

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

**This meeting may  
be filmed.\***



**Central  
Bedfordshire**

**please ask for** Leslie Manning  
**direct line** 0300 300 5132  
**date** 6 November 2014

## **NOTICE OF MEETING**

### **GENERAL PURPOSES COMMITTEE**

Date & Time

**Thursday, 20 November 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 GENERAL PURPOSES COMMITTEE:

Clrs P Hollick (Chairman), R C Stay (Vice-Chairman), A L Dodwell,  
J G Jamieson, D Jones, M R Jones, D J Lawrence, Mrs J G Lawrence,  
K C Matthews, J Murray, R B Pepworth and M A G Versallion

[Named Substitutes:

P N Aldis, D Bowater, N B Costin, D J Hopkin, A Shadbolt, I Shingler and  
J N Young]

All other Members of the Council - on request

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

**\*Please note that phones or 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

1. **Apologies for Absence**

To receive apologies for absence and notification of substitute Members.

2. **Minutes**

To approve as a correct record the minutes of the meeting of the General Purposes Committee held on 17 July 2014 (copy attached).

3. **Members' Interests**

To receive from Members any declarations of interest.

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

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

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.

## Reports

- | <b>Item</b> | <b>Subject</b>   | <b>Page Nos.</b> |
|-------------|--|------------------|
| 7.          | <b>Review of Polling Districts and Polling Places</b><br><br>To consider a review, in compliance with the requirements of the Electoral Registration and Administration Act 2013, of Central Bedfordshire Council's UK Parliamentary polling districts and polling places. | * 29 - 76        |
| 8.          | <b>Social Worker Recruitment Update</b><br><br>To receive a presentation updating Members on the recruitment of children's social workers.   |                  |

9. **Local Government Pension Scheme Update** \* 77 - 84

To receive an update on recent developments in respect of the Local Government Pension Scheme, explain the governance arrangements and outline the Fund's latest financial position.

10. **Work Programme** \* 85 - 88

To consider the Committee's work programme.

**CENTRAL BEDFORDSHIRE COUNCIL**

At a meeting of the **GENERAL PURPOSES COMMITTEE** held at Room 15, Priory House, Monks Walk, Shefford on Thursday, 17 July 2014

**PRESENT**

Cllr P Hollick (Chairman)

Cllrs A L Dodwell  
D Jones  
M R Jones  
D J Lawrence  
Mrs J G Lawrence

Cllrs K C Matthews  
J Murray  
R B Pepworth  
M A G Versallion

Apologies for Absence: Cllrs J G Jamieson  
R C Stay

Substitutes: Cllrs A Shadbolt (In place of J G Jamieson)

Members in Attendance: Cllrs P N Aldis  
R D Berry

Officers in Attendance: Mrs K Aspinall – Consultation Manager  
Mrs M Clay – Chief Legal and Democratic  
Services Officer  
Mrs M Damigos – Corporate Lawyer  
Mr R Gould – Head of Financial Control  
Mr L Manning – Committee Services Officer  
Ms M Peaston – Committee Services Manager  
Mrs G Stanton – Chief Communications Officer

GPC/14/15. **Minutes**

**RESOLVED**

**that the minutes of the meeting of the General Purposes Committee held on 29 May 2014 be confirmed and signed by the Chairman as a correct record.**

GPC/14/16. **Members' Interests**

None.

GPC/14/17. **Chairman's Announcements and Communications**

None.

**GPC/14/18. Petitions**

No petitions were received from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

**GPC/14/19. 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.

**GPC/14/20. Webcasting**

Members considered a report of the Executive Member of Corporate Resources which set out a proposed approach for the introduction of webcasting to provide simultaneous broadcasting and recording of certain meetings in the Council Chamber at Priory House. If implemented the webcasting would enable the public to regularly view meetings of full Council, Executive and Development Management Committee off site. In addition, the report included a draft protocol for webcasting, recording and the use of social media in the Council's meetings.

The Chief Communications Officer introduced the report, referring to the increasing demand for government openness at both national and local level. She stated that webcasting already took place at a variety of local authorities, had done so for a number of years and was no longer regarded as being unusual. The Chief Communications Officer next referred to the changing nature of mass communication and to 'Open and Accountable Local Government', the draft guide for the press and public on attending and reporting local government meetings recently issued by the Department for Communities and Local Government. A copy of the draft guide was attached at Appendix A to the report. She drew Members' attention to the new rights for the public set out within the draft guide which required councils to allow any member of the public to photograph, film and audio-record meetings without permission. The Chief Communications Officer stressed that, as a result, it was important that the Council retained its own, complete record of events and webcasting could provide the means of doing so.

The Chief Communications Officer continued her introduction to the Executive Member's report, outlining the proposed approach for introducing webcasting, the preparation and review arrangements, the review mechanisms and a proposed timetable which would see the implementation of the system by December 2014.

Full discussion then took place with Members considering the issues both for and against the adoption of webcasting and the timeframes enabling review before the rolling out of webcasting for additional committees.

Various concerns were raised in relation to absence of any protection for Members in the form of the equivalent of 'Parliamentary Privilege' when speaking in meetings and the possible manipulation of recordings made by some members of the public. With regard to the latter it was felt that a full recording of all meetings was valuable no matter where the meeting was held. It was noted that with the availability of webcasting, it might become unnecessary to hold certain meetings close to the affected communities as those interested in the issue could watch a webcast. However, it was also suggested that webcasting could lead to the encouragement of inappropriate behaviour by some Members in the form of 'grandstanding' and the number of webcasted meetings could be restricted or the introduction of webcasting delayed until after the elections in May 2015. A query was raised regarding the financial implications of webcasting and the possible augmentation of the existing public address system in the Council Chamber was suggested as a way of reducing costs. With regard to the possibility that other meetings held in the Council Chamber, such as those of the overview and scrutiny committees, be webcast if there was sufficient public interest the meeting was reminded that some meetings involved lay Members and concern was expressed that webcasting could dissuade them from participating.

In response to concerns regarding the financial implications of webcasting the meeting was advised that full research had been undertaken with other local authorities on this matter to establish the likely costs involved. With regard to lay Member participation the officers advised that full training would be offered to non-councillors as well as to Members. Members concurred that the proposed protocol for webcasting, recording and the use of social media at the Council's meetings, as set out at Appendix B to the report, should be amended to include reference to lay member(s) of a committee where appropriate.

With regard to grandstanding, it was acknowledged that the proposed timing of the introduction of webcasting was unfortunate but it was also stated that this activity already took place.

Other Members viewed the adoption of webcasting as both inevitable and beneficial. The recording of meetings in some way by the public already took place and the Secretary of State for Communities and Local Government had made clear his determination to allow the public to undertake photography, filming and audio-recording at local authority meetings without the need for a council's permission. It was acknowledged that whilst the minutes of a meeting would remain the formal legal record the absence of a full, official recording of proceedings in the form of a webcast would leave the Council without a defence against the manipulation or editing of private recordings by individuals or organisations. To this end it was felt that the options for providing webcasting from other meeting rooms and venues besides the Council Chamber should be investigated.

It was noted that the current system within the Council Chamber was unable, in its current state, to provide a webcasting service and its upgrading would be expensive.

Last, whilst it was not possible to prevent members of the public from editing their own recordings it was to the Council's benefit to ensure that an official recording was made and publically available. It could also encourage public engagement. Further, if images were manipulated by an individual or organisation in a way which defamed a Member or officer then legal action could be taken.

### **RECOMMENDED TO COUNCIL**

- 1 that the implementation of webcasting for meetings of the full Council, Executive and Development Management Committee, when held in the Council Chamber at Priory House, be approved and the following timetable adopted:**
  - a Initiation of procurement of a webcasting system in October 2014;**
  - b Preparation phase for Members and officers through briefing sessions and notes in November 2014;**
  - c Implementation of a system by December 2014**
- 2 that options for the provision of a mobile webcasting solution to enable webcasting from other meeting rooms and venues be explored.**

### **RESOLVED**

- 1 that, subject to the adoption of the recommendations above, the provisions suggested in the report of the Executive Member for Corporate Services to prepare Members and officers for the implementation of webcasting be approved;**
- 2 that the proposed approach to reviewing the new system, to assess the extent to which the equipment, procedures and officer support are meeting operational requirements, be approved;**
- 3 that the new draft protocol for webcasting, recording and using social media in the Council's meetings, attached at Appendix A to these minutes, be approved subject to the inclusion of a reference to lay (or co-opted) Members where appropriate.**

#### **GPC/14/21. Standards Complaints - Annual Report**

The Committee considered the annual report on ethical standards complaints and related issues for 2013/14 by the Chief Legal and Democratic Services Officer/Monitoring Officer. The Chief Legal and Democratic Services Officer/Monitoring Officer first apologised for the late circulation of her report which was due to capacity issues. She then introduced the report which set out information on the following matters:

- The Code of Conduct
- The Register of Interests



- Independent Persons
- Complaints
- Training
- Conclusion and Next Steps

The meeting was aware that the report included an exempt Appendix D which set out a summary of Councillor Code of Conduct Complaints as at July 2014 and that exempt Appendix E, which was due to be tabled, set out complaints received in connection with one specific local authority during the 2013/14 municipal year.

Members were of the opinion that, given the relevance of the exempt reports to their discussions, further consideration of this item could only proceed following exclusion of the press and public.

### **RESOLVED**

**that further consideration of this item be deferred pending the exclusion of the press and public from the meeting.**

#### **GPC/14/22. Exclusion of Press and Public**

### **RESOLVED**

**that in accordance with Section 100A of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following item of business on the grounds that consideration of the item is likely to involve the disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act.**

#### **GPC/14/23. Standards Complaints - Annual Report (Conclusion)**

Further to minute GPC/14/21 above, exempt Appendix E to the report of the Chief Legal and Democratic Services Officer/Monitoring Officer was circulated.

Discussion first took place on exempt Appendix D with particular reference to the following issues:

- the role of town and parish clerks and their training and development
- the resource implications which had arisen within the Legal Team as a result of the need to process the high number of standards complaints received in connection with town and parish councils
- the nature of the complaints received.

Members next focused on the problems experienced within the local council described in exempt Appendix E.

Possible remedial measures for the challenges being experienced within some town and parish councils were considered. In addition, the sanctions that could be imposed by Central Bedfordshire Council were noted.

## **RESOLVED**

- 1 that authority be delegated to the Monitoring officer, in consultation with the Chairman of the General Purposes Committee, to amend the arrangements for dealing with standards allegations made under the Localism Act 2011;**
- 2 that both the Member's right and complainant's right to reject the Monitoring Officer's suggestion of a local resolution be no longer permitted and paragraph 9 of Part F2 of the Constitution be amended accordingly;**
- 3 that the Monitoring Officer submit an annual report to the General Purposes Committee setting out the resource implications of dealing with the standards complaints which had been received.**

(Note: at the conclusion of the above item all copies of exempt Appendix E were collected. The Committee then moved back into public session to consider its remaining business).

### **GPC/14/24. Constitution Update - Maintaining the Constitution**

The Committee considered a report of the Executive Member for Corporate Resources which set out a proposed amendment to the Constitution to enable it to be maintained as an up to date document in a more efficient manner.

Members were aware that the Constitution provided for the Monitoring Officer to make urgent amendments to that document to give effect to any decision of the Council, or changes in the law, or minor amendments such as correcting errors, or to ensure that the Constitution was up to date, but only following consultation with the General Purposes Committee (paragraph 2.3 of Part A5 of the Constitution refers). The report suggested that the requirement for the Monitoring Officer to first consult the Committee before making the amendments of a type which did not require Members' discernment or evaluation, for example, spelling or typographical errors, resulted in unnecessary delay. In contrast, authorising the Monitoring Officer to make such amendments without needing to undertake consultation with the Committee would enable corrective action to be taken more quickly.

Members noted that it was suggested that the changes would be brought together and made on a monthly basis to enable the updating process to be managed in a timely way. It was also noted that an audit trail would be maintained through the Monitoring Officer's personal sign-off of the amendments and the retention of the document on file. In addition, it was proposed that a schedule of the changes would be prepared and submitted to the Committee on a six monthly basis so that Members were able to maintain an overview of the Constitution as it evolved.

The Committee indicated its full support for the proposed amendment to the Constitution and related action regarding the submission of update reports.

### **RECOMMENDED TO COUNCIL**

**that the Monitoring Officer be authorised to make urgent amendments to the Constitution to give effect to any decision of the Council or changes in the law, minor amendments such as to correct errors or to ensure that the Constitution is up to date, by amending the Constitution at Part A5, paragraph 2.3 through the deletion of the words “after consultation with the General Purposes Committee”;**

### **RESOLVED**

**that, subject to the approval of the recommendation above, reports be submitted to the General Purposes Committee twice a year to update the Committee on any amendments which have been made to the Constitution following authorisation by the Monitoring Officer.**

#### **GPC/14/25. Constitution Update in Respect of Capital Programme Management and Asset Related Delegations**

Members considered a report of the Executive Member for Corporate Resources which set out proposed amendments to the Constitution in respect of capital programme approval limits and asset related delegations which were found in Part I2 (Code of Financial Governance) and Part H3 (Scheme of Delegation by the Council and the Executive to Directors and other officers) of the Constitution respectively.

The Executive Member for Corporate Resources and Head of Financial Control introduced the report. Turning first to Part I2, the meeting noted that the current approval requirements for virements were the same for both revenue and capital budgets (paragraph 4.7 of the Code of Financial Governance refers). The proposed change would introduce higher values for capital virements, with cumulative values in excess of £500,000 requiring the approval of the Executive in place of the current figure of £200,000.

The meeting then noted that variations in cost of capital detailed business cases were approved in line with the values set out in the Code (paragraph 4.10.18 refers) and that it was proposed to increase the current limits in line with the threshold for Key Decisions with variations in excess of £150,000 requiring Executive approval and £500,000 requiring Council approval.

Members were aware that the Code (paragraph 5.7.1 refers) indicated that the Chief Finance Officer had responsibility for the production of an Asset Management Plan. The report stated that this responsibility rested more appropriately with the relevant Directors as was already set out in the Council's detailed Financial Procedures. The Chief Finance Officer's responsibilities (as set out in paragraphs 5.7.2 and 5.7.3) were to ensure that Council procedures

provided for the sound stewardship of all assets, including the disposal or acquisition of interests in land and buildings.

The Committee next considered the proposed amendments to Part H3 of the Constitution which set out the Scheme of Delegation. The delegations to the Director of Improvement and Corporate Services (paragraph 4.2 refers) included delegations specific to property and asset management and the report proposed amendments to remove duplication, align value limits with the existing criteria for Key Decisions and update references to specific asset plans and protocols.

Last, the Corporate Property Assets Disposal protocol guided the identification of assets surplus to service requirements. Council approval was required for individual disposals of land and property assets with an estimated receipt value in excess of £500,000. Any significant assets identified as being surplus to service requirements would be identified within the capital Programme and Budget which was recommended annually to Council. It was proposed to amend Part I2 (paragraph 4.10.2 refers) which detailed the components of the Capital Programme to include any surplus assets available for disposal.

Following the introduction a Member referred to the proposed changes to Part I2 and expressed concern over what he viewed as a further reduction in Member influence. In response the Executive Member for Corporate Resources reminded the meeting that the original approval limits had been adopted prior to the Council's creation in 2009. Further, from 2009 until the present, there had been few capital related issues so the need for any Constitutional change in this area had not been required. This situation had now altered and the Constitution required updating to ensure the current limits were in line with the threshold for Key Decisions. Another Member reminded the meeting that the limits had been set at a level below that of the former County Council and that experience indicated that these were too restrictive as Central Bedfordshire matured as a unitary authority.

