

Council

Date: 10 October 2016
Time: 6.30 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe, Bucks

You are hereby summoned to attend the Meeting of the Council to be held in the Council Chamber, District Council Offices, Queen Victoria Road, High Wycombe on 10 October 2016 at 6.30 pm 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

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1	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2	MINUTES To approve as a correct record the minutes of the meetings of Council held on 18 July 2016 (attached)	1 - 20
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.

4 CHAIRMAN`S ANNOUNCEMENTS

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

5 QUESTIONS FROM MEMBERS OF THE PUBLIC

Written questions may be asked of the leader or any Cabinet member if submitted to the Head of Democratic, Legal and Policy Services no later than 12 noon on Monday 3 October 2016.

Questions will be submitted in the order they which they were received.

A questioner will have a maximum of 1 minute to ask a question and the answer shall not exceed 3 minutes. Any Questioner may put one supplementary question without notice within a maximum time of 1 minute and the answer may not exceed 2 minutes.

6 QUESTIONS FROM MEMBERS

Questions to the Leader or any Cabinet Members must be submitted by 12 noon on Monday 3 October 2016. Questions shall be taken first from the Group Leaders of the political parties who shall be entitled to ask on initial Leader`s question, including the right to adopt another Member`s question from his/her group, of which written notice shall have been given to the Head of Democratic, Legal and Policy Services prior to the meeting.

The order of questions shall then permit the first question from each other Councillor to be asked before any subsequent questions from the same Councillor. One question will be taken in turn from the same Councillor unless there are no other questions to be asked.

Every Member asking an oral question is permitted to ask one supplementary question without notice provided that it not substantially the same as a question that was put to a Council meeting during the past six months.

The appropriate member will respond to any questions remaining unanswered at the expiry of 30 minutes in writing. Any question remaining unanswered after 30 minutes will be answered within 10 working days in writing after the meeting by the appropriate Member and appended to the minutes of the meeting.

7 PETITIONS

(i) Council to receive any petition from a member of the public who lives, works or studies within the district or from a Councillor on his/her behalf as notified by the deadline of 5pm on Monday 3 October 2016.

(ii) Council to consider any petition already received that meets

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	the required number of signatures to qualify for a debate by Full Council. (The petition organiser will have 5 minutes to present the petition and then the Council will debate the matter for a maximum of 15 minutes and decide how to respond to the petition)	
8	CABINET To receive the minutes of and consider any recommendations from the following meeting: Cabinet 19 September 2016	21 - 26
9	IMPROVEMENT & REVIEW COMMISSION To receive the minutes of and consider any recommendations from the following meeting: Improvement & Review Commission 14 September 2016	27 - 34
10	AUDIT COMMITTEE To receive the minutes of and consider any recommendations from the following meeting: Audit Committee 22 September 2016	35 - 42
11	HIGH WYCOMBE TOWN COMMITTEE To receive the minutes of and consider any recommendations from the following meetings: Special High Wycombe Town Committee 28 July 2016 High Wycombe Town Committee 13 September 2016	43 - 50
12	PLANNING COMMITTEE To receive the minutes of and consider any recommendations from the following meetings: Planning Committee 29 June 2016 Planning Committee 27 July 2016	51 - 56
13	QUESTIONS UNDER STANDING ORDER 11.2	
14	COMMITTEE APPOINTMENTS/CHANGES To note the following changes to Committee membership in accordance with Standing Order 18(9): Councillor D Carroll to replace Councillor R Newman as Cabinet Member for Youth and External Partnerships	

Councillor T Lee to replace Councillor Carroll as Deputy Cabinet Member for Housing

Councillor R Newman to replace Councillor T Lee as a member of the Improvement & Review Commission.

15 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

- (i) Lease of vacant Kingsmead Recreation Ground changing rooms by the Men in Sheds Community Project in Wycombe
- (ii) Addition to the membership of the Planning Policy Advisory Group
- (iii) Upgrade and refurbishment of the existing play area at Hughenden Park High Wycombe.

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

Council Minutes

Date: 18 July 2016

Time: 6.30 - 7.53 pm

PRESENT: Councillor M Hussain JP (in the Chair)

Councillors 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, M P Davy, C Etholen, R Gaffney, S Graham, A R Green, G C Hall, M Hanif, M A Hashmi, A E Hill, A Hussain, D A Johncock, M E Knight, D Knights, Mrs J D Langle, A Lee, N B Marshall, H L McCarthy, I L McEnnis, R Newman, Ms C J Oliver, B E Pearce, S K Raja, R Raja, S Saddique, J A Savage, R J Scott, D A C Shakespeare OBE, N J B Teesdale, Mrs J E Teesdale, A Turner, P R Turner, Ms J D Wassell, D M Watson, C Whitehead, R Wilson, L Wood and Ms K S Wood

Also Present: Honorary Alderman J M Blanksby

1 MINUTE`S SILENCE

Following a request he had received in advance of the meeting, the Chairman called for a minute`s silence in memory of the late Jo Cox MP

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Honorary Aldermen: E H Collins, D Cox, M B Oram, Mrs K M Peatey and Mrs P Priestley. Councillors: Mrs J Adey, A D Collingwood, C Harriss, M Harris, M Hussain, Mrs G Jones, G Peart and Mrs W Mallen.

