



Cabinet

Date: 6 June 2016
Time: 7.00 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe Bucks

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**For further information, please contact Catherine Mackenzie 01494 421206,
committeeservices@wycombe.gov.uk**

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. MINUTES

To confirm the minutes of the meeting of the special Cabinet held on 23 May 2016 (attached).

3. DECLARATIONS OF INTEREST

To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any Member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.

Members are reminded that if they are declaring an interest, they should state the nature of that interest whether or not they are required to withdraw from the meeting.

Cabinet Minutes

Date: 23 May 2016

Time: 6.00 - 6.14 pm

PRESENT: Councillor Ms K S Wood (Executive Leader of the Council - in the Chair)

Councillor Mrs J A Adey	- Cabinet Member for Community
Councillor D H G Barnes	- Deputy Leader and Cabinet Member for Engagement and Strategy
Councillor D A Johncock	- Cabinet Member for Planning
Councillor Mrs J D Langley	- Cabinet Member for Housing
Councillor R Newman	- Cabinet Member for Youth
Councillor D A C Shakespeare OBE	- Cabinet Member for HR, ICT and Customer Services
Councillor Mrs J E Teesdale	- Cabinet Member for Environment
Councillor D M Watson	- Cabinet Member for Finance and Resources
Councillor R Wilson	- Cabinet Member for Economic Development and Regeneration

By Invitation

Councillor S Broadbent	- Deputy Cabinet Member for Economic Development and Regeneration
Councillor D J Carroll	- Deputy Cabinet Member for Housing
Councillor M E Knight	- Leader of the East Wycombe Independent Party
Councillor Mrs W J Mallen	- Deputy Cabinet Member for Environment
Councillor G Peart	- Deputy Cabinet Member for Finance and Resources
Councillor I L McEnnis	- Chairman of the Council
Councillor R Raja	- Leader of the Labour Group
Councillor S Saddique	- Deputy Cabinet Member for HR, ICT and Customer Services

Also present: Councillors A Turner, A D Collingwood, R Farmer and B E Pearce

83 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A Hussain (Deputy Cabinet Member for Engagement and Strategy) and R Gaffney (Chairman of the Improvement and Review Commission).

84 MINUTES

RESOLVED: That the minutes of the meeting of the Cabinet held on 7 March 2016 be approved as a true record and signed by the Chairman.

85 DECLARATIONS OF INTEREST

There were no declarations of interest.

86 URGENT ITEMS - LOCAL GOVERNMENT RE-ORGANISATION IN BUCKINGHAMSHIRE

Cabinet had before it a report seeking approval to establish a Member Working Group to assess the needs and requirements of the District, in relation to the issue of local government re-organisation in Buckinghamshire. The Working Group would have no executive powers, referring any recommendations to Cabinet for consideration.

The reason for urgency was that the decision was required in order to respond quickly to the current Local Government re-organisation debate in Buckinghamshire.

The following decision was made to ensure the debate on local government re-organisation in Buckinghamshire included the needs and requirements of Wycombe District residents, taxpayers and businesses.

RESOLVED: To establish a Cabinet Local Government Re-Organisation Working Group comprising those Members in paragraph 4 of the report, under the chairmanship of the Leader of the Council, to consider local government re-organisation issues for Wycombe District and Buckinghamshire, making recommendations to Cabinet as appropriate.

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That the Press and Public be excluded from the meeting during consideration of the following item as it contains exempt information as defined in Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, more particularly as follows:

Minute 87 - Proposed Investment/Acquisition

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

87 PROPOSED INVESTMENT/ACQUISITION

Cabinet was asked to recommend to Council the release of funding to acquire office space for future investment purposes.

The following decision and recommendation was made to secure investment in property and to contribute to the Council's aim of financial sustainability.

RESOLVED: That the acquisition of the office investment be approved on the terms set out in paragraph 23 of the report, with final details of the transaction delegated to the Chief Executive, Head of Finance and Commercial Services and Major Projects & Estates Executive, in consultation with the Leader and Cabinet Members for Finance, and Economic Development & Regeneration.

Recommended: That funding from the Council's Treasury deposits be released to fund the acquisition.

Chairman

The following officers were in attendance at the meeting:

Karen Satterford	- Chief Executive
Ian Hunt	- Democratic Services Manager
Catherine MacKenzie	- Principal Democratic Services Officer
Charles Brocklehurst	- Major Projects and Property Executive

Agenda Item 4.

2015/16 SERVICE PERFORMANCE: YEAR END REPORT

Cabinet Member: Councillor Ms Katrina Wood

Wards Affected: All

Officer contact: Aisha Bi Ext: 3981
Email: aisha.bi@wycombe.gov.uk

PROPOSED DECISION

That the summary of the fourth quarter (January to March) and cumulative year end outturns for service performance be received.

Reason for Decision

To note the performance position as at 31 March 2016 to ensure that the Council is performing at the appropriate level.

Corporate Implications

1. Corporate business planning and monitoring is conducive to the discharge of the Council's various functions and is therefore authorised by Section 111 of the Local Government Act 1972.
2. Quarterly monitoring of performance enables the identification of areas of under-performance and action to be taken on these in 'real time' as appropriate, so that there are no surprises at year end.
3. The quarterly monitoring of the quality of the data also ensures that it is fit for purpose for decision making and complies with the dimensions of good data quality as set out by the Audit Commission and embedded within the Council's performance management framework and data quality policy.

Sustainable Community Strategy/Council Priorities – Implications

4. Performance measures represent additional 'achievement' indicators that link to and support the five themes of the Sustainable Community Strategy and the Council's priorities and ambitions to 2019 as set out in the Corporate Plan.

Consultation

5. Service performance measures have been considered by Strategic Management Board (20 April 2016) and due to be considered by Audit Committee (30 June 2016).

Executive Summary

6. Each service area across the Council collects performance measures to measure the outturns for that service. These performance measures are identified by service areas in their Service Plans. The Council currently has a suite of 54 performance measures which are corporately reported.
7. The Cabinet receive a quarterly update on the frontline facing key measures and also an exception report for any performance measures which are not on target.

Performance Symbol Key					
	Measure has exceeded target by more than 5%				
	Measure is within +/- 5% of target				
	Measures is more than 5% away from target				
n/a	Measure has no target set as used for data collection only				
TBC	Measure has not been updated for latest quarter				
Improvement symbol Key					
	Improved		Stayed the same		Declined

Key frontline measures: YTD at 31 March 2016

n/a	<p>Wycombe Sports Centre: number of usages (CS001a)</p> <p>Data Quality: Green</p>	<p>522,911 user of the sports centre.</p> <p>Although we are comparing the old centre with the new centre the uses shows a 21% increase to same period last year.</p> <p>The old Wycombe Sports centre was closed in December 2015 and replaced by the new leisure centre which opened in January 2016. In line with the new contract, 2015/16 figures will be used as a baseline to set targets for 2016/17.</p>
n/a	<p>Museum: number of visits / usages (CS002)</p> <p>Data Quality: Green</p>	<p>26,570 visits / users of the museum (hits to the museum webpages 19,188 of this figure).</p> <p>Between June and December the museum was closed for refurbishment. During January to March a phased re-opening of the museum took place. The only events which took place were holiday activities as staff concentrated on the re-opening. This had the knock on effect on the number of visitors to the museum; during same period last year we had 52,296 visits.</p>

	<p>CSC: calls answered in 20 seconds (HR002)</p> <p>Data Quality: Green</p>	<p><i>The Customer Service Centre received 179,532 calls - 123,908 of these answered within 20 seconds</i></p> <p>172,585 or 96.1% of these calls were answered (target: 90%) and 123,908 of these calls or 69% were answered in 20 seconds (target: 70%).</p> <p>Overall satisfaction levels at the end of January 2016 show that 90.1% of residents served were 'satisfied' with the service provided by the CSC (target: 90% satisfied).</p> <p>Note: Satisfaction rating is calculated by surveying 400 calls, 50 emails and 100 visits per quarter</p>
  	<p>WDC and CDC: Waste: % recycled and composted (NI192, BV082ai & BV082bi)</p> <p>Data Quality: Amber</p>	<p><i>Our combined recycling and compost rate is within target range</i> Percentages are calculated using tonnage of waste collected:</p> <p><i>% recycled and composted = 52.4% (target = 56%)</i></p> <p><i>% recycled = 25.8% (target = 31%)</i></p> <p><i>% composted = 26.6% (target = 25%)</i></p> <p>The provisional year to date figure for household waste recycled is 25.8% (24,756 tonnes), this is below target (29,900 tonnes). The reasons for reduced tonnage figures are twofold: firstly further reduction of packaging in the waste stream, and an increase in bins being rejected due to wrongly recycled materials.</p> <p>The Joint Waste Team started a recycling project in October 2015 to reduce contamination by encouraging residents to use the correct bins when recycling. This included re-training collection crews in what materials are acceptable in the blue bins, as well as providing them with tags to put on bins containing incorrect material (resulting in increase in bins being rejected). This is still a positive move towards improving the quality of recycling collected and providing further education to residents.</p>
	<p>Homelessness: Number of people prevented from becoming homeless through WDC advice</p> <p>Data Quality: Green</p>	<p>We prevented <i>232 people from becoming homeless through WDC advice</i> (target: 200)</p> <p>Advice provided ranges from debt advice, liaison with landlords, mediation/negotiation with parents/landlords; deposits for private rented, assistance with access to refuge and hostels, as well as general advice about housing options available.</p> <p>We are seeing a large increase in people becoming homeless from private rented accommodation.</p>

	<p>Homelessness: Number of households assisted through the homelessness prevention fund</p> <p>Target: 120</p> <p>Data Quality: Green</p>	<p><i>We assisted 49 households through the homelessness prevention fund.</i></p> <p>Our ability to assist customers into private rented properties has been hampered by the placement of households from the London Boroughs. Officers have met with colleagues at DCLG to raise our concerns about this and were informed of likely changes to legislation which will be aimed to assist local authorities in preventing homelessness. More information will be released by DCLG in due course.</p> <p>We are actively working with the private landlords to encourage them to work with us; this includes having an advertisement in the coming weeks to attract landlords to work with WDC.</p>
	<p>Number of people in Temporary Accommodation (TA)</p> <p>Target: 80</p> <p>Data Quality: Green</p>	<p><i>89 people were in temporary accommodation (TA) on the 31 March.</i></p> <p>The previous three quarters were as follows;</p> <p>Sep 2015 = 81 people</p> <p>Dec 2015 = 78 people</p> <p>March 2016 = 89 people</p> <p>Demand for temporary accommodation has increased nationally for various reasons including increased private rent levels and family evictions. Work is ongoing to meet the demand via partnership work with Registered Providers and Private landlords.</p>
	<p>Major planning applications (NI157a)</p> <p>Data Quality: Green</p>	<p><i>We have determined 72.3% of major planning applications within 13 weeks</i></p> <p>34 out of 47 completed applications. Government minimum target: 60%. By nature, major planning applications are complex and can take a longer time to process due to the level of information needed.</p>

Other exceptions and issues

▲ **Benefits – Time taken to process new claims**

Target: 13.5 days Actual: 22.5 days (Last year: 20.9 days)

Significant downtime due to IT issues (350 hours) caused a large backlog; changes to DWP ATLAS files also caused delays in processing. Both of these issues are now resolved. Overall performance is still within national average of 23 days for quarters 1-3 (quarter 4 not yet published)

▲ **Housing register applications processed within 10 days**

Target: 95% Actual: 80% (Last year: 85%)

A restructure in housing combined with a reduction in staff has meant all members of the team have taken on additional duties. This has resulted in an increase in the time taken to process housing register applications. We have also seen an increase in demand with 151 additional applications processed compared to last year.

▲ **Fly tipping removed within two working days**

During this year the Joint Waste Team have developed and implemented new processes in partnership with Serco to ensure a speedier response to fly tipping. Although we are still below target we have seen continued improvement to our performance since the new processes were implemented. From 22.3% in Q1 (73 of 327 removed in 2 working days) to 67.3% in Q4 (261 of 388).

▲ **Number of Affordable Homes delivered (gross)**

Last year 22 affordable homes were delivered (target: 34). For new affordable housing we are reliant upon s106 delivery on sites developed by the housebuilders. This year there have been delays in some site construction which has meant slippage on some schemes. The 12 not completed this year will be delivered in the coming year.

▲ **Section 78 planning appeals allowed (Exception)**

18 out of the 53 Section 78 planning appeals were allowed. This equates to 34% which is above the target of 24%.

The appeals lost are very much on a matter of subjective judgment, rather than a criticism of the way in which planning policy is being applied. Appeal decisions will continue to be monitored.

Year-to-Date Performance Overview

The Council's performance position for the 54 corporately reported performance measures is summarised below:

		Q1	Q2	Q3	Q4	Cumulative		Have we improved since last year?
						YTD	This time last year	
	Exceeded target by more than 5%	14 (26%)	13 (24 %)	16 (30%)	15 (28%)	15 (28%)	17 (31%)	 (two measures)
	Within +/- 5%* of target	15 (28%)	16 (30%)	13 (24 %)	13 (24 %)	17 (31%)	15 (27%)	 (two measures)
	More than 5%* away from target	13 (24%)	13 (24%)	13 (24%)	14 (26%)	10 (19%)	15 (27%)	
n/a	No target set data only performance measure	12 (22%)	12 (22%)	12 (22%)	12 (22%)	12 (22%)	12 (22%)	
-	Data not updated for latest quarter	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	
* The tolerance setting that we use to generates the 'alerts' is set to +/- 5% of target.								

Background Papers

Full information for all of our performance measures, and trend graphs for performance focus measures, are available on request from Aisha Bi in the Corporate Policy Team, using the contact details at the beginning of the report.

Agenda Item 5.

2015/16 PROVISIONAL REVENUE OUTTURN, REPAIRS AND RENEWALS FUND, MAJOR PROJECTS PROGRAMME

Cabinet Member: Councillor David Watson

Wards Affected: All

Officer contact: Steve Richardson Ext 3322
Email: steve.richardson@wycombe.gov.uk

Nisar Visram Ext 3615
Email: nisar.visram@wycombe.gov.uk

PROPOSED DECISION

That:

- (i) the provisional outturn at the end of March 2016 in respect of the General Fund Revenue Account, Repairs and Renewals Fund, Major Projects Programme and use of the surplus as detailed in the report be noted;
- (ii) the proposed allocation of the surplus funds including the two bids identified in paragraph 28 be approved; and
- (iii) To amend the terms of reference for the Transformation Fund to include funding for project feasibility in accordance with the terms as set out at paragraph 29.

Reason for Decision

The Cabinet sets its budget targets each year to achieve the Council's financial strategy. Throughout the financial year Cabinet has received a regular monitoring report, setting out the budgetary position.

Corporate Implications

1. The financial implications are set out in the detailed report at Appendices A – D.
2. Under the Local Government Act 2003, the Chief Financial Officer is required to report on the robustness of the budget. This monitoring report is part of the Council's financial framework which supports this wider responsibility.
3. The outturn position presented in this report comprises a mixture of one-off exceptional items together with various underspends and additional revenues as a result of phasing issues and other one-off service specific issues. A smaller element of the underspend relates to forecasting. The majority of recurring budgetary issues were addressed where known within the 2016/17 budget. Where further recurring budget changes have been identified these are highlighted in the supporting appendices.

Executive Summary

4. This report sets out the provisional outturn for 2015/16 for the General Fund Revenue Account (Appendices A), Repairs and Renewals Programme (Appendix B), Major Projects Programme (Appendix C). A business case for allocation of a portion of the surplus on market stalls as outlined in paragraph 28 is also included in Appendix D.

Service Budgets

5. The revenue outturn for 2015/16 was in surplus by £262k on service budgets, compared with a forecasted deficit of £125k at the end of December 2015. This is an improvement of £387k. Analyses of these movements are set within the summary of key issues below.

Contingency Fund

6. A total of £588k was unspent on the Contingency Fund increasing the overall surplus to £850k.

Business Rates Surplus

7. A provisional position has also been calculated for Business Rates (pre-audit NNDR3) which has produced a surplus of £381k for the year. The surplus of £381k relating to Business Rates has been temporarily transferred to the Business Rates Adjustment Account pending finalisation of the NNDR3 post audit and updated assessment of the appeals provision with the final balance to then be transferred into the Council's Revenue Development Reserve to finance future major projects.

Table 1.0 – Summary of General Fund Revenue Outturn

Outturn	Forecast Variance at QTR3	Outturn Variance	Movement Forecast vs Outturn
	£'000s	£'000s	£'000s
Service Budgets	125	(262)	(387)
Contingency Fund	(837)	(588)	249
Business Rates Gain	0	(381)	(381)
Transfer of Business Rates Gain to Business Rates Adjustment Account	0	381	381
Surplus 2015/16	(712)	(850)	(138)
Balance of Surplus to Working Balance	0	850	850

Note: Brackets denote income or favourable variances

8. A detailed review of the revenue outturn is set out by Cabinet Portfolio at Appendix A. This shows the controllable forecast for each Cabinet Portfolio at the end of Quarter 3 and controllable outturn at the end of March 2016 together with an explanation of significant movements.

9. Whilst there is a surplus in 2015/16, a large element of this is the result of one-off events including larger than anticipated revenue which could not have been forecasted at quarter 3.

Sustainable Community Strategy/Council Priorities – Implications

10. The Corporate Plan has a priority of delivering value for money in everything we do as a Council – the Pounds priority.

Background and Issues

11. This section of the report sets out an analysis of the key issues from the 2015/16 financial outturn. Detailed breakdowns of spend and movements are provided at Appendices A – C.

Key Issues

12. A summary of the key outturn issues is set out below:

Queen Victoria Road (QVR) Offices

13. During 2015/16 the Council leased out Building C on the QVR site to the NHS, Browns and IFCO. Together these brought in £253k of additional income to the Council which had not been budgeted for at the start of the financial year. These amounts were reported during the year and have already been included in the 2016/17 budgets.

Estates Income

14. The Council received £113k in rent from Sainsbury's in leasing the Dovecot car park and an additional £70k from the John Lewis Partnership for the rent of their main store. The latter amount is based on the financial performance of the respective businesses and thus were not budgeted for and or included within quarter 3 forecasts. £48k of repairs and renewals expenditure relating to Estates did not occur in the financial year. These are detailed in Appendix B.

Housing

15. There has been an increase in the use of Bed and Breakfast accommodation due to the lack of availability of temporary accommodation and an increase in the level of homelessness resulting in £110k of costs. A significant amount of these costs occurred in the last quarter of the year and thus were not included in quarter 3 forecasts. The costs of Bed and Breakfast accommodation have been reflected in the 2016/17 budget. However, if the level of demand continues in line with QTR4 then this budget will not be sufficient. There were also staffing overspends across the housing service of £155k. The Head of Environment has confirmed that savings have been found reducing the potential deficit in 2016/17 to £79k which will be managed within the existing departmental budget. There was an overspend on repairs at Saunderton Lodge due to a higher volume of void turnarounds since the services were moved from Red Kite. These costs were partly offset by higher income.

Waste Service

16. The Waste Contract allowed for an increase in the contract price based on RPI inflation, pay inflation and fuel prices. However both RPI and the fuel price index were negative in 2015/16. There was also a saving as a result in a change in tipping point and there were variable works in the contract not commissioned. These resulted in a £187k surplus on the budgeted costs of the Waste Contract, the majority of which were not known at quarter 3.

