

17<sup>th</sup> January 2024

To: Town Mayor and all Members of the Partnership Committee

Town Councillors: **D Jones, J Carroll, Y Farrell and C Slough**

CBC Councillors **C Alderman, S Goodchild, P Hamill, T McMahon**

Co-Opted Members **J Anderson, D Gibbons, C Regan**

CBC Officers **Mrs Hughes, Community Engagement Manager**

Copies, for information, to:

- Cllr Hares, Executive Member for Health and Community Liaison, 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 **23<sup>rd</sup> January 2024** 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](#)

<b><i>THIS MEETING MAY BE RECORDED *</i></b>
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**Clare Evans**  
**Town Clerk**

## 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 5-7.*

To approve the Minutes of the meeting held on 14<sup>th</sup> November 2023.

**Recommendation: To approve the Minutes of the meeting held on 14<sup>th</sup> November 2023.**

### **5. CBC UPDATE REPORT**

*Pages 8-37*

The CBC update report is attached for information.

### **6. HRTC UPDATE REPORT**

*Pages 38-42*

The HRTC update report is attached for information.

To cover:

Corporate Services

- Corporate Plan
- Possible asset transfer update

Environment & Leisure

- Parkside Recreation Ground
- Tithe Farm Sports Project
- Grendall Lane Proposed Cemetery - ground water levels are being monitored until Autumn 2024)
- Public Realm Improvements
- Houghton Brook
- UK Shared Prosperity Fund
- UK Rural Prosperity Fund

Community services

- Youth services
- Events

Planning

- NHP

## **7. HOUGHTON REGIS CENTRE FOR OLDER PEOPLE**

Mr Stephenson, Head of Service – MANOP (Meeting the Accommodation Needs of Older People), Social Care, Health and Housing, will be attending the meeting to update members of the current CBC consultation on the future of the Townsend Day Centre.

Details of the consultation can be found by following this link:

[Townsend Day Centre consultation | Central Bedfordshire Council](#)

The consultation runs from 8<sup>th</sup> January 2024 to 1<sup>st</sup> April 2024.

## **8. UPDATE ON PARTNERSHIP COMMITTEE REVIEW**

Members are advised that an informal meeting was arranged by CBC between the Chairs, Vice Chairs and Clerks of the 5 Partnership Committees across Central Bedfordshire in December 2023.

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

## **9. PARTNERSHIP COMMITTEE WORKPLAN**

*Pages 43-57*

Members are invited to consider the Partnership Committee workplan.

In addition, Members will find attached the CBC Forward Plan of Key Decisions from 1<sup>st</sup> February 2024 to 30<sup>th</sup> January 2025. This will be included on future Partnership agendas to enable members to consider items listed.

## **10. BUSINESS SUPPORT SCHEMES**

A representative from CBC will be attending the meeting to present an update on schemes to support local businesses including new schemes under the UKSPF programme.

## **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



**MINUTES OF THE MEETING OF HOUGHTON REGIS PARTNERSHIP  
COMMITTEE  
HELD AT THE COUNCIL OFFICES, PEEL STREET  
ON 14<sup>th</sup> November 2023**

Present: Town Cllrs: **J Carroll, Y Farrell, W Henderson (Substitute) M Herber, D Jones**  
CBC Cllrs: **Cllr T McMahon (Chair), Cllr Hamill, C Alderman, S Goodchild**  
CBC Sarah Hughes, Community Engagement Manager (virtual)  
Officers:  
HRTC Clare Evans, Town Clerk  
Officers: Amanda Samuels, Administration Officer  
  
Co-opted member: J Anderson

Apologies: Cllr C Slough (Vice-Chair)  
C Regan  
D Gibbons

Members of the public: 1

**1003 APOLOGIES AND SUBSTITUTIONS**

Apologies were received from Cllr C Slough (Cllr W Henderson substituted)

**1004 QUESTIONS FROM THE PUBLIC**

None

**1005 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None.

**1006 MINUTES**

Members were requested to:

1. Approve the Minutes of the meeting held on 18<sup>th</sup> July 2023;
2. Receive the notes produced from the informal meeting held on 17<sup>th</sup> October 2023.

Members referred back to item 7 of the informal notes which outlined their concerns relating to the Houghton Regis Day Centre for Older People and the proposed move to All Saint's View.

While the consultation period had closed on 6<sup>th</sup> November there was still an opportunity to provide input. The Town Council's response to the consultation would go to CBC's Executive and there would be an opportunity at this point for councillors from both Central Bedfordshire and Houghton Regis in addition to members of the public to address the Executive

This item had previously been discussed at the Town Council meeting of 2<sup>nd</sup> October 2023 (minute 12573) with the following resolutions:

1. To express concerns that the proposed new style of provision may not be able to accommodate the current number of service users and would not be able to offer lunch services and to encourage CBC to explore options to address these concerns;
2. To encourage Central Bedfordshire Council ward Cllrs to scrutinise the current provision and the new provision to ensure they fully appreciate the operational implications prior to making a final decision

Members were asked to consider whether they wished to extend the recommendations to include the second resolution of 2<sup>nd</sup> October to support the Town Council's response to CBC in relation to the day centre.

Cllr Goodchild proposed the additional recommendation

Cllr Jones seconded

Members voted unanimously to accept the addition

It was also highlighted that a suggestion / statement had been put at the inquorate meeting in relation to the transfer of assets from CBC to HRTC. This statement / question was repeated at this meeting:

*We note at the request of this committees chair and vice chair, a reference to an update on The Redhouse has been included in the workplan at item 12 on the agenda.*

*We propose an amendment to this and ask that a review of all CBC-owned Houghton Regis assets be held, in the spirit of the Localism Act 2011 which states there are now new rights and powers for local communities.*

*The Act makes it easier for local people to take over the amenities they love, and keep them part of local life. To that point we ask for CBC and the town council to work together to make sure all suitable amenities are transferred to Houghton Regis Town Council for the betterment of residents of this town.*

*No monetary gain should be made in transferring amenities to the Town Council, and the principal authority should keep their cost to the minimum.*

*A list of potential amenities to be transferred include;*

- *Parkside Recreation Ground*
- *Tithe Farm Recreation Ground*
- *Grendel Lane*
- *The Red House*
- *Bedford Square Community Centre*
- *Houghton Regis Day Centre*
- *Windsor Drive Open Space*
- *The Scout Headquarters at Cemetery Road*
- *and CBC owned play areas IN Houghton Regis.*

There was some discussion on this and it was advised that further consideration would need to be given to the suggestion.

- Resolved:**
- 1. To approve the Minutes of the meeting held on 18<sup>th</sup> July 2023 and for these to be signed by the Chairman;**
  - 2. To receive the notes produced from the informal meeting held on 17<sup>th</sup> October 2023;**
  - 3. To encourage CBC ward Cllrs to scrutinise the current provision and the new provision to ensure they fully appreciate the operational implications prior to making a final decision.**

**The Chairman declared the meeting closed at 7.22pm**

**Dated this 23<sup>rd</sup> day of January 2024**

**Chairman**

**DRAFT**

**CENTRAL BEDFORDSHIRE COUNCIL UPDATE**  
**January 2024**

**Purpose of report: For information**

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### 1. COMMUNITY SAFETY

#### SAFER COMMUNITIES & PARTNERSHIP TEAM

##### September 1st 2023 – December 31st 2023

During this period there were 38 cases open to the Safer Neighbourhood Team: -

- Dog Barking – 7
- Fly Tipping – 7
- Nuisance neighbours - 1
- Pollution – Noise – 21
- Pollution – Odour/Fumes – 1
- Pollution – Light – 1

1 Prosecution in progress (fly tipping).

There were 3 weapon sweeps in the area.

- Safer Communities Officers attended Houghton Rocks community event organised by Houghton Regis Town Council.
- Safer Communities Officers, in partnership with CBC Housing, attended Dylan Court & Manning Court.
- Safer Communities Officer, in partnership with CBC Online Day Activities, attended Townsend Day Centre.
- Safer Communities officer, in partnership with CBC Housing and Bedfordshire Police, attended Recreation Road.
- Safer Communities Officer, in partnership with CBC Housing, attended Bromley Gardens.
- Safer Communities Officer attended a pop-up event in partnership with Dunstable & Houghton Regis Community Policing at Morrisons.
- Safer Communities Officer attended a pop-up event in partnership with Dunstable & Houghton Regis Community Policing at Lidl.
- Safer Communities Officers attended a pop-up event in partnership with CBC Housing, attended Houghton Hall Park Visitor Centre.
- Safer Communities Officers attended community event at Cemetery Road.
- Safer Communities Officer attended Thorn Springs Care Home to deliver a safety talk.
- Safer Communities Officer attended a pop-up event in partnership with Dunstable & Houghton Regis Community Policing at Bedford Square.
- Safer Communities Officers, in partnership with CBC Housing, Dunstable & Houghton Regis Community Police, Public Health, Beds fire & Houghton Regis Town Council; attended Houghton Regis Library

- Safer Communities Officers attended a pop-up event with Dunstable & Houghton Regis Community Policing, organised by Houghton Regis Town Council, at Bedford Square.
- Safer Communities Officer attended a pop-up event in partnership with Dunstable & Houghton Regis Community Policing at Costa.

### CCTV REPORTS

This report contains data gathered by the Council's CCTV Control Room located at Thorn Turn, Houghton Regis. 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.

