





### **Declarations of Interest**

Any Member attending the meeting is reminded of the requirement to declare if he/she has a personal interest in any item of business, as defined in the Code of Conduct. If that interest is a prejudicial interest as defined in the Code the Member should also withdraw from the meeting.

### **SUPPLEMENTARY AGENDA**

- |   | (Pages)         |
|---|-----------------|
| <b>3. Forward Plan of Executive Decisions</b>   |                 |
| To note the 28 Day Notice of decisions to be taken by:  |                 |
| <i>Appendix A - SBDC Updated Forward Plan</i>   | <b>(1 - 6)</b>  |
| <b>19. Part II Minutes of the meeting of the Sustainable Development PAG</b>  |                 |
| To receive the Part II Minutes of the meeting of the SD PAG held on 26 November 2015 and agree the recommendations in the following Minute: |                 |
| Minute 32 - HS2 Update –Report attached as an Appendix  | <b>(7 - 16)</b> |

The next meeting is due to take place on Wednesday, 20 April 2016

This page is intentionally left blank



# South Bucks

## District Council

### SOUTH BUCKS DISTRICT COUNCIL FORWARD PLAN / 28 DAY NOTICE

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

This notice, published in accordance with Regulation 9 of the above Regulations, sets out the key decisions (and non-key decisions) that the Council's Cabinet intends to make at public or private meetings to be held within the next 28 days and beyond.

A further notice - called the Agenda - setting out the items to be considered at the Cabinet (in public and private) will be available no less than 5 working days before the meeting at

<http://www.sbdc-spider.southbucks.gov.uk/uuCoverPage.aspx?bcr=1>

LEADER - COUNCILLOR BAGGE					
Key Decision (Y/N) <sup>1</sup>	Report Title & Summary <sup>2</sup>	Consultation - How & When <sup>3</sup>	Decision Maker & Date <sup>4</sup>	Private report (Y/N) and reason private <sup>5</sup>	Lead Officer
Y	<b>Budget and Council Tax 2016/17</b> To set the Council's budget and Council Tax for 2016/17.	Overview and Scrutiny: 01.02.2016	Cabinet: 09.02.2016  Council: 23.02.2016	Report - N Appendix - Yes (Paragraph 3)	Jim Burness  Email: Jim.Burness@southbucks.gov.uk
N	<b>Service Plans Summaries</b> To introduce the service plan summaries for each of the main service areas.		Cabinet; 09.02.2016	N	Rachel Prance  Email: RPrance@chiltern.Gov.uk
N	<b>Performance Indicator Review 2016/17</b> To introduce proposed changes.		Cabinet: 20.04.2016	N	Rachel Prance  Email: RPrance@chiltern.Gov.uk
Y	<b>Capital Programme 2016/17 to 2019/20</b> To consider and agree the proposed updates to the capital programme.		Cabinet 09.02.2016	N	Jane Clarke  jclarke@chiltern.gov.uk
N	<b>Performance Monitoring</b> To receive Q2 Monitoring report,	Overview and Scrutiny  1.02.2016	Cabinet 09.02.2016	N	Rachel Prance  Email: RPrance@chiltern.Gov.uk

LEADER - COUNCILLOR BAGGE					
Key Decision (Y/N) <sup>1</sup>	Report Title & Summary <sup>2</sup>	Consultation - How & When <sup>3</sup>	Decision Maker & Date <sup>4</sup>	Private report (Y/N) and reason private <sup>5</sup>	Lead Officer
N	<b>Performance Monitoring</b> To receive Q3 Monitoring report.	Overview and Scrutiny  14.03.2016	Cabinet 20.04.2016	N	Rachel Prance  Email: RPrance@chiltern.gov.uk

SUSTAINABLE DEVELOPMENT PAG - COUNCILLOR NAYLOR					
Key Decision (Y/N) <sup>1</sup>	Report Title & Summary <sup>2</sup>	Consultation - How & When <sup>3</sup>	Decision Maker & Date <sup>4</sup>	Private report (Y/N) and reason private <sup>5</sup>	Lead Officer
N	<b>Joint CDC/SBDC Local Plan</b> To receive an update on progress	Sustainable Development PAG: 10.03.2016	For information	N	Graham Winwright  Graham.Winwright@southbucks.gov.uk
N	<b>HS2</b> To receive an update on progress	Sustainable Development PAG: 10.03.2016	For Information	Y (Para 5)	Jane Griffin  Email: Jane.Griffin@southbucks.gov.uk

