

Council Minutes

Date: 24 May 2016

Time: 6.22 - 6.51 pm

PRESENT: Councillor I L McEnnis (in the Chair)

Councillors Mrs J A Adey, Mrs S Adoh, K Ahmed, Z Ahmed, M C Appleyard, M Asif, D H G Barnes, Ms A Baughan, S Broadbent, Miss S Brown, H Bull, D J Carroll, M Clarke, Mrs L M Clarke OBE, A D Collingwood, M P Davy, R Farmer, S Graham, A R Green, G C Hall, M Harris, M A Hashmi, A E Hill, M Hussain, M Hussain JP, D A Johncock, M E Knight, D Knights, Mrs J D Langley, A Lee, Mrs W J Mallen, N B Marshall, R Newman, Ms C J Oliver, B E Pearce, G Peart, S K Raja, R Raja, S Saddique, J A Savage, R J Scott, D A C Shakespeare OBE, A Turner, P R Turner, Ms J D Wassell, C Whitehead, R Wilson, L Wood and Ms K S Wood.

Also present: Honorary Aldermen: M Blanksby, P Cartwright and Mrs P Priestley.

113 ELECTION OF CHAIRMAN

It was proposed by Councillor Ms K S Wood that Councillor M Hussain (JP) be elected as chairman of the Council for the 2016/17 Municipal Year.

The proposer gave a brief history of Councillor Hussain's background, stating that he had been a Member of this Council since 1999, and had held positions on many different committees as well as a Cabinet portfolio. The Leader went on to praise the huge amount of charity and voluntary work with which he was involved and stated that with his vast level of experience the Council would be in safe hands, and that she looked forward to the forthcoming year with him at the helm.

The proposal was seconded by Councillor Mrs L Clarke OBE who highlighted that the role of Chairman was not an easy role to fill, sometimes proving to be onerous. She stated that she looked forward to working with him and was very happy to be seconding the nomination.

There being no other nominations, and upon being put to a vote it was:

RESOLVED: That Councillor M Hussain (JP) be elected as chairman for the Municipal Year 2016/17.

Councillor Hussain thereupon accepted office, made the necessary declaration and was presented with the Chairman's Chain, and Mrs Hussain was presented with the Chairman's consort badge and a bouquet.

Councillor M Hussain (JP) in the Chair

The Chairman addressed the meeting and took the opportunity to express his sincere gratitude to both the proposer and seconder for their kind words. He went on to emphasise what a fantastic Chairman Cllr I McEnnis had proven to be over the last year whilst providing him with an invaluable source of help, advice and guidance during his year as Vice-Chairman. He also pointed out that Members worked hard within their wards, but that this was only possible due to the trusted advice received from officers of the Council.

The Chairman then gave a brief mention to the theme for the ensuing year, which would be “celebrating the volunteers of the town”. He emphasised the importance of the voluntary sector, and that it was an area of work which was personally very dear to his heart. He urged Members to donate some extra time to the cause, and also mentioned that during official volunteer week, from 1 June, the Chairman’s office would be open to all volunteers to come along and share their experiences. In addition, he encouraged each Councillor to nominate a person from their respective wards to receive some recognition for the invaluable work carried out in the community. All entries were to be submitted by 15 July 2016. The Chairman also mentioned the “unforgotten heroes” whereby anyone who had donated over 4000 hours of voluntary work would be entitled to receive a special gift.

Councillor Collingwood proposed a vote of thanks to the outgoing Chairman, who had served as Chairman on 3 separate occasions, praising the service he had provided in so many different arenas, and who together with his wife Sarah had served the whole District so well. The seconder, Cllr Ms K Wood concurred with the proposer, stating that the outgoing Chairman had indeed been a fantastic ambassador for this Council, and had shown a great passion for the District in all his engagements. She also wished to thank Sarah McEnnis, who had been by his side proving to have been a fantastic couple for this District.

In responding, Councillor I McEnnis expressed his humble thanks, stating it had been a wonderful year, and proceeded to share some of his personal highlights. He gave mention to some of his favourite, including being amongst some of the first of a group of people to enter into the new Leisure Centre. On 2 March he had been present at the official visit of the Duke of Kent on the opening of the Leisure Centre. On 16 May, he had been in the presence of Princess Anne on her visit to the “Hearing Dogs for Deaf People” at Saunderton. He concluded by expressing his thanks to the team of officers for their help and advice during his term in office, and to the Leader and Members for their ongoing support. He also thanked his wife and consort, and the incoming Chairman, wishing him the very best for the year ahead. He stated that it had been an honour and privilege to serve as Chairman.

