

## **SOUTH BUCKS DISTRICT COUNCIL**

**Council - 27 February 2018**

Present: Councillors D Anthony, R Bagge, P Bastiman, M Bezzant, M Bradford, S Chhokar, D Dhillon, B Gibbs, L Hazell, P Hogan, J Jordan, P Kelly, M Lewis, Dr W Matthews, N Naylor, D Pepler, J Read, R Reed, G Sandy, R Sangster, D Saunders, D Smith and L Sullivan

Apologies: Councillors T Egleton, B Harding and J Lowen-Cooper

Absent: Councillors P Griffin and G Hollis

### **56. PRESENTATION FROM THE CHAIRMAN OF BUCKINGHAMSHIRE THAMES VALLEY LOCAL ENTERPRISE PARTNERSHIP**

The Chairman welcomed Andrew Smith, the Chairman of Bucks & Thames Valley Local Enterprise Partnership and Richard Harrington, Chief Executive of Bucks & Thames Valley Local Enterprise Partnership to the meeting.

The presentation to members covered the following areas:

- The Buckinghamshire Growth Strategy 2017-2050: New deal for housing infrastructure and economy
- The Government's Response to the National Infrastructure Commission Report
- The National Industrial Strategy
- The timetable for delivery of the Buckinghamshire Local Industrial Strategy and the Cross Corridor Regional Industrial Strategy
- BTVLEP delivery in South Bucks:
  - Local Growth Fund - in excess of £9 million is being invested in the South Bucks area.
  - Areas which BTVLEP would continue to work closely with SBDC Members and Officers including making the case for investment in the Ivers, supporting the sustainable expansion of Heathrow Airport and supporting the completion and adoption of the Council's Local Plan

Members were then given the opportunity to comment/ask questions on the presentation.

A concern was raised regarding the lack of infrastructure in Iver to support the amount of projects which were taking place in the area. The lack of broadband service in Iver Heath, Iver Village and Richings Park was also raised as an issue. The support of the BTVLEP in addressing these issues was confirmed.

With regards to the A4 Sustainable Transport Scheme in Taplow, a comment was made that there seemed to be a lack of support from residents for this project. Richard Harrington agreed to discuss this concern with the ward member following the meeting.

The Chairman thanked Andrew Smith and Richard Harrington for their presentation and congratulated them for being rated one of the top performing Local Enterprise Partnerships in the UK in a recent government review.

**57. ANNOUNCEMENTS**

The Chairman advised that there were two member briefing sessions covering registering with the ICO taking place on Tuesday 6 March at 6.30pm in Amersham and Thursday 8 March at 6pm in Denham.

The Chairman informed Members of the fundraising project for the Chairman's Charity which involved working with Buckinghamshire Mind to raise awareness of mental health issues in infant schools across the District. She thanked Members for all the donations which had been received so far and advised that further fundraising events would be taking place.

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

<b>Engagement</b>	<b>Date</b>	<b>Chairman/Vice Chairman Attendance</b>
Annual Carol Service – Chief Officer, Bucks & Milton Keynes Fire & Rescue Service	06/12/17	Vice Chairman attended
Carol Service – Mayor of Milton Keynes	18/12/17	Chairman attended
Civic Service – Mayor of Hillingdon	04/02/18	Vice Chairman attended
Chinese New Year Celebration – Year of the Dog – Buckinghamshire Chinese Association	04/02/18	Chairman attended
Visit to Black Park Shed Project – following donation awarded from the Chairman's Community Fund	16/02/18	Chairman attended
Afternoon Tea – Mayor & Mayoress of the Royal Borough of Windsor & Maidenhead	19/02/18	Chairman attended
Chairman's Annual Reception	23/02/18	Hosted by the Chairman
Girls in Sport Event - GLL	26/02/18	Vice Chairman attended

58. **MINUTES**

The minutes of the meeting of Full Council held on 15 November 2017 were confirmed and signed by the Chairman.

59. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

It was noted that with regards to item 9.1 Revenue Budget and Council Tax 2018/19 - dispensations under Section 33 of Localism Act 2011 had been granted to all Members in relation to the setting of Council Tax.

60. **QUESTIONS**

Three questions were submitted by Mr Iqbal in accordance with Council Procedure Rule 10. The questions were asked by the Chairman of the Council on behalf of Mr Iqbal, who was not present at the meeting, and were answered by Councillor Barbara Gibbs:

- 1) Following refusal of planning applications by SBDC, which have subsequently been appealed by applicants to the planning inspectorate, how many times has SBDC challenged a decision in the High Court to appeal the granting of planning permission, specifically for householder applications?***

The Council does not keep a separate record of the number of times it has challenged a Planning Inspectorate appeal decision by reference to the application type i.e. householder application, as opposed to major developments for example. Case files relating to any such challenges are kept by the Council's legal services section. In accordance with adopted file retention and destruction policies these files are only retained for 6 years after the completion of a court case.

The legal services section has no record of any case file where the Council has challenged a Planning Inspectorate appeal decision relating to a householder application (apart from the decision on application 17/00064/FUL) in the last 6 years.

- 2) Who is responsible for deciding if a challenge to a planning decision is made in the High Court and what mechanisms does SBDC have to ensure the process is not open to corruption and abuse?***

A decision to challenge a planning appeal decision in the High Court is taken by the Planning Committee, or if an urgent decision is required between committee meetings, it is taken by the Head of Legal and Democratic Services acting under delegated authority. Before exercising delegated authority the Head of Legal and Democratic Services is required to consult with the Planning Committee Consultative Body. The Consultative Body comprises the Chairman and Vice-Chairman of Planning Committee and 2 other members. In the absence of the Head of Legal and Democratic Services the Director of Resources can exercise this delegation.

Once a decision is made under delegated authority a written record of the decision is published on the Council's website in accordance with the Openness of Local Government Bodies Regulations 2014).

Before commencing a High Court challenge the Head of Legal and Democratic Services will obtain a legal opinion from a barrister specialising in planning law, on the grounds for a challenge and any risks to the Council associated with issuing proceedings. The Planning Committee, or Planning Committee Consultative Body in urgent cases, are informed of the barrister's opinion before a decision is taken.

The Council exercises its statutory right to challenge planning decisions very sparingly and I am satisfied that the process in place ensures that decisions are only taken on sound and proper grounds.

**3) *How much has SBDC spent on challenging decisions of the Inspectorate in the High Court and how much of this figure relates to a property at Wooburn Green Lane?***

As already mentioned the Council only holds information about High Court challenges for 6 years after the case finishes and this includes details of any expenditure on barristers' or external solicitors' fees.

The Council has not challenged a decision of the Planning Inspectorate in the past 6 years apart from the current challenge to the decision on application 17/00064/FUL relating to 14 Wooburn Green Lane. The Council did exercise its right to challenge the Secretary of State's decision on planning application 14/200021/APPREF relating to Pioneer House, Stoke Poges. Where a challenge is successful the Council will usually recover a proportion of its costs.

The total amount spent in challenging decisions of the Planning Inspectorate in the past 6 years is £2,328 and this relates to the current challenge to the decision relating to 14 Wooburn Green Lane. However, the Council would expect to receive reimbursement of those costs in whole or part if this challenge is successful.

61. **APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES**

Full Council noted the following appointments which had been made under delegated authority by the Chief Executive in consultation with the Leader of the Council:

- Councillors D Smith and B Gibbs (Deputy) have been appointed to the Buckinghamshire Armed Forces Covenant Civilian Military Partnership Board
- Cllr B Gibbs has been appointed to the South Buckinghamshire Members Advisory Panel

62. **CABINET MEETING - 13 DECEMBER 2017**

The Leader, Councillor Naylor, presented the minutes of the meeting of the Cabinet held on 13 December 2017.

**RESOLVED** that the minutes of the Cabinet held on 13 December 2017 be received.

63. **THE LOCAL AUTHORITY (INDEMNITIES FOR MEMBERS AND OFFICERS) ORDER 2004**

Full Council considered a report which proposed to extend the current indemnity provided for Members and officers.

Under the Local Authority (Indemnities for Members and Officers) Order 2004, authorities have power to indemnify Members and officers in circumstances, including where:

- They are carrying out any function at the request, with the approval, or for the purposes, of the authority; and
- They are carrying out any function at the request, or with the approval, of the authority but acting in capacities other than as Members or officers of the authority. An example of this would be where a Member or officer acts as a director of a company at the request of the authority and is, therefore, acting in the capacity of a director.

When Bucks Advantage was formed in 2013, the Council resolved to indemnify Members and officers representing the Council on the company. Now that the Council had established a property company, Consilio Property Limited, and could potentially be involved in a number of similar initiatives in the future, it was recommended that the indemnity be widened to give a general indemnity rather than seeking specific indemnities for particular activities. Full Council were also asked to consider giving authorisation to the Head of Legal and Democratic Services to finalise

the wording of the indemnity in consultation with the Director of Resources and the Leader of the Council.

It was noted that the Cabinet, at its meeting on 13 December 2017, were in support of the recommendations set out in the report.

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

**RESOLVED** that

- 1) pursuant to the Local Authority (Indemnities for Members and Officers) Order 2004, the Council agrees to indemnify Members and officers against any personal liability incurred when carrying out their duties, except in the cases of fraud or criminal acts.
- 2) the Head of Legal and Democratic Services be authorised to finalise the wording of the indemnity in consultation with the Director of Resources and the Leader of the Council.

**64. CABINET MEETING - 7 FEBRUARY 2018**

The Leader, Councillor Naylor, presented the minutes of the meeting of the Cabinet held on 7 February 2018.

**RESOLVED** that the minutes of the Cabinet held on 7 February 2018 be received.

**65. REVENUE BUDGET AND COUNCIL TAX 2018/19**

Full Council had before them the following two reports:

- Budget and Council Tax Report 2018/19 as submitted to Cabinet on 7 February 2018
- Additional report of the Leader on Council Tax 2018/19

The Leader, after referring to the Budget and Council tax report which was submitted to Cabinet on 7 February 2018, 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 Full Council was required to approve at this meeting.

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

- The last year has seen the Council continue its progress of improving the efficiency of services and meeting the needs of its residents.
- The Council has jointly with Chiltern District Council completed the joining up of all our services, and seen the creation of a combined Planning service. Going forward the plans are to develop the service to improve the way we handle planning applications and enforcement issues and work towards our aspiration of becoming an exemplar Planning service.

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- The joint working with Chiltern District Council is now moving on to a transformation phase, having joined up services the intention is to develop them, with a focus on improving customer service.
- The Joint Local Plan continues its development and the budget reflects the continuing commitment to resource this important piece of work.
- Our Capital Programme includes the exciting project that is the development of the South Bucks Country Park on the Council's former nine hole golf course. This project which has overwhelming public support, will deliver open space leisure facilities to benefit a wide cross section of our communities.
- The Council is facing significant pressure in providing temporary and affordable housing. It is responding to this pressure by developing housing on sites it owns on the Bath Road and in Gerrards Cross.
- The Budget papers do not shy away from recognising the continuing financial challenge the Council faces from reduced Government funding. Since 2015/16 the loss of Government Grant now totals £871k, and in 2019/20 the Council will be required to pay the Government £414k, making the total loss of resources nearly £1.3m. In seeking to be proactive in looking at the financial issues in the medium term, the Overview & Scrutiny Committee has agreed to undertake a piece of work on this matter.
- The Council has responded positively to the financial challenges, and countered them by innovative savings initiatives such as the joint working with Chiltern District Council which has saved the two Councils £1.9m per annum.
- An example of how the Council is looking innovatively at how to compensate for reduced Government funding is the setting up of the Consilio Property Company. This seeks to provide a new income stream through investing in property assets in a balance and sensible manner so as not to expose the Council to material financial or reputational risks.
- Taking a strategic view of the Council's finances through to the end of the decade, it is prudent to increase the Council Tax by £5 that the Government allows us to. This £5 increase equates to 10p per week for a Band D property.

In commending the Budget, the Leader recognised the contributions made by members of the Policy Advisory Groups and Overview & Scrutiny Committee in the budget process.

Council Procedure Rules 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 Localism Act 2011 to speak and vote on the Council tax setting. The motion as moved by Councillor Naylor and seconded by Councillor Read was put to the meeting and declared CARRIED with the votes case being as follows:

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FOR (22) – Councillors D Anthony, R Bagge, P Bastiman, M Bezzant, M Bradford, S Chhokar, D Dhillon, B Gibbs, L Hazell, P Hogan, J Jordan, P Kelly, M Lewis, Dr W Matthews, N Naylor, D Pepler, J Read, R Reed, G Sandy, D Saunders, D Smith and L Sullivan

AGAINST – None

ABSTENTIONS (1): Councillor R Sangster

Accordingly it was

**RESOLVED** that

### Revenue and Budget 2018/19

- 1) the Revenue budget for 2018/19 as summarised in the table in paragraph 4.13 be approved.
- 2) the following use of earmarked reserves for 2018/19 be agreed.
  - Local Development Plan, £393k
  - Economic Development Reserve, £42k
- 3) a budget requirement of £7,398k, which will result in a District council tax of £158.00 for a Band D property be approved.
- 4) the level of fees and charges for 2018/19 as set out in Appendix C be confirmed.
- 5) the advice of the Director of Resources as set out in Appendix A be noted.
- 6) the comments in the report on the Council's financial position in respect of the years following 2018/19 and the updated Medium Term Forecast be noted.
- 7) the revenue and capital budgets for 2018/19 for the Farnham Park Trust as summarised in Appendix D be agreed.