HEALTHY COMMUNITIES PAG - COUNCILLOR KELLY					
Key Decision (Y/N) <sup>1</sup>	Report Title & Summary <sup>2</sup>	Consultation - How & When <sup>3</sup>	Decision Maker & Date <sup>4</sup>	Private report (Y/N) and reason private <sup>5</sup>	Lead Officer
N	<b>Healthy Communities Update</b> To receive an update on activities.	Healthy Communities PAG: 25.02.2015	For Information	N	Martin Holt  Email: Martin Holt@southbucks.gov.uk
N	<b>Joint Housing Strategy Framework</b> Consider the adoption of a joint Housing Strategy between South Bucks DC and Chiltern DC and agree the key themes and objectives it should contain.	Healthy Communities PAG: 25.02.2016	Cabinet: 20.04.2016	N	Michael Veryard  Email: mveryard@chilterngov.uk
N	<b>Joint Homelessness Strategy</b> Consider the adoption of a joint Homelessness Strategy between South Bucks DC and Chiltern DC and agree the key themes and objectives it should	Healthy Communities PAG: 25.02.2016	Cabinet: 20.04.2016	N	Michael Veryard  Email: mveryard@chilterngov.uk

HEALTHY COMMUNITIES PAG - COUNCILLOR KELLY					
Key Decision (Y/N) <sup>1</sup>	Report Title & Summary <sup>2</sup>	Consultation - How & When <sup>3</sup>	Decision Maker & Date <sup>4</sup>	Private report (Y/N) and reason private <sup>5</sup>	Lead Officer
	contain.				
N	<b>Joint Private Sector Housing Strategy</b> Consider the adoption of a joint Private Sector Housing Strategy between South Bucks DC and Chiltern DC (setting out policies to improve and maintain housing conditions in the private sector) and agree the key themes and objectives it should contain.	Healthy Communities PAG: 25.02.2016	Cabinet: 20.04.2016	N	Michael Veryard  Email: mveryard@chilterngov.uk
N	<b>Joint Housing Financial Assistance Policy</b> Consider the adoption of a joint Housing Financial Assistance Policy between South Bucks DC and Chiltern DC (setting down the criteria for grants and loans to support adaptations, repairs and improvements) and agree the key themes and objectives it should contain.	Healthy Communities PAG: 25.02.2016	Cabinet: 20.04.2016	N	Michael Veryard  Email: mveryard@chilterngov.uk
Y	<b>Safeguarding Policies For Chiltern &amp; South Bucks District Councils</b> To approve new adult and children safeguarding policies for Chiltern & South Bucks District Councils.		Cabinet 09.02.2016	N	Martin Holt  Email: Martin.Holt@southbucks.gov.uk
N	<b>Subscriptions &amp; Donations 2016-17</b> Grant applications to the Subscriptions & Donations fund.	Healthy Communities PAG: 25.02.2016	Cabinet: 20.04.2016	N	Claire Speirs  Email: claire.speirs@SouthBucks.gov.uk
Y	<b>Use of Commuted Sums to enable Affordable Housing Delivery on a Section 106 Site.</b> To consider a proposal to allocate a commuted sum to facilitate delivery of affordable housing on ex SGT Car Dealers site in Taplow.		Cabinet 09.02.2016	Y Para 3	Martin Holt  Email: Martin.holt@southbucks.gov.

## HEALTHY COMMUNITIES PAG - COUNCILLOR KELLY

Key Decision (Y/N) <sup>1</sup>	Report Title & Summary <sup>2</sup>	Consultation - How & When <sup>3</sup>	Decision Maker & Date <sup>4</sup>	Private report (Y/N) and reason private <sup>5</sup>	Lead Officer
N	<b>Beacon Centre Request for Structural Survey.</b>	Healthy Communities PAG: 25.02.2016	Cabinet: 20.04.2016	N	Claire Speirs Email: claire.speirs@SouthBucks.gov.uk

## ENVIRONMENT PAG - COUNCILLOR SULLIVAN

Key Decision (Y/N) <sup>1</sup>	Report Title & Summary <sup>2</sup>	Consultation - How & When <sup>3</sup>	Decision Maker & Date <sup>4</sup>	Private report (Y/N) and reason private <sup>5</sup>	Lead Officer
Y	<b>Beaconsfield Common Land - Policy for Control of Use of Common Land</b> To agree a policy for use of the Common Land.	Environment PAG: 01.03.2016	Cabinet: 20.04.2016	N	Simon Gray Email: Simon.Gray@southbucks.gov.uk
N	<b>Assets for Community Value</b> To consider updating procedures	Environment PAG: 01.03.2016	Cabinet: 20.04.2016	N	Simon Gray Email: Simon.Gray@southbucks.gov.uk
N	<b>Street Naming and Numbering</b> To consider updating procedures	Environment PAG: 01.03.2016	Cabinet: 20.04.2016	N	Simon Gray Email: Simon.Gray@southbucks.gov.uk
N	<b>Green Deal Communities Fund Project</b> To advise the Portfolio Holder of the outcomes and evaluation of the Green Deal Communities Fund Project.	Environment PAG: 01.03.2016	For Information	N	Joanna Faul Email: Joanna.Faul@southbucks.gov.uk
N	<b>Clean for the Queen</b> Update on the Clean for the Queen Campaign	Environment PAG: 01.03.2016	For Information	N	Simone Singleton Email: simone.singleton@Southbucks.gov.uk

