

Cabinet Minutes

Date: 10 February 2014

Time: 7.00 - 8.48 pm

PRESENT: Councillor R J Scott (Executive Leader of the Council - in the Chair)

Councillor M A Foster	- Cabinet Member for Finance
Councillor J Gibbs	- Cabinet Member For Community
Councillor A R Green	- Cabinet Member for Economic Development & Regeneration
Councillor M Hussain JP	- Cabinet Member for HR, ICT & Customer Services
Councillor N B Marshall	- Cabinet Member for Planning and Sustainability
Councillor H L McCarthy	- Deputy Leader and Cabinet Member for Strategy
Councillor Mrs J E Teesdale	- Cabinet Member for Environment

By Invitation

Councillor I Bates	- Leader of the Labour Group
Councillor I L McEnnis	- Chairman of the Council
Councillor S F Parker	- Leader of the Liberal Democrat Group
Councillor A Turner	- Leader of the Independent Group
Councillor Mrs J D Langley	- Chairman of the Improvement & Review Commission

Also present: Councillors D A Johncock, P R Turner, Mrs L M Clarke OBE, B R Pollock JP and D M Watson

71 APOLOGIES FOR ABSENCE

There were no apologies for absence.

72 MINUTES

RESOLVED: That the Minutes of the meeting of the Cabinet held on 2 December 2013 be approved as a true record and signed by the Chairman.

73 DECLARATIONS OF INTEREST

There were no declarations of Interest.

74 FLOODING

The Leader paid tribute to the excellent work that had been undertaken by Members, Officers, the Fire Service and all agencies relating to the flooding experienced in the District.

75 REFERRAL FROM AUDIT COMMITTEE - TREASURY MANAGEMENT STRATEGY 2014-15

The report before the Cabinet set out the recommendations from the Audit Committee which had considered and supported the Treasury Management Strategy for 2014/15 at its meeting on 16 January 2014.

The following recommendations were made as in February 2012, the Council adopted the CIPFA Treasury Management in the Public Services: Code of Practice (fully revised 2011 edition), which required the Council to approve a treasury management strategy before the start of each financial year, a mid-year report, and an annual report after the end of each financial year.

Recommended: That (i) the Treasury Management strategy for 2014/15 and the Treasury Management Indicators contained therein, be approved; and

(ii) the Treasury Management policy statement, attached at Appendix A of the report, be noted.

76 REFERRAL FROM THE IMPROVEMENT AND REVIEW COMMISSION - BUDGET TASK AND FINISH GROUP 2014/15

The Chairman of the Improvement & Review Commission, Councillor Mrs J Langley, presented to Cabinet the final report of the Budget Task and Finish Group (T&FG) which had specifically examined the budget, to make recommendations to inform the Cabinet decision on the budget and to provide future proposals for inclusion in the budget.

Members resolved to discuss the recommendations during exempt session and therefore it was:

RESOLVED: That the Press and Public be excluded from the meeting during consideration of this item as it contained 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 76 – Referral from the Improvement & Review Commission – Budget Task and Finish Group Appendix A

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]

Councillor Mrs L Clarke, the Chairman of the Budget Task and Finish Group presented the findings and recommendation of the Group to Cabinet for endorsement.

The following decision was made to ensure that the recommendations of the Task and Finish Group (attached at exempt Appendix A of the report), established by the Improvement and Review Commission, help to inform the decisions being taken by Cabinet in setting the budget for the forthcoming year 2014/15 and future forward planning.

RESOLVED: That the recommendations of the Budget Task and Finish Group be received, and a response made in due course.

77 REVENUE ESTIMATES 14/15 AND COUNCIL TAX PROPOSALS

Cabinet was asked to consider and formally recommend the General Fund and Special Expenses revenue estimates for 2014/15 in order for the Council to set the Council Tax for the forthcoming year.

The report highlighted that Council tax for 2014/15 had been frozen under difficult circumstances, therefore qualifying for the 1% Council Tax Freeze Grant. In particular it was noted that the General Fund revenue budget reflected the local government finance settlement for 2014/15. The Council had seen a significant reduction in the level of government funding for 2013/14. The proposed budget detailed the impact of the Council Tax Support Scheme and Business Rates retention on the revenue budget.

Cabinet were informed that the Council had a balanced budget for 2014/15, however, the level of financial risk the Council faced continued to increase, particularly given the changes to local government finance.

