

Cabinet Minutes

Date: 7 March 2016

Time: 7.00 - 7.47 pm

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

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

By Invitation

Councillor S Broadbent	- Deputy Cabinet Member for Economic Development and Regeneration
Councillor Z Ahmed	- Deputy Cabinet Member for Community
Councillor R Gaffney	- Chairman of the Improvement & Review Commission
Councillor M E Knight	- Leader of the East Wycombe Independent Party
Councillor Mrs W J Mallen	- Deputy Cabinet Member for Environment
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
Councillor C Whitehead	- Deputy Cabinet Member for Planning

Also present: Councillors A R Green

70 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Julia Adey (Cabinet Member for Community), D Carroll (Deputy Cabinet Member for Housing), A Hussain (Deputy Cabinet Member for Engagement & Strategy), G Peart (Deputy Cabinet Member for Finance & Resources) and R Wilson (Cabinet Member for Economic Development & Regeneration).

71 MINUTES

RESOLVED: That the minutes of the meeting of the Cabinet held on 8 February 2016 be approved as a true record and signed by the Chairman.

72 DECLARATIONS OF INTEREST

There were no declarations of interest.

73 REFERRAL FROM THE HIGH WYCOMBE TOWN COMMITTEE ON THE CASTLEFIELD ALLOTMENT SITE

Councillor A Green, Chairman of the High Wycombe Town Committee, presented the Committee's recommendations to the meeting and invited Cabinet to consider the Town Committee's recommendation to agree funding for a new allotment site.

The report before Cabinet set out the recommendation from the High Wycombe Town Committee, that funding from Special Expenses reserve be released to enable a new allotment site in Castlefield. The High Wycombe Town Committee had made the recommendation at its meeting on 19 January 2016.

The following decision was made as there was a statutory duty for High Wycombe Town Committee to provide allotments and the recent allotment review showed a need for more allotments.

RESOLVED: That, subject to receipt of a felling licence and the necessary amendment to the lease to Chiltern Rangers CIC of Castlefield Wood, the allocation of £47,000 from Special Expenses reserves be approved to create a new allotment site in Castlefield.

74 REFERRAL FROM HIGH WYCOMBE TOWN COMMITTEE - COMMUNITY INFRASTRUCTURE LEVY FUNDING PRIORITIES

Councillor A Green, Chairman of the High Wycombe Town Committee, presented the Committee's recommendations in relation to the proposed local allocation of Community Infrastructure Levy (CIL) for 2016 - 2018. The High Wycombe Town Committee had considered and endorsed the recommendations at its meeting in November 2015.

The following decisions were made to enable projects supported by the High Wycombe Town Committee using the local allocation of CIL to be implemented over the next three years.

RESOLVED: That (i) the proposed 2016 to 2018 High Wycombe Town Committee Community Infrastructure Levy (CIL) Funding Priorities set out in Appendix A of the report be approved, with 15% of CIL collected in the unparished area (the local allocation) allocated towards these; and

(ii) delegated authority be granted to the relevant Head of Service in consultation with the relevant Cabinet Member to implement the primary projects set out in Appendix A to the report identified for implementation in 2016/17.

75 BUCKS INFRASTRUCTURE INVESTMENT PLAN

The report before Cabinet sought approval to endorse the Buckinghamshire Infrastructure Investment Plan (BIIP), as a delivery mechanism for the strategic infrastructure investments required to enable sustainable growth to be successfully delivered over the next twenty years in Buckinghamshire. The report highlighted that the BIIP would evolve over time as existing investment priorities were met and new ones emerged.

The following decisions were made as the Buckinghamshire Infrastructure Investment Plan (BIIP) supported the delivery of the Council's Corporate Plan and the emerging Local Plan.

RESOLVED: That (i) the Buckinghamshire Infrastructure Investment Plan (including the strategic principles and 'corridor' framework for infrastructure and growth) insofar as it relates to Wycombe District, be endorsed as the basis for joint-working and for consideration in the Local Plan process; and

(ii) the Council participate in joint-working arrangements to contribute to, and oversee the updating of the Buckinghamshire Infrastructure Investment Plan and the prioritisation process.

76 2015/16 QUARTER 3 SERVICE PERFORMANCE REPORT

A summary of the year to date position for the Council's performance at service level (local performance indicators), was presented to Cabinet for review, together with frontline facing key measures performance details. Cabinet also reviewed the report which detailed the exception and key issues for any performance measures which were not on target.

It was noted that the way in which the performance measures were presented to Cabinet was being reviewed and would be changed in April 2016. The proposed changes would ensure that the information reported to Members clearly showed the connection with the Council priorities outlined in the Corporate Plan.

The following decision was made to review the performance position as at 31 December 2015 to ensure that the Council was performing at the appropriate level.

RESOLVED: That the summary of the year to date outturns (October – December) for service performance be received.

