

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

**This meeting
may be filmed.***



**Central
Bedfordshire**

please ask for Helen Bell
direct line 0300 300 4040
date 15 January 2015

NOTICE OF MEETING

COUNCIL

Date & Time

Thursday, 29 January 2015 6.30 p.m.

Venue at

Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the COUNCIL

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

***Please note that phones and other equipment may be used to film audio record, tweet or blog from this meeting. No part of the meeting room is exempt from public filming.**

The use of arising images or recordings is not under the Council's control.

AGENDA

Prayers

The Reverend Janet Humphries
Assistant Priest for Northill with Caldecote and Old Warden will take prayers.

1. **Apologies**

Apologies for absence to be received.

2. **Minutes**

To approve the minutes of the Council meeting held on 27 November 2014.

(Attached pages 5 to 12)

3. **Members' Interests**

To receive from Members any declarations of interest.

4. **Questions, Statements and Deputations**

To receive any questions, statements and 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.

5. **Petitions**

To receive and discuss petitions if any, in accordance with the Public Participation Procedure as set out in Annex 2 of part A4 of the Constitution.

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

The Chairman to announce any matters of communication.

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

The Leader of the Council to announce any matters of communication.

8. **Executive Member Presentations**

To receive reports from up to three Executive Members on recent matters of interest and ask questions on matters contained within the reports.

Reports are anticipated from Councillors Stay and Mrs Turner.

9. **Recommendation from the Executive**

To consider a recommendation from the meeting of the Executive held on 9 December 2014 and answer questions asked under Rule No.13.1

(i) Council Tax Support Scheme

(attached pages 13 – 14)

10. **Recommendation from the General Purposes Committee**

To consider the recommendations from the meeting of the General Purposes Committee held on 15 January 2015 and answer questions asked under Rule No. 13.1

(i) Pay Policy

(ii) Councillor Code of Conduct Complaints

(To Follow)

11. **Calendar of Meetings**

To consider the proposed Calendar of Meetings for the municipal year 2015-2016.

(attached pages 15 to 20)

12. **Motions (if any)**

To consider motions by Members of the Council under Rule No. 17 in the order received.

13. **Written Questions**

To answer written questions from Members of the Council under Rule No. 13.2.

14. **Open Questions**

To answer Open Questions asked by Members of the Council under Rule No. 13.7.

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **COUNCIL** held in the Priory House, Monks Walk, Shefford on Thursday, 27 November 2014.

PRESENT

Cllr Ms C Maudlin (Chairman)
Cllr D Bowater (Vice-Chairman)

Cllrs	P N Aldis	Cllrs	C Hegley	Cllrs	N J Sheppard
	Mrs A Barker		D J Hopkin		I Shingler
	A R Bastable		J G Jamieson		Miss A Sparrow
	R D Berry		K Janes		B J Spurr
	L Birt		R W Johnstone		R C Stay
	M C Blair		D Jones		A M Turner
	A D Brown		M R Jones		Mrs P E Turner MBE
	Mrs C F Chapman MBE		D J Lawrence		M A G Versallion
	Mrs S Clark		Mrs J G Lawrence		N Warren
	K M Collins		K C Matthews		B Wells
	I Dalgarno		D McVicar		R D Wenham
	Mrs R J Drinkwater		J Murray		P Williams
	Dr R Egan		T Nicols		T Woodward
	C C Gomm		R B Pepworth		J N Young
	Mrs S A Goodchild		B Saunders		A Zerny
	Ms A M W Graham		J A G Saunders		
	Mrs D B Gurney		A Shadbolt		

Apologies for Absence

Cllrs	Mrs G Clarke	Cllrs	A L Dodwell	Cllrs	Mrs M Mustoe
	Mrs B Coleman		P A Duckett		M A Smith
	N B Costin		P Hollick		

Officers:	Miss H Bell	–	Committee Services Officer
	Mr R Carr	–	Chief Executive
	Mrs D Broadbent-Clarke	–	Director of Improvement and Corporate Services
	Mr M Coiffait	–	Community Services Director
	Mr J Longhurst	–	Director of Regeneration and Business
	Mrs J Ogley	–	Director of Social Care, Health and Housing
	Ms M Peaston	–	Committee Services Manager
	Mr C Warboys	–	Chief Finance Officer
	Mrs L McShane	–	Solicitor

C/14/44. **Prayers**

Prayers were taken by the Reverend Dean Hendley Rector for Campton, Clophill & Haynes and Assistant Rural Dean for Ampthill and Shefford Deanery.

C/14/45. **Minutes**

RESOLVED

that the Minutes of the meeting held on 11 September 2014 be confirmed and signed by the Chairman as a correct record.

C/14/46. **Members' Interests**

Personal and Prejudicial Interests:-

Councillors Chapman and Graham each declared an interest under Item 12 by virtue of being a member of the Police and Crime Panel.

C/14/47. **Questions, Statements and Deputations**

A member of the public made a statement under the Public Participation provisions set out at Annex 1 of Part A4 of the Constitution.

Mr Konstandinidis spoke about Agenda Item 11, Treasury Management Outturn and made a number of observations.

The Executive Member for Corporate Resources undertook to provide a written response to Mr Konstantinidis.

C/14/48. **Petitions**

No petitions were received.

C/14/49. **Chairman's Announcements and Communications**

The Chairman advised that Agenda Item 13, Leave of Absence had been withdrawn from the agenda due to the attendance of Councillors Egan and Woodward at the meeting

The Chairman made the following announcements:

- The Chairman had hosted her Civic Reception and Forget Me Not Awards on 4 November.
- The Central Bedfordshire Charity Calendar was now on sale. All profits made would be donated to The Alzheimer's Society. All the pictures had been taken by local residents of places in Central Bedfordshire.

- The Chairman had attended the opening of the Flitwick Football Centre.

C/14/50.

Leader of the Council's Announcements and Communications

The Leader welcomed new appointee Sue Harrison, Director of Children's Services to Central Bedfordshire Council.

The Leader announced:

- that he would be attending the opening of Prologis new warehouse in Dunstable on 28 November 2014.
- that he had attended an event to mark the start of construction works for a new leisure facility in Flitwick.
- significant improvements in GCSE and Key Stage 2 results across Central Bedfordshire.
- Significant progress had been made on the A1/A5 Link Road.

C/14/51.

Executive Member Presentations

Councillor Spurr, Executive Member for Community Services reported on work within his portfolio including:

- crime statistics in Central Bedfordshire
- visitor numbers to Central Bedfordshire libraries
- examples of Sport England Grants
- the success of inspections carried out on firework retailers
- examples of good service in respect of waste management collection
- examples of projects and work in Countryside Access
- results of an assessment of roads which had rated Central Bedfordshire as second best in the of East of England
- examples of good service provision in Transportation and Building Control.

Councillor Spurr responded to questions.

Councillor Jones, Executive Member for Corporate Resources reported on work within his Portfolio including:

- the Council's annual Statement of Accounts for 2013/14 had been signed off by the required deadline of 30th September.
- financial pressures in the current year 2014/15 especially in Adult Social Care.
- Work being carried out on the budget setting process
- examples of good performance in the Revenues and Benefits team
- Council Tax collection was on target whilst Business Rates collection was lower as a result of the Government's decision to allow payments to be spread over 12 months instead of 10.

- examples of the latest CIPFA benchmarking results for the quarter ending 30 June 2014 which showed that the Council's average rate of return on investments at 1.06% was higher than the benchmarked local authority average of 0.89%.

Councillor Jones responded to questions.

C/14/52. **Recommendations from the Executive**

Fees and Charges

The Council considered a recommendations from the meeting of the Executive held on 16 October 2014 which proposed the revised fees and charges for 2015.

