

13th January 2023

To: Town Mayor and all Members of the Partnership Committee

Town Councillors: **D Jones, T McMahon, C Slough and K Wattingham**
CBC Councillors **A Ryan, Y Farrell, S Goodchild and P Hamill**
Co-Opted Members **J Anderson, D Gibbons, C Regan**
CBC Officers **Mrs Hughes, Community Engagement Manager**

Copies, for information, to:

- Cllr Tracey Stock, Executive Member for Health, Wellbeing, Communities and Leisure, CBC
- all Houghton Regis Town Councillors

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the **Partnership Committee** to be held on Tuesday **24th January 2023** commencing at **7.00pm hours** at The Council Offices, Peel Street.

Members of the public who wish to attend the meeting may do so in person or remotely through the meeting link below.

To attend remotely through Teams please follow this link: [MEETING LINK](#)

Please follow this guidance if attending the meeting remotely [LINK](#)



Clare Evans
Town Clerk

**THIS MEETING MAY BE
RECORDED ***

AGENDA

- 1. APOLOGIES AND SUBSTITUTIONS**
- 2. QUESTIONS FROM THE PUBLIC** (3 minutes per person; maximum 15 minutes)

**Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member or a member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session.*

The use of images or recordings arising from this is not under the Council's control.

To receive questions and statements from members of the public in respect of any item of business included in the agenda, as provided for in Standing Order No.s 1(f) and 1(h).

3. SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of any such interest.

Members are invited to submit any requests for Dispensations for consideration.

4. MINUTES

Pages 4 - 10

To approve the Minutes of the meeting held on 18th October 2022

Recommendation: To approve the Minutes of the meeting held on 18th October 2022.

5. PARTNERSHIP COMMITTEE WORKPLAN

Pages 11 - 12

Members are invited to consider the Partnership Committee workplan.

As requested at the last meeting an additional item has been added to the Partnership Workplan enabling updates to be provided on future cemetery provision in Houghton Regis. Members are advised that HRTC reports on this matter will be provided in due course in a similar way to the reports on Tithe Farm Sports Provision.

6. CBC UPDATE REPORT

Pages 13 - 45

The CBC update report is attached for information.

7. IMPROVING HEALTH & WELLBEING IN HOUGHTON REGIS: TIME 2 CONNECT

Jemma Mclean, Community Engagement Manager, Bedfordshire Rural Communities Charity (BRCC) will attend the meeting to update members and respond to any queries or comments on this project.

8. HOUSING AND ENGAGEMENT

A verbal update will be provided by James Yeomans, Head of Housing Property, CBC covering the progress with new facilities at All Saints View and The Brook.

9. TITHE FARM SPORTS PROVISION UPDATE

Pages 46 - 53

Members will find attached the agenda report as presented to the HRTC Environment & Leisure Committee on 14th November 2022.

10. COMMITTEE FUNCTIONS & TERMS OF REFERENCE

At the last meeting Members may recall receiving a copy of the Committee Functions & Terms of Reference. During this previous discussions Members requested consideration be given to dropping the quorate to two councillors from each council rather than three, as substitution allowances for Central Bedfordshire Council Ward members on this committee were limited. It was highlighted to members that this would need to be taken through General Purposes and Council to allow for changes to the constitution.

A verbal update will be provided by Sarah Hughes, Community & Engagement Manager, CBC.

11. PARTNERSHIP COMMITTEE CO-OPTION

It has been requested that potential co-option onto this committee remain on the agenda as a Standing Agenda item.

Members are invited to consider whether they would like to explore the possibility of seeking to co-opt local stakeholders onto the Houghton Regis Partnership Committee. In this regard the Terms of Reference for the Committee state:

Co-option

1. To support engagement with local stakeholders the Town Joint Committee can co-opt members from local representative groups, as appropriate up to a maximum of 15. Each co-opted Member will be able to engage fully in all discussions but will not have any voting rights. Co-opted members can be removed from the Town Joint Committee. Decision making around removals can either be taken by the whole Town Joint committee or by joint agreement of the Chair and Vice Chair, depending on each Town Joint Committee's preference.

The list of Co-opted Members should be reviewed annually, by the Town Joint Committee

12. ITEMS REQUESTING ATTENTION BY CENTRAL BEDFORDSHIRE COUNCIL

Members have been advised of the CBC process to determine further consideration, at CBC committee level, of items and issues.

Members of this committee are able to use this process to forward items for CBC's attention via the CBC Joint Committee Chair or CBC Joint Committee Vice Chair.

As such members are requested to identify and confirm if there are any requested items for CBC's attention.

13. PROPOSED DATES FOR MEETINGS FOR 2023/24

- Tuesday 18th July 2023
- Tuesday 17th October 2023
- Tuesday 23rd January 2024

**MINUTES OF THE MEETING OF HOUGHTON REGIS PARTNERSHIP
COMMITTEE
HELD AT THE COUNCIL OFFICES, PEEL STREET
ON 18th October 2022**

Present: Town Cllrs: **D Jones (Chair), T McMahon, K Wattingham, C Slough**
CBC Cllrs: Cllr Hamill (Vice-Chair), A Ryan, Y Farrell, S Goodchild
CBC Officers: S Hughes, Community Engagement Manager
HRTC Officers: C Evans, Town Clerk
L Senior, Head of Democratic Services

Co-opted members: D Gibbons
J Anderson
C Regan

Also in attendance: J Yeomans, Head of Housing Property, Housing Services CBC
B McBrearty, Community Connections Advisor BRCC
J McClean, Community Engagement Manager BRCC
S Bailey, Senior Community Engagement Officer CBC
B Gaynor, Interim Head of Place Delivery, CBC
L Gunn, Community Connections Advisor, Time 2 Connect

Apologies: None

Members of the public: 3

959 ELECTION OF CHAIRMAN

Members were invited to elect a Chairman for Houghton Regis Partnership Committee for 2022/23 in accordance with the Terms of Reference of this committee.

In accordance with the Terms of Reference this can be a member from either authority.

Nominee	Proposed by:	Seconded by:
Cllr Jones	Cllr Wattingham	Cllr Farrell

No further nominations were received.

Accordingly, Cllr Jones was elected as Chairman of the Houghton Regis Partnership Committee for the municipal year of 2022/23.

960 APOLOGIES AND SUBSTITUTIONS

None.

961 QUESTIONS FROM THE PUBLIC

Clarification was sought from Central Bedfordshire Council:

- Whether the investment zones in Central Bedfordshire would impact Houghton Regis.
- How the purchase opportunity of the disused Morrisons site was missed by Central Bedfordshire Council, as this had since been purchased with the intended use as a storage facility within the town?
- How did Central Bedfordshire Council propose to evaluate the pressure of the new residents on the existing GP's in the town?

It was advised that there had been no progress with the Health Hub due to lack of funding, it was acknowledged that this had presented a service issue and the appointment system had been impacted.

It was advised that limited information regarding the purchase of the Morrisons owned land was available, however, it was highlighted that attempts by Central Bedfordshire Council had been made to contact the land owners, however, Morrisons had remained non-responsive.

962 **SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None.

963 **MINUTES**

To approve the Minutes of the meeting held on 26th April 2022.

Resolved: To approve the Minutes of the meeting held on 26th April 2022 and for these to be signed by the Chairman.

964 **ELECTION OF VICE CHAIRMAN**

Members were invited to elect a Vice Chairman for Houghton Regis Partnership Committee for 2022/23 in accordance with the Terms of Reference of this committee.

In accordance with the Terms of Reference this should be a member from the other authority to the Chairman.

Nominee:
P Hamill

Proposed by:
T McMahon

Seconded by:
K Wattingham

No further nominations were received.

Accordingly, Cllr Hamill was elected as Vice Chairman of the Houghton Regis Partnership Committee for the municipal year of 2022/23.

965 **CONFIRMATION OF THE SECRETARIAT**

In accordance with the Terms of Reference, the Committee were required to confirm the secretariat for the Partnership Committee for 2022/23.

Members agreed for the Town Council to continue to act as the secretariat for the Partnership Committee for the municipal year of 2022/23.

966 PARTNERSHIP COMMITTEE CO-OPTION

The Terms of Reference required the list of Co-opted Members to be reviewed annually, by the Town Joint Committee.

Members received applications for co-option from:

- David Gibbons - a co-opted member during 2021/2022
- Jo Anderson – long term resident of Houghton Regis
- Carole Regan – long term resident of Houghton Regis

Members were invited to consider whether they would like to explore the possibility of seeking to co-opt local stakeholders onto the Houghton Regis Partnership Committee. In this regard the Terms of Reference for the Committee stated:

Co-option

To support engagement with local stakeholders, the Town Joint Committee can co-opt members from local representative groups, as appropriate up to a maximum of 15. Each co-opted Member would be able to engage fully in all discussions but would not have any voting rights. Co-opted members could be removed from the Town Joint Committee. Decision making around removals could either be taken by the whole Town Joint committee or by joint agreement of the Chair and Vice Chair, depending on each Town Joint Committee's preference.

Resolved: To confirm the following co-opted members of the Houghton Regis Partnership Committee for 2022-23:

- **David Gibbons**
- **Jo Anderson**
- **Carole Regan**

967 COMMITTEE FUNCTIONS & TERMS OF REFERENCE

Members received the Terms of Reference which related to this committee.

Members requested consideration be given to dropping the quorate to two councillors from each council rather than three, as substitution allowances for Central Bedfordshire Council Ward members on this committee were limited. It was highlighted to members that this would need to be taken through General Purposes and Council to allow for changes to the constitution. Members were advised that advice would be sought and fed back to the committee.

Members received this report for information.

968 PARTNERSHIP COMMITTEE WORKPLAN

Members were invited to consider the Partnership Committee workplan.

It was requested that Grendall Lane Cemetery funding be placed on the workplan, the use of £2,000 of Ward Councillor Community Grant money was offered to complete the searches on the site.

Members were advised of the outcome of two New Cemetery Provision Sub-Committee meetings, both of which had determined that investigations into this site were to cease.

Members discussed in depth whether this was an appropriate item to be included on the workplan as Town Council members had made the decision to cease investigations. Members were provided with background information and an overview of the report findings behind the decision of the New Cemetery Provision Sub-Committee.

Members agreed to include Cemetery provision in the workplan for future agendas to allow scope for regular updates.

It was suggested that a Central Bedfordshire Council Officer be invited to attend a future meeting to update members on the status of the Health Hub.

It was requested that regular updates on primary care were provided at the Town Partnership Committee meetings under Improving the Health and Wellbeing in Houghton Regis section of the agenda.

It was advised that the investment plan was a recent strategy and no updates were available for this meeting, further information would be sought and fed back to the Town Partnership Committee when appropriate information was available.

969 CBC UPDATE REPORT

Members received the CBC update report for information. It was highlighted to Members that included within the report was an update on the Bidwell Quarry / Houghton Regis Chalk Pit.

