

South Bucks District Council

Cabinet Decision

Notice is given that the following decisions have been taken by Cabinet on Tuesday, 25 April 2017

5 **Economic Development Strategy**

(a) DECISION:

Cabinet were asked to consider the response of the Overview and Scrutiny Committee and The Planning Policy Joint Member Reference Group (due to links with the emerging Local Plan) to the proposed Economic Development Strategy for Chiltern and South Bucks Councils 2017-2026 (Appendix 1) and to note the initial Action Plan (Appendix 2).

The Cabinet considered the response of the Overview and Scrutiny Committee and The Planning Policy Joint Member Reference Group as set out in the report. It was noted that the comments of the Overview and Scrutiny Committee, as set out in the consultation section of the report, would be reflected in the action plan. Cabinet agreed the importance of ensuring the ongoing measurement of the economy's performance against the strategic objectives.

RESOLVED that the initial action plan attached as Appendix B be noted.

And further

RECOMMENDED to Council that the Economic Development Strategy for Chiltern and South Bucks Councils 2017-2026 be adopted subject to Chiltern District Council also approving the Strategy.

(b) REASON FOR DECISION:

To reinforce the commitment and work towards achieving the vision contained in the Chiltern and South Bucks Joint Business Plan (2015-2020) and Joint Sustainable Community Strategy 2013-2026 as well as the recommendations of the Councils' 2014 Peer review and to support the emerging Local Plan.

(c) ALTERNATIVE OPTIONS CONSIDERED:

The various themes and actions proposed in the draft Strategy were considered in light of the consultation responses.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

Performance Indicator Review 2017-18

(a) DECISION:

The Cabinet considered a report providing an update on the outcomes of the Performance Indicator (PI) review for 2017/18, and sought approval for the proposed changes to reporting. The key aim of the review was to ensure that the PIs were still relevant.

Cabinet considered the following recommendations which were made by the Overview and Scrutiny Committee at the meeting on 20 March 2017 and Officers' comments regarding those recommendations:

Resources

- JtBS1(C) - Availability of ICT systems to staff from 8am to 6pm (by period quarterly) – to increase the target to 99.9% to reflect the expectation that the systems should be available for this amount of time, previous figure equated to 2 days a quarter which was felt to be too high.

Officers require further clarification as to how the Overview and Scrutiny Committee calculated the increased target of 99.9%, but are in agreement with the increase until this information becomes available.

- JtBS2(C) - Percentage of calls to ICT helpdesk resolved within agreed timescales – as the current target is not realistic, to increase the agreed timescale period for resolving calls rather than decrease the target of percentage of calls resolved.

Officers are currently reviewing their SLA targets and feel that would be appropriate for the target to remain at 95%.

- SbCS1(C) - Number of complaints received (cumulative, quarterly) – to be 80 in 2017/18, then reduced to 75 in 2018/19 and then 70 in 2019/20 to make it a more ambitious target.

The Head of Customer Services is in agreement with this suggestion, with further work to be done regarding this as the work of the Customer Experience Strategy Programme is progressed.

Healthy Communities

- SbCL1a(C) and SbCL1b(C) – Customer satisfaction rating at the Beacon Centre and Evreham Centre – to incrementally increase the satisfaction ratings for both these centres over the next three years to reflect the expectation for an improvement in customer satisfaction.

Officers have suggested that the Beacon Centre satisfaction rate target be raised by 1% per year – reaching 85% by 2019/20 and the Evreham Centre by 2% per year, leading to an 84% target in 2019/20.

Having considered the recommendations of the Overview and Scrutiny Committee and the comments made by Officers, Cabinet agreed Appendix A and Appendix B of the report with the following changes to Appendix B:

- JtBS1(C) - Availability of ICT systems to staff from 8am to 6pm (by period quarterly) – to increase the target to 99.9% whilst further investigations are carried out on the calculation of this increase.

