

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

**This meeting
may be filmed.***



**Central
Bedfordshire**

please ask for Rebecca Preen

direct line 0300 300 4193

date 30 August 2018

NOTICE OF MEETING

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Thursday, 13 September 2018 10.00 a.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

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

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

[Named Substitutes:

R D Berry, G Perham, I Shingler, M A G Versallion and N Warren]

All other Members of the Council - on request

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

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AGENDA

1. **Apologies for Absence**

Apologies for absence and notification of substitute members

2. **Members' Interests**

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

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

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

4. **Minutes**

To approve as a correct record the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 12 July 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 | Parking Management Strategy

The Committee is asked to consider the status of the ongoing work to develop a Council Parking Management Strategy. |
| 11 | Unauthorised Encampments

The Committee is asked to consider information in relation to the Council's management and response to unauthorised encampments in Central Bedfordshire. |
| 12 | Work Programme 2018/19 and Executive Forward Plan

The report provides Members with details of the currently drafted Committee work programme and the latest 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, 12 July 2018.

PRESENT

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

Cllrs D Bowater
F Firth
C C Gomm

Cllrs J Kane
K C Matthews

Apologies for Absence: Cllrs Ms A M W Graham
Cllr M Liddiard

Members in Attendance: Cllrs I Dalgarno Executive Member for
Community Services
B Wells Deputy Executive
Member for Community
Services
J N Young Executive Member for
Regeneration

Officers in Attendance: Mr M Coiffait – Director of Community Services
Mr P Mason – Head of Highways
P Middleton – Highways Asset Manager
Mrs R Preen – Scrutiny Policy Adviser
Mr N Shaw – Sustainable Transport Officer
Ms J Yandall – Head of Investment and
Employment

Others in Attendance Mr A Denman Operations Director, Ringway Jacobs
Mr C Goodacre Contract Director, Ringway Jacobs

Public 0

SCOSC/18/85 Members' Interests

None.

SCOSC/18/86 Chairman's Announcements and Communications

None.

SCOSC/18/87 Minutes

RESOLVED that the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 24 April 2018 be confirmed and signed by the Chairman as a correct record.

SCOSC/18/88 Petitions

None.

SCOSC/18/89 Questions, Statements or Deputations

None.

SCOSC/18/90 Call-In

None.

SCOSC/18/91 Requested Items

None.

SCOSC/18/92 Executive Members Updates

The Executive Member for Regeneration advised the Committee that the local authority was confident that it had cooperated with neighbouring authorities in relation to the Local Plan and that when a date had been confirmed by the Planning Inspector for the hearing it would be circulated accordingly. Members were appraised of the progress to date in relation to a number of key road and infrastructure developments, one of which was experiencing delays due to land ownership disputes in the Milton Keynes area. Central Bedfordshire Council was working with Milton Keynes Council to have the issue resolved as a matter of urgency in order not to delay the process further.

The Executive Member for Community Services advised Members that the contract for leisure services in the north of the region would be managed by Stevenage Leisure and that attendance figures across all leisure centres had seen a significant increase, with Houghton Regis Leisure Centre alone having increased participation from 80,000 members in 2014-15 to 185,000 in 2018. The leisure centre in Flitwick had exceeded expectations which had resulted in the need to install new equipment in order to meet demand, with the climbing wall in particular proving very popular locally. The leisure team were further developing swimming within the region in order to ensure young people continued to swim in later life which would support a healthy lifestyle, maintain a necessary life skill and reduce health inequalities. An update on Tiddenfoot Leisure Centre would be provided as part of the wider leisure strategy which would be delivered to the Committee at a future meeting.

The Chairman reminded Members that the new reuse and recycle shop located at the Thorn Turn Household Waste and Recycling Centre in Houghton Regis was now in operation and accepting goods from across the region in order to minimise landfill waste and provide affordable second hand goods to residents.

SCOSC/18/93 Highways Improvement Plan

The Head of Highways introduced the report and advised Members that the service improvement plan had been drawn up to address three key themes which had subsequently been assimilated into the plan and as a result 22 of the 32 actions identified had been addressed.

