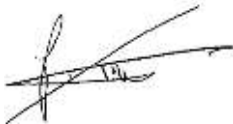


14th January 2022

To:	Town Mayor and all Members of the Biggleswade Joint Committee	
Town Councillors:	Cllr Madeline Russell (Vice Chair) Cllr M Knight Cllr M North Cllr H Ramsay	
BTC Substitutes:	Cllr D Albone Cllr R Pullinger	
BTC Officers:	Peter Tarrant (Town Clerk & Chief Executive) Karim Hosseini (Head of Governance & Strategic Partnerships) Philip Truppin (Head of Place Shaping & Town Centre Management) Wilma Solomon (Head of Finance & Planning)	
Central Bedfordshire Councillors:	Cllr Mark Foster (Chairman) Cllr Steve Dixon Cllr Dr Hayley Whitaker Cllr Ian Bond Cllr Tracey Stock	
CBC Officers:	Sarah Hughes (Community Engagement Manager) Ingrid Hooley (Head of Place Delivery) Mark Eaton (Highways Assets Manager) Lynsey Hillman-Gamble (Strategic Plan Partnership Manager)	
	(Copies to other Town Councillors for information)	

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the **Biggleswade Joint Committee** to be held on **20th January 2022** commencing at **14:30 pm** at the **Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade**. Central Bedfordshire Council Officers will attend the meeting via Zoom in line with current Central Bedfordshire corporate practice.



Peter Tarrant
Town Clerk & Chief Executive

**THIS MEETING MAY BE
RECORDED***

AGENDA

PART A ADMINISTRATION

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.

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).

PUBLIC OPEN SESSION (3 minutes per person; maximum 15 minutes)

To adjourn for a period of 15 minutes to allow members of the public to put questions or to address the Committee, through the Chairman, pertaining to items listed on the Agenda. Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each speaker will be allowed (one) **three-minute** slot.

CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS

To receive any matters of communication from the Chairman.

MINUTES OF PREVIOUS MEETINGS

To receive and approve as a correct record the minutes of the Biggleswade Joint Committee meeting held on **14th October 2021** and re-convened **18th November 2021 (attached)**.

MATTERS ARISING

From the minutes of the **Biggleswade Joint Committee Meeting** held on **14th October 2021** and re-convened to **18th November 2021**.

PART B PLACE – KEY INFRASTRUCTURE PROJECT UPDATES

Ingrid Hooley will update on the following Housing Infrastructure Fund projects:

- Sub Station
- Transport Interchange and
- Lindsell's Crossing HIF projects

PART B – Continued....

Lynsey Hillman-Gamble will update on:

- Garden Communities
- Stratton Business Park

Karim Hosseini and Peter Tarrant will update on:

- Biggleswade Neighbourhood Plan
- Doctors' Surgeries – Engagement

Karim Hosseini and Ingrid Hooley will update on:

- Market Place Workshop

PART C ECONOMY AND TOWN CENTRE IMPROVEMENTS

Wilma Solomon and Philip Truppinn will update on:

- Welcome Back Fund – Projects

Mark Eaton will update on:

- Highways programme for Biggleswade

PART D COMMUNITY AND STAKEHOLDER ENGAGEMENT

Peter Tarrant will provide an update on:

- Stakeholder Forum / Community Engagement Group

ITEMS REQUESTING ATTENTION BY CENTRAL BEDFORDSHIRE COUNCIL

JOINT COMMITTEE WORKPLAN 2022/23

For Members to consider the proposed Work Plan and meeting dates between 2022 – 23 as follows:

- 14 July 2022
- 13 October 2022
- 19 January 2023
- 25 May 2023

**Committee Members receive all documentation.
Papers available to other Councillors upon request.**

**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.*

Schedule of future meetings:

21st April 2022

**MINUTES OF THE MEETING OF BIGGLESWADE JOINT COMMITTEE
HELD IN PERSON AT THE BIGGLESWADE TOWN COUNCIL OFFICE, THE OLD
COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL ON THURSDAY,
14th OCTOBER 2021**

