



## **PARTNERSHIP COMMITTEE**

**THURSDAY, 5 SEPTEMBER 2019**

### **ADDITIONAL PAPERS**

Date published: 2 September 2019

- |               |  |
|---------------|--|
| Agenda Item 6 | TOWN CENTRE ENHANCEMENTS<br>(S106)<br>To receive information regarding S106<br>developer contributions.<br>(Pages 1 - 4)                                     |
| Agenda Item 7 | COMMUNITY FORUM UPDATE<br>To receive a report on the review of the<br>Community Forum and consider<br>recommendations therein (to follow).<br>(Pages 5 - 12) |

PLEASE BRING THE ATTACHED PAPERS TO THE MEETING IN ADDITION TO  
THE PREVIOUSLY CIRCULATED AGENDA.

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## Report to Leighton – Linslade Partnership Committee

**Subject** S106 secured for Leighton – Linslade

**Date** 5. September 2019

**Status** For Information

### Introduction

There are 2 parts to this report

- a) Information that is available on the Central Bedfordshire Council website which details the S106 contributions secured from developers by Central Bedfordshire Council.
- b) The S106 for Grovebury Road Retail Park

#### a) **Developer contributions secured for Leighton Linslade**

Central Bedfordshire Council publishes parish schedules detailing the amounts of S106 secured from developments in that parish. These schedules are available at the following link. The schedules are updated on a quarterly basis

[https://www.centralbedfordshire.gov.uk/info/44/planning/458/planning\\_obligations/2](https://www.centralbedfordshire.gov.uk/info/44/planning/458/planning_obligations/2)

Some screenshots



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Section 106 parish reports

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Section 106 parish reports - Updated Jul 22, 2019 by Lorraine Brown

| A        | B   | C                              | D                              | E                             | F                   | G                                   |
|----------|---|--------------------------------|--------------------------------|-------------------------------|---------------------|-------------------------------------|
| <b>1</b> | <b>S106 contribution type</b>                           |                                |                                |                               |                     | <b>Grand total (selected Years)</b> |
| 2        | Access  | Affordable Housing             | Affordable Housing Contrib...  | Allotments                    |                     | <01/01/2020                         |
| 3        | Allotments at Clipstone Park                            | Astral Park maintenance & ...  | Bus & Rail imp East of Leig... | Bus Improvements              |                     | 2020                                |
| 4        | Car Parking   | CC - Welcome Information ...   | CFS - Cemeteries & Burial G... | CFS - Village & Community ... |                     | 2021                                |
| 5        | Clipstone Brook bridge & p...                           | Clipstone Brook path impro...  | Combined Contribution          | Community Benefits / Build... |                     | 2022                                |
| 6        | Community Buildings at Clip...                          | Community Facilities Contri... | Countryside Project            | Cycleway Contribution         |                     | 2023                                |
| 7        | Education - Children's Socia...                         | Education - Early Years        | Education - Lower Schools      | Education - Upper Schools     |                     | 2024                                |
| 8        | Education Contribution                                  | Employment                     | Environmental Improvemen...    | ES - Police Force             |                     | 2025                                |
| 9        |   |                                |                                |                               |                     | 2026                                |
| 10       |   |                                |                                |                               |                     | 2027                                |
| 11       |   |                                |                                |                               |                     | 2028                                |
| 12       |   |                                |                                |                               |                     | 2029                                |
| 13       | <b>Application Number</b>                               | <b>Spend State</b>             | <b>Group</b>                   |                               |                     | 2030                                |
| 14       | CB/10/00411...  | CB/10/01418...                 | Committed                      | Affordable Housi...           | Community Build...  | 2031                                |
| 15       | CB/10/02341...  | CB/10/02632...                 | No entries                     | Education                     | Green Infrastruc... | 2032                                |
| 16       | CB/10/03204...  | CB/10/03561...                 | Spent                          | Highways                      | Leisure             | 2033                                |
| 17       | CB/11/00011...  | CB/11/00170...                 | Uncommitted                    | Public Art                    | Town Centre Im...   | 2034                                |
| 18       | CB/11/00501...  | CB/11/00926...                 |                                | Waste                         | Unclassified        | <b>Grand Total</b>                  |
| 19       | CB/11/01221...  | CB/11/01667...                 |                                |                               |                     |                                     |
| 20       | CB/11/01937...  | CB/11/02027...                 |                                |                               |                     |                                     |
| 21       | CB/11/02161...  | CB/11/02261...                 |                                |                               |                     |                                     |
| 22       | <b>Spend By Date</b>                                    |                                |                                |                               |                     |                                     |
| 23       | All Periods   |                                |                                |                               |                     | MONTHS                              |
| 24       | 2033  |                                |                                |                               |                     |                                     |
| 25       | 2034  |                                |                                |                               |                     |                                     |
| 26       | NOV DEC JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC |                                |                                |                               |                     |                                     |

