



Annual Council

Wednesday, 15 May 2019 at 7.30 pm

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

A G E N D A S U P P L E M E N T

Item

4 Election of the Cabinet Leader

To elect the Cabinet Leader and receive his/her report on the allocation of Cabinet Functions in accordance with Rule 2.1(2) of the Cabinet Procedure Rules and to approve those allocations

Appendix: Portfolio Functions (Pages 3 - 4)

6 Establishment of Committees, Allocation of Seats to Political Groups and Appointments to Committees, Outside Bodies and Informal Meetings

Appendix: Appointments (Pages 5 - 22)

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Cabinet Portfolios 2019-20

Portfolio	Functions	Director	HOS/Manager	HOS Service Areas	Partnerships
Leader (Isobel Darby)	Communications, Performance & Policy	CE	Rachel Prance	Communications, Performance and Policy	Chiltern & South Bucks Strategic Partnership
	Personnel	R	Louise Cole	Human Resources	Health & Wellbeing Board
	Strategic Finance		Rodney Fincham	Strategic Finance	
Support Services (Deputy Leader) (Mike Stannard)	Business Transformation ICT	R	Sim Dixon	Transformation Programme Management and Support, ICT Client, ICT Operations, GIS, Web Services, Information Management including FOI/Data Protection	
	Legal and Democratic Services		Joanna Swift	Legal, Democratic Services, Electoral Registration, Elections, Land Charges	
	Audit Finance		Rodney Fincham	Management & Statutory Accountancy, Financial Administration, Internal Audit, External Audit Liaison	
Environment (Caroline Jones)	Estates Facilities Parking Waste Management	S	Chris Marchant	Property & Asset Management, Facilities Management, Parking, Cemeteries & Memorial Gardens, Public Conveniences, Street Naming, Engineering Services, Ground Maintenance, Operational Transport Issues, Waste Collection, Street Cleaning, Landscape Advice	Chilterns Crematorium Joint Committee; Joint Waste Collection Committee; Joint Waste Committee for Bucks
	Flooding Carbon Management		Martin Holt		
Planning & Economic Development (Peter Martin)	Planning Enforcement Building Control Strategic Transport Economic Development	S	Mark Jaggard	Planning Policy, Development Management, Conservation & Tree Preservation, Enforcement, Building Control, Strategic Transportation Issues, Economic Development	Bucks Planning Group
Customer Services (Jonathan Rush)	Revenues and Benefits Customer Services	R	Nicola Ellis	Revenues & Benefits Client, Revenues & Benefits Operation, Fraud & Welfare Partnership, Customer Services,	
Healthy Communities (Liz Walsh)	Community & Leisure Environmental Health Community Safety Licensing Housing	S	Martin Holt	Community Development & Cohesion, Grants, Safeguarding, Leisure Client, Leisure Operations, Sports Development, Environmental Health, Community Safety, Housing, Licensing, Emergency Planning/Health & Safety/Business Continuity	Chiltern Leisure Advisory Board; Chiltern Community Safety Partnership Healthy Communities Partnership

Unitary Transition (Fred Wilson)	CDC preparations for the transition to the new Buckinghamshire Council. Cross cutting across Portfolios working with relevant Portfolio Holders and officers	CE	Heads of Service	Cross –cutting as appropriate	Buckinghamshire Shadow Authority and Shadow Executive Transition Workstreams
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Chairman of Council	G Harris	Con
Vice-Chairman of Council	M Harker OBE	Con
Leader	I Darby	Con
Deputy Leader	M Stannard	Con
Conservative Group Chairman	H Wallace	Con
Conservative Group Vice-Chairman	M Flys	Con
Conservative Group Secretary	L Smith	Con
Lib. Dem. Group Leader	P Jones	LD

THE CABINET (2 to 9 members + Leader)		
Portfolio	Councillor	
Leader	I Darby	Con
Support Services (Deputy Leader)	M Stannard	Con
Planning & Economic Development	P Martin	Con
Healthy Communities	L Walsh	Con
Environment	C Jones	Con
Customer Services	J Rush	Con
Unitary Transition	F Wilson	Con

APPOINTMENT OF EXTERNAL MEMBERS PANEL		
M Harker OBE		Con
A Bacon		LD
Council Chairman: G Harris		Con
Leader: I Darby		Con
Conservative Group Chairman: H Wallace		Con
Lib Dem Group Leader: P Jones		LD
Restrictions on Membership: 1 Conservative appointment & 1 Liberal Democrat appointment		