Present: **BTC:** Cllr M North, Cllr H Ramsay, Cllr M Russell (Deputy Chairman), Cllr M Knight
CBC: Cllr M Foster (Chairman), Cllr I Bond, Cllr H Whitaker, Cllr S Dixon
BTC Chief Executive & Town Clerk: Peter Tarrant
BTC Head of Governance & Strategic Partnerships: Karim Hosseini
BTC Head of Place Shaping & Town Centre Management: Philip Truppin
BTC Professional Assistant: Sian van der Merwe

In Attendance: **CBC Community Engagement Manager:** Sarah Hughes
CBC Head of Place Delivery: Ingrid Hooley
CBC Head of Partnerships & Performance: Patricia Coker
CBC Highways Asset Manager: Mark Eaton
CBC Communications & Customer Engagement Manager: Jack Bowers
CBC Programme Enabling Manager – Delivery: Sarah Morgan
CBC Principal Project Manager - Infrastructure Delivery: Nick Shaw

Members of the public: **None**

Following a reminder to meeting attendees that this is a formal meeting, the Chairman advised that members of the public will be given an opportunity to speak during public open session but not at other times. The meeting is being filmed and by being present attendees are deemed to have agreed to be filmed and to the use of those images and sound recordings. The Chairman advised that attendees should not disclose any personal information of individuals as this would infringe the Data Protection Rights of the individual. The Chairman asked everyone to mute their microphones when not speaking.

PART A: ADMINISTRATION

APOLOGIES FOR ABSENCE

Stephen Mooring.

DECLARATIONS OF INTEREST

- (a) Disclosable Pecuniary Interests in any agenda item – None declared.
- (b) Non-pecuniary interests in any agenda item – None declared.

PUBLIC OPEN SESSION

To adjourn for a period of 15 minutes to allow members of the public to put questions or to address the Committee, through the Chairman, pertaining to items listed on the Agenda. Each speaker to be allocated a 3-minute speaking slot.

None.

CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS

None.

MINUTES OF THE MEETING

Members received the Minutes of the BJC Meeting held on **15th July 2021**. The following amendments were requested:

- Cllr T Stock should be listed as a CBC Ward Councillor;
- Cllr S Dixon was in attendance;
- Page 3 – “Cllr Russell stated that...” to be changed to read “The current proposed site has potential archaeological importance....”;
- Change “Aecom’s government funded design plans” to “Aecom’s government funded design guide”;
- Change “Cllr Russell stated that the Town Council has little control over planning applications because of permitted development rights.” to “Cllr Russell stated that the Town Council will have little control over residential planning applications because of new permitted development rights.”;
- Remove “adding a Charter Market to the Town Centre offer” since the charter Market is already in existence.

Subject to these amendments being made, the Minutes of the Biggleswade Joint Committee Meeting of 15th July 2021 were **APPROVED**.

MATTERS ARISING

There were no matters arising from the Minutes of the Biggleswade Joint Committee Meeting of 15th October 2021:

PART B: PLACE – KEY INFRASTRUCTURE PROJECT UPDATES

Ingrid Hooley, Head of Place Delivery updated the Committee on the following:

The HIF Project:

- **Power Infrastructure:**

The consultation has now concluded and feedback shows that residents welcomed the investment into the power infrastructure for the area. All the feedback is being collated and this project will now proceed to the Planning Application stage.

- **Schools for the Future:**

The consultation has now concluded and the feasibility study is being done on the proposed site for the new school in Biggleswade. This project is running to time and to budget.

- **Transport Interchange:**

Nick Shaw, CBC's Principal Project Manager for Infrastructure Delivery, updated the Committee.

The following issues were raised at the Planning Stage:

- Placement of the Zebra crossing: this has been placed as close to the forecourt of the Interchange as possible in line with regulatory standards set down by the Department for Transport;
- The planned parking bay set out for pickup and drop off or coach layover has been amended. There is layover capacity created by Govia Thameslink for its planned rail replacement services. Mr Shaw will advertise, as part of the statutory consultation orders, the bay adjacent to the Church and add that as a pickup/drop off point only for 15 minutes with no return for 1 hr.

