



Services Overview Committee

Tuesday, 27 November 2018 at 7.00 pm

**Please note that the meeting will begin at 7.00 pm following the
Extraordinary Council meeting.**

**Large & Small Committee Room, King George V House, King George V
Road, Amersham**

A G E N D A

Item

1 Evacuation Procedure

2 Apologies for Absence

3 Minutes (*Pages 5 - 14*)

To approve the minutes of the Services Overview Committee held on 9 October 2018.

4 Declarations of Interest

5 28 Day Notice (*Pages 15 - 16*)

Appendix: CDC Cabinet 28 Day Notice (Pages 17 - 24)

6 Performance Report Quarter 2 2018/19 (*Pages 25 - 28*)

Appendix A (Pages 29 - 30)

Appendix B (Pages 31 - 32)

Appendix C (Pages 33 - 34)

7 Chiltern Lifestyle Centre Scrutiny Sub-committee *(Pages 35 - 38)*

Appendix 1 (Pages 39 - 40)

8 Recycling End Destinations *(Pages 41 - 46)*

9 Review of Remaining Recycling Centres *(Pages 47 - 52)*

10 Chiltern Lifestyle Centre Update *(Pages 53 - 58)*

Appendix 1 (Pages 59 - 60)

11 Exclusion of the Public (if required)

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

12 Unauthorised Encampments *(Pages 61 - 66)*

Reasons for restriction: Paragraph(s) 5

Appendix A - Flowchart (Pages 67 - 68)

Chiltern Lifestyle Centre Update - *Confidential Appendix (Pages 69 - 70)*

Reasons for restriction: Paragraph(s) 3

Note: All reports will be updated orally at the meeting if appropriate and may be supplemented by additional reports at the Chairman's discretion.

Membership: Services Overview Committee

Councillors: J Burton (Chairman)
N Varley (Vice-Chairman)
M Titterington
D Bray
J Cook
E Culverhouse
M Flys
M Harker
C Jackson
P Jones
S Patel
C Rouse
J Rush
L Smith
P Hudson

Date of next meeting – Wednesday, 30 January 2019

Audio/Visual Recording of Meetings

This meeting might be filmed, photographed, audio-recorded or reported by a party other than the Council for subsequent broadcast or publication. If you intend to film, photograph or audio record the proceedings, or if you have any questions please contact Democratic Services. Members of the press please contact the Communications Team.

If you would like this document in large print or an alternative format, please contact 01895 837236; email democraticservices@chiltern.gov.uk

CHILTERN DISTRICT COUNCIL

MINUTES of the Meeting of the
SERVICES OVERVIEW COMMITTEE
held on **9 OCTOBER 2018**

PRESENT: Councillor N Varley - Chairman

Councillors: D Bray
J Cook
M Flys
M Harker
C Jackson
P Jones
S Patel
C Rouse
J Rush
L Smith

APOLOGIES FOR ABSENCE were received from Councillors J Burton, M Titterington, E Culverhouse and P Hudson

ALSO IN ATTENDANCE: Councillors J MacBean, D Phillips and E Walsh

58 MINUTES

The minutes of the Services Overview Committee held on 13 June 2018 were approved and signed by the Chairman as a correct record.

59 DECLARATIONS OF INTEREST

There were no declarations of interest.

60 28 DAY NOTICE

The Committee considered the 28 day notice and decided that there were no additional items to be added at this time.

RESOLVED

To note the 28 day Notice for Cabinet

61 REVIEW OF CCTV PROVISION IN THE CHILTERN DISTRICT

The Chairman asked that item 9 on the agenda be considered first and the Committee agreed.

The Committee received a report which considered the implications of the Privacy Impact Assessment review of the CCTV provision in Chiltern and sought Cabinet agreement on the future CCTV monitoring arrangements and potential costs.

Thames Valley Police were exploring the opportunities to reduce long term costs by relocating the CCTV monitoring to the Milton Keynes hub. This was presently monitored at the Wycombe CCTV control room. The proposals suggested by TVP was for users of the proposed MK control hub to be charged a share of the capital costs based on a per camera rate. For the Council based on the current 42 CCTV cameras this would incur a one off cost estimated at £60,000 and an annual revenue contribution of approximately £30,000.

The review recommended that the existing camera systems detailed in appendix 2 of the report were refurbished with new digital cameras that would ensure high quality images were produced and further recommended that the cameras as detailed in appendix 3 be de-commissioned. The review also recommended that a mobile CCTV system is procured to allow monitoring of temporary crime and disorder hotspots not covered by CCTV.

Members expressed concern over the locations recommended for the decommissioning of cameras, particularly in Chesham and identified that the public perception was that visible cameras reduced crime. It was explained that the mobile cameras would likely be placed in and around Chesham at crime hotspots to counteract any loss of existing cameras. Members were in agreement that refurbishment of the cameras in appendix 2 of the report was needed to ensure good quality images could be captured, supported a move to the MK hub and agreed that mobile cameras would be a good deterrent to crime.

All Members of the Committee were in favour of using CCTV in the District and supported the upgrade to digital cameras. It was also accepted that mobile units could be more effectively used. None of the Members wanted a reduction in camera units in their area. It was also considered that as Chesham had a higher level of crime, it should have a higher number of cameras and this was currently not the case.

Members considered that cameras had an important function as a deterrent and to reassure the public, whether or not they were working.

Councillor Rouse informed the meeting of the decisions of the Healthy Communities PAG on 8 October 2018. They had agreed to the move to the MK hub, acknowledged that the data being received from current cameras was inadequate, but were concerned about Chesham and wanted more time to discuss positioning and the number of cameras.

Councillor MacBean reported from Informal Cabinet that the matter had been discussed at length, that the council was working with the Police and they considered that Members needed to be more closely involved in the decision process.

The Committee did not support the removal of any of the cameras. Councillor Varley asked if further funding would be needed to support this and indicated that Chesham Town Council could be approached to make a contribution.

RESOLVED to recommend to Cabinet

- 1. To note that there were currently 42 CCTV cameras and request that there be no reduction in numbers.**
- 2. To disagree that some CCTV cameras should be removed from Chesham.**
- 3. To continue to participate in the CCTV TVP hub model.**
- 4. To delegate the final decision on the CCTV TVP hub model business plan to the Head of Healthy Communities and Head of Environment in consultation with the Portfolio Holders for Healthy Communities and Environment.**
- 5. To support the digital upgrade.**
- 6. That there be a further consultation with residents associations, town and parish councils and other local associations with regard to revised locations.**
- 7. To allocate up to £80,000 in the Capital budget 2019/20 for the provision of mobile CCTV and for the capital costs arising from the relation of the CCTV hub.**
- 8. To request another evidence based report on camera locations and numbers to a future meeting.**

62 PERFORMANCE REPORT QUARTER 1 2018-19

The meeting considered the Performance Report for Quarter 1 2018-19. It was noted that most of the performance indicators were on target, with only one priority 1 performance indicator missed. This related to major planning applications decision performance within 8 weeks. It was expected that these would soon be back on target however.

Sickness absence targets were discussed, although on target, it was hoped that the level would be lower but it was noted that there was a small number of long-term sickness cases. The meeting was reassured that the situation was being proactively managed.

The heavy workload of food hygiene inspectors was noted and it was asked whether sufficient publicity was given to premises with poor hygiene to discourage others. It was advised that the "Scores on the Doors" scheme had been used successfully as an incentive to businesses and for those that were failing, the Council tried to help the businesses keep their standards up.

The performance of the Waste contract was also discussed due to the number of containers missed and the use of agency staff. It was advised that there were regular meetings with the Waste contractors and there was expected to be significant improvements by the next quarter.

RESOLVED

To note the Performance Report for Quarter 1 2018-19.

63 JOINT HOUSING STRATEGY

Following the initial draft presented last year, there had been a delay in consultations due to the new white and green papers that led to new legislation and guidance. The revised draft was now attached in the appendix, following a 6 week consultation. This was a joint strategy that was being presented to both Councils for adoption.

It was noted that homelessness was still an issue and the Council planned to work on prevention and meeting its obligations whilst the pressure increased following welfare reforms and the introduction of universal credit in the district.

With regard to Chalfont St Peter it was asked whether another provider of affordable accommodation could be found following the slowness of Paradigm to complete maintenance on properties. It was advised that Chiltern worked with many housing associations but Paradigm was the landlord and owner of the properties concerned.

RESOLVED to recommend to Cabinet and Full Council

- 1. That the final Joint Housing Strategy (Affordable Housing and Homelessness) 2018-2021 be approved.**
- 2. That the Head of Healthy Communities be authorised to make any final amendments to the document agreed by Members and to**

publish it in consultation with the Healthy Communities Portfolio Holder.

64 REVISIONS TO BUCKS HOME CHOICE ALLOCATIONS POLICY

The Bucks Choice lettings scheme had been jointly operated with Aylesbury Vale, Chiltern, South Bucks and Wycombe District Councils since 2009. The allocations policy; how to prioritise and who qualifies, had been revised in 2014. Following case law, ombudsman decisions and legislative changes including the Homelessness Reduction Act, a draft revised document had been prepared for consultation. It would be a formal 6 week public consultation and then a final version of the policy was to be adopted by the four district councils.

RESOLVED to recommend to Cabinet

- 1. That the proposed revisions to the Bucks Home Choice Allocations Policy be noted.**
- 2. That the final version of the draft revised Bucks Home Choice Allocations Policy for consultation be agreed by the Head of Healthy Communities in consultation with the Healthy Communities Portfolio Holder and subject to the agreement of Aylesbury Vale District Council, South Bucks District Council and Wycombe District Council.**

65 UPDATE ON THE CHILTERN POOLS REPLACEMENT PROJECT

The Members of the Leisure Working Group had recommended that the proposed development be renamed the Chiltern Lifestyle Centre to reflect the wider range of facilities to be offered by the centre.

Some relocation of play facilities was required ahead of the proposed development and the meeting was advised that it was intended that the younger children's play area would be maintained by the appointed leisure provider.

