

**Publication
Date
4 June 18**

**CHILTERN DISTRICT COUNCIL
MINUTES of the CABINET
held on 1 MAY 2018**

PRESENT Councillors I Darby - Leader
M Stannard - Deputy Leader
P Martin
M Smith
E Walsh
F Wilson

ALSO IN ATTENDANCE: Councillors P Jones

76 MINUTES

The Minutes of the Cabinet meeting held 6 February 2018 were approved and signed by the Cabinet Leader as a correct record.

77 DECLARATIONS OF INTEREST

There were no declarations of interest.

78 28 DAY NOTICE

The Cabinet received a report attaching the draft 28-Day Notice which provided a forward plan of the agenda for the next meeting of the Cabinet. The Notice would be published on 25 May 2018. It was noted that the following 2 items had been deferred: Mill Meadow Bridge and King George V House Parking.

RESOLVED:

that the draft 28-Day Notice to be published on 25 May 2018 be noted.

79 CURRENT ISSUES

The following updates on current issues were raised:

Councillor I Darby

Councillor Darby welcomed the appointment of James Brokenshire as Secretary and State for Housing, Communities and Local Government on 30

April 2018 and looked forward to sharing the Council's views on Modernising Local Government with him.

Councillor P Martin

Councillor Martin informed Members that the new Head of Planning and Economic Development, Mark Jaggard, would be joining the Councils on 9 July 2018. It was noted that the Interim Enforcement Manager, Mitch Kitts, and the Interim Building Control Manager, Adam Heeley, were now in post.

Councillor M Smith

Councillor Smith advised Members that the work on Amersham Multi-Storey Car Park was progressing well.

Councillor L Walsh

Councillor Walsh advised Members that applications for community grants could now be made and further information could be found on the website. The closing date for applications is 29 June 2018.

The community cards scheme had launched in April 2018 and is a sticker-collecting scheme to help prepare Year 6 pupils transitioning to secondary school. The sticker scheme is designed to encourage pupils to try out new activities and learn about their community; each sticker is related to a different topic such as personal safety and money management.

It was reported that the Community Safety Team is carrying out a Chiltern Neighbourhood Survey to identify Chiltern residents top three community safety priorities. It was noted that a separate survey for under 18's had been created for the district's younger residents. The closing date for the survey is 10 May 2018. The survey results would help inform local community forums of areas of focus within the district.

Councillor F Wilson

Councillor Wilson informed Members that small businesses granted relief last year would automatically receive relief this year, provided the ratepayer continued to satisfy the conditions for relief.

80 PERFORMANCE INDICATOR REVIEW 2018-19

The Cabinet received a report updating Members on the outcome of the performance indicator (PI) review for 2018/2019, and which also sought approval for the proposed changes to reporting. The priority, corporate and data only PIs were at Appendices A – C respectively. It was proposed that additional PIs be added under the portfolios, making a total of 62 PIs.

RESOLVED:

that the changes to the performance indicators for each service be approved.

81 PERFORMANCE REPORT QUARTER 3 2017-18

The Cabinet considered a report outlining the performance of Council services against pre-agreed performance indicators and service objectives for Quarter 3 of 2017-18. The quarterly priority and corporate PIs were at Appendices A and B respectively. The Performance and Policy Officer updated Members on the quarterly PIs against the Councils targets.

Members questioned the timescale for receiving the quarterly reports as the data presented was not as up to date as possible, and asked that performance updates align with reporting to Members as a priority.

RESOLVED:

that the performance reports be noted.

82 LOCAL ENFORCEMENT PLAN

The Cabinet received a report which set out a revised way of handling planning enforcement complaints, and which sought approval of the Local Enforcement Plans for the Chiltern and South Bucks districts.

The Interim Head of Planning and Economic Development advised Members that the Local Enforcement Plans would provide a common platform for the delivery of efficient and effective enforcement services for the Councils, whilst taking into account national guidance set out in the National Planning Policy Framework (NPPF). Further, that the existing and interim Enforcement

Managers had given assurance that the Councils had the capacity to deliver through this plan. Town and Parish Councils, and members of the public via the CDC website, would be updated throughout the investigation process and key phases.

Members welcomed the plan and agreed that clear communication relating to enforcement action was key to effective delivery of the service.

RESOLVED:

that the Joint Local Enforcement Plan at Appendix 1 be approved.

83 THE DELIVERY OF AN EXEMPLARY PLANNING SERVICE IN CHILTERN & SOUTH BUCKS

The Cabinet received a report which sought approval for the draft Exemplary Planning Service Action Plan at Appendix 1. It was reported that the work on the shared planning service had identified the need for a long term vision within which the various process changes for the service could be delivered, as well as the opportunity to take the planning service from its current position to an exemplary position. The plan focussed on short, medium and long term actions, with a degree of flexibility relating to long term actions so that the new Head of Planning and Economic Development could help to shape the service going forward. It was advised that the preparation and adoption of the Local Enforcement Plan was a critical part of the plan. Members noted that staff recently recruited to the service were very enthusiastic.