APPEALS & COMPLAINTS COMMITTEE (11)	
Chairman: S Patel	Con
E Culverhouse	Con
J MacBean	Con
D Varley	Con
J Gladwin	Con
N Shepherd	Con
P Martin	Con
J Burton	Con
J Wertheim	Con
J Cook	Con
A Bacon	LD
Restrictions on Membership: Although all members of the Council are eligible for appointment, any who are also members of the Joint Staffing Committee or Joint Staffing Sub-Committee will be ineligible to hear appeals that result from the decisions of that Committee.	
Political Balance (Seats): 10 Conservative; 1 Liberal Democrat	

AUDIT & STANDARDS COMMITTEE (9 & 2 INDEPENDENT PERSONS)	
Chairman: J Gladwin	Con
D Phillips	Con
J Wertheim	Con
N Varley	Con
C Jackson	Con
C Ford	Con
R Jones	Con
V Martin	Con
A Bacon	LD
Restrictions on Membership: CM and VCM of the Council and Members of the Cabinet may not be members.	
Political Balance (Seats): 8 Conservative; 1 Liberal Democrat	

GOVERNANCE & ELECTORAL ARRANGEMENTS COMMITTEE (11)	
Chairman: D Varley	Con
D Bray	Con
M Stannard	Con
I Darby	Con
M Shaw	Con
J Waters	Con
J Burton	Con
N Rose	Con
H Wallace	Con
L Walsh	Con
P Jones	LD
Restrictions on Membership: None.	
Political Balance (Seats): 10 Conservative; 1 Liberal Democrat	

LICENSING (15)	
Chairman: C Jackson	Con
Vice-Chairman: N Southworth	Con
M Flys	Con
M Harrold	Con
M Harker OBE	Con
N Shepherd	Con
R Jones	Con
C Jones	Con
C Rouse	Con
N Varley	Con
F Wilson	Con
J Waters	Con
H Wallace	Con
J Rush	Con
P Jones	LD
Restrictions on Membership: Cabinet Leader may not be a member; Cabinet Members may not be CM/VCM. Membership of Licensing Sub Committee drawn from this Committee. All Members must undergo training.	
Political Balance (Seats): 14 Conservative; 1 Liberal Democrat	
JOINT STAFFING COMMITTEE (6 CDC MEMBERS)	
Leader: I Darby	Con
1 Cabinet Member: M Stannard	Con
D Phillips	Con
C Jones	Con
M Smith	Con
P Jones	LD
Restrictions on Membership: Must have Leader + 1 other Cabinet Member All Members Eligible	
Political Balance (Seats): 5 Conservative; 1 Liberal Democrat	

PLANNING COMMITTEE (13)	
Chairman: D Phillips	Con
Vice-Chairman: M Titterington	Con
J Rush	Con
S Patel	Con
N Rose	Con
J Gladwin	Con
J MacBean	Con
J Wertheim	Con
C Jones	Con
M Harrold	Con
J Burton	Con
J Waters	Con
P Jones	LD
Restrictions on Membership: Chairman of the Council may not be a member; Cabinet Members may not be CM/VCM. All Members must undergo training.	
Political Balance (Seats): 12 Conservative; 1 Liberal Democrat	

JOINT COMMITTEE (6 + 6 SBDC Members)	
<i>Note: All to attend, only 6 can vote</i>	
I Darby	Con
C Jones	Con
M Stannard	Con
P Martin	Con
L Walsh	Con
F Wilson	Con
J Rush (Reserve)	Con
Restrictions on Membership: 6 Cabinet Members from each authority	

OVERVIEW COMMITTEE: SERVICES (15)	
Chairman: J Burton	Con
Vice-Chairman: N Varley	Con
M Titterington	Con
S Patel	Con
N Shepherd	Con
M Shaw	Con
C Jackson	Con
E Culverhouse	Con
C Rouse	Con
L Smith BEM	Con
D Bray	Con
P Hudson	Con
M Flys	Con
J Cook	Con
P Jones	LD
Restrictions on Membership: Council Chairman/Vice-Chairman & Cabinet Members cannot be on Overview Committees. The Chairman and Vice-Chairman of the Overview Committee will be elected by the members of the Committee.	
Political Balance (Seats): 14 Conservative; 1 Liberal Democrat	

OVERVIEW COMMITTEE: RESOURCES (15)	
Chairman: N Rose	Con
Vice-Chairman: V Martin	Con
M Harrold	Con
C Ford	Con
J Gladwin	Con
J Wertheim	Con
D Phillips	Con
A Garth	Con
R Jones	Con
D Varley	Con
J MacBean	Con
N Southworth	Con
J Waters	Con
M Smith	Con
A Bacon	LD
Restrictions on Membership: Council Chairman/Vice-Chairman & Cabinet Members cannot be on Overview Committees. The Chairman and Vice-Chairman of the Overview Committee will be elected by the members of the Committee.	
J Burton	

