

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

**This meeting
may be filmed.***



**Central
Bedfordshire**

please ask for Rebecca Preen

direct line 0300 300 4193

date 03 March 2016

NOTICE OF MEETING

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Thursday, 17 March 2016 10.00 a.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

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

Cllrs D McVicar (Chairman), B Saunders (Vice-Chairman), D Bowater, F Firth,
C C Gomm, Ms A M W Graham, J Kane, K C Matthews and R Morris

[Named Substitutes:

P Hollick, R W Johnstone, T Nicols, D Shelvey and I Shingler]

All other Members of the Council - on request

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

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AGENDA

1. **Apologies for Absence**

Apologies for absence and notification of substitute members

2. **Members' Interests**

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

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

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

4. **Minutes**

To approve as a correct record the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 14 January 2016 and to note actions taken since that meeting.

5. **Petitions**

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

6. **Questions, Statements or Deputations**

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

7. **Call-In**

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

8. **Requested Items**

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

REPORTS

Item	Subject	Page Nos.
9	<p>Executive Members Updates</p> <p>To receive a brief verbal update from the Executive Member for Community Services and the Executive Member for Regeneration.</p>	* Verbal
10	<p>Downs Road One-Way Scheme - Report on Consultation</p> <p>The Committee are asked to consider and comment on objections to a traffic regulation order to remove the one way system in Down's Road, Dunstable, taking into account the results of a public consultation.</p>	* 13 – 18 Appendix to follow
11	<p>The Environmental Framework</p> <p>To comment on the approach and scope of the framework and to provide input as to how the body of evidence is best utilised by the Council.</p>	* 19 - 22
12	<p>Q3 Budget Monitoring Presentation</p> <p>To receive a presentation on the relevant budget monitoring information.</p>	* 23 - 38
13	<p>Quarter 2 Performance Report</p> <p>To receive a report on the relevant Performance Monitoring Information.</p>	* 39 - 56
14	<p>Waste Procurement Strategy Update</p> <p>To receive a presentation detailing HWRC and Thorn Turn redevelopments and information with regards to Waste Disposal Contracts. Approval is sought that the Executive award the Contract.</p>	* Verbal
15	<p>Planning Enforcement Review</p> <p>To receive a presentation regarding a Planning Enforcement Review, providing Members with a progress update and implementation timetable which will continue to be monitored by the Committee throughout the year.</p>	* Verbal
16	<p>Parking Strategy Overview</p> <p>To receive information regarding the Council's parking strategy, commenting on proposals and recommending a decision by the Executive.</p>	* To Follow

- 17 **Passenger Transport Strategy - Public Transport** * 57 - 78
- To receive information regarding changes to the passenger transport provision and the impact upon residents. The Committee is asked to recommend that the Executive approve a consultation on the new strategy
- 18 **Affordable Housing Guidance Note (South Central Bedfordshire)** * 79 - 104
- To receive information regarding the Affordable Housing Guidance note, consider proposals for planning guidance for the south of Central Bedfordshire and recommend a decision by the Executive.
- 19 **The Housing Strategy** * To Follow
- To receive the draft Housing Strategy for consideration and recommendation to Council.
- 20 **Work Programme 2016/17 and Executive Forward Plan** * 105 - 110
- Members of the Committee will receive information regarding the Work Programme 2015/16 and Executive Forward Plan.

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CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE** held in Council Chamber, Priory House, Monks Walk, Shefford on Thursday, 14 January 2016.

PRESENT

Cllr D McVicar (Chairman)
Cllr B Saunders (Vice-Chairman)

Cllrs D Bowater
F Firth
C C Gomm
Ms A M W Graham

Cllrs J Kane
K C Matthews
R Morris

Members in Attendance: Cllrs Cllr M Blair
A D Brown Deputy Executive
Member for Community
Services
P Downing Vice Chairman Social
Care, Health & Housing
Overview and Scrutiny
Committee
Mrs S A Goodchild
P Hollick Chairman of Social Care,
Health & Housing
Overview & Scrutiny
Committee
T Nicols Chairman of Licensing
Committee
P Smith
B J Spurr Executive Member for
Community Services
B Wells Deputy Executive
Member for Community
Services
J N Young Executive Member for
Regeneration

Officers in Attendance: Mr M Coiffait – Director of Community Services
Mr A Davie – Development Infrastructure Group
Manager
Mr G Hughes - Rowlands – Chief Inspector, Bedfordshire
Police
Mr G Jeffery – Head of Community Safety,
Bedfordshire Fire Service
Mr P Keates – Head of Development and
Regulation
Mr J Longhurst – Director of Regeneration and
Business

Mr O Martins – Bedfordshire Police and Crime
Commissioner
Mrs R Preen – Scrutiny Policy Adviser
Ms S Templeman – Senior Finance Manager

Public 2

SCOSC/15/50 Members' Interests

None.

SCOSC/15/51 Chairman's Announcements and Communications

None.

SCOSC/15/52 Minutes

RESOLVED that the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 10 December 2015 be confirmed and signed by the Chairman as a correct record.

SCOSC/15/53 Petitions

None.

SCOSC/15/54 Questions, Statements or Deputations

None.

SCOSC/15/55 Call-In

None.

SCOSC/15/56 Requested Items

None.

SCOSC/15/57 Executive Members Updates

The Executive Member for Community Services informed the Committee that despite delays to works on Biggleswade bridge due to high winds, the project was likely to be completed on time.

SCOSC/15/58 Community Safety Partnership Priorities 2016 - 2019

The Director for Community Services delivered the Community Safety Partnership Plan and provided the Committee with details regarding the three emerging priorities. He explained that in order for the Partnership to tackle the issues effectively, it was vital they selected priorities with which they could have the greatest impact. The Director highlighted the need to understand the rise in reported cases of Child Sexual Exploitation (CSE), some of which could be

attributed to historic cases, but it was important that the Partnership understood the rationale behind recently reported figures.

The Police and Crime Commissioner (PCC) for Bedfordshire confirmed that the priorities identified within the plan closely matched those of the police and national priorities. The PCC highlighted the challenges Bedfordshire police faced, particularly with regards to funding and resources and acknowledged the importance of collaborative working with other agencies, particularly with health colleagues to tackle priorities effectively. To influence crime levels it was important to focus on the prevention of substance and alcohol abuse and ensure that mental health issues were given the appropriate level of attention.

In light of the report Members discussed the following:-

- The deployment of resource and the force's ability to prioritise day to day policing matters, which the Chief Inspector confirmed would still be addressed alongside the priorities identified in the Plan.
- The need for a balance of focus on urban and rural areas.
- That robust measures were needed to tackle street drinking, its causes and other areas of Anti Social Behaviour (ASB).
- The need for a zero tolerance policy regards premises in breach of their license for which the Chief Inspector advised the police did seek to close premises in breach of their licence and advocated robust sanctions. It was agreed that a statutory witness structure would be useful in this regard.
- The vital role of community safety groups and the Partnership.
- The need to improve communication between the police and the Partnership.
- Concerns regarding drug dealing and nuisance motorcycling in the Dunstable area.
- The prevalence of cyber crime in Bedfordshire, which the Chief Inspector confirmed was part of the Force's strategy and was addressed by a cyber crime unit.
- The importance of appropriate training for police staff to deal with sensitive issues such as Domestic Violence (DV) and CSE.

In response the Director confirmed that close liaison was undertaken with community groups to promote the delivery of resilient communities as detailed in the 5-Year Plan. Preventative measures with regards to street drinking were in place and overall communication with the police was good. Close liaison with other Council departments was vital to ensure resource were used effectively.

The PCC explained that whilst he was committed to community policing and increasing the police footfall in the area the force was in the process of devising a new operating model and there were difficult challenges to overcome with regards to resource. Although base locations might change there would still be an appropriate number of dedicated roads police due to collaboration with neighbouring Forces and despite efficiencies the level of service provided would not diminish.

RECOMMENDED that the Executive adopt the three Community Safety Partnership Strategic Assessment Priorities identified for Central Bedfordshire for 2016-19.

SCOSC/15/59 Development Strategy Position Update

The Development Infrastructure Group Manager delivered a presentation regarding the Council's Development Strategy and Local Plan. The Committee were informed that Member leads had been appointed to work closely with neighbouring authorities, ensuring that the duty to cooperate was adhered to. It also confirmed that the call for sites included Gypsy and Traveller (G&T) provision and that the Plan would address the impact of new Government guidelines.

Members raised concerns regarding:-

- The potential for hostile applications during 2016-18 until the Plan was fully adopted. It was confirmed that policies and protections would be in place during the interim period, particularly with regards to unsustainable developments. The definitive position with regards the Council's 5 year land supply would be clarified in February 2016.
- The need to submit proposals in a timely fashion and where possible condense timescales to avoid central government intervention. In response it was confirmed that where possible programmes would be compressed.
- The process regarding community led plans and whether villages should continue with neighbourhood plans. The Director for Regeneration and Business confirmed the new Plan would ensure robust engagement with communities and that both neighbourhood and community led plans were still valid elements of the process.

Cllr Nicols expressed concerns with regards the quantum of homes required for Central Bedfordshire, which he felt was too low. Cllr Nicols felt an appropriate level of allocation across Central Bedfordshire was necessary as his Ward had historically taken a large proportion of the area's need. Cllr Nicols was concerned that assurances had been given previously that there were no plans at that time or in the future to build within his Ward but due to recent developments this was no longer the case.

In response the Infrastructure Group Manager acknowledged that certain areas of Cllr Nicol's Ward had been subject to development in the past and this would be taken into consideration during the further review of proposals. The Executive Member for Regeneration confirmed that Central Bedfordshire's quantum of required homes was 31,000 but this did not include the needs of neighbouring authorities such as Luton. In light of these figures it was difficult to give assurances that any particular Ward would be exempt from future development. The Executive Member did not recall providing past guarantees that Cllr Nicol's Ward would be immune from future development although Sundon had been discussed as a past concern. The Director stressed the importance of ensuring the Council focussed on Central Bedfordshire's need first, then consider the need of neighbouring authorities.

Cllr Nicols expressed further concern that a recent workshop to discuss the Local Plan had only involved Executive Members. In response the Development Infrastructure Group Manager explained the meeting with the Executive was not to make decisions but enabled a review of the strategic overview. The Director highlighted the importance of following due process and

reassured the Committee that all Members would be involved in both formal and informal processes, ensuring that the Council responded appropriately to the pressure of growth within Central Bedfordshire.

NOTED the update.

SCOSC/15/60 **Planning Enforcement Review**

The Chairman of the Planning Enforcement Review Panel delivered a report, highlighting the recommendations of a recent scrutiny review of planning enforcement. In response to queries the Director for Regeneration and Business explained that the effective deployment of resource was key to improving the service. It was acknowledged that although Planning Enforcement was a non statutory service it was critical to deliver a robust service and the findings of the Review Panel would be carefully considered.

In light of the report Members discussed the logistics of triaging an automated system and concluded that responses to customer queries would require manual input from staff on many occasions. The benefits of a proactive service were discussed and Members agreed the department should give this due consideration when deploying resource.

NOTED the value of the enquiry and its recommendations.

RECOMMENDED:-

- 1. That the Directorate consider the recommendations as detailed within the report and deliver a further update to the Committee in March 2016, outlining implementation proposals, taking into consideration budget constraints.**
- 2. That a performance monitoring report be submitted to the Committee 6 months after implementation of the agreed recommendations.**

SCOSC/15/61 **Draft Budget, Capital and MTFP 2016/17**

The Senior Finance Manager delivered a report highlighting financial pressures, proposed efficiency savings, consultation timelines and a proposed increase to Council Tax of 3.75%, 2% of which would be ring fenced for Social Care funding. In light of the report Members discussed the difficulties the Council faced in light of the government settlement and acknowledged that any increase in Council Tax would not provide additional funds, but help mitigate the unexpected shortfall.

Members acknowledged that programmes within the Draft Capital Programme would directly impact revenue payments and queried whether a more robust effort with regards to the sale of capital assets should be made. In response the Director for Community Services confirmed that a comprehensive review of methods to improve targets would be carried out and subsequently considered by the Corporate Resources OSC.

NOTED the report and endorsed the proposed efficiencies as detailed within the Draft Budget, recognising possible changes to figures in light of the government settlement.

RECOMMENDED that a further report detailing final figures be brought to the Committee in March 2016.

SCOSC/15/62 Work Programme 2015/16 and Executive Forward Plan

AGREED the work programme subject to the addition of the following:-

- 1. Planning Enforcement recommendations in March 2016**
- 2. Budget review figures in March 2016**

(Note: The meeting commenced at 10.02 a.m. and concluded at 1.00 p.m.)

Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Thursday, 17 March 2016

Downs Road One-Way Scheme - Report on Consultation

Report of Cllr Brian Spurr, Executive Member for Sustainable Communities
(brian.spurr@centralbedfordshire.gov.uk)

Advising Officers: Paul Cook, Assistant Director Highways and Transport,
(paul.cook@centralbedfordshire.gov.uk)

Purpose of this report

1. To consider objections and other representations on the proposed removal of the existing one-way traffic order on Downs Road, Dunstable.

RECOMMENDATIONS

The Committee is asked to comment, consider and provide recommendations to the Executive Member for Community Services with regard to the proposal to remove the one-way scheme in Downs Road, taking into account the representations received. Options would include:

1. Retain the existing one-way traffic order for Downs Road, Dunstable
2. Approve the removal of the existing one-way traffic order on Downs Road, Dunstable
3. Approve the removal of the existing one-way traffic order on Downs Road but delay its implementation until further measures related to the de-trunking of the A5 have been considered.
4. Defer any decision until after the de-trunking of the A5 and a full traffic assessment has been undertaken.

Background

2. In August 2013, a one-way traffic order was introduced prohibiting traffic in Downs Road from travelling eastwards from Great Northern Road to Allen Close. The restriction was implemented in response to local concerns about traffic using Downs Road to avoid congestion on the A5 High Street South. The one-way working was intended to

balance traffic movements in the area and so reduce the burden on Downs Road.

3. As a result of wider concerns expressed by residents, in 2015 the Council undertook a traffic survey looking at the effects of the introduction of the one-way system in Downs Road. The survey showed that traffic had dropped in Downs Road, but had increased in Park Road. Overall, in terms of movements, there had been a 12% increase in traffic since the scheme was introduced in 2013, but this increase is likely to be a natural growth in traffic rather than as a result of the scheme. Further research carried out at the same time looked at the safety of the scheme. The research showed that there is not a significant injury collision history in the area overall and that the rate of occurrence of recorded collisions has not changed since the scheme has been introduced.
4. The results of this survey were reported to the Executive Member for Community Services at a meeting on 21st July 2015. At this meeting, a decision was taken to carry out preliminary consultation restricted to the streets most directly affected by the scheme, on the removal of the one-way system in Downs Road. The survey showed that the majority of respondents in Downs Road and Blows Road wanted to see the scheme retained, but the majority of respondents from neighbouring roads wanted to see it removed. Overall, from around 400 households the council distributed the questionnaire to, we received 165 replies, of which 47 wished to retain the scheme and 118 wanted to remove it.
5. This preliminary consultation was reported to The Executive Member for Community Services at a meeting on 5th November 2015 at which the Executive Member agreed the principle of the removal of the one way system in Downs Road and authorised Officers formally to consult on the removal of the Traffic Regulation Order.
6. This report gives the results of this formal consultation and seeks the views of the Overview and Scrutiny Committee as to what action should be undertaken.

Publication of Proposals

7. As required by legislation, the council published statutory notices on 21 January 2016. The notices appeared in the Luton and Dunstable Herald and Post and on the Council's website while copies were posted on-street. Consultations were carried out with the emergency services and other statutory bodies, Dunstable Town Council and relevant Ward Members. Residents living in the Downs Road area between Great Northern Road and Hillside Road were individually consulted by letter. The deadline for objections was 19 February 2016.

Public Response

8. A total of 71 representations were received, comprising 26 objections to the removal of the one-way traffic order, 36 supporting its removal and 9 other representations. A petition signed by over 387 people in support of the removal of the one-way system has also been submitted to the Council. All responses have been included as an Appendix accessible via an electronic link.

9. The main points raised by those objecting to the removal of the one-way traffic order are as follows:-
 - (i) Downs Road was not designed to cater for the large volumes of traffic that will use it if two-way traffic is restored.
 - (ii) Prior to the restriction being implemented there were numerous minor incidents, which have now been reduced.
 - (iii) The one-way system has resulted in a cleaner and safer environment that is more pleasant for pedestrians.
 - (iv) The alternative routes used to circumvent the one-way system result in only very short distance diversions.
 - (v) The current system allows for simpler and safer manoeuvres for residents at the road junction when accessing/egressing private driveways.
 - (vi) The excessive traffic and associated traffic issues experienced in Downs Road will be worse than before due to rises in traffic levels and consequential increased congestion.
 - (vii) Cyclists and pedestrians using Downs Road will be exposed to increased hazards.
 - (viii) Any decisions should be deferred until after the de-trunking of the A5 and a full traffic assessment has been undertaken.

10. The main points raised by those supporting to the removal of the one-way traffic order are as follows:-
 - (i) The survey data proves that the restriction has not reduced overall traffic in the area, has not shared it in an equitable manner and has inconvenienced residents.
 - (ii) The present arrangement creates congestion in Great Northern Road and other streets.
 - (iii) The one-way system has resulted in diversions and longer journey times for those living within the area.
 - (iv) The one-way system forces drivers to use unsuitable roads, such as Park Road, and undertake potentially hazardous manoeuvres.
 - (v) The removal of two way traffic has resulted in higher vehicle speeds in Downs Road.
 - (vi) The majority of residents in the area were opposed to the introduction of the restriction, so it should never have been implemented.