Members were advised that meetings had been held with Central Bedfordshire Council and the owners of the Houghton Regis Chalk Pit, once an agreement had been finalised, the Council would then be allowed to make arrangements for a third party to manage the site.

Members were advised the former Houghton Regis Academy site had been transferred from Department of Education to Central Bedfordshire Council and had been working with the preferred contractor on the award of the contract, further updates would be provided at the next meeting.

Members were advised that the Community Asset Grant scheme, had agreed projects for the £200,000 of available funding, it was highlighted that 45 bids had been received which had amounted to £700,000 which had involved implementing a robust scoring process which resulted in 12 successful bids.

Members raised concerns regarding the experiences of harassment of the new shopkeepers in All Saints View. Members felt that police interaction could be more proactive and support for the new shops was needed.

970 IMPROVING HEALTH & WELLBEING IN HOUGHTON REGIS: TIME 2 CONNECT

Jemma Mclean, Community Engagement Manager, and Bex McBrearty, Community Connections Advisor of Bedfordshire Rural Communities Charity (BRCC) were in attendance at the meeting to update members and respond to any queries or comments on this project.

Members were introduced to Jemma McClean, Community Engagement Manager (BRCC) and Laura Gun, Community Connections Advisor who had recently joined the Time 2 Connect team. It was advised that Jemma had taken on project management, finance and reporting elements which had enabled a continuation of service provision, and Laura would be working alongside Bex.

Members were advised the drop-in sessions continued to take place at Houghton Hall Park and were well attended with around 20 people per session, café connect sessions were held on Tuesdays and 11 joint sessions had been run in conjunction with Central Bedfordshire Council Online Day Activities Team, run hybrid sessions had been held with a variety of activities and had proved popular. User feedback had been collated and positive responses had been received.

Members were advised that Time 2 Connect services had been promoted widely with a positive uptake of the use of the Next Door app to access local services.

971 HOUSING AND ENGAGEMENT

A verbal update was provided by James Yeomans, Head of Housing Property, CBC covering the progress with new facilities at All Saints View and The Brook and provided an update on Windsor Drive.

Members were advised due to volatility in the construction market, the decision had been made to pause work on Windsor Drive for the interim, with a possibility to revisit once the market had settled.

The Brook was progressing well and it was hoped to occupy the site by November 2022.

Members were advised that further occupation of All Saints View had been paused temporarily however occupation had resumed.

Concerns were raised over the cease of progressing Windsor Drive, as members highlighted the need for social housing had not diminished. It was advised that the rationale was to consider the best way forward and it had been decided that completion of schemes that were already underway had proved most financially viable.

972 TITHE FARM SPORTS PROVISION UPDATE

Members received the agenda report as presented to the HRTC Environment & Leisure Committee on 13th June and 26th September 2022.

Concerns were raised over who was paying for the pedestrian access between Linnere and Tithe Farm Recreation Ground. Members were advised that the developers of Linnere were to pay for the links to the edge of their boundary, the Town Council would source the funding for the links on Tithe Farm Recreation Ground, this was expected to be funded by the Sustainable Transport Team at Central Bedfordshire Council.

Concerns were raised over the coverage of any CCTV provision for Tithe Farm Pavilion and what area this would cover. This would be investigated further and fed back to the committee.

Concerns were raised that the expectation was work on the site would have started prior to November. Members were advised that there had been two pre-development planning conditions that required fulfilling which related to drainage and highways access, once both of these had been discharged, contractors would be mobilised and able to start work on the site.

973 HOUGHTON REGIS TOWN CENTRE ACTION PLAN

To enable members to consider the Houghton Regis Town Centre Action Plan.

Beverley Gaynor, Interim Head of Place Delivery, CBC was in attendance at the meeting to respond to queries around the Action Plan.

Members were advised the action plan had been developed through the Levelling Up Fund and Welcome Back Fund from Central Bedfordshire Council. However, it was felt that a partnership approach was necessary for success.

It was requested that page 58 be looked at and consideration be given to rewording as it suggested that single parent families and higher crime rates were connected.

Resolved:

- 1. For the Houghton Regis Partnership Committee to endorse the Houghton Regis Town Centre Action Plan**
- 2. To request that CBC review and update the 2008 Town Centre Masterplan**

974 PUBLIC REALM - CBC / HRTC JOINT PROJECT UPDATE

A verbal update was provided by Sarah Hughes, Community Engagement Manager, CBC and Clare Evans, Town Clerk, HRTC, on the project to date.

Members were advised funding had been set aside by Central Bedfordshire Council for partnership working with Town and Parish Councils to enable the improvement of their Public Realm, there were two hubs, Leighton Linlade and Dunstable / Houghton Regis with funding available for the existing Grounds Team to utilise for additional equipment to undertake Public Realm improvements and to offer their expertise to surrounding Parishes.

Members were advised that capital of £50,000 had been received and had enabled the support of the introduction of a Town Ranger for three days a week, utilising a reporting app for residents to report issues they see. Feedback received from residents had been positive.

It was suggested that an agreement be sought with the tidy tip for disposal of items picked up by the Town Ranger.

Members were advised that local parishes were regularly contacted to offer support from the Town Ranger, however, the pricing structure had proved prohibitive, and the offers had ultimately been declined.

975 ITEMS REQUESTING ATTENTION BY CENTRAL BEDFORDSHIRE COUNCIL

Members were advised of the CBC process to determine further consideration, at CBC committee level, of items and issues.

Members of this committee were able to use this process to forward items for CBC's attention via the CBC Joint Committee Chair or CBC Joint Committee Vice Chair.

As such members were requested to identify and confirm if there were any requested items for CBC's attention. This item was suggested:

Dunstable Market Charter, members received a report which outlined the implications for Houghton Regis (and surrounding parishes) when holding events arising from the Dunstable Market Charter. The Town Council would request the support of CBC in confirming the validity of the Dunstable Market Charter, clarification as to what was defined by 'market' as it was considered that this would not apply to the stalls held at Houghton Regis events and requested a copy of the Charter.

It was requested that it be investigated how Houghton Regis Town Council could create their own policy or Market Charter.

Resolved: To request that the CBC Joint Committee Chair or CBC Joint Committee Vice Chair take the following matters forward:

- 1. Dunstable Market Charter**

The Chairman declared the meeting closed at 9.20pm

Dated this 24th day of January 2023

Chairman



**HOUGHTON REGIS PARTNERSHIP COMMITTEE –
WORK PLAN 2022/23**

Meeting Date	Regular Updates	Work Plan 2022/23	Reports already received / completed
19 th July 2022	CANCELLED	<p>The following suggestions are put forward, the timings of these reports / presentations will be confirmed once the content of the work plan has been agreed:</p> <ul style="list-style-type: none"> • Improving Health & Wellbeing In Houghton Regis • Place Delivery • Community Buildings in Houghton Regis (inc. HRN 2 Community Building, Bedford Square Community Centre) • Tithe Farm Sports Provision • Housing And Engagement • Chalk Pit / Quarry • Kingsland / HR Leisure Centre • Future cemetery provision in Houghton Regis 	
18 th October 2022	Election of Chair Election of Vice Chair Partnership Committee Co-Option approval Confirmation Of The Secretariat Committee Functions & Terms Of Reference CBC Update report Work Plan Items Requesting Attention By CBC		
24 th January 2022	CBC Update report Work Plan Items Requesting Attention By CBC Proposed Dates For Meetings for following year		



25th April 2022	CBC Update report Work Plan Partnership Committee Co- Option consideration Items Requesting Attention By CBC		

CENTRAL BEDFORDSHIRE COUNCIL UPDATE
24th January 2023

Purpose of report: For information

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1. COMMUNITY SAFETY

CCTV REPORTS

October 2022

This report contains data gathered by the Council's CCTV Control Room located at Watling House, Dunstable. It includes details of CCTV monitored incidents and arrests by the police in the town of Houghton Regis. It does not include details of the police response to any incident where an immediate arrest is not made, nor does it include incidents not captured by CCTV; for this reason, the data will not reflect the overall picture of crime and disorder in any area.

Date	Time	Location	Type of Crime	Arrests
05/10/22	15:15	Bedford Square	Intelligence	0
06/10/22	16:37	Bedford Square	Shoplifting	0
08/10/22	13:47	Bedford Square	Breach Of CBO	0
09/10/22	14:20	Bedford Square	Breach of CBO	0
10/10/22	09:35	Bedford Square	Breach of CBO	0
14/10/22	17:12	Bedford Square	Missing Person	0
15/10/22	15:25	Bedford Square	Concern for safety	0
15/10/22	20:56	Bedford Square	Shoplifting	0
16/10/22	15:25	Bedford Square	Anti-social behaviour	0
20/10/22	15:56	Bedford Square	Theft	0
25/10/22	14:38	Bedford Square	Breach Of CBO	0
29/10/22	12:59	Bedford Square	Intelligence	0

November and December not available.

1ST OCTOBER 2022 – 31ST DECEMBER 2022

During this period there were 16 cases open to the Safer Neighbourhood Team.

Safer Neighbourhood Officers spent 207 hours patrolling Houghton Regis, some of the engagement they undertook during those hours.

- Assisting an elderly gentleman who had fallen over and had sustained injuries, contacted ambulance service and waited until family arrived.
- Various engagements with youths in Bedford Square
- Engagement with dog walkers

- Enquiries into rough sleepers in Houghton Hall Park
- Engagement with residents; reports of drug dealing, flytips at Houghton Quarry, poor lighting along Dog Kennel Walk, overhanging trees.
- Engagement with businesses in the area.
- Engagement with youths, provided advice about staying safe
- Vehicles moved on when parking inappropriately.
- Visits to Groundworks Youth Club
- Engagement with Houghton Regis Town Mayor and Councillors.
- Clothing and bedding supplied to a vulnerable male
- Attended Christmas lights on event

Safer Communities & Partnership Team

Safer Communities Engagement Officers and Safer Neighbourhood Officer alongside Police completed weapons sweep around Bedford Square.

Joint patrols with Police in Bedford Square.

Pop up event held in Bedford Square, Officers provided free crime prevention items to residents, provided advice and information.

Safer Communities Engagement Officer & Safer Communities Officer visited Houghton Regis library for one of their coffee mornings and engaged with residents.

Pop up stand with Officers and Bedfordshire Police at Houghton Regis Lights On event.

Safer Communities Officer joined Public Health for an event at St Vincent's Social Club, providing information and crime prevention items.

Officers joined Houghton Regis Library for their Christmas Craft event.

2. LEISURE, LIBRARIES & COUNTRYSIDE

HOUGHTON REGIS LEISURE CENTRE

September usage low due to the gas issues on the Kingsland Campus, so the pool was closed. Great usage for November as this is normally a quiet time.

Pre covid monthly average based on 2019 usage:	18,847
Sep 22:	12,687
Oct 22:	16,433
Nov 22	16,875

The Aqua Ed programme remains strong being with numbers staying high ready for the New Year. The site envisaged continued growth for the next quarter.

