



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

please ask for Rebecca Preen
direct line 0300 300 4193
date 11 May 2017

NOTICE OF MEETING

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Date & Time
Thursday, 25 May 2017 10.00 a.m.

Venue at
**Committee Room 2, the Council Offices, High Street North,
Dunstable**

Richard Carr
Chief Executive

To: All Members of the Council:

The Council AGM at which the membership of the Committee will be confirmed will take place on 18 May 2017.

All other Members of the Council - on request

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

AGENDA

1. Apologies for Absence

Apologies for absence and notification of substitute members

2. Members' Interests

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

3. Chairman's Announcements and Communications

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

4. Minutes

To approve as a correct record the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 16 March 2017 and to note actions taken since that meeting.

5. Petitions

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

6. Questions, Statements or Deputations

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

7. Call-In

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

8. Requested Items

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

REPORTS

Item	Subject	Page Nos.
9	Executive Members Updates	* Verbal
	To receive a brief verbal update from the Executive Member for Community Services and the Executive Member for Regeneration.	
10	Highways Asset Management Plan	* 9 - 26
	To review and comment on the Highways Asset Management Plan.	
11	Review of the 2011 Preliminary Flood Risk Assessment (PFRA)	* 27 - 36
	To assess and comment on the proposed review of the 2011 Preliminary Flood Risk Assessment.	
12	Work Programme 2017/18 and Executive Forward Plan	* 37 - 42
	Members of the Committee will receive information regarding the Work Programme 2017/18 and Executive Forward Plan.	

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE** held in Council Chamber, Priory House, Monks Walk, Shefford on Thursday, 16 March 2017.

PRESENT

Cllr D McVicar (Chairman)

Cllrs Mrs A Barker
J Kane
K C Matthews

Cllrs R Morris
G Perham

Apologies for Absence: Cllrs D Bowater
Ms A M W Graham

Substitutes: Cllrs M A G Versallion

Members in Attendance: Cllrs I Dalgarno
B J Spurr
B Wells
Executive Member for Community Services
Executive Member for Health
Deputy Executive Member for Community Services

Officers in Attendance: Mr S Barratt
Mr M Coiffait
Mrs S Frost
Mr J Longhurst
Mrs R Preen
– Community Safety Operations Manager
– Director of Community Services
– Interim Head of Place Delivery
– Director of Regeneration and Business
– Scrutiny Policy Adviser

Public: 0

SCOSC/16/64 Members' Interests

None.

SCOSC/16/65 Chairman's Announcements and Communications

The Chairman advised the Committee that the Children's Services Overview and Scrutiny Committee (CS OSC) had recommended during their recent meeting that the Sustainable Communities OSC scrutinise the recent Bedfordshire Police PEEL HMIC (Her Majesty's Inspectorate of Constabulary) report at a future meeting due to concerns raised regarding performance. The appropriate representation from the police force would be invited to attend the

meeting and the Chairman of the CS OSC also requested that the statutory co-optees on that Committee were invited to participate.

SCOSC/16/66 Minutes

RESOLVED that the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 12 January 2017 be confirmed and signed by the Chairman as a correct record.

SCOSC/16/67 Petitions

None.

SCOSC/16/68 Questions, Statements or Deputations

None.

SCOSC/16/69 Call-In

None.

SCOSC/16/70 Requested Items

None.

SCOSC/16/71 Executive Members Updates

The new Executive Member for Community Services was welcomed to the Committee and he advised Members that the annual plan for highways would be made available to them before the end of March 2017, by which time they would also have been made aware who their respective ward contact within the service was. Timely information and regular updates regarding the closure of Dunstable Leisure Centre during the refurbishment period would be communicated to the public, with the Parking Strategy and car parking charges delivered at a future meeting.

The Executive Member for Regeneration advised that the recent Economic Insight briefing had been well attended and information would be shared with those Members who had been unavailable on the day. Central Government had agreed funding via the South East Midlands Local Enterprise Partnership (SEMLEP) for the M1-A6 strategic link road which was progressing at pace and business enquiries across the region were increasing, supporting growth of the jobs market. Members were appraised of progress to date on Community Planning, the current situation regarding the 5 year land supply, the impact of the national planning policy framework (NPPF) on open countryside, landscape and sustainability and the process whereby the local authority managed hostile applications. The NHS was managing the Sustainability Transformation Plan (STP) which was scrutinised via the Social Care Health and Housing OSC and the local authority were working closely with them to ensure the appropriate infrastructure was supported by S106 contributions where necessary.

Members were advised that the recent Planning Enforcement Task Force recommendations would be assessed and then brought before the Executive for adoption and that the Committee would be kept abreast of developments. IT issues affecting the national planning portal were being investigated due to the impact on the public availability of documents.

SCOSC/16/72 The Local Plan

The Interim Head of Place Delivery delivered a presentation which set out the position of the Council in light of a recent Government Housing White Paper, the new timeline for delivery of the Local Plan, key studies and the results of a recent high level public consultation. Clarity was provided in relation to the Expressway (road) proposals with the Department for Transport assessing the various options available. A recent community planning event had been successful and as the Local Plan progressed the Committee would form part of a wider public consultation on proposals. Members were advised of the importance of the national infrastructure commission and the information impacting the need for the Local Plan to be largely infrastructure led, providing a sustainable solution and meeting the needs of residents and businesses.

In light of the presentation Members discussed the following in summary:-

- The need to work with neighbouring authorities in order to progress the Wixams rail proposals.
- That development management policies needed to be carefully assessed in order to support growth.
- The need for a consistent approach to community planning events in order to attract a high local turnout.
- How the Government Housing White paper could provide greater clarity and enable a simpler process when formulating Local Plans.
- That sites were currently being technically assessed with local views sought prior to a final decision on location.
- That the timetable was critical in minimising the impact of hostile applications.

NOTED the update.

SCOSC/16/73 CCTV Review

The Community Safety Operations Manager delivered a report which provided details of the current arrangements regarding CCTV operations across Central Bedfordshire, with the current systems nearing their end of life. A recent consultation had supported conclusions set out within the report and Members were appraised of the available options, the costs, benefits and revenue generation projections. The Council and partners recognised the value of CCTV in detecting and minimising crime and there was wide public support for its use.

In light of the report Members discussed the following in summary:-

- Concerns regarding the lack of match funding for the provision from the police.

- Neighbouring and other local authority's approach to bus lane and HGV enforcement.
- That the location of cameras was evidence based and placed in known hotspots, however rural areas and those with low crime statistics could request a deployable camera at a cost.
- The need to demonstrate that statutory duties with regards to public safety were met in the eventuality that CCTV was decommissioned.
- That the directorate further explore the options around the location of the CCTV control room, taking into account the uncertainty around the future use of Council assets and include a scored assessment within the final report to the Executive laying out the benefits of the proposed location.
- That the directorate ensure the maximum use of commercial recovery on the new system.

RECOMMENDED that the Council invests in a new multi-functional CCTV control room at Priory House, procures new HD cameras utilising wireless technology to improve image quality and reduce signal transmission costs, whilst also offering other complimentary services to generate whole Council efficiencies and increase income.

Cllr Morris abstained.

SCOSC/16/74 Work Programme 2016/17 and Executive Forward Plan

RECOMMENDED that the Committee Work Programme be agreed subject to the following amendments:-

- Local Plan, Community Planning – 25 May 2017
- Parking Strategy – 25 May 2017
- Parking Charges – 25 May 2017
- Regeneration of Dunstable High Street – 25 May 2017
- Bedfordshire HMIC Report – Date TBC
- Local Plan, Public Consultation Stage – 13 July 2017
- Partnership Working with Anglian Water, Lessons Learned – 13 July 2017

(Note: The meeting commenced at 10.00 a.m. and concluded at 12.30 p.m.)

Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Thursday, 25 May 2017

Report of: Cllr Ian Dalgarno, Executive Member for Community Services
(ian.dalgarno@centralbedfordshire.gov.uk)

Responsible Director: Marcel Coiffait,
marcel.coiffait@centralbedfordshire.gov.uk

This report relates to a decision that is Key

Purpose of this report

1. In order to secure the maximum possible Highways Maintenance Capital Funding from the Department for Transport's 'Incentive Fund' the Highways Service needs to put in place efficiency measures so that by 2018/19 Central Bedfordshire Council is a 'Band 3' authority. This requires a renewed commitment at senior level to the principles of Asset Management, resilience, efficiency and customer focus. This paper sets out our plan to achieve Band 3 and requests that the Committee endorses our approach.

RECOMMENDATIONS

The Committee is asked to:

1. Review the Draft Highways Asset Management Policy at Appendix A and comment on whether the outcomes set out in the policy effectively reflect the Council's priorities and values.
2. Recommend that the Highways Service utilises the principles set out in the Draft Highways Asset Management Policy to develop a Highways Asset Management Strategy, Communications Strategy, undertake a Service Review and develop any other supporting documents relevant to the Incentive Fund Bid.
3. Recommend that the Executive adopts the updated Network Maintenance Management Plan and approves the Resilient Network for public consultation.
4. Recommend that the Council, as Highways Authority, adopts Sustainable Drainage Systems (SuDS) that are situated within the highway boundary and which only receive highway run off and agrees the criteria as set out in Appendix B.

Background to the Incentive Fund

2. In order to secure Highways Maintenance Capital Funding from the Department for Transport's 'Incentive Fund' each local highway authority in England (excluding London) must complete a self-assessment questionnaire.
3. Local authorities are not competing with each other for funding, but are demonstrating that efficiency measures are being pursued in order to receive their full share of the funding. Each authority scores themselves against 22 questions, and place themselves into one of 3 Bands on the basis of the available evidence. The incentive funding awarded to each local highway authority is based on their score in this questionnaire, and will be relative to the amount received through the needs-based funding formula.
4. The Incentive Fund Bid for 2017/18 was submitted in January 2017, Central Bedfordshire Council has been Band 2 since 2016/17; this means that for 2017/18 the Highways Service will only receive 90% of our share of the incentive fund.

Table 1: Incentive Fund Share based on Banding

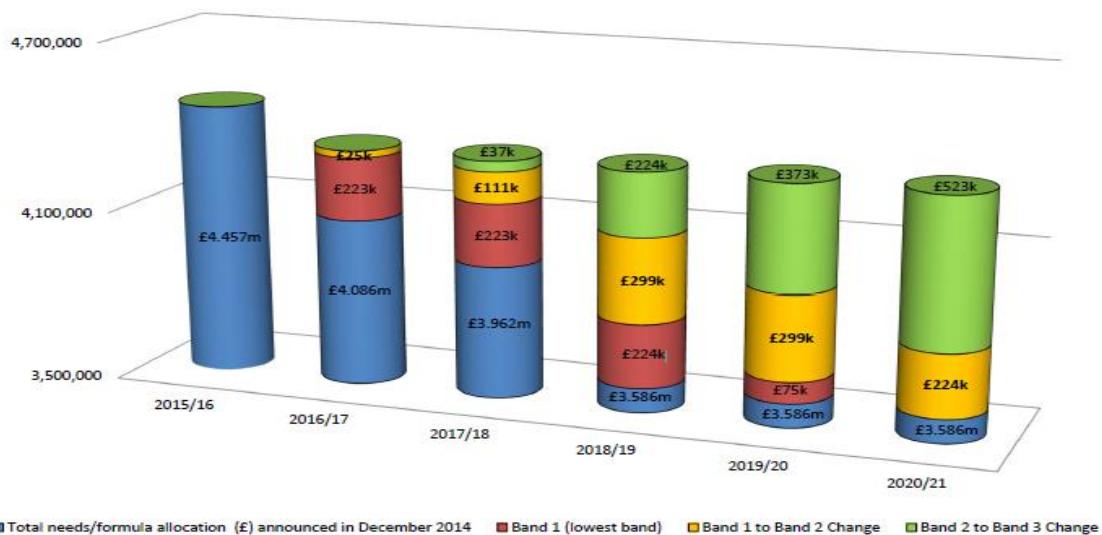
Year	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Band 1	100%	90%	60%	30%	10%	0%
Band 2	100%	100%	90%	70%	50%	30%
Band 3	100%	100%	100%	100%	100%	100%

5. If we do not move up to Band 3 in 2018/19 the Highways Service will only receive 70% of our share of the incentive fund, a loss of £224,000. The effect over the next three years of remaining at Band 2 is set out in Table 2 and Chart 1 below and would equal a total loss of £1,120,000.

Table 2: Future Incentive Fund Share based on Banding

Year	2018/19	2019/20	2020/21
Needs formula allocation	£3.586m	£3.586m	£3.586m
Total available for Band 1	£3.810m	£3.661m	£3.586m
Total available for Band 2	£4.109m	£3.960m	£3.810m
Total available for Band 3	£4.333m	£4.333m	£4.333m

Chart 1: Central Bedfordshire Incentive Fund Share



6. In order to better understand our current position and develop a sound plan to move to Band 3 officers from Cheshire East Highways, a Band 3 authority, were invited to undertake a peer review of our highways service.
7. The reviewers found: "*The common theme that runs throughout this assessment is that Central Beds are at the beginning of their journey in instigating improvement. They are seeking that improvement through a structured action plan approach. This approach will most likely, in time lead to significant improvement, but at this time Central Beds have not realised all that is planned.*" They also acknowledged that Central Bedfordshire's: "*key strengths are founded in the sound approach to improvement and the dedication that is being taken by the team.*"
8. The Incentive Fund Assessment requires a focus on five key areas; asset management, resilience, customers, benchmarking and efficiency, and operational service delivery. The Highways Team have developed a plan to put efficiency measures in place so that the bid submission for funding for the financial year 2018/19 to be submitted in January 2018 will ensure Central Bedfordshire Council is a Band 3 authority. The following paragraphs set out our five key areas for development.

Area 1: Highways Asset Management

9. One of the central themes of the Incentive Fund questionnaire is Highways Asset Management; to reach Band 3 Central Bedfordshire Council must have an adopted Asset Management Policy and Strategy.
10. UK Roads Liaison Group defines Asset Management as: "A systematic approach to meeting the strategic need for the management and maintenance of highway infrastructure assets through long term planning and optimal allocation of resources in order to manage risk and meet the

performance requirements of the authority in the most efficient and sustainable manner.”

11. Asset Management enables targeted maintenance to avoid more expensive replacement costs. This is commonly referred to as “preventative maintenance” and can be compared to the difference between servicing one’s car or allowing it to break down, and being more expensive to fix as a result.
12. The benefits of an asset management approach are; better decision-making by supplementing instinctive engineering judgment and supposition with financial, economic and engineering analysis. It thereby enables an authority to better understand and manage the relationship between cost and performance.

