



## SUMMONS TO THE MEETING OF MILTON KEYNES CITY COUNCIL

**When: Wednesday 13 September 2023 at 19:30**

**Where: Council Chamber, Civic Offices, 1 Saxon Gate East, Milton Keynes MK9 3EJ and on [YouTube](#)**

Sharon Bridglalsingh  
Director Law and Governance

### **Public Questions and Petitions**

The deadline for the submission of public questions and petitions is 7.30pm on Monday 11 September 2023 and should either be delivered to the address below or sent by email to [democracy@milton-keynes.gov.uk](mailto:democracy@milton-keynes.gov.uk)

The Mayor has the discretion to extend the deadline if the matter is sufficiently urgent and relates to a matter that has arisen in the last 48 hours, subject to the question being submitted a minimum of 30 minutes before the start of the meeting.

### **Public Speaking**

Persons wishing to speak on an agenda item must give notice by not later than 7.15 pm on the day of the meeting. Requests can be sent in advance by email to [democracy@milton-keynes.gov.uk](mailto:democracy@milton-keynes.gov.uk)

### **Enquiries**

Please contact Roslyn Tidman on 01908 254589 or [roslyn.tidman@milton-keynes.gov.uk](mailto:roslyn.tidman@milton-keynes.gov.uk)

## **Public attendance / Participation**

All our meetings are open to the public to attend.

We use our best efforts to either live stream meetings on YouTube, or upload recordings afterwards. From time to time there are technical problems which could mean we are unable to stream the meeting. When this happens, our meetings will continue, and we will do our best to upload a recording of the meeting after it takes place. Meeting minutes form the formal record and are published after every meeting.

For those registering or entitled to speak, facilities will be in place to do so in person or via video / audio conferencing, but this is not guaranteed. From time to time there are technical problems which mean we are unable to enable remote participation. When this happens our meetings will continue, although we will try to provide alternatives options, for example through a telephone call as opposed to a video call.

If you wish to speak at a meeting we recommend reading our guide to Public Participation at Meetings first to understand the process and technology behind participation. This information is [available in our Document Library](#)

## **Agenda**

Agendas and reports for the majority of the Council's public meetings [can be accessed online](#).

## **Webcasting and permission to be filmed**

Please note that this meeting will be filmed either for live broadcast or to view after the meeting on the internet and can be viewed online at [YouTube](#). Generally, the public gallery is not filmed, but by entering the meeting room and using the public seating area you are consenting to be filmed.

## **Recording of Meetings**

The proceedings at this meeting (which will include those making representations by video or audio conference) will be recorded and retained for a period of six months, for the purpose of webcasting and preparing the minutes of the meeting.

In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council's staff in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda, or you can liaise with staff at the meeting. View the [Guidance from the Department for Communities and Local Government](#)

## Agenda

### Procedures

#### 1(a) Apologies

#### 1(b) Minutes

(Pages 5 - 16)

To approve, and the Mayor to sign as a correct record, the Minutes of the meeting of Council held on 19 July 2023.

#### 1(c) Disclosures of Interest

Councillors to declare any disclosable pecuniary interests, other registerable interests, or non-registerable interests (including other pecuniary interests) they may have in the business to be transacted, and officers to declare any interests they may have in any contract to be considered.

#### 1(d) Announcements

### Public Involvement

#### 2(a) Petitions

Any petitions received by the deadline of 7:30 pm on Monday 11 September 2023 will be reported at the meeting.

#### 2(b) Questions from Members of the Public

To receive questions and provide answers to questions received from members of the public by the deadline of 7:30 pm on Monday 11 September 2023 and any urgent questions agreed by the Mayor.

#### 3. Business Remaining from Last Meeting

None.

#### 4. Reports from Cabinet and Committees

#### 4(a) Delegated Decisions - 22 August 2023

(Pages 17 - 20)

Making of the Haversham-cum-Little Linford Neighbourhood Plan.

### Councillors' Matters

#### 5. Councillors' Questions

Councillors to ask questions of the Leader, a Cabinet Member, the Chair of any Committee, or the Leader of a Political Group on the Council.

**6. Notices of Motions:**

The motions are set out in full below:

**6(a) Motion 1 - Save Bletchley and Wolverton Ticket Offices (Pages 21 - 22)**

**6(b) Motion 2 - Pet Food Banks (Pages 23 - 24)**

**Reports**

**7. Limited Scope Review of Polling Districts, Polling Places and Polling Stations (Pages 25 - 36)**

To consider carrying out a Limited Scope Review of Polling Districts, Polling Places and Polling Stations.

**8. Terms of Reference - Joint Health Overview and Scrutiny Committee (Pages 37 - 46)**

To consider approving the Terms of Reference for the Joint Health Overview and Scrutiny Committee.

**9. Quarterly Report on Special Urgency Decisions**

In accordance with Access to Information Procedure Rule 17.4, to note that the Provisions for Special Urgency, as set out in Access to Information Procedure Rule 16, which provides for key decisions to be taken within the usual 5-day notice period, subject to the agreement of the Chair/Vice-Chairs of the Scrutiny Management Committee, was not used during the period 1 June 2023 to 31 August 2023.

The Council is also advised that Scrutiny Procedure Rule 16(j), which provides for the call-in procedure to not apply with the agreement of the Chair and Vice-Chairs of the Scrutiny Management Committee, was not used during the period 1 June 2023 to 31 August 2023.

Contact: Peter Brown (Head of Democratic Services) - 01908 253671

Background Papers: None

**10. Ward Based Budgets 2023/24 (Pages 47 - 48)**

All Councillors have a budget of £1,000 to spend on Ward based issues, giving them the ability to make contributions to projects carried out in their local communities by local organisations.

For the period 1 April 2023 to 31 August 2023, applications totalling £1,960 (Ward Based Budget) have been approved. Details of the applications are attached.

Contact Officer: Siobhan Pitkin (Business Support & Civic Events Manager) - 01908 252426.

Background Papers: None



Minutes of the meeting of the Council held on Wednesday 19 July 2023 at 19:30

Present: Councillor Legg (Mayor)

Councillors M Bradburn (Deputy Mayor), Andrew, Andrews, Ahmad, Bailey, Bell, K Bradburn, R Bradburn, Cannon, J Carr, Clarke, Crooks, Darlington, Exon, Ferrans, Fuller, Geary, Hall, Hearnshaw, D Hopkins, V Hopkins, Hume, Hussain, Imran, Kendrick, M Khan, Lancaster, Long, Mahendran, Marland, McBride, McLean, McPake, McQuillan, Middleton, Muzammil, Nayee, Nolan, Oguntola, Petchey, Rolfe, Smith, Taylor, Townsend, Trendall, Wardle and Wilson-Marklew and 23 members of the public

Apologies Councillors Adewale, Balazs, Brown, A Carr, De Villiers, N Khan, Priestley, Verma and Whitworth

Aldermen Bartlett, Alderman Beeley, Alderman Bristow, Alderman Connor, Alderman Coventry, Alderman Geary, Alderman Henderson, Alderwomen Henderson, Alderwomen Irons, Alderman Lewis, Alderwomen Lloyd, Alderman McCall, Alderman McKenzie, Alderman Miles, Alderwoman Saunders and Alderman Tallack

#### **CL21 Minutes**

RESOLVED:

That the Minutes of the meeting of the Council held on 14 June 2023 be approved and signed by the Mayor as a correct record.

#### **CL22 Disclosures of Interest**

None received.

#### **CL23 Announcements**

The Mayor made announcements in respect of:

- (a) The King's Birthday Honours;
- (b) MK Can world record attempt; and
- (c) The recent death of David Baume.

## **CL24 Petitions**

The Council received a petition from residents requesting a 20 MPH speed limit in Wolverton town. The Cabinet member undertook to ask Highways Officers to undertake a technical assessment of the area.

The Council received a petition from residents requesting a 20 MPH speed limit on streets in Oxley Park. The Cabinet member undertook to ask Highways Officers to undertake a technical assessment of the area.

### **ACTIONS:**

The Cabinet member agreed to ask officers to undertake a technical assessment of the areas in Wolverton and Oxley Park that had been requested for a reduction in speed to 20MPH.

## **CL25 Questions from Members of the Public**

Questions were received from eight members of the public. The Mayor advised that the questions on Galley Hill would be taken together so that Councillor Middleton would provide a combined response to all of the initial questions before members of the public would ask any supplementary questions.

David Lee asked Councillor Darlington, how many apprentices had been taken on for the Social Housing Decarbonisation Fund project, and how many local people were expected to gain some of these domestic retrofit qualifications as part of phase 1 of the work?

Councillor Darlington indicated that there were 48 jobs created in wave one and these included 12 Level 1 carbon awareness, 2 Level 2 thermography, 3 retrofit site managers and 2 Level 3 NVQ insulation and building. The Council had also invested £200,000 this year and £900,000 next year as part of the Social Prosperity Fund and was looking for people to partner with to develop skills and training on the regeneration estates.

As a supplementary question, David Lee asked Councillor Darlington, national figures suggest that around 40 people per year in Milton Keynes needed to be trained to meet the national demand for this work, is there anything else the Council could do to deliver those figures?