01.03.20	AquaEd swimmers on the programme	833
01.12.20	Post lockdown 2020 swimmers	669
31.05.21	Post re-opening	745
01.12.22	AquaEd swimmers on the programme.	996

Fitness membership is still recovering to pre-Covid numbers:

01.03.20	Total fitness members	1784
01.12.20	Post lockdown 2020	1134
21.06.21	Post re-opening	1250
01.12.22	Latest figures	1392

The no joining fee has boosted sales in September and an offer of 2 months ½ price and No joining fee helped November sales.

The site offered a range of activities and have introduced SEND swim session to the programme for a regular fixture. This takes place on a Wednesday throughout the holiday timetable.

Marketing to the community, as we continue creating awareness of Health and Fitness during the cold months, and becoming a warm space for the community to come, if needed.

HOUGHTON HALL PARK

- A busy programme of festive events was delivered including wreath making, willow angel weaving, craft and carolling, and a snowball scavenger hunt in the kitchen garden
- The end of year volunteer 'thank you' social event was held – a festive willow wreath making with foliage from the park
- Gas works taking place on Park Road North have resulted in a drop in footfall to the park over the festive period as the road is closed from one side
- The Lime Room is available as a Warm Space on Tuesdays 9am-4pm with hot drinks provided by Really Awesome Coffee to anyone using the space

COMMUNITY PHYSICAL ACTIVITY

Active lifestyles referral scheme

Our referral programme is continuing to run throughout Central Bedfordshire supporting residents at risk or with long term health conditions. For more information, please visit www.centralbedfordshire.gov.uk/active-lifestyles. We work in partnership with a number of organisations, to provide the residents with opportunities to promote physical and mental wellbeing.

Falls prevention – strength & balance referral programme

Falls Prevention Strength & Balance referral programme is now running at all leisure facilities. The course is a free 12 week referral programme designed to help improve strength and balance for people over 65 who are at risk of falling or have already had any falls. We have also started an online 6 week Falls pilot which is in place to offer a similar programme for those people who are unable to attend the programme at the Leisure Centre for any reason. Both programmes are proving successful. For more information please email: activityforhealth@centralbedfordshire.gov.uk

Health & wellbeing kiosks

The health and wellbeing kiosks have been installed across all 6 of our leisure centres and are accessible to the public. You do not have to be a member to use the kiosk. The health and wellbeing kiosks are free to use. For more information, please visit www.centralbedfordshire.gov.uk/health-kiosks

The health kiosks offer a secure and medically approved body analysis and use personal profiles with specific links to commissioned services in Central Bedfordshire including mental health support, weight management, physical activity and stop smoking services. Clinically validated, the kiosks them to self-monitor and continue to improve their healthy lifestyle choices.



Online activity programme

We are continuing to provide our online classes as the feedback of these have been great during the pandemic and people wanted them to continue. We are always adding classes to our YouTube library.



www.facebook.com/GetActiveWith/



[Central Bedfordshire Active Lifestyles You Tube Channel](#)

Facebook Live Classes
Free exercise sessions delivered remotely via Facebook Live. The following sessions will take place on a weekly basis.

This schedule will change every 10 weeks where we will bring you a change of activities and instructors.

These classes will start from Monday 24th October 2022

Monday 5pm (45 minute class) with Rebecca
HIIT

All levels as options will be given for exercises during the session.

Friday @ 8.15am (20 minute class) with Trudy
Low impact workout

Wake up and shine low impact workout

Saturdays @ 10am (45minute class) With Adele
Pilates

Low impact class focusses on core movement with some early morning flexibility and strength.

Active Lifestyles

A great place to live and work.

Find us online www.centralbedfordshire.gov.uk [getactivewith](https://www.facebook.com/GetActiveWith/) [@leisstacentral](https://twitter.com/leisstacentral)

Online day activities

Central Bedfordshire Council offer an online schedule of weekday activities for residents of Central Bedfordshire to enjoy Monday to Friday every week. Activities include things like cookery, gardening, arts & crafts, informative talks, and fun gameshows.

As part of this programme, the Active Lifestyle Team offer a number of sessions to get active. Activities include seated exercise, dance and full body workouts, there is something for everyone

For more information or to add your name to the Newsletter so you receive emails detailing the activities taking place, please phone 0300 300 6588 | 0300 300 6710 or email ODA@centralbedfordshire.gov.uk

Outdoor activity programme

All activities comply with current COVID guidelines. Activities include buggy fitness, walking football, outdoor bootcamps. Most of the activities are FREE. Residents must book on via our booking page.

www.bookwhen.com/activelifestyles

#GetActiveWith Community Programme
Fitness Sessions

Mondays - Outdoor Circuits
Biggleswade
Stratton Leisure Outdoor Courts, SG18 8JB
7pm - 8pm

Mondays - Box Fit
Houghton Regis
Houghton Regis Bowls Club, LU5 5GZ
7pm - 8pm

Wednesdays - Bootcamp
Leighton Buzzard
Cedars Upper School - Sports Hall LU7 2AE
6pm - 7pm

Wednesdays - Outdoor Bootcamp
Arlesey
Arlesey Multi Use Game Area
6.15pm - 7.15pm

Booking is essential for these classes as spaces are limited. These classes are FREE.
www.bookwhen.com/activelifestyles

Outdoor Walking Football

Every Tuesday 2-3pm
Upper Caldecote Multi Use Games Area
The Pastures, SG18 9BQ

Every Wednesday 1pm - 2pm
Beds FA, Skimpot Road, Dunstable, LU5 4JU

Every Thursday 6-7pm
Byrants Lane Sports & Recreation Ground,
Heath & Reach, Leighton Buzzard, LU7 9LD.

ALL SESSIONS MUST BE PRE BOOKED.
To book any of the above sessions please visit the following:
www.bookwhen.com/activelifestyles

Flitwick Leisure Centre, MK45 1TH
Every Tuesday & Thursday 1.30-3pm
£3.10 per session

To book the Flitwick Leisure Centre session please contact the centre direct on:
01525 493131

Active Lifestyles

A great place to live and work.
Find us online www.centralbedfordshire.gov.uk [Facebook](https://www.facebook.com/activelifestyles) [Instagram](https://www.instagram.com/activelifestyles) [LinkedIn](https://www.linkedin.com/company/activelifestyles) [YouTube](https://www.youtube.com/channel/UC...)

CHILDREN & FAMILIES – ACTIVE LIFESTYLES

If you would like more information or to register your interest, please email:

active.families@centralbedfordshire.gov.uk

For more information on the network or programmes being developed, please contact the Children & Families Active Lifestyles Coordinator on: 0300 300 8640 or email:

active.families@centralbedfordshire.gov.uk

3. HIGHWAYS

FIX MY STREET

From 1st Oct – 22 Dec, fix my street:

Status	Road markings and lining	Signs	Grand Total
closed	2		2
internal referral	1	1	2
investigating	2	5	7
not responsible	1	4	5
unable to fix		1	1
Grand Total	6	11	17

PARKING ENFORCEMENT

Below is an overview of the penalty charge notices for Houghton Regis over 2022.

Year 2022	PCN's issued	Visits conducted
January	4	122
February	8	93
March	27	199
April	11	135
May	10	137
June	11	102
July	13	102
August	16	114
September	10	122
October	6	96
November	14	119
December	5	122
Grand total	135	1463

ROAD SCHEME PROPOSALS

There have been 3 proposals since October:

- A00353 Park Avenue, Houghton Regis – Experimental Waiting Restrictions
- A00357 Parkside Drive, Houghton Regis – Traffic Calming
- A00357C Parkside Drive, Houghton Regis – Crossings

All attachments with more information will be at the end of the document in Appendix 1.

4. SUSTAINABILITY

ECO-SCHOOLS

This academic year 29 schools are working towards Eco Schools Green Flag including Houghton Regis Primary School and Thornhill Primary School. The team have launched topic guides to support schools through the Eco-Schools award programme and a green box which schools can book to borrow and use in lessons. The team offers support to all schools and youth organisations in Central Bedfordshire. For more information email BeGreen@centralbedfordshire.gov.uk.

TREE PLANTING PROJECT

The 2022/2023 winter tree planting season is here, and the Council is encouraging all Town and Parish Councils, community groups and schools to apply for a Tree Planting Grant, to plant trees and hedgerows this planting season. The scheme is currently open to new applicants for planting to take place from now up until the end of March 2023.

This planting season the Council are working with schools, community groups and organisations in the area to host their own 'Tree Giveaway' event. For a full list of hosts please email BeGreen@centralbedfordshire.gov.uk. For further information visit www.centralbedfordshire.gov.uk/tree-planting

In addition, Central Bedfordshire Council have been successful in their bid to support the planting of Tiny Forests - clusters of dense fast-growing native woodland. They are planted to improve areas of urban tree population and help connect communities to nature in their area. Environmental charity Earthwatch Europe are supporting the projects, alongside a dedicated tree project officer from Central Bedfordshire Council. If you are interested in having a Tiny Forest in 2023 please email BeGreen@centralbedfordshire.gov.uk.

ENERGY – HOME & COMMUNITY

- Domestic installation of solar photovoltaic (PV) panels has commenced under the Solar Together bulk-purchasing scheme and is expected to be completed by the end of January 2023. There has been much higher interest than anticipated, and the Council are working with iChoos'r, the company behind the Solar Together scheme to run a second round in summer 2023. For more information and sign up for future offers visit www.centralbedfordshire.gov.uk/solar
- The Council has launched a Sustainable Warmth Fund with City Energy. Grant funding is available under this scheme for households that have a gross annual income of less than £30,000 or are in receipt of an eligible benefit. Your home must also have an energy efficiency rating of D, E, F or G. For more information visit <https://www.centralbedfordshire.gov.uk/info/165/support-with-the-cost-of-living/1269/energy-saving-tips>
- The Council have invited Town and Parish Councils and community groups to information engagement sessions on Community Energy during December and January. This is part of an

innovative green energy scheme to help support the delivery of Net Zero projects being rolled out across the Country. Examples range from helping communities set up community solar initiatives, innovative heat projects and sustainable transport schemes, at the same time as offering vital energy efficiency advice schemes and support for the vulnerable, resulting in lower energy bills. To register your interest and for more information visit

https://www.centralbedfordshire.gov.uk/news/article/862/weve_partnered_with_community_energy_south_to_help_support_central_bedfordshire_community_energy_projects_%E2%80%93_express_your_interest

SUPPORTING SUSTAINABLE BUSINESS

The Council is working with the Green Business Network (GBN) to deliver an enhanced business support programme of seminars, events and most recently the SME Sustainability Award. GBN is a membership organisation and a charity, which helps businesses reduce their impact on the environment. For further information and register for free support and events visit

www.centralbedfordshire.gov.uk/info/58/business/52/business_networking/6

The first seminar for 2023 will be focussing on how to make energy savings 'Food and Drink Retailer Special' on the 18th January. For more information visit <https://www.becentralbedfordshire.co.uk/media-events/business-events/making-energy-savings-food-and-drink-special/>

SUSTAINABLE TRANSPORT

We continue to work with schools on their Travel Plans as well as the sustainable travel platform Modeshift STARS. Bikeability training is available to all schools, and we are able to offer some schools a Dr Bike session to ensure pupils' bikes are in a safe condition to use.