17. The Council also received an additional £68k in income from the County Council as part of an Inter Authority Agreement (IAA) for the County to distribute savings in waste disposal costs. The final year for receiving this payment was 2015/16. Income was also received from the sale of bins and collection charges over the amount that had been budgeted for, offset by a reduction in the amount received via recycling credits. Overall there was a £49k favorable surplus on Waste Client expenditure.

Planning Development Management

18. During 2015/16 additional income of £146k was generated within Development Management from planning applications. The Council has to undertake a significant amount of additional work in relation to the Local Plan including 4 Strategic sites to help manage the development process. It is anticipated that work can be funded from the application fee income and through Planning Performance Agreements (PPA's). Some of these staffing related costs have been offset against the additional income in 2015/16. An amount of £150k was also granted in 2015/16 from the budget contingency to support cash flow between the work incurred and income received, which is planned to break even over a three year period. In 2015/16 £70k of this budget contingency amount had been utilised.

Parking Services

19. As previously reported, there has been a shortfall in parking income due to a number of factors. These include a loss of parking spaces at George Street car park whilst construction works for the Westbourne Street link road were ongoing, high levels of vandalism and theft, reduced income from season tickets due to relocation of businesses and reduced footfall.

Community Services

20. A lump sum of £60k was received in the last quarter of the year for Mast income due to a backdated rental assessment and this was not forecasted at quarter 3.
21. Income from 2014/15 that had not been accrued for relating to the Sports Centre contract was identified in quarter 4 and insurance costs were recharged to the operator which had not been recharged under the previous contract. These amounted to a £70k surplus.
22. Rental costs associated with a former Tourist Information Centre in Marlow of £56k per annum were not budgeted for in year as it was anticipated the premises may be leased out. However this has not taken place and the costs have been included in the 2016/17 budget.

Business Rates

23. This is the third year of localised business rates. A summary of the provisional position is set out overleaf.
24. Overall it has been calculated that there is a surplus of £1.905m, of which Wycombe's share (40%) is £762k, after deduction of Levy WDC will retain £381k. This sum will be held in the Business Rates Adjustment Account pending finalisation of the accounts and re-certification of the NNDR3 and further assessment of appeals.

Table 2.0 - Business Rates Provisional Outturn 2015/16

WDC Business Rate Retained	£'000
Non Domestic Rating Income	69,354
WDC Share (40%)	27,741
+ Localism Reliefs	319
+ Small Business Rate Reliefs	544
Fixed Tariff (Payment to Government)	-24,806
Total Retained Income	3,799
Funding Baseline	3037
Growth Amount	762
Levy Rate	50%
Surplus Retained by WDC	381

Business Rates Appeals Position

25. In 2014/15 the Council assessed the appeals liability at just over £6.8m (WDC share of this being 40%). In 2015/16 we have charged £303k against this in actual losses paid out relating to prior years.

There remains a backlog of appeals to be settled by the Valuation Office (VO) and the provision in this area continues to be subject to a significant degree of uncertainty. The draft accounts are to be signed off by 30 June 2016 and the final accounts by audit committee by 30 September 2016. Part of this process requires all billing authorities to re-certify their NNDR3 forms in September to confirm the final outturn position. It is therefore necessary to revisit the appeals provision again at this time to assess the accuracy of this estimate. If a material change has occurred it will be necessary to amend the provision and therefore the surplus being reported may change.

Application of Surplus

26. Two specific allocations are being sought at this stage:

- **Replacement of the Market Holder Stalls - £55k**

A separate business case is set out at Appendix D to support this request which will provide additional revenue for the Council and improve the attractiveness of the market whilst reducing the level of maintenance and repairs costs caused by the current equipment.

- **Spatial Planning Manager - £68k**

PAS (Planning Advisory Service) has carried out a review of Planning and Sustainability. It recommends that a more conventional management structure is needed in the Service to provide capacity to the Head of Service. At present there are managers for Building Control and Development Management, but there is no manager for Spatial Planning – currently comprising major planning applications, local plan, design specialists and projects. Team leaders in this part of the service report directly to the Head of Service. PAS

recommend that a manager post is created for this area. Previously there has been a management role in this position, which was deleted during the recession.

In order to create immediate capacity in the Service, funding for the current year is sought to create this post. A full review of the Service is to be undertaken during the current year, as part of the Government's pilot of introducing competition into assessing planning applications. Future funding for the post will be resolved as part of the review.

It is therefore proposed to make provision of £68k from this year's out turn, covering salary and on costs for one year.

In addition to these specific project allocations it is proposed that the balance of the surplus £727k is transferred into the Revenue Development Reserve to support future Major Project schemes.

Transformation Fund

27. The Council set up a specific reserve fund 4 years ago to enable the up-front costs on Invest to Save schemes to be met under a scheme of delegation. The balance held in this fund at the 31st March 2016 was £832,437. The restrictions placed on the use of this fund including the financial limit on projects of £100k and 3 year payback has meant that demand for funds has been relatively low. It is proposed that the terms of reference of the Transformation Fund are amended to also include scheme feasibility funding of up to £100,000 for any single project, where there is a clear strategic link to the Corporate Plan and there is a compelling need / case for the project. Any bid for funding from this fund would need to be approved by the Head of Finance and Commercial in consultation with the Cabinet Member for Finance and Resources (currently this is only delegated as an officer decision).

Repairs and Renewals Fund – Appendix B

28. The total revised budget was £669k, against which £289k was actually spent. Details of this are set out at Appendix B. Key variance relates to car parks where £229k of works was not completed in the financial year. £100k of this relates to waterproofing the Wycombe Swan Multi Storey Car Park where works were advised by consultants to be deferred to the 2016/17 financial year. The majority of Repairs and Renewals budgets will be rolled forward to the 2016/17.

Major Projects Programme – Appendix C

29. Total spend was £23.1m against an in year budget of £24m. A detailed schedule of the full programme is included at Appendix C. The unspent balance will be carried forward to enable completion of the projects.

Conclusions

30. The outturn position is noted by Cabinet, including action taken to date, future budgetary implications and approval sought on the application of the surplus for the General Fund Revenue Account.

Next Steps

31. The draft final accounts will be signed off by the Head of Finance and Commercial by 30 June 2016 and presented to the Audit Committee for approval in September and published by 30 September 2016.

Background Papers

Held in Finance and Commercial Services.

Cabinet Portfolio	Analysis	Full Budget Summary			Analysis of Controllable Spend				
		Full Year Budget	Full Year Actual	Outturn Variance	15-16 Budget Controllable	Actual Controllable	Full Year Controllable Variance	Controllable Forecast Outturn Q3	Difference on Q3 Controllable
		£	£	£	£	£	£	£	£
Community	Expenditure	12,058,200	5,944,542	-6,113,658	4,201,200	4,239,354	38,154	4,391,000	-151,646
	Income	-1,340,800	-1,426,590	-85,790	-576,700	-831,981	-255,281	-714,000	-117,981
	Net Expenditure	10,717,400	4,517,951	-6,199,449	3,624,500	3,407,373	-217,127	3,677,000	-269,627
Environment	Expenditure	11,449,030	10,859,620	-589,410	8,748,500	8,370,535	-377,965	8,647,000	-276,465
	Income	-5,128,700	-4,292,442	836,258	-4,675,800	-4,291,759	384,041	-4,370,000	78,241
	Net Expenditure	6,320,330	6,567,178	246,848	4,072,700	4,078,776	6,076	4,277,000	-198,224
Economic Development and Regeneration	Expenditure	1,683,630	1,610,300	-73,330	1,192,600	1,117,952	-74,648	1,119,000	-1,048
	Income	-4,547,600	-4,890,320	-342,720	-4,547,600	-4,890,320	-342,720	-4,637,000	-253,320
	Net Expenditure	-2,863,970	-3,280,020	-416,050	-3,355,000	-3,772,368	-417,368	-3,518,000	-254,368
Planning & Sustainability	Expenditure	5,099,980	5,538,732	438,752	3,298,500	3,799,885	501,385	3,642,000	157,885
	Income	-1,939,000	-2,500,069	-561,069	-1,920,000	-2,500,069	-580,069	-2,426,000	-74,069
	Net Expenditure	3,160,980	3,038,663	-122,317	1,378,500	1,299,816	-78,684	1,216,000	83,816
Housing	Expenditure	3,145,200	3,469,279	324,079	1,490,200	1,872,657	382,457	1,692,000	180,657
	Income	-1,011,300	-1,163,957	-152,657	-1,011,300	-1,163,957	-152,657	-1,104,000	-59,957
	Net Expenditure	2,133,900	2,305,322	171,422	478,900	708,700	229,800	588,000	120,700
Leader	Expenditure	4,441,080	4,673,779	232,699	3,181,530	3,394,017	212,487	3,395,000	-983
	Income	-1,946,290	-2,189,668	-243,378	-323,300	-600,175	-276,875	-613,000	12,825
	Net Expenditure	2,494,790	2,484,111	-10,679	2,858,230	2,793,843	-64,387	2,782,000	11,843
HR, ICT & Customer Services	Expenditure	5,639,600	5,877,466	237,866	4,554,100	4,584,792	30,692	4,543,136	41,656
	Income	-5,639,600	-6,005,868	-366,268	-173,000	-275,715	-102,715	-214,400	-61,315
	Net Expenditure	0	-128,402	-128,402	4,381,100	4,309,078	-72,022	4,328,736	-19,658
Finance	Expenditure	55,812,900	54,514,457	-1,298,443	54,284,400	53,119,670	-1,164,730	52,493,000	626,670
	Income	-54,358,500	-53,154,674	1,203,826	-53,053,700	-51,901,777	1,151,923	-51,244,000	-657,777
	Net Expenditure	1,454,400	1,359,783	-94,617	1,230,700	1,217,893	-12,807	1,249,000	-31,107
GENERAL FUND TOTAL	Expenditure	99,329,620	92,488,175	-6,841,445	80,951,030	80,498,863	-452,167	79,922,136	576,727
	Income	-75,911,790	-75,623,588	288,202	-66,281,400	-66,455,753	-174,353	-65,322,400	-1,133,353
	Net Expenditure	23,417,830	16,864,587	-6,553,243	14,669,630	14,043,110	-626,520	14,599,736	-556,626

GF Services Summary	23,417,830	16,864,587	-6,553,243
Reversal of Depreciation & Deferred Charges	-8,583,100	-2,668,501	5,914,599
Contribution from Repairs and Renewals Fund	-669,000	-288,662	380,338
	14,165,730	13,907,424	-258,306
Use of Reserves			
Special Grant for Council Tax Freeze	-93,000	-94,093	-1,093
Payment to Parish Councils	150,000	147,315	-2,685
GF Surplus Services (excluding Contingency)	14,222,730	13,960,645	-262,085
Corporate Contingency	836,970	249,155	-587,815
Total GF Surplus including Contingency	15,059,700	14,209,801	-849,899
WDC Business Rates Share of Surplus	0	-380,933	-380,933
Transfer to Business Rates Adjustment Account	0	380,933	380,933
Funded By:			
Formula Grant	5,512,000	5,512,000	0
New Homes Bonus	978,000	978,000	0
Council Tax	8,569,700	8,569,700	0
Total Funding	15,059,700	15,059,700	0

COMMUNITY SERVICES PROVISIONAL REVENUE OUTTURN 2015/16	Budget £	Outturn £	Outturn Variance £	15-16 Budget Controllable £	Actual Controllable £	Full Year Controllable Variance £	Controllable Forecast Outturn Q3 £	Difference on Q3 Controllable £	Comments
EXP	287,100	289,542	2,442	243,700	246,392	2,692	238,000	8,392	Variance below £10k
INC	-69,900	-65,717	4,183	-57,900	-65,717	-7,817	-58,000	-7,717	
HEAD OF COMMUNITY TOT	217,200	223,825	6,625	185,800	180,675	-5,125	180,000	675	
EXP	427,300	420,460	-6,840	270,100	262,378	-7,722	266,000	-3,622	Variance below £10k
INC	-82,100	0	82,100	0	0	0	0	0	
COMMUNITY COMMISSIONING MANAGEMENT TOT	345,200	420,460	75,260	270,100	262,378	-7,722	266,000	-3,622	
EXP	6,400,600	340,054	-6,060,546	151,000	223,340	72,340	248,000	-24,660	Variance from Q3 forecast due to income from 2014/15 having not been accrued for in the prior year and insurance costs recharged to the operator (not previously charged under the previous contract).
INC	-188,900	-259,957	-71,057	-188,900	-259,957	-71,057	-213,000	-46,957	
SPORTS CENTRE CONTRACT TOT	6,211,700	80,097	-6,131,603	-37,900	-36,616	1,284	35,000	-71,616	
EXP	126,100	232,180	106,080	41,800	65,895	24,095	66,000	-105	PA system installed but not budgeted for within this budget, met from underspending within portfolio budget.
INC	0	0	0	0	0	0	0	0	
WYCOMBE DISTRICT ATHLETICS COMPLEX TOT	126,100	232,180	106,080	41,800	65,895	24,095	66,000	-105	
EXP	134,100	126,700	-7,400	134,000	126,600	-7,400	134,000	-7,400	Variance below £10k
INC	0	0	0	0	0	0	0	0	
RANGERS SERVICES (SPORTS) TOT	134,100	126,700	-7,400	134,000	126,600	-7,400	134,000	-7,400	
EXP	1,647,200	1,545,837	-101,363	1,356,600	1,330,746	-25,854	1,342,000	-11,254	An updated rental figure was agreed for Mast income and this was backdated resulting in a lump sum of £60k being received in year in the last quarter. There was also an underspend on the variable element of the Grounds Maintenance contract of £20K
INC	-407,300	-510,412	-103,112	-82,300	-185,412	-103,112	-108,000	-77,412	
PARKS & ENVIRONMENT TOT	1,239,900	1,035,425	-204,475	1,274,300	1,145,334	-128,966	1,234,000	-88,666	
EXP	149,500	134,350	-15,150	119,100	104,017	-15,083	104,000	17	There was an agreed saving as reported to Cabinet of £25k
INC	0	-14,485	-14,485	0	-14,485	-14,485	-14,000	-485	
SPORTS DEVELOPMENT TOT	149,500	119,865	-29,635	119,100	89,532	-29,568	90,000	-468	
EXP	420,800	374,922	-45,878	332,200	286,298	-45,903	308,000	-21,703	There was a £55k underspend on salaries as an agency worker was on long term sick and there was less overtime paid increasing the forecasted underspend in the final quarter.
INC	-428,000	-374,880	53,120	-83,000	-105,271	-22,271	-100,000	-5,271	
TOWN CENTRE CCTV TOT	-7,200	42	7,242	249,200	181,027	-68,173	208,000	-26,973	
EXP	143,000	144,943	1,943	66,400	68,110	1,710	67,000	1,110	Part of the income from the Café in Higginson Park was historically transferred to RDR to pay for an overspend on the park refurbishment but this has now ceased. The budget for 16/17 has been amended to reflect this.
INC	-43,100	-91,965	-48,865	-43,100	-91,965	-48,865	-53,000	-38,965	
OTHER COMMUNITY COMMISSIONING TOT	99,900	52,978	-46,922	23,300	-23,855	-47,155	14,000	-37,855	
EXP	673,200	650,034	-23,166	400,100	409,695	9,595	455,000	-45,305	Variance below £10k
INC	-16,300	-16,793	-493	-16,300	-16,793	-493	-71,000	54,207	
COMMUNITY SERVICES MANAGEMENT TOT	656,900	633,241	-23,659	383,800	392,902	9,102	384,000	8,902	
EXP	336,100	315,777	-20,323	315,200	294,774	-20,426	294,000	774	There was an underspend on grants of £20k as forecasted at QTR3.

	INC	0	0	0	0	0	0	0	0	
ASSISTANCE TO VOLUNTARY BODIES	TOT	336,100	315,777	-20,323	315,200	294,774	-20,426	294,000	774	The budget for 16/17 has been reduced by £16k to reflect this movement.
	EXP	498,900	578,776	79,876	255,800	334,367	78,567	363,000	-28,633	As projected QTR3 this budget is overspent due to a combination of one-off costs associated with the transfer to the Library and backdated rent on former premises of £26k and a continuing rental obligation of £56k per annum which is included in 2016/17 budget.
	INC	-49,200	-46,365	2,835	-49,200	-46,365	2,835	-42,000	-4,365	
TOURIST INFORMATION CENTRES	TOT	449,700	532,411	82,711	206,600	288,003	81,403	321,000	-32,997	
	EXP	13,000	22,720	9,720	9,600	19,215	9,615	21,000	-1,785	Variance below £10k
	INC	-28,000	-34,166	-6,166	-28,000	-34,166	-6,166	-31,000	-3,166	
OTHER COMMUNITY SAFETY & COHESION	TOT	-15,000	-11,446	3,554	-18,400	-14,951	3,449	-10,000	-4,951	
	EXP	801,300	768,247	-33,053	505,600	467,527	-38,073	485,000	-17,473	Underspend of £22k due to a vacant post at the Museum which has not been filled.
	INC	-28,000	-11,850	16,150	-28,000	-11,850	16,150	-24,000	12,150	
COMMUNITY PROJECTS	TOT	773,300	756,397	-16,903	477,600	455,677	-21,923	461,000	-5,323	
	EXP	12,058,200	5,944,542	-6,113,658	4,201,200	4,239,354	38,154	4,391,000	-151,646	COMMUNITY PORTFOLIO TOTAL
	INC	-1,340,800	-1,426,590	-85,790	-576,700	-831,981	-255,281	-714,000	-117,981	
	TOT	10,717,400	4,517,951	-6,199,449	3,624,500	3,407,373	-217,127	3,677,000	-269,627	