## RESOURCES PAG - COUNCILLOR EGLETON

Key Decision (Y/N) <sup>1</sup>	Report Title & Summary <sup>2</sup>	Consultation - How & When <sup>3</sup>	Decision Maker & Date <sup>4</sup>	Private report (Y/N) and reason private <sup>5</sup>	Lead Officer
Y	<b>Council Tax Support Scheme</b> To agree a scheme for 2016/17		Cabinet 09.02.2016 Council 23 02.2016	N	Neil Berry Email: neil.berry@southbucks.gov.uk



N	<b>Treasury Management Quarterly Report Quarter 3 2015/16</b> To report on Treasury Management performance for Sept 2015 - Dec 2015	Resources PAG: 03.03.2016	For Information	N	Helen O’Keeffe  Email: HOKeeffe@chiltern.gov.uk
Y	<b>River Road, Taplow</b> To agree mooring fees.	Resources PAG: 03.03.2016	Cabinet: 20.04.2016	N	Chris Marchant  Email: Chris.Marchant@Southbucks.gov.uk
Y	<b>Plant Maintenance Contract</b> To update on progress.	Resources PAG: 03.03.2016	Cabinet: 20.04.2016	Y (Para 3)	Chris Marchant  Email: Chris.Marchant@Southbucks.gov.uk
N	<b>Gerrards Cross</b> To consider car parking arrangements.	Resources PAG: 03.03.2016	Cabinet: 20.04.2016	N	Chris Marchant  Email: Chris.Marchant@Southbucks.gov.uk
Y	<b>Beaconsfield</b> To consider car parking arrangements.	Resources PAG: 03.03.2016	Cabinet: 20.04.2016	Y (Para 3)	Chris Marchant  Email: Chris.Marchant@Southbucks.gov.
Y	<b>Capswood Offices</b> To consider subleasing arrangements	Resources PAG: 10.12.2015 03.03.2016	Cabinet:  09.02.2016 20.04.2016	Y (Para 3)	Chris Marchant  Email: Chris.Marchant@Southbucks.gov
N	<b>Discretionary Rate Relief</b> To consider two applications	Resources PAG: 03.03.2016	Cabinet: 20.04.2016	Y (Para 3)	Neil Berry  Email: neil.berry@southbucks.gov.uk

## 1. Key Decision

The Regulations explains a “key decision” as an executive decision which is likely:-

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are significant having regard to the relevant authority’s budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant authority.

With regard to (a) a key is a decision which has income or expenditure effect of £50k or more but excludes contracts for and expenditure on repairs, maintenance and improvements works within budget provision and approved policy where the contract or expenditure has either been properly and specifically approved by or on behalf of the Cabinet or by an Officer acting under delegated powers, save where Contract Standing Orders require the Cabinet itself to authorise acceptance of a tender and such acceptance has not previously been authorised or delegated by the Cabinet.

## 2. Report Title and Summary

A summary and title of a report is listed in this column. Reports that will be considered at a meeting will be available 5 working dates before the meeting at <http://www.sbdc-spider2.southbucks.gov.uk/democracy/uuCoverPage.aspx?bcr=1>

### 3. Consultation - How and When

This column shows the process of consultation, which takes place prior to Cabinet.

To support the role of the Portfolio Holders, Policy Advisory Groups (PAGs) have been set up to provide advice and guidance. A report is submitted to the PAG for its consideration, following which the minutes of the PAG are submitted to Cabinet. Cabinet considers the advice of the Portfolio Holder and the PAG when making a decision. The dates of PAGs are shown on the following notice. Whilst meetings of the PAGs are not open to the public the agenda papers and reports (except those subject to prohibition or restriction) are published on the Council's website.

### 4. Decision Maker & Date

This column shows by whom the Decision will be taken and the date the Decision is due to be taken.

### 5. Private Report and Reason Private

Members of the public are welcome to attend meetings of the Cabinet, however 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 1, subject to the qualifications and interpretations in Parts 2 and 3, of Schedule 12A to the Local Government Act 1972 (as amended)

The relevant paragraphs are listed in the table below:

Paragraph	
1.	Information relating to any individual.
2.	Information which is likely to reveal the identity of any individual.
3.	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
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.
5.	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
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 (b) to make an order or direction under any enactment.
7.	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

### Making Representation

If you wish to make representations about why a meeting should not take place in private then submit your representations at least 10 clear working days before the meeting to Democratic and Electoral Services, South Bucks District Council, Capswood, Oxford Road, Uxbridge, UB9 4LH - email [democraticservices@southbucks.gov.uk](mailto:democraticservices@southbucks.gov.uk) so that they can be included in this further notice along with a statement of response to the representations as required under Regulation 5.

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank