

Declarations of Interest

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

A G E N D A

- | | (Pages) |
|--|------------------|
| 1. Apologies for Absence | |
| 2. Minutes | |
| To receive the minutes of a meeting of the Policy Advisory Group held on 11 September 2014. | (1 - 2) |
| <i>A. REPORTS LIKELY TO LEAD TO PORTFOLIO HOLDER DECISION / RECOMMENDATION</i> | |
| 3. Portfolio Budgets 2015/16 | |
| To consider report of the Director of Resources. | (3 - 8) |
| <i>Budget Book</i> | (9 - 42) |
| 4. Plant Maintenance Contract Tender | |
| To consider report of the Director of Services. | (43 - 44) |
| <i>B. REPORTS FOR INFORMATION / DISCUSSION</i> | |
| 5. Any other business | |
| To consider any other business the Chairman decides is urgent. | |
| 6. Exempt Information | |
| To note the following item contains exempt information, which is not for Publication to the press or public. | |
| 7. Station Road Car Park | |
| To consider report of the Director of Services. | (45 - 48) |

The next meeting of the PAG is due to take place on Thursday, 5 March 2015

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RESOURCES POLICY ADVISORY GROUP

Meeting - 11 September 2014

Present: Mr D Smith and Mr Chhokar

Also Present: Mr Denyer

Apologies for absence: Mr Anthony, Mr Harding and Mr Kelly

Absent: Mr Hardy, Mr Hollis and Mr Jones

8. APOLOGIES FOR ABSENCE

9. MINUTES

The minutes of the meeting of the Policy Advisory Group (PAG) held on 26 June 2014 were received.

10. INVESTMENT PERFORMANCE - QUARTER ENDING 30 JUNE 2014

The PAG received a report which informed Members of the investment returns for the quarter ending 30 June 2014.

The report set out:

- The new matrix for in house investments approved as part of the Council's Treasury Management Strategy 2014/15.
- A summary of the Council's holdings of fixed deposits with a maturity of over one year at 30 June 2014.
- Investments of short term cash with duration of under one year at the end of the quarter.

It was noted that the Council had adopted the CIPFA code of practice of Treasury Management which included the creation of a Treasury Management Policy & Procedures. A revised procedure document will be circulated at the next Resources PAG taking into account the shared Finance Team.

RESOLVED that the report be noted.

11. EXEMPT INFORMATION

Members noted that the following items contained exempt information which was not available to the press and public.

12. MOORING FEES

The PAG received a report in relation to the future method of collecting mooring fees at River Road, Taplow.

In the light of further information received, it was

RESOLVED that consideration of the report be deferred.

13. TAPLOW BOATYARD

Following the decision of Cabinet on 8 April 2014 to delegate authority to the Director of Services in consultation with the Resources Portfolio Holder to agree terms and conditions for the new lease of the Boatyard, Mill Lane, Taplow the Head of Environment updated the PAG on the progress on the negotiations that were taking place on the terms and conditions. The PAG would be kept informed of future progress.

14. BATH ROAD DEPOT

At its meeting on 20 March 2014 the Portfolio Holder had recommended to the Cabinet to progress the project of a proposed redevelopment of the Bath Road Depot site for 4 single storey individual industrial units.

The PAG received a report setting out the following three options

- Option 1 - letting out of space as hard standing for open storage
- Option 2 - redevelop the site and then let the units
- Option 3 - sell the site with planning consent.

In relation to option 2, the PAG noted the value of the lowest tender.

The report provided the net present value of the options over a 30 year life and the PAG noted that option 1 would produce the best nett present revenue over 30 years compared to options 2 and 3.

The PAG also noted that pursuing option 1 would require a planning application to regularise the change of use along with some pre letting work.

Having considered the comments of the PAG, which supported option 1, the Portfolio Holder has **AGREED** to **RECOMMEND** to Cabinet that

1. Option 1 - letting out of space as hard standing for open storage is to be progressed
2. authority be delegated to the Head of Environment in consultation with the Resources Portfolio Holder to agree new terms of and conditions of a lease
3. a sum to be allocated from capital resources to cover the cost of pre letting works.

The meeting terminated at 6.50 pm

SUBJECT:	Portfolio Budgets 2015/16	
REPORT OF:	Officer Management Team -	Director of Resources
	Prepared by	- Head of Finance

1. Purpose of Report

1.1. To provide members with information on the draft revenue budget for 2015/16, including the context of the overall financial position facing the Council for the coming year. The report will seek approval for the:

- draft revenue budget
- fees and charges

2. Links to Council Policies & Plans

2.1. One of the primary purposes of the Council's budget process is to ensure that, as far as possible, resources are aligned to the corporate priorities of the Council (Attachment A), and that any material risks are assessed.

3. Context to the 2015/16 Budget

3.1. Given the challenge faced by the Government in achieving its deficit reduction targets, local authority funding is subject to continuing significant reductions in funding, and constraints on the level of council tax increases.

3.2. Investment income will continue at a low level as older investments at higher rates mature, and rates achievable on new investments are much lower. There does not seem to be any real prospects of rates improving before 2016. The Resources Portfolio Holder and his PAG continually monitor the investment position, and the likely achievable level of investment income for 2015/16 will be reviewed as part of the Treasury Management Strategy for 2015/16.

3.3. Clearly with all the uncertainties around the 2015/16 budget it would be prudent at this stage not to include any funding for new recurring expenditure to improve or expand services. The authority also needs to identify measures to compensate for the reductions in resources referred to. Part of these measures will be the benefits from joint working with Chiltern DC.

3.4. The progressing work with Chiltern DC is resulting in a number of services being provided by joint teams. Where this affects budgets in this Portfolio area it will be highlighted in the detailed information.

4. Budget Assumptions

4.1. The budgets have been prepared in accordance with the following inflation assumptions:

- Salaries inflation from April 2015 of 1%
- Contracts inflation 2% (unless different rate specified within contract)
- Business rates 2.3%
- Gas -10% (saving on new contract), Electricity 12% and water 5%
- Other expenditure heads 0%
- Income 2%.

- 4.2. The Cabinet has decided that in the light of the uncertain external funding position for the Council, that there will be no discretionary growth allowed in the draft budgets.
- 4.3. The Cabinet will consider the outcome of the PAG discussions at its February meeting when it will formulate a final draft of the overall 2015/16 budget for the Authority.

5. Budget Booklet

- 5.1. This report provides summary information on the budgets and highlights issues for consideration. The attached booklet presents the detailed information to assist Members in their decision making and includes sections on the following:

- revenue budgets
- fees and charges.