The following recommendations were made to enable budgets to be set for 2014/15, at Council on 27 February 2014.

Recommended: That in accordance with the Council's Budget Strategy and subject to the report from the Budget Task and Finish Group (Minute 76) and High Wycombe Town Committee, the following items in respect of the 2014/15 revenue budget be approved:

Strategic

(a) The report of the Chief Financial Officer and adoption of its proposals.

Revenue Budget

(a) The overall General Fund revenue estimates for 2014/15 totalling £15,512,200 (Appendix 6A);

(b) The repairs and renewals fund programme totalling £876,000 for 2014/15 (Appendix 6B);

(c) The Higginson Park Trust budget for 2014/15, which requires a Council revenue subsidy of £427,000 (£452,400 2013/14), as set out in Appendix 6C;

(d) The Special Expenses estimates for High Wycombe Town Committee (including Fees and Charges) for 2014/15 totalling £435,905. A precept of £366,000 was proposed (£360,700 2013/14) which takes account of the impact of the government's Council Tax Support Regulations on the calculation of the Council Tax Base. The impact of this had been negated for 2014/15 by the transfer of £53,400 from the Council's General Fund by way of a grant. This was to be funded from Council Tax Support Grant funding provided as part of the local government finance settlement. As set out at Appendix 6D; and

(e) The Special Expenses estimate for West Wycombe closed churchyard for 2014/15 totalling £3,100, set out at Appendix 6E.

Council Tax

(a) The Chief Financial Officer proposed that the District Council share of the Council Tax would remain unchanged for 2014/15 at £126.99. By leaving the level of Band D Council Tax unchanged for 2014/15 the Council would be eligible to receive an additional payment of Council Tax Freeze grant equivalent to the revenue that an increase of 1% (£93k) would have generated in 2014/15. The grant would be paid in addition to Revenue Support Grant in 2014/15 and then included in the future baseline grant from 2015/16. Any increase to the Council's share of Council Tax would result in the grant (£93k) being withdrawn and the sum not being added into future formula grant. This was consistent with the Council's Medium Term Financial Plan;

(b) The report on the Collection Fund and parish precept requests, together with the formal report on the level of Wycombe District Council and Parish and Town Council elements of the Council Tax (Appendices 6F & 6G) and approval of the recommendations contained therein; and

(c) That the Council pays to each Parish Council and Special Expenses a share of the Council Tax Support grant necessary to mitigate the projected impact of the reduction to their respective Council Tax Base following the introduction of Council Tax Support in 2014/15 at a total cost of £175k.

(i) That it be noted that the following amounts had been calculated for the year 2014/2015 in accordance with regulations made inter alia under Sections 31 to 36 of the Local Government Finance Act 1992:-

A) 64,731.19; being the amount calculated by the Council, in accordance with the Local Authorities (Calculation of Council Tax Base) (England) regulations 2012 ("the regulations") as its Council Tax Base for the year.

(B)

Parish/Town Area	Council Tax Base
Bledlow-cum-Saunderton	1182.13
Bradenham	224.71
Chepping Wycombe	6247.33
Downley	1931.39
Ellesborough	432.46
Fawley (Parish Meeting)	139.95
Great & Little Hampden	158.88
Great & Little Kimble cum Marsh	466.92
Great Marlow	712.29
Hambleden	815.45
Hazlemere	3946.13
Hedsor (Parish Meeting)	82.99
High Wycombe Town	20564.43
Hughenden	3906.27
Ibstone	142.77
Lacey Green	1234.15
Lane End	1300.45
Little Marlow	795.30
Longwick-cum-Ilmer	679.75
Marlow Bottom	1500.58
Marlow Town	6504.20
Medmenham	506.69
Piddington & Wheeler End	255.07
Princes Risborough	3435.90
Radnage	378.22
Stokenchurch	1866.26
Turville	215.98
WestW'- Parish Council	523.43
Wooburn and Bourne End	4581.09
Grand Total	64731.19

being the amounts calculated by the Council, in accordance with the Regulations, as the amounts of its Council Tax Base for the year for dwellings in those parts of its area to which one or more of the special items relate;