Councillor Darlington indicated that to achieve the aspirations of being carbon neutral required a government to put in place a skills programme that would ensure that people in the UK were able to be trained to do the work that was needed.

Mick Allsopp asked Councillor Middleton, in Jan 2023 the Council proposed a new lease with the Church at Galley Hill Small Meeting Place which had now been suspended indefinitely. The Council was also having talks with GHRA up until June 2023 regarding the new Arts Centre with potential use by the Galley Hill community - this seemed to have disappeared as well. The Council already had these new plans concluded in December 2022. Why have you not informed us of your real intentions?

Simon Palmer asked Councillor Middleton, since February 2021 the council had spent around £500,000 on works to the former Arts Centre part of the building, leaving that part a huge empty shell without a proper damp course and a weak leaky roof, that would not be able to support solar panels, and was completely unsuitable for any community activities. Would the council arrange an investigation into the costs of the poorly carried out, expensive, farcical renovation before any further taxpayer's money was wasted?

Parish Councillor Roy Adams asked Councillor Middleton, why was the Council discussing a placemaking proposal for a significant development in the Stony Stratford Town Council area without notifying the Town Council and making proposals that were contrary to the Stony Stratford Neighbourhood plan which was accepted and agreed by Milton Keynes Council in 2018?

Parish Councillor Paul Randall asked Councillor Middleton, the Council's placemaking proposal appeared to be looking at building another supermarket and a drive thru takeaway just a few hundred yards away from the current premises. Why does the Council appear to be looking to take away this couple's livelihood and why did they only find out about these plans from a chance conversation with one of the estate's residents?

Colin Wiginton asked Councillor Middleton, under the proposals there would be a new road coming into the corner of the Galley Hill residential estate to access the proposed shop and takeaway. Had the council taken into account the additional traffic problems which would arise for the residents of the local area?

David Tavener asked Councillor Middleton, in good faith GHRA had been pressing the Council for several years to restore the former Arts Centre to Galley Hill residents for community use. A £500,000 refurbishment had been carried out which had resulted in a building with a leaking roof, damp ingress through walls as well as a huge space not partitioned or with any heating. Just prior to June residents were advised in confidence that negotiations to lease the property were cancelled and the Council had alternate proposals. In light of the Galley Hill residents and stakeholders rejection of the proposals will the Council now withdraw them and enter into round table discussions with stakeholders on alternative options to present to residents?

Anu Chandur asked Councillor Middleton, from the recent proposed placemaking document for Galley Hill, that neither the residents nor the Champions Ministry Church would be able to use any part of the building. Before this strategy was drawn up did the council realise the amount of good works that currently takes place and that would continue if residents had obtained the premises in a usable condition?

Councillor Middleton indicated that he had attended the Stony Stratford Town Council meeting the previous evening and had addressed a number of the issues raised. He advised that despite spending £500,000 on bringing the Arts Centre up to a lettable and structurally sound condition and over seven months of negotiations, a lease on the building was still not able to be agreed with the Galley Hill Residents Association.

There were now no leases on any of the local centre units which is not a position that can continue.

The Council was bringing forward these proposals as the lease position needs to be rectified. Bringing forward a low cost supermarket would bring with it employment, low cost good quality food and a capital receipt which could be used for the public realm and towards a new community space.

Councillor Middleton indicated that he understood very clearly from the local community that their “red-line” was a good quality community space. He committed to speaking to a number of people as part of a working group and working alongside residents to deliver the best result for the local community.

As a supplementary question Simon Palmer asked Councillor Middleton with regard to the repairs undertaken to the former Arts Centre and your statement that it had been brought up to a lettable state, the roof was still leaking so could he advise when would the repairs be completed to actually bring the building up to a lettable state?

Councillor Middleton indicated that the building works that were undertaken were subject to warranty. Unfortunately, some of the water sealing hadn't come up to standard. The Council had committed to providing a watertight and structurally sound building and he would provide a timeframe as to the work that would be undertaken under warranty to ensure the building was structurally sound and water tight.

As a supplementary question Parish Councillor Roy Adams asked Councillor Middleton when did discussions on this significant placemaking proposal first take place as there was a story in the MK Citizen around three months ago indicating that Aldi was coming to Stony Stratford.

Councillor Middleton indicated that the wider placemaking plans for this area were first discussed with the Town Council in 2020 the Council had for a number of years held an ambition for a wider placemaking scheme for the area. More recently, the plans for this area were progressed when it became clear that new leases would not be signed. The Galley Hill Residents Association was informed in June and a public meeting was held to advise that because a lease had not been signed the Council would bring forward the placemaking plans. There are a number of other reasons including the need to remove the derelict Watling Way Pool which was becoming a magnet for antisocial behaviour, providing improved parking provision and a new highway access. A significant number of problems in the local area could be solved by this wider placemaking scheme.

As a supplementary question Parish Councillor Paul Randall asked Councillor Middleton that he understood that the Council had reports from analysts that when a low cost supermarket was opened close to a convenience store that there was greater footfall for that smaller store, would the Council be able to share that report or the relevant pieces of it.

Councillor Middleton indicated that he would make inquiries on this. It was industry practice and experience that the creation of a new supermarket in the vicinity of a



convenience store drove more footfall to the convenience store and was for example the corporate strategy of the Co-Op Stores.

As a supplementary question Colin Wiginton asked Councillor Middleton, this proposal would mean that there would be more cars coming in and out of Galley Hill and it would be used as a rat run, had the Council done any sort of traffic assessment of their proposal?

Councillor Middleton indicated that as part of the wider placemaking scheme it would be able to try to solve some of these highways concerns including creating a new road access and additional parking provision. This first decision would be a decision in principle only which would be followed by the proper planning process which would include a transport assessment. Councillor Middleton indicated that he would be happy to bring this information to the working group at the appropriate time so that residents could satisfy themselves that there would not be additional stress on the estate roads.

**ACTIONS:**

1. Councillor Middleton undertook to have a full copy of his response to public questions on Galley Hill published on the Councils Modern.Gov website.
2. Councillor Middleton undertook to establish a representative working group to discuss emerging plans for Galley Hill local centre including the potential provision of new community space.

**CL26 Business Remaining from Last Meeting**

None.

**CL27 Licensing Committee - 13 June 2023**

Councillor Exon (the Vice Chair of the Licensing and Regulatory Committee) moved the following recommendation from the meeting of the Licensing and Regulatory Committee held on 13 June 2023, which was seconded by Councillor McLean:

“That the Council adopt the Statement of Licensing Policy 2023 - 2028.”

The recommendation was agreed by acclamation.

**RESOLVED:**

That the Council agree to adopt the Statement of Licensing Policy 2023 – 2028.

**CL28 Corporate Oversight and Scrutiny Management Committee - 5 July 2023**

Councillor Hume (the former Vice Chair of the Scrutiny Management Committee) moved the following recommendation from the meeting of the Corporate Oversight and Scrutiny Management Committee held on 5 July 2023, which was seconded by Councillor D Hopkins:

“That Council receive the Scrutiny Annual Report 2022-23.”

The recommendation was agreed by acclamation.

RESOLVED:

That the Scrutiny Annual Report 2022-23 be received.

### **CL29 Audit Committee - 13 July 2023**

Councillor Crooks (the current Chair of the Audit Committee) moved the following recommendations from the meeting of the Audit Committee held on 13 July 2023, which was seconded by Councillor Geary:

- “1. That the Audit Committee Annual Report 2022-23 be received by Council.
2. That the revised Audit Committee Terms of Reference be agreed by Council.”

Councillor Crooks noted that the Annual Report should be received subject to the review and correction if necessary of the committee attendance figures.

The recommendations were agreed by acclamation.

RESOLVED:

1. That the Audit Committee Annual Report 2022-23 be received by Council.
2. That the revised Audit Committee Terms of Reference be agreed by Council.

### **CL30 Councillors' Questions**

Questions were received from Councillors Rolfe, Bell, McLean, Ferrans, Geary, V Hopkins and Hume.

Question from Councillor Rolfe to Councillor Townsend (Cabinet member for Public Realm)

Councillor Rolfe asked Councillor Townsend, what was being done to resolve any issues where wheelie bins were mistakenly delivered to households that would be continuing to use sacks?

Councillor Townsend indicated that she wasn't personally aware of any issues with mis-delivery of bins to households that would still use sacks. If there were any problems residents could contact the Council and it would be resolved.

Question from Councillor Bell to Councillor Nolan (Cabinet member for Children and Families)

Councillor Bell asked Councillor Nolan, could she remind Councillors how families could book spaces to attend the Summer of Play events?

Councillor Nolan indicated that there was an online booking system and parents just needed to filter this to 'holiday activities with food'. Children who were eligible for free school meals would have been given a link by their school to use.

Question from Councillor McLean to Councillor Townsend (Cabinet member for Public Realm)

Councillor McLean asked Councillor Townsend, was there going to be a new process to assess requests for 20 MPH speed limits and if so could this be shared with all parishes?

Councillor Townsend indicated that the current process was in the public domain and she would speak to officers about sharing it with parishes. Any conversations about a new process had only taken place at an officer level and it was not on the forward plan for development at this stage.

Question from Councillor Ferrans to Councillor Middleton (Cabinet member for Resources)

Councillor Ferrans asked Councillor Middleton, would the Cabinet member join her in encouraging residents to attend the celebrations and support the re-opening of the CMK Market.