ENVIRONMENT PROVISIONAL REVENUE OUTTURN 2015/16	Budget £	Outturn £	Outturn Variance £	15-16 Budget Controllable £	Actual Controllable £	Full Year Controllable Variance £	Controllable Forecast £	Outturn Q3 £	Difference on Q3 Controllable £	Comments
EXP	177,500	167,871	-9,629	134,600	124,721	-9,879	125,000	0	-279	Variance below £10k
INC	-181,000	0	181,000	0	0	0	0	0	0	
MANAGEMENT	TOT	-3,500	167,871	171,371	134,600	124,721	-9,879	125,000	-279	
EXP	2,608,500	2,532,368	-76,132	1,525,200	1,483,809	-41,392	1,490,000	0	-6,192	Shortfall in parking income caused by a number of factors inc; loss of spaces at George St, high levels of vandalism & theft. Reduced income from season tickets through relocation of businesses. Cost of vandalism repair £156k. Offset by R&R postponement of (£237k)
INC	-3,198,200	-2,713,777	484,423	-3,198,200	-2,713,095	485,105	-2,700,000	0	-13,095	
CAR PARKS	TOT	-589,700	-181,410	408,291	-1,673,000	-1,229,287	443,713	-1,210,000	-19,287	
EXP	35,300	35,395	95	9,000	14,842	5,842	15,000	0	-158	Variance below £10k
INC	0	0	0	0	0	0	0	0	0	
PARK & RIDE	TOT	35,300	35,395	95	9,000	14,842	15,000	0	-158	
EXP	1,158,130	1,115,107	-43,023	765,900	739,180	-26,720	764,000	0	-24,820	Vacancy management of (£15k) offset by minor overspends on various budget heads £3k
INC	-186,100	-29,622	156,478	-44,100	-29,622	14,478	-31,000	0	1,378	
ENVIRONMENTAL HEALTH	TOT	972,030	1,085,485	113,455	721,800	709,558	-12,242	733,000	-23,442	
EXP	281,300	4,424	-276,876	5,500	524	-4,976	6,000	0	-5,476	Over achievement of income on liquor licensing (£13k) and unused licensing budget for various fees (£4k)
INC	-184,400	-196,561	-12,161	-184,400	-196,561	-12,161	-193,000	0	-3,561	
LICENSING	TOT	96,900	-192,137	-289,037	-178,900	-196,037	-177,000	-187,000	-9,037	
EXP	368,500	323,009	-45,491	234,300	197,189	-37,111	232,000	0	-34,811	Underspend on salaries of (£20k) and fees of (£22k). Over achievement of Hackney carriage income of (£19k). Offset by some minor overspending of £5k.
INC	-361,900	-250,724	111,176	-232,000	-250,724	-18,724	-232,000	0	-18,724	
TAXI'S	TOT	6,600	72,284	65,684	2,300	-53,535	-55,835	0	-53,535	
EXP	6,049,900	5,997,047	-52,853	5,369,200	5,182,083	-187,117	5,369,000	0	-186,917	The budget included an allowance for an increase on the contract price. However, RPI was negative & variable works were not commissioned resulting in an underspend. There was a saving of (£10k) as a result of the change in tipping point.
INC	0	0	0	0	0	0	0	0	0	
JOINT WASTE CONTRACT	TOT	6,049,900	5,997,047	-52,853	5,369,200	5,182,083	-187,117	5,369,000	-186,917	
EXP	425,400	458,739	33,339	410,600	452,766	42,166	467,000	0	-14,234	£22k client costs & £12k overspend in 15/16 on bin store rent. Increased income for; IAA receipts (£68k), sale of bins (£40k) & collection charges (£21k). Offset by loss on recycling credits of (£38k), less than previously projected (BCC tonnage calc methods).
INC	-1,017,100	-1,107,873	-90,773	-1,017,100	-1,107,873	-90,773	-1,220,000	0	112,127	
JOINT WASTE CLIENT	TOT	-591,700	-649,134	-606,500	-655,107	-48,607	-753,000	97,893	97,893	
EXP	14,000	-17,806	-31,806	10,000	-22,016	-32,016	-34,000	0	11,984	(£75k) DEFRA Flooding Repairs and Renewals Grant received in 15/16 related to costs incurred in 14/15 resulting in an underspend in year.
INC	0	6,117	6,117	0	6,117	6,117	6,000	0	117	
FLOOD PREVENTION	TOT	14,000	-11,689	-25,689	10,000	-15,899	-28,000	6,000	117	
EXP	307,200	226,831	-80,369	260,900	180,802	-80,098	191,000	0	-10,198	Paul's Row public convenience refurb (£60k) funded from CIL monies, not repairs and renewals as budgeted. This has been offset by (£20k) on day to day maintenance of the Public Conveniences and an underspend on the cleaning contract of (£40k).
INC	0	0	0	0	0	0	0	0	0	
PUBLIC CONVENIENCES	TOT	307,200	226,831	-80,369	260,900	180,802	-80,098	191,000	-10,198	
EXP	23,300	16,635	-6,665	23,300	16,635	-6,665	22,000	0	-5,365	Variance below £10k
INC	0	0	0	0	0	0	0	0	0	
CLEANSING	TOT	23,300	16,635	-6,665	23,300	16,635	-6,665	22,000	-5,365	
ENVIRONMENT PORTFOLIO TOTAL	EXP	11,449,030	10,859,620	-589,410	8,748,500	8,370,535	-377,965	8,647,000	-276,465	
	INC	-5,128,700	-4,292,442	836,258	-4,675,800	-4,291,759	384,041	-4,370,000	78,241	
	TOT	6,320,330	6,567,178	246,848	4,072,700	4,078,776	6,076	4,277,000	-198,224	

PROPERTY & ECONOMIC DEVELOPMENT PROVISIONAL REVENUE OUTTURN 2015/16	Budget £	Outturn £	Outturn Variance £	15-16 Budget Controllable £	Actual Controllable £	Full Year Controllable Variance £	Controllable Forecast Q3 £	Difference on Q3 Controllable £	Comments
EXP	1,500	5,372	3,872	1,500	4,132	2,632	6,000	-1,868	Variance below £10k
INC	0	-4,132	-4,132	0	-4,132	-4,132	0	-4,132	
REGGIE GOVES CENTRE	TOT	1,500	1,240	1,500	0	-1,500	6,000	-6,000	
EXP	476,000	372,014	-103,986	304,700	245,024	-59,676	236,000	9,024	Roof repairs on the Town Hall overran from last year, £150k was b/fwd from 14/15 as the project spanned 2 yrs. (£60k) is the underspend now that the works have finished. Partly offset by under recovery of insurance premium income.
INC	-44,300	-34,604	9,696	-44,300	-34,604	9,696	-44,000	9,396	
WYCOMBE SWAN	TOT	431,700	337,410	260,400	210,420	-49,980	192,000	18,420	
EXP	904,230	962,125	57,895	641,800	655,949	14,149	651,000	4,949	Underspends; salaries (£37k), R&M projects deferred (£78k). Overspends; Rates £77k 14/15 backdated bills. Net land rent income (£323k) higher due in the main to Sainsburys receipt of (£113k), JLP additional rent (£70k). The income budget for 16/17 reflects this.
INC	-4,265,300	-4,588,385	-323,085	-4,265,300	-4,588,385	-323,085	-4,350,000	-238,385	
GENERAL ESTATES	TOT	-3,361,070	-3,626,261	-3,623,500	-3,932,437	-308,937	-3,699,000	-233,437	
EXP	0	0	0	0	0	0	0	0	The variable income received based on turnover from Wycombe Heights Golf Centre has overachieved the budgeted figure by (£29k).
INC	-143,000	-172,221	-29,221	-143,000	-172,221	-29,221	-160,000	-12,221	
WYCOMBE HEIGHTS GOLF CENTRE	TOT	-143,000	-172,221	-143,000	-172,221	-29,221	-160,000	-12,221	
EXP	57,900	39,678	-18,222	48,600	30,162	-18,438	34,000	-3,838	Planned repairs to the Guildhall have been funded from CIL monies saving (£20k) partly offset by unbudgeted spend on maintenance £2k. Income from hire of the Guildhall has underachieved by £3k.
INC	-15,000	-12,306	2,694	-15,000	-12,306	2,694	-13,000	694	
GUILDHALL	TOT	42,900	27,371	33,600	17,856	-15,744	21,000	-3,144	
EXP	12,200	15,424	3,224	11,800	15,024	3,224	14,000	1,024	Variance below £10k
INC	-60,000	-59,970	30	-60,000	-59,970	30	-55,000	-4,970	
MARKETS	TOT	-47,800	-44,546	3,254	-48,200	-44,946	-41,000	-3,946	
EXP	146,000	136,545	-9,455	104,000	94,339	-9,661	105,000	-10,661	Variance below £10k
INC	0	0	0	0	0	0	0	0	
ECONOMIC DEVELOPMENT	TOT	146,000	136,545	104,000	94,339	-9,661	105,000	-10,661	
EXP	15,000	15,000	0	15,000	15,000	0	15,000	0	Variance below £10k
INC	-15,000	-15,701	-701	-15,000	-15,701	-701	-15,000	-701	
TOWN CENTRE MANAGEMENT	TOT	0	-701	0	-701	-701	0	-701	
EXP	70,800	64,143	-6,657	65,200	58,324	-6,876	58,000	324	Variance below £10k
INC	-5,000	-3,000	2,000	-5,000	-3,000	2,000	0	-3,000	
FESTIVE EVENTS	TOT	65,800	61,143	60,200	55,324	-4,876	58,000	-2,676	
ECON DEV & REGEN PORTFOLIO TOTAL	EXP	1,683,630	1,610,300	-73,330	1,192,600	1,117,952	-74,648	1,119,000	-1,048
	INC	-4,547,600	-4,890,320	-342,720	-4,547,600	-4,890,320	-342,720	-4,637,000	-253,320
	TOT	-2,863,970	-3,280,020	-416,050	-3,355,000	-3,772,368	-417,368	-3,518,000	-254,368

HR, ICT & CS PROVISIONAL REVENUE OUTTURN 2015/16	Budget £	Outturn £	Outturn Variance £	15-16 Budget Controllable £	Actual Controllable £	Full Year Controllable Variance £	Controllable Forecast Outturn Q3 £	Difference on Q3 Controllable £	Comments
EXP	994,300	1,025,294	30,994	774,700	805,551	30,851	714,080	91,471	
INC	-842,300	-1,022,449	-180,149	-21,000	-10,090	-10,910	-9,400	-690	
QUEEN VICTORIA RD OFFICES	TOT	152,000	2,845	-149,155	753,700	795,461	41,761	704,680	90,781
EXP	0	349	349	0	349	349	0	349	Rents and service charges not budgeted for. Budget for 16/17 reflects this income.
INC	-152,000	-231,405	-79,405	-152,000	-231,405	-79,405	-205,000	-26,405	
ALBERT HOUSE RENT (NHS)	TOT	-152,000	-231,056	-79,056	-152,000	-231,056	-79,056	-205,000	-26,056
EXP	0	70	70	0	70	70	0	70	Rents and service charges not budgeted for. Budget for 16/17 reflects this income.
INC	0	-14,926	-14,926	0	-14,926	-14,926	0	-14,926	
ALBERT HOUSE (BROWNS)	TOT	0	-14,856	-14,856	0	-14,856	0	-14,856	
EXP	0	0	0	0	0	0	0	0	Rents and service charges not budgeted for. Budget for 16/17 reflects this income.
INC	0	-7,010	-7,010	0	-7,010	-7,010	0	-7,010	
ALBERT HOUSE (IFFCO)	TOT	0	-7,010	-7,010	0	-7,010	0	-7,010	
EXP	0	129,530	129,530	0	129,530	129,530	110,000	19,530	Fully Recharged
INC	0	-129,530	-129,530	0	0	0	0	0	
PLANNED PREVENTATIVE MAINTENANCE	TOT	0	0	0	129,530	129,530	110,000	19,530	
EXP	126,900	126,525	-375	109,900	107,173	-2,727	109,900	-2,727	Variance below £10k
INC	-126,900	-126,525	375	0	0	0	0	0	
HEAD OF HR & ISS	TOT	0	0	109,900	107,173	-2,727	109,900	-2,727	
EXP	90,700	92,116	1,416	74,000	73,142	-858	73,066	76	Variance below £10k
INC	-90,700	-92,116	-1,416	0	0	0	0	0	
ISS MANAGER	TOT	0	0	74,000	73,142	-858	73,066	76	
EXP	766,990	814,568	47,578	622,490	636,508	14,018	635,386	1,122	Minor variance on a number of budget heads.
INC	-766,990	-814,568	-47,578	0	0	0	0	0	
CSC	TOT	0	0	622,490	636,508	14,018	635,386	1,122	
EXP	832,110	799,291	-32,819	461,910	416,341	-45,569	453,262	-36,921	The Civica payment for 15/16 was paid at the end of 14/15 but there was no prepayment adjustment made.
INC	-832,110	-799,291	32,819	0	0	0	0	0	
ICT - SYSTEMS	TOT	0	0	461,910	416,341	-45,569	453,262	-36,921	
EXP	1,304,600	1,317,148	12,548	1,270,500	1,275,140	4,640	1,286,667	-11,527	Variance below £10k
INC	-1,304,600	-1,317,148	-12,548	0	0	0	0	0	
ICT - BUSINESS SUPPORT	TOT	0	0	1,270,500	1,275,140	4,640	1,286,667	-11,527	
EXP	70,800	53,494	-17,306	59,100	40,704	-18,396	57,550	-16,846	Salary underspending as now we have a contract with BCC for the provision of this service which is less than the budget. 16/17 budget has been amended
INC	-70,800	-53,494	17,306	0	0	0	0	0	
HEALTH & SAFETY	TOT	0	0	59,100	40,704	-18,396	57,550	-16,846	
EXP	519,900	461,741	-58,159	452,100	386,840	-65,260	390,991	-4,151	Predicted savings on unallocated corporate training programme (£59k).
INC	-519,900	-461,741	58,159	0	-42	-42	0	-42	
HR	TOT	0	0	452,100	386,798	-65,302	390,991	-4,193	
EXP	617,200	602,417	-14,783	462,400	432,790	-29,610	452,942	-20,152	Underspending on various budget heads
INC	-617,200	-602,417	14,783	0	-12,242	-12,242	0	-12,242	
PROCESSING AND ADMIN	TOT	0	0	462,400	420,549	-41,851	452,942	-32,393	
EXP	316,100	333,247	17,147	267,000	280,655	13,655	259,292	21,363	Agency staff
INC	-316,100	-333,247	-17,147	0	0	0	0	0	
FACILITIES MANAGEMENT	TOT	0	0	267,000	280,655	13,655	259,292	21,363	

	EXP	0	121,675	121,675	0	0	0	0	0	QVR RECHARGE
	INC	0	0	0	0	0	0	0	0	
UNALLOCATED OVERHEADS	TOT	0	121,675	121,675	0	0	0	0	0	
	EXP	5,639,600	5,877,466	237,866	4,554,100	4,584,792	30,692	4,543,136	41,656	
HR, ICT & CUSTOMER SERVICES	INC	-5,639,600	-6,005,868	-366,268	-173,000	-275,715	-102,715	-214,400	-61,315	
PORTFOLIO TOTAL	TOT	0	-128,402	-128,402	4,381,100	4,309,078	-72,022	4,328,736	-19,658	

PLANNING & DEVELOPMENT PROVISIONAL REVENUE OUTTURN 2015/16	Budget £	Outturn £	Outturn Variance £	15-16 Budget Controllable £	Actual Controllable £	Full Year Controllable Variance £	Controllable Forecast Outturn Q3 £	Difference on Q3 Controllable £	Comments	
EXP	2,536,080	2,504,713	-31,367	1,575,000	1,592,175	17,175	1,514,000	78,175		
INC	-1,006,500	-1,152,550	-146,050	-1,000,500	-1,152,550	-152,050	-1,146,000	-6,550		
DEVELOPMENT MANAGEMENT	TOT	1,529,580	1,352,163	-177,417	574,500	439,625	-134,875	368,000	71,625	Overspends on Legal costs incurred on planning appeals £45k and Independent consultants advice to review specialists reports submitted with applications £37k offset by underspends on; staff costs of (£51k), software costs of (£14k) and additional planning
EXP	753,100	874,486	121,386	494,900	614,947	120,047	625,000	-10,053		
INC	-13,200	-10,528	2,673	-200	-10,528	-10,328	-20,000	9,473		
PLANNING POLICY	TOT	739,900	863,959	124,059	494,700	604,420	605,000	-580	Overspend on salary costs £110k partly offset by salary underspends within Dev Mgt. Independent examination of Longwick resulted in an overspend on the surveys budget of £10k. Unbudgeted Government grant of (£10k)	
EXP	521,700	556,240	34,540	359,100	392,758	33,658	356,000	36,758		
INC	-33,400	-25,745	7,655	-33,400	-25,745	7,655	-26,000	255		
ENVIRONMENT & INFRASTRUCTURE	TOT	488,300	530,496	42,196	325,700	367,013	330,000	37,013	Overspend on salary costs £47k offset by salary underspends within Dev Mgt. Underspends on; revenue grant payments of (£10k) and landscaping of (£5k) have been offset by a reduction in income of £9k.	
EXP	68,400	75,467	7,067	35,900	42,733	6,833	43,000	-267		
INC	-90,000	-206,000	-116,000	-90,000	-206,000	-116,000	-171,000	-35,000		
COMMUNITY INFRASTRUCTURE LEVY	TOT	-21,600	-130,534	-108,934	-54,100	-163,267	-128,000	-35,267	Additional CIL income of (£116k) which has increased due to a large contribution coming in from Taylor Wimpey. Partly offset by salary costs over budget £7k	
EXP	1,070,700	1,084,462	13,762	683,600	713,907	30,307	701,000	12,907		
INC	-795,900	-812,652	-16,752	-795,900	-812,652	-16,752	-810,000	-2,652		
BUILDING CONTROL	TOT	274,800	271,810	-2,990	-112,300	-98,745	13,555	-109,000	10,255	Overspend of £20k due to HR Consultancy and Initial expenditure in relation to the wall at Hatters Lane £9k which will be recovered from the owner of the property during 16/17. Building Control income is (£47k) above budget but Partnership income is £32k under
EXP	150,000	443,365	293,365	150,000	443,365	293,365	403,000	40,365		
INC	0	-292,594	-292,594	0	-292,594	-292,594	-253,000	-39,594		
RESERVE SITES	TOT	150,000	150,770	770	150,000	150,770	150,000	770	A provision of £150k was approved from Contingency to support the Reserved Site. £80k has been rolled into 2016/17 and £70k has been spent in 2015/16.	
PLANNING & SUSTAINABILITY PORTFOLIO TOTAL	EXP	5,099,980	5,538,732	438,752	3,298,500	3,799,885	3,642,000	157,885		
	INC	-1,939,000	-2,500,069	-561,069	-1,920,000	-2,500,069	-2,426,000	-74,069		
	TOT	3,160,980	3,038,663	-122,317	1,378,500	1,299,816	1,216,000	83,816		

