

## **SOUTH BUCKS DISTRICT COUNCIL**

**Council - 1 March 2017**

Present: Councillors Mr Bagge, Mr Bastiman, Mr Bradford, Mr D Dhillon, Mr Egleton, Mrs Gibbs, Mr Griffin, Mr Hogan, Mrs Jordan, Mr Kelly, Mrs Lewis, Mrs Lowen-Cooper, Dr Matthews, Mr Naylor, Mr Pepler, Mr Read, Mr Sandy, Mr Sangster, Mr D Smith, Mrs Sullivan and Mr Walters MBE

Apologies: Councillors Mr Anthony, Mr Chhokar, Mr Harding, Miss Hazell, Mr Hollis, Mr Reed and Mr Samson

### **36. PRESENTATION ON THE EFFECTIVENESS AND IMPACTS OF DOG CONTROL ORDERS AT BURNHAM BEECHES**

The Members of the Council received a presentation from Andy Barnard (Superintendent – The Commons) of the Corporation of London on the Effectiveness and Impacts of Dog Control Orders at Burnham Beeches.

The presentation covered the following:-

- The schedules which have been introduced
- Concerns raised during the consultation process in July 2014, including South Bucks District Council's response, and City of London's response to these concerns
- The effectiveness of each schedule since being introduced
- Conversion and extension of Dog Control Orders as Public Space Protection Orders (PSPO)
- Proposed PSPO consultation process and timetable

In the discussion which followed, Members were advised that the City of London would consult South Bucks District Council, on extending the effect of the existing DCOs at Burnham Beeches beyond 30<sup>th</sup> November 2017 as PSPOs, in the early summer of 2017. Clarity was provided on the number of rangers who patrol at Burnham Beeches. A concern was raised regarding the problem of dog messing at Beaconsfield Rugby Club.

The Leader of the Council thanked Mr Barnard for his presentation which had been very informative.

### **37. ANNOUNCEMENTS**

#### **a) Chairman's Announcements**

The Chairman paid tribute to ex Councillor Pat Burry MBE, who had sadly passed away. Pat Burry was elected as an Independent district councillor for the Wexham ward from 1991 - 2003 and was also the Chairman of the Council from 1995 -1997. The meeting stood for one minute's silence, as a tribute to her memory.

The Chairman reported on recent functions and events he had attended on behalf of the Council, which included:

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A Service of Remembrance – Pinewood Studios	11/11/16
Bucks & Milton Keynes Sport Awards Ceremony – Leap, Bucks & Milton Keynes Sport and Activity Partnership	18/11/16
Charity Christmas Meal and Book Signing – Mayor of Royal Borough of Windsor & Maidenhead	03/12/16
Christmas Reception – Rennie Grove Hospice Care	06/12/16
Celebration of Chinese New Year – Buckinghamshire Chinese Association	22/01/17
Burns Supper – Mayor of Bracknell Forest Council	10/02/17
Reception – Mayor of Windsor & Maidenhead	17/02/17
Civic Service – Mayor of Hillingdon	26/02/17

### **b) Announcements from the Leader of the Cabinet**

The Leader of the Council announced that he was due to attend a meeting with Gavin Barwell MP (Minister of State for Housing, Planning and Minister for London at the Department for Communities and Local Government) along with other Leaders, to discuss the Government's White Paper on Planning and Housing. The Leader invited Members to submit any questions they have for Gavin Barwell in advance of the meeting.

### **c) Announcements from the Head of Paid Service**

Members were kindly asked to complete and return the Related Parties Transactions form that had been left on their table.

## 38. **MINUTES**

The minutes of the meetings of the Council held on 8 November 2016 and 16 January 2017 were confirmed and signed by the Chairman.

## 39. **QUESTIONS**

No questions had been received under Council Procedure Rule 10.

## 40. **APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES**

None.

## 41. **CABINET MINUTES - 15 DECEMBER 2016**

The Leader, Mr Bagge, presented the minutes of the meeting of the Cabinet held on 15 December 2016.