- (ii) That the following amounts be now calculated by the Council for the year 2014/2015 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 (“the Act”).
- a) (Amount to be advised at Council) being the aggregate of the amounts which the Council estimates for the items set out in Section 31(A)(2) of the Act; taking into account all precepts issued to it by parish councils as at the date of the meeting.
 - b) (Amount to be advised at Council) being the aggregate of the amounts which the Council estimates for the items set out in Section 31(A)(3) of the Act;
 - c) (Amount to be advised at Council) being the amount by which the aggregate at (ii)(A) above exceeds the aggregate at (ii)(B) above, calculated by the Council in accordance with Section 31(A)(4) of the Act, as its Council Tax requirement for the year;
 - d) (Amount to be advised at Council) being the amount at (ii)(C) above divided by the amount at (i)(A) calculated by the Council, in accordance with Section 31(B)(1) of the Act, as the basic amount of its council tax for the year;
 - e) £ 2,559,827 being the aggregate amount of all special items referred to in Section 34(1) of the Act;
 - f) £126.99 being the amount at (ii)(D) above less the result given by dividing the amount at (ii)(E) above by the amount at (i)(A) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates:

(G)

Part of the Council's area	2014-15
Bledlow-cum-Saunderton	£141.27
Bradenham	£158.14
Chepping Wycombe	£179.92
Downley	£173.07
Ellesborough	£176.63
Great & Little Hampden	£142.07
Great & Little Kimble cum Marsh	£180.53
Great Marlow* precept outstanding	£126.99
Hambleden	£161.33
Hazlemere	£184.53
High Wycombe Town	£146.90
Hughenden	£166.46
Ibstone	£169.02
Lacey Green	£146.84
Lane End	£203.18
Little Marlow	£178.10
Longwick-cum-Ilmer	£152.89
Marlow Bottom	£147.24
Marlow Town	£169.92
Medmenham	£163.16
Piddington & Wheeler End	£197.56
Princes Risborough	£222.20
Radnage	£190.45
Stokenchurch	£160.97
Turville	£157.08
West Wycombe	£203.60
Wooburn and Bourne End	£181.14

being the amounts given by adding to the amount at (ii)(F) above the amounts of each of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the appropriate amount at (i)(B) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more of the special items relate.

(H)

Part of the Council's Area	Band A Charge	Band B Charge	Band C Charge	Band D Charge	Band E Charge	Band F Charge	Band G Charge	Band H Charge
Bledlow-cum-Saunderton	£94.18	£109.88	£125.57	£141.27	£172.66	£200.06	£235.45	£282.54
Bradenham	£105.43	£123.00	£140.57	£158.14	£193.28	£228.42	£263.57	£316.28
Chepping Wycombe	£119.95	£139.94	£159.93	£179.92	£219.90	£259.88	£299.87	£359.84
Downley	£115.38	£134.61	£153.84	£173.07	£211.53	£249.99	£288.45	£346.14
Ellesborough	£117.75	£137.38	£157.00	£176.63	£215.88	£255.13	£294.38	£353.26
Fawley (Parish Meeting)	£84.66	£98.77	£112.88	£126.99	£155.21	£183.43	£211.65	£253.98
Great & Little Hampden	£94.71	£110.50	£126.28	£142.07	£173.64	£205.21	£236.78	£284.14
Great & Little Kimble cum Marsh	£120.35	£140.41	£160.47	£180.53	£220.65	£260.77	£300.88	£361.06
Great Marlow – precept not set	£84.66	£98.77	£112.88	£126.99	£155.21	£183.43	£211.65	£253.98
Hambleden	£107.55	£125.48	£143.40	£161.33	£197.18	£233.03	£268.88	£322.66
Hazlemere	£123.02	£143.52	£164.03	£184.53	£225.54	£266.54	£307.55	£369.06
Hedsor (Parish Meeting)	£84.66	£98.77	£112.88	£126.99	£155.21	£183.43	£211.65	£253.98
High Wycombe Town	£96.53	£112.61	£128.70	£144.79	£176.97	£209.14	£241.32	£289.58
Hughenden	£110.97	£129.47	£147.96	£166.46	£203.45	£240.44	£277.43	£332.92
Ibstone	£112.68	£131.46	£150.24	£169.02	£206.58	£244.14	£281.70	£338.04
Lacey Green	£97.89	£114.21	£130.52	£146.84	£179.47	£212.10	£244.73	£293.68
Lane End	£135.45	£158.03	£180.60	£203.18	£248.33	£293.48	£338.63	£406.36
Little Marlow	£118.73	£138.52	£158.31	£178.10	£217.68	£257.26	£296.83	£356.20