HOUSING PROVISIONAL REVENUE OUTTURN 2015/16		Budget £	Outturn £	Outturn Variance £	15-16 Budget Controllable £	Actual Controllable £	Full Year Controllable Variance £	Controllable Forecast Q3 £	Difference on Q3 Controllable £	Comments
HOUSING TEAM MANAGEMENT	EXP	313,500	314,486	986	187,700	187,981	281	191,000	-3,019	Variance below £10k
	INC	0	0	0	0	0	0	0	0	
	TOT	313,500	314,486	986	187,700	187,981	281	191,000	-3,019	
IMPROVEMENT GRANTS	EXP	856,000	793,161	-62,839	900	2,779	1,879	1,000	1,779	Variance below £10k
	INC	-524,000	-524,000	0	-524,000	-524,000	0	-524,000	0	
	TOT	332,000	269,161	-62,839	-523,100	-521,221	1,879	-523,000	1,779	
SUB-STANDARD HOUSING	EXP	460,400	487,487	27,087	269,300	295,372	26,072	290,000	5,372	The overspend relates to salaries expenditure and is part of the wider review being undertaken for SMB.
	INC	-16,300	-12,638	3,662	-16,300	-12,638	3,662	-12,000	-638	
	TOT	444,100	474,849	30,749	253,000	282,734	29,734	278,000	4,734	
SOCIAL HOUSING	EXP	0	1,085	1,085	0	1,085	1,085	0	1,085	Variance below £10k
	INC	0	0	0	0	0	0	0	0	
	TOT	0	1,085	1,085	0	1,085	1,085	0	1,085	
HOUSING STRATEGY	EXP	87,200	91,852	4,652	57,000	61,419	4,419	58,000	3,419	Variance below £10k
	INC	-46,000	-46,011	-11	-46,000	-46,011	-11	-50,000	3,990	
	TOT	41,200	45,841	4,641	11,000	15,408	4,408	8,000	7,408	
BUCKS OXON SINGLE HOMELESSNESS	EXP	0	48,311	48,311	0	48,311	48,311	0	48,311	On Budget
	INC	0	-48,311	-48,311	0	-48,311	-48,311	0	-48,311	
	TOT	0	0	0	0	0	0	0	0	
STAYING PUT AGENCY	EXP	1,200	1,000	-200	200	0	-200	0	0	Variance below £10k
	INC	0	0	0	0	0	0	0	0	
	TOT	1,200	1,000	-200	200	0	-200	0	0	
MOBILE HOME SITE	EXP	35,800	30,801	-4,999	34,300	29,259	-5,041	34,000	-4,741	There was additional rental income as forecasted at QTR3.
	INC	-137,000	-151,594	-14,594	-137,000	-151,594	-14,594	-155,000	3,406	
	TOT	-101,200	-120,793	-19,593	-102,700	-122,335	-19,635	-121,000	-1,335	
BED AND BREAKFAST	EXP	0	155,899	155,899	0	155,899	155,899	85,000	70,899	There was no budget provision in 15/16. Use of bed and breakfast has increased recently due to a lack of availability of temporary accommodation and an increase in the level of homelessness. Budget provision was made for 16/17.
	INC	0	-45,924	-45,924	0	-45,924	-45,924	-35,000	-10,924	
	TOT	0	109,975	109,975	0	109,975	109,975	50,000	59,975	
WDC OWNED LICENSED PROPERTIES	EXP	20,100	28,110	8,010	4,800	10,625	5,825	5,000	5,625	One of the licensed properties needed a new roof during the year leading to increased spend on the repairs budget and reduced income.
	INC	-29,500	-24,669	4,831	-29,500	-24,669	4,831	-19,000	-5,669	
	TOT	-9,400	3,441	12,841	-24,700	-14,043	10,657	-14,000	-43	
SAUNDERTON LODGE - TA HOUSING	EXP	313,100	400,699	87,599	208,500	295,705	87,205	227,000	68,705	An overspend of £35k on repairs due in part to faster and higher volume void turnaround since the services was moved from RKCH and £40k overspend on salaries. This has been partly offset by additional income through higher occupancy.
	INC	-258,500	-308,073	-49,573	-258,500	-308,073	-49,573	-306,000	-2,073	
	TOT	54,600	92,626	38,026	-50,000	-12,369	37,631	-79,000	66,631	
HOMELESSNESS PREVENTION	EXP	1,057,900	1,116,387	58,487	727,500	784,223	56,723	801,000	-16,777	Overspend on salaries of £85k offset in part by underspending on other budget heads. Report was taken to SMB on Hsg salary overspending but no additional funding was supported, savings are to be made elsewhere within the service to compensate, a plan has yet to be submitted.
	INC	0	-2,738	-2,738	0	-2,738	-2,738	-3,000	262	
	TOT	1,057,900	1,113,649	55,749	727,500	781,485	53,985	798,000	-16,515	
HOUSING PORTFOLIO TOTAL	EXP	3,145,200	3,469,279	324,079	1,490,200	1,872,657	382,457	1,692,000	180,657	
	INC	-1,011,300	-1,163,957	-152,657	-1,011,300	-1,163,957	-152,657	-1,104,000	-59,957	
	TOT	2,133,900	2,305,322	171,422	478,900	708,700	229,800	588,000	120,700	

LEADER PROVISIONAL REVENUE OUTTURN 2015/16	Budget £	Outturn £	Outturn Variance £	15-16 Budget Controllable	Actual Controllable £	Full Year Controllable Variance £	Controllable Forecast Outturn Q3 £	Difference on Q3 Controllable £	Comments
EXP	549,290	527,717	-21,573	478,190	452,292	-25,898	477,000	-24,708	Underspending on salaries, a member of staff left and was not replaced.
INC	-549,290	-527,717	21,573	0	-194	-194	0	-194	
CHIEF EXECUTIVE TOT	0	0	0	478,190	452,097	-26,093	477,000	-24,903	
EXP	371,100	574,222	203,122	315,200	518,043	202,843	525,000	-6,957	At QTR3 an underspend was predicted on various budget heads, however this was not achieved.
INC	-8,100	-202,813	-194,713	-8,100	-202,813	-194,713	-236,000	33,187	
CONDUCTING ELECTIONS TOT	363,000	371,409	8,409	307,100	315,229	8,129	289,000	26,229	
EXP	700,300	748,433	48,133	578,100	614,795	36,695	577,000	37,795	Additional income from external Legal fees
INC	-700,300	-738,221	-37,921	-27,800	-81,841	-54,041	-59,000	-22,841	
LEGAL TOT	0	10,212	10,212	550,300	532,954	-17,346	518,000	14,954	
EXP	41,200	31,301	-9,899	29,200	19,227	-9,973	34,000	-14,773	Salary underspend as there is not member of staff for Emergency Planning. The work is being covered by Environmental Health
INC	0	0	0	0	0	0	0	0	
EMERGENCY PLANNING TOT	41,200	31,301	-9,899	29,200	19,227	-9,973	34,000	-14,773	
EXP	848,110	861,081	12,971	671,210	683,858	12,648	670,000	13,858	Overspend on salaries of staff supporting Members
INC	0	83	83	0	83	83	0	83	
GENERAL EXPENSES (MEMBERS) TOT	848,110	861,164	13,054	671,210	683,941	12,731	670,000	13,941	
EXP	212,230	236,305	24,075	151,000	174,751	23,751	182,000	-7,249	Overspend on Salaries which is partly offset by additional income.
INC	-237,400	-249,815	-12,415	-237,400	-249,815	-12,415	-258,000	8,185	
LAND CHARGES TOT	-25,170	-13,510	11,660	-86,400	-75,064	11,336	-76,000	936	
EXP	49,900	58,580	8,680	35,000	43,680	8,680	44,000	-320	Variance below £10k
INC	-50,000	-58,600	-8,600	-50,000	-58,600	-8,600	-57,000	-1,600	
SECTION 106 TOT	-100	-20	80	-15,000	-14,920	80	-13,000	-1,920	
EXP	401,200	410,267	9,067	345,500	351,204	5,704	341,000	10,204	Variance below £10k
INC	-401,200	-412,585	-11,385	0	-6,995	-6,995	-3,000	-3,995	
COMMUNICATIONS TOT	0	-2,318	-2,318	345,500	344,210	-1,290	338,000	6,210	
EXP	550,380	538,816	-11,564	380,230	361,228	-19,002	369,000	-7,772	General underspending on various supplies and services budget heads
INC	0	0	0	0	0	0	0	0	
CORPORATE MANAGEMENT TOT	550,380	538,816	-11,564	380,230	361,228	-19,002	369,000	-7,772	
EXP	717,370	687,056	-30,314	197,900	174,940	-22,960	176,000	-1,060	General underspending on various supplies and services budget heads
INC	0	0	0	0	0	0	0	0	
DEMOCRATIC CORE TOT	717,370	687,056	-30,314	197,900	174,940	-22,960	176,000	-1,060	
LEADER PORTFOLIO TOTAL	4,441,080	4,673,779	232,699	3,181,530	3,394,017	212,487	3,395,000	-983	
INC	-1,946,290	-2,189,668	-243,378	-323,300	-600,175	-276,875	-613,000	12,825	
TOT	2,494,790	2,484,111	-10,679	2,858,230	2,793,843	-64,387	2,782,000	11,843	

FINANCE PROVISIONAL REVENUE OUTTURN 2015/16		Budget £	Outturn £	Outturn Variance £	15-16 Budget Controllable	Actual £ Controllable	Full Year Controllable Variance £	Controllable Forecast Outturn Q3 £	Difference on Q3 Controllable £	Comments
COUNCIL TAX (ADMIN)	EXP	1,144,600	1,117,752	-26,848	644,600	698,507	53,907	716,000	-17,493	Expenditure budgets were £54k overspent, slightly more than forecasted at QTR3. Changes to bank commission resulted in higher fees £33k, SPD review (£29k), offset by income of £21k from other preceptors. Court costs income was £26k under budget.
	INC	-807,100	-796,791	10,309	-807,100	-796,791	10,309	-808,000	11,209	
	TOT	337,500	320,961	-16,539	-162,500	-98,284	64,216	-92,000	-6,284	
HOUSING BENEFITS (ADMIN)	EXP	1,706,900	1,726,048	19,148	872,800	928,867	56,067	985,000	-56,133	Expenditure £56k overspent, less than predicted at QTR3 (delays in commissioning external resources). Staff overspend of £34k and external processing of £20k (IT downtime). Additional DWP grant (£100k) was secured for UC, FERIS & legislation
	INC	-541,000	-628,066	-87,066	-541,000	-628,066	-87,066	-602,000	-26,066	
	TOT	1,165,900	1,097,983	-67,917	331,800	300,801	-30,999	383,000	-82,199	
HSG BENEFITS (PAYMENTS)	EXP	51,535,000	50,325,220	-1,209,780	51,535,000	50,325,220	-1,209,780	49,601,000	724,220	Rent allowance paid are £1,595k lower than budget, this has been offset by lower subsidy.
	INC	-51,634,000	-50,434,380	1,199,620	-51,634,000	-50,434,380	1,199,620	-49,799,000	-635,380	
	TOT	-99,000	-109,160	-10,160	-99,000	-109,160	-10,160	-198,000	88,840	
INSURANCE	EXP	315,000	312,204	-2,796	315,000	312,204	-2,796	310,000	2,204	Variance below £10k
	INC	-265,000	-262,204	2,796	0	-1,768	-1,768	-2,000	232	
	TOT	50,000	50,000	-0	315,000	310,435	-4,565	308,000	2,435	
TREASURY MANAGEMENT	EXP	86,100	39,783	-46,317	86,100	39,783	-46,317	47,000	-7,217	Variance below £10k
	INC	-86,100	-39,783	46,317	-71,600	-25,283	46,317	-33,000	7,717	
	TOT	0	0	0	14,500	14,500	0	14,000	500	
CONTINGENCY FUND	EXP									
	INC									
	TOT	0	0	0	0	0	0	0	0	
FINANCE & COMMERCIAL BUSINESS UNIT	EXP	1,025,300	993,451	-31,849	830,900	815,090	-15,810	834,000	-18,910	Various small items including an underspend on the Fraud BU relating to salaries and risk management fund due to delays in recruitment. This was offset by an overspend on Photocopiers (£11k).
	INC	-1,025,300	-993,451	31,849	0	-15,489	-15,489	0	-15,489	
	TOT	0	0	0	830,900	799,601	-31,299	834,000	-34,399	
FINANCE PORTFOLIO TOTAL	EXP	55,812,900	54,514,457	-1,298,443	54,284,400	53,119,670	-1,164,730	52,493,000	626,670	
	INC	-54,358,500	-53,154,674	1,203,826	-53,053,700	-51,901,777	1,151,923	-51,244,000	-657,777	
	TOT	1,454,400	1,359,783	-94,617	1,230,700	1,217,893	-12,807	1,249,000	-31,107	

REPAIRS & RENEWALS PROVISIONAL REVENUE OUTTURN 2015/16							APPENDIX B
Portfolio	Project	Location	Cost Centre Code	Total Project	Actual Spend to Date	Variance	Comments
				Budget			
				£'000s	£'000s	£'000s	
Environment	Lift Refurbishment	Swan MSCP	CDKB04	60	26	(34)	The lift works will be done in two phases. The first is to replace the door mechanisms (£24000). This will be completed before Christmas. The remaining works will commence in the new year.
Environment	Deck Waterproofing	Swan MSCP	CDKB04	100	0	(100)	After consultation with our car park consultants and the Service it has been agreed to postpone the top deck waterproofing to the next financial year. However, we would like to direct some of this years budget into repainting the up stands. This is a recommendation from the LifeCare plans.
	Total	Swan MSCP	CDKB05	160	26	(134)	
Environment	Resurfacing	Mill End Car Park	CDKD07	5	0	(5)	After consultation with Parking and Estates it has been agreed not to do this work whilst Estates explore opportunities to transfer the car park.
Environment	Resurfacing	Surface Car Parks General	CDKC01	0	4	4	Completion of specification by LifeCare consultants.
Environment	Resurfacing	Totteridge Road Car Park	CDKC06	18	0	(18)	Carry forward into 16/17
Environment	Resurfacing	Railway Place Car Park	CDKC07	18	0	(18)	Carry forward into 16/17
Environment	Resurfacing	Duke Street Car Park	CDKC09	21	0	(21)	Carry forward into 16/17
Environment	Re Lining	WSC Car park	CDKC37	10	0	(10)	Carry forward into 16/17
Environment	Resurfacing	Pound Lane Car Park	CDKE05	10	0	(10)	After consultation with Parking it has been agreed not to do this work.
Environment	Resurfacing	West Street Car Park	CDKE06	17	0	(17)	The works will take place in 2016/17
	Total	Surface Car Parks		99	4	(95)	We have commissioned our Life care consultants to write a specification for resurfacing the surface car parks (£3800 on CDKC01). It has been agreed to reduce the number of car parks requiring resurfacing, hence the reduction in projected outturn.
Environment	Resurfacing	Car Park Operations	CDKB10	0	21	21	This is the cost of the annual Life Care maintenance/monitoring work. For 2016/17 this cost will be applied to the B402 PPM budget.
Environment	Lift Repairs	Easton St. MSCP	CDKB03	30	0	(30)	After consultation with Parking it has been agreed to schedule these works in the first quarter of 2016/2017.
Environment	Redecoration	Hill Road Toilets	CDCB01	10	0	(10)	This work has not been undertaken in the financial year
Environment	Redecoration	Paul's Row Toilets	CDCB01	50	0	(50)	These toilets secured a CIL bid that was sufficient to cover the redecoration costs.
	Total	Public Toilets		60	0	(60)	

Portfolio	Project	Location	Cost Centre Code	Total Project	Actual Spend to Date	Variance	Comments
				Budget			
				£'000s	£'000s	£'000s	
Community	Major Plant replacement	Court Gardens LC, WSC & Risborough Springs	CCBB02	66	108	42	There have been considerable end of life equipment costs at CG, WSC and PR leisure centres. These are a contractual commitment under the operating contract.
	Total	Sports Centres	CCBB02	66	108	42	There have been considerable end of life equipment costs at CG, WSC and PR leisure centres. These are a contractual commitment under the operating contract.
Community	Kitchen Replacement	Kingsmead Depot	CCBE01	5	14	9	The kitchen work is not required but urgent work from the Fire RA was required
Community	Bargeboards	Castlefield CC	CCCC13	5	5	0	Replacement of boilers.
Community	Window Redecoration	Museum	CCCE01	8	18	10	As part of the wider museum refurbishment all exterior windows have been redecorated. This was more than the planned budget but the addition has been offset by a reduction in the roof repairs costs.
Community	Roof Repairs	Museum	CCCE01	18	2	(16)	We have only completed minor repairs this year. The entire roof needs replacement during next financial year so less has been spent on this now
Museum Total	Total	Museum Total		26	20	(6)	
Economic Development	Internal Redecoration	Guildhall	CCCB01	20	0	(20)	After consultation with Estates it was agreed that redecoration was not required and that funds would be redirected to kitchen replacement.
Economic Development	Boiler Replacement	St Johns Church	CFGB01	30	0	(30)	After consultation with Estates it has been agreed not to proceed with these works in 2015/16.
Economic Development	Window Repairs	8-9 Easton Street	CFGB01	8.0	0	(8)	After consultation with Estates it has been agreed not to proceed with these works in 2015/16.
Economic Development	Roof Repairs	SV2G	CFGB01	10	0	(10)	After consultation with Estates it has been agreed not to proceed with these works in 2015/16.
	Total	General Estates	CFGB01	48	0	(48)	
Economic Development	Roof Repairs	Town Hall	CCCC01	150	88	(62)	The roof work is now complete. The project commenced in 2014, funded from R&R. Orders totalling £130k were issued in 2014 this commitment has not carried forward into 2015/16. Additional costs (£21,000) have been incurred for works to the clock tower. These only became apparent once the existing lead sheets were removed. Total costs for the work in total is £140,000.
HR,ISS,ICT		QVR Offices	CGDB01	0	3	3	Replacement of some lights in the rear car park.
	GRAND TOTAL			669	289	(380)	

MAJOR PROJECTS PROGRAMME 2015/16 OUTTURN REPORT

APPENDIX 5C

PORTFOLIO	Overall Project Position at 31/03/16				In Year Position			Carry Forward into 2016/17
	Total Project Budget £'000s	Total Project Spend £'000s	Scheme Projected Outturn	Variance £'000s	Budget £'000s	Actual £'000s	Variance vs Budget £'000s	
COMMUNITY	3,203	958	3,114	(89)	2,072	452	(1,620)	1,613
ENVIRONMENT	0	15	15	15	0	15	15	0
ECONOMIC DEVELOPMENT & REGENERATION	13,438	6,196	13,171	(267)	8,627	3,419	(5,208)	5,206
PLANNING & SUSTAINABILITY INCLUDING S106/CIL FUNDED SCHEMES	4,379	2,427	4,379	0	3,828	1,875	(1,953)	1,953
HOUSING	6,732	1,503	6,732	0	800	785	(15)	15
LEADER	50,553	49,272	51,631	1,079	22,714	22,396	(318)	1,539
HR, ICT & CUSTOMER SERVICES	2,359	490	2,359	0	433	114	(319)	319
EXTERNAL BODIES - CIL AND SECTION 106	1,267	979	1,269	2	949	635	(314)	307
TOTAL	54,179	50,741	55,260	1,081	24,096	23,145	(951)	2,165

MAJOR PROJECTS PROGRAMME PROVISIONAL OUTTURN 2015/16 AND PROPOSED BALANCES TO BE CARRIED FORWARD

Project / Scheme	Overall Project Position at 31/03/16					In Year Position			Carry Forward into 2016/17	Comments
	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget		
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
COMMUNITY										
Facilities for Young People	1,092	140	1,092	0	On Budget	512	140	(372)	372	The Facilities for Younger People budget is part of a rolling programme of investment to replace and renew the Council's various play areas. The budget for 2015/16 includes £367k unspent funds from earlier years. A revised budget going forward has been approved from 2016/17.
Museum Works	257	250	257	0	On Budget	257	250	(7)	0	Works on the Wycombe Museum have now been completed.
Risborough Springs Extension	1,200	21	1,200	0	On Budget	1,179	0	(1,179)	1,179	Discussions are taking place with the operator to review the financial impact of the proposed scheme. Subject to financial viability a scheme proposal will be brought forward during 2016/17. No spend in the current financial year.
Wycombe Marsh Community Centre	187	150	143	(44)	Completed	39	2	(37)	37	This budget part funds the new Wycombe Marsh Community Centre. This funding was sourced £100k funded from Special Expenses in 2013/14 and £87k funded through two s106 contributions. The scheme has been completed and a small balance remains to be paid from S106 contributions.
Desborough Rec Changing Rooms	427	382	382	(45)	Completed	45	45	0	0	The project completed in April 2015. Awaiting final cost report from cost consultant. Final retention payment outstanding.
Higginson Park Feasibility Study	40	15	40	0	On Budget	40	15	(25)	25	Funding for a feasibility study for the Higginson Park Trust to review the current facilities and future options including investment and revenue model. Consultants have been appointed and the remaining budget will be spent in the 2016/17 financial year
TOTAL FOR PORTFOLIO	3,203	958	3,114	(89)		2,072	452	(1,620)	1,613	

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Project / Scheme	Overall Project Position at 31/03/16					In Year Position			Carry Forward into 2016/17	Comments
	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget		
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
ENVIRONMENT										
Car Park System	0	15	15	15	Overspend	0	15	15	0	This project budget is now closed.
TOTAL FOR PORTFOLIO	0	15	15	15		0	15	15	0	

