

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **EXECUTIVE** held in the Council Chamber, Priory House, Monks Walk, Shefford on Tuesday, 18 March 2014.

PRESENT

Cllr J G Jamieson (Chairman)
Cllr M R Jones (Vice-Chairman)

Executive Members:	Cllrs	C Hegley B J Spurr R C Stay	Cllrs	Mrs P E Turner MBE M A G Versallion J N Young
Deputy Executive Members:	Cllrs	A D Brown I Dalgarno A L Dodwell D J Hopkin	Cllrs	A M Turner B Wells R D Wenham
Apologies for Absence:	Deputy Executive Member Cllr	Mrs S Clark	Deputy Executive Member for Children's Services	
Members in Attendance:	Cllrs	P N Aldis Mrs A Barker A R Bastable R D Berry M C Blair D Bowater	Cllrs	P A Duckett C C Gomm Mrs S A Goodchild Ms A M W Graham D Jones D McVicar
Officers in Attendance	Mr R Carr Ms D Clarke Mrs M Clay Mr M Coiffait Mr R Fox Ms C Frost-Bryant Mrs S Frost Mrs E Grant Mrs S Hobbs Mrs J Ogle Mr C Warboys	Chief Executive Director of Improvement and Corporate Services Chief Legal and Democratic Services Officer Community Services Director Head of Development Planning and Housing Strategy Acting Principal Planning Officer, Local Planning and Housing Team Local Planning and Housing Manager Deputy Chief Executive/Director of Children's Services Committee Services Officer Director of Social Care, Health and Housing Chief Finance Officer		

E/13/128 **Minutes**

RESOLVED

that the minutes of the meeting held on 4 February 2014 be confirmed as a correct record and signed by the Chairman.

E/13/129 **Members' Interests**

None were declared.

E/13/130 **Chairman's Announcements**

The Chairman announced that item 14 'Arlesey Cross Masterplan' would be considered after item 7 'Forward Plan of Key Decisions'. He also advised that items 9 'Strategic Economic Plan for South East Midlands Local Enterprise Partnership' and 18 'Land East of Biggleswade' would be considered as the last two items on the Agenda.

The Chairman commented on the 2014/15 budget adopted by Council on 20 February 2014 and welcomed in particular the 0% increase in the Council's element of the Council Tax.

Central Bedfordshire Council had been nominated in the LGC Awards 2014 category for efficiency.

Sandy Leisure Centre had received an award for having the best customer service for this type of facility in the UK. It was recognised as the 'Highest Scoring Facility Management Centre 2013' out of over 600 facilities at the recent national Quest/NBS Conference.

E/13/131 **Petitions**

In accordance with the Scheme of Public Participation set out in Annex 2 of Part 4 of the Constitution, the Executive received the following petition:-

1. Arlesey Cross Masterplan

Mr Johnys presented a paper petition from the Voice of Arlesey, containing a total of 811 signatures opposing the proposed plan for 1,000 houses for Arlesey. Mr Johnys explained that the Voice of Arlesey felt that residents had not been adequately informed or were unable to understand how the proposal had been developed.

The Executive Member for Sustainable Communities – Strategic Planning and Economic Development thanked Mr Johnys and explained the consultation process that the Council had been through, which included public exhibitions, public meetings with Arlesey Town Council and stakeholders, design workshops and letters being sent to every household in the settlement.

Following recommendations from the Sustainable Communities Overview and Scrutiny Committee meeting held on 27 February 2014, the Masterplan had been amended to include the additional crossing across the A507.

E/13/132 **Public Participation**

The following statements were received in accordance with the Public Participation Scheme.

1. Mr Harper

Mr Harper spoke on behalf of the Arlesey Residents' Association to item 14, Arlesey Cross Masterplan. Mr Harper supported the proposed Arlesey Cross Masterplan as this would revitalise and bring benefits to Arlesey. He requested that the highway infrastructure be delivered at an early stage in the development.

The Executive Member for Sustainable Communities – Strategic Planning and Economic Development thanked Mr Harper for his support. He explained that additional traffic calming was proposed. Any traffic measures would be dealt as part of the development management process as a planning application would be subject to a traffic assessment and safety audit.