Councillor Middleton encouraged as many people as possible to attend the relaunch of Milton Keynes Market from the 5 – 13 August. The Council had been working closely with MKDP and current stall holders and there were a number of exciting plans including additional stalls, events and enhanced facilities.

Question from Councillor Geary to Councillor Marland (Leader of the Council)

Councillor Geary asked Councillor Marland, when did negotiations with Aldi commence over the site in Galley Hill?

Councillor Marland indicated that the Council had been talking to Aldi and Lidl for quite a while about the site at Galley Hill and that providing somewhere that sells affordable food would do more for the regeneration of the area than a lot of other things the Council could do.

As a supplementary question, Councillor Geary asked Councillor Marland, when was an agreement reached?

Councillor Marland indicated that no deal had been finalised and that it would go through the proper processes of the Council as would any future planning application.

Question from Councillor V Hopkins to Councillor Townsend (Cabinet member for Public Realm)

Councillor V Hopkins asked Councillor Townsend, would she advise when Burney Drive in Eagles Farm South and Glebe Farm would be fully opened and could she confirm that the route would only be opened when calming and speed restriction measures were in place?

Councillor Townsend indicated that road was still under construction with the overall timeframe determined by the developer. It was understood by the Highways team that it would be substantially opened in the next twelve months with several traffic calming conditions installed from day one, including 20 MPH speed limit, weight restriction and pedestrian crossing. Once opened the road would be monitored for rat running and if necessary additional traffic calming measures would be considered.

As a supplementary question, Councillor V Hopkins asked Councillor Townsend, there was a danger that the traffic would continue into Glebe Farm via the bus access point which was meant to be controlled by bollards and monitored by CCTV, which had not been installed, would the Cabinet member be able to review the situation?

Councillor Townsend indicated that she would ask officers to provide her with a written response on that question.

Question from Councillor Hume to Councillor Marland (Leader of the Council)

Councillor Hume asked Councillor Marland, with regard to the recent announcement on the closure of the Bletchley Station ticket office and the impact this would have on those who relied on that for support and assistance, did the Leader of the Council agree that this was a backwards step by the government.

Councillor Marland indicated that closing the ticket office was not good for Bletchley and the numbers of people who used that facility daily. Given the planned redevelopment in the area the ticket office should be developed not closed down and this was a short sighted decision by Network Rail and the government. There was a growing concern about the future of ticket officers and stations in the area.

**ACTION:**

Councillor Townsend undertook to ask officers about concerns to do with vehicles accessing Green Farm via the bus only access point.

### **CL31 Motion 1 - Windrush Compensation Scheme**

Councillor Clarke moved the following motion which was seconded by Councillor R Bradburn:

“1. That this Council notes that:

- a) This year on the 22 June was the 75<sup>th</sup> Anniversary of HMT Empire Windrush, which in 1948 was the first crossing that brought hundreds of Caribbeans to the UK during the post-war period to help the country rebuild, the families of some of whom settled in Milton Keynes to the city’s great benefit.
- b) The Windrush Scandal which emerged in April 2018 due to the Conservative government’s ‘hostile environment’ policy saw the British Home Office deny residency rights and citizenship to many people who had been living in the UK legally for if not most, but all of their lives. Thousands of people across the UK were stripped of their British passports, right to work, healthcare, and benefits.
- c) The Windrush Compensation Scheme that was launched in 2019 designed to ensure those affected could receive payments for the devastating effects on their lives has so far only resulted in 1,518 people receive compensation for their suffering, and a further 1,988 with eligible claims have been awarded no compensation.

- d) People have been forced out of their homes and jobs, causing many to become homeless and fall ill as they have had no access to healthcare.
  - e) The Compensation Scheme does not cover any legal fees for any applicants making claims, this means that for many who have been left jobless and in debt, they can't afford the legal representation they need to complete the claim.
  - f) Where compensation has been received, in some cases payments have been made only after the person has died.
2. That this Council believes that:
- a) The Windrush Compensation Scheme is not fit for purpose, the 44-page long application form is complex, and the requirements make it almost impossible for people to prove their status.
  - b) The Windrush generation are victims through no fault of their own, they were invited here by the British Government and have worked hard all their lives, paying tax and national insurance yet they are being denied access to compensation.
  - c) The Government should make the scheme more accessible, and as suggested in the Windrush Lessons Learnt Review, the Home Secretary should appoint a migrant's commissioner and commit to holding reconciliation events with people affected to listen and reflect on their stories.
3. That this Council resolves to:
- a) Ask the Chief Executive of the Council to write to the Home Secretary to:
    - i) ask for the Windrush Compensation Scheme process to be simplified and for legal aid to be awarded; and
    - ii) request the appointment of a migrant's commissioner and commit to holding reconciliation events with people affected to listen and reflect on their stories, as suggested in the Windrush Lessons Learned Review.
  - b) Continue leading the way by celebrating an annual Windrush Day in Milton Keynes to celebrate and recognise the huge contribution of the Windrush generation and the community groups here today that continue to support residents across the city.
  - c) Ensure the appointed Ethnic Minority Champion attends Windrush celebrations each year to mark the impact of their contribution to Milton Keynes."

The Council heard from two members of the public during the debate on the motion.

The motion was carried by acclamation.

RESOLVED:

1. That this Council notes that:
  - a) This year on the 22 June was the 75<sup>th</sup> Anniversary of HMT Empire Windrush, which in 1948 was the first crossing that brought hundreds of Caribbeans to the UK during the post-war period to help the country rebuild, the families of some of whom settled in Milton Keynes to the city's great benefit.
  - b) The Windrush Scandal which emerged in April 2018 due to the Conservative government's 'hostile environment' policy saw the British Home Office deny residency rights and citizenship to many people who had been living in the UK legally for if not most, but all of their lives. Thousands of people across the UK were stripped of their British passports, right to work, healthcare, and benefits.
  - c) The Windrush Compensation Scheme that was launched in 2019 designed to ensure those affected could receive payments for the devastating effects on their lives has so far only resulted in 1,518 people receive compensation for their suffering, and a further 1,988 with eligible claims have been awarded no compensation.
  - d) People have been forced out of their homes and jobs, causing many to become homeless and fall ill as they have had no access to healthcare.
  - e) The Compensation Scheme does not cover any legal fees for any applicants making claims, this means that for many who have been left jobless and in debt, they can't afford the legal representation they need to complete the claim.
  - f) Where compensation has been received, in some cases payments have been made only after the person has died.
2. That this Council believes that:
  - a) The Windrush Compensation Scheme is not fit for purpose, the 44-page long application form is complex, and the requirements make it almost impossible for people to prove their status.
  - b) The Windrush generation are victims through no fault of their own, they were invited here by the British Government and have worked hard all their lives, paying tax and national insurance yet they are being denied access to compensation.
  - c) The Government should make the scheme more accessible, and as suggested in the Windrush Lessons Learnt Review, the Home Secretary should appoint a migrant's commissioner and commit to holding reconciliation events with people affected to listen and reflect on their stories.
3. That this Council resolves to:

- a) Ask the Chief Executive of the Council to write to the Home Secretary to:
  - i) ask for the Windrush Compensation Scheme process to be simplified and for legal aid to be awarded; and
  - ii) request the appointment of a migrant's commissioner and commit to holding reconciliation events with people affected to listen and reflect on their stories, as suggested in the Windrush Lessons Learned Review.
- b) Continue leading the way by celebrating an annual Windrush Day in Milton Keynes to celebrate and recognise the huge contribution of the Windrush generation and the community groups here today that continue to support residents across the city.
- c) Ensure the appointed Ethnic Minority Champion attends Windrush celebrations each year to mark the impact of their contribution to Milton Keynes.

### **CL32 Report on Committee Proportionality**

The Mayor moved and the Deputy Mayor seconded the following recommendations:

“That Council note the revised political makeup of Milton Keynes City Council and agree:

- (a) revised allocations to Committees, and Buckinghamshire & Milton Keynes Fire Authority as set out in Annex A of the report; and
- (b) revised appointments to Committees, and Buckinghamshire & Milton Keynes Fire Authority as set out in Annex B of the report.”

The recommendations were agreed by acclamation.

RESOLVED:

That Council note the revised political makeup of Milton Keynes City Council and agree:

- (a) revised allocations to Committees, and Buckinghamshire & Milton Keynes Fire Authority as set out in Annex A of the report; and
- (b) revised appointments to Committees, and Buckinghamshire & Milton Keynes Fire Authority as set out in Annex B of the report.

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# Delegated Decisions report



22 August 2023

## MAKING THE HAVERSHAM-CUM-LITTLE LINFORD NEIGHBOURHOOD PLAN

Name of Cabinet Member	<b>Councillor Peter Marland</b> (Leader of the Council)
Report sponsor	<b>Paul Thomas</b> Director of Planning and Placemaking
Report author	<b>David Blandamer</b> Senior Urban Designer <a href="mailto:david.blandamer@milton-keynes.gov.uk">david.blandamer@milton-keynes.gov.uk</a> 01908 254836

Exempt / confidential / not for publication	<b>No</b>
Council Plan reference	<b>Not in Council Plan</b>
Wards affected	<b>Newport Pagnell North and Hanslope Ward</b>

### Executive Summary

The report seeks agreement to recommend to Council that it makes (brings into legal force) the Haversham-cum-Little Linford Neighbourhood Plan, following the successful referendum held on 20 July 2023.