The Chairman of the Council thereupon presented to Councillor McEnnis a past Chairman’s badge and to Mrs McEnnis a bouquet.

Councillor D Carroll rose to propose that Councillor Miss S Brown be appointed Vice- Chairman of the Council for the municipal year 2016/17. This was duly seconded by Councillor Z Ahmed.

RESOLVED: That Councillor Miss S Brown be appointed as Vice-Chairman of the Council for the municipal year 2016/17.

Councillor Miss S Brown thereupon accepted office, made the necessary declaration and was presented with the Vice- Chairman`s Badge of Office.

115 APOLOGIES

Apologies for absence were received from Honorary Aldermen: E H Collins, D Cox, M B Oram, Mrs K M Peatey MBE and R Pushman. Councillors: M Asif, C Etholen, R Gaffney, M Hanif, C Harriss, A Hussain, H McCarthy, Mrs J Teesdale, N Teesdale and D Watson.

116 DECLARATIONS OF INTEREST

No declarations of interest were received.

117 CHAIRMAN'S ANNOUNCEMENTS

There were none.

118 GROUP LEADERS

The Council received formal notification that the Leaders and deputy Leaders of the political groups for 2016/17 would be as follows:

Group	Leader	Deputy Leader
Conservative	Cllr Ms K Wood	Cllr D H G Barnes
Labour	Cllr R Raja	Cllr K Ahmed
East Wycombe Independent	Cllr M E Knight	Cllr Ms J D Wassall

119 REPORT OF THE EXECUTIVE LEADER

The Executive Leader rose to present her report but prior to confirming the Cabinet positions and post holders, took the opportunity to congratulate the incoming Chairman on his election, and then outlined some of the major achievements over the last year. She stated that she was honoured to be entering the second year of her leadership, and that her first year had been highlighted by the opening of the new sports centre and the opening of Waitrose at Handy Cross.

She confirmed that the Council would now look towards regenerating the remainder of the area with offices and a hotel to ensure that the gateway to High Wycombe from the M40 would showcase the Town as a fantastic place to be. Plans to regenerate other town centre locations were also well under way. The Leader then went onto state that housing was to remain a key priority and that the Council would continue to grow on the successes of this year in the best interests of all residents to find the most suitable solutions.

The matters set out in (i) to (viii) below were then 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) (a) It was noted that the Executive Leader had appointed Councillor D H G Barnes 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);
- (b) It was noted that the Leader had appointed Councillor D H G Barnes 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) It was noted that the Leader of the Council had made the following appointments in respect of Cabinet positions and post holders.

(ii) Cabinet positions and post holders

NAME	ADDRESS	WARD REPRESENTED	PORTFOLIO
Councillor Ms K S Wood	c/o WDC, Council Offices, Queen Victoria Road, High Wycombe, Bucks, HP11 1BB	Tylers Green & Loudwater	Executive Leader of the Council
Councillor D H G Barnes	18 Juniper Road, Marlow Bottom, Bucks, SL7 3NX	Greater Marlow	Deputy Leader & Cabinet Member for Engagement

			& Strategy
Councillor R Wilson	25 Beechtree Avenue, Marlow Bottom, Bucks, SL7 3NH	Marlow North & West	Economic Development & Regeneration
Councillor Mrs J A Adey	Hatherley, Princes Road, Bourne End, Bucks, SL8 5HZ	The Wooburns	Community
Councillor D A C Shakespeare OBE	Elephant Walk House, Hammersley Lane, Loudwater, Bucks, HP13 7BY	Tylers Green & Loudwater	HR, ICT & Customer Services
Councillor D A Johncock	32 Highfield Road, Flackwell Heath, Bucks, HP10 9AN	Flackwell Heath & Little Marlow	Planning
Councillor Mrs J D Langley	18 Rush Burn, Wooburn Green, Bucks, HP10 0BT	The Wooburns	Housing
Councillor Mrs J E Teesdale	43 Green Lane, Radnage, High Wycombe, Bucks, HP14 6DJ	Chiltern Rise	Environment
Councillor R Newman	280 West Wycombe Road, High Wycombe Bucks, HP12 4AB	Hazlemere South	Youth
Councillor D M	17 Wendover Road,	Flackwell Heath & Little Marlow	Finance & Resources

Watson	Bourne End, Bucks, SL8 5NS		
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(iii) Cabinet terms of reference and responsibilities of individual portfolio holders

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

(iv) Cabinet Committee terms of reference

It was noted that any proposal to set up a Cabinet Committee would be the subject of a report to Cabinet.