2. Mr Gravett

Mr Gravett spoke on behalf of Arlesey Town Council to item 14, Arlesey Cross Masterplan. Arlesey Town Council had raised various concerns with the Masterplan and only one of these was addressed by the Sustainable Communities Overview and Scrutiny Committee. Mr Gravett highlighted the Town Council's three main concerns which were:

- the development of the relief road;
- the absence of a limit on the number of houses that would be built on this site; and
- the traffic impact of the proposed development on Arlesey.

The Executive Member for Sustainable Communities – Strategic Planning and Economic Development thanked Mr Gravett and explained that he was aware of the Town Council's concerns.

The Executive Member addressed the above concerns:

- an initial traffic survey had been carried out and the Executive Member went on to explain the results that had been presented to the Sustainable Communities Overview and Scrutiny Committee on 27 February 2014;
- the difficulties associated with the construction of the relief road before the proposed development;
- planning applications for the development would need to be based on the Council's proposed design guide; and
- consultation with residents in Arlesey would be on-going throughout the development management process.

E/13/133 **Forward Plan of Key Decisions**

RESOLVED

that the Forward Plan of Key Decisions for the period 1 April 2014 to 31 March 2015 be noted.

E/13/134 **Arlesey Cross Masterplan**

The Executive considered a report from the Executive Member for Sustainable Communities – Strategic Planning and Economic Development that outlined the proposals for the Arlesey Cross Masterplan. The proposed Masterplan related to land contained within the Site Allocations Development Plan Document (DPD) for the North of Central Bedfordshire.

In response to questions, the Executive Member for Sustainable Communities – Strategic Planning and Economic Development confirmed that a full consultation process had taken place over and above the requirements of the Council's Statement of Community Involvement and that there had been a high level of feedback from residents. Since the Overview and Scrutiny Committee, he had received a report produced by the Voice of Arlesey. He explained that having the Masterplan would help address the issues associated with adhoc planning applications for separate parcels of land being developed in Arlesey.

Reason for decision: A Masterplan was required by policy MA8 of the Site Allocations DPD for the North of Central Bedfordshire before applications were submitted to help guide the development management process.

RESOLVED

that the Masterplan be endorsed and adopted as technical guidance for development management purposes.

The meeting adjourned from 10.45 a.m. to 10.55 a.m.

E/13/135 **Central Bedfordshire Council Park Home Site Licensing Fees Policy**

The Executive considered a report from the Executive Member for Social Care, Health & Housing that proposed the adoption of the draft Central Bedfordshire Council Park Home Site Licensing Fees Policy. The Policy would enable the Council to monitor effectively conditions on sites and recover the costs associated with Park Home Site Licensing at the earliest opportunity. It would also enable site owners to incorporate the annual fee costs within pitch fees at the first pitch fee review date.

In response to questions, the Executive Member for Social Care, Health and Housing felt that this would be a positive opportunity to engage with site owners as well as support the monitoring of sites. Officers were developing a Park Home Owners Strategy to cover the implications within the Mobile Homes Act 2013.

Reason for decision: To enable the Council to publish a Park Home Site Licensing Fees Policy by 1 April 2014 and avoid the reputational and financial impact outlined in the Risk Management Section in the report.

RESOLVED

that the Central Bedfordshire Council Park Home Site Licensing Fees Policy be adopted.

E/13/136 **Local Transport Plan Programme 2014/15**

The Executive considered a report from the Executive Member for Sustainable Communities – Strategic Planning and Economic Development that proposed the endorsement of the Local Transport Plan capital funding allocation for 2014/15, together with details of the scheme programmes for:

- Leighton Linlade
- Ampthill and Flitwick
- Marston Vale
- Shefford, Silsoe and Shillington
- Heath and Reach, Toddington and Barton le Clay.

The Executive acknowledged the value of the Rural Match Fund programme.

Reason for decision: To enable the delivery of the integrated transport programme for 2014/15.

RESOLVED

1. **that the Local Area Transport Plans (LATP) programmes for Leighton Linlade, Ampthill and Flitwick, Marston Vale, Shefford, Silsoe and Shillington, and Heath and Reach, Barton le Clay and Toddington in 2014/15 be endorsed;**

- 2 that the Rural Match Fund proposals to be implemented following a bidding process by Town and Parish Councils be endorsed;**
- 3. that the road safety financial allocation be endorsed; and**
- 4. that the use of the “development fund” in 2014/15 be endorsed.**

E/13/137

Leisure Strategy Adoption

The Executive considered a report from the Executive Member for Sustainable Communities – Services that set out Chapters 1, 2 and 3 of the Leisure Strategy. The first three Chapters were facility based chapters which examined a range of indoor, built facilities, recreational open spaces and outdoor playing pitches.

