

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



please ask for Jonathon Partridge
direct line 0300 300 4634
date 5 June 2014

NOTICE OF MEETING

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Thursday, 19 June 2014 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), D Bowater, C C Gomm, Ms A M W Graham, K C Matthews, B Saunders, A Shadbolt and P Williams

[Named Substitutes:

Mrs C F Chapman MBE, K M Collins, P Hollick, R W Johnstone, D Jones 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 meetings of the Sustainable Communities Overview and Scrutiny Committee held on 8 May and 12 May 2014 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

Item	Subject	Page Nos.
9	Executive Member Update To receive a brief verbal update from the Executive Member of Sustainable Communities.	* Verbal
10	South East Midlands Local Enterprise Partnership To receive a presentation as previously requested by Members.	* Verbal
11	Provisional Work Programme and Executive Forward Plan To receive the Provisional Work Programme and Executive Forward Plan.	* 15 - 18

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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, 8 May 2014.

PRESENT

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

Cllrs	D Bowater	Cllrs	B Saunders
	C C Gomm		A Shadbolt
	Ms A M W Graham		P Williams
	K C Matthews		

Apologies for Absence: Cllrs

Substitutes: Cllrs

Members in Attendance:	Cllrs	P N Aldis	
		R D Berry	
		I Dalgarno	Deputy Executive Members for Community Services
		Mrs J G Lawrence	
		D J Lawrence	
		T Nicols	
		B J Spurr	Executive Member for Community Services
		M A G Versallion	Executive Member for Children's Services
		J N Young	Executive Member for Regeneration

Officers in Attendance:	Mr M Coiffait	–	Community Services Director
	Mr A Davie	–	Head of Development Management
	Mrs S Frost	–	Local Planning and Housing Manager
	Ms C Murphy	–	Principal Planning Officer
	Mr J Partridge	–	Corporate Policy Manager
	Mr J Tombe	–	LTP Team Leader

Others in Attendance: 3 Members of the public

SC/14/1. **Members' Interests**

None.

SC/14/2. **Chairman's Announcements and Communications**
The Chairman reminded the Committee that a Special Sustainable Communities OSC was planned to take place on the afternoon of 12 May 2014.

SC/14/3. **Minutes**

RESOLVED that the minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 10 April 2014 be confirmed and signed by the Chairman as a correct record.

SC/14/4. **Petitions**

None.

SC/14/5. **Questions, Statements or Deputations**

The Committee were informed that several concerns had been raised in advance of the meeting by Cllr D Lawrence with regards to traffic issues in Potton. These concerns would be discussed by the Committee under Item 10.

SC/14/6. **Call-In**

None.

SC/14/7. **Requested Items**

None.

SC/14/8. **Executive Member Update**

Cllr Spurr advised the Committee of several road closures during periods of repair and proposals to discuss closure times with residents and Councillors before works took place. A further update on speed cameras would be provided to a future meeting.

Cllr Young apologised to the Committee with regard the uncertainty regarding the meeting on 12 May 2014, which had arisen as a result of the Strategic Housing Market Assessment (SHMA) not being concluded on time, meetings with Luton Borough Council being cancelled and the need to adhere to the 27 May 2014 Executive deadline.

In response Members of the Committee raised several queries to which the Executive Members responded as follows:-

- The A5-M1 link was progressing and would continue to progress.
- A report could be provided to a future meeting of the Committee with regard to parking on grass verges.
- A statement provided by the Leader in relation to filling pot holes would be distributed to Members and further information with regards to road surveys would be sought and if available provided to Members.
- The potential judicial review of a granting of permission for development.

- Discussions that would take place in the future with Town and Parish Councils with regards to funding for parking on grass verges.

SC/14/9.

Potton Road Development Brief

Cllr Mrs J Lawrence advised the Committee of concerns with regards to traffic movement in Potton that would use the Eastern Relief Road to travel north. In light of proposed developments there was a genuine concern that residents would not use the Eastern Relief Road but would instead use smaller roads such as Potton Road, St John's Street and Sun Street, which were not capable of taking that level of traffic. Something had to be done to address concerns of capacity for the local infrastructure, which should be addressed before any development occurred.

