

CABINET

Meeting - 9 February 2016

Present: Mr Bagge, Mr Naylor, Mr Egleton, Mrs Sullivan and Mr Kelly

42. MINUTES

The minutes of the meeting of the Cabinet held on 17 December 2015 were confirmed and signed by the Leader.

43. FORWARD PLAN OF EXECUTIVE DECISIONS

Circulated at the meeting was an updated copy of the 28 day Notice prepared in accordance with Regulation 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 setting out the key (and non-key) decisions the Cabinet was intending to make at public and private meetings.

The Cabinet also received a copy of the 28 day Notice setting out the key (and non-key) decisions the Chiltern and South Bucks Joint Committee were intending to make at public and private meetings.

RESOLVED that the 28 day Notices be noted.

44. BUDGET AND COUNCIL TAX REPORT 2016/17

The Cabinet received a report on the Council's Budget Proposals and Council Tax for 2016/2017 containing the following sections:

Section A	Financial Context and Base Budget position
Section B	Investment Income and Grants
Section C	Budget Requirement and Council Tax Issues
Section D	Medium Term Financial Strategy Update
Section E	Advice of Director of Resources

The report also attached the following appendices:

- Appendix A – Chief Financial Officer Report
- Appendix B – Budget Sensitivity Analysis 2016/17
- Appendix C – Farnham Park Trust Budgets

Circulated at the meeting were details of the Final Local Government Settlement 2016/17 published by the Government on 8 February 2016. The significant changes from the December Provisional Settlement affecting district councils are:

- The additional tariff (Negative RSG) is removed for 2017/18 and 2018/19. It is still intended to be a feature of the 2019/20 funding.
- A Transition Grant in 2016/17 and 2017/18 to ease the pace of RSG reduction
- The ceiling for council tax increases for all districts is raised to £5.

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The implication for South Bucks from the changes in grant funding are as follows and replaces the table in paragraph 5.4 of the report:

	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
Business Rate Baseline	11925	12024	12260	12620	13030
Business Rate Tariff	-	-	-11230	-11560	-11930
	10	11			
	92	01			
	1	2			
Baseline Need	1004	1012	1030	1060	1100
Revenue Support Grant (RSG)	871	436	57	-	-
Settlement Funding Assessment	1875	1448	1087	1060	1100
Transition Grant	-	80	80	-	-
Additional Tariff Payment	-	-	-	-	-414
Total	1875	1528	1167	1060	686
Year on Year Change (£k)		-347	-361	-107	-374
Year on Year Change (%)		-18%	-24%	-9%	-35%

The impact on the Medium Term Financial Forecast is shown in the following table (which supersedes the table in 5.20 of the report) which assumes a £5 per annum increase in the council tax for 2016/17 followed by 1.995 increases over the period to 2019/20.

	2015/16 £k	2016/17 £k	2017/18 £k	2018/19 £k	2019/20
Net Expenditure	8,104	8,238	8,086	8,230	8,640
Funding					
Use of Reserves (incl LDF)	224	181	98	98	168
Investment Income	400	430	350	250	250
Revenue Support Grant	919	436	57	0	0
Transition Grant	-	80	80	-	-
Additional Tariff	-	-	-	-	-414
New Homes Grant	1,330	1,479	1,108	1,041	814
Retained Business Rates	928	1,510	1,530	1,710	2,530
Council Tax	4,303	4,729	4,900	5,060	5,180
Band D C/Tax	£143	£148	£151	£154	£157
Surplus(+)	-	+607	+37	-71	-112

After noting the approach to investment, including the Government consultation on changing the New Homes Grant system as set out in Section B and being advised that the report to Council will incorporate the implications of the Final Settlement the Cabinet as well as the decisions of preceptors.

RECOMMENDED to Council that the

- 1. Revenue budget for 2016/17 as summarised in the table in para 5.14 with the addition to General Reserves increased by £80k to £558K be approved.**

2. following use of earmarked reserves for 2016/17 be agreed:
 - a) Local Development Plan, £163,500
 - b) Transformation Reserve, £18,040
3. budget requirement of £8,234k which will result in a District council tax of £148.00 for a Band D property be agreed.
4. level of fees and charges for 2016/17 already considered by Portfolio Holders as part of the information underpinning their budgets be agreed.
5. advice of the Director of Resources (Appendix A) be noted.
6. Members allowances scheme for 2016/17 be updated in line with the change of officers pay, prior to a review of the scheme during 2016.
7. comments in the report on the Council's financial position in respect of the years following 2016/17 as amended above be noted.
8. revenue and capital budgets for 2016/17 for the Farnham Park Trust as summarised in Appendix C be agreed.

AND

RESOLVED that

9. This report be made available to all Members of the Council in advance of the Council Tax setting meeting on 23rd February, and a final report be produced for the Council meeting incorporating the information from preceptors, the implications of the Final Local Government Settlement 2016 and the final decisions of the Cabinet on the budget.

45. **CAPITAL PROGRAMME 2016/17 - 2019/20**

The Cabinet considered a report setting out in Appendix A the Capital Programme for 2016/17 – 2019/20.

The Capital Programme is financed from three sources, grants, capital receipts, and revenue reserves/contributions and a table in the report showed the proposed funding of the programme. A further table indicated the impact on capital resources and with capital receipts declining to £3.127m in year 2019/20 the Cabinet agreed that there was a need not only to keep the Capital Programme under review but also to ensure that the resources available are invested in projects that generate income/produce savings.

After indicating their support for the capital schemes set out in Appendix A, the Cabinet

RECOMMENDED to Council that the Capital Programme for 2016/17- 2019/20 as set out in Appendix A be approved.

46. **SERVICE PLAN SUMMARIES**

The Cabinet received a report attaching a summary of the service plans produced by service areas within the Council.

RESOLVED that the service plans be noted.

47. **ENVIRONMENT**

The Cabinet received the Part I minutes of the Environment Policy Advisory Group held on 8 December 2015.

RESOLVED that the minutes of the Environment Policy Advisory Group held on 8 December 2015 be noted.

48. **RESOURCES**

The Cabinet received a copy of the report considered by the Resources PAG on 10 December 2015 setting out the Treasury Management Strategy 2016/17. The Cabinet noted that the level of cash available for investment in the future would be influenced by capital projects undertaken.

Having considered the recommendation of the Portfolio Holder, the Cabinet

RECOMMENDED to Council that the Treasury Management Strategy 2016/17 be adopted.
And

RESOLVED that the minutes of the Resources Advisory Group held on 10 December 2015 be noted.

49. **HEALTHY COMMUNITIES**

The Cabinet received the minutes of the Healthy Communities Policy Advisory Group held on 3 December 2015.

RESOLVED that the minutes of the Healthy Communities Policy Advisory Group held on 3 December 2015 be noted.

50. **SUSTAINABLE DEVELOPMENT**

The Cabinet received the minutes of the Sustainable Policy Advisory Group held on 26 November 2015.

RESOLVED that the minutes of the Sustainable Policy Advisory Group held on 26 November 2015 be noted.

51. **CHILTERN AND SOUTH BUCKS JOINT COMMITTEE**

The Cabinet received for information the minutes of the meetings of the Chiltern and South Bucks Joint Committee held on 26 October and 16 November 2015.

After noting that the list of those present at the meeting on 16 November 2015 would be amended to include Mr Naylor, Mrs Darby, Mr Harris, Mr Stannard, Mr Wilson and Mr Martin.

RESOLVED that the minutes be noted.

52. **COUNCIL TAX SUPPORT SCHEME 2016/17**

The Cabinet considered a report setting out a proposal for the Council Tax Support Scheme for 2016/17 to remain unchanged other than the annual uprating of premiums, allowances, non-dependant deductions and any changes to the national pension age scheme that need to be reflected in the Council's scheme.

After noting that there have been relatively few queries or complaints about the current scheme the Cabinet

RECOMMENDED to Council that the Council Tax Support Scheme for 2016/17 remains unchanged other than for the annual uprating.

53. **CHILDREN AND YOUNG PEOPLE AND VULNERABLE PERSON SAFEGUARDING POLICIES.**

A recent review of safeguarding procedures had highlighted the need to update the existing safeguarding policies operating in both Chiltern and South Bucks District Councils to reflect recent changes to legislation and to provide guidance to staff on the Council's roles and responsibilities in this area.

The Cabinet accordingly considered a report (which had also been considered by the Personnel Committee) requesting that;

- SBDC and CDC adopt the Buckinghamshire Multi- agency policy and procedures for safeguarding vulnerable adults.
- both Councils adopt the joint Chiltern and South Bucks Child Protection Policy

In setting out the reasons for the request, the report explained that both Councils are partners on the Buckinghamshire Safeguarding Childrens Board (BSCB) and Buckinghamshire Safeguarding Adults Board (BSAB). Whilst not delivering services directly to young people the Councils support and facilitate services used by young people. Both Councils directly deliver services involving children, young people and vulnerable persons and staff have a duty to report any concerns.

The Councils' Safeguarding responsibilities include reporting abuse, neglect, trafficking, radicalisation, and exploitation and closely link to the Councils' responsibilities under the Crime and Disorder legislation.

The Buckinghamshire Multi- agency and the joint Chiltern and South Bucks Child Protection Policies provide clear guidance as to the standards of governance, training, reporting and assistance required to safeguard children, young people and vulnerable persons. The Policies had been written to reflect the roles of both Councils and to identify the training and reporting structures required. They had also been designed to reduce risk to the Councils by, for example, setting out clear responsibilities and reporting lines.

Following adoption of the policies, staff and members would receive appropriate training on their responsibilities and on how to identify safeguarding concerns, the duty to report and opportunities to mainstream the safeguarding responsibility into their everyday activity.