#### 1. Proposed Decision

1.1 That Council be recommended to make the Haversham-cum-Little Linford Neighbourhood Plan pursuant to the provisions of Section 38(A)(4) of the Planning and Compulsory Purchase Act 2004.

#### 2. Why is the Decision Needed?

2.1 The Haversham-cum-Little Linford Neighbourhood Plan was submitted to the Council for examination and was subsequently publicised for a six-week period, ending on 13 January 2023. All comments received were then passed to the Examiner, Andrew Matheson, who submitted his report on the Plan in April 2023, stating that the plan met the relevant basic conditions and requirements, and should proceed to referendum.

- 2.2 Following the examination, in consultation with the Parish Council, we accepted the examiner’s recommendations and proceeded to make arrangements for a referendum to be held on 20 July 2023.
- 2.3 The Haversham-cum-Little Linford Neighbourhood Plan (**Annex A**) was successful at the referendum. In total, 249 people voted ‘Yes’ and 33 ‘No’; turnout was 43.78%. Under Section 38(3A) of the Planning and Compulsory Purchase Act 2004 a neighbourhood plan comes into force as part of the statutory development plan once it has been approved by referendum and used to determine relevant planning applications. The plan must still be made by the local planning authority within 8 weeks of the referendum.
- 2.4 In accordance with the Act, the Neighbourhood Plan would be compatible with retained European Union and European Convention on Human Rights obligations. It would also meet the basic conditions (paragraph 37 of National Planning Policy Framework) required for neighbourhood plans. This was also the view of the Neighbourhood Plan examiner, as set out in his report (attached at **Annex B** to the report).

### 3. Implications of the Decision

Financial	N	Human rights, equalities, diversity	Y
Legal	Y	Policies or Council Plan	Y
Communication	N	Procurement	N
Energy Efficiency	N	Workforce	N

#### (a) Financial Implications

Publicity and officer support costs associated with making neighbourhood plans is met within the Urban Design budget and staff resources to implement the plan come from the existing staff within the Development Plans and Development Management teams.

#### (b) Legal Implications

The Haversham-cum-Little Linford Neighbourhood Plan has been consulted on in accordance with the relevant regulations and subjected to a referendum in accordance with the Neighbourhood Planning (Referendums) Regulations 2012.

In accordance with Regulation 19 of the Neighbourhood Planning (General) Regulations 2012 Regulations, we must, as soon as possible after deciding to make a neighbourhood development plan:

- (a) publish on the website and in such other manner as is likely to bring the Plan to the attention of people who live, work or carry on business in the neighbourhood area:
  - (i) the decision document;
  - (ii) details of where and when the decision document may be inspected;

- (b) send a copy of the decision document to:
  - (i) the qualifying body; and
  - (ii) any person who asked to be notified of the decision.

In accordance with Regulation 20, we must, as soon as possible after making a neighbourhood development plan:

- (a) publish on the website and in such other manner as is likely to bring the Plan to the attention of people who live, work or carry on business in the neighbourhood area:
  - (i) the neighbourhood development plan;
  - (ii) details of where and when the neighbourhood development plan may be inspected; and
  - (iii) notify any person who asked to be notified of the making of the neighbourhood development plan that it has been made and where and when it may be inspected.

A Decision Statement (attached at **Annex C** to the report) will be published once Council makes the plan. As with any planning decision there is a risk of legal challenge, but that risk has been managed by ensuring that the regulations are being followed and that our decision-making process is clear and transparent.

## 4. Alternatives

- 4.1 In the event of a 'Yes' vote in the referendum, we are obliged to proceed to make the Plan as outlined above, unless there is a breach of a retained EU obligation or Convention rights. The alternative option is to recommend to the Council that the Haversham-cum-Little Linford Neighbourhood Plan is not made, if it is considered that there is a breach of a retained EU obligation or Convention rights.

## 5. Timetable for Implementation

- 5.1 The Neighbourhood Plan will be made by Council at its meeting to be held on 13 September 2023.

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## List of Annexes

Annex A	Haversham-cum-Little Linford Neighbourhood Plan <a href="https://www.milton-keynes.gov.uk">Haversham-cum-Little Linford Neighbourhood Plan   Milton Keynes City Council (milton-keynes.gov.uk)</a>
Annex B	Examiner's Report
Annex C	Decision document for making the Haversham-cum-Little Linford Neighbourhood Plan

## List of Background Papers

- The Localism Act, 2011
- The Neighbourhood Planning (General) Regulations 2012
- National Planning Policy Framework paras 29 & 37

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## NOTICES OF MOTIONS

### Motion 1

#### Save Bletchley and Wolverton Ticket Offices

Councillor Trendall (18 August 2023)

- “1. That this Council notes that:
  - a) in July this year, the Rail Delivery Group that represents train operators across the UK announced that it was moving ahead with plans to close up to 1000 rail ticket offices across England over the next 3 years;
  - b) not all residents are able to use station ticket machines or have the means to book a ticket in advance such as the elderly, disabled, visually impaired, and those with poor literacy and IT skills;
  - c) according to Age UK, 3 million elderly people in the UK do not have access to the internet, and data from data the Royal National Institute for Blind People shows that only 3% of those with partial or full sight loss feel able to use ticket machines; and
  - d) plans to close ticket offices could lead up to 2,000 job losses.
2. That this Council believes that:
  - a) ticket offices provide a vital service to residents across Milton Keynes travelling from Wolverton and Bletchley train stations, Bletchley especially is likely to see an increase in footfall once East West Rail works are complete linking communities from Oxford and Bletchley;
  - b) having a sign posted ticket office to help people with enquiries provides certainty and confidence to customers who may otherwise struggle to locate staff to help;
  - c) the closure of ticket offices will disproportionately affect vulnerable customers, including the elderly, disabled, and visually impaired, as well as those with poor literacy and IT skills;
  - d) those customers without easy access to the internet will struggle to get the best possible price for their journey;
  - e) customers who are travelling on long distance trips that have multiple changes can find these journeys confusing and stressful, these customers would benefit from speaking to a member of ticket office staff who can explain the journey and ensure they don't incur fines or pay more than is necessary for their trip; and
  - f) current ticket office staff will be affected, and it is concerning that there will be redundancies – given that there will be no regulations for minimum staffing levels at stations and on platforms.

## **NOTICES OF MOTIONS**

3. That this Council resolves to ask the Chief Executive of the City Council to write to the Secretary of State for Transport, the Chief Executive of the Rail Delivery Group, and London Northwestern Railway to express the City Council's opposition to plans to close staffed rail ticket offices at Bletchley and Wolverton."

**Note:**

The consultation period has been extended and will now run until 1 September 2023.

**NOTICES OF MOTIONS****Motion 2****Pet Food Banks**

Councillor J Carr (31 August 2023)

“1. That this Council notes that:

- a) the cost-of-living crisis continues to impact residents across Milton Keynes;
- b) the City Council’s £3.3million Winter Plan which included £100,000 to local food charities;
- c) in July 2023, MK Food Bank revealed that 1 in 25 households across the city cannot afford to buy enough food, and every week about 50 people are contacting them for the very first time, and for those who care for much-loved family pets the crisis is also affecting their ability to care and look after their animals;
- d) research from the RSPCA shows that 7 in 10 pet owners are worried about the cost of caring for their animals and a fifth are concerned about how they’ll feed them;
- e) the People’s Dispensary for Sick Animals (PDSA) revealed that 770,000 owners are going without necessities, including skipping meals to keep money aside to afford the costs associated with looking after their pets, and around 140,000 pets have been given up for rehoming due to the cost of looking after them;
- f) despite the hard work of MK Food Bank who currently collect pet food which is distributed to local animal charities, animal abandonments have increased by a quarter this year alone, whilst reports of animal neglect have increased by 13%;
- g) an estimated 2.7 million animals enter UK animal shelters each year, whilst rehoming rates are falling with animals finding new homes falling by 8%;  
and
- h) most animal shelters do not have the funding to help all animals that come into their care.

2. That this Council believes that:

- a) for many, owning pets is a lifeline during the cost-of-living crisis;
- b) pets help reduce their owner’s isolation and combat loneliness, providing companionship and health / mental health benefits (stroking pets helps to reduce blood pressure and can make their owners more active);
- c) facing the toughest financial crisis in a generation, many residents have been forced out of their homes and as a result have had to give up their much-loved family pet, which causes emotional distress and a damaging effect on mental health;

## NOTICES OF MOTIONS

- d) no one should have to choose between feeding themselves or feeding their pets; and
  - e) supporting residents by ensuring they have access to food for their pets will reduce the pressure on already stretched shelters and ensure pets can stay with their owners.
3. That this Council resolves to encourage food organisations such as MK Food Bank and SOFEA to work with animal charities to source pet food and provide it at human food banks as well as community larders to help struggling pet owners to feed their animals.”