(v) Schemes of Delegation of Executive Functions to Officers

As set out in Part 2 of the Constitution.

(vi) Joint Arrangements

There were three schemes for joint arrangements with one or more other local authorities. These were 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 could be found in Part 2 of the Constitution.

Chilterns Crematorium Joint Committee

Councillor Mrs J A Adey

Councillor D H G Barnes

Bucks Joint Waste Committee

Councillor Mrs W J Mallen

Councillor Mrs J E Teesdale

Councillor Z Ahmed (Standing Deputy).

Chiltern and Wycombe Joint Waste Collection Committee

Councillor Mrs W J Mallen

Councillor Mrs J E Teesdale

Councillor Z Ahmed (Standing Deputy).

(vii) Appointments to Outside Organisations

The organisations to which the Cabinet made appointments were as set out below. The Council was asked to note the following appointments for the periods set out.

Local Authority Appointments (until May 2017)

1. Local Government Association

General Assembly (1)

Ms K Wood

Standing Deputy (1)	D A C Shakespeare OBE
2. Wycombe Partnership (1)	Ms K Wood
Standing Deputy (1)	D H G Barnes
3. South East England Councils (1)	Ms K Wood
Standing Deputy (1)	D A C Shakespeare OBE
4. Red Kite Board (2)	Miss S Brown I L McEnnis
5. South East Employers (2)	A Hussain G Peart
Standing Deputies (2)	D Knights T Lee
6. Thames Valley Police & Crime Panel (1)	Mrs J A Adey
7. Wycombe Rent Deposition Guarantee Scheme (1)	P R Turner

Other Local Authority Appointments until May 2017

1. BCC Public Health Overview and Select Committee (1)	A R Green
2. Health and Wellbeing Board (1)	Ms K Wood
3. Healthy Communities Partnership (1)	Mrs J A Adey

(viii) Deputy Cabinet Members

The following were appointed to assist the relevant Cabinet Member:

Engagement & Strategy

Vacant

Finance and Resources

Councillor G Peart

Economic Development & Regeneration

Councillor S Broadbent

Community

Councillor S K Raja

HR, ICT and Customer Services

Councillor S Saddique

Planning

Councillor A Turner

Housing

Councillor D J Carroll

Environment

Councillor Mrs W J Mallen

Youth

Vacant

120 COMMITTEE APPOINTMENTS

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

In accordance with Sections 15 to 17 of the Local Government and Housing Act 1989, it was 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 reflected the representation of different political groups on the Council and in accordance with the wishes of those political group.

RESOLVED: That (i) the following Committees be appointed with the memberships as set out below in accordance with political balance requirements as notified by Group Leaders. The Terms of Reference were as set out in parts 1 and 2 of the Constitution:

(ii) the appointments be for the forthcoming year

(iii) the positions of the chairman and Vice- Chairman be as set out.

(i) Improvement and Review Commission

(Up to 18 Members Total)	Chairman:	Cllr R Gaffney
	Vice Chairman:	Cllr A Collingwood
Conservative – Up to 15 Members	Members	1 Cllr Mrs S Adoh
		2 Cllr Miss S Brown
		3 Cllr H Bull
		4 Cllr Mrs L Clarke OBE
		5 Cllr A Collingwood
		6 Cllr M Davy
		7 Cllr C Etholen
		8 Cllr R Gaffney
		9 Cllr G Hall