JOINT OVERVIEW AND SCRUTINY COMMITTEE (5 CDC MEMBERS)	
V Martin	Con
C Rouse	Con
N Varley	Con
J Waters	Con
A Bacon	LD

Plus 5 SBDC Members (see SBDC appointments)

Restrictions on Membership: Council Chairman/Vice-Chairman & Cabinet Members cannot be on Overview Committees. The Chairman and Vice-Chairman of the Overview Committee will be elected by the members of the Committee. To avoid a conflict of interest, Members should not also be members of the Joint Staffing Committee. 5 Members from each authority.

Political Balance (Seats): 4 Conservative; 1 Liberal Democrat

CHILTERN LIFESTYLE CENTRE SCRUTINY SUB-COMMITTEE (5 RESOURCES MEMBERS & 5 SERVICES MEMBERS)	
Chairman: N Varley	Con
J Burton	Con
C Ford	Con
J Gladwin	Con
P Jones	LD
V Martin	Con
D Phillips	Con
N Rose	Con
L Smith	Con
C Rouse	Con

POLICY ADVISORY GROUP: SUPPORT SERVICES	
*Chairman: C Ford	
Portfolio Holder: M Stannard	
J Gladwin	
N Rose	
J Wertheim	
R Jones	
A Bacon	
S Patel	
Restrictions on Membership: Appointments made by relevant Cabinet Member. Maximum term is 12 months (ending at Annual Council), but Members can be re-appointed. Chairman can be any member of the PAG. *Subject to Support Services PAG meeting 10/06/19.	
Number of Members: Minimum: 6 Maximum: 8	

POLICY ADVISORY GROUP: PLANNING AND ECONOMIC DEVELOPMENT	
*Chairman: D Bray	
Portfolio Holder: P Martin	
J Burton	
A Garth	
D Phillips	
J Rush	
D Varley	
P Jones	
Restrictions on Membership: Appointments made by relevant Cabinet Member. Maximum term is 12 months (ending at Annual Council), but Members can be re-appointed. Chairman can be any member of the PAG. *Subject to Planning and Economic Development PAG meeting 06/06/19.	
Number of Members: Minimum: 6 Maximum: 8	

POLICY ADVISORY GROUP: ENVIRONMENT	
*Chairman: M Smith	
Portfolio Holder: C Jones	
M Flys	
J MacBean	
J Waters	
J Cook	
V Martin	
N Shepherd	
Restrictions on Membership: Appointments made by relevant Cabinet Member. Maximum term is 12 months (ending at Annual Council), but Members can be re-appointed. Chaiman can be any member of the PAG. *Subject to Environment PAG meeting 04/06/19.	
Number of Members: Minimum: 6 Maximum: 8	

POLICY ADVISORY GROUP: HEALTHY COMMUNITIES	
*Chairman: C Rouse	
Portfolio Holder: L Walsh	
N Southworth	
N Shepherd	
C Jackson	
G Harris	
M Harker OBE	
E Culverhouse	
Restrictions on Membership: Appointments made by relevant Cabinet Member. Maximum term is 12 months (ending at Annual Council), but Members can be re-appointed. Chaiman can be any member of the PAG. *Subject to Healthy Communities PAG meeting 05/06/19.	
Number of Members: Minimum: 6 Maximum: 8	

POLICY ADVISORY GROUP: CUSTOMER SERVICES	
*Chairman: J Cook	
Portfolio Holder: J Rush	
M Harker OBE	
L Smith BEM	
M Shaw	
M Harrold	
N Varley	
F Wilson	
Restrictions on Membership: Appointments made by relevant Cabinet Member. Maximum term is 12 months (ending at Annual Council), but Members can be re-appointed. Chairman can be any member of the PAG. *Subject to Customer Services PAG meeting 03/06/19.	
Number of Members: Minimum: 6 Maximum: 8	