MAJOR PROJECTS PROGRAMME PROVISIONAL OUTTURN 2015/16 AND PROPOSED BALANCES TO BE CARRIED FORWARD

Project / Scheme	Overall Project Position at 31/03/16					In Year Position			Carry Forward into 2016/17	Comments
	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget		
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
ECONOMIC DEVELOPMENT AND REGENERATION										
Hughenden Quarter	2,122	2,057	2,122	0	On Budget	353	288	(65)	65	Spine road construction completed. Bucks New University contribute approx 66% to infrastructure works. The project cost report shows that the overall project is expected to come within budget.
6-8 Frogmoor & 9-10 Church Street	500	483	483	(17)	Underspend	40	23	(17)	0	6-8 Frogmoor completed and unit has been let.
4-5 Church Street, High Wycombe	760	664	760	0	On Budget	209	113	(96)	96	Fit out taking place and lease options are currently being explored.
Land at Holmers Farm	2,600	2,600	2,600	0	On Budget	2,600	2,600	0	0	This project is now complete.
Wycombe Swan refurbishment	0	15	0	0	Completed	0	15	15	0	Scheme completed with a small overspend.
Frogmoor (inc Chiltern Shopping Centre Pop Ups)	250	0	0	(250)	Project Suspended	250	0	(250)	250	Project currently being reviewed following new developments for regeneration at Chiltern Shopping Centre.
Globe Park Decked Car Park Feasibility	1,450	8	1,450	0	On Budget	75	8	(67)	67	Feasibility funding to investigate potential commercial model for a new off-street decked car park at Globe Park in Marlow.
Ashwells/Abbey Barn North and Bassetbury Feasibility	250	0	250	0	On Budget	0	8	8	(8)	Development and promotion costs to obtain planning permission
Wycombe Workspace Development Appraisals	21	0	21	0	Not Started	21	0	(21)	21	Feasibility funding to investigate potential sites for business start up premises. Scheme has been deferred for the time being due to prioritising other projects.
Handy X Phase 3	200	0	200	0	Not Started	0	0	0	0	Provision of a pre-let on Handy X site
East Richardson Demolition	250	11	250	0	On Budget	250	11	(239)	239	Demolition costs commenced at the end of the financial year. Any unspent budget will be carried forward into next year to complete the project.
Regeneration Fund	1,175	0	1,175	0	On Budget	1,175	0	(1,175)	1,175	New fund created to finance commercial opportunities for revenue generation and regeneration. Any remaining underspend will be carried forward into 2016/17.
Chiltern Centre Feasibility	150	13	150	0	On Budget	150	13	(137)	137	Feasibility works related to the Chiltern Centre.
Wycombe Air Park	200	5	200	0	On Budget	200	5	(195)	195	Works on facilities related to the Air Park site.
Investment Property at Fieldhouse Lane	575	311	575	0	On Budget	575	311	(264)	264	Demolition of derelict building at Fieldhouse Lane. This project commenced at the end of the financial year and any budget will be required to be carried forward.
Acquisition at Duke Street	1,250	0	1,250	0	On Budget	1,250	0	(1,250)	1,250	Acquisition expected to complete early in the 2016/17 financial year
QVR Building A	200	0	200	0	On Budget	0	0	0	0	Refresh Building A to enable lettings. Spend to be incurred in 2016/17
Desborough Square Feasibility	125	0	125	0	On Budget	125	0	(125)	125	Develop business case for redevelopment of retail space. Expenditure on this scheme will be incurred in the next financial year.
Collins House	900	16	900	0	On Budget	900	16	(884)	884	Redevelopment partnership with Housing Solutions. Outline scheme currently in planning. The budget will now be spent in the 2016/17 financial year
Grange Farm development	460	14	460	0	On Budget	454	8	(446)	446	Scheme has suffered from delays due to the need re-appoint new project managers following termination of the previous agreement. A revised programme is currently being developed. The budget will be spent in the 2016/17 financial year
TOTAL PORTFOLIO	13,438	6,196	13,171	(267)	0	8,627	3,419	(5,208)	5,206	

MAJOR PROJECTS PROGRAMME PROVISIONAL OUTTURN 2015/16 AND PROPOSED BALANCES TO BE CARRIED FORWARD

Project / Scheme	Overall Project Position at 31/03/16					In Year Position			Carry Forward into 2016/17	Comments
	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget		
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
PLANNING & SUSTAINABILITY										
HWTC Masterplan - Phase 1	1,200	1,158	1,200	0	On Budget	1,117	1,075	(42)	42	The majority of this budget has been spent to fund the Westbourne Street Link Road. The unspent balance will be used for the HWTC Masterplan.
Public Realm HWTC	60	0	60	0	On Budget	60	0	(60)	60	Spend to be incurred in 2016/17
Improvements to Public Realm	35	35	35	0	On Budget	2	2	0	0	Complete

CIL/S106 Funded Schemes										
Project / Scheme	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget	Carry Forward into 2016/17	Comments
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
HWTC Masterplan - Alternative Route	1,061	35	1,061	0	On Budget	1,061	35	(1,026)	1,026	Next stages of HWTCMP due to begin in 2016/17
Westbourne Street Link Road	1,130	989	1,130	0	On Budget	780	639	(141)	141	Project completed
HW to Bourne End Pedestrian / Cycle Route	400	38	400	0	On Budget	362	0	(362)	362	Project on hold depending on outcome of public inquiry into Bridleway Creation Order held in May 2016
HWTC Enhanced Maintenance	90	73	90	0	On Budget	53	36	(17)	17	Further schedule of works to be submitted by TfB for works to the High Street
Improvements to River at Front of Swan	30	0	30	0	On Budget	30	0	(30)	30	Project due to commence in late July
Re-making the river Wye in High Wycombe	25	0	25	0	On Budget	25	0	(25)	25	Designs being undertaken with the possibility of returning the river alongside the HWTCMP
Frogmoor - Frogbox, Café and Play Areas	120	0	120	0	On Budget	120	0	(120)	120	Project on hold
Frogmoor - Layout and Parking Charges	228	98	228	0	On Budget	218	88	(130)	130	Project completed in February 2016. Traffic Regulation Orders for Temple End to be put in place in summer 2016.
TOTAL PORTFOLIO	4,379	2,427	4,379	0		3,828	1,875	(1,953)	1,953	

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Project / Scheme	Overall Project Position at 31/03/16					In Year Position			Carry Forward into 2016/17	Comments
	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget		
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
HOUSING										
Affordable Housing / Land Purchase - S106	2,024	0	2,024	0	On Budget	0	0	0	0	This budget has been funded from off-site section 106 contributions. No expenditure within the 2015/16 financial year.
Renovation Grants	4,708	1,503	4,708	0	On Budget	800	785	(15)	15	This is part of a rolling programme for funding statutory Disabled Facility Grants. Any unspent budget will be carried forward.
TOTAL PORTFOLIO	6,732	1,503	6,732	0		800	785	(15)	15	

MAJOR PROJECTS PROGRAMME PROVISIONAL OUTTURN 2015/16 AND PROPOSED BALANCES TO BE CARRIED FORWARD

Project / Scheme	Overall Project Position at 31/03/16					In Year Position			Carry Forward into 2016/17	Comments
	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget		
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
LEADER										
Handy Cross Hub Main Contract	36,996	38,295	38,295	1,299	Overspend	19,106	20,405	1,299	0	The works have now been completed and buildings handed over. The final account is currently being assessed and negotiations are taking place. It is anticipated that the overall spend will change.
Handy Cross Demolition Costs	800	274	800	0	On Budget	800	274	(526)	526	Demolition costs related to Wycombe Sports and Leisure Centre
Handy Cross Hub Non-Contract Costs	6,336	5,532	6,115	(221)	Underspend	1,604	800	(804)	804	The projected underspend relates to the savings on utilities and CIL. These have in part been offset by overspends on fees. The budget outturn is also dependant on a proposed land disposal of part of cressex island in respect of part contributions to S106 and Utility upgrades.
Wycombe District Athletics Complex & STP	3,610	3,574	3,689	79	Overspend	164	128	(36)	36	Additional expenditure has been incurred on the Wycombe District Athletics Complex due to additional S278 works being required by BCC and various fees (including legal) in connection with the lease.
Handy X Hub Phase 3 Fees	150	25	150	0	On Budget	150	25	(125)	125	This budget covers marketing and appointment of consultants to review the financing options for the next phases of the development and to identify a partner.
Handy X let	500	0	500	0	Not Started	0	0	0	0	This project is subject to a successful pre-let and will be incorporated into the next phase of the development site. Spend not anticipated till 2016/17.
QVR14	1,470	1,415	1,415	(54)	Underspend	660	606	(54)	0	The main works on Buildings A & B were completed in June 2015. NHS moved into Building C second floor in April 2015 following refurbishment works. Browns solicitors moved into first floor C in July 2015. Building B lift refurbishment and the creation of additional disabled parking near the bin store is also complete.
QVR Building B - Install of Photovoltaics	130	106	106	(24)	Underspend	130	106	(24)	0	Installation work is completed.
CMS (Website and Intranet)	100	52	100	0	On Budget	100	52	(48)	48	Contract has been awarded and work is ongoing.
Broadband	461	0	461	0	Not Started	0	0	0	0	This scheme is not programmed to commence until 2016/17.
TOTAL PORTFOLIO	50,553	49,272	51,631	1,079		22,714	22,396	(318)	1,539	

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Project / Scheme	Overall Project Position at 31/03/16					In Year Position			Carry Forward into 2016/17	Comments
	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget		
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
HR, ICT & CUSTOMER SERVICES										
Rolling ICT Capital Programme	2,233	428	2,233	0	On Budget	307	52	(255)	255	Any underspend will be rolled over into 2016/17
Revenue and Benefits Server / DMS	126	62	126	0	On Budget	126	62	(64)	64	Upgrade of Document Management Software to be completed in June 2016 and Information at Works by end of July 2016.
TOTAL PORTFOLIO	2,359	490	2,359	0		433	114	(319)	319	

MAJOR PROJECTS PROGRAMME PROVISIONAL OUTTURN 2015/16 AND PROPOSED BALANCES TO BE CARRIED FORWARD

Project / Scheme	Overall Project Position at 31/03/16					In Year Position			Carry Forward into 2016/17	Comments
	Total Project Budget	Total Project Spend	Scheme Projected Outturn	Variance	Status	Budget	Actual	Variance vs Budget		
	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s		
EXTERNAL BODIES - CIL AND SECTION 106										
High Wycombe Town Committee										
Re-opening of Pauls Row Toilets	30	32	32	2	Overspend	30	32	2	0	Project completed January 2016 - further works to improve lighting and flooring to be progressed later in 2016
Kingsmead Depot - Fire Safety	10	0	10	0	On Budget	10	0	(10)	0	Project not going forward
Refurbishment of the Guildhall	15	0	15	0	On Budget	15	0	(15)	15	Project on-going.
Community Notice Boards across HW	15	1	15	0	On Budget	15	1	(14)	14	Project ongoing - sub-group of HWTC formed to take forward
Pastures Church: Design Community Building	65	16	65	0	On Budget	50	1	(49)	49	Project on hold
Shelley Road Rec - Community Building	20	6	20	0	On Budget	20	6	(14)	14	Feasibility study completed
Bellfield House Fit Out	50	50	50	0	Completed	34	34	(0)	0	Project completed
Bucks County Council										
Bus Service Support - Route 35	75	74	75	0	On Budget	25	24	(1)	1	Project completed
Traffic Calming Measures in Widmer End	50	26	50	0	On Budget	50	26	(24)	24	First stage of traffic calming works completed
Wycombe Bus Route Improvement Programme	125	125	125	0	On Budget	50	50	(0)	0	Project completed - bus stop improvements at Brookehill Road, new real time units installed at bus stops on Marlow Road/Cressex Road and Holmers Farm Way
Smarter Choices Programme - Sustainable Transport Promotion	90	90	90	0	On Budget	30	30	(0)	0	Project completed
Additional Educational School Places	504	504	504	0	On Budget	420	420	0	0	Project completed
Other Parish / Town Councils										
Spittal Street, Marlow	90	10	90	0	On Budget	80	0	(80)	80	Project due to commence on the ground later in 2016
Marlow Decluttering	20	0	20	0	On Budget	20	0	(20)	20	Some works shortly to take place.
Lane End Playing Field Improvements	70	0	70	0	On Budget	70	0	(70)	70	Project being progressed by Lane End PC - first phase due to commence later in 2016
Tree Planting Princes Risborough	10	10	10	0	On Budget	10	10	(0)	0	Project completed
Princes Risborough Community Centre	28	8	28	0	On Budget	20	0	(20)	20	Feasibility and design complete
TOTAL PORTFOLIO	1,267	953	1,269	2		949	635	(314)	307	

Agenda Item 5. Appendix D

Market Stall Business Case

1.1 Background

The existing market stalls are reaching the end of their usable life with the cost of repairs starting to impact market income.

It is proposed to replace the existing stalls with gazebos. The alternative is to supply no stalls or infrastructure and rely on the traders to provide their own.

The Council last invested in new infrastructure in 2011 and it is expected that the lifespan of new gazebos will be similar.

The result of not investing in new stalls would be a lack of uniformity, the risk of alienating some traders and a potential decline in the market offering and variety.

There has been, and continues to be, significant investment and progress made in the town centre over recent years and coupled with the projects to Little Market House and the Guildhall the new style stalls aim to improve the market offering and vitality of the town centre on market days.

1.2 Proposal

	14/15 estimates	15/16 estimates	15/16 estimates
	Current	No infrastructure supplied. No rent increase.	Replace stalls with Gazebos. Rent increase.
Total Income	£195,000	£195,000	£219,180
Total costs	£123,537	£67,489	£96,520
Net profit	£82,000	£127,520	£122,660
WDC - 70% of net income	£57,400	£89,264	£85,862
Saunders Markets - 30% of net income	£14,063	£38,252	£36,798
Capital cost for gazebos		c.£8,000	c.£52,000

1.3 Business Case

The cost of new gazebos is expected to be £52,000. There would still need to be some outlay for a smaller number of gazebos for non-regular traders or those unable to supply their own.

The financial difference is marginal on the two proposals (+/- c.£3,500) although not providing stalls will require a lower initial capital outlay by the Council.

On the proposed income projections investing in new stalls would have a payback of under 2 years.

Recovery of the capital expenditure for the new gazebos will be ensured by increasing the minimum base rent in the market contract. Currently this is £50,000 pa and will therefore increase, assuming a cost of £52,000 for the gazebos, to £60,200 pa, on a new 5 year contract. The increase in base rent has been agreed in principle with the market manager.

It is proposed that the market manager contribute towards the £52,000 cost of the new gazebos at the same level the income is split (70:30).

Agenda Item 6.

NEW LOCAL PLAN – CONSULTATION DRAFT

Cabinet Member: Councillor David Johncock

Wards Affected: All

Officer contact: Ian Manktelow Ext:3579

Email: ian.manktelow@wycombe.gov.uk

PROPOSED DECISION

That:

- (i) the Council publish a Draft Local Plan for public consultation purposes commencing at the end of June 2016 for a six week period; and
- (ii) delegated authority be granted to the Head of Planning and Sustainability in consultation with the Cabinet Member for Planning and Sustainability and the Leader to agree the detailed consultation document.

Reason for Decision

To enable the public and stakeholders to input into the emerging Local Plan and help shape it before it is finalised towards the end of the year.

Corporate Implications

1. The Local Plan is prepared under the Planning and Compulsory Purchase Act (2004) (as amended). The detailed regulations for preparing a Local Plan are set out in the Town and Country Planning (Local Planning) (England) Regulations (2012) (as amended). The preparation of this consultation draft Local Plan is not a statutory stage in itself but forms part of the wider public and stakeholder engagement on preparing the plan as part of Regulation 18 of the 2012 regulations.
2. The budget for the preparation of the Local Plan was agreed at Cabinet in March 2016. This consultation is included within that budget. The draft plan includes a number of sites that are in the Council's ownership (and many more that are not) that would have financial implications for the Council also.
3. There are a wide range of risks associated with preparing the Local Plan including the risk of the plan being found unsound following the examination stage. Undertaking the consultation stage will help in highlighting key issues and concerns about the Plan and help address those risks in advance of finalising the Plan.

Executive Summary

4. This report seeks agreement to consult on a draft Local Plan to enable the public and stakeholders the opportunity to help shape the plan before it is finalised by the end of the year. Building on the main Local Plan options

consultation from 2014, the draft plan will include proposals for addressing the housing and economic development needs of the District whilst attaching great weight to the Chilterns AONB and the Green Belt. The plan will propose that around 10,000 homes be provided within the District out of the 15,000 needed in total and that the remaining 5,000 homes of the District's needs would be provided in the Vale of Aylesbury Local Plan. Around half the homes would be provided on brownfield sites. Only limited developed is proposed in the AONB in carefully assessed locations and only limited amounts of land are proposed to be released from the Green Belt to help meet housing and economic development needs as a result of the Green Belt review process. The consultation will take place from late June until early August including a number of drop-in sessions focused on those areas of the District most affected by the proposals.

Sustainable Community Strategy/Council Priorities - Implications

5. The draft Local Plan is seeking to bring forward sustainable growth of the district in line with the Corporate Plan's objective of sustainably regenerating the area. A key objective of the Plan is focusing on bringing forward the infrastructure provision to support that growth in line with the current emphasis on ensuring that new development is supported by the right infrastructure. The extensive engagement with the community and stakeholders in the preparation of the draft plan, and this proposed consultation is in accordance with the "People" priority of the Corporate Plan which focuses on engaging and working with our communities. The Plan will include a long term vision building on the objectives/aspirations set out in the Sustainable Communities Strategy.

Background and Issues

6. In February – April 2014 the Council undertook a major consultation on the Options for the new Local Plan. This put forward a wide range of options to address the much higher level of housing need identified. A wide range of responses to the options consultation was received and are taken account in this plan where possible.
7. Since that consultation an extensive amount of work has been undertaken to take forward the plan. This has included a range of technical studies, often undertaken jointly with other local authorities in Buckinghamshire as part of joint working under the "Duty to Cooperate" – the mechanism now in place nationally to deal with strategic planning issues in the absence of regional plans. Key areas of work have included:
 - A joint Bucks-wide study to identify the appropriate Housing Market Area and Functional Economic Market Area – i.e. to identify the right geography for determine housing and economic requirements;
 - A joint Bucks Housing and Economic Development Needs Assessment – following on from the above study;
 - A joint Bucks-wide Gypsy and Traveller Needs Assessment and updates to it;

- Preparation of a Housing and Economic Land Availability Assessment following a joint Bucks-wide agreed methodology;
- A joint Bucks-wide Green Belt Assessment and subsequent second stage of work to test potential areas of Green Belt land for the developability where they are relatively weakly performing against the purposes of the Green Belt.
- Joint traffic modelling of growth across Buckinghamshire.

This and other work has been shared with Members and stakeholders at appropriate times to keep people up to date with progress on the Plan.

8. The key issues arising from this work are:

- The housing need for Wycombe District over the period 2013-33 is currently assessed to be 15,100 homes – significantly higher than the figures available when the Options consultation took place in 2014 when the figures were around 11,000 – 12,000 homes (2011-31). This increase is due primarily to changes in the Government methodology for assessing housing need. Across the whole of Buckinghamshire (recognised now as the “best fit “for the housing market area based on local authority boundaries) the need is around 50,000 homes over the same period;
- The Green Belt around the County, and including Wycombe District, is important and generally performing the purposes intended of Green Belt. There are only limited opportunities arising from the work undertaken to help meet the needs without causing significant harm to the Green Belt;
- The overall assessment of potential housing sites, having explored all the reasonable alternatives, identifies scope for around 10,000 homes in Wycombe District in the period 2013-33, although further work is required to firm up this figure before the plan is finalised;
- This leaves a shortfall of around 5,000 homes that cannot be met within the District;
- There is only limited scope for new employment land provision due to the scale of the forecast demand, planning and environmental constraints, and the wider picture of employment provision across the functional economic market area (i.e. Bucks).