#### **RECOMMENDED TO COUNCIL**

**that Parts I2 and H3 of the Constitution be amended, as set out at Appendices B and C to these minutes.**

(Note: As permitted under paragraph 9.5 of Part E3 of the Constitution, Councillor J Murray requested that his vote against the above recommendation be recorded.)

#### **GPC/14/26. General Purposes Committee - Work Programme for 2014/15**

Members considered a report by the Chief Legal and Democratic Services Officer setting out the Committee's proposed work programme for the 2014/15 municipal year. The meeting noted the current absence of any items, besides the work programme itself, which were scheduled to be considered at the October 2014 meeting.

**RESOLVED**

- 1 that, subject to resolution 2 below, the proposed General Purposes Work Programme for the remainder of the 2014/15 municipal year, as attached at Appendix A to the report of the Chief Legal and Democratic Services Officer, be approved;**
  
- 2 that the meeting of the Committee scheduled to be held on 2 October 2014 be cancelled if there are no additional reports forthcoming.**

(Note: The meeting commenced at 10.00 a.m. and concluded at 11.24 a.m.)

Chairman .....

Dated .....

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Appendix A

**Central Bedfordshire Council protocol for webcasting, recording and use of social media in council meetings.**

**Webcasting**

The Council will transmit live on the internet ('webcasting'), and record for subsequent transmission some of its public meetings. Fixed cameras are located within the Council Chamber at Priory House which will be used for this purpose.

This Protocol has been agreed to assist the conduct of webcast meetings and to ensure that in doing so the Council is compliant with its obligations under the Data Protection Act 1998 and the Human Rights Act 1998.

Accordingly the following will apply to all meetings to be webcast by the Council.

**Main Provisions**

1. The Chairman of the meeting has the discretion to terminate or suspend the webcast if continuing to webcast would prejudice the proceedings of the meeting.

This may include, but is not restricted to:

- (i) during the management of public disturbance
  - (ii) when the proceedings of the meeting were suspended for any reason
  - (iii) during consideration of exempt matters when the public and press had been excluded from the meeting.
2. No exempt or confidential agenda items shall be webcast.
  3. Any elected Member who is concerned about any webcast should raise their concerns with the Monitoring Officer.

**Agenda front sheets and signage at meetings**

On the front of each agenda for meetings that will be webcast, and on signs inside and outside of the Council's Chamber, there will be the following notice:

**Webcasting Notice**

**This meeting may be filmed by the Council for live and/or subsequent broadcast online at [www.address to be confirmed](#). At the start of the meeting the Chairman will confirm if all or part of the meeting will be filmed. The footage will be on the website for six months. A copy of it will also be retained in accordance with the Council's data retention policy. The images and sound recording may be used for training purposes within the Council.**

**If you make a representation to the meeting you will be deemed to have consented to be filmed. By entering the Chamber you are also consenting to be filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.**

**If you have any queries regarding webcasting of meetings, please contact  
XXXXXXXXXX**

**Development Management Committee Meetings**

In any correspondence notifying supporters or objectors of the meeting date on which a proposal will be heard, the following advice will be included:

Appendix A

**Please note that Council meetings may be filmed for live or subsequent broadcast online by the Council.**

**Conduct of meetings**

At the start of each meeting to be filmed by the Council, the following announcement will be made by the Chairman:

**I would like to remind everyone present that this meeting will be filmed by the Council and broadcast live on the internet and will be capable of repeated viewing.**

**If you are seated in the Chamber it is likely that the cameras will capture your image. By your presence, you are deemed to consent to be filmed and to the use of those images and sound recordings for webcasting and/or training purposes. If you address the Committee your contribution will be recorded and broadcast unless this is during a period when the meeting is in private session, as permitted by the Access to Information provisions.**

**As the Chairman of the meeting, I can, at my discretion, terminate or suspend filming, if in my opinion, continuing to do so would prejudice the proceedings of the meeting or if I consider that continued filming might infringe the rights of any individual or breach any statutory provision.**

**Cessation of webcasting for private sessions**

No part of any meeting will be webcast after Members have resolved to exclude the press and public because there is likely to be disclosure of exempt or confidential information. The Committee Services Officer will check that filming and/or recording of the meeting has ceased and will confirm this to the Chairman of the meeting before any discussion of exempt or confidential matters is commenced.

**Storage and retention of webcasts**

Webcast meetings will be recorded and broadcast on the internet. All archived webcasts will then be available to view for a period of six months. Meetings will be recorded onto DVD, which will be stored in accordance with records management procedures.

Archived webcasts shall only be removed from the website if the Monitoring Officer considers that it is necessary because all or part of the content of the webcast is or is likely to be in breach of any statutory provision, for example Data Protection and Human Rights legislation or provisions relating to confidential or exempt information. It is anticipated, however, that meetings will be conducted lawfully and that the need to exercise this power will occur only on an exceptional basis.

Council Members will be notified by the Monitoring Officer if such action is taken.

**Copyright notice**

All footage from our webcasts is the copyright of Central Bedfordshire Council. The people featured in our webcasts have agreed to appear ONLY on the Council's official webcast site. You are not permitted to download any footage nor upload it (whether in part or in full) to another website without the written permission of Central Bedfordshire Council and those featured in the webcast. Also, video sharing websites (e.g. Youtube, Google Video) state under their terms and conditions that you must be



## Appendix A

the copyright owner and have the permission of all those involved in order to upload videos to their sites.

You can, however, share a link to the official webcast video.

### **Other filming or recording of meetings by the public or press**

The press and public are entitled to film, photograph, audio-record or any public meetings of the Council.

Those undertaking these activities must not act in a disruptive manner; this could result in expulsion from the meeting. Essentially, this could be any action or activity which disrupts the conduct of the meeting. Examples can include:

- moving to areas outside the areas designated for the public/press without the consent of the Chairman
- excessive noise in recording or setting up or re-setting equipment during the debate/discussion
- intrusive lighting and use of photography and
- asking people to repeat statements for the purposes of recording.

Oral commentary during the meeting is not permitted as this would be disruptive.

No recording is permitted and no recording equipment, other than the Council's own equipment, may be left in the room where a private meeting will be held or where, confidential or exempt items are being discussed. Recording will be suspended if a resolution is passed to exclude the public or if the Chairman suspends the meeting due to disorderly conduct.

### **Reporting using social media at meetings**

Anyone attending one of the Council's meetings is welcome to report on the proceedings by making use of social media (e.g. to tweet or blog), provided that this does not disturb the business of the meeting.

There is no need to secure permission before using social media. To support this, the Council has wifi available for those visiting the building. You can receive the details from reception or, if you ask at least 15 minutes before the meeting starts, the Committee Services Officer supporting the meeting can help you.

Council Members attending any of the Council's meetings may use social media except when an exempt matter is under consideration. Members are reminded that they must take account of all information presented before making a decision, particularly when a planning application is under consideration, and should actively listen and be courteous to others.

Again, using social media should not disturb the business of the meeting.

Any concerns about a Member using social media should be raised with the Chairman before or after the meeting.

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**Proposed amendments to Part I2 section 4.7, 4.10 and 5.7 of the Constitution**

**Central Bedfordshire Council Constitution with tracked revisions**

**I2 CODE OF FINANCIAL GOVERNANCE**

4.10.2 The Executive will receive budgetary proposals for inclusion in the Council’s Capital Programme and will submit a proposed programme to Council for approval. The programme will include all capital schemes including those proposed to be financed from revenue resources, external funding sources **or the realisation of capital receipts from the disposal of surplus assets that have been identified in accordance with the Corporate Property Assets Disposal Protocol.**

**4.7 Virements:**

4.7.1 Virement is a transfer of budget provision either within or between budget headings. It is an important facility to assist in managing budgets effectively within a cash limit.

4.7.2 The Council scheme of virements is as follows:-

<b>Category</b>	<b>Virement Levels</b>	<b>Approval Power</b>
<b><u>Within Portfolio Revenue Budgets</u></b> Within the same cost centre or between cost centres. <b><u>Capital schemes between projects.</u></b>	Up to £100,000 cumulative (sum of individual virements)	Budget Managers in consultation with Chief Finance Officer
	<b><u>Revenue</u></b> £100,000 to £200,000 cumulative (sum of individual virements) <b><u>Capital</u></b> <b><u>£100,000 to £500,000 per project..</u></b>	Directors in consultation with the Chief Finance Officer and with the agreement of the Executive Member(s)

Category	Virement Levels	Approval Power
	<u>Revenue</u> Over £200,000 cumulative (sum of individual virements) <u>Capital</u> <u>Over £500,000.</u>	Executive
Between portfolios	<u>Revenue</u> Up to £200,000 cumulative (sum of individual virements) <u>Capital</u> <u>Up to £500,000.</u>	Directors in consultation with the Chief Finance Officer and with the agreement of the relevant Executive Member(s)
	<u>Revenue</u> Over £200,000 cumulative (sum of individual virements) <u>Capital</u> <u>Over £500,000}</u>	Executive

- 4.7.2.1 The scheme will be administered by the Chief Finance Officer within the guidelines approved by Council.
- 4.7.2.2 Budgets may be adjusted to take account of new grants received during the year outside of the Virement Scheme subject to the reporting of any adjustment over £100,000 in the next Budget Monitoring report to the relevant overview and scrutiny committee.
- 4.7.2.3 Virement will only apply to ~~direct expenditure and to a~~ current year's ~~revenue~~ and capital budgets.

4.10 **Capital Programme:**

4.10.18 **Variations from the Detailed Business Case**

Where there are variations in the net costs of capital schemes compared with the provision in the Detailed Business Case, additional costs will be approved in accordance with the following conditions:-

<b>Existing Scheme – net capital budget - Additional Costs</b>	<b>Approval Powers</b>
Up to <del>£150,000</del> <sup>10%</sup> of the approved net scheme budget, <del>subject to a maximum value of £25k</del>	Relevant Executive Member and relevant Director and Chief Finance Officer
<del>Between £150,000 and £500,000</del> <sup>25%</sup> of the approved net scheme budget <del>subject to a maximum of £100,000</del>	Executive
Over <del>£500,000</del> <sup>25%</sup> of the approved net scheme budget <del>or over £100,000</del>	Council

4.10.19 Where additional costs are agreed, the relevant Executive Member in consultation with the relevant Director will seek compensatory savings.

4.10.20 The Chief Finance Officer will report to the Executive on the monitoring of the approved Capital Programme, including: expenditure and income to date; projected expenditure and income and approved variations.

5.7 **Asset Management:**

~~5.7.1 The Chief Finance Officer will produce a five-year Asset Management Plan for the purpose of the overall strategic management of the Council's assets.~~

5.7.1 The Chief Finance Officer will ensure that procedures are put in place for the safeguarding and security of the Council's assets, including the keeping of asset registers; a terrier of land and property; inventories of furniture, fittings and equipment; and stores records.

5.7.2 The Chief Finance Officer will ensure that detailed arrangements are put in place for the disposal or acquisition of interests in assets. All disposals or acquisitions of interests in purchases of land and buildings will be undertaken in accordance with the scheme of delegations. Council, in accordance with the Budget and Policy Framework Procedure Rules, must approve any disposals or purchases acquisitions of land and buildings that are outside of the Budget and Policy Framework.

## Proposed amendments to Part H3 section 4.2 of the Constitution

### H3 SCHEME OF DELEGATION BY THE COUNCIL AND BY THE EXECUTIVE TO DIRECTORS AND OTHER OFFICERS

#### 4. DELEGATIONS TO INDIVIDUAL DIRECTORS AND OTHER OFFICERS

#### 4.2 Director of Improvement and Corporate Services Qualifications (if any)

##### *Property and Asset Management*

4.2.54	To undertake routine maintenance and updating of the "Market Conditions and Consent to Trade" document within agreed Council policies and budgets.	None
4.2.55	To take operational decisions within agreed Council policies, budgets and the "Market Conditions and Consent to Trade" document.	None
4.2.56	To have overall responsibility for the management and maintenance of any land or buildings, including agricultural landholdings, held for Council purposes having regard to service objectives and in the interests of the Council as a whole.	None
4.2.57	To manage any land and buildings not currently required for any of the Council's statutory functions.	None
4.2.58	To accept, renew and vary contracts for maintenance and repair of all equipment and services within the annual estimates.	None
4.2.59	To dispose of worn or obsolete plant or equipment in accordance with the Code of Procurement Governance and/or current inventory procedures, as appropriate.	None
4.2.60	To undertake maintenance, repairs and alterations in respect of the Council's operational property.	None
4.2.61	To let Council owned rooms and, where appropriate, waive or reduce charges in respect of Council bookings.	None
<del>4.2.62</del>	<del>To undertake the management of agricultural holdings for which the Council is responsible.</del>	None

Appendix C

4.2.6 <del>23</del>	To authorise development and appropriation of land and buildings, subject to a maximum value in any case of £200,000 per annum (revenue) or £ <del>2500,000</del> (capital).	Subject to consultation with the relevant Executive Member and the ward Member(s)
4.2.6 <del>34</del>	To authorise the acquisition, disposal or variation of any estate or interest (together with licences and wayleaves) in any land and buildings subject to a maximum value in any case of £200,000 per annum or £500,000 (capital).	Subject to consultation with the relevant Executive Member and the ward Members(s)
4.2.6 <del>45</del>	In accordance with the <u>Corporate Property Assets Disposal Protocol Surplus Policy</u> and the delegated powers outlined in 4. <del>23.6413</del> , to sell land surplus to requirements, <del>which is on the Disposals List.</del>	Subject to approval of the relevant Executive member and after consultation with the ward Member(s)
4.2.66	<del>To approve the terms of the acquisition, disposal or variation of any estate or interest (together with licences and wayleaves) in any land or buildings.</del>	None
4.2.6 <del>75</del>	To establish and maintain a corporate database of the Council's land and buildings, including details of liabilities, and to perform any responsibilities placed on the Council under the Local Government Planning and Land Act 1980.	None
4.2.6 <del>68</del>	To take appropriate action on behalf of the Council with regard to rating issues, including the conduct of appeals.	In consultation where appropriate with the Monitoring Officer.
4.2.6 <del>79</del>	To determine and issue general guidelines to officers for the management of land resources and the maintenance of buildings, <del>etc.</del>	None
4.2. <del>7068</del>	To certify or make arrangements for the certification of authorisation and identity cards and passes for officers and Members.	None
4.2. <del>6971</del>	To let land and premises for not more than fifteen years in accordance with the <u>Council's approved</u> Asset Management Plan.	None
4.2.7 <del>20</del>	To licence land and premises for not more than 364 days.	None



Appendix C

<del>4.2.73</del>	<del>In accordance with the Surplus Policy, to sell land surplus to requirements which is on the Disposals List in accordance with the delegated powers outlined in 4.3.13.</del>	<del>Subject to approval of the relevant Executive Member and ward member(s).</del>
4.2.714	To deal with all matters in connection with the management and leasing/licensing of the Council's industrial land and premises in accordance with the Council's current Asset Management Plan.	None
4.2.752	To deal with all matters in connection with the management and leasing of the Council's Managed Workspace in accordance with the Council's current Asset Management Plan.	None
4.2.736	To deal with all matters in connection with the management and leasing of the Council's retail premises in accordance with the Council's current Asset Management Plan.	None
<del>4.2.77</del>	<del>To deal with all matters in connection with the Council entering into wayleaves and easements.</del>	<del>In consultation with the Monitoring Officer.</del>
4.2.748	To enter into leases of land where the Council is to construct a public amenity or provide or reacquire the freehold of land.	In consultation with the Monitoring Officer and relevant Executive Member.
4.2.759	To take decisions on applications by electricity, gas, water, telephone, broadcasting or cable companies to place any apparatus in, on, over or under any land or buildings owned by the Council.	In consultation with the Monitoring Officer and ward members.
4.2.8076	To:	
	4.2.8076.1 assess each application for release from restrictive covenants on its own merits;	
	4.2.8076.2 negotiate compensation payable to the Council where such release is requested in order to facilitate speculative development or some other profit making exercise.	

