

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

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The logo for Central Bedfordshire, featuring the text "Central Bedfordshire" in white on a black circular background.

please ask for Rebecca Preen

direct line 0300 300 4193

date 31 August 2017

NOTICE OF MEETING

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Thursday, 14 September 2017 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, P Downing,
Ms A M W Graham, J Kane, Cllr M Liddiard, K C Matthews and R Morris

[Named Substitutes:

Mrs A Barker, C C Gomm, P Hollick, R W Johnstone, I Shingler and
N Warren]

All other Members of the Council - on request

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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 Children's Services Overview and Scrutiny Committee held on 13 July 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 Part 4G 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 Part 4G of the Constitution.

7. **Call-In**

To consider any decision of the Executive referred to this Committee for review in accordance with Part 4D of the Constitution.

8. **Requested Items**

To consider any items referred to the Committee at the request of a Member in accordance with Part 4D of the Constitution.

REPORTS

- | Item | Subject |
|------|--|
| 9 | Executive Members Updates

To receive a brief verbal update from the Executive Member for Community Services and the Executive Member for Regeneration. |
| 10 | Partnership working with Anglian Water

To receive a presentation in relation to partnership working with Anglian Water including information on planning applications, flood risk management and funding to mitigate the ability of drainage to manage excess water. |
| 11 | Parking Strategy

Following the end of the Parking Strategy public consultation, the report sets out a proposal to develop a Parking Strategy for Central Bedfordshire using a phased approach. |
| 12 | Review of the Highways Contract and Performance

To receive a progress update regarding the contract and to address recent performance issues within the service. |
| 13 | Work Programme 2017-18 and Executive Forward Plan

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, 13 July 2017.

PRESENT

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

Cllrs D Bowater
P Downing
Mrs P Everitt
Ms A M W Graham

Cllrs J Kane
K C Matthews
R Morris

Apologies for Absence: Cllrs Cllr M Liddiard

Members in Attendance: Cllrs R D Berry
Mrs S Clark
I Dalgarno
T Nicols
Vice-Chairman of Development Management Committee
Deputy Executive Member for Regeneration
Executive Member for Community Services
Chairman of Licensing Committee

Officers in Attendance: Ms C Frost-Bryant – Interim Local Planning Manager
Mr P Keates – Head of Development and Regulation
Mrs R Preen – Scrutiny Policy Adviser

Others in Attendance 0

SCOSC/17/21 **Members' Interests**

None.

SCOSC/17/22 **Chairman's Announcements and Communications**

The Chairman announced that the item relating to the Local Plan would be received first with the Committee Work Programme being received at the end of the agenda.

SCOSC/17/23 **Petitions**

None.

SCOSC/17/24 Questions, Statements or Deputations

None.

SCOSC/17/25 Call-In

None.

SCOSC/17/26 Requested Items

None.

SCOSC/17/27 Executive Members Updates

The Executive Member for Community Services provided an update in relation to the closure of Dunstable Leisure Centre; the previous contractors were working closely with the new provider to ensure a smooth transition of services and the TUPE of staff. The pothole jet patcher had been deployed, with many hundreds of defects temporarily fixed which had improved conditions, although the recent high temperatures had caused problems with road surfaces. £500k had recently been invested to allow for gully cleaning which was anticipated to take approximately 14 months to complete.

SCOSC/17/28 The Draft Central Bedfordshire Local Plan

The Executive Member for Regeneration provided a summary of a recent speech given by the Secretary of State for Communities and Local Government outlining the Government's position on development and growth; new methods for calculating the number of homes required; and the need for transparency in relation to housing need. There were concerns relating to the complexities around percentage rules and penalties in relation to the five year housing land supply and Members were advised that approximately 50% of local hostile applications were refused on the basis of unsustainability. Councils would shortly be invited to bid for Central Government funding for infrastructure, which was acknowledged as crucial to delivery of the plan.

The Local Planning Manager highlighted key dates and milestones in relation to the timeline for the Local Plan with the pre-submission version as the next key milestone in March 2018. Next steps would be dependent upon on the planning inspectorate's internal timescales and public engagement feedback, with the technical evidence base key to ensuring its success. Members were advised of the strategic issues affecting the plan including the housing need methodology, infrastructure opportunities along the Oxford to Cambridge corridor and the need to maintain a five year housing land supply. The Plan was anticipated to generate an increase in jobs and economic growth, ensuring the enhancement and protection of existing communities, landscape, heritage and environment.

Members were appraised of the approach to development on Green Belt land, with the need to consider sustainable development in order to avoid overcrowding in the north of Central Bedfordshire. Growth location options and principles were outlined, with a clear message that existing settlements would

not be coalesced, with country parks created to provide open spaces. The next key stage was to communicate the draft local plan to residents with details shared on social media and online channels with the aim to reach as wide an audience as possible. All comments received would be analysed in order to shape the next version of the plan, with future community planning events and technical studies undertaken before finalising proposals.

The Chairman highlighted that this meeting provided the Committee the opportunity to discuss the broad area of growth options and feed into the public consultation. In light of the report and presentation Members discussed the following in summary:-

- Confirmation that the area defined on the map as 'star 2' in the Marston Vale area was an employment site.
- That at present there was no substantive growth planned in the vicinity of Junction 12 of the M1 Motorway at Toddington, but there could be some moderate growth identified in the next stage of the plan in common with other large Green Belt villages and towns.
- Members queried the methodology behind the site assessment process and it was clarified that at each stage of the process transparency had been assured in terms of the public consultation. Documents were available setting out the methodology and any parties were welcome to view and comment upon the individual preliminary technical site assessments.
- As part of Regulation 18 all Town and Parish Councils, statutory consultees and a database of over 5000 residents had been notified of the consultation period via a number of channels. There was a fully updated website, extensive media coverage and social media alerts, however some Members sought some further clarification on the process and it was agreed that additional information would be provided via an article in the weekly Member's Information Bulletin.
- Whether the Duty to Cooperate with Luton had been met and whether the final number of homes set out within the report as 7350 had been finalised and agreed. It was confirmed that a Draft Position Statement was being prepared with Luton, Aylesbury Vale District Council and North Herts District Council, which included an undertaking that Central Bedfordshire would consider accommodating this unmet need.
- That the final figures in relation to Luton's unmet need would not be determined until the Council had obtained further clarity on its own housing need, following the publication of the new methodology. The quantum of Luton's unmet need had been established at the Luton Local Plan Examination and the residual figure of 7350 homes had been included within the 20-30K new additional homes figure quoted within the Plan.
- If Luton's unmet need became part of the overall target in the next version of the Plan then the homes could be delivered anywhere within Central Bedfordshire and they would be included as part of the overall number delivered, with homes not specifically allocated for Luton.
- There was a lack of certainty whether any Gypsy and Traveller pitches required to meet Luton's need would have to be delivered within Central Bedfordshire and officers confirmed that the Council's pitch requirement set out in the Draft Local Plan was designed to accommodate the needs specifically identified for Central Bedfordshire.

- Concerns and clarification on the location of the proposed largest quantum of growth.
- Clarification that there were not any strategic scale growth location options in the Leighton Buzzard area due to a lack of suitable sites and already high growth proposed there to the east and south, along with an extant permission for over 7000 homes near Houghton Regis.
- That feedback from residents overwhelmingly supported the need for the delivery of infrastructure alongside additional homes and cynicism that developers would adhere to this.
- Reiteration of the need to safeguard against settlement coalescence and to ensure that best practice in terms of the planning and delivery of new villages was adopted.
- The need to acknowledge the anger displayed by residents towards development options in the Green Belt and on greenfield sites and the desire to maintain and protect the rural character of Central Bedfordshire.
- The importance of Members of the committee reflecting on infrastructure needs when making recommendations.
- The importance of regular liaison with the NHS and CCG partners, sharing proposals and requesting formal responses to help address issues in relation to the pressure on current and future healthcare provision in areas of high growth and ensure the health needs of residents were met.
- Recognising the importance of Neighbourhood Plans in the process and liaising at an early stage with Town and Parish Councils to ensure robust levels of engagement and conformity of proposals.
- Concerns regarding the results of a recent water cycle study, that the Central Bedfordshire region was one of the most arid in the UK and the need to plan appropriately for future water need, working closely with utility companies and promoting the use of grey water processes where appropriate.
- The support of the use of Modern Methods of Construction and eco-housing in future developments, including those owned by the Council, acknowledging the difficulty of securing materials within the supply chain.
- The merits of both individual and multiple Parish Council meetings.
- Clarity around the feasibility study of health hubs linking Marston, Cranfield and Wootton.
- The necessity for all sites to be sustainable and deliverable with the need for developers to meet these criteria before allocation was finalised.
- That information be circulated to Town and Parish Councils at the earliest opportunity and with regularity.
- That sound assumptions had been made in advance of the government's consultation on the method for calculating housing need.
- Members expressed disappointment at the lack of residents attending the Overview and Scrutiny Committee and suggested improved methods of advertising public meetings.
- Whether growth would be better placed within towns as much of the infrastructure was already in place.
- That infrastructure would be financed by government bids and from developer contributions.
- Clarification that 40 hectares of land outlined for industrial use was in fact the Sundon Rail Freight interchange.

- That specifics would only be known at Regulation 19 stage of the process, no sites had yet been allocated and no final decisions had yet been made.
- The need to hold engagement sessions locally in appropriate locations, taking into account reasonable travelling distances.
- The difficulties in Members scrutinising complex technical evidence documents, with a suggestion that individual Ward Members focus on the evidence underpinning their own wards.
- The importance of looking at committed growth areas and the rationale behind the signposting of current proposals.
- That mobile homes were unlikely to make up part of the quantum of growth.
- The benefit to Members of understanding the national capital planning toolkit.

In summary Members expressed a reluctant endorsement of the plan, appreciating the technical evidence base supporting the proposed growth options.

RECOMMENDED that the following views of the Committee be provided to the Executive as part of the consultation process on the Plan:-

- **That all necessary steps be taken to ensure infrastructure be implemented before the commencement of development.**
- **The inclusion of the use of Modern Methods of Construction within the Local Plan supported by updates to the Central Bedfordshire Design Guide.**
- **The inclusion of healthcare provision within the Local Plan.**
- **That the full Committee Minutes be included as part of the response to the public consultation.**
- **To increase the focus on future water retention efficiencies.**
- **To support the non coalescence of existing and future settlements.**

SCOSC/17/29 Work Programme 2017-18 and Executive Forward Plan

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

1. The Parking Enforcement Strategy – September 2017.
2. That concerns relating to the performance of the legal department be considered by Corporate Resources Overview and Scrutiny Committee.