District wide public information events had been carried out and currently 1,250 responses had been received, of which 86% were in favour. The operator tender process would identify the income payable to the Council. The management income and final build cost estimates would be known before final decisions were made in June 2019.

Members raised the following concerns about the project:

1. That there had been inadequate consideration of the options available to use existing facilities.

2. No other alternatives had been considered.
3. Anticipated usage levels may be overestimated.
4. The effect on the other facilities in Chesham and Chalfont St Peter that were currently successful hadn't been taken into consideration.
5. Bucks County Council withholding support for the library.
6. Too many contractors being consulted.
7. Risk of Operator "get out" clauses.

It was advised that a review of the Chiltern Pools had been commissioned and would be reviewed by Resources and Services Overview Committees. A report to mitigate any risk to Chesham and Chalfont St Peter Leisure Centres would also be reported Resources and Services Overview Committees.

The previously reported structural survey of Chiltern Pools identified significant failings limiting the future life of the Chiltern Pools. Alternative sites had been sought within the District but this was the best location. The final decision would not be made until the final business plan considered the income to the council, the cost of borrowing and the build costs.

It was generally agreed that the name was not right but to avoid further debate, it was agreed that this could be taken as a working title or project name.

With regard to the cost to council taxpayers, it was advised that the intention was that the income from the centre would pay for the loan.

There was also a reminder that the current operator's contract ended in 2020 which was fast approaching so there was a deadline to work to.

RESOLVED to recommend to Cabinet:

- 1. To note the decision of the Director of Services to appoint a main contractor for the construction of the new centre under the Southern Construction Framework.**
- 2. To agree the project name of the community and leisure development to be 'Chiltern Lifestyle Centre'.**
- 3. To agree that Chiltern District Council would be responsible for the installation of all play facilities as part of the main construction contract.**
- 4. To note the replacement costs of the play equipment will be met by Chiltern District Council as part of the development costs of the Chiltern Lifestyle Centre.**

5. To agree that Chiltern District Council would be responsible for the management and maintenance of all play facilities on its land.
6. Members to note that Amersham Town Council will be responsible for the management and maintenance of all play facilities on its land.
7. To delegate authority to the Head of Healthy Communities, in consultation with the Portfolio Holder for Support Services, to agree with Amersham Town Council the design and construction of any play areas or development facilities to be located on the Town Council's land, including the provision of play equipment, soakaways and surface water drainage systems and works access arrangements through the land swap contract.
8. Should any management and maintenance responsibilities fall upon Chiltern District Council as a result of any agreement with Amersham Town Council because it is necessary to facilitate the location of play equipment and facilities development, it is agreed those responsibilities shall be passed on to the leisure centre operator.
9. To agree to make budgetary provision for the Pre-Construction Services Agreement (PCSA) fee from the leisure reserve.
10. That the Head of Healthy Communities, in consultation with the Portfolio Holder for Support Services, be authorised to draw down up to £250,000 of capital funding to enable the project to progress to the next key decision stage which is the Stage 4a refinement of the design prior to Cabinet approval to proceed

Note 1: Councillor L Smith left the meeting at 7.50 pm and Councillor Rush left at 8.10 pm.

66 SLA FUNDING FOR CHILTERN CITIZENS ADVICE

It was noted that the Citizens Advice Bureau contributed greatly to the delivery of the Council's Housing and Homelessness duties. It also assisted the community with debt and employment advice. There was strong support from the Committee for the cost effective service this local charity provided.

RESOLVED to recommend to Cabinet:

1. That Cabinet agrees to grant aid to the Chiltern Citizens Advice Service with funding of £135,000/annum for the period 1 April 2019 to 31 March 2022.
2. That authority be delegated to the Head of Healthy Communities to agree the terms of the Service Level Agreement with the Chilterns Citizens Advice service, in consultation with the portfolio holder.

Note 2: Councillor J MacBean left the meeting at 8.15 pm.

67 LEISURE OPERATOR CONTRACT

The current contract with the leisure provider for the three leisure centres was due to end on 31 March 2020 and could not be extended. A new contract with a future leisure operator was to be made in accordance with the Public Contracts Regulations Act 2015. The methodology for the process was set out in the report. Operators were invited to bid for a contract with the new centre and without.

It was agreed that the process should move forward.

RESOLVED to recommend to Cabinet

1. To commence the procurement of a Leisure Operator contract to commence in April 2020
2. To delegate authority to the Head of Healthy Communities, in consultation with the Head of Legal and Democratic Services, Head of Finance and the relevant Portfolio Holder, to take the steps necessary to progress the Leisure Operator tender.
3. To delegate authority to the Head of Healthy Communities in consultation with the Portfolio Holder to finalise the specification of the services to be delivered.
4. To delegate authority to the Head of Healthy Communities in consultation with the Head of Legal and Democratic Services and the relevant Portfolio Holder to determine the procurement method under the Public Contract Regulations 2015.
5. To approve the release of earmarked funds set aside in the Leisure

Reserve to fund the activity set out in (6) below. The amount to be delegated to the Head of Healthy Communities and Head of Finance in consultation with the relevant Portfolio Holder.

- 6. That authority be delegated to the Head of Healthy Communities to procure sufficient professional and technical resources to enter into initial discussions and to prepare for and support the procurement project**

The meeting ended at 8.19 pm

SUBJECT:	<i>28 Day Notice</i>
REPORT OF:	<i>Cabinet Portfolio Holder for Support Services (Deputy Leader)</i>
RESPONSIBLE OFFICER	<i>Head of Legal & Democratic Services</i>
REPORT AUTHOR	<i>Jack Pearce, 01895 837224, jpearce@chiltern.gov.uk</i>
WARD/S AFFECTED	<i>All</i>

1. Report

The Access to Information Regulations 2012 place a requirement on Councils to publish a notice 28 days before every executive or joint executive meeting detailing all Key Decisions and Private Reports to be considered. The [28 Day Notice](#) is published on the Council's website.

RECOMMENDATION

To note the 28 Day Notice for the meeting of the Cabinet 11 December 2018.

Background Papers:	None
---------------------------	------



CHILTERN

District Council

28 DAY NOTICE

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION (ENGLAND) REGULATIONS 2012)

This is a Notice of an intention to make a Key Decision on behalf of the Local authority (Regulation 9) and an intention to meet in private to consider those items marked as 'Private Reports' (Regulation 5).

A further Notice (the 'Agenda') will be published no less than 5 working-days before the date of the Cabinet meeting and will be available at www.chiltern.gov.uk/democracy

Key Decision (Y/N) ¹	Report Title & Summary ²	Date Decision to be taken	Decision to be taken by	Consultation ³	Private Report ⁴	Lead Officer ⁵
Leader (Councillor Isobel Darby)						
N	Performance Report Quarter 2 2018/19 Performance Report Quarter 2 2018/19	11 December 2018	Cabinet	Resources Overview Committee 4 Dec 2018 Services Overview Committee 27 Nov 2018	Open	Aniqah Sultan Aniqah.Sultan@South Bucks.gov.uk
N	Service Plans 2019/20 To consider the service plans for the year 2019/20	5 February 2019	Cabinet	Resources Overview Committee 22 Jan 2019 Services Overview Committee 30 Jan 2019	Open	Aniqah Sultan Aniqah.Sultan@South Bucks.gov.uk

Support Services (Councillor Mike Stannard)						
N	Draft Revenue Budget 2019/20 To consider the draft revenue budget for 2019/20	11 December 2018	Cabinet	Resources Overview Committee 4 Dec 2018	Open	Jim Burness jburness@chiltern.gov.uk
N	Treasury Management Report 2018/19 (Quarter 2) To consider a report on the treasury management operation of the Council for quarter 2 (July - September 2018)	11 December 2018	Cabinet		Open	Helen O'Keeffe HOKeeffe@chiltern.gov.uk
Y	Revenue Budget and Council Tax 2019/20 To receive and recommend to Council a report on the Council's revenue budget and council tax for 2019/20	5 February 2019 26 February 2019	Cabinet Council	Resources Overview Committee 22 Jan 2019	Open	Jim Burness jburness@chiltern.gov.uk
N	Chiltern Lifestyle Centre Scrutiny Sub Committee To agree on the formation and Terms of Reference for a Sub Committee of the Resources and Services Overview Committees, with a focus on the proposed Chiltern Pools redevelopment			Services Overview Committee 27 Nov 2018 Resources Overview Committee 4 Dec 2018	Open	Martin Holt mholt@chiltern.gov.uk
Customer Services (Councillor Fred Wilson)						
N	Customer Experience Programme To receive an update on the Customer Experience Programme, and provide a steer on new developments as the project progresses			Customer Services PAG 5 Dec 2018	Fully exempt	Nicola Ellis nellis@chiltern.gov.uk

Planning and Economic Development (Councillor Peter Martin)

Y	Delegation arrangements in Planning Enforcement To review the delegation arrangements in Planning Enforcement	16 October 2018 13 November 2018	Cabinet Council	Planning & Economic Development Policy Advisory Group 25 Sep 2018 Planning Committee 4 Oct 2018	Open	Mark Jaggard mjaggard@chiltern.gov.uk
Y	HS2 Update Report To consider a report on the HS2 project	11 December 2018	Cabinet	Planning & Economic Development Policy Advisory Group 3 Dec 2018	Fully exempt	Imran Nawaz inawaz2@chiltern.gov.uk

Environment (Councillor Mike Smith)

Y	Review of Remaining Recycling Centres To consider approaches for the removal of the remaining recycling centres	11 December 2018	Cabinet	Environment Policy Advisory Group 28 Nov 2018 Services Overview Committee 27 Nov 2018	Open	Sally Gordon sgordon@chiltern.gov.uk
N	Recycling destinations To provide information on what happens to the material the council collect for recycling			Services Overview Committee 27 Nov 2018	Open	Chris Marchant cmarchant@chiltern.gov.uk

