

**Publication  
Date  
20 February  
2019**

## **CHILTERN DISTRICT COUNCIL**

### **MINUTES of the CABINET held on 5 FEBRUARY 2019**

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

**ALSO IN ATTENDANCE:** Councillor M Harrold

#### **165 MINUTES**

The minutes of the Cabinet held on 11 December 2018 and the minutes of the extraordinary Cabinets held on 9 January and 24 January 2019 were approved and signed by the Chairman as a correct record.

#### **166 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **167 28-DAY NOTICE**

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 15 February 2019 for the meeting of Cabinet 19 March 2019. The 28-Day Notice for the upcoming meetings of the Chiltern and South Bucks Joint Committee was also attached which provided a forward look at the Agendas for the 13 February 2019 and 1 April 2019 meetings.

The 28-Day Notice for the March meeting of Cabinet would be amended to include the Refreshed Joint Business Plan and Performance Indicator review for 2019/20.

## **RESOLVED –**

**That the Draft 28-Day Notice for Cabinet, to be published on 15 February 2019, and the 28-Day Notice for the Chiltern and South Bucks Joint Committee be noted.**

### **168 CURRENT ISSUES**

Councillor L Walsh announced that the next Chiltern Community Forum had been arranged to take place on Wednesday 20 February from 6 to 8 pm at the Chalfont St Peter Parish Office and all were welcome. This was a great opportunity to identify, review and resolve priority neighbourhood issues. The forum brought together the police, members of the public, partners, stakeholders and community groups.

Councillor Walsh further reported that two surveys were open to gather residents' views on what the issues were in their community. The Chiltern Community Forum would then develop an action plan for the top three priorities identified.

Chiltern Neighbourhood Survey – [click here](#)  
Chiltern Youth Survey (under 18s) – [click here](#)

### **169 BUDGET AND COUNCIL TAX REPORT 2019/20**

Members of the Cabinet received a report providing information regarding the Council's revenue budget for 2019/20 which would form the basis of setting the Council Tax. The Cabinet were therefore asked to recommend to Full Council that the budget be agreed at the Council meeting on 26 February 2019.

It was noted that the announcement of the decision to create a unitary authority in Buckinghamshire from 2020/21 did not affect the requirement on the Council to set a legal and prudent budget for 2019/20 that addresses the Council's aims and objectives. It would be necessary at a corporate level to make provision within reserves for the transition costs to the new unitary authority.

A 3% increase in Council Tax was proposed which would result in the district proportion of Council Tax being increased to £186.30 for a Band D property.

The key financial risks were noted along with the proposed level of reserves earmarked to mitigate those risks. The Council would have the suggested prudent level of general reserves of £900k.

The report had been considered by the Resources Overview Committee who recommended that Cabinet considered reducing the 3% council tax increase and further recommended that the windfall funding from the Chiltern Crematorium could be used for one off projects to the benefit of the local residents and council taxpayers.

The Cabinet agreed that the 3% increase ensured that Chiltern remained in a sound financial position and this had been the correct approach in the past. It was noted that whilst in a healthy position now, this could change should Government reinstate the negative revenue support grant which had been cancelled for 2019/20. Cabinet were in agreement with an earmarked reserve fund being created to benefit communities on particular projects.

Councillor P Martin reported that in respect of the Planning and Economic Development fees and charges, pre-planning charges had been reviewed and benchmarked against other local authorities and a report looking at this in further detail would be brought to a future meeting. At this time, the charges would remain at their present level.

The Cabinet expressed thanks to all officers involved in preparing the budget. The Deputy Leader was also thanked for his work in developing this year's draft budget.

## **RECOMMENDED**

### **Revenue Budget 2019/20**

- 1. That the revenue budget for 2019/20 be approved, as summarised in the table in paragraph 4.13.**
- 2. That the following use of earmarked reserves for 2019/20 be agreed:**

- Local Development Plan	<b>£217k</b>
- Planning Digitalisation	<b>£81k</b>
- Economic Development Reserve	<b>£62k</b>
- Waste Efficiency Reserve	<b>£66k</b>
- Leisure Fund	<b>£50k</b>

3. That the following additions to earmarked reserves for 2019/20 be agreed:
  - Capital – Funding replacement refuse vehicles £394k
  - Capital – Funding of capital programme £189k
4. That the creation of a new earmarked reserve of £1,995k for unitary implementation costs be agreed. Part of this reserve will be drawn down in 2019/20 after approval by the Shadow Authority.
5. That the creation of a new earmarked reserve for community projects be agreed, with the amount to be confirmed at the Full Council meeting on 26 February 2019.
6. That a budget requirement of £10,910k be approved, which will result in a District council tax of £186.30 for a Band D property.
7. That the level of fees and charges for 2019/20 (Appendix C) be agreed with the proviso pre-planning charges remain unchanged prior to a detailed review.
8. That the advice of the Director of Resources (Appendix A) be noted.