(Note: The meeting commenced at 10.00 a.m. and concluded at 1.00 p.m.)

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Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Thursday, 14 September 2017

Partnership working with Anglian Water

Report of: Cllr Ian Dalgarno
(ian.dalgarno@centralbedfordshire.gov.uk)

Responsible Director(s): Jason Longhurst Director of Regeneration and Business (Jason.longhurst@centralbedfordshire.gov.uk)

This report relates to a decision that is Non-Key

Purpose of this report

1. To provide an update on partnership working arrangements and activities with Anglian Water, including; planning applications, flood risk management and funding to mitigate the ability of drainage to manage excess water.
2. The following report has been written to support and prompt discussion between the Committee and Anglian Water.

RECOMMENDATIONS

The Committee is asked to:

1. Support the recommendations made in this report and to identify further issues or actions arising as a result of this meeting with Anglian Water.

Issues

Involvement in the planning process

1. Water companies are legally obliged under Section 106 of the Water Industry Act 1991 to accept new connections to their existing sewerage infrastructure. This is known as the 'automatic right to connect'. Water companies are not however statutory consultees to the planning process and do not have statutory powers to suggest alternative options or locations for development based on their knowledge of infrastructure capacity and subsequent flood risk.
2. Anglian Water (AW) does voluntarily provide informative comments on foul and surface water proposals for major planning applications, i.e. of 10 or more dwellings or 0.5ha for other uses, to CBC as the Local Planning

Authority. There is no formal process for this and AW relies on CBC sending consultations through for their comments and by checking weekly planning lists.

3. Comments provided by AW are based solely on the feasibility of a site connecting to its system without causing deterioration. They do not normally provide comments on historical or current operational issues such as blockages in a specific area.
4. Where necessary, AW will request the LPA include a foul and/or surface water condition to be attached to a planning permission, i.e. to ensure additional drainage infrastructure is put in place before a connection to its network is made. AW does not have its own powers to apply these conditions directly or to enforce them. If a condition is breached the LPA will take the appropriate enforcement action.
5. At the national scale, AW has expressed it would like the automatic right for developers to connect surface water drainage from new developments to its sewers to be removed. The Lords amendment 110 of the Housing and Planning Bill, which would have enacted this, was recently defeated in the Commons although the Government has promised to review the current legislation. AW has expressed it will “actively seek to engage and make our position heard during the forthcoming review”. Removal of the right to connect would mean development at all scales would have to consider all other potential solutions for surface water drainage before being allowed to connect to the sewer network. This would incentivise developers to consider sustainable drainage systems (known as SuDS) in place of traditional surface water drainage systems, leading to more sustainable development and reduction of the risk of flooding in periods of heavy rainfall.

Outcome of CBC and AW proposal to improve the local planning process

6. AW and CBC met in 2016 to discuss potential improvement to the consultee arrangements outlined above. AW advised it was exploring a number of process and system improvements, these included:
 - The trialing of a software system to enable AW to access submitted and approved planning applications quicker and easier.
 - Improvement of web pages and improving communication channels with residents to improve awareness of the role and remit of Anglian Water in the planning system.
 - Making it easier for Anglian Water customers, developers and their agents to get pre-planning advice.
7. The extent to which the above have been actioned is currently unknown, however, CBC officers have since reported a marked improvement in the quality and detail provided by AW. CBC planning officers should continue to consult AW on all major applications and on any other application where drainage is perceived to be a limiting factor. The possibility of AW doing a training presentation to a group of CBC staff was discussed however this is yet to be delivered.

8. Residents or individuals concerned about the impact of a proposed development in their area are also now able to contact AW and ask they provide comments to the Local Planning Authority on the planning application. Residents/individuals will be made aware of this by CBC as need arises.
9. AW does not cover all of Central Bedfordshire. Thames Water (TW) has responsibilities for a small part of Central Bedfordshire and additional discussions will be required with TW regarding its processes.

Strategic planning

10. As a statutory undertaker AW has a duty under Sections 37 and 94 of the Water Industry Act to extend their services and provide for growth. AW is therefore committed to working with Local and National Government to explore how significant growth can be facilitated locally.
11. AW was formally consulted on CBCs Draft Local Plan, its Sustainability Appraisal Scoping Report and supporting technical evidence. This includes the Water Cycle Strategy and Strategic Flood Risk Assessment, which will inform issues of water supply, water treatment and drainage infrastructure associated with the delivery of growth to 2021.

Flood risk management and partnership working

12. Surface water flooding and sewer flooding are often interlinked meaning partnership working between authorities is crucial. CBC and AW are working together in several locations, most recently as part of studies commissioned for Stotfold and Dunstable. These studies aim to identify and assess the interaction of different drainage systems and subsequent alleviation works that could be implemented to reduce the risk of flooding in the future. AW is a key stakeholder in the delivery of these and other projects including data sharing, hydraulic modelling and review of the feasibility of measures and opportunities for funding of mitigation works by AW.
13. Like CBC, AW record reports of flooding from its sewers and is committed to reducing the number of properties at risk. Residents and/or individuals are therefore encouraged to report flooding from the sewer to AW so it may be logged and investigated further. The relevant authorities cannot investigate and see if there is a solution to flooding if they are not aware of the situation.

Flood risk management funding opportunities

14. AW and CBC are working together to discuss project ideas to inform AWs business case for partnership funding for flood prevention schemes to be delivered in the next Asset Management Period 2020-2025 (known as 'AMP7').
15. CBC has submitted several potential schemes for further consideration by AW for delivery in AMP7, these includes initiatives to reduce the risk of flooding by reducing surface water flows into sewers, enhancing the

resilience of AW assets, and further investigation work that will help to build the case for future investment and mitigation works.

16. AW will only invest in solutions where there is clear demonstrable benefit to its customers and this will dictate which schemes are taken forward.

Council Priorities

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

Recommendations arising from this report

- a. CBC planning officers to consult AW as part of the process for individual planning applications and strategic planning documents where the public sewerage system or other AW asset is concerned, or where there is a known history of flooding from the public sewerage system.
- b. CBC and AW to determine further actions required to improve the planning process, including; quality of AW responses, triggers for consulting AW and opportunity for automatic consultation, and training sessions between CBC and AW staff.
- c. Local flood issues associated with AWs system to be made known to the CBC Flood Risk Management Team so these may be considered for partnership funding under AMP7.
- d. Residents and individuals to be encouraged to report flooding from a public sewer to AW so it may be recorded for further investigation.

Appendices

There are no appendices attached to this report.

Report author

Alys Bishop, Sustainable Drainage Engineer
(alys.bishop@centralbedfordshire.gov.uk)

Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Thursday, 14 September 2017

Parking Strategy

Report of: Cllr Ian Dalgarno
(ian.dalgarno@centralbedfordshire.gov.uk)

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

This report relates to a decision that is Key

Purpose of this report

Following the end of the Parking Strategy public consultation, the report sets out a proposal to develop a Parking Strategy for Central Bedfordshire using a phased approach.

RECOMMENDATIONS

The Committee is asked to:

1. Support the proposal to develop a Parking Strategy for Central Bedfordshire using a phased approach:
 - **Phase One:** Develop and agree a three year Parking Management Strategy (2018- 2021)
 - **Phase Two:** Planning Design Guide Review, Local Plan and LTP (4) completed
 - **Phase Three:** Develop and agree a broader Central Bedfordshire Parking Strategy (2021-2035) aligned to the Local Plan and revised Planning Design Guide

Overview and Scrutiny Comments/Recommendations

The report will be considered at Sustainable Communities Overview and Scrutiny Committee on 14 September 2017

Consultation

2. Central Bedfordshire completed a consultation on developing a Parking Strategy in June 2017. 447 responses were received. The results are set out in Appendix A.
3. The results from the consultation show that there is support for the broad objectives the Council consulted residents about. However direct feedback from comments made by residents during the consultation has highlighted a number of concerns that they want the Council to address including:
 - Schools parking
 - Emergency vehicles access
 - Residents Parking Zones
 - Enforcement of existing restrictions
 - Provide sufficient parking for new developments
 - Free parking – short stay
 - Use green space in residential areas to provide more parking
 - Manage verge parking problem
 - Resolve inconsiderate/obstructive parking
 - Too many disabled bays in car parks
 - Parking charges
 - On street charging for parking
4. Many of these issues are about how we manage parking using an enforcement approach rather than about the longer term planning for parking in Central Bedfordshire.

Area assessments

5. In addition to the consultation area assessments have been carried out for Dunstable, Flitwick, Harlington and Sandy to add to assessments already completed for Biggleswade and Leighton Buzzard.
6. The most recent area assessments have made very similar recommendations for Dunstable, Flitwick and Sandy. For Harlington the assessment sets out that there is sufficient parking at this time.
7. Area assessment for Biggleswade, Leighton Buzzard, Arlesey and Houghton Regis were carried out between 2014 and 2015 and Dunstable had an assessment as part of the Dunstable Town Centre Master Plan in 2010. Appendix B sets out the recommendations/options from the area assessments completed.

Strategy landscape

8. The area assessments identify a range of recommendations and conclusions that helped inform the Councils approach to developing a Council Parking

Strategy for Central Bedfordshire. Whilst it is the case that a strategy is needed it must be developed in a way that ensures it is fully integrated with the draft Local Plan which in turn is supported by the Planning Design Guide (PDG) and Local Transport Plans (LTP).

9. At this time there does appear to be a dis-connect between planning for future parking needs as Central Bedfordshire grows and the operational delivery and management of parking to ensure the effective and safe operation of our roads. That disconnect is also evident between Highways and Parking Enforcement.
10. Although technical aspects of the PDG are currently being reviewed this will not have an impact on the wider planning issues in relation to parking management. A broader PDG review is planned once the Local Plan is agreed.
11. The Council also has 10 published Local Area Transport Plans (LATPs) and a Local Transport Plan (LTP) (3). LTP (3) has a supporting Parking Strategy covering April 2011 to March 2026 within it albeit that the document is marked as a draft and was not adopted. The LATPs are now out of date and currently there is no on-going work to develop a Local Transport Plan (4).
12. Local authorities have a statutory duty to have a LTP and central government has used it as a framework to allocate funding for local transport schemes. When the work on the Parking Strategy began the plan was for it to act as a supporting strategy for the LTP(4). In April 2016 the Executive agreed the development of LTP (4) however work has not progressed to a stage where the LTP(4) provides a strategic framework for a Parking Strategy.
13. To develop a broad parking strategy at this time without key plans and guides in place would potentially lead to a dis-jointed approach that does not truly address or reflect the parking needs for Central Bedfordshire until 2035.

