25 January 2019

To: Members of the Partnership Committee (Councillors T Morris, A L Dodwell, K Ferguson, F Kharawala, C Palmer, B J Spurr, G Tubb, E Wallace, R D Berry and S Jones)
(Copies to all Town Councillors for information)

NOTICE OF MEETING

You are hereby summoned to attend a meeting of Partnership Committee to be held on Thursday, 7 February 2019 commencing at 7.30 pm in the The Council Chamber, The White House, Hockliffe Street, Leighton Buzzard, Beds LU7 1HD.

M Saccoccio
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.

2. DECLARATIONS OF INTEREST

(i) 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 it.

(ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).

3. QUESTIONS FROM THE PUBLIC (3 MINUTES PER PERSON; MAXIMUM 15 MINUTES)

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).
4. MINUTES OF PREVIOUS MEETING (Pages 1 - 6)
   To receive and approve as a correct record the minutes of the Partnership Committee meeting held on 29 November 2018.

5. LEIGHTON BUZZARD ENGINEERING AND CONSTRUCTION CENTRE
   To receive a verbal presentation from Ms S Mortimer, of Central Bedfordshire College, on the Leighton Buzzard Engineering and construction Centre.

6. COMMUNITY FORUM UPDATE
   To receive an update report from the Community Forum steering group.

7. BUSINESS SUPPORT UPDATES
   To receive verbal updates, if appropriate, from LB First and LB Connect.

8. STANDING ITEMS
   To receive verbal updates:
   (a) Enabling Delivery in L-L (Land South of the High Street)
   (b) Taxis – (item 9)
   (c) Antisocial behaviour & Homelessness
   (d) Market Town Regeneration Fund (MTRF & HSIS)

9. TAXI RANK
   To receive a report regarding the town centre taxi rank (to follow) and to consider the recommendation/s contained therein.

10. JOINT COMMITTEE TERMS OF REFERENCE
    To receive a presentation from Cllr. T Stock, Deputy Executive Member for Health & Corporate Resources (Stronger Communities), Central Bedfordshire Council, on the proposed revised Terms of Reference for Committee, arising from Central Bedfordshire Council’s review of the Joint Committees.

11. COMMITTEE OBJECTIVES AND WORK PLAN (Pages 7 - 10)
    To receive and consider the Committee objectives and work plan for 2018-2019 (attached)

12. BUDGET REPORT (Pages 11 - 12)
    To receive nine-month financial accounts budget report (attached).
Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member, officer or 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 within the Council’s control.
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LEIGHTON–LINSLADE TOWN COUNCIL
MINUTES OF PARTNERSHIP COMMITTEE
THURSDAY, 29 NOVEMBER 2018 AT 7.30 PM

Present:  Councillors
A L Dodwell
K Ferguson
F Kharawala (Vice-Chair)
C Palmer
B J Spurr
G Tubb
E Wallace
S Jones

Also in attendance:  M Saccoccio, Town Clerk
V Cannon, Head of Cultural and Economic Services
M Jahn, Committee Officer
G Borelli (Chair, LB First)
Bob Chandler
P Coker (Head of Partnerships and Performance, Social Care, Health and Housing Directorate, Central Bedfordshire Council)
J Yandall (Head of Investment and Employment, Regeneration and Business Directorate, Central Bedfordshire Council).

Members of the public:  1
Members of the press:  0

239/LLP  APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillor R Berry.

240/LLP  DECLARATIONS OF INTEREST

Members were asked to declare any interests, including the nature of those interests, which they had in any of the items under consideration at this meeting. Councillor G Tubb declared an interest in the item Health and Care Hubs as a member of the East London NHS Foundation Trust and Councillor B Spurr as Chairman of the Health and Wellbeing Board and member of the East and North Herts NHS Trust.

241/LLP  QUESTIONS FROM THE PUBLIC (3 minutes per person; maximum 15 minutes)

A member of the public and local shop owner spoke on the proposed development at the rear of the Post Office and shops behind the High
Concerns were raised regarding access to the rear of the shops if this development progressed. The Committee were informed a meeting had been scheduled for the 5 December at The Golden Bell for discussion on the proposed development and the Town Council would discuss this at their next Planning & Transport Committee meeting on the 12 December, 2018.

242/LLP  MINUTES OF PREVIOUS MEETING

The Committee received the draft minutes of the Partnership Committee meeting held on 6 September 2018.