Cllr Bond stated that this application went to the DMC and because the zebra crossing was outside the Red Lion, DMC was unable to agree the zebra crossing issue as part of the Transportation Interchange Planning Application. Cllr Bond asked if Mr Shaw intended including advertising the provision of the zebra crossing in the consultation. Mr Shaw confirmed the Traffic Regulations Orders Consultations and Statutory Notices dictate the advertisement of any changes to speed restrictions, parking amendments and other actions as a means of formalising any changes to traffic rules in line with the Highways Act 1980. Mr Shaw advised that the Traffic Regulation Order Consultations for this application will be for speed restrictions to 20mph, zebra crossing, waiting restrictions for pickup/drop off, no waiting at any time on double yellow lines, no vehicles except buses on the Interchange, right turn only from Palace Street and bus stop clearways on Church Street and Hitchin Street. There are ongoing discussions relating to potential parking changes around Century House and whether to close off the return area.

Cllr Knight stated that the Local Plan calls for high quality bus shelters. The Town Council had requested different bus shelters to incorporate weather proofing, seats, heating and illumination. Mr Shaw confirmed that the chosen bus shelters conformed to design guidelines, however, Cllr Foster requested that Central Bedfordshire Council select different bus shelters to enhance the weather protection aspect.

Cllr Russell stated that she had previously spoken with Mr Shaw about potentially using any leftover funds from the Transport Interchange to create new parking at the site of the St. Andrew's traffic island to replace some of the spaces lost in the creation of the new Transport Interchange. She asked whether any S106 funds are available to use for this cause. Ms Hooley confirmed CBC's Regeneration Programme Manager is creating a spend plan for S106 funds held by Central Bedfordshire Council, which will be used in the regeneration project. Ms. Hooley offered to include this in the regeneration project.

Cllr Russell asked CBC's Officers to arrange the transport workshop with engineers and investigate trial schemes for the bus exit lane and other significant traffic concerns for the Town in light of new and proposed housing developments. Cllr Bond commented that where CBC will be issuing a TRO for the bus layby on Church Street, CBC may wish to consider adding some additional parking spaces because this will become a one-way street.

Cllr Whitaker feels a review of the current parking provision in the town needs to be carried out, potentially to add more cycle parking or more sustainable long-term measures that encourage alternative transport (other than cars).

Mr Shaw also advised the Committee that he has been in discussions with Govia Thameslink about potentially having the accessible toilets accessible by the public.

- **Lindsell's Crossing Bridge:**

CBC are working through the design processes. There will be some minor rights of way modifications in the near future, the planning application has been approved, with construction to commence April 2022 and be completed by June 2023.

- **Garden Communities:**

Tibbalds Planning and Urban Design Ltd is the new consultant on this project and are currently undertaking consultations focusing on: a) the sustainable transport corridor and the Stratton employment sites, b) community engagement and consultation on energy efficiency and biodiversity. Current plans are for January 2023 consultations and Central Bedfordshire Council will bring this to the 22 January 2022 Biggleswade Joint Committee meeting for engagement.

- **Assets Management Group:**

The Assets team will seek permission from the Executive to consult on proposed changes to the Library and the Registrar's Office to incorporate the administration offices.

The Registrar's Office will become a temporary COVID vaccination site over the winter period, starting in the next week.

- **Integrated Health and Care Hub**

Patricia Coker, CBC Head of Partnerships & Performance updated the Committee on current progress on the Hub.

CBC have reconvened discussions with NHS Property Services regarding purchase of the land and with Bedfordshire Hospital Trusts. They are also planning to reconvene the service model for the Hub to increase the number and type of services the Hub will offer, over and above the core services. This requires engagement with GP's, residents and key local stakeholders, along with Bedford and Stevenage medical provision personnel.

A project manager has been identified to support the building of a business case. The programme plan needs to be altered due to the lack of progress of this project as a result of COVID. The timeline needs to be re-programmed and the amended timeline, once re-profiled, will be sent to the Committee.