Members welcomed the Strategy and the work that had gone into bringing it forward to enable its adoption as technical guidance for development management purposes.

Reason for decision: To provide comprehensive planning policy guidance on the provision of indoor and outdoor sports and leisure facilities to inform the emerging Development Strategy.

RESOLVED

- 1. that the minor amendments to the adopted Leisure Strategy Chapter 1: the Leisure Facilities Strategy, following formal consultation, as required for adoption as technical guidance, be approved;**
- 2. that the process and proposed policy standards and facility recommendations of the Leisure Strategy, Chapters 2 and 3 be noted; and**
- 3. that the Leisure Strategy (Chapters 1, 2 and 3) for Central Bedfordshire be adopted as technical guidance for development management purposes.**

E/13/138

Community Safety Partnership Plan 2014- 2015

The Executive considered a report from the Executive Member for Sustainable Communities – Services that set out the proposed Community Safety Partnership (CSP) Plan for endorsement. The Plan was developed from the Partnership Strategic Assessment, which analysed crime and disorder in Central Bedfordshire and identified the emerging priorities that needed to be tackled.

The Executive Member for Sustainable Communities – Services acknowledged that some crime types in Central Bedfordshire had increased and an action plan was due to be considered by the CSP. The Bedfordshire Police Crime Commissioner (PCC) and the Chief Inspector had attended the Sustainable Communities Overview and Scrutiny Committee on 22 January 2014 and advised that the CSP priorities featured in the PCC's Police and Crime Plan.

Members noted that where the CSP Plan referred to The Gypsy and Traveller Local Plan on page 281 of the agenda and the following paragraph be amended as follows:

"It estimates that the Gypsy and Traveller population is increasing by between 1.5% and 2.5% each year, and that, at a 2% compound growth rate, 131 additional pitches will be needed by 2031 in order to meet that need".

Reason for decision: Central Bedfordshire Council is a responsible authority as part of the Community Safety Partnership under the Crime and Disorder Act 1998. The Act places a statutory duty on the local authority to work with other responsible authorities to develop and implement a strategy for reducing crime and disorder.

RESOLVED

that the Strategic Assessment and the Community Safety Partnership Priorities be endorsed.

RECOMMENDED to Council

that the Community Safety Partnership Plan 2014 – 2015 be adopted.

E/13/139

Central Bedfordshire Design Guide

The Executive considered a report from the Executive Member for Sustainable Communities – Strategic Planning and Economic Development that set out the revised Central Bedfordshire Design Guide. The Council's design priorities were the provision of homes with decent room sizes and gardens and the ability to adapt to changing lifestyles, an ageing population and climate change. Design would be a key issue in determining and shaping the successful delivery of development being planned.

The Executive Member for Sustainable Communities – Strategic Planning Economic Development moved an additional recommendation, which was duly seconded:-

"to authorise the Director of Regeneration and Business Support, in consultation with the Executive Member for Sustainable Communities - Strategic Planning and Economic Development, to alter the internal space standards set out in the revised Central Bedfordshire Design Guide paragraph 5.05 to match the national standards to be issued by the Government in response to the Housing Standards Review 2013; providing that they are not lower than 25% of the current standards."

Reason for decision: To meet the Council's priority of enhancing Central Bedfordshire – creating jobs, managing growth, protecting our countryside and enabling businesses to grow.

RESOLVED

- 1. that the proposed changes to the Design Guide be noted and that the revised Design Guide be adopted as technical guidance for development management purposes;**
- 2. to authorise the Director of Regeneration and Business Support, in consultation with the Executive Member for Sustainable Communities – Strategic Planning and Economic Development, to make any minor amendments to the revised Design Guide prior to publication; and**
- 3. To authorise the Director of Regeneration and Business Support, in consultation with the Executive Member for Sustainable Communities - Strategic Planning and Economic Development, to alter the internal space standards set out in the revised Central Bedfordshire Design Guide paragraph 5.05 to take account of the national standards to be issued by the Government in response to the Housing Standards Review 2013; providing that they are not lower than 25% of the current standards.**

E/13/140

Determination on Admission Arrangements 2015/16

The Executive considered a report from the Executive Member for Children's Services that set out the Admission Arrangements for 2015/16, specifically the Council's co-ordinated admissions scheme and the admission arrangements for Community and Voluntary Controlled Schools.