Healthy Communities (Councillor Liz Walsh)

Y	Joint Housing Strategy Joint Affordable Housing and Homelessness strategy with SBDC	16 October 2018 13 November 2018	Cabinet Council	Services Overview Committee 9 Oct 2018	Open	Martin Holt mholt@chiltern.gov.uk
---	---	---	------------------------	---	------	--

Appendix

Y	<p>Gambling Act 2005 Licensing Statement of Principles – 2018 Revision</p> <p>The purpose of this report is to inform Council of the final revised draft Gambling Act 2005 Statement of Principles and to recommend its adoption to come into effect on 14 January 2019</p>	13 November 2018	Council		Open	Charlie Robinson crobinson@chiltern.gov.uk
Y	<p>Chiltern Lifestyle Centre Update</p> <p>To consider the impact on the business case following the options appraisal for the redevelopment of the Chiltern Pools site, and to consider the results of the public consultation</p>	11 December 2018	Cabinet	<p>Services Overview Committee 27 Nov 2018</p> <p>Resources Overview Committee 4 Dec 2018</p>	Open	Martin Holt mholt@chiltern.gov.uk
Y	<p>Unauthorised Encampments</p> <p>to advise on the number of illegal encampments during the last 12 months and consider options</p>	11 December 2018	Cabinet	Services Overview Committee 27 Nov 2018	Fully exempt	Martin Holt mholt@chiltern.gov.uk
N	<p>Community Lottery Review</p> <p>To review the progress and report key outcomes of the Chiltern and South Bucks Lottery scheme</p>			Healthy Communities Policy Advisory Group 10 Jan 2019	Open	Martin Holt mholt@chiltern.gov.uk
Y	<p>Performance of the leisure provider</p> <p>To report on the performance of the leisure provider</p>			Services Overview Committee 30 Jan 2019	Open	Martin Holt mholt@chiltern.gov.uk

Appendix

Y	SLA funding for voluntary sector To review funding for key voluntary organisations	5 February 2019	Cabinet	Healthy Communities Policy Advisory Group 10 Jan 2019 Services Overview Committee 30 Jan 2019	Open	Martin Holt mholt@chiltern.gov.uk
Y	CCTV and Crime Prevention in the District To review CCTV provision in the Chiltern District	5 February 2019	Cabinet	Healthy Communities Policy Advisory Group 10 Jan 2019	Open	Martin Holt mholt@chiltern.gov.uk
N	Chiltern Lifestyle Centre Update To consider the potential impact of the Chiltern Lifestyle Centre development on the Chalfont and Chesham Leisure Centres	5 February 2019	Cabinet	Services Overview Committee 30 Jan 2019 Resources Overview Committee 22 Jan 2019	Open	Martin Holt mholt@chiltern.gov.uk
Y	Community and Wellbeing Plans Annual Review To review the outcomes of the Community and Wellbeing Plans 2017/18	5 February 2019 17 April 2019	Cabinet Council	Healthy Communities Policy Advisory Group 27 Feb 2019	Open	Martin Holt mholt@chiltern.gov.uk
Y	Bucks Home Choice Allocation Policy To adopt the Bucks Home Choice Allocation Policy following consultation	19 March 2019 17 April 2019	Cabinet Council	Healthy Communities Policy Advisory Group 27 Feb 2019 Services Overview Committee 20 Feb 2019	Open	Martin Holt mholt@chiltern.gov.uk

Y	<p>Chiltern Lifestyle Centre Update To assess the impact of the structural survey and the Chiltern Pools reconfiguration report on the Chiltern Lifestyle Centre proposals, and to consider enabling works as necessary to vacate the King George V playing fields site</p>	19 March 2019	Cabinet	<p>Services Overview Committee 20 Feb 2019</p> <p>Resources Overview Committee 5 Mar 2019</p>	Open	<p>Martin Holt mholt@chiltern.gov.uk</p>
Y	<p>Dog and Pest Control Contract To review proposals</p>	19 March 2019	Cabinet	<p>Healthy Communities Policy Advisory Group 27 Feb 2019</p>	Open	<p>Martin Holt mholt@chiltern.gov.uk</p>

1 The Council's Constitution defines a 'Key' Decision as any decision taken in relation to a function that is the responsibility of the Cabinet and which is likely to:-

- result in expenditure (or the making of savings) over £50,000 and / or
- have a significant impact on the community in two (or more) district wards.

and

- relates to the development and approval of the Budget; or
- relates to the development, approval and review of the Policy Framework, or
- is otherwise outside the Budget and Policy Framework.

As a matter of good practice, this Notice also includes other items – in addition to Key Decisions – that are to be considered by the Cabinet. This additional information is provided to inform local residents of all matters being considered.

2 Each item considered will have a report; appendices will be included (as appropriate). Regulation 9(1g) allows that other documents relevant to the item may be submitted to the decision-maker. Subject to prohibition or restriction on their disclosure, this information will be published on the Council website usually 5 working-days before the date of the meeting. Paper copies may be requested (charges will apply) using the contact details below.

3 In order to support the work of the Cabinet and to enhance decision-making, reports are often presented to other meetings for comment before going to the Cabinet. As such, this Notice also includes information on which meeting (if any) will also consider the report, and on what date.

4 The public can be excluded for an item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act 1972. The relevant paragraph numbers and descriptions are as follows:

Paragraph 1	Information relating to any individual
Paragraph 2	Information which is likely to reveal the identity of an individual
Paragraph 3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Paragraph 4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority
Paragraph 5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
Paragraph 6	Information which reveals that the authority proposes: (a) to give under any enactment a notice under or by virtue of which requirements

	are imposed on a person; or to make an order or direction under any enactment
Paragraph 7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

Part II of Schedule 12A of the Local Government Act 1972 requires that information falling into paragraphs 1-7 above is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Nothing in the Regulations authorises or requires a local authority to disclose to the public or make available for public inspection any document or part of a document if, in the opinion of the proper officer, that document or part of a document contains or may contain confidential information.

Should you wish to make any representations in relation to any of the items being considered in private, you can do so – in writing – using the contact details below. Any representations received, together with any response from the Council, will be published on the Notice (the 'Agenda') issued no less than 5 working-days before the meeting. This will be available on the Council website

- 5 The lead officer is usually the report author, and their contact details are provided in this column. The officer's email address is a standard format: first initial followed by their surname e.g. Bob Smith = bsmith@chiltern.gov.uk

Democratic Services, Chiltern District Council, King George V House, King George V Road, Amersham, HP6 5AW; democraticservices@chiltern.gov.uk; 01494 732143

REPORT SUBJECT:	<i>Chiltern District Council Performance Report Q2 2018-19</i>
REPORT OF:	<i>Leader of the Council – Councillor Isobel Darby</i>
RESPONSIBLE OFFICER	<i>Chief Executive – Bob Smith</i>
REPORT AUTHOR	<i>Ani Sultan (01494 586 800)</i>
WARD(S) AFFECTED	<i>Report applies to whole district</i>

1. Purpose of Report

This report outlines the annual performance of Council services against pre-agreed performance indicators and service objectives for Quarter 2 of 2018-19.

RECOMMENDATION

Cabinet is asked to note the performance reports.

2. Executive Summary

Overview of **Quarter 2 2018-19** performance indicators (PIs) against targets across the Council:

Portfolio	No of PIs	PI on target □	PI slightly below target □	PI off target □	Not reported this quarter/ not used	Awaiting data
Leader	3	3	0	0	0	0
Healthy Communities	12	6	0	1	5	0
Planning & Economic development	15	12	1	1	1	0
Environment	5	2	0	1	1	1
Support services	6	2	2	0	2	0
Customer services	6	3	1	0	2	0
Total PIs	47	28	4	3	11	1

3. Reasons for Recommendations

3.1 This report details factual performance against pre-agreed targets.

3.2 Management Team, Cabinet, Resources Overview & Services Overview Committees receive regular updates detailing progress towards service plan objectives, performance targets and strategic risks, in line with our Performance and Improvement Framework.

3.3 Three detailed performance tables accompany this report:

- **Appendix A – Priority PIs Quarter 2 2018-19**
- **Appendix B – Corporate PIs Quarter 2 2018-19**
- **Appendix C – Data Only PIs Quarter 2 2018-19**

4. Key points to note:

4.1 The Environment PI marked as awaiting data is reliant on third parties.

4.2 Of the Priority PIs, one was off target – CdPED9, Major planning applications decision performance – within 8 weeks or other agreed period (details in 4.2.3).

4.2.1 **Leaders:** All PIs within the Leader's portfolio are on target.

- 4.2.2 **Healthy Communities:** CdEH1 - Percentage of food hygiene inspections of category A – D food businesses achieved against the inspections due by quarter – was under target of 91%, at 79.4%. The team had a member of staff leave at the end of February, meaning another staff member had to be re-deployed away from food inspections to undertake nuisance work. This continued until the post was recruited to in July. An agency contractor also left, meaning that officer time was diverted away from food inspection work.
- 4.2.3 **Planning and Economic Development:** The priority PIs are on target for this portfolio, with performance above the target set, excepting CdPED9. For this PI, the current month was on target (1 of 1 determined within target), but due to previous months' targets being missed, the cumulative total is under target. JtBC1 – Applications checked within 10 working days is slightly under the 92% target at 86%, due to the team being one person down and this coinciding with annual leave.
- 4.2.4 **Environment:** CdWR4 – number of missed assisted containers – is over target of 90 at 262. When looking closer at this number, it has been discovered by the waste team that the data reported for South Bucks and for Chiltern has not been standardised. However, the performance target for the number of missed assisted containers is being reviewed and revised in order to come up with something that is more realistic than the current target which represents 1.2 missed containers per day. The waste team have reported that it is not advisable to standardise the methodology with SBDC's - whilst the SBDC data reported is based on the number of missed properties, this is not the way in which KOTs are calculated within the Serco contract, which are based on the number of missed containers. Changing the way in which the KOTs are calculated would require a contract variation which, at this stage in the contract, would seem to be unnecessary. For the remaining period of the contract, it is preferable and simpler to maintain one approach for reporting on performance with the one validation process which would satisfy audit scrutiny. Rather than attempting to standardise the methodology with SBDC, it is proposed that a new performance target is developed that is proportional to the number of containers that Serco collect on a daily basis from properties on the assisted collection – with South Bucks reporting on the number of missed properties, and Chiltern reporting on the number of missed receptacles.
- 4.2.5 **Customer Services:** CdRB1 – Speed of processing new HB/CTB claims – is slightly over target of 18, at 19.7 due to the team being short staffed. However, two staff members will be starting in November, which should help with capacity issues.
- 4.2.6 **Support Services:** JtBS1 is under target of 99.5% at 97.3% as there were problems with the vWorkspace desktop environment during September, causing some downtime. There was also a major outage of the uniform system following an upgrade performed by the supplier. These issues have had an impact on the result of this PI. JtBS2, percentage of calls to ICT helpdesk resolved within agreed timescales (by period), is slightly under the target of 95% at 88.2%, due to staff changes and members of the infrastructure team dealing with transformational projects, therefore fewer of the team have been available to deal with calls logged.