The Operations Director and Contract Director from Ringway Jacobs (RJ), the contractor responsible for delivering highways maintenance and improvements delivered a presentation which set out a 6 month progress update, the priority assigned to particular works, an update on the Member portal, street light performance, future innovations and improvements and the impact of recent extreme weather. The contractor acknowledged the need to react with greater speed to issues raised and as a result had been working hard to minimise back office procedures which had historically hindered an expedited process. Members were advised that historic assets had not been included in past asset data collection exercises and this had caused delays to the maintenance programme. Measures to rectify this were now in place so improvements were expected during 2018-19.

The Director for Community Services acknowledged the challenges facing the local authority which was running at a seven year deficit with regards to highways works and maintenance but highlighting that some other local authorities were at a 35 year deficit. Therefore in comparison, Central Bedfordshire Council was in a stronger position than many others and the Director was committed to hold the contractor and highways team to account for performance.

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

- The cost associated with street lights burning during the day and the need to log instances where this was occurring.
- A lack of confidence that enough had been done to address the 32 actions identified within the report.
- That the spray injection programme was effective in repairing carriageway defects quickly but was not as thorough as a full repair, acknowledging the need to prioritise works accordingly and within the resources available to the Council.
- The importance of accurate and timely data and the impact on performance.
- The need to consider the Government's long term commitment to promote the use of electric cars and the need for the local authority to ensure the appropriate infrastructure (charging points) was in place to accommodate this.
- The need to address the rise in compensation claims against the Council due to car damage caused by road defects.
- Concerns that the gully cleaning process was too slow and the associated flooding risk if too many were blocked. In response it was confirmed that the programme of works was ongoing and that new equipment was being deployed in order to expedite the process which, due to inaccurate historic asset data was a larger than anticipated programme of works.

- Clarity around the teams and agencies responsible for the initial planning of roads, acknowledging the need to work closely with partners in order to ensure new roads met local need.

RECOMMENDED:-

- That the Committee acknowledge the progress made by the Highways Service Improvement Plan and the outcomes of the Service Improvement Plan (SIP1).
- That the Committee support the proposed actions for the 2nd phase of the Service Improvement Plan (SIP2).
- That a detailed performance update on the next phase of the improvement plan (SIP2) be delivered at a future meeting, ensuring a greater emphasis on detailed data and statistical information.

SCOSC/18/94 Work Programme 2018/19 and Executive Forward Plan

AGREED the Committee Work Programme subject to the following amendments: -

- Covanta update – Date TBC following a judicial review.
- The Local Plan – Date TBC following the Inspector’s judgement, if necessary.
- Passenger Transport Strategy - removed from the Committee work programme as it was supported by the Committee in September 2016 and adopted by the Executive at a later meeting.
- Update from the Police and Crime Commissioner – removed from the Committee work programme at this time.

(Note: The meeting commenced at 10.00 a.m. and concluded at 11.40 a.m.)

Central Bedfordshire Council

Sustainable Communities Overview and Scrutiny Committee

13 September 2018

Parking Management Strategy

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

Responsible Director(s): Marcel Coiffat, (marcel.coiffat@centralbedfordshire.gov.uk)

This report relates to a decision that is Key

Purpose of this presentation

1. The purpose of the presentation is to advise the committee on the status of the work to develop a Council Parking Management Strategy.

RECOMMENDATIONS

The Committee is asked to:

1. **Consider and discuss the information provided in the presentation**
2. **Support the next steps set out in the presentation**

Issues

The presentation sets out the key matters and issues for consideration.

Council Priorities

2. Developing a Parking Management Strategy (PMS) supports the following priorities:

- a. Enhancing Central Bedfordshire – the PMS will set out the Councils approach to managing parking. Parking plays a key part in regeneration, transport and Highways.
- b. A more efficient and responsive Council – the PMS will drive out better value for money and efficiency by setting clear policy and procedure that will facilitate more efficient working and budget management.