3 MINUTES

RESOLVED: That the minutes of the meeting of Council held on 11 April and the Special and Annual Council meetings held on 24 May 2016 be confirmed as true records and signed by the Chairman.

4 DECLARATIONS OF INTEREST

No declarations of interest were received.

5 CHAIRMAN`S ANNOUNCEMENTS

The Chairman listed some of the activities he had undertaken since the last meeting of the Council on 24 May 2016. These included:

- (a) Marlow Regatta
- (b) Armed Forces Day
- (c) Royal visit at Speen
- (d) Queens 90th birthday Street Party –Princes Risborough.

Members were informed that the Chairman in some instances would need to accept invitations to events at short notice, which consequently may not have featured in the weekly distributed Chairman's Diary Sheet. Details of the most up to date events could be received from the Chairman's Office by contacting Rachel Mozley on 01494 421951.

The Chairman also gave mention to the fact that he had received some nominations for the Volunteers Award, and that the closing date for the receipt of any further nominations was 29 July 2016.

6 QUESTIONS FROM MEMBERS OF THE PUBLIC

(a) Question from T Snaith to the Leader of the Council

"The Chairman has started an initiative for his year "Let's celebrate volunteers and make Wycombe the best place to be."

He urged Councillors to volunteer one extra hour a week, which would be very much appreciated by the community.

I would like to ask the WDC leader what is being planned and how WDC resources and staff will be used to meet the Chairman's volunteering initiative and make Wycombe a better place to be?"

Response from Councillor Ms K Wood (Leader of the Council)

"I am very happy to offer support for the Chairman's initiative which he is leading. Volunteers provide an invaluable service across the District. The latest copy of the Wycombe District Times highlights the work carried out by them at the museum, the Citizens Advice Bureau and in our woodlands, together with one off initiatives such as Clean for the Queen.

I am delighted that the Council is able to support projects through the Employer Supported Volunteering Policy enabling staff to take one day per year to volunteer for a cause of their choice."

Supplementary Question

"Council volunteering is a secret to many, even its own staff. Only 4 people have participated in the scheme since its introduction 2 years ago. Out of respect for the Chairman's volunteering initiative, can I ask that the Council reviews the internal culture that it has for volunteering allowing local groups to ask for WDC help and resources?"

Supplementary Response

“Staffing is a matter for the Chief Executive not the Council. The Chairman will decide how he wishes to take forward his plans during his year in office.”

(b) Question from Mr M Chadwick to the Cabinet Member for Environment

“A report earlier this year by the Royal College of Physicians concluded that each year in the UK around 40,000 premature deaths were attributable to exposure to outdoor air pollution, much of which arises from emissions from traffic. In busy urban areas, nitrous oxide levels still exceed limits set in the 1990s which should have been fully achieved in 2010.

In 2002 Wycombe District Council designated an Air Quality Management Area along the M40 corridor because the target levels were being breached. Since then, annual progress reports have been published, including results from monitoring at other locations in the District. Every year since 2010, levels exceeding the guidelines have been found at several locations in urban High Wycombe, and, since 2013, central Marlow, with a resultant recommendation that new Air Quality Management Areas need to be designated. This has not happened.

Six years on, and with the dangers to health from poor air quality now undeniable, does the Cabinet Member agree that it is high time for steps to be taken to properly recognise and address the issue, and what plans does the Council have to do so?”

Response from Councillor Mrs J Teesdale (Cabinet Member for Environment)

“The Environment Act 1995 requires Local Authorities to undertake an air quality review in areas where the Governments air quality objectives are not anticipated to be met. If indeed the air quality objectives are not going to be met Local Authorities are required to establish Air Quality Management Areas (AQMA's) to improve air quality.

In 2001 a review and assessment of the district indicated that levels of Nitrogen Dioxide (NO₂) along the M40 were likely to exceed the national objective. In response to this an AQMA was declared and later an Air Quality Action Plan approved in respect of the M40 as it passes through the district.

The Council does monitor air quality throughout the district on a continuous basis and results have highlighted that levels of Nitrogen Dioxide exceed the national objective in three areas within the district. These are High Wycombe town centre, the main roads through Marlow town centre and a further area surrounding the existing M40 AQMA.

The Council is currently considering how best to move this forward and a report will be going to Cabinet in the autumn recommending the declaration of a further two Air Quality Management areas and an extension of the existing M40 Air Quality Management Area.”