Appendix C

4.2. <del>81</del> <u>77</u>	To exercise, at his/her discretion, the provisions of any authorised guarantee agreement, such provisions to always be enforced except where there are commercial or operational reasons not to do so.	None
4.2. <del>82</del> <u>78</u>	To serve, at his/her discretion, the required legal notice (Section 17 Notice) on original tenants where the tenant (Assignee) is in arrears in order to protect the Council's rights to pursue original tenants for the debt if it is considered viable.	None
4.2. <del>83</del> <u>79</u>	To negotiate the grant of wayleaves for the purposes of Town Centre Enhancement Schemes or Closed Circuit Television Schemes.	None
4.2. <del>84</del> <u>0</u>	To undertake maintenance, repairs and alterations in respect of the Council's non-operational property.	None
4.2. <del>81</del> <u>5</u>	To determine licences to erect and site public notice boards on Central Bedfordshire Council land throughout Central Bedfordshire.	None
4.2.86	<del>To approve and enter into property investments (in accordance with the provisions of the Investment Management Strategy).</del>	<p>Subject to the following criteria:-</p> <ul style="list-style-type: none"> <li>(i) <del>decision is required urgently to secure an investment and it is not possible to report to Executive;</del></li> <li>(ii) <del>following consultation with the Leader of the Council, and relevant Executive Member, Chief Executive, Chief Finance Officer and Monitoring Officer;</del></li> <li>(iii) <del>any Key Decision must comply with the</del></li> </ul>

~~provisions of the  
Access to  
Information  
Rules (Record of  
an Individual  
Decision).~~

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**Meeting:** General Purposes Committee  
**Date:** 20 November 2014  
**Subject:** Review of Polling Districts and Polling Places  
**Report of:** Cllr Maurice Jones, Executive Member for Corporate Resources  
**Summary:** The report complies with the requirements of the Electoral Registration and Administration Act 2013 to undertake a review of polling districts and polling places by 31 January 2015.

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**Advising Officer:** Melanie Clay, Chief Legal and Democratic Services Officer  
**Contact Officer:** Brian Dunleavy, Democratic Services Manager  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** General Purposes Committee

#### **CORPORATE IMPLICATIONS**

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

The recommendations support the Council priorities:

- Enhancing the local community.
- Value for money.

##### **Financial:**

1. The number of polling stations as a result of the review will reduce overall by three and there will also be savings by replacing two portacabins with permanent premises. The review recommendations result in a reduction in costs relating to staffing and premises hire of approximately £3,700.

##### **Legal:**

2. The Electoral Administration Act 2006 introduced a duty on all councils to review their UK parliamentary polling districts and polling places at least once every four years. Section 17 of the Electoral Registration and Administration Act 2013 provides for this review to be carried out within the 16 month period beginning 1 October 2013. The review will be completed in time for the next Parliamentary elections in May 2015 and a review will be required to be completed every fifth year to coincide with Parliamentary elections.

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

3. None resulting from this report as we have secured sufficient polling stations to satisfy requirements for the effective management of an election

**Staffing (including Trades Unions):**

4. Not Applicable.

**Equalities/Human Rights:**

5. The Council is required to make sure that all electors have such reasonable facilities for voting as are practicable in the circumstances, also having regard to the needs of electors who are disabled. All proposals ensure that, as far as is possible, polling places are consistent with the principle of ensuring fair and equitable access for all electors

**Public Health:**

6. Not Applicable

**Community Safety:**

7. All polling venues proposed have been assessed and meet Health and Safety requirements.

**Sustainability:**

8. Polling districts have been designated to ensure reasonable accessibility for voters in each polling district and to minimise, where possible, any adverse impacts on travel to these venues.

**Procurement:**

9. Not applicable.

**RECOMMENDATION:**

**The Committee is asked to approve the recommendations of the Acting Returning Officer in relation to the polling district and polling places as set out in Appendices A and C to this report.**

**Background**

10. When undertaking a review the Council is required to give due regard to the following considerations:
- It must seek to ensure that all electors in the area have reasonable facilities for voting as are practicable in the circumstances;
  - It must seek to ensure that, so far as is reasonable and practicable, every polling place is accessible to all electors.
11. Polling districts are, in effect, sub divisions of electoral wards. Each parish or parish ward is automatically a polling district in its own right but then that area can be broken down into further polling districts dependent on the size of the parish and the number and location of the electors.
12. Public notice of the start of the review was given on 21 October 2013. The closing date for submission of comments was 31 December 2013.

## Consultation Process

13. The review process required the Council to consult on the existing polling districts and polling places. Although the review is of polling districts and polling places, it is accepted that polling stations, which are chosen by the Returning Officer, are inexorably linked to the review and comments were invited on those proposed or suggested alternatives. This exercise sought representations from people or organisations with particular expertise in relation to access to premises or facilities for persons who have different forms of disability. The consultation also included all CBC councillors, MPs and MEPs, all parish/town councils, local political parties and Returning Officers for Parliamentary constituencies wholly or partly in the Council's area. An article was included in News Central and documents were published on the Council's website.
14. In addition, polling station inspectors at the European election held in May 2014 were asked to provide feedback regarding each of the current polling places.
15. A summary of the Acting Returning Officer's recommendations arising from the review is attached at Appendix A whilst the Acting Returning Officer's decisions regarding polling stations are set out in Appendix B.

## Issues raised during the consultation process

16. Various responses to the consultation were received. These have been evaluated to determine if changes are necessary as part of the review process and the evaluations are incorporated in the schedule set out at Appendix C.
17. Election officers have visited all proposed new polling station venues and consider them to be suitable.

## Conclusion and Next Steps

18. Once the Committee has agreed proposals, details of the new polling districts and polling places must be made available to the public. Specified interested parties may make representations to the Electoral Commission to reconsider any polling districts and polling places.
19. The new electoral register containing revised arrangements for polling districts will be published on 1 December 2014. New polling districts and polling places will become effective at elections held after this date.

## Appendices:

Appendix A – Summary of Acting Returning Officer's recommendations

Appendix B – Summary of Acting Returning Officer's decisions

Appendix C – 2013 and projected data, responses to consultee comments and Acting Returning Officer recommendations and decisions.

## Background Papers: (open to public inspection)

None

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**SUMMARY OF ARO'S RECOMMENDATIONS**

	WARD	Recommendation
1.	<b>AMPTHILL</b>	<ul style="list-style-type: none"> <li>• That the polling district boundaries be redrawn to create an additional polling district (AMP5)</li> <li>• That the current polling districts AMP5 to AMP7 be re-indexed.</li> </ul>
2.	<b>ARLESEY</b>	<ul style="list-style-type: none"> <li>• That the existing ARL1 polling district be redrawn to create additional polling districts (ARL2 and ARL3)</li> <li>• That the existing Clifton polling district be redrawn to create two polling districts (ARL4 and ARL5)</li> <li>• That remaining 3 polling districts in Arlesey be re-indexed.</li> </ul>
3.	<b>BARTON-LE-CLAY</b>	<ul style="list-style-type: none"> <li>• That Barton Village Hall continues to accommodate 3 polling stations and the village be divided into 3 polling districts to provide a more even distribution of electors across the three polling stations</li> </ul>
4.	<b>BIGGLESWADE NORTH</b>	<ul style="list-style-type: none"> <li>• That the polling district boundaries as between BIGN-IV2 and BIGN-IV4 be redrawn</li> </ul>
5.	<b>BIGGLESWADE SOUTH</b>	<ul style="list-style-type: none"> <li>• That a new polling district (BIGS-ST4) be created by dividing the existing BIGS-ST3 into two polling districts</li> </ul>
6.	<b>CADDINGTON</b>	<ul style="list-style-type: none"> <li>• That the polling district boundaries as between CADD1 and CADD2 be redrawn to reflect an equal number of electors</li> </ul>
7.	<b>CRANFIELD AND MARSTON MORETAINE</b>	<ul style="list-style-type: none"> <li>• That a new polling district (C&amp;MM4) be created by dividing the existing C&amp;MM3 into two polling districts</li> <li>• That the existing polling district in Marston Moretaine be redrawn to create two polling districts (C&amp;MM8 &amp; 9)</li> <li>• That the current polling districts be re-indexed as appropriate</li> </ul>
8.	<b>DUNSTABLE NORTHFIELDS</b>	<ul style="list-style-type: none"> <li>• That all polling districts in the ward used for the European Election in May 2014 be adopted</li> </ul>
9.	<b>FLITWICK</b>	<ul style="list-style-type: none"> <li>• That the polling district boundaries as between FLIT3 and FLIT4 be redrawn</li> </ul>
10.	<b>LEIGHTON BUZZARD NORTH</b>	<ul style="list-style-type: none"> <li>• That the number of polling districts in St Georges be reduced from 3 to 2</li> </ul>
11.	<b>LEIGHTON BUZZARD SOUTH</b>	<ul style="list-style-type: none"> <li>• That the polling district boundaries as between LBS-GROV2 and LBS-GROV3 be redrawn</li> </ul>
12.	<b>LINSLADE</b>	<ul style="list-style-type: none"> <li>• That the polling district boundaries as between LBL-BARN1 and LBL-BARN2 be redrawn</li> </ul>
13.	<b>PARKSIDE</b>	<ul style="list-style-type: none"> <li>• That arrangements used at the European Election in May 2014 whereby the number of polling districts were reduced from 4 to 2 be adopted</li> </ul>
14.	<b>POTTON</b>	<ul style="list-style-type: none"> <li>• That the polling district boundaries as between POT5 and POT6 be redrawn</li> </ul>
15.	<b>SHEFFORD</b>	<ul style="list-style-type: none"> <li>• That the existing SHEFF3 polling district be redrawn to create two polling districts</li> <li>• That the existing SHEFF4 polling district be redrawn to create two polling districts</li> <li>• That the current polling districts be re-indexed as appropriate</li> </ul>
16.	<b>TITHE FARM</b>	<ul style="list-style-type: none"> <li>• That the current polling districts of TF3 and TF4 be combined</li> </ul>

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SUMMARY OF ARO'S DECISIONS

	WARD	Decision
1.	<b>AMPTHILL</b>	<ul style="list-style-type: none"> <li>That two new polling stations be used – Ampthill Library and The Wingfield Club</li> <li>That the use of Ampthill Baptist Church be discontinued.</li> </ul>
2.	<b>ARLESEY</b>	<ul style="list-style-type: none"> <li>That the polling station for ARL1 and ARL2 be Arleseey Village Hall and for ARL3 it be Arleseey Football Club</li> </ul>
3.	<b>ASPLEY AND WOBURN</b>	<ul style="list-style-type: none"> <li>That in respect of polling district AW3 the use of the Ellen Pettit Hall be discontinued and the new polling station be the St Mary's RC Church Hall, Aspley Hill</li> </ul>
4.	<b>BIGGLESWADE NORTH</b>	<ul style="list-style-type: none"> <li>That the polling station for BIGN-IV4 be changed from the Recreation Centre to Lawnside Lower School</li> </ul>
5.	<b>BIGGLESWADE SOUTH</b>	<ul style="list-style-type: none"> <li>That the existing polling station for BIGS-ST2 be retained</li> <li>That the Weatherley Centre, Eagle Farm Road, Biggleswade be the polling station for the BIGS-ST3 polling district</li> <li>That the Saxon Pool and Leisure Centre be the polling station for the new BIGS-ST4 polling district</li> </ul>
6.	<b>CRANFIELD AND MARSTON MORETAINE</b>	<ul style="list-style-type: none"> <li>That the polling station for C&amp;MM3 and C&amp;MM4 be Cranfield Village Hall</li> <li>That the Exhibition Public House, 39 Upper Shelton Road, Marston Moretaine be the new polling station for Shelton</li> <li>That the polling station for C&amp;MM8 and C&amp;MM9 be Marston Moretaine Village Hall</li> </ul>
7.	<b>DUNSTABLE NORTHFIELDS</b>	<ul style="list-style-type: none"> <li>That the polling stations for DUN-N1 and DUN-N2 be confirmed as 1A Suncote Avenue and the Incuba Learning and Business Centre, High Street North</li> <li>That Grove House, High Street North replaces the TA Centre as the permanent polling station for the former DUN-N7 polling district</li> </ul>
8.	<b>EATON BRAY</b>	<ul style="list-style-type: none"> <li>That the St Giles Church, Totternhoe be retained as the polling station for EB3</li> </ul>
9.	<b>FLITWICK</b>	<ul style="list-style-type: none"> <li>That the polling stations for FLIT3 and FLIT4 remain unchanged</li> </ul>
10.	<b>HEATH AND REACH</b>	<ul style="list-style-type: none"> <li>That the St Leonards Church Hall, Heath and Reach continues to be the polling station for H&amp;R3</li> <li>That the use of Stanbridge Lower School be discontinued on economic and efficiency grounds and that electors in polling district H&amp;R6 vote at Stanbridge &amp; Tilsworth Community Hall.</li> </ul>
11.	<b>LEIGHTON BUZZARD SOUTH</b>	<ul style="list-style-type: none"> <li>That Astral Park Community Centre be confirmed as the polling station for LBS-GROV1, LBS-GROV2 &amp; LBS-GROV3</li> <li>That the use of Page's Park for LBS-GROV2 &amp; LBS-GROV3 be discontinued</li> </ul>
12.	<b>POTTON</b>	<ul style="list-style-type: none"> <li>That the use of Edworth polling station be discontinued on economic and efficiency grounds and that electors vote at the neighbouring polling station of Dunton</li> <li>That the use of Eyeworth polling station be discontinued on economic and efficiency grounds and that electors vote at the neighbouring polling station of Dunton</li> <li>That the use of Cockayne Hatley polling station be discontinued on economic and efficiency grounds and that electors vote at the neighbouring polling station of Wrestlingworth</li> </ul>

13.	<b>SANDY</b>	<ul style="list-style-type: none"> <li>• That Sandy Town Council Chamber be confirmed as the polling station for SAN7</li> </ul>
14.	<b>SHEFFORD</b>	<ul style="list-style-type: none"> <li>• That the polling station for SHEFF3 and SHEFF4 be Shefford Community Hall</li> <li>• That the polling station for SHEFF5 and SHEFF6 be Shefford Memorial Hall</li> </ul>
15.	<b>STOTFOLD AND LANGFORD</b>	<ul style="list-style-type: none"> <li>• That the St Andrews Church Hall, Church Road be the new polling station for Langford</li> </ul>
16.	<b>WESTONING, FLITTON AND GREENFIELD</b>	<ul style="list-style-type: none"> <li>• That Manor Farm, Tingrith be confirmed as the polling station for WF&amp;G4</li> </ul>