In response to a question, the Executive Member for Children's Services confirmed that he would respond to the relevant Member with regard to the increase in the PAN at Russell Lower School due to the Warren Farm development in Ampthill.

Members noted that the Council would be consulting in the next academic year on the proposed removal of the criteria whereby priority was given to children who attended a nursery or pre-school associated with the school which they wished to attend, in order to meet the recommendations made by the Chief Schools Adjudicator in the Office of the Schools Adjudicator Annual Report.

Reason for decision: To enable the Council to meet its statutory obligations to determine its admission arrangements by 15 April 2014, for admissions in the academic year of 2015/16.

RESOLVED

- 1. that the Council's co-ordinated admissions scheme, as attached at Appendices 1 and 2 to the report be approved;**
- 2. that the findings of the Annual Report of the Office of the Schools Adjudicator which has upheld over 20 objections to nursery criteria and how this could be unfair and disadvantageous to children as well as the two responses to the consultation which were not supportive regarding the inclusion of this criterion, be noted;**
- 3. that the proposed inclusion of the nursery criteria for Hawthorn Park and Tithe Farm Lower School will not be implemented in line with the responses and report of the Office of the Schools Adjudicator;**
- 4. that the conversion of lower catchment areas in Houghton Regis to Primary catchment areas, as set out in section 31 of the report, be noted;**
- 5. that the implementation of a catchment area for Greenleas Kestrel Way but not the inclusion of nursery criteria for this site as per the revised admissions policy for the school, as set out in sections 34 to 37 of the report be approved;**
- 6. that the implementation of a catchment area for the second site of St Andrews Lower School, Biggleswade, including the admissions policy, be approved; and**
- 7. that the published admission number at Watling Lower School remain at 45 for admissions in the academic year of 2015/16.**

E/13/141

Waste Procurement Strategy

The Executive considered a report from the Executive Member for Sustainable Communities – Services that set out the proposed Waste Procurement Strategy. This would enable the Council to initiate a project to deliver the required services for a sustainable waste management solution that would meet the needs of the area's growing population.

In response to questions, the Deputy Executive Member for Sustainable Communities – Services advised that there were no plans at the current time to amend the opening times of the Household Waste Recycling Centres. The recycling/composting target of 60% by 2020 would be challenging as waste had been reducing, which was itself desirable.

Members noted that a national issue had been highlighted recently in that farmers were growing maize for anaerobic digestion instead of using the land to grow food.

Reason for decision: To enable the Council to procure waste disposal services and deliver waste facilities as set out in the report.

RESOLVED

1. that the proposed approach to procuring the waste disposal services, as set out within the Executive report, be approved; and
2. that the development of the required waste facilities by the Authority, as set out within the Executive report, be approved.

E/13/142

Promoter and Developer Framework

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The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that sought approval to procure, establish and select from a call-off framework for Promoters and Developers. This would enable the Council to secure ready access to support in taking forward a range of disposals, developments and regeneration projects.

Reason for decision: The capital cost and potential capital receipts to be achieved from use of this framework, could potentially be greater than £500,000 and therefore required Executive approval.

RESOLVED

that the procurement of a promoter and developer framework to enable ready access to the necessary support for catalysing regeneration, delivering development and realising capital receipts be approved. Individual schemes which might be delivered by the framework could be over £500k. All schemes are funded via the Council's agreed Capital Programme.

E/13/143

Land East of Biggleswade

See minute E/13/150 for further details.

E/13/144

December 2013 - Quarter 3 Revenue Budget Monitoring Report

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the financial position for 2013/14 as at the end of December 2013. The report also set out spend to date against the profiled budget and the forecast financial outturn.

Reason for decision: To facilitate effective financial management and planning.