CBC are also increasing collaborative working across the primary care team, community, mental health and social care teams to provide a more cohesive service to the Community. CBC want to be profiling the work and delivering this service now and then lift that pattern of work into the new Hub once the facilities are ready so that they hit the ground running.

Cllr Hayley Whitaker asked whether the London Road site should be used as the site for a medical hub instead of waiting for negotiations to conclude with NHS Property Services. This site is over 5 hectares and wasn't available at the time the original study was conducted for suitable sites but is available now. Ms Coker commented she would need to go back to colleagues in the Council and agreed that given the time lag in the commencement of the project it would be good practice to undertake another off-site options appraisal. However, previous consultations showed that Steppingley Hospital was a key resource, given the time lag and in view of housing expansion, it would be in the Community's interests to re-investigate other site options.

Cllr Russell advised Ms Coker that the lack of medical services and GP's in Biggleswade is at a critical level, with the Council receiving significant feedback from the Community during the Neighbourhood Plan process and consultation about the lack of medical services and GP's - those people have been asking the Town Council why there are no new GP's. Ms Coker advised that CBC colleagues are working with the NHS and investigating new roles within primary care to help support people so that they don't necessarily have to wait to see the GP, such as social prescribers, paramedics, physiotherapists, pharmacists on site, etc.

Cllr Whitaker explained that residents are unable to even contact the GP surgeries at all over the past 10 days. She contacted the CCG and spoke with them to give them the feedback – the Head of the CCG advised her they have no control over the GP Surgery practices and cannot dictate what phone service they provide. Cllr Foster advised the Committee that the Town Council are inviting the Office Manager and the Practice Manager from both GP practices to a Town Council meeting and asked for CBC's support around the telephone response.

- **Sustainability Plan and Projects**

Stephen Mooring, Head of Sustainability was unable to attend the meeting and Cllr Dixon agreed to circulate an update via email.

- **Biggleswade Neighbourhood Plan**

Karim Hosseini, BTC Head of Governance & Strategic Partnerships updated Members. The Neighbourhood Plan Regulation 14 Consultation opened on 27 September 2021 for 6 weeks and will close on 9 November 2021. Leaflets were sent to a distributor for distribution to residents and businesses in Biggleswade, banners and posters advertising the Neighbourhood Plan have been put up in locations around Biggleswade. Biggleswade Town Council's website has a section on the Neighbourhood Plan and residents can leave feedback. There are sessions being hosted by Councillors and Officers for people to attend and fill in the form either on-site via a laptop on site, or by accessing the live feedback form.

Cllr Whitaker suggested having special interest reports that highlighted what the Neighbourhood Plan would mean for individual people or businesses to generate engagement. The Chief Executive & Town Clerk added that the Town Council is reaching out to Community interest groups, charities, church groups and engagement groups to prompt engagement, and asked Members of the Committee to respond.

Ms Hooley suggested asking Richard Fuller MP the Member of Parliament for North-East Bedfordshire, to share the Neighbourhood Plan Regulation 14 Consultation on his social media page. He had recently done this for CBC's Power Infrastructure Consultation and they had a number of responses following his post.

PART C: ECONOMY AND TOWN CENTRE IMPROVEMENTS

- **Welcome Back Fund - Projects**

Philip Truppin, BTC's Head of Place Shaping & Town Centre Events Management updated Members on the progress of the Welcome Back Fund project.

BTC's Head of Governance & Strategic Partnerships confirmed that a significant amount of work has gone into preparation of a projects list at the Town Council that could be funded by the Welcome Back Fund.

As a result of a fire alarm, the meeting was ended early and will be reconvened with the remaining agenda items on 18 November 2021.

