

## **CHILTERN DISTRICT COUNCIL**

### **MINUTES** of the Meeting of the **CDC CABINET**

held on **13 DECEMBER 2016**

**PRESENT:** Councillor I A Darby - Leader  
" M J Stannard - Deputy Leader

Councillors: G K Harris  
P E C Martin  
M R Smith  
F S Wilson

**ALSO IN ATTENDANCE:** Councillor P Jones

#### **164 MINUTES**

The Minutes of the Cabinet meeting held on 1 November 2016 copies of which had been previously circulated, were approved and signed by Councillor I A Darby, Cabinet Leader, as a correct record.

#### **165 DECLARATIONS OF INTEREST**

Councillor Mrs I A Darby declared a personal interest in Item 10 – Chiltern Car Park Review. Nature of interest – Councillor Mrs Darby is a Chalfont St Peter Parish Councillor.

#### **166 28-DAY NOTICES:**

The Cabinet received a report attaching the draft 28-Day Notice which provided a forward look at the Agenda for the next meeting of the Cabinet. The Notice would be published on 9 January 2017.

#### **RESOLVED –**

**That the Draft 28-Day Notice / Forward Plan, to be published on 9 January 2017, be noted.**

#### **167 CURRENT ISSUES**

##### **(i) Councillor Darby – Modernising Local Government**

Councillor Darby advised that the District Councils in Buckinghamshire were preparing a business case for modernising local government in the County.

##### **(ii) Councillor M Smith – Crematorium Joint Committee**

Councillor Smith reported that the application for permission for a Judicial Review of the planning permission had now been refused and therefore the new Crematorium at Bierton could now progress.

**(iii) Councillor Martin – Emerging Joint Local Plan**

Councillor Martin reported that the Local Plan preferred options consultation had now closed and there had been a significant number of responses (2000 approx.) He thanked officers for all their hard work and commitment during the process so far.

**(iv) Councillor Stannard – Leisure Needs Consultation**

Councillor Stannard reported that the Leisure Needs Consultation had closed on Monday 12 December 2016 and there had been an excellent response of 2300 responses. He thanked officers who had assisted with handing out leaflets to encourage people to respond; and he advised that this has provided a solid base to move forward with. Councillor Darby also offered her thanks to officers and members for their help.

**168 DRAFT REVENUE BUDGET 2017/18**

The Cabinet were asked to consider the draft revenue budget for 2017/18. The budgets presented at this stage represented the direct costs of the services; ie. they exclude all internal support recharges; the appendices included a summary of the major movements between the 2016/17 and 2017/18 together with the detailed budgets of the various Portfolio areas..

Members were advised that since publication of the agenda the Resources Overview Committee had met and the Committee's comments were noted which were in support of the proposed budget. The Cabinet was to make its final decisions and set the Council's budget and 2017/18 Council Tax requirement at its meeting on 7 February 2017 prior to the full Council Tax resolution at full Council on 28 February 2017.

The Director of Resources informed members that the government funding allocation was still awaited. The budget had been subject to scrutiny by officers and members. In response to a member's question, the Director of Resources confirmed that the finance settlement in respect of changes to new homes bonus funding would be carefully reviewed to consider the potential impact on the budget and the Medium Term Financial Forecast. It was noted that there had been an increase in the council tax base due to in part a proactive initiative by the Council Tax team to review empty homes in the District..

The key decisions, in respect of the budget, were to be taken in February 2017.

The Leader wished to thank all officers and members involved in the budget challenge process for their hard work to ensure that the council's financial resources were used in a way to deliver value for money for residents.

**RESOLVED:**

**That Cabinet note the draft revenue service budget for 2017/18.**

**169 CHILTERN DISTRICT COUNCIL PERFORMANCE REPORT Q2 2016-17**

Consideration was given to the report which outlined the performance of Council services against performance indicators and service objectives during Q2 July - September 2016.

**RESOLVED:**

**That the performance reports be noted.**

**170 CHILTERN DISTRICT COUNCIL AND SOUTH BUCKS DISTRICT COUNCIL  
TEMPORARY ACCOMMODATION FRAMEWORK**

Consideration was given to the report which outlined a draft framework document setting down the principles and process for identifying, securing and allocating temporary accommodation to meet the Council's statutory duties under Part 7 of the Housing Act 1996.

**RESOLVED:**

- i) That the draft Temporary Accommodation Framework Document be noted; and**
- ii) That the Head of Healthy Communities be authorised to publish and implement a finalised Temporary Accommodation Framework Document in consultation with the Portfolio Holder for Healthy Communities**

**171 CHILTERN CAR PARK REVIEW**

Members were asked to consider options to introduce new car park / season ticket charges, and amend the Off Street Parking Places Order to allow flexibility for short stay parking. It was reported that there had been no increases since 2012 and the new charges were outlined in Appendix B. Members felt that the 2 hour charge should be increased to £1.40 to achieve a reducing differential between the charges.