- SbCS1(C) - Number of complaints received (cumulative, quarterly) – to be 80 in 2017/18, then reduced to 75 in 2018/19 and then 70 in 2019/20 to make it a more ambitious target.
- SbCL1a(C) and SbCL1b(C) – Customer satisfaction rating at the Beacon Centre be raised by 1% per year, reaching 85% by 2019/20 and the customer satisfaction rating at Evreham Centre by 2% per year, leading to an 84% target in 2019/20 to reflect the expectation for an improvement in customer satisfaction.

Cabinet agreed with the officer recommendation with regards to JtBS2(C) that the target should remain at 95% as set out in Appendix B.

RESOLVED that the following appendices attached to this report be agreed

- 1) Appendix A PI Review: Priority PIs 2017-18 – South Bucks District Council - provides proposals for reporting priority indicators during 2017/18 with future targets.
- 2) Appendix B PI Review: Corporate Indicators 2017-18 – South Bucks District Council - provides proposals for reporting Corporate PIs during 2017/18 with future targets - subject to the changes being made to JtBS1(C), SbCS1(C) and SbCL1a(C) and SbCL1b(C) as set out in the minute above.

(b) REASON FOR DECISION:

To ensure the continuation of effective performance monitoring.

(c) ALTERNATIVE OPTIONS CONSIDERED:

The various options for changes were considered, along with the suggestions made by Overview and Scrutiny Committee.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

8 **Joint Business Plan Refresh 2017-20**

(a) DECISION:

The Cabinet was asked to consider, and recommend to Council for approval, as part of the Budget and Policy Framework, the refreshed Joint Business Plan 2017-2020, which links to the Sustainable Community Strategy, and replaces the former Chiltern's Aims and Objectives document and South Bucks' Corporate Plan.

RECOMMENDED to Council that the refreshed Joint Business Plan be approved as part of the Budget and Policy Framework, subject to Chiltern District Council also approving the Plan.

(b) REASON FOR DECISION:

The Joint Business Plan Aims, Priorities and Objectives replaced the former Chilterns Aims and Objectives document and South Bucks Corporate Plan during 2014/15. The Joint Business Plan was reviewed every year to reflect the changing needs of the locality and the communities that live and work within Chiltern and South Bucks and the service planning process.

(c) ALTERNATIVE OPTIONS CONSIDERED:

To not refresh the plan annually would soon render it out of date and out of touch with residents' priorities.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

9 **Healthy Communities**

Motorway Air Quality Monitoring Station in South Bucks

(a) DECISION:

Cabinet considered the proposal that the existing motorway continuous air quality monitor situated close to the M25 in Gerrards Cross be decommissioned, allowing the Council to refocus on other hot spots in the District.

RESOLVED that

- a. the current motorway air quality monitoring station be decommissioned; and
- b. the existing allocated budget be retained to undertake enhanced monitoring/action in other hotspot areas as identified in the statutory review and assessment of air quality in the District.

(b) REASON FOR DECISION:

Statutory guidance states that local authorities should take the opportunity to review the effectiveness and suitability of its monitoring strategy over time. A review of the current automatic monitor identified that:

- The current annual running costs were approximately £5,800 each year.
- The kit was now over 15 years old and more likely to fail.
- The current location was not optimal.
- The Council had obtained useful detailed long term trend data since 2001. which would remain valid even if the station was closed.
- The existing budget could be more effectively utilised in monitoring other hotspot areas.
- There was an opportunity to better engage and inform local residents.
- It would also be an opportunity to consider the potential for PM_{2.5} monitoring in the District, which is now an indicator in the Public Health Outcomes

Framework.

- New base line data could be established to support the review and assessment process in other areas of the district such as Iwer.

(c) ALTERNATIVE OPTIONS CONSIDERED:

The Cabinet also considered the following alternative options to decommissioning the Station:

- a) To mothball the Station and leave in situ pending further review (would still require some maintenance)
- b) To continue with the existing arrangements of monitoring

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

Community and Wellbeing Plan

(a) DECISION:

Cabinet received a report containing the South Bucks Community and Wellbeing Plan 2017-2020, attached as an Appendix. The report detailed how the Healthy Communities service would work with the community and alongside partners over the next 3 years.