5. Consultation

Not applicable.

6. Options

Not applicable.

7. Corporate Implications

- 7.1 Financial - Performance Management assists in identifying value for money.
- 7.2 Legal – None specific to this report.
- 7.3 Crime and Disorder, Environmental Issues, ICT, Partnership, Procurement, Social Inclusion, Sustainability – reports on aspects of performance in these areas.

8. Links to Council Policy Objectives

Performance management helps to ensure that performance targets set through the service planning process are met, and that any dips in performance are identified and resolved in a timely manner.

This report links to all three of the Council’s objectives, listed below:

- Objective 1 - Efficient and effective customer focused services
- Objective 2 - Safe, healthy and cohesive communities
- Objective 3 - Conserve the environment and promote sustainability

9. Next Step

Once approved, this report and appendices will be published on the website.

Background Papers:	N/A
---------------------------	-----

Appendix A - Priority PIs 2018-19 - CDC

Code	Title	Target 2017/18 (YTD)	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Traffic Light	Target 2018/19	Comments	
Leader's																		
JtHR1	Working days lost due to sickness absence	10	5.8	6.3	6.3	6.2	6.5	6.7							☑	10	193.50 working days lost for September + 793 days lost (April - August) = 986.50 days lost. 986.50 / 295.77 (average FTE figure) = 3.34 / 6 x 12 = 6.68 average working days lost to sickness absence (cumulative). These figures relate to absence days from 30 employees	
JtHR12	Working days lost due to short term sickness absence (upto 20 working days)	5	2.8	2.7	2.4	2.1	2.2	2.2							☑	5	54.50 working days lost for September + 264 days lost (April - August) = 318.50 days lost. 318.50 / 295.77 (average FTE figure) = 1.08 / 6 x 12 = 2.16 average working days lost to short term sickness absence (cumulative). The figures related to absence from 23 employees	
JtHR13	Working days lost due to long term sickness absence (more than 20 working days)	5	3.0	3.6	3.9	4.1	4.3	4.5							☑	5	139 working days lost for September + 529 days lost (April - August) = 668 days lost. 668 / 295.77 (average FTE figure) = 2.26 / 6 x 12 = 4.52 average working days lost to long term sickness absence (cumulative). This absence relates to 7 employees	
Healthy Communities																		
CdHS1	Number of applicants with/expecting children who have been in B & B accommodation for longer than 6 weeks (snapshot figure at end of month)	0	0	0	0	0	0	0							☑	0	On target.	
CdHS7	Number of households living in temporary accommodation (snapshot at the end of the month)	38	23	20	20	19	20	23							☑	38	Total includes 16 households in Tom Scott House, 3 in B&B, 2 in Private Sector Leasing and 2 in other Registered Provider accommodation.	
Planning and Economic Development																		
CdPED9	Major planning applications decision performance - within 13 weeks or other agreed period (cumulative monthly)	90%	100.0%	80.0%	66.7%	77.8%	70.0%	72.7%							☒	90%	8 of 11 determined within target - cumulative figure 1 of 1 determined within target - this month's figure This month's figures are on target, but due to previous months, the cumulative figure is not on target.	
CdPED10	Minor planning applications decision performance - within 8 weeks or other agreed period (cumulative monthly)	75%	96.2%	98.2%	95.9%	96.7%	95.9%	95.1%							☑	75%	136 of 143 determined within target - cumulative figure 19 of 21 determined within target - this month's figure	
CdPED11	Other planning applications decision performance - within 8 weeks or other agreed period (cumulative monthly)	85%	100.0%	98.6%	96.6%	97.0%	97.1%	97.2%							☑	85%	545 of 561 determined within target - cumulative figure 74 of 76 determined within target - this month's figure	
Environment																		

Page 29

Appendix A

Code	Title	Target 2017/18 (YTD)	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Traffic Light	Target 2018/19	Comments
CdWR2	Percentage of household waste sent for reuse, recycling and composting (cumulative)	53%			56.8%			56.1%								53%	Provisional Figs used. Average taken for Sept. Finalized and approved figs updated shortly
Customer Services																	
CdRB1	Speed of processing - new HB/CTB claims (cumulative)	18	21.0	17.3	19.4	20.0	19.5	19.7								18	Staffing issues have continued to affect this PI. Two new staff to start in November, and Northgate to transition in house. This should help with capacity issues and bring the PI back up to target.
CdRB2	Speed of processing - changes of circumstances for HB/CTB claims (cumulative)	5	4.9	3.3	4.0	4.2	4.4	4.4								5	On target.
CdRB3	% of Council Tax collected (cumulative)	99%	5.5	15.4	25.0	34.7	44.3	53.9								99.1%	On target.
CdRB4	Percentage of Non-domestic Rates Collected (cumulative)	98%	11.6	21.4	29.7	39.3	46.8	55.1								98.5%	On target.

Appendix B - Corporate PIs 2018-19 - CDC

Code	Title	Target 2017/18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Traffic Light	Target 2018/19	Comments
Leader's portfolio																	
Healthy Communities																	
CdCL1a (C)	Customer satisfaction rating at Chalfont Leisure Centre	NEW PI													NA	75%	Yearly PI.
CdCL1b (C)	Customer satisfaction rating at Chesham Leisure Centre	NEW PI													NA	68%	Yearly PI.
CdCL1c (C)	Customer satisfaction rating at the Chiltern Pools Leisure Centre	NEW PI													NA	50%	Yearly PI.
CdCL2 (C)	Total participation in physical activities delivered through the GLL community engagement plan (by period)	15,000			1,387			1,360							✓	5000 per annum	Target achieved.
CdHS2 (C)	Number of affordable homes delivered by (i) new build (ii) vacancies generated by local authority scheme (iii) acquisition of existing properties for social housing (cumulative)	33			25			25							✓	33 (8.25/qtr)	Total comprises (i) 7 x rented homes at Springett Place Amersham (Paradigm) and 6 x rented/12 x shared ownership properties at Appelfields , Little Chalfont (ii) 0 and (iii) 0
CdHS3 (C)	Average Length of stay in B & B temporary accommodation for all households (snapshot at end of quarter)	12			14			1							✓	12	3 x B&B placements ended during quarter with average stay of 1 week
CdHS4 (C)	Number of private sector dwellings vacant for more than 6 months and returned to occupation following local authority intervention	28													NA	28	Yearly PI.
CdEH1 (C)	Percentage of food hygiene inspections of category A – D food businesses achieved against the inspections due by quarter	93%			81.7%			79.4%							✗	91%	This quarter has seen a number of enforcement issues and a staff shortage which is now being addressed
JtLI1 (C)	Percentage of customers satisfied with the licensing service received (annual)	89%													NA	80%	Yearly PI.
JtLI2 (C)	Percentages of licences received and issued/renewed within statutory or policy deadlines (cumulative).	97%			98.6%			97.7%							✓	97.0%	Target achieved.
Planning and Economic Development																	
JtBC1 (C)	Applications checked within 10 working days (cumulative)	92%	100%	98.4%	98.2%	97.3%	97.9%	86.0%							⚠	92%	Currently one person down in the team, coinciding with annual leave during this period led to a drop in performance.
JtBC2 (C)	Customer satisfaction with the building control service. (cumulative)	92%	100%	100%	100%	100%	100%	100%							✓	92%	Target achieved.
CdPED1 (C)	Percentage of planning applicants who are satisfied or very satisfied with the planning service (cumulative, quarterly)	80%			NA			NA							NA	82%	The service is currently reviewing how to undertake these surveys.
CdPED2 (C)	Planning appeals allowed (cumulative)	35%			33.3%			26.3%							✓	35%	8 of 22 allowed or part allowed appeals (cumulative total) Note: How this indicator is calculated has been revised. This includes, all appeal types. Appeals against -Refusal of planning permission, -Imposition of conditions -Non-determination -Enforcement notices All applications that have development types that are reported to the Government on the PS2 return and PS1, questions 6 and 7 and all appeals against enforcement
CdPED41	2019 Majors speed of planning decisions – special measures 2 year assessment period ending September 18 (cumulative, monthly)	60%	94.4%	92.3%	90.0%	90.7%	88.6%	88.9%							✓	60%	40 of 45 Applications determined: Major Decision period: Oct 2016 - Sep 2018 SPEED Target: 60% or more
CdPED42	2019 Non-Majors speed of planning decisions – special measures 2 year assessment ending September 2018 (cumulative, monthly)	70%	94.8%	94.9%	94.8%	94.9%	95.0%	95.0%							✓	70%	2810 of 2957 Applications determined: Non-Major Decision period: Oct 2016 - Sep 2018 SPEED Target: 70% or more