RESOLVED

1. that the Revenue forecast position which is currently to overspend the budget by £0.4m be noted; and

2. **to request officers to continue with their efforts to achieve a minimum balanced outturn or an underspend.**

E/13/145

December 2013 - Quarter 3 Capital Budget Monitoring Report

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the projected capital outturn for 2013/14 as at December 2013.

Reason for decision: To complete schemes currently underway and facilitate effective financial management and planning.

RESOLVED

1. **that the overall forecast position to spend £73.7m compared to the budget of £94.6m be noted. This is a variance of £20.9m as a result of an overspend of £4.4m and the proposed deferred spend to 2014/15 of £25.3m; and**
2. **to request officers to carefully examine their forecast spend to determine how realistic the proposals to defer spend into 2014/15 were.**

E/13/146

December 2013/14 (Q3) Housing Revenue Account Budget Monitoring Revenue and Capital Report

The Executive considered a report from the Executive Member for Social Care, Health and Housing and the Deputy Leader and Executive Member for Corporate Resources that set out the 2013/14 Housing Revenue Account (HRA) projected outturn revenue and capital position as at December 2013.

Reason for decision: To facilitate effective financial management and planning.

RESOLVED

1. **that the Revenue forecast position be approved to achieve a balanced budget with a contribution to Housing Revenue Account (HRA) Reserves of £7.282m, thus strengthening the Council's ability to invest and improve its stock of Council houses;**
2. **that a year end spend of £3.120m be anticipated for the HRA capital programme, £2.125m of which relates to lower than budgeted spend on Priory View. At the current time, it was predicted that £2.000m would be spent on Priory View from the Extra Care Development Reserve. It was proposed that the underspend on Priory View would be carried forward as slippage to spend in the next financial year; and**
3. **that Right to Buy sales would be monitored for the possible impact on predicted surpluses in the medium to longer term.**

E/13/147 **Quarter 3 Performance Report**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the Quarter 3 2013/14 performance for Central Bedfordshire Council's Medium Term Plan indicator set.

Reason for decision: To ensure a rigorous approach to performance management across Central Bedfordshire Council.

RESOLVED

1. **that the continuing overall good performance in Quarter 3 for the indicators being used to help support the monitoring of progress against the Medium Term Plan priorities be acknowledged; and**
2. **to recommend officers to further investigate and resolve underperforming indicators as appropriate.**

E/13/148 **Strategic Economic Plan for South East Midlands Local Enterprise Partnership**

The Executive considered a report from the Leader of the Council that set out details of the emerging South East Midlands Local Enterprise Partnership Strategic Economic Plan as part of the Local Growth Deal negotiations. The Plan would also act as the areas bid for funding as part of the Local Growth Fund.

The South East Midlands Local Transport Board schemes in priority order within the Plan were:

- (a) Woodside Connection
- (b) A6-A428 Bedford Western Bypass
- (c) London Luton Airport Surface Access
- (d) A421/J13 dualling.

Reason for decision: To enable the Council to effectively promote its priorities and contribute towards the development of the Strategic Economic Plan, whilst also meeting the Government's deadlines and processes for the final submission of the plan in March 2014.

RESOLVED

1. **that the emerging South East Midlands Local Enterprise Partnership (SEMLEP) Strategic Economic Plan be endorsed; and**

2. to authorise the Chief Executive, in consultation with the Leader of the Council, to agree on behalf of Central Bedfordshire Council the submission of the SEMLEP Strategic Economic Plan and Local Growth Deal negotiations.

E/13/149 **Exclusion of the Press and Public**

RESOLVED

that in accordance with Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 of Part I of Schedule 12A of the Act.

E/13/150 **Land East of Biggleswade**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the options available to the Council in relation to the Council's interests in Land East of Biggleswade.

Reason for decision: Any amendment to the existing Deed of Easement may have a financial impact to the Council in excess of £500,000.

RESOLVED

1. that option 3 set out in paragraph 24 of the exempt Executive report be agreed; and
2. to authorise the Director of Improvement and Corporate Services, in consultation with the Deputy Leader and Executive Member for Corporate Resources, to take such steps necessary to protect the Council's interests and secure the maximum financial benefit.

E/13/151 **Strategic Economic Plan for South East Midlands Local Enterprise Partnership**

See minute E/13/148 for further details.

(Note: The meeting commenced at 9.30 a.m. and concluded at 12.45 p.m.)

Chairman

Dated