**RESOLVED** that the minutes of the 15 December 2016 be received.

### (a) Calendar of Meetings 2017/18

The Council received a draft calendar of meetings for 2017/18 following which it was moved by Councillor Bagge, seconded by Councillor Naylor and

**RESOLVED** that the calendar of meetings for 2017/18 be adopted.

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### (b) Chiltern and Wycombe Joint Waste Collection Committee

The Cabinet at the meeting held on 15 December 2016 agreed to the recommendation to extend the membership of the Chiltern and Wycombe Joint Waste Collection Committee (JWCC) to include South Bucks in order to allow for the most efficient management of the current waste contracts and thereby enable consideration to be given to a possible future joint procurement involving all three authorities. The Council was therefore asked to agree that the Council's Constitution be updated to reflect the changes to the JWCC's Terms of Reference and Constitution, subject to agreement from each proposed constituent member authority.

It was moved by Councillor Sullivan, seconded by Councillor Egleton and

**RESOLVED** that the Council's Constitution be updated to reflect the changes to the Constitution and Terms of Reference of the Chiltern and Wycombe Joint Waste Collection Committee (JWCC) to include South Bucks, subject to agreement from each proposed constituent member authority.

### 42. **CABINET MINUTES - 8 FEBRUARY 2017**

The Leader, Mr Bagge, presented the minutes of the meeting of the Cabinet held on 8 February 2017.

**RESOLVED** that the minutes of the 8 February 2017 be received.

### (a) Budget and Council Tax 2017/18

Members had before them the following two reports together with minutes of the Cabinet meeting held on 8 February 2017:

- Budget and Council Tax Report 2017/18 as submitted to Cabinet on 8 February 2017
- Additional report of the Leader on Budget and Council Tax Report 2017/18

The Leader, after referring to Cabinet Minute 43, also referred members to the additional report that contained the final information from the precepting authorities leading to the total Council Tax for the area which the Council was required to approve at this meeting.

During his speech the Leader of the Council made a number of points including:-

- The Council was committed to continuing the shared working journey with Chiltern District Council in order to continue to make significant savings and increase efficiency and resilience.
- The Iver Members' Liaison Group, working together with Bucks County Council colleagues, was making progress in exploring mitigation options for traffic and transport problems in the area which would be further evaluated using a DfT analytical process.
- This year's budget would support actions to swiftly bring forward better quality temporary accommodation that would be more suitable for the District's homeless families.
- The need to increase car parking capacity in Beaconsfield and Gerrards Cross.

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- This year's budget marks a change in policy in that this Council would be undertaking significant prudential borrowing to invest in improving the quality of life for all residents in the District.
- The Council would soon receive the final report by Savills setting out how this council could bring forward a supply of new homes, suitable for younger people and those struggling to get on the property ladder, whilst also increasing the District's car parking capacity and providing more affordable homes. The start of this programme would be the redevelopment of the Gerrards Cross police station site.
- The provisional indications were that the Council's policy to develop residential housing for rent would lead to a new additional income stream of £600k per year, which would close the indicated budget shortfall in the Council's medium term plan.
- In the current financial year, the Council closed the Academy nine hole golf course in Stoke Poges, realising in-year and ongoing savings. In the near future, the Council would receive proposals from contractors for alternative sporting uses for the site, with the objectives of providing an attractive place where people could walk, run and cycle without this Council incurring any additional ongoing maintenance costs.

In commending the budget and financial strategy, the Leader reminded members that with the Revenue Support Grant disappearing, Council tax revenue was becoming more significant. In accordance with the budget council tax proposals, the District council tax for a band D property in South Bucks would be £153.00 per annum, an increase of £5 from the previous council tax year.

Council Procedure Rule required the names of members voting for or against or abstaining from voting to be recorded in the Minutes. Furthermore all members had been granted dispensation under section 33 of the Localism Act 2011 to speak and vote on the Council tax setting. The motion as moved by the Leader and seconded by the Deputy Leader was put to the meeting and declared CARRIED with the votes cast being as follows:

FOR (21) – Councillors Bagge, Bastiman, Bradford, Dhillon, Egleton, Gibbs, Griffin, Hogan, Jordan, Kelly, Lewis, Lowen-Copper, Matthews, Naylor, Pepler, J. Read, Sandy, Sangster, Smith, Sullivan and Walters

AGAINST: None

ABSTENTIONS: None

Accordingly it was

**RESOLVED** that

### Revenue Budget 2017/18

1. the Revenue budget for 2017/18 as summarised in the table in para 5.13 be approved.
2. the following use of earmarked reserves for 2017/18 be agreed:
  - a) Local Development Plan, £268k
  - b) Transformation Reserve, £5k

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3. a budget requirement of £7,782k, which will result in a District council tax of £153.00 for a Band D property be approved.
4. the level of fees and charges for 2017/18 as set out in Appendix E be confirmed.
5. the advice of the Director of Resources as set out in Appendix C be noted.
6. the comments in the report on the Council's financial position in respect of the years following 2017/18 and the updated Medium Term Forecast be noted.
7. the revenue and capital budgets for 2017/18 for the Farnham Park Trust as summarised in Appendix F be agreed.

#### Council Tax 2017/18

1. That it be noted that the following amounts for 2017/18 have been determined under delegated authority and in accordance with regulations made under the local Government Finance Act 1992:
  - a) **32,464.70** being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its Council Tax Base for the year.
  - b) The amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as the amount of its Council Tax Base for the year for dwellings in those parts of its area to which one or more special items (i.e. Parish precepts) relate, are shown below.

<b>Council Tax Base 2017/18</b>	
Beaconsfield	6,218.20
Burnham	4,911.80
Denham	3,376.20
Dorney	374.60
Farnham Royal	3,077.80
Fulmer	353.90
Gerrards Cross	4,640.10
Hedgerley	394.30
Iver	4,693.70
Stoke Poges	2,351.10
Taplow	1,149.60
Wexham	923.40
	<b>32,464.70</b>

2. That the Council calculates the following amounts for 2017/18 in accordance with Sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992 (as amended by the Localism Act 2011):

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a) **£32,988,110** being the aggregate expenditure which the Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act (including the General Fund and Parish Precepts).

b) **£25,779,513** being the aggregate income which the Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act.

c) **£7,208,597** as its council tax requirement for the year including Parish Precepts being the amount by which the aggregate expenditure at 2(a) above exceeds the aggregate income at 2(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act.

d) **£222.04** as the basic amount of its Council Tax for the year, being the council tax requirement at 2(c), divided by the Council Tax Base for the year (32,464.70) at 1(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act.

e) **£2,241,498** being the aggregate amount of all special items referred to in Section 34(1) of the Act (i.e. Parish Precepts, there being no other special items).

f) **£153.00** as the basic amount of its Council Tax for dwellings in its area, excluding Parish Precepts, being the amount at 2(d) above less the result given by dividing the amount at 2(e) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act.

g) The amounts given by adding to the amount at 2(f) above the amounts of the Parish Precepts for the relevant Parish divided in each case by the Council Tax Base for the Parish at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in each Parish is:

<b>2017/18 BASIC COUNCIL TAX £</b>		
	Parish Amount	SBDC + Parish Amount
Beaconsfield	53.33	206.33
Burnham	103.83	256.83
Denham	53.60	206.60
Dorney	56.66	209.66
Farnham Royal	44.84	197.84
Fulmer	66.12	219.12
Gerrards Cross	56.07	209.07
Hedgerley	50.47	203.47
Iver	110.38	263.38
Stoke Poges	79.34	232.34
Taplow	17.93	170.93
Wexham	33.57	186.57

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h) The amounts given by multiplying the basic amounts for each Parish 2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

3. That it be noted that for the year 2017/18 the main precepting authorities have stated the following amounts in precepts issued to the Council, in accordance with s40 of the Local Government Finance Act 1992.

<b>Band</b>	<b>Bucks County Council Precept £</b>	<b>Bucks &amp; Milton Keynes Fire Authority Precept £</b>	<b>Police &amp; Crime Commissioner for Thames Valley £</b>	<b>Total Preceptors £</b>
<b>A</b>	812.05	40.59	113.52	966.16
<b>B</b>	947.40	47.35	132.44	1,127.19
<b>C</b>	1,082.74	54.12	151.36	1,288.22
<b>D</b>	1,218.08	60.88	170.28	1,449.24
<b>E</b>	1,488.76	74.41	208.12	1,771.29
<b>F</b>	1,759.45	87.94	245.96	2,093.35
<b>G</b>	2,030.13	101.47	283.80	2,415.40
<b>H</b>	2,436.16	121.76	340.56	2,898.48

4. That, having calculated the aggregate in each case of the amounts of the District's and preceptors requirements, in accordance with s30(2) of the Local Government Finance Act 1992, hereby sets amounts of the council tax for the year 2017/18 for each category of dwelling as follows.

<b>Band</b>	<b>District &amp; Parishes Council Tax £</b>	<b>Total Preceptors £</b>	<b>Total 2017/18 Council Tax £</b>
<b>A</b>	148.03	966.16	1,114.19
<b>B</b>	172.70	1,127.19	1,299.89
<b>C</b>	197.37	1,288.22	1,485.59
<b>D</b>	222.04	1,449.24	1,671.28
<b>E</b>	271.38	1,771.29	2,042.67
<b>F</b>	320.72	2,093.35	2,414.07
<b>G</b>	370.07	2,415.40	2,785.47
<b>H</b>	444.08	2,898.48	3,342.56

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The council tax for each category of dwelling by parish is as follows.

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	£	£	£	£	£	£	£	£
Beaconsfield	1,103.71	1,287.67	1,471.62	<b>1,655.57</b>	2,023.47	2,391.38	2,759.28	3,311.14
Burnham	1,137.38	1,326.95	1,516.51	<b>1,706.07</b>	2,085.19	2,464.33	2,843.45	3,412.14
Denham	1,103.89	1,287.88	1,471.86	<b>1,655.84</b>	2,023.80	2,391.77	2,759.73	3,311.68
Dorney	1,105.93	1,290.26	1,474.58	<b>1,658.90</b>	2,027.54	2,396.19	2,764.83	3,317.80
Farnham	1,098.05	1,281.07	1,464.08	<b>1,647.08</b>	2,013.09	2,379.12	2,745.13	3,294.16
Fulmer	1,112.24	1,297.62	1,482.99	<b>1,668.36</b>	2,039.10	2,409.86	2,780.60	3,336.72
Gerrards Cross	1,105.54	1,289.80	1,474.06	<b>1,658.31</b>	2,026.82	2,395.34	2,763.85	3,316.62
Hedgerley	1,101.81	1,285.44	1,469.08	<b>1,652.71</b>	2,019.98	2,387.25	2,754.52	3,305.42
Iver	1,141.75	1,332.04	1,522.34	<b>1,712.62</b>	2,093.20	2,473.79	2,854.37	3,425.24
Stoke Poges	1,121.05	1,307.90	1,494.74	<b>1,681.58</b>	2,055.26	2,428.95	2,802.63	3,363.16
Taplow	1,080.11	1,260.14	1,440.16	<b>1,620.17</b>	1,980.20	2,340.25	2,700.28	3,240.34
Wexham	1,090.54	1,272.30	1,454.06	<b>1,635.81</b>	1,999.32	2,362.84	2,726.35	3,271.62

5. Determine that the Council's basic amount of Council Tax for 2017/18 is not excessive, in accordance with principles approved under Section 52ZB of the Local Government Finance Act 1992, [and thus there is no need to hold a Council Tax referendum].

(b) Joint Private Sector Housing Strategy and Financial Assistance Policy

The Council considered a report on the Joint Private Sector Housing Strategy and Financial Assistance Policy.

New regulations regarding additional enforcement tools and penalties were expected to be published during 2017 under the Housing and Planning Act 2016, and an extension to mandatory licensing of Houses in Multiple Occupation was also anticipated, though timescales were unknown. As the HMO and Enforcement Policies might require amendment in the short term future to reflect these, it was being proposed that delegated authority be given to the Head of Healthy Communities to agree any such amendments to policy in consultation with the Portfolio Holder, provided they are not a major departure to existing policy.