(vii) Traffic calming measures were one of the options previously put forward to dissuade through traffic and should be considered as part of the proposed amendments.

11. Some who responded neither support nor oppose the removal, but believe that it should be delayed until the 2017 review has been undertaken.

Officers' Response

12. Traffic data carried out before the introduction of the one-way system showed that Downs Road was one of the more heavily trafficked residential roads in this area and was used by some drivers to avoid congestion on other roads. As a result, residents of that road campaigned for many years for traffic management measures to reduce the volume of traffic using Downs Road. This led to the introduction of the one-way system in Downs Road in 2013.
13. The one-way traffic spread the burden of traffic across the area by forcing traffic heading generally south-eastwards to use alternatives to Downs Road. In that respect the restriction has been successful. However, residents living on those alternative routes have seen an increase in traffic outside their homes and their general view is that Downs Road is more able to cope with the traffic than their roads.
14. The roads involved did not have a poor collision history before the one-way was introduced and that is still the case. The roads are residential streets that mainly carry local traffic, so any traffic restrictions do not have a significant impact on the efficient operation of the highway network. Any overall environmental impact, either positive or negative, is negligible, although it is acknowledged that the one-way working has brought about an amenity benefit for those living in Downs Road, but has had a counter effect in other roads.

Options for consideration

15. Committee could recommend to the Executive Member for Community Services one of the following four options:-
- (i) Retain the one-way system. Should this recommendation be accepted no further action would be undertaken.
 - (ii) Remove the one-way system. If the Executive Member chooses to accept this recommendation, the system will be removed some time this summer.
 - (iii) Remove the one-way system but delay its implementation until further measures related to the de-trunking of the A5 have been considered in 2017.
 - (iv) Defer any decision until after the de-trunking of the A5 and a full traffic assessment has been undertaken in 2017 of this area and the surrounding quadrant.

Reason/s for decision

16. Actions proposed on the issue of traffic in Downs Road have been the subject of much discussion and concern for many years. The view of Members of the Overview and Scrutiny Committee is therefore sought on what should be done.

Council Priorities

17. Improving the flow of traffic in Dunstable would enhance Central Bedfordshire, making the area more attractive and create stronger communities.

Corporate Implications

Legal

18. There have been challenges to traffic orders in the past, both on decisions taken and that the Council has failed to follow the correct procedures. More specifically, the Local Authorities Traffic Orders Procedure Regulations contains a provision that allows a person to challenge the validity of an order. The person must apply to the High Court within 6 weeks of the order being made and the challenge must be on procedural grounds. On this occasion officers can confirm that the correct procedures have been complied with.

Financial and Risk Implications

19. There is a cost associated with the removal of traffic regulation orders, such as one-way systems. In this case, the likely cost of removal will be in the region of £10,000. If recommendation 1 is accepted, there are no cost implications. If recommendations 3 or 4 are approved, the cost will be met from within the A5 de-trunking capital scheme. If recommendation 2 is approved, the cost would be met from an existing highways budget yet to be identified.

Equalities Implications

20. None of the suggested options unfairly discriminate against any particular group. Vulnerable road users, such as pedestrians, cyclists and disabled people are not affected by the existing one-way traffic order, so the proposal will have no impact on them.

Implications for Work Programming

21. None

Conclusion and next Steps

22. The purpose of this report is to inform Members of the feedback received on the proposal to remove the existing one-way traffic order in Downs Road. The public response received is entirely as expected, i.e. those living in roads likely to see an increase in traffic are opposed and those who are expected to benefit support the proposal.

23. If a decision is taken to remove the one-way system, it will be necessary to arrange for the signs, road markings and any other street furniture associated with the restriction to be removed. Statutory consultation on this has now been carried out, but a legal order will need to be made, statutory notice informing that the order has been made will need to be published and objectors notified of the Council's decision.

Appendices

Appendix1 details the results of the statutory consultation on the removal of the one-way system in Downs Road.

Background Papers

24. None.

Central Bedfordshire Council

Sustainable Communities Overview & Scrutiny Committee 17th March 2016

The Environmental Framework

Advising Officers:

Jason Longhurst, Director of Regeneration & Business

jason.longhurst@centralbedfordshire.gov.uk

Stephen Mooring, Environmental Policy Manager

stephen.mooring@centralbedfordshire.gov.uk

Purpose of this report

1. The purpose of the Environmental Framework is to provide an overview of the existing local environmental evidence base, which is made up of studies, associated strategies and plans. The Environmental Framework will also demonstrate how the Council meets a range of requirements associated with national policy and legislation, whilst also providing the framework for how this local evidence base can be used to inform and shape future policy and action.
2. The Environmental Framework is being consulted to support the preparation of the Central Bedfordshire Local Plan. The consultation asks stakeholders for their views on how we should reflect national policy and the local evidence base in the local plan through a series of general and topic based questions.
3. This report provides the Committee with opportunity to comment on the draft of this document and contribute to this consultation.
4. The Environmental Framework also provides the Council with the opportunity to demonstrate the value of our environment, and set out the range of opportunities to protect and enhance it.

RECOMMENDATIONS

The Committee is asked to:

1. Consider the draft document and recommend that Executive endorse this document as technical guidance for the provision of interpretation of the Council's environmental evidence base. This is in relation to a range of functions including strategic planning and development management purposes.

Background context

5. The Central Bedfordshire area has valued and a very high quality environment and landscape. This is described, assessed and prioritised through the wide range of evidence studies, guidance, strategies and plans the Council (often in partnership with others) has produced. These cover on a range of specific areas, features and topics.

What is the Environmental Framework?

6. The Environmental Framework:
 - a. Provides a summary of a range of existing plans, strategies, assessments and reports, covering various aspects of the environment.
 - b. It sets these aspects of the environment in the context of relevant national policy and legislation.
 - c. Provides a summary and interpretation of key points from the various plans, strategies etc.
7. The studies, assessments, guidance and plans summarised in the Environmental Framework are important documents in their own right, being currently used to help in determine planning applications and will shape future planning policy.

What the Environmental Framework does?

8. By providing this overview of the existing local evidence base, with associated strategies and plans, the Environmental Framework demonstrates how the Council meets a range of requirements associated with national policy and legislation, this includes:
 1. The National Planning Policy Framework (NPPF);
 2. The Natural Environment and Rural Communities (NERC) Act;
 3. The Climate Change Act;
 4. The Habitats Directive;
 5. The Water Framework Directive; and
 6. The Flood and Water Management Act.
9. As this national policy and legislation is regularly amended or reinterpreted, having an overview of this in the Environmental Framework, which can be easily updated, helps clarify the Council's understanding of what is required and more importantly the implications of the when applied to the local environmental evidence base.

How will the Environmental Framework be used?

10. The Environmental Framework has a number of functions, these include, but are not limited to :
 - a. Providing the environmental evidence base for the new Local Plan for Central Bedfordshire.
 - b. Interpreting what the local evidence base means with respect to national policy and clarifying how this information is used.

- c. Informing development management decisions.
- d. Providing an environmental evidence base for other future Council plans and strategies

Council Priorities

11. The Environmental Framework supports all of the Council's priorities, with the most relevant being:
 - enhancing your local community – creating jobs, managing growth, protecting our countryside and enabling businesses to grow.

Corporate Implications

Legal Implications

12. The Environmental Framework reflects how a number of legislative and national policy requirements would be applied in Central Bedfordshire, in light of the environmental information the Council hold. The focus of this largely relates to planning policy, in relation to the National Planning Policy Framework (NPPF), as well as other legal requirements detailed in the Natural Environment and Rural Communities (NERC) Act, the Climate Change Act, the Habitats Directive, the Water Framework Directive and the Flood and Water Management Act.

Financial Implications

13. The Environmental Framework does not require any budget so there are therefore no financial implications.

Equalities Implications

14. None.

Sustainability Implications

15. The Environmental Framework will ensure that the wealth of environmental information the Council holds is made best use of in order to deliver sustainable development.

Conclusion and next Steps

16. Comments are currently being sought on the Environmental Framework from key stakeholders and other environmental organisations, asking for their views on how the local evidence base detailed within the framework can be used to shape and provide the focus for future policy and action.
17. Once completed, the outcomes of this process will be used to shape environmental policies in the new Local Plan for Central Bedfordshire.
18. The Environmental Framework will then be taken to Executive for endorsement as technical guidance as Council's environmental

evidence base. This is in relation to a range of functions including strategic planning and development management purposes.

Appendices

Appendix 1: Environmental Framework

The following Appendix is attached / provided through an electronic link:

<http://www.centralbedfordshire.gov.uk/environment/natural-environment/default.aspx>

Sustainable Communities Overview and Scrutiny Committee March 2015

Budget Monitoring

Q3– April to December 2015/16

Revenue –Community Services

Key points to note (see full reports for details):

- The 2015/16 forecast outturn is to underspend by £1,242K - increased underspend of £117K on September forecast of £1,125K
- The Year to Date spend is underspent by £1,429K
- December outstanding debt (over 61 days) is £556K - decrease of £213K on September .

Revenue -Community Services

Division	Approved Budget	Forecast outturn for year	Forecast variance for year (- under) / over spend	Forecast variance after use of earmarked reserves (- under) / over spend
	£'000	£'000	£'000	£'000
Community Services Director	396	396	0	0
Highways & Transportation	18,852	18,359	(493)	(531)
Environmental Services	24,633	25,219	586	(711)
Community Services	43,881	43,974	93	(1,242)

Note – figures now includes educational transport (£7.87M budget)

Capital - Community Services

Forecast variance for the year £25,415k underspend - increase of £9,056K from Sept

Directorate	2015/16 DRAFT Capital Programme Budget	Full Year Forecast as at Month 09	Full Year Variance
	Net Expenditure	Net Expenditure	Net Expenditure
	£000s	£000s	£000s
Environmental Services	10,749	4,281	(6,468)
Libraries	148	148	0
Leisure	10,637	9,059	(1,578)
Transport	29,905	12,536	(17,369)
Community Services	51,439	26,024	(25,415)

Revenue – Regeneration and Business

Key points to note (see full reports for details):

- The 2015/16 forecast outturn is to underspend by £58K - decrease in underspend of £32K from September figure of £90k
- The Year to Date spend is under spent by £661K
- December outstanding debt (over 61 days) is £1,836K an increase of £369K on September.

Revenue – Regeneration and Business

Division	Approved Budget	Forecast outturn for year	Forecast variance for year (- under) / over spend	Forecast variance <u>after</u> use of earmarked reserves (- under) / over spend
	£'000	£'000	£'000	£'000
Director	463	473	10	10
Business and Investment	935	943	8	(76)
Planning	3,417	3,494	77	8
Regeneration & Business Support	4,815	4,910	95	(58)

Capital - Regeneration

Forecast to over spend by £418k – increase of £96k from September

Overspend £526k on Broadband – which is approved acceleration of 2016/17 spend to 2015/16.

Underspend £400k on Market Towns Programme and Development Site Promotion

Directorate	2015/16 DRAFT Capital Programme Budget	Full Year Forecast as at Month 09	Full Year Variance
	Net Expenditure	Net Expenditure	Net Expenditure
	£000s	£000s	£000s
Regeneration	1,341	£923	(418)

Sustainable Communities Overview and Scrutiny Committee March 2016

Budget Monitoring
Q3– April to December 2015/16

Community Services Revenue

Key points to note (see full reports for details):

- The 2015/16 forecast outturn is to underspend by £1,242K - increased underspend of £117K on September forecast of £1,125K
- The Year to Date spend is underspent by £1,429K
- December outstanding debt (over 61 days) is £556K - decrease of £213K on September.

Community Services Revenue

Division	Approved Budget	Forecast outturn for year	Forecast variance for year (- under) / over spend	Forecast variance after use of earmarked reserves (- under) / over spend
	£'000	£'000	£'000	£'000
Community Services Director	396	396	0	0
Highways & Transportation	18,852	18,359	(493)	(531)
Environmental Services	24,633	25,219	586	(711)
Community Services	43,881	43,974	93	(1,242)

Note – figures now includes educational transport (£7.87M budget)

Community Services Capital

Forecast variance for the year £25,415k underspend
- increase of £9,056K from Sept

Directorate	2015/16 DRAFT Capital Programme Budget	Full Year Forecast as at Month 09	Full Year Variance
	Net Expenditure	Net Expenditure	Net Expenditure
	£000s	£000s	£000s
Environmental Services	10,749	4,281	(6,468)
Libraries	148	148	0
Leisure	10,637	9,059	(1,578)
Transport	29,905	12,536	(17,369)
Community Services	51,439	26,024	(25,415)

Regeneration and Business Support Revenue

Key points to note (see full reports for details):

- The 2015/16 forecast outturn is to underspend by £58K - decrease in underspend of £32K from September figure of £90k
- The Year to Date spend is under spent by £661K
- December outstanding debt (over 61 days) is £1,836K an increase of £369K on September

Regeneration and Business Support Revenue

Division	Approved Budget	Forecast outturn for year	Forecast variance for year (- under) / over spend	Forecast variance <u>after</u> use of earmarked reserves (- under) / over spend
	£'000	£'000	£'000	£'000
Director	463	473	10	10
Business and Investment	935	943	8	(76)
Planning	3,417	3,494	77	8
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Regeneration and Business Support Capital

Forecast to over spend by £418k – increase of £96k from September

Overspend £526k on Broadband – which is approved acceleration of 2016/17 spend to 2015/16.

Underspend £400k on Market Towns Programme and Development Site Promotion

Directorate	2015/16 DRAFT Capital Programme Budget	Full Year Forecast as at Month 09	Full Year Variance
	Net Expenditure	Net Expenditure	Net Expenditure
	£000s	£000s	£000s
Regeneration	1,341	£923	(418)

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Meeting: Sustainable Communities Overview and Scrutiny Committee
Date: 17 March 2016
Subject: Quarter 2 Performance Report
Report of: Cllr Nigel Young , Executive Member for Sustainable Communities – Strategic Planning and Economic Development and
Cllr Brian Spurr, Executive Member for Sustainable Communities – Services
Summary: The report highlights the Quarter 2 performance from Community Services and Regeneration and Business

Advising Officer: Marcel Coffait, Director of Community Services
Jason Longhurst, Director of Regeneration and Business
Contact Officer: Heather Price – Head of Business Performance
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

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

Financial:

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

Legal:

3. None.

Risk Management:

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

Staffing (including Trades Unions):

5. None.

Equalities/Human Rights:

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

Public Health:

7. Active recreation is included in the indicator set.

Community Safety:

8. The levels of Serious Acquisitive Crime and anti-social behaviour are included in the indicator set.

Sustainability:

9. Included in the indicator set are a broad range of indicators relating to sustainability including those covering employment, access to broadband, library usage, active recreation and waste.

Procurement:

10. None.

RECOMMENDATION(S):

The Committee is asked to acknowledge the continuing overall strong performance in Quarter 2 for the indicators being used to help support monitoring of progress against the Medium Term Plan priorities and to recommend officers to further investigate and resolve underperforming indicators as appropriate.

Background

11. This report focuses on a set of indicators that support the monitoring of progress against the priorities in the Medium Term Plan (MTP).
12. The Directors' Summaries for Quarter 2 are set out below. Appendix A provides the detailed performance data.
13. Serious Acquisitive Crime (SAC) offences have increased in Central Bedfordshire during Q2 2015/16 compared to the same period last year. 730 SAC offences were recorded, which is 63 more offences than were recorded in Q2 2014/-15, an increase of 10%. This is due to an increase in all three areas of SAC compared to Quarter 2 of last year. Theft from motor vehicle offences have increased by 31%, theft of motor vehicle offences has increased by 41% and there was one more robbery offence (4% increase). The increase seen in vehicle crime offences is linked to an organised crime group who are targeting a specific make of vehicle. Domestic Burglary offences are 36% lower in this quarter than in the previous year, with 78 fewer offences recorded.
14. In Q2 2015-16 there were 2294 ASB incidents reported to Bedfordshire Police for Central Bedfordshire. This is an increase of 342 incidents on Q2 last year, an increase of 17.5%. This is a continuing issue, predominantly due to the increase in reporting of nuisance motorcycles in the south of the area, although numbers have dropped off significantly in the last month with 200 fewer incidents reported in September compared to August.

15. Despite an increase in NNDR expenditure, commercial performance has been maintained in Quarter 2 at 8.2%, due to an offset by increased revenue from industrial property. Industrial property underpins the strong commercial return as income increases from new lettings. Farm performance has improved slightly compared to Quarter 1 as back rent has been recovered following a rent review settlement and regularisation of leases.
16. **Regeneration**
17. Record levels of enquiries are being received following the launch of the new Be Central Bedfordshire website. New interactive maps and developments have now been added to the website, and have had over 5000 visits. Since April 2015 we have managed 87 new enquiries, which is more than the whole of last year. To date this year, confirmed successes will support approximately 580 new jobs.
18. The Superfast Broadband Project continues to deliver to plan and plans are being developed to accelerate deployment and extend coverage further. 6,781 premises were connected in the last quarter. Overall, 13,131 homes and business out of 15,500 premises have been connected. This is 85% of the overall local target, with 52 cabinets having gone live
19. Planning performance has continued to fluctuate slightly during Quarter 2 due to resource pressures on the service, which is a national issue, but a targeted recruitment campaign is now underway and is set to resolve this.
20. Both the overall and youth unemployment rates in Central Bedfordshire have continued to fall, along with the number of people claiming Job Seekers Allowance (JSA), and all remain low compared to national rates.
21. Performance continues to be strong and reflects the realignment of the Directorates services and resources. This is ongoing as the Directorate acts upon the challenges that resulted from the Government announcements regarding changes to Planning that has an impact on the service. The changes to the welfare system, particularly around expectations on young people claiming Universal Credit, has also presented challenges and ongoing pressures that the Employment & Skills service have to meet. Regeneration & Business will actively work to encourage the growth of suitable businesses in Central Bedfordshire; influencing this through effective use of our assets, sector development and a package of support from Central Bedfordshire Council aligned to our key businesses, sectors and potential investors.