Informal Meeting / Group	Membership 2018-19	LA
HS2 Members' Steering Group	Rose (Chairman)	CDC
	Martin, Vanessa	CDC
	Gladwin	CDC
	Martin, Peter	CDC
	Shepherd	CDC
	Smith, Linda	CDC
	Jones, Peter	CDC
	Varley, Diana	CDC
	<i>Plus SBDC Members (see SBDC appointments)</i>	<i>SBDC</i>
HS2 Information Group	Phillips	CDC
	Gladwin	CDC
	Rose	CDC
Corporate Asset Management Group		
<i>Support Services Cabinet Member</i>	Stannard	CDC
<i>Environment Cabinet Member</i>	Jones, Caroline (Chairman)	CDC
<i>EPAG Chairman</i>	Smith, Mike	CDC
<i>SSPAG Chairman</i>	Ford	CDC
<i>PEDPAG Chairman</i>	Bray	CDC
<i>HCPAG Chairman</i>	Rouse	CDC
<i>CSPAG Chairman</i>	Cook	CDC
Affordable Housing Member Working Group	Bray (Chairman)	CDC
	Walsh	CDC
	Gladwin	CDC
J Burton	Harris	CDC
	Jones, Peter	CDC
	Martin, Peter	CDC
	Phillips	CDC
	Stannard	CDC
Leisure Needs Members Working Group	Harker	CDC
	Harris	CDC
	Gladwin	CDC
	Jones, Robert	CDC
	Rouse	CDC
	Smith, Mike	CDC
	Stannard (Chairman)	CDC
	Walsh	CDC

Joint Planning Policy Member Reference Group	Martin, Peter	CDC
	Garth	CDC
	Phillips	CDC
	Burton	CDC
	Jones, Peter	CDC
	Darby	CDC
	<i>Plus SBDC Members (see SBDC appointments)</i>	<i>SBDC</i>
Customer Experience Programme Member Working Group	Rush	CDC
	Cook	CDC
	MacBean	CDC
	Wilson	CDC
	Shepherd (1st Reserve)	CDC
	<i>Plus SBDC Members (see SBDC appointments)</i>	<i>SBDC</i>

Appendix

Outside Body	Relevant PAG	Restrictions (4)	Councillors Appointed 2019/20	Representatives required (total)
Active Life Advisory Board (Previously Chiltern and South Bucks Leisure Advisory Board)	Healthy Communities		Councillor Mimi Harker OBE Councillor Liz Walsh Reserve - Councillor Graham Harris	2 (plus reserve)
Amersham & District Community Association	Healthy Communities		Councillor Nigel Shepherd Councillor Liz Walsh	2
Amersham Action Group and Amersham Community Vision	Healthy Communities		Councillor Mimi Harker	1
Amersham Old Town Community Revitalisation Group	Healthy Communities		Councillor Mark Flys Councillor M Harker	2
Armed Forces Champion	Healthy Communities		Councillor Mimi Harker	1
Amersham United Charities	Healthy Communities	Must be a 4 year term The person appointed doesn't have to be a Member	Ian Arthurton (external representative)	1
Ashley Green & District Community Association	Healthy Communities	None	Councillor Andrew Garth	1
Buckinghamshire and Milton Keynes Natural Environment Partnership	Planning & Economic Development		Councillor Jane MacBean	1
Buckinghamshire & Milton Keynes Association of Local Councils	Healthy Communities		Councillor Isobel Darby	1
Buckinghamshire County Council Health and Adult Social Care Select Committee	Healthy Communities		Councillor N Shepherd Reserve - J MacBean	2
Buckinghamshire Health and Well Being Board	Healthy Communities		Councillor Liz Walsh	1
Buckinghamshire Historic Buildings Trust Ltd	Planning & Economic		Councillor Carl Jackson	1
Buckinghamshire Mind	Healthy Communities	None	Councillor Jane MacBean	1

Appendix

Outside Body	Relevant PAG	Restrictions (4)	Councillors Appointed 2019/20	Representatives required (total)
Buckinghamshire County Council Pension Fund Committee			Councillor J Gladwin	
Buckinghamshire Strategic Flood Management Group	Planning & Economic Development		Councillor Jane MacBean Reserve: Councillor Jonathan Rush	2
Buckinghamshire Thames Valley Local Enterprise Partnership	Planning & Economic Development		Councillor Isobel Darby Reserve - Peter Martin	2
Central Area Growth Board (Oxford - Milton Keynes - Cambridge Corridor)		Leader/ Leader to nominate Cabinet Member. Substitute required (also Cabinet member)	Councillor Isobel Darby Reserve - Peter Martin	1
Chalfont St Giles Youth Club	Healthy Communities	None	Councillor Caroline Rouse	1
Chalfont St Giles Revitalisation Steering Group			Councillor Carl Jackson Reserve - Councillor Des Bray	2
Chalfont St Peter Village Action Group	Healthy Communities		Councillor Linda Smith	1
Chalfont St Peter Community Centre	Healthy Communities		Councillor Jonathan Rush	1
Chalfont St Peter Neighbourhood Action Group	Healthy Communities		Councillor Isobel Darby Councillor Jonathan Rush	2
Chesham & District Community Association	Healthy Communities		Councillor Jane MacBean	1
Chesham Connect (previously Chesham Action Partnership CHAP)	Healthy Communities	None	Councillor Nick Varley	1
Chesham Museum	Healthy Communities		Councillor Jane MacBean	1
Chesham Over Fifties Positive Action Group	Healthy Communities	None	Councillor Jane MacBean	1
Chesham Renaissance Community Interest Company	Healthy Communities		Councillor Mike Stannard	1
Chesham Youth Club Management Committee	Healthy Communities		Councillor Jane MacBean	1
Chiltern, South Bucks and Wycombe Joint Waste Collection Committee	Environment	1 relevant Cabinet Member	Councillor Mike Smith Councillor Caroline Jones	2