CURRENT AND PROJECTED DATA, RESPONSES TO STAKEHOLDER COMMENTS AND ARO's RECOMMENDATIONS

Amphill Ward

Polling Place	PD Ref.	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
AMP1-4	AMP1	Amphill (part)	The Firs Lower School, Station Road, Amphill MK45 2QR	2,131	2,510	To create a more even number of electors at each polling station and to accommodate the projected growth in the number of electors, the ARO <b>RECOMMENDS</b> that the polling district boundaries in Amphill be redrawn to create an additional polling district (AMP5) and that two new polling stations be used – Amphill Library and The Wingfield Club – which will be more convenient for electors in the new polling districts. This would necessitate discontinuing the use of Amphill Baptist Church. The ARO was asked to consider using the Town Council Chamber, 66 Dunstable Street, Amphill as a polling station but the Methodist Church Room is more convenient for voters and has parking advantages. The current polling districts AMP5 to AMP7 will be re-indexed. The streets and polling stations in the new Amphill polling districts are set out below.
AMP1-4	AMP2	Amphill (part)	Amphill Baptist Church, Dunstable Street, Amphill MK45 2JS	1,543	1,553	
AMP1-4	AMP3	Amphill (part)	Russell Lower School, Queens Road (access via Saunders Piece entrance), Amphill MK45 2TD	1,398	1,777	
AMP1-4	AMP4	Amphill (part)	Amphill Methodist Church Room, Chandos Road, Amphill MK45 2JS	887	896	
AMP5	AMP5	Clophill	Clophill Methodist Church, High Street, Clophill MK45 4BA	1,409	1,460	No changes other than re-indexing
AMP6	AMP6	Maulden (part)	Maulden Village Hall, Flitwick Road, Maulden MK45 2BJ	996	1,013	No changes other than re-indexing
AMP7	AMP7	Maulden (part)	St Mary's Church Hall, Church Road, Maulden MK45 2AU	1,488	1,505	No changes other than re-indexing

New Polling Place	New PD Ref	Polling Station	Electors (2014)	Streets
AMP3, AMP5	AMP1	Amphill Library, 1 Dunstable Road, Amphill MK45 1NL	1161	Abbey Close, Adams Close, Aragon Road, Cedar Close, Cedars Courtyard, Cedars Walk, Dunstable Street (part), Elms Close, Fallowfield, Flitwick Road (part), Glebe Road, Lammas Way, Lavender Court, Oliver Street (part), Russell Drive, The Avenue, The Cedars
AMP3, AMP4	AMP2	The Wingfield Club, 37 Church Street, Amphill MK45 2PL	1013	Ailesbury Road, Bedford Street (odds), Brinsmade Road, Chestnut Close, Church Avenue, Church Street, Church View, Exton Close, Gas House Lane, Hazelwood Lane (evens), Houghton Park Cottages, Lea Road, Limbersey Lane, Manton Close, Maulden Road, Rectory Lane, Rushbrook Close, St Andrews Close, The Cloisters, The Old Orchard, Verne Drive, Wingate Drive
AMP 1, AMP2, AMP4	AMP3	Russell Lower School, Queens Road (access via Saunders Piece entrance), Amphill MK45 2TD	1325	Arthur Street, Baker Street, Cherry Tree Way, Chiltern Close, Cornwall Road, Dukes Road, Dunstable Street (part), Hawthorn Close, Leafield Court, Neotsbury Court, Neotsbury Road, Oak Tree Road, Oliver Street (part), Osler Link, Ossory Place, Preston Close, Queens Road, Saunders Piece, Spring Close, The Coppins, The Poplars, Warren Road, Willow Way, Wingfield Court, Yew Walk
AMP3, AMP5,	AMP4	Amphill Methodist Church Room, Chandos Road, Amphill MK45 2JS	898	Alameda Road, Alameda Walk, Aragon Court, Bedford Street (part), Brewery Lane, Briar Close, Chandos Road, Chapel Lane, Claridges Lane, Crayton Road, Dunstable Street (part), Hazelwood Lane (odds), Katherines Court, Katherines Garden, Lyme Road, Manyweathers Court, Moor Pond Piece, Park Hill, Park Street, Russett Close, Swaffield Close, The Park, The Pines, Woburn Street
AMP1, AMP4	AMP5	The Firs Lower School, Station Road, Amphill MK45 2QR	1620	Albert Place, Ashburnham Road, Barkers Close, Copperwheat Close, Falldor Way, Farm Close, Flitwick Road (part), Gloucester Court, Grange Road, Holland Road, John Crosse Close, Little Park Farm, Meadow Way, Morris Gardens, Nicolls Close, Nottingham Close, Old Orchard, Paddocks Close, Parmiter Way, Rye Field, Sidney Road, Station Road, Steppingley Road, Tavistock Avenue, The Crescent, Upper Lawn, Wagstaff Way

## Arlesey Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
ARL1	ARL1*	Arlesey	Arlesey Scout Hall, Cluny Way, Arlesey SG15 6ZB	4,444	5,139	Given the projected size of the electorate there is a need to create additional polling districts in Arlesey. At the two most recent elections the ARL1 register has been split into 3 polling stations in one venue - Arlesey Youth Centre in 2012 and Arlesey Scout Hall in 2014. Both of these have shortcomings and the ARO <b>RECOMMENDS</b> redrawing the existing ARL1 polling district to create additional polling districts (ARL2 and ARL3). The ARO has decided that the polling station for ARL1 and ARL2 be Arlesey Village Hall and for ARL3 it be Arlesey Football Club. The current polling districts ARL2 to ARL5 will be re-indexed. The streets proposed in polling districts ARL1 and ARL2 are set out below.
ARL2	ARL2+	Clifton	Community Sports & Sports Centre, Whiston Crescent, Clifton SG17 5HJ	2,380	2,518	Given the projected size of the electorate there is a need to create an additional polling district in Clifton. The ARO <b>RECOMMENDS</b> redrawing the existing Clifton polling district to create two polling districts (these will be ARL4 & 5). The polling station will continue to be the Community and Sports Centre, Clifton. The streets proposed in ARL4 and ARL5 are set out below.
ARL3	ARL3*	Henlow Village	Henlow Parish Hall, 66 High Street Henlow SG16 6AA	1,782	1,838	No changes other than re-indexing
ARL4	ARL4+	Henlow Camp	Station Theatre, Royal Air Force, Hitchin Road, Henlow SG16 6DN	1,052	1,052	No changes other than re-indexing
ARL5	ARL5+	Stondon	Stondon Village Hall, Hillside Road, Lower Stondon SG16 6LQ	1,844	2,031	No changes other than re-indexing

\* North East Bedfordshire Constituency

+Mid Bedfordshire Constituency

New Polling Place	New PD Ref	Polling District	Polling Station	Electors (2014)	Streets
ARL1, 2 & 3	ARL1	Arlesey (part)	Arlesey Village Hall, High Street, Arlesey SG15 6SN	1583	Bury Mead, Carters Close, Carters Walk, Carters Way, Chancellors, Chase Close, Church End, Church Lane, Glebe Avenue, Glossop Way, Grove Court, Hinwick Close, House Lane, Little Field Close, Old Oak Close, Pix Court, Saffron Close, St Peters Avenue, Stofold Road, The Hermitage, The Poplars, The Rally, Vicarage Close
ARL1, 2 & 3	ARL2	Arlesey (part)	Arlesey Village Hall, High Street, Arlesey SG15 6SN	1311	Cluny Way, Coxs Way, Everest Close, Gothic Way, High Street (part), Hillary Rise, Lewis Lane, Little Close, Lymans Road, Lynton Avenue, The Granary
ARL1, 2 & 3	ARL3	Arlesey (part)	Arlesey Football Club, Hitchin Road, Arlesey SG15 6RS	1564	Albert Road, Chapel Drive, Cherry Tree Close, Cricketers Road, Davis Row, Georgina Court, High Street (part), Hitchin Road, Hospital Road, Howberry Green, Jubilee Crescent, Lamb Meadow, Lanthony Court, London Row, Mill Lane, Nightingale Terrace, Old School Walk, Primary Way, Primrose Close, Primrose Lane, Prince of Wales Close, Ramerick Gardens, St. Johns Road,, Station Road, Straw Plait Way, Weavers Orchard, Wesley Close, West Drive
ARL4 & 5	ARL4	Clifton (part)	The Community and Sports Centre, Whiston Crescent, Clifton SG17 5HJ	1076	Alexander Close, Birch Close, Bunyan Close, Burrows Close, Chapel Close, Clifton Fields, Clifton Park, Fairfax Close, Godfrey's Lane, Grange Street, Hitchen Road, Knolls Way, Lime Tree Road, Lychmead, Manor Close, Maple Close, New Road, Pedley Farm Close, Pedley Lane, Rectory Close, Shefford Road, Spring Road, Stanford Lane
ARL4 & 5	ARL5	Clifton (part)	The Community and Sports Centre, Whiston Crescent, Clifton SG17 5HJ	1343	Ashington Court, Bath Place, Bilberry Road, Bilberry Terrace, Brickle Place, Broad Street, Broad Walk, Church Street, Clifton House Close, Clifton House Gardens, Elm Farm Close, Fairground Way, Hitchin Lane, Jubilee Close, Linkway, Miles Drive, Newiss Crescent, Old School Court, Oliver Way, Rookery Walk, Sears Close, Stockbridge Close, Stockbridge Road, The Joint, Whiston Crescent, Yew Tree Walk



### Aspley and Woburn Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
A&W1 & 2	A&W1	Aspley Guise (part)	Aspley Guise Village Hall, 9 Woburn Lane, Aspley Guise MK17 8HJ	1,334	1,341	No changes
A&W1 & 2	A&W2	Aspley Guise (part)	St Mary's RC Church Hall, Aspley Hill MK17 8NN	462	469	No changes
A&W3	A&W3	Aspley Heath	Activity Room, Ellen Pettit Memorial Hall, 4 High Street, Woburn Sands MK17 8RH.	544	547	The current polling place is not located in the Council's area – it lies within the area of Milton Keynes Borough Council. On election days the building is also used by Milton Keynes Council for a polling station. The ARO has decided to discontinue using the Ellen Pettit Hall and that electors on Register A&W3 vote at the St Mary's RC Church Hall, Aspley Hill (A&W2) which can comfortably accommodate another polling station.
A&W4	A&W4	Battlesden	Milton Bryan Village Hall, South End, Milton Bryan MK17 9HS	31	33	Due to very small electorates, A&W4 and A&W8 electors vote at Milton Bryan polling station (A&W7).
A&W5	A&W5	Eversholt	Eversholt Village Hall, Church End, Eversholt MK17 9DU	355	355	No changes
A&W6	A&W6	Husborne Crawley	Reading Room, Husborne Crawley MK17 0XE	183	197	No changes
A&W7	A&W7	Milton Bryan	Milton Bryan Village Hall, South End, Milton Bryan MK17 9HS	131	131	Due to very small electorates, A&W4 and A&W8 electors vote at Milton Bryan polling station.
A&W8	A&W8	Potsgrove	Milton Bryan Village Hall, South End, Milton Bryan MK17 9HS	28	28	
A&W9	A&W9	Woburn	Woburn Village Hall, Committee Room, Crawley Road, Woburn MK17 9QD	788	813	No changes

### Barton-Le-Clay Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
BLC1	BLC1	Barton-Le-Clay	Barton Village Hall, Hexton Road, Barton-Le-Clay MK45 4JY	4,108	4,108	ARO was asked to consider reducing the number of polling stations in Village Hall but has decided that the premises should continue to accommodate 3 stations given that it is centrally located, has good parking facilities and provides easy access. There have been issues in the past with queuing to vote and the ARO <b>RECOMMENDS</b> that this be rectified by dividing the village into 3 polling districts thereby giving a more even distribution of electors across the three polling stations. The streets proposed in the polling districts are set out below.

New Polling Place	New PD Ref	Polling District	Polling Station	Electors (2014)	Streets
BLC1, 2 & 3	BLC1	Barton-Le-Clay (part)	Barton Village Hall, Hexton Road, Barton-Le-Clay MK45 4JY	1590	Ashby Drive, Barton Hill Road, Bedford Road, Bradshaws Close, Brazier Close, Brookend Drive, Burr Close, Faldo Road, Fisher Close, Franklin Avenue, Grange Farm Close, Grange Road, Harris Court, Horsier Close, Jeremiah Close, Longcroft Drive, Meadhook Drive, Mill Lane, Nicholls Close, Old School Gardens, Park Meadow Close, Peck Court, Portobello Close, Private Road, Ravensburgh Close, Sharpenhoe Road, Shortcroft Court, Simpkins Drive, Smithcombe Close, Stanbridge View, Taylor Close, Wiffen Close
BLC1, 2 & 3	BLC2	Barton-Le-Clay (part)	Barton Village Hall, Hexton Road, Barton-Le-Clay MK45 4JY	1105	Churchill Road, Cromwell Road, Dane Road, Hanover Place, Harold Road, Hastings Road, Higham Gobion Road, King William Close, Lancaster Close, Lime Close, Norman Road, Roman Road, Saxon Crescent, Stuart Road, Tudor Close, Windsor Parade, Windsor Road, York Close
BLC1, 2 & 3	BLC3	Barton-Le-Clay (part)	Barton Village Hall, Hexton Road, Barton-Le-Clay MK45 4JY	1408	Apple Glebe, Arnold Close, Blakelands, Chiltern Road, Church Road, Dunstall Road, Grays Close, Hexton Road, Ivel Close, Luton Road, Manor Farm Close, Manor Road, Old Road, Orchard Close, Osborn Road, Ramsey Road, Washbrook Close, Whitehill Road,

### Biggleswade North Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
BIGN-IV1 & 3	BIGN-IV1	Ivel (part)	St Andrews Church Hall, Shortmead Street, Biggleswade SG18 0AT	2,189	2,196	No changes
BIGN-IV2 & 4	BIGN-IV2	Ivel (part)	Lawnside Lower School, Biggleswade SG18 0LX	1,025	1,032	To create a more even number of electors at each polling station and to accommodate the projected growth in the number of electors, the ARO <b>RECOMMENDS</b> the polling district boundaries as between BIGN-IV2 and BIGN-IV4 be redrawn. The streets proposed in the polling districts are set out below.
BIGN-IV1 & 3	BIGN-IV3	Ivel (part)	Northfields Communal Room, Northfield Road, Biggleswade SG18 0HD	983	989	No changes
BIGN-IV2 & 4	BIGN-IV4	Ivel (part)	Biggleswade Rec, Centre, Stratton School, Eagle Farm Road, Biggleswade SG18 8JB	1,531	2,771	Note for BIGN-IV2 applies. Also ARO was asked to consider moving polling station from Recreation Centre to Lawnside Lower School. The Recreation Centre is located outside the ward and, as the Lawnside premises is located in the ward and provides suitable facilities, the ARO has decided to approve this proposal.

New Polling Place	PD Ref	Electors (2014)	Streets
BIGN-IV2 & 4	BIGN-IV2	1947	Anne Street, Auckland Road, Banks Road, Bellingham Place, Brigham Gardens, Chestnut Avenue, Copelands, Drove Road, East Walk, Edward Road, Glebe Road, Grosvenor Gardens, Havelock Road, High Street, Hitchmead Road, Laburnham Road, Lawnside, Lawrence Road, Lime Tree Walk, Lindsell Crescent, Potton Road (part), Reynolds Close, Rowan Crescent, South Walk, Spring Close, Sutton Avenue, The Avenue, The Baulk, West Walk
BIGN-IV2 & 4	BIGN-IV4	515	Barnstaple Walk, Blackburn Way, Boddington Gardens, Chamberlain Park, Dartmoor Way, Devon Drive, Exmoor Avenue, Maunder Avenue (part), Potton Road, Salcombe Close, Stratton Way, Sunderland Hall Farm Cottage, Torquay Close, Walker Mead, West Sunderland Farm Cottage

### Biggleswade South Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
BIGS-HO1	BIGS-HO1	Holme	Sea Cadet HQ, 4 Station Road, Biggleswade SG18 8AL	1,859	1,866	No changes
BIGS-ST1,2,& 3	BIGS-ST1	Stratton (part)	Biggleswade Youth Centre, Mead End, Biggleswade SG18 8JU	2,636	2,643	No changes
BIGS-ST1,2,& 3	BIGS-ST2	Stratton (part)	Southlands Lower School, Kitelands Road, Biggleswade SG18 8NX	948	954	The ARO has been asked to consider moving the polling station from Southlands School to Biggleswade Youth Centre. The Youth Centre, whilst located in the ward is not in the polling district. The Southlands School offers better facilities significantly in terms of the proximity of the building for voters and would not materially affect the convenience of electors in the way the Youth Centre would. The ARO has decided, therefore, not to support this proposal.
BIGS-ST1,2,& 3	BIGS-ST3	Stratton (part)	Saxon Pool & Leisure Centre, Saxon Road, Biggleswade SG18 8SU	2,250	2,514	The area to the north-east of this polling district will undergo considerable residential development in the near future which will impact on future electorate figures. Therefore, the ARO <b>RECOMMENDS</b> that a new polling district (BIGS-ST4) be created by dividing the existing BIGS-ST3 into two polling districts. The Saxon Pool and Leisure Centre is only suitable to accommodate one polling station (the new BIGS-ST4) and the ARO has decided that the Weatherley Centre, Eagle Farm Road, Biggleswade be the polling station for BIGS-ST3. The streets proposed in the polling districts are set out below.