Conclusion and Next Steps

22. Sustainable Communities Overview and Scrutiny Committee consider this report and make any recommendations to Executive.

Appendices:

Appendix A – (Quarter 2 Performance Indicators)

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

Executive: 12th January 2016

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Appendix A - Quarterly Performance Report

Medium Term Plan Indicators

Quarter 2 2015/16

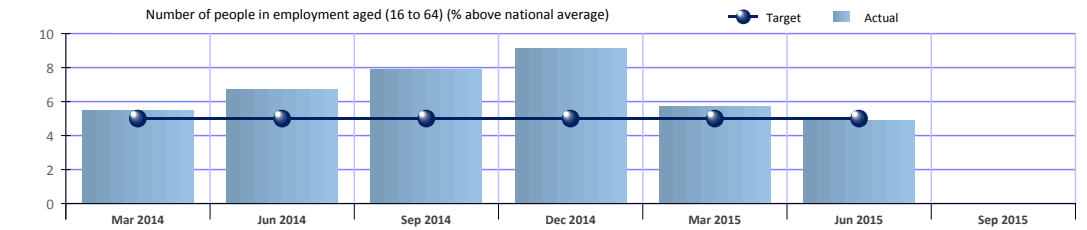
Report comparison - Depends on the nature of the indicator		Performance Judgement			
		Direction of travel (DoT)		RAG score (Standard scoring rules unless the indicator specifies alternative scoring arrangements)	
Seasonal	Compared to the same time period in the previous year	↓	Performance is reducing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

Overview of performance

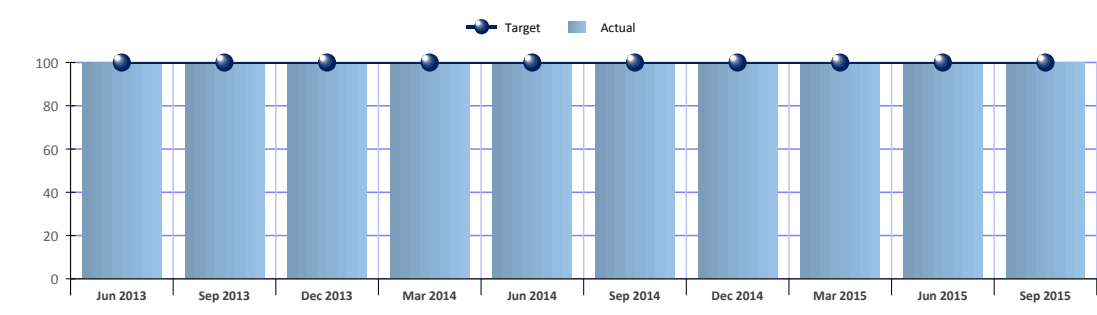
Ref	Indicator	Performance will be reported:	Performance information being reported this quarter		
			Time period	Performance	
Enhance your local community					
A 2 MTP	Central Bedfordshire's Employment rate (People in employment aged 16 to 64)	Quarterly	Quarter 1 2015/16	↓	A
A 3 MTP	% of approved residential development applications of 10 or more units having CABE excellent design status	Quarterly	Quarter 2 2015/16	↔	G
A 4 MTP	Number of Serious Acquisitive Crimes.	Quarterly	Quarter 2 2015/16	↔	G
A 5 MTP	Number of recorded Anti-social Behaviour incidents.	Quarterly	Quarter 2 2015/16	↓	Monitor only
Better infrastructure					
D1a MTP	Percentage resident satisfaction with road maintenance	Quarter 1 & Quarter 2	Res Survey Autumn 2015	↑	G
D1b MTP	Percentage resident satisfaction with pavement maintenance	Quarter 1 & Quarter 2	Res Survey Autumn 2015	↓	A
D 2 MTP	Percentage of Central Bedfordshire with access to superfast broadband	Annually in Quarter 4		↑	
D 3 MTP	Percentage of Central Bedfordshire with access to at least 2Mb broadband	Annually in Quarter 4		↑	
Great universal services					
E 1 MTP	Percentage of household waste sent for reuse, recycling and composting	Quarterly	Quarter 1 2015/16	↓	A
E 2 MTP	Percentage of adults in Central Bedfordshire taking part in sport or active recreation (Active People Survey)	Quarter 1 & Quarter 3	APS 9 Survey	↑	G
E 3 MTP	Satisfaction of adults with library services	Annually Quarter 1	2014 adult Plus Survey	↑	G
E 4 MTP	Number of visits to libraries	Annually in Quarter 1	Outturn 2014/15	↓	Monitor only

Enhance your local community

A2 MTP		The number of people in employment (Aged 16 to 64)																
Unit	Good is	2012/13	2013/14	2014/15				2015/16				Latest comparator group average	Report comparison	Quarter on quarter	Performance Judgement	↓	A	
		Outturn (12/13)	Outturn (13/14)	Target (Outturn)	Qu 1 Jun 14	Qu 2 Sept 14	Qu 3 Dec 14	Qu 4 Mar 15	Target (Outturn)	Qu 1 Jun 15	Qu 2 Sep 15							Qu 3 Dec 15
Number	High	123,500 (3.7% above)	128,300 (5.5% above)	5% above National Average	131,300 (6.7% above)	133,900 (7.9% above)	137,300 (9.1% above)	133,000 (5.7% above)	5% above National Average	132,000 (4.9% above)								
National Employment rate					72.2%	72.5%	72.5%	72.9%		73.3%								
Central Bedfordshire Employment rate					78.9%	80.4%	81.6%	78.6%		78.2%								
<p>Comment: Current Performance: In June 2015 there were 132,000 people aged 16-64 in employment. This is a fall of 1000 in the period. Analysis indicates that the cause for this drop is within the 16-24 age group overall, with a higher relative decrease in the female employment rate when compared to male. It should be noted that this is not in line with other data, such as unemployment levels, and can be accounted for within the confidence level of this surveyed figure. The rate is just short of the Council 5% target. Despite this relative fall, Central Bedfordshire still remains above all comparator areas.</p> <p>Planned actions: The indicator is being kept under review in line with future revisions of data and in consideration with wider indicators such as JSA, etc.</p>																		



A3 MTP	Percentage of approved applications for residential developments of ten or more units having CABE excellent design status																	
Unit	Good is	All data is cumulative for the financial year to the close of the quarter	2013/14	2014/15				2015/16				Latest comparator group average	N/A	Report comparison	Seasonal	Performance Judgement	↔	G
%	High		Outturn	Qu 1	Qu 2	Qu 3	Qu 4 / Outturn	Qu 1	Qu 2	Qu 3	Qu 4 / Outturn							
Number of approved applications for residential developments of ten or more units			29	8	6	6	15 / Outturn 35	8	8									
Number of approved applications for residential developments of ten or more units having CABE excellent design status			29	8	6	6	15 / Outturn 35	8	8									
Percentage of approved applications with CABE excellent design status		Target	100	100	100	100	100	100	100									
		Actual	100	100	100	100	100	100	100									
<p>Current performance:</p> <p>8 Planning applications were assessed during Quarter 2 of 2015/16. All of these applications met the assessment criteria. Performance remains at 100% for Quarter 1 of 2015/16.</p> <p>The Building for Life 12 Design Quality Criteria reflects our vision of what new housing developments should be: attractive, functional and sustainable places. It is based on the new National Planning Policy Framework and the Government's commitment to build more homes, better homes and involve local communities in planning.</p> <p>Each planning application which falls within the criteria is assessed as part of the determination process.</p> <p>Planned actions:</p> <p>Continue to provide Planning Performance Agreements and Pre-Application service to ensure early negotiation of residential development schemes occurs to achieve planning application submissions of excellent quality and continue with current processes to ensure that the 100% target is maintained.</p>																		



This indicator assesses residential developments of ten units or more against the Building for Life 12 Design Quality Criteria which has been launched by the Commission for Architecture and the Built Environment (CABE) in partnership with Home Builders Federation and Design for Homes. This covers the functionality, design and sustainability of buildings. It uses twelve questions to evaluate the quality of new housing developments, with planning proposals assessed against the following headings: Integrating into the neighbourhood; Creating a place and Street & Home.

The Building for Life 12 Design Quality Criteria reflects our vision of what new housing developments should be: attractive, functional and sustainable places. It is based on the new National Planning Policy Framework and the Government's commitment to build more homes, better homes and involve local communities in planning.

Each planning application which falls within the criteria is assessed as part of the determination process.

A 4 MTP		Number of serious acquisitive crimes – (Serious acquisitive crime (SAC) includes domestic burglary, robbery, theft of motor vehicle and theft from motor vehicle)																	
Unit	Good is	Outturn		2014/15					2015/16					Latest comparator group average	Report comparison	Seasonal	Performance Judgement	↔	G
Number	Low	2012/13	2013/14	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn						
Target		13.3	11.8	3.2	3.2	3.2	3.2	12.8	3.2	3.2									
Rate per 1,000 population		9.7	11.1	2.7	2.5	2.8	3.0	11.0	2.8	2.8									
Number of SAC crimes		2465	2864	716	667	851	789	3023	737	730									
Population figure (000s)		255.6	255.6	264.5	264.5	264.5	264.5	264.5	264.5	264.5									

Current Performance:
 In Q2 there were 730 SAC offences recorded in Central Bedfordshire, this is an increase of 64 offences on Q2 2014-15, an increase of 10%. All three areas of SAC have seen an increase when comparing Q2 of this year with the previous year, TFMV offences have increased by 31%, TOMV offences have increase by 41% and Robbery offences have increased by 4% (increase was only one offence). The increase seen in vehicle crime offences is linked to an organised crime group who are targeting a specific make of vehicle, both to steal and to strip for parts and a recent increase in the number of offences at Toddington Motorway Services. Domestic Burglary offences are 36% lower in this quarter than in the previous year, with 78 fewer offences recorded.

Planned Actions:

- SAC offences continue to be monitored and discussed at the monthly Community Safety Tasking meetings
- Hotspots are identified and where possible prevention messages distributed
- We continue to work closely with Bedfordshire Police, ensuring that intelligence is shared with the Partnership and Partnership intelligence fed back to Bedfordshire Police
- The CSP is working closely with Bedfordshire Police on disrupting the organised crime group and the police are leading an operation which is looking at the recent spate of vehicle crime incidents at Toddington Motorway Services.

Month	Actual	Target
Sep 2014	~3.0	~3.5
Dec 2014	~3.2	~3.5
Mar 2015	~3.2	~3.5
Jun 2015	~3.2	~3.5
Sep 2015	~3.2	~3.5

A 5 MTP		Number of recorded Anti-social Behaviour incidents																		
Unit	Good is	Outturn			2014/15					2015/16					Latest comparator group average	Report comparison	Seasonal	Performance Judgement	↓	Monitor only
Number	Low	2011/2	2012/3	2013/4	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn						
Target 10% reduction from 2011/12			10,452																	
Actual number of recorded incidents		10,720	NA	6,944	1,946	1,952	1,588	1,731	7,217	2,188	2,294									

Current Performance:
 In Q2 2015-16 there were 2294 ASB incidents reported to Bedfordshire Police for Central Bedfordshire. This is an increase of 342 incidents on Q2 last year, an increase of 17.5%. As discussed last quarter this increase has been predominantly down to the increase reporting of nuisance motorcycles in the south of the area, mainly in Dunstable and Houghton Regis. Numbers have dropped off significantly in the last month with 200 fewer incidents reported in September compared to August. The darker evenings and colder weather should see these numbers remain at a lower level than those seen during the Spring and Summer months.

Planned actions:

- The CSP continues to work closely with Bedfordshire Police on the issue of nuisance motorcycles. Bedfordshire Police are running regular Operation Meteors which specifically target the use of nuisance motorcycles. These pre-planned operations have proven very successful in the past, resulting in arrests and the seizure of motorcycles.
- The Community Safety team have also worked with the Rights of Way team to investigate any possible options with regards to barriers or similar installs which may limit access to certain areas by motorcycle.

Month	Actual	Target
Sep 2014	~2000	~2200
Dec 2014	~1600	~2200
Mar 2015	~1700	~2200
Jun 2015	~2200	~2200
Sep 2015	~2000	~2200

Better infrastructure - improved roads, broadband reach and transport

D 1a MTP Percentage resident satisfaction with road maintenance. (Data taken from Resident's Survey undertaken twice a year in April and September)																											
Unit	Good is		Actual Autumn 2014 Reported Quarter 2 2014/15	Actual Spring 2015 Reported Quarter 1 2015/16	Actual Autumn 2015 Reported Quarter 2 2015/16	Latest comparator group average	N/A	Report comparison	Seasonal April and September	Performance Judgement	↑	G															
%	High																										
Percentage resident satisfaction with road maintenance		Target	36%	36%	36%	<table border="1"> <caption>Chart Data: Percentage resident satisfaction with road maintenance</caption> <thead> <tr> <th>Period</th> <th>Actual (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Apr 2014</td> <td>30</td> <td>36</td> </tr> <tr> <td>Sep 2014</td> <td>35</td> <td>36</td> </tr> <tr> <td>Apr 2015</td> <td>31</td> <td>36</td> </tr> <tr> <td>Sep 2015</td> <td>39</td> <td>36</td> </tr> </tbody> </table>							Period	Actual (%)	Target (%)	Apr 2014	30	36	Sep 2014	35	36	Apr 2015	31	36	Sep 2015	39	36
		Period	Actual (%)	Target (%)																							
Apr 2014	30	36																									
Sep 2014	35	36																									
Apr 2015	31	36																									
Sep 2015	39	36																									
Actual	35%	31%	39%																								
<p>Current Performance: The improvement in this score reflects the efforts that have been put into this area of work..</p> <p>Planned Actions: The new highways contract branding provides an opportunity to further increase the profile of CBC as the organisation responsible for highways and the new Service Information Centre offering which improves the customer experience should go live 1st April 2016.</p>																											

D 1b MTP Percentage resident satisfaction with pavement maintenance. (Data taken from Resident's Survey undertaken twice a year in April and September)																											
Unit	Good is		Actual Autumn 2014 Reported Quarter 2 2014/15	Actual Spring 2015 Reported Quarter 1 2015/16	Actual Autumn 2015 Reported Quarter 2 2015/16	Latest comparator group average	N/A	Report comparison	Seasonal April and September	Performance Judgement	↓	A															
%	High																										
Percentage resident satisfaction with road maintenance		Target	50%	50%	50%	<table border="1"> <caption>Percentage resident satisfaction with road maintenance</caption> <thead> <tr> <th>Month</th> <th>Actual (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Apr 2014</td> <td>45</td> <td>50</td> </tr> <tr> <td>Sep 2014</td> <td>48</td> <td>50</td> </tr> <tr> <td>Apr 2015</td> <td>47</td> <td>50</td> </tr> <tr> <td>Sep 2015</td> <td>47</td> <td>50</td> </tr> </tbody> </table>							Month	Actual (%)	Target (%)	Apr 2014	45	50	Sep 2014	48	50	Apr 2015	47	50	Sep 2015	47	50
		Month	Actual (%)	Target (%)																							
Apr 2014	45	50																									
Sep 2014	48	50																									
Apr 2015	47	50																									
Sep 2015	47	50																									
Actual	45%	48%	47%																								
<p>Current Performance: Satisfaction with pavements has remained static.</p> <p>Planned Actions: The new highways contract branding provides an opportunity to further increase the profile of CBC as the organisation responsible for highways and the new Service Information Centre offering which improves the customer experience should go live 1st April 2016. Consider balance of funding between pavements and roads.</p>																											

D 2 MTP Percentage of Central Bedfordshire with access to superfast broadband

Unit	Good is	Estimated Roll Out		Performance reported in Quarter 4			Latest comparator group average	N/A	Report comparison	Seasonal	Performance Judgement	↑	Monitor only
%	High	2012/13	2013/14	2014/15	2015/16	2016/17							
Percentage of Central Bedfordshire with access to superfast broadband – estimated private sector roll out by 2015	Target					95% of CBC							
	Number			4,500	8,500	9500 TOTAL 22,500							
	Denominator					Premises							
	Actual	70.3%	76.8%										

Current Performance:
Provisional outturn data for 2013/14.

This indicator is currently sourced from the Ofcom UK fixed Broadband data series as this provides an on-going national time series analysis of comparable coverage:

- 2011/12 = 67% coverage
- 2012/13 = 70.3% coverage
- 2013/14 = 76.8% coverage

The Council in partnership with Milton Keynes and Bedford Councils has secured Broadband Delivery Funding along with state aid approval. This has resulted in BT being awarded (following a competitive procurement process) a contract to deliver its vision to achieve 90% coverage of Next Generation Access (NGA - Speeds greater than 24 megabits per second) and ensure 100% access to infrastructure able to deliver speeds of 2 mega bits per second by 2016. The Council is currently utilising the Broadband Delivery UK national procurement and state aid framework. Under this, approx. 15,500 premises will be supported to have access to superfast broadband infrastructure by 2016. Delivery of the project is currently ahead of target with 4,000 premises being connected since June 2014.