6. Revenue Budgets

- 6.1. The draft budgets presented to Members at this stage represent the net direct running costs of services. They do not contain the apportionment of support service charges such as accommodation, IT, finance etc. These will be included in the final approved budgets, once the budgets for these support services have been set. The budgets reflected in this report are therefore the direct costs under the Portfolio Holder's control.
- 6.2. The budgets have been reviewed by the appropriate service manager for any material volume or changes related to maintaining current service standards.
- 6.3. The net budget figures for the Portfolio are shown below. A more detailed breakdown by service is shown within the booklet.

Actuals 2013/14 £'000	Budget 2014/15 £'000	Draft Budget 2015/16 £'000
3,841	4,398	4,345

- 6.4. The decrease from the current year's approved budget to the 2015/16 draft budget is £54,000 (-1.2%). The main changes are detailed below:

	£'000	Comment
2014/15 Budget	4,398	
Change in salaries - Provision for pay increase	18	
Inflation - On expenditure - On fees & charges	48 -1	
Unavoidable increases - Business Support - Reduction HB Admin Grant - SFIS - Reduction in HB Admin Grant	4 16 20	Additional training and mileage costs Reduction in grant due to establishment of Single fraud investigation service Potential cut in Government Grant
Savings / Income Increases - Energy Saving Measures - Exec & Support minor savings - Grant audit fee paid by Northgate - Reduction in External Audit Fee - Business support savings - Additional C Tax Court Costs - Joint Legal Service - Reduction in number of members	-17 -4 -28 -14 -8 -10 -28 -49	Charge to CDC for shared officer time
Other Changes	-	
2015/16 Draft Budget	4,345	

- 6.5. Further details of the budgets for each area are shown within the booklet.
- 6.6. The Portfolio Holder is asked to consider the 2015/16 draft revenue budget and consider whether to approve this.

Risk Assessments

- 6.7. When considering the proposed budgets for the coming financial year it is important to be aware of the risks within the budgets. For this Portfolio the main risk areas are:
- Council Tax Support Scheme - The cost of operating the localised Council Tax Support Scheme.
 - Housing benefits - the grant should ensure that in most cases 100% of benefit paid is reclaimable however the various incentive areas introduce some variability to this and given the large sums involved there is still a risk that the amount payable may differ from the standard rate as some costs may be ineligible for grant.
 - For property leases there are risks if void levels are higher than budgeted.
- 6.8. The Portfolio Holder may wish to review what actions are proposed to attempt to manage and mitigate these risks.
- 6.9. An overall review of the main risk issues for the 2015/16 budget will be undertaken once the Cabinet has agreed a proposed budget. This review and proposed actions to mitigate the risks will be part of the final report to the Cabinet on the budget in February.

Service Reviews

6.10. As part of the joint working arrangements with Chiltern District Council, it is proposed that over time all services will be subject to detailed service reviews. It is anticipated that these reviews will improve quality and resilience, and reduce cost.

7. Fees and Charges

7.1. Included within the booklet are the list of proposed fees and charges for the Portfolio. All of the proposed fee increases have been built into the draft revenue budgets.

7.2. The fees and charges which are determined by the Council have mainly been increased by 2% unless a specific level of charge has been identified by Cost Centre Managers.

7.3. The Portfolio Holder is asked to consider the list of fees and charges and consider whether to approve these. Income may be in some service areas an important factor in reducing expenditure.

8. Conclusion

1. Members are requested to advise the Portfolio holder on the approval of the following items for onward submission to Cabinet:

- the 2015/16 revenue budget
- the 2015/16 fees and charges.

Officer Contact:	Rodney Fincham- Ext 7268 email: rodney.fincham@southbucks.gov.uk Jim Burness - Ext 7217 email: Jim.burness@southbucks.gov.uk
Background Papers:	None

Attachment A:

South Bucks District Council

Our Purpose: to deliver great value, customer-focused, sustainable services

We will deliver cost-effective, customer-focused services

We will work towards safer and healthier local communities

We will strive to conserve the environment and promote sustainability

Our Priorities, goals and promises 2014 - 2019

1. Provide great value services

- Optimise the effectiveness of our resources and assets
- Reduce costs through the shared services programme with Chiltern District Council
- Find more efficient ways of working, including reduced democratic costs through lower numbers of Members

2. Listen to our customers

- Consult with you on key issues and respond to results
- Develop our new web site, making information easier to find

3. Provide excellent services

- Agree a vision for outstanding service delivery
- Attract, retain and develop dedicated staff

1. Improve community safety

- Work with partners to reduce crime, fear of crime and antisocial behaviour
- Work with young people at risk of becoming involved with crime

2. Promote healthier communities

- Address the needs of the elderly and those who are vulnerable
- Work with communities affected by the closure of services to deliver them in alternative way
- Work with Buckinghamshire County Council to influence the next phase of the local transport plan

3. Promote local communities

- Support the voluntary sector and promote volunteering
- Engage with Parish and Town Councils and local neighbourhoods
- Work with the local MP, voluntary and community groups through the Cohesion and Inequalities Forum to develop and deliver a local action plan, enhancing community life
- Work to support the economy through affordable homes and the introduction of an economic plan

1. Conserve the environment

- Conserve the Green Belt through the planning process
- Challenge the Airports Commission's proposed increased airport capacity for Heathrow
- Safeguard our heritage for future generations
- Seek to minimise the impact on environments and communities caused by HS2 in partnership with other councils

2. Promote sustainability

- Support South Bucks people to increase recycling and reduce waste through the new waste programme launched in March 2014
- Complete the Local Development Plan documents
- Promote a healthy, sustainable and safe built environment
- Promote energy efficiency in the Council's operations
- Support South Bucks people to reduce their carbon emissions
- Support the roll out of broadband to enable more working from home

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South Bucks
District Council

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South Bucks
District Council