The Cabinet, at the meeting on 8 February 2017, having agreed the minor amendments made to the Strategy and Action Plan following consultation, agreed to recommend to Council that policy be adopted and that delegated authority be given to the Head of Healthy Communities to make future minor amendments to the policies in consultation with the Portfolio Holder.

It was moved by Councillor Kelly, seconded by Councillor Egleton and

**RESOLVED** that

- a) the Joint Private Sector Housing Strategy and Financial Assistance Policy be adopted; and
- b) delegated authority be given to the Head of Healthy Communities to make future minor amendments to the policies in consultation with the Portfolio Holder.

(c) Annual Treasury Management Strategy 2017/18

Council received a report on the Treasury Management Strategy for 2017/2018 and related policies.

Council was required to formally review its treasury management policies each year as part of determining what level of returns would be achieved from investments. The format of the treasury management policies was defined by the Code of Practice adopted by the Council, and was required to be approved by the Council on recommendation from the Cabinet. The Cabinet at the meeting held on 8 February 2017 agreed to recommend to Council that the Treasury Management Strategy and related policies be adopted for 2017/2018.

The treasury management policies underpin the strategy for the year in question, which seek to achieve a level of investment return and efficiently manage any borrowing. For 2017/18 there would be a significant change in strategy as it would be necessary to borrow funds to facilitate the planned capital programme. The Council has been debt free for many years so this would represent a substantial change in approach.

It was moved by Councillor Egleton, seconded by Councillor Kelly and

**RESOLVED** that the Treasury Management Strategy (Appendix 1) and the appendices listed below be approved:

- Appendix 1A - Annual Investment Strategy Policies
- Appendix 1B - Prudential Indicators including the borrowing limits
- Appendix 1C - the MRP method to be used in 2017/18.

(d) Capital Programme 2017/18 - 2020/21

The Council received a report on the Capital Programme for 2017/18 - 2020/21 (Appendix A) and the Capital Strategy (Appendix B).

As part of the Council's Capital Strategy (Appendix B) in 2016/17 decisions were undertaken to embark on significant capital projects, such as Gerrards Cross Car Park, purchase of the Police Site in Gerrards Cross and from 2017/18 onwards, new projects arising from the Strategic Asset Management Review. These projects have changed the scale and composition of the capital programme, creating the need to finance these projects from borrowing.

The Cabinet, at the meeting held on 8 February 2017, having noted the implication for the Financial Strategy of the proposed programme, agreed to recommend to Council that the Capital Programme for 2017/18 - 2020/21 (Appendix A) and the Capital Strategy (Appendix B) be agreed.

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It was moved by Councillor Egleton, seconded by Councillor Sullivan and

**RESOLVED** that the

- Capital Programme for 2017/18 – 2020/21 as set out in Appendix A be agreed;
- Capital Strategy as set out in Appendix B be agreed; and
- implication for the Financial Strategy of the proposed programme be noted.

(e) Gerrards Cross Police Station

Members received a report updating them on the purchase of the Gerrards Cross police Station site for housing delivery.

The Cabinet, at the meeting on 8 February 2017, received a report (attached as a part II to the Council agenda) which detailed the indicative business case for the Council's purchase and development of the Gerrards Cross Police Station Site and accordingly agreed to recommend the following to Council:

- a. to make budgetary provision of £4,222,500 from the Capital Receipts Reserves to enable the continued purchase of the site and meet the associated expenditure required by the Council to meet its obligations in acquiring the site; and
- b. to add £5.3M budgetary provision to the Capital Programme, which will result in additional borrowing to enable the site to be redeveloped for housing and to authorise the Head of Environment to draw down expenditure up to £800k from the Capital Programme to initiate the scope of works required to bring the site to development.

Furthermore Cabinet resolved that

- a. the Head of Environment be authorised to undertake the procurement process for the demolition of the current police station and ex-police houses on a phased basis, following the receipt of planning permission;
- b. a project manager and developer be appointed through the Scape framework agreement, to obtain detailed design and planning approval for housing on the Gerrards Cross Police station site and to provide the detailed business plan at an estimated cost of £800k. A further report to be presented on the detailed business plan before moving to the development phase;
- c. the Head of Healthy Communities be authorised to enter in to agreement with Buckinghamshire Housing Association to continue to manage the ex-police houses for use as emergency accommodation for a 12 month period from; 1st June 2017, with the option to extend for further rolling 3 month periods; and
- d. the Head of Healthy Communities, in consultation with the Head of Environment, be authorised to spend £10k to develop a business plan and planning proposals for emergency accommodation to be delivered on Council owned land or through the acquisition of property in the district.