Planned Actions: The Council is participating in the Broadband Delivery UK phase 2 broadband rollout project, in order to deliver the necessary infrastructure to provide superfast broadband (speeds of at least 24 Megabits per second) to at least 95% of premises and at least 2 Megabits per second to all premises.

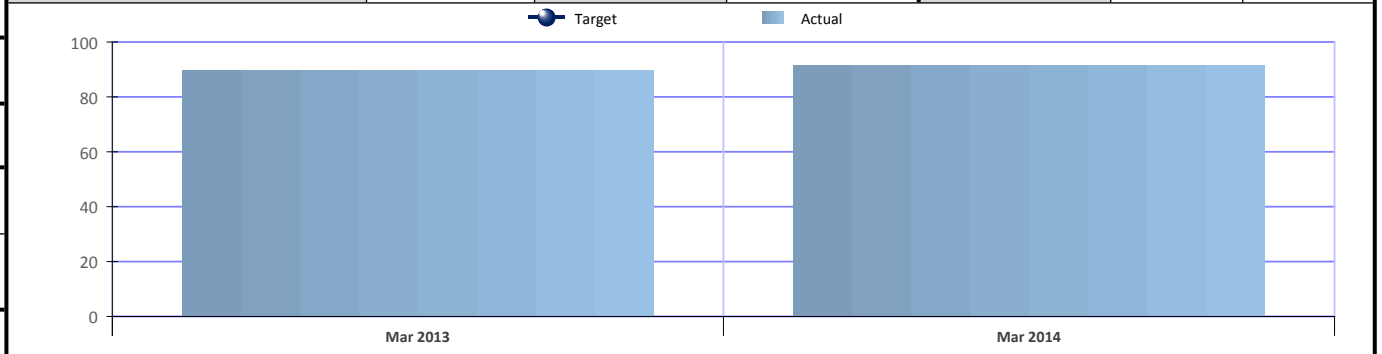
The Council has approved additional funding to rollout out superfast, bring the total Council investment in phase 2 of broadband rollout. The Council was also successful in securing an additional £300,000 funding from BDUK, bringing BDUK funding for Central Bedfordshire to £2 million. It is expected that the combined £4 million funding will exceed the 95% coverage target.

The open market review has been completed and state aid approval from BDUK has been secured. The tender to select a private provider is now out, though due to delays from BDUK this is not now expected to be returned until March 2015.

D 3 MTP Percentage of Central Bedfordshire with access to at least 2Mb broadband

Unit	Good is	Outturn 2013/14 (Reported in Q4 report)	2014/15 (Reported in Q4 report)	2015/16 (Reported in Q4 report)	2016/17 (Reported in Q4 report)
%	High				
Percentage of Central Bedfordshire with access to at least 2Mb broadband – estimated private sector roll out by 2015	Target	NA	NA	NA	100%
	Number				
	Denominator				Premises
	Actual	91.4%			

Latest comparator group average	N/A	Report comparison	Seasonal	Performance Judgement	↑	Monitor only
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Current Performance:
Quarter 4 2013/14 commentary: Provisional outturn data for 2013/14.

This indicator is sourced from the Ofcom UK fixed Broadband data series as this provides an on-going time series analysis of comparable coverage.

2011/12 = 86.2% coverage
 2012/13 = 89.6% coverage
 2013/14 = 91.4% coverage

The Council in partnership with Milton Keynes and Bedford Councils has secured Broadband Delivery Funding along with state aid approval. As a result the Council has awarded BT (following a competitive procurement process) a contract to deliver its vision to achieve 90% coverage of Next Generation Access (NGA - Speeds greater than 24 megabits per second) and ensure 100% access to infrastructure able to deliver speeds of 2 mega bits per second by 2016.

Broadband coverage will increase further as the Council's Broadband Delivery UK project is rolled out. Since June 2014 an additional 4,000 homes have been connected to superfast broadband, which is ahead of the target for the project.

Planned Actions: The Council is participating in the Broadband Delivery UK phase 2 broadband rollout project in order to deliver the necessary infrastructure to provide superfast broadband (speeds of at least 24 Megabits per second) to at least 95% of premises and at least 2 Megabits per second to all premises.

The Council has approved additional funding to rollout out superfast, bring the total Council investment in phase 2 of broadband rollout. The Council was also successful in securing an additional £300,000 funding from BDUK, bringing BDUK funding for Central Bedfordshire to £2 million. It is expected that the combined £4 million funding will exceed the 95% coverage target.

The open market review has been completed and state aid approval from BDUK has been secured. The tender to select a private provider is now out, though due to delays from BDUK this is not now expected to be returned until March 2015.

Great universal services - Bins, leisure and libraries

E 1 MTP		Percentage of household waste sent for recycling ¹																
Unit	Good is								Latest comparator group average ²	49.7% (2014/15)	Report comparison	Seasonal	Performance Judgement	↓	A			
%	High	2011/12	2012/13	2013/14				2014/15					2015/16					
		Outturn	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn	Qu 1	Qu 2	Qu 3	Qu 4	Outturn
Household waste sent for recycling, reuse or composting			56,894 tonnes	16,431 tonnes	15,421 tonnes	12,827 tonnes	12,790 tonnes	57,469 tonnes	17,805 tonnes	15,300 tonnes	12,144 tonnes	11,878 tonnes	57,128 tonnes	14,995 tonnes				
Total Household waste collected (residual and recycling)			112,288 tonnes	31,382 tonnes	29,268 tonnes	26,621 tonnes	28,196 tonnes	115,467 tonnes	32,467 tonnes	30,220 tonnes	26,969 tonnes	28,071 tonnes	117,728 tonnes	31,679 tonnes				
Target			51					51					51					
Actual		51.6	50.7	52.4	52.7	48.2	45.4	49.8	54.9	50.6	49.3	48.5	48.5	46.3				

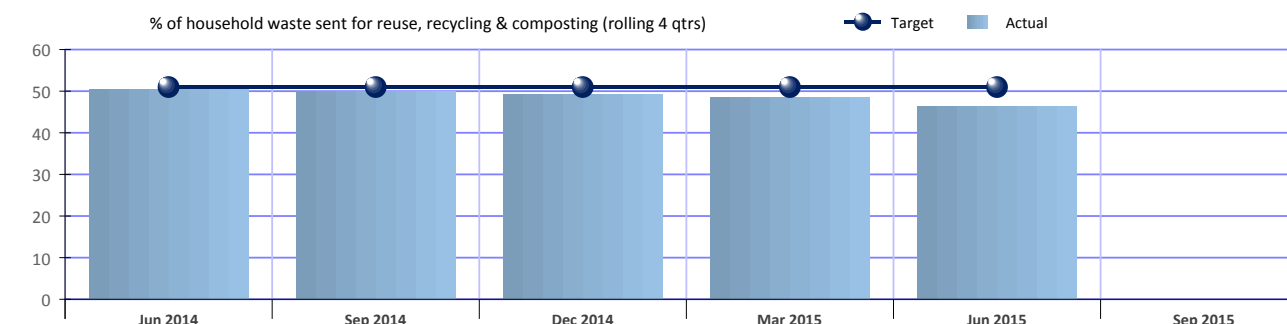
Comment:

Qtr 1 15/16 is showing a reduced % than historic earlier years. All wood (manmade & natural) is now going to recovery and not recycling, this is due to the current wood recycling market drop nationally. CBC's wood tonnages equate for Qtr 1 to 1.5k (rounded) so it has a large impact on this indicator. Green waste collected this quarter is lower than normal but with the weather conditions we have/are experiencing it is expected to catch up in later quarters.

Planned Actions:

The target in the MTP is to reach 60% recycling, reuse and composting by 2020 which is being delivered through improvements such as:

- The recent launch of textile, electrical and battery collections from the kerbside
- The redevelopment of three HWRC's and a new HWRC for Dunstable
- Continued communication campaigns to encourage behavioural change



¹ Now collected on a rolling basis. Each given quarter's result is an average of the last four quarters.

² LGA CIPFA 'nearest neighbours' figure, which compares authorities with similar characteristics.

E 2 MTP		Percentage of adults in Central Bedfordshire taking part in sport or active recreation. (Data taken from the Active People's Survey)					Latest comparator group average		Report comparison	Seasonal	Performance Judgement	↑	G													
Unit	Good is	APS 8 Apr 2012 to Apr 2014	APS 8 Oct- 2012- Oct -2014	APS 9 Apr 13 to Apr 15	APS 9 Oct 13 to Oct 15																					
%	High																									
Percentage of adults in Central Bedfordshire taking part in sport or active recreation		24.1%	23.3%	25.4%	27.2	<table border="1"> <caption>Percentage of adults in Central Bedfordshire taking part in sport or active recreation</caption> <thead> <tr> <th>Period</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Apr 2013</td> <td>24.1%</td> </tr> <tr> <td>Oct 2013</td> <td>23.3%</td> </tr> <tr> <td>Apr 2014</td> <td>25.4%</td> </tr> <tr> <td>Oct 2014</td> <td>25.4%</td> </tr> <tr> <td>Apr 2015</td> <td>23.3%</td> </tr> <tr> <td>Oct 2015</td> <td>27.2%</td> </tr> </tbody> </table>							Period	Percentage	Apr 2013	24.1%	Oct 2013	23.3%	Apr 2014	25.4%	Oct 2014	25.4%	Apr 2015	23.3%	Oct 2015	27.2%
Period	Percentage																									
Apr 2013	24.1%																									
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Oct 2015	27.2%																									
All English authorities	Best performing	33.9%	35.4%	35.1%	34.6%																					
	Average	24.2%	25.7%	22.6%	24.0%																					
	Worst performing	14.4%	15.3%	15.5%	15.7%																					
Target to remain above national average		0.1% below	2.4% below	2.8% above	3.2% above																					
Tolerance		Percentage only																								
<p>Comment:</p> <p>Planned Actions:</p>																										

E 3 MTP		Satisfaction of adults with the Library Service.											
Unit	Good is		No Library Service Adult Plus Survey to be undertaken in 2012	Library Service's own Adult plus Survey 2013 (Restricted to library users)	Library Service's own Adult plus Survey 2014 (Restricted to library users)	Resident's Survey (If included in Survey it would include non-library users)	Latest comparator group average	N/A	Report comparison	Seasonal April and September	Performance Judgement	↑	G
%	High												
Percentage of adults satisfied with the Library Service.	Target			93	93	Target set against the new baseline							
	Actual			95	95	Would form a new baseline							
Number satisfied													
Total number surveyed				3509									
New Target required – when next survey programmed				93									
<p>Current Performance: March 2013 (Adult plus section of the Library Survey undertaken every three years) The Library Service undertook the Adult Plus Survey in Quarter 1 2013/14. The survey found that satisfaction with library services has improved in all areas between 2009 and 2013. The MTP target to maintain customer satisfaction at 93% and has been exceeded, with the service having an overall satisfaction rate of 95%. We believe this result is due to the continued commitment of staff to the service and their customers throughout a period of considerable change, the investments made in our library buildings, along with the installation of self service and no reductions in opening hours all demonstrating a commitment to the future of the Library Service across Central Bedfordshire.</p> <p>Planned Actions March 2013 The Library service is currently developing a new set of service KPIs and framework for monitoring them. Using the Residents' Survey as a way of capturing wider residents' views on the Library Service forms part of this work. The Residents Survey in September 2014 will be used to indicate ongoing performance with the Library Service.</p>													

E 4 MTP		Library usage									
Unit	Good is	2012/13	2013/14	2014/15	Latest comparator group average	Report comparison	Seasonal	Performance Judgement	↓	Monitor only	
Number of visitors	High	Outturn	Outturn	Outturn							
Target		REVISED BASELINE & TARGETS 2010/11 +20% by Yr 2015/16 = 1,331,091 Previous target 2010/11 +20% by Yr 2015/16 = 1,351,246	1,331,091								
Actual		988,893	993,971	932,865							
<p>Current Performance: The drop was due to a large decrease in visitor numbers at three libraries - Leighton Buzzard (17,575), Dunstable (15,505) and Shefford (18,458). Arlesey Library Access Point also had periods of intermittent closure between April and September 2014 due to staffing issues. Shefford Library was flooded and in temporary premises with periods of closure from July-October 2014, which explains the sharp decrease in visitor figures. There were also some shorter periods of individual library closures for capital works projects (Potton, Ampthill).</p> <p>Despite the decrease in footfall, visitors to all libraries for activities and events increased over 2013-14 to 2014-15 (35,623 to 58,887).</p> <p>Some individual libraries did show increases in visitor numbers including Flitwick, Stotfold, Barton and Sandy.</p> <p>Planned Actions: As the way in which people access Library Services is changing, we have been able to record the number of Central Bedfordshire residents visiting the Virtual library to use the online information services (e-books, e-newspapers etc).</p> <p>In addition to the footfall figures outlined above the Library Service supports customers at the Arlesey Resource access libraries services.</p> <ul style="list-style-type: none"> • Agree revised Library Service 2010/11 baseline figures and revised 2015/ 16 target. • The Library Service Level Agreement with Bedford Borough will be changed to include KPIs related to regular, accurate data recording. The KPIs are discussed and reviewed at quarterly meetings. • Roll out of Library Service Performance Framework which will emphasise the importance of accurate, regular reporting of data and individuals' roles and responsibilities in this area. 											

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Central Bedfordshire Council

Sustainable Communities Overview & Scrutiny

17 March 2016

Passenger Transport Strategy: Introduction of a Dynamic Purchasing Scheme and Consultation on Public Transport Proposals

Report of Cllr. Brian Spurr Executive Member for Community Services
(brian.spurr@centralbedfordshire.gov.uk)

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This report relates to a Key Decision

Purpose of this report

1. The Passenger Transport Strategy (PTS) for Central Bedfordshire is currently being prepared. Proposals for the delivery of Public Transport form part of the PTS. The purpose of this report is to seek the views of the Committee on proposals relating to Public Transport, including: subsidised public bus routes, community transport provision and concessionary travel, in order to advise the Executive to approve the proposals for public consultation. Agreement is also being sought for Public Transport to move from the current procurement framework to a Dynamic Purchasing System (DPS) to procure transport providers.

RECOMMENDATIONS

The Committee is asked to recommend that the Executive:

1. **Approves the policies relating to Subsidised Bus, Services, Concessionary Travel and Community Transport set out in Appendix A for public consultation**
2. **Approve the use of a Dynamic Purchasing Scheme (DPS) to procure transport providers.**

Background

2. Central Bedfordshire Council does not have a current Passenger Transport Strategy (PTS) and is therefore in the process of developing one. The aim of the PTS is to deliver transport services that are safe, effective and fit for purpose and provide a framework for decision making processes in relation to all PTS services.
3. The PTS will be developed alongside and sit within the Central Bedfordshire Local Transport Plan (LTP) which is also currently under review. The PTS will set out the Council's objectives for passenger transport in the Central Bedfordshire area and will be supported by relevant policies and best practice.
4. The PTS refers to users of road based 'public' transport such as commercially operated local bus routes and community transport as well as fleet transport for the provision of home to school transport and home to day setting transport for vulnerable children and adults.
5. Before a PTS can be adopted consultation with relevant stakeholders must be undertaken. There are three strands to the PTS which require public consultation: subsidies for public bus routes, funding for community transport providers and concessionary travel. The other work streams are either being consulted on with internal stakeholders or the policy has already been consulted on and adopted.

Public Transport

The proposals for subsidised bus services, concessionary fares and community transport are set out in more detail at Appendix A

Subsidised Bus Services

6. Central Bedfordshire Council currently subsidises many bus services although this is not a legal requirement. In 2015/2016 the total cost of subsidies will be approximately £1,300,000. Whilst subsidising local bus services is discretionary we must take account of social inclusion especially for the elderly. If we did not offer such support there is likely to be many areas without a bus service.
7. There are currently 85 conventional bus services in Central Bedfordshire. Of these, 45 receive subsidy from CBC the remaining 40 routes are fully commercial. Many types of local bus service require financial support because they are not commercially self-sustaining, generally because of low patronage
8. In order to promote clear and transparent decision making and create a sustainable system for allocating future subsidies it is proposed that subsidies will be determined by a Subsidised Bus Service Assessment Process using a network of core, secondary and least-used routes.

(Appendix A). It is also proposed that subsidies will be limited to times of higher passenger demand:

- Monday to Friday 8am to 6.30pm
- Saturday 8am to 3pm
- No subsidies for Sunday services

Concessionary Fares

10. There are approximately 43,000 bus pass holders in Central Bedfordshire. Their journeys represent in approximately 40 per cent of all total bus journeys within Central Bedfordshire. The council also provides a Travel Aid scheme. This allows discounted travel for the unemployed on many local bus services for a fee of £5 for 28 days. Applications for Travel Aid passes are made via local Job Centres.
11. In order to improve processes, reduce waste and deliver efficiencies it is proposed that national time regulations for free travel for bus pass holders are adopted, automatic renewal of travel passes is ended and a move to online applications for travel passes will be implemented from 2020. It is also proposed that the Travel Aid scheme will only continue for bus companies wishing to participate, at no additional cost to the council. More detail regarding these proposals is set out in Appendix A.