**RESOURCES PORTFOLIO
2015/16 BUDGET PROPOSALS**

**RESOURCES
POLICY ADVISORY GROUP
11th DECEMBER 2014**

Classification: OFFICIAL

REVENUE SUMMARY - SBDC RESOURCES

2013/14 ACTUALS		2014/15 BUDGET	2014/15 EST OUTTURN*	2015/16 BUDGET	CHANGE £'000	CHANGE %
£		£	£	£		
	<u>INVESTMENT PROPERTIES (CM)</u>					
(75,010)	Offices - Beaconsfield	(74,930)	(74,930)	(74,930)		0.0%
(30,981)	Offices - Brindley House	(29,500)	(29,500)	(29,500)		0.0%
	800 Stoke Park					-
(124,272)	Stoke Place	(119,910)	(119,910)	(119,910)		0.0%
5,135	Bath Road Depot	(3,930)	(3,930)	(3,810)	0	-3.1%
(36,904)	Misc Land / Property	(34,840)	(34,840)	(34,840)		0.0%
6,797	Housing Dwellings	7,980	7,980	7,920	(0)	-0.8%
(18,292)	Caravan Site	(17,000)	(17,000)	(17,000)		0.0%
	<u>ENVIRONMENT (CM)</u>					
167,170	Property & Facilities	176,018	176,018	181,980	6	3.4%
636,896	Offices - Capswood	661,370	672,370	654,520	(7)	-1.0%
	<u>EXECUTIVE & SUPPORT (KM)</u>					
330,254	Executive & Support	305,757	305,757	304,920	(1)	-0.3%
40,909	Performance & Improvement	55,340	55,340	52,030	(3)	-6.0%
150,054	Personnel & Training	160,852	160,852	164,410	4	2.2%
	<u>FINANCE (RF)</u>					
116,271	Non Distributed Costs	113,250	118,250	115,750	3	2.2%
338,222	Finance	332,495	332,495			
	Joint Finance			336,662		
105,567	Corporate Management Costs	660,170	640,170	625,490	(35)	-5.3%
62,403	Other Expenses	21,550	21,550	20,480	(1)	-5.0%
51,528	Internal Audit	45,380	45,380	49,520	4	9.1%
	<u>BUSINESS SUPPORT (SD)</u>					
799,171	Business Support	761,219	761,219	764,480	3	0.4%
49,692	Joint Working	61,770	61,770	57,290	(4)	-
	<u>CUSTOMER SERVICES (NE)</u>					
154,726	Revenues & Benefits Client	157,702	157,702	135,900	(22)	-13.8%
329,192	Council Tax Collection	384,270	384,270	383,830	(0)	-0.1%
(32,056)	Non Domestic Rates Collection	(28,990)	(28,990)	(27,530)	1	-5.0%
75,256	Housing Benefits	73,570	65,365	115,000	41	56.3%
11,896	Print / Copy Services	(11,370)	(11,370)	(11,370)		0.0%
105,649	Reception	97,455	117,455	124,010	27	27.2%
	<u>LEGAL & DEMOCRATIC SERVICES (JS)</u>					
263,588	Legal Services	268,143	268,143			
	Joint Legal			242,285		
263,073	Democratic Services	282,290	282,290	233,630	(49)	-17.2%
94,524	Committee Services	92,255	92,255	93,460	1	1.3%
3,841,258	Net Running Expenses	4,398,366	4,406,161	4,344,677	(54)	-1.2%

* Estimated outturn figures taken from September 2014 monthly monitoring report.

2013/14 ACTUALS	Offices - Beaconsfield	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
3,469	Premises Related Expenses	2,130	2,130
	Transport Related Costs		
201	Supplies & Services	210	210
	Third Party Payments		
	Transfer Payments		
3,670	Running Expenses	2,340	2,340
(78,680)	Fees & Charges and Other Income	(77,270)	(77,270)
	Net Recharge to CDC		
	Grant Income		
(75,010)	Net Running Expenses	(74,930)	(74,930)

This cost centre contains the cost of the Offices at Beaconsfield.

Premises: This budget is mainly for premises insurance.

Income: This is the income for the letting of the offices.

Classification: OFFICIAL

2013/14 ACTUALS	Offices - Brindley House	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
605	Premises Related Expenses	2,100	2,100
	Transport Related Costs		
	Supplies & Services		
	Third Party Payments		
	Transfer Payments		
605	Running Expenses	2,100	2,100
(31,586)	Fees & Charges and Other Income	(31,600)	(31,600)
	Net Recharge to CDC		
	Grant Income		
(30,981)	Net Running Expenses	(29,500)	(29,500)

This cost centre contains the cost of the Offices at Brindley House.

Premises: This is mainly the repair & maintenance budget.

Income: Rental income.

Classification: OFFICIAL

2013/14 ACTUALS	Stoke Park	2014/15 BUDGET	2015/16 BUDGET
£		£	£
800	Salary Costs Other Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Third Party Payments Transfer Payments		
800	Running Expenses Fees & Charges and Other Income Net Recharge to CDC Grant Income		
800	Net Running Expenses		

This cost centre contained the cost of maintaining Stoke Park.

2013/14 ACTUALS	Stoke Place	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
12,271	Premises Related Expenses	12,300	12,300
	Transport Related Costs		
170	Supplies & Services	170	170
	Third Party Payments		
	Transfer Payments		
12,441	Running Expenses	12,470	12,470
(136,713)	Fees & Charges and Other Income	(132,380)	(132,380)
	Net Recharge to CDC		
	Grant Income		
(124,272)	Net Running Expenses	(119,910)	(119,910)

This cost centre contains the cost of maintaining Stoke Place.

Premises: This budget is for building repairs and insurance.

Income: This budget is mainly the Stoke Place rental income and recharge of insurance premiums.

2013/14 ACTUALS	Bath Road Depot	2014/15 BUDGET	2015/16 BUDGET
£		£	£
5,135	Salary Costs Other Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Third Party Payments Transfer Payments	6,090	6,190
5,135	Running Expenses Fees & Charges and Other Income Net Recharge to CDC Grant Income	6,090 (10,020)	6,190 (10,000)
5,135	Net Running Expenses	(3,930)	(3,810)

This cost centre contains the cost of maintaining the Bath Road Depot.

Premises: This budget is for repairs, electricity, NNDR and premises insurance.

Income: This budget is mainly for rental income.

2013/14 ACTUALS	Misc Land / Property	2014/15 BUDGET	2015/16 BUDGET
£		£	£
4,261	Salary Costs Other Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Third Party Payments Transfer Payments	1,900	1,900
4,261	Running Expenses	1,900	1,900
(41,165)	Fees & Charges and Other Income Net Recharge to CDC Grant Income	(36,740)	(36,740)
(36,904)	Net Running Expenses	(34,840)	(34,840)

This cost centre contains the costs relating to the other Council land / property.

Income: This is rental income from these assets.

2013/14 ACTUALS	Housing Dwellings	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
9,621	Premises Related Expenses	10,790	10,970
	Transport Related Costs		
19	Supplies & Services	20	20
7,083	Third Party Payments	9,050	9,050
	Transfer Payments		
16,723	Running Expenses	19,860	20,040
(9,926)	Fees & Charges and Other Income	(11,880)	(12,120)
	Net Recharge to CDC		
	Grant Income		
6,797	Net Running Expenses	7,980	7,920

This cost centre contains costs and income relating to a few housing properties.

Premises: This budget is for the leaseback of properties at Holtspur, plus minor repairs.

Supplies & Services: This budget is for insurances fees, which are recharged out.

Third Party Payments: This is to cover the grasscutting recharge.

Income: The income is mainly from the leaseback of the properties at Holtspur but also includes wayleaves and other minor income.

2013/14 ACTUALS	Caravan Site	2014/15 BUDGET	2015/16 BUDGET
£	Salary Costs Other Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Third Party Payments Transfer Payments	£	£
(18,292)	Running Expenses Fees & Charges and Other Income Net Recharge to CDC Grant Income	(17,000)	(17,000)
(18,292)	Net Running Expenses	(17,000)	(17,000)

This cost centre contains the income from the rent of the caravan site.