Corporate Implications

Legal Implications

3. There are no immediate legal implications arising from this report. As the strategy is developed and firm proposals are made legal implications may arise in due course.

Financial and Risk Implications

4. There are work streams in the PMS that do not have allocated budgets within services and developing the PMS will facilitate the identification of areas where this is the case. At the time of writing it is not possible to set out detailed costs for this funding gap. Lead services for those work streams will need to work with their managers, finance leads and Directors to consider how work can be funded with detailed financial implications being made available before a final report is considered by Executive.
5. There are potentially some work areas that could lead to reductions in cost to the Council. An example being RPZs where current permit costs do not cover the costs of implementing the RPZ. Work on this policy may lead to permit costs being increased to cover the installation costs in the first two years with permit costs then reducing once the costs have been recouped.

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. At this stage of development the equality implications have not been fully explored. Each workstream will need to assess whether an EIA will be required. There are areas of work e.g. RPZs, permits, restrictions (including disabled bays) that will need to be carefully considered from an equalities perspective and the relevant work lead will be tasked to work with the Community Intelligence Manager to assess the impact.

Conclusion and next Steps

8. The presentation sets out some of the key issues that the Council needs to address in the short term. Most of these issues respond to public concern raised during public consultation. Developing a PMS will respond to these issues in a tangible way.
9. The next steps are set out in the presentation.

Appendices

Appendix A: PMS Presentation

Background Papers

None

Report author(s): Marcel Coiffait

Director of Community Services

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Parking Management Strategy

Sustainable Communities Overview and Scrutiny Committee

September 2018

Objective

- Develop and draft a 3 Year Parking Management Strategy (PMS)
- Develop required policies and procedures to support the PMS
- Implement the PMS

Considerations

- The PMS needs to **respond** to public consultation
- The PMS is a **medium term document** for 3 years
- The PMS needs to be **deliverable**
- The PMS needs to be **resourced**
- The PMS needs to **reduce demand** on existing resources
- The PMS needs to provide clarity:
 - what we **wont** be doing and why
 - what we **will** be doing – why, how and when
 - the **criteria** for making decisions
 - who has **responsibility** for delivering strategy elements
- The PMS will have **dependencies** – we need to know what they are

Strategic Landscape

Planning and Transport Policy Framework

Planning Design Guide – Technical Review

Draft Local Plan

Local Area Transport Plans

Local Transport Plan 4

Consultation – Public Concerns

- Schools parking
- Emergency vehicles access
- Residents Parking Zones (RPZs)
- Enforcement of existing restrictions
- Provision of sufficient parking for new developments
- Provision of free or short stay parking
- Use green space in residential areas to provide more parking
- Management of verge parking problems
- Inconsiderate/obstructive parking
- Too many disabled bays in car parks
- Parking charges
- On street charging for parking

Public Concerns – Assessment Review

Public consultation issues and officer issues were assessed, scored and ranked against a matrix

Matrix considered:

Red – Key Factor (15) **Amber** – Medium factor (10) **Green** – Low Factor (5)

	Deliverable in PMS life? – Y/N	Statutory? – Y/N	Dependency – Internal (I)/External (E) or both?	Procedure/Criteria – New or Existing	Affects All areas? – Y/N	Budget Available? – Y/N	People resource available?	Political Interest? – Y/N	Bigger picture link? – Y/N	Impact if don't do? – H/M/L	Score
Manage verge parking problem YES	Yes Remove TRO Revise process Use TRO in more targeted way Implement it Mark parking cages on road Planting	N	Both	Existing	Y	N	N	Y	Y	H	125

Assessment Review - Ranking

- | | |
|--|---------|
| 1. Manage verge parking problem | Public |
| 2. On street charging for parking | Public |
| 3. Provision of sufficient parking for new developments | Public |
| 4. Work Place Parking Levy | Officer |
| 5. Parking Charges | Public |
| 6. Parking Assessments | Officer |
| 7. Schools parking | Public |
| 8. Enforcement of existing restrictions | Public |
| 9. Residents Parking Zones | Public |
| 10. Permit Requests | Officer |
| 11. Use green space in residential areas to provide more parking | Public |
| 12. Obstructive/inconsiderate Parking | Public |
| 13. Provision of free and short stay parking | Public |

Key Considerations

Area-based Approach

Improved forward planning of restrictions across an area introducing them on a phased basis based on need – considering the wider picture as pressures become apparent.