# Council Report



13 September 2023

## Limited Scope Review of Polling Districts and Polling Places

Report sponsor	<b>Sharon Bridglalsingh</b> Director for Law and Governance
Report author	<b>Peter Taylor</b> Electoral Services Manager <a href="mailto:Peter.taylor@milton-keynes.gov.uk">Peter.taylor@milton-keynes.gov.uk</a>

Exempt / confidential / not for publication	<b>No</b>
Council Plan reference	<b>Not in Council Plan</b>
Wards affected	<b>Danesborough &amp; Walton</b>

### Executive summary

The Council is required to undertake compulsory reviews of all Polling Districts and Places according to statutory timetables (the next one must be completed between 1 October 2023 and 31 January 2025). However, there are also circumstances where ad hoc, limited scope reviews maybe appropriate, in order to respond to a particular issue, such as a traditional polling station no longer being available, or because of the development of a new estate or community.

Further to feedback from polling station staff and some Ward Councillors, the Electoral Registration Officer proposes to undertake a limited scope review of Wavendon Polling District, with a view to allocating a new Polling District and Polling Station for the Glebe Farm and Eagle Farm South developments.

In order that new electoral registers, which will be published on 1 December 2023 can reflect any new arrangements, it is also proposed that a six-week consultation be undertaken. Final proposals will then be presented to Council in November 2023 and all agreed changes will be reflected in the publication of the revised electoral register on the 1 December 2023.

### 1. Proposed Decision/s

- 1.1 That the undertaking of a limited scope Review of Polling Districts and Polling Places (PDR), for the current Polling District of Wavendon (HC), be agreed.
- 1.2 That a 6-week consultation on the draft recommendations, as set out in section 5, be agreed.

## 2. Background

- 2.1 Currently, Wavendon Polling District comprises a large area, including Wavendon Village and the majority of the [Strategic Land Allocation \(SLA\)](#) area, including the new communities of Glebe Farm and Eagle Farm South.
- 2.2 Wavendon Polling District is in Danesborough & Walton Ward. It makes up part of the new Milton Keynes Central parliamentary constituency and is currently served by one polling station at Wavendon Community Centre.
- 2.3 The Polling District has seen a significant rise in the number of local government electors from 650 in 2018 to 2,786 now. Of these, around 70% are drawn from Glebe Farm and Eagle Farm South. The Polling District will continue to see considerable growth in the coming years with Glebe Farm and Eagle Farm South eventually comprising nearly 3,000 dwellings and up to 4,300 electors.
- 2.4 A map of the existing Wavendon Polling District is attached at Annex A. A small part of the SLA area (to the west of Newport Road / A1530) falls partly within Wavendon Polling District and Partly within Wavendon Gate Polling District, because the later makes up part of Walton Parish (Walton Community Council). It is not proposed to change the Polling Districts or Polling Stations for the areas to the west of Newport Road / A1530.

## 3. Why is the Decision Needed?

- 3.1 Requests have been received from Ward Councillors and polling station staff to review arrangements. Action is required prior to the May 2024 polls as the current polling station at Wavendon Community Centre exceeds the upper limit of 2,250<sup>1</sup> allocated polling station electors and it is likely that the pressure will continue to grow. Parking at the current Polling Station is also very limited.
- 3.2 Electors at Glebe Farm and Eagle Farm South predominantly access Wavendon Community Centre by car, which currently involves electors having to travel out of the estate and via the A421 (a journey of up to 10 minutes dependant on traffic). Due to the concentration of growth in the polling district, the community centre is neither central, nor easy to find for the majority of the electors it serves. Preliminary analysis of marked polling station registers indicates that polling station turnout from Glebe Farm and Eagle Farm South is lower than estates with a similar density. This could be for a number of reasons, including the lack of an obvious and central polling station.
- 3.3 The most immediate solution would be to split the polling station at Wavendon Community Centre, making it a double (two polling stations operating from the existing venue) for 2024 polls, however given that a parliamentary election with significantly higher turnout must be held before the next compulsory review period, the Electoral Registration Officer is of the view that it would be expedient to resolve the position as soon as practicable.
- 3.4 It is not possible to retain the existing polling district and allocate some streets to a new polling station as one polling place must be designated for the whole of a polling district.

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<sup>1</sup> The EC recommends a maximum of 2,250 electors (reduced from 2,500 due to Voter ID) be allocated to one Poling Station.

- 3.5 Whilst there are some alternatives (see section 7), officers propose that a new polling district is created comprising Eagle Farm South and part of Glebe Farm to the east of Newport Road, with a polling station provided at Glebe Farm all through School. Initial discussions with the school have been promising and it is proposed to use the community hall for polling.
- 3.6 Officers have also considered whether it would be appropriate to include other areas of Milton Keynes as part of this limited scope review. However, given that a compulsory review will be taken in the medium term there is no pressing need to do so with any urgency, elsewhere in the city.

**4. Consultation**

- 4.1 There are no statutory consultation periods for a review of this type. Whilst we would usually allow a minimum of 12 weeks for any consultations involving Parishes, the benefit of a shorter consultation is that any new arrangements can be reflected in newly published electoral registers on 1 December 2023. The Chair of Wavendon Parish is content with a shorter consultation period, given the circumstances.
- 4.2 Although it is legally possible to fully republish registers to coincide with the usual publication of monthly alterations (for example at the start of February 2024), this would have the effect of renumbering electors in all Wards, relatively close to May 2024 elections.
- 4.3 Consultation would include direct contact with Wavendon Parish Council (including an offer to attend their October meeting), social media, emails to existing electors in the affected areas and a mailing to any property with a registered elector in the proposed new Polling District.

**5. Draft Recommendations**

- 5.1 To split the existing polling district of Wavendon (HC) along the boundary shown in Annex B / Annex C with the effect that:
  - a) a new polling district is created comprising the areas of Eagle Farm South and Glebe Farm (to the east of Newport Road / A1530) (Annex B); and
  - b) the remainder of Wavendon Polling District (including land to the west of Newport Road / A1530) will continue to vote at Wavendon Community Centre (Annex C).
- 5.2 The new polling district will be named Wavendon Farm and will have its polling place designated as Glebe Farm all through School and its polling station will be the community / sports hall within the school.

**6. Implications of the decision**

Financial	Y	Human rights, equalities, diversity	N
Legal	Y	Policies or Council Plan	N
Communication	Y	Procurement	N
Energy Efficiency	N	Workforce	N

a) Financial implications

There are very small direct costs incurred by the Council in undertaking a review, predominantly associated with consultation. These costs are likely to be less than £1,000 and can be accommodated from existing budgets.

Additional staffing resources will not be required to support this review and consultation.

b) Legal implications

The requirements for the timing and completion of compulsory reviews are set out in the Electoral Registration and Administration Act 2013.

Any review would be undertaken in accordance with the required steps set out in schedule A1 of the Representation of the People Act 1983 (RPA 1983), and the process will be guided by the Electoral Commission's guidance for [Reviews of polling districts, polling places and polling stations](#).

Although the compulsory period is not till October, the 2013 Act provides for a principal council to conduct a review at any time. Statutory guidance and legislation (RPA 1983) requires that principal councils keep their polling districts and places under review, to ensure that the arrangements for those areas continue to be effective in light of circumstances such as a major change in the population of a community or housing development.

## 7. Alternatives

- 7.1 To not undertake a limited scope review, instead considering the estates of Glebe Farm and Eagle Farm South as part of the next scheduled compulsory review. This is not recommended as there is a demonstrable need to review arrangements ahead of the next parliamentary election.
- 7.2 To undertake a limited scope review after the May 2024 polls, and instead provide for a double polling station at Wavendon Community Centre ahead of the May 2024 polls. This is also not recommended as the available parking at Wavendon Community Centre is not commensurate the current electorate and a review post May 2024 would also require republication of December 2023 registers.
- 7.3 Alternative draft proposals could be considered as part of a limited scope review. For example:
  - a) Separate Polling Districts and Polling Stations could be considered for Glebe Farm and Eagle Farm South respectively. However, whilst this may eventually be required, once both communities are fully completed and occupied it is unlikely to be necessary in the short term.
  - b) Alternative polling stations could be considered for either Wavendon as a whole or for the remainder of Wavendon Polling District at Wavendon Community Hub. However, whilst this venue is modern and has excellent parking it is not central to Glebe Farm or Eagle Farm South.