### Council Tax 2018/19

- 1) That it be noted that the following amounts for 2018/19 have been determined under delegated authority and in accordance with regulations made under the local Government Finance Act 1992:
  - a) **32,703.40** 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.



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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 2018/19</b>	
Beaconsfield	6,247.30
Burnham	4,935.40
Denham	3,444.70
Dorney	378.20
Farnham Royal	3,097.80
Fulmer	354.80
Gerrards Cross	4,628.00
Hedgerley	403.20
Iver	4,774.70
Stoke Poges	2,345.40
Taplow	1,167.10
Wexham	926.80
	<b>32,703.40</b>

2. That the Council calculates the following amounts for 2018/19 in accordance with Sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992 (as amended by the Localism Act 2011):
- a) **£30,740,190** 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) **£23,110,398** being the aggregate income which the Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act.
- c) **£7,629,792** 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) **£233.30** 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 (32,703.40) at 1(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act.

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e) **£2,462,655** 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) **£158.00** 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>2018/19 BASIC COUNCIL TAX £</b>		
	Parish Amount	SBDC + Parish Amount
Beaconsfield	53.08	211.08
Burnham	105.91	263.91
Denham	82.51	240.51
Dorney	57.80	215.80
Farnham Royal	47.78	205.78
Fulmer	65.95	223.95
Gerrards Cross	60.86	218.86
Hedgerley	49.36	207.36
Iver	120.94	278.94
Stoke Poges	83.51	241.51
Taplow	21.42	179.42
Wexham	33.45	191.45

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.

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3. That it be noted that for the year 2018/19 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>	860.69	41.80	121.52	1,024.01
<b>B</b>	1,004.14	48.77	141.77	1,194.68
<b>C</b>	1,147.59	55.73	162.03	1,365.35
<b>D</b>	1,291.04	62.70	182.28	1,536.02
<b>E</b>	1,577.94	76.63	222.79	1,877.36
<b>F</b>	1,864.84	90.57	263.29	2,218.70
<b>G</b>	2,151.73	104.50	303.80	2,560.03
<b>H</b>	2,582.08	125.40	364.56	3,072.04

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 2018/19 for each category of dwelling as follows.

<b>Band</b>	<b>District &amp; Parishes Council Tax £</b>	<b>Total Preceptors £</b>	<b>Total 2018/19 Council Tax £</b>
<b>A</b>	155.53	1,024.01	1,179.54
<b>B</b>	181.46	1,194.68	1,376.14
<b>C</b>	207.38	1,365.35	1,572.73
<b>D</b>	233.30	1,536.02	1,769.32
<b>E</b>	285.14	1,877.36	2,162.50
<b>F</b>	336.99	2,218.70	2,555.69
<b>G</b>	388.83	2,560.03	2,948.86
<b>H</b>	466.60	3,072.04	3,538.64

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	1,164.73	1,358.85	1,552.98	<b>1,747.10</b>	2,135.35	2,523.59	2,911.83	3,494.20
Burnham	1,199.95	1,399.94	1,599.94	<b>1,799.93</b>	2,199.92	2,599.90	2,999.88	3,599.86
Denham	1,184.35	1,381.74	1,579.14	<b>1,776.53</b>	2,171.32	2,566.10	2,960.88	3,553.06
Dorney	1,167.88	1,362.52	1,557.17	<b>1,751.82</b>	2,141.12	2,530.41	2,919.70	3,503.64
Farnham	1,161.20	1,354.73	1,548.27	<b>1,741.80</b>	2,128.87	2,515.94	2,903.00	3,483.60
Fulmer	1,173.31	1,368.86	1,564.42	<b>1,759.97</b>	2,151.08	2,542.18	2,933.28	3,519.94
Gerrards Cross	1,169.92	1,364.90	1,559.89	<b>1,754.88</b>	2,144.86	2,534.83	2,924.80	3,509.76
Hedgerley	1,162.25	1,355.96	1,549.67	<b>1,743.38</b>	2,130.80	2,518.22	2,905.63	3,486.76
Iver	1,209.97	1,411.63	1,613.30	<b>1,814.96</b>	2,218.29	2,621.61	3,024.93	3,629.92
Stoke Poges	1,185.02	1,382.52	1,580.03	<b>1,777.53</b>	2,172.54	2,567.55	2,962.55	3,555.06
Taplow	1,143.62	1,334.23	1,524.83	<b>1,715.44</b>	2,096.65	2,477.86	2,859.06	3,430.88
Wexham	1,151.64	1,343.59	1,535.53	<b>1,727.47</b>	2,111.35	2,495.24	2,879.11	3,454.94