#### November 2023

Date	Time	Location	Type of Crime	Arrests
03/11/2023	20:55	High Street	Domestic	1
04/11/2023	10:42	Bedford Square	Shoplifting	0
06/11/2023	20:11	Linmere Roundabout	Road Traffic Collision	0
25/11/2023	11:53	Bedford Square	Breach of Community behaviour order	0
30/11/2023	13:10	Thorn Turn	Assault	0

#### December 2023

Date	Time	Location	Type of Crime	Arrests
15/12/2023	22:12	Tithe Farm Road	Op-Meteor	0
17/12/2023	22:41	Westbury close	Theft	0
27/12/2023	01:00	Hillsborough Crescent	Disturbance	0
26/12/2023	00:00	High Street	Domestic	0

#### Contact us...

by telephone: 0300 300 8858

by email: [cctv@centralbedfordshire.gov.uk](mailto:cctv@centralbedfordshire.gov.uk)

on the web: [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk)

Write to Central Bedfordshire Council, Thorn Turn, Grendall Lane, Houghton Regis LU5 6GJ

## 2. LEISURE, LIBRARIES & COUNTRYSIDE

### HOUGHTON REGIS LEISURE CENTRE

#### Attendance

Below we can see the continued positive trend of attendance numbers, especially over the school summer holidays which was very busy for the site team. Winter months naturally decrease the footfall but the numbers are still on a good trend.

<b>Pre covid monthly average based on 2019 usage:</b>	17,760
<b>December 22:</b>	11,988
<b>August 23:</b>	18,096
<b>September 23</b>	17,717
<b>October 23</b>	17,528
<b>November 23</b>	16,884

EA have been providing training and development for staff and recruited new swim teachers to help continue to grow the learn to swim scheme.

<b>01.11.23</b>	<b>Everyone Active Swimming Lessons</b>	924
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Fitness membership is still recovering to pre-Covid numbers:

<b>05.3.23</b>	<b>March 23</b>	1474
<b>01.06.23</b>	<b>June 2023</b>	1502
<b>01.11.23</b>	<b>November 2023</b>	1438

EA have recruited a brand new membership team along with new colleagues in the gym. This has meant the site team have delivered numerous successful inhouse events including inflatable sessions, bouncy castle parties and coffee mornings all in aid of their chosen charity Dementia UK. Everyone Active have recently launched a new Wellness Membership which benefits from Health Hero, their health care partner who provides either a speedy telephone or video appointment with a GP, as well as also receiving discounts from over 100 hand-picked brands via EA's perks scheme.

The new Community and Leisure Centre is progressing well, the newsletter produced by Morgan Sindell is attached in Appendix 1. It is available via a link from the [CBC website](#)

### ACTIVE LIFESTYLES

#### Active Lifestyles referral scheme

Our referral programme is continuing to run throughout Central Bedfordshire supporting residents at risk or living with long term health conditions. For more information, please visit [www.centralbedfordshire.gov.uk/active-lifestyles](http://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 running at all leisure facilities including Houghton Regis Leisure Centre. 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 strength and balance session that residents can attend from their own home. For more information please email: [activityforhealth@centralbedfordshire.gov.uk](mailto:activityforhealth@centralbedfordshire.gov.uk)

Mid-September saw the Active Lifestyles latest collaboration with the online activity team and independent living team. The independent Living Team had secured some funding from Sport England's Together fund. Together we delivered an online seated exercise class from All Saints View Independent Living social area. The class was open to both the public and All Saints View residents. We had a great turnout for the first session and the numbers have increased each week. For more information please email [active.lifestyles@centralbedfordshire.gov.uk](mailto:active.lifestyles@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](http://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. Health and Wellbeing Kiosks can be found in Houghton Regis Leisure Centre.



### Online activity programme

We are continuing to provide our online service. We are always adding classes to our YouTube library.



[www.facebook.com/GetActive](https://www.facebook.com/GetActive)



[Central Bedfordshire Active Lifestyles You Tube Channel](https://www.youtube.com/channel/UC...)

### 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](mailto:ODA@centralbedfordshire.gov.uk)

### Community physical activity programme

Activities include Buggy fitness, walking football and Netball, outdoor bootcamp,. Most of the activities are FREE. Residents must book on via our booking page.

[www.bookwhen.com/activelifestyles](https://www.bookwhen.com/activelifestyles)



## Children & families – active lifestyles

A new network for families that could benefit from advice and support to make healthier lifestyle choices with the tools and support to enable families to be more active?

For more information on the network or programmes being developed, please email:

[active.lifestyles@centralbedfordshire.gov.uk](mailto:active.lifestyles@centralbedfordshire.gov.uk)

## HOUGHTON REGIS LIBRARY

### New Events

The library has started hosting a craft & coffee event on a fortnightly basis, inviting people to bring their own crafts along to complete in a warm social setting.

### Christmas Events

As with every school holiday the library provided crafts every day of the Christmas holidays, from the 21<sup>st</sup> December until the 3<sup>rd</sup> January. While most crafts are simple and aimed at children, such as paper wreaths and snowglobes, we have also hosted jar decoupage sessions which are popular with both children and adults – as well as making use of recycled jars!



Traditionally, the library in conjunction with Houghton Regis Town Council hosts Santa's grotto one weekend in December. The library's meeting room is transformed into Santa's Grotto and hundreds of local children come down for a chance to see Santa, and to take away a gift.

The library also had a princess storyteller event, hosting Princess Elsa who read a story to a group of children before hosting a craft session.



Full House Theatre & Tell Tale Hearts hosted an interactive storytelling show and craft session in the library, bringing even more Christmas sparkle to December in the library.

### Council Events

Central Bedfordshire Council's Housing Team have attended the library a number of times, and intend to continue doing so, in an open format in which residents can drop in and speak to members of the team about any queries or issues they may be experiencing.

Houghton Regis Children's Centre have twice hosted Baby Sensory events in the library. These events help babies' early development as well as providing an avenue for new parents to meet one another. The use of the library's space for these events also means library users who may not be familiar with the Children's Centre are introduced to it, and vice versa.

### School Visits

Three classes from Tithe Farm Primary School have recently visited the library. The classes were given a short talk by the library manager explaining some information about the library and how to use it before listening to a story told by a member of library staff. These visits are a great way to get local children familiar with libraries and how they work, as well as encouraging children to continue reading outside of educational settings.

### Ongoing Events

The library continues to host its regular weekly events, including its Coffee Morning, Rhyme Time, Story Time, Lego Club and Pokémon Club. All events are well attended and continue to attract new members – weather permitting!

## HOUGHTON HALL PARK

There has been a flurry of activity in Houghton Hall Park over the last few weeks in preparation for our Christmas events and activities. Popular wreath making workshops sold out very quickly along with 96 make at home wreath kits.

With the help of volunteers many hours were spent in the park collecting holly, ivy, box, yew, rosemary and conifer, we were lacking in conifer so our friends at Silsoe Horticultural Centre helped us out along with a local tree surgeon, the team were also given permission to go into the grounds of Houghton Hall to collect from their numerous trees. The first workshop took place at the end of November and the kits were collected on the 1<sup>st</sup> and 2<sup>nd</sup> of December, we are delighted with the photos and comments we have received back from some very happy customers!



With the produce in the Kitchen Garden coming to an end the Friends of Houghton Hall Park have been concentrating on Christmas crafts, they have made numerous items that they have been selling at very reasonable prices from the produce hut and the Visitors Centre, they have also created a fabulous display on the gardens based on the book 'Christmas at Crumble Cottage' which the theme of our children's activities over the Christmas period, we do love this special time of year in the park!



In 2023 we upgraded the toddler play equipment at the park and as part of our commitment to quality play experiences for children, we ran a consultation throughout December seeking views on new play equipment for those aged 6-14. The survey was open until Sunday, 31 December 2023 and once the views have been analysed this information will be used to assist in the specification for a tender process to obtain options from suppliers. We'll provide an update for the next committee meeting.

### 3. HIGHWAYS

#### FIX MY STREET

Fix my street report from 01/09/23 – 31/12/23

Row Labels	Road markings and lining	Signs	Grand Total
action scheduled		4	4
closed		1	1
confirmed	1		1
duplicate	1	3	4
internal referral	2	4	6
investigating		2	2
unable to fix	1	1	2

#### PARKING ENFORCEMENT



Houghton Regis Partnership Report	PCN's issued	Visits conducted
September	33	30
October	45	45
November	22	47
December	31	63
Total	131	185

*Note: A visit is when the Civil Enforcement Officer visits the street or location with a view to enforcement. They will log in the vehicle and then return to the street again to issue a Penalty Charge Notice. It all depends on how long the motorist can park in the street without causing a contravention, and depends on restricted times etc. So, when they visit a street, they log in vehicles that are causing a contravention and if there are no vehicles causing a contravention they will visit the next street etc.*

## 4. SUSTAINABILITY

### TREE PLANTING

We are inviting Town and Parish Councils, schools, community organisations, and public and private landowners to get in touch to discuss their tree planting projects and how we may be able to support them. Our tree planting programme boasts a number of schemes that are available to projects of varying sizes and settings, from which we're pleased to have supported the planting of almost 60,000 trees and over 5km of hedgerow.

We are keen to hear from public and private landowners interested in planting new woodland on their land, and offer comprehensive technical support in designing and delivering such projects through our Woodland Creation scheme. This scheme is open to expressions of interest throughout the year, however we would encourage landowners to get in touch as soon as possible for an initial discussion.

Our Tree Planting Grant remains open for community tree and hedge planting projects, and for applicants to host their own Tree Giveaways. To apply for funds this planting season, please contact us by 31st January.

Finally, having successfully partnered with Earthwatch to plant the first four Tiny Forests, the Council is pleased to continue working with Town and Parish Councils, and schools to create more Tiny Forests in the area. To take up the offer this winter, please contact us by 31st January.