Supplementary Question

“The pace of progress is disappointing. In the meantime would the Council consider some low cost steps such as providing advice to the public on behavioural changes

to minimise exposure in the affected areas. In addition could the Council seek to enforce the directive to bus drivers to turn engines off in the bus station?"

Supplementary Response

"I am happy to look at this and discuss further with the Council's Environmental Health Officers."

© Question from Mr R Colomb to the Leader of the Council

"I believe that on 16th June 2016 you and the Chief Executive attended an Achievements Awards Ceremony at the London Hilton, sponsored by the Municipal Journal. The Council was shortlisted in the 'Commercialism in the Property Estate' - category

Would you please advise how much the Council spent preparing and submitting its bid and how much was spent attending the Awards Ceremony?"

Response from Councillor Ms K Wood (Leader of the Council)

"In WDC we are extremely proud of the work that we are doing to regenerate the area. We are involved in a half a billion pound regeneration programme over the years, which will create at least 2,000 new jobs. This includes work on Handy Cross, Hughenden Quarter, NEXT, John Lewis, Eden, Desborough Square, etc. We have only last week heard from consultants working nationally that Wycombe is the most commercial regeneration programme of any local authority they have encountered in the country. Our 10 year track record of this work is much greater than many LA's.

Our programme provides much needed improved services and local facilities for local people. It also provides significant revenue income and capital to enable us to continue running our services in the face of a current anticipated 84% reduction in government grant by 2020. It also helps us keep our Council Tax as one of the lowest in the country.

We therefore submitted our programme for the National M J Awards and were delighted to be shortlisted alongside the likes of Leeds and Liverpool. Just to be shortlisted for this award is a huge feather in Wycombe's cap and is a demonstration of the great work we are doing for local people to improve their area. A condition of the award was that we attended the awards ceremony. There was a charge of £250 per head to cover the administration of the awards, judging by national judges and the awards event."

Supplementary Question

"What benefits did the Council obtain from participating in this event having failed to win an award?"

This is particularly poor timing as it coincided with the first time in 6 years that WDC has imposed a Council Tax increase on its already hard pressed residents. This

does however pale into insignificance when compared with the proposed £114,376 increase in Members` allowances.

Supplementary Response

“Simply to have been shortlisted for the award is a fantastic result. We should be proud of Members and staff to have achieved such a great outcome.

The recognition of Wycombe’s reputation in improving its area for local people has been much enhanced by our success in these awards and I repeat that we should all be rightly proud of the work our members and officers have put in to achieve such a fantastic outcome.”

7 QUESTIONS FROM MEMBERS

(a) Question from Councillor M Knight to the Leader of the Council

“How do you anticipate the EU referendum result, and the subsequent withdrawal of the UK from the EU, will impact on local government finances and what contingencies and plans have WDC put in place to help us through this period of uncertainty?”

Response from Councillor Ms K wood (Leader of the Council)

“The historic decision taken on the 23rd June to leave the EU will have significant impacts for our district, many which we cannot yet comprehend. The media have focused on the likely short term implications, of which many are financial. The decision has created a lot of uncertainty in the short term and unsurprisingly resulted in market volatility and a focus on the downside risks. The political situation and ultimate negotiations that will take place both with the EU and the global markets will shape our futures in the medium to longer term.

Some of the more immediate short term impacts are expected to include a reduction to base rates, (which didn` t happen in the end last week), rising inflation at or slightly above the BoE inflation target and a reduction to growth as businesses take stock of the changes and what this means for them. There are of course wider political and social impacts that will emerge over the coming months and years. There is naturally a lot of uncertainty and it is important for the Council to act responsibly in supporting its local community and economy in dealing with both the challenges but also in identifying and seizing new opportunities that may emerge.

In the short term we expect there to be continued turbulence due the uncertainty a change of this magnitude presents. The Council is well placed to manage the short term financial pressures that might arise from this in terms of lower base rates, increases in inflation and therefore our costs. As we have in the past and will continue to do so moving forward we will continue to invest in our district for the medium to longer term in projects and infrastructure which support economic growth, help those in greatest need in terms of housing and continue to support the Council’s overall financial sustainability. We will be sticking to the course we have

set. This is not the time to pull up the drawbridge but to show confidence and invest in the future of our district and economy.”

Supplementary Question

“I am glad to hear that the Leader is positive about longer term opportunities as we leave the EU. However would you not agree that in the short to medium term the greatest impact will be upon the most vulnerable, including those on benefits, and those in low paid jobs?”

What is WDC doing to ensure greater provision for those who are pushed into greater financial turmoil?”

Supplementary Response

“The Council has been asked tonight to confirm its agreement to the 4 year Local Government Finance deal, which commits the Council to delivering a further £2.5m in cost savings and income growth over this period. It remains to be seen whether this deal will be reopened by Government, regardless we will continue to work on optimizing savings and revenue growth whilst protecting valued public services as we have always done.