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In the discussion which followed, it was noted that Planning Permission would be required to redevelop the site. It was further noted that with regards to timescale, a project plan was in the process of being drawn up.

It was moved by Councillor Egleton, seconded by Councillor Kelly and

**RESOLVED** that

- a) a budgetary provision of £4,222,500 be made available from the Capital Receipts Reserves to enable the continued purchase of the site and meet the associated expenditure required by the Council to meet its obligations in acquiring the site; and
- b) £5.3M budgetary provision be added to the Capital Programme, which will result in additional borrowing to enable the site to be redeveloped for housing and to authorise the Head of Environment to draw down expenditure up to £800k from the Capital Programme to initiate the scope of works required to bring the site to development.

### (f) High Speed 2 Update

The Cabinet, at its meeting on 8 February 2017, received a report (attached as part II to the Council agenda) updating Members on:

- The Parliamentary Process Update
- SBDC Issues and Assurances
- Qualifying Authority status
- SLA Update resource implications and delegations
- Finance

Following the agreement of Cabinet to delegate the Cabinet functions for the determination of any Schedule 17 Approvals under the Bill and Act after royal assent to the Head of Sustainable Development and/or the Development Management Managers under Regulation 3 of the Local Authorities Arrangements for the Discharge of Functions Regulations 2012, Council were asked to agree that these new delegations be updated accordingly in the Constitution.

It was moved by Councillor Naylor, seconded by Councillor Sullivan and

**RESOLVED** that the new delegation for the determining of any Schedule 17 approvals under the Bill and Act after royal assent be updated accordingly in the Constitution.

### 43. **AUDIT COMMITTEE**

The minutes of the meeting of the Audit Committee held on 19 January 2017 were presented.

**RESOLVED** that the minutes of the 19 January 2017 be received.

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### (a) Appointment of Independent Person

Council were asked to agree the recommendation of Audit Committee on 19 January that Mr Gareth Hopkins be appointed as the Council's second Independent Person for a term of 5 years. The appointment must be approved by a majority of members of the Council.

Members noted that the appointment of two Independent Persons was an agreed part of the Council's standards framework and provides resilience in case of illness or other absence. There was also a new mandatory requirement introduced by the Employment Procedure Amendment Regulations 2015 to invite at least two Independent Persons to join a panel set up to consider the dismissal of statutory officers. Mr Hopkins applied for this role following public advertisement and meets the relevant eligibility criteria and person specification.

It was moved by Councillor Bradford, seconded by Councillor Hogan and

**RESOLVED** by the majority of Members (21) that the appointment of Mr Gareth Hopkins as the Council's second Independent Person for a term of 5 years be agreed.

### (b) Appointment of External Auditors

The Council received a report which asked Members to consider the preferred process for appointment of External Auditors from 2018/19. An appointment would be for a maximum period of five years.

Following the demise of the Audit Commission, Members noted the need to confirm a framework for the appointment of an external auditor. Two options were detailed, including the Council signing-up to the new national Public Sector Audit Appointments (PSAA) framework which was supported by the LGA, or running its own procurement including setting-up its own committee and independent person to appoint an external auditor. The Audit Committee at its meeting on 19 January 2017 recommended that the Council opts in to the appointing person arrangements made by PSAA for the appointment of external auditors.

It was moved by Councillor Bradford, seconded by Councillor Hogan and

**RESOLVED** that the Council opts in to the appointing person arrangements made by Public Sector Audit Appointments (PSAA) for the appointment of external auditors.

### (c) Code of Corporate Governance

The Council considered a new Joint Code of Corporate Governance, which had been updated in line with the latest CIPFA / SOLACE guidance and was recommended for approval by the Audit Committee on 19 January 2017.