RESOLVED

1. **that the response to the consultation with Overview and Scrutiny, as set out in Appendix C to the Executive report, be noted;**
2. **that the fees and charges for 2015, as set out in the Executive report, be approved and that the Director of Improvement and Corporate Services, in consultation with the Executive Member for Corporate Resources be authorised to determine the schedule of charges for Registration Services following formal responses from Luton or Bedford Borough Councils; and**
3. ***that the Fees and Charges Policy, as set out in the Executive report, be approved.***

C/14/53. **Recommendation from the Licensing Committee**

(i) The Licensing Act 2003

The Council considered recommendations from the meeting of the Licensing Committee held on 12 November 2014 which sought adoption of The Licensing Act 2003 Licensing Policy.

RESOLVED

- (1) **that the Licensing Policy as set out in the submitted report be adopted;**
- (2) **that the Director for Community Services in consultation with the Portfolio Holder for Safer and Stronger Communities, be given delegated authority to undertake any necessary minor amendments to the policy prior to publication.**

(ii) Adoption of Updated Model of Byelaws

The Council received and considered recommendations from the meeting of the Licensing Committee held on 12 November 2014 seeking adoption of the updated byelaws for the regulation of acupuncture, tattooing, semi-permanent skin colouring, cosmetic piercing and electrolysis.

RESOLVED

- 1) **That the Council apply its adoptive powers in Part VIII of the Local Government (Miscellaneous Provisions) Act 1982 to revoke the existing legacy byelaws and adopt harmonised updated byelaws.**
- 2) **that affixing of the Council's Common Seal to the new byelaws be authorised**
- 3) **that the appropriate officer carry out the necessary procedure including applying to the Secretary of State for confirmation.**

C/14/54.

Treasury Management Outturn Report

The Council received and considered a report of the Deputy Leader, Executive Member for Corporate Resources which provided a review of the performance of the Treasury Management Strategy and Prudential indicators for the six month period ending 30 September 2014.

RESOLVED

1. **that the satisfactory performance on Treasury Management and Prudential Indicators for the 6-month period ending 30th September 2014 and the single breach of investment counterparty limits (as detailed in paragraph 37 of the report submitted) be acknowledged.**
2. **that a revision to the minimum investment credit rating criteria for acceptable investment counterparties to BBB+ (or Moody's equivalent of Baa1), from A- (or Moody's equivalent of A3), in order to allow the Council flexibility to continue to invest with the major UK banks and building societies in the event of further downgrades in credit ratings (paragraphs 30-33 of the report now submitted) be approved**
3. **that an increase in the non-specified cash limit for total investments rated below a credit rating of A- (or equivalent) from £15m to £30m (paragraph 34 of the report submitted) be approved**
4. **that a reduction in the investment counterparty limit for any single organisation (or group of organisations under the same ownership) from £15m to £7m (paragraph 34 of the report submitted) be approved**

5. **that the revisions to the Treasury Management Strategy set out at Appendix C to the report submitted be approved.**

C/14/55. **Payment of Allowances for Police and Crime Panel Roles**

The Council received and considered a report of the Leader of the Council proposing that an allowance be paid from the Home Office grant for certain roles on the Police and Crime Panel.

RESOLVED

That the following recommendations made by Bedford Borough Council's Independent Review Panel (IRP) be approved:

- (1) that an annual allowance of £5,050 be paid to the Chairman of the Bedfordshire Police and Crime Panel;**
- (2) that an annual allowance of £500 be paid to the Vice – Chairman of the Bedfordshire Police and Crime Panel;**
- (3) that each of the Panel's Lay Members be paid an annual allowance of £750;**
- (4) that if a Lay Member is elected as Chairman or Vice-Chairman of the Bedfordshire Police and Crime Panel, they be paid both the Chairman or Vice-Chairman's allowance as applicable, and also the Lay Member's allowance;**
- (5) that the proposed allowances set out in recommendations 1-3 above be payable with effect from 1 April 2014.**

C/14/56. **Leave of Absence**

Due to the attendance of Councillors Egan and Woodward at this meeting the report was withdrawn.

C/14/57. **Report of Bedfordshire Fire and Rescue Authority**

Council received an update from Councillor McVicar on the activities of the Bedfordshire Fire and Rescue Authority.

