



CHILTERN
District Council



CDC Council

Tuesday, 10th January, 2017

At

6.30 pm

**Council Chamber, King George V House, King George V Road,
Amersham**

Recently Published Items:

- **Council Minutes (15 November 2016)**
- **Chairman and Vice Chairman's Diary**
- **Cabinet Minutes (13 December 2016)**

CHILTERN DISTRICT COUNCIL

MINUTES of the Meeting of the
CDC COUNCIL

held on **15 NOVEMBER 2016**

PRESENT: Councillor M Harker - Chairman
" P N Shepherd - Vice Chairman

Councillors: A K Bacon
S P Berry
D J Bray
J A Burton
J Cook
E A Culverhouse
I A Darby
M Flys
A J Garth
J L Gladwin
G K Harris
M J Harrold
C J Jackson
P M Jones
R J Jones
D J Lacey
P E C Martin
S A Patel
D W Phillips
N M Rose
C J Rouse
J J Rush
M W Shaw
L M Smith
M R Smith
M J Stannard
D M Varley
H M Wallace
E A Walsh
C J Wertheim

APOLOGIES FOR ABSENCE were received from Councillors C J Ford, A S Hardie, P J Hudson, C M Jones, J E MacBean, M W Titterington, N I Varley and F S Wilson

142 PRESENTATION FROM THE CHIEF EXECUTIVE OF BUCKINGHAMSHIRE NHS HOSPITALS TRUST

The Chief Executive of Buckinghamshire NHS Hospitals Trust, Neil Dardis provided a presentation to full Council which outlined the improvements to the Trust over recent years and the continued aims and ambitions. There were key areas for improvement, as follows:

- Urgent care
- Patient experience
- Care Quality Commission
- Finance – to reduce the Trust deficit over a 3 year period

It was noted that the Trust was in special measures 2 years ago but due to significant improvements this was now not the case and continual improvements were being made. The aims of the trust were for an excellence in quality, being a great place to work and leading the way in joining up health and care for patients.

The overall vision for the Trust was to empower patients, engage and involve communities and to enable staff to lead transformation of services.

In response to questions from members, Mr Dardis clarified that there were opportunities to work more collaboratively with other organisations. Members were advised that a new finance director had been appointed to the Trust and a key aim was to reduce the current £10.8m deficit within a 3 year plan including a need to reduce agency staffing, through a development of the use of in-house bank staff where possible, and a reduction in duplication of costs. Mr Dardis acknowledged the need to increase partnership working with the District Councils who were instrumental in creating building blocks to improve healthy lifestyles.

The Chairman thanked Neil Dardis and Lee Jones for their attendance and presentation.

143 MINUTES

The Minutes of the meeting of Council held on 20 September 2016 were approved as a correct record.

144 DECLARATIONS OF INTEREST

Councillors I A Darby and J Rush declared a personal interest in item 8.1 due to their roles as Chalfont St Peter Parish Councillors.

Councillor L Smith declared a personal interest in item 8.1 due to her role as Chalfont St Peter Parish Council Chairman.

145 ANNOUNCEMENTS**(a) Chairman's Engagements**

A list of Engagements carried out by the Chairman and Vice-Chairman of the Council between 19 September and 4 November 2016 had been circulated.

(b) Chairman's Announcements

The Chairman advised that she would be hosting a Christmas Event for Councillors and Officers on 15 December 2016 from 6.00 – 7.30pm

(c) Announcements from the Leader of the Cabinet

The Leader of the Cabinet had no announcements to make.

(d) Announcements from the Head of Paid Service

The Acting Chief Executive thanked members (Councillors I A Darby, J MacBean and J Rush) who were involved in the selection and recruitment process for the appointment of the Joint HR Manager. It was noted that Louise Cole had been appointed and a start date was to be confirmed.

(e) Petitions

No petitions were submitted.

146 JOINT ANTI-FRAUD, BRIBERY AND CORRUPTION POLICY / JOINT PROTECTED DISCLOSURE POLICY - AUDIT & STANDARDS COMMITTEE - 22 SEPTEMBER 2016

Consideration was given to the report which updated the Committee on the Joint Anti-Fraud, Bribery and Corruption Policy, similarly the Joint Whistleblowing Policy.

It was moved by Councillor J Gladwin, seconded by Councillor D Phillips and

RESOLVED:

That the Joint Protected Disclosure (Whistleblowing) and Joint Anti-Fraud Bribery and Corruption Policies are agreed.

147 APPOINTMENT OF CHIEF EXECUTIVE - JAIC - 26 OCTOBER 2016

Consideration was given to the report which sought approval to the recommendation of the Joint Appointments and Implementation Committee regarding the appointment of the shared chief Executive / Head of Paid Service (including the roles of Returning Officer and Electoral Registration Officers) following the recruitment and selection process.