## 8. Timetable for implementation

8.1 An indicative timetable of events is set out below:

Item	Dates (all 2023)
Full Council decision to conduct a review and agree draft recommendations for consultation	13 September
Notice of Review published	14 September
Review proposals are published	14 September
Consultation Period (6 weeks)	14 September – 26 October
Consideration of consultation responses & final proposals are prepared for Full Council	27 October – 9 November
Final proposals are considered by Full Council	22 November
Final proposals are published – concludes the review	23 November
Publication of the Revised Register (reflecting agreed changes)	1 December

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### List of annexes

Annex A – Current Polling District Map for Wavendon

Annex B – Proposed new Polling District Map for Wavendon Farm

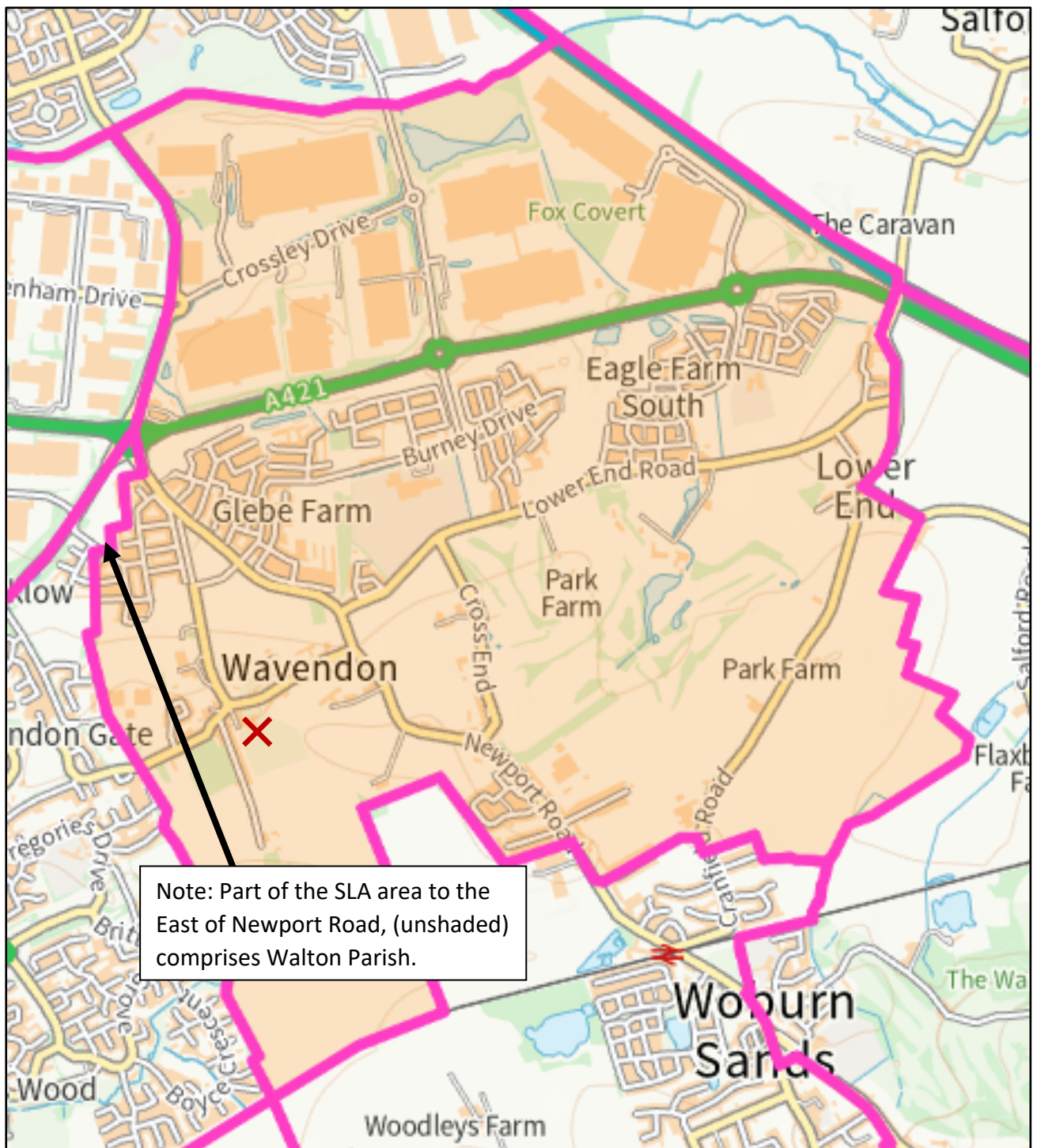
Annex C – Proposed revised Polling District Map for Wavendon

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HC – Wavendon (Existing Polling District shaded)

✗ Denotes existing Polling Station (Wavendon Community Centre)

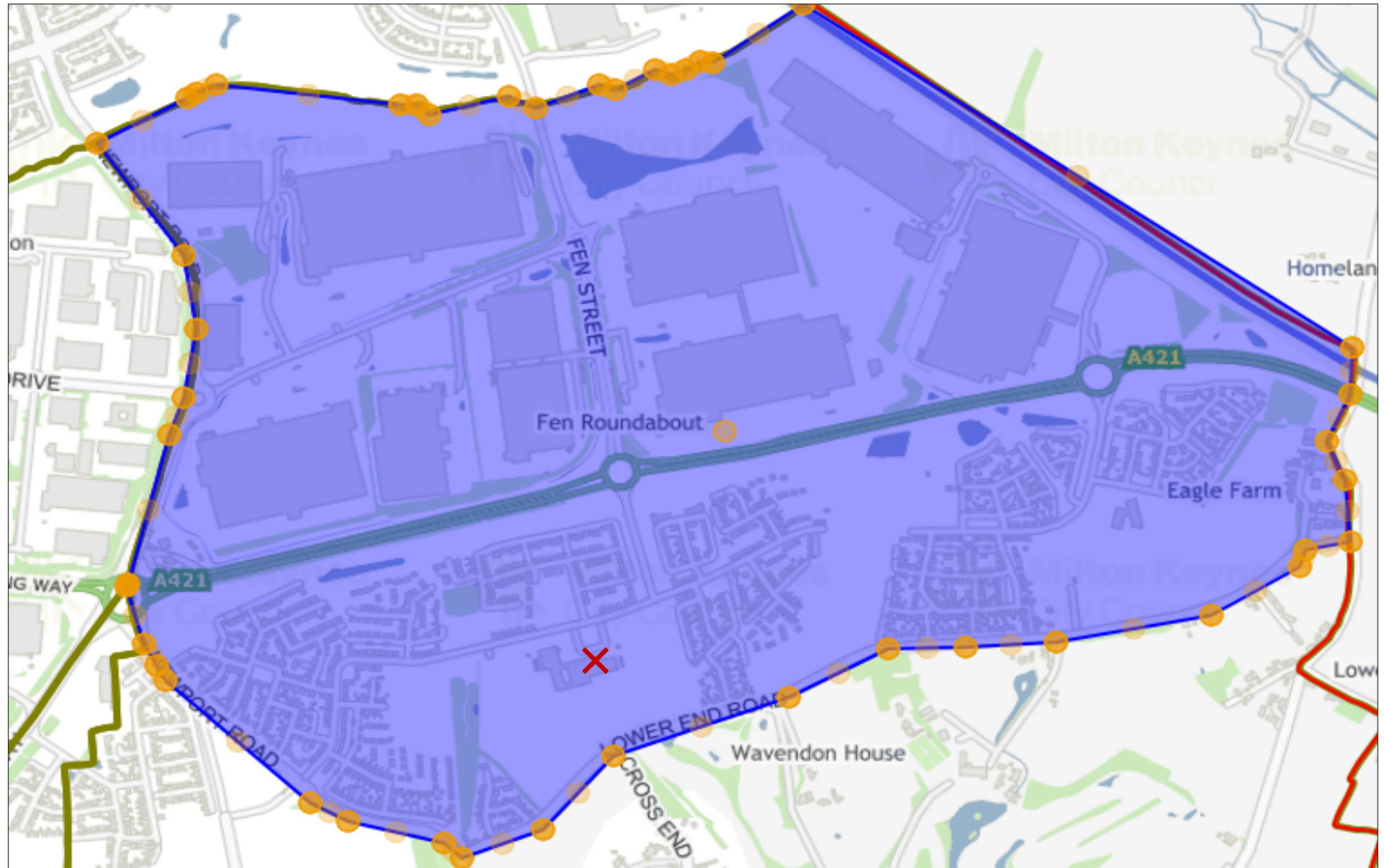


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### Proposed new Polling District (Wavendon Farm)