Specific benefits of an asset management approach are:

- Reduced life-cycle costs over time;
- Intervention at the right time, with the right technique;
- The ability to track performance of the network over time;
- Increased transparency, for scrutiny purposes;
- The ability to predict the consequences of funding decisions;
- Decreased financial, operational and legal risk; and
- Ability to discharge statutory valuation and financial reporting responsibilities.

13. On 14 October 2014 the Executive Committee approved the continuation of an Assets Management approach for Central Bedfordshire and the preparation of a new Highways Asset Management Plan. Having mobilised the new Term Services Contract with Ringway Jacobs we have now developed a Draft Highways Asset Management Policy (Appendix A) to set our strategic direction for highways maintenance moving forward.
14. The Committee is asked to review the Draft Highways Asset Management Policy and comment on whether the outcomes set out in the policy effectively reflect the Council’s priorities and values. The Committee is also asked to endorse the principles of this policy and recommend that the Executive adopt it as the Highways Asset Management Policy for Central Bedfordshire. The Highways Team will then utilise the principles set out in the policy to draft a Highways Asset Management Strategy and a Communications Strategy to be approved by the Executive in August.

Sustainable Drainage Systems

15. The Highways Service intends to adopt Sustainable Drainage Systems known as SuDS. Since 2015 there has been a national requirement that sustainable drainage systems are approved as part of a planning permission for development. As part of the planning application process

the Local Planning Authority must subsequently ensure that suitable arrangements for adoption and maintenance of SuDS are in place.

16. Planning Practice Guidance does not impose a mandatory requirement for the adoption of SuDS on any public body or other organisation. Predominantly SuDS in Central Bedfordshire are being handed over to private management companies to maintain. This means that the construction of the SuDS are not verified by the Council before they are handed over, with the risk that the SuDS are not constructed as outlined at the planning stage. The appropriate management and maintenance of the SuDS is dependent upon a company which could go out of business or may not fully carry out its responsibilities, with the Council having no ways of enforcing appropriate management, or securing funds to appropriately manage systems that have failed, or where management companies have gone out of business.
17. Therefore, the Committee is asked to recommend that the Executive adopt SuDS that are within the highway and which only receive highway run off. This would be subject to securing sufficient funding for future maintenance of the SuDS from the owner or developer concerned using existing arrangements for Section 278 and 38 agreements. The reason for this approach is to give the Council greater control and security over the maintenance of these assets thereby reducing the risk of flooding or damage to the highway network within Central Bedfordshire. The criteria CBC Highways would use to ensure SuDS are adoptable are set out for consideration in Appendix B. We will review the success of SuDS adoption by the Highways Authority in 3 years' time, and consider whether wider adoption of SuDS (e.g. SuDS serving residential areas, not just highways, and SuDS in public open spaces) would be appropriate to pursue.

Area 2: Resilience

18. In order to achieve Band 3 the Highways Team is currently updating the Network Maintenance Management Plan (NMMP) (adopted by Executive in 2014). The revised NMMP will be reviewed internally with Highways staff, Customer Services and Ringway Jacobs. The updates concentrate on the Plan's relationship with the Highways Contract and ensuring clearer definitions of defects and emergency work are in place as well as expanding the Plan to cover the maintenance of the public rights of way network. The updated NMMP will be presented to Executive in August for adoption.
19. In order to achieve Band 3 a Resilient Network for Central Bedfordshire must be in place and be reviewed every two years. The Resilient Network refers to the transport routes that are given priority in order to maintain economic activity and access to key services. Highways Officers are currently working with the Emergency Planning Team and stakeholders from the Resilience Forum to prepare an updated Resilient Network. A draft of the Resilient Network will be provided to the Executive for comment in August before a public consultation is undertaken. All

comments will be reviewed and a final version of the resilient network will be presented to the Executive in December for adoption.

Area 3: Customer Focus

20. The Highways Service is currently Band 3 for Customer Focus. In order to maintain this status the Communications Strategy for Highways that sets out how the service engages with customers will be updated and a review of the online ‘Report It’ tool work will be undertaken to improve customer responsiveness. The newly appointed Custodians for each of the three highways areas (Appendix C) will set up regular Ward Surgeries to liaise with Members.

Area 4: Benchmarking and Efficiency

21. The Benchmarking and Efficiency section of the Incentive Fund Bid requires the Highways Service to develop and share case studies and examples of efficient practice relevant to benchmarking performance with other club members and/or with the sector generally via HMEP Connect & Share, or a similar mechanism. The Highways Service will utilise data from the first year of the Highways Term Services Contract to prepare case studies and share them through our membership of the Eastern Highways Alliance Benchmarking Group. The Highways Service will also continue to measure and report efficiency of operations annually using Customer Quality Cost methodology.

Area 5: Operational Service Delivery

22. Collaboration is a key element of the Incentive Fund Bid. The Highways Service works collaboratively with our Term Services Provider Ringway Jacobs and their subcontractors. In order to achieve Band 3, the Highways Service is seeking to formalise the mechanism for working in collaboration by working towards accreditation through the nationally recognised Standard ISO 44001.

23. In order to achieve Band 3 the Highways Service must undertake a documented transformation type programme such as a Lean service review or systems thinking on the highway maintenance service or aspect of it. The Service must then implement the findings of the review and regularly monitor progress to document clear evidence of service improvement, efficiency savings and/or improved customer satisfaction achieved through these reviews. The Committee is asked to recommend that the Highways Service undertakes a Service Review that investigates efficiency savings proposals and sets out future funding options for the highways service.

Reason/s for decision

24. The reasons for the decisions set out in this paper is to enable the Highways Service to continue on track to becoming a Band 3 authority, secure Incentive Funding and become a more efficient and resilient service.

Council Priorities

25. The recommendations within this paper will facilitate a more efficient and responsive highways service that provides great resident services and enhances Central Bedfordshire.

Corporate Implications

Legal Implications

26. As the local highway authority Central Bedfordshire Council is responsible for the maintenance and improvement of the public highways within its administrative area under the Highways Act 1980.
27. The report focusses on the five areas that the incentive fund will scrutinise when considering the Council's position in the DfT funding hierarchy. Those areas are "asset management, resilience, customers, benchmarking and efficiency, and operational service delivery"
28. Focused Asset management will allow targeted maintenance and help the Council in its duty to maintain its highway network in a good state of repair. The report explains how this will achieve longer term savings on more structural repairs. A number of other benefits are also identified in paragraph 12 of the report. All of these can be considered by members in reaching a decision on approval of the text.
29. The adoption of drainage systems called Suds that drain the highway will involve cost but the report identifies legal mechanisms under Highway agreements through which a commuted sum can be taken for their longer term maintenance and cleaning.

Equalities Implications

30. 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 nine protected characteristics; age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Highways Asset Management Policy and

associated documentation will ensure that due regard is given to the requirements of equality legislation.

Financial and Risk Implications

31. The Incentive Fund Bid for 2017/18 was submitted in January 2017, Central Bedfordshire Council is currently Band 2; this means that for 2017/18 the Highways Service will only receive 90% of our share of the incentive fund. If we do not move up to Band 3 in 2018/19 the Highways Service will only receive 70% of our share of the incentive fund, a loss of £224,000. The MTFP for 2018/19 and 2019/20 assumes the Highways Service will remain at Band 2. The effect over the next three years of remaining at Band 2 is set out in Table 2 (repeated from earlier in the paper) and would equal a total loss of £1,120,000.