Following endorsement of the Policies and the proposed delegation of responsibility the Cabinet

RECOMMENDED to Council that

1. the current Buckinghamshire Multi- agency policy and procedures for safeguarding vulnerable adults as set out in Appendix 1 of the report be adopted.
2. the joint Chiltern and South Bucks Child Protection Policy as set out in Appendix 2 be adopted
3. Authority be delegated to the Acting Chief Executive, in consultation with the Leader of the Council, to adopt revisions to the Buckinghamshire Multi- agency policy and procedures and the Chiltern and South Bucks Child Protection Policy following legislative changes or decisions by either the adult or children and young people Safeguarding Boards.

54. **PERFORMANCE MANAGEMENT QUARTERLY REPORT QUARTER 2**

The Cabinet considered a report outlining the performance of Council services against performance indicators and service objectives during April – September 2015.

The Cabinet particularly noted the six off target PIs as set out paragraphs 4.3 and 4.4 of the report.

RESOLVED that the report be noted.

55. **EXCLUSION OF PUBLIC**

“that under Section 100A(4) of the Local Government Act 1974 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act “

The paragraph number is given after each heading.

56. **CAPSWOOD OFFICES**

Paragraphs 3 and 4 - Information relating to the financial or business affairs of any particular person and relating to consultations/negotiations in connection with a labour relations matter.

Following the report considered at the Resources PAG on 10 December 2015 the Cabinet considered a report providing further details of the proposal for the space planning and possible sub-leasing of space at Capswood, together with costs.

Implementation of shared service reviews, with a net staff movement to Amersham created surplus space at Capswood, and the report set out a proposal to carry out a phased movement of staff from Capswood 1 to Capswood 2, culminating in the ground floor and first floor of Capswood 1 being refurbished and sublet. Consolidating staff within Capswood would improve the working environment for staff.

The report went on to identify the cost of the refurbishment phases with paragraph 4.9 providing a breakdown of potential savings and income for the ground floor and first floor of Capswood 1.

A project manager would be required to implement the project, at an estimated cost of £25,000. Paragraph 5.7 set out the total cost of the project. The Cabinet noted that the cost of decanting and refurbishing the upper floor of Capswood 1 totalled £117K and not £107k as stated in the report.

The report also identified the potential risks of the project, with paragraph 5.7 setting out the cost and savings of mothballing the first floor of Capswood 1 if it were not sublet.

After supporting the proposal the Cabinet

RESOLVED that

1. the strategic objective of vacating Capswood 1 in order to efficiently use the Council's assets for service delivery be agreed.
2. capital expenditure of £117,000 be agreed to decant and refurbish the upper floor of Capswood 1.

3. authority be delegated to the Head of Environment to negotiate leases for Capswood 1, and report back to the Resources PAG on progress.

57. **USE OF COMMUTED SUMS TO ENABLE AFFORDABLE HOUSING ON A SECTION 106 SITE**

Paragraphs, 3 and 4 - information relating to the financial or business affairs of any particular person/information relating to any consultations or negotiations.

The Cabinet considered a report setting out a proposal to allocate a sum from uncommitted commuted sums budget to Catalyst Homes Ltd to facilitate the delivery of 12 affordable rented unites at the ex SGT Car Dealership site Corner of Institute Road (and Station Road) Taplow. Members asked for some additional information on the sizes and mix of the units.

After noting the benefits, which included reducing bed and breakfast pressures on the Council the Cabinet

RESOLVED that funding in the sum indicated in the report be awarded to Catalyst Homes Ltd to enable the delivery of 12 affordable rented units at the Ex SGT Car Dealership site, Corner of Institute Road (and Station Road), Taplow, SL6 0NT.

58. **SUSTAINABLE DEVELOPMENT (PARTII)**

The Cabinet received the Part II minutes of the meeting of the Sustainable Development PAG on 26 November 2015 which contained a recommendation from the Portfolio Holder following an update the PAG had received on HS2.

Having considered the recommendation of the Portfolio Holder the Cabinet

RESOLVED that

1. approval be given to continue the on-going negotiations with HS2 Ltd in partnership with Buckinghamshire County Council, in connection with Additional Provision 2 – Heathrow Express Depot in Langley and Additional Provision 4 which affects the Colne Valley, Beaconsfield and makes amendments to the Langley depot proposal.
2. the position on assurances being sought from the promoter on the Langley Depot be noted
3. the previously approved budget be increased to cover the outturn and a reimbursement to the Chiltern District Council HS2 team for costs incurred on behalf of South Bucks be met from the Major Infrastructure Projects reserve.
4. authority be delegated to the Acting Chief Executive, in consultation with the Leader and Head of Legal and Democratic Services, to approve
 - i) any further negotiations and settlements reached with HS2 leading up to the Select Committee hearings; and
 - ii) expenditure on any further rapid or unexpected developments relating to the petitioning points being presented to the Select Committee.

The meeting terminated at 6.47 pm