Proposal

14. Without doubt the Council must have a clearly defined Parking Strategy that is integrated with the developing plans and strategies that set out the Councils vision for Central Bedfordshire by 2035. Timings for the Local Plan approval and the broader review of the Planning Design Guide as well as the need to develop LTP (4) do not support the delivery of a Central Bedfordshire Parking Strategy in the immediate future.
15. Developing a broad Parking Strategy ahead of those key decisions and plans would potentially undermine success of our long term aspirations. However at

the same time residents need the Council to provide them with clarity about what we can and cannot do to manage our current parking provision.

16. It is also crucial that we manage our current parking provision effectively and do not promise or agree to deliver parking management schemes that are not affordable, deliverable or effective. The Council must set out where we will enforce and how and also when we want. This will help to inform residents, Councillors and Town and Parish Councils.
17. Resident feedback from the consultation supports the broad objectives the Council consulted on, but it also evidenced that there are some key operational issues that the Council needs to look at. In view of this it is proposed that the Council agrees a revised phased approach to delivering a Parking Strategy for Central Bedfordshire:

Phase One:	Develop and agree a three year Parking Management Strategy (2018- 2021)
Phase Two:	Planning Design Guide Review, Local Plan and LTP (4) completed
Phase Three:	Develop and agree a broader Central Bedfordshire Parking Strategy (2021-2035) aligned to the Local Plan, revised Planning Design Guide and LTP (4)

18. Rationale

- The Parking Strategy must be integrated with key plans and guidance to provide an effective approach
- Key plans and guides that will inform a wider Central Bedfordshire Parking Strategy are being developed/reviewed.
- Residents and internal/external partners need clarity on our local operational approach to managing parking

Town and Parish Councils

19. A number of the Town and Parish Councils have, or are, developing their own local plans which include managing parking. The PMS will set out how the Council will work with Town and Parish Councils on parking issues which will help to manage expectations.
20. In developing the PMS the Council will engage with Town and Parish Councils about the key issues affecting them and how a PMS may support them in developing their own plans for their areas.

Parking Management Strategy (PMS)

21. A PMS will differ from a broader Parking Strategy in that it will be focused on the 'here and now' rather than aspirational planning for future need linked to growth in Central Bedfordshire.
22. The PMS would set out how the Council will manage its roads infrastructure effectively and safely. It will look at current practices and what the Council will do in the short term (3 years). It will be about our delivery at a local level and will look at the issues that concern residents the most, for example verge/kerb parking and level of enforcement.
23. There may be some short term work based on the area assessments recommendations that can be incorporated into the PMS where it links to feedback from the public consultation.
24. As a broader parking strategy develops it may become a supporting document for the strategy.
25. Indicative issues that a PMS would cover are:
 - Enforcement of restrictions on verge and footway parking. The Council has 'tolerated' pavement parking which has meant the issue is now 'chronic' in many streets.
 - Policy guidance setting out when Residents Parking Zones are an appropriate solution and how they will be managed including reviews.
 - Area-based approaches to introducing waiting restrictions. Planning restrictions across an area introducing them on a phased basis as pressures become apparent.
 - Opportunities to create additional off-street parking through change of use of amenity green space to parking (change of use).
 - Management of parking enforcement restrictions and enforcement – ensuring capacity is linked to restrictions and vice versa.

Timescales

26. There are no defined timescales for the review of the PDG or LTP(4) other than the review of the PDG is planned for after the Local Plan is finalised.
27. As the proposed PMS will be drafted as an interim 'stand alone' document it is anticipated that it will be implemented from 1 April 2018.

Corporate Implications

Council Priorities

1. Enhancing Central Bedfordshire:
2. Great resident services

The approach set out in the report will support the growth agenda for Central Bedfordshire through safe, well managed roads and in so doing supports the delivery of services to residents

Legal Implications

3. The Traffic Management Act (TMA)2004. This act was introduced to tackle congestion and disruption on the road network. The TMA places a duty on local authorities to make sure traffic moves freely and quickly on their roads and the roads of nearby authorities.

Financial and Risk Implications

4. There are no direct financial implications in terms of the proposed phased approach. However developing a Parking Management Strategy may identify additional investment in the roads infrastructure that is not currently identified in either revenue or capital budgets.
5. There is already significant pressure from residents, members and Town and Parish Councils to improve our approach to parking management. If the Council does not develop an approach that can be delivered it the Council faces both reputational and financial risk with regard to the councils long term aspirations.

Equalities Implications

6. 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.
7. An 'Equality Impact Assessment Relevance Test' as part of the initial approach to developing the Parking Strategy was completed which showed that there would be no negative impact upon vulnerable groups within our communities at this stage.

8. A full Equalities Impact Assessment of a Parking Management Strategy will be completed if the proposed approach is agreed.

Conclusion and next Steps

Key policies and documents that are needed to developing a broad Parking Strategy for Central Bedfordshire are not in place. The approach outlined in the report suggests a pragmatic approach to delivering an interim strategy to allow time for the wider strategic documents and plans to be completed.

Executive will receive a report in October outlining the proposals for a phased approach to the development of a parking Strategy for Central Bedfordshire.

Appendices

- Appendix A:** Parking Strategy Consultation Results
Appendix B: Area Assessments Summary

Background Papers

None

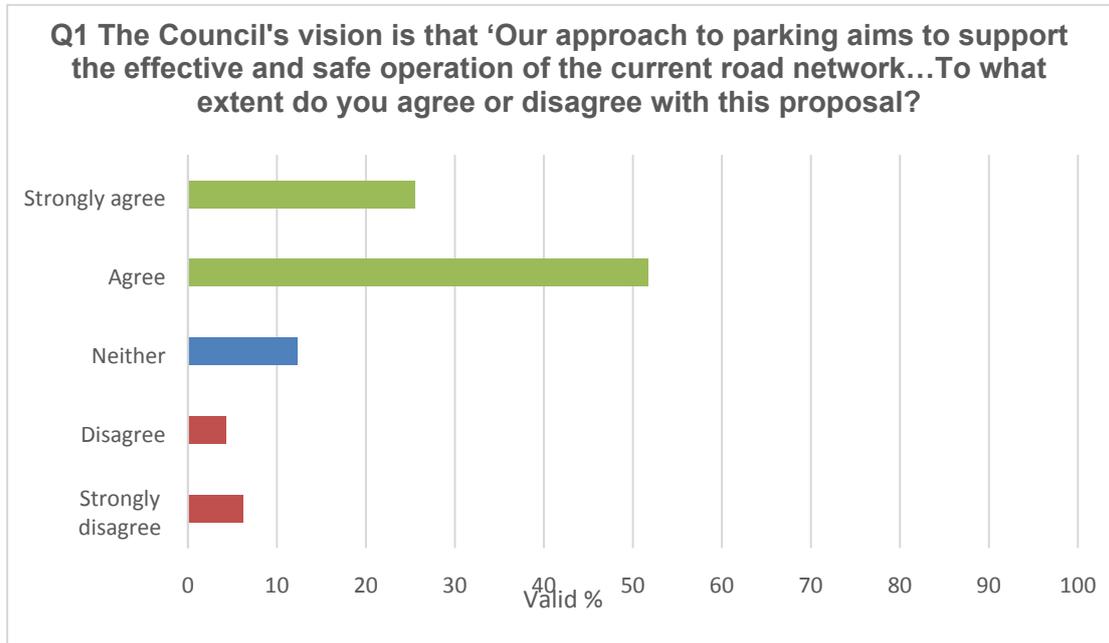
Report author(s):

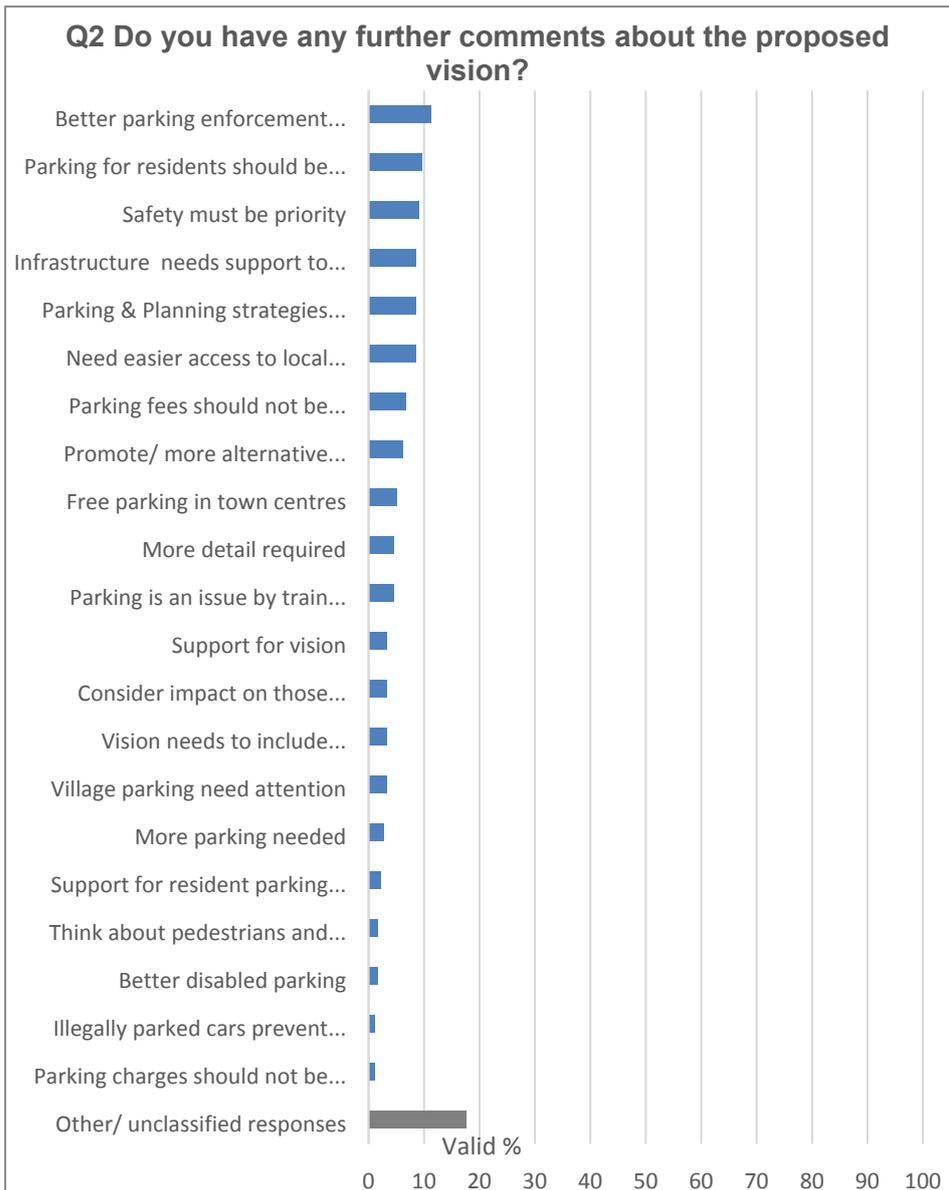
Jeanette Keyte, Head of Community Safety, Parking and Programme.
Jeanette.keyte@centralbedfordshire.gov.uk