Councillor McVicar responded to questions.

C/14/58. **Motions (if any)**

No Motions had been received.

C/14/59. **Written Questions**

No Written questions had been received.

C/14/60. **Open Questions**

The Chairman invited the Minority Group Leaders to ask a question each prior to the consideration of questions that had been placed in the Open Questions receptacle.

1. Councillor Murray asked a question about the disposal of office furniture as a result of moving all Council staff into two main buildings.

The Executive Member for Corporate Resources indicated that he would look into this and provide a written answer.

2. Councillor Aldis commented on the new plant pots located in the car park and made suggestions for their planting.

The Executive Member for Corporate Resources responded.

3. Councillor Aldis asked a question about the measures that could be undertaken to help a resident who was being affected in her home by the new LED lights in the Council car park.

The Executive member for Sustainable Communities commented on a solution available.

4. Councillor Chapman asked a question about mental health provision in relation to Integrated Offender Management.

The Executive Member for Partnerships commented on partnership work that was being undertaken on mental health support in respect of offender management.

5. Councillor Zerny asked a question about the provision of Superfast Broadband in his ward.

The Deputy Executive Member for Corporate Resources provided an update on the programme of works for Superfast Broadband.

6. Councillor Murray asked a question about the timing of housing development on redundant garage sites.

The Executive Member provided examples of sites where development had commenced and that were due to start shortly.

7. Councillor Nicols asked a question about the lack of involvement of ward representatives in the licensing of Street Traders.

The Executive Member for Community Services would undertake to look into this issue.

8. Councillor Aldis asked a question about recycling performance and the level of contaminated recyclables.

The Deputy Executive Member for Community Services provided statistics for both recycling and contaminated recyclables.

9.Councillor Zerny asked a question about the procurement process for the Superfast Broadband project.

The Deputy Executive Member for Corporate Resources provided information on the procurement process.

(Note: The meeting commenced at 6.30 p.m. and concluded at 7.50 p.m.)

Chairman

Dated

COUNCIL MEETING – 29 JANUARY 2014

**Recommendation to Council from the Executive meeting
held on 9 December 2014**

E/14/77. Council Tax Support Scheme

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that reviewed Local Council Tax Support (LCTS) Scheme. It was proposed that the current scheme should be readopted for 2015/16 with minor changes only. It was proposed that the Council should bring its levels of entitlement for working age claimants in line with other state benefit levels, also known as uprating. This would mean an increase of about 3% in the premiums and allowances built into the Council's LCTS scheme.

Reason for decision: To enable the Council to endorse the Local Council Tax Support Scheme. If the scheme was not approved by 31 January 2015, the Council would have to award Local Council Tax Support in accordance with the Government's default scheme which would result in increased costs.

Recommended to Council

that the current Council Tax Support Scheme be extended for a further year (2015/16), subject to "uprating" as set out in the Executive report.

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Central Bedfordshire Council

COUNCIL

29 January 2015

CALENDAR OF MEETINGS 2015-16

Report of Councillor Maurice Jones, Executive Member for Corporate Resources (maurice.jones@centralbedfordshire.gov.uk)

Advising Officers:

Mel Peaston, Committee Services Manager
(mel.peaston@centralbedfordshire.gov.uk)

Leslie Manning, Committee Services Officer
(leslie.manning@centralbedfordshire.gov.uk)

Purpose of this report

The purpose of this report is to seek Council's approval of the draft Calendar of Meetings for 2015-16.

RECOMMENDATION

Council is asked to approve the draft Calendar of Meetings for 2015–16 as set out at Appendix A to this report.

Overview and Scrutiny Comments/Recommendations

1. This report is not scheduled to be considered by Overview and Scrutiny because full consultation is undertaken on the draft Calendar of Meetings during the course of its preparation, including with the chairmen of all the overview and scrutiny and other committees, followed by consideration and approval by Council.