Appendix

Outside Body	Relevant PAG	Restrictions (4)	Councillors Appointed 2019/20	Representatives required (total)
Chiltern Citizens' Advice Bureau	Healthy Communities	None	Councillor Emily Culverhouse	1
J Burton			Councillor Caroline Jones Councillor Mimi Harker Councillor Jonathan Rush	3
Chilterns Conservation Board	Planning & Economic Development		Councillor Nick Rose	1
Chiltern LEADER Local Action Group	Planning & Economic Development		Councillor Nick Rose	1
Chiltern and South Bucks Leisure Advisory Board	Healthy Communities		Councillor Mimi Harker OBE Councillor Liz Walsh Reserve - Councillor Graham Harris	2 (plus reserve)
Chiltern Open Air Museum Advisory Council	Healthy Communities		Councillor Carl Jackson Councillor Linda Smith Councillor Des Bray Councillor Caroline Jones	4
Chiltern Woodlands Project Limited	Planning & Economic Development	None.	Councillor John Gladwin	1
Chiltern Youth Activities (Chiltern Youth Centre Management Committee)	Healthy Communities		Councillor Liz Walsh	1
Chilterns Crematorium Joint Committee	Environment	2 relevant Cabinet Members	Councillor Peter Martin Councillor Caroline Jones	2
Colne Valley Park Community Interest Company	Planning & Economic Development		Councillor Chris Ford	1
Denham Aerodrome Consultative Committee	Planning & Economic Development	None	Councillor Don Phillips	1
District Councils Network Assembly	Leader	Must be the Leader. Leader can appoint substitutes	Councillor Isobel Darby	1
European Structural and Investment Funds (ESIF)	Planning & Economic Development		Councillor Peter Martin	1
Great Missenden Parish Revitalisation Group & Community Vision for HP16	Healthy Communities	None	Councillor Heather Wallace Councillor John Gladwin	2

Outside Body	Relevant PAG	Restrictions (4)	Councillors Appointed 2019/20	Representatives required (total)
Groundwork South Trust Limited	Healthy Communities	None	Councillor Chris Ford	1
Healthy Communities Partnership	Healthy Communities	Must be a Member	Councillor Liz Walsh	1
Holmer Green Village Centre	Healthy Communities		Councillor Mark Titterington	1
Housing Interaction Trust	Healthy Communities		Councillor Carl Jackson	1
HS2 Joint Project Board (51M)	Planning & Economic Development		Councillor Nick Rose	1
Little Chalfont Community Association And The Big Vision for Little Chalfont	Healthy Communities	Representative should be a Cabinet Member, but this not compulsory	Councillor Peter Martin	1
Local Area Forum: Amersham	Healthy Communities		Councillor Mimi Harker OBE	1
Local Area Forum: Chalfonts	Healthy Communities		Councillor Linda Smith BEM	1
Local Area Forum: Chesham	Healthy Communities		Councillor Fred Wilson	1
Local Area Forum: Missenden	Healthy Communities		Councillor John Gladwin	1
Local Government Association General Assembly			Councillor Isobel Darby	1

Appendix

Outside Body	Relevant PAG	Restrictions (4)	Councillors Appointed 2019/20	Representatives required (total)
Pond Park Community Association	Healthy Communities		Councillor N Southworth	1
South East England Councils (SEEC)	Planning & Economic Development	Usually the Leader/Deputy Leader, but this is not compulsory. Substitutes must be from the same political party.	Councillor Isobel Darby	1
Thames Valley Police and Crime Panel	Healthy Communities		Councillor Emily Culverhouse	1
The Chilterns Dial-a-Ride	Healthy Communities		Councillor Carl Jackson	1
Way In (Chiltern Youth Matters)	Healthy Communities		Councillor Peter Hudson Reserve - Councillor Jane MacBean	2
Wycombe Rape Crisis	Healthy Communities	Should be a female Member	Councillor Emily Culverhouse	1