

## **CHILTERN DISTRICT COUNCIL**

### **MINUTES** of the Meeting of the **AUDIT AND STANDARDS COMMITTEE** held on **23 JANUARY 2020**

#### **PRESENT:**

Councillors: D Phillips  
A Bacon  
C Jackson  
V Martin  
N Varley  
C Wertheim

**APOLOGIES FOR ABSENCE** were received from Councillors J Gladwin, C Ford, R J Jones, E Jones and Independent Persons C Langley and E Jones

#### **79 ELECTION OF CHAIRMAN FOR THE MEETING**

It was proposed by Councillor V Martin and seconded by Councillor N Varley that Councillor D Phillips be Chairman for the meeting. This was agreed by the Committee.

#### **80 MINUTES**

The Minutes of the meeting of the Audit and Standards Committee held on 16 October 2019 were approved by the Committee and signed by the Chairman as a correct record.

#### **81 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **82 STANDARDS WORK PROGRAMME**

##### **RESOLVED**

**That the work programme of the Standards Committee be agreed.**

#### **83 INTERIM PROGRESS REPORT**

Chris Harris of TIAA presented the Interim Progress Report. The Summary on pages 12 and 13 showed the progress to date. It was noted that there were 3 deletions from the original plan due to the Council end date of 31 March

2020. An additional audit was also planned for a Contractor Health and Safety audit (8 days work).

Any draft reports listed would be presented to the next Audit Committee meeting as final reports. All the work was on target to be completed on time. The next meeting would have the annual assurance report and a comprehensive summary of all the audits undertaken to take forward to the new Council.

With regard to the Complaints and Compliments report, it was asked whether there had been any significant complaints and it was advised that only minor complaints had been received.

It was noted that for the Information Governance Report, the Asset Register was to be updated by 31 January 2020 and a progress report was requested but the Committee were reassured that this had already been completed.

The audit report on the new Bierton Crematorium was discussed. Members wanted reassurance that appropriate risk assessments had been done. It was reminded that Bierton was a new operation that had not yet completed its first year but there was an experienced team in place, with the Amersham Crematorium management overseeing operations.

An assurance report with follow-up recommendations and statement would be prepared for the handover to the new audit team. The Bucks County Council contractor would continue the work from 1 April 2020.

## **RESOLVED**

**That the report be noted.**

*Note: Councillor C Jackson entered the meeting at 6.41 pm.*

## **84 SECTION 106 PAYMENTS UPDATE**

The report reminded Members that Section 106 agreements were an important revenue stream, to enable the Council to ensure developers make financial contributions to the district and county wide infrastructure and services. The report outlined the financial contributions received in the last 3 financial years, those not yet due to be paid and overdue contributions and how the Council had acted to retrieve those contributions. The total payments overdue to date was £25,000. It was noted that the due dates for contributions varied according to the criteria of the s106 agreement. It may be payable on commencement of the work or after completion.

In paragraph 4.2 it states that financial contributions for education, highways and open space "are rare" and it was asked why this was. It was advised that in the Chiltern District there have not been as many large scale developments. Chiltern District mainly collects affordable housing contributions. It was confirmed that these payments would go directly to the County.

The invoicing process set out in paragraph 3.9 was discussed as there was concern about Stage 2: Developer to agree the invoice value. It was advised that the properties would not be sold until the payments were made, so it was in the interest of the developer to agree and pay the invoice.

With regard to affordable housing, it was advised that viability was taken into account. Affordable housing could be provided on-site or contributions made for elsewhere. The payments could be paid at commencement or at the one or two-year anniversary according to the legal agreement.

In addition to s106 agreements, there could also be a Community Infrastructure Levy (CIL). In paragraph 3.11 it was noted that more than five contributions could be collected to fund the same infrastructure. It was explained that for example, a new road could benefit more than one developer and so contributions could be made by each.

Members discussed the importance of the Affordable Housing Working Group for their work with current providers (Paradigm and others) to use the money collected appropriately. There had been some uncertainty about how much there was and when it was payable in the past which could delay the process.

There was also concern that there should be a separate Officer to do this work and there was currently a CIL/s106 Enforcement Officer in Planning. Wycombe District Council currently had this post but Aylesbury Vale did not, and going forward into the Unitary Council, it was hoped that this would be a priority. It was confirmed that the function would stay within the Planning remit rather than move to Housing.

## **RESOLVED**

**That the report be noted.**

## **85 AUDIT WORK PROGRAMME**

## **RESOLVED**

**That the work programme of the Audit Committee be agreed.**

**The meeting ended at 7.00 pm**