Cabinet noted that Members of the Healthy Communities PAG and the Overview and Scrutiny Committee endorsed the proposed draft Community and Wellbeing Plan subject to the inclusion of further projects including the Good Neighbours scheme and the positive work undertaken by faith groups across the District. The Cabinet were advised that these changes had been made to the Community and Wellbeing Plan.

RECOMMENDED to Council that the South Bucks Community and Wellbeing Plan 2017 – 2020 be approved.

(b) REASON FOR DECISION:

South Bucks' new Community and Wellbeing Plan would help provide a clear vision as to how the Council in partnership with a range of agencies and local voluntary groups would support communities over the next three years. The Plan builds and develops community infrastructure and directly supports the Council in achieving its key strategic objectives in relation to improving health and wellbeing, enabling a vibrant local economy, protecting the local environment and reducing crime and disorder. This asset based approach to community development empowers community organisations and supports their development and growth to deliver improved services to local residents.

(c) ALTERNATIVE OPTIONS CONSIDERED:

The various themes and actions proposed in the draft Plan were considered.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

Buckinghamshire Armed Forces Covenant

(a) DECISION:

The Cabinet received a report detailing the continued support for the Buckinghamshire Armed Forces Covenant, and the associated 2016/17 Action Plan appended to the report.

RESOLVED that Cabinet continues to support the Buckinghamshire Armed Forces Covenant and the Buckinghamshire Armed Forces Covenant's associated 2016/17 action plan be agreed.

(b) REASON FOR DECISION:

The Armed Forces Community Covenant plays an important role in bringing the wider community together with armed forces staff and their families, helping reduce isolation, improve health and facilitate education and employment opportunities. South Bucks District Council, as a member of the Buckinghamshire Armed Forces Community Covenant group, works closely with the armed forces community supporting a range of projects including:

- Children of service personnel having access to schools and other community based social and sporting activities
- Improved employment opportunities by matching armed forces skills to their civilian counterparts and providing links between employers and ex-service personnel
- Improved understanding and awareness of historic conflicts that help bring together different generations and share knowledge

(c) ALTERNATIVE OPTIONS CONSIDERED:

The various projects and initiatives detailed in the Action Plan were considered.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

11 **Resources**

South Bucks District Council Arrears Collection Project

(a) DECISION:

The Cabinet considered a report which updated Cabinet on the progress of the project to recover arrears of Council Tax, Business Rates and Housing Benefit overpayments. Cabinet

were asked to consider whether to authorise the write off of specified non domestic rates with values over £10,000 where all previous recovery attempts have failed and there are no further routes of recovery, as set out in the confidential appendix.

RESOLVED that

1. the progress of the South Bucks District Council Recovery Project be noted; and
2. the write off of specified non domestic rates with values over £10,000 where all previous recovery attempts have failed and there are no further routes of recovery, as set out in the confidential appendix, be authorised.

(b) REASON FOR DECISION:

At the commencement of the project it was agreed that progress would be reported to Members. Throughout the project there would be debts that would be required to be written off as the Council would be unable to recover. Under the financial procedure rules write offs over £10,000 need to be authorised by cabinet.

(c) ALTERNATIVE OPTIONS CONSIDERED:

There were no further options available other than to write off the debts listed due to the fact that the companies in question no longer exist and the debtors cannot be traced.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

11 **Vacating Capswood - Report in Part II**

(a) DECISION:

Cabinet considered a report which asked Members to consider whether to vacate the remainder of Capswood1 and the possibility of sub-leasing the space as part of the overall strategy to make the best use of office accommodation.