Our joint-authority bike recycling project continues to be successful - residents can donate bikes at the Luton site. For more information on the bike recycling scheme please email safercycling@luton.gov.uk.

Bike repair stations

CBC have recently installed two Bike Repair Stations in Houghton Regis – one at Houghton Hall Park and another at the Leisure Centre (which will be moved to the new one in due course). These units form part of our wider improvements to cycle infrastructure and provide a stand to mount a bike on, an integrated pump and a set of tools for undertaking minor repairs to bikes. These can also be used by pram and wheelchair users.



Local Cycling and Walking Infrastructure Plan (LCWIP)

The LCWIP for Dunstable and Houghton Regis is currently open for initial public engagement. We held two in-person events in December to allow members of the public and local stakeholders to come and discuss the current barriers to active travel across the two towns and have their say on what infrastructure improvements they would like to see. This round of engagement will close on 13th January.

[Have Your Say Today - Central Bedfordshire Council - Commonplace](#)

Linmere (HRN1) and Bidwell West (HRN2) Cycle Hire Scheme

To support the Travel Plans of the Linmere and Bidwell West developments we have launch our first cycle hire scheme.

The Council is running a 12-month pilot in partnership with cycle hire company App-Bike, funded from housing developer financial contributions. 15 bicycles will be available for residents to use 24/7 across five locations using the App-Bike app.



Each bicycle provides a comfortable ride experience, with:

- Three-speed internal gearing
- Dynamo lighting
- Internal braking system
- Front carrier (for loads of up to 5kg)
- Puncture resistant tyres
- Enclosed chainguard system

The pilot scheme offers residents access to a low-cost sustainable transport option with users being able to choose from a pay as you go tariff, with hire available at £1.50 per hour or a £5 monthly membership, offering two hours free hire each day, then £1.00 per hour after.



Electric vehicle charging

The proposed electric vehicle charging provision for 8 vehicles at the Tithe Farm Recreation Ground Car Park is due to commence this month. The installation is scheduled to start from Monday 23rd January, with ground works complete by Friday 3rd February. CBC are currently liaising with HRTC regarding how this installation aligns and complements the planned wider development works at the Recreation Ground and improvements to the car park. These 4 dual socket charge points are 7kW 'fast' units and are provided for the use of local residents within a 5-10 walking distance who cannot charge at home, and for users of the Recreation Ground. Other opportunities in the town for additional residential charging provision are also being considered.

CBC is also advancing proposals to provide rapid charging provision at All Saints View and Houghton Hall Park through BP Pulse, our contracted Charge Point Operator. This roll out is subject to agreement and further liaison with landowners/stakeholders. Further updates will be provided in due course.

Play streets / school streets

Lauren from the Sustainability Team is leading a three-year, public health funded project to introduce Play Streets and School Streets across the authority. Lauren will be liaising with Town Councils and community

groups and organisations to promote and encourage community-takeup. Houghton Regis will be afforded a high priority with the expectation of the first [Play Street](#) scheme to be introduced within the parish during 2023.

5. BUSINESS, INVESTMENT, EMPLOYMENT & SKILLS

For the period 1st Oct to 20th Dec, there were 24 property enquiries across the whole of Central Bedfordshire, 9 of which stated an interest in Houghton Regis / Dunstable – please see table below. Although these figures do not take us to the end of the quarter, we do not anticipate many more enquiries at this stage. Although property enquiry figures for across Central Bedfordshire have dropped (both in comparison to last year and last quarter), the figures for Houghton Regis / Dunstable have increased slightly on the previous quarter (7) and remain unchanged against the same period last year (9).

Houghton Regis / Dunstable appear to be bucking a downward trend that has been seen across the whole of Central Bedfordshire and neighbouring counties. There has also been a drop in the number of enquiries from Department for International Trade and we believe that the drop of local, national and international enquiries, is due to the challenging nature of both the domestic and international business economy.

However, there is some good news, we have the on-going project of Lidl who are in the process of developing a 1.2 million sq ft regional distribution centre in Houghton Regis , with a proposal to open in August/Sept 2023. This warehouse will be the first Lidl distribution centre to feature automation. Soft recruitment launch has commenced as the distribution centre will recruit to 1,200 jobs by end of 2025. The Business & Investment team and Bedfordshire Employment and Skills Academy (BESA) are supporting Lidl with the recruitment campaigns. There is also the announcement of Ocado locating to Houghton Regis, looking to create over 2,300 plus jobs.

Date taken	Enquiry Ref	Requirement Max Size	Unit Type	Reason	Status	Originating Location
03-Oct-22	1855	9729 Sq Ft	Industrial	My business is relocating	Live - Active	Pulloxhill
06-Oct-22	1858	20000 Sq Ft	Industrial	My business is relocating	Live - Active	Leighton Buzzard
10-Oct-22	1861	2000 Sq Ft	Office	Expansion	Live - Active	Hemel Hempstead
11-Oct-22	1863	2500 Sq Ft	Industrial	Additional Site Required	Live - Active	Hemel Hempstead

11-Oct-22	1880	1500 Sq M	Industrial	Expansion	Live - Active	USA
07-Nov-22	1900	3000 Sq Ft	Office	My business is relocating	Live - Active	Milton Keynes
10-Nov-22	1903	1000 Sq Ft	Retail	My business is relocating	Live - Active	Dunstable
23-Nov-22	1915	70 Acres	Land	I am based abroad and need a UK site	Live - Active	Overseas
14-Dec-22	1937	1000 Sq Ft	Industrial	Expansion	Live - Active	Milton Keynes

We've been working with The Workplace Health Team, as they work with local businesses across Central Bedfordshire, Bedford Borough and Milton Keynes to promote a healthy, productive and motivated workforce through the offer of health and wellbeing services and their newly launched Healthy Workplace Standards.

An event was held in September with health providers attending who gave free advice and support to local businesses and we had the opportunity to both engage with the providers and sign-up businesses to the [Healthy Workplace Standards](#). We will continue to promote their [range of services](#) using our marketing channels.

Town centre vacancy rates in Central Bedfordshire November 2021 – November 2022

	November 2021	February 2022	May 2022	August 2022	November 2022
Town	% Vacant	% Vacant	% Vacant	% Vacant	% Vacant
Amphill	2.2	3.2	3.2	3.2	4.3
Arlesey	12.5	12.5	18.8	25.0	18.8
Biggleswade	9.5	10.8	11.5	10.2	7.7
Dunstable	12.0	12.3	14.0	14.0	11.5
Flitwick	4.5	2.3	4.5	4.5	4.5
Houghton Regis	3.1	6.3	6.3	3.1	3.1
Leighton Buzzard	4.8	4.4	4.8	6.5	6.0
Potton	0.0	0.0	0.0	4.0	4.0
Sandy	7.4	9.0	9.0	10.4	9.0
Shefford	2.4	0.0	2.3	2.3	2.3
Stotfold	0.0	0.0	0.0	0.0	0.0
Total	7.0%	7.3%	8.3%	8.7%	7.4%

In November 2021 the vacancy rate for all units within towns surveyed was 7.0%, there were a total of 966 units of which 71 were vacant. One year later, in November 2022 the vacancy rate rose to 7.4% with a total of 969 Units and 72 vacancies. Since August 2021 increases in vacant units can be seen in Ampthill, Arlesey, Leighton Buzzard, Pottton and Sandy. Biggleswade's vacancy rate has fallen slightly and the rest remain relatively stable.

Bedfordshire Employment and Skills Academy

Bedfordshire Employment and Skills Academy works with training providers, stakeholders, and employers to enable residents to access education and training to build skills that will improve employability, support career opportunities, enhance well-being, benefit communities, and support the local economy. Our in-house delivery is offered as a rolling programme throughout the year, ensuring that those wishing to upskill with a qualification or apprenticeship can join the programme in a flexible manner. This delivery method applies to our full qualification and apprenticeship suite, from introductory courses up to level 5 qualifications which we offer in various sectors, including Early Years, Supporting Teaching and Learning, Residential and Business Administration.

A range of funding is available to support Level 2, 3, 4 and 5 qualification costs, including the Government's Level 3 'Free Courses for Jobs' initiative. Residents are eligible for full funding if:

- they are aged 19 and above
- they do not already hold a Level 3 Qualification or
- they hold a Level 3 Qualification but earn below the National Living Wage (£18,525 per year) or
- they have a Level 3 Qualification but are unemployed.

Our National Careers Service team continue to support residents find employment or enter learning with free 1:1 or group sessions for those aged 19 years and over. The appointment is tailored to the customer needs, and can support with CV writing, job applications, career change, job searching, interview techniques and course matching. Appointments can be undertaken virtually or face to face in a suitable location, including our Kingsland hub in Houghton Regis or at Dunstable Library. The National Careers Service also provide workshops that focus on a combination of skills to support with getting into work and these are held across the county.

We deliver maths and English Functional Skills programmes. The sessions are delivered flexibly; both virtually and face to face to suit learner needs. The qualifications have proven to be a popular method to support residents achieve maths and English qualifications. Other flexible short courses are also available across the county, including our new courses; Helping Children with Reading, and Helping Children with Maths.

We are excited to be offering the new Multiply initiative, which has been introduced by the government to improve numeracy skills across the country. We are pleased to be working in partnership with Bedford Borough Council to deliver these courses. The workshops not only focus on essential numeracy skills used at work and at home, but link to important themes such as money management, and becoming a savvy supermarket shopper and cutting costs in the kitchen. We are currently delivering in Houghton Regis and

Dunstable South Children’s Centres, and soon to deliver in Dunstable Community Halls and virtually. We are looking to expand delivery across Dunstable and Houghton Regis, and Central Bedfordshire in 2023.

If residents require any further information or help to understand the best course for them, they can contact us via our online enquiry form – www.centralbedfordshire.gov.uk/BESA-contact-us. For additional support, email academy@centralbedfordshire.gov.uk or call 0300 300 8131.

6. YOUTH SUPPORT SERVICES

Update on NEETs within the wider Central Bedfordshire area

The figures presented below are those reported to NCCIS / DfE at the end of November 2022. Please note the Local Authority is still actively tracking the cohort, so this figures may change before final reporting at the end of February.

Headline Figures for the whole Central Bedfordshire area (31 st August 2022)			
Cohort	Total number of young people	Positive (EET) destinations	NEET destinations
16year olds / Year 12	3180	3105	63
17year olds / Year 13	3123	2969	98
Combined cohort	6303	6074 (96.4%)	161 (2.6%)

Overview for the Houghton Regis area compared to other local areas

The figures presented below are based on the data stored within the Youth Support Service’s CCIS database for young people as of 21st December 2022.