The Principal Planning Officer delivered a presentation that set out the development principles as well as key elements of the development brief and the process that had been taken to date in relation to consultation. The presentation also outlined some of key themes of the responses to the consultation and the way in which the Council had responded to some of these issues. It was also highlighted that a full traffic assessment would be required as part of the development brief and that a plan could not come forward before the completion of the Eastern relief road. Whilst the brief highlighted some elements many of these would not be resolved until a formal planning application was submitted. The Committee were informed that representatives from the Council's Highways Team and Bellway and Bloor homes were in attendance to answer any detailed questions on the development brief.

In light of the report and presentation the Committee discussed the following issues in detail:-

- Whether enforcement action would be undertaken for those residents who did not park appropriately in parking courts. It was confirmed that the Council was working with the developer to review the design of the development to ensure that parking concerns were planned out of the design. The Council was also reviewing bins and storage to ensure that the design provided an appropriate architectural solution.
- The importance of resolving challenges of local infrastructure and the impact of development on other local roads. In response the Executive Member commented that issues relating to strategic transport would be considered during the development of the local transport plan. Officers were considering sustainable transport in Biggleswade as part of proposals for Land East of Biggleswade. A full transport assessment would be undertaken and there was the opportunity to consider the use of S106 to address these challenges. Conversations with regards to the Northern bypass would be undertaken during the new site allocations process.
- A petition that was in development with regard to the suitability of local infrastructure that would be considered at a future date by the Traffic Management Meeting.
- Progress in relation to the number of completed housing units on Land East of Biggleswade, which would trigger S106 funding for the development of the Eastern Relief Road.

- The list of likely requirements in the development, such as health facilities, which had been included in the draft development brief and would be considered in more detail as part of a planning application.
- The need to ensure that the development brief took account of the recently approved Sustainable Urban Drainage (SuDs) guidance and that references to “where appropriate” were removed so that developers were required to take account of this.
- The importance of providing adequate open space that allowed for outdoor play.

The Committee agreed to unanimously support the development brief and whilst there were challenges that had been raised these would be addressed during the planning application stage.

RECOMMENDED to Executive that the development brief be adopted as technical guidance for Development Management purposes.

SC/14/10. **Work Programme and Executive Forward Plan**

The Corporate Policy Manager introduced the Committee’s draft work programme and drew attention to the relevant items of the Executive Forward Plan.

RECOMMENDED that the work programme be approved.

(Note: The meeting commenced at 10.00 a.m. and concluded at 11.07 a.m.)

Chairman

Dated

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE** held in Council Chamber, Priory House, Monks Walk, Shefford on Monday, 12 May 2014.

PRESENT

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

Cllrs D Bowater
C C Gomm
Ms A M W Graham
K C Matthews

Cllrs B Saunders
A Shadbolt
P Williams

Members in Attendance:	Cllrs	P N Aldis Mrs A Barker	Chairman of Children's Services Overview and Scrutiny Committee
		A D Brown	Deputy Executive Member for Sustainable Communities - Strategic Planning and Economic Development
		Mrs C F Chapman MBE C Hegley	Executive Member for Social Care, Health & Housing
		P Hollick	Chairman of General Purposes Committee
		D J Hopkin	Deputy Executive Member for Corporate Resources
		J G Jamieson	Leader of the Council and Chairman of the Executive
		R W Johnstone D Jones Ms C Maudlin T Nicols I Shingler Miss A Sparrow B J Spurr	Chairman of the Council
		B Wells	Executive Member for Community Services Deputy Executive Member for Community Services
		R D Wenham	Deputy Executive Member for Corporate Resources

Officers in Attendance:	Mr S Andrews	– Strategic Planning and Housing Manager
	Mr R Fox	– Head of Development Planning and Housing Strategy
	Mrs S Frost	– Local Planning and Housing Manager
	Mr J Partridge	– Corporate Policy Manager
Others in Attendance	13 members of the public	

SC/14/11. **Members' Interests**

None.

SC/14/12. **Chairman's Announcements and Communications**

The Chairman apologised to Members of the Social Care, Health and Housing OSC for curtailing the length of their meeting so that Sustainable Communities OSC could commence at 2pm.

SC/14/13. **Petitions**

None.

SC/14/14. **Questions, Statements or Deputations**

The Chairman advised the Committee that several questions had been received from a residents in relation to why Central Bedfordshire would take up the shortfall in problems with housing. In respond the Executive Member agreed to provide a written response to some aspects of the question in writing after the meeting but in principal the Council was required to be seen to act on the duty to co-operate. The Strategic Housing Market Assessment (SHMA) established that Luton's need had previously been underestimated. Central Bedfordshire Council was mindful of the shortage of school places and work was underway to determine what was needed. Local transport concerns had been addressed and a new school was being built in Marston Park. Several other issues would be addressed via the Allocations Plan and a letter in regard of these issues would be provided and also distributed to Members of the Committee.