Members of the Resources PAG, having discussed the content of the report in detail at its last meeting, felt that in order for timescales to be met, officers needed to be reactive. Following the advice of the PAG, the Portfolio Holder added a further recommendation to Cabinet to undertake the tender process for works and refurbishments as soon as practicable and that Capswood1 should be vacated within 2017 rather than within 12 months.

RESOLVED that

- 1) Capswood1 be vacated completely within 2017;
- 2) the expenditure of £20,000 to market the ground floor space be approved;
- 3) the potential capital expenditure of £115,000 to decant and refurbish the ground floor of Capswood1 be approved and added to the Capital Programme, subject to the agreement of Council;

- 4) authority be delegated to the Head of Environment in consultation with the Portfolio Holder to negotiate a sub-lease for the ground floor of Capswood1 and to spend the £115,000 in point 3 above, subject to a letting being achieved; and
- 5) to undertake the tender process for works and refurbishments as soon as practicable.

And **RECOMMENDED** to **Council** that the sum of £115,000 be added to the approved Capital Programme to decant and refurbish the ground floor of Capswood1.

(b) REASON FOR DECISION:

To reduce the cost of maintaining Capswood1 as part of the overall strategy to make the most efficient use of office accommodation.

(c) ALTERNATIVE OPTIONS CONSIDERED:

Cabinet considered the following alternative options;

1. Do nothing. This would leave the Council in occupation of Capswood1 with no income and all the costs of running the building including the server room.
2. Vacate the ground floor and generate savings from utilities and maintenance.
3. Dismantle the server room and its equipment

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

12 **Sustainable Development**

Update on Heathrow and Response to National Policy Statement

(a) DECISION:

Cabinet received a report containing updates relating to Heathrow and the National Policy Statement.

Cabinet were advised that the Department for Transport had produced a draft Airports National Policy Statement for consultation and that Bucks County Council and South Bucks District Council would be producing a joint response covering all relevant issues. The Cabinet were asked to note the progress and suggested content of the draft response and to delegate authority to the Chief Executive, in consultation with the Leader and the Portfolio Holder for Sustainable Development, to submit the final response to the Department of Transport in consultation with Bucks County Council and the Bucks Thames Valley Local Enterprise Partnership.

RESOLVED that

- 1) the progress on the Heathrow Strategic Planning Group (HSPG) and recommended future funding arrangements be noted;

- 2) that the progress and suggested content of the draft response to Department of Transport on the Draft Airports National Policy Statement be noted; and
- 3) that authority be delegated to the Chief Executive, in consultation with the Leader and the Portfolio Holder for Sustainable Development, to submit the final response to the Department of Transport in consultation with Bucks County Council and the Bucks Thames Valley Local Enterprise Partnership.

(b) REASON FOR DECISION:

To update Members on the implications that Heathrow Expansion would have on residents and the work of the Council. To respond to the consultation so that the views of the Council would be taken into account.

(c) ALTERNATIVE OPTIONS CONSIDERED:

Options regarding the content of the draft response were considered.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

13 **Resources - Update on Station Road Car Park, Gerrards Cross**

(a) DECISION:

The Cabinet received an update on the progress of the Station Road Car Park project.

RESOLVED that it be noted that

- 1) the decision on the planning application for the project has been delayed;
- 2) the payments approved by the Council in November 2016 are having to be made in advance of the decision on the planning application; and
- 3) following the outcome of the revised capacity study, the design and subsequent business case would be presented to Members.

And **RECOMMENDED** to Council that the additional spend of £200,000 under the agreement with Balfour Beatty and for other professional fees as set out in the report be approved.

(b) REASON FOR DECISION:

The unexpected delay in the decision on the planning application for the project, resulted in some of the work contracted to be carried out by the consultants taking place before the planning decision rather than afterwards. The Council was contractually obliged to meet the pre-construction costs.

(c) ALTERNATIVE OPTIONS CONSIDERED:

The Council was contractually obliged to meet the pre-construction costs.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

14

Healthy Communities - Flats at Grand Union House, Iver

(a) DECISION:

To consider the opportunity to purchase 51 flats at Grand Union House, Iver for use as Affordable Housing.