The impact of Brexit cannot yet be known but I am sure that our Government and this Council will steer our way through to ensure a brighter better future for all our residents”

(b) Question from Councillor B Pearce to the Cabinet Member for Planning

“Does the Cabinet Member for Planning realise that the Tesco express store at Turnpike which replaced the old Turnpike public house is a victim of its own success, causing chaos to the local roads in the vicinity of the store.

As you know the store is located near a very heavily congested 4 point roundabout on the A4010 and a major T junction leading into Cressex industrial estate.

I was absolutely astonished to find a vacant area at the rear of the store totally fenced in, cannot be seen by members of the public, which could hold possibly 20 or more cars and also ease the congestion caused by lorries making deliveries to the store.

Can this vacant area be opened up?”

Response from Councillor D Johncock (Cabinet member for Planning)

“Planning permission was not required for the change of use from a public house to a shop. However, at the time that the pub was converted to a shop, planning permission was also granted for the conversion of the upper first floor to 3x 2 bed flats with associated external alterations and the construction of two storey side

extension. I believe that the area to which you refer is the garden and car parking area for the flats.

As the flats are unoccupied, the area has been fenced off as you note. However, as we have no control over the use of this space, perhaps your question should be directed in the first instance to Tesco.

All that said, I am aware of the congestion issues in this area and i also know that the county council has submitted a bid for funding to address these. I am asking my officers to forward your comments to the relevant officers at County to inform any proposals that are being developed for this area.”

Supplementary Question

“I have asked Tesco on numerous occasions, only to receive the reply that it is down to the Planning Authority at WDC. The situation is bound to get worse because more traffic will be encouraged by new post office counter.”

There was no supplementary response as no question was put.

© Question from Councillor M Hanif to the Leader of the Council

“The County Council had taken a decision in early May to look at options for developing a business case for a new, single unitary council. District councils were invited to work with the county in the interests of residents and evaluating options based on common methodology and shared evidence base.

Wycombe District Council had declined that offer and may have to spend up to £200,000 tax payers’ money on external management consultants to carry out the review instead of working with the County Council.

What was the logic behind this decision that gives complete disregard to the tax payer’s money?”

Response from Councillor Ms K Wood (Leader of the Council).

“Thank you for your question, which now gives me the opportunity to correct some of the misconceptions printed by the press and to provide the correct information to the public.

Wycombe District Council, working in partnership with Aylesbury, Chiltern and South Bucks District Councils, is commissioning an independent review so that a range of options for modernising local government in Buckinghamshire can be considered.

You are quite right in saying that Buckinghamshire County Council are also working on a review. The difference with their review is that the County Council have been quite clear in their intention of working up a business case for a single unitary

council for the geographical area of Bucks. This was agreed at a county council cabinet meeting in May.

Following that decision, the district councils were approached by the county council to join in with the single unitary business case. While the county council proposal came without advance warning, we did want to give the offer of joining in this work careful consideration.

Along with our other district council colleagues, we reflected on the work of the county council and were concerned about funding a study in which the outcome appeared to be pre-determined. Instead, we are in favour of an impartial, objective and totally independent study - after all, this is an extremely important piece of work which will inform how local government in Bucks could look in the future.

We have decided to commission the review, rather than do the work ourselves, because we do not have the resources in-house to undertake this specialist piece of work. We also want to ensure the review is independent and objective. And I will reiterate that this review will mean that a range of options for modernising local government in Buckinghamshire can be considered. And as we have offered to share data and information with BCC, we are hopeful that the review that the district councils are commissioning will complement the county council's work on a single unitary authority.

In commissioning the review, we will be seeking the best value for money we can and will share the costs across the districts. And of course the funding will not only cover the study, but the equally important work of engaging with our communities."

Supplementary Question

"Authorities throughout the country are working together to achieve more for less. Please could you reassure us that the taxpayers will be looked after and receive value for money?"

Supplementary Response

"Yes of course we will ensure that we do that. We are looking at a range of options to ensure that we can achieve the best outcome for our residents. The following is a quote from the Chairman of the District Councils Network.

Districts are positive in their capacity and ability to embrace change. This is because District Councils are the most efficient valued and trusted part of Government. We are flexible and adaptable, able to move and change at speed and the strand of local Government that is closest to its communities while having the scale, leadership and influence to make a real difference where it counts."

(d) Question from Councillor T Green to the Cabinet Member for Community

"Please could the Cabinet Member update me on the progress towards building a new crematorium in Birtton by the Chilterns Crematorium Joint Committee?"

Response from Councillor S K Raja (Deputy Cabinet Member for Community in the absence of Cabinet Member for Community: Councillor Mrs J Adey).