For more information, please visit [Trees | Central Bedfordshire Council](#), or get in touch by emailing [BeGreen@centralbedfordshire.gov.uk](mailto:BeGreen@centralbedfordshire.gov.uk) or calling 0300 300 6407.

### 5. BUSINESS, INVESTMENT, EMPLOYMENT & SKILLS

#### **UK SHARED PROSPERITY FUND (UKSPF) AND RURAL ENGLAND PROSPERITY FUND (REPF) UPDATE**

The Business & Investment team are now working with our delivery partners to provide specialist advice on start-up and growth, innovation, developing trade and export, and decarbonisation.

Businesses throughout Central Bedfordshire, including both urban and rural areas, are eligible to apply for the support. This support is promoted on the Be Central Bedfordshire [website](#) and we will provide further updates on how the programme is progressing.

Part of the package will see businesses receive innovation and technological support to improve productivity and help in adopting new or improved products or services. This will be delivered by the **University of Bedfordshire**.

**Wenta**, are offering support to help those in the process of setting up a new business, and for start-up businesses including social enterprises. Delivery will help potential entrepreneurs to be business ready and understand what they need to know about self-employment.

Also on offer is help and guidance from **Bedfordshire Chamber of Commerce** to get businesses export-ready and engaged in new markets. Export grants will support businesses to expand their overseas trading, boosting local employment and help businesses develop their export strategy.

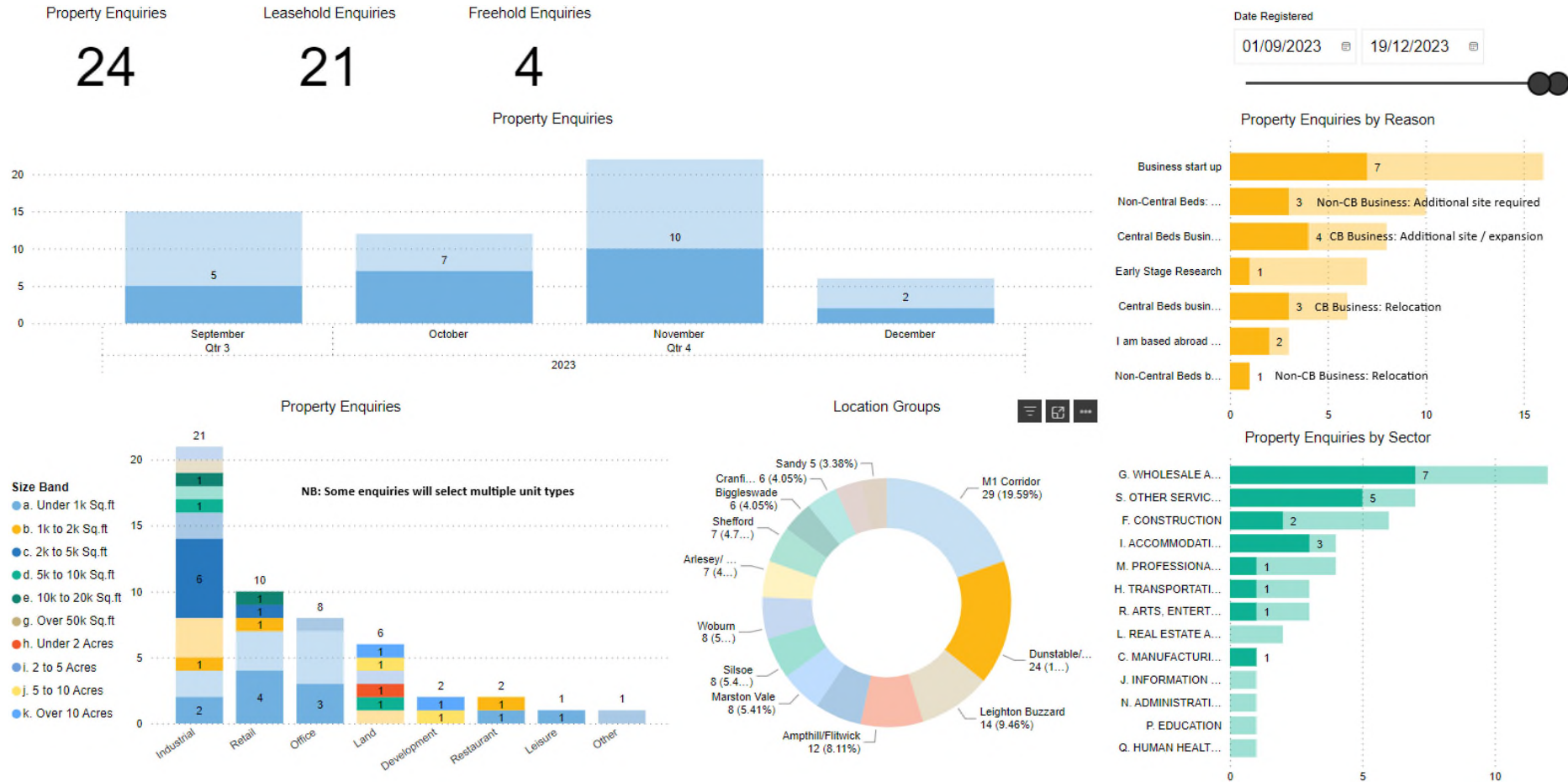
Established businesses with growth potential can access specialist training and support programmes through **Cranfield University**, to develop plans for business growth, decarbonization or development of new products and services.

Officers will attend the Partnership meeting and provide more detailed information.

#### **COMMERCIAL PROPERTY ENQUIRIES**

This reporting period has seen a significant increase in the number of enquiries on the previous 3 months. Dunstable and Houghton Regis have seen a higher proportion of increase in enquiry numbers (50%) than in other areas of Central Bedfordshire, whilst actual numbers of enquiries have doubled. Despite home grown growth driving most of this increase in enquiries (particularly business start-ups), one enquiry from an overseas investor resulted in Dunstable and Houghton Regis being the only area to have suitable property in the SEMLEP region. We are waiting to hear if they will be exploring this option further

This dashboard report shows the number of property enquiries for Dunstable/Houghton Regis throughout the dates shown on the top right. The faded elements of the chart relate to enquiries taken for the rest of Central Bedfordshire.



## TOWN CENTRE VACANCY RATES IN CENTRAL BEDFORDSHIRE, NOVEMBER 2022 TO NOVEMBER 2023

Town	November 2022 % Vacant	February 2023 % Vacant	May 2023 % Vacant	August 2023 % Vacant	November 2023 % Vacant
Ampthill	4.3	4.3	3.2	3.2	2.2
Arlesey	18.8	18.8	18.8	12.5	6.3
Biggleswade	7.7	7.7	5.8	5.8	5.1
Dunstable	11.5	12.3	13.6	13.9	14.7
Flitwick	4.5	7.0	9.3	4.7	4.7
<b>Houghton Regis</b>	<b>3.1</b>	<b>3.1</b>	<b>3.1</b>	<b>3.1</b>	<b>3.1</b>
Leighton Buzzard	6.0	6.5	4.7	5.5	5.5
Potton	4.0	8.0	8.0	8.0	8.0
Sandy	9.0	9.0	8.8	10.3	10.3
Shefford	2.3	4.7	4.5	2.3	2.3
Stotfold	0.0	0.0	0.0	0.0	0.0
<b>Total</b>	<b>7.4%</b>	<b>8.0%</b>	<b>7.6%</b>	<b>7.6%</b>	<b>7.5%</b>

In November 2022 the vacancy rate for all units within towns surveyed was 7.4%, there were a total of 969 units of which 72 were vacant. One year later, in November 2023, the vacancy rate rose slightly to 7.5% with a total of 976 Units and 73 vacancies. Since then, Ampthill, Arlesey, Biggleswade and vacancy rates have fallen, and Dunstable and Potton's rates have risen slightly, the rest remain relatively stable.

### BEDFORDSHIRE EMPLOYMENT & SKILLS ACADEMY (BESA)

Bedfordshire Employment and Skills Academy has been reflecting on a great year in 2023. It's been a successful year delivering learning and employment provision to hundreds of our residents and brought on

many new qualifications to our offer. We can't wait to see what 2024 brings! If you are looking at how you can support your community into employment and learning, BESA works 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. Here are some of the exciting things we've got coming up in 2024.

### Improving numeracy skills for life and work

BESA's Multiply maths team has been delivering numeracy-based workshops for our adult residents since October 2022. The funded programme is at its halfway point, and we have supported over 500 residents since its start. 98% of learners in Bedfordshire found the skills they developed in Multiply workshops have helped them to "improve their numeracy skills in everyday life". There are lots of workshops coming up in Houghton Regis.

Kingsland Employment and Skills Hub (LU5 5PY), from 9:30am until 11:30am

- Thu 25 Jan - Become a Savvy Shopper (4 week course)
- Thu 29 Feb - Cutting Costs in the Kitchen (4 week course) o Thu 18 Apr - Origami Paper Crafts (2 hour workshop)

Houghton Hall Park (in partnership with Time2Connect), from 1pm until 3pm

- Wed 24 Jan - Make a Macrame Knot Keyring (2 hour workshop)
- Wed 21 Feb - Repair What You Wear, sewing skills (3 week course)

There are vouchers available for learners attending some of these courses, ranging from £5 Amazon vouchers up to **£30 supermarket vouchers**.

### ESOL qualification success for first group

BESA introduced English for Speakers of Other Languages (ESOL) qualifications to the curriculum in 2023, designed to support adults whose first language isn't English. The first course began at Kingsland Employment and Skills Hub (LU5 5PY) in November. A group of 6 residents started their journey to improving their reading, writing, speaking and listening skills in English – and the feedback has been great!

More courses will be running in Houghton Regis and Bedford in 2024.

BESA also uses the Kingsland Learning Hub to deliver English and maths Functional Skills qualifications. Adult (19+) residents looking to achieve their level 2 qualification (equal to a GCSE C or 4) can access fully funded courses awarded by City & Guilds.

A Functional Skills qualification can support residents to build confidence with important skills for life, gain a qualification to support their employment journeys, and unlock higher education and new job opportunities.

### National Careers Service

Our National Careers Service (NCS) team continue to support residents find employment or enter learning, with free 1:1 or group appointments for those aged 19 years and over, as well as 3-hour skills workshops. The National Careers Service (NCS) team works towards targets for the number of appointments they complete with priority and non-priority customers. Examples of priority customers would be people who have been unemployed for a year or above, single parents, people with disabilities, age 18-24 and NEET, and those below Level 3. Non-priority customers are anyone who do not fall into these categories. In July, August and September, the team exceeded this target for both groups (127.4% for priority customers and 128.6% for non-priority customers). They also work to secure job and learning outcomes for both groups. A job outcome would be defined as someone entering employment for four weeks at 16 hours per week, or an employed person progressing in their career. The team exceeded their target for priority groups (117.6%) and non-priority groups (200%). A learning outcome would involve a customer enrolling on an accredited course. These targets were also achieved (priority groups – 101.9% and non-priority groups – 100%).

An overview of the workshops and courses available can be seen by looking at our on our course list.

For additional support, email [academy@centralbedfordshire.gov.uk](mailto:academy@centralbedfordshire.gov.uk) or call 0300 300 8131.

BESA also deliver a range of other qualifications, as well as apprenticeships, most of which can be started at any time across the year. Our qualifications are focused mostly for those working in the early years and schools workforce, but we also have a number of short online qualifications covering autism, neuroscience, challenging behaviour, mental health in the workplace, and prevent and safeguarding, which are all suitable for anyone with an interest – there's no need for relevant experience or a suitable work placement. You can find all our qualifications on our website, <https://www.centralbedfordshire.gov.uk/besa>

We also deliver a popular 6-week introductory course for anyone considering a career in early years, our 'Introduction to working in an early years settings' course, which is free for anyone 19+. Learners will attend 6 taught half-day sessions, alongside completion of a short placement at a nursery, giving them a taster of what it's like to work in early years. Our next course local to Houghton Regis is in Dunstable, starting in April. You can find out more on our website, [https://www.centralbedfordshire.gov.uk/info/212/introduction\\_to\\_working\\_in\\_early\\_years%20 settings\\_courses](https://www.centralbedfordshire.gov.uk/info/212/introduction_to_working_in_early_years%20settings_courses)

## 6. YOUTH SUPPORT SERVICES

### 1. Update on NEETs within the wider Central Bedfordshire area

The figures presented in the table below are those reported to NCCIS / DfE at the end of November 2023.

#### Headline Figures for the whole Central Bedfordshire area

Cohort	Total number of young people	Positive (EET) destinations	NEET destinations
16year olds / Year 12	3370	3289 (97.6%)	65 (1.9%)
17year olds / Year 13	3337	3152 (94.5%)	142 (4.3%)
<b>Combined cohort</b>	<b>6707</b>	<b>6441 (96.0%)</b>	<b>207 (3.1%)</b>

### 2. Overview for the Houghton Regis area compared to other local areas

The figures presented in the various tables below are based on the data stored within the Youth Support Service's CCIS database for young people as of 3<sup>rd</sup> January 2024.

	Dunstable	Houghton Regis	Leighton Buzzard
Total YPs in area	951	567	1096
EET	918 (96.5%)	532 (93.8%)	1060 (96.7%)
NEET	31 (3.3%)	34 (6.0%)	35 (3.2%)
Unknown/Refused	2 (0.2%)	1 (0.2%)	1 (0.1%)

### Characteristics of the NEET Group in the Houghton Regis area

#### 3. 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
Houghton Regis East	343	29	8.5%
Houghton Regis West	224	5	2.2%
<b>Total</b>	<b>567</b>	<b>34</b>	<b>6.0%</b>

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

Actual Age (Year 12 & 13)	
16 years old	7
17 years old	18
18 years old	9

Length of Time NEET	
Less than 3 months	14
3 - 6 months	11
6+ months	9

Gender	
Male	21
Female	13
Not Recorded	0

#### 5. Summary status of the Houghton Regis NEET cohort

Status	
Seeking Employment or Training	30 (88.2%)
Unable to work due to 'Personal Circumstances'	4 (11.8%)

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](mailto:youth.services@centralbedfordshire.gov.uk)

## 7. SCHOOLS

### THORNHILL PRIMARY SCHOOL

Following the recent expansion at the school, which has since been open and is now fully functional, there is currently a new playing field under construction to accommodate the number of additional children. Work has currently been paused given the time of year and the cold weather, but this will resume with the playing field due to be completed and made available from April 2025 for use by the school. In the meantime, the school are using the nearby Green Park as a playing field.

## 8. PUBLIC HEALTH

### STOP SMOKING

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.

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

The latest performance data shows that, at Quarter 2 2023/24, the Titan PCN, covering the local GP practices, have had 23 patients set a quit date, with 3 4-week quitters so far this year, all through Wheatfield Surgery.

Call one of our advisors free on: 0800 013 0553

Email: [stop.smoking@centralbedfordshire.gov.uk](mailto: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 the annual target for Health Checks delivered at the end of the latest reporting period, April 2023 – December 2023. 1,035 Health Checks were delivered against a target of 1355 for the period (so 76.4% of annual target). Overall, they invited 3,333 patients for a Health Check (target 4,712) so are performing at 70.7% Of the annual target for that indicator.

The 3 local Titan Practices are performing as follows:

- Houghton Regis Medical Centre at 91.5% of target for Health Checks delivered (119 against a Year to Date target of 130) but only 63.9% offered (276 out of Year to Date 432 target).
- Toddington Medical Centre is performing at 131.1% for Health Checks delivered (97 against a YtD of 74) and 14.5% for offered (42 out of 290 YtD target).
- Wheatfield Surgery delivered 99 Health Checks from a target of 134 for the period (73.9%) and offered 117 (from a target of 442) at a rate 26.5% during this reporting period.

Public Health will continue to 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.

The overall quality measure for all these 3 practices in relation to Health Checks is mixed; Houghton Regis Medical Centre remains at 'amber' with room for improvement in quality, whilst the other 2 practices are 'green', showing quality is at target level.

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 residents.

### **TIME2CONNECT**

Time2connect, delivered by BRCC, continues to engage with residents and stakeholders, connecting them to assets in the area and supporting with information relating to a range of community issues. Funding has been made available to continue deliver the work until at least March 2024.

The evaluation of the Project has been completed by Apteligen and we will be working with Beds RCC, the project's provider, to implement the key findings.

The team are seeing overall numbers of attendees continuing to grow at sessions, the demand for 1to1 support remains consistently high, this reporting quarter 60, 1-1 meetings were held between a member of T2C staff and a resident.

The team continue to run :

- joint weekly sessions with CBC Online Day Activities Team, Bedfordshire Employment and skills academy, You Can Do It digital inclusion project.
- Weekly outdoor wellbeing sessions have been led by the social prescribing team, enabling residents with all levels of mobility to enjoy some time outdoors and organised nature and craft activities

In addition :

- Bedfordshire fire service, Fire Safety team recently gave a talk about safety in the home, handing out leaflets regarding free smoke and carbon monoxide units and free fire safety checks at homes.
- T2C supported a local 'Rock of Ages' Choir to hold a community event attended by 89 people.
- The first Jazz up Your Life community tea dance event was hosted by T2C at All Saints Independent living scheme, attended by 54 residents, including some new residents from All Saints.
- T2C Christmas party held, attended by 30 residents and very much enjoyed by all.

## 9. SOCIAL CARE HEALTH AND HOUSING

### HOUSING HUBS

Information about the Housing Service Residents can come in to one of our hubs and speak to teams from across the service, who will be providing free advice and information. We will also be joined by partner agencies who can provide information on not just housing, but your wellbeing too!

Date	Hub Times	Location
23/01/2024	10am - 12pm	Leighton Buzzard Library
30/01/2024	1pm - 3pm	Dunstable Library
07/02/2024	10am - 12pm	Houghton Regis Library
05/03/2024	10am - 12pm	Leighton Buzzard Library
12/03/2024	1pm - 3pm	Dunstable Library
20/03/2024	10am - 12pm	Houghton Regis Library
16/04/2024	10am - 12pm	Leighton Buzzard Library
23/04/2024	1pm - 3pm	Dunstable Library
01/05/2024	10am - 12pm	Houghton Regis Library
28/05/2024	10am - 12pm	Leighton Buzzard Library
04/06/2024	1pm - 3pm	Dunstable Library
12/06/2024	10am - 12pm	Houghton Regis Library

### HEALTH HUB

There is no update at this time.

### ANNUAL ADULT SOCIAL CARE SURVEY

A national NHS England survey is being delivered to adults aged 18 and over, who use adult social care services in Central Bedfordshire.

The annual Adult Social Care Survey is posted out by Central Bedfordshire Council to a randomly selected sample of people who are in receipt of long-term support services funded or managed by the Council's adult social care service.

It is sent to a sample of people living in the community, people in residential or nursing homes, and people with a learning disability. For those who have a learning disability an 'easy-read' version will be provided.