New PD Ref	Electors (2014)	Streets
BIGS -ST3	830	Anderson Road, Apollo Gardens, Appleton Mead, Aston Croft, Babbage Lane, Bohr Court, Bose Avenue, Darwin Drive, Drove Road, Eris Avenue, Eriensee Way, Gemini Lane, Gilbert Avenue, Hawking Drive, Herschel Green, Hitchmead Road, Jupiter Way, Mars Drive, Maunder Avenue, Mercury Lane, Mitchell Green, Neptune Road, Orchard Close, Planets Way, Pluto Drive, Pople Road, Rutherford Way, Sanger Avenue, Saturn Way, Somerville Croft, Turing Road, Venus Avenue, Walton Grove, Whittle Drive
BIGS -ST4	1732	Bluebell Close, Buttercup Mead, Chambers Way, Chervil Close, Clover Close, Coltsfoot, Dunton Lane, Eagle Farm Road, Fennel Drive, Foxglove Drive, Heather Drive, Honeysuckle Close, Jasmine Close, Kingsfield Road, Lavender Way, Lilac Grove, London Road, Magnolia Place, Poppy Field, Primrose Close, Rosemary Close, Sage Close, Snowdrop Walk, Sorrell Way, Stratton Park, Stratton Park Drive, Tansey End, Tulip Close, Violet Close

## Caddington Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
CADD1, CADD2	CADD1*	Caddington	Heathfield Site, Hyde Road, Caddington LU1 4HD	2,224	2,339	To create a more even number of electors at each polling station, the ARO <b>RECOMMENDS</b> redrawing the polling district boundaries in Caddington by moving a small number of properties from polling district CADD1 to polling district CADD2. This is merely an administrative exercise and all electors in CADD1 and CADD2 will continue to vote at the Heathfield site. The streets involved are: Delfield Gardens, Edgecote Close, Heathfield Close, Hyde Road, Luton Road, Manor Road, Meadow Way which would give CADD2 a total of 1435 electors.
CADD1, CADD2	CADD2*	Caddington	Heathfield Site, Hyde Road, Caddington LU1 4HD	810	922	
CADD3	CADD3*	Hyde	East Hyde Village Hall, Lower Harpenden Road, Luton LU2 9QS	315	315	No changes
CADD4	CADD4+	Kensworth	Kensworth Village Hall, Common Road, Kensworth LU6 2PN	1,199	1,207	No changes
CADD5	CADD5*	Slip End	Slip End Village Hall, Markyate Road, Slip End LU1 6BU	1,559	1,562	No changes
CADD6	CADD6+	Studham	Studham Village Hall, 2 Dunstable Road, Studham LU6 2QG	975	977	No changes
CADD7	CADD7+	Whipsnade	Whipsnade Village Hall, Whipsnade LU6 2LG	376	376	No changes

\* Luton Constituency

+South West Bedfordshire Constituency

### Cranfield & Marston Moretaine Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
C&MM1	C&MM1	Brogborough	Brogborough Village Hall, Ridgeway Road, Brogborough MK43 0YA	243	258	No changes
C&MM2, C&MM3	C&MM2	Cranfield (Wharley End)	Cranfield Village Hall, Court Road, Cranfield MK43 0DR	542	542	No changes
C&MM2, C&MM3	C&MM3	Cranfield (part)	Cranfield Village Hall, Court Road, Cranfield MK43 0DR	3,126	3,392	Given the projected size of the electorate there is a need to create an additional polling district in Cranfield. The ARO <b>RECOMMENDS</b> redrawing the existing Cranfield polling district to create two polling districts (these will be C&MM3 & 4). The ARO has decided that the polling station should continue to be the Cranfield Village Hall. The streets proposed in C&MM3 & C&MM4 are set out below.
C&MM4	C&MM4	Hulcote & Salford	Salford Parish Hall, 9-11 Wavendon Road, Salford MK17 8BD	177	180	No changes other than re-indexing
C&MM5	C&MM5	Lidlington	Lidlington Village Hall, High Street, Lidlington MK43 0RN	1,064	1,076	No changes other than re-indexing
C&MM6, C&MM7	C&MM6	Marston (part)	Shelton Methodist Church, Lower Shelton Road, Marston Moretaine MK43 0LN	548	671	The Shelton Methodist Church is scheduled for demolition later this year. The ARO has decided that the Exhibition Public House, 39 Upper Shelton Road, Marston Moretaine MK430LT will be the new polling station.
C&MM6, C&MM7	C&MM7	Marston (part)	Marston Moretaine Village Hall, Bedford Road, Marston Moretaine MK43 0LD	3,060	3,801	Given the projected size of the electorate there is a need to create an additional polling district in Marston Moretaine.. The ARO <b>RECOMMENDS</b> redrawing the existing polling district to create two polling districts (these will be C&MM8 & 9). The ARO has decided that the polling station should continue to be the Marston Moretaine Village Hall. The streets proposed in C&MM8 & 9 are set out below.
C&MM8	C&MM8	Millbrook	Millbrook Village Hall, Sandhill Close, Millbrook MK45 2JD	113	113	No changes other than re-indexing
C&MM9	C&MM9	Ridgmont	Ridgmont Lower School, High Street, Ridgmont MK43 0TS	341	341	No changes other than re-indexing

New Polling Place	New PD Ref	Electors (2014)	Streets
C&MM3 & 4	C&MM3	1980	Astwood Road, Badgers Close, Bakery Close, Bedford Road, Birch Close, Bliss Avenue, Bourne End, Bourne End Road, Bowling Green Road, Braeburn Way, Broad Green, Broughton, Coronation Road, Crane Way, Crawley Road, Eight Acres, Flitt Leys Close, Gadsden Close, Graces Close, Harcourt, High Street, Hillcrest, Holywell Road, Hookes Meadow, Hotch Croft, Little Spinney, Longborns, Lordsmead, Mill Road, Millards Close, Millards Place, Millfield Close, Partridge Piece, Portnall Place, Pound Close, Red Lion Close, Smallbrook, Springfield Way, The Hawthorns, The Old Furlong, Thrift View, Washingleys, Windmill Way
C&MM3 & 4	C&MM4	1201	Ailwyns Acre, Arpins Pightle, Church Walk, Court Road, Cranfield Road, Crow Lane, East Hills, Folly Farm, Harter Avenue, Hatfield Avenue, High Street, Home Close, Lincroft, Lodge Road, Maltings Close, Maple Way, Merchant Lane, Moulsoe Road, Oak Barn Close, Oaken Pin Close, Orchard Close, Orchard Way, Plough Close, Ramsey Abbey Close, Rectory Lane, Rowan Way, Simdims, Thillans, Townsend Close, Walk House Close, Willow Springs, Wood End Road
C&MM8 & 9	C&MM8	1826	Arundel Road, Ashcraft Close, Barkers Piece, Beancroft Road, Bedford Road, Blacksmiths Court, Burrige Close, Campin Court, Chandlers Close, Churchill Road, Deacon Mews, Denbigh Close, Denton Drive, Drapers End, Hillson Close, Hockley Court, Horseshoe Close, Howes Drive, Ingram Close, Johnson Close, Lower Shelton Road, Marston Hill, Moat Farm Barns, Moat Farm Close, Moreteyne Road, Nicholls Close, Owen Close, Parrish Close, Pembroke Close, Primrose Close, Roberts Drive, Roxhill Road, Snagge Court, Tylecote Close, Wood End
C&MM8 & 9	C&MM9	1398	Allen Court, Banks Close, Bedford Road, Brook Road, Brooke Piece, Browns Close, Church Walk, Clifton Way, Corn Close, Foggy Close, Ford Piece, Gold Furlong, Great Beanhills, Great Blakelands, Great Holmes, Great Linns, Great Meadow, Holme Close, Horse Croft, Lake View, Little Beranhills, Little Blakelands, Little Field, Little Linns, Little Meadow, Longcroft Lane, Manor Court, Manor Road, Newland, Oat Piece, Reynes Close, Scotchbrook Road, South Meadow, Squires Road, St Marys Close, Station Lane, Station Road, Stratton, The Green, The Jumps, Watson Way, Woburn Road, Wootton



### Dunstable Central Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
DUN-CEN1, 2 & 3	DUN-CEN1	Dunstable (part)	Icknield Lower School, Burr Street, Dunstable LU6 3AG	1,514	1,524	No changes
DUN-CEN1, 2 & 3	DUN-CEN2	Dunstable (part)	Icknield Lower School, Burr Street, Dunstable LU6 3AG	1,577	1,587	No changes
DUN-CEN1, 2 & 3	DUN-CEN3	Dunstable (part)	Science Studio, Priory Academy, Britain Street, Dunstable LU5 4AJ	476	486	No changes

### Dunstable Icknield Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
DUN-ICK1, 2 & 4	DUN-ICK1	Dunstable (part)	St Christopher's Academy, Gorham Way, Dunstable LU5 4NJ	1,298	1,309	No changes
DUN-ICK1, 2 & 3	DUN-ICK2	Dunstable (part)	Hadrian Academy, Hadrian Way, Dunstable LU5 4SR	1,725	1,777	No changes
DUN-ICK2 & 3	DUN-ICK3	Dunstable (part)	Barnfield Vale Academy, Wilbury Drive, Dunstable LU5 4QP	971	982	No changes
DUN-ICK1 & 2 & 4	DUN-ICK4	Dunstable (part)	Methodist Church, Luton Road, Dunstable LU5 4QP	1,451	1,471	No changes
DUN-ICK2 & 5	DUN-ICK5	Dunstable (part)	Grove House (side entrance), 76 High Street North, Dunstable LU6 1NF	739	1,248	No changes

### Dunstable Manshead Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
DUN-MAN1 & DUN-CEN3	DUN-MAN1	Dunstable (part)	Science Studio, Priory Academy, Britain Street, Dunstable LU5 4AJ	1,556	1,566	Due to the lack of any suitable building in the polling district, this polling station is located just outside the ward in DUN-CEN3
DUN-MAN2 & 3	DUN-MAN2	Dunstable (part)	The Mayfield Centre, 4 Mayfield Road, Dunstable LU5 4AP	1,326	1,336	Due to the lack of any suitable building in the polling district, this polling place is located in the neighbouring polling district DUN-MAN3
DUN-MAN1/3	DUN-MAN3	Dunstable (part)	St Augustine's Academy, Oakwood Avenue, Dunstable LU5 4AS	1,012	1,022	No changes

### Dunstable Northfields Ward

Old Polling Place	Old PD Ref	Polling District	Polling Station	Electorate		Recommendation																											
				2013	2018																												
DUN-N1, 3 & 5	DUN-N1	Dunstable (part)	Beecroft Lower School, Westfield Road, Dunstable LU6 1DW	1,136	1,147	<p>For greater clarity the ARO <b>RECOMMENDS</b> confirming the re-indexing of all polling districts in Northfields Ward and because redevelopment of the former Trico site has resulted in an increase in the number of electors the ARO also <b>RECOMMENDS</b> creating an additional polling district by dividing the former DUN-N2 polling district into two. This will require using the Incuba Learning and Business Centre, High Street North on a permanent basis following a temporary arrangement in May 2014. The station at 1A Suncote Avenue (new DUN-N1) would be retained albeit with a reduced electorate. The streets in the new polling districts DUN-N1 &amp; 2 are set out in a separate table below. Polling places and polling districts across the Ward will be re-indexed as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>NEW PP</th> <th>NEW PD</th> <th>OLD PD</th> </tr> </thead> <tbody> <tr> <td>DUN-N1 &amp; 2</td> <td>DUN-N1</td> <td>DUN-N2 (part)</td> </tr> <tr> <td>DUN-N1 &amp; 2</td> <td>DUN-N2</td> <td>DUN-N2 (part)</td> </tr> <tr> <td>DUN-N1,3 &amp; 4</td> <td>DUN-N3</td> <td>DUN-N6</td> </tr> <tr> <td>DUN-N3,4,&amp; 5</td> <td>DUN-N4</td> <td>DUN-N7</td> </tr> <tr> <td>DUN-N5,6 &amp; 8</td> <td>DUN-N5</td> <td>DUN-N1</td> </tr> <tr> <td>DUN-N5,6 &amp; 7</td> <td>DUN-N6</td> <td>DUN-N3</td> </tr> <tr> <td>DUN-N5,6,7 &amp; 8</td> <td>DUN-N7</td> <td>DUN-N4</td> </tr> <tr> <td>DUN-N2,5,7 &amp; 8</td> <td>DUN-N8</td> <td>DUN-N5</td> </tr> </tbody> </table> <p>In respect of DUN-N4(new) the ARO <b>RECOMMENDS</b> the permanent use of Grove House, High Street North as the polling place instead of TA Centre (Grove House was used in 2014 for the first time). The TA Centre is not ideal, has road safety issues for the electorate and there is very limited parking on site. Grove House is located just outside the ward in DUN-ICK5 but is the nearest suitable alternative.</p>	NEW PP	NEW PD	OLD PD	DUN-N1 & 2	DUN-N1	DUN-N2 (part)	DUN-N1 & 2	DUN-N2	DUN-N2 (part)	DUN-N1,3 & 4	DUN-N3	DUN-N6	DUN-N3,4,& 5	DUN-N4	DUN-N7	DUN-N5,6 & 8	DUN-N5	DUN-N1	DUN-N5,6 & 7	DUN-N6	DUN-N3	DUN-N5,6,7 & 8	DUN-N7	DUN-N4	DUN-N2,5,7 & 8	DUN-N8	DUN-N5
NEW PP	NEW PD	OLD PD																															
DUN-N1 & 2	DUN-N1	DUN-N2 (part)																															
DUN-N1 & 2	DUN-N2	DUN-N2 (part)																															
DUN-N1,3 & 4	DUN-N3	DUN-N6																															
DUN-N3,4,& 5	DUN-N4	DUN-N7																															
DUN-N5,6 & 8	DUN-N5	DUN-N1																															
DUN-N5,6 & 7	DUN-N6	DUN-N3																															
DUN-N5,6,7 & 8	DUN-N7	DUN-N4																															
DUN-N2,5,7 & 8	DUN-N8	DUN-N5																															
DUN-N1,2,5 & 6	DUN-N2	Dunstable (part)	Portacabin, 1A Suncote Avenue, Dunstable LU6 1BN	1,569	1,706																												
DUN-N1, 3 & 4	DUN-N3	Dunstable (part)	Beecroft Lower School, Westfield Road, Dunstable LU6 1DW	837	848																												
DUN-N1, 3, 4 & 5	DUN-N4	Dunstable (part)	Weatherfield Academy, Brewers Hill Road, Dunstable LU6 1AF	814	825																												
DUN-N1, 2, 3, 4 & 5	DUN-N5	Dunstable (part)	Portacabin, Brewers Hill Middle School, Aldbanks, Dunstable LU6 1AJ	748	758																												
DUN-N2,6 & 7	DUN-N6	Dunstable (part)	All Saints Academy, Houghton Road entrance, Dunstable LU5 5AB	659	669																												
DUN-N1,6 & 7	DUN-N7	Dunstable (part)	Territorial Army Centre, Victoria Street, Dunstable LU6 3BB	1,151	1,244																												