9. The joint working on the evidence base for the Local Plan has formed part of the ongoing Duty to Cooperate discussions with the other Buckinghamshire authorities. It is clear that across the county area, the three southern districts of Chiltern, South Bucks and Wycombe will not be able to meet all of their needs within their own administrative areas due to the planning and environmental constraints in those areas, primarily Green Belt and Area of Outstanding Natural Beauty (AONB). Discussions have resulted in an agreement in principle through a “Memorandum of Understanding” for Aylesbury Vale to accommodate “unmet needs” from the south of the county. However this is being tested and the detailed “numbers” have yet to be agreed at this stage

until further work is undertaken. This further work will also include an update to the Housing and Economic Development Needs Assessment to take account of more recent demographic information and economic forecasts.

10. The authorities are preparing a “Position Statement” which, based on information at the time, will indicate the potential distribution of growth across the four Districts. This will help inform Duty to Cooperate discussions with authorities outside of Buckinghamshire as well as provide an informed basis for the consultation not only on the Draft Wycombe District Local Plan but also the Vale of Aylesbury Local Plan that is due to be published for consultation at a similar time.
11. The report to the Council’s Cabinet in March 2016 set out a new timetable for the preparation of the Local Plan and the related but separate Princes Risborough Town Plan. This timetable for preparing the main Local Plan is quicker than before by some 8 months to respond to the Ministerial Statements requiring Councils to produce a local plan by “early 2017”. It involves the Council agreeing the “publication” version of the Plan in December 2016, the plan being published for formal consultation in January-February 2017, and being submitted to the Planning Inspectorate for its subsequent examination in March 2017.
12. The work on the evidence, the progress made with Duty to Cooperate discussions, and the tightening of the timetable nationally to “get a plan in place” means it is the right time to draw together the current thinking on the content of the new Local Plan in the shape of a draft plan. There is a statutory requirement to produce a plan that is positively prepared, justified, effective and consistent with national policies (S.20 planning Compulsory Purchase Act 2004 as amended), and although this does not require the production of a consultation draft plan at this stage, it is considered appropriate to do this to share with the public and stakeholders the direction that the plan is taking and to seek input prior to the plan being formally published and submitted for examination. Once the formal publication stage is reached the Local Plan Regulations restrict the ability the Council to change the Plan, so it is right to “test” the plan before that statutory stage is reached.
13. Appendix A summarises the main elements of what the draft plan contains. However delegated authority is sought for the Head of Planning and Sustainability, in consultation with the Cabinet Member for Planning and Sustainability and the Leader, to agree the detailed plan for consultation.
14. Key points to note about the draft plan are:
 - It proposes a housing target for Wycombe District of around 10,000 homes for the period 2013-33, subject to the outcome of further work;
 - Around half of those 10,000 homes in Wycombe District would still be on brownfield sites;
 - It assumes around a further 5,000 homes would be accommodated in the Vale of Aylesbury Local Plan under the Duty to Cooperate;

- The need for some limited amount of Green Belt land to be released for homes and economic development where there are exceptional circumstances for re-drawing the Green Belt boundary. The amount of Green Belt proposed to be allocated for new homes and economic development would amount to around 0.5% of all the Green Belt land in the District – the vast majority of the Green Belt would remain in place and protected;
 - The Chilterns AONB would be protected by attaching great weight to its significance with only a limited amount of development in the AONB, and only in specifically tested locations where the impact on the special Chilterns landscape is considered acceptable;
 - Over half of the homes would be provided in the High Wycombe area (including on the reserve sites), and around a quarter at Princes Risborough through the Princes Risborough Town Plan;
 - It proposes additional employment land at Wycombe Air Park, but does not include proposals for a “Junction 3A” due to ongoing work with Highways England.
15. The draft plan also includes draft policies for the “reserve sites” which will complement the emerging development briefs for the sites. In the absence of planning permissions for the sites, it is appropriate for the plan to set down the key requirements for them.
16. The draft plan does not include any detailed proposals at Princes Risborough as these are included in the draft Princes Risborough Town Plan which was the subject of an extensive consultation in February – March this year. The intention was to take the final version of that Plan for agreement to Cabinet in June also. However in order to respond to issues arising from the consultation, including in relation to the new road infrastructure for the town, further work is being undertaken which means it is not possible to finalise this plan yet.

Consultation

17. Extensive consultation took place on the options for the plan in 2014, the proposal to release the reserve sites later in 2014, and further sharing of the emerging new evidence base has taken place since then.
18. The report recommends that the draft plan is published for public consultation commencing towards the end of June, probably the 27th June. The consultation would then run until 8th August. The intention is to hold a number of “drop-in” exhibitions around the District to help explain the plan’s proposals. These will be focused on the areas where greatest change is proposed and will be programmed for the first two weeks of July to ensure they take place before the start of the school summer holidays. The approach suggested is consistent with the Council’s Statement of Community Involvement – the document that sets out how people can get involved in the planning process.

Options

19. The main options are:
 1. To not publish a consultation draft plan but progress straight to the formal publication and submission of the Plan for its examination;
 2. To publish a consultation draft plan before finalising the plan.
20. Option 1 is feasible under the Local Plan Regulations but would mean that the public and stakeholders would have no exposure to the Council's thinking on the content of the plan before it is published and submitted for examination. This would mean that there would be no opportunity for them to influence the content of the plan because once formally published the Council cannot materially change the plan. Failure to consult at this stage could also mean that there may be technical issues that need resolving that could not be flagged up (e.g. by technical consultees) until it is effectively too late. This results in a greater risk of the plan being found unsound or the Duty to Co-operate not being complied with.
21. Option 2, whilst introducing an additional stage into the process, reduces the risks associated with Option 1 and is the recommended option. It also will act as a focus for Duty to Co-operate discussions with other authorities, particularly those outside of Bucks.

Conclusions

22. For the reasons set out in this report it is recommended that a consultation draft plan is published for public consultation purposes commencing at the end of June. This plan will set out the Council's emerging thinking on the plan to "test" with the public and stakeholders prior to finalising the plan.

Next Steps

23. Once the consultation is complete the responses will be analysed and the final version of the Plan for publication and submission for examination by an independent planning inspector will be prepared. Duty to Cooperate agreements will also need to be put in place with relevant authorities and agencies whilst finalising the Plan. The intention then is to:
 - Agree the publication version of the Plan at Cabinet and Council in December 2016;
 - Undertake a statutory six week consultation on the published Plan in January and February 2017;
 - Submit the Plan, all the associated evidence, and the representations received to the Planning Inspectorate in March 2017 for examination;
 - The examination hearing will then determine the timing of an examination – this could be around the summer of 2017.

- Aim to adopt the Plan by the end of 2017, subject to the outcome of the examination.

Background Papers

New Local Plan Issues and Options Consultation Document February 2014

Options Consultation feedback report (October 2014)

Agenda Item 6. Appendix A

Appendix A Main Elements of the Consultation Draft Wycombe District Local Plan (June 2016)

The Plan will be split into the following main sections:

1. Introduction and Context
2. The Big Challenge – setting out the key issues for the plan
3. Vision and Objectives
4. The Strategy
5. What is proposed in your area? – what sites are proposed in different parts of the District.
6. Development Management policies.

Vision and Objectives

The plan will build on the Sustainable Communities Strategy overall vision for the area, namely:

“Wycombe District: economically strong and the place to live, work and visit.”

A number of strategic objectives will then be set out:

1. Cherish the Chiltern’s Area of Outstanding Natural Beauty and instil a sense of place throughout the District
2. Improve strategic transport connectivity with the Thames Valley and South East Midlands
3. Facilitate improvements to local infrastructure by focused investment
4. Foster the economic strength of the M40/A404 location and that of the rural economy.
5. Maximise benefits to local communities from accommodating housing
6. Champion thriving town and business centres to provide the focus of our social and economic activity.

The Strategy

The spatial strategy seeks to secure the most sustainable form of development across the District by balancing the desire to focus development in larger settlements that are well served by facilities, public transport, jobs etc with the fact that the scope for development is severely limited by the asset that is the Chilterns AONB and the restriction on development due to the Green Belt. The result is that:

- The High Wycombe area remains the main focus for new development, with around half of the housing anticipated to be there through a combination of

development of brownfield sites, reserve sites and some Green Belt land being released (the main site being proposed in Hazlemere);

- Major housing led growth is proposed at Princes Risborough on the western side of the town, as set out in the Princes Risborough Town Plan;
- Significant housing growth is proposed at Bourne End, as a result of a suggested release of some Green Belt land, and development of the Slate Meadow reserve site;
- Growth opportunities are severely limited at Marlow due to a combination of Green Belt, AONB and Thames Floodplain.
- Some additional development in the villages, notably at Stokenchurch, Lane End and Walter's Ash – as a result of reviewing site opportunities around the villages and/or limited Green Belt release.

“Place” section

This section of the Plan sets out site specific proposals for the following locations:

- High Wycombe area
- Marlow
- Princes Risborough
- Bourne End
- Rural Areas

The main sites identified in the Plan are accompanied by site specific policies setting out main requirements for the development of those sites. This includes key infrastructure requirements such as transport, education, open space and green infrastructure. Indicative housing numbers are provided at this stage and illustrative concept diagrams included for some sites to show the potential broad extent of the developable area and other key site issues such as the potential location of open space.

The sites identified include the reserve sites which, although the Council has already committed to release the sites, are included with detailed policies to set out site specific requirements. Should planning consents be granted on these sites prior to the plan being finalised the need for a policy in the plan would fall away.

Key sites proposed in these areas include:

High Wycombe area

Site	Proposal in the Plan	Comment
Abbey Barn North	Housing	A reserve site the Council has already agreed to release
Abbey Barn South and Wycombe Summit	Housing and limited business development	A reserve site the Council has already agreed to release. Now includes the Wycombe summit site.
Bassetsbury allotments	Housing – starter homes and affordable housing	Disused allotments.
Cressex Business Park	Business development	Specific policy to protect the area for business and encourage regeneration.
Gomm Valley and Ashwells	Housing, new primary school, limited business development	A reserve site the Council has already agreed to release
Land at Glynswood (off Green Hill)	Housing	Land proposed to be taken out of the Green Belt following the Green Belt assessment. Site is also in the AONB.
Land at Horns Lane, Booker	Housing	Land proposed to be taken out of the Green Belt following the Green Belt assessment (part of the wider area for release at Wycombe Air Park). Residential scope may be limited by noise constraints (from motorway)
Land at Queensway	Cemetery	Land to the rear of the allotments. In line with the Council's recent investigations for new cemetery space. Site is in the AONB and would remain in the Green Belt.
Land at Tralee Farm,	Housing	Land proposed to be taken out of the Green Belt

Hazlemere		following the Green Belt assessment
Terriers Farm	Housing	A reserve site the Council has already agreed to release. Terriers House site to be incorporated into this site.
Wycombe Air Park	Business development – a combination of intensification and expansion of the existing built footprint and a new area for business development.	Land proposed to be taken out of the Green Belt following the Green Belt assessment. Not all of the Air Park would be taken out of the Green Belt some of the adjoining residential areas would be.
High Heavens household recycling centre and adjoining land	Possibly remove land from Green Belt with adjoining land for open storage uses	Site is currently in Green Belt and AONB.

Princes Risborough

The Plan does not make any specific proposals for Princes Risborough as these are contained in the Princes Risborough Town Plan. However work is ongoing on the plan. This includes further work to resolve outstanding issues regarding the road infrastructure proposals and changes indicated by the feedback to the draft Plan consultation. This involves looking at alternatives to using Shootacre Lane for the southern end of the road – depending on the preferred option this may have implications for the Green Belt to the rear of Poppy Road and the Culverton Farm area.

Marlow

Site	Proposal in the Plan	Comment
Globe Park	Business development	Specific policy to protect the area for business and encourage regeneration, including improved access into the park.
Land off Seymour Court Road	Housing	A very small site proposed to be released from the Green Belt following the Green Belt assessment
Land either side of Oak Tree Road (northern end)	Possible Housing	Consideration being given as to whether the land either side of the road

		should be released from the Green Belt for housing. Site is also in the AONB.
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Bourne End

Site	Proposal in the Plan	Comment
Land at Hollands Farm, Bourne End	Housing	Land proposed to be taken out of the Green Belt following the Green Belt assessment
Land at Northern Heights, Bourne End	Housing	Land proposed to be taken out of the Green Belt following the Green Belt assessment
Slate Meadow	Housing	A reserve site the Council has already agreed to release

Rural Areas

Site	Proposal in the Plan	Comment
Lane End		
Land south of Finings Road	Housing	Identified as a result of site search exercise. Site is in the AONB but not Green Belt
Land to rear of Pumping Station	Housing	Identified as a result of site search exercise. Site is in the AONB but not Green Belt.
Land at Ellis Way	Housing	Identified as a result of site search exercise. Site is in the AONB but not Green Belt. Further ecological assessment required.
Land adjoining Sidney House	Remove from Green Belt but not allocated for a	Site is an anomalous area of Green Belt but is

	specific use	constrained for residential development by motorway noise.
Saunderton		
Former Molins factory	Housing – limited development relating to remaining built footprint	Site stays in Green Belt and AONB.
Stokenchurch		
Land south of Mill Road	Housing	Identified as a result of site search exercise. Site is in the AONB but not Green Belt. Subject to resolution of highway constraints.
Land to rear of Stokenchurch Business Park	Business	Identified as a result of site search exercise. Site is in the AONB but not Green Belt.
Naphill/ Walter's Ash		
Land off Clappins Lane	Housing	Land proposed to be taken out of the Green Belt following the Green Belt assessment. Site is also in the AONB.
Strike Command, Walter's Ash	Remove main built up area of the base from Green Belt but not allocate for a specific use	Considered as part of Green Belt assessment. Site is also in the AONB.

Development Management policies

The draft plan includes a suite of detailed generic development management policies to guide day to day planning applications. These policies will complement an existing set of such policies in the Delivery and Site Allocations Plan. When this new Plan is approved, all the policies in the current (2004) Local Plan and the Core Strategy (2008) will be deleted.

Development management policies in the draft plan cover four main themes:

1. Meeting Needs

Includes policies on:

- Housing mix
- Affordable housing
- Rural exceptions housing
- Houses in Multiple Occupation
- Gypsies and Travellers – focusing on expanding or intensifying existing sites to meet the need for around an additional 20 pitches of accommodation
- Protecting existing industrial areas and business parks for employment purposes
- Protecting community facilities

2. Safeguarding our environment

These policies will complement a number of existing policies in the Delivery and Site Allocations Plan relating to green infrastructure and open space.

New policies in the draft plan include:

- Chilterns AONB
- Landscape Character
- Trees

3. Securing Quality

Includes policies on:

- Place making (quality design)
- Housing technical standards

4. Managing development in the Green Belt and Rural Areas

- Policies to control development in the Green Belt
- Controlling development in the countryside beyond the Green Belt
- Agricultural conversions

Agenda Item 7.

COMMUNITY INFRASTRUCTURE LEVY PAYMENTS

Cabinet Member: Councillor David Johncock

Wards Affected: All

Officer contact: Gerard Coll Ext: 3412
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PROPOSED DECISION

That:

- (i) the Council agrees to adopt CIL Regulation 73A of the Community Infrastructure Regulations 2010 (as amended) to accept direct infrastructure provision as a payment in kind against Community Infrastructure Levy liabilities; and
- (ii) delegated authority be granted to the Corporate Director in consultation with the Cabinet Member for Finance and Cabinet Member for Planning to accept direct infrastructure provision as a payment in kind against Community Infrastructure Levy liabilities in specific cases.

Reason for Decision

To enable Council in specified circumstances to accept the direct provision of infrastructure as a payment in kind against CIL for infrastructure that it would be likely to otherwise fund through CIL.

Corporate Implications

1. Regulation 73A of the Community Infrastructure Regulations 2010 (as amended) allows Charging Authorities to accept the direct provision of infrastructure as a payment in kind against CIL liabilities of a chargeable development. It makes detailed provisions as to the circumstances in which this can be done.
2. Allowing payments in kind against CIL will mean for certain developments the Council receiving less financial contributions. However the reduced value of the contributions will be received 'in-kind' by developers delivering infrastructure which the Council would otherwise have provided through CIL, possibly at greater cost.

Executive Summary

3. It is proposed that the Council accept in principle the direct provision of infrastructure by developers as a payment in kind against CIL liabilities where it is preferential to the Council in terms of timing and/or cost. This will not be an automatic option but will only apply in cases which the Council specifically identifies, as there may be other infrastructure priorities for CIL funding which make collection of CIL preferable.

Sustainable Community Strategy/Council Priorities - Implications

4. The “People Priority” of the Council’s 2015-19 Corporate Plan includes an ambition to work on projects and schemes that benefit local communities. The “Place Priority” identifies a key workstream as using CIL to invest in the area and improve infrastructure to reflect growing needs locally, and refers explicitly to continuing to implement the High Wycombe Town Centre Master Plan (HWTCMP) including the alternative route, public realm improvements and exploring ways to make the return of the River Wye through the town a reality.

Background and Issues

5. Regulation 73A of the Community Infrastructure Regulations 2010 allows a CIL Charging Authority to accept infrastructure payments as a payment in kind against CIL liabilities. This means that a developer may deliver infrastructure directly, that may otherwise be funded through CIL and delivered through public sector agencies, with the value of the infrastructure being offset against the developers CIL liability.
6. An agreement to provide the infrastructure must be entered into between the Council and the relevant party. This agreement must be completed before the development commences and must state the value of the infrastructure, and the date the infrastructure must be provided. The value of the infrastructure provided must be determined by an independent person. This would include related design costs as well as the construction costs.
7. The Council must also state which infrastructure projects it may consider accepting as a payment in kind and publish this notification on its website (see Appendix A). The projects should be listed on the Council’s Regulation R123 List and the infrastructure should not be needed to make the development acceptable in planning terms.
8. It is proposed that initially the Council should accept the construction of the proposed Gas Works link road, a key element of the High Wycombe Town Centre Masterplan in lieu of CIL under Regulation 73A. This would mean the developers of the former Gas Works site, depending on their securing planning permission, constructing the road in lieu of making CIL payments.

Consultation

9. Consultation has taken place with legal and finance colleagues. The planning application for the proposed development of the former Gas Works Site, High Wycombe, where this mechanism is proposed to be used, has been subject to public consultation.

Options

10. Cabinet has the option of not allowing the provision of infrastructure as a payment in kind against CIL payments. In the short term this would mean that the Gas Works Link Road element of the HWTCMP alternative route would need to be commissioned and delivered directly by Bucks County Council in conjunction with Wycombe District Council but this could delay delivery.
11. If the Council rejects the adoption of Regulation 73A in principle the Council will not benefit from future opportunities where it may be more cost effective and timely for developers to provide infrastructure which would otherwise be funded through CIL.

Conclusions

12. It is recommended that the Council adopt Regulation 73A of the CIL Regulations to allow direct infrastructure provision as a payment in kind against CIL in approved cases.