The questionnaire asks people about the services and care they receive and the impact that these services have on their lives. It will also collect information about their general health and wellbeing. The survey is completely optional.

The results will be used by the Central Bedfordshire Council, the Care Quality Commission and NHS England to improve services and enable improved choices for people.

People have until 8th March to respond with their views and will be provided with a prepaid envelope to return the completed form.

## 10. ENVIRONMENTAL SERVICES

Waste Management		
Waste Collections	Litter Bins	Miscellaneous
<ul style="list-style-type: none"> <li>Garden Waste bin collections suspended for the winter period.</li> <li>Christmas and New bin collection day changes - very little disruption/issues reported.</li> <li>Real Christmas tree collection dates - between Monday, 8 January and Friday, 19 January 2024.</li> </ul>	<p>No new bin installations, or replacements, within this period.</p>	<p>The Bulky Household Waste Collection subsidy scheme that has been in operation since 2021 is still working well, with all codes used over the past few months to assist residents in paying for their collection.</p>

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Environmental Management
<b>Fly Tips and Street Cleansing</b>
<p>5 grab lorry fly tips (large fly tip clearances):</p> <ul style="list-style-type: none"> <li>• Townsend Farm Road - Sections of concrete</li> <li>• Lords Lane - DIY waste and white goods</li> <li>• Bedford Road - Fridge freezers, shopping trolley and building waste</li> <li>• Link Road - Road felt, plastic containers, TV and plastic chairs. Evidence found and passed to the Neighbourhood Enforcement Team for further investigation.</li> <li>• Link Road - Wood, clothing and household waste</li> </ul>
<b>Grounds Maintenance</b>
<p>Grass cutting will restart March 2024.                      Shrub cutting restarting on the cutting schedule for 2024.                      Additional winter works completed:</p> <ul style="list-style-type: none"> <li>• Porz Avenue - Removal of ivy, elder self-set and shrub</li> <li>• Tithe farm Road - Removal of shrub &amp; re-seed as grass</li> <li>• Porz Avenue - Reduced shrub height &amp; remove self-sets</li> <li>• Dylan Court, Parkside Drive - Removal of shrub and cut overgrown grass</li> <li>• Ashwell Walk - Reduced height and width of Buddleia &amp; removed 1 foot of hedge from footpath</li> <li>• Chelsea Gardens - Removal of shrubs</li> </ul>
<b>Abandoned Vehicles</b>
<p>28 abandoned vehicles reported between 01/11/23 and 31/12/23</p>

Dog Patrols (October to December)	
Location	Notes
<ol style="list-style-type: none"> <li>1. Bedford Road</li> <li>2. Bromley Gardens</li> <li>3. Drury Lane</li> <li>4. Hillborough Cresc</li> <li>5. Leafields</li> <li>6. Redhouse Court Recreation Ground</li> </ol>	<p>Redhouse Court Recreation Ground is patrolled twice per month and the other roads are currently patrolled once per month.</p> <p>No fixed penalty notices were issued during these patrols</p>

7. Tudor Drive 8. Watling Place	
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**Service Development**

From the 1<sup>st</sup> of November, residents accessing the four Household Waste Recycling centres may be asked to provide proof of address. These sites are for Central Bedfordshire residents only to dispose of their own household waste.

Acceptable forms of identification include:

- current UK driving licence (photo card or paper licence will be accepted, may be displayed electronically via a mobile phone)
- Council Tax bill – from the current financial year (may be displayed electronically via a mobile phone)
- utility bill (gas, electricity, or water) – less than a year old (may be displayed electronically via a mobile phone)
- letter from HMRC or the Home Office – less than a year old (may be displayed electronically via a mobile phone)
- current bus pass
- current disabled parking permit

Our access policy helps us keep Council tax down for our residents by ensuring that the sites are not used by members of the public who reside outside the Central Bedfordshire area.

## 11.COMMUNICATIONS, INSIGHT AND ENGAGEMENT

### COMMUNITY ENGAGEMENT

#### Town and Parish Council bulletins

A monthly town and parish council bulletin is sent out via GovDelivery at the end of the month for the following month. If you are not receiving these please do let us know on the email below.

As always if there are any changes to your contact details, please email us at [Partnerships.CommunityEngagementTeam@centralbedfordshire.gov.uk](mailto: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. If there are any topics you'd like to see be covered please do let us know at [Partnerships.CommunityEngagementTeam@centralbedfordshire.gov.uk](mailto:Partnerships.CommunityEngagementTeam@centralbedfordshire.gov.uk)

### Warm spaces

For the second year in a row our libraries and leisure centres will be available Warm Spaces during the winter. Residents can use these spaces during the day to keep warm as temperatures fall. More information is available at: [www.centralbedfordshire.gov.uk/warm-spaces](http://www.centralbedfordshire.gov.uk/warm-spaces)

We have also been working to support 23 Community Warm Spaces and assist them with their energy and utility costs. This network is invaluable to supporting vulnerable residents and we really appreciate the fantastic work local organisations and volunteers are doing to make these warm and sociable spaces. We have asked the venues to monitor how many visitors they receive, and a survey of venues and users will be sent out at the end of the winter period. We will update the warm space directory on the website once the warm spaces have confirmed all details.

### GRANT SCHEMES

#### The Ward Cllr Grant Scheme

If you are involved in a local group or project in your area that needs some help or you have an idea about doing something for the community but need some funding to get it going then speak to your [ward councillor](#).

Each Central Bedfordshire councillor has access to £2,000 from which they can allocate grants to local projects that demonstrate a community benefit. Councillors can also work together across a ward to combine their grants if that's what is most needed.

So, whether it is cultural, environmental, sporting or social projects, and you have match funding, [contact your local councillor](#).

You must secure support from your ward councillor and [read the guidance notes \(PDF\)](#) before applying.

For any questions, please email: [community.grants@centralbedfordshire.gov.uk](mailto:community.grants@centralbedfordshire.gov.uk)

For more information and applications, please visit our [website](#).



### OTHER NEWS

#### **Central Bedfordshire Council secures £100,000 funding for planning skills delivery**

The funding, awarded as part of the government's commitment to the Levelling Up and Regeneration Bill, will play a role in bolstering efforts to implement proposed reforms and ensure development is sustainable.

The £100K funding injection will be specifically directed towards upskilling staff and enabling delivery of our digitalisation agenda within the council's planning teams. This includes implementing training for officers on mapping software, providing intensive design training (to reflect the increased focus on design and Design Codes), enhancing engagement and producing an infrastructure study. The goal is to build a resilient, skilled and adaptable workforce capable of navigating the increasing complexities of planning for the future, and to help support the development of the new Local Plan (a timetable for which was agreed at Council on 23 November 2023).

We are one of just 63 local authorities that are receiving funding for skills development for financial year 2024-2025.

#### **Central Bedfordshire residents invited to make a climate change**

Together with community environment charity Groundwork East, there is a new initiative offering free climate change training to our residents.

People will be able to book themselves onto an online course providing an introduction to Carbon Literacy completely free of charge – thanks to the government's UK Shared Prosperity Fund (UKSPF). Spaces are limited and available on a 'first come first served basis'.

The accredited course introduces people to the science behind climate change and equips learners with information and tools to take action in their own lives and communities. It features sections on greenhouse gases and their relation to climate, how the climate is likely to change, and the effect this could have in the UK and other parts of the world. Our knowledge on climate change is constantly changing and the course features a collation of up-to-date information with links back to original sources.

The online course is free for anyone living, working, or studying in the Central Bedfordshire area and can be [booked online via Eventbrite](#).

## 12. UPCOMING MEETINGS & CONSULTATIONS

### CONSULTATIONS

The Community Intelligence Team provides details of current and upcoming consultation activity undertaken by the Council. 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)
Evening meetings survey	Survey to gather views from staff, residents and Members about the pilot of moving some daytime committee meetings to evenings. Residents survey now completed and closed	13 Dec 2023	11 Jan 2024	Jonathon Partridge 0300 300 4634
Environmental Permit and Substantial Permit Variations Application Consultation – Saint-Gobain Weber, Flitwick	Consultation on an application for a variation of a Part B Permit for Saint-Gobain Weber, Flitwick.	19 Dec 2023	19 Jan 2024	Kay Sterling 0300 300 5065
Housing Revenue Account survey	Survey asking tenants to have their say on how their rent money is spent and to help influence our plans for the future.	3 Jan 2024	15 Jan 2024	Richard Norris 0300 300 5830
Housing Customer Insight Survey	Survey with some of our tenants using an independent company called HouseMark, who will contact tenants by phone, email or post.	8 Nov 2023	31 Jan 2024	Celeste Peters 0300 300 5389
Consultation about the future of Townsend Day Centre	Consultation about the council’s preferred option to run an alternative day service at the new soon to be built Houghton Regis Community and Leisure Centre and then close Townsend Day Centre.	8 Jan 2024	3 Apr 2024	Tobin Stephenson 0300 300 4098



### Upcoming consultations and surveys

Subject	Description	Start	End	Lead officer(s)
Home to School transport policies	Consultation on amendments to the home to school transport policies.	31 Jan 2024 (tbc)	17 Apr 2024 (tbc)	Tenisha Chin 0300 300 4204
Skills and Education Strategy	Consultation on the Skills and Education strategy			Anna Bosworth



### UPCOMING MEETINGS

#### January

Committee Meeting	Date	Time
Executive	09 January 2024	09:30 AM
Development Management Committee	10 January 2024	10:00 AM
Sustainable Communities OSC	11 January 2024	10:00 AM
Social Care, Health and Housing OSC	15 January 2024	10:00 AM
Children's Services OSC	16 January 2024	10:00 AM
Corporate Resources OSC	18 January 2024	10:00 AM
Traffic Management Meeting	23 January 2024	10:00 AM
Health and Wellbeing Board	24 January 2024	02:00 PM
Council	25 January 2024	06:30 PM

#### February

<b>Committee Meeting</b>	<b>Date</b>	<b>Time</b>
Executive	06 February 2024	09:30 AM
Development Management Committee	07 February 2024	10:00 AM
Sustainable Communities OSC	15 February 2024	10:00 AM
Corporate Parenting Panel	21 February 2024	02:00 PM
Council	22 February 2024	06:30 PM
Social Care, Health and Housing OSC	26 February 2024	10:00 AM
Children's Services OSC	27 February 2024	10:00 AM
Audit Committee	29 February 2024	10:00 AM
Council	29 February 2024	05:00 PM

### March

<b>Committee Meeting</b>	<b>Date</b>	<b>Time</b>
Development Management Committee	06 March 2024	10:00 AM
Corporate Resources OSC	07 March 2024	10:00 AM
Licensing Committee	13 March 2024	10:00 AM
Traffic Management Meeting	19 March 2024	10:00 AM
General Purposes Committee	21 March 2024	10:00 AM

Can be subject to change.