**MINUTES OF THE RE-CONVENED MEETING OF BIGGLESWADE JOINT COMMITTEE
HELD IN PERSON AT THE BIGGLESWADE TOWN COUNCIL OFFICE, THE OLD
COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL ON THURSDAY,
18th NOVEMBER 2021 at 15:00**

Present:	BTC: Cllr M North, Cllr H Ramsay, Cllr M Russell (Deputy Chairman), Cllr M Knight CBC: Cllr I Bond, Cllr H Whitaker, Cllr T Stock BTC Town Clerk & Chief Executive: Peter Tarrant BTC Head of Governance & Strategic Partnerships: Karim Hosseini BTC Head of Place Shaping & Town Centre Management: Philip Trupp BTC Head of Finance & Planning: Wilhelmina Solomon BTC Professional Assistant: Sian van der Merwe (Meeting Administrator)
In Attendance:	CBC Community Engagement Manager: Sarah Hughes CBC Head of Place Delivery: Ingrid Hooley CBC Head of Sustainability: Stephen Mooring CBC Highways Asset Manager: Mark Eaton CBC Programme Enabling Manager – Delivery: Sarah Morgan
Members of the public:	None

Following a reminder to Meeting attendees that this is a formal meeting, the Deputy Chair advised that members of the public will be given an opportunity to speak during public open session but not at other times. The meeting is being filmed and by being present attendees are deemed to have agreed to be filmed and to the use of those images and sound recordings. The Deputy Chair advised that attendees should not disclose any personal information of individuals as this would infringe the Data Protection Rights of the individual. The Deputy Chair asked everyone to mute their microphones when not speaking.

PART A: ADMINISTRATION

APOLOGIES FOR ABSENCE

Cllr M Foster (Chairman), Cllr S Dixon.

This Meeting was re-convened as a result of a fire alarm interrupting the Biggleswade Joint Committee Meeting of 14 October 2021 at 14:30 pm. The agenda for this Meeting effectively continued from the point of interruption of the agenda for the 14 October 2021 meeting.

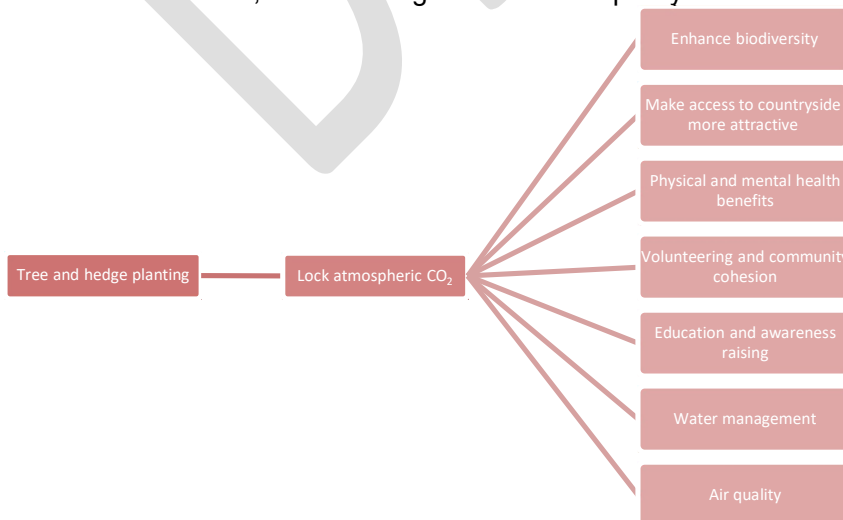
PART B: PLACE – KEY INFRASTRUCTURE PROJECT UPDATES

- **Sustainability Plan and Projects**

Mr Stephen Mooring, Central Bedfordshire Council's Head of Sustainability, advised that a Sustainability Plan was adopted in September 2020. This Plan was based on the United Nations' Sustainable Development Goals and gives clear guidelines on areas of responsibility and scope of focus.



Mr Mooring advised that all of the Council's deliveries are planned with as many sustainable objectives as possible, for example tree and hedge planting to enhance biodiversity, wellbeing benefits for residents, water management and air quality control.