Management of verge and footway parking

The Council has 'tolerated' pavement parking which has meant the issue is now 'chronic' in many streets. Review generic TRO, revise criteria and use on a targeted basis. Review options to maximise available parking.

On Street Charging for Parking

Introduce on street pay and display machines in streets to alleviate pressure in residential areas and encourage car park and public transport use.

Work Place Parking Levy

Assess the potential for a work place parking levy in Central Bedfordshire linked to growth agenda and regeneration.

Parking Charges

Introduce an agreed criteria and review period for parking charges.

Parking Assessments

Develop a longer term approach to regular reviews of area assessments to support council wide needs and avoid duplication of assessments.

Key Considerations

Free Parking Permit Requests

Significant numbers of requests for permits both internal and external. Confirm the Councils approach.

Residents Parking Zones

Need for policy guidance setting out when RPZs are an appropriate solution, how they will be managed including 'cost neutral' implementation and regular reviews.

Amenity Green Space

Create additional off-street parking through change of use of amenity green space to parking

School Parking

Targeted parking enforcement for schools proactively managing School Transport Plans

Management of Parking Restrictions and Enforcement

Number of restrictions needs to align with enforcement capacity, regular review (including removal) of existing restrictions

Management of Inconsiderate/Obstructive Parking

Clarify the main issues causing the problem and assess whether there are any options for the Council to reduce the incidents occurring.

Provision of free and short stay car parking

Review and analyse car parking data to inform most effective use of Council car parking.

Strategy Outcomes

- Proactive response to public consultation
- Consistent and transparent Council parking policy and procedure
- Consistent and transparent criteria for approving/refusing service requests – external and internal
- Improved forward planning and prioritisation – area based approach
- Improved internal collaboration between services
- Improved value for money
- Improved management of expectations – internal and external
- Improved communication with customers – internal and external
- Member support
- Reduce demand on services and officers

The Strategy

Overarching Document:

Introduction

Background

Strategy & Policy Context

Key Issues Section – based on matrix assessment

Monitoring and Review

Supporting Documentation - Policies and Procedures:

Community Services – Highways, Parking Enforcement

Regeneration & Business – Planning, Strategic Transport

Next Steps

- Finalise overarching strategy document
- Finalise delivery plan for review and/or development of supporting strategies identifying any funding and resource gaps
- Facilitated discussion with Town Councils
- Strategy approval

Central Bedfordshire Council

Sustainable Communities Overview and Scrutiny Committee

Date: 13 September 2018

Report title – Unauthorised Encampments

Report of: Cllr Ian Dalgarno, Executive Member for Community Services

Responsible Director(s): Marcel Coiffait, Director of Community Services

Purpose of this report

1. To provide an update on the Council's management and response to UAEs in Central Bedfordshire.

RECOMMENDATIONS

The Committee is asked to:

1. Consider and comment on the information in the report.

Central Bedfordshire Unauthorised Encampment (UAE) data

2. A complete data set of reported unauthorised encampments in Central Bedfordshire is only available from 2017 onwards. Prior to this, records were only kept for those on Council owned land:

Year	Number of encampments on CBC owned land
2009	1
2010	2
2011	15
2012	15
2013	12
2014	41
2015	37
2016	44
2017	66

3. Data of reported unauthorised encampments by month, by land type, for 2017 and up to July 2018 is shown in the table below:

	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Total
CBC Land	5	3	1	4	8	1	6	15	12	6	5	0	66
Privately Owned	6	0	0	1	3	4	4	6	5	3	2	0	34
Highways England	3	1	0	0	0	2	0	1	0	2	3	0	12
Town/Parish Council	0	0	0	0	0	2	1	0	0	0	0	1	4
Total:	14	4	1	5	11	9	11	22	17	11	10	1	116