# *Houghton Regis*

Partnership Committee

January 2024

To see further planned meetings, view the Calendar of Meetings on our [website](#).

Jan 2024

Monthly Project Update

Welcome to the  
Houghton Regis  
Community & Leisure  
Centre Project



## Project Overview

The new Houghton Regis Community & Leisure Centre will be located on the former Houghton Regis Academy site on the Kingsland Campus.

## Project Update

A thrilling end to the year here at the Houghton Regis Community & Leisure Centre project. Hoping the festive period brought you some joy as it did here. With the steel frame and glulam install coming to completion and the roofing contractor making a start on the liner sheets, this provides us with some protection from bad weather conditions releasing more areas of work internally. The internal blockwork is progressing well and the concrete slab on the first floor is now complete. The shape of the new car park can now clearly be seen with 60% of the paving and tarmac now complete.

## Upcoming work

Flying into the new year we're hoping for another successful year as we wish for all our readers. Completion of the roof works will take precedence to provide us with weather protection. The external brick and blockwork will now accelerate to help enclose the building. Scaffolding will continue externally providing access for the brickwork and the Intumescent fire spraying will resume internally. Further car park construction works will take place which will enable the contractor parking to be relocated prior to landscaping works commencing.

## Community Engagement

During the end of the year we had a site visit from the Avenue Centre of Education (ACE), who provide a key service for secondary age students. Also, Tommy Fisher, a student at Bedford College attends site 2 days a week as part of his T Level course. Over the next few weeks we have visits from 2 sets of school students planned.

This project is proudly registered with the Considerate Constructors Scheme (Site ID 134328).

For more information, please visit [www.ccscheme.org.uk](http://www.ccscheme.org.uk)



## Contact us

If you have any further queries or if you are looking for job opportunities on site please contact Alqab Hussain, Senior Project Manager on [alqab.hussain@morgansindall.com](mailto:alqab.hussain@morgansindall.com)

## Microsite

This newsletter and further progress photos are available on our microsite which can be accessed by scanning the QR code below. Please scroll down to the bottom of the web page for a link to our latest update.



# Site Photos

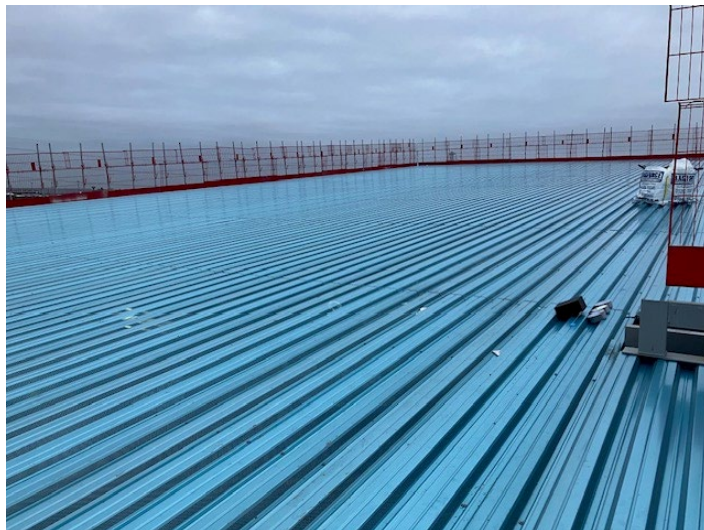
Carpark



Carpark



Roof Liner Sheets



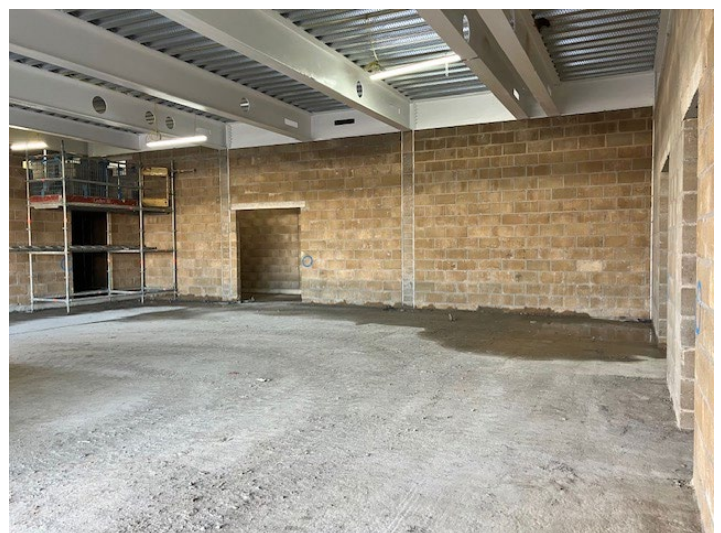
Glulams and Steel Frame



First Floor Slab



Ground Floor Blockwork



## HOUGHTON REGIS TOWN COUNCIL UPDATE

**Purpose of report: For information**

### Contents

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## 1. Corporate Services

### *Corporate Plan process*

- Over the autumn/winter of 2023/24, HRTC has been developing a town council corporate plan to shape the council's work until March 2028. This plan was presented to Town Council for approval at the December meeting. The approved plan can be viewed here: [Corporate Plan 2024/2028 | Houghton Regis Town Council](#). A consultation with residents on the plan will be included in the Spring Town Crier.

### *Possible asset transfer update*

- As members are aware, a statement/question was made at the last Partnership meeting in relation to the possible transfer of community assets from CBC to HRTC. Consideration of this is due to be made by HRTC at its meeting on 22<sup>nd</sup> January 2024. A verbal update on the deliberations will be provided.

## 2. Environment & Leisure

- Installation of exercise equipment at *Parkside Recreation Ground*, application to Community Asset grant scheme has been submitted, and HRTC has been successful in being awarded £6,250.
- *Tithe Farm Sports Project – Works on the 3G AGP are complete, and the pitch has passed its FIFA quality testing. Officers attended the handover meeting before Christmas, and the quality of the pitch was fantastic!*  
*UKPN – The transformer to allow power to the site is still yet to be delivered; T&B are continuously chasing a delivery and installation date.*  
*Water – The connection is booked for mid-January.*  
*S278 – This is still waiting for CBC/highways sign-off, so the new entrance cannot commence.*  
*Reinstatement of the grass area and haul road – to be re-visited in the drier months (April/May), when a proper reinstatement, including seeding, will be completed; these areas are very wet and very muddy.*
- *Grendall Lane Proposed Cemetery - The 12-month monitoring period is continuing.*
- *Public Realm Improvements - Our 'See It Sort It' service continues to make Houghton Regis an attractive and vibrant place to live and work. We are covering a number of different problems across the Town. It should be noted that we still receive a large number of requests associated with CBC owned and managed sites due to the issues with their outsourced grounds maintenance contract/s.*
- A programme of winter works to improve the Houghton Brook area from the Village Green past Windsor Drive has started and is progressing well.

### *UK Shared Prosperity Fund*

Applications under this fund were submitted to CBC. Details of the application can be found here: [1 2023-12-11 agenda.pdf \(houghtonregis.org.uk\)](#)

*UK Rural Prosperity Fund*

An application to this fund was made to support projects in Linmere and Bidwell. Unfortunately, HRTC was not successful on this occasion.

### 3. Community Services

The Town Council continues to deliver Community Services, Youth Services, Mayoral support, Community Grants and Community Safety.

*Youth Services*

The table below shows the delivery of Youth Activities in Houghton Regis, which offers youth provision delivered by HRTC. There is additional youth provision is provided by Groundwork on behalf of CBC on Tuesdays (one-to-one mentoring) and Wednesdays (Open Access at the community centre).