**RESOLVED:**

- i) That the new car park charges for 2017/18, as outlined in Appendix B be introduced, subject to the 2 hour charge being amended to £1.40;**
- ii) That a 9hr tariff on Sycamore Road car park be introduced. In addition, removal of the Market Trader tariff on this car park**

- iii) That the current 'Group' season tickets bands to enable season tickets to be purchased per car park be removed
- iv) That new season ticket prices be introduced to maintain a daily charge versus season ticket cost ratio
- v) That a business season ticket on Buryfield, Link Road and Sycamore Road car parks to enable businesses and local workers to purchase season tickets similar to (iv), but based on the 9 hour tariff charge
- vi) That the car park at Grimsdells Lane be regulated for season tickets only
- vii) That the Off Street parking Places Order be amended to allow flexibility to designate short stay parking bays in long stay car parks where there is a need to do so to support the local community and that the Head of Environment be authorised in consultation with the Portfolio Holder for Environment to make the changes where appropriate
- viii) That the maximum number of season tickets issued per car park be agreed and authorised by the Head of Environment in consultation with the Portfolio Holder for Environment
- ix) That the Head of Environment be authorised to publish the necessary statutory Notice of proposed Amendments to the Off Street Parking Places Order.
- x) That, if no valid objections are received in response to publication of the Notice, the Interim Director of Services be authorised to make and publicise the necessary Amendment Order; and
- xi) That if valid objections are received in response to publication of the Notice, the Interim Director of Services be authorised to deal with any such objections after consultation with the Portfolio Holder for Environment and to make and publicise the necessary Amendment Order with or without modifications as considered appropriate.

**172 CHILTERN AND WYCOMBE JOINT WASTE COLLECTION COMMITTEE - REVISED CONSTITUTION TO INCLUDE SOUTH BUCKS**

Consideration was given to a revised constitution for the Chiltern and Wycombe Joint Waste Collection Committee to include South Bucks now that waste issues are dealt with by one joint team for all three Districts.

**RESOLVED:**

- i) That Members consider and approve the principle of extending the membership of the Chiltern and Wycombe Joint Waste

**Collection Committee (JWCC) to include South Bucks District Council;**

- ii) That members consider the draft amended Constitution and Terms of Reference appended to the report and delegate the final wording to the Head of Legal and Democratic Services in consultation with the relevant Portfolio Holders and the Head of Environment;**
- iii) That, provided each proposed constituent member authority of the extended JWCC agrees the principle under recommendation (a) above, the Constitution and Terms of Reference as amended shall come into effect on a date to be advised by the Head of Legal and Democratic Services and be incorporated into the relevant section of each Council's Constitution; and**

**RECOMMENDED**

- iv) That, if the Constitution and Terms of Reference are amended, the Council's Constitution be updated to reflect the agreed changes.**

**173 MINUTES OF JOINT EXECUTIVE COMMITTEES**

Cabinet Members noted the Minutes of the following Joint Executive Committee meeting:

- Chiltern & Wycombe Joint Waste Collection Committee – 29 September 2016

**174 EXCLUSION OF THE PUBLIC**

<p><b>RESOLVED –</b></p> <p><b>That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.</b></p>
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Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

**175 CABINET REPORTS FROM POLICY ADVISORY GROUPS**

Cabinet Members noted the Minutes of the meeting of the Communities, Health & Housing Policy Advisory Group held on 27 October 2016.

**176 BUILDING SERVICES, MAINTENANCE, CLEANING & ASSOCIATED SERVICES AT CDC & SBDC**

Consideration was given to the report which detailed the future provision of building plant maintenance and cleaning services for the main offices of Chiltern and South Bucks District Councils.

**RESOLVED:**

- i) That the contents of the report be noted; and**
- ii) That, subject to the agreement of South Bucks District Council, the appointment of Derwent FM to provide building plant maintenance and cleaning services for Chiltern and South Bucks District Councils be approved;**

**177 AMERSHAM MULTI STOREY CAR PARK DEVELOPMENT PROJECT**

Cabinet Members were asked to note the progress made on the project to provide additional car parking at Amersham Multi Storey Car Park (AMSCP) and to note the spend on consultancy costs to enable the project to proceed through planning, detailed design and costings to allow the full business case to be presented to Councillors in April 2017. Whilst being supportive of the project to provide additional car parking at the multi-storey some members expressed their concerns as to how this project now appeared to supersede the original decision of Cabinet to fund and proceed with an over-roof of the existing car park and associated installation of photo-voltaic cells. A further report on this matter was requested.

**RESOLVED:**

- i) That the spend on consultancy to date of £199,950 be noted and that the on-going commitment of £591,000 be approved to complete the detailed design, specification and costings to enable planning consent to be obtained and the full business case to be prepared for submission to Cabinet. Monies to be contained within the existing capital programme.**
- ii) With regard to the sums allocated to the Amersham Multi Storey Car Park Over-roofing and Photo Voltaic System projects in the approved Capital Programme a report be submitted to the next meeting of Cabinet regarding the need, or otherwise, for these works in the light of (i) above.**
- iii) That the full business case will be reported to Cabinet for their decision in April 2017; and**
- iv) That the Interim Director of Services be authorised to negotiate any necessary agreements to enable this project to progress as indicated within the report and to conclude any necessary documentation.**

## **178 ALTERNATIVE STAFF PARKING**

Consideration was given to the report which proposed additional parking capacity for Chiltern District Council staff during the construction of the Amersham Multi Storey Car Park (AMSCP) extension by renting land in Amersham.

### **RESOLVED:**

- i) That the proposal to rent land for temporary parking as described in the report be agreed;**
- ii) That the Head of Environment be authorised to negotiate and complete a short term lease as proposed with the landowner;**
- iii) That the necessary clearance works at a cost of £15,000 be agreed; and**
- iv) That further consultation will take place with a view to possibly purchasing the land in due course with a report to be prepared for future meetings of Corporate Asset Management Group and Cabinet for consideration.**

**The meeting ended at 5.45pm**