		10	Cllr M Harris
		11	Cllr A Hill
		12	Cllr D Knights
		13	Cllr T Lee
		14	Cllr Mrs C Oliver
		15	Cllr J Savage
Conservative	Standing Deputies	1	Cllr M Appleyard
		2	Cllr Mahboob Hussain JP
		3	Cllr Maz Hussain
		4	Cllr N Marshall
		5	Cllr H McCarthy
		6	Cllr L Wood
Labour 2 Members	Member	1	Cllr K Ahmed
		2	Cllr R Raja
Labour	Standing Deputies	1	Cllr M Hashmi
		2	Cllr M Hanif
EWIP	Member	1	Cllr M Knight
EWIP	Standing Deputy	1	Cllr Ms A Baughan

(ii) Standards Committee

(Up to 8 Members Total)	Chairman:	Cllr C Etholen	
	Vice Chairman:	Cllr Mrs J A Adey	
Conservative – Up to 7 Members	Members	1	Cllr S Broadbent
		2	Cllr M Clarke
		3	Cllr C Etholen
		4	Cllr A Green
		5	Cllr Mrs J A Adey
		6	Cllr Mrs W Mallen
		7	Cllr J Savage
Conservative	Standing Deputies	1	Cllr A Collingwood
		2	Cllr H McCarthy
		3	Cllr R Scott
Labour	Member	1	Cllr R Raja
Labour	Standing Deputy	1	Cllr K Ahmed

(iii) Planning Committee

(Up to 16	Chairman:	Cllr P Turner
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Members Total)	Vice Chairman:		Cllr A Turner
Conservative – Up to 13 Members	Members	1	Cllr Mrs J Adey
		2	Cllr C Harriss
		3	Cllr A Hill
		4	Cllr D Johncock
		5	Cllr T Lee
		6	Cllr N Marshall
		7	Cllr H McCarthy
		8	Cllr Mrs C Oliver
		9	Cllr N Teesdale
		10	Cllr A Turner
		11	Cllr P Turner
		12	Cllr C Whitehead
		13	Cllr L Wood
Conservative	Standing Deputies	1	Cllr Z Ahmed
		2	Cllr H Bull
		3	Cllr D Carroll
		4	Cllr A Hussain
		5	Cllr Maz Hussain
		6	Cllr Mrs W Mallen
Labour 2 Members	Member	1	Cllr S Graham
		2	Cllr M Asif
Labour 2 Members	Standing Deputy	1	Cllr M Hashmi
		2	Cllr M Hanif
EWIP	Member	1	Cllr Ms A Baughan
EWIP	Standing Deputy	1	Cllr M Knight

(iv) Regulatory and Appeals Committee

(Up to 12 Members Total)	Chairman:		Cllr J Savage
	Vice Chairman:		Cllr L Clarke (OBE)
Conservative – Up to 10 Members	Members	1	Cllr S Broadbent
		2	Cllr Mrs L Clarke OBE
		3	Cllr M Clarke
		4	Cllr A Collingwood
		5	Cllr C Etholen
		6	Cllr R Gaffney
		7	Cllr Mahboob Hussain JP

		8	Cllr I McEnnis
		9	Cllr D Knights
		10	Cllr J Savage
Conservative	Standing Deputies	1	Cllr Miss S Brown
		2	Cllr A Green
		3	Cllr Mrs G A Jones
Labour 1 Member	Member	1	Cllr R Raja
Labour	Standing Deputy	1	Cllr K Ahmed
EWIP	Member	1	Cllr Mrs J Wassell
EWIP	Standing Deputy	1	Vacancy

(v) Audit Committee

(Up to 8 Members Total)	Chairman:		Cllr M Appleyard
	Vice Chairman:		Cllr S Saddique
Conservative – Up to 7 Members	Members	1	Cllr M Appleyard
		2	Cllr G Hall
		3	Cllr T Lee
		4	Cllr Mrs C Oliver
		5	Cllr G Peart
		6	Cllr S Saddique
		7	Cllr N Teesdale
Conservative	Standing Deputies	1	Cllr R Scott
		2	Cllr P Turner
		3	Cllr C Whitehead
Labour 1 Member	Member	1	Cllr M Hanif
Labour	Standing Deputy	1	Cllr M Asif
External co-optee		1	Vacancy

(vi) Licensing Committee

(Up to 15 Members Total)	Chairman:		Cllr A Hill
	Vice Chairman:		Cllr I McEnnis
Conservative – Up to 12	Members	1	Cllr Miss S Brown
		2	Cllr M Clarke