Members acknowledged the need to update the Council's Code of Corporate Governance in line with guidance issued by The Chartered Institute of Public Finance & Accountancy (CIPFA) and the Society of Local Authority Chief Executives and Senior Managers (SOLACE). Members were advised that no fundamental changes to the code had been proposed but that the new guidance requires councils to clearly demonstrate integrity and openness.

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It was moved by Councillor Bradford, seconded by Councillor Hogan and

**RESOLVED** that the new Joint Code of Corporate Governance be agreed and adopted.

### 44. LICENSING COMMITTEE

There were no minutes to receive as the Licensing Committee which was scheduled for 25 January 2017 was cancelled.

### 45. OVERVIEW AND SCRUTINY COMMITTEE

The minutes of the meeting of the Overview and Scrutiny Committee held on 30 January 2017 were presented.

With regards to the presentation delivered by Louise Patten (Chief Officer of Aylesbury Vale and Chiltern Clinical Commissioning Groups) on the Buckinghamshire Health and Care System Plan, it was noted that it would be useful to hold a longer session on this topic in the future.

**RESOLVED** that the minutes of the 30 January 2017 be received.

### 46. PERSONNEL COMMITTEE

The minutes of the meetings of the Personnel Committee held on 14 November 2016 and 16 January 2017 were presented.

**RESOLVED** that the minutes of the 14 November 2016 and 16 January 2017 be received.

### 47. PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 23 November 2016, 21 December 2016 and 18 January 2017 were presented.

Following consideration of the recommendation in Minute 47 of the meeting held on 23 November 2016: Enforcement - Proposed Revisions to Officer Delegation.

It was moved by Councillor Lowen-Cooper, seconded by Councillor Jordan and

**RESOLVED** that the Scheme of Delegation be amended as follows:

- A. Extend the authority to serve a notice under section 330 of the Town & Country Planning Act requiring information about ownership and interest in land – (currently only delegated to the Head of Legal and Democratic Services), to also include the Head of Sustainable Development.
- B. Extend the authority to serve a planning contravention notice under section 171C of the Town & Country Planning Act – (currently only delegated to the Head of Legal and Democratic Services), to also include the Head of Sustainable Development following consultation with the Head of Legal and Democratic Services if appropriate.

Furthermore it was **RESOLVED** that the minutes of the meetings held on 23 November 2016, 21 December 2016 and 18 January 2017 be received.

**48. MEMBERS' REPORTS**

The meeting received the following reports from Members:

- Dr Matthews - Health and Adult Social Care Select Committee Update January 2017
- Mr Pepler – Meeting of the Buckinghamshire Health Trust held on 25 January 2017

**49. INDEPENDENT REMUNERATION PANEL'S RECOMMENDATIONS FOR 2017/18**

The Chief Executive introduced a report which set out the recommendations of the Independent Remuneration Panel (IRP) following its review of the Council's Scheme of Allowances for Members and asked Council to agree a Scheme of Allowances for members for financial year 2017/18.

The Chief Executive explained that this year it was necessary for the scheme of allowances to be reviewed by an independent panel after a gap of seven years. A new panel was appointed, with backgrounds in the finance and business sectors, which looked at changes since the last report in 2009, councillor workloads and comparative information about schemes at other similar Councils. The Panel's report was attached with recommendations on the level of basic allowance, calculation of Special Responsibility Allowance and levels of dependent carers and travel/subsistence allowance together with reasons for their recommendations. The Chief Executive advised that the Council must have regard to these recommendations but did not have to agree or follow them.

The Chief Executive explained that the financial implications were set out in Appendix 2 and the wording of the scheme which needed to be updated was in Appendix 3. He advised that the new wording in appendix 3 reflected the changes that co-optees were abolished for district councils in the Localism Act and that pensions were no longer payable to Councillors.

In the discussion which followed, a concern was raised that long serving Members had never been offered the option of receiving a pension when it would have been available to them. The Chief Executive agreed to look into this matter further and to report back to Members.