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	
CBC Land	3	1	3	0	0	1	3						
Privately Owned	0	1	0	0	4	1	5						
Highways England	0	0	0	0	2	2	2						
Town/Parish Council	0	0	0	0	0	3	1						
Total:	3	2	3	0	6	7	11						

4. A comparison of figures for 1 January to 31 July 2017 to the same period in 2018 reveals:

- A reduction in the total number of encampments of 41%
- A reduction of encampments on Council owned land of 63%
- Encampments locations on Council owned land have changed from mainly car parks in 2017 to verges in 2018

Costs for clearance of UAE associated waste

5. Clearance costs of waste from UAE locations is only available from 2017. Waste clearance costs to the Council for our land in 2017 was £144,000. In the same year Highways England spent over £200,000 on UAE associated waste clearance and site protection, with one encampment requiring over 100 grab lorries to clear it. Data for private landowners and town/parish councils is not available.

UAE management

6. Prior to October 2016, the process of managing unauthorised encampments within the Council was administered by the Assets team using bailiffs to conduct site based work including the completion of relevant assessments and serving of notices. Work was shared within the surveying team with no one officer having sole responsibility.
7. In October 2016, a new post of Gypsy and Traveller Unauthorised Encampment Officer (UAEO) was created in the Community Safety, Parking and Programme Service, and responsibility for the management of UAEs moved from Assets team to the Community Safety Team.
8. The UAEO provides a prompt, comprehensive, co-ordinated, and evidence based response, including on-site assessment and monitoring visits, land registry checks, consultation with partners, providing advice to private land owners, preparation of maps and papers, instructing LGSS to commence the legal process to seek a magistrates' court order for removal, together with service of various notices and orders.
9. A flowchart process map is shown at Appendix A.

Improvements to our approach:

New working practice with the NHS Health visiting service to improve service for Gypsies and Travellers suffering a health issue delaying the start of any eviction process

10. In order to progress enforcement action under Sections 77 and 78 Criminal Justice and Public Order Act, the Council as a local authority is required at the commencement to determine whether any person in the encampment has any pressing health, education and welfare needs.

'Local authorities should ensure that, in accordance with their wider obligations, and to ensure they comply with Human Rights legislation, proper welfare enquires are carried out to determine whether there are pressing needs presented by the unauthorised campers, and that where necessary the appropriate agencies are involved as soon as possible.'

Home Office and ODPM 'Guide to effective use of enforcement powers; Part 1 Unauthorised Encampments'

11. In assessing the merits of an application for a removal order, the Court will expect to see evidence of how we have met this obligation.

12. Private land owners frequently use common law powers and bailiffs to recover their land. There appears no requirement to consider health, education and welfare needs.
13. Prior to the appointment of the UAEO, and as part of our enforcement procedure, the bailiff company we instructed was responsible for arranging private health visitors, at additional expense, to attend encampments to carry out these assessments. This often resulted in long delays for out of hours visits to be arranged and there is little evidence of appropriate referrals were ever made back into the health system.
14. There is now an agreed process with the Health Visitor service to provide prompt and timely support, meaning that the health needs of the encampment are being properly addressed but there are no undue delays in the eviction process. For example, two young brothers were suffering from chronic asthma but were unable to access treatment. The health visitors made referrals to specialist teams, inhalers and other treatment was provided, and further check-up appointments made. It has also allowed the immunisation teams to check individual names with their records and carry out immunisations for those that require them.

Information Sharing Agreement between CBC, Police and Bedford Borough and links to surrounding areas

15. An Information Sharing Agreement (ISA) has been agreed with Bedfordshire Police and Bedford Borough Council, so that appropriate and relevant information regarding encampments can be shared. It includes sharing the initial police site assessments. This has assisted greatly in adding to the detail and quality of our court applications. It is hoped that Luton Council will become a party to the ISA.
16. The UAEO has developed strong communication links with officers in surrounding authorities outside Bedfordshire who have responsibility for unauthorised encampments. It has enabled information to be shared in relation to groups that has been useful for our own purposes. For example, in 2017 a group who had previously encamped in Northants moved into Central Bedfordshire and created a new encampment in our area. Evidence of their anti-social behaviour in Northants was promptly used to support our own court application for an order to remove.
17. The UAEO also provides a single point of contact for the public, Members, MP's and other relevant bodies.