Item 231/LLP: School Places – a request was made for the word ‘potentially’ to be removed from the minutes and replaced to, ‘would be a deficit in the number of places available in the middle and upper school systems once the Eastern development had been completed’.

Item 232/LLP: Changes to Bus Routes - Councillor Dodwell confirmed she had contacted the Bus Company regarding the review in bus services and would chase this up.

Item 233/LLP: Business Group Updates -Sarah Hughes confirmed the data requested regarding the parking strategy and use of the car park would be available at the next meeting.

RESOLVED that the minutes of the Partnership Committee meeting held on 6 September 2018 be approved as a correct record and be signed accordingly.

243/LLP  HEALTH AND CARE HUBS

The Committee received a presentation from Ms P Coker, Head of Partnerships and Performance, Social Care, Health and Housing Directorate, Central Bedfordshire Council. The vision would be to transform Primary Care in Central Bedfordshire to provide services locally making them more accessible to local residents. Significant population growth and changing needs in the area had resulted in the need to remodel how health care services were delivered. Local Hubs would provide a focal point for integrated specialised services providing multi-agency support on a 7 day a week basis.

Five Hubs are planned for the Central Bedfordshire area and it was predicted the Leighton-Linslade Hub would be completed by 2023. Three potential locations have been identified –

A. South of the High Street
B. South of Vandyke Road
C. VOSA Test Station

The Committee thanked Ms P Coker for her detailed and informative presentation.
RESOLVED to note the information.

244/LLP BUSINESS SUPPORT AND BEDS EMPLOYMENTS AND SKILLS SERVICE (BESS)

The Committee received a presentation regarding local business support from Ms J Yandall, Head of Investment and Employment, Regeneration and Business Directorate, Central Bedfordshire Council. Bedfordshire Employment and Skills Service target learners who are aged 19+ and are either unemployed or low skilled. They provide Maths, English, ICT and English as a second language courses and give careers advice and guidance to learners and employers. A community support group called Café Connect offer weekly sessions tackling issues such as loneliness and improving wellbeing. Support for new businesses is also provided by offering Business Grants known as Growth Grants to help with business rates relief and training to improve their service.

Thanks were given by the Committee for the presentation and the work undertaken by the service to break down barriers and identify organisations and individuals requiring help.

RESOLVED to note the information.

245/LLP JOINT COMMITTEE TERMS OF REFERENCE

The Committee received an update on the proposed revised Terms of Reference for Committee, arising from Central Bedfordshire Council’s review of the Joint Committees.

Apologies were given by Councillor Stock who was unable to attend the meeting and Sarah Hughes gave the presentation on her behalf. The Committee were informed of the proposals put forward regarding membership, format of the meetings, responsibility for content of the agendas and who could submit agenda topics, secretariat of the Joint Committee and joint branding of agendas and committee minutes.

The final draft of the T of Ref will go to full Council following the February 2019 Partnership meeting for discussion.

RESOLVED to note the information.

246/LLP COMMUNITY FORUM UPDATE

The Committee were advised the Highways analysis would be completed by January 2019 and shared publicly when finalised. It was suggested discussion should come back to Committee to decide what topic should be covered in future to strengthen the link between the Committee’s work plan and the work of the volunteer Forum.
RESOLVED to note the information.

247/LLP BUSINESS SUPPORT UPDATES

The Committee received a brief update from LB Connect confirming all was going well with businesses continuing to attract custom.

An update was also given by LB First thanking Leighton-Linslade Town Council for their continued support with the upcoming Christmas Festival weekend. One concern raised was the continuing problem of the multi-storey car park and the number plate recognition system not working properly. This would be fed back to Central Bedfordshire Council and a response given to LB First as soon as possible.

RESOLVED to note the information

248/LLP CENTRAL BEDFORDSHIRE UPDATE

The Committee received an update report from Central Bedfordshire Council on matters relating to the parish, including information in respect of social care, health and housing, crime figures, antisocial behaviour, business rates, car parking, transport matters, community services, Billington Gypsy & Traveller Project, waste, schools, public health and services for young people.

The Committee thanked Sarah Hughes, Community Engagement Officer CBC, for her full and clear report.

RESOLVED to note the information.

