

Annual Council

Date: 12 May 2014
Time: 6.30 pm (or upon the rising of Special Council)
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe, Bucks

You are hereby summoned to attend the Annual Meeting of the Council to be held in the Council Chamber, District Council Offices, Queen Victoria Road, High Wycombe on 12 May 2014 at 6.30 pm (or upon the rising of Special Council) to consider the business set out in the Agenda below.



Ms K Satterford
Chief Executive

Fire Alarm - In the event of the fire alarm sounding, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Please congregate at the Assembly Point at the corner of Queen Victoria Road and the River Wye, and do not re-enter the building until told to do so by a member of staff.

Agenda

Item		Page
1	ELECTION OF CHAIRMAN	
(i)	To elect the Chairman of the Council for the year 2014/2015.	
(ii)	The Chairman of the Council to invite nominations for the election of Chairman for 2014/2015.	
(iii)	Councillor Mrs J E Teesdale, seconded by Councillor R J Scott, to propose that Councillor Mrs L M Clarke OBE be elected Chairman of the Council for 2014/2015.	
(iv)	The Chairman of the Council to ask if there are any other nominations.	
(v)	The Chairman of the Council to put the nomination(s) to the	

meeting.

- (vi) The Chairman of the Council to declare Councillor Mrs L M Clarke OBE duly elected.
- (vii) Councillor Mrs L M Clarke OBE to accept office and make the necessary declaration and to be presented with the Chairman's Chain.
- (viii) Mr Clarke to be presented with the Chairman's Consort's badge and a gift.
- (ix) The incoming Chairman of the Council to address the Council.
- (x) Vote of thanks to the retiring Chairman, Councillor I L McEnnis to be proposed by Councillor R J Scott and seconded by Councillor A D Collingwood.
- (xi) Councillor I L McEnnis to respond.
- (xii) The Chairman of the Council to present to Councillor I L McEnnis a past Chairman's badge, and to Mrs McEnnis a bouquet.

2 APPOINTMENT OF VICE-CHAIRMAN

To appoint the Vice-Chairman of the Council for the year 2014/2015.

- (i) The Chairman of the Council to ask for nominations for Vice-Chairman for the year 2014/2015.
- (ii) Councillor A R Green, seconded by Councillor J M Gibbs to propose that Councillor I L McEnnis be appointed Vice-Chairman of the Council for 2014/2015.
- (iii) The Chairman of the Council to ask if there are any other nominations.

Councillor R Farmer, seconded by Councillor S Parker to propose that Councillor T Snaith be appointed Vice-Chairman of the Council for 2014/2015.

- (iv) The Chairman to put the nominations to the vote.
- (v) Councillor _____ to accept office and sign the necessary declaration and to be presented with the Vice-Chairman's badge.

3 APOLOGIES

To receive apologies for absence.

4 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.

5 CHAIRMAN'S ANNOUNCEMENTS

To receive such communication as the Chairman of the Council may wish to make.

6 GROUP LEADERS

To receive formal notification of the Group Leaders and Deputy Leaders of the political groups for the year 2014/2015.

Group	Leader	Deputy Leader
Conservative	Cllr R J Scott	Cllr H L McCarthy
Labour	Cllr I Bates	Cllr Ms R Knight
Lib Democrat	Cllr B R Pollock JP	Cllr M E Knight
Independent	Cllr A Turner	Cllr G Hall

7 REPORT OF THE EXECUTIVE LEADER

The Executive Leader is required to submit to the Annual Meeting of the Council:

- details of the Executive ("Cabinet") positions and post holders
- details of any Cabinet committees
- responsibilities and schemes of delegation for executive arrangements'
- details of any joint arrangements
- appointments to outside bodies within the Cabinet's functional areas for the forthcoming year

The matters set out in (i) to (vii) below are therefore approved and submitted to the Council in order to comply with the Council's approved Leader and Cabinet Executive political management model and the Council's approved Constitution.

i) Cabinet positions and post holders

- To note that the Executive Leader has appointed Councillor H L McCarthy as Deputy Executive Leader for the purpose of carrying out the Leader's statutory functions (including e.g. appointing and removing Cabinet Members and Deputy Executive Leader, delegating executive functions to Cabinet, to Cabinet Members or to officers, agreeing or objecting to senior appointments and dismissals);
- To note that the Leader has appointed Councillor H L McCarthy as Deputy Leader for the purpose of carrying

out the remaining (Portfolio) functions of the Leader as set out in the terms of reference and responsibilities of Cabinet Members in the event that the Leader is unable to act through absence, illness, legal disability or conflict of interest, or the circumstances are so urgent that it is appropriate for a Deputy Leader to take a decision in order to protect the interests of the authority or its area.