Cllr Stannard advised that four candidates had been interviewed and the decision to appoint Robert Smith had been a unanimous decision of all members on the Joint Appointments and Implementation Committee which had involved councillors from both authorities and the decision was supported by the comprehensive results of the competency tests undertaken by each candidate. At a meeting of full council at South Bucks District Council on Tuesday 8 November the appointment of Robert Smith was approved.

It was moved by Councillor M J Stannard, seconded by Councillor I A Darby and

RESOLVED –

That

- (i) Robert Smith be offered the appointment as Chief Executive and Head of Paid Service of South Bucks District Council shared with Chiltern District Council (to include the role of Returning Officer and Electoral Registration Officer for South Bucks District Council);**
- (ii) The appointment be confirmed and remunerated in accordance with the approved salary grade; and**
- (iii) The HR Manager in consultation with the Leaders of both Councils be authorised to finalise the arrangements and the start date for the appointment**

148 CHALFONT ST PETER NEIGHBOURHOOD PLAN CONSIDERATION OF REFERENDUM RESULT

Following the 2nd referendum (8th September) for the Chalfont St Peter Neighbourhood Plan to report the outcome of the referendum. Given the referendum result is in favour of the plan becoming part of the Development Plan for the Chalfont St Peter area Cabinet recommend to full Council that the neighbourhood plan be made (adopted).

It was moved by Councillor P E C Martin, seconded by Councillor P E C Martin and

RESOLVED –

That the Chalfont St Peter Neighbourhood Plan be made (Adopted) a part of the Development Plan for the Chalfont St Peter Parish Area.

149 MEDIUM FINANCIAL STRATEGY 2017 – 2022

The financial strategy for the authority is intended to provide a stable financial environment for the Council to progress its aims and objectives.

The Council needs to have a clear financial strategy to tackle the challenges faced in the coming years. The proposed strategy requires significant

investment in a range of projects necessary to meet key priorities including achieving a sustainable financial position by the end of the decade. Cllr Stannard (Resources Portfolio Holder) had indicated the need to update the strategy which was in part driven by the likelihood of the authority moving to borrow to invest in major project in the coming years. This is a living document that will be amended and updated on a regular basis in the light of circumstances and changing information

It was moved by Councillor M J Stannard, seconded by Councillor I A Darby and

RESOLVED:

That

- i) the updated Medium Term Financial Strategy (Appendix A) be agreed.**
- ii) that the Treasury Management Strategy be updated to reflect the implications of the Medium Term Financial Strategy; and**
- iii) having indicated that it was interested in taking up the Government's Four Year Funding Offer, Council agreed the Joint Efficiency Plan produced with South Bucks DC (Appendix B) which was a requirement of taking up the offer.**

150 CABINET REPORTS

a) Councillor I A Darby – Modernising Local Government

Councillor Darby reported that the report commissioned by the District Councils had been received from Deloitte and had been published on the Councils' websites. The report was out to consultation with all stakeholders and initial responses indicated that residents welcomed the option to be consulted on alternative structures.

b) Councillor M J Stannard – Leisure Needs Working Group

Councillor M J Stannard reported the Chiltern Pools consultation had commenced on 4 November and would continue until 12 December 2016. 208 responses had been received by 11 November and initial responses were generally supportive. Councillor Stannard asked that members encourage people to respond to ensure that a good cross section of views will be received.

c) Councillor N Rose and Councillor Gladwin – HS2

Councillor Rose reported that it was approaching the end of the line in terms of petitioning process for HS2. A recent significant presentation had been made by representatives from Great Missenden, and also Cllr Gladwin had presented on behalf of Chiltern Society.

Cllr Gladwin added that the House of Lords were continuing to hear petitions but the period was drawing to a close now and limited new evidence was being presented.

It was noted that HS2 had been identified undertaking drilling in Chalfont St Giles but permission had not been sought and that Council officers had put a halt to this work continuing.

The Leader of the Council took this opportunity to thank all councillors who had been extremely involved in the petitioning process and gone the extra mile to represent the residents of Chiltern. Councillor Berry supported the Leader and thanked colleagues for their assistance in the process.