Community Transport

12. Financial support for Dial-a-Ride services is discretionary. The council currently chooses to support Dial-a-Ride services through grant payments. Market research conducted November 2015- January 2016 demonstrated the high quality of Dial-a-Ride services in Central Bedfordshire and the significant social value these services provide.
13. In order to create a clear and transparent process for funding Dial a Ride services in future, it is proposed that the council introduce a tender-based system where organisations are invited to provide Dial a Ride proposals for Central Bedfordshire with options for members of the public to pay part of the fare.

Smarter Procurement

14. The Procurement of Public Transport is currently catered for within the Passenger Transport Framework in Lot 4 – Supported Local Public Bus and Community Bus Services. The framework is due to expire in June 2016, however; this has been extended by a year to enable a new procurement mechanism to be set up.
15. The current Framework allows for mini competitions to be held between transport operators that have been accepted on to the Framework at the initial set up stage. The framework also caters for the other areas of Passenger Transport within three other Lots:
 - Lot 1 – Short Notice and Urgent Transport Services

- Lot 2 – Mainstream School Transport
 - Lot 3 – Special Educational Needs and Social Care Transport
16. As with all frameworks, once the application deadline has past the framework is locked and further additions are not permitted. During the existing Framework set-up, several public transport companies did not meet the deadline and therefore have been prevented from tendering for routes during the entire lifetime of the Framework. This has restricted the availability of contractors and resulted in less competition and potentially increased costs to the Council. The use of a standard framework also means that new companies starting up after the application deadline, who may offer competitive rates, cannot tender or apply until the framework expires.
 17. A Dynamic Purchasing System (DPS) is a procedure available for contracts for works, services and goods commonly available on the market. As a procurement tool it shares some aspects of the standard framework agreement but new suppliers can join at any time during its existence. A DPS is a two stage process; an initial set up with selection criteria and a second stage where individual contracts are awarded following mini-competitions.
 18. The DPS allows more flexibility as suppliers may join at anytime. It will allow new start up companies to apply for access during the life of the DPS and provide more competition for tenders.
 19. After the initial set up mini competitions must be out for tender for a minimum of 10 days. This would make it unsuitable for emergency transport required by Special Educational Needs transport but this is a workable timeframe for Public Transport. A DPS requires more management during its lifetime than a framework agreement as provision must be made to evaluate any requests made by potential suppliers within 10 days of the application being made.

Reasons for decision

20. The decision to support the proposals for Public Transport (Appendix A) for public consultation is necessary as it is the next step in the delivery of the PTS that aims to deliver transport services that are safe, effective and fit for purpose.
21. The decision to move to a DPS is necessary because the current procurement framework for pubic transport does not allow for flexibility once the providers are set which has led to less competition between providers and higher costs to the council. The DPS will enable flexibility whilst allowing for quicker tendering times than can be used under separate individual procurement tenders.

Council Priorities

22. The PTS will meet the council's priority of enhancing the local community by supporting residents to access the employment and services they need to live well through a range of passenger transport services.
23. The PTS will endeavour to promote health and well being and protect the vulnerable by aiming to ensure that residents at risk of isolation and deprivation are able to access the transport they need
24. The PTS will promote better infrastructure and value for money by using smarter procurement methods to deliver transport services that are safe, effective and fit for purpose and provide a framework for decision making processes in relation to all PTS services

Legal Implications

25. The implementation of the DPS will be undertaken in line with the Council's Procurement Procedure Rules Policy and all other relevant legislation. The consultation on the Public Transport proposals will be conducted in line with council policy and procedure.
26. There is no direct impact on Legal Services.

Financial Implications

27. The budgets for 2015/16 are set out below.

Subsidised Bus Services	£1,265,840
Concessionary Fares	£2,382,450
Community Transport	£333,000
Total	£3,981,290

The aim of the Passenger Transport Strategy (PTS) is to make most efficient use of the budgets available, whilst delivering transport services that are safe, effective and fit for purpose and provide a framework for decision making processes that is transparent for stakeholders, in relation to all PTS services.

28. Efficiencies that could be achieved from the adoption of a Passenger Transport Strategy are set out in the Medium Term Financial Plan.

Equalities Implications

29. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of the nine protected characteristics; age, disability, gender reassignment, marriage and civil

partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

30. An Equality Impact Assessment for the PTS is being undertaken. The outcomes of the public consultation will allow us to ensure that adverse impacts in respect of the nine protected characteristics within the PTS are identified and mitigated as far as possible and the DPS requires the completion of a Technical Questionnaire to ensure equality of opportunity is promoted.

Next Steps

31. A twelve week public consultation will commence in April 2016 on the Public Transport proposals. The outcomes of the consultation will then be used to inform the PTS which will return to Council for adoption in November 2016.
32. The Business Support Team within Passenger Transport will complete work on the required documentation for the DPS ready for use via the Council In-tend system. A Prior Interest Notice is due to be drawn up to establish interest from the target market. An experienced procurement lead from Cambridge County Council has been brought in to consult and ensure the process is set up correctly. The DPS will be operational by November in line with the adoption of the PTS.

Date	Event
5 April 2016	Executive: Approve Consultation Docs
19 April-12 July 2016	Public Consultation
11 October 2016	Executive: Approve Final PTS
17 November 2016	Full Council: Adoption of PTS
18 November 2016 onwards	Implement PTS including new DPS

Appendices

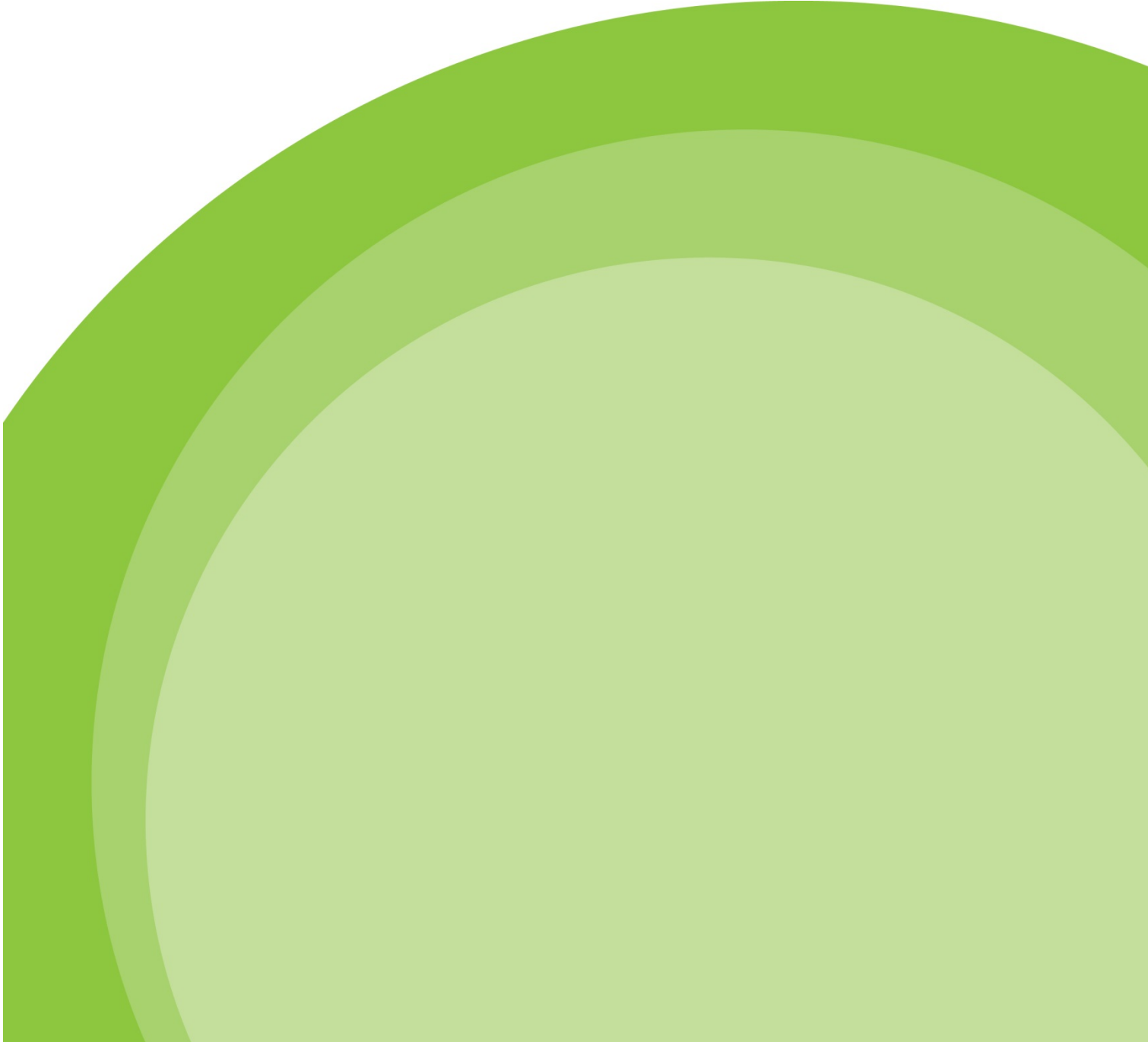
The following Appendix is attached:
Appendix A: Public Transport Proposals

Background Papers

None

Public Transport Proposals including: Subsidised Bus Services, Concessionary Travel and Community Transport

Draft Passenger Transport Strategy 2016



Executive Summary

The Passenger Transport Strategy aspires to

- Support residents to access employment and services they need to live well through a range of passenger transport services
- Ensure that residents at risk of isolation and deprivation are able to access the transport they need
- Support and strengthen a mixed economy of transport services, including commercial, voluntary, community and subsidised options.
- Achieve value for money for residents and council tax payers

Subsidised Bus Services (page 4)

Proposals:

- New network of core, secondary and least-used routes with subsidies determined by a Subsidised Bus Service Assessment Process
- Subsidies limited to times of higher passenger demand:
Monday to Friday 8am to 6.30pm
Saturday 8am to 3pm
No subsidies for Sunday services

Concessionary Travel (page 10)

Proposals:

- Adopt national time regulations for free travel for bus pass holders:
09:30 to 23:00 Monday to Friday, all day Saturday, Sunday and Bank Holidays.
- Changes to travel pass issue and renewal:
No automatic renewal
Online applications from 2017

Community Transport (page 13)

Proposals:

- Introduce clear and transparent tender process for awarding of funding to support Dial a Ride services
- Encourage voluntary community bus service providers to take on additional services

Introduction

The aims of the Passenger Transport Strategy (PTS) is to deliver transport services that are safe, effective and fit for purpose and provide a framework for decision making processes in relation to all PTS services.

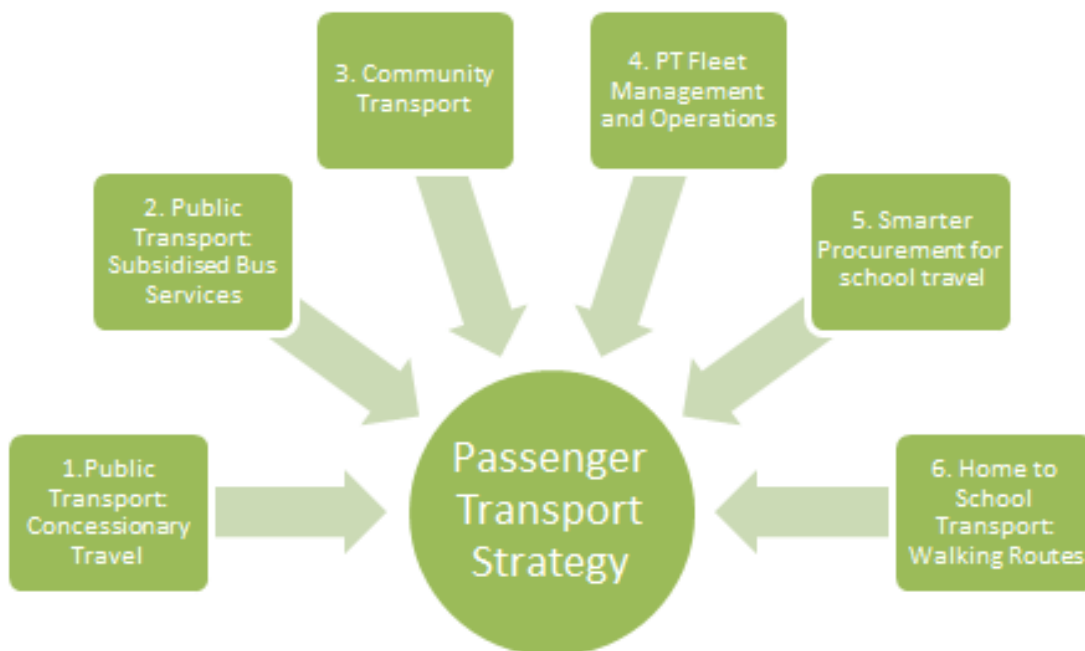
The PTS will be developed alongside and sit within the Central Bedfordshire Local Transport Plan (LTP) which is also currently under review.

The Strategy will set out the Council's objectives for passenger transport in Central Bedfordshire and will be supported by relevant policies and best practice.

The Strategy refers to users of road based 'public' transport such as commercially operated local bus routes and community transport as well as fleet transport for the provision of home to school transport and home to day setting transport for vulnerable children and adults

Scope of the Passenger Transport Strategy

- Subsidised Bus Services
- Concessionary Travel
- Community Transport
- Home to School Transport – Safe Walking Routes
- Fleet Services and Operations



Subsidised Bus Services

1. Background information

- 1.1 Central Bedfordshire Council currently subsidises many bus services although this is not a legal requirement.
- 1.2 The Council subsidises bus services to ensure social inclusion (the need for everyone, especially older people, to be able to shop and visit family and friends).
- 1.3 Many types of local bus service require financial support because they are not commercially self-sustaining, generally because of the low number of passengers. Where the majority of the passengers are free bus pass holders, this can affect the revenue of bus operators and the commercial viability of services.
- 1.4 There are currently around 85 conventional bus services in Central Bedfordshire. Of these, around 45 receive a subsidy from Central Bedfordshire Council. The subsidy can cover the whole service, or parts of the service. The remaining services are fully commercial.
- 1.5 There are a number of services which cross into neighbouring local authorities. These services are often subsidised by the other local authorities.

2. Proposals

2.1 Subsidies will be determined by a Subsidised Bus Service Assessment Process

- 2.1.1 The following five key principles are considered in the Subsidised Bus Service Assessment Process to determine how subsidies will be allocated.

1. Available alternatives

- Central Bedfordshire Council aims to ensure there is a network of services, with subsidised bus and community bus services provided where there is a proven need to connect people with family, friends and shops.
- Duplication of subsidised bus services is avoided in order to improve sustainability.

- Where there may be currently more than one service from some villages to a number of destinations, priority is given to the service with the highest demand.
- An alternative service is considered to be any viable alternative, be it another bus service, community transport, voluntary transport or taxi

2. Accessibility

- Central Bedfordshire Council aims to ensure there is bus service provision in areas where there is proven demand, of more than seven passengers per journey, from older people and people with a disability.

3. Commercial bus services

- The Council encourages the provision of commercial services, providing operators with advice and expert knowledge when required to do so, in preference to subsidising services at taxpayers' expense.

4. Reducing congestion

- An evaluation is made on how many passengers use each journey. There are certain journeys which may have very few or no passengers, but the return journey is quite well used. Therefore an average number of passengers per single journey is considered. With a single journey of an hour in length, an average of seven or more passengers per journey could be considered to be the minimum number of passengers required on average to subsidise a service. Fewer than seven passengers could be accommodated in a taxi or voluntary transport.
- Central Bedfordshire Council should ensure that bus services are provided in accordance with the Local Plan.

5. Affordability

- With a greater emphasis on a commercially provided bus services, the finances available can be more targeted.
- Central Bedfordshire Council takes account of available budgets in determining the frequency of individual services, and the provision of services normally running with less than seven people.
- The subsidy for individual one-way journeys currently costs between £0.08 and £17.50. To ensure that Central Bedfordshire Council is obtaining the best value, the cost per passenger for each service should be reviewed in relation to the available budget.

- Many councils are looking at a maximum of £3 per passenger. The cost per passenger is higher in rural areas, and therefore a variable maximum rate will be considered – for example £1.50 per passenger in urban areas within two miles of a town centre; £2.00 per passenger in urban fringe areas within four miles of a town centre; £3.00 per passenger in rural areas. Provision of any service beyond £3.00 per passenger would be assessed on a proven need for social inclusion of older people and people with a disability which could not be met by any other form of transport service.

2.2 Creation of a network of core, secondary and least-used routes

2.2.1 A network of core, secondary and least-used routes (Appendix A) will be created as part of the Subsidised Bus Service Assessment Process with priority being given to services on the core and secondary network.

2.2.2 Core Network

2.2.3 There will be a core network across Central Bedfordshire with a desired minimum of 10 journeys in each direction per day, Monday to Saturday. Core routes (defined as services connecting major towns with a proven demand for 10 or more journeys in each direction per day) will be expected to be mainly commercially provided, although subsidy may be required in some instances to maintain the desired minimum frequency.