- (c) To note that the Leader of the Council has made the following appointments in respect of Cabinet positions and post holders:

Name	Address	Ward represented	Position
Councillor R J Scott	Fulshaw Court Mill Road Marlow Bucks SL7 1QB	Marlow South East	Executive Leader of Council
Councillor H L McCarthy	Snowhill North Road Widmer End High Wycombe HP15 6ND	Hazlemere North	Deputy Leader and Cabinet Member for Strategy
Councillor M A Foster	Jasmin Cottage Cherry Tree Close Speen Princes Risborough Bucks HP27 0TB	Lacey Green, Speen and The Hampdens	Cabinet Member for Finance
Councillor J M Gibbs	185a Main Road Naphill High Wycombe Bucks HP14 4SD	Stokenchurch and Radnage	Cabinet Member for Community
Councillor A R Green	2 Totteridge Drive High Wycombe Bucks HP13 6JH	Terriers and Amersham Hill	Cabinet Member for Economic Development and Regeneration
Councillor M Hussain JP	19 Mendip Way Downley High Wycombe Bucks	Abbey	Cabinet Member for HR, ICT and Customer Services
Councillor N B Marshall	Old Kiln House Marlow Common Marlow Bucks SL7 2QP	Marlow North and West	Cabinet Member for Planning and Sustainability
Councillor Mrs J E Teesdale	43 Green Lane Radnage High Wycombe	Chiltern Rise	Cabinet Member for Environment

	Bucks HP14 6DJ		
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ii) Cabinet terms of reference and responsibilities of individual portfolio holders

These are to be as set out in Part 2 of the Constitution.

iii) Cabinet Committee terms of reference

There will be no Cabinet Committees in 2014/2015.

iv) Schemes of Delegation of Executive Functions to Officers

There are to be as set out in Part 2 of the Constitution.

v) Joint Arrangements

There are three schemes for joint arrangements with one or more other local authorities. These are in respect of the Chilterns Crematorium Joint Committee, Bucks Joint Waste Committee and the Chiltern and Wycombe Joint Waste Collection Committee. Details of the arrangements for all these bodies can be found in Part 2 of the Constitution.

Representation will be:

Chilterns Crematorium Joint Committee – Councillor A R Green and Councillor H L McCarthy.

Bucks Joint Waste Committee – Councillor C B Harriss, Councillor Mrs J E Teesdale and Councillor Z Ahmed (Standing Deputy).

Chiltern and Wycombe Joint Waste Collection Committee – Councillor C B Harriss, Councillor Mrs J E Teesdale and Councillor Z Ahmed (Standing Deputy).

vi) Appointments to Outside Organisations

The organisations to which the Cabinet makes appointments are as set out below. The Council is asked to note the following appointments for the periods set out.

Local Authority Appointments (until May 2015)

1. Local Government Association

General Assembly (1) Councillor R J Scott

General Assembly
(Standing Deputy) (1) Councillor H L McCarthy

Rural Commission
Voting Member (1) Councillor J A Savage

Rural Commission
Non-Voting Member (1) Bendyshe-Brown

Urban Commission Councillor D A C

- | | |
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| Voting Member (1) | Shakespeare OBE |
| Urban Commission
Non-Voting Member (1) | Councillor C B Harriss |
| Urban Commission
Standing Deputy (1) | Councillor J A Savage |
| 2. Wycombe Strategic
Partnership
Standing Deputy (1) | Councillor R J Scott
Councillor A R Green |
| 3. South East England
Councils (1)
Standing Deputy (1) | Councillor A R Green
Councillor Mrs L M Clarke OBE |
| 4. Red Kite Board (3) | Councillor I L McEnnis
Councillor J L Richards OBE
Mr C D Watson |
| 5. South East Employers (1) | Councillor J A Malliff |
| 6. Thames Valley Police
& Crime Panel (1) | Councillor W J
Bendyshe- Brown |
| 7. Wycombe Rent Deposition
Guarantee Scheme (1) | Councillor P R Turner |