Code	Title	Target 2017/18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Traffic Light	Target 2018/19	Comments
CdPED43	2019 Majors quality of planning decisions - special measures 2 year & 9 month assessment period ending Dec 2018 (cumulative monthly)	9.99%	2.4%	2.4%	2.4%	2.4%	4.8%	4.8%							☑	9.99%	2 of 42 Application allowed/part allowed on appeal: Major Decision period: Apr 2016 – Mar 2018 Appeal period: Apr 2016 – Dec 2018
CdPED44	2019 Non-Majors quality of planning decisions - special measures 2 year & 9 month assessment period ending Dec 2018 (cumulative monthly)	9.99%	1.3%	1.4%	1.4%	1.5%	1.5%	1.6%							☑	9.99%	49 of 3132 Application allowed/part allowed on appeal: No-Major Decision period: Apr 2016 – Mar 2018 Appeal period: Apr 2016 – Dec 2018 QUALITY Target: less than 10%
CdPED45	2020 Majors speed of planning decisions – special measures 2 year assessment period ending Sep 19 (cumulative, monthly)	60%	100%	93.8%	88.2%	90.0%	85.7%	86.4%							☑	60%	19 of 22 Applications determined: Major Decision period: Oct 2017 - Sep 2019 SPEED Target: 60% or more
CdPED46	2020 Non-Majors speed of planning decisions – special measures 2 year assessment ending September 2019 (cumulative, monthly)	70%	96.2%	96.4%	95.9%	96.2%	96.2%	96.2%							☑	70%	1333 of 1386 Applications determined: Non-Major Decision period: Oct 2017 - Sep 2019 SPEED Target: 70% or more
CdPED47	2020 Majors quality of planning decisions – special measures 2 year and 9 month assessment period ending December 2019 (cumulative, monthly)	9.99%	3.7%	3.3%	3.2%	2.9%	5.7%	8.3%							☑	9.99%	3 of 36 Application allowed/part allowed on appeal: Major Decision period: Apr 2017 – Mar 2019 Appeal period: Apr 2017 – Dec 2019 QUALITY Target: less than 10%
CdPED48	2020 Non-Majors quality of planning decisions – special measures 2 year and 9 month assessment period ending December 2019 (cumulative, monthly)	9.99%	0.8%	0.8%	0.8%	0.9%	0.9%	1.0%							☑	9.99%	21 of 2210 Application allowed/part allowed on appeal: Non-Major Decision period: Apr 2017 – Mar 2019 Appeal period: Apr 2017 – Dec 2019 QUALITY Target: less than 10%
Environment																	
CdSE1 (C)	Cumulative CO2 reduction from local authority operations from base year of 2008/09 (annual)	12%												NA	12%	Yearly PI.	
CdWR1 (C)	Household collections, number of collections missed per month (calculated on weekly basis)	1733	1751	1492	1762	1863	2060	1586							☑	1650	Target achieved.
CdWR3 (C)	Waste customer satisfaction survey	86%	NA				NA								NA	86%	No further update - contactors have not completed Customer satisfaction survey this year.
CdWR4 (C)	No of missed assisted containers (monthly)	NEW PI	324	251	370	265	349	262						☒	90	Please see further detail within the main report.	
Support services																	
JtBS1 (C)	Availability of ICT systems to staff from 8am to 6pm (by period)	99.5%				99.8%			97.3%						☐	99.5%	There have been problems with the vWorkspace desktop environment during September causing some downtime. There was also a major outage of the Uniform system following an upgrade performed by the supplier. These issues have had an impact with the result of this PI.
JtBS2 (C)	Percentage of calls to ICT helpdesk resolved within agreed timescales (by period)	95%				93.5%			88.2%						☐	95%	Staff changes during this quarter has affected this PI. Also members of the Infrastructure Team have been dealing with transformational projects, meaning fewer members of the team are dealing with calls logged.
CdBS3 (C)	Percentage of responses to FOI requests sent within 20 working days (by month)	90%	100%	98.8%	100.0%	98.9%	100.0%	94%						☑	90%	On target.	
JtLD1 (C)	Client satisfaction with the shared service. Percentage satisfied or very satisfied.	98%						100%						NA	98%	PI on target.	
CdLD1 (C)	The percentage response to the annual canvass	94%												NA	94%	Yearly PI.	
CdLD2 (C)	Percentage of standard searches carried out within three working days (by period quarterly)	100%	100%	100%	100%	100%	100%	100%						☑	100%	On target.	
Customer services																	
CdCS1 (C)	New measure for complaints - t.b.a.	TBA	NA	NA	NA	NA	NA	NA						NA	TBA	Placeholder for PI for when Customer Experience Strategy is implemented	
CdCS2 (C)	New measure for complaints - t.b.a.	TBA	NA	NA	NA	NA	NA	NA						NA	TBA	Placeholder for PI for when Customer Experience Strategy is implemented	

Appendix C - Data Only PIs - CDC

Code	Title	Target 2017/18 (YTD)	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Trend	Comments
Leader's portfolio																
CdCP1 (C)	Number of unique visitors to the main website (by period)	Data Only	101390	102580	101376	102097	101780	100008								
JtHR2 (C)	Voluntary leavers as a % of workforce (extrapolated for the year)	16%			21.9%			17.6%								11 leavers in quarter two plus 18 for quarter 1 = 29 leavers for Qs 1&2. 29 x 2 = 58 projected for the year 58 / 328.83 average headcount * 100 = 17.64%. This information is taken from reports run on iTrent.
Healthy Communities																
CdCL3a (C)	Total attendance at Chalfont Leisure Centre	NEW PI			93,311			82,092								
CdCL3b (C)	Total attendance at Chesham Leisure Centre	NEW PI			67,637			69,136								
CdCL3c (C)	Total attendance at Chiltern Pools Leisure Centre	NEW PI			92,568			89,516								
CdCmSf1 (C)	Percentage reduction in burglaries from dwellings year on year for Chiltern (quarterly)	Data Only			-46.8%			-22.9								Burglary dwelling offences have increased by 22.9% when compared to the previous year. 109 to 134 offences.
CdCmSf2 (C)	Percentage reduction in violent offences against a person, rolling year on year	data only			-62.1%			-43.1%								Violence against a person has increased by 43.1%. Up by 200 offences when compared to the previous year. (464 to 664)
Planning and Economic Development																
JtENF1 (C)	Number of new enforcement cases received (monthly)	NEW PI	23	30	25	25	40	32								
JtENF2 (C)	Number of closed cases (monthly)	NEW PI	5	215	45	22	60	20								
JtENF3 (C)	Number of PCNs (or S330s) issued (monthly)	NEW PI	0	0	0	0	0	0								
JtENF4 (C)	Number of notices served (monthly)	NEW PI	0	0	0	0	0	0								

SUBJECT	<i>Chiltern Lifestyle Centre Scrutiny Sub-committee – Establishment and Terms of Reference</i>
RELEVANT MEMBERS	<i>Councillor Julie Burton, Chairman of Services Overview Committee; Councillor Nick Rose, Chairman of Resources Overview Committee; Councillor Mike Stannard, Portfolio Holder for Support Services</i>
RESPONSIBLE OFFICER	<i>Joanna Swift, Head of Legal and Democratic Services</i>
REPORT AUTHOR	<i>Leslie Ashton 01895 837227; lashton@chiltern.gov.uk</i>
WARD/S AFFECTED	<i>Not ward specific</i>

1. Purpose of Report

To agree the establishment, Terms of Reference and membership of a Joint Sub-committee of the Resources Overview and Services Overview Committees called the *Chiltern Lifestyle Centre Scrutiny Sub-committee*.

RECOMMENDATION:

1. **That the Resources Overview Committee and Services Overview Committee note the report.**
2. **That the Terms of Reference of the Chiltern Lifestyle Centre Scrutiny Sub-committee attached at Appendix 1 be agreed.**
3. **That 5 Members from the Resources Overview Committee, 5 Members from the Services Overview Committee and 1 Non-Committee Member be appointed to the Chiltern Lifestyle Scrutiny Sub-committee, comprising of:**

Resources Overview Committee: Cllr N Rose, Cllr C Ford, Cllr J Gladwin, Cllr V Martin and Cllr D Phillips

Services Overview Committee: Cllr J Burton, Cllr N Varley, Cllr L Smith, Cllr P Jones and Cllr M Harker

Non-Committee Member: Cllr G Harris
4. **That authority be delegated to the Chiltern Lifestyle Centre Scrutiny Sub-committee to undertake the scrutiny role of both Overview Committees in respect of the Chiltern Lifestyle Centre and that views and recommendations be reported to Cabinet.**

2. Reasons for Recommendations

2.1 At their respective meetings on 11 September 2018 and 9 October 2018, the Resources Overview Committee and Services Overview Committee agreed that it is key to the Chiltern Pools redevelopment proposals and future leisure facility provision in the district that Members are able to scrutinise in depth the developing final business case for the redevelopment at each of the key stages in order to provide the Cabinet with views and recommendations prior to related decisions being made.

2.2 Whilst the establishment and agreement/amendment of Terms of Reference of any Committee of the Council (other than a Committee of the Cabinet) is the responsibility of Full Council, the responsibility for establishing and appointing to a Sub-committee is the responsibility of the parent Committee(s).

2.3 A Sub-committee of the respective Overview Committees will provide a constituted forum for Members to review the project and make recommendations to Cabinet prior to related decisions being made. The proposed Terms of Reference and membership is attached at **appendix 1**.

3. Key Points

3.1 The focus of the Joint Sub-committee will be to review each key stage of the evolving final business case for the proposed redevelopment of the Chiltern Lifestyle Centre, including but not limited to, the outcome of the operator and main contractor procurements, future leisure facility provision within the district, enabling development and energy efficiency measures. The Sub-committee will then make recommendations to Cabinet based on its findings.

3.2 The Chiltern Lifestyle Centre Scrutiny Sub-committee will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules as set out in Section C of Part 4 of the Council's Constitution and relevant legislation including but not limited to the Local Government Act 2000 (as amended) and the Council's Access to Information Rules.