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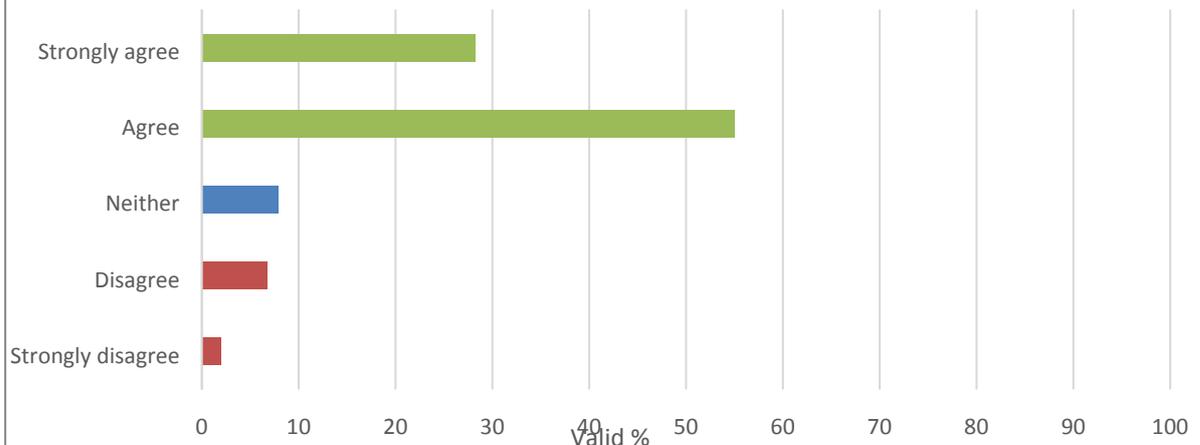
Appendix A

Parking Strategy Consultation Results

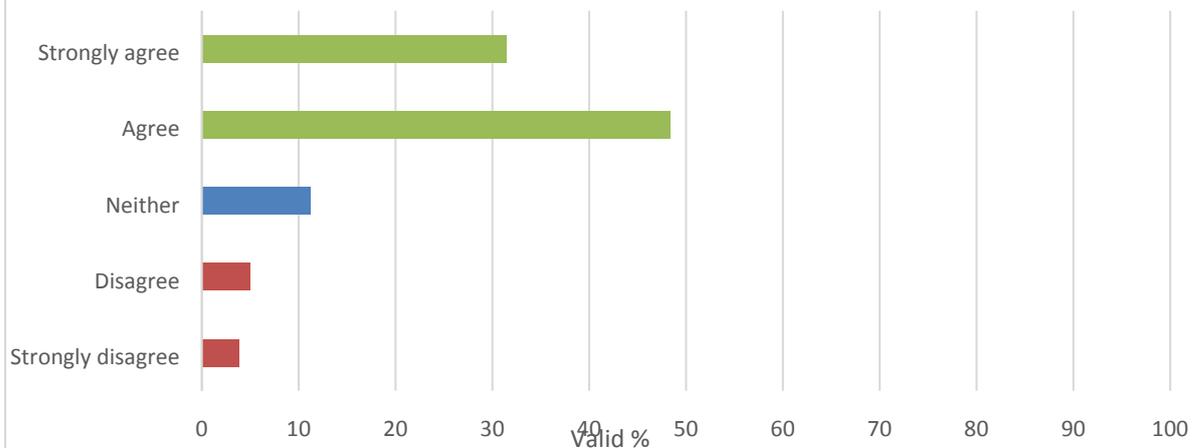


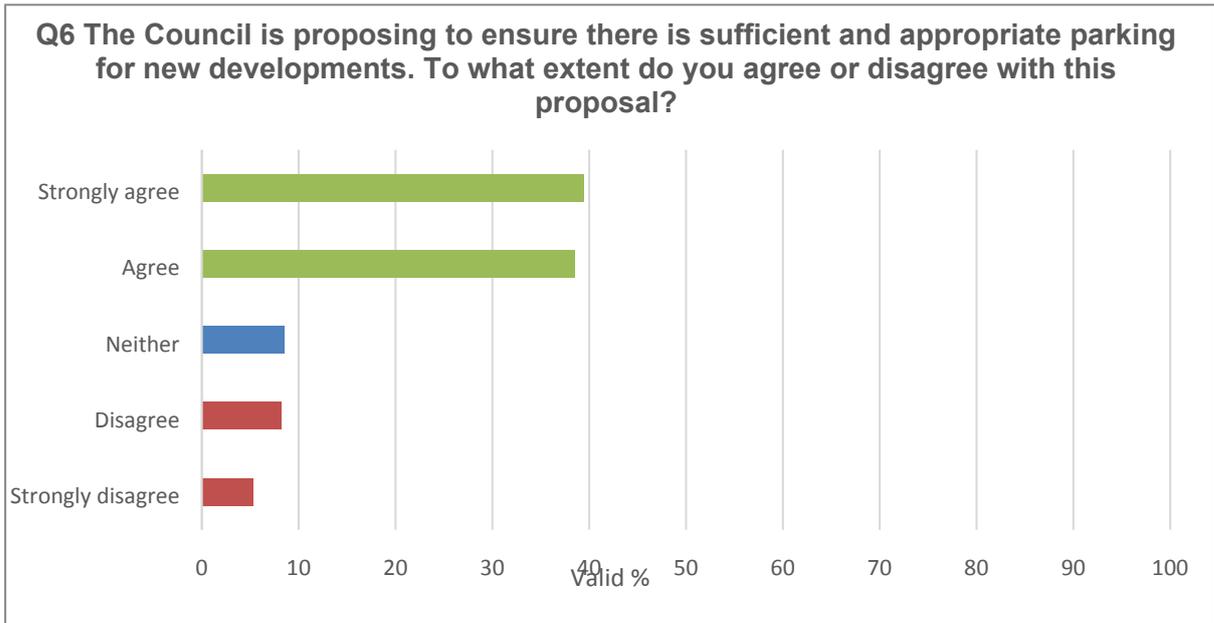
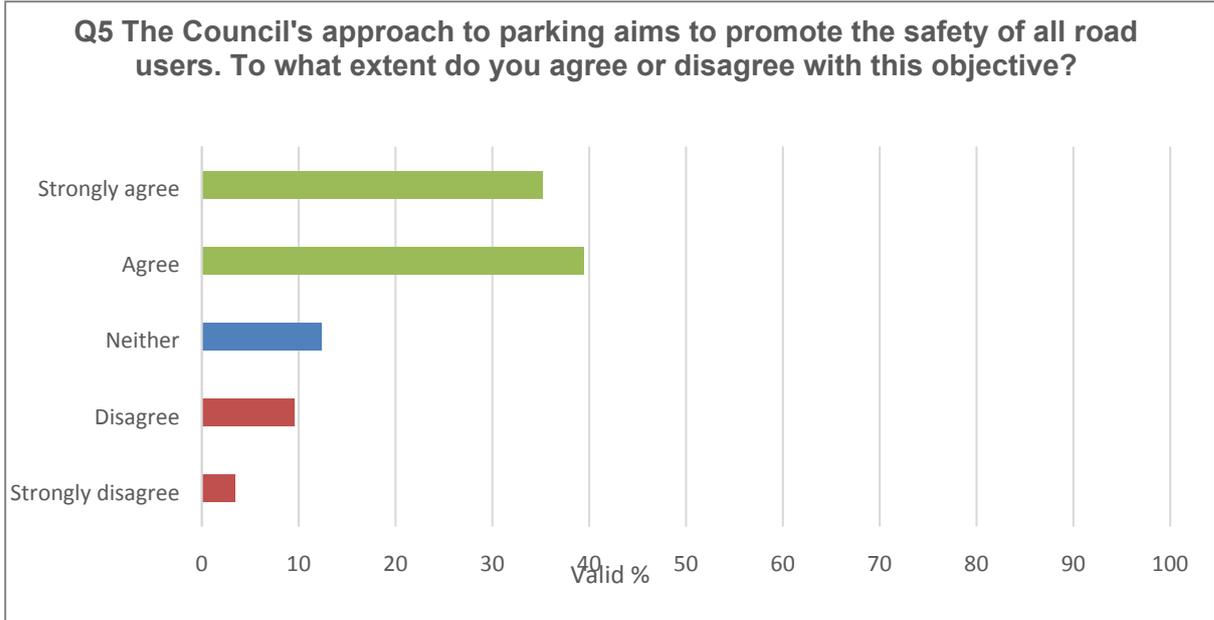


Q3 The Council's approach to parking aims to make Central Bedfordshire and its town centres as accessible to residents, businesses and visitors...To what extent do you agree or disagree with this objective?