249/LLP STANDING ITEMS

(a) Enabling Delivery in L-L – no update on Land South of the High Street.
(b) Taxis – after the feasibility study looking at Lake Street as a location for the taxi rank it was decided this would cause too much congestion and problems for the Fire Service access. The Committee suggested using North Street and Sarah Hughes would relay this to Jo Borthwick for investigation.
(c) Anti-social behaviour & Homelessness – no further updates.
(d) Market Town Regeneration Fund – the High Street Improvement Scheme was now nearing completion with four businesses taking part. Following the delay installing the electronic signage Central Bedfordshire Council had agreed to extend the warranties on the signs that are yet to be installed and continue to chase up Highways re installation.

RESOLVED to note the information.
250/LLP  COMMITTEE OBJECTIVES AND WORK PLAN

The Committee received and gave consideration to the objectives and work plan for the municipal year 2018-2019. Partnerships Terms of Reference to be added and discussed at the February 2019 meeting.

RESOLVED to note the report.

251/LLP  BUDGET REPORT

The Committee received a brief report regarding the current year budget to date.

RESOLVED to note the report and recommended the proposed 2019/20 budget be endorsed by Policy and Finance Committee.

The meeting closed at 2142 hours.

I HEREBY CONFIRM THAT THE FOREGOING IS A CORRECT AND ACCURATE RECORD OF THE MEETING HELD ON THURSDAY, 29 NOVEMBER 2018.

Chair

7 FEBRUARY 2019
<table>
<thead>
<tr>
<th>Objective ref.no. (3 Yr Plan)</th>
<th>Objective</th>
<th>Timescale</th>
<th>Comments</th>
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<tbody>
<tr>
<td>15</td>
<td>Expand and consolidate opportunities for two-way dialogue with residents and ensure greater community engagement in and awareness of Council activity.</td>
<td>Ongoing</td>
<td>All Committees Community Forum - Youth Forum took place on 27/10/15. Event delivered on 05 May 2018 - Safer use of our roads and footpaths in Leighton-Linslade</td>
</tr>
<tr>
<td>19</td>
<td>To continue to work in partnership in respect of the town centre, its management and its future development.</td>
<td>Ongoing</td>
<td>Developing CBC’s Market Towns Strategy and the Town Centre Delivery Plan. Implementation of projects funded by the Market Town Regeneration Fund (MTRF), Implementing mews and alleyway signage projects and continuation of promotion of land south of the High Street to secure development.</td>
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<td>22</td>
<td>Investigate Purple Flag status for the town centre.</td>
<td>26 April 201</td>
<td>Confirmed removed from Partnership Committee work plan at meeting dated 29/11/18</td>
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<td>40</td>
<td>Continue to improve walking routes to the town centre, railway station and local schools.</td>
<td>Ongoing</td>
<td>CBC officers will receive feedback at any time from Committee on ideas, concerns and issues.</td>
</tr>
<tr>
<td>CBC Five Year Plan draft</td>
<td>Enhancing Central Bedfordshire Market Intelligence led town centre regeneration Community Planning event - 200 residents attended and gave their views</td>
<td>Ongoing</td>
<td>We want to improve Central Bedfordshire as a place to live, by enhancing prosperity with more and better jobs; to improve infrastructure, and to provide the quantity and type of housing needed by our residents while maintaining and enhancing the character of Central Bedfordshire. We will nurture housing growth that offers a range of opportunities for people to live in housing that is affordable, sensitive to their needs and of great quality. We will strive the retain the character of Central Bedfordshire that is so cherished by its residents and will address any concerns they may have</td>
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<td>CBC Five Year Plan draft</td>
<td>Improving Education and Skills</td>
<td>Ongoing</td>
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<tr>
<td>CBC Five Year Plan draft</td>
<td>Improving Education and Skills</td>
<td>New skills and training centre underway in Leighton retaining skills and jobs within the town.</td>
<td>Ongoing</td>
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<tr>
<td>CBC Five Year Plan draft</td>
<td>Creating Stronger Communities</td>
<td>Joint Committee review as part of wider project to enhance engagement with TPCs and local decision making. \nCheering Volunteering event – residents from the town win awards LLTC present to Town and Parish Council Conference</td>
<td>Ongoing</td>
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</table>

Our development will be facilitated by great infrastructure, such as Broadband, Wi-Fi and transport. Our Market Towns and villages will thrive and prosper, with improved town centres and facilities.

We will support the academic and social success, and physical wellbeing of our children and young people, working with schools, parents and communities. In addition, because learning is a lifelong activity, opportunities will be available for adults to continue to develop their existing skills and learn new ones.