3.3 With the prior consent of the Cabinet Leader or Cabinet Portfolio Holder an Overview Committee may consider a report relating to the discharge of a Cabinet function prior to the matter being considered by the Cabinet. For the avoidance of doubt, where a report is considered by an Overview Committee prior to the matter being considered by the Cabinet, the Call-In procedure shall no longer apply to any decision subsequently made by the Cabinet on that report.

3.4 It is expected that the Chiltern Lifestyle Centre Scrutiny Sub-Committee will conclude its work and publish a final report in July 2019. This report will then be considered at the subsequent Cabinet meeting.

4. Consultation

Not Applicable

5. Corporate Implications

- Financial - there are no financial implications arising directly from this report
- Legal - none specific
- Risk issues - none specific
- Equalities – none specific

6. Links to Council Policy Objectives

There are no direct links to the policy objectives, but an effective decision-making and scrutiny process accords with best practice and good governance generally.

Background Papers:	Chiltern District Council's Constitution
---------------------------	--

RESOURCES OVERVIEW COMMITTEE AND SERVICES OVERVIEW COMMITTEE**CHILTERN LIFESTYLE CENTRE SCRUTINY SUB-COMMITTEE****TERMS OF REFERENCE****1. Objective of the Chiltern Lifestyle Centre Scrutiny Sub-committee**

- 1.1 To scrutinise the key stages of the developing final business case and associated Cabinet reports for the proposed redevelopment of the Chiltern Lifestyle Centre, including but not limited to, the future leisure facility provision within the district, the outcome of the operator and main contractor procurements, enabling development and energy efficiency measures in order to provide the Cabinet with recommendations prior to related decisions being made.
- 1.2 To produce a final report and recommendations to present to Cabinet at the time the final business case is presented (expected to be July 2019).

2. Membership of the Chiltern Lifestyle Centre Scrutiny Sub-committee

2.1 The Chiltern Lifestyle Centre Scrutiny Sub-committee will comprise of 11 Members and will consist of 5 Members from each respective Overview Committee (Services and Resources), the Chairmen, Vice-Chairman, 3 other Members of the respective Overview Committees, and 1 Non-Committee Member.

2.2 Appointments will be made by the respective Overview Committee. Non-Committee Members may be appointed with the agreement of both Overview Committees. A Chairman will be elected at the first meeting of the Chiltern Lifestyle Centre Scrutiny Sub-committee.

2.3 The quorum of the Chiltern Lifestyle Centre Scrutiny Sub-committee will be 4 Members, comprising two Members from each Overview Committee.

3. Meeting Information

3.1 The Chiltern Lifestyle Centre Scrutiny Sub-committee will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules as set out in Section C of Part 4 of the Council's Constitution and relevant legislation including but not limited to the Local Government Act 2000 (as amended).

3.2 The Chiltern Lifestyle Centre Scrutiny Sub-committee meetings will be held in public in accordance with the Council's Access to Information Rules in Part 4 of the Constitution except when confidential or exempt items of business (as defined in

Section 100C of the Local Government Act 1972), are under consideration. For the avoidance of doubt any members not appointed to the Sub-committee may also speak and take part in discussions with the permission of the Chairman.

3.3 The agenda for meetings will be agreed by the Chairman. Unless otherwise indicated by the Chairman the agenda will be made publicly available.

4. Frequency of meetings

4.1 The Chiltern Lifestyle Centre Scrutiny Sub-committee will meet each time a report is due to be considered by Cabinet on the Chiltern Lifestyle Centre (a minimum of three times before the end of July 2019).

5. Timescale

5.1 The Chiltern Lifestyle Centre Scrutiny Sub-committee will aim to conclude its work when the final business case and procurements have been concluded (expected July 2019) and publish a final and recommendations. The report will then be submitted directly to Cabinet for consideration.

6. Expected Work Programme

Estimated Meeting Dates	Description
January/February 2019	Review of the draft Chiltern Lifestyle Centre business case including consideration of any risks to the Chesham and Chalfont Leisure Centres.
March 2019	Assessment of the potential costs of refurbishing the existing Chiltern Pools to feed in to overall decision making.
July 2019	<ul style="list-style-type: none"> • Finalised Chiltern Lifestyle Centre Business Plan, taking into account enabling development; final design including energy efficiency works. • Appointment of the Leisure Operator. • Appointment of a main Contractor. • Pre-construction site preparation.

SUBJECT:	<i>Recycling End Destination Report</i>
REPORT OF:	<i>Services Overview Committee</i>
RESPONSIBLE OFFICER	<i>Chris Marchant</i>
REPORT AUTHOR	<i>Daniel Sexton, dsexton@chiltern.gov.uk</i>
WARD/S AFFECTED	<i>All</i>

1. Purpose of Report

1.1 To update Committee on the end destination of materials collected for recycling. This follows interest in the end destinations following a presentation to Committee in spring 2018 and takes into account the resulting impact of the China import ban.

RECOMMENDATIONS

1.2 That Services Overview Committee notes this report.

2. Executive Summary

2.1 Following a waste service presentation to Committee earlier this year on the communication and engagement activities undertaken to promote and enhance the service, a request was made for detail on the material end destinations for the recycling collected by the authorities.

2.2 To understand better what happens to the waste our residents separate for recycling. To gain insight into the possible impact regulations introduced by China this year (restricting imports of waste exported for treatment) and its effects for sourcing alternative sustainable markets for material recycling.

3. Reasons for Recommendations

3.1 The report is provided for information purposes.

4. Content of Report

4.1 This report will seek to inform Members, sharing information on processing routes and end uses where known.

4.2 Information made available through this report is based on data provided to the authorities for the purposes of national reporting (Waste Data Flow *Defra*). This information on our performance measures are within the public domain.

5. National Indicators

5.1 Waste Data Flow is the web based system for municipal waste data reporting by UK local authorities to government. Data submissions are made quarterly and annually on performance measures to Defra, demonstrating accountability for waste managed by the authority and its respective partners.

5.2 Data must be made available and presented to the authorities by our contractors within agreed timescales in order to complete returns on time. Data is presented in different formats and derives from different sources. Collating information, interpreting and processing data for accurate returns is a time consuming procedure albeit essential in undertaking our statutory duty.

5.3 The same process and data analysis helps to inform other reporting measures, including local Performance Indicators and returns for recycling credits claimed from the county council.

5.4 There is a legal obligation for LAs to accurately report performance measures to Defra. A sequence of standard questions, reporting specific measures on the amount of municipal waste collected by authorities. This includes recycling and refuse collected from the kerbside and other sources, such as street cleansing arising and fly-tipped waste.

5.5 Material collected for recycling must be reported with an end destination. That tends to be the third party responsible for reprocessing that material, once it has been through and left the Material Recovery Facility (MRF), where it is separated by its type for example steel cans, aluminium, High Density Polyethylene (HDPE) and Polyethylene Terephthalate (PET). For residual waste the end process must be reported, although the actual destination is not a requirement.

6. The China Affect

6.1 At the turn of the year stringent regulations introduced by China came into force. The regulations were designed to crack down on poor quality of materials imported for recycling.

6.2 Bans applied to specific waste types. The main purpose of the ban was to improve environmental standards and stimulate local recycling collection infrastructure.

6.3 In addition to banning a number of wastes types from 1st January 2018, the permitted contamination levels on waste still allowed was reduced to 0.5% on paper and plastics. This is lower than the 1% expected by the industry in the run up to the ban and means that China has by far the highest standards in the world.

6.4 Over the past decade China has been the feedstock for the element of exported waste from the UK and Europe, fuelling demand for raw material for consumable products.

6.5 Alternative markets had to be identified and much uncertainty ensued. The full impact of the regulations was unclear, although markets are slowly stabilising.

6.6 Due to the time taken for shipping containers to arrive in China (3 months), the export of materials to China ceased around October 2017 and we've seen alternative material markets emerging since this time.

6.7 It is important to highlight that only a proportion of waste we collect for recycling is exported. The majority of waste collected is reprocessed within the UK.

6.8 It is difficult to calculate specifically how much of the Dry Mixed Recycling (DMR) we collect is eventually exported. The material we collect is a portion of the total feedstock which the sorting facility is processing.

6.9 We can take a holistic view of one such facility and the amount of material it exports, based on data available to us. Although this is not representative of the end destinations for the material we collect it is used for illustrative purposes.

6.10 Table 1 demonstrates the percentage of sorted material exported by Viridor for the period between July 2017 and June 2018. It should be noted that the vast majority of exported material is post-consumer plastic consisting of HDPE (Natural & Mixed); PET (Clear); and plastic bags.

Table 1.

Month	2017	Month	2018
July	21%	January	13%
August	8%	February	19%
September	12%	March	13%
October	13%	April	27%
November	17%	May	17%
December	13%	June	20%

6.11 From data available we can see that exports to China ceased after July 2017. This can be attributed to the pending regulatory changes that were to come into effect.

6.12 As demonstrated in table 1 we see a slight drop in the amount of recyclable material exported outside the UK from August 2017. However that figure begins to increase in Q1 this year.

6.13 To highlight the percentage of material exported to countries outside of the EU, table 2 takes a look at the same period.

Table 2.

Month	2017	Month	2018
July	14%	January	6%
August	5%	February	9%
September	10%	March	4%
October	6%	April	15%
November	10%	May	9%
December	8%	June	14%

6.14 Common countries exported to outside of the EU include Malaysia, Taiwan, Vietnam and Philippines. Other end destinations may include markets in Hong Kong, Indonesia and India.

7. End Destinations

7.1 End destinations can vary depending upon a number of factors, including demand, value and market stability. In the current climate these fluctuations are more likely to affect end destinations for the DMR material collected, which have been turbulent since the China ban came into effect. End destinations for paper and mixed cardboard are more stable and less likely to fluctuate and is in part thanks to the current arrangements we have in place

7.2 Paper and cardboard collected at the kerbside is taken to our depot at Amersham. The material is sorted and separated. Paper is transported by road to Shotton, North Wales to be processed by UPM Kymmene. Mixed cardboard is transported by road to be processed by Pearce Recycling at one of its sorting facilities. It has centres at St Albans, Luton, Milton Keynes and Verwood

7.3 Cardboard is sorted and graded, then delivered to a paper mill where it undergoes a variety of processes to produce new products such as newsprint, cardboard packaging, and tissue. Those reprocessing markets tend to be within the UK or EU.

