



## Council (SBDC)

### SUPPLEMENTARY A G E N D A 1

#### All Members of South Bucks District Council

Item

8. Cabinet 17 April 2018 (*Pages 3 - 10*)

To receive the minutes of the meeting of the Cabinet held on 17 April 2018 and to consider the recommendations in the minutes of which a report had been published below.

**Note:** All reports will be updated orally at the meeting if appropriate and may be supplemented by additional reports at the Chairman's discretion.

A handwritten signature in black ink, appearing to read 'Bob Smith'.

Bob Smith  
Chief Executive  
South Bucks District Council

**Date of next meeting – Wednesday, 16 May 2018**

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**CABINET**

**Meeting - 17 April 2018**

Present: N Naylor, J Read, B Gibbs, P Kelly, D Smith and L Sullivan

**107. MINUTES**

The minutes of the meeting of Cabinet held on 7 February 2018 were approved and signed by the Cabinet Leader as a correct record.

**108. DECLARATIONS OF INTEREST**

Councillor L. Sullivan and Councillor N. Naylor declared a personal interest as Directors of the Colne Valley Park Community Interest Company.

**109. FORWARD PLAN OF EXECUTIVE DECISIONS**

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

**RESOLVED** that the 28 day Notices and Forward Plan be noted.

**110. PERFORMANCE INDICATOR REVIEW 2018/19**

The Cabinet received a report which updated Members on the outcomes of the Performance Indicator (PI) review for 2018/2019 and which sought approval for the proposed changes to the indicators reported.

The Chief Executive reported that if changes were approved, for 2018/19 there would be 14 priority PIs, 34 additional corporate PIs and 8 data only PIs – a total of 56. To reflect shared services, similar PIs were being used for Chiltern and South Bucks District Councils.

**RESOLVED** that the changes to the Performance Indicators for each service be approved.

**111. PERFORMANCE REPORT QUARTER 3 2017/18**

The Cabinet received the report of the Chief Executive which outlined the performance of Council services against pre-agreed Performance Indicators (PIs) and service objectives for Quarter 3 of 2017-18.

The Chief Executive reported that out of 46 PIs, 27 of these were on target, 4 slightly below, 4 off target, 3 unknown and 2 data only. Of the 3 unknown, 2 fall within the Planning and Economic Development Portfolio relating to enforcement. Further to the establishment of a joint planning service, changes to ways of working have resulted in the skewing of enforcement statistics, leading to the figures being hard to obtain. The introduction of more pertinent indicators would be implemented via the 2018/19 Performance Indicator Review.

There was a priority PI relating to long term sickness absence which was over the target of 5, at 5.9 – this was being managed by managers with HR and occupational health. In relation to Customer Services and Business Support the availability of ICT systems to staff was under target (85.5% rather than 99.5%) primarily because of problems with the vWorkspace desktop environment. Since mid-February vWorkspace has stabilised and the issues resolved. Finally with Healthy Communities the percentage of food premises that are broadly compliant is slightly under target at 86.2% rather than 91%. This is reliant on the businesses putting themselves forward for inspection, but Environmental Health are aiming to set up a service with the option of a paid-for advisory service to help improve hygiene ratings.

**RESOLVED** that the report be noted.

**112. CUSTOMER SERVICES AND BUSINESS SUPPORT**

There were no reports to consider under this portfolio.

**113. ENVIRONMENT**

There were no reports to consider under this portfolio.

**114. HEALTHY COMMUNITIES****115. ACQUISITION OF RESIDENTIAL PROPERTIES**

Cabinet received a report which considered how the Council may seek to end the long term use of Bed and Breakfast and private rented nightly let accommodation.

The Director of Resources reported that South Bucks District Council has no designated emergency housing accommodation and was therefore reliant on expensive temporary lettings or bed and breakfast. Cabinet on 7 November 2017 had

considered a theoretical business case for the use of capital to acquire properties for use as emergency accommodation. A further business case has been submitted where it is proposed that the Council acquires a number of properties which are leased to a housing association to manage including responsibility for repairs and maintenance.

Cabinet welcomed the recommendations which should help provide long term accommodation which will be better for families and more stable and sustainable. In answer to a question Members noted that the Council would borrow money for this initiative and the value for money was demonstrated by the business case.

**RESOLVED** that

1. the overall business case for the acquisition of residential properties for use as temporary affordable housing be agreed;
2. the Director of Resources be given authority, following consultation with the Leader, to use any sums specifically included in the Council's Capital programme, currently £6.28 million, to purchase assets on receipt of a viable outline business case; and
3. the Head of Finance be authorised to carry out the necessary arrangements to obtain loan finance for the acquisitions approved under 1 above, if necessary.