SC/14/15. **Call-In**

None.

SC/14/16. **Requested Items**

None.

SC/14/17. Development Strategy Update

The Strategic Planning and Housing Manager delivered a presentation that focused on the outcomes of the SHMA and the impact of changing housing numbers for Central Bedfordshire Council (CBC) and Luton Borough Council (LBC). The presentation also highlighted the ways in which CBC might contribute to the level of unmet need for housing in Luton; and the other changes that were proposed to be made to the Development Strategy.

In addition Cllr Young commented that he felt the Council would be in a position to finalise the numbers of homes to be included in the draft Development Strategy by 21 May 2014. It was important that the document sat along side the Housing Allocations Policy and that it was used to update other documents to ensure that they were still fit for purpose. The Development Strategy also enabled the Council to prevent hostile planning applications that would arise in the absence of an agreed plan. The Council had reviewed cross-border migration, the largest amount of which took place between Central Bedfordshire and Luton (a net 1,000 person increase in Central Bedfordshire annually). There was a continued challenge with regard the removal of the greenbelt in Central Bedfordshire that would be addressed through the Development Strategy.

In light of the information provided Cllr Nicols highlighted the substantial number of homes that were planned in his ward and raised specific queries in relation to the following:-

- Whether the Planning Inspectorate would take into consideration potential growth east of Luton, given that North Hertfordshire District Council had historically stated that they did not require growth of their area. In response the Strategic Planning and Housing Manager commented that the SHMA area covered parts of North Hertfordshire, including the area to the East of Luton. It was anticipated that the Inspector would take into account growth options around Luton and this could impact on the total numbers. Whilst it was not CBC's responsibility to meet the need for Luton in its entirety as CBC's strategy was first to reach inspection the Council would need to be able to provide a coherent statement regarding growth in the area.
- Whether the purdah period in March 2015 would have an impact on the proposed timetable for the development of the plan. In response the Strategic Planning and Housing Manager commented that the timeline had been drafted using advice from the Planning Inspectorate and did not think it would be impacted by the purdah period. In addition Cllr Young commented that the period of time taken for the inspection might depend on the number of representations received during the consultation. The Council was in the hands of the Planning Inspectorate (PINs) although once it reached enquiry the Council would try to resolve the enquiry as quickly as possible.
- The reliability of the quantum of homes that were proposed to be included and whether there was sufficient accuracy to ensure that these numbers were now accurate. In particular Cllr Nicols was concerned that additional homes should not be 'glued' into his ward and sought reassurance that this would not occur. In response Cllr Young commented that whilst the

quantum of housing had increased in total the number had actually reduced for Central Bedfordshire, although the number for LBC had gone up substantially. The total was up to around 30,000 but CBC was questioning LBC's urban capacity. There were additional homes required (approximately 600-800), which might impact on Cllr Nicols' ward. The plan making process would require CBC to seek further sustainable sites and due to the uncertainty over Land North of Luton the Executive Member expected to look at the south reaches of Cllr Nicols' ward, particularly if they are sustainable and have good links. As soon as possible areas were known the Executive Member agreed to discuss it with the local ward Members personally.

Cllr Hollick queried the manner in which CBC was required to co-operate with LBC and the manner in which the allocation for additional housing between these areas was determined. In response Cllr Young commented that the Housing Allocations Policy would respond to the challenge of allocating affordable homes and the criteria for cross-border mobility, which would make it clear that CBC residents would be put first. Any discussions regarding social housing would require a separate agreement that to date was not being proposed. In addition the Head of Development Planning and Housing Strategy commented that CBC had to demonstrate that it had taken sufficient steps to do all it reasonably could to support its neighbours needs but that did not mean all of their needs. It had been recommended that various authorities meet a percentage of Luton's housing need and other local authorities needed to contribute in addition to CBC.

Cllr Chapman queried the sanctions that could be imposed on local authorities if they did not co-operate. In response the Head of Development Planning and Housing Strategy commented that CBC was in a challenging position due to being first to an examination hearing and could be deemed 'unsound' if it had not co-operated fully.