7.4 The fibre recovered by UPM is pulped to make new paper products. Any low grade paper unsuitable for recycling might be combined with other low grade fibrous by-products and used as fuel to help power its facilities.

7.5 The Dry Mixed Recycling collected from the blue bins, is tipped at our depot in Amersham. It is then transported by road to a Material Recovery Facility (MRF), where it is sorted by material type before onward journey to a third party reprocessor.

7.6 DMR material is sorted by Viridor under agreement with Serco. Viridor have facilities in Milton Keynes and Rochester where our material is commonly sent.

7.7 Viridor have a network of established outlets for the sorted material, supplying the market place with resource as feedstock for a wide variety of alternative uses. It is these outlets which we report as end destinations.

8. Composition – Dry Mixed Recycling from blue bins

8.1 To provide some local context to the current situation, we need to look at the composition of the DMR material we collect from the blue bins.

8.2 To enable us to report effectively, Viridor provide us with a sample analysis of the co-mingled material to determine just how much plastic, glass, metals and cartons we collect.

8.3 From the report we can determine a description of the material, the percentage split as a proportion of the sample taken, as well as the attributed tonnage based on the total net weight of material we delivered to the sorting facility. Table 3 illustrates the above and also provides details of the end destinations for the materials we collected.

Table 3. Composition of material from blue bins for April 2018

Material	WDF Material Type	End Destination	Percentage Split	Tonnage
Aluminium Cans	Aluminium Cans	Alutrade Ltd	3.28%	35.40
Glass Mixed	Mixed Glass	2ZLF Ltd	45.96%	495.51
HDPE Coloured	Mixed Plastic Bottles	Imerplast UK Ltd	2.74%	29.51
HDPE Natural	Mixed Plastic Bottles	Viridor Polymer Recycling	4.82%	52.00
PET Clear	Mixed Plastic Bottles	Viridor Polymer Recycling	8.28%	89.23
PET Coloured	Mixed Plastic Bottles	Clean Tech UK Ltd	3.54%	38.16
PET Trays Clear	Mixed Plastic Bottles	Viridor Polymer Recycling	3.31%	35.68
Polypropylene	Mixed Plastics	Viridor Rochester	8.19%	88.26
PS (ABS/HIPS)	Mixed Plastics	Viridor Rochester	0.56%	6.05
PVC	Mixed Plastics	Viridor Rochester	0.27%	2.89
Steel Cans	Steel Cans	Morris & Co Handlers Ltd	6.91%	74.46
Cardboard			0.00%	0.00
Fines	Mixed Glass	2ZLF Ltd	2.90%	31.23
Hard Plastics	Other Plastics	Imerplast UK Ltd	0.12%	1.26
Mixed Paper	Paper	Drumcastle Ltd	5.59%	60.23
Plastic Bags Clear & Coloured			0.00%	0.00
Plastic Film Clear	Other Plastics	Imerplast UK Ltd	2.08%	22.42
Plastic Laminates / Waxed Paper			0.00%	0.00
Scrap Metals		Morris & Co Handlers Ltd	0.00%	0.00
Tetrapack / Foil Lined			0.00%	0.00

8.4 The end destinations presented above are all UK based third party reprocessors. They must be licensed as an accredited waste processor with the EA. These are the end destinations we report to Defra.

8.5 WDF submissions for so far 2018 do not report material exported as an end destination.

8.5 Further examples of the compositional analysis can be made available upon request

8.6 As table 3 demonstrates, mixed glass represents a significant proportion of the material we collect for recycling. Plastics as a whole are significant, although presented by sub-category the end destinations are multiple.

8.7 We might consider some of the plastics we collect could be exported by the end destination reprocessor. However, to determine which type and just how much would require a more detailed analysis and may not prove conclusive.

8.8 It should also be noted that not all material is acceptable for recycling. Material unsuitable for recycling is considered rejection and these figures must also be reported to Defra. More information on the authorities reject rates can be made available upon request

9. Corporate Implications

Reports must include specific comments addressing the following implications;

9.1 *Financial – There are no financial impacts expected for the council in relation to the current service agreement.*

9.2 *Legal – The Environmental Protection Act, 1990, sets waste collection authorities (District Councils) a duty to collect waste. The Waste Framework for England & Wales has set national recycling targets of 50% by 2020.*

10. Links to Council Policy Objectives

The Joint Waste Collection service supports the objective:

Striving to conserve the environment and promote sustainability

Background Papers:	none
---------------------------	------

SUBJECT	Local Recycling Centres (bring sites)
REPORT OF RESPECTIVE CABINET MEMBER	Environment Portfolio Holder, Cllr Mike Smith
RESPONSIBLE OFFICER	Head of Environment, Chris Marchant
REPORT AUTHOR	Waste Policy & Project Team Leader, Daniel Sexton
WARD/S AFFECTED	All

1. Purpose of Report

This report considers the future provision of recycling centres (bring sites), which the authorities provide.

RECOMMENDATIONS:

That the Services Overview Committee support the recommendation to close the remaining eight recycling centres and seeks to advise Cabinet of future direction for this service.

2. Executive Summary

- 2.1 In recent years, officers have undertaken strategic reviews of the public recycling centres it operates, in consultation with Members and key stakeholders. The kerbside recycling collection offered to residents of the three districts is of a high standard and a wide range of recycling opportunities is presented to each household. The relative importance of the recycling banks in terms of recycling tonnages has therefore dramatically diminished.
- 2.2 A report from the Joint Waste Team covering the three districts in the Joint Waste Partnership was presented to the 3rd October meeting of the Joint Waste Collection Committee (JWCC). The report recommended to JWCC the closure of all recycling Centres banks within the three council areas and also recommended that reports be presented to the three Council Cabinets seeking authorisation to close the sites in their respective districts
- 2.3 Recommendations have previously been made for the closure of various individual sites for reasons that included miss-use, contamination of materials, fly tipping, litter issues, safety concerns, and lack of use.
- 2.4 In Chiltern, Wycombe and South Bucks, eight sites remain in each authority and there is now an opportunity to review them, ahead of the commencement of the new Joint Waste Collection Contract for the three authorities in Spring 2020. This report is specific for each authority.

3. Reasons for Recommendations

The removal of the eight recycling centres located in Chiltern District is recommended for the following reasons:

- (a) Residents can effectively access all the recycling streams (and more) offered at recycling centres, including larger pieces of card that arise from mail order packaging, through the kerbside collection service (extra recycling).
- (b) The benefits delivered by the recycling centres in terms of useful recycling and convenience for residents are now not proportionate to the costs of collection and sorting of material, the need for clearance of spillages and fly tips and the cost of disposal of contaminated material.
- (c) Due to increases in residential property numbers, resources for collection of bulk bins at flatted developments are overloaded with rising levels of complaint due to irregular collections. The removal of the recycling centres will release resource, provide resilience and could bring financial savings in the current contract, which has 16 months to run. The freed up resource can be used to support bulk bin collections at flatted developments and to improve the reliability of this service
- (d) The removal of all recycling centres across the three districts will simplify the procurement process currently underway for a new waste collection and street cleaning contract, which is due to commence in spring 2020.
- (e) Where the recycling banks occupy parking spaces or reduce access in car parks, removal will lead to reduced pressure on car parking spaces at some locations and may increase revenues.
- (f) The quality of the material collected from the recycling centres is generally poor and difficult to control. Looking forward we want to ensure the authorities are in the best possible position with reduced contamination and improved quality, ahead of the new joint waste contract commencing.

4. New Joint Waste Service

4.1 It is proposed that the current kerbside recycling service will remain unchanged in the new contract. This covers food waste, paper and cardboard, dry mixed recyclables (mixed cans, plastics, foil, mixed glass bottles, food cartons such as tetra pak) textiles, garden waste and batteries. Reasonable amounts of oversized card are also collected as side waste if it is flattened and folded to a manageable size and presented neatly.

4.2 Procurement work is well under way for the next joint waste collection and street cleaning contract and this presents an opportunity to try and reach a common position across all three districts with the discontinuation of council operated recycling centres throughout. In common with most contract procurements it is felt that costs are likely to rise and making service changes such as this are a way of mitigating potential increases without significantly reducing future service levels.

5. Current Position

- 5.1 Further work has been conducted with partner organisations to improve access residents have to recycling facilities, providing a simple and convenient kerbside collection service. This includes residential developments in Little Chalfont and Chesham.
- 5.2 Other closures have taken place and recycling performance has not dropped, demonstrating that the closures have not had a negative impact. Complaints about the recycling centres and associated anti-social behaviour have reduced.
- 5.3 Local policies have been reviewed and modified to enable extra recycling to be collected at the kerbside. This has been further reinforced through recent publications including the new waste collection calendars and accompanying myth busting information.
- 5.4 BCC recently concluded a public consultation on proposals for a reduced service at its operated Household Recycling Centres (HRCs). Their preferred option is to close facilities at Bledlow Ridge and Burnham. In addition, reduced operating days at three sites and the option to introduce charging systems for non-Buckinghamshire residents, will enable the authority to make substantial savings to service costs. It is anticipated that service changes will be implemented by April 2019. JWCC have responded to the consultation and decision on the future of the HRCs does not affect the recommendations presented in this report.