All youth work delivered by the town council is delivered during term time only with additional enhanced sessions. We have increased the size of our youth work provision, a breakdown of locations and sessions is below;

Job Title	Start Date	Youth Work provision, Location, day, and session time			
		Youth Café: Village Green Pavilion, Mondays,4.30- 6.30pm, term time only	Detached: Parkside, Tuesdays: 5-7pm	Detached: Tithe Farm, Thursday's: 5-7pm	Youth Council: HRTC Offices, Thursdays 4.30- 6.30pm, term time only
Community Services Manager	November 2016				Lead Youth Worker
Lead Youth Worker	November 2020	Lead Youth Worker			
Lead Youth Worker	5 <sup>th</sup> September 2023		Lead Youth Worker	Lead Youth Worker	



Youth Support Worker	September 2022	Youth Support Worker			Youth Support Worker
Youth Support Worker	21 <sup>st</sup> September 2023		Youth Support Worker	Youth Support Worker	
Youth Support Worker	Vacant		Youth Support Worker	Youth Support Worker	
Youth Support Worker Volunteer	11 <sup>th</sup> September 2023	Youth Support Worker Volunteer			

### Events

The Town Council continues hosting various community events throughout the year, which are free for visitors and residents. The current programme of events is as follows;

- Easter Egg Hunt 27th March 2024
- Pride of Houghton Awards 11th May 2024
- Skate Jam Event 22nd July 2024
- Open Air Cinema 23rd July 2024
- Houghton Rocks 7th September 2024
- Fireworks Display 2nd November 2024 (Saturday)
- Santa's Grotto 14th December 2024
- Easter Egg Hunt 12th April 2025

## 4. Planning

### *Neighbourhood Plan*

Mr Derek Stebbing, the appointed Examiner started work on the independent examination of Houghton Regis Town Councils Neighbourhood Plan in October 2023.

During the examination process the Town Council and Central Bedfordshire Council have provided, upon request, answers to 5 questions raised. This response was provided on the 20<sup>th</sup> November 2023.

The examiner had now completed his examination but before he confirms this, he has provided a 'Fact Check' Report. The purpose of this pre issue stage 'Fact Check' Report is to identify any issues of fact that are incorrect, such as place names or figures that are referenced. Whilst there is

no legal or policy provision for a 'fact check' report stage, it has nonetheless become commonplace for examiners to provide a pre-issue version of the report to the Council and qualifying body (Central Bedfordshire Council) (mirroring the legal requirement regarding the final report), so that purely factual errors can be picked up.

The examiner will not consider any comments that do not relate to factual errors. As such this is not an opportunity for representations to be made on the content of the Report.

HRTC and CBC will respond to the examiner, in regard to these errors raised, by the 23rd January 2024.

It is hoped that following consideration of these responses' confirmation will be received that the Plan can move to the referendum stage.



**HOUGHTON REGIS PARTNERSHIP COMMITTEE –  
WORK PLAN 2023/24**

Meeting Date	Regular Updates	Work Plan 2023/24	Reports already received / completed
<b>18<sup>th</sup> July 2023</b>	Election of Chair Election of Vice Chair Partnership Committee Co-Option approval Confirmation Of The Secretariat Committee Functions & Terms Of Reference CBC Update report HRTC Update report Work Plan Items Requesting Attention By CBC	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: <ul style="list-style-type: none"> <li>• Improving Health &amp; Wellbeing In Houghton Regis (inc primary health care)</li> <li>• Place Delivery</li> <li>• Community Buildings in Houghton Regis (inc. HRN 2 Community Building, Bedford Square Community Centre, Parkside community space, Red House)</li> <li>• Housing And Engagement</li> <li>• Chalk Pit / Quarry</li> <li>• Kingsland / HR Leisure Centre</li> <li>• Education (inc Primary School places)</li> </ul>	Election of Chair Election of Vice Chair Partnership Confirmation Of The Secretariat Committee Co-Option approval Committee Functions & Terms Of Reference Improving Health & Wellbeing CBC Update report HRTC Update report Work Plan Items Requesting Attention By CBC
<b>14<sup>th</sup> November 2023</b>	CBC Update report HRTC Update report Work Plan Items Requesting Attention By CBC		Bedford Square Community Centre partnership Committee Terms of Reference HR Centre for Older People All Saints View Contractor Parking CBC Update report HRTC Update report Work Plan Items Requesting Attention By CBC



<p><b>23<sup>rd</sup> January 2024</b></p>	<p>CBC Update report HRTC Update report Work Plan Items Requesting Attention By CBC Proposed Dates For Meetings for following year</p>		
<p><b>23<sup>rd</sup> April 2024</b></p>	<p>CBC Update report HRTC Update report Work Plan Partnership Committee Co- Option consideration Items Requesting Attention By CBC</p>		

**Central Bedfordshire Council**  
**Forward Plan of Key Decisions**  
**1 February 2024 to 30 January 2025**

1) During the period from **1 February 2024 to 30 January 2025**, Central Bedfordshire Council plans to make key decisions on the issues set out below. “Key decisions” relate to those decisions of the Executive which are likely:

- to result in the incurring of expenditure which is, or the making of savings which are, significant having regard to the budget for the service or function to which the decision relates\*; or
- to be significant in terms of their effects on communities living or working in an area comprising one or more wards in the area of Central Bedfordshire.

\*Savings are significant if they exceed £200,000 per annum (revenue) or £500,000 whole life cost (capital). Expenditure is significant if it exceeds, in respect of revenue contracts: (i) £300,000 per annum; and (ii) £1m total cost; or (iii) 5 years duration (including contract extension periods); or £750,000 financial commitment (capital).

There are exceptions to these criteria which is set out in Part 2 Article 12 paragraph 1.3 in the Council’s Constitution. Specifically, expenditure which is identified in the approved Council revenue and capital budgets are not key decisions.

2) The Forward Plan is a general guide to the key decisions to be determined by the Executive and will be updated on a monthly basis. Key decisions will be taken by the Executive as a whole. The Members of the Executive are:

Councillor Adam Zerny

Councillor Hayley Whitaker

Councillor Mary Walsh

Councillor Simon Ford

Councillor Tracey Wye

Councillor Steven Watkins

Councillor Mark Smith

Councillor John Baker

Councillor Rebecca Hares

Leader of the Council

Deputy Leader and Executive Member for Families, Education and Children

Executive Member for Planning & Waste

Executive Member for Highways

Executive Member for Sustainability & Climate Resilience

Executive Member for Business, Housing and Public Assets

Executive Member for Adult Social Care

Executive Member for Finance

Executive Member for Health, Wellbeing and Communities

- 3) Whilst the majority of the Executive’s business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is a formal notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that part of the Executive meeting listed in this Forward Plan will be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

- 4) Those items identified for decision more than one month in advance may change in forthcoming Plans. Each new Plan supersedes the previous Plan. Any person who wishes to make representations to the Executive about the matter in respect of which the decision is to be made should do so to the officer whose telephone number and e-mail address are shown in the Forward Plan. Any correspondence should be sent to the contact officer at the relevant address as shown below. General questions about the Plan such as specific dates, should be addressed to the Senior Committee Services Officer, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ.
- 5) The agendas for meetings of the Executive will be published as follows:

Meeting Date	Publication of Agenda
09 January 2024	22 December 2023
06 February 2024	25 January 2024
02 April 2024	19 March 2024

## Forward Plan of Key Decisions

Key Decisions

Date of Publication: 22 December 2023

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Contact officer (method of comment and closing date)
1	The Future of Houghton Regis Older Persons Day Centre: Outcome of Consultation and Recommendations	To consider the outcome of the recent consultation on the future of Houghton Regis Older Persons Day Centre and to decide on the future operation of the centre.	6 February 2024	Social Care, Health and Housing OSC - January 2024	Open to the public	Executive Member for Adult Social Care Contact Officer: Tobin Stephenson, Head of Service MANOP Email: Tobin.Stephenson@centralbedfordshire.gov.uk
2	Support for Afghan Refugee Resettlement	The purpose of the report is to gain approval to obtain Home Office funding and to provide the funds to a service provider who will provide resettlement support for 15 Afghan refugee families relocated under the Afghan Citizens Resettlement Scheme. The report also requests that delegated authority is provided to the Director of Social Care Health and Housing for the award of contract to a specialist service provider who will provide the specialist support to the families concerned	6 February 2024	None	Open to the public	Executive Member for Business, Housing and Public Assets Contact Officer: Mary Goodson, Housing Inclusion Manager Email: Mary.Goodson@centralbedfordshire.gov.uk
3	Strategic Plan 2024-2028	To review the proposed strategic plan for the Council, which forms part of our policy and budgetary framework.	6 February 2024	OSC - TBC	Open to the public	Leader of the Council and Chair of the Executive Contact Officer: Vicki Chapman, Assistant Chief Executive Email: Vikki.Chapman@centralbedfordshire.gov.uk"

4	Commissioning of Youth Services	To seek approval to proceed with re-commissioning of youth services - contract value approx. 1.12m Youth Services cover all of Central Bedfordshire area	6 February 2024	None	Open to the public	Deputy Leader and Executive Member for Families, Education and Children Contact Officer: Angela Perry, Senior Commissioning Manager Email: Angela.Perry@centralbedfordshire.gov.uk
5	Adult Social Care Strategy	To ask Executive to review and comment on the Adult Social Care Strategy 2024-29 and to seek approval to go to public consultation.	6 February 2024	Social Care, Health and Housing OSC - 26 February 2024	Open to the public	Executive Member for Adult Social Care Contact Officer: Robert Winkfield, Head of Service Adult Social Care Assurance Email: Robert.Winkfield@centralbedfordshire.gov.uk
6	Re-procurement of the Disabled Facilities Grant Framework Agreement	The purpose of this report is to seek approval from Executive to repeat the procurement exercise that led to the current Framework Agreement and to agree for the award of the new Framework Agreement to be delegated to the Director of Social Care, Health and Housing in consultation with the Executive Member for Business, Housing and Public Assets, without the need for a further submission to Executive.	6 February 2024	None	Open to the public	Executive Member for Business, Housing and Public Assets Contact Officer: Terry Gilbey, Housing Assistance Manager Email: Terry.Gilbey@centralbedfordshire.gov.uk
7	Investment Strategy 2024/25	This report requests Executive to recommend to Council the approval of the Investment Strategy for 2024/25 to facilitate effective financial management and planning.	6 February 2024	Corporate Resources OSC - 11 January 2024 Full Council - February 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk



8	Treasury Management Strategy 2024/25	This report requests Executive to recommend to Council the approval of the Treasury Management Strategy Statement, Prudential Indicators and Minimum Revenue Provision Policy for 2024/25.	6 February 2024	Corporate Resources OSC - 11 January 2024 Full Council - February 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk
9	Fees & Charges – April 2024 Changes (predominately Social Care, Health and Housing)	This report requests Executive to recommend to Council the approval of the revised Fees and Charges from April 2024, (predominately Social Care Health & Housing)	6 February 2024	Corporate Resources OSC and Childrens OSC and Social Care, Health and Housing OSC - January 2024 Full Council - February 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk
10	Capital Strategy 2024/25	This report requests Executive to recommend to Council the approval of the Capital Strategy for 2024/25 to facilitate effective financial management and planning.	6 February 2024	Corporate Resources OSC - January 2024 Full Council - February 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk

11	Traded Services to Schools & Academies for non-statutory services 2024/25	This report requests Executive to recommend to Council the approval of the revised 2024/25 charges for Traded Services to Schools & Academies for non-statutory services.	6 February 2024	Corporate Resources OSC and Children's Services OSC - January 2024 Full Council - February 2024	Part Exempt	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk
12	Final Revenue Budget and Medium Term Financial Plan 2024/25 – 2027/28	The report updates the Revenue Medium-Term Financial Plan (MTFP) approved by Council in February 2023 and proposes the draft Budget for 2024/25.	6 February 2024	All OSC in January. Full Council - February 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk
13	Final Capital Programme 2024/25 – 2027/28	The purpose of this report is to seek Executive agreement to the Capital Programme for the Medium Term Financial Plan (MTFP) period 2024/25 to 2027/28 to facilitate effective financial management and planning. It excludes the Housing Revenue Account (HRA) which is subject to a separate report.	6 February 2024	All OSC in January Full Council - February 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk

14	M1 – A6 Link Road - Land North of Luton	<p>The purpose of the report will be to :</p> <ol style="list-style-type: none"> <li>1. provide an update to Executive as to the progress made since this project was previously taken to Executive in June 2022 .</li> <li>2. outline the current financial position</li> <li>3. set out the likely next steps and relevant time limits</li> </ol>	6 February 2024	None	Fully Exempt	<p>Executive Member for Finance  Contact Officer: Paul Mason, Chief Officer Infrastructure Delivery  Email:  Paul.Mason@centralbedfordshire.gov.uk</p>
15	Final Housing Revenue Account Budget and Business Plan 2024/25 – 2027/28	<p>The report sets out the Housing Revenue Account (HRA) Landlord Budget for 2024/25 and Business Plan for 2024/25 – 2027/28. It sets out proposals that make best use of the investment potential to deliver affordable housing, mitigate pressures in the Council's General Fund (GF), and align to the debt strategy in the context of long term Business Planning and Investment.</p>	6 February 2024	Corporate Resources OSC and Social Care, Health and Housing OSC in January, Full Council - February 2024	Open to the public	<p>Executive Member for Finance  Contact Officer: Denis Galvin, Assistant Director of Finance &amp; Procurement  Email:  Denis.Galvin@centralbedfordshire.gov.uk</p>

16	Local Walking & Cycling Infrastructure Plans (LCWIP) for Central Bedfordshire	Present the Local Walking & Cycling Infrastructure Plans (LCWIP) for consideration for adoption, seek comments and reflect on the engagement and consultation process. The November CR SOC will seek views on the LCWIPs themselves and overview of the consultation responses and outcomes will also be given at CR OSC in January 2024.	2 April 2024	Corporate Resources OSC November 2023 and February 2024	Open to the public	Executive Member for Sustainability and Climate Resilience: Stephen Mooring, Head of Sustainability Email: Stephen.Mooring@centralbedfordshire.gov.uk
17	Consultation for Consideration of the Future of Ridgmont Lower School	The purpose of this report is to consider the future of Ridgmont Lower School following approval by the Executive in August to launch a consultation. The outcome of the consultation will be considered by Executive along with recommendations on the next steps.	2 April 2024	Children's Services Overview and Scrutiny Committee - 5 September 2023 and 27 February 2024	Open to the public	Executive Member for Families, Education and Children Contact Officer: Vicky Rollings, School Organisation and Capital Planning Information Manager Email: victoria.rollings@centralbedfordshire.gov.uk

18	Community Safety Partnership Strategy 2024-27	The CSP Strategy is a statutory document and is due for renewal in April 2024. This report will outline the proposed priorities for Community Safety Partnership for the next three years. The intended outcome is for the Executive to agree the report and the proposed priorities.	2 April 2024	Sustainable Communities OSC 5 March 2024 and Full Council 18 April 2024	Open to the public	Executive Member for Health and Community Liaison Contact Officer: Lisa Ann Scott, Safer Communities & Partnership Officer Email: Lisa.Scott@centralbedfordshire.gov.uk
19	Framework Contract for ITS Traffic Signal Maintenance	This report is for Executive to agree the Council enters into a Framework Contract for ITS Traffic Signal Maintenance. This is a 5-year contract with extensions with a value up to £2M. It will be a joint contract with other local authorities including Luton, Cambridge, Peterborough & Bedford. The current contract is ending in September next year and we are currently taking part in a tendering collaboration to re-procure this service.	2 April 2024	None	Open to the public	Executive Member for Highways. Contact Officer: Sing-Yu Wai, Head of Highways Email: Swing-Yu.Wai.Yu@centralbedfordshire.gov.uk

20	Cultural Strategy	To provide a strategic and collaborative approach to culture across Central Bedfordshire	2 April 2024	Sustainable Communities OSC - May/June TBC 2024	Open to the public	Executive Member for Planning and Waste Contact Officer: Helen Bowlt, Library Services Manager Email: Helen.Bowlt@centralbedfordshire.gov.uk
21	Library Strategy	A library strategy which will provide a plan for the service over the next 5 years.	2 April 2024	Sustainable Communities OSC - May/June TBC 2024	Open to the public	Executive Member for Planning and Waste Contact Officer: Helen Bowlt, Library Services Manager Email: Helen.Bowlt@centralbedfordshire.gov.uk
22	Public Space Protection Order 2024-27	This report will propose the Public Space Protection Orders for 2024-27 and will ask Exec to agree the proposal	2 April 2024	Sustainable Communities OSC - 5 March 2024	Open to the public	Executive Member for Health and Community Liaison Contact Officer: Lisa Ann Scott, Safer Communities & Partnership Officer Email: Lisa.Scott@centralbedfordshire.gov.uk

23	Quarterly Budget Monitoring Revenue Budget Monitoring Q3 December 2023	The report sets out the forecast outturn financial revenue position for 2023/24 as at the end of December 2023 (Q3). It sets out spend against the approved budget and it excludes the Housing Revenue Account which is subject to a separate report.	2 April 2024	All Overview and Scrutiny Committees - Feb/March 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk
24	Quarterly Budget Monitoring Capital Budget Monitoring Q3 December 2023	The report sets out the forecast outturn financial position of the Capital Programme for 2023/24 as at the end of December 2023 (Q3). It sets out spend against the approved budget and it excludes the Housing Revenue Account which is subject to a separate report.	2 April 2024	All Overview and Scrutiny Committees - Feb/March 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk
25	Quarterly Budget Monitoring Housing Revenue Account Budget Monitoring Q3 December 2023	The report sets out the forecast outturn financial position of the Housing Revenue Account for 2023/24 as at the end of December 2023 (Q3). It sets out spend against the approved budget.	2 April 2024	Corporate Resources OSC and Social Care, Health and Housing OSC - Feb/March 2024	Open to the public	Executive Member for Finance Contact Officer: Denis Galvin, Assistant Director of Finance & Procurement Email: Denis.Galvin@centralbedfordshire.gov.uk

26	Quarter 3 Corporate Performance Reporting	To update Members on corporate performance in context of the Council's Strategic Plan.	2 April 2024	All Overview and Scrutiny Committees - Feb/March 2024	Open to the public	Executive Member for Finance Contact Officer: Heather Price, Head of Strategy & Delivery Email: heather.price@centralbedfordshire.gov.uk
27	Recreational Open Space Strategy	To approve adoption of the strategy as a Supplementary Planning Document to secure new open space facilities and s106 contributions from new development.	October 2024	Sustainable Communities May/June 2024	Open to the public	Executive Member for Health and Community Liaison Contact Officer: Lisa White, Head of Leisure Email: Lisa.White@centralbedfordshire.gov.uk
28	Local Council Tax Support Scheme 2025/26	The Executive is asked to review the Local Council Tax Support scheme and recommend to Council the scheme for 2025/26.	January 2025	Full Council 2025	Open to the public	Executive Member for Finance Contact Officer: Gary Muskett, Assistant Director Revenues & Benefits. Email: Gary.Muskett@centralbedfordshire.gov.uk



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**Central Bedfordshire Council**  
**Forward Plan of Key Decisions on Key Issues**

For the Municipal Year 2023/24 the Forward Plan will be published on the following dates:

<b>Period of Plan</b>	<b>Date of Publication</b>
1 February 2024 – 31 January 2025	22 December 2023
1 March 2024 – 28 February 2025	25 January 2024
1 April 2024 – 31 March 2025	28 February 2024
1 May 2024 - 30 April 2025	19 March 2024