New PD Ref	Electors (2014)	Streets
DUN-N1	869	Barley Brow, Barrie Avenue, Cheyne Close, Englands Avenue, French's Avenue, Palma Close, Ravenscourt, Salters Way, Sunbower Avenue, Suncote Avenue, Suncote Close
DUN-N2	721	Austin Road, Daimler Drive, Delco Way, French's Avenue, French's Gate, Healey Road, Leyland Road, Lotus Mews, Morris Road, Peppercorn Way, Riley Grove, Sphinx Place, Vauxhall Way, Wolesey Drive

### Dunstable Watling Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
DUN-WAT3 & 5	DUN-WAT1	Dunstable (part)	Ardley Hill Academy, Lowther Road, Dunstable LU6 3NZ	1,212	1,222	No changes
DUN-WAT3 & 5	DUN-WAT2	Dunstable (part)	Watling Lower School, Bull Pond Lane, Dunstable LU6 3BJ	1,203	1,213	No changes
DUN-WAT2, 5 & 6	DUN-WAT3	Dunstable (part)	Queensbury Academy, Langdale Road, Dunstable LU6 3BW	1,007	1,017	The polling place is located in neighbouring polling district DUN-WAT6 as there is no suitable alternative in the polling district.
DUN-WAT1 & 5	DUN-WAT4	Dunstable (part)	Beech Close Resource Centre, Beech Close, Dunstable LU6 3SD	1,225	1,235	No changes
DUN-WAT1, 2 & 4	DUN-WAT5	Dunstable (part)	Ardley Hill Academy, Lowther Road, Dunstable LU6 3NZ	971	981	No changes
DUN-WAT3 & 7	DUN-WAT6	Dunstable (part)	Queensbury Academy, Langdale Road, Dunstable LU6 3BW	1,026	1,036	No changes
DUN-WAT6	DUN-WAT7	Dunstable (part)	Lancot Lower School, Lancot Drive, Dunstable LU6 2AP	1,243	1,253	No changes

## Eaton Bray Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
EB1	EB1	Great Billington	Great Billington Village Hall, Gaddesden Turn, Great Billington LU7 9BW	272	293	No changes
EB2	EB2	Eaton Bray	Eaton Bray Village Hall, 9 Church Lane, Eaton Bray LU6 2DJ	2,098	2,123	No changes
EB3	EB3	Totternhoe	St Giles Church Hall, The Ride, Totternhoe LU6 1RJ	1,006	1,006	The ARO has received a representation pointing out that St Giles Church, Totternhoe is not central to the village but the alternative, Totternhoe Memorial Hall does not have suitable disabled access /parking although refurbishment is likely in the future. The ARO <b>has decided to keep</b> the situation under review.

## Flitwick Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
FLIT1 & 2	FLIT1	Flitwick East (part)	St Andrews Church Hall, Windmill Road, Flitwick MK45 1AU	1,494	1,506	No changes
FLIT2 & 3	FLIT2	Flitwick East (part)	Kingsmoor Lower School, Kingsmoor Close, Flitwick MK45 1EY	3,139	3,151	No changes
FLIT3 & 4	FLIT3	Flitwick West (part)	Flitwick Village Hall, Dunstable Road, Flitwick MK45 1HP	3,719	4,327	ARO was asked to consider opening an additional polling station in the Old School Community Centre, London Road, Flitwick which would give residents in that area a more convenient polling station. This would entail additional costs. The ARO <b>RECOMMENDS</b> a more pragmatic solution which would also create a more even number of electors as between FLIT3 and FLIT4 by redrawing the polling district boundaries and moving a small number of properties from polling district FLIT3 into polling district FLIT4. The streets involved are: Fir Tree Close, Glebe Avenue, Hornes End Road, Lipscomb Drive, Lovet Road, Lyall Close, Petley Close, Popes Close, Townfield Road and Vicarage Hill. This would give FLIT3 2,878 electors and FLIT4 2,906 electors.
FLIT3 & 4	FLIT4	Flitwick West (part)	Flitwick Lower School, Temple Way, Flitwick MK45 1LU	2,043	2,055	
FLIT5	FLIT5	Steppingley	Steppingley Village Hall, Rectory Road, Steppingley MK45 5AT	201	201	No changes



## Heath & Reach Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
H-R1	H-R1	Chalgrave	Chalgrave Memorial Hall, Wingfield Road, Tebworth LU7 9QQ	389	389	No changes
H-R2	H-R2	Eggington	Eggington Village Hall, High Street, Eggington LU7 9PD	212	1,177	No changes
H-R3	H-R3	Heath & Reach	St Leonards Church Hall, Leighton Road, Heath and Reach LU7 0AA	1,135	1,174	The ARO has considered a request to use the pavilion at Heath and Reach Sports and Recreation Ground, Bryant's Lane as the polling place instead of St Leonards Church Hall where parking is difficult. The Sports and Recreation Ground has ample parking but is leased to the local Boxing Club and the use of the premises would cause significant disruption to the Club. In addition the distance from the car park to the pavilion would be very challenging to elderly voters and the disabled and external lighting from the car park to the pavilion is inadequate. The ARO has decided that the Church Hall should continue to be the polling station..
H-R4	H-R4	Hockliffe	Hockliffe Lower School, Woburn Road, Hockliffe LU7 9LL	735	755	No changes
H-R5 & 6	H-R5	Stanbridge	Stanbridge Lower School, Tilsworth Road, Stanbridge LU7 9HY	604	604	These two stations are just half a mile apart and between them have an electorate of just under 900. On economic and efficiency grounds, the ARO has decided to cease using Stanbridge Lower School as a polling station and that electors in polling districts H-R5 & 6 vote at Stanbridge & Tilsworth Community Hall.
H-R6 & 5	H-R6	Tilsworth	Stanbridge & Tilsworth Community Hall, Stanbridge Road, Tilsworth LU7 9PN	295	298	

### Houghton Conquest & Haynes Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
HC&H1	HC&H1	Haynes	Haynes Village Hall, Northwood End Road, Haynes MK45 3QB	1,008	1,018	No changes
HC&H2	HC&H2	Houghton Conquest	Houghton Conquest Village Hall, High Street, Houghton Conquest MK45 3LL	1,241	1,651	No changes

### Houghton Hall Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
HH1	HH1	Houghton Hall (part)	Houghton Regis Lower School, St Michael's Avenue, Houghton Regis LU5 5DH	1,538	1,929	No changes
HH2	HH2	Houghton Hall (part)	St Thomas Meeting House, Lowry Drive, Houghton Regis LU5 5SJ	2,169	2,172	No changes
HH3	HH3	Houghton Hall (part)	Houghton Regis Memorial Hall, The Green, Houghton Regis LU5 5ED	1,109	1,112	No changes
HH4 & DUN-N3	HH4	Houghton Hall (part)	All Saints Academy, Houghton Road access, Dunstable LU5 5AB	617	620	Due to the lack of any suitable building in the polling district, this polling station is located just outside the ward in DUN-N3
HH1 & 5	HH5	Houghton Hall (part)	Bedford Square Community Centre, Tithe Farm Road, Houghton Regis LU5 5JF	606	997	No changes

### Leighton Buzzard North Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
LBN-PLS1, 2 & 3	LBN-PLS1	Planets (part)	Beaudesert Lower School, Appenine Way, Leighton Buzzard LU7 3DX	1,623	1,628	No changes
LBN-PLS1 & 2	LBN-PLS2	Planets (part)	St John Ambulance HQ Hall, Vandyke Road, Leighton Buzzard LU7 3HQ	1,204	1,692	No changes
LBN-PLS1 & 3	LBN-PLS3	Planets (part)	Beaudesert Lower School, Appenine Way, Leighton Buzzard LU7 3DX	727	732	No changes
LBN-PLTN1 & 2	LBN-PLTN1	Plantation (part)	Heathwood Lower School, Heath Road, Leighton Buzzard LU7 3AU	1,372	1,377	No changes
LBN-PLTN1, 2 & 3	LBN-PLTN2	Plantation (part)	Doverly Down School, Heath Road, Leighton Buzzard LU7 3AG	1,573	1,578	No changes
LBN-PLTN2 & 3	LBN-PLTN3	Plantation (part)	Mary Bassett Lower School Bungalow, Bassett Court, Leighton Buzzard LU7 1AR	1,623	1,651	No changes
LBN-STG1, 2 & 3	LBN-STG1	St. George's (part)	St George's Lower School, East Street, Leighton Buzzard LU7 1EW	1,107	1,112	The ARO <b>RECOMMENDS</b> reducing the number of polling districts in St George's from 3 to 2. This requires dividing the streets in the existing STG2 polling district between the existing STG1 and STG3 polling districts and then re-indexing the existing STG3 as STG2. There will also be a financial saving with this arrangement as less staff will be required on polling days. The division of streets in the existing STG2 polling district are proposed as set out below.
LBN-STG1, 2 & 3	LBN-STG2	St. George's (part)	St George's Lower School, East Street, Leighton Buzzard LU7 1EW	1,135	1,140	
LBN-STG1, 2 & 3	LBN-STG3	St. George's (part)	St George's Lower School, East Street, Leighton Buzzard LU7 1EW	1,056	1,061	

PD Ref	Electors (2014)	Streets
LBN-STG1	1796	Ash Grove, Church Street, Clarence Road, Garden Hedge, Heath Road, Laurel Mews, Pear Tree Lane, Pennivale Close, Roosevelt Avenue, Talbot Court, Vandyke Road (part)
New LBN-STG2	1543	Adaern Close, Colton Mews, East Street, Gilbert Mews, North Street, Plum Tree Lane, St Andrews Close, St Andrews Street, St Georges Close, St Georges Court, Vandyke Road (part), Wells Court

### Leighton Buzzard South Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
LBS-BROOK 1 & 2	LBS-BROOK1	Brooklands (part)	Leedon Lower School, Highfield Road, Leighton Buzzard LU7 3LZ	931	937	No changes
LBS-BROOK 1 & 2	LBS-BROOK2	Brooklands (part)	Brooklands Middle School, Brooklands Drive, Leighton Buzzard LU7 3PF	1,856	1,863	It would be desirable to move electors in The Vyne from Grovebury 1 to Brooklands 2 enabling them to vote at Brooklands Middle School which would provide more convenient geographical access than at present. However, the ARO recognises that this is only possible through a Governance Review as movement of electors between different wards is not permitted in a polling district review.
LBS-GROV1	LBS-GROV1	Grovebury (part)	Portacabin, 1 Learoyd Way, Off Swales Drive, Leighton Buzzard LU7 4FG	1,471	1,682	The new Astral Park Community Centre was used as a polling station for the first time at the 2014 Euro Elections and the ARO has decided to confirm this as a permanent arrangement (This will avoid the need to use a portacabin and will result in significant hire cost savings).
LBS-GROV2	LBS-GROV2	Grovebury (part)	Leighton Buzzard Railway, Page's Park Station, Billington Road, Leighton Buzzard LU7 4TN	1,506	2,036	Current and future development proposals will significantly increase the electorate totals in these polling districts. To balance the forecast number of electors within the polling districts the ARO <b>RECOMMENDS</b> redrawing the polling district boundaries by extending the south-eastern boundary of Grovebury 3 to include all of Cooper Drive, Cormorant Way, Kingfisher Drive, Reeve Close, Sandpiper Way and Turnham Drive and transfer Bushell Close to Grovebury 2. The ARO also <b>RECOMMENDS</b> redrawing the boundary south of the Billington Road/Chartmoor Road junction to the Billington Road/A505 junction. This would require 9 properties along the west of Billington Road to transfer from Grovebury 2 to Grovebury 3. The current elector figures would then be 1181 for Grovebury 2 (but rapid growth forecast) and 1682 for Grovebury 3. On economic and convenience grounds the ARO has also decided to discontinue using Page's Park and that electors in polling districts LBS-GROV2 & 3 also vote at Astral Park Community Centre.
LBS-GROV3	LBS-GROV3	Grovebury (part)	Leighton Buzzard Railway, Page's Park Station, Billington Road, Leighton Buzzard LU7 4TN	1,050	2,136	
LBS-GROV4	LBS-GROV4	Grovebury (part)	Clipstone Brook Lower School, Brooklands Drive, Leighton Buzzard LU7 3PG	1,118	1,124	No changes

LBS-LES	LBS-LES	Leston	Baptist Church, 33 Hockliffe Street, Leighton Buzzard LU7 1EZ	1,391	1,398	No changes
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### Linslade Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
LBL-BARN1, 2 & 3	LBL-BARN1	Barnabas (part)	Linslade Community Hall, Waterloo Road, Linslade, Leighton Buzzard LU7 2NR	2,208	2,300	Leighton-Linslade Town Council has submitted proposals to tidy up anomalies within the Barnabas Ward which would require all 3 polling districts to be redrawn. The ARO supports their proposals to transfer a cluster of streets in the north-west of BARN2 to BARN1 but not proposals to transfer streets to the west of the Grand Union Canal in BARN1 to BARN3 on the grounds that the polling station (Linslade Lower School) is not within reasonable walking distance for the majority of those electors. Therefore, the ARO <b>RECOMMENDS</b> the following streets transfer from BARN2 to BARN1: Stephenson Close, The Gables, Vicarage Gardens, Vicarage Road, Victoria Road, Waterloo Road, Wing Road (part). The new elector totals would be 2663 for BARN1 and 1046 for BARN2
LBL-BARN 1 & 2, SO3	LBL-BARN2	Barnabas (part)	Linslade School, Mentmore Road, Linslade, Leighton Buzzard LU7 2PA	1,479	1,486	
LBL-BARN1 & 3, SO3, SO4	LBL-BARN3	Barnabas (part)	Linslade Lower School, Leopold Road, Linslade, Leighton Buzzard LU7 2QU	553	559	No changes
LBL-SO1, 2 & 3	LBL-SO1	Southcott (part)	Southcott Village Residents Assn., Community Centre, Off Grasmere Way, Linslade, Leighton Buzzard LU7 2PJ	1,822	1,829	No changes
LBL-SO1, 2, 3 & 4	LBL-SO2	Southcott (part)	Southcott Lower School, Bideford Green, Linslade, Leighton Buzzard LU7 2UA	1,523	1,530	No changes
LBL-SO1, 2 & 3	LBL-SO3	Southcott (part)	Linslade Lower School, Leopold Road, Linslade, Leighton Buzzard LU7 2QU	1,377	1,384	No changes
LBL-SO2 & 4, BARN3	LBL-SO4	Southcott (part)	Linslade Lower School, Leopold Road, Linslade, Leighton Buzzard LU7 2QU	643	650	No changes

### Northhill Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
NOR1	NOR1*	Moggerhanger	Moggerhanger Village Hall, Blunham Road, Moggerhanger MK44 3RB	526	565	No changes
NOR2	NOR2*	Northill (part)	The Church Hall, Biggleswade Road, Upper Caldecote SG18 9BL	1,120	1,126	No changes
NOR3	NOR3*	Northill (part)	Northill Village Hall, Ickwell Road, Northill SG18 9AA	702	708	No changes
NOR4	NOR4+	Old Warden	Old Warden Village Hall, Old Warden SG18 9HQ	248	250	No changes
NOR5	NOR5+	Southill (Broom)	Broom Village Hall, High Street, Broom SG18 9NP	485	485	No changes
NOR6	NOR6+	Southill	Southill Parish Hall, Stanford Road, Southill SG18 9HX	264	264	No changes
NOR7`	NOR7+	Southill (Stanford)	The Green Man, Southill Road, Stanford SG18 9JD	224	224	No changes