Income: This is the rental income from the land at Wyatts Covert which is rented by the Cavaran Club.

2013/14 ACTUALS	Property & Facilities	2014/15 BUDGET	2015/16 BUDGET
£		£	£
227,401	Salary Costs	217,348	219,610
9,108	Other Employee Expenses	16,040	16,210
	Premises Related Expenses		
6,578	Transport Related Costs	5,800	5,800
14,944	Supplies & Services	12,470	12,470
	Third Party Payments		
	Transfer Payments		
258,031	Running Expenses	251,658	254,090
(38,900)	Fees & Charges and Other Income	(19,350)	(19,350)
(51,961)	Net Recharge to CDC	(56,290)	(52,760)
	Grant Income		
167,170	Net Running Expenses	176,018	181,980

This cost centre contains the cost of running the Property & Facilities section.

Salary Costs: A joint team is due to be in place from April 15.

Transport: These budgets are for the mileage claims and mileage allowances.

Supplies & Services: These budgets are for printing & stationery, mobile telephones and other minor business expenses.

Income: The recharge to the Trust.

2013/14 ACTUALS	Offices - Capswood	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
638,916	Premises Related Expenses	672,030	666,390
	Transport Related Costs		
27,823	Supplies & Services	25,040	24,540
	Third Party Payments		
	Transfer Payments		
666,739	Running Expenses	697,070	690,930
(29,843)	Fees & Charges and Other Income	(35,700)	(36,410)
	Net Recharge to CDC		
	Grant Income		
636,896	Net Running Expenses	661,370	654,520

This cost centre contains the cost of renting and maintaining the Capswood offices.

Premises: These are the budgets for the service charge, security, electricity, rent, NNDR and insurance for the building that the Council is responsible for.

Supplies & Services: These are the budgets for the vending machines and the limited off site storage that we rent.

Income: This is the budget for the rental income from contractors.

2013/14 ACTUALS	Executive & Support	2014/15 BUDGET	2015/16 BUDGET
£		£	£
448,291	Salary Costs	419,137	414,650
4,286	Other Employee Expenses	6,650	4,560
	Premises Related Expenses		
781	Transport Related Costs	1,200	900
15,384	Supplies & Services	17,220	15,080
	Third Party Payments		
	Transfer Payments		
468,742	Running Expenses	444,207	435,190
(3,125)	Fees & Charges and Other Income	(1,230)	(3,000)
(135,363)	Net Recharge to CDC	(137,220)	(127,270)
	Grant Income		
330,254	Net Running Expenses	305,757	304,920

This cost centre contains the cost of running the Executive and Corporate Support section.

Salary Costs: There are the following staff in this section:

- Chief Executive - Joint Post
- Director of Resources - Joint Post
- Team Leader - Corporate Support
- Administration Officer (x2)
- Administration Assistant

Transport: This budget is for mileage claims

Supplies & Services: These costs mainly relate to printing & stationery, insurances and other minor business expenses

Income: CRB fee income

Recharge to CDC: This is the recharge of the joint Directors posts

2013/14 ACTUALS	Performance & Improvement	2014/15 BUDGET	2015/16 BUDGET
£		£	£
33,276	Salary Costs	41,480	41,100
1,944	Other Employee Expenses	4,430	1,500
	Premises Related Expenses		
40	Transport Related Costs	530	530
8,940	Supplies & Services	8,900	8,900
	Third Party Payments		
	Transfer Payments		
44,200	Running Expenses	55,340	52,030
(3,291)	Fees & Charges and Other Income		
	Net Recharge to CDC		
	Grant Income		
40,909	Net Running Expenses	55,340	52,030

This cost centre contains the cost of running the Policy & Performance section.

Salary Costs: There are the following staff in this section:
 Performance & Improvement Officer (p/t)
 Policy Officer (p/t)

Transport: This budget is for mileage claims and mileage allowances.

Supplies & Services: These budgets mainly relate to the running costs for the performance management system and other minor business expenses.

2013/14 ACTUALS	Personnel & Training	2014/15 BUDGET	2015/16 BUDGET
£		£	£
118,372	Salary Costs	142,912	144,810
21,398	Other Employee Expenses	15,730	15,730
	Premises Related Expenses		
605	Transport Related Costs	700	2,360
29,069	Supplies & Services	22,570	22,570
	Third Party Payments		
	Transfer Payments		
169,444	Running Expenses	181,912	185,470
(19,390)	Fees & Charges and Other Income	(21,060)	(21,060)
	Net Recharge to CDC		
	Grant Income		
150,054	Net Running Expenses	160,852	164,410

This cost centre contains the cost of running the personnel and training section.

Salary Costs: There are the following staff in this section:

- Principal Personnel Officer - Joint Post
- Policy & HR Manager (p/t)
- Personnel Officer
- Personnel Assistant

Employee Expenses: This includes £14K in respect of corporate training & development.

Transport: This budget is for mileage claims and mileage allowances.

Supplies & Services: These costs mainly relate to printing & stationery and other minor business expenses relating to P&T issues.

Income: Charge to the Trust for Support.

2013/14 ACTUALS	Non Distributed Costs	2014/15 BUDGET	2015/16 BUDGET
£		£	£
117,081	Salary Costs Other Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Third Party Payments Transfer Payments	113,500	116,000
117,081	Running Expenses	113,500	116,000
(810)	Fees & Charges and Other Income Net Recharge to CDC Grant Income	(250)	(250)
116,271	Net Running Expenses	113,250	115,750

This cost centre contains those costs that are specified in the Accounting Code of Practice as 'Non Distributed Costs' which is defined as those costs that do not relate to the provision of current services. Primarily these costs relate to any ongoing pension costs relating to retired employees.

Employee Expenses: These budgets are the ongoing payments to the Bucks County Council Pension Fund for added years pension payments and gratuity payments to a few ex employees who were not entitled to a pension.

Income: This is contributions from other authorities towards the gratuity payments.

2013/14 ACTUALS	Finance	2014/15 BUDGET	2015/16 BUDGET
£		£	£
354,496	Salary Costs	326,145	
3,600	Other Employee Expenses	4,560	
	Premises Related Expenses		
1,459	Transport Related Costs	500	
72,965	Supplies & Services	77,030	
14,002	Third Party Payments	14,250	
	Transfer Payments		
446,522	Running Expenses	422,485	
(56,115)	Fees & Charges and Other Income	(33,700)	
(52,185)	Net Recharge to CDC	(56,290)	
	Grant Income		
338,222	Net Running Expenses	332,495	

As from 1 August 14 Finance has been a joint service.