Table 2: Future Incentive Fund Share based on Banding

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Total available for Band 2	£4.109m	£3.960m	£3.810m
Total available for Band 3	£4.333m	£4.333m	£4.333m

Next Steps

Event	Date
Prepare Highways Asset Management Policy and Strategy and supporting documents	26/05/17- 17/07/17
Executive – adopt Highways Asset Management Policy and Strategy and supporting documents	01/08/17
Public consultation on Resilient Network	02/08/17-27/09/17
Executive- adopt Resilient Network	05/12/17
Submit Incentive Fund Bid	January 2018

Appendices

- Appendix A:** Draft Highways Asset Management Policy
- Appendix B:** Extract from the draft ‘Design and Adoption Requirements’ for the adoption of SUDS
- Appendix C:** Highways Areas

Report author:

Jade Jones, Highways Team Leader- Business Support
jade.jones@centralbedfordshire.gov.uk

Draft Highways Asset Management Policy

2017-2022

Highways Asset Management Policy for Central Bedfordshire

The local highway network is the largest and most visible community asset for which local authorities are responsible. It is used daily by the majority of residents and those passing through Central Bedfordshire and is fundamental to the economic, social and environmental wellbeing of the community. It helps to shape the character and quality of the local areas that it serves and makes an important contribution to wider local authority priorities, including regeneration, social inclusion, community safety and health.

The current gross replacement value of Central Bedfordshire's highway network and associated assets is approximately £1.6 billion. As such the council places a high significance on the highway infrastructure and the long term investment in its management, development and maintenance.

How this is achieved is set out in Central Bedfordshire's Highways Asset Management Strategy. This strategy takes into account current and projected financial pressures and explains how available funds and resources should be utilised to maximise their benefit.

Central Bedfordshire Council recognises the vital role played by the local highway network in supporting the authority's vision and its strategic priorities. Therefore, how we invest is critical to achieving the best use of the available funding and resources; to deliver the right outcome for our customers and secure the optimum lifecycle and condition of the assets. Our primary focus will be on achieving the following outcomes:

Outcome 1: Deliver Great Highways Services

We will continue to be a high performing authority that is results focused and uses its resources well, investing in the right treatment at the right time to secure a long term sustainable future for the highway infrastructure for the authority. We contribute to the achievement of the outcomes and priorities, outlined in Central Bedfordshire Council's Five Year Plan. We will support the development of an effective and safe transport system that helps facilitate a high quality of life, by meeting the needs of the individual, whilst remaining responsive to the changing needs of businesses and the local economy. Our approach ensures that the condition and performance of our highway assets are enhanced and monitored, in order to help optimise planned maintenance programmes.

Outcome 2: Create Stronger Communities

We will adopt an effective Asset Management approach that will ensure that the highway infrastructure assets support the delivery of services and the local economy, taking into account the long term performance of the asset. Local communities will benefit from the positive effects of investment. We will endeavour to integrate new and existing communities where development takes place and provide an integrated transport system that maximises value to the community and minimizes negative environmental impacts.

Outcome 3: Become A More Efficient and Responsive Highways Service

We will make the best use of resources available to us to provide the optimum levels of planned maintenance activities over the lifecycle of all asset types. This will allow the effective coordination of works to reduce road closures and their impacts, as well as providing maximum network availability and reliability. We will treat people as individuals who matter to us, providing timely responses explaining what we do and why. Working closely with our partners and stakeholders to deliver an efficient and responsive service.



A great place to live and work

Contact us...

by telephone: 0300 300 8000

by email: customer.services@centralbedfordshire.gov.uk

on the web: www.centralbedfordshire.gov.uk

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

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Appendix B – Extract from the draft ‘Design and Adoption Requirements’ for the adoption of SuDS

General Adoption Criteria for SuDS

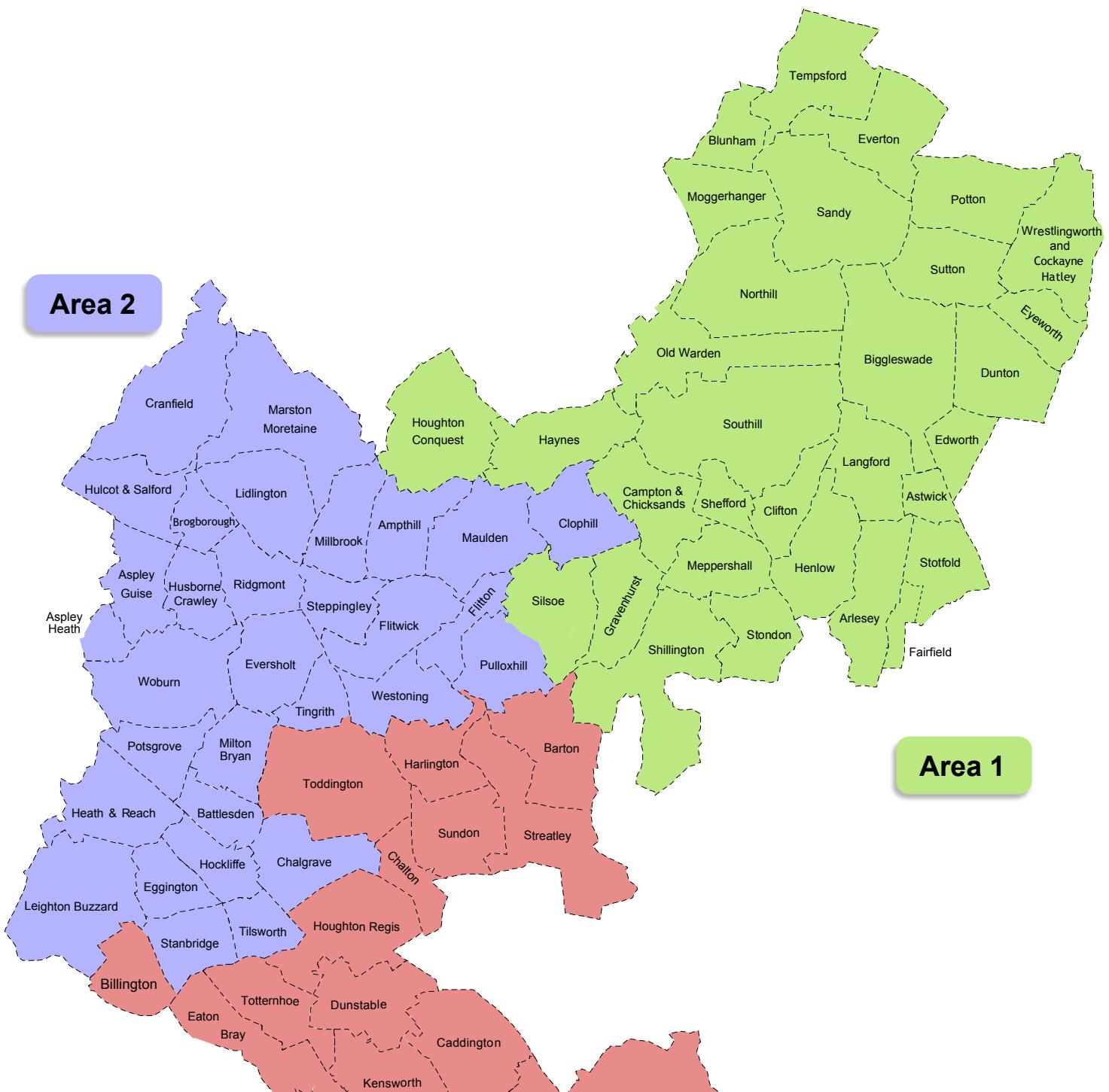
SuDS to be adopted by CBC Highways will be required to meet the following minimum criteria. This may be subject to change as the project develops, however should be used by the committee for context.