Part of the Council's Area	Band A Charge	Band B Charge	Band C Charge	Band D Charge	Band E Charge	Band F Charge	Band G Charge	Band H Charge
Longwick-cum-Ilmer	£101.93	£118.91	£135.90	£152.89	£186.87	£220.84	£254.82	£305.78
Marlow Bottom	£98.16	£114.52	£130.88	£147.24	£179.96	£212.68	£245.40	£294.48
Marlow Town	£113.28	£132.16	£151.04	£169.92	£207.68	£245.44	£283.20	£339.84
Medmenham	£108.77	£126.90	£145.03	£163.16	£199.42	£235.68	£271.93	£326.32
Piddington & Wheeler End	£131.71	£153.66	£175.61	£197.56	£241.46	£285.36	£329.27	£395.12
Princes Risborough	£148.13	£172.82	£197.51	£222.20	£271.58	£320.96	£370.33	£444.40
Radnage	£126.97	£148.13	£169.29	£190.45	£232.77	£275.09	£317.42	£380.90
Stokenchurch	£107.31	£125.20	£143.08	£160.97	£196.74	£232.51	£268.28	£321.94
Turville	£104.72	£122.17	£139.63	£157.08	£191.99	£226.89	£261.80	£314.16
West Wycombe	£135.73	£158.36	£180.98	£203.60	£248.84	£294.09	£339.33	£407.20
Wooburn and Bourne End	£120.76	£140.89	£161.01	£181.14	£221.39	£261.65	£301.90	£362.28

being the amounts given by multiplying the amounts at (ii)(F) and (ii)(G) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

Parish Precepts and Special Expenses

	2013-14		2014-15		Difference	
Areas of Parish / Town	Precepts £	Band D Charge	Precepts £	Band D Charge	Precepts	Band D Charge
Bledlow-cum-Saunderton	16,800.00	14.31	16,800.00	14.28	0.00%	-0.21%
Bradenham	7,000.00	31.01	7,000.00	31.15	0.00%	0.45%
Chepping Wycombe	327,826.00	52.93	330,654.00	52.93	0.86%	0.00%
Downley	85,870.00	44.24	89,000.00	46.08	3.52%	3.99%
Ellesborough	22,000.00	51.15	21,468.72	49.64	-2.47%	-3.04%
Fawley (Parish Meeting)	0.00	0.00	0.00	0.00	0.00%	0.00%
Great & Little Hampden	2,361.67	15.08	2,395.96	15.08	1.43%	0.00%
Great & Little Kimble cum Marsh	25,000.00	52.95	25,000.00	53.54	0.00%	1.10%
Great Marlow	9,300.00	13.10	N/A	N/A	N/A	N/A
Hambleden	28,000.00	34.82	28,000.00	34.34	0.00%	-1.40%
Hazlemere	227,050.00	58.12	227,050.00	57.54	0.00%	-1.01%
Hedsor (Parish Meeting)	0.00	0.00	0.00	0.00	0.00%	0.00%
High Wycombe Town - Charter Trustees	42,000.00	2.11	43,390.95	2.11	3.21%	0.00%
High Wycombe Town - Special Expenses	360,700.00	18.08	366,046.92	17.80	1.46%	-1.57%
Hughenden	154,175.00	39.30	154,175.00	39.47	0.00%	0.43%
Ibstone	6,000.00	41.90	6,000.00	42.03	0.00%	0.31%

	2013-14		2014-15		Difference	
Areas of Parish / Town	Precepts £	Band D Charge	Precepts £	Band D Charge	Precepts	Band D Charge
Lacey Green	24,556.00	19.85	24,498.01	19.85	-0.24%	0.00%
Lane End	96,496.00	74.87	99,085.36	76.19	2.61%	1.73%
Little Marlow	38,542.52	49.06	46,500.00	51.11	17.11%	4.01%
Longwick-cum-Ilmer	16,777.00	24.68	17,609.00	25.90	4.72%	4.71%
Marlow Bottom	30,299.67	20.25	30,386.80	20.25	0.29%	0.00%
Marlow Town	274,300.00	42.93	279,225.00	42.93	1.76%	0.00%
Medmenham	17,729.00	34.12	18,327.00	36.17	3.26%	5.67%
Piddington & Wheeler End	17,593.50	69.68	18,000.00	70.57	2.26%	1.26%
Princes Risborough	324,934.00	95.21	327,132.00	95.21	0.67%	0.00%
Radnage	24,000.00	63.81	24,000.00	63.46	0.00%	-0.55%
Stokenchurch	62,879.78	33.98	63,415.57	33.98	0.84%	0.00%
Turville	6,500.00	30.68	6,500.00	30.09	0.00%	-1.96%
WestW'-Parish Council	35,717.68	68.17	37,000.00	70.69	3.47%	3.56%
WestW'-Special Expenses	3,050.00	5.82	3,100.00	5.92	1.61%	1.69%
Wooburn and Bourne End	248,067.00	55.16	248,067.00	54.15	0.00%	-1.87%
Total	2,535,524.82		2,559,827.29			

c) That the Council pays to each Parish Council and Special Expenses a share of the Council Tax Support grant necessary to mitigate the projected impact of the reduction to their respective Council Tax Base following the introduction of Council Tax Support in 2014/15 at a total cost of £175k.

78 CABINET RESPONSE TO THE IMPROVEMENT AND REVIEW COMMISSION RECOMMENDATIONS FROM THE AFFORDABLE HOMES TASK AND FINISH GROUP

The report before Cabinet outlined the proposed response to the Improvement and Review Commission Affordable Housing Task and Finish Group (T&FG) recommendations that Cabinet had received at its meeting on 4 November 2013.

The recommendations were the result of a review of affordable homes within the district to ensure adequate affordable homes were available to purchase and rent in the future.

The following decision was made to provide a response to the recommendations made by the Improvement and Review Commission on Affordable Housing.

RESOLVED: That the responses (set out in the report) to the Improvement and Review Commission Affordable Housing Task and Finish Group recommendations be agreed.

79 FUTURE OF THE REGGIE GOVES CENTRE

The report before Cabinet sought approval to close the staffed halls service and dispose of the Reggie Goves Centre to Wycombe Multi-Cultural Organisation (WyMCO) to enable savings to be achieved.

The following decisions were made as the Council invited local community and voluntary organisations to express an interest in owning several community buildings, including the Reggie Goves Centre. Wycombe Youth Action had expressed an interest in the Centre and entered into negotiations with the Council. In December 2013 the organisation emailed to break off negotiations.

The Council needed to make a £92k saving on the Halls Service budget, which was due to be achieved by transferring the Centre. In order for the saving to be achieved in time for the 2014/15 financial year Cabinet was asked to agree to the cessation of the staffed service and disposal of the Centre, either by way of a lease to WyMCO or by disposal on the open market.

RESOLVED: That (i) the Major Projects and Estates Executive enters into immediate discussions with the Wycombe Multi-Cultural Organisation (WyMCO) about a potential transfer to the Reggie Goves Centre, such transfer to take place within 6 months if supported by both parties;

(ii) the staffed Halls Service cease with effect from 1 April 2014; and

(iii) Subject to (i) proving unsuccessful to declare the building surplus to requirements and dispose of it on the open market.

80 BUDGET MONITORING REPORT TO 31 DECEMBER 2013

The report before Cabinet set out the position for all revenue accounts and capital spending for the first nine months of 2013/14. Cabinet considered the actions set out in the report and whether any further action was necessary.

The following decision was made as the Cabinet approved a budget each year within the context of a Medium Term Financial Strategy to achieve the Council's priorities. Regular monitoring reports were submitted to Cabinet for review during the financial year, with management actions highlighted to ensure that Cabinet could assess whether any further action was required.

RESOLVED: That the current budgetary position at the end of December 2013, and actions already taken be noted and support be given to the further management actions proposed to ensure that the budget was achieved.

81 PRUDENTIAL INDICATORS AND MINIMUM REVENUE PROVISION POLICY 2014/15

Cabinet considered the annual report on the Prudential Indicators 2013/2014 to 2016/2017 and the Minimum Revenue Provision Policy, with due regard to the requirements placed upon the Council.

The following recommendations were made as the Local Government Act 2003 required approval of various Prudential indicators and strategies relating to Capital funding and treasury management activities before the start of each financial year. In addition the Local Authorities (Capital Finance and Accounting (England) (Amendment) Regulations 2008 required the Council to approve the MRP policy for the year ahead.