Central Bedfordshire Council has a number of key areas to focus on in supporting Biggleswade Town Council's initiatives, i.e. understanding the impact of Plans on towns, discussions with service providers which can inform initiatives and working collaboratively to understand the impact on each Council. Current projects include rollout of electric vehicle charge points at selected sites within Biggleswade, tree planting schemes (such as the Queen's Green Canopy) and providing technical support for energy efficiency, biodiversity and supporting local communities. Central Bedfordshire Council adopted an [Electric Vehicle Charge Point Plan](#) in June 2021 which sets out its role in supporting the uptake of Electric Vehicles, installation of charge points and ultimately rolling out the plan across Central Bedfordshire.

Central Bedfordshire's tree planting fund helps local voluntary and community organisations to deliver tree and hedge planting schemes across Central Bedfordshire. Mr Mooring encouraged the Town Council to look at the Tree Planting Fund and specialist consultants can be brought in to help with co-designing tree planting schemes. Central Bedfordshire Council were successful in securing Treescapes Funding from the Forestry Commission - that will focus on tree planting along highways and Biggleswade is one of the beneficiaries of this funding. Mr Mooring advised the Committee that those trees will be planted on Central Bedfordshire land, however, he will provide the Town Council with those plans in advance.

Cllr Ramsay noted that recent media coverage had indicated that not all EV charge points were standardised. Central Bedfordshire Council have been seeking a charge point provider to apply that consistency across the whole of Central Bedfordshire.

PART C: ECONOMY AND TOWN CENTRE IMPROVEMENTS

- **Welcome Back Fund - Projects**

Philip Truppin, BTC's Head of Place Shaping & Town Centre Events Management updated Members on the progress of the Welcome Back Fund project.

BTC's Head of Governance & Strategic Partnerships confirmed that a significant amount of work has gone into preparation of a projects list.

Ms Wilma Solomon, Biggleswade Town Council Head of Finance & Planning advised the Committee that the Town Council has spent £28,104 of the allocated funds to date and thanked Ms Sarah Morgan, Programme Enabling Manager, for her assistance in identifying the criteria for items eligible for the balance of the allocated funds. The Town Council has used the funds for promotional events and materials within the Town Centre to stimulate business and visitors into town, purchase of hand sanitiser and COVID safety protocol equipment to give visitors peace of mind, purchase of new branded gazebo's for use of businesses within the Town Centre, banners and advertising materials.

- **Benchmarking Survey:**

Cllr Whitaker advised the Committee Central Bedfordshire Council has launched a benchmarking survey to better understand why people visit town centres, how COVID-19 has impacted how people use them, and how they plan to use them in the future. The survey is open until Friday **10 December 2021**.

This report will be used to compare how local towns are performing against other similar local authority areas, as well as people's thoughts from the surveys conducted in 2019, such as the commercial offer, footfall, local attractions, and car parking.

- **Highways Update:**

Highways Programme Delivery: Mr Eaton presented to the Committee on the current planned highways schedule, including completed works, commenced works, drainage schemes on Lawrence Road, integrated transport on Potton Road and Lawrence Road, the Eagle Farm Scheme, design works across Biggleswade and S106 schemes. There are a number of schemes that have been postponed but no information was available to explain the reason for those delays.

Members requested that the Highways Update be distributed via email with additional information for each category to give a better understanding of what the works relate to.

Potton Road Crossing: Delays to delivery of this project were caused by a design review and the need to implement this during the school holidays. Subject to weather conditions the scheme will now be implemented in February 2022. The temporary traffic signals will remain in place until the scheme is implemented. In the interim, Central Bedfordshire Council will be liaising with volunteers and undertaking a Speedwatch with special equipment.

London Road Active Travel Scheme: Mr Eaton has been corresponding with Steve Lakin, CBC's Sustainable Transport and Active Travel Manager. Mr Lakin is investigating budget sources to commission a design and implement this scheme on a more permanent basis. Cllr Russell advised Mr Eaton that there has been considerable negative feedback from residents on this scheme. Mr Eaton confirmed Mr Lakin had collated all the feedback garnered during the consultation and would be using the feedback in future planning. Cllr Russell requested that any future design be presented to the Town Council for consideration.