We will have created opportunities for everyone to have the access and incentives to work, either in Central Bedfordshire or in other areas, which they will be able to get to with ease. There will be routes into employment for all ages, such as apprenticeships and schemes for older people which will result in not only in increased income, but improved health and raised self-esteem.

We will work to build stronger local communities, providing a greater sense of place and participation in local affairs and services. This will help create greater resilience and reduce social isolation. People will be supported to help themselves and others. Residents of all ages and organisations, such as Town and Parish Councils will have opportunity to do more – on either a voluntary or a paid basis.

We are particularly keen to draw on the skills of our older residents to support their community and build social infrastructure, promoting social inclusion. Community spirit will be high, and the skills of residents have grown.
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Regular Updates</th>
<th>Work Plan 2018-2019</th>
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| 26 April     | Business update | • ASB and Homelessness – M Westerby and T Keaveney of Central Bedfordshire Council *(deferred to June meeting)*  
• Twelve-month Budget monitoring report  
• Business support – good practice, guidance and delivery examples *(Deferred to June Meeting)*  
• Community Facilities grant – 6-month review |
|              | Community Forum update |                          |
|              | MTRF update |                          |
|              | Taxis |                          |
|              | Community Facilities grant |                          |
|              | Joint Committee Review |                          |
| 7 June       | Business update | • ASB and Homelessness – M Westerby and T Keaveney of Central Bedfordshire Council  
• Business support – good practice, guidance and delivery examples *(Deferred to September Meeting)*  
• Taxi update  
• CBC update  
• Interim Community Forum – verbal  
• Enabling Delivery - L-L (Land South of the High Street) Jason Longhurst – verbal |
|              | Community Forum update |                          |
|              | MTRF update |                          |
|              | Enabling Delivery in L-L (Land South of the High Street) |                          |
|              | Joint Committee Review |                          |
|              | Community Facilities Grants |                          |
| 21 June      | Joint Conference of the Joint Committees, (1900-2100, Incuba, Dunstable) | • Health updates  
• Public Transport |
| 6 September  | Business update | • NEET (Not in Education, Employment or Training)  
• BESS (Beds Employment and Skills Service) – deferred to 29/11/18  
• School place planning (CBC)  
• Six-month Budget report  
• Changes to bus routes - Arriva  
• Community Forum – event report  
• Business Network – responsibility passed to Cultural & Economic Services, LLTC |
|              | Community Forum update |                          |
|              | MTRF update |                          |
|              | Taxis |                          |
|              | Enabling Delivery in L-L (Land South of the High Street) |                          |
|              | ASB and Homelessness |                          |
|              | Joint Committee Review |                          |
| 25 September | Joint Committee Terms of Reference review meeting, (Priory House, Shefford) | • Invitees are: Committee Chairs, Vice Chairs and Town Clerks |
| 29 November  | Business update | • CBC update  
• Health and Care Hubs – Patricia Coker, Central Bedfordshire Council / Sarah Thompson Clinical Commissioning Group TBC  
• Devolving services - deferred  
• Business support – good practice, guidance and delivery examples- deferred from 07/06/18 |
<p>|              | Community Forum update |                          |
|              | MTRF update |                          |
|              | Taxis |                          |
|              | Enabling Delivery in L-L (Land South of the High Street) |                          |</p>
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<tr>
<th>Agenda Item No.</th>
<th>ASB and Homelessness Joint Committee Review</th>
<th>7 February 2019</th>
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<td></td>
<td>• BESS (Beds Employment and Skills Service – deferred from 06/09/18)</td>
<td><strong>Business update</strong></td>
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<td>• Central Bedfordshire College – update on Leighton Buzzard Engineering and Construction Skills Centre</td>
<td><strong>Community Forum update</strong></td>
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<td>• Final Draft Joint Committees Terms of Reference</td>
<td><strong>MTRF update</strong></td>
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<th>11 April 2019</th>
<th>Business update</th>
<th><strong>CBC update</strong></th>
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<td>Community Forum update</td>
<td>• Disabled Go – Provision of Town Centre Access Information, Ms Harding, of Central Bedfordshire Council.</td>
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<td>Taxis</td>
<td>• Disability sport – ‘Yes We Can’ project – Rotary Club of Leighton Linslade.</td>
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**Net Expenditure over Income**

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<th>Variance Annual Total</th>
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**Income**

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