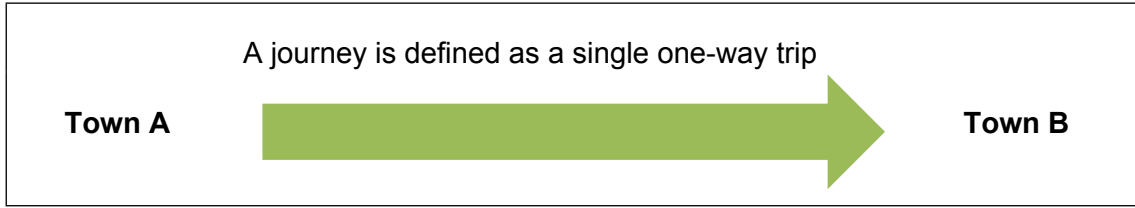
2.2.4 Secondary Routes

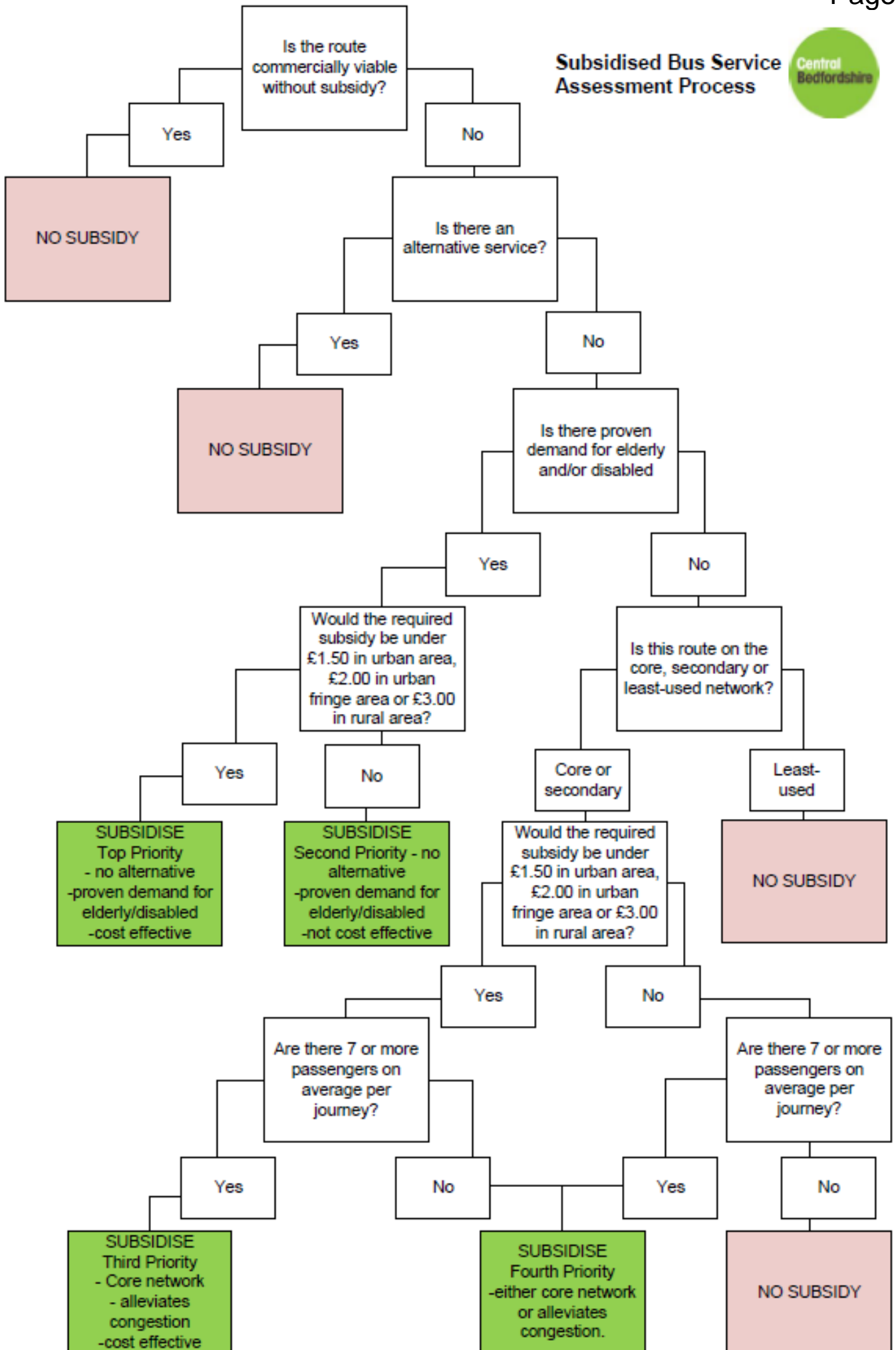
2.2.5 Secondary routes will be feeder services to a local town where there are shopping facilities and connections to the core network. Such services would have a desired minimum lower frequency, possibly four journeys in each direction per day Monday to Friday **between 8am and 6.30pm** when there is higher demand; and two journeys in each direction per day Saturday.

2.2.6 Least-used Routes

2.2.7 Least-used routes would be seen as infrequent services where there is limited demand, necessary for social inclusion so people can visit family, friends and shops. Such services would vary from one journey per week to one journey per day, or alternatively would be met by the voluntary sector.

2.2.8 Central Bedfordshire Council will work with bus operators to redraft timetables but will also look at alternative solutions for services bus operators no longer wish to provide, such as community transport and voluntary bus services.





2.3 Restrictions to subsidies for Saturday services

- 2.3.1 Passenger levels on bus services on Saturdays have fallen over the years. In the smaller towns, this is particularly noticeable in the afternoons and evenings.
- 2.3.2 The Council subsidies will be allocated to those times of the week when there is more demand. Due to lower demand on Saturday afternoons and evenings, it is proposed that only commercial services would operate at this time. Subsidies will therefore only be considered for services **between 8am and 3pm**.
- 2.3.3 There will be no change to services while they are covered by development funding from a Section 106 agreement.

2.4 Withdrawal of subsidies for evening and Sunday services

- 2.4.1 In the previous consultation in 2012, evening and Sunday services were seen as lower priority. Although there is a need for bus services at such times, the demand for bus travel is much lower.
- 2.4.2 In times of restricted finances, it is proposed that Council subsidy should be allocated to those times of the week when there is more demand. Evening services after 6.30pm and Sunday services therefore will only be provided on a commercial basis without subsidy.
- 2.4.3 Currently the evening and Sunday services in the towns of Biggleswade, Sandy and Shefford are subsidised. Although bus operators may choose to operate a limited service commercially, this could only continue with high enough passenger numbers.
- 2.4.4 Evening and Sunday services will continue if they are supported by a Section 106 agreement from new development funding.

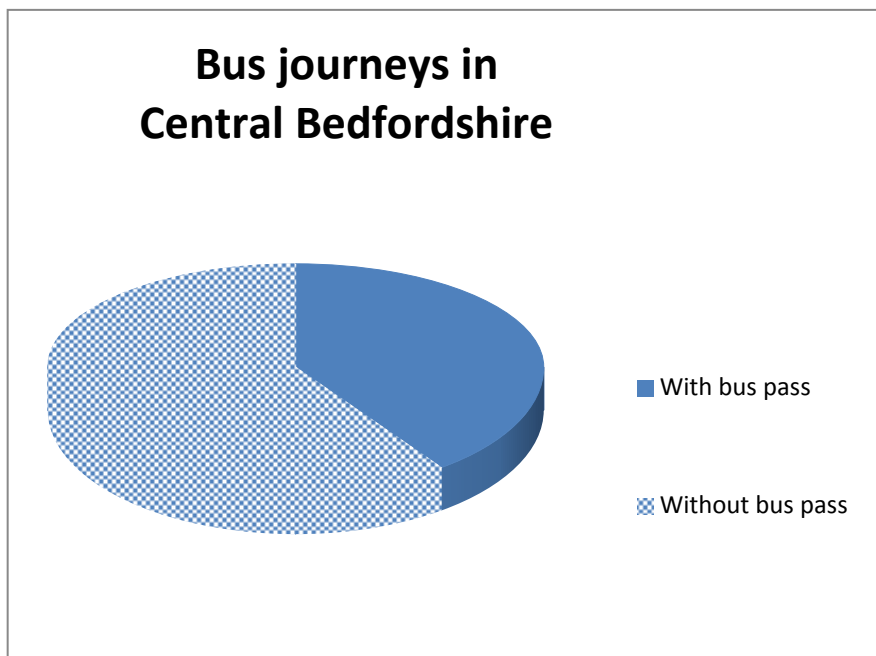
Policy PT1:Subsidised bus services

- Subsidies will be determined by the defined Subsidised Bus Service Assessment Process using the network of core, secondary and least-used routes
- Subsidies will be limited to times of higher passenger demand:
Monday to Friday 8am to 6.30pm
Saturday 8am to 3pm
No subsidies for Sunday services

Concessionary Travel

1. Background information

- 1.1 The English National Concessionary Scheme allows free travel on local buses across England for older people (currently those over 63) and people with a disability on Mondays to Fridays between 09:30 and 23:00, and any time on Saturdays, Sundays and Bank Holidays. The age at which residents are entitled to a free travel pass is currently rising, and is the equivalent to the retirement age of women.
- 1.2 The current Central Bedfordshire Council scheme also includes the additional discretionary elements:
- Free travel for Central Bedfordshire residents before 09:30 and after 23:00 (Monday to Friday) if the journey starts in Central Bedfordshire or Hertfordshire.
 - If mobility is severely impaired so that assistance is required when travelling (either because of age or disability), there is entitlement to a Companion Pass. This allows a companion to travel free with the pass holder in Central Bedfordshire, Hertfordshire, Luton and Bedford.
 - Travel on Dial a Ride services, for scheme members, for a special fare.



- 1.3 Travel passes are issued free to those entitled who apply. They have a life span of five years, after which they are renewed automatically. Should a travel pass be lost, there is a fee of £11 (from April 2016) for a replacement. This does not apply if stolen. There are approximately 43,000 pass holders in Central Bedfordshire. Their journeys represent in approximately 40 per cent of all total bus journeys within Central Bedfordshire Council.
- 1.4 Central Bedfordshire Council also provides a Travel Aid scheme. This allows discounted travel for the unemployed on many local bus services for a fee of £5 for 28 days. Applications for Travel Aid passes are made via local Job Centres.

2. Proposals

2.1 Applying national time regulations Monday to Friday

- 2.1.1 In Central Bedfordshire most journeys using travel passes are made between the hours of 09:30 and 23:00. Therefore the Council will discontinue use of the Travel Pass scheme before 09:30 and after 23:00 on Monday to Friday. This is in line with the national scheme which is based on usage of buses by individuals over the age of 60 at the time of introduction (this has now increased to 63 the national retirement age for women in England and will increase to 65 by 2020)
- 2.1.2 Where infrequent services are provided, exceptions to the 09:30 rule will be allowed. If there are not any bus services from a town or village between 09:30 and 10:30, free travel would be allowed on the latest journey prior to 09:30 (if there is one). For example, if there are buses departing from a village at 08:00, 09:00, 11:00, the concessionary bus pass can be used on the 09:00 departure.

2.2 Changes to travel pass issue and renewal

- 2.2.1 Travel passes have a lifespan of five years after which they are currently automatically renewed. In future pass holders will need to apply for a new travel pass when renewal is required. This would be free of charge. At the current time, a large number of passes are reissued only to be returned due to the holder having moved or passed away. The new process of reapplying will remove any distress which may occur if the passholder has died.

3. Other concessionary schemes

3.1 Companion Passes

3.1.1 There are currently no proposals to change the issue of Companion Passes. They would continue to be used within and from Central Bedfordshire, and in other local authorities for which an agreement has been made with Central Bedfordshire Council. This currently applies to Bedford, Luton and Hertfordshire. The agreements with other local authorities are subject to change.

3.2 Travel Aid

3.2.1 The Travel Aid scheme will continue for bus companies wishing to participate, at no additional cost to Central Bedfordshire Council. It is understood that this scheme may be superseded by bus companies' own schemes or changes to Universal Credit.

Policy PT2: Concessionary Travel

- National time regulations for free travel for bus pass holders adopted: 09:30 to 23:00 Monday to Friday, all day Saturday, Sunday and Bank Holidays.
- No automatic renewal of travel passes
- Move to online applications for travel passes from 2020
- The Travel Aid scheme will only continue for bus companies wishing to participate, at no additional cost to CBC.

Community Transport

1. Background information

- 1.1 There are two types of Community Transport: Dial a Ride and voluntary community bus services. The first receives regular financial support from Central Bedfordshire Council; the second does not (apart from reimbursement for journeys made using a bus pass).
- 1.2 There are three Dial-a-Ride operators within Central Bedfordshire: Buzzer, South Beds Dial a Ride, Link a Ride. They provide door-to-door services for older people or those less mobile who are unable to use buses. They operate on a charitable basis, but staff are paid.
- 1.3 There is a Service Level Agreement between Central Bedfordshire Council and the Dial a Ride operators until March 2017 - with each operator receiving a grant from CBC and a contribution for each passenger journey.
- 1.4 There are four voluntary community transport operators providing bus services within Central Bedfordshire: Flittabus, Wanderbus, Ivel Sprinter and Roadrunner. These are charitable organisations run by volunteers. They have fixed regular routes which are open to the general public, and they charge fares and accept bus passes.

	Dial a Ride	Voluntary Community Bus Services
Operators	Buzzer South Beds Dial a Ride Link a Ride	Flittabus Wanderbus Ivel Sprinter Roadrunner
Charity	✓	✓
Paid staff	✓	✗
Volunteers	✗	✓
CBC grant	✓	✗
Accept bus passes	✓ ¹	✓
For older people and people with a disability	✓	✗

¹ At a special fare

1.6 Dial a Ride

- 1.6.1 Financial support for dial a ride services is discretionary. They currently receive an annual grant and a concessionary reimbursement of £1 per passenger per journey. There were 35,776 passenger journeys in 2014/15.
- 1.6.2 Passengers pay a special concessionary fare. Higher fares are charged for some journeys with allowance sometimes made for the amount of time a journey takes.
- 1.6.3 The quality of service provided by the current Dial a Ride operators is very high. There are instances where the Dial a Ride driver may be the only person the customer sees in a number of days. The following tasks may be undertaken: driver sees the customer inside the house, assists with carrying shopping, checks to make sure a pre-booked passenger is not waiting anywhere, and adjusting the time return journeys from medical appointments if the user is running late.

1.7 Voluntary Community Buses

- 1.7.1 There are four operators providing bus services using voluntary staff. Three of these offer a range of infrequent services to some villages in Mid Beds. The fourth operator is based in Bedford Borough, but provides a limited service to some villages in Marston Vale.
- 1.7.2 These services are open to all, and operate in much the same way as conventional buses to a fixed timetable. Concessionary bus passes can be used on these services.
- 1.7.3 Voluntary bus services are particularly useful in areas where a very limited bus service is needed (perhaps once a week). However, there is a limit to the services that can be provided. Therefore the services usually just provide one return journey to a town, where it waits for two or three hours before bringing the passengers back. It can also be seen as a day out for the volunteer driver.
- 1.7.4 Central Bedfordshire Council does not make any financial contribution to the running costs of these services. The operators are reimbursed for concessionary bus passengers. Grants are available from central government from time to time.

Proposals

2.1 Dial a Ride

2.1.1 In order to create a clear and transparent process for funding Dial a Ride services, the council will introduce a tender-based system where organisations are invited to provide Dial a Ride proposals for Central Bedfordshire with options for members of the public to pay part of the fare. Market research was undertaken with Community Transport and Central Bedfordshire Council Fleet Service users between 23 November 2015 and the 11 January 2016. The outcomes from this research will be used to inform the requirements for the Dial a Ride service provision going forward.

2.2 Voluntary Community Buses

2.2.1 The Council will encourage voluntary service providers to take on additional services which cannot be met by conventional bus services.

Policy PT3: Community Transport

- A clear and transparent tender process for awarding of funding to support Dial a Ride services will be implemented
- Voluntary community bus service providers will be encouraged to take on additional services that cannot be provided by conventional bus operators.



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Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Thursday, 17 March 2016

Affordable Housing Guidance Note (South Central Bedfordshire)

Advising Officers: Director of Regeneration and Business, Jason Longhurst Jason.longhurst@centralbedfordshire.gov.uk and Connie Frost-Bryant, Interim Local Planning Manager, connie.frost-bryant@centralbedfordshire.gov.uk, Tel: 0300 300 4329

This report relates to a Key Issue

Purpose of this report

1. This report asks the committee to recommend that the Affordable Housing Guidance Note be endorsed as planning guidance. The note provides guidance on the affordable housing target in the South of Central Bedfordshire.

RECOMMENDATIONS

The Committee is asked to:

1. Recommend that Executive endorse the Affordable Housing Guidance Note (South Central Bedfordshire) as planning guidance.

Overview

2. The Affordable Housing Guidance Note provides guidance to support the determination of planning applications for those parishes that formerly made up South Bedfordshire District Council. The South Bedfordshire Local Plan 2004 remains the adopted development plan for this area and Policy H4 (Affordable Housing) remains the extant policy.
3. This guidance note does not apply to the parishes that formerly made up the legacy authority of Mid Bedfordshire District Council. The

adopted development plan for this area is the North Core Strategy 2009. Under Policy CS7 Affordable Housing, 35% of homes on sites of 4 or more dwellings are required to be affordable, and as such no guidance in relation to this policy is sought at this time.

4. The note has been produced as interim guidance, and shall apply until such time as the Central Bedfordshire Local Plan reaches submission stage and its emerging affordable housing policy carries sufficient weight.
5. The guidance note is concerned with the percentage of affordable housing required and is not intended to provide detailed advice around the procedures related to the implementation of affordable housing policy.