Councillor Peter Jones suggested that councillors and officers should where possible make contact with colleagues in Councils who were likely to be affected in respect of the further phases of HS2 in other parts of the country to share knowledge and information.

d) Councillor D Phillips – Affordable Housing Working Group

Councillor Phillips reported that the previous meeting of the Affordable Housing Working Group received an informative presentation from Matthew Bailes, Chief Executive of Paradigm. A further presentation would be received in six months and also a presentation from Paradigm was to be made to full Council meeting on 10 January 2017. The Working Group were working on a list of possible sites to be presented to a future meeting of members for consideration

e) Councillor Martin – Local Plan

Councillor Martin reported that the Local Plan was still at consultation stage with two final stakeholder meetings to be held in the Chalfonts during the weekend of 19 – 20 November. Councillor Martin paid tribute to all the officers and councillors who had been involved in the Local Plan process as this had been very intensive and had involved many long hours of work for all concerned for which he was grateful. It was noted that the Local Plans for Wycombe District Council and Aylesbury Vale District Council had been delayed by three months

The Chairman thanked all members and officers who had been involved in this and with special mention to Cllrs Martin and Darby who had contributed a considerable amount of their time to the process.

151 QUESTIONS

There were no questions.

152 QUESTIONS WITHOUT NOTICE

There were no questions.

153 PETITIONS (IF ANY)

There were no petitions received.

154 JOINT ARRANGEMENTS AND OUTSIDE ORGANISATIONS

There were no reports.

155 MOTIONS (IF ANY)

No Motions had been received.

156 EXCLUSION OF THE PUBLIC

To resolve that under Section 100(A) (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

157 PRIVATE HEALTHCARE PROVISION FOR SENIOR MANAGERS - PERSONNEL COMMITTEE (24 OCTOBER 2016) & JAIC (26 OCTOBER 2016)

It was moved by Councillor Darby, seconded by Councillor Stannard and

RESOLVED –

That the item be deferred for further consideration.

The meeting ended at 7.35pm

CHAIRMAN'S DIARY: 5th NOVEMBER 2016 TO 25 DECEMBER 2016

- 11 November - Remembrance Service CDC
- 11 November - Poppy Collection at Tesco
- 11 November - Children in Need, Chesham
- 13 November - Remembrance Service, Chesham Bois
- 13 November - Remembrance Service, Amersham
- 13 November - Remembrance Service, Royal British Legion
- 13 November - Charity Clothes Sale for Cancer Research, Little Chalfont
- 13 November - Remembrance Service, Little Chalfont (attended by Vice Chairman)
- 15 November - Duke of Edinburgh Award Presentations, London
- 16 November - Diwali Celebrations, Haymarket, London
- 18 November - Bucks & MK Sports Awards Ceremony, Aylesbury
- 20 November - CAWC International Christmas Charity Bazaar, Gerrards Cross
- 20 November - Aarons West Goalkeeping Academy Memorial Match, Chesham
United Football Club
- 22 November - Fundraising event at Brendan O'Sullivan's, Amersham for Street Kids
Direct
- 23 November - Abbeyfield Home, Amersham
- 24 November - Opening of Bridal Shop, Gt Missenden
- 25 November - Christmas in Chesham
- 26 November - ASA Awards Ceremony, Birmingham
- 26 November - Aviators Ball, Heathrow
- 30 November - The Clare Foundation Christmas Drinks Reception, Saunderton
- 1 December - Fundraising event at La Martina Restaurant, London
- 2 December - Chiltern Food Bank Collection, Amersham
- 3 December - Amersham Christmas Festival and Small Business Saturday
- 3 December - Press night at the Elgiva
- 6 December - Bucks & MK Fire Authority Carol Concert, Aylesbury

- 8 December - Amersham Town Carol Service
- 9 December - Certificate presentations to Woodside Junior School
- 9 December - Citizens Advice AGM, Chesham (Vice Chairman attended)
- 10 December - Amersham & Chesham Lions Club Christmas Parcels
- 10 December - Chesham Grammar School, Old People's Christmas Party
- 10 December - SV2G Family & Friends Evening, High Wycombe
- 11 December - Help the Elderly Tea Party, Barnet Waddingham, Amersham
- 13 December - Tree Planting, Bucks New University's 125th Anniversary celebrations, Missenden Abbey
- 13 December - Chairman's Civic Service, St Michael & All Saints Church, Amersham
- 14 December - Guided tour of Hospice of St. Francis, Berkhamsted
- 14 December - Chesham Town Council Carol Service, Chesham
- 15 December - Amersham Post Office Sorting Office – Festive thank you to Posties
- 15 December - Staff and Members Christmas events at SBDC and CDC
- 16 December - Cubs 100th Anniversary celebration at Braids Wood Camp
- 17 December - Chiltern Chamber Dinner, Chartridge Golf Club
- 19 December - People's Voices AGM White Hill Centre, Chesham
- 19 December - Aaron West Goalkeeping Academy, Amersham School
- 19 December - Quiz in aid of Chiltern Food Bank, Metro Bar, Amersham
- 21 December - Residents christmas lunch at Wallington House
- 25 December - Older people's party at the McMinn Centre, Chesham

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>RESOLVED –</p> <p>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.</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