**And RESOLVED**

**Setting the Council Tax**

9. That this report be made available to all Members of the Council in advance of the Council Tax setting meeting on 26<sup>th</sup> February, and a final report produced for the Council meeting incorporating the information from preceptors, and the final decisions of the Cabinet on the budget.

**Medium Term Financial Strategy**

10. To note the comments in the report on the Council's financial position in respect of the years following 2019/20.

**170 CAPITAL STRATEGY, CAPITAL PROGRAMME 2019/20 - 2023/24 AND REPAIRS & RENEWALS PROGRAMME 2019/20 - 2023/24**

The Cabinet were asked to consider, and recommend to Council for approval, the Capital Programme, which identified Council projects by Portfolio Area, and the Repairs & Renewals Programme, that outlined planned maintenance for the Council's assets, both for the period 2019/20 to 2023/24. The report

also referred to the Capital Strategy which described how the Council would use and manage its capital resources to progress key Council priorities.

The report set out the main items in the capital programme, the largest of which was a capital budget of £33m for the potential redevelopment of the Chiltern Pools site which was at the end of its useful life. It was noted that the Capital Strategy, including the Capital Programme and the Repairs and Renewals Programme would be important for the new unitary authority to take note of to understand what commitments they would have.

**RECOMMENDED:**

- 1. That the Capital Strategy, including the Capital Programme for 2019/20 – 2023/24, as set out in Appendix A, be approved.**
- 2. That the Repairs and Renewals Programme for 2019/20 – 2023/24, as set out in Appendix B, be approved.**

**171 TREASURY MANAGEMENT STRATEGY 2019/20**

The Cabinet were asked to consider a report that recommended that the Annual Treasury Management Strategy be approved and adopted by the Council. The Council was required to produce this document annually to show how it managed its cash reserves for investment purposes.

**RECOMMENDED:**

**That the Treasury Management Strategy, including the following appendices to the Treasury Management Strategy (Appendix 1), be adopted by the Council:**

- Appendix 1A - Annual Investment Strategy Policies**
- Appendix 1B - Prudential Indicators including the borrowing limits**
- Appendix 1C - the MRP method to be used in 2019/20.**

**172 TREASURY MANAGEMENT QUARTER 3 2018/19**

The Cabinet received a report on the Treasury Management operation of the Council for October to December 2018.

**RESOLVED:**

**That the Treasury Management Performance for Quarter 3 2018/19 be noted.**

**173 SLA FUNDING FOR VOLUNTARY SECTOR (1)**

Members of the Cabinet considered a report which sought agreement to award community grant funding for a three year period, subject to a signed service level agreement with Chilterns Dial a Ride to provide transportation for vulnerable persons.

The Chilterns Dial a Ride service had seen volunteer drivers increase in number, more diversified trips being made, increased links with care homes and the service had been extended to the Wycombe area, funded by Wycombe District Council. During the previous year almost 6,000 journeys were undertaken for residents of Chiltern District and 243 individuals were supported across the Chiltern District.

The Cabinet questioned how long funding had remained at the same level and suggested, given how well run the service had been that this now be increased. Cabinet agreed that the service was of real value to the district's vulnerable residents and matching Wycombe District Council's contribution of £23,500 was recommended to assist with inflation, associated rising costs and as a show of appreciation for the efforts and continued excellent service shown by Chilterns Dial a Ride.

**RESOLVED**

**That community grant funding of £23,500 per annum for the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2022 be agreed, subject to a signed service level agreement with Chilterns Dial a Ride to provide access to transport by vulnerable persons.**

**174 SLA FUNDING FOR VOLUNTARY SECTOR (2)**

Members of the Cabinet received a report which sought agreement to the continued funding to Buckinghamshire County Council to provide the voluntary sector infrastructure support contract within Chiltern District and the

wider Buckinghamshire area. The contract was delivered by Community Impact Bucks.

Cabinet recognised the wide range of services delivered by Community Impact Bucks, their funding guidance and the overall positive impact they had on the voluntary sector in Chiltern.

**RESOLVED**

**That continued funding of £15,270 to Buckinghamshire County Council be agreed for 2019/20, to provide the voluntary sector infrastructure support contract within Chiltern District and the wider Buckinghamshire area.**

**175 MINUTES OF JOINT EXECUTIVE COMMITTEES**

**RESOLVED:**

**That the minutes of the following Joint Executive Committees be noted:**

- 1. Chiltern, South Bucks and Wycombe Joint Waste Collection Committee 3 December 2018**

**176 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.**

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

**177 CABINET REPORTS FROM POLICY ADVISORY GROUPS:**

**RESOLVED:**

**That the confidential notes from the following PAG meetings be noted:**

- 1. Planning and Economic Development PAG 3 December 2018**
- 2. Customer Services PAG 5 December 2018**

**The meeting ended at 5.18 pm**