The Cabinet welcomed the news that the new members of staff were settling into the service, and expressed their thanks to Andrew Ashcroft and the Planning Team for the success of the service review.

RESOLVED:

that the Exemplary Planning Service Action Plan at Appendix 1 be approved.

84 TEN YEAR PLAN PROGRAMME FOR KING GEORGE V HOUSE

Members considered a report detailing works to be carried out at King George V House (KGVH) over the next few years in order to address health and safety concerns and essential maintenance required at the offices, and also considered changes to the capital programme to fund these works. The proposed works were set out in the table at 4.3 of the report.

The Portfolio Holder for Environment advised Members that this report had been previously been considered by the Corporate Asset Management Group on 25 April 2018, and Members agreed the report set out a sensible approach to the urgent works required.

RESOLVED:

- 1. That the current capital programme spend for KGVH is reprofiled to allow the urgent identified works to be funded from the existing programme be agreed;**
- 2. That the identified works estimated in the sum of £730,750 be planned and carried out as soon as possible, and authority be delegated to the Head of Environment to conduct procurements and award contracts;**
- 3. That the unspent Repairs & Renewals budget of £210,411 for KGVH be carried forward from 2017/18 to 2018/19 for the works;**
- 4. That the unspent capital budget of £14,000 for KGVH be carried forward from 2017/18 to 2018/19 for the works;**
- 5. That the remaining sum of £327,000, including the above amounts carried forward, for the other KGVH works in the capital and R & R programme after the identified urgent works have been accounted for, be utilised for any further works for KGVH as required or if the estimated costs of urgent works change, to be agreed by the Head of Environment in consultation with the Portfolio Holder for Environment.**

- 6. That a further update report be presented to Members when the final costs are known after tendering and the timetable to deliver all the works is clear.**

85 CHILTERN POOLS OPEN SPACE UPDATE

The Cabinet considered a report on the consultation to dispose of the Public Open Space at Woodside Close and land off Chiltern Avenue to Amersham Town Council in return for an area of King George V Playing Fields to facilitate the development of the Chiltern Life Centre. It was noted that there had been no objections to the transfer. The Cabinet expressed their thanks to Amersham Town Council for their support in the project.

RESOLVED:

- 1. That the Chief Executive be advised that the Cabinet supports the decision to acquire the area of land marked in Appendix 1 and dispose of the land referred to in Appendix 2 to Amersham Town Council in support of the redevelopment of the Chiltern Pools, library, Drake Hall, and Youth club in Amersham; and**
- 2. That the public be informed about the redesigned centre ahead of any decision to proceed with a planning application.**

86 PUBLIC SPACES PROTECTION ORDER (PSPO) CONSULTATION

The Cabinet received a report proposing to introduce a Public Spaces Protection Order (PSPO). It was noted that the draft PSPO had previously been considered at the Healthy Communities PAG on 19 April 2018. An updated map of the Sycamore Road Car Park had been published as a supplementary agenda and copies provided at the meeting. It was then

RESOLVED:

- 1. to make the Public Spaces Protection Order in the form of the draft appended to the report; and**
- 2. that authority be delegated to the Head of Healthy Communities in consultation with the Head of Legal and Democratic Services to undertake the three yearly review of the**

Public Spaces Protection Order and implement any changes as required.

87 UNAUTHORISED ENCAMPMENTS

The Cabinet was asked to consider and adopt the Thames Valley Police (TVP) and Local Authority Joint protocol, and the Buckinghamshire Councils' and TVP Memorandum of Understanding for dealing with unauthorised encampments. It was noted that TVP had proposed the introduction of a tolerated temporary site but this proposal would be explored further, and Members could consider this opportunity going forward. The Cabinet welcomed the opportunity for partnership working, and therefore

RESOLVED:

- 1. that the final decision to adopt the Thames Valley Police (TVP) and Local Authority Joint protocol, and the Buckinghamshire Councils' and TVP Memorandum of Understanding on unauthorised encampments be delegated to the Head of Healthy Communities in consultation with the Portfolio Holder for Healthy Communities; and**
- 2. to work with all Bucks authorities to see if there is any scope to identify a tolerated temporary site(s) somewhere in Bucks to support the moving on of unauthorised encampments.**

88 ASYLUM SEEKERS

The Cabinet considered adopting an agreement in principle with the Home Office to accommodate asylum seekers. Local authorities across the UK had been requested to participate in permitting people seeking asylum to live in their local authority areas, alleviating housing pressures in the main areas where asylum seekers are based. The Head of Healthy Communities advised that potential accommodation would be vetted by the Council and should meet local and national standards.