**116. BUCKINGHAMSHIRE DOMESTIC VIOLENCE & ABUSE STRATEGY 2018-2021**

The Cabinet were asked to comment on the Draft Buckinghamshire Domestic Violence and Abuse Strategy 2018-2021. This Strategy emphasises the importance of agencies working together in partnership when dealing with victims of domestic violence. The Community Safety Team would work closely with partner agencies to help develop and support delivery of the new action plan.

Cabinet welcomed the report and the Strategy Vision that 'Everyone in Buckinghamshire lives a life free from domestic abuse'. A Cabinet Member referred to the definition of domestic abuse which can involve any incident of controlling, coercive or threatening behaviour, not just violence or abuse between partners. She also referred to the national statistics where 1 in 4 women experience domestic abuse in their lifetime and the importance of working in partnership to address this.

**RESOLVED** that

1. the response to the consultation on the strategy as detailed in Appendix 2 be noted;
2. the approval and endorsement of final Strategy be delegated to Head of Healthy Communities in consultation with the Portfolio Holder for Healthy Communities; and
3. the intention to produce a multi-agency action plan to support delivery of the Strategy be noted.

**117. PLANNING AND ECONOMIC DEVELOPMENT****118. LOCAL ENFORCEMENT PLAN**

The Cabinet received a report which set out a revised way of handling enforcement complaints and which sought approval of the Local Enforcement Plans for the two Districts.

The Cabinet Member reported that it was a Joint Plan between Chiltern and South Bucks District Council which would provide a common platform for the delivery of efficient and effective enforcement services in the two Councils. The Plan also sets out timescales in which enforcement investigations should be completed.

Cabinet welcomed the new Plan which would provide clarity and certainty for all concerned in this important frontline activity of the planning service.

**RESOLVED** that the Joint Local Enforcement Plan, as set out in the revised Appendix 1 to the report (see supplementary agenda No 2), be approved.

**119. EXEMPLARY PLANNING SERVICE ACTION PLAN**

The Cabinet received a report which sought approval for the draft Exemplary Planning Service Action Plan, as set out at Appendix 1 to the report.

The Cabinet Member reported that with the shared planning service in place there were opportunities to develop a long term vision and work towards an exemplary planning service.

Cabinet welcome the report and the approach which builds on the long standing high performance of both Councils on the speed of processing planning applications, which was an important frontline service.

**RESOLVED** that the Action Plan for the delivery of an exemplary Planning Service, as set out in Appendix 1 to the report, be approved.

**120. HEATHROW AIRPORT EXPANSION CONSULTATION**

Cabinet received the report on the consultation for the expansion of Heathrow Airport with the new North West runway being the Government's preferred scheme for the expansion of airport capacity in the South East. Members noted that there was also another consultation being undertaken separately on the airspace changes.

Due to the timing of the consultation the response was sent out before this Cabinet meeting.

The Cabinet Member reported that a number of locations within South Bucks were directly affected by the proposals but one of the biggest concerns for the District is the cumulative impact from the various projects proposed in the Iver area and also the impact on traffic. The Leader commented that there was a public meeting in Richings Park to discuss the consultation with residents.

Cabinet Members noted that the Director of Services had responded rather than the Director of Resources as shown in the report.

**RESOLVED** that Cabinet note the proposed response to Heathrow's Airport Expansion which was agreed by the Director of Services in consultation with the Portfolio Holder of Planning and Economic Development.

121. **RESOURCES**

122. **REDEVELOPMENT OF FORMER GERRARDS CROSS POLICE STATION SITE**

Cabinet received a report which provided an update on key matters of concern regarding construction costs reported to the SBDC Joint Resources and Healthy Communities PAG on 29 January 2018 and Cabinet on 07 February 2018. The revised cost estimate from the framework contractor was set out in Appendix C of the report. The report also set out the draft business case, based on the latest revised estimated cost, ahead of the final business case which was to be approved by Cabinet once 100% cost certainty is obtained.

The Director of Resources reported that due to the Council's projected financial position over the next few years, the Council needs to maximise income generating opportunities in order to counter reductions in Government grant. As well as the financial return, one of the key drivers for the Council on this project is the provision of 40% affordable housing on site. The Director of Resources also reported that the business case showed a positive cash flow for the Council in the year following the completion of construction.

Cabinet Members noted that there were two feasible options to obtain 100% cost certainty but one of the options would be through the OJEU which would add approximately 6-7 months to the overall delivery of the scheme, with no guarantee that using this method would achieve a reduction in construction costs. The Director of Resources reported that it was necessary to have reasonable cost certainty to reduce project risks, whilst being mindful of the overall project timeline. He informed Members that the next stage would be to approve the full business case.

