0300 300 6277

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.	School Funding Reform -	To consider the School Funding Reform: 2014/15 Revenue Funding Arrangements.	24 September 2013	In conjunction with the Schools Forum all schools in Central Bedfordshire will be consulted on any changes to schools funding. Date and method to be agreed shortly.	DfE - School Funding Reform: Findings from the Review of 2013/14 Arrangements and Changes for 2014/15 DfE - 2014/15 Revenue Funding Arrangements	Executive Member for Children's Services Comments by 23/08/13 to Contact Officer: Dawn Hill, Senior Finance Manager - Children's Services Email: <a href="mailto:dawn.hill@centralbedfordshire.gov.uk">dawn.hill@centralbedfordshire.gov.uk</a> Tel: 0300 300 6269
17.	Leisure Strategy -	To adopt Leisure Strategy: Chapter 2 - Recreation & Open Space Strategy, Chapter 3 - Playing Pitch Strategy, Overarching Leisure Strategy. All for adoption prior to Supplementary Planning Document formal consultation.	5 November 2013	All Member Presentation of Draft Strategies on 10 July 2013. Draft Strategies to Sustainable Communities Overview and Scrutiny Committee on 5 September 2013.	Chapter 2: Recreation & Open Space Strategy Chapter 3: Playing Pitch Strategy Overarching Leisure Strategy Document	Executive Member for Sustainable Communities - Services Comments by 04/10/13 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: <a href="mailto:jill.dickinson@centralbedfordshire.gov.uk">jill.dickinson@centralbedfordshire.gov.uk</a> Tel: 0300 300 4258
18.	Flitwick Leisure Centre Feasibility Study -	To consider the Flitwick Leisure Centre Feasibility Study.	5 November 2013	Members, local community and key stakeholders.	Flitwick Leisure Centre Feasibility Study	Executive Member for Sustainable Communities - Services Comments by 04/10/13 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: <a href="mailto:jill.dickinson@centralbedfordshire.gov.uk">jill.dickinson@centralbedfordshire.gov.uk</a> Tel: 0300 300 4258

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)
19.	Admissions Arrangements and Co-ordinated Scheme 2015/16 -	To approve commencement of consultation on the Council's Admissions Arrangements and co-ordinated scheme for the academic year 2015/16.	5 November 2013	<p>a) Governing bodies of Local Authority schools.</p> <p>b) All other admission authorities within the relevant area.</p> <p>c) Parents of children between the ages of two and eighteen.</p> <p>d) Other persons in the relevant area who have an interest in the proposed admissions.</p> <p>e) Adjoining neighbouring authorities.</p> <p>f) The Church of England and Catholic Diocese.</p> <p>Method of consultation: Website. In addition: Letter to a, b, e and f. Information distributed to academies/schools and nurseries, notice in the local media to consult with c and d.</p>	Report	<p>Executive Member for Children's Services</p> <p>Comments by 04/10/13 to Contact Officer:</p> <p>Pete Dudley, Assistant Director Children's Services (Learning &amp; Strategic Commissioning)</p> <p>Email: <a href="mailto:pete.dudley@centralbedfordshire.gov.uk">pete.dudley@centralbedfordshire.gov.uk</a></p> <p>Tel: 0300 300 4203</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)
20.	Dukeminster Extra Care Housing Scheme, Dunstable -	To seek Executive approval to award the build contract.	5 November 2013	Consultation with stakeholder groups (such as the Older Peoples Reference Group and Sheltered Tenants Action Group) previously undertaken as part of initial scheme proposals presented to the Executive on 5 February 2013. Further consultation with these stakeholders, relevant technical officers and Heads of Service continuing as part of the detailed design phase.	Report - may contain exempt appendices	Executive Member for Social Care, Health and Housing Comments by 04/10/13 to Contact Officer: Bernard Carter, Client Manager, Extra Care Expansion Project Email: <a href="mailto:bernard.carter@centralbedfordshire.gov.uk">bernard.carter@centralbedfordshire.gov.uk</a> Tel: 0300 300 4175
21.	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.	5 November 2013	Public Consultation, Equality Forum and Overview and Scrutiny Committees.	Draft Equality Strategy 2013-16	Deputy Leader and Executive Member for Corporate Resources Comments by 04/10/13 to Contact Officer: Clare Harding, Corporate Policy Advisor (Equality & Diversity) Email: <a href="mailto:clare.harding@centralbedfordshire.gov.uk">clare.harding@centralbedfordshire.gov.uk</a> Tel: 0300 300 6109