RESOLVED:

- 1. that the final decision to adopt an 'in principle agreement' with the Home Office to accommodate asylum seekers be delegated to the**

Head of Healthy Communities in consultation with the Portfolio Holder for Healthy Communities.

89 COMMUNITY SPORTS ASSOCIATIONS

The Head of Healthy Communities advised that further work needed to be undertaken on this report and that the report would be withdrawn from the agenda.

90 CHILTERN DISTRICT COUNCIL AND PARADIGM HOUSING PRINCIPLES OF CO-OPERATION

The Cabinet was asked to agree to Chiltern District Council entering into a Principles of Co-Operation Agreement with Paradigm Housing. Members noted that the report had been considered by the Affordable Housing Member Working Group and the Healthy Communities PAG on 14 March 2018 and 19 April 2018 respectively. Members welcomed agreement and the strengthening of the relationship with Paradigm, but advised that the agreement should not preclude the Council from continuing to look for affordable housing opportunities, including use of the Council's own land.

RESOLVED:

- 1. that Chiltern District Council enter into a Principles of Co-Operation Agreement with Paradigm Housing; and**
- 2. that authority be delegated to the Chief Executive to enter into the agreement on behalf of Chiltern District Council.**

91 AFFORDABLE HOUSING CONTRIBUTIONS UPDATE

The Cabinet received an update of the receipt and expenditure of section 106 Affordable Housing Contributions (AHCs). These contributions were to support the delivery of affordable housing within the district. The numbers of homes delivered through the use of AHCs were set out in the table at 3.13 of the report.

RESOLVED:

1. That, subject to the balance of £424,902 being added to the sum allocated for “enabling opportunities to acquire land for the development of affordable housing”, the allocation of Affordable Housing Contributions proposed in paragraph 3.12 be agreed subject to final decision on an individual scheme being delegated to the Head of Healthy Communities in consultation with the Portfolio Holder for Healthy Communities.

92 BUCKINGHAMSHIRE DOMESTIC VIOLENCE & ABUSE STRATEGY 2018-2021

Members considered the draft Buckinghamshire Domestic Violence and Abuse Strategy 2018-2021 and draft consultation. It was noted that the strategy needed to better reflect the impact and costs of homelessness in particular, and that all those impacted by domestic abuse needed to be further supported through the delivery of the strategy. The draft strategy was at Appendix 1.

RESOLVED:

- 1. that the draft response to the consultation on the strategy be agreed;**
- 2. that the approval and endorsement of the final strategy be delegated to the Head of Healthy Communities in consultation with the Portfolio Holder for Healthy Communities; and**
- 3. that the intention to produce a multi-agency action plan to support delivery of the strategy be noted.**

93 SUMMER YOUTH DIVERSIONARY PROJECTS

The Cabinet was asked to agree that funding should be provided from within existing budgets for the voluntary youth sector to enable them to deliver a range of summer holiday activities. Members agreed with the importance of helping to provide young people with valuable experiences.

The Cabinet was asked to consider increasing the figure due to the previous success of the programme.

The Portfolio Holder for Healthy Communities informed Members of the positive feedback received by local communities when having provided the support previously.

RESOLVED:

that financial support of up to £3000 be provided to support voluntary youth organisations to deliver summer holiday activities.

94 MINUTES OF JOINT EXECUTIVE COMMITTEES

RESOLVED:

that the minutes of the Joint Executive meetings be noted

- **Chiltern and South Bucks Joint Committee 4 April 2018**
- **Chiltern, South Bucks and Wycombe Joint Waste Collection Committee 22 January 2018**
- **Chilterns Crematorium Joint Committee 29 January 2018**

95 EXCLUSION OF THE PUBLIC

RESOLVED:

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.

96 CABINET REPORTS FROM POLICY ADVISORY GROUPS:

RESOLVED:

That the confidential Notes from the Policy Advisory Groups (PAGs) be noted

- **Customer Services PAG 29 January 2018**
- **Planning and Economic Development PAG 22 January 2018**

97 HS2 WORK AND RESOURCING REPORT

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The Cabinet received an update on the work of the HS2 project, as well as the resource forecast of this work. It was reported that community liaison meetings had recently been held to which positive feedback had been received. The Portfolio Holder for Planning and Economic Development expressed thanks for the work undertaken so far.

RESOLVED:

- 1. that the report and progress made on the project be noted;**
- 2. that authority be delegated to the Chief Executive in consultation with the Leader and the Head of Legal and Democratic Services to enter into a Funding Agreement with HS2 for the delivery of the Additional Projects approved by the AONB Group under Section 1 of the Localism Act 2011; and**
- 3. that authority be delegated to the Chief Executive in consultation with the Leader and the Head of Legal and Democratic Services to enter into agreements with relevant stakeholders/project leads appointed by the AONB Group for the delivery of the Additional Projects under Section 1 of the Localism Act 2011.**

The meeting ended at 5.36 pm