Application for High Court injunction to prevent unauthorised encampments in Marston Moretaine and surrounding parishes

18. Following the significant number of unauthorised encampments in Marston Moretaine and surrounding parishes in 2017, the Council is applying for a court injunction to prevent a similar situation happening again.

19. The Council is applying for an injunction to prevent a named group of people from setting up unauthorised encampments within a specified area i.e. several defined parishes, and to protect certain parcels of land that have previously been camped on or are of significant sensitivity from being camped on by any persons.
20. The Council is working with a specialist barrister in this field to build our evidential case. As part of it, the Council's UAEO has provided a detailed witness statement detailing the background and community impact of the unauthorised encampments, together with other supporting documentation. Subject to final legal advice on evidential requirements and procedural matters, we anticipate the case going to the High Court in the autumn of 2018.
21. Details of the specific areas to be protected can be found at Appendix B.

Other initiatives to prevent UAEs, reduce their impact, or facilitate their removal:

22. A range of other work has been carried out to either prevent land being subject to encampments, reduce its impact, or assist and support the removal process:
- a. Significant work has been undertaken on Council, Highways England and private land to create physical defensive barriers to prevent access by a vehicle and towed caravan. This includes building soil bunds, digging ditches, and adding height barriers. Further details can be found at Appendix C.
 - b. UAEs are provided with black bags for waste collection each day at a designated pick-up point – there is a high degree of compliance
 - c. Use has been made of new ASB legislation (Community Protection Notice and warnings) to support our enforcement approach
 - d. Training has been provided by the UAEO to approximately 300 Bedfordshire police officers in relation to UAE law and procedure, which has led to improvements in information sharing and partnership working.

Council Priorities

23. UAE work supports the following Council priorities:
- Enhancing Central Bedfordshire
 - Protecting the vulnerable; improving wellbeing
 - A more efficient and responsive Council.

Corporate Implications

Legal Implications

24. There are no direct legal implications arising from this report. All references to legislation are quoted correctly.

Financial Risk

25. There is a significant cost to managing and removing UAEs in addition to the costs incurred in clean-ups and preventing UAEs accessing Council land. In 2015/16 the Council identified a reserve fund of £100k for these costs and the remaining reserve funds are now £12K. Additional funding is needed to support the on-going management of UAE work in Central Bedfordshire. Officer posts are funded through service budgets.

Reputational Risk

26. The Council is the primary agency to manage UAEs in Central Bedfordshire albeit private landowners have a legal duty to address UAEs on their land. Concerns and tensions in communities are heightened when UAEs are in the area and in the majority of cases the Council is the first port of call for complaints and issues being raised. Despite the progress that the Council has made in recent years there is a perception that the Council does not 'do enough' and this is a risk to the Council's reputation which is why it is essential that the Council continues to manage UAEs in a robust and effective way.

Equalities Implications

27. The Equality Act 2010 makes it unlawful to treat someone less favourably because of a range of protected characteristics, including race, nationality or ethnic or national origins. The following of a nomadic lifestyle is lawful and is recognised and protected through legislation. Romany gypsies and Irish Travellers have been granted protection under the previous Race Relations Acts. The Public Sector Equality Duty places a duty on the Council to have due regard to the need to eliminate unlawful discrimination and promote equality of opportunity and good relations between persons of different racial groups.
28. The establishment of an unauthorised encampment can raise concerns with the landowner and settled community. Some of these concerns may be unfounded, based on ignorance and prejudice. Others may be realised, with high levels of anti-social behaviour and disruption to the community.
29. The Council is working to adopt a balanced approach to this issue by ensuring that as unauthorised encampments are addressed, the health needs of people living in the encampment are assessed and treated.