## B) Grovebury Road Retail Park – S106 Contributions

The link to the S106 Agreement is here

<https://app.box.com/embed/preview/9iggylq7fm8dueyhi7hip2pc8fsw1riq?direction=A&SC&theme=dark>

| Item                      | S106  | Project Status   |
|---------------------------|---|--|
| Public Transport          | New Bus stop and local bus network<br>Real time information sign<br>£99,000   | The D1 service operated by Arriva has been extended to include the Retail Park and connect it to other parts of the town<br>This has been in operation since the 27 <sup>th</sup> July 2019<br>There is currently a temporary bus stop there with a current timetable.<br>A new shelter and real time display is to be placed at this location, plan is for all be in place by October 2019.   |
| Town Centre Contribution  | £245,000 for <ul style="list-style-type: none"> <li>• Initiatives to enhance town centre attractiveness</li> <li>• Improvements to courts / alleyways/signage</li> <li>• Feasibility for relocation of fire station</li> <li>• Temporary car parking</li> <li>• Work to bring forward LSHS</li> </ul> | <p><u>Initiatives to enhance town centre attractiveness</u></p> <p>Town centre wide wifi and electronic information points (3 points strategically located across the centre)</p> <p>Relocation of Christmas tree (for 2019 onwards)</p> <p>Installation of new bollards at the northern and southern end of the High Street to improve management of the town market, events and separation of vehicular traffic.</p> <p>Improvement of Bell Alley including new lighting and resurfacing of full extent of the alleyway.</p> <p>(cost approx. £50,000)</p> |
| Grovebury Road connection | Provision of footpath and cycle path<br>£55,000   | Scheme in progress   |

|                     |                                   |     |
|---------------------|-----------------------------------|-----|
| Tiddenfoot Footpath | To be provided by the development | Tbc |
|---------------------|-----------------------------------|-----|

Regarding the contributions for Town Centre improvements CBC is supporting Leighton Linlade Town Council on delivering a number of town centre environmental improvements and additional services beneficial to shoppers and other town centre users. Projects were approved by the Town Council and submitted for S106 funding from the Grovebury Road S106 Agreement.

Upon completion of these activities it is expected that CBC and the Town Council will seek additional in principal approval for additional projects focused on linkways and alleys in the town centre. The design approach taken with Bell Alley as part of this stage 1 will serve as a template for future improvements elsewhere.