**RESOLVED**

1. that the current position and the draft business case following the revised cost estimate received from the framework contractor be noted; and
2. to proceed with obtaining 100% cost certainty at a cost of £100,000, which is within the allocated £800,000 agreed by Council on 1 March 2017, with a

further report to be presented on the detailed business plan before moving to the development phase subject to planning consent being achieved.

### 123. STATION ROAD CAR PARK DEVELOPMENT GERRARDS CROSS

Cabinet received a report which updated Members on Station Road Car Park Development and which sought a steer on the way forward for the project. The reason for the decision was to provide sufficient car parking to meet predicted local parking needs until 2053. The need for additional parking in Gerrards Cross was demonstrated by the survey data and if the economic vitality of Gerrards cross was going to grow the additional parking provision could help support this growth.

**RESOLVED** that

1. the aspiration to provide the full scheme of 443 car park spaces with slight design changes be confirmed and that a planning application should be submitted;
2. a full business case for the scheme be submitted to the Resources PAG on 13th June 2018 and Cabinet on 27th June 2018 and that a further update be given to the PAG on 25th September and Cabinet on 17th October 2018; and
3. the release of expenditure required to complete Party Wall Awards, which is contained in the overall budget for the project, be approved.

And further

**RECOMMENDED** to Full Council that the budget of £92,500 to resubmit the planning application and associated fees be approved;

### 124. POLICY ADVISORY GROUP MINUTES

The Cabinet received the minutes of the following Policy Advisory Group (PAG) meetings:-

Healthy Communities PAG	22 February 2018
Customer and Business Support PAG	05 March 2018
Resources PAG	22 March 2018
Planning and Economic Development PAG	05 April 2018

There were no minutes to note for the Environment PAG as the last meeting was cancelled due to lack of business.

### 125. EXCLUSION OF PUBLIC

“that under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the



grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.”

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

**126. CUSTOMER SERVICES AND BUSINESS SUPPORT (PART II)**

**127. APPLICATION FOR DISCRETIONARY RATE RELIEF**

Cabinet considered an application for Discretionary Rate Relief as set out in the report. Local Authorities are permitted under Non-Domestic Rating legislation to grant rate relief to charities and other non-profit making organisations. Councils can also award Discretionary Rate Relief both as an additional top up to those in receipt of Mandatory Rate Relief and to not for profit organisations which do not qualify for Mandatory Rate Relief. Awarding Discretionary Rate Relief would mirror the position operated within Chiltern District.

**RESOLVED** that the Discretionary Rate Relief be awarded.

**128. HEALTHY COMMUNITIES (PART II)**

**129. ACQUISITION OF RESIDENTIAL PROPERTIES- PART II APPENDIX**

The appendix was considered in relation to minute item 117.

**130. RESOURCES (PART II)**

**131. REDEVELOPMENT OF FORMER GERRARDS CROSS POLICE STATION SITE APPENDIX C - SUMMARY PROJECT COST ESTIMATES**

The appendix was considered in relation to minute item 124.

**132. STATION ROAD CAR PARK DEVELOPMENT GERRARDS CROSS PART II REPORT**

The appendix was considered in relation to minute item 124.

**133. PLANNING AND ECONOMIC DEVELOPMENT (PART II)**

**134. HS2 WORK AND RESOURCING REPORT**

Cabinet received a report which provided Members with an update on the work for the HS2 project and the resources for the work. The report updated Members on the Service Level Agreement and the Funding Agreement to cover the resources being expanded on the project. The additional projects referred to in the recommendations include Colne Valley Regional Park, Chiltern Tunnel South Portal, viaduct design and

additional mitigation projects including Broadwater Lake Area, Tilehouse Lane Woods Area, Harefield Moor area and Western Valley Slopes.

**RESOLVED** that

- 1) the report and progress made on the project be noted;
- 2) delegated authority be granted to the Chief Executive in consultation with the Leader and the Head of Legal and Democratic Services to enter into a Funding Agreement with HS2 for the delivery of the Additional Projects approved by the Colne Valley Regional Park Panel (CVRPP) under Section 1 of the Localism Act 2011; and
- 3) delegated authority be granted to the Chief Executive in consultation with the Leader and the Head of Legal and Democratic Services to enter into agreements with relevant stakeholders/project leads appointed by the Colne Valley Regional Park Panel (CVRPP) for the delivery of the Additional Projects under Section 1 of the Localism Act 2011.

The meeting terminated at 6.45 pm