The Leader of the Council thanked the IRP and Democratic Services for the excellent work and the thorough research carried out for this piece of work. Having considered the recommendations of the Panel in Appendix D of their report, the Leader of the Council proposed that due to the economic climate the level of basic allowance should remain the same as in the current scheme and be increased in line with Officers Pay Award as in previous years and that no changes should be made to the calculation of the other allowances (Special Responsibility Allowance, Dependent Carers Allowance, Traveling and Subsistence Allowance). He further proposed that the wording of the Scheme as attached in Appendix 3

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be agreed subject to incorporating the levels of basic allowance already proposed. These proposals were then seconded by Councillor Naylor.

Having noted the report of the Independent Remuneration Panel at Appendix 1 and having considered the recommendations from the Panel summarised in Appendix D of their report, the Council **RESOLVED** that

- i) the level of basic allowance remains the same as in the current scheme and is increased in line with Officers Pay Award as in previous years and that no changes be made to the calculation of the other allowances (Special Responsibility Allowance, Dependent Carers Allowance, Traveling and Subsistence Allowance); and
- ii) the wording of the Scheme as attached in Appendix 3 be agreed subject to incorporating the levels of basic allowance already proposed.

### 50. **POLLING DISTRICT REVIEW**

The Chief Executive introduced a report setting out the comments received during the review of all existing and proposed polling districts and polling places in the Beaconsfield Parliamentary Constituency as required by law.

It was highlighted at the last elections that the Holtspur Youth Centre was no longer suitable as there was limited car parking spaces and additionally logistically was too small to accommodate the increase in electorate. The Beacon Sports Centre, Holtspur Way, was therefore being recommended as a new polling station for this ward as this venue has more car parking capacity and a larger hall which would be able to accommodate the increase.

The opportunity was taken to consider an additional polling station at Burnham Football Club for the Burnham Church and Beeches Ward. The results of the consultation highlighted concerns regarding car parking capacity and disabled access. Due to these concerns, Burnham Football Club was no longer being considered as an additional polling station for this ward.

It was moved by Councillor Bagge, seconded by Councillor Naylor and

**RESOLVED** that the proposed changes to the arrangements for the polling station for Beaconsfield West Ward from Holtspur Youth Club to The Beacon Sports Centre and Theatre, Holtspur Way, HP0 1RJ be approved.

### 51. **PLANNING SHARED SERVICE REVIEW**

At a meeting of the Chiltern & South Bucks Joint Committee, held on 23 January 2017, Members considered the Business Case for a shared Planning service and endorsed all the recommendations in the report. The Council were now asked to formally adopt those same recommendations. Chiltern District Council also considered a similar report at the meeting on 28 February 2017.

It was moved by Councillor Naylor, seconded by Councillor Gibbs and

**RESOLVED** that

1. the case for a shared Planning service is proven, and that both Councils should proceed to establish a shared Planning Service;
2. subject to consultation with staff and a formal agreement between the Councils, the services of staff in South Bucks District Council's Planning service be put at the disposal of Chiltern District Council under Section 113 of the Local Government Act 1972 so they can work across the two local authority areas; and
3. authority be given to the Chief Executive in consultation with the Cabinet Leader and the Head of Legal and Democratic Services to finalise the terms of any legal documentation required to give effect to recommendation 2 above.

**52. EXCLUSION OF PUBLIC**

**RESOLVED** that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Part I of Schedule 12A to the Act

- |             |  |
|-------------|--|
| Paragraph 1 | Information relating to any individual   |
| Paragraph 2 | Information which is likely to reveal the identity of any individual.  |
| Paragraph 3 | Information relating to the financial or business affairs of any particular persons (including the authority holding that information).  |
| Paragraph 4 | Information relating to any consultation or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter raising between the authority or a Minister of the Crown 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.  |

**53. GERRARDS CROSS POLICE STATION - PRIVATE APPENDICES**

The appendix was considered in connection with minute 42e.

**54. HIGH SPEED 2 UPDATE - PRIVATE APPENDIX**

The appendix was considered in connection with minute 42f.

**55. PLANNING SHARED SERVICE REVIEW - PRIVATE APPENDICES**

The appendix was considered in connection with minute 51.

The meeting terminated at 7.00 pm