Recommendation: That (i) the Prudential Indicators and Limits for 2013/14 to 2016/17 contained within Appendix A of the report be adopted; and

(ii) the Minimum Revenue Provision (MRP) policy statement as laid out in Appendix A of the report be approved.

82 RELOCATION OF MUSEUM AND TRANSFER TO TRUST

Cabinet approval was sought to transfer the museum to a Trust and agree in principle to relocate the museum to the Queen Victoria Road office building A to ensure the sustainability of the service.

The following decisions were made to relocate the museum to QVR building A and transfer it to Trust, which offered opportunities for revenue savings to the Council and wider fundraising possibilities to ensure the future sustainability of the museum service for Wycombe District.

RESOLVED: Subject to a successful Heritage Lottery Fund application (HLF) Round 2 bid and the Cabinet accepting an HLF Grant award the following decisions be taken:

That: (i) the relocation of the museum from Castle Hill House in Priory Avenue to part of Building A, Wycombe District Council Offices and adjacent land in Queen Victoria Road be agreed and the operation of the Museum be transferred to an independent Heritage Trust;

(ii) £750,000 be released from the General Fund towards the cost of the relocation project, on award of HLF Round 2 grant, with the funds borrowed internally in advance of a proposed future sale of the Castle Hill House site when the museum was vacated. The £750,000 to be in

addition to the £150,000 from Transformation Fund released by Cabinet in 2012, to arrive at a total contribution from Wycombe District Council of £900,000 towards the museum project costs; and delegated authority be granted to the Head of Community Services in consultation with the Cabinet Member for Community Services, the Cabinet Member for Finance and the Head of Finance and Commercial to complete the initial 5 year Funding Agreement with Wycombe Heritage and Arts Trust (WHAT), with an initial annual grant to accompany the Funding Agreement of £184,000 per annum; and

(iii) the Council to enter into an Agreement for Lease with the lease to WHAT of part of Building A at Queen Victoria Road offices, to be signed after successful receipt of HLF Round 2 grant award and receipt of planning permission; and delegated authority be granted to the Head of Community Services in consultation with the Cabinet Member for Community Services, the Cabinet Member for Economic Development and Regeneration and the Major Projects and Property Executive to agree the final terms of the Agreement for Lease.

83 HIGH SPEED RAIL (LONDON – WEST MIDLANDS) BILL (HS2)

The report before Cabinet sought delegated authority for the Head of Planning in consultation with Cabinet Members to take any reasonable steps to minimise the impact of High Speed 2 (HS2) on the Wycombe district area. This would enable the Council to respond quickly to any proposals and to ensure that appropriate provision of resources were available.

Cabinet considered the Buckinghamshire Blueprint for HS2 and the response to the HS2 Environmental Statement before reaching their decision.

The following recommendations were made to confirm the Council's position and to ensure that the Council was able to effectively influence the proposals for HS2, including if necessary parliament's consideration of the High Speed Rail (London – West Midlands) Bill insofar as it affects Wycombe district.

Recommended: That (i) taking account of the Council's response to the HS2 Environmental Statement, the Council reiterated its opposition to the HS2 project as contained in the High Speed Rail (London- West Midlands) Bill;

(ii) Delegated authority be granted to the Head of Planning and Sustainability, in consultation with the Leader of the Council, Deputy Leader of the Council and the Cabinet Member for Planning and Sustainability, to take all reasonable steps to ensure that the impact of HS2 on Wycombe District was minimised, including the appointment of professionals and specialists, within a maximum budget of £30,000; and

- (iii) A further report be brought back to Cabinet for further consideration if the financial limit of £30,000 was reached.

84 USE OF S.106 DEVELOPER CONTRIBUTIONS FOR AFFORDABLE HOUSING

Cabinet recalled that at its meeting on 4 November 2013, it had noted the recommendations from the Improvement and Review Commission meeting, following a report from the Affordable Housing Task and Finish Group. The recommendations for the use of existing S106 receipts from developer contributions included that a significant percentage of the Section 106 funds for affordable housing collected in respect of a development should be spent in the ward (or an adjoining ward) where the development occurred, at a minimum of 25% up to 50%. It was considered that, the recommendation would not be appropriate, as the pooling approach provided the Council with flexibility to maximise affordable housing within the district.