Members		3	Cllr M Davy
		4	Cllr A Green
		5	Cllr C Harriss
		6	Cllr A Hill
		7	Cllr Maz Hussain
		8	Cllr D Knights
		9	Cllr N Marshall
		10	Cllr I McEnnis
		11	Cllr S Saddique
		12	Cllr R Scott
Conservative	Standing Deputies	1	Cllr Z Ahmed
		2	Cllr D Carroll
		3	Cllr M Harris
Labour	Member	1	Cllr S Graham
2 Members		2	Cllr M Hashmi
Labour	Standing Deputies	1	Cllr M Hanif
		2	Cllr R Raja
EWIP	Member	1	Cllr Ms A Baughan
EWIP	Standing Deputy	1	Cllr M Knight

(vii) High Wycombe Town Committee

(23 Members in total representing the High Wycombe Town wards)	Chairman:		Cllr A Green
	Vice Chairman:		Cllr Maz Hussain
	Members	1	Cllr K Ahmed
		2	Cllr Z Ahmed
		3	Cllr M Asif
		4	Cllr Ms A Baughan
		5	Cllr H Bull
		6	Cllr Mrs L Clarke OBE
		7	Cllr M Clarke
		8	Cllr M Davy
		9	Cllr R Farmer
		10	Cllr S Graham
		11	Cllr A Green
	12	Cllr M Hanif	
	13	Cllr M Hashmi	

	14	Cllr A Hill
	15	Cllr A Hussain
	16	Cllr M Hussain JP
	17	Cllr Maz Hussain
	18	Cllr M Knight
	19	Cllr B Pearce
	20	Cllr R Raja
	21	Cllr S Raja
	22	Cllr N Teesdale
	23	Cllr Ms J Wassell

(viii) Personnel and Development Committee

(Up to 8 Members Total)	Chairman:	Cllr M Harris
	Vice Chairman:	Cllr Mrs W Mallen
Conservative – Up to 7 Members	Members	1 Cllr G Hall
		2 Cllr M Harris
		3 Cllr Maz Hussain
		4 Cllr Mrs W Mallen
		5 Cllr G Peart
		6 Cllr S Raja
		7 Cllr Mrs S Adoh
Conservative	Standing Deputies	1 Cllr M Appleyard
		2 Cllr P Turner
		3 Cllr C Whitehead
Labour 1 Member	Member	1 Cllr M Hanif
Labour	Standing Deputy	1 Cllr M Hashmi

(ix) Joint Staff Committee

(Up to 5 Members Total)	Chairman:	Cllr M Harris
	Vice Chairman:	Staff Side Appointment
Conservative – Up to 4 Members	Members	1 Cllr M Appleyard
		2 Cllr M Harris
		3 Cllr Mrs W Mallen
		4 Cllr G Peart
Conservative	Standing Deputies	1 Cllr Maz Hussain

		2	Cllr S Raja
Labour		1	Cllr M Hashmi
1 Member			
Labour	Standing Deputy	1	Cllr S Graham

(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 represented and to the inclusion of at least one Cabinet Member)	1	Chairman or past Chairman of the Council	Cllr R Wilson
	2	A member of the Cabinet	Cllr Miss K Wood (Chairman)
	3	A Leader or Deputy Leader of an opposition party	Cllr R Raja
	4	The Chairman of a Council Committee	
	5	The Vice Chairman of a Council Committee	Cllr J Savage (Vice Chairman)

	<p>6 A member of the Personnel & Development Committee</p>	<p>Cllr Mrs L Clarke (OBE)</p>
	<p>7 Another back bench member</p>	<p>Standing Deputies</p>
		<p>Cllr G Peart</p>
		<p>Cllr T Lee</p>
		<p>Cllr K Ahmed</p>

121 SCHEME OF DELEGATION - NON-EXECUTIVE FUNCTIONS

RESOLVED: That the Scheme of Delegation – Non Executive functions as set out in Part 2 of the Constitution be approved.

122 REFRESHMENTS

Members, guests and officers were invited to join the Chairman and Honorary Aldermen for refreshments.

Chairman

The following officers were in attendance at the meeting:

- Ian Hunt - Democratic Services Manager
- Iram Malik - Democratic Services Officer
- Karen Satterford - Chief Executive
- Paul Shackley - Corporate Director