Cllr Barker queried whether there would be pressure from other local authorities such as Peterborough or Cambridge to provide for unmet need in their areas. In response Cllr Young commented that CBC would have to co-operate with those immediate neighbours in the Strategic Housing Market Area and further sites would need to be sought across Central Bedfordshire.. The Head of Development Planning and Housing Strategy also commented that at present there were no further areas requiring support from CBC to provide for unmet need although further meetings with neighbouring authorities were planned.

Cllr Jones raised concerns with regards to infill development and what actions that Council could take to prevent or limit infill development, particularly in the Houghton Regis area. In response Cllr Young commented that it was extremely difficult to prevent applications for infill where an area of land was surrounded by approved housing developments. An approved development strategy would put the Council in a stronger position but it would be struggle prevent them completely. In addition the Head of Development Planning and Housing Strategy commented that although the Council was not currently able to confirm where additional homes would be located the Council would

undertake a call for sites across Central Bedfordshire to ascertain sustainable locations for development.

In light of the presentation and further clarification provided at the meeting the Committee discussed the following issues in detail:-

- The period of the Development Strategy, which was up to 2031.
- The manner in which the Council would address the level of affordable housing and the percentage of the remaining housing stock that would be available on the open market and open to residents from Luton. In response the Head of Development Planning and Housing Strategy commented that the Council would have control over the 30% of allocated affordable housing but would have not control over the remaining 70% of the housing stock although consideration had been given to this based on historic migration patterns.
- Whether the Council had an agreed set of criteria to determine which potential sites were considered to be sustainable.
- Whether figures in relation to windfall applications or sites coming forward through neighbourhood plans were achievable. In response the Strategic Planning and Housing Manager commented that windfall applications had provided a significant amount of deliverable sites over the previous 10 years and progress continued to be made. Final figures would be included in the report to the Executive on the Allocations Local Plan. In addition Cllr Young commented that 300 homes had been provided through windfall he was confident that 1,700 homes could be delivered. The majority of housing allocations were within the settlement envelope and the neighbourhood plans provided an opportunity to consider allocations outside of that envelope.
- The importance of having accurate alternative means of making assumptions with regard to housing if the census was not undertaken in the future.
- The value of a design guide in order to provide clarity on the density of housing that would be permitted within Central Bedfordshire.

In summary Cllr McVicar commented that having considered the report the Committee needed to make a recommendation based on the figures within the report. It was accepted that the numbers might change over time but the Committee accepted that they weren't going to see them again before the Executive meeting in 27 May.

RECOMMENDED to Executive that that the Sustainable Communities OSC could not dispute the additional housing numbers contained in the their report but would request that careful consideration be given to the criteria imposed in a subsequent call for sites.

SC/14/18. **Plan Making Programme**

Cllr Young introduced a report that set out the requirement for the Council to undertake a call for sites that would identify a viable land supply for at least a period of five years. Due to delays elsewhere CBC would need to consider

sites in the south as well as the north of Central Bedfordshire. In addition the Head of Development Planning and Housing Strategy commented that the Council was in a strong position to find the best sites as it was likely that more would be identified than was required.

In response to questions from Councillors it was confirmed that Council-owned sites could be proposed during the call for sites that would include any land that the Council's assets team would like to put forward. Proposals to designate an area of green space between Milton Keynes and Aspley Guise had also been proposed in the draft Development Strategy. It was accepted that some villages might be receptive to small scale development to provide housing for local residents and this would be taken into account by the Council. Cllr Young also clarified the periods within which developers were required to complete developments and it was confirmed that the Gypsy and Traveller Local Plan was on track to be finalised for submission to the Secretary of State in June 2014.

In response to a query from Cllr Shingler it was confirmed that discussions with Town and parish Councils would continue in relation to emerging neighbourhood plans.

In light of the interest with regards to the proposed Allocations Local Plan it was suggested that a more detailed scoping report be presented to a future meeting of the Committee.

In light of the report the Committee also discussed the need to consider the inability of existing communities to absorb additional housing over a short period of time within the criteria for the call for sites and the instances in which it would be suitable to extend housing development into greenbelt. Whilst the Committee agreed to endorse the plan making programme it was agreed that a report should be presented in relation to the allocations plan

RECOMMENDED to Executive

- 1. That the preparation of the three Local Plans (Development Strategy, Gypsy and Traveller Local Plan and Allocations Local Plan) and other associated documents be endorsed;**
- 2. That the programme of plan-making which sets out the formal Local Development Scheme for the whole of Central Bedfordshire be endorsed.**
- 3. That a detailed report on the Council's Allocations Local Plan be presented to the Committee following its preparation.**

(Note: The meeting commenced at 2.15 p.m. and concluded at 4.30 p.m.)