2013/14 ACTUALS	Joint Finance	2014/15 BUDGET	2015/16 BUDGET
£	Salary Costs Other Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Third Party Payments Transfer Payments	£	£ 336,662
	Running Expenses Fees & Charges and Other Income Net Recharge to CDC Grant Income		336,662
	Net Running Expenses		336,662

This cost centre contains the cost of running the shared finance section.

Supplies & Services: Costs relate to the recharge of the finance team from CDC to SBDC

Classification: OFFICIAL

2013/14 ACTUALS	Corporate Management Costs	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs	532,170	537,490
	Other Employee Expenses		
	Premises Related Expenses		
	Transport Related Costs		
137,226	Supplies & Services	128,000	116,000
	Third Party Payments		
	Transfer Payments		
137,226	Running Expenses	660,170	653,490
(31,659)	Fees & Charges and Other Income		(28,000)
	Net Recharge to CDC		
	Grant Income		
105,567	Net Running Expenses	660,170	625,490

This cost centre contains those costs that are specified in the Accounting Code of Practice as 'Corporate Management Costs' which is defined as those activities and costs that provide the infrastructure that allows services to be provided, whether by the authority or not, and the information that is required for public accountability.

Salary Costs: This is the annual contribution to the historical pension fund deficit.

Supplies & Services:	The breakdown of these costs is as follows:		
	Publicity Notices	2,500	3,000
	Bank Charges	35,000	36,000
	Management Fees (Sector)	4,500	4,500
	Audit Fees	86,000	72,500
		<u>128,000</u>	<u>116,000</u>

Income: Reimbursement of grant audit fees from Northgate.

2013/14 ACTUALS	Other Expenses	2014/15 BUDGET	2015/16 BUDGET
£		£	£
8,190	Salary Costs	7,780	8,260
	Other Employee Expenses		
	Premises Related Expenses		
	Transport Related Costs		
54,214	Supplies & Services	13,770	12,220
	Third Party Payments		
	Transfer Payments		
62,404	Running Expenses	21,550	20,480
	(1) Fees & Charges and Other Income		
	Net Recharge to CDC		
	Grant Income		
62,403	Net Running Expenses	21,550	20,480

This cost centre contains a number of miscellaneous items of expenditure.

Salary Costs: This is the budget for standby allowances.

Supplies & Services: The breakdown of these costs is as follows:

Insurances	1,220	1,220
Asset Disposal Costs	3,500	2,000
Bad Debt Provision	5,000	5,000
Annual Revaluation of Assets	4,000	4,000
Other	50	
	<hr/>	
	13,770	12,220

2013/14 ACTUALS	Internal Audit	2014/15 BUDGET	2015/16 BUDGET
£		£	£
11,157	Salary Costs	10,860	11,220
	Other Employee Expenses		
	Premises Related Expenses		
	Transport Related Costs		
235	Supplies & Services	180	
46,448	Third Party Payments	39,700	41,000
	Transfer Payments		
57,840	Running Expenses	50,740	52,220
(6,312)	Fees & Charges and Other Income	(5,360)	(2,700)
	Net Recharge to CDC		
	Grant Income		
51,528	Net Running Expenses	45,380	49,520

This cost centre contains the cost of maintaining an internal audit function.

Salary Costs: This is the cost of the Internal Audit manager - Joint Post

Third Party Payments: This is the gross cost of the internal audit contract.

Fees and Charges: Recharge to other bodies for joint internal audit reviews.

2013/14 ACTUALS	Business Support	2014/15 BUDGET	2015/16 BUDGET
£		£	£
282,526	Salary Costs	263,149	259,310
33,266	Other Employee Expenses	4,350	6,850
	Premises Related Expenses		
4,747	Transport Related Costs	5,370	6,460
146,212	Supplies & Services	164,960	164,560
364,961	Third Party Payments	348,330	355,300
	Transfer Payments		
831,712	Running Expenses	786,159	792,480
(25,410)	Fees & Charges and Other Income	(24,940)	(20,000)
	Net Recharge to CDC		(8,000)
(7,131)	Grant Income		
799,171	Net Running Expenses	761,219	764,480

This cost centre contains the cost of running the ICT section.

Salary Costs: There are the following staff in this section:
 Head of Business Support - Joint Officer
 ICT Manager
 ICT Officer
 Corporate Information Mgmt Officer
 GIS Officer
 GIS/LLPG Technician

Transport: This budget is for mileage claims and mileage allowances.

Supplies & Services: These costs are primarily the purchase of minor miscellaneous ICT equipment and ICT hardware & software maintenance costs.

Third Party Payments: This is the cost of the IT Facilities Management contract.

Income: Recharge to Trust and CDC for support.

Classification: OFFICIAL

2013/14 ACTUALS	Joint Working	2014/15 BUDGET	2015/16 BUDGET
£ 39,592	Salary Costs Other Employee Expenses Premises Related Expenses Transport Related Costs	£ 43,630	£ 38,750
3,100 7,000	Supplies & Services Third Party Payments Transfer Payments	18,140	18,540
49,692	Running Expenses Fees & Charges and Other Income Net Recharge to CDC Grant Income	61,770	57,290
49,692	Net Running Expenses	61,770	57,290

This cost centre contains miscellaneous items of expenditure in regard to the joint working projects.

Salary Costs: This is the cost of the 2 joint shared services project officers.

Supplies & Services: Provision for external support for service reviews. Will only be used if needed.

Classification: OFFICIAL

2013/14 ACTUALS	Revenues & Benefits Client	2014/15 BUDGET	2015/16 BUDGET
£		£	£
146,187	Salary Costs	142,742	126,220
318	Other Employee Expenses	1,150	850
	Premises Related Expenses		
2,258	Transport Related Costs	2,420	2,270
8,649	Supplies & Services	13,640	9,710
176	Third Party Payments	250	250
	Transfer Payments		
157,588	Running Expenses	160,202	139,300
(2,862)	Fees & Charges and Other Income	(2,500)	(3,400)
	Net Recharge to CDC		
	Grant Income		
154,726	Net Running Expenses	157,702	135,900

This cost centre contains the costs relating to the client side management of Revenues and Benefits. It also includes the cost of the anti fraud function.

Salary Costs: There are the following staff in this section:
 Head of Customer Services (Part) - Joint Post
 Revenues & Benefits Client Manager
 Benefits Policy Officer
 Benefit Fraud Officer (P/T)

Transport: This budget is for mileage claims and mileage allowances.

Supplies & Services: This budget is for printing & stationery, insurances and other minor office costs.

Third Party Payments: Budget for transcription service.

Income: This budget is for HB Admin Penalties.