Other Local Authority Appointments until May 2015

- | | |
|---|-------------------------|
| 1. BCC Public Health Overview
and Select Committee (1) | Councillor A R Green |
| 2. Shadow Health and
Wellbeing Board (1) | Councillor Mrs J A Adey |
| 3. Healthy Communities
Partnership (1) | Councillor Mrs J A Adey |

vii) Deputy Cabinet Members

The following have been appointed to assist the relevant Cabinet Member:

Community

Councillor Ms J A Adey (Community and Health)
Councillor Z Ahmed (Housing)

Economic Development & Regeneration

Councillor W J Bendyshe-Brown

Environment

Councillor C B Harriss

Finance

Councillor P R Turner

HR, ICT & Customer Services

Councillor R Metcalfe

Planning & Sustainability

Councillor D A Johncock

8 COMMITTEE APPOINTMENTS

Committees of the Council are appointed annually under Section 102 of the Local Government Act 1972.

In accordance with Sections 15 to 17 of the Local Government and Housing Act 1989, it is the duty of the Council (save in relation to certain Committees where different arrangements are approved by the Council) to make appointments to Committees which reflect the representation of different political groups on the Council and in accordance with the wishes of those political groups.

The current political composition of the Council is:-

	Members	%
Conservative Group	42	70
Labour Group	5	8.33
Liberal Democrat Group	9	15
Independent Group	2	3.33
UKIP	1	1.67
(Independent) Real Conservative	1	1.67

(i) Improvement and Review Commission

(Up to 18 Members Total)	Chairman:	Cllr R H W Gaffney
	Vice Chairman:	Cllr Mrs J D Langley
Conservative – Up to 12 Members	Members	1 Cllr D H G Barnes
		2 Cllr D J Carroll
		3 Cllr R H W Gaffney
		4 Cllr A E Hill
		5 Cllr A Hussain JP
		6 Cllr Mrs J D Langley
		7 Cllr Mrs W J Mallen
		8 Cllr Ms K S Wood
		9 Cllr Ms M L Neudecker
		10 Cllr J L Richards OBE

		11	Cllr J A Savage
		12	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr D A Anson MBE
		2	Cllr M C Appleyard
		3	Cllr Mrs G A Jones
		4	Cllr Ms S Manir
		5	Cllr D M Watson
		6	Cllr J Malliff
Labour 2 Members	Member	1	Cllr K Ahmed
		2	Cllr I Bates
Labour	Standing Deputies	1	Cllr Ms R Knight
		2	Cllr M Hanif
Liberal Democrat 3 Members	Member	1	Cllr Ms P L Lee
		2	Cllr A Slater
		3	Cllr T Snaith
Liberal Democrat	Standing Deputies	1	Cllr R M H Farmer
		2	Cllr S F Parker
Independent Group 1 Member	Member	1	Cllr G C Hall
Independent Group	Standing Deputy	1	Cllr A Turner

(ii) Standards Committee

(Up to 8 Members Total)	Chairman:		Cllr A D Collingwood
	Vice Chairman:		Cllr D J Carroll
Conservative – Up to 6 Members	Members	1	Cllr D J Carroll
		2	Cllr A D Collingwood
		3	Cllr Mrs G A Jones
		4	Cllr J A Savage
		5	Cllr D A C Shakespeare OBE
		6	Cllr R Wilson
Labour 1 Member	Member	1	Cllr I Bates

Liberal Democrat 1 Member	Member	1	Cllr Ms J D Wassell
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(iii) Planning Committee