	Dunstable	Houghton Regis	Leighton Buzzard
Total YPs in area	872	484	1010
EET	845 (96.9%)	456 (94.2%)	965 (95.5%)
NEET	22 (2.5%)	26 (5.4%)	31 (3.1%)
Unknown/Refused	5 (0.6%)	2 (0.4%)	14 (1.4%)

Characteristics of the NEET Group in the Houghton Regis area

Summary of the individual Houghton Regis wards

Ward	Total number of YPs in the Year 12-13 cohort	Total number of YPs recorded as NEET	% of NEET within ward
Tithe Farm	133	8	6.0%
Houghton Hall	222	9	4.1%
Parkside	129	9	7.0%
Total	484	26	5.4%

Summary of the Houghton Regis NEET cohort by age, time and gender

Actual Age (Year 12 & 13)	
16 years old	8
17 years old	14
18 years old	4

Length of Time NEET	
Less than 3 months	16
3 - 6 months	9
6+ months	1

Gender	
Male	15
Female	11
Other/Refused	0

Summary status of the Houghton Regis NEET cohort

Status		
Seeking Employment or Training	20	(76.9%)
Unable to work due to 'Personal Circumstances'	6	(23.1%)

The Youth Support Service will offer support to any young person who is NEET to support them to re-engage. Referrals to youth.services@centralbedfordshire.gov.uk

7. SCHOOLS

SCHOOL ADMISSIONS

The closing date for Starting School and Transfer to Middle school is 15 January 2023. The admissions team are working closely with schools and academies to encourage parents to apply for a school place for September 2023 and to do so before the closing date.

Currently the School Admissions team are progressing the on time applications received in regard to the Transfer to Secondary and Upper schools.

National offer day for Transfer to Secondary and Upper school is 1st March 2023.

Consultation – admission arrangements 2024/25

At the time of writing, the local authority is consulting on changes to three of its schools admissions arrangements.

These are:

- Clipstone Brook Lower school's reduction in PAN from 75 to 60
- Leedon Lower school reduction in PAN from 90 to 60
- Expansion of Thornhill Primary school catchment area.

Below is the link to the admission arrangements consultation. Closing date 31 January 2023.

<http://www.centralbedfordshire.gov.uk/consultations>

SCHOOL ORGANISATION

Houstone Secondary School

Construction continues on the new Houstone Secondary School ready for a 2022/23 academic year completion.

The school was scheduled to open in September 2022, but this completion date was not possible due to the discovery of Roman remains. However, alternative arrangements have been made for children attending Houstone School from September at a nearby site whilst the necessary building works on the new school site are completed. Houstone School are now educating these children temporarily in the vacant University Technical College (UTC) building, also on the Kingsland Campus. The UTC has been refurbished to accommodate classes from September until spring 2023 when the new site for Houstone School is expected to be ready.

Houghton Regis Leisure Centre and Houstone School have an agreement in principle for the use of the sports centre which has been in use since September 2022. Houstone School is planning its school timetable and arranging the times to maximise the use of the centre.

For more information on Houstone School go to:

https://www.centralbedfordshire.gov.uk/info/9/schools/818/new_secondary_school_in_houghton_regis

Officers continue to meet regularly with staff from Advantage Schools Trust, the multi academy trust chosen to run the new secondary school to be built on the Kingsland Campus.

Thornhill

A hall that "smells like popcorn", wonderful colours, natural finishes that make children "feel calmer" and spaces that make Thornhill Primary School feel "more like a community" - this is what pupils said about their brand-new teaching block at Thornhill Primary school which opened in September to enable the school to take on an additional 420 pupils. It is the first in Central Bedfordshire to be built to the highest sustainable Passivhaus standards to deliver super energy-efficiency, as part of the Council's New School Places Programme.

8. CHILDREN

PARENTS PRAISE FREE PARENTING PUZZLE PROGRAMME

Parents have praised a free course for parents and carers of children between two and five years old, which is delivered from six of Central Bedfordshire Council's children's centres.

The 'Parenting Puzzle' is a free programme which is designed to support parents and carers to develop strategies to reduce the challenges and stress of parenting and prepare children for school, and provides an opportunity for parents and carers to meet.

Two versions of the free course are available - a 4-week or a 10-week version of the programme.

100 per cent of parents who have attended one of the courses said they would recommend it to other parents and carers.

New dates are now available for the next round of courses. There are four-week courses running in February and March 2023, and ten-week courses running in January.

Parents and carers are welcome to attend alone, or bring a partner, relative or a friend. There is no deadline for people to enrol, and families can book right up until the course starts and can even join the second week of the 10-week programme.

The ten-week programme has creche provision available to support parents and carers while attending, and delves into parenting in more detail, with sessions focussing on:

- Empowering parents and carers to build positive relationships with their children
- Understanding why children behave as they do
- Recognising the feelings behind behaviours (parent and child's)
- Exploring different approaches to discipline
- Finding ways to develop co-operation and self-discipline in children
- Learning the importance of looking after oneself as a parent/carer

To find out more, visit: <https://www.centralbedfordshire.gov.uk/parenting-puzzle>

The courses can be booked directly with each children's centre using the details on the website.

9. PUBLIC HEALTH

STOP SMOKING

Public Health commissions Primary Care to deliver Level 2 Stop Smoking Support. The delivery of these Stop Smoking Services through GP Surgeries continues,

There is no quitter performance update to the previous report (Q1 2022-23)

At CBC the specialist Level 3 Stop Smoking Service delivers flexible support options, including telephone support, plus an app.

The Service is offering face-to-face delivery for those clients who need it. Extended treatment programmes are available to some residents who would benefit most from them, for example those with a Mental Health diagnosis or COPD (Chronic Obstructive Pulmonary Disorder). The Smokefree Baby and Me programme is also available for pregnant smokers.

Call one of our advisors free on: 0800 013 0553

Email: stop.smoking@centralbedfordshire.gov.uk

Web: <http://www.smokefreebedfordshire.org/>

NHS HEALTH CHECKS

The NHS Health Check is a national risk assessment and management programme for those aged 40 to 74 living in England, who do not have an existing vascular disease, and who are not currently being treated for certain risk factors.

It is aimed at preventing heart disease, stroke, diabetes and kidney disease and raising awareness of dementia for those aged 65-74 and includes an alcohol risk assessment. Everyone receiving an NHS Health Check will have a risk assessment which will look at individual risk factors as well as their risk of having, or developing, vascular disease in the next ten years. An NHS Health Check should be offered every five years. GP practices continue to be the sole provider of the NHS Health Check programme and consequently performance varies. As qualifying patients are entitled to one Health Check every five years, Practices have a target to invite 20% of their eligible population each year.

Combined for Chiltern Vale, the GP Practices were under target for Health Checks delivered at the end of the latest reporting period, April to November 2022. 645 Health Checks were delivered against a target of 816 for the period (so 79.0% of annual target to date). Overall, they invited 784 patients for a Health Check (target 3,128) so are performing at 25.1% for that indicator.

The 3 local Titan Practices are performing as follows:

- Houghton Regis Medical Centre is exceeding target at 115.5% for Health Checks delivered (127 against a target of 110) but only 20.6% offered (87 out of 422 target).

Public Health will support Practices to over-deliver, where there is both spare capacity and funding in the system, with an emphasis on those Practices with a population that has poorer health outcomes and targeting those patients at greatest health risk.

- Toddington Medical Centre is performing at 67.9% for Health Checks delivered (53 against a target of 78) and 28.0% for offered (83 out of 296 target).
- Wheatfield Surgery delivered only 38 Health Checks from a target of 120 for the period (31.7%) and offered 55 (from a target of 458) at a rate of 12.0% during this reporting period.

The overall quality measure for all these 3 practices in relation to Health Checks has improved and is over 90% so at ‘amber’ with room for improvement in quality.

We will continue to work with Practices to identify how we can support them to deliver Stop Smoking and Health Check services to their patients, as well as working with them to understand and reduce health inequalities for local residents.

TIME2CONNECT

Time2connect, continues to engage with local residents and stakeholders, connecting them to assets in the area and supporting with information relating to a number of community issues. Funding has been made available to continue deliver the work until at least March 2024, and an evaluation is planned to formally identify impacts.

COVID 19 RESPONSE

Public Health are still supporting the vaccination programme and contacting residents to remind them of the need to get a vaccination when due.

It is important to get a COVID Booster when you are due to have one.

Vaccination information including FAQ’s and where you can get a vaccine, or a Booster is available [here](#)

10. ENVIRONMENTAL SERVICES

Environmental Management		
Street Cleansing	Grounds Maintenance	Abandoned Vehicles
<ul style="list-style-type: none"> Leaf fall teams have been active in Houghton Regis, accumulations of leaf fall following cold and windy weather can be reported to the team. Daily fly tip clearances as still large volumes of waste being dumped. 	<ul style="list-style-type: none"> Grass cutting remained constant during the period leading up to the closed season. Weed spraying has been completed, Shrub maintenance continues. Additional teams have been in Houghton Regis, cutting down or reducing back a number of shrubs and hedges. 	<ul style="list-style-type: none"> 13 reports of abandoned vehicles reported to Environmental Services between 7th October – 22nd December 2022.

Dog Patrols (Sept – December 2022)

Location	Notes
1. Camp Drive	
2. Leafields	
3. Drury Lane	
4. Hillborough Crescent	
5. Houghton Hall Car Park	
6. Redhouse Court	At Least twice a month
7. Tudor Drive	
8. Watling Place	



#Bin Better Communications Campaign

The Council's 'Bin Better' information campaign to help residents recycle more, reduce waste, and contaminate recycling less launched across several platforms since September. So far, the campaign has

Waste Management		
Waste Collections	Litter Bins	Miscellaneous
<ul style="list-style-type: none"> Delivery of new containers has remained at typically 10 working days to new build properties. Residential bin at the commercial hub in the new Thorn development. 	<ul style="list-style-type: none"> Litter bins have been provided at Thorn Road, Bedford Road and Grendall Lane. 	<ul style="list-style-type: none"> Digital reporting via the website for missed bins and cleansing related issues is working well and further service request forms have been added to the website.

consisted of targeted online adverts pointing residents towards the website, where there is a new 'hub' of information and articles: Recycling - [Recycling - Let's Bin Better | Central Bedfordshire Council](#) and releasing 'Rubbish habits' videos, where residents compete to be a 'Champion binner'. This includes an A-Z directory of recycling, which is being added to regularly. We are encouraging feedback from residents to make it as comprehensive as possible.

Waste education talks

The team are now able to offer a range of waste and recycling education talks for community groups, schools, and youth groups in Central Bedfordshire. Talks can be tailored to the needs of the group with the most popular talks focusing on recycling (what happens to it after collection and how to 'Bin Better'), food

waste, and waste reduction. For more information or to enquire about a session, please contact env.services@centralbedfordshire.gov.uk.