Next Steps

13. If agreed the Council should follow the procedures prescribed to allow infrastructure provision as a payment in kind against CIL liabilities and the projects or types of project where it may be accepted, which will inter alia be placed on the Council's website.

Background Papers

None



COMMUNITY INFRASTRUCTURE LEVY (CIL)

Regulation 73A Infrastructure payments

Wycombe District Council hereby gives notice that from XX 2016 [TO BE AGREED AFTER JUNE CABINET] infrastructure payment as a payment in kind against CIL liabilities may be accepted in its area.

The infrastructure projects which Wycombe District Council may consider accepting the provision of as infrastructure payments are as follows (as per the Council's CIL Infrastructure (R123) List):

- Construction of Gas Works link road phase of alternative town centre route
- Treatment of High Wycombe Town Centre Masterplan alternative route to help achieve slow and steady traffic flow

Notes:

An infrastructure payment is the provision of one or more items of infrastructure by a person who would be liable to pay CIL in respect of a chargeable development on commencement of that development.

Where CIL is paid by way of an infrastructure payment the amount of CIL paid is an amount equal to the value of the infrastructure provided.

A charging authority may not accept an infrastructure payment unless it is satisfied that the relevant person will have sufficient control over the land to provide the relevant infrastructure and that the relevant person has assumed liability to pay CIL in respect of the chargeable development.

An agreement to provide the infrastructure must be entered into between the Council and the relevant party. This agreement must be completed before the development commences and must:

- state the value of the infrastructure.
- state the date by which the infrastructure is to be provided and provide for payment to the charging authority of the CIL amount in money if the infrastructure is not provided by that date, or in accordance with an agreed extension to that date.

The value of the infrastructure provided must be determined by an independent person. This includes related design costs as well as the construction costs on the day the valuation takes place.

Agenda Item 8.

HS2 – NEXT STEPS

Cabinet Member: Councillor David Johncock

Ward Affected: Icknield

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PROPOSED DECISION

That:

- (i) WDC become a Qualifying Authority for the purposes of the High Speed Rail (London-West Midlands) Bill and delegated authority be given to the Head of Planning and Sustainability in consultation with the Cabinet Member for Planning and the District Solicitor to enter in to the required agreement with HS2 Ltd to give effect to this decision;
- (ii) The work being done at officer level to identify opportunities for joint working with other Buckinghamshire local authorities including the possibility of establishing a joint team to co-ordinate further responses to HS2 Limited and/or central government in relation to the HS2 project is noted and that delegated authority be granted to the Head of Planning and Sustainability in consultation with the Cabinet Member for Planning and the District Solicitor to finalise such agreement as may be required to put this into effect; and
- (iii) delegated authority be granted to the Head of Planning and Sustainability to direct any joint team or third party acting on behalf of the Council on how to respond on all planning and environmental health matters relating to Wycombe District.

Reason for Decision

To provide an update on the current position and future work, and secure decisions to continue to protect the Council's position.

Corporate Implications

1. The High Speed Rail (London – West Midlands) Bill has been passing through Parliament since first published in November 2013. The purpose of the Bill is to enact Phase One of the project between London and the West Midlands and grant powers to HS2 Ltd (the “promoter” of the scheme) to build and maintain HS2 and associated works, compulsorily acquire interests in the land required, affect or change rights of way including the stopping up or diversion of highways and waterways, and modification of infrastructure.
2. On 23 March 2016 the Bill completed its Report/Third Reading stage in the House of Commons and it has now been introduced into the House of Lords to commence the Report/Third Reading process in that House.
3. Once the process in the House of Lords is completed, the final stage of the Parliamentary process will be Royal Assent to bring the Bill into law as an Act

of Parliament.

4. The Bill, which is a “hybrid Bill” (which have the characteristics of both Public and Private Bills, and are sometimes used to enact law which will have an impact on both the general public and specific individuals and groups) will become an Act of Parliament once Royal Assent is given, and will grant Planning Permission and powers to take over the necessary land to HS2 Ltd.
5. Schedule 17 Part 1 of the Bill places certain conditions on the deemed planning permission that will be granted, including defining certain matters which will fall to the relevant planning authority to determine.
6. The legislative process has been arranged to ensure that because there will be a considerable number of submissions made by HS2 Ltd for local planning authority approval under the Planning Conditions Schedule, the process of obtaining the approvals does not unduly hinder construction of HS2.
7. Schedule 16 Part 2 Paragraph 13 of the Bill requires the Secretary of State to make an order specifying every relevant local authority which has, on or before the date of the reporting of the Bill following completion of the House of Lords Select Committee, given an undertaking with respect to the handling of planning matters under that schedule which the Secretary of State considers satisfactory. Such authorities must enter into a Memorandum with the Secretary of State (currently in its third draft) setting out those undertakings, as a result of which they will be treated as a Qualifying Authority.
8. Qualifying Authorities are entitled to determine various matters in relation to the statutory conditions, (akin to reserved matters in relation to a planning permission) to a greater extent than non-qualifying authorities, and to be reimbursed with their costs of doing so by HS2 Ltd. In brief, for non-unitary areas such as Wycombe, the local planning authority will determine all submissions for matters for approval under the Planning Conditions Schedule in the Bill except for plans and specifications and construction arrangements about waste and soil disposal and excavation of bulk materials from borrow pits, and construction arrangement comprising lorry routing, which instead fall to the County Council to determine.
9. Qualifying Authorities automatically become a member of the Planning Forum (set up by the Bill/Act to include local planning authorities and representatives from Government Departments to help co-ordinate and secure the expeditious implementation of the planning provisions in the Bill) and are obliged to take into account its conclusions. Certain specialist or technical matters relevant to the statutory functions of the qualifying authorities will be referred to the relevant sub-group of the Forum.
10. HS2 Ltd has produced a draft Local Environmental Management Plan (LEMP) which outlines site specific control measures, which are to be developed further after consultation with relevant stakeholders. This has been prepared for both CDC and WDC together, and the comments of both Councils are being coordinated.
11. £24,000 of a £30,000 budget remains available to support the Council’s work in relation to HS2. This is considered adequate for the foreseeable future.

Executive Summary

12. Previous reports have been considered by Council and Cabinet to oppose the HS2 project and to take steps to minimise its impact on the District. The Parliamentary process has considered WDC's arguments as part of the work undertaken by the House of Commons Select Committee, and the Bill has now moved on to the House of Lords Select Committee; following that, and Third Reading in the House of Lords, Royal Assent is the final step to bring the Bill into law. Having petitioned the Commons Select Committee, WDC is not petitioning the Lords.
13. It is now necessary to consider whether the Council wishes to be a Qualifying Authority and to consider such supporting arrangements as may be expeditious to continue to allow the Council to exercise a role in relation to design and mitigation issues as far as possible once Royal Assent is given.

Sustainable Community Strategy/Council Priorities - Implications

14. This report supports the Council's Corporate Plan's Regeneration and Infrastructure theme by seeking to ensure a sustainable balance between homes, jobs and supporting infrastructure so we can accommodate required growth without compromising the quality of our valued natural environment and rural areas, and thereby supports the Sustainable Community Strategy.

Background and Issues

15. On 13 December 2010, full Council debated a notice of motion in relation to the HS2 proposals, and agreed to support the position of Steven Baker MP, that the Government's proposals be opposed because they were considered to be economically unsound, environmentally damaging, and not in support of the national interest.
16. A further report was considered by Cabinet on 10 February 2014 at which stage the Council had spent or committed £30,000 towards technical work including noise, landscape impact, economic assessment and legal advice.
17. On 10 February 2014 Cabinet resolved to reiterate its opposition to the HS2 project as contained in the High Speed Rail (London – West Midlands) Bill, to delegate power to the Head of Planning and sustainability, in consultation with the Leader, Deputy Leader and Cabinet Member for Planning and Sustainability, to take all reasonable steps to ensure that the impact of HS2 was minimised (including the appointment of professionals and specialists, with a further budget of up to £30,000 set, and that a future report should be brought to Cabinet if the financial limit was reached.
18. Since, then, having appointed Sharpe Pritchard, a firm of London solicitors and Parliamentary agents to act on its behalf, the Council along with other Councils in Buckinghamshire and those affected by other parts of the route petitioned Parliament (in May 2014) has had its arguments considered as part of the proceedings of the Commons Select Committee considering HS2. In November 2015 the leader of the Council appeared before the select committee along with representatives of other Councils to make the case for construction traffic to use alternative routes to the A4010. This was successful in that HS2 Ltd confirmed that they do not intend to designate the A40 through West Wycombe as a route for construction traffic (i.e. by more than 24 HGV daily) and funds

were secured for measures to mitigate the impact of additional HGV movements along the affected routes including the A4010.

19. Following representations concerning the impact of the new railway on the Chilterns Area of Outstanding Natural Beauty (AONB) it was agreed that a Chilterns AONB Review Group be set up with a £3m budget for additional mitigation allocated to the AONB.
20. Only a small part of the route running through Wycombe District is within the AONB; however the remit of the Group also includes ensuring that the impact on the setting of the AONB is mitigated, and this is a particular concern given that the new rail line will be visible from sections of the AONB within Wycombe District including Coombe Hill which is the highest point in the Chiltern hills and a popular visitor destination. A consultant has been appointed to represent Wycombe District Council and Chiltern District Council at this forum.
21. Currently, in terms of the Parliamentary process, the work of the Commons Select Committee is complete. The next stage is for the Lords Select Committee to also consider the matter. It is likely to last until, at the earliest, approximately mid-July.
22. Meantime, all authorities affected by HS2 need to make a decision, in accordance with the contents of the Bill, whether or not to resolve to become a "Qualifying Authority".
23. By resolving to become a Qualifying Authority, each affected authority can secure for itself more powers to have influence over certain residual aspects of planning permission, and the ability to recoup from HS2 Ltd the costs of doing so, subject to reaching a service level agreement with HS2 on this issue. Further details around the role of a Qualifying Authority are set out in Appendix A.
24. The other Buckinghamshire local authorities are expected to resolve to become Qualifying Authorities (Chiltern DC has already so resolved, on 4 April 2016) and whilst WDC is considerably less affected by the length of line to pass through its District, it would nonetheless be worthwhile to retain this additional element of control, particularly since this also enables the costs thereof to be recouped.
25. Assuming WDC resolves to be a Qualifying Authority, the question then arises as to how the necessary work – primarily dealing with Schedule 17 applications - can and should be resourced. There may be opportunities to achieve economies of scale and consistency of approach by pooling resources and setting up a single cross-authority team. The options for joint working, including possibly a single team to represent several or possibly all of the Bucks authorities, are being considered. It is not envisaged that any staff in the team would be employed by Wycombe District Council.
26. This would necessitate agreement with other participating authorities to allow this work to be carried out.
27. WDC would continue to retain the autonomy as to how the specific planning matters in relation to WDC will be responded to, and it is recommended that the power to deal with these be delegated to the Head of Planning and Sustainability.

Consultation

28. Discussions have been held with representatives of other Buckinghamshire Councils on issues associated with the scope for joint working.

Options

29. The Council need not resolve to be a Qualifying Authority and enter into an agreement with HS2, but if it decided not to do so, it would have a lesser role in determining matters relating to planning conditions, and would be unable to recoup its costs.
30. The Council need not enter into an agreement with other authorities but could deal with any schedule 17 applications as part of its Development Management function. This would place additional pressures on this service.

Conclusions

31. The recommended decision best supports the Council's established position, and maintains consistency with other Bucks authorities

Next Steps

32. Discussions with other authorities are continuing and any agreement pursuant to this will be concluded in line with the delegation agreed. The agreement with HS2 as outlined in the recommendations will be finalised to enable the Council to become a Qualifying Authority and recoup its costs. .

Background Papers

LEMP and WDC response

Draft SLA with HS2

Agenda Item 8. Appendix A

Qualifying Authority

A Qualifying Authority, under Part 2 of Schedule 17, will be required to approve plans and specifications for matters such as buildings and road vehicles parks, terracing, cuttings, embankments and other earthworks, fences, walls or other barriers, transformers, telecommunication masts, pedestrian access to the railway line, artificial lighting, waste and spoil disposal and borrow pits. These provisions do not apply to works of a temporary nature, to anything underground except any part of a station available for use without a ticket, nor to any tunnel or railway track bed.

A Qualifying Authority can only refuse to approve plans or specification or impose conditions on the grounds set out in Schedule 17 which are broadly:-

- 1) The design or external appearance of the works ought to be modified:
 - a. To preserve the local environment or local amenity
 - b. To prevent or reduce prejudicial effects on road safety or on the free flow of traffic in the local area or
 - c. To preserve a site of archaeological or historic interest or nature conservation value

And is reasonably capable of being so modified or

- 2) The development ought to, and could reasonably, be carried out elsewhere within the development's permitted limits.

In determining whether or not to grant approval to a request or to impose conditions upon an approval, a Qualifying Authority should consider, amongst other things whether the proposals are consistent with the Environment Minimum Requirements, including the draft Environmental Memorandum. These documents set out the principles that the nominated undertaker should follow in developing the detailed design and that may be taken into account by planning authorities when considering requests for approvals of the plans and specifications. They will also need to consider the statutory guidance produced by Secretary of State for Transport under paragraph 26 of Schedule 17.

A Non Qualifying Authority will be required to approve plans and specifications for buildings. They will only be able to refuse approval if the design or external appearance of the works ought to be modified to preserve the local environment or local amenity, and it is reasonably capable of being so modified, or the development ought to, and could reasonably, be carried out elsewhere on land within the Act limits.

A Non Qualifying Authority which decides not to sign the Planning Memorandum will be able to approve the detailed design of permanent structures, and have a more restricted role in the approval of construction matters and they will be governed by the Fees Regulations which were made available in March 2016.

- If the LPA does not determine applications within the prescribed period (currently 8 weeks but many authorities are seeking 13 weeks) then they forfeit being a QA and consent is given;
- If an LPA is looking to refuse an application they need to fully justify and provide a designed and costed alternative within the prescribed period (most LPAs including the Council do not have resources or skills to do this particularly for bridges/viaducts/vent shafts);
- HS2 have indicated during the petitioning period that they favour the use of a flat fee for all applications regardless of size and complexity. Alternatively they may consider a salary applying this on a route wide basis but this approach fails to account for the number, size and complexity of applications along the route. They are not at the moment willing to consider a scale of fees but the position is uncertain.
- It is possible for a local authority to lose the opportunity to become a QA before it becomes one, even if it sign up to the Planning Memorandum on time, as paragraph 13(1) of Schedule 17 allows for a Council to be “released from its undertakings” in the interim period between signing up to the Planning Memorandum and the QA order being made, the decision to release the Council rests with the Secretary of State.

Further information about the HS2 Phase One Planning Forum, the Planning Memorandum and qualifying status can be found at this link: <https://www.gov.uk/government/collections/hs2-phase-one-planning-forum>.

The Council’s Parliamentary Agent has stated that “most if not all (local authorities) were keen to become QA because of the benefits it endows and they all signed up on time.”

It is important that the Council retains what powers it can over detailed matters relating to the HS2 proposals and to do this it needs to become a QA.

Agenda Item 9.

JOINT WASTE CLIENT TEAM

Cabinet Member: Councillor Mrs Jean Teesdale

Wards Affected: All

Officer contact: Caroline Hughes Ext:3701

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RECOMMENDATION TO COUNCIL

That:

- (i) the work being done between Wycombe District Council, Chiltern District Council and South Bucks District Council to form a joint waste client team be supported; and
- (ii) delegated authority be given to the Head of Environment in consultation with the Head of Democratic, Legal and Policy Services, the Head of Finance and Commercial, and the respective Cabinet Members to negotiate and effect amendments to the existing Inter District Authority Agreement and the Service Level Agreement to include South Bucks District Council, in addition to Wycombe District Council and Chiltern District Council, and that it be noted that full Council will need to approve any necessary changes to the Joint Waste Collection Committee structure within the Constitution at the relevant time.

Reason for Decision

To enable work to continue on forming a 3-way joint waste team between Wycombe District Council, Chiltern District Council and South Bucks District Council and to ensure that appropriate governance arrangements are in place to support this.

Corporate Implications

1. The Council's duty to provide waste services is set out in the Environmental Protection Act 1990.
2. Provision enabling the joint discharge of executive functions by local authorities is made under Section 101(5) of the Local Government Act 1972 and Regulation 11 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012.

Executive Summary

3. This report sets out the position with respect to the joint work currently being done to create a 3-way joint waste team involving Wycombe, Chiltern and South Bucks District Councils.

Sustainable Community Strategy/Council Priorities - Implications

4. This decision supports the Council's Corporate Plan priorities

Background and Issues

5. Following a joint procurement with Chiltern District Council (CDC) a contract for the provision of waste, recycling and street cleansing services was awarded to Serco.
6. During 2011/12, decisions were made by Cabinet in connection with the hosting authority for a joint waste team, the arrangements relating to customer service and governance.
7. Wycombe's waste team staff were TUPE'd to CDC in 2012 forming a new joint client team. The contract with Serco commenced on 4 March 2013. The new waste and recycling service was rolled out in Chiltern's district in July 2013 and in Wycombe's district on October 2013.

Detailed Report

8. Since the formation of a joint CDC/SBDC management team in mid-2012, all teams at the two authorities have been going through service reviews to form joint teams.
9. Several years ago, discussions were held between senior officers at WDC and CDC about carrying out such a review of the respective waste teams in the final year of the service review programme, acknowledging at the time that the joint CDC/WDC team had fairly recently been set up and the contract was in its early days. This was agreed in principle, subject to WDC having an input into the process.
10. The aspirations for the service reviews have included co-location of teams (under one manager), improved resilience increased capacity, service quality improvements and potential savings.
11. An initial meeting was held between senior officers and then with relevant Cabinet Members from the 3 authorities in February 2015.
12. The meeting considered the current structures in the 2 teams (CDC/WDC and SBDC), the services provided by the respective contracts and the future potential opportunities relating to the contracts, both in terms of contract management and procurement options.
13. When the Senior Waste Officer left the joint CDC/WDC team in November 2015, an appointment was made on a secondment basis to provide flexibility around the future team structure.
14. With respect to contracts, CDC/WDC's contract with Serco runs to March 2020 and SBDC's with Biffa runs to October 2021. The contract with Serco makes provision for extension (7 (or fewer) years + 7 years), the contract with Biffa cannot be extended further. The services across all 3 districts are similar with

high levels of participation levels. At this stage, it is too early to form a view on the future contractual arrangements.

15. A number of meetings have taken place between officers and Members from the 3 Districts and there has been support for the formation of a 3-way team.
16. The potential benefits that a joint structure could provide include:
 - Greater resilience and depth of cover for the services.
 - Ability to manage separate or combined waste collections contracts.
 - A combined projects team to push forward with further improvements with this service and to look at new initiatives to create efficiencies.
 - Combining data management.
 - Increased capacity in contract monitoring to be able to deal with specific issues as they arise in a particular Council area.
 - Ability to release certain officers (subject to stable service delivery) to form part of dedicated procurement team for future contracts.
 - Promoting best practice across the councils and shared learning to increase in efficiencies.
 - Potentially increase staff development opportunities. A more effective interface with the County Council.
 - Streamlining of education and publicity.

It needs to be recognised that when the joint CDC/WDC was formed, savings were taken by WDC on the client side in addition to the contract.

17. Matters that need to be considered carefully include ensuring that resources do not get directed to one particular contract or District, that members from the respective authorities continue to feel informed and involved and that the Council's respective decision making processes are respected and followed.