Conclusion and next Steps

30. Significant progress has been made by the Council and partners in the last two years in providing a co-ordinated and managed response to unauthorised encampments. There has been a reduction in the frequency of encampments and those that have occurred have generally been in less problematic areas. Central Bedfordshire has become a less attractive place for unauthorised encampments.
31. Future work will include scoping out the potential for introducing Temporary Stopping Sites and a procedure for the seizure of vehicles involved in fly-tipping.

Appendices

Appendix A - Flowchart of unauthorised encampment process

Appendix B – Marston Moretaine and surrounding villages injunction application

Appendix C – Table showing locations subject to defensive works to prevent UAEs

Background papers

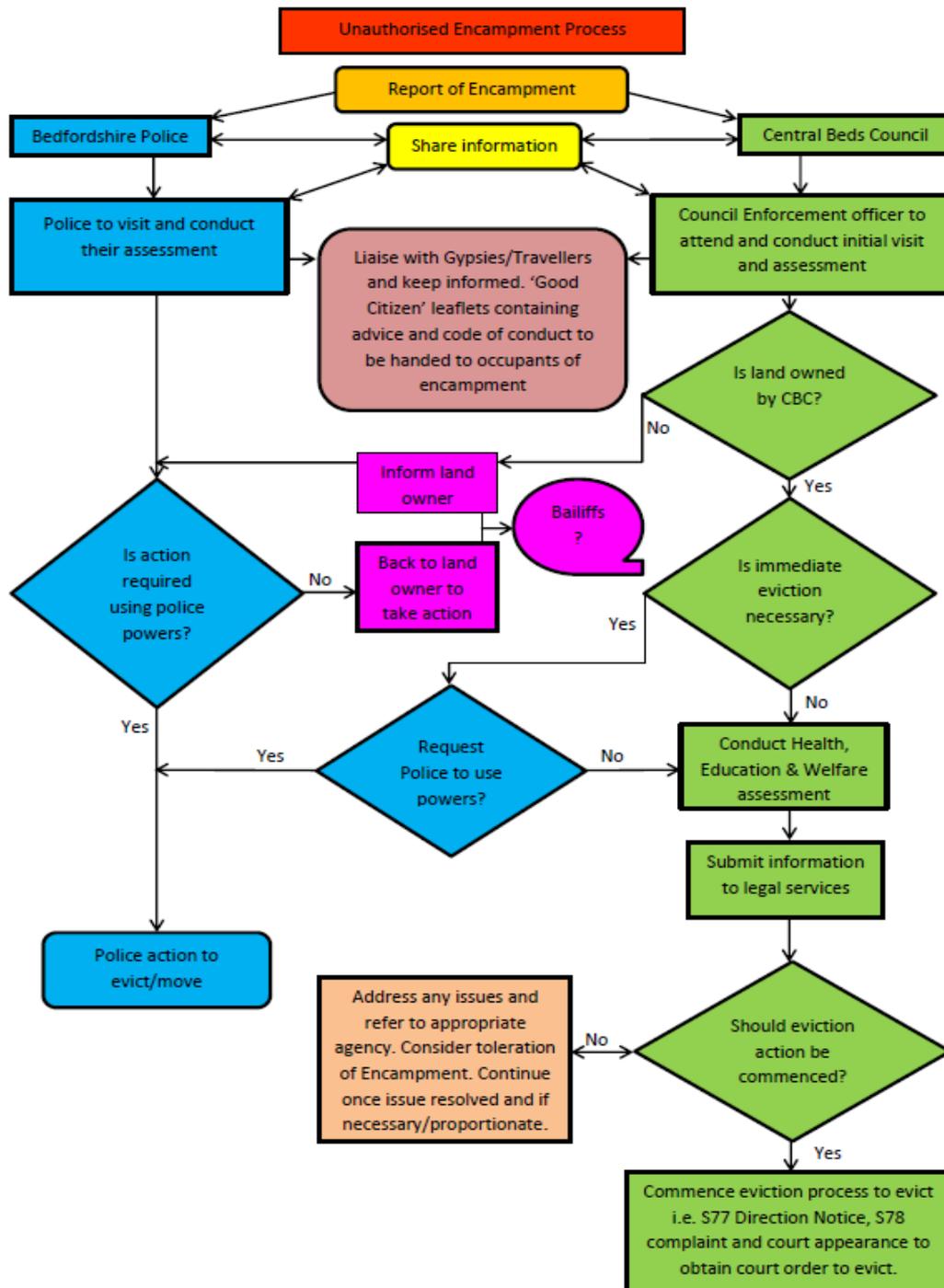
None

Report author(s):