"The Westerleigh Group (developers of the crematorium at Watermead, Aylesbury) are seeking the Court's permission to challenge Aylesbury Vale DC's decision last Autumn to grant planning permission for the crematorium at Bierton. They have failed to obtain permission from the High Court so are now applying to the Court of Appeal.

The process of obtaining permission could take until the end of this year and, if successful, will lead to a full hearing sometime next year. If Westerleigh fail to obtain permission, work at Bierton will start as soon as the necessary licence from Natural England is obtained. Natural England will consider the licence application once the planning permission is no longer subject to challenge."

Supplementary Question

"Would you agree that it is outrageous that a commercial organisation wants to undermine a much needed service in the area? This is not in the public interest.

Supplementary Response

"Yes I agree with you."

(e) Question from Councillor A Hashmi to the Cabinet Member for Community

"The Cabinet would be aware that following the referendum result there has been a rise in hate crime especially directed at recent EU residents; would the Cabinet Member condemn this hate crime and does the Member have details of any reported hate crime in the District following the Brexit vote?"

Response from Ms K S Wood (Leader of the Council)

"Hate crime will not be tolerated in our district, which has a proud history of being a diverse and cohesive community. I know Thames Valley Police are determined to tackle hate crime and Wycombe District Council will do all it can to support them.

The message sent out to Members late last month was based on the information made available to us the time - but as you will have now read in the local media, our police colleagues have in fact noted an increase in the number of hate crimes reported across the Thames Valley during the last week of June.

The reported crimes were not in a specific area of the Thames Valley region, nor were they committed against people from a particular group, race or religion.

In terms of here in Wycombe, there have been 212 hate crimes reported in the Wycombe Local Police Area for the 12 month period from 14 July 2015 to 12 July this year, which is an increase of 54 hate-related crimes in comparison to 2014/15.

Since the EU Referendum, there have been a total of 21 reported hate crimes but only one was directly related to the Brexit result.

The police are encouraged that the national debate has given greater exposure to the nature of hate crime and the ways in which people should respond to it.

I know the police will treat any report of hate crime seriously and vigorously investigate any incident reported to them as a priority – this approach will in turn help to breed confidence and encourage more people to come forward.

I would, therefore, encourage my fellow councillors and members of the public to report any hate incident or intolerance they witness or experience to police by calling 101.

Alternatively, contact the Hate Crime Network on 0300 1234 148 or the Crime stoppers charity anonymously on 0800 555 111.”

Supplementary Question

“What is WDC doing to assure residents that their future in the District is unaffected.”

Supplementary Response

“That question was answered in the first part of my original answer to you.”

(f) Question from Councillor Ms J Wassell to the Cabinet Member for Planning

“I am very pleased to learn that the Lynton House Surgery will have a temporary reprieve whilst options for a new Health Centre are appraised.

Can you assure me that Wycombe District Council is working closely with NHS Commissioners and developers to ensure that an appropriate Health Centre is provided?

It has been said for some time now that Lynton House is 'not fit for purpose'. East Wycombe desperately needs modern facilities for patients in view of population growth and significant pockets of health inequality and deprivation.”

Response from Councillor D Johncock (Cabinet Member for Planning).

“As you say Lynton House will be kept open for at least another 6 months whilst the NHS explores short and long term options for surgery provision in east Wycombe. It is recognised there is a bit of a spatial gap in the provision of GP practices in the east and south east of High Wycombe which would obviously be exacerbated if and when Lynton House were to close.

I can assure you we are working closely with the NHS particularly in relation to our new Local Plan informing them of the potential housing allocations, rates of development and population growth. Whilst it will be NHS England and the Chiltern

CCG who will ultimately be responsible for bringing forward new proposals in east Wycombe, we are assisting them in highlighting potential sites and we may also assist through developer funding at an appropriate time. Members will be kept updated on progress.”

Supplementary Question

“NHS England and the Clinical Commissioning Group (CCG) seem committed to a new health centre for East Wycombe, particularly in view of the high level of deprivation and ill health in Totteridge and Micklefield.

Can you assure me that the CCG will be fully involved in developing new facilities?”

Supplementary Response

“We are actively working together and will continue to ensure that we achieve a good outcome.”

(g) Question from Councillor K Ahmed to the Leader of the Council

“The Leader recently sent an email assuring councillors and members of the public alike that WDC and its partner agencies have not seen an increase in reported hate crime or an increase in community tension since the EU referendum result.

According media reports, it is suggested that reported hate crime has increased fivefold since the EU referendum result. Could this be because most hate crimes taking place in Wycombe are going unreported?”

Response from Councillor Ms K Wood (Leader of the Council).

“Your question was answered in the previous answer provided to Councillor Hashmi. However I will reiterate it.

The reported crimes were not in a specific area of the Thames Valley region, nor were they committed against people from a particular group, race or religion.

In terms of here in Wycombe, there have been 212 hate crimes reported in the Wycombe Local Police Area for the 12 month period from 14 July 2015 to 12 July this year, which is an increase of 54 hate-related crimes in comparison to 2014/15.