Classification: OFFICIAL

2013/14 ACTUALS	Council Tax Collection	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
	Premises Related Expenses		
	Transport Related Costs		
33,043	Supplies & Services	38,010	38,010
512,188	Third Party Payments	477,960	487,520
	Transfer Payments	15,000	15,000
545,231	Running Expenses	530,970	540,530
(134,745)	Fees & Charges and Other Income	(100,000)	(110,000)
	Net Recharge to CDC		
(81,294)	Grant Income	(46,700)	(46,700)
329,192	Net Running Expenses	384,270	383,830

This cost centre contains the cost of the Council Tax Collection function.

Supplies & Services: This budget is for court fees £8,000 and unrecoverable court cost debts £30,000.

Third Party Payments: This is the cost of the contract to provide the Council Tax Collection service.

Transfer Payments: Council Tax Support Hardship Scheme

Income: This budget is for court costs that are recovered following legal action to recover sums due.

Classification: OFFICIAL

2013/14 ACTUALS	Non Domestic Rates Collection	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
	Premises Related Expenses		
	Transport Related Costs		
558	Supplies & Services	100	100
74,690	Third Party Payments	72,910	74,370
	Transfer Payments		
75,248	Running Expenses	73,010	74,470
(7,436)	Fees & Charges and Other Income	(7,000)	(7,000)
	Net Recharge to CDC		
(99,868)	Grant Income	(95,000)	(95,000)
(32,056)	Net Running Expenses	(28,990)	(27,530)

This cost centre contains the cost of the NNDR Collection function.

Third Party Payments: This is the cost of the contract to provide the NNDR Collection service.

Transfer Payments: This was the cost of the NNDR Discretionary relief that falls to the Council to pay. This is now accounted for centrally.

Fees & Charges: This budget is for court costs that are recovered following legal action to recover sums due.

Grant Income: This budget is for Government Grant that is received to help towards collection.

Classification: OFFICIAL

2013/14 ACTUALS	Housing Benefit	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
	Premises Related Expenses		
	Transport Related Costs		
161,697	Supplies & Services	1,500	1,500
308,848	Third Party Payments	271,520	276,950
14,911,017	Transfer Payments	14,530,000	15,050,000
15,381,562	Running Expenses	14,803,020	15,328,450
(741)	Fees & Charges and Other Income		
	Net Recharge to CDC		
(15,305,565)	Grant Income	(14,729,450)	(15,213,450)
75,256	Net Running Expenses	73,570	115,000

This cost centre contains the cost of running the Housing Benefit (HB) section and the net cost of awarding HB.

Supplies & Services: This budget is for legal fees.

Third Party Payments: This is the cost of the contract to provide the HB service.

Transfer Payments: This is the amount of HB that is awarded in the year.

Income: This budget is for the Government grant that is received to help towards the cost of running the HB service and the grant that is payable to refund the cost of HB awarded.

Classification: OFFICIAL

2013/14 ACTUALS	Print / Copy Services	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		
	Other Employee Expenses		
	Premises Related Expenses		
	Transport Related Costs		
14,229	Supplies & Services	(10,370)	(10,370)
	Third Party Payments		
	Transfer Payments		
14,229	Running Expenses	(10,370)	(10,370)
(2,333)	Fees & Charges and Other Income	(1,000)	(1,000)
	Net Recharge to CDC		
	Grant Income		
11,896	Net Running Expenses	(11,370)	(11,370)

This cost centre is used as a holding code for recharging photocopying costs directly to services.

This cost centre balances to nil once depreciation is taken into account.

Classification: OFFICIAL

2013/14 ACTUALS	Reception	2014/15 BUDGET	2015/16 BUDGET
£		£	£
91,692	Salary Costs	95,955	120,920
5,794	Other Employee Expenses	200	200
	Premises Related Expenses		
	Transport Related Costs		
8,518	Supplies & Services	2,400	3,390
	Third Party Payments		
	Transfer Payments		
106,004	Running Expenses	98,555	124,510
(355)	Fees & Charges and Other Income	(1,100)	(500)
	Net Recharge to CDC		
	Grant Income		
105,649	Net Running Expenses	97,455	124,010

This cost centre contains the cost of running the reception service.

Salary Costs: There are the following staff in this section:
 Head of Customer Services (Part) - Joint Post
 Receptionist Team Leader
 Customer Services Officers (x6) (x4 p/t)

Supplies & Services: These budgets relate to the cost of staff uniforms, floral displays and other minor business expenses.

Income: This is various miscellaneous income.

Classification: OFFICIAL

2013/14 ACTUALS	Legal Services	2014/15 BUDGET	2015/16 BUDGET
£		£	£
250,265	Salary Costs	235,263	
7,725	Other Employee Expenses	9,860	
	Premises Related Expenses		
413	Transport Related Costs	4,120	
16,176	Supplies & Services	23,900	
	Third Party Payments		
	Transfer Payments		
274,579	Running Expenses	273,143	
(10,991)	Fees & Charges and Other Income	(5,000)	
	Net Recharge to CDC		
	Grant Income		
263,588	Net Running Expenses	268,143	

Legal is to become a joint service.

Classification: OFFICIAL

2013/14 ACTUALS	Joint Legal	2014/15 BUDGET	2015/16 BUDGET
£		£	£
	Salary Costs		462,160
	Other Employee Expenses		15,020
	Premises Related Expenses		
	Transport Related Costs		130
	Supplies & Services		30,480
	Third Party Payments		
	Transfer Payments		
	Running Expenses		507,790
	Fees & Charges and Other Income		(25,000)
	Net Recharge to CDC		(240,505)
	Grant Income		
	Net Running Expenses		242,285

This cost centre contains the cost of running the Legal section.

Salary Costs: This is the estimated cost of the joint shared services officers.

Employee Expenses: These are the costs of professional subscriptions together with training & development

Transport: This budget is for mileage claims and mileage allowances.

Supplies & Services: These costs mainly relate to printing & stationery, the purchase of essential legal publications, and outside solicitor support in the magistrates court

Income: Flexible legal resource funded from income / recharging others.

Classification: OFFICIAL

2013/14 ACTUALS	Democratic Processes	2014/15 BUDGET	2015/16 BUDGET
£		£	£
1,796	Salary Costs	1,810	1,830
1,750	Other Employee Expenses	1,000	3,000
	Premises Related Expenses		
3,042	Transport Related Costs	6,000	4,700
256,580	Supplies & Services	273,480	224,100
	Third Party Payments		
	Transfer Payments		
263,168	Running Expenses	282,290	233,630
(95)	Fees & Charges and Other Income		
	Net Recharge to CDC		
	Grant Income		
263,073	Net Running Expenses	282,290	233,630

This cost centre contains the cost of Members' allowances and other Member related expenses.

Salary Costs: This is the budget for the National Insurance payable on Members' allowances, and the member training budget.

Transport: This budget is for Member travel claims and the hire of vehicles.