The report before Cabinet sought approval to amalgamate contributions for affordable housing secured through S.106 agreements to facilitate the delivery of affordable housing for rent within the Wycombe District through partnership arrangements with Registered Providers.

During discussions, Members felt that a mixture of suitable dwelling types and sizes should be provided.

The following recommendations were made as the meeting of Cabinet on 4 November 2013 had noted the recommendations from the Improvement and Review Commission meeting, following a report from the Affordable Housing Task and Finish Group. This included a recommendation for the use of existing S.106 receipts from developer contributions.

Recommended: That (i) subject to consideration of the Improvement and Review Commission's recommendation (see (vii) below), agreement for the total of approximately £1.78m developer contributions for affordable housing secured through S.106 agreements to be 'pooled' and used to support the delivery of affordable housing for rent in any location within the Wycombe district via partnership arrangements with one of more Registered Providers;

(ii) delegated authority be given to the Head of Environment, in consultation with the Head of Finance and Commercial and Cabinet Members for Community and Finance, to agree the detailed scheme criteria, in accordance with section 4 of the report;

(iii) agreement be given for the Housing Service Manager to seek via competition proposals from Registered Providers to deliver schemes of affordable housing for rent in accordance with the scheme criteria (once established);

(iv) a further report be submitted to Cabinet by December 2014 with detailed recommendations for partnerships with one of more Registered

Providers for the delivery of affordable housing, in accordance with (i), (ii) and (iii) above;

(v) the use of developer contributions received for affordable housing from February 2014 were to be subject to a further report to Cabinet at an appropriate time;

(vi) If any S.106 affordable housing contributions arise in future from developments of supported living or extra care, options for their use towards supporting the delivery of care needs accommodation (i.e. specialised housing for people with Learning disabilities, Physical and Sensory Disabilities, Mental Health needs or older people with care needs) are to be considered in accordance with priorities to be agreed with Buckinghamshire County Council and any such proposals were to be subject to a further report to Cabinet at an appropriate time;

(vii) the Improvement & Review Commission recommendation set out in paragraph 9 of the report should not be supported, as the pooling approach gives the Council maximum flexibility to maximise affordable housing in the District; and

(viii) a suitable mixture of dwelling types and sizes to be considered, once the 2013/14 Wycombe SHMA report from the consultants had been received.

85 SCRAP METAL DEALERS ACT 2013

Cabinet approval was sought to adopt the provisions set out in the Scrap Metal Dealers Act 2013 which came into effect on 1 October 2013. Cabinet agreed to delegate the powers and functions to the Head of Environment as an executive function.

The following decisions were made following the approval of the changes detailed in the report, advice had been received from the Home Office to indicate that these functions were executive functions and therefore required Cabinet approval. Although they and the Department of Communities and Local Government (DCLG) were seeking to change The Local Authorities (Functions and Responsibilities)(England) Regulations 2000 approval of the executive function was being sought to avoid any legal challenges in the interim period.

Recommended: That (i) the provisions of the Scrap Metal Dealers Act 2013 be adopted;

(ii) the powers and functions contained within the Act be delegated to the Head of Environment as executive functions; and

(iii) A fee of £270.00 per licence for a 3 year period be introduced.

86 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

Cabinet received the following files on actions taken under delegated powers:

Community C/1/14 – C/7/14
Economic Development & Regeneration EDR/1/14 – EDR/5/14
Environment E/1/14 – E/2/14
Finance F/1/14 – F/5/14
Leader L/1/14
Planning PS/1/14 – PS/6/14

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: 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:

Minute 86 – Award of Contract for the Construction of Wycombe Sports and Leisure Centre and Handy X Hub Phase 2 Project

Minute 87 – Contract Award for Sports Centre Management Operator

Minute 88 – Swan Theatre, Old Town Hall

Minute 89 – File on Exempt Actions Taken under Delegated Powers

Economic Development & Regeneration Sheet Nos: EDR/76/13 – EDR/85/13

Environment Sheet Nos: E/1/14 – E/2/14

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 AWARD OF CONTRACT FOR THE CONSTRUCTION OF WYCOMBE SPORTS & LEISURE CENTRE AND HANDY X HUB PHASE 2 PROJECT

The report before Cabinet sought approval for the construction of Wycombe Sports and Leisure Centre and Handy X Hub following a competitive tender exercise. Cabinet recommended to Council approval of additional funds to continue development of the Wycombe Sports Centre and Handy Cross project.