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)
22.	Proposals for Commissioning of New School Places for Implementation in September 2015 and Proposals for Commissioning of New School Places for Implementation in September 2016 -	1) Determination of proposals for commissioning of new school places for implementation in September 2015; and 2) to approve commencement of consultations for proposals for commissioning of new school places for implementation in September 2016.	10 December 2013	<p>For proposals for New School Places for implementation in September 2015:</p> <ul style="list-style-type: none"> <li>• the governing body of the schools which are the subject of proposals;</li> <li>• families of pupils, teachers and other staff at the schools;</li> <li>• the governing bodies, teachers and other staff of any other school that may be affected;</li> <li>• families of any pupils at any other school who may be affected by the proposals including families of pupils at feeder schools;</li> <li>• 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;</li> <li>• Constituency MPs for the schools that are the subject of the proposals;</li> <li>• the local parish council where the school that is the subject of the proposals is situated</li> </ul> <p>Consultation period between May and November 2013 including press releases, public meetings, statutory notices.</p>	Report and Outcome of Consultation	<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: <a href="mailto:rob.parsons@centralbedfordshire.gov.uk">rob.parsons@centralbedfordshire.gov.uk</a>  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)
23.	Draft Capital Programme - 2014/15 to 2017/18 -	To consider the draft Capital Programme for 2014/15 to 2017/18.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
24.	Draft Revenue Budget and Fees and Charges 2014/15 -	To consider the draft revenue budget for 2014/15, including the draft fees and charges.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> 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)
25.	Draft Housing Revenue Account Budget and Business Plan 2014/15 -	To consider the draft Housing Revenue Account Budget and Business Plan 2014/15.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources, Executive Member for Social Care, Health and Housing Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
26.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> 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)
27.	Determination of the Statutory Proposal of the Governing Body of Pulford CoE VA Lower School, Leighton Buzzard -	Determination of the statutory proposal of the Governing Body of Pulford Church of England Voluntary Aided Lower School, Pulford Road, Leighton Buzzard, to enlarge the permanent capacity of the school from 150 places to 225 places with effect from September 2014.	10 December 2013	<p>Statutory consultation between 13 May and 17 June 2013. Representation period to a statutory notice between 19 September and 17 October 2013. Method of Consultation: Consultation documents, school website, notices in local press, public meetings with:</p> <ul style="list-style-type: none"> <li>• Teachers and other staff at the school</li> <li>• Unions</li> <li>• Families of children at the school</li> <li>• Local Schools in the area of Central Bedfordshire Council</li> <li>• The Pulford Trust</li> <li>• Church of England Diocese</li> <li>• Constituency MP</li> <li>• Leighton Buzzard Town Council.</li> </ul>	Report and the report of the Governing Body. Consultation documents produced, statutory notices served, representations received.	<p>Executive Member for Children's Services Comments by 09/11/13 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning &amp; Strategic Commissioning) Email: <a href="mailto:pete.dudley@centralbedfordshire.gov.uk">pete.dudley@centralbedfordshire.gov.uk</a> Tel: 0300 300 4203</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)
28.	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.	14 January 2014	<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 13/12/13 to Contact Officer: Iain Finnigan, Senior Engineer - Policy and Flood Risk Management Email: <a href="mailto:iain.finnigan@centralbedfordshire.gov.uk">iain.finnigan@centralbedfordshire.gov.uk</a> 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)
29.	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: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
30.	Admission Arrangements and Co-ordinated Scheme 2014/15 -	Determination of the Council's Admissions Arrangements and co-ordinated scheme for the academic year 2014/15.	18 March 2014		Report	Executive Member for Children's Services Comments by 17/02/14 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: <a href="mailto:pete.dudley@centralbedfordshire.gov.uk">pete.dudley@centralbedfordshire.gov.uk</a> Tel: 0300 300 4203

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)
<b>NON KEY DECISIONS</b>						
31.	Quarter 4 Performance Report -	To consider the quarter 4 performance report.	25 June 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 24/05/13 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: <a href="mailto:elaine.malarky@centralbedfordshire.gov.uk">elaine.malarky@centralbedfordshire.gov.uk</a> Tel: 0300 300 5517
32.	Minerals and Waste Core Strategy -	To recommend to Council the adoption of the Minerals and Waste Core Strategy.	24 September 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 12/07/13 to Contact Officer: Roy Romans, Minerals and Waste Team Leader Email: <a href="mailto:roy.romans@centralbedfordshire.gov.uk">roy.romans@centralbedfordshire.gov.uk</a> Tel: 0300 300 6039

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)
33.	Quarter 1 Performance Report -	To consider the quarter 1 performance report.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: <a href="mailto:elaine.malarky@centralbedfordshire.gov.uk">elaine.malarky@centralbedfordshire.gov.uk</a> Tel: 0300 300 5517
34.	Quarter 2 Performance Report -	To consider the quarter 2 performance report.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: <a href="mailto:elaine.malarky@centralbedfordshire.gov.uk">elaine.malarky@centralbedfordshire.gov.uk</a> Tel: 0300 300 5517
35.	Capital Programme - 2014/15 to 2017/18 -	To recommend to Council the proposed Capital Programme for 2014/15 to 2017/18 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> 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)
36.	Treasury Management Strategy Statement and Investment Strategy 2014-2018 -	To recommend to Council the Treasury Management Strategy Statement and Investment Strategy 2014-2018 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
37.	Revenue Budget and Medium Term Financial Plan 2014/15 - 2017/18 -	To recommend to Council the Revenue Budget and Medium Term Financial, including the fees and charges, Plan 2014/15 - 2017/18 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> 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)
38.	Housing Revenue Account Budget and Business Plan 2014/15 -	To recommend to Council the Housing Revenue Account Budget and Business Plan 2014/15 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources, Executive Member for Social Care, Health and Housing Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
39.	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: <a href="mailto:joy.craven@centralbedfordshire.gov.uk">joy.craven@centralbedfordshire.gov.uk</a> Tel: 0300 300 4649
40.	Quarter 3 Performance Report -	To consider the quarter 3 performance report.	18 March 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 17/02/14 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: <a href="mailto:elaine.malarky@centralbedfordshire.gov.uk">elaine.malarky@centralbedfordshire.gov.uk</a> Tel: 0300 300 5517

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:

<b>Date of Publication</b>	<b>Period of Plan</b>
02.04.13	1 May 2013 – 30 April 2014
01.05.13	1 June 2013 – 31 May 2014
31.05.13	1 July 2013 – 30 June 2014
02.07.13	1 August 2013 – 31 July 2014
01.08.13	1 September 2013 – 31 August 2014
30.08.13	1 October 2013 – 30 September 2014
02.10.13	1 November 2013 – 31 October 2014
31.10.13	1 December 2013 – 30 November 2014
28.11.13	1 January 2014 – 31 December 2014
02.01.14	1 February 2014 – 31 January 2015
30.01.14	1 March 2014 – 28 February 2015
28.02.14	1 April 2014 – 31 March 2015

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