I would, therefore, encourage my fellow councillors and members of the public to report any hate incident or intolerance they witness or experience to police by calling 101.

Alternatively, contact the Hate Crime Network on 0300 1234 148 or the Crime stoppers charity anonymously on 0800 555 111.”

Supplementary Question

“I have established that there is no easy way of reporting hate crime via the TVP and /or WDC website unless you are willing to navigate through an unending amount of links, which are confusing and do not always work.

It would appear that both the TVP and WDC operate third party reporting mechanisms, and would you therefore agree that the figures you quoted are inaccurate?”

Supplementary Response

“I have given you 3 separate numbers on which people can report hate crimes.”

(h) Question from Councillor B Pearce to the Cabinet Member for Planning

“Does the Cabinet Member for Planning realise that the new Lidl store which was constructed on a large car park is a victim of its own success, because there are not enough car parking spaces for the supermarket and this causes absolute chaos in the vicinity of Desborough Avenue?”

This sometimes causes complete gridlock in the Richardson Street and Desborough Avenue vicinity because cars are queuing to find a parking space.”

Response from Councillor D Johncock (Cabinet Member for Planning)

“I am aware that this car park is well used and that it is able to be used by visitors to both the store and to the Desborough Road. It is of course managed by the operator Lidl who are able to propose changes to the management regime if need be.

There are of course a number of Council owned off street car parks in the area that are also typically well used. Whilst appreciating the concern, I am not aware that the problems are causing unacceptable highway problems. In any case, that would be for the highway authority and/or the police to consider

Whilst highlighting this issue you stop short of identifying any proposals to address the situation and I am not clear about what if any intervention you believe this Council should be considering?”

Supplementary Question

“I think it is down to the Cabinet Member and the Planning Authority to think of something?”

Supplementary Response

“I would very much like to be responsible for roads but I am not.”

(i) Question from Councillor T Green to the Cabinet Member for Planning

“Please would the Cabinet Member let me know what the comparison is between the number of motor vehicles per household and the number of adult bicycles per household is in High Wycombe and the wider Wycombe District?”

Response from Councillor D Johncock (Cabinet Member for Planning).

“As far as we have been able to ascertain, there are no official statistics for bicycle ownership per household neither nationally nor specifically for this District. Consequently I am unable to make any sort of comparison with car ownership.

If your question is related to bicycle parking standards compared with those for cars, then you will be aware that last year we adopted a new county wide standard which covers both of these. It is a complicated and detailed standard and I don't therefore propose to go through it line by line. I have an extract here which I'm happy to pass to you after the meeting.

However, I would like to say that, for bicycle parking, the drafting of the standard drew heavily from practice in a number of other local authorities. That said, we are aware that the topography in this area is seen by some as a disincentive for bicycle riding. Nonetheless, we will monitor the standard over time and consider refinements to it should that prove necessary.

In the meantime, it is also fair to say that the level of cycling ownership and cycling for both commuting and leisure has experienced a significant increase in recent years and we would wish to encourage this as much as possible for many reasons not least of all in getting cars off our congested roads.”

Supplementary Question

“Could you explain how it is that in a hilly place like High Wycombe there are often 8 bicycle places to 5 car parking spaces, when clearly there are more cars per household than bicycles?”

Supplementary Response

“I cannot justify that. There are no hard facts and we have been guided by other Councils in the country. If we have got it wrong then we will alter it.”

Questions 10 - 12 were not put as the 30 Minutes time period had expired. In accordance with Standing Orders, a written reply would be sent to the questioner by the appropriate Member within 10 working days, and would also be appended to the minutes of the meeting.

8 PETITIONS

No petitions were received by the deadline of Monday 11 July 2016.

9 CABINET

RESOLVED: That the minutes of the meeting of the Cabinet held on 6 June 2016 be received and the recommendation as set out at minute 9 be approved and adopted.

10 CABINET

Minute 17 – Public Spaces Protection Order

A Member stated that implementation of the Protection Orders would penalise vulnerable women who were engaged in prostitution in the town centre and surrounding area. The Leader stated that the public consultation would establish the best way forward as to whether or not to implement two Public Spaces Protection Orders thereby providing assistance to businesses by restricting activities that may have a detrimental effect on the area.

Minute 18 – ICT Task & Finish Group Recommendations

It was felt that I.T support should be made available over the weekends. In addition another Member felt that there was an absence of full and proper training for the effective use of I.T

The Leader confirmed that the relevant Cabinet Member would be working on both the abovementioned issues.

Item 19 – Dissolution of Bucks Joint Committee on Waste

A Member requested that recycling should be extended to areas that do not currently have it. She sought the Cabinet Member's assurance that residents requesting recycling in their area will be dealt with as a matter of priority, thereby ensuring equal opportunities for all.