(Up to 16 Members Total)	Chairman:		Cllr D A Johncock
	Vice Chairman:		Cllr A E Hill
Conservative – Up to 12 Members	Members	1	Cllr Ms J A Adey
		2	Cllr D J Carroll
		3	Cllr C B Harriss
		4	Cllr A E Hill
		5	Cllr A Hussain JP
		6	Cllr D A Johncock
		7	Cllr N B Marshall
		8	Cllr H L McCarthy
		9	Cllr R Metcalfe
		10	Cllr Mrs D V E Morgan
		11	Cllr Mrs J E Teesdale
		12	Cllr P R Turner
Conservative	Standing Deputies	1	Cllr Z Ahmed
		2	Cllr Maz Hussain
		3	Cllr Mrs W J Mallen
		4	Cllr Ms M L Neudecker
		5	Cllr D M Watson
		6	Cllr Ms K S Wood
Labour 1 Member	Member	1	Cllr S Graham
Labour	Standing Deputy	1	Cllr I Bates
Liberal Democrat 2 Members	Members	1	Cllr S F Parker
		2	Cllr B R Pollock JP
Liberal Democrat	Standing Deputies	1	Cllr C A Ditta
		2	Cllr A Slater
Independent Group	Member	1	Cllr A Turner

1 Member			
Independent Group	Standing Deputy	1	Cllr G C Hall

(iv) Regulatory and Appeals Committee

(Up to 12 Members Total)	Chairman:		Cllr J A Savage
	Vice Chairman:		Cllr R Wilson
Conservative – Up to 8 Members	Members	1	Cllr M C Appleyard
		2	Cllr A D Collingwood
		3	Cllr R H W Gaffney
		4	Cllr M Hussain JP
		5	Cllr Mrs G A Jones
		6	Cllr J A Savage
		7	Cllr D A C Shakespeare OBE
		8	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr D A Anson MBE
		2	Cllr Ms S Manir
		3	Cllr J L Richards OBE
Labour 1 Member	Member	1	Cllr M Hanif
Labour	Standing Deputy	1	Cllr K Ahmed
Liberal Democrat 2 Members	Members	1	Cllr R M H Farmer
		2	Cllr Ms P L Lee
Liberal Democrat	Standing Deputy	1	Cllr M E Knight
1 Member to be drawn from Independent Group / UKIP / Independent Real Conservative	Member	1	Cllr B E Pearce
Independent Group / UKIP / Independent	Standing Deputy	1	Cllr G C Hall

Real Conservative

(v) Audit Committee

(Up to 8 Members Total)	Chairman:		Cllr M C Appleyard
	Vice Chairman:		Cllr J L Richards OBE
Conservative – Up to 6 Members	Members	1	Cllr M C Appleyard
		2	Cllr A D Collingwood
		3	Cllr J L Richards OBE
		4	Cllr P R Turner
		5	Cllr D M Watson
		6	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr D H G Barnes
		2	Cllr I L McEnnis
		3	Cllr D A C Shakespeare OBE
Liberal Democrat 1 Member	Member	1	Cllr R M H Farmer
Liberal Democrat	Standing Deputy	1	Cllr A Slater
Labour 1 Member	Member	1	Cllr I Bates
Labour	Standing Deputy	1	Cllr Ms R Knight
External co-optee		1	Vacancy

(vi) Licensing Committee

(Up to 15 Members Total)	Chairman:		Cllr A E Hill
	Vice Chairman:		Cllr I L McEnnis
Conservative – Up to 11 Members	Members	1	Cllr Z Ahmed
		2	Cllr D H G Barnes
		3	Cllr W J Bendyshe-Brown
		4	Cllr A R Green
		5	Cllr C B Harriss

		6	Cllr A E Hill
		7	Cllr Maz Hussain
		8	Cllr J A Malliff
		9	Cllr I L McEnnis
		10	Cllr R Metcalfe
		11	Cllr J L Richards OBE
Conservative	Standing Deputies	1	Cllr D J Carroll
		2	Cllr S P Lacey
		3	Vacancy
Labour 1 Member	Member	1	Cllr Ms R Knight
Labour	Standing Deputy	1	Cllr I Bates
Liberal Democrat 2 Members	Members	1	Cllr Ms P L Lee
		2	Cllr A Slater
Liberal Democrat	Standing Deputy	1	Cllr S F Parker
Independent Group 1 Member	Member	1	Cllr A Turner
Independent Group	Standing Deputy	1	Cllr G C Hall