We can also deliver workshops, assemblies, and training and offer resources and visits to schools to support teachers and their pupils to embed the Waste Hierarchy into the curriculum and everyday school life. Our current offerings include:

- Waste audit and school waste action plan workshop
- Food waste audit workshop
- Composting workshop

These can be adapted for KS1, KS2, KS3 and KS4 and are specially designed for schools in Central Bedfordshire. Please talk to a member of the team to discuss your requirements and find out more: env.services@centralbedfordshire.gov.uk.

Volunteering opportunity - Waste Reduction Volunteers

Environmental Services recently launched the Waste Reduction Volunteer programme to actively support and inspire Central Bedfordshire residents to reduce, reuse and recycle. The Waste Reduction Volunteers are a network of residents that promote increased recycling, reduced contamination and preventing avoidable waste to other people in their local community. The volunteers do this through several means including, but not limited to:

- attending community events such as fairs or markets
- delivering talks and workshops to local community groups (in person or online)
- providing workshops and talks in local schools

16 volunteers have now been recruited with new training dates added for the New Year. For further information please visit [Waste reduction volunteer | Central Bedfordshire Council](#) or contact env.services@centralbedfordshire.gov.uk.

11. COMMUNICATIONS, INSIGHT AND ENGAGEMENT

COMMUNICATIONS

Have your say on our budget plans, including Council Tax

You can have your say on Central Bedfordshire Council's plans to:

- spend around £475 million on services, including more money for adult social care and children's services
- spend £253 million on new facilities like schools, leisure centres and care homes
- increase efficiency, reducing costs by £9.5 million
- not increase our share of Council Tax*



This year we face a challenging financial climate caused by rising inflation and increasing demand for services. Inflation has added an extra £16.6 million to the cost of running the Council over the next year. We're not alone in this – all other local authorities are grappling with the same challenges. Many councils are concerned as they face huge funding gaps and tough decisions to reduce discretionary services.

We pride ourselves on good financial management and planning which has left us in a sound position. We had already budgeted for some increase in inflation, and we are improving our efficiency to reduce our running costs which gives us some ability to offset the pressures. We are also using some of our reserves (savings) so that we do not need to raise our share of Council Tax next financial year. Given the pressures on households with the rising cost of living this is particularly important.

Have your say

You can have your say on these proposals on our [website](http://www.centralbedfordshire.gov.uk/budget) at www.centralbedfordshire.gov.uk/budget

For those who would prefer to fill in a paper copy of the survey, please call us on 0300 300 8301.

Responses to the consultation must be received by **24 January 2023**.

**Note: Your Council Tax bill includes Council Tax that pays for Police, Fire and your Town or Parish Council, these organisations set their own increases and if they raise their share of Council Tax your bill will increase.*

COMMUNITY ENGAGEMENT

Town and Parish Council bulletins

A monthly town and parish council bulletin is usually sent out via our distribution list. Our last bulletin covered both December and January and our next bulletin will be sent out for February towards the end of January. This will be done via GovDelivery rather than our distribution list so keep an eye on your inbox for that.

As always if there are any changes to your contact details, please email us at Partnerships.CommunityEngagementTeam@centralbedfordshire.gov.uk

Town and Parish Council topic sessions

Our online topic sessions are a chance to hear about information and topics relevant to you and your Towns and Parishes.

Our upcoming topic sessions are:

- Waste and Recycling – 7 February 2023, 6-7pm
 - More information and an invite will be sent out on 24th January. You can also email Partnerships.CommunityEngagementTeam@centralbedfordshire.gov.uk to book onto this topic session.

Cost of Living

Supporting residents with food, energy and water bills and other wider essentials

We are using £1.4m of government funding (Household Support Fund - HSF) to support residents this winter and up to March 2023 with food, energy and water bills and other wider essentials.

The funding is being used to provide direct support to the most vulnerable in our communities, including children, those in receipt of state pensions, disabled people and those on low incomes.

Those eligible for direct support include any household in Central Bedfordshire that meets one or more of the following criteria:

- eligible and claiming for free school meals (including 2-year-old funding or Early Years Pupil Premium)
- a care leaver (young adults aged between 18 and 25 years old that have previously spent time in care before they were 18 years old)
- working age claimants in receipt of Local Council Tax Support who have not previously received a supermarket voucher, this includes disabled people
- Housing Benefit claimants who are not eligible for Local Council Tax Support, this includes disabled people
- households with an annual income less than £30,000 living in a permanent, residential park home or on a council-managed caravan site

We will contact anyone who is eligible for direct support in due course, but the full list of who is eligible for support and how to apply for a grant is available here: www.centralbedfordshire.gov.uk/HSG

Community and voluntary organisations

Alongside this direct support, the HSF funding will also be used to support a network of community and voluntary organisations providing support on the ground including:

- Advice Central/Disability Resource Centre
- 3x Citizens Advice
- Bedfordshire Rural Communities Charity

- AGE UK
- NEED Foodbank, PREEN Foodbank and Dunstable Foodbank
- Leighton Linlade Helpers and Leighton Linlade Homeless Service
- Carers in Bedfordshire
- 3 lunch clubs in Central Bedfordshire

Energy saving tips

We've compiled a list of energy saving tips, as well as information about cheaper broadband and phone tariffs and energy efficient home upgrades that you might be eligible for. Citizen's Advice can also help with money and debt advice.

If you are struggling to pay your bills, it is important you talk to your provider as soon as possible. However, here are a few tips that could help you save money on your household bills this winter.

Avoid using your tumble dryer. You could save money by air-drying your clothes instead. If you're drying clothes inside, make sure you leave a window open to allow ventilation and avoid any issues with damp. On a mild or sunny day, dry your clothes outside in a garden or on a balcony if you have space.

Don't leave your devices on standby. Switch them off – leaving them on standby still uses energy. Almost all appliances can be turned off at the plug without upsetting their programming but check the instructions first.

Keep the heat inside. Closing your curtains when it gets dark to keep heat inside and keep your home warm. Also check around doors, windows and loft hatches for draughts.

Visit [our website](#) for more energy saving tips, to find out more about [saving money on your energy bills](#), and to find out about [support with your water bills](#).

Funding is available to make your home warmer and cheaper to run

Funding is available to help eligible households make their homes warmer, more energy efficient and therefore cheaper to run. We have been allocated £2.89m to support the Government's Sustainable Warmth scheme.

You may be eligible for a grant if your household's annual gross household income is less than £30,000, and if your property has an Energy Performance Certificate (EPC) rating of D, E, F or G.

Find out more about the scheme, the improvements available under the scheme and how much funding you may be eligible for [on our website](#).

Struggling to afford your phone or broadband service?

If you're having difficulty paying for your phone or broadband service, speak to your provider. They might be able to offer you a [social tariff](#), which is a cheaper package available to some customers depending on their circumstances.

DRC also offer free SIM cards.

Warm Spaces across Central Bedfordshire



We know many residents are concerned about the increase in the cost of living, and particularly about the cost of heating their homes this winter.

We have a network of Warm Spaces that you can use during the day as temperatures drop. Our libraries and leisure centres are available as Warm Spaces, and a number of community organisations have also set up their own offering.

Four of our six leisure centres have cafes available for people to use, and libraries offer free Wi-Fi and access to public computers, so they are the perfect place to work from during the day, if you usually work from home.

Over the winter period, across Central Bedfordshire, community venues have opened up as Warm Spaces to help their local community. A total of over 40 warm spaces have been created, offering drinks, food and even activities for anyone in need. Of these community venues, 5 are based in Houghton Regis – Houghton Hall Park Cedar Room, Houghton Hall Park Lime Room, Houghton Regis Town Council, Jewels Art Craft and Coffee Shop and St Vincent's Social Centre.

To help with the increased running costs of these fantastic community venues, Central Bedfordshire Council has allocated £13,000 to community venues through our Warm Spaces Grant scheme.

With this in mind, we would like to say a big thank you to everyone who has offered their support in creating warm spaces within our community and appreciate all of the hard work that has been put into this!

Find out more about Warm Spaces across Central Bedfordshire [on our website](#).

Local support and advice services

We help to fund **Citizens Advice**, and there are three local branches which can provide free impartial financial management advice, debt advice and can help make sure you know about the different benefits you might be eligible for.

[Citizens Advice - Dunstable](#)

[Citizens Advice - Mid Bedfordshire](#)

[Citizens Advice - Leighton Linlade](#)

We also fund **Advice Central**, which is hosted by the Disability Resource Centre and is used by thousands of people every year in Central Bedfordshire who can provide information and signpost people on a wide range of topics including money and debt advice and employment and education advice. Find out more [on their website](#), where there is also an 'instant chat' option, call 0300 303 6666 (9am – 5pm, Monday – Friday) or email AdviceCentral@drcbeds.org.uk.

Emergency support

Emergency provision is available following an emergency or crisis to meet the immediate day-to-day expenses relating to food and utilities. Supermarket vouchers and top-ups for pre-paid energy meters are provided to meet these needs.

To be eligible for the emergency provision you must be:

- permanently residing within Central Bedfordshire
- 16 years or older
- in an emergency situation and not have enough money to meet the immediate needs of you and your family
- able to provide sufficient proof of identity

You do not need to be in receipt of any benefit or entitlement. Find out more [on our website](#).

New Crisis Fund

We have set up a new Crisis Fund to support families with household bills and payments, and other items, throughout the winter and into 2023. There is £45,000 of funding available through the Crisis Fund, which will be administered through our nine Children's Centres.

We have nine Children's Centres in total - in Sandy, Shefford, Stotfold, Flitwick, Leighton Buzzard, with two in Dunstable and two in Houghton Regis - who already work with over 4,700 families.

Funding is available from December 2022, with vouchers available to primarily cover household bills and payments.

Emergency support will also be available – for example, to replace an essential household appliance that's broken, like a fridge or washing machine, or to ensure children in the household have winter weather clothing.

Who is eligible?

We'll be using the funding to support families already known to the Children's Centres who use our services. And our partners, including in health, housing and education, will be able to refer families in need for extra support.

For more information and support regarding the cost of living visit our website - [Support with the cost of living | Central Bedfordshire Council](#)

CONSULTATIONS

Details of current and upcoming consultation activity undertaken by the Council are provided by the Community Intelligence Team. For more information about this update please contact Clare Harding, tel: 0300 300 6109 (ext. 76109).