77 MEDIUM TERM FINANCIAL STRATEGY

The report before Cabinet and the Medium Term Financial Plan (MTFP) outlined the framework that the Council would be adopting to manage its financial position over the coming 6 years to enable it to deliver its 3 priorities, whilst maintaining a financially robust position. It was recognised that the delivery plan was subject to significant risks having particular regard to the continuing economic climate and severe funding cuts.

Cabinet applauded the Cabinet Member for Finance and the Head of Finance & Commercial Services for all their hard work in producing the document.

A Member asked if the MTFP should cover a 4 year period rather than a 6 year period so as to mirror the financial settlement period from the Government and the Cabinet Member for Finance commented that he would note the request and consider the matter further.

The following decisions were made to enable the Council to set an overall financial management framework for delivering its priorities and services over the next 6 financial years and to agree a budgetary framework to enable this to be managed effectively.

RESOLVED: That (i) the Council's Medium Term Financial Plan (MTFP) covering the period 2016/17 to 2021/22 be approved and the financial and performance targets set out within the document be adopted.

(ii) the financial risks set out within the plan be noted and the budgetary management processes set out within the report be supported.

78 COMMUNITY INFRASTRUCTURE LEVY AND SECTION 106 ALLOCATIONS

Cabinet approval was sought for the release of Community Infrastructure Levy and Section 106 funds to the spending services to fund the proposed schemes for the forthcoming year. The proposals would address the impact of development and support the development of the area.

The following decisions were made to enable the S106 and CIL funding programmes to be implemented in order to address the impact of developments that had taken place and to improve the infrastructure of the District.

RESOLVED: That (i) CIL and S106 funding be allocated to the identified projects as set out in Appendix A of the report and the projects and funding added to the Council's Major Projects Programme;

(ii) Delegated authority be granted to the relevant Head of Service in consultation with the relevant Cabinet Member to release funds for the implementation of the identified projects as set out in Appendix A of the report.

79 LOCAL PLAN TIMETABLE & BUDGET

Cabinet recalled that at its meeting on 2 March 2015, it had agreed the timetable for the Local Development Scheme for the Local Plan. It was considered that, with the Government's deadline of early 2017 for producing the Local Plans, there was no option but to approve a faster timetable for producing the Local Plan to accord with the proposed deadline. It was noted that development pressures at Princes Risborough meant that it was important that the Council progressed the Princes

Risborough Town Plan in advance of the main Local Plan to ensure the correct infrastructure and level of growth for the town.

Members' approval was sought to amend the existing timetables by granting delegated authority to the Head of Planning and Sustainability in consultation with the Cabinet Member for Planning & Sustainability to amend the Local Development Scheme as set out in the report. Cabinet were also asked to allocate additional budget provision to the delivery of the Local Plans, in order to enable the Local Plan and Princes Risborough Town Plan to be progressed in a timely manner.

The following decision was made to enable the New Local Plan and Princes Risborough Town Plan to be progressed in a timely manner, which included meeting the Government deadline for producing Local Plans.

RESOLVED: That (i) the timetable for preparing the New Local Plan and the Princes Risborough Town Plan set out in the report be agreed, and the statutory Local Development Scheme setting out more detail on the programme be amended by the Cabinet Member for Planning and Sustainability using his delegated powers; and

(ii) an additional budget provision of £175,000 be allocated to the project to deliver the Local Plan by 2018/19 from the Contingency Fund, with a further £90,000 made available in 2017/18 as a temporary cashflow drawdown if required to deal with the timing of expenditure and funding. The cashflow drawn down would be repaid in 2018/19.

80 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

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

Community C/11/16 – C/14/16
Finance F/03/16 – F/07/16
HR, ICT & Customer Services HITCS/01/16
Planning & Sustainability PS/03/16

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 81 - Visitor Information Services

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)

Minute 82 - File on Action taken under Exempt Delegated Powers

Economic Development and Regeneration sheet nos: EDR/12/16 – EDR/17/16

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)

81 VISITOR INFORMATION SERVICES

Cabinet approval was sought to enable the provision of the Wycombe District Council information services provided in Marlow, Princes Risborough and High Wycombe to be fully integrated with the Buckinghamshire County Council Library Services in the aforementioned locations.

The following decisions were taken to enable service provision to continue from Marlow, Princes Risborough and High Wycombe libraries.

RESOLVED: That (i) approval be given to enter into a service level agreement with Bucks County Council Library Service to provide WDC information services from Marlow, Princes Risborough and High Wycombe libraries, for the amount specified in the report per annum for five years, with effect from early in 2016/17; and

(ii) the negotiation of the detailed terms be delegated to the Head of Community Services and District Solicitor in consultation with the Cabinet Member for Community Services.

82 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

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

Economic Development and Regeneration: EDR/12/16 – EDR/17/16

Chairman

The following officers were in attendance at the meeting:

- Ian Hunt - Democratic Services Manager
- Charles Meakings - Head of Democratic, Legal and Policy Services