Background

2. The draft Calendar sets out the proposed meeting schedule for the municipal year 2015-16, together with dates of meetings which occur immediately before and after that period.
3. Preparing a Calendar of Meetings for the municipal year ahead enables effective planning of Council business and preparation of the Executive's Forward Plan. In addition the Constitution specifies that citizens have the right to attend meetings of the Council, the Executive and its committees and the availability of a Calendar enables citizens to be aware in advance of meeting dates.

4. Set out at Appendix A is a draft Calendar of Meetings for the period 7 May 2015-25 May 2016 which extends just beyond either side of the municipal year. Members are advised that, in recognition of Central Bedfordshire Council's status as a maturing Authority, the draft Calendar reflects the outcome of a continuing review of the scheduling of meetings. As such it introduces a two month cycle for the Council, Executive and Overview and Scrutiny Committees to replace the eight week cycle for the Executive and Overview and Scrutiny Committees which was introduced in September 2014.
5. The draft Calendar has been circulated for comment to the Leader and Deputy Leader of the Council, Group Leaders, Executive Members and Deputies and the chairmen of all committees. In addition the Chief Executive and all Chief Officers have also been consulted. Whenever possible any suggested amendments have been incorporated into the draft.
6. It should be noted that the draft Calendar only lists those meetings which can or need to be programmed (for constitutional, financial or other reasons). Meetings of other Council bodies, such as the Licensing Sub-Committee and Appointments Sub-Committee, will be arranged as and when necessary.

Council Priorities

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

Corporate Implications

Legal Implications

8. The submission of the draft Calendar of Meetings for approval annually by Council complies with the requirements of the Council's Constitution.

Financial Implications

9. Administration of the proposed meetings can be met within existing budgets.

Equalities Implications

10. Central Bedfordshire Council has a statutory duty to promote equality of opportunity. The availability of a Calendar enables citizens to be aware in advance of meeting dates and to make arrangements to participate in the democratic process.

Conclusion and next Steps

11. Approving the draft Calendar will assist the Council and its Members to undertake their duties and enable citizens to attend and participate in the democratic process. The introduction of a two month cycle for some bodies reflects the aim of continually improving the effectiveness and efficiency of the Council's meeting schedule.
12. Following approval of the draft Calendar the dates will be published on the Council's website and paper copies of the Calendar will be made widely available.

Appendices

The following Appendix is attached:

Appendix A – Draft Calendar of Meetings 2015–2016

Background Papers

None

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**CENTRAL BEDFORDSHIRE COUNCIL
DRAFT CALENDAR OF MEETINGS 2015 – 2016**