The relevant Cabinet Member emphasised that as this was a joint working programme other relevant parties would need to be consulted. She suggested that a formal email request be made, following which the matter would be included on the agenda for further discussion.

Minute 20 – Abbey Barn South Development Brief

A couple of Members highlighted deep concern over the traffic situation that would follow due to the proposed development. It was emphasised that there was only one road into and out of the site, namely through Daws Hill development, which was already overburdened with traffic. The Members urged the Cabinet Member to take on board the issues and concerns of residents.

Members were reassured that the Cabinet Member would communicate further about the highlighted issues outside of the meeting.

RESOLVED: That the minutes of the meeting of the Cabinet held on 11 July 2016 be received and the

recommendations as set out at minute numbers 19, 21 and 23 be approved and adopted.

11 IMPROVEMENT & REVIEW COMMISSION

In presenting the minutes of the meeting, the Chairman of the Committee referred to minute number 6 and wished to place on record his gratitude to Charles Meakings Head of Democratic, Legal and Policy Services for the fantastic service he had given to the Council over many years.

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission held on 13 June 2016 be received.

12 STANDARDS COMMITTEE

RESOLVED: That the minutes of the meeting of the Standards Committee held on 7 June 2016 be received

13 AUDIT COMMITTEE

Minute 4 – Health & Safety Annual Report

A Member stated her concern over the increase in the number of incidents of verbal abuse being reported by employees, who she felt that in a huge number of cases did an excellent job.

Minute 5 – End of Year Performance Report

A Member referred to the initiatives being undertaken to deal with the issue of increasing numbers of people in temporary accommodation. He requested a brief summary of these. However the Cabinet Member was unable to comment on these at the present time as she had not been present at the committee meeting at which it was discussed.

RESOLVED: That the minutes of the meeting of the Audit Committee held on 30 June 2016 be received

14 JNC STAFFING MATTERS COMMITTEE

RESOLVED: That the minutes of the meetings of the JNC Staffing Matters Committee held on 13 April and 19 April 2016 be received.

15 PLANNING COMMITTEE

RESOLVED: That the minutes of the meetings of the Planning Committee held on 6 April, 27 April and 1 June 2016 be received.

16 REGULATORY & APPEALS COMMITTEE

Minute 25 – Members` Allowances Scheme

A Member voiced her concern over the proposed increases stating that the current level of housing benefit was barely sufficient to cover the standard rent payments. She was informed that the increases to Members` allowances would bring it in line with the average level within our 12 neighbouring Councils. In addition Councillors were required to contribute much more time to the role of Councillor.

Minute 26 – Scheme for Enrolment of Honorary Aldermen

A Member rose to commend the Leader for restricting the maximum number of Honorary Aldermen, and welcomed the cut back on pomp and ceremony.

RESOLVED: That the minutes of the meeting of the Regulatory & Appeals Committee held on 8 June 2016 be received and the recommendations as set out at minute numbers 25 and 26 be approved and adopted.

17 SECTION 85, LOCAL GOVERNMENT ACT 1972 - EXTENSION OF 6 MONTH RULE

Under Section 85 of the Local Government Act 1972, if a Councillor failed to attend any meeting of the Council throughout a period of six months from the date of his/her last attendance, he/she automatically ceased to be a Councillor unless the failure to attend was due to some reason approved by the Council before the expiry of the six-month period. The Council was also able to extend the statutory period of absence.

Members noted that Councillors Mrs Jones had been unable to attend meetings for some time due to ill health and the Leader of the Council had submitted a request to extend the period of absence for a further period of six months. It was noted that the last date of the initial six month statutory period would be August 2016 and the proposed extension would take the period to February 2017.

RESOLVED: That the failure to attend meetings be noted and approved, and the request from the Leader of the Council to extend the time period of absence to February 2017 be approved

18 QUESTIONS UNDER STANDING ORDER 11.2

None were received

19 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

The individual decision published since the last ordinary meeting of the Council held on 11 April as set out in the summons was noted.

Chairman

The following officers were in attendance at the meeting:

Ian Hunt	- Democratic Services Manager
Iram Malik	- Democratic Services Officer
Karen Satterford	- Chief Executive

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COUNCIL

Monday 18 July 2016

Agenda Item 6

Questions from Members

Unanswered Questions – Responses sent subsequent to Meeting

10. Question from Councillor Ms J Wassell to the Cabinet Member for Planning

I am concerned again that the Ancient Monument in Easton Street has become engulfed by weeds and ivy. Could you advise me if contact has been made with the owners Columbia Threadneedle and a schedule of works agreed?

Response from Councillor D Johncock (Cabinet Member for Planning & Sustainability)

Thank you Cllr Wassell for your question and for drawing this matter to our attention.