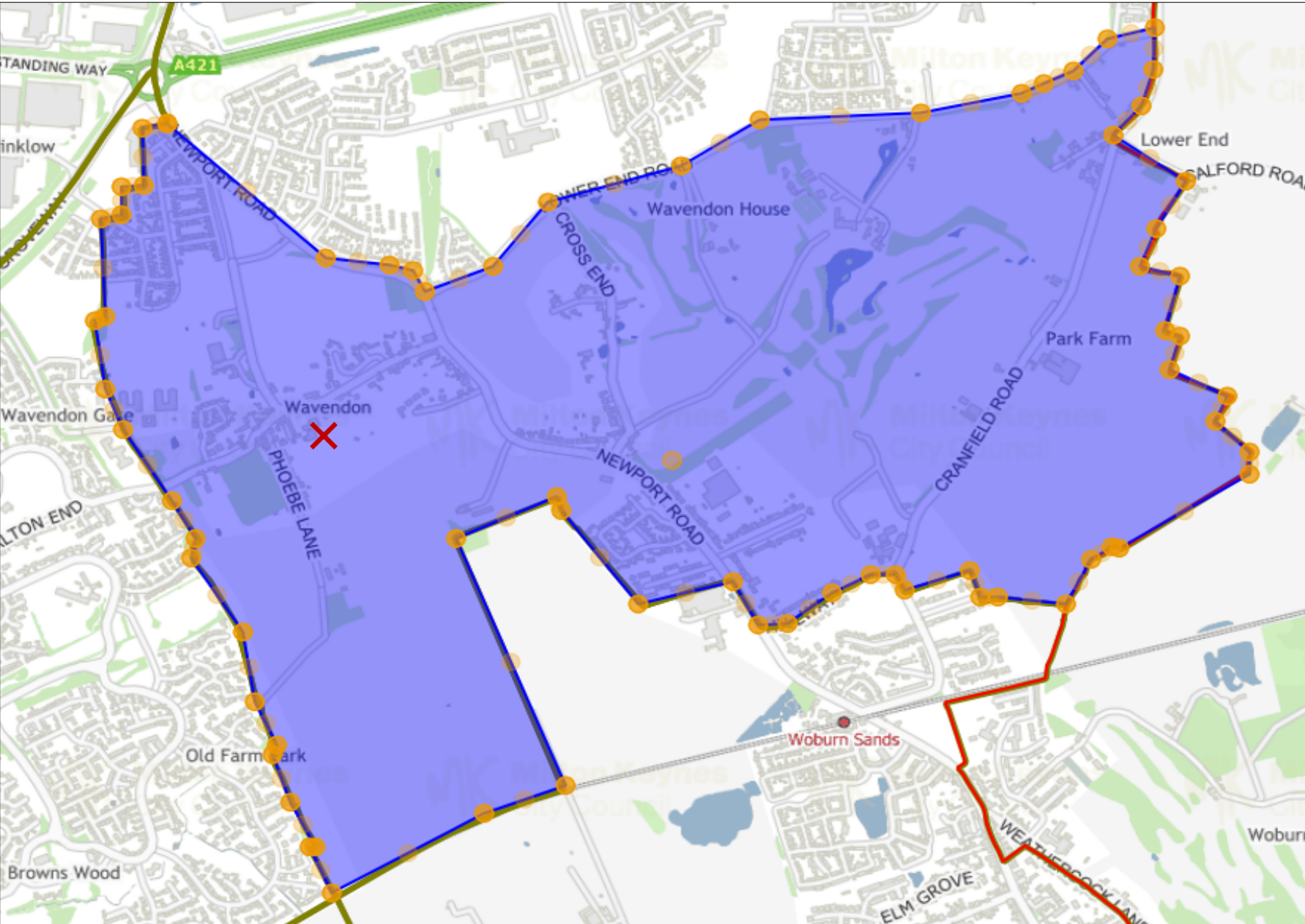
✗ Denotes proposed Polling Station (Glebe Farm all through school)



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**Proposed revised Wavendon Polling District**

✗ Denotes unchanged Polling Station (Wavendon Community Centre)



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# Council Report

13 September 2023

## Joint Health Overview Scrutiny Committee – Terms of Reference

Report sponsor **Sharon Bridglalsingh**  
Director of Law and Governance

Report author **Peter Brown**  
Head of Democratic Services  
[Peter.brown@milton-keynes.gov.uk](mailto:Peter.brown@milton-keynes.gov.uk) / 01908 253671

Exempt / confidential / not for publication	<b>No</b>
Council Plan reference	<b>Not in Council Plan</b>
Wards affected	<b>All wards</b>

### Executive summary

This report sets out a proposal for the Council to agree to re-establish a Joint Health Overview and Scrutiny Committee (JHOSC) which will scrutinise health matters across the Bedfordshire, Luton and Milton Keynes Integrated Care System (BLMK ICS).

Whilst existing JHOSC arrangements and cyclical appointments were still maintained, JHOSC had not met for some years and new health governance structures have prompted a need to revise joint arrangements and re-establish meetings and arrangements.

### 1. Proposed Decisions

- 1.1 That Council agree the Terms of Reference at Annex A.
- 1.2 That authority be delegated to the Director of Law and Governance to approve any variations to the Terms of Reference following further discussion with the other constituent authorities, subject to consultation with Group Leaders in respect of any proposed significant variations.
- 1.3 To waive the requirement of the Joint Committee to be politically proportionate across the constituent authorities.
- 1.4 To note the prior appointments of Councillors Hall, N Khan and Oguntola to the Committee.

## 2. Why is the decision needed?

- 2.1 The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 permit local authorities to appoint joint health and scrutiny committees to scrutinise proposals relating to health services that impact on more than one local authority.
- 2.2 Where an NHS body or health service consults more than one local authority pursuant to regulation 23 (a proposal for a substantial development of the health service) those local authorities must appoint a joint overview and scrutiny committee for the purposes of the consultation.
- 2.3 In October 2017, the Council agreed the establishment of a JHOSC to scrutinise the Sustainable Transformation Partnership (STP) for Bedford, Bedfordshire, Luton and Milton Keynes.
- 2.4 The JHOSC STP met up until February 2020 when firstly the impact of Covid-19 and then changes to health structures meant that meetings ceased.
- 2.5 The Health and Care Act 2022 introduced Integrated Care Systems (ICSs). An ICS is the local Integrated Care Board and the Integrated Care Partnership (ICP). The ICP includes local authorities and a range of health partners. For Milton Keynes the relevant ICS is NHS Bedfordshire, Luton and Milton Keynes (BLMK). The BLMK ICS also includes a small area of Buckinghamshire Council.
- 2.6 Due to the introduction of the BLMK ICS, the previous arrangements are no longer fit for purpose although it is still necessary to have a JHOSC to scrutinise strategic issues that cover two or more local authority areas.
- 2.7 A revised Terms of Reference has been drafted taking into account the new ICS arrangements. They reflect that the JHOSC will focus on 'system' wide issues and that the MKCC Health and Adult Social Care Scrutiny Committee will focus on 'place' issues (ie those matters that directly impact on Milton Keynes). The exception to this is any issue that affects two or more local authority areas which will be shared with the JHOSC for formal comments.
- 2.8 The Terms of Reference have been, or are in the process of being, agreed by Luton Borough Council, Bedford Borough Council, Central Bedfordshire Council and Buckinghamshire Council.
- 2.9 The following Councillors were appointed to the Joint Health Overview and Scrutiny Committee: Councillors Hall; N Khan; Oguntola; Conservative substitute (tbc); Long (substitute) and Adewale (substitute).

## 3. Implications of the decision

Financial	N	Human rights, equalities, diversity	N
Legal	Y	Policies or Council Plan	N
Communication	N	Procurement	N
Energy Efficiency	N	Workforce	N



#### a) Financial implications

Constituent authorities have agreed rotational arrangements for hosting and clerking meetings. Any costs arising from administering the JHOSC can therefore be met from existing budgets.

#### b) Legal implications

The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulation 2013 set out the health scrutiny powers of local authorities in relation to health services delivered to residents in their area. This includes a requirement that, where a council health scrutiny function wishes to be formally consulted on a change to health services and that the proposal affects other councils who also consider the proposal to be substantial, a joint health scrutiny committee is established. Without a joint committee, the health scrutiny functions cannot separately be consulted or exercised with regard to that proposal. Councils may appoint a discretionary joint health scrutiny committee (Regulation 30) to carry out all or specified health scrutiny functions in relation to health issues that cross council boundaries. Establishing a JHOSC doesn't prevent each individual appointing council from separately scrutinising health issues and it's sensible that they continue to do so for local matters.

### 4. Alternatives

4.1 The Council could chose not to enter into a joint health scrutiny arrangement but if there was a proposal on health services across two or more council areas that was considered to be substantial then it would not be able to effectively exercise its statutory powers in respect of that proposal and there is a risk that the Council may not be able to properly represent the impact of the proposal on its residents and services.

### 5. Timetable for implementation

5.1 The first meeting of the Joint Health Overview Committee is scheduled for the autumn of 2023 and at that point the Terms of Reference will be formally endorsed by the Committee.

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### List of annexes

Annex A – Joint Health Overview Scrutiny Committee Terms of Reference

### List of background papers

None

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## **BLMK Integrated Care System Joint Health Overview and Scrutiny Committee Draft Terms of Reference (“TOR”)**

### **1. The Member Authorities**

Bedford Borough Council, Borough Hall, Cauldwell Street, Bedford, MK42 9AP

Buckinghamshire Council, Walton Street, Aylesbury, HP20 1UA

Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, Bedfordshire, SG17 5TQ

Luton Council, Second Floor, Town Hall, George St., Luton, LU1 2BQ

Milton Keynes City Council, Civic Offices, 1 Saxon Gate East, Central Milton Keynes, MK9 3EJ

(hereinafter called the "**Joint Authorities**")

### **2. Preamble to the establishment of the BLMK Joint Health Overview and Scrutiny Committee (“JHOSC”)**

2.1 Regulation 30(1) of The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 (the “**2013 Regulations**”), provides that two or more local authorities may appoint a joint committee and arrange for "relevant functions in relation to any (or all) of those authorities to be exercisable by the joint committee subject to such terms and conditions as the authorities may consider appropriate", “relevant functions” being the review and scrutiny of matters relating to the planning, provision and operation of the health service in the local authority area. The same statutory instrument defines a 'responsible person' as "a relevant NHS body or a relevant health service provider", and provides at Regulation 30(5) that "Where a responsible person consults more than one local authority pursuant to regulation 23 (a proposal for a substantial development of the health service) those local authorities must appoint a joint overview and scrutiny committee for the purposes of the consultation".