Governance

18. Prior to the joint CDC/WDC team being formed an Inter District Authority Agreement was signed in December 2010 which addressed cost apportionment. This would need to be amended with the inclusion of SBDC. The overarching principle would be that there could be no cross subsidy. It is estimated that the new joint waste team costs would be less than current costs.
19. A Member led Joint Waste Collection Committee (JWCC) was set up between CDC and WDC and this would need to be extended to include SBDC with the Constitution of the committee being amended accordingly.
20. Work is needed to review Customer Service arrangements in light of a new CDC/SBDC team having been formed.
21. Work has been carried out to develop a new staffing structure and staff consultation has commenced. The final structure will depend on the outcome of the consultation and the selection process but it does provide modest savings for all 3 councils.

Consultation

22. No external consultation appropriate

Conclusions

23. The JWCC has supported the function of the joint waste team between CDC/WDC and SBDC, Staff within the teams are committed to providing excellent services to our customers. They are generally supportive of the collaboration between the council's having experienced the partnership working between WDC and CDC and seen other teams at CDC and SBDC combine.
24. Further work will be needed to refine the governance arrangements and it is proposed that this decision be delegated to relevant officers in consultation with the respective Cabinet Members.

Next Steps

25. To continue with staff consultation and consider comments received.
26. To review and revise the Inter District Authority Agreement, the Constitution for the Joint Waste Collection Committee and the Service Level Agreement relating to Customer Service.

Agenda Item 10.

LOCAL GROWTH DEAL - HIGH WYCOMBE TOWN CENTRE/SOUTHERN QUADRANT

Cabinet Member: Councillor David Johncock

Ward Affected: Abbey

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PROPOSED DECISION

That:

- (i) the decision of the Bucks Thames Valley Local Enterprise Partnership (BTVLEP) to approve the Business Case which sets out the costs, impacts and priorities for delivery of priority HWTC/SQ schemes and to make £8.48m available for implementation be noted;
- (ii) the need for further future funding to deliver future phases of the town centre Masterplan be noted; and
- (iii) delegated authority be granted to the Corporate Director (Growth & Regeneration) to agree a Memorandum of Understanding (MOU) between Buckinghamshire County Council (BCC) and Wycombe District Council (WDC) to help ensure effective joint working and delivery.

Reason for Decision

To support the delivery of the Local Growth Deal Major Scheme and regeneration of High Wycombe and the delivery of infrastructure in the Southern Quadrant area in response to additional travel demand associated with development in the area.

Corporate Implications

1. Section 274 of the Highways Act 1980 allows the Council to contribute to the expenses of the Highway Authority when it is satisfied that it is to the benefit of the Council's area.
2. Section 1(1) of the Localism Act 2011 (the general power of competence) allows local authorities to do anything that individuals generally may do, subject to the limits on the general power in section 2, 3 and 4.
3. As part of the Delivery and Site Allocations Development Plan Document the Masterplan has been subject to an Equalities Impact Assessment.
4. WDC has previously allocated £1.2m Major Project Funding to town centre improvement schemes, of which £1,050,000 has been spent or committed on the Westbourne Street link – the first stage of the Alternative Route around the town centre as part of the High Wycombe Town Centre Masterplan.

5. This was complemented by BCC which funded of £550,000 for the detailed design and preliminary works, and by £263,000 contribution from its capital maintenance programme (as carriageways renewal works would have been programmed anyway) and by Section 106 funds allocated in 2014/15, and by the release of £339,000 CIL funding from the 2015/16 allocation.
6. Further stages of the Masterplan (together with some Southern Quadrant improvements form part of a Local Growth Deal which in 2014 secured a commitment in principle of £8.47m central government funding via the Local Enterprise Partnership, subject to local funding also being provided .
7. Two tranches of CIL have been committed to the delivery of the Alternative Route by the District Council: £1.41m in 2015/16 and £1.49m in 2016/17, amounting to £2.9m in total. (The release of these funds has been delegated to the Head of Planning and Sustainability in consultation with the Cabinet Member for Planning and Sustainability.)
8. As noted above £339,000 of this £2.9m has been used to fund the completion of the Westbourne St link which forms part of the Alternative Route but which was not part of the Local Growth Deal. £101,000 has been spent or committed to the detailed design of the Alternative Route. This leaves £2.46m CIL funding available and committed to the Local Growth Deal, with a further £2.74m CIL remaining to be made available over 2017/18 and 2018/19 as part of the annual decision making process by the District Council, in accordance with the Broad Allocation that covers a three year period (and which is itself due to be reviewed later this year). Together these sums (£2.9m and £2.74m) amount to the £5.64m CIL (private investment) funding specified in the Local Growth Deal.
9. As with all Growing Places funded programmes the budget only covers the capital costs needed to deliver the various works. Future maintenance of the new infrastructure – if this is to be carried out in materials to match the original construction - will need to be addressed separately to supplement the normal standard of maintenance would be provided in respect of an adopted highway, predominantly this is essential maintenance only making use of tarmac that would undermine the appearance and functionality of the schemes. A review will be carried out once the tendered costs are confirmed and proposals made to this issue, which could include any unused maintenance budgets included within the budget and a further allocation of CIL in the form a commuted sum. This funding could be in the order of £700,000 to cover the cost of future maintenance of the hard surface elements of the Local Growth Deal priority schemes (together with any provision for the Westbourne Street link road. Separate allowance would be required to cover any new landscaping unless these were covered by other budgets or funded by sponsorship. The most effective arrangement will be considered further as part of the MoU to be agreed between WDC and BCC.
10. £50,000 of CIL funding comprising allocations of £25,000 in 2014/15 has been allocated to river feasibility and design work. It is proposed to merge this with the budget for the detailed design of the Oxford Road area and to progress the detailed design of the river as part of the overall highways design. This may offer opportunities to restore a significant section of the river Wye in the near

term whilst achieving savings by combining the work with the highways improvement work.

11. In 2017/18 and 2018/19 there will be an opportunity to consider whether there is a case to make additional CIL funds available over and above that set out in the Local Growth Deal. This could ensure that if appropriate there is scope to specify an increased standard of finish in environmentally sensitive areas, and/or to realise additional benefits where there is the opportunity to do so alongside the delivery of the Local Growth Deal programme.

Executive Summary

12. This report:

- Updates on progress in gaining approval for the Business Case in relation to the Local Growth Deal 2014 and proposed priority schemes
- Highlights opportunities that are being explored in parallel with the above work to restore a section of the River Wye in the town centre, and the need for a further decision by the end of 2017 on which of the identified options (Oxford Road or Queen Victoria Rd/Easton St) are progressed
- Highlights the forthcoming public consultation and information exercise in relation to the detailed design and delivery of the next stages of the Alternative Route (Westbourne Street to Lily's Walk)
- Updates on the projected out-turn cost of the construction costs of the Westbourne Street link road, noting that some costs remain to be finalised
- Seeks delegated approval to agree a Memorandum of Understanding (MOU) between BCC and WDC to help ensure effective joint working and delivery of the Masterplan and Local Growth Deal schemes

Sustainable Community Strategy/Council Priorities - Implications

13. The recommendations support the Council's priorities particularly in relation to Place and Pounds, as well as Sustainable Community Strategy themes of Thriving Economy and Sustainable Environment.

Background and Issues

14. As part of the Strategic Economic Plan, a programme of transport improvements in the High Wycombe Town Centre/Southern Quadrant area was identified as a joint priority between the Bucks Thames Valley Local Enterprise Partnership (BTVLEP) and central government who have agreed to co-invest in this programme, or "Scheme" (as it is henceforth described in this report, and distinct from individual schemes). These schemes are rooted in the Town Centre Masterplan and in the Southern Quadrant Transport Strategy (SQTS), (improvements to the Cressex Rd/Cressex Link Road junction and cycle network being part of the Scheme, with other SQTS improvements being developer funded. Further details are set out in the Business case and Addendum which form background papers to this report.

15. As part of BTVLEP's successful Local Growth Deal, a central Government commitment of £8.5m was secured for the Scheme, subject to local funding also being provided, predominantly private investment in the form of £5.64m of Community Infrastructure Levy (CIL).
16. In the original bid the project cost of the Scheme was stated as £19.8m. This sum included a contingency provision of 30% and an Optimism Bias of 44%. At the request of DfT the Optimism bias was removed reducing the cost projection for the Scheme. This reduced the budget down to £13.784m based on June 2012 prices. An allowance was made for inflation and the overall funding position for the Scheme was confirmed at £15.39m. The breakdown of funding agreed as part of the Local Growth Deal is set out below.

Sources of Funding	Funding Type	2015/16 £m's	2016/17 £m's	2017/18 £m's	2018/19 £m's	2019/20 £m's	Total £m's
CIL (Private Investment)	Capital	1.41	1.41	1.41	1.41	0.00	5.64
Public Sector Revenue	Revenue	0.51	0.25	0.19	0.32	0.00	1.27
<i>Competitive LGF</i>	<i>Capital</i>	<i>1.50</i>	<i>2.18</i>	<i>1.33</i>	<i>3.47</i>	<i>0.00</i>	<i>8.47</i>
Total		3.42	3.84	2.93	5.20	0.00	15.39

17. Since the Local Growth Deal was agreed in 2014 work has been undertaken to develop a Business Case that has reviewed and refreshed the concept designs, updated cost estimates, and has assessed traffic and other impacts associated with the schemes.
18. This work is set out in the Business Case Town Centre Masterplan / Southern Quadrant Space Jacobs March 2016. The Business Case indicated that the cost of implementing the scheme is in excess of the funding agreed as part of the Local Growth Deal.
19. At the same time BCC are no longer able to provide the anticipated level of local funding so that the overall Scheme budget is reduced.
20. As a result further work has been carried out to identify the scope for cost savings and also to break down the cost of different elements of the HWTC/SQ Scheme, prioritising these for delivery based on the benefits to be delivered and the funds available. This work, including the updated funding position is set out in an Addendum to the Business Case which was approved by the BTVLEP Board on May 20 to enable the release of funding to support the identified priority schemes. These comprise the Alternative Route, the Cressex schemes and either the improvements in the Oxford Road area or Queen Victoria Road/Easton St. Given the commercial sensitivity of the cost estimates involved the cost issues are dealt within Appendix A which is confidential.
21. In addition design of the river along the A40 Oxford Road is being progressed to ensure that design work on the two elements is complementary. As part of

this the potential savings if it were practicable to deliver the river works alongside the highway works are being investigated. There may be options to achieve cost savings from a combined approach if it were possible to accelerate the delivery of the aspiration to remake the river Wye.

22. Further funding will be required to deliver the Masterplan in full, beyond the scope of the current Local Growth Deal. It is also possible that the Council may wish to consider further allocations of CIL to support the continued or enhanced implementation of the Masterplan, for example taking advantage of opportunities created by implementation of the Local Growth Deal schemes. If opportunities do arise that would require additional funding a further report will be made to Cabinet setting out the options and potential financial implications – where possible this will be incorporated into regular reports regarding allocation of CIL.

Costs of implementing the High Wycombe Town Centre Masterplan to date and the construction costs of the Westbourne Street link road

23. BCC are in the process of discussing the final account with the contractor. Based on the costs provided by BCC the final outturn cost for the construction works have been reported at £2.067M (plus commuted sum if it is agreed to fund this).
24. This followed the completion of an open tender process which secured construction at a cost that was significantly cheaper than could have been achieved by using the Transport for Buckinghamshire framework. Nonetheless it was in excess of expectations based on a 2012 cost estimate undertaken by Jacobs. To ensure that the cost estimates for the Local Growth Deal schemes are robust these have been reviewed, and have been further checked by an independent consultant (which has resulted in the estimates being increased significantly). Every effort has been made to ensure that cost allowances are comprehensive and allowances have been made for inflation, for risk and for optimism bias, and an estimate of any future commuted maintenance sum has been made.

Memorandum of Understanding

25. In order to help ensure effective joint working and delivery going forward a Memorandum of Understanding (MOU) between BCC and WDC is being drafted that covers principal roles and responsibilities, governance, behaviours and the approach to funding including as regards maintenance.
26. It also sets out the relationship of BCC as the organisation responsible for delivering the highway schemes, for example entering into contracts with construction contractors and the primary role of the BTVLEP and WDC as project funders. All these bodies are represented in the Wycombe Implementation Board which oversees the implementation of the Scheme.
27. Whilst there is broad agreement on the area and the principles to be covered the final wording remains to be agreed. This will be agreed before the start of the construction works.

Release of CIL funds allocated in 2015/16 and 2016/17 towards the implementation of the priority schemes agreed as part of the Local Growth Deal.

28. A decision on the best procurement route is being considered by BCC as the delivery agency responsible for entering into the construction contract.
29. It should be noted that consideration is being given to novation of any contract to enable Inland Homes to construct the section of the Alternative Route over their land so as to expedite the construction alongside their development. This approach may also lend itself to reaching agreement with Inland Homes that they fund the construction of this section partially in lieu of a CIL contribution, and a separate report is being considered by Cabinet that if approved would allow the Council to accept contributions of infrastructure in kind in lieu of a CIL contribution. This will be the subject of further discussions and agreement from Inland Homes, and would be secured through a legally binding (Section 73) agreement undertaken concurrently with the resolution to grant planning permission on the Gas Works Site.
30. Whichever procurement options are preferred going forward will be the subject of approval by the Wycombe Implementation Board that includes the Head of Planning and Sustainability WDC, Director - Regeneration & Infrastructure BCC, and a representative of the BTVLEP.
31. The funding profile that forms part of the Business Case approved by the LEP and which outlines cost estimates and the funding required to deliver the priority schemes is attached as confidential Appendix A. This shows that only a limited amount (£250,000) of CIL funding is likely to be required in 2016/17, with the remainder over 2017/18 -2018/19.

Consultation

32. The proposals for High Wycombe Town Centre are set out in the adopted Delivery and Site Allocation (DSA) Plan (July 2013) which was subject to extensive public consultation, including a public inquiry, prior to its adoption.
33. Further consultation was undertaken in 2013 on the design of the gas works link road and Westbourne Street as part of the process of submitting a planning application for these.
34. During 2014 BCC carried out a further consultation exercise prior to taking the decision in March 2015 to implement the Westbourne Street link and to approve the recent changes to Frogmoor.
35. A number of themes tend to arise throughout the consultation. There is general support for the Masterplan as a way of regenerating High Wycombe town centre, and for the aim of making more of the river. There is support for minimising traffic signals along the Alternative Route however there has also been concern about the design consequences of this approach (achieved in part by using narrow single traffic lanes with a central median) and by the consequences of increased traffic on the Alternative Route. Despite a pro-

active approach to communications the necessarily incremental approach to implementation and the inability to provide a firm programme until funding is confirmed have also made it difficult for the public to understand how the different aspects of the Masterplan will fit together.

36. In addition to these thematic consultations public information and consultation is undertaken annually as part of the process that culminates in the agreement of a programme for the use of developer contributions (CIL and s106).
37. Further consultation will be undertaken on the detailed design of the Alternative Route, alongside information on the concept schemes being progressed such as Oxford Road. This is in hand with the input of the Council's Communications team.
38. Ongoing consultation has been undertaken with key town stakeholders representing Eden and Inland Homes (who are developing the gas works - across which the Alternative Route is to be built). An update was given to High Wycombe Town Committee on 1 March 2016 and continued support for the implementation of the Masterplan was expressed by a number of Members, particularly insofar as it may enable restoration of sections of the river Wye through the town centre. A follow on briefing was provided to local Members on 18 April.
39. The proposals for a cycle network and for changes to the Cressex Link road were included in the Southern Quadrant Transport Strategy (SQTS) 2013 which was prompted by the various proposals for significant development in the southern quadrant of town and which was subject to wide consultation, approval by BCC and which informed the planning decisions in relation to Daws Hill and other developments in the area.
40. Public consultation will be undertaken starting in June on the detailed design of the next stage of the Alternative Route prior to implementation expected to start by the end of summer 2016.

Options

41. The addendum to the Business case sets out eight options that indicate the cost of different elements of the HWTC/SQ Scheme. This has informed the decision of the LEP about the individual schemes to be prioritised. Further design work is to be done prior to a decision about whether the Oxford Road scheme or the Queen Victoria Road/Easton Street scheme is to be prioritised, and a further report will be brought to Cabinet on this issue, likely in 2017.

Conclusions

42. Progress has been made in developing the Business Case which sets out the costs and impacts of the HWTC/SQ scheme, and which has been approved by the LEP so as to enable the release of funds secured as part of the Local Growth Deal. Taking account of available funding the Alternative Route, Cressex schemes and either the Oxford Road, or the Easton Street/Queen

Victoria Road schemes are considered priority schemes and are deliverable as part of the current Local Growth Deal.

43. Further funding will need to be identified or secured if future phases of the Town Centre Masterplan are to be delivered beyond 2019.
44. Agreement of the Memorandum of Understanding (MOU) between BCC and WDC will help ensure effective joint working and delivery of the next stages of the Masterplan starting with the Alternative Route.

Next Steps

45. Delivery of the programme will be in accordance with the Project Initiation Documentation (PID) which will be approved by the Wycombe Implementation Board.
46. The next steps include public consultation and information on the detailed stage of the next stage of the Alternative Route and detailed design of the other scheme elements at Oxford Road, including consideration of opportunities to remake the river Wye, as well as Easton Street/Queen Victoria Road, and the Southern Quadrant schemes. A Communications brochure similar to that produced for Westbourne St will be produced and shared with the Cabinet Member for Planning and Sustainability before it is published.
47. It is anticipated that £2.74m CIL comprising the remainder of the £5.64m allocation of local funding that forms part of the Local Growth Deal will be recommended as part of the process agreeing the annual programme of developer contributions in March 2017 and 2018. A purchase order to BCC for £250,000 will be issued to BCC in accordance with the funding profile agreed by the LEP as part of the Business case Addendum.
48. BCC will be letting the contract for the works to deliver the next stage of works starting in Summer 2016 and comprising the Alternative Route between the southern end of recently completed Westbourne Street junction to the northern end of the Gas Works Link Road. In parallel work will progress on detailed design of the other HWTC/SQ priority schemes with consultation on detailed design prior to implementation.
49. A further report will be taken to Cabinet, likely in 2017, once further work has progressed on the detailed design of the Oxford Road and Easton Street/Queen Victoria Road schemes to enable decisions (by the District Council, County Council and the BVTLEP) on which of these options should be implemented as part of the Local Growth Deal.

Background Papers

Business Case

Business Case Addendum

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item 10. Appendix A

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FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

SUPPLEMENTARY ITEMS (IF ANY)

URGENT ITEMS (IF ANY)

Notification for Press and Public
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**Notification of Items expected to be taken in exempt session,
as required by access to information requirements.**

The meeting will be asked to resolve that the Press and Public be excluded from the meeting during consideration of the following items as they contain exempt information as defined in Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, more particularly as follows:-

**Item 10 Local Growth Deal - High Wycombe Town Centre/Southern Quadrant
– Appendix A**

Item 14 HXH - Phase 3 Disposal

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

[The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations]

Item 15 File on Action taken under Exempt Delegated Powers

Community Sheet Nos: C/1/16 – C/2/16

Economic, Development & Regeneration Sheet Nos: EDR/18/16 – EDR/34/16

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

[The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations]

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item 14.

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FILE ON EXEMPT ACTIONS TAKEN UNDER DELEGATED AUTHORITY

EXEMPT SUPPLEMENTARY ITEMS (IF ANY)

EXEMPT URGENT ITEMS (IF ANY)