5.5 Table 1 – remaining CDC recycling centres

No	Location
1	Amersham – Rickmansworth Road car park
2	Chesham – Watermeadow car park
3	Chesham – Cameron Road allotments
4	Little Chalfont – Snells Wood car park
5	Chalfont St Peter – Church Lane car park
6	Chalfont St Giles – Blizzards Road car park
7	Great Missenden – Link Road car park
8	Prestwood – High Street car park

- 5.6 It is recognised that some residents with a modified waste containment solution do not have the ability to present extra recycling at the kerbside for collection, above the capacity of the single use sacks issued. This includes properties which front directly onto high streets. We are committed to identify practical solutions in collaboration with the contractor to overcome those issues. The Joint Waste Team would undertake to communicate such arrangements with stakeholders, on finding practical solutions.

6. Consultation

6.1 Cabinet Members for Environment from each of the three southern districts have been consulted at Joint Waste Collection Committee (JWCC).

6.2 Local stakeholders will be notified of the decision.

7. Options

7.1 *Close remaining recycling centres – recommended*

Implement a closure programme after the Christmas holiday period.

Negotiate with Serco provision of additional resource, to support the current front line services for flatted collections/communal sites.

Mitigate risks associated with material ownership and minimise service cost increase for the new joint waste contract.

8. Corporate Implications

8.1 Anticipated annual savings due to the closure of all remaining recycling centres are approximately £164k (based on annual sums in the Bill of Quantities and other on-going service costs). This is applicable to the current Joint Waste Contract for CDC and WDC.

8.2 One off costs associated with ad hoc cleansing works and making good of sites are estimated to be £10k.

8.3 The anticipated additional cost for the support and improvement of the bulk bin collection service is estimated to be approximately £149k (applicable to the current Joint Waste Contract for CDC and WDC). Therefore, this proposal is expected to be cost neutral for Chiltern District Council for the remainder of the existing Waste Collection and Street Cleaning contract.

8.4 Requests from residents for additional kerbside containers can be met from existing resources.

8.5 Under the Environmental Protection Act 1990 (EPA 1990), the Council does not have a legal duty to collect waste using recycling centres. It does however have duty to collect household waste from domestic properties although the frequency of collection is not specified. There is also a legal duty under S45A of the EPA 1990 to collect a minimum of two streams of recyclable household waste, separate from any residual household waste, from the kerbside. The proposal in this report does not therefore impact upon any waste or recycling collection duty that the council currently has.

8.6 Contractual change notices and other arrangements will be managed by the Joint Waste Team with advice from Chiltern District Council Legal Services if this is necessary.

8.7 Contract management officers will negotiate to secure a suitable new collection vehicle resource for the bulk bins service, for deployment when the recycling centres no longer require servicing by the existing vehicle.

9. Links to Council Policy Objectives

This recommendation contributes to the following headline shared objectives:

- Delivering cost-effective, customer-focused services
- Striving to conserve the environment and promote sustainability

And links with the following themes from the Joint Sustainable Community Strategy:

- Sustainable Environment - *Minimise waste by reducing usage, reusing and recycling as much as possible; Keep public places clean, tidy and litter free, working together to tackle fly-tipping*
- Safe Communities - *Reduce the incidence and impact of anti-social behaviour in our community; Improve road safety to reduce the risk of death or serious injury from transport incidents,*
- Health and Wellbeing - *Improve connectivity by improving parking*

10. Next Steps

10.1 If the recommendation is approved, working to a project plan, the Joint Waste Team would undertake to notify local stakeholders of the decision taken to close the remaining recycling centres in their areas. Support to access services would be provided to residents in need. Any closure programme would commence after the Christmas holidays and catch up period for kerbside refuse and recycling collections.

10.2 The Joint Waste Team will work closely with colleagues from the Communication Team to develop and deliver a clear and effective strategy.

10.3 As with previous experience of recycling centre closures, some residents may come forward once publicity starts as they don't have access to kerbside recycling services. If this happens, officers can assist by working out solutions with the contractor, and by providing new appropriate containers and recycling information as support.

Background Papers:	Recycling Centre Recommendation – report to JWCC October 2018
---------------------------	---

SUBJECT:	<i>Update on the Chiltern Pools replacement project</i>
REPORT OF:	<i>Cabinet Portfolio: Healthy Communities</i>
RESPONSIBLE OFFICER	<i>Head of Healthy Communities</i>
REPORT AUTHOR	<i>Martin Holt mholt@chiltern.gov.uk 01494 732055</i>
WARD/S AFFECTED	

1. Purpose of Report

To report to provide an update of progress regarding the Chiltern Pools redevelopment project.

RECOMMENDATIONS

The following recommendations are to be agreed by Cabinet:

1. **To note the results of the public consultation and the comments made on the current design and location of the Chiltern Lifestyle Centre.**
2. **To insure against any risk relating to the restrictive covenant being enforced by any successor in title of a MRCEL plot, it is recommended that the Council seek to take out insurance to protect itself against any claim.**
3. **To note the initial residual land valuations that may arise from any development of the Chiltern Pools site and to continue with the feasibility study as to the options**

2. Reasons for Recommendations

2.1 To inform Members on the potential options for enabling development opportunities afforded by the existing Chiltern Pools site and the impact on the draft Business case

2.2 To consider the results of the public consultation on the Chiltern Lifestyle Centre

3. Content of Report

Chiltern Pools Site

3.1 On 26th June 2018, the Cabinet received a report on a proposal to undertake a feasibility study for development of the potential vacated Chiltern Pools site.

3.2 Initial research identified that the land is protected by a covenant restricting its use to a civic centre, other public purpose and/or recreation or open space. The covenant was made for the benefit of Metropolitan Railway Country Estates Ltd (MRCEL), who transferred the land with the covenant to Amersham Rural District Council. Chiltern District Council is the statutory successor of Amersham Rural District Council and therefore bears the burden of the covenant. As the District

Council is a single legal entity, it cannot bear both the burden and benefit of a restrictive covenant. This means the covenant is extinguished in relation to the retained land and is therefore unenforceable.

3.3 To mitigate against any risk relating to the restrictive covenant being enforced by any successor in title of a MRCEL plot, it is recommended that the Council seek to take out insurance to protect itself against any claim.

3.4 In September 2018, the Council appointed Carter Jonas LLP to undertake an appraisal of the options available to the Authority to secure best value from development of the sites currently occupied by Chiltern Pools (plot A) and the former St John Training Centre (plot B) detailed in Appendix 1 .

3.5 It is intended that any capital receipt secured from the sites will contribute towards the costs of funding the new Chiltern Lifestyle Centre.

3.6 Carter Jonas were asked to consider both sites as a single development opportunity when consulting with our planners to understand how this could enhance the value of both sites against consideration individually.

3.7 The constraints and opportunities relate to both sites and are summarised in the table below:

Opportunities	Constraints
Plot A	
<ul style="list-style-type: none"> • Scope for residential use • Scope for alternative commercial uses • No CIL • The land to Plot A is free of impediment by covenant or other interest including RofW. • Site is suitable for a sustainable development scheme • Subject to planning approval, the proposal for the new Chiltern Centre would mean there is no loss of community use. 	<ul style="list-style-type: none"> • Height restrictions (3 storey max) • The southern boundary of the site may be subject to disturbance from the new Chiltern Centre service road • Traffic & access concerns
Plot B	
<ul style="list-style-type: none"> • Residential use above a community use is likely to be acceptable • Plot B could achieve 4 storeys 	<ul style="list-style-type: none"> • Plot B has a gas main running at the eastern edge between the building and boundary. CJ have not had sight of the plan or easement

(community on ground, 3 storey residential above)	<ul style="list-style-type: none"> • Plot B must remain as a community use • Traffic and parking concerns given the size of the site
---	--

Local Planning Considerations:

3.8 Initial planning consultation determined that future planning permissions for the two sites will be limited to residential, food and drink, business or non-residential institutional use AND/OR A MIX THEREOF.

3.9 Any residential option would require the sites to provide 40% affordable housing with a consequent impact on value.

3.10 Community use must be maintained on plot B – but 4 storeys may be considered with Ground floor community use with residential units above.

3.11 The initial calculations of the potential residual land value detailed in Private Appendix 2 would appear to be in accordance with the current business case for the Chiltern Lifestyle Centre.

4 Consultation

4.1 In 2016 and 2017 we asked residents and users of the Chiltern Pools and the surrounding community facilities for their views about redevelopment of the site. We took on board their comments about what they would like to see on the site. We then asked again (29 August to 15 October 2018) whether people were in support of the proposals for the new Chiltern Lifestyle Centre that we are submitting to our planning committee later this year. The response was as follows:

Response Percent Response Total

Yes 86.63% 1691

No 8.45% 165

Don't know 4.92% 96

4.2 The comments provided by responders to the consultation are detailed in [SURVEY RESULTS](#).

4.3 Whilst most replies welcome the opportunity to replace the aging facilities some replies detail concerns over the loss of green space on King George V Fields, the loss of the flumes. The Leisure Members Working Group considered the consultation replies before deciding to recommend the planning application be submitted in accordance with current designs. As part of that discussion members of the Leisure Members Working

Group have asked that water features should be considered as part of the program offer for the Chalfont and Chesham pools and the new Chiltern Lifestyle Centre.

4.4 The response confirms the strong support from the community in developing the proposals to deliver the Chiltern Lifestyle Centre. Statutory consultation will occur following the submission of the Planning application in November.

5 Corporate Implications

5.1 Financial – the potential residual land value detailed in Private Appendix 1 would appear to be in accordance with the current business case for the Chiltern Lifestyle Centre enabling investment in the development of the community aspects of the building.

5.2 Legal – there is a very low risk relating to the restrictive covenant being enforced by any successor in title of a MRCEL plot, which may be mitigated through insurance to protect itself against any claim

6 Links to Council Policy Objectives

This links to the 'We will work towards safe and healthier local communities' aim of the CDC Aims and Objectives 2017-20.

Next Step

Further reports will be presented to members updating on progress and the impact on the business case prior to final decision to proceed.

Background Papers:	none
---------------------------	------

Item 10

Services Overview Committee (CDC)
Resources Overview Committee
Cabinet

27 November 2018
4 December 2018
11 December 2018

Appendix 1

Plot A and B Location Plan



By virtue of paragraph(s) 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