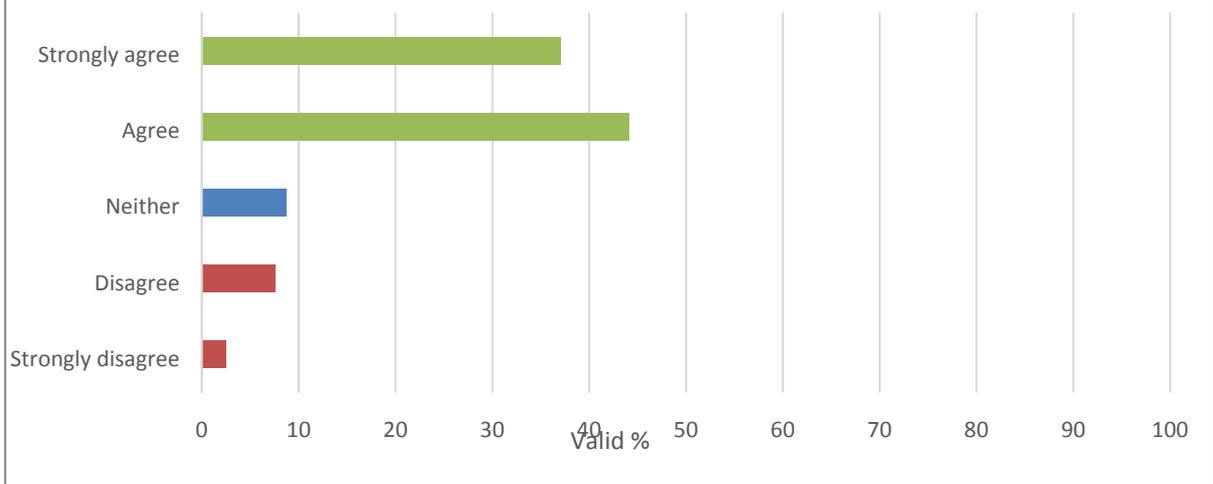


Q4 The Council's approach to parking aims to ensure that parking schemes for residents, businesses and visitors are well managed...To what extent do you agree or disagree with this objective?

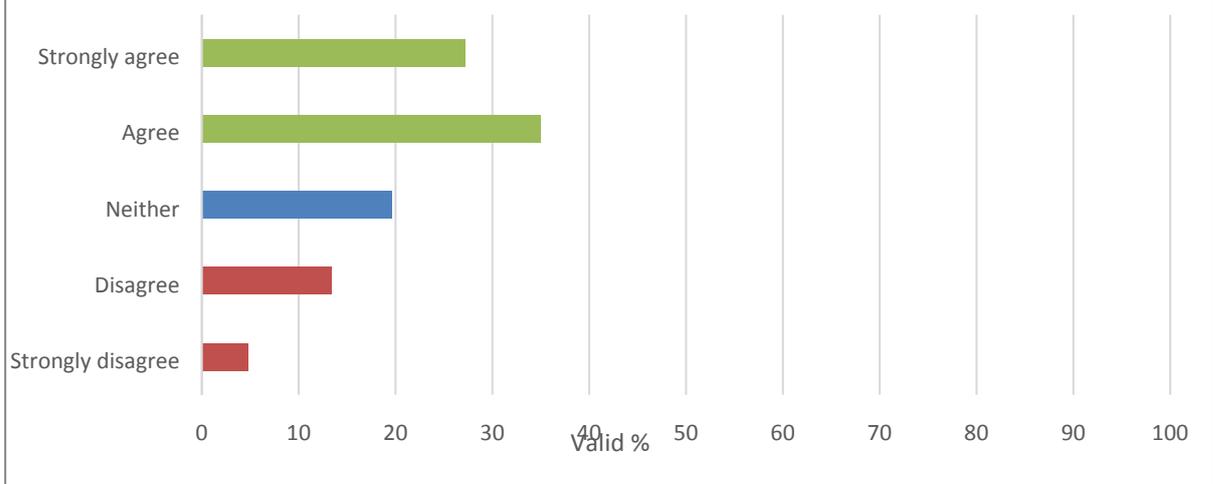




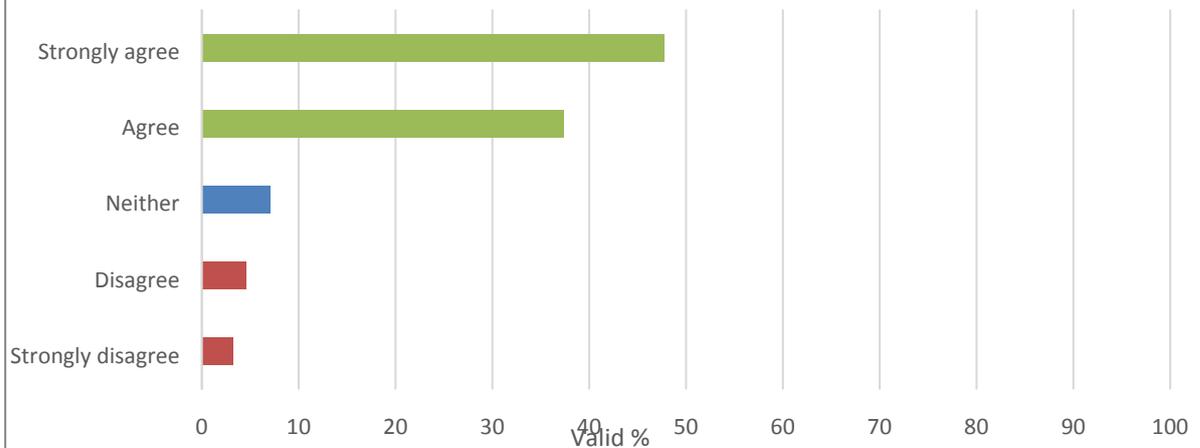
Q7 The Council's approach to parking aims to help ensure our roads are well managed. To what extent do you agree or disagree with this proposal?



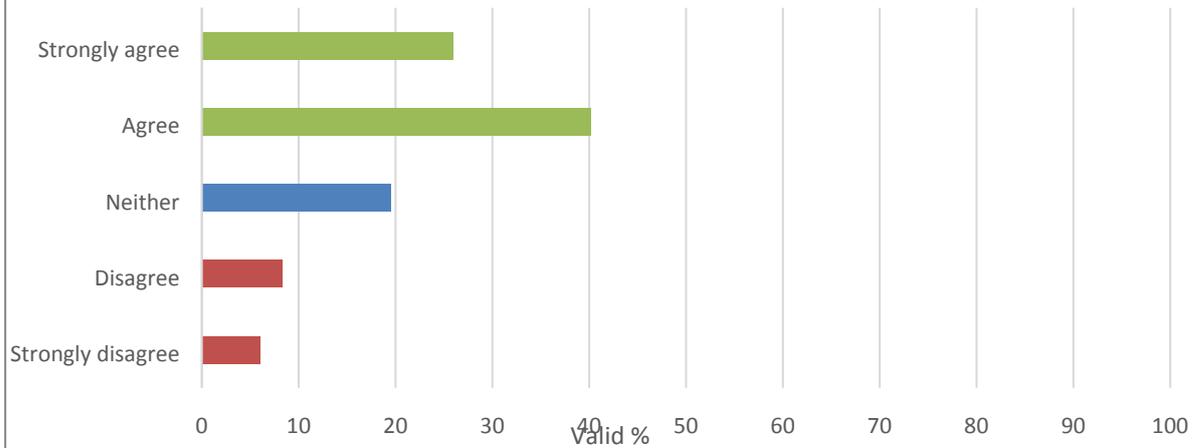
Q8 The Council's approach to parking aims to provide alternative travel choices that are sustainable. To what extent do you agree or disagree with this proposal?



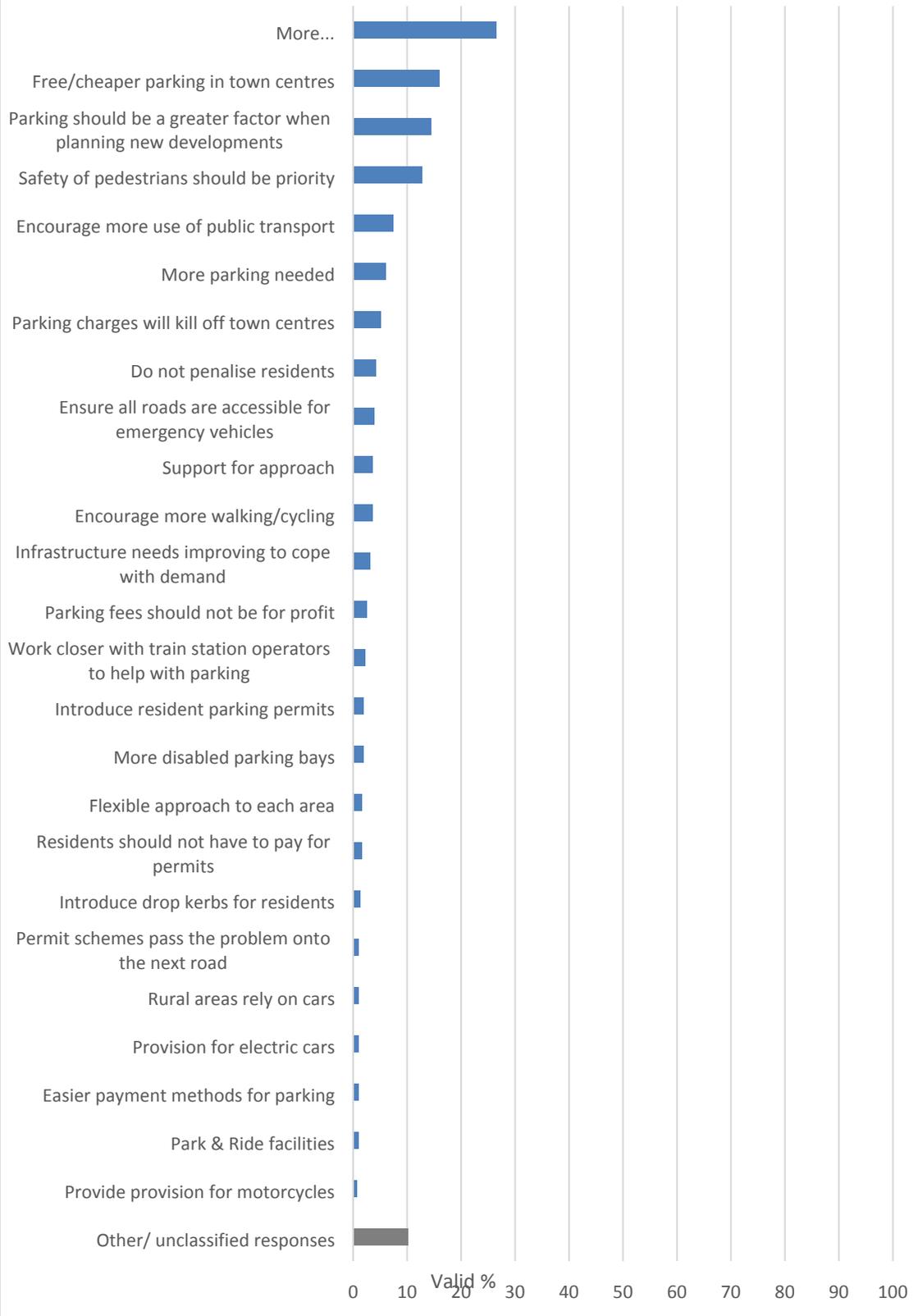
Q9 The Council's approach to parking aims to provide effective enforcement of parking restrictions. To what extent do you agree or disagree with this proposal?