CURRENT CONSULTATIONS AND SURVEYS

SUBJECT	DESCRIPTION	START	END	LEAD OFFICER(S)
Hackney Carriage and Private Hire Vehicle Licensing Policy	Consultation on proposed changes to the Hackney Carriage and Private Hire Vehicle Licensing Policy with drivers, owners and other key stakeholders	16 Dec 2022	27 Jan 2023	Nicola O'Donnell 0300 300 4091
Admission Arrangements 2024/25	Consultation on changes to admission arrangements for 3 schools: Leedon Lower, Clipstone Brook Lower and Thornhill Primary	20 Dec 2022	31 Jan 2023	Christine Edwards 0300 300 5862
Budget 2023	Consultation on the proposed budget for 2023	3 Jan 2023	24 Jan 2023	Charles Warboys 0300 300 6147

12. UPCOMING MEETINGS

MEETING	DATE	TIME
Executive	07 February 2023	09:30 AM
Sustainable Communities OSC	09 February 2023	10:00 AM
Social Care, Health and Housing OSC	13 February 2023	10:00 AM
Corporate Parenting Panel	15 February 2023	02:00 PM
Corporate Resources OSC	16 February 2023	10:00 AM
Development Management Committee	22 February 2023	10:00 AM
Council	23 February 2023	06:30 PM
Children's Services OSC	28 February 2023	10:00 AM
Audit Committee	02 March 2023	10:00 AM
Council	02 March 2023	05:00 PM
Licensing Committee	08 March 2023	10:00 AM
Dunstable Joint Committee	09 March 2023	7:00PM
General Purposes Committee	16 March 2023	10:00 AM
Development Management Committee	22 March 2023	10:00 AM
Traffic Management Meeting	28 March 2023	10:00 AM

KEY:

CPP – Corporate Parenting Panel
CR OSC – Corporate Resources OSC
CS OSC – Children’s Services OSC
DMC - Development Management Committee
HWB – Health & Wellbeing Board
SCHH OSC – Social Care, Health & Housing OSC
SC OSC – Sustainable Communities OSC

Appendix 1 – Road Scheme Proposals Information

PUBLIC NOTICE



Central
Bedfordshire

CENTRAL BEDFORDSHIRE COUNCIL (NO WAITING AT ANY TIME) (PARK AVENUE, HOUGHTON REGIS) EXPERIMENTAL ORDER 2022

Notice is hereby given that on 04 November 2022 Central Bedfordshire Council made an Experimental Order under Sections 9, 10 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 and all other enabling powers, after consultation with the Chief Officer of the Police in accordance with Part III of Schedule 9 to the Act.

The order will come into operation on 17 November 2022 and will introduce Waiting Restrictions as detailed on the lengths of roads below.

Effect of the Experimental Order:-

To introduce No Waiting at any time on the following lengths of road in Houghton Regis:-

1. Park Avenue, west side, from the junction with the Green (where the existing waiting restrictions end) and extending in a generally northerly direction for approximately 18 metres.
2. Park Avenue, east side, from the junction with the Green and extending in a generally northerly direction for approximately 10 metres.

Reason for Experimental Order: We are looking to implement no waiting at any time restrictions at this location due to what has been a steady increase in on-road parking. The purpose of putting these through as Experimental Orders is to get these restrictions on the ground as soon as possible, in reaction to what we feel are locations where parking can create safety critical issues, negatively impacting visibility and available carriageway space. With these restrictions in place ASAP, we can monitor the impact over the next six months, as well as gauge any public reaction, before potentially making these restrictions permanent.

It is proposed that the Experimental Order will be in operation for up to 18 months. Central

Bedfordshire Council will be considering in due course whether the provisions of this Order should be continued indefinitely. Within a period of 6 months beginning with the day on which the Orders come into force, any person may object to the making of Orders and making the effects permanent.

Date of Operation: The Experimental Order will come into operation on the 17 November 2022.

Further Details may be examined during normal office hours at the address shown below or viewed online at www.centralbedfordshire.gov.uk/publicstatutorynotices.

Comments the Experimental Orders can remain in operation for up to 18 months. Before their effects can be continued in operation by permanent Orders all objections lodged during the trial of the Experimental Orders will have to be considered. Any comments should be sent by email to highways.consultation@centralbedfordshire.gov.uk by 17 May 2023. If you want to send in your comments in writing please send them to the address shown below FAO Emily Hirst.

All objections must quote unique reference number A00353.

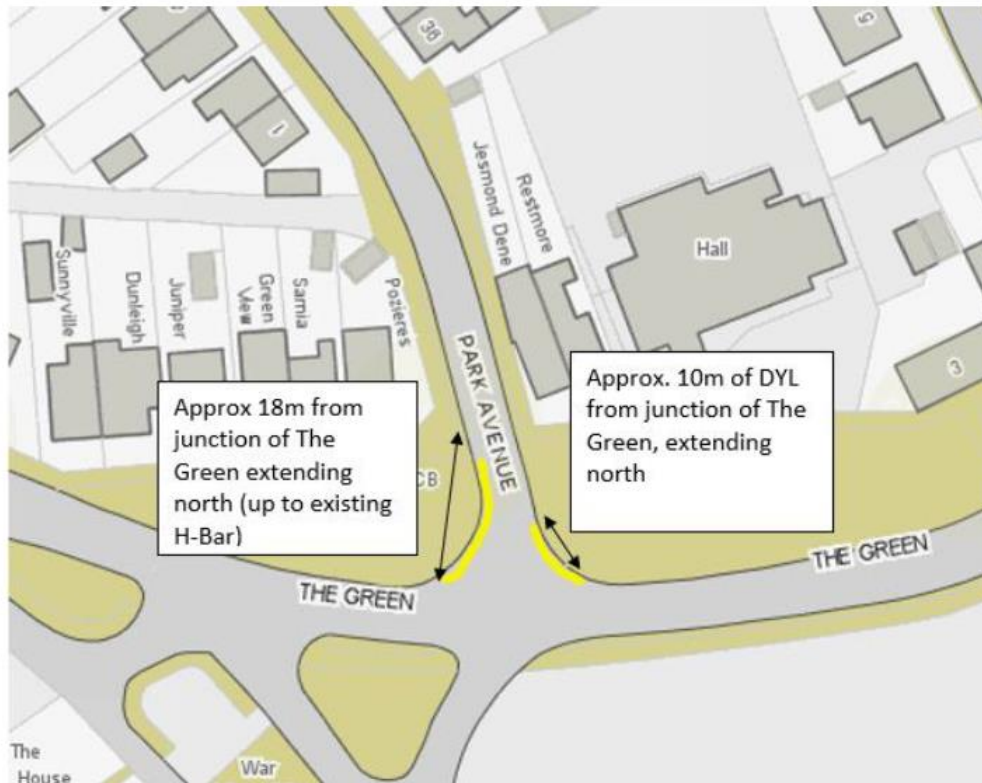
High Court Challenge: Any person who wishes to question the validity of the Orders or of any provision contained therein on the ground that it is not within the powers of the relevant Section of the Road Traffic Regulation Act 1984 or on the ground that any requirement of that Section had not been complied with in relation to the Orders may, within 6 weeks of the 04 November 2022 make application for the purpose to the High Court.

Central Bedfordshire Council
Priory House
Chicksands
Shefford SG17 5TQ

Jill Dickinson
Deputy Director
Place and Communities

09 November 2022

Park Avenue, Houghton Regis – Experimental Parking Restrictions



Double Yellow Lines (No Waiting at any time) proposal – Park Avenue, Houghton Regis

PUBLIC NOTICE



CENTRAL BEDFORDSHIRE COUNCIL PROPOSES TO INSTALL TRAFFIC CALMING MEASURES ON PARKSIDE DRIVE, HOUGHTON REGIS

Notice is hereby given that Central Bedfordshire Council, in exercise of its powers under Section 90 A-I of the Highways Act 1980 and all other enabling powers, propose to construct four sets of road humps on Parkside Drive. These proposals are part of a wider scheme to reduce traffic speeds and create a safer environment for all road users.

A round topped road hump at a nominal height of 75mm, approximately 3.7 metres in length each, including ramps, and approximately 6.5 metres in width, leaving a drainage channel of approximately 1 metre either side are proposed to be sited at the following locations in Houghton Regis:

1. Parkside Drive, centered at a point approximately 58 metres southwest of the junction with the access to the Kingsland Skills & Enterprise Centre.
2. Parkside Drive, centered at a point approximately 29.5 metres southeast of the junction with the access to the Kingsland Skills & Enterprise Centre.
3. Parkside Drive, centered at a point approximately 88 metres southeast of the junction with the access to the Kingsland Skills & Enterprise Centre.
4. Parkside Drive, centered at a point approximately 35 metres southeast of the junction with Trident Drive.

Details may also be viewed online at www.centralbedfordshire.gov.uk/publicstatutorynotices.

Comments should be sent by e-mail to highways.consultation@centralbedfordshire.gov.uk by 16th November 2022. Any objections must state the grounds on which they are made **and must quote unique reference number A00357**. If you want to send in your comments in writing please send them to the address shown below FAO Emily Hirst.

Please note that any comments received will be redacted of personal information and uploaded onto the Central Bedfordshire Council website as part of a report on the scheme a few days before the proposal is discussed at the relevant Traffic Management Meeting, where it will remain in the public domain. If you do not wish for your comments to be part of the report please state this explicitly within your response.

Central Bedfordshire Council
Priory House
Chicksands
Shefford SG17 5TQ

Jill Dickinson
Deputy Director
Place and Communities

26 October 2022

PUBLIC NOTICE



Central
Bedfordshire

CENTRAL BEDFORDSHIRE COUNCIL PROPOSES TO INSTALL A RAISED ZEBRA CROSSING ON PARKSIDE DRIVE, HOUGHTON REGIS AND A RAISED CROSSING ON THE ACCESS ROAD TO KINGSLAND SKILLS AND ENTERPRISE CENTRE

Notice is hereby given that Central Bedfordshire Council, in exercise of its powers under Section 23 of the Road Traffic Regulation Act 1984, Section 90 A-I of the Highways Act 1980 and all other enabling powers, proposes to establish a new Raised Zebra Crossing and a Flat Topped Hump Crossing on Parkside Drive, Houghton Regis.

A Raised Zebra Crossing at a nominal height of 75mm and approximately 7 metres long, including ramps, extending across the full width of the road is proposed to be sited at the following locations in Houghton Regis:-

1. Parkside Drive, centered at a point approximately 18 metres west of the centre of the junction with the access to the Kingsland Skills & Enterprise Centre.

A flat top uncontrolled raised crossing at a nominal height of 75mm, extending approximately 5.5m in length and extending across the full width of the road, is proposed to be sited at the following locations in Houghton Regis:-

1. Access Road to the Kingsland Skills & Enterprise Centre, at a point approximately 21 metres northwest of the junction with Parkside Drive.

Details may also be viewed online at www.centralbedfordshire.gov.uk/publicstatutorynotices.

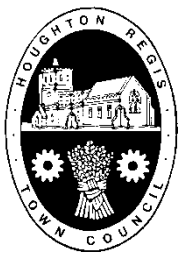
Comments should be sent by e-mail to highways.consultation@centralbedfordshire.gov.uk by 16th November 2022. Any objections must state the grounds on which they are made **and must quote unique reference number A00357C**. If you want to send in your comments in writing please send them to the address shown below FAO Emily Hirst.