## Partnership Committee

**Date:** 5 September 2019

**Title:** Community Forum Review

**Purpose of the Report:** Review of the Community Forum for future delivery activity

**Contact Officer:** Vivien Cannon, Head of Cultural and Economic Services

|                                     |  |  |
|-------------------------------------|--|--|
| <b>Corporate Objective/s</b>        | <b>LLTC Five Year Plan –<br/>Aim: Growth, Community Cohesion and Infrastructure</b><br>1. To continue to lobby Central Bedfordshire Council for improved and timely infrastructure<br>16. To continue to liaise with the local authority on matters for which it is responsible, and which affect residents of the parish. |  |
| <b>Implications:</b>                |  |  |
| <b>Financial</b>                    | √  | Continue allocation of annual budget and associated earmarked reserves |
| <b>Human Resources</b>              |  |  |
| <b>Operational/Service delivery</b> | √  | Operational review of the Community Forum                              |
| <b>Procedural/Legal</b>             |  |  |
| <b>Risk/Health and Safety</b>       |  |  |

### 1. RECOMMENDATION/S

Should members be minded, the proposals are;

- 1.1 To endorse the Community Forum Operational Framework.
- 1.2 To continue to allocate £500 per annum and to secure unused funds into an earmarked reserves fund to facilitate work activity.

### 2. BACKGROUND

- 2.1 Committee is fortunate in having a Community Forum (CF) associated with this Partnership Committee in that it has local community representation and attendance at meetings contributing to discussion, thus providing a non-council perspective on local issues.
- 2.2 Committee endorsed a proposal in August 2012 for a community engagement model for Leighton-Linslade. The Community Forum Steering Group was created and opened to residents, community groups and businesses.

- 2.3 It was agreed that community engagement would take place through Community Forum events to gather local views in order to influence future priorities and decisions regarding the local area. The original Terms of Reference promoted two to three such events a year with the information generated being fed back to the Partnership Committee.
- 2.3 It has proven too ambitious to secure two to three CF events per year with four events having been successfully delivered over the 6 years of its existence. Event themes have been self-determined arising from the CF's own membership and from feedback received during event delivery, those being:
- You and Your Town Centre, February 2013,
  - Healthy, Wealthy & Wise, March 2014,
  - Youth Forum, October 2015,
  - CRAVE (Congestion, Roads, Access, Vehicles, Enforcement & Safety), May 2018.
- 2.4 Information gleaned to date has provided a valuable insight into the views and interests of the community. For example, the Town Councils TACTIC service broadened delivery of activities as a response to the Youth Forum event. It must be acknowledged however that the process has proven somewhat cumbersome with, on occasions, the timing of events not coinciding well with service provider's timetables for service reviews, budget setting timescales, etc. Likewise, some remits fall outside of Committee's direct influence and whilst being able to lobby and raise concerns, ultimately, there has been frustration with how responsive Committee can be.
- 2.5 More recently, maintaining an active CF steering group has been a challenge. People's personal circumstances have changed, group's priorities have changed, and council circumstances have also changed. Convening a regular steering group to meet in order to decide and deliver a future event has proved difficult since 2015. Likewise, Committee's original intent has also suffered from the gap between event delivery. The original format of the CF and its Terms of Reference were appropriate for the time yet may no longer be the best way to proceed the work and Committee's support for the CF.
- 2.6 The need to maintain regular opportunity to receive community-based views and perspectives remains important to inform Committee's priorities. In more recent meetings, officers and the CF Chairperson, have stated the need to better align the event themes to the work of Committee so that greater value and ability to respond can be achieved.

### **3. PROPOSED FUTURE APPROACH**

In August, the Chair of the CF met with officers from both councils to review the CF working approach. Discussion concluded that the CF remains able to support Committee by providing local intelligence with or without an event taking place, via agenda item, "Community Forum Updates". Having 'an ear to



the ground', was considered an asset that enables Committee to undertake preventative action for example, if intelligence brought an emerging issue to light, Committee could respond at an early stage. A 'call to action' could be given, e.g. calling specific people to attend Committee to inform, or deliver a physical event, or use online applications, could be led by the CF to learn more about the issue.

- 3.1 Similarly, the CF can help Committee by undertaking activities that help Committee explore an issue proactively and gain views before confirming work delivery or responding to an opportunity. For this to be successful, Committee would need to be more directive with the CF, forward planning activity that links in with anticipated work themes.
- 3.2 The original Terms of Reference (2012) are presented at **Appendix A**. It is proposed to reframe these into an operational framework thus acknowledging that the CF needs flexibility with its structure, whilst also requiring a framework to work by. A proposed draft Operational Framework can be viewed at **Appendix B**.