Cabinet noted that expenditure required to undertake a due diligence exercise and valuation required in developing the Council's offer and subsequent negotiation by external consultants, could be allocated from unrestricted s106 contributions and agreed that up to £100,000 be earmarked in respect of this proposal.

Cabinet also had regard to comments made by members of the Healthy Communities PAG in reaching their decision.

As this proposal concerned a site in her ward, Councillor Luisa Sullivan did not take part in the decision on this item.

RESOLVED that

- a) authority be delegated to the Head of Healthy Communities, in consultation with the Head of Environment and the relevant Portfolio Holders, to enter into negotiations, subject to contract, for the acquisition of Grand Union House.
- b) Officers carry out a due diligence exercise, including legal, building/site survey and financial aspects and to explore options for the future management of the site and that a detailed business case be presented to Cabinet before a decision is taken on whether to acquire the site.
- c) up to £100,000 be allocated from s106 affordable housing contributions, to undertake the due diligence exercise and valuation required in developing the Council's offer and subsequent negotiation by external consultants.

(b) REASON FOR DECISION:

- a. To support the Council's Medium Term Financial Strategy and reduce the cost of emergency accommodation for the homeless;
- b. To enable the Council to discharge its duty to accommodate those who are determined as homeless and in priority need.
- c. Purchase of the freehold of the site could increase the value of the Council's assets over a longer time period
- d. The provision of emergency accommodation in the District would reduce

the health inequality risks associated with the placement of families out of the district.

(c) ALTERNATIVE OPTIONS CONSIDERED:

Cabinet considered other options to accommodate homeless households including;

- Developing a private leasing scheme with a housing provider enabling the Council's duty to be discharged over a two year period. The Council would not receive an income in such a scheme but would be liable for any void payments
- Developing alternative emergency accommodation options with other authorities, however these would take 2-3 years to be developed and implemented.
- Developing affordable housing opportunities on Council owned land. Currently there were no sites available to the Council that would allow 51 units to be developed.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

19 **Sustainable Development –Part II**

HS2 Update

(a) DECISION:

Cabinet received a report updating Members on:

- 1) The Parliamentary process and HS2
- 2) SBDC Issues and Assurances
- 3) Colne Valley Regional Park Panel Mitigation Plan proposals
- 4) Schedule 17 submissions process and resource options
- 5) SLA Update resource implications and delegations.

And **RESOLVED** that

- 1) the progress made on the Colne Valley Regional Park Panel be noted;
- 2) the on-going negotiations with HS2 to agree a Service Level Agreement be noted;
- 3) the long list of projects in the Colne Valley Regional Park Panel "Draft Additional Mitigation Plan" be supported;
- 4) the financial recommendations as set out in the report be agreed and the existing allocated funds to secure the continuation of the HS2 team including 20% for contingency be retained; and
- 5) Option 2 (Medium cost - Continued involvement of Members and the Public) be the preferred option for handling Schedule 17 approvals.

(b) REASON FOR DECISION:

The recommendations set out in the report update Members on work undertaken on this project, the work of the Colne Valley Regional Park Panel, the funding mechanism and options for handling and determination of the schedule 17 applications.

Cabinet were of the opinion that option 2 for handling and determination of the schedule 17 applications offered the most pragmatic and cost effective option bearing in mind the time constraints for the determination of the Schedule submissions.

(c) ALTERNATIVE OPTIONS CONSIDERED:

Cabinet considered the following options for handling Schedule 17 approvals–

- Option 1: High cost – perceived involvement with consultative role for Neighbouring residents and Members.
- Option 2: Medium cost - Continued involvement of Members and the Public.
- Option 3: No consultation with Members or the Public.

(d) CONFLICTS OF INTERESTS/DISPENSATIONS:

None.

Date Published:	27 April 2017	Call in Deadline Midnight on	5 May 2017
Date to be implemented: 6 May 2017			