The Highway Authority shall consider the adoption of SuDS where these:

- Drain the highway only and can be reasonably incorporated into the highway.
- Are robust, well designed and of a good standard that the Council has approved.
- Are designed for simple maintenance, with the required maintenance activities clearly set out, and adequate access for maintenance provided.
- Allow for any specialist or bespoke inspection and maintenance activities to be undertaken.
- Are free of statutory services and ducting (as this can interfere with their operation and could cause issue if the service companies need to dig them out and do not replace like for like).
- Will remain safe to remain open to the public during up to and including the 1 in 100 year storm event. Calculations must include an allowance for climate change and, where required, urban creep.
- Provide the appropriate level of water treatment.
- Are constructed as designed and perform as intended, and the Council as the adopting authority shall be provided the opportunity to approve and inspect drainage design (and therefore we would not include any retrospective adoption).
- Meet the requirement of that SuDS type (i.e. site specific retention, conveyancing times required etc. as calculated by the design engineers) and the drainage scheme for the development as a whole is acceptable in terms of surface water management.
- The development served by the road is acceptable in all other highways and transportation respects, as approved by CBC.

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Highway Areas



Area 3

Area 1	Custodian	Nick Carofalo	07392 287083
	Principal Highways Officer	John Chandler	07392 287036
	Rights of Way Officer	Drew Gwillam	0300 300 6544
	Tree Officer	James Coggins	0300 300 4077
Area 2	Custodian	TBC	
	Principal Highways Officer	Rob Porter	07392 287119
	Rights of Way Officer	Rick Thompson	0300 300 6113
	Tree Officer	Mike Crawshaw	0300 300 6040
Area 3	Custodian	Jill Cross	07392 287111
	Principal Highways Officer	Emma Kines & Rick Thompson	07392 287084 0300 300 6113
	Rights of Way Officer	Michelle Flynn	0300 300 6072
	Tree Officer	TBC	

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Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Thursday, 25 May 2017

Review of the 2011 Preliminary Flood Risk Assessment (PFRA)

Advising Officers:

Director - Jason Longhurst, Director of Regeneration and Business Support.
Email: Jason.Longhurst@centralbedfordshire.gov.uk / Tel: 0300 300 4005

Lead Officer - Peter Keates, Head of Development & Regulation.
Email: Peter.Keates@centralbedfordshire.gov.uk / Tel: 0300 300 4380

This report relates to a Key Issue

Purpose of this report

1. To ensure Central Bedfordshire Council is satisfied it has met its statutory requirements under regulation 14(3) of the Flood Risk Regulations 2009.
2. To ensure the Council's assessment and review of Flood Risk Areas previously identified in 2011 is appropriate.

RECOMMENDATIONS

The Committee is asked to:

1. Note and endorse the proposed review of the 2011 Preliminary Flood Risk Assessment.
2. Recommend the Executive committee support the 2017 review so it may then be submitted to the Environment Agency by the statutory deadline 22 June 2017.

Overview and Scrutiny Comments/Recommendations

1. The item is to go to Overview and Scrutiny Committee and the Executive Committee.

Issues

Background to the requirement

1. The Flood Risk Regulations 2009 require that Preliminary Flood Risk Assessments (PFRAAs) are reviewed and updated every six years.
2. In summary, the PFRA is a high level screening exercise that involves collecting information on past (historic) and future (potential) floods, assembling this into a report, and using it to identify areas with an increased risk of flooding from local sources. These areas are known as 'Flood Risk Areas'.
3. Local sources of flooding are defined by the Flood and Water Management Act 2010 as surface water, ordinary watercourses and ground water. Under the Act, the management of local sources at a strategic level is the responsibility of the Council as Lead Local Flood Authority for its area.
4. Central Bedfordshire Council (CBC) undertook the first PFRA in 2011 in partnership with the Internal Drainage Board, Milton Keynes Council and Bedford Borough Council. No Flood Risk Areas were identified as part of the 2011 exercise.
5. The Council is now required to complete its first review of the PFRA by 22 June 2017. This is a statutory duty imposed on all upper tier and unitary authorities.
6. The review has been undertaken using a standard self-assessment form provided by the Environment Agency, it is not necessary for the Council to revise or write a new PFRA report subsequent to completing this form. The form is currently being finalised for final approval by the Executive committee, however main findings are presented with this report.
7. The Environment Agency must review all PFRA updates to ensure these meet the European reporting requirements, and is responsible for reporting relevant information to the European Commission by 22 December 2017.
8. DEFRA has been explicit that the United Kingdom's proposed exit from the EU will not alter the requirement to review PFRAAs by 22 June 2017, as the UK will still be a full member of the EU at that point. The Flood Risk Regulations are also part of English legislation and still stand until and unless they are removed or changed after an EU exit.
9. The PFRA is a strategic document intended to co-ordinate a national approach to flood risk by prioritising areas for further examination. The information in the PFRA is not suitable to assess risk to individual properties and should not be used for insurance or other valuation purposes.

Overview of the findings of the 2011 PFRA

10. The 2011 PFRA analysed local and nationally available data to:
 - Describe past floods and the potential for harmful consequences of future floods (from surface water, groundwater and ordinary watercourses).
 - Determine if there was significant flood risk within Central Bedfordshire, any area where 30,000 people or more were identified at risk from surface water flooding was to be identified as a Flood Risk Area.
11. No Flood Risk Areas were identified in 2011 within Central Bedfordshire Council, Bedford Borough or Milton Keynes. The report did identify a high risk of flooding from local sources across Central Bedfordshire, particularly from surface water.
12. Based on national surface water modelling, approximately 10,000 properties across Central Bedfordshire were estimated, at the time, to be at risk from flooding to a depth of 0.3m during a rainfall event with a 1 in 200 annual chance of occurring.
13. The outcomes of the 2011 PFRA informed the Council's Local Flood Risk Management Strategy, adopted 2014. The Strategy identifies areas of high, medium and low flood risk at the Parish level and uses this categorisation to make recommendations and target actions to reduce risk.

Main findings of the 2017 PFRA review

14. The criteria to determine a Flood Risk Area has changed since the 2011 exercise, set out in the 2017 guidance note¹. In summary, the threshold to trigger a Flood Risk Area has been lowered for the 2017 review.
15. The Environment Agency has provided a set of 'indicative Flood Risk Areas' for local authorities to agree, propose amendments or challenge based on their local knowledge of flood risk in the area.
16. Two types of indicative Flood Risk Areas have been identified, these are:
 - Clusters: the Environment Agency divided the country into 1 km squares and used national surface water mapping to identify any square which exceeded the criteria for significant risk (i.e. 200 or more properties at risk of surface water flooding from a rainfall event with a 1 in 100 chance of occurring in any one year). An indicative Flood Risk Area is then formed wherever, within a 3x3 km square grid, there are at least 5 squares that meet the criteria. Multiple grids that meet this requirement will often overlap, in this case overlapping grids are

¹ Review of preliminary flood risk assessments (Flood Risk Regulations 2009): guidance for lead local flood authorities in England' (January 2017).

unified to form a larger cluster. All clusters, large and small are identified as indicative Flood Risk Areas.

- Communities at Risk: indicative Flood Risk Areas are identified wherever there are 3,000 or more reportable properties (residential and non-residential) at risk within a built-up area (BUA) or built-up area sub-division (BUASD) as defined by the Office for National Statistics.
17. Guidance states that where there is overlap between the two methodologies, the indicative Flood Risk Area is the total extent of the two areas combined.
18. One indicative Flood Risk Area has been identified in Central Bedfordshire by the Environment Agency, see Figure 1. This area is made up of areas identified using the cluster methodology and the communities at risk methodology.
19. Following an assessment of the indicative Flood Risk Area in light of local knowledge, CBC is proposing a minor amendment to the outline of the Flood Risk Area. This approach is set out in detail below.

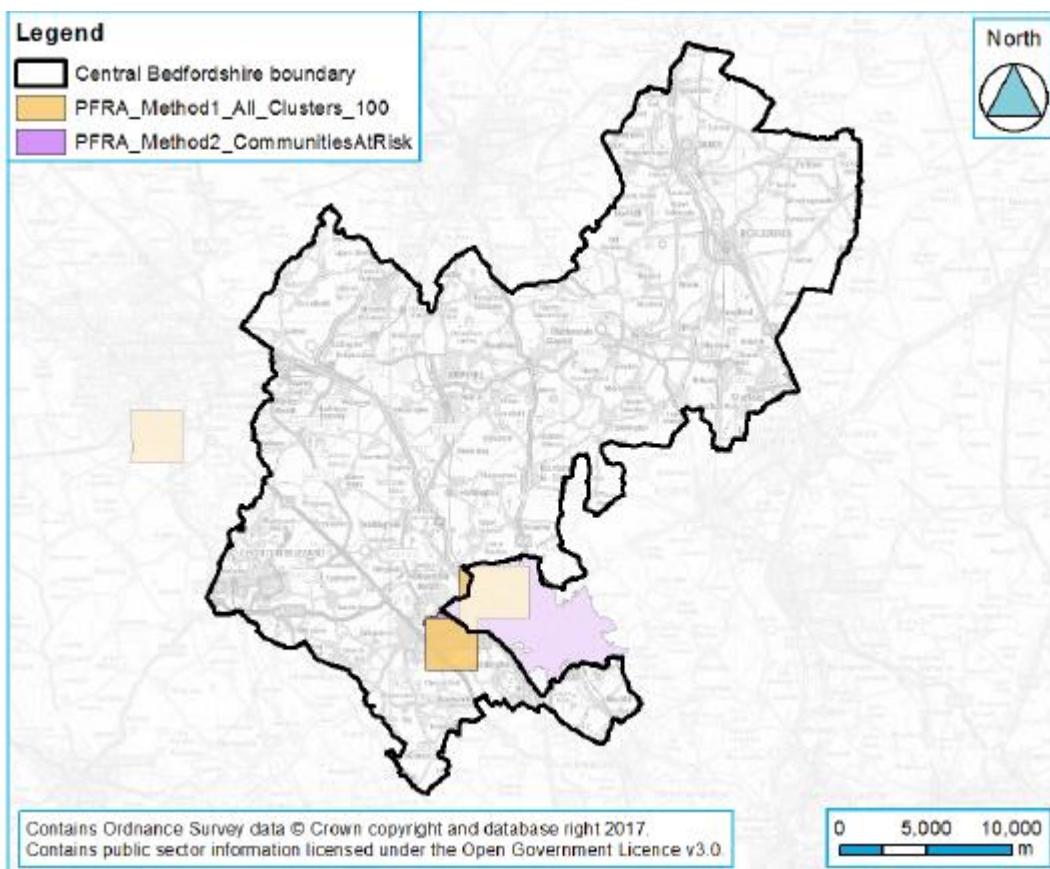


Figure 1 Indicative Flood Risk Area in Central Bedfordshire

Proposed amendments to the indicative Flood Risk Area

20. It is evident that there are areas of the indicative Flood Risk Area that only fall marginally within the Central Bedfordshire boundary (shaded red in Figure 2). The communities at risk methodology does not show these areas to be at risk and instead shows the risk to follow and fall within the Luton Borough Council administrative boundary. It is therefore proposed to remove these areas (shaded in red in Figure 2).
21. The Flood Risk Area then partially covers the parishes listed below.
- Chalton
 - Houghton Regis
 - Kensworth
 - Dunstable
 - Caddington
22. None of the above parishes were identified through the development of the Council's Local Flood Risk Management Strategy as high risk. However, flooding in Dunstable in June 2016 did trigger a formal investigation by CBC as the Lead Local Flood Authority under the Flood and Water Management Act 2010. This was due to a number of properties and critical infrastructure affected by surface water flooding.
23. It therefore recommended that the indicative Flood Risk Area is modified to exclude all parish boundaries apart from Dunstable i.e. exclude areas shaded red and orange within Figure 2.

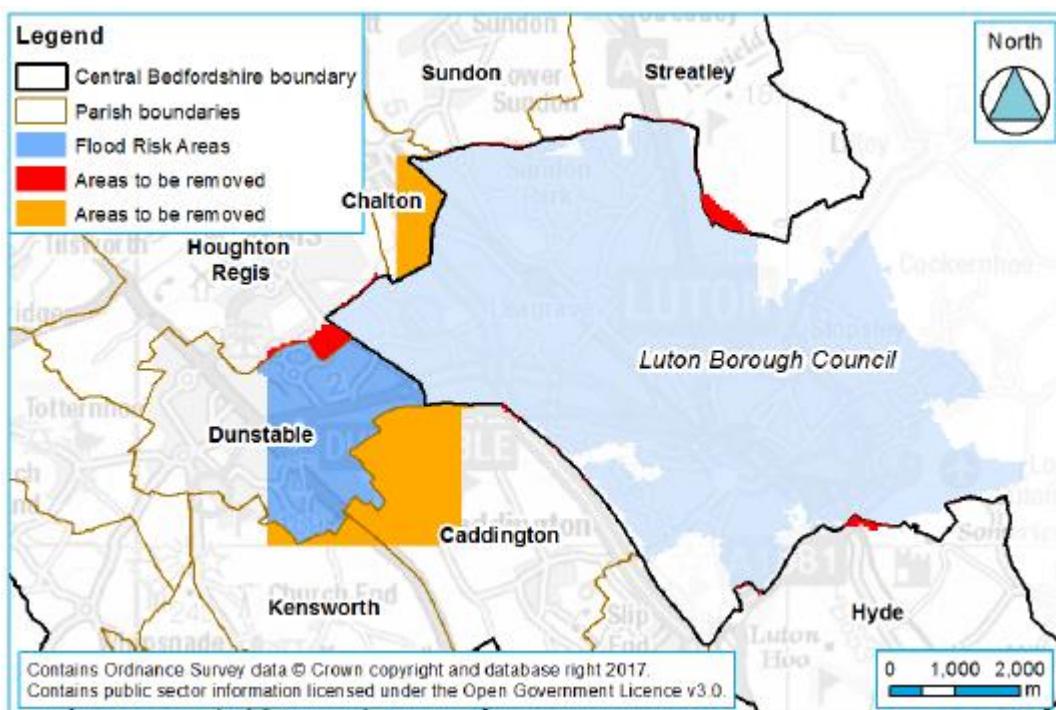


Figure 2 Areas to be removed from the indicative Flood Risk Area

24. The locations where flooding occurred in Dunstable in June 2016, as reported in the Council's published investigation report, are summarised on Figure 3. It is proposed the Flood Risk Area be extended to cover the whole of the Dunstable parish as indicated by the shaded green area in Figure 3, based on the Council's local knowledge of flood risk. This will ensure a more holistic approach to the management of flood risk going forward and best represent flood risk identified at the national and local scales.
25. The proposed modified Flood Risk Area is shown in Figure 3. CBC is in the process of consulting with the Environment Agency and Luton Borough Council on the outcomes of its draft review and a final agreed Flood Risk Area will be presented to the Executive Committee for approval.

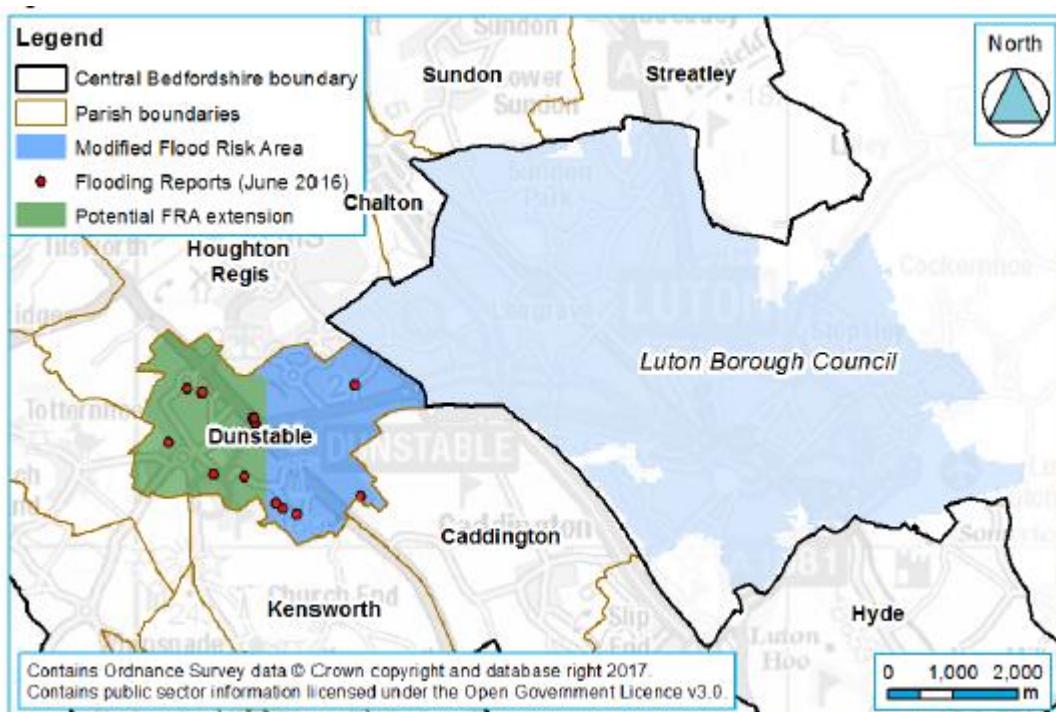


Figure 3 Modified Flood Risk Area within Central Bedfordshire area

Implications of the 2017 PFRA review going forward

26. For any Flood Risk Area identified in the 2017 review, the Council will have a statutory duty to prepare the following, in partnership with the Environment Agency:
- 'Flood Hazard and Risk Maps' by December 2019.
 - A 'Flood Risk Management Plan' (FRMP) by December 2021, setting out measures for the Flood Risk Areas for the period 2021-2027.
27. Outside of Flood Risk Areas there is no further requirements upon the Council as a result of the PFRA review.

28. During the first planning cycle, the Environment Agency prepared all maps for all sources of risk and led on preparing a single set of FRMPs at river basin district scale, incorporating local authority measures in many cases. This reduced the burden on local authorities. For the second cycle, the Environment Agency is still considering how to deliver the later mapping and planning phases of the 2017 review.
29. The Environment Agency intend to undertake full consultation with local authorities to agree the approach on how the maps and plans should be prepared for the second cycle, without creating an excessive burden on local authorities.

Other considerations

30. The PFRA is not intended to be used to identify individual properties that may be at risk of flooding or provide details of where and when specific flood risk management works will be undertaken.
31. It is agreed between Risk Management Authorities that the findings of the PFRA are at too high a level to be used on an individual household basis to measure flood risk and therefore should not be used for insurance or other valuation purposes. It should be noted that insurers already have access to historic claims, national mapping and commercial products that they may use to identify surface water flood risk information.
32. The determination of Flood Risk Areas is not intended to identity all flood risks to all properties, but rather to identify some of the largest settlements in the country that may be at local flood risk. Whether a property is in a Flood Risk Area or not is indicative more of the size of the settlement rather than the risk to any particular household. It is also important to remember that Flood Risk Areas only cover local sources of flood risk and not risks of flooding from rivers, the sea or reservoirs.
33. Current planning policy aims to prevent new development from increasing flood risk from surface water and, where reasonably practicable to achieve, to provide flood risk reduction/betterment. The findings of the PFRA do not place any additional burdens on the Council to address surface water flooding from new development beyond that already required by the National Planning Policy Framework (NPPF).
34. The Council as Lead Local Flood Authority is a statutory consultee to the Local Planning Authority on the surface water drainage provisions associated with major development². Planning applications for major developments should be accompanied by a site-specific drainage strategy to demonstrate the drainage scheme proposed complies with national and local policy. There is an expectation within the NPPF that sustainable surface water management is used on minor development as well as

² Under Article 18 of the *Town and Country Planning (Development Management Procedure) (England) 2015 (the Development Management Procedure Order)*

majors. The Lead Local Flood Authority uses local knowledge of flood risk in Central Bedfordshire to target advice provided on minor development applications.

35. Sufficient measures are therefore in place to manage the risks associated from new development in the proposed Flood Risk Area and it is considered that the results of the PFRA review will not place additional burdens on the Local Planning Authority, statutory consultees or planning applicants.

Council Priorities

36. Flood events can have a significant impact on the health, welfare and economic viability of our communities and the environment in which residents live, work and travel. The review will better position the Council to improve the management of the risk of flooding across Central Bedfordshire and in doing so directly contribute towards the Council's priorities, specifically; creating stronger communities and developing a more efficient and responsive Council to the risk and impacts of flooding.

Corporate Implications

37. There are not considered to be any significant Legal, Financial, or Equalities implications.
38. There are not considered to be any additional implications for public health, community safety, sustainability, ICT, or procurement.

Legal Implications

39. The Regulations require the submission of the PFRA review by 22 June 2017. This is a statutory duty imposed upon the Council as Lead Local Flood Authority for its area.

Financial and Risk Implications

40. There should not be any immediate or significant financial implications arising from the PFRA review or identification of Flood Risk Areas within Central Bedfordshire.
41. The Council receives annual grant funding from DEFRA to deliver statutory duties for flood risk management and already has a comprehensive forward plan of actions outlined in its adopted Local Flood Risk Management Strategy to prioritise and guide spending. Any delivery of a strategy, scheme or works to manage flood risk in response to the PFRA review will be considered through the programmed annual review of the Strategy and subsequent investment plan for flood risk management.

42. The PFRA review will provide a robust evidence base to be used by the authority in future bids for external funding to deliver flood risk management solutions, such as the Local Levy raised through the Anglian (Central) Regional Flood and Coastal Committee and the Environment Agency's national Flood Defence Grant in Aid program.
43. Implementation of the Flood Risk Regulations is necessary to comply with the European Floods Directive and the Government would risk considerable infraction penalties in the event of non-compliance. There is a risk to the Council's reputation if it does not complete and submit the PFRA review in accordance with the required timetable. It would also miss a key opportunity to ensure the co-ordinated, prioritised and holistic approach to managing flood risk within Central Bedfordshire.

Equalities Implications

44. There are considered to be no equalities impacts in connection with the review of the PFRA.

Implications for Work Programming

45. Once finalised the review of the PFRA will be taken for re-consideration by the Executive Committee, which will take into account any prior recommendations.

Conclusion and next Steps

46. In summary, the 2017 review conducted by Central Bedfordshire Council will use the self-assessment form provided by the Environment Agency to:
 - Demonstrate that appropriate flood risk data collection and management systems are in place in the area.
 - Summarise the main changes in understanding of risk for the area compared to 2011, and the primary reasons for those changes.
 - Update the statements of flood risk from the original preliminary assessment report to reflect the current understanding of risk for the area.
 - Update the annexes to the original preliminary assessment report to record any significant flood events since 2011 and to capture new information on potential future floods using the updated national data released by the Environment Agency since 2011. Significant flood events are those that have been formally investigated by CBC under Section 19 of the Flood and Water Management Act 2010.
 - Confirm the Flood Risk Areas for the second planning cycle.
 - Populate an addendum template, which will serve to update the preliminary assessment report and shall be published online.
47. The committee is asked to endorse the draft review's findings and recommend this be finalised for approval by Executive so that the 2017

report may be submitted to the Environment Agency in order to fulfil the Council's statutory duty.

48. The Environment Agency will then assess the updated PFRA to check that the requirements of the Flood Risk Regulations have been met to protect against the risk of infraction proceedings and associated fines. The Environment Agency will then report to the European Commission.
49. If the Environment Agency does not agree with any conclusions or proposed changes to an indicative Flood Risk Area, they will discuss this with the Council concerned with a view to seeking consensus. If, however, there is still disagreement, the issue will be referred to the appropriate Regional Flood and Coastal Committee and, if necessary, to the Minister for a final decision. CBC has consulted with the Environment Agency and Luton Borough Council on its proposed minor amendment to the Flood Risk Area within Central Bedfordshire and has received no objections.
50. The 2017 review is the first milestone in the process of developing the next generation of the Flood Hazard and Risk Maps by December 2019 and Flood Risk Management Plans by 2021, in partnership with the Environment Agency. Central Bedfordshire Council will continue to assist the Environment Agency with the development of these, as required by the Flood Risk Regulations.

Appendices

51. There are no appendices attached to this report.
52. See also:
 - The 2011 PFRA Report for Central Bedfordshire (CBC, 2011):
 - [Preliminary Flood Risk Assessment 2011 document](#)
 - [Figure 5.3 - Flood Map for Surface Water in Central Bedfordshire - 1 in 200 Annual Chance](#)
 - [Figure 5.4 - Area Susceptible to Ground Water Flooding in Central Bedfordshire](#)
 - [The Flood Risk Regulations](#) (2009)
 - [The Flood and Water Management Act \(2010\)](#)
 - [The Local Flood Risk Management Strategy](#) (CBC, 2014)
 - [Review of preliminary flood risk assessments \(Flood Risk Regulations 2009\): guidance for lead local flood authorities in England](#) (The Environment Agency, January 2017)

Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

25 May 2017

Work Programme & Executive Forward Plan

Advising Officer: Rebecca Preen Scrutiny Policy Adviser
rebecca.preen@centralbedfordshire.gov.uk

Purpose of this report

The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

RECOMMENDATIONS

The Committee is asked to:

1. Consider and approve the work programme attached, subject to any further amendments it may wish to make;
2. Consider the Executive Forward Plan; and
3. Consider whether it wishes to suggest any further items for the work programme and/or establish any enquiries to assist it in reviewing specific items.

Overview and Scrutiny Work Programme

1. During 2016/17 Members have been invited to share their experiences of the overview and scrutiny process and make suggestions to the Overview and Scrutiny Coordination Panel (OSCP) on future ways of working. This feedback was subsequently considered by the OSCP who resolved to encourage the OSCs to apply the following principles for ways of working:-
 - a. activity be led by the OSCs and residents as well as the Executive Forward Plan;
 - b. more policy development activity be undertaken through the exploration of proposals and principles at the earliest opportunity of commencement of strategy development;
 - c. shorter more focused agendas through prioritisation of items that add value and enable outcomes; and
 - d. create more time for Members outside of formal meetings in addition to providing more opportunity to brief Members informally on some topics.
2. In addition, the OSCP agreed that given the current experience with regard quarterly performance and budget reports a trial should be

undertaken whereby these reports will only be received by the Corporate Resources OSC from April onwards. This trial will enable Members to determine whether this approach provides greater focus on these aspects of scrutiny. All Members will be able to request an item to be added to the agenda of any the OSCs on aspects of budget or performance. The Corporate Resources OSC will also be able to refer matters to the relevant OSC for a 'deep-dive' of any topic if there is a particular concern.

3. The Committee is requested to consider the work programme and the indicated outcomes at **appendix 1** and to amend or add to it as necessary.
4. In considering which items should be added to the work programme Members are encouraged to minimise duplication, focus on those items that have been requested by residents and the committee and to focus on those items where Members can add value.
5. The work programme aims to provide a balance of those items on which the Executive would be grateful for a steer in addition to those items that the Overview and Scrutiny Committee (OSC) wishes to proactively scrutinise.

Overview and Scrutiny Task Forces

6. 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

7. Listed below are those items relating specifically to this Committee's terms of reference contained in the latest version of the Executive Forward Plan. The full Executive Forward Plan can be viewed on the Council's website at the link at the end of this report.

Item	Indicative Exec Meeting date
Review of the 2011 Preliminary Flood Risk Assessment (PFRA)	20 June 2017
Central Bedfordshire Local Plan	20 June 2017
Ivel Valley Quadrant Accommodation Plan	20 June 2017
Flitwick Regeneration	20 June 2017
Planning Enforcement (Recommendations from the Overview and Scrutiny Enquiry)	20 June 2017
Council Responsiveness Response to the Overview and Scrutiny Enquiry	20 June 2017
Revised Policies for Travel Assistance for Children and Pupils Attending School and Post 16 Students	20 June 2017

School Parking Response to the Overview and Scrutiny Enquiry	20 June 2017
Parking Strategy	1 August 2017
Highways Asset Management Plan	1 August 2017
Non Key Decisions	Indicative Exec Meeting date
None at present	

Corporate Implications

8. 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.

Conclusion and next Steps

9. Members are requested to consider and agree the attached work programme, subject to any further amendment/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.

Appendices

Appendix A: Sustainable Communities OSC work programme.

Background Papers

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

<http://centralbeds.moderngov.co.uk/mgListPlans.aspx?RPId=577&RD=0>

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Appendix A – SC OSC Work Programme 2017/18

OSC Date	Report Title	Outcomes we are seeking to achieve
13 July 2017	Local Plan	To receive details and to feed into a public consultation on the Local Plan.
13 July 2017	Parking Strategy	To receive a report regarding proposals in relation to the Parking Strategy.
13 July 2017	Regeneration of Dunstable High Street	To consider the timetable of proposals in relation to the regeneration of Dunstable High Street.
14 September 2017	Leisure Strategy	To receive a report on the updated Leisure strategy for Central Bedfordshire.
14 September 2017	Partnership working with Anglian Water	To receive an update with regards to closer partnership working with Anglian Water on planning applications and to identify other areas within the council which would benefit from a similar approach.
TBC	HMIC report	PCC and Chief Constable invited to discuss the recent HMIC report, the support of vulnerable children and a recent rise in gang related culture in Leighton Buzzard.

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