2015					Tues 6 Oct Executive	9.30am
				Wed 7 Oct	HWB	2.00pm
Thur 7 May		ELECTIONS		Mon 12 Oct	DMC Site Visits	10.00am
Thur 14 May		Induction Event		Wed 14 Oct	DMC	10.00am
Thur 21 May		Council		Tues 20 Oct	CS OSC	10.00am
		(Annual Meeting)	6.30pm	Thur 22 Oct	SC OSC	10.00am
Fri 22 May		DMC Site Visits	10.00am	Mon 26 Oct	SCHH OSC	10.00am
Wed 27 May		DMC	10.00am	Tues 27 Oct	CR OSC	10.00am
Tues 2 June Executive			9.30am	Thur 5 Nov	General Purposes	10.00am
Wed 3 June		Licensing	10.00am	Mon 9 Nov	DMC Site Visits	10.00am
Mon 15 June		CS OSC	10.00am	Mon 9 Nov	CPP	10.00am
Thur 18 June		SC OSC	10.00am	Wed 11 Nov	DMC	10.00am
Mon 22 June		SCHH OSC	10.00am	Thur 19 Nov Council		6.30pm
Mon 22 June		DMC Site Visits	10.00am			
Tues 23 June		CR OSC	10.00am	Tues 1 Dec Executive		9.30am
Wed 24 June		DMC	10.00am	Wed 2 Dec	Licensing	10.00am
Thur 25 June		General Purposes	10.00am	Mon 7 Dec	DMC Site Visits	10.00am
Mon 29 June		Audit	10.00am	Tues 8 Dec	CS OSC	10.00am
				Wed 9 Dec	DMC	10.00am
Wed 1 July		HWB	2.00pm	Thur 10 Dec	SC OSC	10.00am
Mon 6 July		CPP	10.00am	Mon 14 Dec	SCHH OSC	10.00am
Mon 20 July		DMC Site Visits	10.00am	Tues 15 Dec	CR OSC	10.00am
Wed 22 July		DMC	10.00am	Thur 17 Dec	General Purposes	10.00am
Thur 23 July Council			6.30pm			
				2016		
Tues 4 Aug Executive			9.30am	Mon 4 Jan	DMC Site Visits	11.30am
Mon 17 Aug		DMC Site Visits	10.00am	Wed 6 Jan	DMC	10.00am
Tues 18 Aug		CS OSC	10.00am	Wed 6 Jan	HWB	2.00pm
Wed 19 Aug		DMC	10.00am	Mon 11 Jan	Audit	10.00am
Thur 20 Aug		SC OSC	10.00am	Tues 12 Jan Executive		
Mon 24 Aug		SCHH OSC	10.00am		(draft budget)	9.30am
Tue 25 Aug		CR OSC	10.00am	Thur 14 Jan	SC OSC	10.00am
Thur 27 Aug		General Purposes	10.00am	Mon 18 Jan	CPP	10.00am
				Tues 19 Jan	CS OSC	10.00am
Wed 2 Sep		Licensing	10.00am	Thur 21 Jan Council		6.30pm
Wed 2 Sep		HWB (dev. session)	2.00pm	Mon 25 Jan	SCHH OSC	10.00am
Mon 14 Sep		DMC Site Visits	10.00am			
Wed 16 Sep		DMC	10.00am			
Thur 17 Sep Council			6.30pm			
Mon 21 Sep		CPP	10.00am			
Mon 28 Sep		Audit	10.00am			

Mon	1	Feb	DMC Site Visits	10.00am
Tues	2	Feb	CR OSC	10.00am
Wed	3	Feb	DMC	10.00am
Wed	3	Feb	HWB (dev. session)	2.00pm
Tues	9	Feb	Executive (budget)	9.30am
Thur	25	Feb	Council (budget)	6.30pm
Mon	29	Feb	DMC Site Visits	10.00am
Mon	29	Feb	Council (R) (Police precept)	5.00pm
Wed	2	Mar	DMC	10.00am
Wed	9	Mar	Licensing	10.00am
Mon	14	Mar	CPP	10.00am
Tues	15	Mar	CS OSC	10.00am
Thur	17	Mar	SC OSC	10.00am
Mon	21	Mar	SCHH OSC	10.00am
Tues	22	Mar	CR OSC	10.00am
Thur	24	Mar	General Purposes	10.00am
Tues	29	Mar	DMC Site Visits	10.00am
Wed	30	Mar	DMC	10.00am
Mon	4	Apr	Audit	10.00am
Tues	5	Apr	Executive	9.30am
Wed	6	Apr	HWB	2.00pm
Thur	14	Apr	Council	6.30pm
Mon	25	Apr	DMC Site Visits	10.00am
Wed	27	Apr	DMC	10.00am
Mon	9	May	CPP	10.00am
Thur	19	May	Council (Annual Meeting)	6.30pm
Mon	23	May	DMC Site Visits	10.00am
Wed	25	May	DMC	10.00am

Venues:

Licensing Sub-Committees will be arranged at local venues as and when required. All other meetings will be at Priory House unless otherwise agreed by the committee or body concerned.

Key:

- CPP – Corporate Parenting Panel
- CR OSC – Corporate Resources OSC
- CS OSC – Children’s Services OSC
- DMC - Development Management Committee
- HWB – Health & Wellbeing Board
- SCHH OSC – Social Care, Health & Housing OSC
- SC OSC – Sustainable Communities OSC

(R) - Reserve

Audit - quarterly

CPP – approximately 6 per year or as needed

DMC – 4 weekly

GP – per cycle if needed

HWB – quarterly or as needed

Licensing – quarterly