Please note that any comments received will be redacted of personal information and uploaded onto the Central Bedfordshire Council website as part of a report on the scheme a few days before the proposal is discussed at the relevant Traffic Management Meeting, where it will remain in the public domain. If you do not wish for your comments to be part of the report please state this explicitly within your response.

Central Bedfordshire Council
Priory House
Chicksands
Shefford SG17 5TQ

Jill Dickinson
Assistant Director of
Community Services

26 October 2022



ENVIRONMENT & LEISURE COMMITTEE
Agenda Item 10

Date:	14th November 2022
Title:	TITHE FARM RECREATION GROUND SPORTS PROJECT UPDATE
Purpose of the Report:	To update members on the Tithe Farm Recreation Ground Sports Project.
Contact Officer:	Clare Evans, Town Clerk

1. RECOMMENDATION

This report is provided for information.

2. BACKGROUND

This project comprises an all-weather pitch, new changing rooms and car parking on Tithe Farm recreation ground. The project is being developed and progressed in partnership with Central Bedfordshire Council (CBC) and the Beds Football Association (Beds FA). Funding for the project is likely to come from the Town Council, CBC and the Football Foundation (FF).

The council has appointed a Bid Consultant and a Design Architect to support the project development.

3. PROJECT SUMMARY

Members are advised of the following:

Land Registry

An application to register the land was made to the Land Registry (October 2020). There were a number of legal complications dating back to the original transfer. Ultimately it was decided to apply to the Land Registry for a 'Good Lease', this is hopefully a simpler process. This application has been made. A 'good lease' once secured will satisfy the Football Foundation requirements.

Planning

The planning application was submitted to CBC late August and has been approved. The pre commencement planning conditions have largely been discharge, The project team have advised:

- Discharge of Highways condition (11) – submission made, awaiting confirmation. Please note that the order for the pitch cannot be secured until Condition 11 is discharged
- Discharge of above ground pre-commencements has been submitted
- The application for the final (pre-occupation) conditions is being prepared
- The planning application for the existing building (part demolition, refurbishment & PV) is being prepared and will be submitted November / December (no risk to programme)
- A non-material amendment for PV (solar panels) to the new Pavilion will be submitted (possible due to the additional funding secured).

Pitch tenders

Members were previously advised that the contract has been awarded to Field Turf. The contract price is £761,334.12. A cost uplift has been presented, which RLF will be reviewing. This is ongoing. If possible an update will be provided.

Pavilion tender

Members are advised that the contract has been awarded to T&B Contractors under a 2 stage process. The contract price is £995,968.37

Mobilisation discussions are taking place including discussions around cost. Their Stage 2 tender is due back on 11th November. If possible an update will be provided.

Operational Site Management

In accordance with the decision at the February meeting of Environment & Leisure Committee ¹ work is being undertaken on a suitable lease with the Beds FA.

Pedestrian and cycle links to Linnere

Members are referred to the draft design attached at Appendix A which has previously been considered and supported. However, the Beds FA have suggested that the path behind the grass pitches may need to be reconsidered due to the run off space required. This is being considered. The developers seem fairly confident that they can get a path through with little removal of any existing trees, however, until there is a levels and tree survey, they cannot understand the impact on tree roots.

At present further enquiries need to be made as to how this additional work would be factored into the overall site development and cost plan.

4. PROJECT FUNDING

Please refer to Appendix B.

5. PROJECT TIMELINE

¹ 'To support the operational site management being undertaken by the Bedfordshire Football Association and for a draft agreement to be developed for formal consideration'

Delivery Programme:

- Subject to discharge of Condition 11 and the order being placed, the pitch construction will commence in January 2023, on a 15 week build programme
- The pavilion element cannot commence until the heavy earth moving and stone import has been completed. This is approximately in week 9 or 10 of the pitch programme.
- The pavilion programme was estimated at 27 weeks in the Stage 1 tender, but will be confirmed on Friday 11th November by T&B
- Subject to the pitch commencement date, the project completion is estimated at late September 2023
- The existing building isn't factored in to the above dates, but is likely to run concurrently, rather than extend the overall programme

6. COUNCIL VISION

Aspirations

A1 To develop and enhance **partnerships** between HRTC, stakeholders, partners, community groups and residents

Objective 3: A safe and vibrant town

3.1 To reduce the fear of crime, anti-social behaviour and crime levels

Objective 4: Our community

4.1 To create or enhance community facilities which support community development and cohesion

4.2 To enhance existing facilities to enable improved community use and accessibility

4.3 To provide activities for young people, families and older people

4.5 To provide high quality green spaces for leisure and recreation, healthier living, urban attractiveness, improved air quality

4.7 To support local organisations

7. IMPLICATIONS

Corporate Implications

- Confirmation of the PWLB borrowing requirement to be shared with all members and once certain reported back to Town Council.

Legal Implications

- The draft lease to be reviewed by the council's solicitors.

Financial Implications

- The financial implications are significant and are outlined in the report.

Risk Implications

- There are no risk implications arising from the recommendations.

Equalities Implications

Houghton Regis Town Council has a 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.

This project / issue does not discriminate.

Press Contact

- The news concerning the award of funding from the Football Foundation has been shared on social media.

8. CONCLUSION AND NEXT STEPS

This is a significant project for this committee to have brought forward. The main risk to the project has now been overcome through the confirmation of the grant award from the football foundation. The project has also significantly benefited from substantial funding via Central Bedfordshire Council.

Works are due to commence in Winter 2022/23. There is much to be celebrated with this project for our community.

9. APPENDICES

Appendix A FOOTPATH & CYCLE LINKS
Appendix B PROJECT FUNDING

TITHE FARM LANDSCAPE IDEAS

22/06/22



TITHE FARM REC LANDSCAPE IDEAS

Creating safe, accessible routes into Tithe Farm Rec, encouraging sustainable modes of travel, ensuring the routes are well lit, convenient, and safe.

- Provide new footpaths which connect Tythe Farm Rec into new green corridors within Phase 4
- Ensure footpaths can be used safely by pedestrians and cyclists
- Create a compliant route for wheelchairs and people with buggies
- Opportunities for new signage
- Opportunities for new seating
- Opportunities for additional tree planting

Key

1. Improve access with steps and sloped route
2. New footpath network
3. New gateways with signage
4. New park trees
5. New boundary planting

Constraint Considerations

- 3 metre level change
- Significant tree planting
- Cover over existing services



Existing aerial



New stepped access into Tithe Farm from Green Corridors



New accessible access into Tithe Farm from Green Corridors



Signage and wayfinding



Gateway opportunities



Better lighting



Footpath with info graphics



Generous shared routes

Tithe Farm Recreation Ground

Cost Summary- Option C (Clubroom/ No works to existing pavilion/ retain existing car park)

11th November 2022

Project Reference: 324-1 - Football Development Centre

Grey cells will auto-complete and do not require editing

Notes	£GBP
CBC s106 CB/19/02130/FUL	99,884.00
CBC Community Asset Grant	25,000.00
CBC s106 SB/03/01836	172,500.00
CBC s106 CB/14/03047/OUT CB/14/03056/FULL	187,947.35
CBC s106 CB/07/0248/FUL	100,000.00
Football Foundation	956,400.00
HRTC deferred income	230,575.00
HRTC- EMR322	160,341.06
Balance from / via HRTC	413,164.00
Shortfall	0.00

0 Project Budget	£	2,345,811.41
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		£GBP	Notes
1.1 Works Costs			
1.1.1 Pavilion	Taken from QS cost plan	567,072.00	Based on 4 changing room pavilion only (see adjustments for clubroom costs)
1.1.2 External works			
- Drainage	Taken from QS cost plan	109,500.00	
- External services	Taken from QS cost plan	19,000.00	Provisional allowance
- Roads/ paving/ landscaping etc.	Taken from QS cost plan	35,881.00	Excludes resurface of car park
1.1.3 Refurbishment/ part demolition of existing pavilion		-	Excluded
1.1.4 Provisional Sums	Taken from QS cost plan	13,000.00	
1.2 Adjustments			
1.2.1 Omit prov sums for external services		19,000.00	
1.2.2 New power supply		20,000.00	Provisional Sum
1.2.3 New water supply		5,000.00	Provisional Sum
1.2.4 Gas supply		-	N/A
1.2.5 Omission of drainage scheme		109,500.00	
1.2.6 Addition of revised drainage scheme		34,300.00	Reduced scope. Fieldturf to attenuate pitch to Anglian Water requirements.
1.2.7 Addition of grass-protecta car park		38,500.00	Reduce scope to fit budget
1.2.8 BREEAM		10,000.00	
1.2.9 Extra over for clubroom		213,087.00	
1.2.10 ASHP's		20,000.00	
1.2.11 Main contractors oh/p		6,733.55	
1.3 Main Contractor Costs			
1.3.1 Main contractor design fees	Taken from T&B tender	61,945.00	Development from RIBA Stage 4
1.3.2 PCSA costs	Taken from T&B tender	16,800.00	
1.3.2 Main contractors oh/p	Taken from T&B tender	25,775.86	Priced at 3.5%
1.3.3 Preliminaries	Taken from T&B tender	116,142.32	Based on 28 weeks
1.3.4 Contingency	Taken from T&B tender	30,000.00	
Pavilion Sub-total		1,194,236.73	
2 FTP			
2.1 FTP		761,434.00	PCH still have limited information on what is included within this figure at this stage
FTP Sub-total		761,434.00	
3 Statutory Fees			
3.1 Planning			
- Pre-App	Central Beds	1,258.96	
- Application fee	Central Beds	1,178.33	
- Discharge of conditions	say	190.00	Dependent upon approval
3.2 Building Regulations		-	Included in T&B tender and FTP tender
		2,627.29	
4 Professional Fees			
4.1 PCH fees to support of grant		5,000.00	
4.2 Client side Project Management/ Architecture/ QS/ Client side M&E on pavilion	6.5%	77,625.39	
4.3 Project Management for FTP/ Framework Administrator	RLF	-	Outside of project cost
4.4 Structural/Civil Engineer	Inertia	950.00	SUDS strategy for planning
4.5 M&E and Sustainability strategy	Bannerman Consulting Engineers	2,560.00	To support planning and tender process
		81,135.39	
5 Surveys/Reports/Other Costs			
5.1 Topographical Survey	By JPP		
5.2 Geotechnical Surveys	By JPP		
5.3 Bid support	Castele	6,930.00	
5.4 Legal Fees		2,000.00	Provisional allowance
5.5 Furniture		-	Fixed furniture included
5.6 Land registry costs		TBC	
5.7 OS Maps		572.66	
5.9 Drainage to the existing car park		15,000.00	Potential planning obligation
		24,502.66	
6 VAT			
		-	Dependent on specialist advice
Uplift in development costs		281,875.35	TBC
ANTICIPATED PROJECT COST		£ 2,345,811.41	