\* North East Bedfordshire Constituency

+Mid Bedfordshire Constituency



### Parkside Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
PARK1, 2, 3 & 4	PARK1	Parkside (part)	Hawthorn Park Lower School, Parkside Drive, Houghton Regis LU5 5QN	1,084	1,087	This polling station has only limited accommodation availability and the ARO <b>RECOMMENDS</b> reducing the Ward to just 2 polling districts. The streets proposed in PARK1 & 2 are set out below.
PARK1, 2 & 4	PARK2	Parkside (part)	Hawthorn Park Lower School, Parkside Drive, Houghton Regis LU5 5QN	1,098	1,101	
PARK2, 3 & 4	PARK3	Parkside (part)	Hawthorn Park Lower School, Parkside Drive, Houghton Regis LU5 5QN	899	1,679	
PARK1, 2, 3 & 4	PARK4	Parkside (part)	Hawthorn Park Lower School, Parkside Drive, Houghton Regis LU5 5QN	540	543	

New Polling Place	New PD Ref	Electors (2014)	Streets
PARK1 & 2	PARK1	2057	Bloomsbury Gardens, Brentwood Close, Bromley Gardens, Chelsea Gardens, Dylan Court, Elm Park Close, Enfield Close, Hammersmith Close, Hammersmith Gardens, Johnson Court, Manning Court, Neptune Close, Neptune Square, Parkside Drive, Sundon Road, Trident Drive, Westminster Gardens
PARK1 & 2	PARK2	1586	Abbey Walk, Ashwell Walk, Burford Walk, Conway Close, Cumbria Close, Dolphin Drive, Fareham Way, Fensome Drive, Fenwick Road, Gillan Way, Grangeway, Henley Close, Hinton Walk, Kirton Way, Leaside, Linmere Walk Long Meadow, Melton Walk, Newbury Road, Parkside Drive, Parkway, Rose Walk, Rosedale, Sundon Road, Therfield Walk

Potton Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
POT1, 2 & 4	POT 1	Dunton	Dunton Memorial Hall, Biggleswade Road, Dunton SG18 8RL	521	557	No changes
POT1, 2 & 4	POT 2	Edworth	Edworth Manor (The Office), Edworth SG18 8QX	62	62	The ARO considers the Edworth polling station is unsuitable particularly the staff welfare facilities. In addition it has a very small electorate (62 of which 4 are postal voters) and he has decided to discontinue using the station on economic and efficiency grounds and that electors vote at the neighbouring polling station of Dunton, 3.8 miles away
	POT 3	Everton	Everton Village Hall, 10 Church Road, Everton SG19 2JY	412	412	No changes
POT1, 2 & 4	POT 4	Eyeworth	Eyeworth Village Hall, High Street, Eyeworth SG19 2HH	77	77	Due to the very small electorate of 77 (including 7 postal voters) and on economic and efficiency grounds, the ARO has decided to discontinue using the Eyeworth polling station and that electors vote at the neighbouring polling station of Dunton, 1.2 miles away
POT5 & 6	POT 5	Potton (part)	Potton & District Social Club, Charities Hall, Station Road, Potton SG19 2PZ	2,370	2,409	To create a more even number of electors, the ARO <b>RECOMMENDS</b> redrawing the polling district boundaries in Potton by moving properties from polling district POT5 to POT6. The streets involved are Downside Gardens, Everton Rd (part), Hawthorn Close and Wingfield Drive which would give POT5 a total of 2154 electors and POT6 1816 electors.
POT5 & 6	POT 6	Potton (part)	Potton Community Centre, Brook End, Potton SG19 2QS	1,505	1,831	
POT7	POT 7	Sutton	Sutton Village Hall, 20 High Street, Sutton SG19 2ND	237	237	No changes
POT8	POT 8	Tempsford	Tempsford Chapel, Station Road, Tempsford SG19 2AU	453	455	No changes
POT9 & 10	POT 9	Wrestlingworth	Wrestlingworth Memorial Hall, Church Lane, Wrestlingworth SG19 2EU	551	551	No changes
POT9 & 10	POT 10	Cockayne Hatley	St John the Baptist Church, Cockayne Hatley SG19 2EA	76	76	Due to the very small electorate of 76 (including 8 postal voters) and on economic and efficiency grounds, the ARO has decided to discontinue using the Cockayne Hatley polling station and that electors vote at the neighbouring polling station of Wrestlingworth, 1.5 miles away

### Sandy Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
SAN1	SAN1	Blunham	Word of Life Church, High Street, Blunham MK44 3NL	802	812	No changes
SAN2 & 4	SAN2	Beeston	Forecourt, 21 Orchard Road, Beeston SG19 1PJ	393	393	As there is no alternative, a portacabin is hired for polling purposes (shared with SAN4)
SAN3 & 6	SAN3	Beeston	Beeston Methodist Church, The Baulk, Beeston SG19 1NR	207	207	No changes
SAN2 & 4	SAN4	Beeston	Forecourt, 21 Orchard Road, Beeston SG19 1PJ	69	69	As there is no alternative, a portacabin is hired for polling purposes (shared with SAN2)
SAN5 & 8	SAN5	Fallowfield	Maple Tree Lower School, Hawk Drive, Fallowfield, Sandy SG19 2WA	1,517	1,523	No changes
SAN6, 7 & 8	SAN6	Ivel	Laburnham Lower School, Laburnham Road, Sandy SG19 1HQ	2,926	2,995	No changes
SAN6, 7 & 8	SAN7	Pinnacle	Sandy Town Council Chamber, 10 Cambridge Road, Sandy SG19 1JE	2,323	2,457	The Chamber was used as a polling station for the first time in 2014 as the Robert Peel School was unavailable and the ARO has decided to make this a permanent arrangement.
SAN6, 7 & 8	SAN8	Pinnacle	Quince Court, Engayne Avenue, Sandy SG19 1BN	1,696	1,703	No changes

### Shefford Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
SHEFF1	SHEFF1	Campton & Ch'sands	Campton Village Hall, Gravenhurst Road, Campton SG17 5NY	1,094	1,097	No changes
SHEFF2	SHEFF2	Meppershall	Meppershall Village Hall, 18 High Street, Meppershall SG17 5LX	1,407	1,414	No changes
SHEFF3 & 4	SHEFF3	Shefford (part)	Shefford Community Hall, 60 High Street, Shefford SG17 5BD	2,246	2,416	Given the size of the electorate there is a need to create an additional polling district. The ARO <b>RECOMMENDS</b> redrawing the existing polling district to create two polling districts (these will be SHEFF3 & 4) and has decided that the polling station should continue to be the Shefford Community Hall. The streets proposed in SHEFF3 & 4 are set out below.
SHEFF3 & 4	SHEFF4	Shefford (part)	Shefford Memorial Hall, 10 Hitchin Road, Shefford SG17 5JA	2,469	2,531	Given the size of the electorate there is a need to create an additional polling district. The ARO <b>RECOMMENDS</b> redrawing the existing polling district to create two polling districts (these will be SHEFF5 & 6) and has decided that the polling station should continue to be Shefford Memorial Hall. The streets proposed in SHEFF5 & 6 are set out below.

New Polling Place	New PD Ref	Electors (2014)	Streets
SHEFF3 & 4	SHEFF3	1190	Ampthill Road, Back Lane, Bentley Mews, Bloomfield Drive, Bramley Close, Campton Road, George Street, Hazel Close, Heron Close, Kingfisher Road, Lambs Close, Mallard Close, Midland Close, Midland Gardens, New Street, Nightingale Mews, Old Bridge Way, Osborn Crescent, Penfold Close, Priors Gate, River View, School Lane, Swallow Close, The Hollies, The Pyghtle, Wynchwood Lane

SHEFF3 & 4	SHEFF4	1117	Angle Green, Bedford Road, Byrnes Mews, Celtic Mead, Coach House Mews, Cornish Close, Great Hill, Gresham Way, Hardwick Close, High Street, Jubilee Place, Jute Gardens, Kingsmede, Lucas Way, Norman Croft, North Bridge Street, Old Station Way, Palmer Close, Powells Road, Riverside, Roman Mews, Saxon Field, South Bridge Street, Stanford Road, Town Meadow Drive, Viking Meadow, Walkers Close
SHEFF5 & 6	SHEFF5	1088	Alamein Close, Arnhem Place, Beechwood Rise, Bridge View, Churchill Way, Coopers Court, Digswell Close, Eisenhower Road, Elm Road, Harrow Way, Harvest Rise, Hitchin Road, Ivel Close, Ivel Road, Lancaster Place, Montgomery Avenue, Oakwood Road, Overlord Close, Plough Lane, Queen Elizabeth Close, Roosevelt Avenue, Smiths Court, Spitfire Road, Squires Close, Squires Park, Thresher Close, Victoria Road, Willow Way
SHEFF5 & 6	SHEFF6	1488	Ashdown Road, Barber End, Bliss Avenue, Britten Road, Bury Road, Cedar Close, Clifton Road, Elgar Drive, Grieg Close, Heronslee, Hyde Close, Iveldale Drive, Maple Drive, Mayfields, Millstream Court, Olivers Court, Peartree Close, Pinemead, Purcell Way, Southfields, Sullivan Close, Tippet Drive, Walton Close, Webber Close

### Silsoe & Shillington Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
S&S1	S&S1	Gravenhurst	Gravenhurst Village Hall, High Street, Gravenhurst MK45 4HY	477	480	No changes
S&S2	S&S2	Shillington	Shillington Village Hall, 35 High Road, Shillington MK5 4LL	1,499	1,567	No changes
S&S3	S&S3	Silsoe	Silsoe Village Hall, High Street, Silsoe MK45 4DR	1,577	1,961	No changes

### Stotfold & Langford Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
S&L1 & 4	S&L1	Astwick	Salvation Army Main Hall, 10 Church Road, Stotfold SG5 4LX	22	22	Due to the very small electorate, electors vote at a polling station in Stotfold
S&L2 & 3	S&L2	Langford (part)	Langford Scout Hut, Mill Lane, Langford SG18 9QB	1,574	1,584	The ARO has decided to designate the St Andrew's Church Hall, Church Street as the polling station which will be more convenient for electors than the Scout Hut.
S&L2 & 3	S&L3	Langford (part)	Langford Scout Hut, Mill Lane, Langford SG18 9QB	980	989	
S&L1 & 4, 5 & 6	S&L4	Stotfold (part)	Salvation Army Main Hall, 10 Church Road, Stotfold SG5 4LX	1,978	2,126	No changes
S&L4, 5 & 7	S&L5	Stotfold (part)	Salvation Army Main Hall, 10 Church Road, Stotfold SG5 4LX	1,435	1,582	No changes
S&L4, 6 & 7	S&L6	Stotfold (part)	Stotfold Memorial Hall, Hallworth Drive, Stotfold SG5 4HR	1,504	1,651	No changes
S&L4, 5, 6 & 7	S&L7	Stotfold (part)	Roecroft Lower School, Buttercup Road, Stotfold SG5 4PF	1,221	1,368	No changes
S&L8	S&L8	Fairfield	Fairfield Community Centre, Kipling Crescent, Stotfold SG5 4EY	1,937	1,939	No changes

### Tithe Farm Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
TF1 & 2	TF1	Tithe Farm (part)	Thornhill Lower School, Grove Road, Houghton Regis LU5 5PE	1,090	1,869	No changes
TF1, 2, 3 & 4	TF2	Tithe Farm (part)	Tithe Farm Lower School, Tithe Farm Road, Houghton Regis LU5 5JB	938	941	No changes
TF2, 3 & 4	TF3	Tithe Farm (part)	Bedford Square Comm'ty Centre, Tithe Farm Road, Houghton Regis LU5 5JF	850	853	Given the elector numbers involved, on economic and efficiency grounds, the ARO <b>RECOMMENDS</b> combining these two polling districts into one (TF3)(References to TF4 will be removed from the polling place section).
TF2, 3 & 4	TF4	Tithe Farm (part)	Bedford Square Comm'ty Centre, Tithe Farm Road, Houghton Regis LU5 5JF	244	247	



### Toddington Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
TOD1	TOD1	Chalton	Chalton Village Hall, Water End Lane, Chalton LU4 9UJ	460	462	No changes
TOD2	TOD2	Harlington	Harlington Village Hall, Sundon Road, Harlington LU5 6LS	1,858	1,880	No changes
TOD3	TOD3	Streatley (part)	Bushmead Community Centre (Room 1), Hancock Drive, Luton LU2 7SF	997	997	Due to the lack of any suitable building in the polling district, this polling place is located outside the ward in Luton Borough Council's area.
TOD4	TOD4	Streatley (part)	Streatley Village Hall, Sharpenhoe Road, Streatley LU3 3PS	493	918	No changes
TOD5	TOD5	Sundon	Sundon Village Hall, 60 Streatley Road, Sundon LU3 3PQ	371	796	No changes
TOD6	TOD6	Toddington	Toddington Village Hall, Leighton Road, Toddington LU5 6AN	3,619	3,646	No changes

### Westoning, Flitton & Greenfield Ward

Polling Place	PD Ref	Polling District	Polling Station	Electorate		Recommendation
				2013	2018	
WF&G1 & 2	WF&G1	Flitton	Flitton Church Hall, Brook Lane, Flitton MK45 5EJ	574	585	No changes
WF&G1 & 2	WF&G2	Greenfield	Flitton & Greenfield Village Hall, Greenfield Road, Flitton MK45 5DR	614	614	No changes
WF&G3	WF&G3	Pulloxhill	The Shelter, Orchard Road, Pulloxhill MK45 5HL	805	812	No changes
WF&G4	WF&G4	Tingrith	Manor Farm, High Street, Tingrith MK17 9EN	118	118	For the European Election in May 2014 the polling station was changed from the St Nicholas Church, Church Road, Tingrith as the ARO considered the Church was no longer suitable. The physical conditions did not meet our standards, there was no disabled access, there were health and safety concerns and the welfare facilities for staff were poor. No suitable alternative could be found in the village at that time but because of the distance involved, the ARO considered that electors' ability to vote would be compromised if they were required to vote in a neighbouring village. The only alternative was to use a portacabin as the polling station. For the 2014 election the polling station was located at Manor Farm, High Street, Tingrith MK17 9EN. Hiring a portacabin is expensive and the ARO has now negotiated to use a barn at Manor Farm thereby avoiding the need for a portacabin.
WF&G5	WF&G5	Westoning	Westoning Village Hall, Church Road, Westoning MK45 5JL	1,750	1,755	No changes

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**Meeting:** General Purposes Committee  
**Date:** 20 November 2014  
**Subject:** Local Government Pension Scheme Update  
**Report of:** Section 151 Officer - Charles Warboys  
**Summary:** The report provides an update for the Committee on recent developments in respect of the Local Government Pension Scheme.

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**Advising Officer:** Charles Warboys, Chief Finance Officer  
**Contact Officer:** Ralph Gould, Head of Financial Control  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

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

This report provides information about the Local Government Pension (LGPS). The LGPS has been subject to significant changes over recent years as central government strives to ensure that public sector pension schemes provide value for money. This objective is in line with the Council's own value for money priority.

##### **Financial:**

1. The most recent Bedfordshire LGPS triennial actuarial valuation at 31 March 2013 disclosed Central Bedfordshire Council's liability of £550m compared to assets of £361m. It is planned to address the funding deficit of £189m (36%) over a twenty year period whilst stabilising the overall employer's contribution rate. In the current financial year 2014/15, employer contributions of 14% of pensionable pay are paid to the Bedfordshire Fund (approximately £8m p.a. including schools non-teaching staff) along with an additional lump sum of £6.7m towards the funding deficit.
2. LGPS contributions are a significant proportion of the Council's overall employment costs and as such the governance and performance of the scheme merits regular monitoring by this Committee.