Cabinet reviewed the additional information mentioned on page 9 of the report during consideration of this item.

The following recommendations and decision were made as following a procurement process for the construction of WSLC & HXH, a construction cost had been obtained from the contractor and the Council needed to commit to the main construction contract. This would also enable the Council to commit to an agreement for the lease of the food store. Delegation limits under Contract Standing Orders were insufficient to facilitate expedient decision making under the main building contract. The immediate release of funds from the Major Projects Programme was to enable work on the project to continue, pending Full Council on 27th February 2014.

Recommended: That (i) the Major Projects Programme for the construction of Wycombe Sports & Leisure Centre (WSLC) and Phase 2: Handy X Hub (HXH) be increased by the sum detailed in paragraph 15 of the report;

(ii) the balance of the allocated budget in the Major Projects Programme, as detailed in paragraph 9 of the report be released, together with the sum referred to in paragraph (i) above to fund:

- a. the construction of WSLC and HXH;
- b. to enable pre-letting to take place;
- c. to fund the cost of section 106 and Community Infrastructure Levy agreements related thereto;
- d. to execute or authorise the execution of all necessary documentation including the Letter of Acceptance as deemed appropriate to facilitate the successful outcome of recommendation (ii).

(iii) approval be given to execute the main construction contract with the contractor as outlined in paragraph 9 of the report, with the final contract sum to be approved by the Chief Executive and the Head of Finance, in consultation with the Leader of the Council and the Cabinet Member for Finance, and not exceeding the maximum contract price for WSLC and HXH, as explained in paragraph 13 of the report;

(iv) the completion of an agreement for the Lease with the foodstore operator be agreed, on terms to be approved by the Major Projects Executive and Head of Finance and Commercial Services, in consultation with their respective Cabinet Members;

(v) the scheme of delegation for Change Management, attached at Appendix A, be approved and an exemption from Contract Standing Orders be made in respect of this; and

(vi) the Chief Executive be added to those persons set out in the Scheme of Delegation for the proposed Governance contingency budget sign off limits.

RESOLVED: To enable the Major Projects Programme to achieve the sum referred to in paragraph 17 of the report, be released and committed from within the overall budget provision referred to in recommendation (ii) above under a Letter of Acceptance, to enable the initial infrastructure works and utility diversions to be commenced, together with the updated drawings to enable the finalisation of the contract documentation.

88 CONTRACT AWARD FOR SPORTS CENTRE MANAGEMENT OPERATOR

Cabinet was advised that the Council's current sports centre management operator contract was due to expire on 30 June 2014 and replacement contracts were required. A competitive tender exercise had been conducted, and Cabinet's approval was sought to award the contract to bidder 5.

The following decision was made as the existing sports centres management operator contract (the "Existing Contract") was due to end on 30th June 2014. The New Leisure Operator Contract had been the subject of a comprehensive tendering process and it was now necessary to award the New Contract to ensure that the sports centres were managed for the next 15 years.

Recommended: That (i) the Sports Centres Management Operator contract be awarded to Bidder 5 as from 1st July 2014 for a period of 15 years (the "New Leisure Operator Contract"); and

(ii) funds be allocated to cover the costs of the condition surveys at all three centres and legal costs.

89 SWAN THEATRE - OLD TOWN HALL

Cabinet approval was sought to revise the proposed terms of the previously agreed lease for the Swan Theatre and Town Hall Complex. The current lease was due to expire and a replacement lease was needed.

The following decision was made as the revised arrangements fell outside the previous Cabinet authority.

RESOLVED: To approve a revision to the terms of the proposed lease of the Swan Theatre and Town Hall complex to the contractor set out in paragraph 6 of the report and the revised financial arrangements relating thereto, as outlined in paragraphs 11 & 12 of the report, and to delegate authority to the Head of Finance & Commercial Services and Major Projects & Estates Executive in consultation with their respective Cabinet Members to agree final terms and complete any necessary arrangements and documentation.

90 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

Cabinet received the following files on exempt actions taken under delegated powers:

Economic Development & Regeneration Sheet Nos: EDR/70/13 – EDR/75/13

Environment Sheet Nos: E/1/13

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
Steve Richardson	- Head of Finance and Commercial
Charles Brocklehurst	- Major Projects and Property Executive