Marcel Coiffait - Director of Community Services

Marcel.coiffait@centralbedfordshire.gov.uk

Appendix A - Flowchart of unauthorised encampment process



Appendix B – Marston Moretaine and surrounding villages injunction application

The Injunction is intended prevent named individuals from being part of unauthorised encampments in the villages of:

- Ridgmont
- Husborne Crawley
- Brogborough
- Salford
- Lidlington
- Marston Moretaine.

In relation to specific parcels of land, we are seeking to protect the following from unauthorised encampments:

- Cricket pavilion Marston Moretaine
- Long verge on C94 near to Wood End, Marston Moretaine
- Verge on one way section of Woburn Rd, Marston Moretaine
- Marston Moretaine village green.
- Hoo Lane Wootton Green (Marston Parish)
- Bridleway and nature reserve Ridgmont
- The old Salford Road Brogborough
- Verge on C94 by Lidlington lake
- Verges at junction of A4012 Mill Rd and Station Rd Ridgmont.

Some of these locations have already had work carried out to reduce the risk of further unauthorised encampments, which has been successful so far.

Appendix C – Table showing locations subject to defensive works to prevent UAEs

Location	Protection work completed
Court House – Dunstable	Site blocked and bunded. Joint work with Assets Team
Grove Theatre – Dunstable	Height barriers installed
Skimpot Lane – Dunstable	Concrete blocks installed, purchased using reserve fund
Woodside Link Road – Houghton Regis	Protection works in conjunction with Highways Team
Go Bowling – Dunstable	Height barriers installed - Go Bowling paid half whilst other half was used from reserve fund
Newlands Road – Westoning	Bunded with help from local farmer
Bellsbrook – Biggleswade	Gate repaired and strengthened using reserve fund
C94 Verge – Marston Moretaine	Verge ploughed with help from local farmer
One way section verge – Marston Moretaine	Verge bunded with help from local farmer
Bridleway and nature reserve – Ridgemont	Bunding and ditching work completed
Old Salford Road – Brogborough	Bunding work completed using reserve fund and assistance from Pro-Logis
Verge – Lidlington	Bunding work using reserve fund
Verges at Mill Road and Station Road – Ridgmont	Bunding work using local company, enhanced using reserve fund.
Brewers Hill Car Park – Dunstable	Welding work to pre-existing height barrier using reserve fund.
B430 Lay-by – Kempston (CBC area only)	Bunding work, Waste Team covered cost.
Verges at High Street and Ireland Road – Southill	Bunding work conducted on our behalf by Southill Estates.
Old Baldock Road – Salford	Bunding work, soil purchased from reserve fund and bund built by local JCB operator. New gate installed at entrance, provided by Highways Team.

Central Bedfordshire Council

SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

13 September 2018

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
Dunstable Place Shaping Phase 1 Delivery	9 October 2018
Land North of Luton	9 October 2018
Community Safety Partnership Priorities 2019-2022	8 January 2019
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 2018/19

OSC Date	Report Title	Outcomes we are seeking to achieve
Thursday, 22 November 2018	Regeneration of Dunstable High Street	To consider the timetable of proposals in relation to the regeneration of Dunstable High Street
Thursday, 22 November 2018	Leisure Contract	Text to be agreed
TBC	Covanta Waste Incinerator	Following the outcome of a judicial review, to consider a decision made by the Environment Agency in relation to a waste incinerator permit granted to Covanta and any implications to the Central Bedfordshire area.

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