(vii) High Wycombe Town Committee

(23 Members in total representing the High Wycombe Town wards)	Chairman:		Cllr A R Green
	Vice Chairman:		Cllr M Hussain JP
	Members	1	Cllr K Ahmed
		2	Cllr Z Ahmed
		3	Cllr I Bates
		4	Cllr L M Clarke OBE
		5	Cllr R B Colomb
		6	Cllr C A Ditta
		7	Cllr R M Farmer
		8	Cllr S Graham
9	Cllr A R Green		
	10	Cllr M Hanif	

	11	Cllr A E Hill
	12	Cllr A Hussain JP
	13	Cllr M Hussain JP
	14	Cllr Maz Hussain
	15	Cllr M E Knight
	16	Cllr Ms R Knight
	17	Cllr Ms P L Lee
	18	Cllr Ms S Manir
	19	Cllr S F Parker
	20	Cllr B E Pearce
	21	Cllr C Shafique MBE
	22	Cllr T Snaith
	23	Cllr Ms J D Wassell

(viii) Personnel and Development Committee

(Up to 8 Members Total)	Chairman:		Cllr D H G Barnes
	Vice Chairman:		Cllr Ms M L Neudecker
Conservative – Up to 6 Members	Members	1	Cllr M Angell
		2	Cllr D H G Barnes
		3	Cllr Maz Hussain
		4	Cllr S P Lacey
		5	Cllr Mrs W J Mallen
		6	Cllr Ms M L Neudecker
Conservative	Standing Deputies	1	Cllr D J Carroll
		2	Cllr M A Foster
		3	Cllr N B Marshall
Liberal Democrat 1 Member	Member	1	Cllr M E Knight
Liberal Democrat	Standing Deputy	1	Cllr B R Pollock JP
Labour 1 Member	Member	1	Cllr I Bates
Labour	Standing Deputy	1	Cllr Ms R Knight

(ix) Joint Staff Committee

(Up to 5 Members Total)	Chairman:		Cllr D H G Barnes
	Vice Chairman:		Staff Side Appointment
Conservative – Up to 4 Members	Members	1	Cllr D H G Barnes
		2	Cllr S P Lacey
		3	Cllr R Metcalfe
		4	Cllr C Shafique MBE
Conservative	Standing Deputies	1	Cllr Maz Hussain
		2	Cllr Mrs W J Mallen
Liberal Democrat 1 Member		1	Cllr C A Ditta
Liberal Democrat	Standing Deputy	1	Cllr M E Knight

(x) Disciplinary Committee

5 Members to be drawn from the list of Members set out (subject to two or more political groups always being represented and to the inclusion of at least one Cabinet Member)	1	Chairman or past Chairman of the Council
	2	A member of the Cabinet
	3	A Leader or Deputy Leader of an opposition party
	4	The Chairman of a Council Committee
	5	The Vice Chairman of a Council Committee
	6	A member of the Personnel and Development Committee
	7	Another Back Bench Member

(xi) JNC Staffing Matters Committee

5 Members to be drawn from the list of Members set out (subject to two or more political groups always being	1	Chairman or past Chairman of the Council	Cllr R J Scott (Chairman)
	2	A member of the Cabinet	Cllr H L McCarthy (Vice Chairman)
	3	A Leader or Deputy Leader of	Cllr N B Marshall

represented and to the inclusion of at least one Cabinet Member)		an opposition party	Cllr D A Johncock
	4	The Chairman of a Council Committee	Cllr B R Pollock
	5	The Vice Chairman of a Council Committee	Standing Deputies
	6	A member of the Personnel and Development Committee	Cllr Ms J A Adey
			Cllr M E Knight
			Cllr J A Savage
	7	Another back bench member	

9 SCHEME OF DELEGATION - NON-EXECUTIVE FUNCTIONS

To confirm formally, that the above, as set out in Part 2 of the Constitution, be approved.

10 REFRESHMENTS

Members and guests are invited to join the Chairman and Honorary Aldermen for refreshments.

For further information, please contact Iram Malik on 01494 421204, or email iram_malik@wycombe.gov.uk

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