##### **Legal:**

3. The LGPS in England and Wales is operated in line with various regulations made by the Secretary of State for Communities and Local Government in exercise of the powers conferred by the Superannuation Act 1972 and the Public Service Pensions Act 2013.

**Risk Management:**

4. Not Applicable as the report is for information.

**Staffing (including Trades Unions):**

5. Not Applicable as the report is for information.

**Equalities/Human Rights:**

6. The report is for information only.

**Public Health**

7. The report is for information only.

**Community Safety:**

8. Not Applicable.

**Sustainability:**

9. Not Applicable.

**Procurement:**

10. Not applicable.

**RECOMMENDATION:**

**The Committee is asked to note the report.**

**Background**

11. The Local Government Pension Scheme (LGPS) in England and Wales is a funded public sector pension scheme with approximately 4.6 million members. The regulations for the scheme are determined by parliament and developed by the Department of Communities and Local Government. The scheme is administered locally for participating employers by eighty nine funds across England and Wales.
12. The Bedfordshire Pension Fund, is administered by Bedford Borough Council, who is responsible for the pensions of Local Government employees across Bedfordshire, including Luton Borough Council and Central Bedfordshire Council.
13. Participation in the LGPS is open to public sector employers providing some form of service to the local community. Whilst the majority of members will be local authority employees (and ex-employees), the majority of participating employers are those providing services in place of (or alongside) local authority services such as academy schools, contractors, housing associations and charities.

14. Currently in excess of 130 scheme employers participate in the Bedfordshire LGPS. The Bedfordshire scheme membership numbers at March 2013 and 2014 are shown in Table 1. Following a number of years where active membership had declined the recent introduction of auto enrolment has contributed to an increase in active members for the Fund as a whole.

15.

<b>Table 1 LGPS Bedfordshire and CBC Membership at 31/3/13 and 31/3/14</b>				
	<b>Fund</b>	<b>Fund</b>	<b>CBC</b>	<b>CBC</b>
	<b>31 March 2013</b>	<b>31 March 2014</b>	<b>31 March 2013</b>	<b>31 March 2014</b>
<b>Active</b>	17,442	18,766	3,975	4,025
<b>Deferred</b>	21,142	22,821	6,755	7,144
<b>Pensioners</b>	13,158	13,841	4,131	4,276
<b>Total</b>	<b>51,742</b>	<b>55,428</b>	<b>14,861</b>	<b>15,445</b>

16. The LGPS is administered within a statutory and best practice framework. The various administering authorities apply important policies and strategies that are developed and reviewed with independent specialist advice and consultation with participating employers. The main areas are governance arrangements, funding, investment and communication strategies, all of which can be accessed at the Bedfordshire Pension Fund website ([www.bedspensionfund.org](http://www.bedspensionfund.org)).
17. The purpose of this report is to highlight recent developments in respect of the LGPS and the Bedfordshire Fund. A report to this Committee in May 2014 detailed the governance of the Bedfordshire LGPS, the results of the 2013 Actuarial valuation, the implementation of the LGPS 2014 and the Fund's investment strategy. This report provides information on the following matters:
- (a) Development of mechanisms for cost capping across Public Service Pension Schemes,
  - (b) Implementation of Local Pension Boards, and
  - (c) The Fund's asset management.

**Development of mechanisms for cost capping across Public Service Pension Schemes**

18. Reformed pension schemes will be introduced across much of the public sector from April 2015, the latest LGPS was introduced from April 2014. All the public sector schemes will be subject to statutory cost capping mechanisms to ensure that in the future costs to taxpayers do not exceed agreed limits and that risks are more fairly shared between employers and employees. Importantly any pension scheme deficits will not be part of the proposed capping arrangements. In the case of the Local Government Pension Scheme, the employer cost cap will be calculated by a Scheme

actuary appointed by the Secretary of State. The national statutory cap for the LGPS will be based on a 2013 model fund valuation in accordance with Treasury Directions. The figure for the statutory cap based on a 2013 Model Fund is not yet published.

19. When the cost cap has been set for the LGPS, at the future triennial actuarial valuations, there will be an allowed margin of 2% of pensionable pay above and below the cap value to deal with small cost changes. Should the 2% margin be breached there will be consultation to allow the responsible authority, scheme managers, employers and members (or their representatives) to agree how employer costs should be brought back to the level of the cap. In the event that agreement is not achieved the Treasury will direct a default adjustment to pension accrual rates.
20. In March 2014 the Treasury published guidance on how pension scheme cost capping would work. Cost caps will not apply to all the pension costs as significant risks will continue to be retained by the employer. Cost increases arising from changes in the discount rate used to value liabilities, actuarial valuation methods or investment performance will fall to the employer. In addition, the past service costs of deferred and pensioner members in any earlier pension schemes will be excluded from the cap mechanism. The caps will only address those changes which relate directly to members, for example life expectancy changes and salary growth. The result of this approach will be that there will be a difference between the actual employer contribution rate paid by employers and the rate that is controlled by the cap.
21. Any cost adjustment may be achieved by a change in future benefit accrual, change in member contributions or some other adjustment. There is no intention to make changes to accrued benefits. HM Treasury consent will be required to any change.
22. In addition to the Treasury employer cost cap process, provision is also to be made for an internal cost management process agreed between Government, the Local Government Association and local government trade unions. Unlike the Treasury's employer cost cap process which will monitor changes in the value of benefits in the new Scheme over time, the aim of the internal process is to stabilise the actual contribution rates paid by employers and members in respect of the new Scheme within an overall target cost of 19.5% of pensionable pay with the target yield from scheme members' contributions being one third of the overall cost (i.e. currently 6.5%). The local model will apply different assumptions e.g. mortality tables and take up of the various membership options.
23. As with the statutory cost cap, certain drivers of scheme costs will not affect the cost control mechanism run the by the National Local Government Scheme Advisory Board. In addition to existing past service effects and changes in financial assumptions, risk associated with investment performance will also be excluded from both the statutory cost cap and the Board's cost control mechanism. Investment risk will instead be dealt with via improved governance.
24. Whilst the statutory cap takes precedence, the LGPS cost control process is designed to initiate consultation between stakeholders when indicated variations in future costs are below the 2% national limit.

25. The Department of Communities and Local Government is currently consulting on detailed regulations to implement the statutory cost capping mechanism for the LGPS as well as the additional cost control arrangement.

### **Implementation of Local Pension Boards**

26. Significant changes are being introduced to the governance of the LGPS from April 2015 with the creation, at a national level, of a Scheme Advisory Board to advise the Responsible Authority for the Scheme (the Secretary of State for Communities and Local Government). At a local Fund level Bedford Borough Council, the Administering Authority, must create a Pension Board to assist it in its role as the Scheme Manager of the Fund. The purpose of the Pension Board is to secure compliance with regulations and to ensure the effective and efficient governance and administration of the LGPS. The Pension Regulator's powers have also been extended to cover some aspects of public service pension schemes, including the LGPS.
27. By 1 April 2015, the Administering Authority must have approved the establishment of the Local Pension Board and its composition and also the terms of reference, in accordance with its constitution. The creation of new Local Pension Boards does not change the core role of the Administering Authority or the way it delegates its pension functions. It is anticipated that Bedford Borough Council will consider the options available in respect of the creation of a local Pension Board when the current consultation on the relevant draft regulations and draft statutory guidance ends on 21 November 2014. Bedford Borough Council plan to consult stakeholders on any draft Pensions Board proposals and this could even take place before any final regulations are published.
28. A Local Pension Board must include an equal number of employer and member representatives with a minimum requirement of no less than four in total. No officer or councillor of an Administering Authority who is responsible for the discharge of any function under the LGPS Regulations (apart from any function relating to Local Pension Boards or the Scheme Advisory Board) may be a member of a Local Pension Board.
29. All employers and members within a Fund must have equal opportunity to be nominated for the role of employer or member representative through an open and transparent process.
30. The Regulations also allow for the appointment of other members i.e. members who are not there to represent employers or scheme members, for example where an Administering Authority wishes to appoint an independent chairperson to the Local Pension Board.
31. Regulations require that the Administering Authority must ensure that any person it wishes to appoint as an employer or member representative has relevant experience and the capacity to represent the employers or members (as appropriate) of the Fund.

32. Following an initial draft regulations consultation in June 2014 a subsequent consultation commenced 10 October 2014 (due to cease 21 November 2014). The main change between the consultations, following concerns raised by local government, has been to allow elected members to become members of a local Pension Board.
33. The implementation and maintenance of the LGPS governance changes outlined above will require a significant contribution from the local administering authority. The requirement that Pension Board members to have relevant experience may present a challenge.

**Fund Asset Management**

34. The Fund has implemented an investment strategy and benchmark (Table 2) that seeks to provide less volatile returns compared to Funds with a greater weighting to equities. In periods when equity markets are very strong the Fund is likely to underperform the average local authority fund which tends to have greater allocation to equities. Conversely when equity markets are weak the Fund would be expected to outperform the average local authority fund.

35.

<b>Table 2 Fund Asset Allocation Benchmark (SIP 2014)</b>		
<b>Asset Classes</b>	<b>Benchmark</b>	<b>Allocation Range</b>
UK equities	19%	Range 40%- 60%
Global/Overseas equities	31%	
UK Gilts	4%	Range 13%-33%
Absolute Return Bonds	10%	
Corporate Bonds	4%	
Absolute Return Multi Asset	20%	Range 15%-25%
Property	10%	Range 5%-15%
Cash/Opportunistic	2%	Opportunistic Range 0%-4% Cash Range 0%-10%
<b>Total</b>	<b>100%</b>	

36. The Fund Administrator reported on the Pension Fund Performance over the three month period ending 30 June 2014 at the Bedford Borough Council Pensions Committee meeting on 15 September 2014. The market value of the Fund and cash holdings as at 30 June 2014 was £1,570.9 million (Table 3) which was an increase of £32.8 million since 31 March 2014. This positive performance had primarily derived from the equities asset class.
37. The Pension Fund investment return for the quarter ending 30 June 2014 was 2.2% which was ahead of the benchmark return of 2.0% and in line with the estimated WM Local Authority average of 2.2%.



38. At its meeting held on 11 March 2014, the Pensions Committee had reviewed the level of cash held and made allocations to rebalance back to benchmark. Allocations were agreed to Property, Emerging Market Equities and Multi-Asset Absolute Return. The latter two had been transacted and were included as part of the current asset allocation. It was noted that the current asset allocation remained consistent with the strategic benchmark.
39. At its meeting held on 17 June 2014 the Committee agreed to restructure its passive bond holdings away from Corporate Bonds. This had been completed in early July 2014 and will be shown in the next quarter's report.
40. The investment objective is subject to the strategy being carried out within acceptable levels of risk. Risk associated with investments is controlled through the diversification between asset classes and Investment Managers. The risk within each portfolio is monitored with the Managers. Benchmark risk is controlled by indexing a proportion of the Fund's assets to passively track appropriate indices. Benchmark risk is the risk that investments in a particular asset class (i.e. UK equities, overseas equities) do not match the broad market return on that asset class as represented by an appropriate index for that asset class. The Fund's investments at 30 June 2014 are shown in Table 3 overleaf.

41.

<b>Table 3 Bedfordshire Fund Investment Asset classes and values at 30 June 2014</b>			
<b>Asset class</b>	<b>30 June-14 £M</b>	<b>30 June-14 %</b>	<b>Bench mark %</b>
UK Equities	307.3	19.6	19
Overseas Equities	486.7	30.1	31
<b>Total Equities</b>	<b>794.0</b>	<b>50.5</b>	<b>50</b>
UK Gilts (inc Index Linked)	68.8	4.4	4
Corporate Bonds	83.9	5.3	4
Absolute return Bonds	135.5	8.6	10
<b>Total Bonds</b>	<b>288.2</b>	<b>18.3</b>	<b>18</b>
Property – (Indirect))	146.0	9.3	10
Multi Asset Absolute Return	288.7	18.4	20
Cash	54.0	3.5	2
<b>Total Fund</b>	<b>1,570.9</b>	<b>100</b>	<b>100</b>

42. During the summer the DCLG consulted on opportunities to deliver cost savings and efficiencies through LGPS Funds investing through Common Investment Vehicles and an increased use of passive investment approaches. The Bedfordshire Fund responded to the consultation stressing the need for transparency across LGPS investments to drive best value. The Fund already invests almost 50% of its assets through passive strategies and invests in a wide range of pooled vehicles. The Pension Committee is supportive of Common Investment Vehicles where the governance is transparent and where they address an investment need such as allowing a diversified and cost effective investment in infrastructure.

**Conclusion**

43. This is the second update to the Committee in respect of the LGPS arrangements and demonstrates the ongoing activity in respect of reform of public sector pension schemes.

**Appendices:**

None

**Background Papers:** (open to public inspection)

None

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**Meeting:** General Purposes Committee

**Date:** 20 November 2014

**Subject:** General Purposes Committee - Work Programme for 2014/15

**Report of:** Chief Legal and Democratic Services Officer

**Summary:** This report sets out the proposed work programme for the General Purposes Committee for 2014/15.

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**Advising Officer:** Mel Peaston, Committee Services Manager

**Contact Officer:** Leslie Manning, Committee Services Officer

**Public/Exempt:** Public

**Wards Affected:** All

**Function of:** General Purposes Committee

#### **CORPORATE IMPLICATIONS**

**Council Priorities:**

The activities of the General Purposes Committee are crucial to the governance arrangements of the organisation.

**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.

**RECOMMENDATION:**

**The Committee is asked to agree its proposed work programme as attached at Appendix A to this report.**

**Background**

10. To assist the General Purposes Committee in discharging its responsibilities during the 2014/15 Municipal Year a proposed work programme has been drawn up.
11. The work programme is attached at Appendix A to this report and contains the known agenda items that the Committee will need to consider during the year.
12. Additional items will be identified as the Municipal Year progresses and the work programme is therefore subject to change.

**Appendices:**

Appendix A - General Purposes Committee Work Programme.

**Background Papers:**

None

**Location of papers:**

N/A

**General Purposes Committee Work Programme**

<b>2014/15 Municipal Year</b>	
29 May 2014	<ul style="list-style-type: none"> <li>• Market Rate Supplement Payments – Annual Update (CJ)</li> <li>• Local Government Pension Scheme – Discretions Policy (CJ)</li> <li>• Local Government Pension Scheme Update (RG)</li> <li>• Children’s Social Worker Recruitment (presentation) (EG/CJ)</li> <li>• Children’s Social Work Recruitment and Retention Proposals (CJ)</li> <li>• Constitution Update (MP)</li> <li>• Revised Calendar of Meetings – Eight Week Cycle (LM)</li> <li>• Work Programme (LM)</li> </ul>
17 July 2014	<ul style="list-style-type: none"> <li>• Webcasting, Filming and Social Media (KA)</li> <li>• Standards Complaints – Annual Report (MC)</li> <li>• Constitution Update – Maintaining the Constitution (MP)</li> <li>• Constitution Update – Capital Programme Management and Asset Related Delegations (RG)</li> <li>• Work Programme (LM)</li> </ul>
2 October 2014 (cancelled)	<ul style="list-style-type: none"> <li>• Work Programme (LM)</li> </ul>
20 November 2014	<ul style="list-style-type: none"> <li>• Review of Polling Districts and Polling Places (BD)</li> <li>• Social Worker Recruitment Update (presentation) (GJ)</li> <li>• Local Government Pension Scheme Update (RG)</li> <li>• Work Programme (LM)</li> </ul>
15 January 2015	<ul style="list-style-type: none"> <li>• Pay Policy Statement 2015/16 (CJ)</li> <li>• Standards Complaints – Six Month Update (submitted only if exceptional circumstances arise) (MC)</li> <li>• Work Programme (LM)</li> </ul>
5 March 2015	<ul style="list-style-type: none"> <li>• Work Programme (LM)</li> </ul>

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