### **3 CONCLUSIONS**

- 4.1 The activity of the CF would greatly benefit from being closely aligned with the workplan of Committee.

**END**

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# Leighton Linlade Community Forum

## Terms of Reference

### 1. Purpose

- 1.1 To serve as a Community led forum for all members of the Parish to meet and consult with each other at least twice a year in a public place on matters pertaining to the town centre and all other areas of Leighton Linlade.
- 1.2 To prepare and publish the results of the Forum meeting in a report to the Partnership Committee, ward and town councillors reflecting on the matters of concern and interest raised by the Forum.
- 1.3 To help the Partnership Committee to realise their aspirations for the town centre and all other areas of Leighton Linlade by providing a community engagement.
- 1.4 To enable Councillors to listen to what the citizens of the town's concerns are to help them in their decision making.

### 2. Objectives

- 2.1 To consult with the members of the Forum to get their views and ideas.
- 2.2 To acknowledge and record the comments and views of the Forum and to report with recommendations to the Partnership Committee and back to the attendees of the forum.
- 2.3 To establish any other comments and views on other subjects that is of concern to feedback to the Forum Committee for future reference.
- 2.4 To encourage the Partnership Committee to feedback to the Forum any progress or discussion on the points and views made at previous forums and to ask for action if needs be.

### 3. Membership

- 3.1. All citizens of Leighton Linlade.

### 4. Structure of Community Forum Steering Group

- 4.1. The Nominal Chairman of the Community Forum is Andrew Selous MP
- 4.2 The Committee will comprise representatives of community interest groups in the parish as well as individual residents. The meetings are open to all and decisions made by the participating members of the committee by voting.

4.3 The main body of the Community Forum are the citizens of Leighton-Linslade Parish.

**5. Secretariat**

5.1. The secretariat will be provided by Leighton Linslade Town Council and Central Bedfordshire Council

**6. Decision-making arrangements**

6.1 The format and schedule of the Forums will be decided by the Committee based on the feedback of the Forum meeting and actions from the Partnership Committee.

## Leighton-Linslade Community Forum

### Operational Framework

#### Purpose

1. To help Partnership Committee to realise its aspirations for all areas of the town.
2. To help Councillors from Town and Central Bedfordshire Councils gain insight to the concerns and aspirations of its residents and businesses.
3. To come together as a community led forum of residents, businesses and voluntary organisations to share and exchange information, knowledge and experiences towards providing community-held intelligence to Partnership Committee to inform its decision-making.

#### Objectives

4. When requested by Partnership Committee, to gather as a forum via whatever means that best supports the gathering of intelligence – views, ideas, experienced based knowledge. (e.g. holding an event, using on-line communications, open feedback or questionnaire, expert witness statements, etc.)
5. To record the intelligence gathered and present it constructively to Partnership Committee.
6. Act as conduit between the Partnership Committee and forum members/respondents to ensure communication is two-way in sharing feedback from all parties.
7. A Community Forum representative will regularly attend Partnership Committee meeting and will not hold decision-making powers.
8. The Community Forum representative shall provide intelligence to the Partnership Committee that informs and updates on local issues and occurrences of concern, ideas and aspirations learnt from community-based communications.

9. The Community Forum representative shall undertake a call to action of community organisations, representatives and as the task requires.

### **Membership**

10. All residents and businesses of Leighton-Linslade.
11. The Community Forum lead representative shall be nominated by the Partnership Committee by an invitation to participate with the Partnership Committee.

### **Administrative and delivery support**

12. The Partnership Committee shall provide an annual budget including financial reserves to support the activity costs of the forum in its intelligence gathering.
13. The Partnership Committee shall appoint officer support to the Community Forum to achieve its activities.