Supplies & Services: This budget is for Members Allowances, corporate subscriptions (LGA, South East Employers etc), and other minor business expenses.

2013/14 ACTUALS	Committee Services	2014/15 BUDGET	2015/16 BUDGET
£		£	£
82,100	Salary Costs	78,815	79,720
492	Other Employee Expenses	880	1,180
	Premises Related Expenses		
1,127	Transport Related Costs	1,130	1,130
10,805	Supplies & Services	11,430	11,430
	Third Party Payments		
	Transfer Payments		
94,524	Running Expenses	92,255	93,460
	Fees & Charges and Other Income		
	Net Recharge to CDC		
	Grant Income		
94,524	Net Running Expenses	92,255	93,460

This cost centre contains the Committee Services Section

Salary Costs: There are the following staff in this section:
 Democratic and Electoral Services Manager
 Democratic and Electoral Services Officer (x2)
 Admin Support Asst
 Costs of the above are shared equally with the Electoral Services cost centre in the Community portfolio.

Transport: This budget is for mileage claims and mileage allowances.

Supplies & Services: This budget is for printing & stationery, insurances and other minor office costs.

RESOURCES PORTFOLIO REVISED CHARGES FROM 1 APRIL 2015

VAT Codes: (1a)=inclusive standard rated (1b)=plus standard rated (2)=zero rated (3)=outside scope, (4)=exempt

DATA PROTECTION ACT	General ledger code	2014/15 £	2015/16 £
Subject Access Request (1a)	2305-0937	10.00	

MISCELLANEOUS

Permission for works at Council property or related matters	Variable hourly rate appropriate for officer	Variable hourly rate appropriate for officer
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SUBJECT:	Plant Maintenance Contract Tender
REPORT OF:	Officer Management Team - Director of Services Prepared by - Head of Environment

1. Purpose of Report

- 1.1 To provide an update of the joint Plant Maintenance contract tender and to ask the PAG to allow the Portfolio Holder to recommend a supplier to Cabinet.

2. Links to Council Policy Objectives

- 2.1 This matter contributes to the Council's aim to deliver value for money services.

3. Background

- 3.1 South Bucks District Council and Chiltern District Council have established Joint Arrangements to work together to effect savings.
- 3.2 The two Councils have agreed Joint Contracts Procedure Rules which were published in March 2014.
- 3.3 SBDC is leading on the procurement process for a plant maintenance contract. The contract will include electrical, gas and plumbing maintenance work, as well as specialised services such as lift maintenance and security systems. The maintenance work is both planned and reactive. The present value of this for both councils is approximately £115,000 pa.

4. Discussion

- 4.1 The contract will be for an initial period of 4 years with two possible extensions, at the Councils' discretion, each of 2 years, making an overall potential of 8 years. The total value of the contract over 8 years is estimated to be approximately £1m. In view of the amount, it will be necessary to tender and then award the contract under EU Procurement Rules.
- 4.2 Separate specifications are being prepared for each council based on their particular requirements but with common terms and conditions of contract. Each council will only be billed for work done specifically for that council.

4.3 The tenders will be evaluated by an Evaluation Panel which will then propose which supplier should be granted the contract. This recommendation will need to be approved by the Head of Environment, the Director of Services, the Portfolio Holder for each Council and the two Cabinets.

4.4 The timetable for the procurement is:

- 10Dec14 Publish notice in the Official Journal of the European Union
- 27Feb15 Receipt date for tenders
- 19Mar15 evaluation of tenders completed
- 31Mar15 SBDC Cabinet approval
- 07Apr15 CDC Cabinet approval
- 26May15 Contract start date.

5. Risks and financial implications

5.1 There will be the usual risks associated with a procurement exercise, although there will be no TUPE transfers involved for the plant maintenance contract.

5.2 A similar report will be presented to Members of CDC.

6. Recommendations

6.1 Members of the PAG are asked to allow the Portfolio Holder for Resources, following the evaluation stage, to recommend to Cabinet which supplier should be awarded the contract.

Portfolio Holder:	Councillor D Smith
Officer Contact:	Chris Marchant 01895 837360 Chris.marchant@southbucks.gov.uk Andrew Crow 01895 837259 andrew.crow@southbucks.gov.uk
Background Papers:	None

Declassified on 15 November 2018
~~CONFIDENTIAL FOR MEMBERS ONLY – NOT FOR PUBLICATION because of information relating to the financial or business affairs connected to a particular person- Schedule 12A part 1 para. (3)~~

SUBJECT:	Station Road Car Park, Gerrards Cross.
REPORT OF:	Officer Management Team - Director of Services Prepared by - Head of Environment

1. Purpose of Report

- 1.1 The purpose of this report is to discuss Station Road car park in Gerrards Cross (GX).

2. Links to Council and wider Policy Objectives

- 2.1 This matter is related to the Council's corporate aim to deliver value for money services and the adopted management principle to use resources prudently.
- 2.2 This report also progresses the aims of the Council's asset management plan. Car parking charges generally are being considered by the Environment PAG.

3. Background

- 3.1 The Council is the freehold owner of the 'pay & display' car park shown on the plan at Appendix A. The hatched area of the car park is leased from Rail Track for 250 years. The current car park contains 127 car park spaces. The layout is different from the attached plan.
- 3.2 The usage of this car park has increased over recent years in part due to the large adjacent Tesco to which there is a pedestrian access link and the new Waitrose that opening in March 2012. This car park is now very busy.
- 3.3 At the end of 2010 the PAG considered a report via email as to whether a 6 month licence would be granted to facilitate a pedestrian opening between the Station Road car park and the Tesco's car park. This was agreed and the licence commenced on 30th March 2011 and is on-going.
- 3.4 There was a section 106 agreement in place as part of the planning consent for the new Waitrose store. This allowed for up to £250,000 to be used to improve parking provision / management if required based upon surveys to be conducted after the store has been trading for 12 months if parking usage had increased. At the time the

surveys were revisited the usage had not yet increased and therefore no payment was triggered.

- 3.5 Councillors considered a report on 31st October 2011 as to whether to construct an extra deck of parking with 2 storeys residential over and at that time the scheme was not pursued. This would have provided 43 flats with extra 100 or so spaces some of which would be taken up by private parking.
- 3.6 There was at the time insufficient demand or future requirement data to warrant expenditure to just increase car parking capacity. It was considered that this could however change after the Waitrose store opens and when on street civil parking enforcement has been introduced by the BCC as this could also potentially increase demand for off street parking provision. BCC staff visit GX daily and quite a few PCN's are issued daily. On Street further restrictions / charging may well be considered.
- 3.7 A 10 year agreement was entered into with Waitrose in 2012 for which they paid £100,000 plus refurbished the car park. As part of the agreement the Council has to minimise season tickets to 12 and keep the car park layout the same unless agreed otherwise.