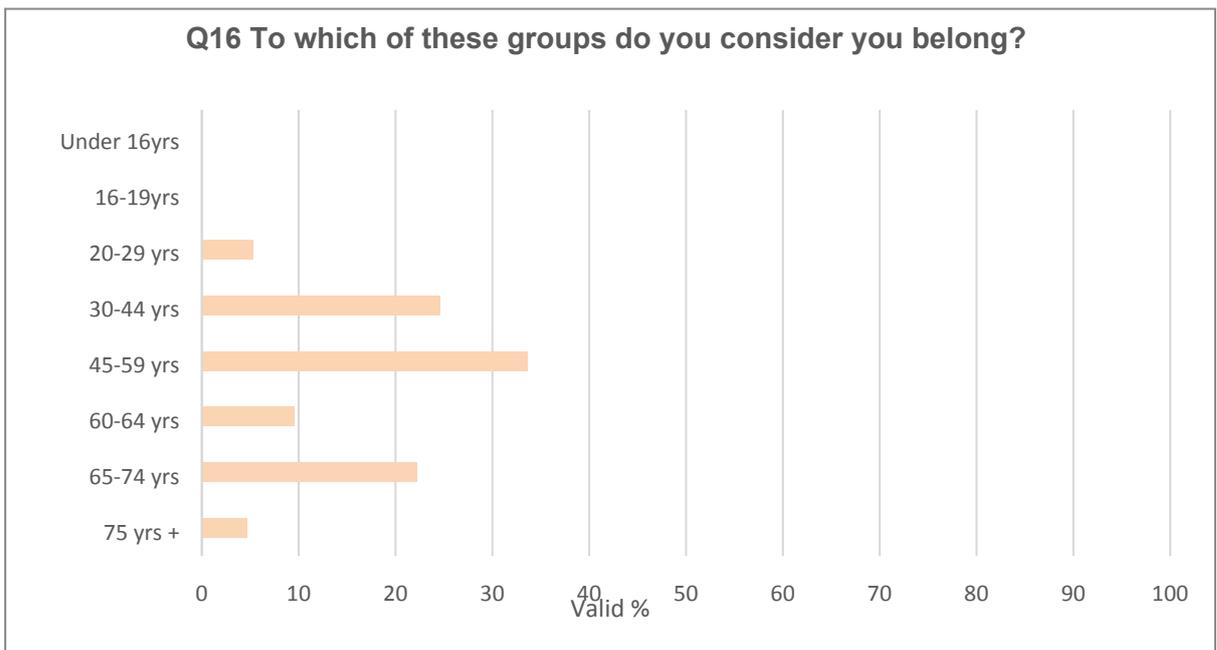
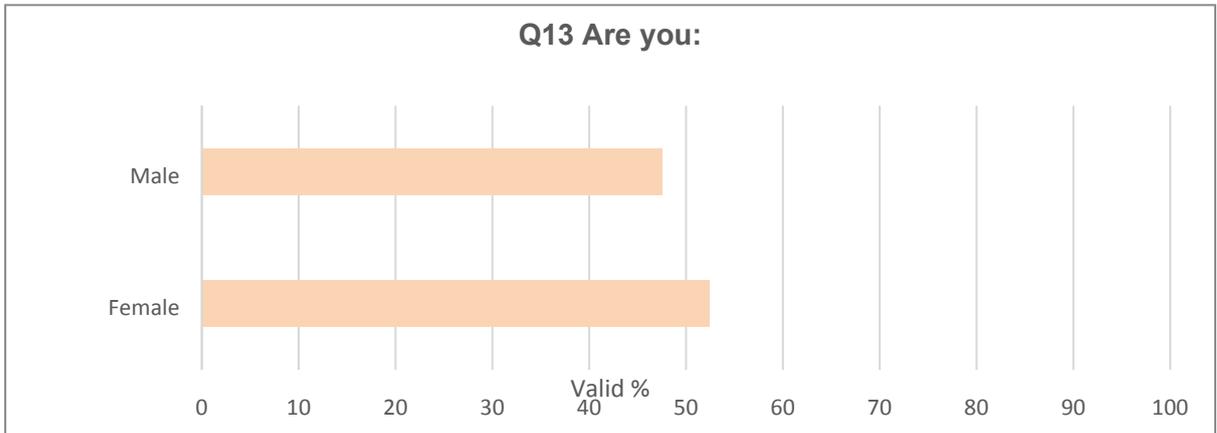
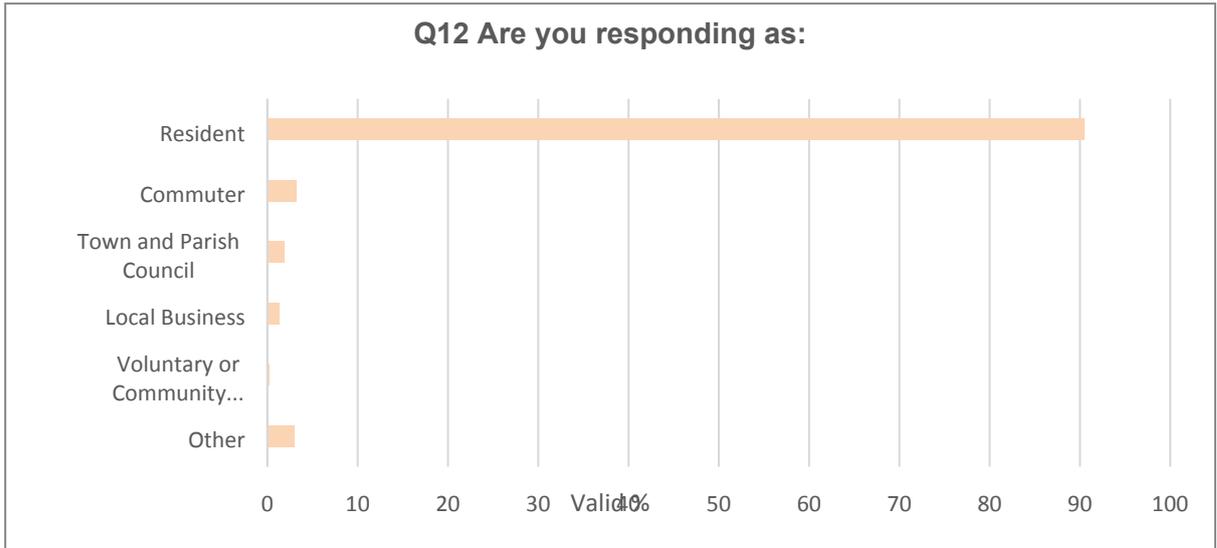


Q10 The Council proposes to work in partnership with other off-street parking providers so that we can provide the best service possible. To what extent do you agree or disagree with this proposal?



Q11 Do you have any further comments regarding our parking approach?





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Appendix B

Central Bedfordshire - Parking Area Assessment Summary

	DOCUMENT TITLE & FILE LOCATION	DATE	OBJECTIVE	GEOGRAPHICAL COVERAGE	REPORT RECOMMENDATIONS/PROPOSALS	COMMENT INCLUDING GAPS
	Dunstable Parking Study - AECOM	October 2010	reviews the existing supply of off-street car parking serving Dunstable Town Centre and sets out the framework for the car parking strategy over the next 15-20 years against the background of the overall vision in terms of the Dunstable Town Centre Masterplan	The study included the following off-street (only) car parks located in the masterplan study area that serve the town centre: Matthew Street; Regent Street; Grove Park; Asda; Ashton Square; St Mary's Gate; Priory Gardens; ALDI; Quadrant Centre.	The study has considered the following: <ul style="list-style-type: none"> Existing parking conditions including a quality audit review Car parking occupancy rates during weekday and weekend market days; Assessment of the car parking proposals for the preferred option; and Initial strategy recommendations for future off-street car parking to serve Dunstable. The report suggests a range of initial strategy recommendations focusing on the role of parking policy, parking control systems, pricing mechanisms, quality of parking stock, spatial arrangement of car parks and disabled parking.	<ul style="list-style-type: none"> Off Street only Tariff information comparison out of date No enforcement recommendations or financial implications No revenue forecast. No on street or residential area assessment No reference to business requirements or loading bays etc
	Biggleswade Parking Study Survey Report – Parsons Brinckerhoff.	August 2013	Assess parking provision & ensure adequate future provision. Understand parking behaviour in Biggleswade.	<ul style="list-style-type: none"> 3 main train station car parks Uncontrolled residential streets Short stay – 4 short stay town centre car parks Town centre – all controlled on-street parking ASDA car park Town centre periphery car parks 	<ul style="list-style-type: none"> Residential areas on street - Parking surveys to determine time periods each vehicle remained parked to determine likely purpose. Short Stay & town centre car parks – survey of vehicles arrival/departure times & assumptions based on times. 	
	Houghton Regis Town Centre Parking Study – Parsons Brinckerhoff	April 2014	Parking surveys outlining how car parking is currently used within Houghton Regis town centre Identifying any current major car parking issues within the town centre Produce report outlining main recommendations with respect to parking demand and supply, parking information and management, law enforcement, parking provision for special needs	<ul style="list-style-type: none"> On street south – covers the uncontrolled residential streets in close proximity to the town centre, on the south side of High Street On street north – covers the uncontrolled residential streets in close proximity to the town centre, on the north side of High Street Off street – includes four off street car parks in the town centre Loading – this beat includes two off street 	The future parking demand has been modelled for 2019 and 2026 in two scenarios: <ol style="list-style-type: none"> Scenario 1 – ‘Do nothing’, which assumes the existing parking space supply and TEMPRO growth applied to the parking demand. Scenario 2 – ‘as Scenario 1 with the following assumptions: <ul style="list-style-type: none"> ‘Staff only’ car parks (Bedford Square and Tithe Farm off-street car park) are used only by valid permit holders. This was obtained from the parking survey. Loading bays (Tithe Farm and The Bedford Square) are used only by genuine delivery vehicles. It is assumed that vehicles, which are not allowed to park at restricted car parks, are displaced elsewhere. It is considered 	<ul style="list-style-type: none"> The report does not take into account commuter parking – which presently isn’t an issue but there could be implications following the enhancement of the LD busway following HR north developments Does not take