Proposed Policy Requirement

6. The guidance note would make the target for affordable housing provision in the South of Central Bedfordshire **30%** on all qualifying sites of **4 dwellings** and above. On sites of 4 dwellings, one affordable dwelling must be provided.
7. This guidance has been produced because Policy H4 of the South Bedfordshire Local Plan is now out of date in relation to current evidence and national planning policy (The National Planning Policy Framework, 2012) that has been subsequently introduced.
8. Having reviewed national planning policy and current evidence, this guidance reflects the current position and will be translated into any emerging affordable housing policy as part of the new Central Bedfordshire Local Plan.

Current Policy Requirement

9. The South Bedfordshire Local Plan Policy H4 seeks a lesser percentage of affordable housing (at least 20%) at a higher threshold (on sites of 25 dwellings or more or sites of over 1 hectare) and therefore would not allow the Council to seek affordable housing in line with the need identified by the Strategic Housing Market Assessment 2015.
10. This would conflict with national planning policy which states that the council must have policies in place that seek to boost housing supply (National Planning Policy Framework, 2012, Paragraph 47).

Background

11. There are currently two adopted development plans in operation in Central Bedfordshire covering the respective legacy district council areas that previously administered the geographical extent of the

current unitary authority. These plans will remain in place as the relevant development plan for the determination of planning applications until the new Central Bedfordshire Local Plan reaches submission stage in December 2017.

12. The Council had previously progressed a local plan to submission stage (known as the Development Strategy) which included affordable housing policy for the whole of Central Bedfordshire. This was however withdrawn in November 2015.

Evidence for Approach

13. The approach taken in this guidance is informed by:
 - National planning policy which stresses the need for local planning policy which meets identified need for affordable housing (National Planning Policy Framework, 2012, Paragraph 50).
 - The Strategic Housing Market Assessment (SHMA) 2015 which identifies the objectively assessed need for market and affordable housing in Central Bedfordshire. This technical evidence identifies a need of 27% affordable housing which is translated to a policy requirement of 30%.

Reason/s for decision

14. If the guidance note is not endorsed to be used in the determination of planning applications, there is a risk that the Council could be challenged if it seeks to secure affordable housing in line with the identified need but with no endorsed guidance to support decisions.
15. This is particularly pertinent for smaller sites that fall below the 25 dwelling or 1 hectare threshold that is outlined in the extant policy of the South Bedfordshire Local Plan (H4). Smaller sites in the south tend to be in and around the villages where house prices are higher, and so by not recommending that this guidance is endorsed, it is likely that the delivery of affordable housing in rural areas will be disproportionately inhibited.
16. By updating this policy it also provides clarity to agents and developers on the Council's expected affordable housing target.
17. Furthermore, the guidance allows the Council to comply with national planning policy which requires local policy that boosts the supply of market and affordable housing. Without this guidance in place the Council will not be delivering a level of affordable housing on development sites in the south that correlates with the objectively assessed need for housing as identified by the SHMA 2015.

Council Priorities

This supports the Council's priority of 'creating stronger communities'.

18. This guidance will enable the Council to secure a higher percentage of affordable housing on a wider range of sites; particularly smaller sites which are more likely to be delivered in rural areas of the south. This will help to create stronger communities by ensuring greater diversity, choice and the ability to access a decent home for all residents.
19. A better mixed social composition in our communities can create a new dynamic which leads to increased land values, a better-functioning housing market, increased social sustainability and a reduction in overall concentrations of social deprivation. Neighbourhoods are thus less likely to be reliant on repeated 'regeneration' and or local authority intervention.

Corporate Implications

Legal Implications

20. Without adopted guidance in place, there is a greater risk of legal challenge in relation to the provision of affordable housing if the Council seeks a percentage in excess of that specified in the South Bedfordshire Local Plan and at a lower threshold. There is however a strong case for doing so as the percentage requirement is stated within the preamble to the policy rather than the policy itself. Furthermore, the stipulation is for "at least 20%" allowing for a higher percentage as new evidence becomes available.
21. Affordable housing contributions are secured under Section 106 of the Town and Country Planning Act 1990 (as amended) and like other planning obligations, make a development proposal acceptable in planning terms that would not otherwise be acceptable.
22. Section 106 agreements are formal commitments and legal deeds given between a land owner (and subsequent owners) and the local authority. These agreements are legally enforceable. If the S106 is not complied with, it is enforceable against the person that entered into the obligation and any subsequent owner. The S106 can be enforced by injunction or by direct action, with the recovery of expenses.
23. Counsel opinion has been sought in relation to this draft note.

Financial and Risk Implications

24. The primary risk identified is that the state of the market may on certain larger sites not be sufficiently robust to allow the level of affordable housing to be provided, where there are multiple other constraints on development or exceptional infrastructure costs. The guidance note provides for this to be addressed in those exceptional cases by means of a financial viability appraisal. It also reminds agents and developers that affordable housing is not an abnormal cost and should be factored in to the cost of any land.
25. The Government's proposals around lower cost housing known as 'starter homes' have not yet been finalised as they are being progressed through the Housing and Planning Bill that is currently being debated in the House of Lords. However the proposal is that the definition of affordable housing is amended to include 'starter homes'.
26. This could have the potential to significantly reduce stocks of affordable rented housing in Central Bedfordshire, directly increasing the strain and costs on the Council's Housing Services if 'starter homes' are not subject to quotas in line with any evidenced tenure split. This is because they will be more attractive for developers to provide as they will deliver a better financial return. In light of this risk for the delivery of affordable housing, it is even more important that the Council applies a policy that matches the identified affordable housing need.
27. The final financial/risk related implication is in relation to the New Homes Bonus. The amount paid to local authorities is linked to the number of new build homes and there is also an extra payment for affordable housing which will mean an overall reduction the award if the Council has to seek a lower percentage of affordable housing. Under the New Homes Bonus affordable homes premium mechanism, payments for new build affordable homes are based on matching the average national council tax band of the unit (Band D at £1308 for CBC) plus an additional £350 per unit per annum.
28. For 15/16 the total final payment for the Council was £9,070,127 in New Homes Bonus with 1281 affordable units delivered. If the policy percentage of affordable housing was reduced from 30% and only enforceable at a higher threshold, this would, assuming a static rate of delivery, result in a loss to the Council of much needed revenue.

Equalities Implications

29. The Council is strongly committed to providing everyone with the opportunity of a decent home and to providing affordable housing which meets demonstrated local needs.

30. Evidence of local need shows a continuing shortfall of affordable housing in Central Bedfordshire. A variety of demographic and social factors, coupled with pressures generated by economic growth and in-migration mean that a substantial number of households are unable to rent or buy in the open market.
31. This affordable housing guidance for the south of Central Bedfordshire will ensure that a higher percentage of affordable homes can be provided on new housing sites to meet identified needs of all residents including those in more vulnerable groups.

Sustainability

32. Providing an appropriate level of affordable housing is part of ensuring social sustainability. Specifically in relation to social inclusion issues, this guidance addresses the need to ensure that supply and need for affordable housing are related in policy terms and that the policy takes account of the relative ability of people to afford their own housing. It is considered that there are no potential conflicts between the Affordable Housing Guidance Note and overall sustainability.

Conclusion and next Steps

33. If the recommendations are agreed, the guidance note will be put before Executive on 5th April 2016 to be endorsed as planning guidance. This will enable Development Management officers to cite the note as a material planning consideration in the determination of planning applications.
34. It is expected that the percentage requirement and threshold stated in this interim guidance note will be the same as that in any affordable housing policy drafted for the whole of Central Bedfordshire in the emerging Local Plan, subject to any future changes to evidence.

Appendices

The following Appendix is attached:

The Draft Affordable Housing Guidance Note

Background Papers

35. The following background papers are available on the Council's website:

(i) The South Bedfordshire Local Plan 2004

<http://www.centralbedfordshire.gov.uk/planning/strategic-planning/ldf-south.aspx>

(ii) The Strategic Housing Market Assessment 2015
<http://www.centralbedfordshire.gov.uk/planning/strategic-planning/planning-policy/document-library.aspx>

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Affordable Housing

Guidance Note for Central Bedfordshire (South Area)

**DRAFT
FEBRUARY 2016**

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2. Summary of Guidance
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6. Overview of Affordable Housing Target
7. Pre application Advice

Appendix A

Extract from the South Bedfordshire Local Plan 2004

Appendix B

Extract from the Central Bedfordshire and Luton Joint Strategic Housing Market Assessment 2015

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1. Purpose of the document

- 1.1 This document is a guidance document *which has been endorsed as planning guidance* by the Council's Executive on 5th April 2016. It has been produced as interim guidance, and shall apply until such time as the Central Bedfordshire Local Plan reaches submission stage and its emerging affordable housing policy carries sufficient weight.
- 1.2 The Affordable Housing Guidance Note provides guidance to support the determination of planning applications for those parishes that formerly made up South Bedfordshire District Council. The South Bedfordshire Local Plan 2004 (Appendix A) remains adopted development plan for this area and Policy H4 Affordable Housing remains the extant policy. Figure 1 shows the parishes in Central Bedfordshire that this guidance is applicable to.
- 1.3 This guidance is concerned with the percentage of affordable housing required and is not intended to provide detailed advice around the procedures related to the implementation of affordable housing policy.

2. Summary of Guidance

- 2.1 The requirement for affordable housing provision in the South of Central Bedfordshire is **30%** on all qualifying sites of **4 dwellings** and above. Sites of 4 dwellings should include one affordable dwelling.
- 2.2 This guidance has been produced because policy H4 of the South Bedfordshire Local Plan is now out of date in relation to current evidence and national planning policy (The National Planning Policy Framework, 2012) that has been subsequently introduced.
- 2.3 Having reviewed national planning policy and current evidence this guidance reflects the current position and will be translated into any emerging affordable housing policy as part of the new Central Bedfordshire Local Plan. The following sections provide context to the approach taken in this guidance.

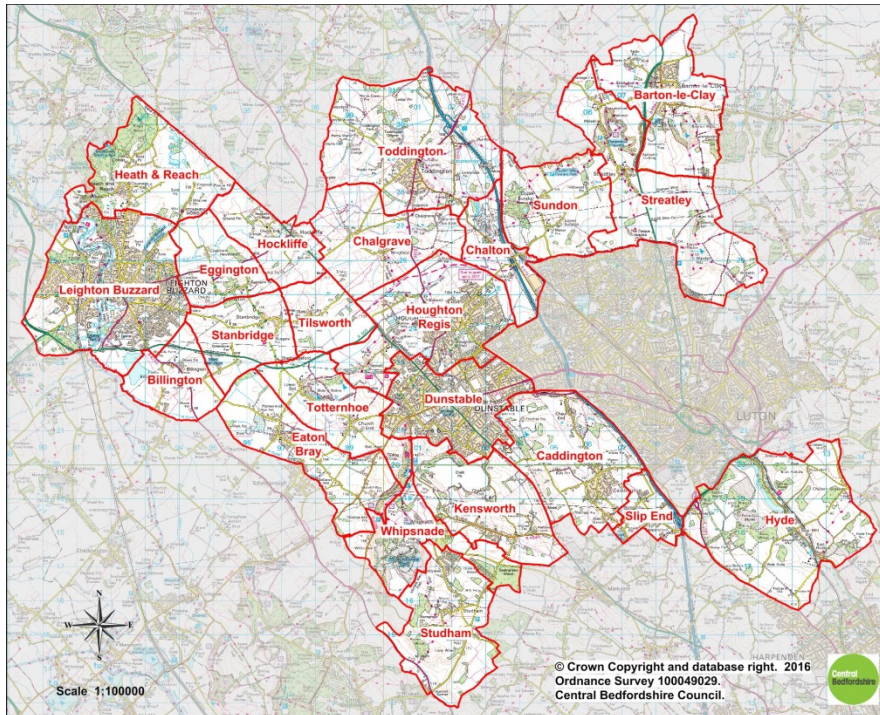


Figure 1

3. National Policy Context

3.1 Paragraph 14 of the NPPF makes it clear that

“...where the development plan is absent, silent or relevant policies are out of date...” then planning permission should be granted unless the “adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole; or specific policies in this Framework indicate that development should be restricted”.

It is clear that the affordable housing policy (H4) in the South Bedfordshire Local Plan is out of date and that paragraph 14 of the NPPF is therefore engaged because:

- Policy H4 is not based on up to date evidence on housing need and has not been formulated in accordance with the NPPF and PPG
- Policy H4 is inconsistent with the NPPF as it limits housing supply

3.2 Policy H4 therefore carries limited weight as it does not enable the Council to boost the supply of housing as per the requirements of paragraph 47.

“To boost significantly the supply of housing, local planning authorities should:

- *use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing in the housing market area”.*

3.3 Similarly it does not allow the Council to meet the stipulations of paragraph 50 of the NPPF.

“To deliver a wide choice of high quality homes, widen opportunities for home ownership and create sustainable, inclusive and mixed communities, local planning authorities should:

- *Where they have identified that affordable housing is needed, set policies for meeting this need on site....”*

3.4 National planning policy therefore supports the need of the local authority to provide guidance on affordable housing based on up to date evidence of housing need.

4. Local Policy Background

4.1 Central Bedfordshire Council is a unitary authority that is comprised of two legacy district councils (Mid Bedfordshire and South Bedfordshire) and functions of the former County Council. Two adopted development plans for the north and south of the authority area therefore remain in place until a plan for the whole of Central Bedfordshire can be sufficiently progressed.

4.2 This guidance note applies to the south of Central Bedfordshire as illustrated by the map at Figure 1.

4.3 The following table provides a summary of the planning background in the authority area in relation to affordable housing. It demonstrates that 30% or in excess of that has been sought as an affordable housing target since 2005; with the threshold of 4 or more dwellings having been in place since 2011.

Date of Endorsement or Adoption	North of Central Bedfordshire (area formerly known as Mid Bedfordshire District Council)	South of Central Bedfordshire (area formerly known as South Bedfordshire District Council)
2004		South Bedfordshire Local Plan Policy H4 Requirement of 20% of dwellings (in preceding text) on a qualifying threshold of 25+ dwellings or 1ha
2005		South Bedfordshire Affordable Housing Guidance endorsed by SBDC Executive Requirement of 35% affordable on same qualifying threshold
2009	North Core Strategy Adopted Requirement of 35% affordable on sites of 4 and above	

2011		<p>Joint Core Strategy with Luton endorsed by the CBC's Executive Committee for development management purposes following withdrawal of that plan.</p> <p>Requirement of 35% affordable on sites of 15 dwellings or more in the Dunstable/Luton/Houghton Regis conurbation and on 4 or more in all other areas in the south</p>
May 2014		<p>The now withdrawn (2015) Development Strategy was endorsed at Executive for use for Development Management purposes and to supersede the Joint Core Strategy Policies previously in use.</p> <p>Requirement of 30% affordable on sites of more than four. On sites of 4, one dwelling is required to be affordable.</p>

4.4 Within the preamble to policy H4 of the South Bedfordshire Local Plan, a target of *not less than 20%* affordable housing on all qualifying sites is set. In view of this, it is considered that the Council's approach in now seeking a target in guidance of 30% based on up to date evidence is entirely reasonable.

4.5 The note to policy H4 states:

"The District Council will regularly monitor the need for affordable housing in the District. The level of need and tenure preference is likely to vary over time and from location to location. Working from the basis of the guidelines in this plan, the most up to date data available will be used to determine the precise number of affordable dwellings needed in a particular location or on a particular site".

4.6 In view of these caveats, policy H4 is therefore in compliance with Paragraph 50 of the NPPF which states that "*Such [affordable housing] policies should be sufficiently flexible to take account of changing market conditions over time*". In the first instance Policy H4 itself is not directive, because the percentage is not stated within the policy itself and overall it was recognised in the Plan, even prior to the provisions of the NPPF that affordable housing policy should be predicated on the most up to date evidence on housing need.

5. Summary of Affordable Housing Need in Central Bedfordshire

Overview

5.1 The Council is strongly committed to providing everyone with the opportunity of a decent home and to providing affordable housing which meets demonstrated local needs.

- 5.2 Evidence of local need shows a continuing shortfall of affordable housing in Central Bedfordshire. A variety of demographic and social factors, coupled with pressures generated by economic growth and in-migration mean that a substantial number of households are unable to rent or buy in the open market.

The Strategic Housing Market Assessment 2015

- 5.3 In order to further quantify this need, Opinion Research Services (ORS) completed an update to the Council's Strategic Housing Market Assessment (SHMA) in 2015. This most recent assessment of housing need and its findings should be considered a material consideration in planning decisions.
- 5.4 The study concluded that there is an overall need for 29,500 housing units per annum of all types and tenures up to 2031. ORS recommend that 7400 of these units should be affordable housing, equating to 27% of overall housing need based on demographic growth (see extract at Appendix B).
- 5.5 ORS also considered the need for different tenures of affordable housing and concluded that split based on 73% affordable rent and 27% intermediate tenure would be required.
- 5.6 The higher level of need that the ORS study has demonstrated means that a broadly matched target of 30% is an appropriate percentage for negotiation on planning application sites. This affordable housing target also applies to conversions to provide units of residential accommodation, as well as new residential developments.

Viability Evidence

- 5.7 In 2014, the Council commissioned Three Dragons to undertake a refresh to existing viability work that had been produced to underpin the Community Infrastructure Levy (CIL) Draft Charging Schedule. As part of this evidence study, affordable housing provision at 30% on sites of 4 or more was tested and used as a local policy requirement in all scenario testing. The results of this showed that that provision at this percentage and threshold was viable across a range of sites when a CIL charge was applied to them.