Cllr Whitaker said that the Committee was involved in the original consultation for the Active Travel Scheme. Now that it has been in place for some time, she has raised concerns that London Road is not the most appropriate road for this scheme – experienced cyclists don't appreciate sharing the lane with pedestrians and inexperienced cyclists on a pleasure ride don't feel safe on the road due to the number of vehicles. Cllr Ramsay commented on the considerable danger to safety of motorists and cyclists alike with the scheme in its current condition. Mr Eaton agreed to inform Mr Lakin of the feedback.

Fix My Street: Mr Eaton updated the Committee on the current state of this programme. Members of the public can make instant reports on a variety of highway and safety issues. There is now an app. Cllr Knight commented he had used it before with some issues, there seemed to be limited classifications for reporting and if it needed to be transferred it seemed to have been closed rather than successfully transferred to the next responsible team. Cllr Bond informed he has been tracking reports for Biggleswade and that staff at Central Bedfordshire Council have been through a significant training programme in relation to use of this programme and using it is a much smoother process now. Cllr Whitaker advised that reports for the Market Square may not fit into the longer-term plans and KPI's.

Cllr Whitaker urged Mr Eaton to pass across a request to the Highways team to visit Biggleswade to fix a number of broken lights, she had recently had occasion to file 15 reports covering 2 streets in Biggleswade. In terms of resident's safety it is important to have all the illuminations fixed.

- **Co-op Recruitment Drive in Biggleswade:**

Ms Hooley advised the Committee that there has been significant interest in the roles the Co-Op are recruiting for but there are still a number of unfilled posts. There have been work clubs in Biggleswade through referrals from the Department for Work & Pensions, advertising on social media, discussions between CBC Skills Support Team at CBC, to name a few. The Co-Op are reviewing their recruitment plan and examining how they can be more flexible in their approach to accommodate people with caring responsibilities and childcare needs.

- **Community Engagement Group:**

Mr Tarrant advised the Committee that a Biggleswade Community Engagement Group had been set up in February of this year, with a diverse attendance between residents and business owners. The agenda is framed by both the attendees and the Council or other organisations that would like input. If Central Bedfordshire Council would like to get input on any consultations or plans, officers are encouraged to forward any agenda items to the Town Council.

- **Biggleswade Neighbourhood Plan:**

Cllr Russell advised the Committee that the Neighbourhood Plan Regulation 14 Consultation is now closed and the 53 responses are being collated and will be presented to a Town Council Meeting in December 2021. The Town Council plan to submit this to Central Bedfordshire Council by the end of December and hope to have the referendum in May 2022.

Cllr Whitaker was concerned about the delay to delivery of some of the leaflets about the consultation and resident drop-in sessions, meaning that some residents on Kings Reach only received leaflets after the drop-in sessions were completed. Cllr Russell advised although the leaflet distribution company had let the Town Council down, there were a number of other initiatives that were put in place to notify residents of the consultation, including banners at key entry points to town, posters placed across town, leaflets handed out on market days, articles in the local press, the Town Council website and a number of social media posts and a stall on the Market Square manned by staff for the full period of the last week of the Consultation.

The meeting was closed at 15:58.



Agenda Item No. PART D

REFERENCE	DESCRIPTION
Purpose	<ol style="list-style-type: none"> 1. To influence decisions and help shape initiatives and their delivery for the benefit of the whole town taking into account the needs of the town, customers, employees, residents, visitors, traders, property owners and developers. 2. To develop and encourage public participation and engagement and take into consideration the resident voice in the work of the Committee
Objectives	<ol style="list-style-type: none"> 1. Help improve the economic, social, environmental and cultural vitality of the town 2. Ensure a partnership and collaborative approach to achieve the delivery of town regeneration, including influencing Section 106 funding received for town improvements and community facilities. 3. Opportunities to delegate funding decisions to the Committees should be explored, such as Section 106 received to spend on community facilities. 4. The Committee will make decisions on any joint funding allocated to it. 5. Influence and help shape strategies / plans that impact on the future viability of the town. 6. Provide a forum for briefing Members of the Joint Committee on all key issues affecting the town, at the discretion of the Chairman and Vice Chairman. 7. Make recommendations on strategically significant projects to the relevant Council's decision-making committees, including Committees of the Town Council. 8. Develop and maintain joint branding of communication, agendas and minutes.