			group (disabled, cyclist), sustainability and cost efficiency	loading bays at the town centre <ul style="list-style-type: none"> Morrisson's – includes the Morrison's off street car park only; 	<ul style="list-style-type: none"> that the Morrison's and Co-op car parks offer the most likely car parks that could accommodate displaced vehicles in the future. The Tithe Farm Road and All Saints Church car parks are already used at full capacity hence no additional vehicles could be accommodated. <p>The analysis of future parking supply and demand demonstrated that there is not an overall capacity issue predicted in 2019 and 2026, therefore the strategy recommendations focus on softer measures to improve the usage of car parks across the town. These recommendations include; improved signage & information, stakeholder engagement, improved disability and cycle parking</p>	into account the loss of co-op car park
	Biggleswade Parking Study – Initial Recommendations report. Parsons Brinkerhoff.	March 2015	Assessing the potential impact of a number of different parking strategy options following analysis of the study report including a preferred strategy.	As above	<p>Five key parking strategy options have been assessed in this Report:</p> <p>Option A: Existing Parking Regime</p> <p>Option B: BTC's Proposed Parking Strategy (January 2014)</p> <p>Option C: PB's 'Light Touch'</p> <p>Option D: PB's 'Redistribute and Expand'</p> <p>Option E: A hybrid option combining successful elements of Options A-D, without a car park at Bond's Lane</p> <p>Option F: A hybrid option combining successful elements of Options A-D, with a car park at Bond's Lane.</p> <p>In order to assess the impact of the different parking strategy options, a spreadsheet model was developed. The model predicts the likely displacement of parkers that would occur given the changes to car park restrictions proposed in the parking strategies.</p> <p>For each option, this report contains a detailed description of the list of restrictions and controls, the results of the modelling and a summary of cost estimates and revenue forecasts.</p> <p>The most successful option is identified as the 'recommended' option and a Parking Management Plan included illustrating the proposals.</p>	<p>The report looks at: Commuter impact, violation rates, cost & revenue calculations to assess impact of each recommendation option.</p> <ul style="list-style-type: none"> The report does not assess quality and condition of parking services offered No other known gaps in the strategy, recommendations take into account demand and future growth, with a modelling formula testing the impact financially.
	Leighton Buzzard. Parking Study Final – Parsons Brinkerhoff	March 2015	Assessing the potential impact of a number of	All town centre on and off street facilities.	The report offers three potential scenarios & the impact (including financial) of each option:	As above as the report was conducted by the

			different parking strategy options following analysis of the study report including a preferred strategy		<ol style="list-style-type: none"> 1. Do nothing 2. Low/medium intervention 3. High Intervention with increased parking provision <p>The report also provides revenue implications and predicted future growth requirements.</p>	same consultant as at Biggleswade (Parsons Brinkerhoff). The level of local detail is prominent and very detailed to a local level.	
	Arlesey Parking Study – Amey	August 2015 Incomplete	To analyse current parking patterns in the Church End area of the town and to investigate concerns raised by local residents regarding rail commuters parking on-street.		<p>Three stages to the report;</p> <ol style="list-style-type: none"> 1. Assess the ability of existing on and off street parking provision to meet current needs. 2. Undertaking consultation with residents and commuters to identify and quantify the perceived problems associated with parking. 3. develops possible future parking options and makes recommendations about the future supply and management of on and off-street car parking within Church End. 	<ul style="list-style-type: none"> • Site specific • Cost implications and revenue requirements not clear. 	
<p>In October 2016, WYG were commissioned by Central Bedfordshire Council (CBC) to undertake a study of parking provision within the towns of Dunstable, Flitwick and Sandy and the village of Harlington.</p>	Dunstable - WYG	June 2017			<p>Short Term (2017-2026)</p> <ul style="list-style-type: none"> • Introduce on-street charges • Expand the residents parking permit scheme • Provision of additional parking as part of new cinema complex 	<p>Long Term (2026-35)</p> <ul style="list-style-type: none"> • Provision of new off-street car park 	
	Flitwick - WYG	June 2017			<p>Short Term (2017-2026)</p> <ul style="list-style-type: none"> • Introduce on-street charges • Provide a residents parking permit scheme • Install double yellow lines to compliment the above • Develop Station Interchange • Provision of additional parking as part of Steppingley Road car park redevelopment 	<p>Long Term (2026-35)</p> <ul style="list-style-type: none"> • Review demand and parking issues and consider whether new capacity and/or measures such as Park and Ride are required 	
	Harlington - WYG	June 2017			<p>Short Term (2017-2026)</p> <ul style="list-style-type: none"> • Do nothing 	<p>Long Term (2026-35)</p> <ul style="list-style-type: none"> • Parking restrictions in key locations 	

						<ul style="list-style-type: none"> • Provide additional parking at the station 	
	Sandy - WYG	June 2017			Short Term (2017-2026) <ul style="list-style-type: none"> • Introduce on-street charges • Provide a residents parking permit scheme • Install double yellow lines to compliment the above 	Long Term (2026-35) <ul style="list-style-type: none"> • Provide additional off-street capacity through an additional deck on top of existing station car park or on land to the east of the railway line. • Review impact of East-West rail proposals. 	
	Authority Wide	June 2017			Short Term (2017-2026) <ul style="list-style-type: none"> • Provide sustainable transport alternatives to the car • Ensure active Travel Plans are in place at each station • Introduce dedicated parking bays for sustainable car users 	Long Term (2026-35) <ul style="list-style-type: none"> • Continued review of car parking demand • Continued drive towards modal shift away from the car • Greater self-containment of the authority to reduce parking demands associated with out-commuting 	



integrated expertise

A green circular logo containing the text 'Central Bedfordshire' in white, sans-serif font.

Central
Bedfordshire

Highways Service Improvement Plan

Overview and Scrutiny Committee

14 Sept 2017

Paul Mason – AD Highways

Phil Skegg – Operations Director RJ

Chris Goodacre – Contract Director RJ

Item 1
Page 1

Introduction

- Amey Managing Agent Contract 2005-2016
 - The previous arrangements –
MAC □ Budget responsibility with provider
 - No visibility on how things were done
- New contract aims agreed at Executive on 14th Oct 14
 - Improved customer satisfaction
 - Improved value for money
 - Increased visibility
 - Continue with Asset Management
 - Co-location
- New Term Service Contract with Ringway Jacobs

commenced April 2016

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Current Position

- Pressures

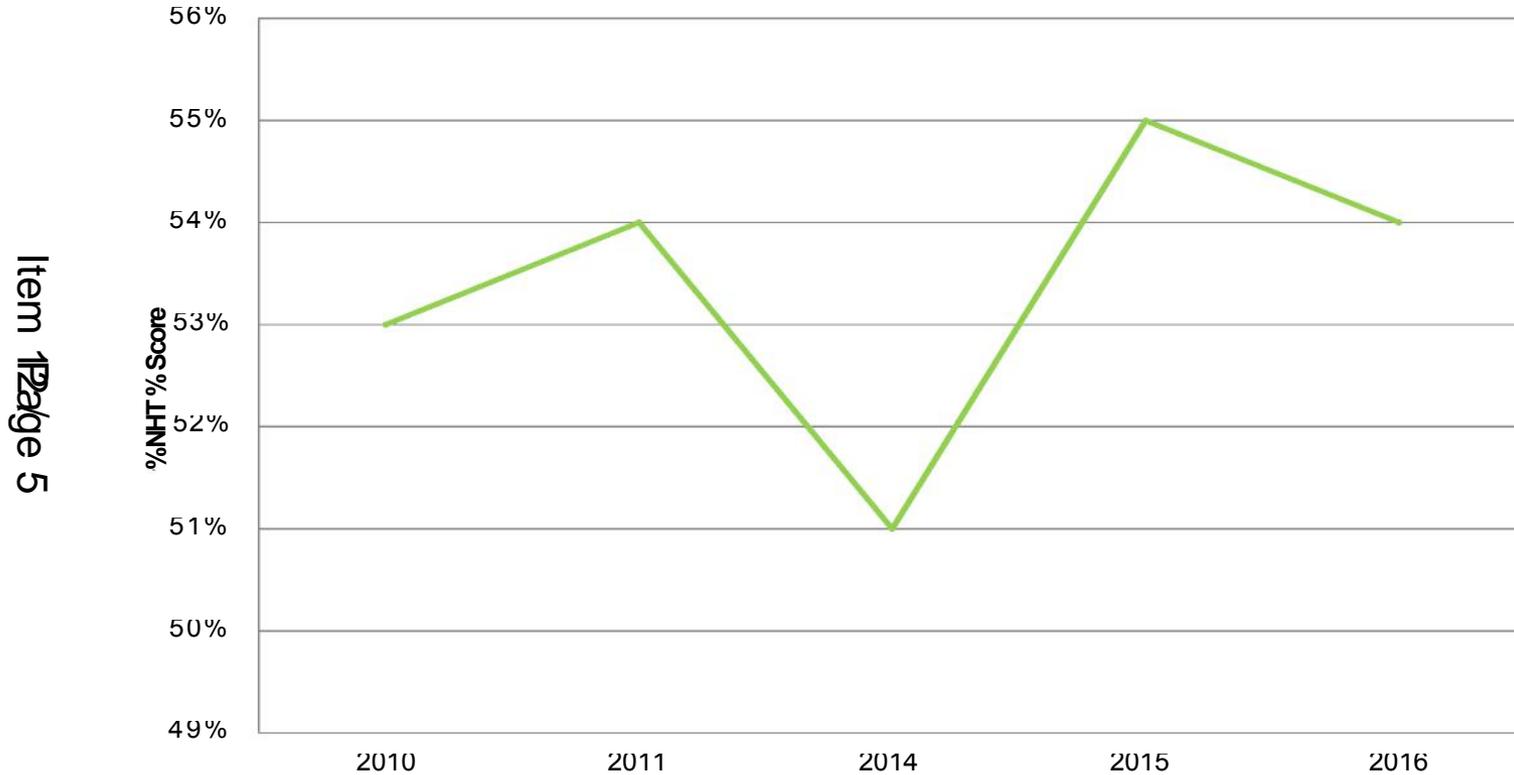
- Bids for Government Funding
- Capacity of the Team
- Council Savings
- Increasing Demand