2.2 The Joint Authorities each have their own independent established health overview and scrutiny functions, but recognise that there may from time to time arise certain matters where it will be to the individual and collective interest of all or some of the Joint Authorities to exercise their overview and scrutiny functions through a joint health overview and scrutiny committee, comprised of representatives of the constituent Local Authorities. In pursuance of this the Joint Authorities, by way of their joint agreement of this TOR, convene the JHOSC pursuant to Regulation 30(1) of the 2013 Regulations. Further, in the event that a ‘responsible person’ refers a proposal pursuant to Regulation 30(5) of the 2013 Regulations, the JHOSC will convene pursuant to that regulation in accordance with the terms of this TOR. The functions of the JHOSC and the exercise of those functions are as set out here.

### **3. Purpose of the JHOSC**

3.1 To undertake statutory scrutiny functions of the Joint Authorities including but not limited to those specified by Regulation 30 of the 2013 Regulations as required by the Joint Authorities. To the extent that such functions may or may not be devolved to JHOSC, the decision whether to devolve those functions is at the discretion of the constituent local authorities on a case by case basis. Statutory powers to report to the Secretary of State to be retained by the constituent local authorities unless delegated to JHOSC under express written authority.

3.2 To scrutinise such other matters which the Joint Authorities reasonably consider effects, or may effect or may come to effect, the system-level strategic direction and delivery of health and care services to residents living within the local authority boundary of two or more of their number.

### **4. Membership**

4.1 JHOSC will be comprised of thirteen Councillors with three Councillors appointed by Bedford Borough Council, Central Bedfordshire Council, Luton Council and Milton Keynes City Council and one appointed by Buckinghamshire Council, such councillors not to be members of that authority's executive body. The requirement for political proportionality is waived, although each local authority may apply the requirement in their own appointment process at their individual discretion.

4.2 Meetings must be held in person and only members attending in person will be allowed to vote on any matter put to the meeting, with each individual member present having one vote. Members may attend online at the discretion of the Chair, but will not be allowed to vote at the meeting. The Chair will have a casting vote in the event of a tie.

4.3 The quorum will be at least four members attending in person, including members representing at least three of the five constituent local authorities.

4.4 JHOSC may co-opt up additional members in a non-voting capacity where such persons contribute to the knowledge, expertise or experience of the membership. Co-opted members may, at the discretion of the JHOSC, be appointed for a fixed term, or for the purpose of considering a specific topic or proposal, as the case may be.

### **5. Chair and Vice Chair, Standing Orders and Meetings**

5.1 The JHOSC Chair will be elected at the first meeting of JHOSC, and thereafter annually at the first meeting of each Council Year, by those present in person voting at the meeting. Following the appointment of the Chair the meeting will move immediately to appoint a Vice Chair on the same basis. The Vice Chair will Chair individual meetings of JHOSC in the absence of the Chair. In the absence of the Chair and Vice-Chair the meeting shall elect a Chair as the first item of business.

5.2 Standing orders will be as dictated by law, or in accordance with the standing orders of the Chair's local authority. Where there is a conflict between this TOR and local authority standing orders, this TOR will take precedence.

5.3 The JHOSC will meet for a minimum of two meetings per annum at approximately six month intervals, at a date and time set by the Chair in consultation with the Vice Chair and JHOSC members. It is anticipated that the annual report, and similar plans and reports, of the BLMK Integrated Care Board will be considered and discussed at each of these meetings. Further meetings may be called at the discretion of the Chair in consultation with the Vice Chair, individual members of JHOSC and the Joint Authorities and in accordance with the terms below.

5.4 Meetings will be hosted on a rotational basis at each of the Joint Authorities or as agreed by members of JHOSC in consultation with the Joint Authorities.

## **6. Referrals to JHOSC**

6.1 Any of the constituent local authorities or individual members of JHOSC may refer any health or care related matter effecting two or more of the Joint Authorities to the Chair of the JHOSC with a request for that matter to be considered. Any reference should include details of the matter(s) to be considered by the JHOSC. The tabling of any such reference is at the discretion of the Chair in consultation with the Vice Chair and other JHOSC members, and the Chair may table the matter at a future planned meeting or call an additional meeting as required.

6.2 Where a proposal is brought to JHOSC in pursuance of Regulation 30(5) of the 2013 Regulations the Chair in consultation with the Vice Chair, JHOSC members and the Joint Authorities shall take such action as required to meet the statutory obligations of the Joint Authorities.

6.3 In the case of 6.1 or 6.2 above and where the matter or proposal is one that does not effect all of the Joint Authorities, the Chair in consultation with the Vice Chair and other JHOSC members may convene a subcommittee of JHOSC that includes members of the effected local authorities only. This subcommittee shall be the relevant Joint Overview and Scrutiny Committee for the purposes of Regulation 30 of the 2013 Regulations, and any reference in that Statutory Instrument to a "Joint Overview and Scrutiny Committee" shall be taken to refer to that subcommittee. References in this TOR to JHOSC shall be taken to refer to such a subcommittee where relevant and applicable and should be interpreted to give effect to this intention.

## **7. JHOSC Reports**

7.1 Where a report is required to be produced by JHOSC, whether in pursuance of a statutory obligation or otherwise, individual members will endeavour to produce a report that reflects the views of all members and with unanimous agreement on conclusions, comments and recommendations. If unavoidable, a dissenting minority report may be

prepared by an individual member or members and submitted alongside the majority report.

7.2 Draft reports will be subject to prior consideration by the Joint Authorities, and finalised only following consideration and approval by JHOSC.

## **8. Secretarial and Administrative Support, Sharing of Resources and Costs**

8.1 JHOSC will not be provisioned with a budget, but will be resourced and financed as required on a shared cost basis by the Joint Authorities. No Special Responsibility Allowance or similar payment will be made by JHOSC to any member of the committee, although individual local authorities may elect to make such a payment at their individual discretion, without obligation on the other authorities.

8.2 Secretarial and Administrative Support associated with meetings of the JHOSC will be borne by the local authority hosting the meeting.

8.3 Direct costs, such as travel and subsistence costs for witnesses, will be shared by the Joint Authorities, subject to the advance written authorisation of the authority, such authorisation not to be unreasonably withheld. Direct costs of members of JHOSC, including the Chair and Vice Chair, such as travel and equipment costs, to be borne by their home authority.

8.4 Indirect costs, such as research and administration carried out by officers in connection with the business of JHOSC, to be agreed by the Joint Authorities on an ad-hoc basis. The governing principle being that the Joint Authorities will contribute equally to the indirect costs of JHOSC over time.

8.5 Where a subcommittee is convened, whether in pursuance of Regulation 30(1) or Regulation 30(5) of the 2013 Regulations. the overriding principle is that the direct and indirect costs will be borne by those constituent local authorities represented on the subcommittee.

## **9. Press and Media**

9.1 Press and Media enquiries to be managed by the current host authority in consultation with the other Joint Authorities.

## **10. Amendments to Terms of Reference**

10.1 Amendments to these terms of reference to be made only by a full meeting of JHOSC by majority agreement, following prior consultation with the Joint Authorities.

## **11. Local Authority Health Scrutiny Committees**

11.1 Nothing in this TOR varies the function or powers of any Scrutiny Committee convened at the level of individual constituent local authorities, expecting where such

functions or powers are delegated to JHOSC by operation of statute including but not limited to the 2013 Regulations, or by the prior written agreement of the Joint Authorities.

## **12. Duration of the JHOSC**

12.1 JHOSC shall continue in existence until such time as the Joint Authorities decide otherwise.

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Date	Councillor	Ward	Party	Recipient	Details of Scheme	Amount £
09/05/23	Victoria Hopkins	Danesborough & Walton	Conservative	Woburn Sands Music Festival	Funds to help with the Woburn Sands Music Festival which is raising funds for local charities	200
13/01/23	Marie Bradburn	Bradwell	Lib Dem	St Lawrence Church Bradwell	Provision of funds to assist with advertising in promotion of celebrating Lawrence 800 years.	500
19/06/23	Mo Imran	Bletchley Park	Conservative	Bletchley Park Area Residents Association	Funds towards promoting events and activities for residents in the area	250
26/06/23	Jennifer Wilson-Marklew	Stony Stratford	Labour	Stony Stratford Town Council	Support for maintaining the planting at the Horsefair Green memorial	350
26/06/23	Jennifer Wilson-Marklew	Stony Stratford	Labour	Stony Stratford Harvest Show Committee	Funds to support the Harvest Festival	200
27/06/23	Scott Balazs	Newport Pagnell South	Conservative	Giffards Park Primary School	Funds towards taking young people on Electra canal boat	200
25/07/23	Peter Marland	Wolverton	Labour	Royal British Legion	Funds to purchase a Gazebo for community events	170
25/07/23	Zoe Nolan	Loughton	Labour	Loughton Scout Group	Funds towards visit to Howe Wood for pond dipping and environmental learning	90
10/08/23	Tracey Bailey	Danesborough & Walton	Labour	Duchess Grove Allotment Association	Funds towards a new shared shed for Walton Allotment Association who are providing fresh fruit and vegetables to local pensioners and families in need.	400
23/08/23	Debbie Whitworth	Olney	Labour	Lavendon Village School	Funds towards much needed outdoor play equipment	300
					<b>Total</b>	<b>1960</b>

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