Agenda Item No. PART D

- | | |
|--|--|
| | <p>9. To enable communities to discuss services and influence decisions at the local level as to how these services are delivered</p> <p>10. To provide a forum for two-way communication about public service delivery and the implementation and effectiveness of policies affecting the town.</p> <p>11. Promote resilience by encouraging communities to do more for themselves and champion local solutions.</p> <p>12. Consider the ways in which proposals and initiatives can help to advance equality of opportunity, eliminate discrimination and foster good relations.</p> |
|--|--|

DRAFT



Agenda Item No. PART D

BIGGLESWADE JOINT COMMITTEE WORK PLAN 2021-2022

Meeting Dates 21/22	Work Plan 2021-2022
22 April 2021 2.30pm	<ul style="list-style-type: none">• Key Infrastructure projects• Economy and Town Centre• Neighbourhood Plan update• Highways projects• Community & Stakeholder Engagement• Emergency Planning
15 July 2021 2.30pm	<ul style="list-style-type: none">• Election of Chairman and Vice Chairman• Key Infrastructure projects• Integrated Health and Care Hub• Economy and Town Centre• Neighbourhood Plan update• Highways projects• Community & Stakeholder Engagement
14 October 2021 2.30pm	<ul style="list-style-type: none">• Housing Infrastructure Fund Projects• Transport Interchange & Lindsells crossing HIF Projects• Garden Communities• Integrated Health and Care Hub• Sustainability Plan and Projects• Biggleswade Neighbourhood Plan• Welcome Back Funds – Projects• Highways updates (including Active Travel Scheme)• Recruitment / Skills / Training Campaigns• Community Engagement Group



Agenda Item No. PART D

20 January 2022 2:30pm	<ul style="list-style-type: none">• Housing Infrastructure Fund Projects<ul style="list-style-type: none">○ Transport Interchange○ Lindsells crossing○ Sub-station• Garden Communities (inc. Stratton Business Park)• Biggleswade Neighbourhood Plan• Welcome Back Funds – Projects• Community Engagement Group
-----------------------------------	---

DRAFT



Agenda Item No. PART D

BIGGLESWADE JOINT COMMITTEE WORK PLAN 2022-2023

Meeting Dates 22/23	Work Plan 2022-2023
21 April 2022 2:30 pm	<ul style="list-style-type: none">• Housing Infrastructure Fund Projects<ul style="list-style-type: none">○ Transport Interchange○ Lindsells crossing○ Sub-station• Highways updates (including Active Travel Scheme)• Integrated Health and Care Hub• Schools for the Future• Biggleswade Neighbourhood Plan• Welcome Back Funds – Projects• Garden Communities
14 July 2022 2:30 pm	<ul style="list-style-type: none">• Housing Infrastructure Fund Projects<ul style="list-style-type: none">○ Transport Interchange○ Lindsells crossing○ Sub-station• Highways updates (including Active Travel Scheme)
13 October 2022 2:30 pm	<ul style="list-style-type: none">• Housing Infrastructure Fund Projects<ul style="list-style-type: none">○ Transport Interchange○ Lindsells crossing○ Sub-station• Highways updates (including Active Travel Scheme)



Agenda Item No. PART D

Meeting Dates 22/23	Work Plan 2022-2023
19 January 2023 2:30 pm	<ul style="list-style-type: none">• Housing Infrastructure Fund Projects<ul style="list-style-type: none">○ Transport Interchange○ Lindsells crossing○ Sub-station• Highways updates (including Active Travel Scheme)
25 May 2023 2:30 pm	<ul style="list-style-type: none">• Housing Infrastructure Fund Projects<ul style="list-style-type: none">○ Transport Interchange○ Lindsells crossing○ Sub-station• Highways updates (including Active Travel Scheme)