Chairman

Dated

Meeting: Sustainable Communities Overview & Scrutiny Committee
Date: 19 June 2014
Subject: Provisional Work Programme & Executive Forward Plan
Report of: Richard Carr, Chief Executive
Summary: The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

Contact Officer: Jonathon Partridge, Corporate Policy and Scrutiny Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

The work programme of the Sustainable Communities Overview & Scrutiny Committee will contribute indirectly to all 5 Council priorities. Whilst there are no direct implications arising from this report the implications of proposals will be detailed in full in each report submitted to the Committee.

RECOMMENDATION(S):

- 1. that the sustainable Communities Overview & Scrutiny Committee**
 - (a) considers and approves the work programme attached, subject to any further amendments it may wish to make;**
 - (b) considers the relevant items of the Executive Forward Plan; and**
 - (c) considers whether it wishes to add any further items to the work programme and/or establish any Task Forces to assist it in reviewing specific items.**

Overview and Scrutiny Work Programme

1. Appended is the currently drafted work programme for the Committee.
2. The Committee is now requested to consider the work programme attached and amend or add to it as necessary.

Overview and Scrutiny Task Forces

3. In addition to consideration of the work programme, Members may also wish to consider how each item will be reviewed i.e. by the Committee itself (over one or a number of Committee meetings) or by establishing a Member Task Force to review an item in greater depth and report back its findings.

Executive Forward Plan

4. Listed below are those items relating specifically to this Committee’s terms of reference contained in the latest version of the Executive’s Forward Plan to ensure Members are fully aware of the key issues Executive Members will be taking decisions upon in the coming months. The full Executive Forward plan can be viewed on the Council’s website at the link at the end of this report.

Ref	Issue	Indicative Exec Meeting date
1.	Community Infrastructure Levy	15 July 2014
2.	Draft Planning Obligations Strategy	15 July 2014

Those marked (*) are not presently on the Committee work programme

Conclusion

5. Members are requested to consider and agree the attached work programme, subject to any further amendments/additions they may wish to make and highlight those items within it where they may wish to establish a Task Force to assist the Committee in its work. This will allow officers to plan accordingly but will not preclude further items being added during the course of the year if Members so wish and capacity exists.

Appendix – Sustainable Communities Overview and Scrutiny Work Programme

Background reports:

The Executive Forward Plan (can be viewed at any time on the Council’s website) at the following link:-

<http://www.centralbedfordshire.gov.uk/modgov/mgListPlans.aspx?RPId=577&RD=0>

Appendix A: Sustainable Communities OSC Work Programme (2014/15)

OSC date	Report Title	Description
08 May 2014	Potton Road Development Brief	
08 May 2014	Development Strategy Update	
12 May 2014 (Special)	Plan Making Programme	
19 June 2014	South East Midlands Local Enterprise Partnership	To receive a presentation as previously requested by Members
24 July 2014	Revised Planning Obligations Strategy	
24 July 2014	Community Infrastructure Levy	
24 July 2014	Q4 Budget Report	To receive a presentation on the relevant quarterly budget information
24 July 2014	Q4 Performance Report	To receive a presentation on the relevant quarterly performance information
04 September 2014	Climate Change Strategy	
04 September 2014	North Luton Framework Plan	
16 October 2014	Housing Supplementary Planning Document	
16 October 2014	Q1 Budget Report	To receive a presentation on the relevant quarterly budget information
16 October 2014	Q1 Performance report	To receive a presentation on the relevant quarterly performance information
11 December 2014	Q2 Budget Report	To receive a presentation on the relevant quarterly budget information
11 December 2014	Q2 Performance report	To receive a presentation on the relevant quarterly performance information
22 January 2015	Draft Capital Programme (2015/16 to 2018/19)	To consider the relevant directorate budget information
22 January 2015	Draft Revenue Budget and MTFP (2015/16 to 2018/19)	To consider the relevant directorate budget information
22 January 2015	Draft Fees & Charges	To consider the relevant directorate fees and charges information
19 February 2015	Community Safety Plan and Priorities (2014/15)	
02 April 2015	Q3 Budget Report	To receive a presentation on the relevant quarterly budget information
02 April 2015	Q3 Performance Report	To receive a presentation on the relevant quarterly performance information

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