- Where we are

- Contract been running 17 months
- Highways re-structure completed and live 1st April 2017
- Majority of posts filled now but some churn continues
- Availability of resources

Current Position- Aims

NHT Score



Current Position- Aims

- Value for Money

- Budget reductions between 15/16 (last year of MAC) and this year are: Rev c£1.3m and Cap c£6.9m

- Visibility

- Area Teams enlarged
- All PPE and branding has CBC and RJ

- Asset Management

- Highways Asset Management Strategy and Policy adopted by Executive in August 2017

- Co-location

- Anticipated Q4 2017/18

Positives

- > Winter working
- > Emergency service delivery – Storm Doris/ Clophill Fire A6
- > SIP – Jetpatcher
- > Gully programme

Key Issues

1. Work taking too long
2. Lack of Information on the Service
3. Not demonstrating value for money

Work Taking Too Long

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Improvement Action	Date Due
Collaboration Accreditation - action plan	October 2017
Quality of information on task orders	March 2017
Roles and Responsibilities and structure resilience	October 2017
Target Cost process understanding and agreement	October 2017

Lack of Information on the Service

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Improvement Action	Date Due
Members Portal implementation programme to be delivered	December 2017
Complete implementation of SIC version 2	December 2017
Highways Communications Strategy	October 2017

Not Demonstrating Value for Money

Item Page 11

Improvement Action	Date Due
Road map of target cost for remaining services not yet using target cost	September 2017
Annual plan improvements (5 year) to allow economies of scale to be maximised	April 2018
Increasing use of the contract within CBC contract to allow economies of scale to be maximised	March 2018
Final Accounting releasing pain/gain pot	October 2017

Next steps

Next Steps	Date
Essex Visit to share best practice	11 October 2017
Adoption of the Resilient Network at Executive	December 2017
Submission of Incentive Fund Bid	January 2018
Service Improvement Plan Progress Update	

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Page 12

Any Questions?

Item Reference	Contract Improvement Issue	Improvement Actions	Contract Improvement Output	Output target date
A	Work Taking Too Long	Collaboration Accreditation - action plan Quality of information on task orders Roles and Responsibilities and structure resilience Target Cost process understanding and agreement	Meeting Contract KPIs Joint Organisation Chart Signed Off Target Cost Process (not interim)	March 18 October 17 October 17
B	Lack of Information on the Service	Members Portal implementation programme to be delivered Complete implementation of SIC version 2	Members Portal Live SIC2 Live	December 17
C	Not Demonstrating Value for Money	Road map of target cost for remaining services not yet using target cost Annual plan improvements (5 year) to allow economies of scale to be maximised Increasing use of the contract within CBC contract to allow economies of scale to be maximised Final Accounting releasing pain/gain pot	Programme of services to target cost 5 Year Plan Increased Contract Throughput Gain share valued and back in the service	September 17 April 18 March 18 October 17

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Item Reference	Item Number	Contract Improvement Output	Expected improvements	Actions	Owner		Due Date	Progress Commentary	Status	Timeline (Planned v. Actual)							Actual Completion Date			
					CBC	RJ				Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18				
C	i	Relocation to Thorn Turn as part of the overall Central Bedfordshire Highways Contract accommodation strategy.	Reduction in cost to the service by removing the interim service solutions and rent payments	Appoint Project Manager for Build	LW		September	Jack Jenner appointed on an interim basis	not yet started	Planned										
			True Co-location to build a stronger partnership ethos	Hold regular Mobilisation Team Meetings	JJ	CM	ongoing	Meetings held weekly chaired by Jack Jenner and include RJ HSEQ team, Operations Team and Programme team	In progress	Planned										
			Ability to drive consistency into the business processes	Hold regular Risk Management meetings or entrance road	MW	JS	ongoing	Meetings held weekly chaired by Michael Williams and include RJ Operations Team and Programme team	In progress	Planned										
A	ii	Highways Service Organisational Map Detailing all CBC and RJ key roles, clearly identifying each role's accountabilities and delegated authorities for decision making. To include key cross party relationship mapping.	Broadened scope of empowered decisions makers who make decisions that can then be run with and not undone	Create a combined Service Delivery Organisation Chart	JJ	HS	September		not yet started	Planned										
			Focus on building better more effective partnerships on a management level in operational functions	Allocate key service stream areas to key CBC Operational Personnel and RJ Counterparts	PM	CG	September		not yet started	Planned										
			Clear accountability and focus for tasks to be managed to deadlines allowing prioritisation of issues that can be aligned to the overall strategy for the service	Relationship Map	JJ	HS	September		not yet started	Planned										
A	iii	Co-author a suite of integrated processes that provide inputs and outputs, controls and gates, clarity of organisational and team ownership and a comprehensive RACI matrix.	Clear understanding between both parties as to expectations at each handover stage and the impact on the overall process output as a result	Process to be written for Task order process split for Design, EC, Build & Maintenance	PS	AJ	November	First drafts discussed and second drafts in production	In progress	Planned										
			Consistent approach to service delivery	Process to be written for Target cost setting process	JW	TF	November	Iterative process in place	In progress	Planned										
			Written down agreed approach to service delivery in line with the contract	Process to be written for KPI submission and acceptance	MW	HS	September	First draft in place ready for discussions	In progress	Planned										
A	iv	Improved Task Order Quality	Task Orders issued with full information and detail which speed up the ordered to delivered timescales.	Process to be written for Routine Service	MM	CM	November	To taking training discussions completed online underway for team test processes	In progress	Planned										
			Improved compliance with CDM regulations	Process to be written for Final Accounting	JW	TF	November		not yet started	Planned										
			Improved safety records	Processes signed off at Ops Board	PM	CG	December		not yet started	Planned										
B	v	Ringway Jacobs to achieve compliance across the agreed Key Performance Indicator Framework.	Clearer roles, responsibilities, and understanding of process failure and its root cause	Briefing roll out to all on the process	JB	HS	December		not yet started	Planned										
			More accurate Target Costs	Review the training guidance for task order raising	MM/MB	CM/DS	September		In progress	Planned										
			Develop stats provision resilience strategy	Set up standard templates across the board for the various Service Task Orders	MM/MB	CM/DS	October		not yet started	Planned										
C	vi	Improved Cost efficiency for the contract - Collective agreement and road map on the movement of service commissioning to the use of Target Cost	Run workshop on why information is important and what RJ use it for	Run workshop on Target Cost setting and what is required	JJ	HS	October		not yet started	Planned										
			Continue further CPD training in CDM processes and responsibilities	Audit regime on order quality.	PS	AJ	October		not yet started	Planned										
			More collaborative working and clarity of targets	Develop stats provision resilience strategy	MM	CM	October		not yet started	Planned										
C	vii	Improved perception of the Highways Service Contract within CBC Departments and increased use of the contract to deliver services	Complete the business case regarding % attainment against the KPI measures.	Complete the business case regarding % attainment against the KPI measures.	PM	CG	September		In progress	Planned										
			Sign off the definition documents for each KPI	Sign off the definition documents for each KPI	PM	CG	September		In progress	Planned										
			Set up joint improvement plans per KPI where required	Set up joint improvement plans per KPI where required	MW	HS	ongoing		In progress	Planned										
C	viii	Ringway Jacobs maintain a supply chain sufficiently skilled and resourced to deliver a fluctuating programme of works and overall contract resilience for emergency response as required.	Clarity of what services (and scope of the services) target cost is to be used for as a priority	Road map with timescales for each service area moving to Target Cost.	JW	TF	September		In progress	Planned										
			Greater focus on the understanding of target cost benefits and build ups	Establish key CBC and RJ owner for each service area to move to target	PM	CG	September		In progress	Planned										
			Target cost agreements made more quickly	TC owners to meet and present service plan and target process for each	various	Various	December		In progress	Planned										
C	ix	Annual plans are developed for a 5 year rolling period. (Year on year development of annual plans)	Preparation of information to enable smoother agreement and reduction of priced risk in targets going forward	Preparation of information to enable smoother agreement and reduction of priced risk in targets going forward	JT	HS	December		not yet started	Planned										
			Increased contract throughput	Establish key CBC "account managers" for each of the CBC departments that will use the contract.	PM	CG	September		not yet started	Planned										
			Improved certainty of work, unlocking scalable efficiencies	Provide a guidance manual for prospective third party users of the contract that establishes the requirements of all parties and advises on which processes are required to be used.	MW	AJ/DS	November		not yet started	Planned										
C	x	Managed Budget profiles to allow engagement with sub-contractors to be cost effective	Managed Budget profiles to allow engagement with sub-contractors to be cost effective	Annual Plan budget progress reporting to be part of Ops Board	MB	DS	September		not yet started	Planned										
			Improved quality of sub-contractors	Sub-Contractor list to be increased using the approved sub-contract	JW	TF	ongoing		In progress	Planned										
			Improved confidence in sub-contract resource	Sub-contractor audit regime to be undertaken	MW	HS	ongoing		not yet started	Planned										
C	xi	Increased strategic planning aligned with improved Asset strategy and attracting funding to the service	Establish 5 year planning working group - to include service leads	Establish 5 year planning working group - to include service leads	PS	AJ	December		not yet started	Planned										
			Improved efficiencies in service delivery	Asset Management Incentive Fund Project Programme	JJ	AJ	ongoing		In progress	Planned										
			Increased compliance with the Annual Plan	Annual Plan sign off process more timely																

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Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

14 September 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
Parking Strategy	10 October 2017
Flitwick Station Area Regeneration	10 October 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
23 November 2017	Task force update - Schools parking	To receive an update in relation to recommendations actioned following a task force review.
23 November 2017	Leisure Strategy	To receive a report on the updated Leisure strategy for Central Bedfordshire.
23 November 2017	All Age Skills Strategy	To receive a report with a focus on apprenticeships, work readiness and skills.
23 November 2017	Task force update - Planning enforcement	To receive an update in relation to recommendations actioned following a task force review.
TBC	Regeneration of Dunstable High Street	To consider the timetable of proposals in relation to the regeneration of Dunstable High Street

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