4. Discussion

- 4.1 A car park capacity study was undertaken in March 2014 for GX. This concluded that between 110 & 275 extra off street car parking spaces will be required by 2033.
- 4.2 Accordingly the architects that previously developed the schemes for Station Road have been appointed further to revisit designs for additional car park decks with the aspiration at this stage to provide at least 275 extra spaces. The cost of this is £4,850 plus £4,500 for additional traffic / highway studies. The Director of Services agrees this appointment using his delegations with a report to Members on this matter.
- 4.3 The architect's fees include the preparation and costing of schemes and the submission of an outline planning application.
- 4.4 There seems to be increasing demand in GX for season tickets to support local businesses, short stay parking for local part time workers and parking for visitors / shoppers. If slightly more parking was provided at this stage than was theoretically required Members would be able to consider schemes to support local business.
- 4.5 The current estimates indicate that even at 75% occupancy of any additional spaces there would be considerable additional income produced over and above the cost of the capital to construct the additional decks.
- 4.6 If planning consent is approved then a full business case would be presented to Members for their consideration with costed construction and income figures. Adjacent residential schemes are

being progressed so there is an urgency to obtain an appropriate planning permission for the car park.

- 4.7 The licence for the pedestrian link between Station Road and Tesco continues. This goes from the hatched land on the plan to the Tesco’s car park. The Parish Council have previously stated that they would like this arrangement to continue as they think it provides easy access to the Tesco store for residents from the area around Station Road. Tesco and Waitrose similarly wanted this to continue. It is suggested therefore that this continues as a yearly licence - this will not have a detrimental effect on constructing additional decks.
- 4.8 Discussion with Waitrose has commenced and are being progressed to ensure that a scheme is developed that would be agreeable to them.

5. Resources, Risks and Wider Policy Implications

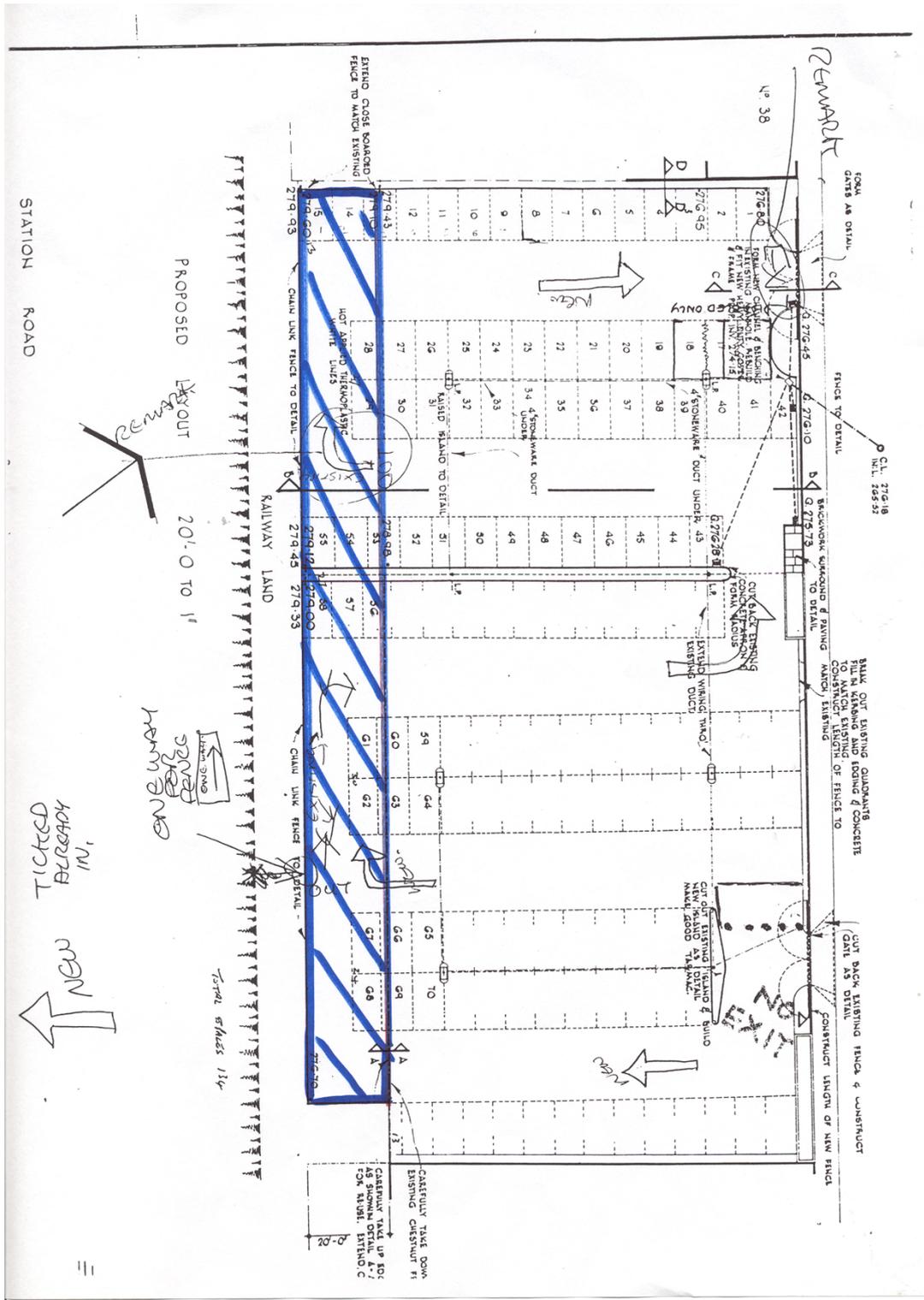
- 5.1 The resource implication arising from this report at this time is the fees detailed to progress this matter plus the planning fees.
- 5.2 The cost of £9,250 will be funded if the scheme goes ahead from the overall project budget. If the project does not progress past planning then the costs would be funded from revenue.
- 5.3 The recent Cabinet report on the Council’s financial position in future years indicated the importance of reducing net expenditure. The provision of up to 275 car parking spaces would represent a material increase in income, and would give a return on investment in excess of what the Council is able to achieve from the investment of its available capital resources.

Recommendation

- 6.1 That the contents of the report (and specifically the appointment of architects to prepare and submit a planning application for additional decks of car parking in Station Road) be noted;
- 6.2 That the Portfolio Holder for Resources be advised to recommend to Cabinet that (a)the licence for the pedestrian access to Tesco be continued for a further rolling annual period and (b)authority be delegated to the Director of Services, in consultation with the Portfolio for Resources, to make any minor amendments to the licence.

Portfolio Holder	Resources - Cllr Smith Environment - Cllr Naylor
Officer Contact	Chris Marchant, 01895 837360 Chris.marchant@southbucks.gov.uk
Background papers	None

Appendix A



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