5. Determine that the Council's basic amount of Council Tax for 2018/19 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].
6. That the Council Tax discount period for class C properties is reduced to one month, and the minimum occupation before a new 100% discount may apply is increased to twelve weeks.
7. No changes are made to the Council's current Council Tax Support scheme in respect of 2018/19 apart from applying annual uprating.

## 66. **CAPITAL STRATEGY AND CAPITAL PROGRAMME 2018/19 TO 2022/23**

Full Council considered a report on the Capital Strategy and proposed Capital Programme for 2018/19-2022/23.

As part of the Council's budget process, the Capital Programme is reviewed in order to assess, as part of the overall financial strategy of the Authority, what the scale and composition of the programme should be and the consequential funding implications for the financial strategy. In recent years decisions have been undertaken to embark on a number of significant capital projects. These projects have changed the scale and composition of the capital programme, creating the need to finance these projects from borrowing.

Full Council noted that the Cabinet at its meeting on 7 February 2018, agreed to recommend the approval of the strategy and the programme to Full Council.

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

**RESOLVED** that the Capital Strategy including the Capital Programme for 2018/19-2022/23 as set out in appendix A be approved.

67. **TREASURY MANAGEMENT STRATEGY 2018/19**

Full Council received a report on the Treasury Management Strategy for 2018/2019 and related policies and were asked to consider the Cabinet's recommendation that the strategy and associated policies be adopted.

The Council was required to formally review its treasury management policies each year as part of determining what level of returns will be achieved from investments. In line with Government guidance, security of investments would be prioritised over liquidity and returns. 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 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. The Cabinet were advised that external borrowing which was planned in 2017/18 to facilitate a major capital project would not be required. However, in order to facilitate the planned capital programme in 2018/19 it would be necessary to borrow funds, and this would be in accordance with the Capital Strategy. The Council has been debt free for many years so this would represent a substantial change in approach.

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

**RESOLVED** that the Treasury Management Strategy 2018/19 and associated policies as 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 2018/19

68. **STATEMENT OF COMMUNITY INVOLVEMENT**

Full Council received a report asking Members to consider a recommendation made by Cabinet in regards to the Council's Statement of Community Involvement.

At the Cabinet meeting held on 7 February 2018, Members received a report regarding the Statement of Community Involvement (SCI). Members were aware that the Government signalled its intent to legislate to require local plans to be regularly reviewed in last year's White Paper 'Fixing our broken housing market'. The purpose

of the report was to explain the implications of the Government's intentions connected with the above for statements of community involvement and implications for the Council's SCI.

The Cabinet agreed recommendations 1-3 in the Cabinet report, which was attached, and made a recommendation to Full Council that the powers delegated to the Joint Committee by the Inter Authority Agreement be extended to include updates to the Statement of Community Involvement, Community Infrastructure Levy and other Planning Policy matters considered relevant to the Joint Committee under the Shared Service arrangements.

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

**RESOLVED** that the powers delegated to the Joint Committee by the Inter Authority Agreement be extended to include updates to the Statement of Community Involvement, Community Infrastructure Levy and other Planning Policy matters considered relevant to the Joint Committee under the Shared Service arrangements.

69. **AUDIT COMMITTEE**

The minutes of the meeting of the Audit Committee held on 18 January 2018 were presented

**RESOLVED** that the minutes of the meeting held on 18 January 2018 be received.

70. **GOVERNANCE AND ELECTORAL ARRANGEMENTS COMMITTEE**

The minutes of the meetings of the Governance and Electoral Arrangements Committee held on 23 November 2017 and 16 January 2018 were presented.

**RESOLVED** that the minutes of the meetings held on 23 November 2017 and 16 January 2018 be received.

71. **LICENSING COMMITTEE**

The minutes of the meeting of the Licensing Committee held on 24 January 2018 were presented.

**RESOLVED** that the minutes of the meeting held on 24 January 2018 be received.

72. **OVERVIEW AND SCRUTINY COMMITTEE**

The minutes of the meeting of the Overview and Scrutiny Committee held on 30 January 2018 were presented.