6. Overview of Affordable Housing Target

- 6.1 While the status of this is planning guidance, the Council has resolved that the indicative target of 30% of new dwellings on qualifying sites (4 or more dwellings) to be affordable should be sought for the purpose of planning applications. The guidance is based on the following evidence:
- The evidence of housing need set out in the SHMA 2015

- The NPPF
- Viability Evidence produced to support the Council's Draft Charging Schedule

- 6.2 The Council's preference is for developers to provide fully serviced land on site, at no cost to the affordable housing provider. Use of alternative mechanisms should be fully justified with evidence that this would not prejudice the level of delivery of affordable homes.
- 6.3 Provision of fewer affordable homes may exceptionally be considered on sites only if the applicant produces evidence to demonstrate that to provide the full amount would make the scheme unviable.
- 6.4 A developer must however, take affordable housing provision into account when negotiating the purchase of land. It is a principle of this guidance that affordable housing is not an abnormal development cost, even in situations where public subsidy is not available.

Off-Site Contribution

- 6.5 It is anticipated that a site suitable for housing will also be suitable to provide affordable housing on site. The presumption will be that provision of affordable should be made on the development site itself. It would only be in very exceptional circumstances that an alternative to on site provision would be appropriate.
- 6.6 Off-site provision or a financial contribution in lieu of on site provision may be acceptable where it can be robustly justified, but such occasions will be rare. Commuted sums will be calculated on the basis of 50% of the open market units provided in order to maintain parity with on-site provision within the same settlement.
- 6.7 The order of preference of form of affordable housing which the Council will require is as follows:
- On site provision
 - Part on site and part off site/commuted payment
- Off site:
- Provision by applicant, developer or RSL
 - Commuted payment
 - Transfer of land
- 6.8 Where a developer/landowner considers that exceptional circumstances exist for affordable housing to be provided off-site, this will need to be demonstrated to the Council. Details of the following will need to be submitted:
- A detailed explanation of why off site provision is considered more appropriate.

- Details of the alternative proposed i.e. alternative site within the same settlement and/or financial payment in lieu of on site provision.

Design

- 6.9 In the interest of providing mixed and sustainable communities, the schemes should create tenure blind developments. Affordable housing should therefore be constructed and designed to the same standard as market housing and should be fully integrated into the development.
- 6.10 Within large housing developments, the affordable housing must be scattered through the development, or in small clusters. Modest sized clustering will negotiated with the applicant and is dependent on unit types, scheme design and the size of the site. As a general rule however the affordable housing units should be provided in clusters of no more than 10 -15 units for houses, and 10-20 units for flats.
- 6.11 It is expected that affordable housing will be let in accordance with the Council's allocation scheme and enforced through an agreed nominations agreement with the Council. All units must as a minimum meet any nationally described technical standards.

7. Pre-application Advice

- 7.1 Negotiations with developers to deliver affordable housing will seek to ensure that affordable housing will:
- Meet identified local needs both initially and subsequently
 - Be affordable both initially and subsequently
 - Comply with the design and specification requirements of Registered Providers (RPs).
 - Be integrated with the market housing
- 7.2 The Council encourages developers to meet their affordable housing obligations by forming partnerships with RPs, particularly those who have an existing development role in the district. These RPs have existing local infrastructure, such as housing management, and have established levels of service and unit allocation arrangements with the Council. It is appropriate that discussions with an RP should start at pre-application stage.
- 7.3 Council planning officers can offer the following service at pre-application stage:
- Interpretation and advice of planning policy and guidance, and what this means for an individual site.
 - Assist in calculating the required amount and mix of affordable housing.

- Advise on the standard and quality of the proposed housing, design, layout and other development control matters.

Key Contacts

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Appendix A - Extract from the South Bedfordshire Local Plan 2004

The Provision of Affordable Housing

- 6.1 Both PPG3 and Circular 6/98 "Planning and Affordable Housing" state that a community's need for affordable housing is a material planning consideration. The District Council has commissioned Housing Needs Surveys which have demonstrated that many local residents are unable to afford housing at market rates despite the recent provision of smaller units at higher densities in many locations in the District. There is strong evidence that many local residents are unable to compete in the housing market with in-migrants from higher priced housing areas. This has caused problems of accessibility to housing which have been exacerbated by low levels of availability of affordable private rented housing in the District, the absence of new local authority housing and the supply of new social housing falling behind losses of Council housing through the "Right to Buy" provisions.
- 6.2 The results of the Council's District-wide Housing Needs Survey indicated high levels of housing expectation which were not backed up by the ability to buy into the housing market. The most recent District-wide Housing Needs Survey - published in March 2000 - concluded that while there was more than adequate supply to meet the overall housing requirements in South Bedfordshire, there was a large shortfall of affordable accommodation in both the rented and the "for sale" sectors. The Fordham Housing Needs Survey, (March 2000), indicates that an additional 4,300 homes are required to 2011 if the Council is to meet all of the current and projected affordable housing need. In 1999 the survey indicated that 2,151 affordable homes were needed. Average annual household income in South Bedfordshire in 2002 was £24,333 but the average income needed to secure a property was £43,483.
- 6.3 The results of this survey and future similar surveys, together with the Council's Housing Register (which indicates a significant need for affordable rented accommodation throughout the District), have been and will continue to be used to identify the level of affordable housing required in the various parts of the District.
- 6.4 The District Council recognises that the precise level of requirement for affordable housing will change over time and from area to area. The figures set down in this plan are intended to inform land owners and potential developers of the level of provision of affordable housing that they will be expected to meet in South Bedfordshire.
- 6.5 The Fordham Housing Needs Survey indicated that 4,300 affordable homes would be needed in South Bedfordshire District between 1999 and 2011, of that 4,300 the consultants estimated that 2,151 households were in immediate or urgent need of affordable housing, equating to 60% of the housing provision still to be made in the District up to 2011. Analysis of the Council's Housing Register indicates that 655 households are categorised as being in priority need, including those households that are homeless; those that are in overcrowded accommodation or accommodation that lacks facilities, or where facilities such as bathrooms, cooking facilities or internal WCs have to be shared. This figure tends to confirm the Fordham Housing Needs Survey finding that 67.6% of existing households in housing need will not be known to the Council because they do not appear on the Council's

Housing Register. The Fordham Housing Needs Survey recommends that the level of housing need identified in South Bedfordshire warrants seeking 30% contribution on suitable sites. Given the scale of housing need, the capacity of sites allocated for development in the plan, together with the possibility of some larger windfall sites coming forward for development and taking account of the level of contribution likely to be made by low cost market housing, the Council's own housing stock and other sources of housing provision, the District Planning Authority considers that it is justified in seeking the provision of not less than 20% of affordable housing on suitable sites. This indicative target figure is intended to form a basis for negotiation with developers. Suitable sites will normally be over 1 hectare in size or will accommodate 25 or more dwellings, and comply with the criteria set out in the policy.

- 6.6 Sites which are smaller than 1 hectare but which are capable of accommodating 25 or more dwellings are of particular value in terms of affordable housing provision because they tend to be located within existing urban areas rather than on their fringes, and to be well related to public transport routes and have ready access to a wide range of services and facilities without the use of a private vehicle. These are also sites which the District Planning Authority considers are likely to come forward earlier in the plan period than the larger fringe or urban edge sites – where lead times to development may be lengthy – thereby enabling the supply of affordable housing to be maintained throughout the plan period.
- 6.7 Any developer or landowner contemplating the purchase or development of either an allocated housing site (see Policy H1 of this plan and the accompanying schedule), or a site to be used for housing purposes is strongly advised to make early contact with the District Planning Authority to identify the full proportion of affordable housing needed in a particular location and to discuss the appropriate unit mix, tenure, type and acceptable registered social landlords.
- 6.8 For the purposes of this section of the Plan and Policy H4 which follows, the District Planning Authority defines affordable housing as that which meets the need of:
- (a) Households with a gross household income which is less than 1/3 of their mortgage requirement; or
 - (b) Households in, or requiring, privately rented accommodation where this would take up more than 35% of their gross income.

This definition of affordable housing includes low cost market housing that meets the test of affordability.

- 6.9 In this context the relevant mortgage requirement or rent level is for a dwelling of the size needed by the household in question in accordance with the District Housing Authorities occupancy definitions.
- 6.10 Planning obligations will be sought to secure the 20% indicative target level of affordable housing provision on sites of 1 hectare or over or where 25 or more dwellings are proposed.

POLICY H4

PROVISION OF AFFORDABLE HOUSING WILL BE SOUGHT ON ALL SUITABLE RESIDENTIAL SITES, NAMELY THOSE:

- (i) SITES OF 1 HA OR MORE IN SIZE, OR WHERE ERECTION OF 25 OR MORE DWELLINGS IS PROPOSED; AND**
- (ii) THAT CAN ACCOMMODATE AN APPROPRIATE MIX OF TYPES AND SIZES OF HOUSING; AND**
- (iii) THAT ARE SUITABLE IN TERMS OF LOCATION, ACCESS TO LOCAL FACILITIES, SERVICES AND PUBLIC TRANSPORT; AND**
- (iv) WHERE PROVISION OF AFFORDABLE HOUSING WOULD NOT PREVENT IMPLEMENTATION OF THE PROPOSAL, OR REALISATION OF OTHER PLANNING OBJECTIVES THAT SHOULD BE GIVEN HIGHER PRIORITY.**

THE LEVEL AND TYPE OF AFFORDABLE HOUSING TO BE PROVIDED ON A PARTICULAR SITE WILL BE A MATTER FOR NEGOTIATION BETWEEN THE COUNCIL AND THE DEVELOPER, TAKING INTO ACCOUNT THE INDICATIVE TARGETS SET IN THIS PLAN, AND THE NATURE OF THE PROPOSED DEVELOPMENT. PLANNING OBLIGATIONS WILL BE SOUGHT, OR CONDITIONS APPLIED TO PLANNING PERMISSIONS, TO ENSURE THAT AFFORDABLE HOUSING IS PROVIDED, AND THAT INITIAL AND SUBSEQUENT OCCUPANCY IS RESTRICTED TO PEOPLE IN NEED OF SUCH HOUSING IN SOUTH BEDFORDSHIRE. PROVISION CAN BE SECURED BY THE TRANSFER TO THE DISTRICT COUNCIL, OR SOCIAL HOUSING AGENCY⁽¹⁾ NOMINATED BY THEM, OF DISCOUNTED LAND; OR BY MAKING AVAILABLE COMPLETED DWELLINGS TO OCCUPIERS NOMINATED BY THE DISTRICT COUNCIL. IN EXCEPTIONAL CASES, AS AN ALTERNATIVE IT MAY BE ACCEPTABLE FOR THE DEVELOPER TO MAKE AN EQUIVALENT CONTRIBUTION IN CASH TO THE DISTRICT COUNCIL, TO ENABLE PROVISION OF AFFORDABLE HOUSING ON AN ALTERNATIVE SITE.

Continued...

POLICY H4 (Cont'd...)

FOR THE PURPOSES OF THIS POLICY, AFFORDABLE HOUSING IS DEFINED AS THAT WHICH IS OF THE SIZE AND TYPE REQUIRED TO MEET THE NEEDS OF HOUSEHOLDS WHERE:

- (i) GROSS HOUSEHOLD INCOME IS LESS THAN 1/3 OF MORTGAGE REQUIREMENT; OR**
- (ii) RENTING PRIVATELY WILL TAKE MORE THAN 35% OF GROSS HOUSEHOLD INCOME.**

NOTE:

- (1) Social Housing Agency means a housing association or Registered Social Landlord registered by the Housing Corporation.
- (2) The District Council will regularly monitor the need for affordable housing in the District. The level of need and tenure preference is likely to vary over time and from location to location. Working from the basis of the guidelines in this plan, the most up to date data available will be used to determine the precise number of affordable dwellings needed in a particular location or on a particular site. Landowners and developers are advised to make early contact with the District Planning Authority to discuss the appropriate level of affordable housing provision and mechanism to secure it.

DRAFT

Appendix B – Extract from the Strategic Housing Market Assessment 2015

Affordable Housing Tenure

- 5.21 Within the overall need of 14,600 affordable homes identified by the model, it is possible to consider the mix of different affordable housing products that would be appropriate based on the mix of households needing affordable housing.
- 5.22 In order to profile the affordability of the mix of households needing affordable housing, income data from the English Housing Survey and ONS Survey of Personal Incomes has been combined and modelled to establish the income distribution by household type and age in the two local authority areas. This excludes any income from housing benefit, as the analysis seeks to determine to what extent housing benefit would be needed by households in each group.
- 5.23 Figure 69 sets out the housing mix in terms of property type, size and affordable housing tenure in each of the local authority areas. The analysis is based on two scenarios:
- » Spending up to 25% of gross household income (excluding housing benefit) on housing costs; and
 - » Spending up to 35% of gross household income (excluding housing benefit) on housing costs.

		Up to 25% of gross income			Up to 35% of gross income		
		Central Bedfordshire	Luton	TOTAL	Central Bedfordshire	Luton	TOTAL
AFFORDABLE RENT							
Flat	1 bedroom	640	220	860	600	190	790
	2+ bedrooms	740	1,040	1,780	660	850	1,510
House	2 bedrooms	1,850	950	2,800	1,630	790	2,420
	3 bedrooms	2,420	2,980	5,400	2,080	2,520	4,600
	4+ bedrooms	460	960	1,420	400	840	1,240
Sub-total		6,110	6,150	12,260	5,370	5,190	10,560
% of affordable housing		83%	85%	84%	73%	72%	72%
INTERMEDIATE AFFORDABLE HOUSING							
Flat	1 bedroom	80	40	120	120	70	190
	2+ bedrooms	170	200	370	250	390	640
House	2 bedrooms	420	190	610	640	350	990
	3 bedrooms	580	550	1,130	920	1,010	1,930
	4+ bedrooms	70	110	180	130	230	360
Sub-total		1,320	1,090	2,410	2,060	2,050	4,110
% of affordable housing		17%	15%	16%	27%	28%	28%
TOTAL DWELLINGS		7,400	7,200	14,600	7,400	7,200	14,600



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Monks Walk, Chicksands, Shefford, Bedfordshire SG17 5TQ

Meeting: Sustainable Communities Overview & Scrutiny Committee
Date: 17 March 2016
Subject: Work Programme 2016 – 2017 & Executive Forward Plan
Report of: Chief Executive
Summary: The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

Contact Officer: Rebecca Preen, Scrutiny Officer
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

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

RECOMMENDATION(S):

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

Overview and Scrutiny Work Programme

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

Overview and Scrutiny Task Forces

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

Executive Forward Plan

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

Ref	Issue	Indicative Exec Meeting date
1.	Adoption of the Planning Obligations Strategy	5 April 2016
2.	Affordable Housing Guidance Note (South Central Bedfordshire)	5 April 2016
3.	Dynamic Purchasing System - Public Transport	5 April 2016
4.	Orchard Community Building - Land East of Biggleswade	5 April 2016
5.	Community Building at Marston Park	5 April 2016
6.	Passenger Transport Strategy	5 April 2016
7.	Waste Transfer Station Operational Contract Award	5 April 2016
8.	Housing Strategy	5 April 2016
9.	Local Transport Plan 4	5 April 2016
10.	Environmental Enhancement Framework	7 June 2016
11.	Passenger Transport Strategy - Public Transport	2 August 2016
Non Key Decisions		

Conclusion

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

Appendix – Sustainable Communities Overview and Scrutiny Work Programme.

Background reports:

Executive Forward Plan (can be viewed at any time on the Council's website) at the following **link**:- <http://www.centralbedfordshire.gov.uk/modgov/mgListPlans.aspx?RPId=577&RD=0>

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Appendix A – SC OSC Work Programme 2016/17

OSC Date	Report Title	Outcomes we are seeking to achieve
05-Jul-16	The Local Plan	To receive a report regarding the updated Local Plan for Central Bedfordshire, providing Members with the opportunity to scrutinise the plan, consider the technical site assessment criteria for the Plan and offer recommendations to the Executive
05-Jul-16	Community Safety Update	To receive information regarding recent work within the Community Safety team, outcomes and future plans with regards to tackling community safety issues
05-Jul-16	Police restructure update	To receive information regarding the recent restructure within the Bedfordshire Police Service and the impact upon Central Bedfordshire.
05-Jul-16	Q4 Performance report	To receive a presentation on the relevant quarterly performance information
05-Jul-16	2015/16 Revenue and Capital Outturn reports	To receive a report on the 2015/16 Revenue and Capital Outturn Reports
18-Aug-16	Fees and Charges 2017	To receive the directorate's relevant fees and charges information, noting the Executive proposals and influencing where appropriate changes to F&C prior to Council.
20-Oct-16	Q1 Budget Monitoring Report	To receive a report on the relevant Budget Monitoring Information
20-Oct-16	Q1 Performance report	To receive a presentation on the relevant quarterly performance information

24-Nov-16		
12-Jan-17	Q2 performance and budget reports	To receive a presentation on the relevant quarterly performance and budget information
12-Jan-17	Draft Budget, Capital and Medium Term Financial Plan 2017/18-20/21	To consider the draft Budget, updated Medium Term Financial Plan and Capital Programme pertaining to the Regeneration and Community Services Directorate only. Information that is relevant to the other directorates will be considered in the other relevant OSC meetings. Members are requested to submit their comments, observations and recommendations in respect of the Executive's proposals with particular reference to the Regeneration and Community Services Directorate proposals, to the meeting of the Executive.
16-Mar-16		