**RESOLVED** that the minutes of the meeting held on 30 January 2018 be received.

73. **JOINT STAFFING COMMITTEE**

The minutes of the meeting of the Joint Staffing Committee held on 18 January 2018 were presented.

**RESOLVED** that the minutes of the meeting held on 18 January 2018 be received.

74. **PAY POLICY STATEMENT 2018/19**

The Localism Act 2011 requires each council to produce and publish annually a pay policy statement. The statement should be approved by 31 March each year, at a meeting of the full councils, and then be published on their websites. Members considered the recommendation of the Joint Staffing Committee meeting, held on 18 January 2018, that the Pay Policy Statement 2018/19 be adopted.

The 2018/19 Pay Policy Statement, which was attached at appendix 1, sets out:

- an introduction by way of context
- information about the remuneration of chief officers which includes a comparison with other officers
- information on the lowest paid employees

The 2018/19 statement was unchanged from last year as at the present time the local pay award has not been determined and therefore pay uplifts have not been applied and pay remains at the same level as in 2017/18.

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

**RESOLVED** that the Pay Policy Statement 2018/19, attached as appendix 1, be adopted.

75. **PLANNING COMMITTEE**

The minutes of the meetings of the Planning Committee held on 1 November 2017, 7 December 2017, 10 January 2018 and 31 January 2018 were presented.

**RESOLVED** that the minutes be received.

76. **MEMBERS' REPORTS**

The meeting received the following members' reports:

- Councillor Dr Matthews – Health and Adult Social Care Select Committee – Update November 2017
- Councillor Pepler – Meetings of the Buckinghamshire Healthcare Trust held on 27 September and 29 November 2017. Councillor Pepler advised the meeting that Neil Dardis, the Chief Executive of Bucks Health Care Trust, would be leaving his position to take up the role as the new Chief Executive of NHS Frimley Health Foundation Trust.

77. **REVIEW OF THE COUNCIL'S CONSTITUTION**

Full Council received a report which presented proposed revisions to the Constitution for approval following detailed consideration by the Governance and Electoral Arrangements Committee.

The Council's Constitution was last reviewed in 2014/15 and an updated version came into effect in May 2015. This took account of the reduction in the number of members and incorporated the shared working arrangements with Chiltern District Council in place at the time, together with changes introduced by the Localism Act 2011. It is good practise to carry out a regular review of the Constitution to ensure it remains up to date and fit for purpose. Furthermore the implementation of the final shared services reviews in 2017, meant that all staff (except those at the South Buckinghamshire) now work for both Councils under harmonised terms and conditions. It is therefore important for the effective operation of all services that any codes, protocols and procedures which involve staff, as well as the scheme of delegations to officers, are consistent across both Councils. A similar review has been undertaken by CDC.

Full Council appointed the Governance and Electoral Arrangements Committee with responsibility for carrying out the detailed review of the Constitution. In accordance with a work programme agreed at their meeting in July 2017, the Committee met in September, November and January and undertook looked in details each of the Parts A to E of the Constitution. The Committee's main findings and agreed revisions were summarised in the report and the proposed changes as agreed by the Committee were shown in track changes in the appendix to this report as set out in the supplementary agenda.

The Chairman, on behalf of the Council, thanked the Members of the Governance and Electoral Arrangements Committee for all their hard work on the review.

It was moved by Councillor Sandy, seconded by Councillor Pepler and



**RESOLVED** that the revised Constitution as set out in the Appendix to the report be agreed.

78. **CALENDAR OF MEETINGS 2018/19**

Full Council received a draft calendar of meetings for 2018/19 which Full Council were asked to agree subject to Cabinet being held on 13 March 2019 rather than 12 March 2019.

In response to a question about why some of the council meetings were being held on a Wednesday, the Leader explained the rationale behind the draft calendar and the reasons why some council meetings need to be held on a Wednesday. It was clarified that over the last two years some council meetings had been held on a Wednesday due to the joint working arrangements between South Bucks and Chiltern.

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

**RESOLVED** that the calendar of meetings for 2018/19 be adopted and that the Cabinet meeting in March 2019 be held on 13 March 2019.

79. **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 3

Paragraph 3 Information relating to the financial or business affairs of any particular persons (including the authority holding that information).

80. **REVENUE BUDGET & COUNCIL TAX 2018/19 - APPENDIX D FARNHAM PARK TRUST BUDGETS 2018/19 FEES AND CHARGES PART II**

This appendix was considered in relation to minute item 65.

The meeting terminated at 7.04 pm

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