On the 14th July 2016, our conservation officer visited St John's House which is behind St John's Hospital and is currently vacant and scaffolded. Work is currently under way to refurbish the office buildings which were previously the buildings of the victorian grammar school and which are locally listed. The work is being done on behalf of the owners, Columbia Threadneedle investments.

The Morgan Lovell's project manager advised that, when the refurbishment of the offices is nearing completion, the grounds will be similarly refurbished which will include clearing ivy from the grade ii listed St John's Hospital and the undergrowth and scrub that has grown up around it. It has been unusually moist this year and this has encouraged exceptionally vigorous weed and unwanted ivy growth.

Our conservation officer will continue to monitor the situation to ensure that Columbia Threadneedle investments carry out the landscape works and, in particular, clear the ivy and creeper from the medieval building which is the oldest surviving building in High Wycombe and thus of exceptional historic significance.

11. Question from Councillor M Knight to the Leader of the Council

Following the EU referendum result we have seen a sharp increase in reported hate crime at a national level and a number of anecdotal cases have been reported locally in our own towns and district. At a meeting last week this increase was dismissed as insignificant by some members and yet Thames Valley Police have now confirmed a 44% rise in reported

hate crime compared to the same period last year. Do you agree with me that this is significant and should be of great concern to us as a council?

Response from Councillor Ms K Wood (Leader of the Council).

I would refer you to the previous answer given to Question 5 (Cllr A Hashmi) which was on the same subject and substantially the same question.

12. Question from Councillor Ms J Wassell to the Leader of the Council

Could you update us about actions being taken by WDC regarding the possibility of a Unitary Council? I am particularly concerned about the lack of consultation with councillors who represent Wycombe Town wards?

Response from Councillor Ms K Wood (Leader of the Council).

Thank you for your question Cllr Wassell and may I refer you to my previous answer to Cllr Hanif (Q3). I would add though that I am very clear that any discussions must include consideration for the unparished area of High Wycombe.

Cabinet Minutes

Date: 19 September 2016

Time: 7.00 - 7.47 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 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 M Hussain JP	- Chairman of the Council
Councillor Mrs W J Mallen	- Deputy Cabinet Member for Environment
Councillor G Peart	- Deputy Cabinet Member for Finance and Resources
Councillor R Raja	- Leader of the Labour Group
Councillor S K Raja	- Deputy Cabinet Member for Community
Councillor A Turner	- Deputy Cabinet Member for Planning

Also present: Councillor T Lee

25 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S Broadbent (Deputy Cabinet Member for Economic Development & Regeneration), D Carroll (Deputy Cabinet Member for Housing), M Knight (Leader of the East Wycombe Independent Party) and S Saddique (Deputy Cabinet Member for HR, ICT & Customer Services).

26 MINUTES

RESOLVED: That the minutes of the meeting of the Cabinet held on 11 July 2016 be approved as a true record and signed by the Chairman.

27 DECLARATIONS OF INTEREST

There were no declarations of interest.

28 CABINET RESPONSES TO THE BUDGET TASK AND FINISH GROUP RECOMMENDATIONS

The report before Cabinet detailed the Cabinet responses to each of the outstanding Improvement and Review Commission's Budget Task and Finish Group recommendations. In February 2016, some of the recommendations of the Group's review of the budget position had been considered by Cabinet as part of the 2016/17 budget setting and it was agreed that a report responding to the outstanding recommendations should be presented to a future Cabinet.

Thanks were expressed to the Budget Task & Finish Group Members for all their hard work.

Cabinet summarised the responses to each of the recommendations and Members noted that the reasons for changing or rejecting certain recommendations had been detailed in the report.

The following decisions were made to formally respond to the recommendations made by the Budget Task and Finish Group.

RESOLVED: That the proposed recommendations that had been contained in the February 2016 Budget Task and Finish Groups report to Cabinet be noted and the Cabinet responses in the report agreed.

29 2016/17 SERVICE PERFORMANCE REPORT - QUARTER 1 (APRIL - JUNE)

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.

Thanks were expressed to the staff for their hard work in achieving the performance results.

It was noted that a new reporting format had been introduced to streamline the quarterly performance data reports.

The following decision was made to review the performance position as at 30 June 2016 to ensure that the Council was performing at the appropriate level.

RESOLVED: That the summary of the year to date outturns (April – June) for service performance be received and noted.

30 BUDGET MONITORING REPORT TO 30TH JUNE 2016 (MONTH 3)

The budgetary position to the end of June 2016, including the Repairs and Renewals Fund, Major Projects spending and the position on Section 106 and Community Infrastructure Levy (CIL), was presented to Cabinet for review. Cabinet also considered the actions set out in the report and whether any further action was necessary.

An addendum to Appendix A had been circulated to Members prior to the meeting.

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 June 2016 be noted and the actions already taken and those proposed be supported, in order to ensure that the budget was achieved.

31 MEDIUM TERM FINANCIAL POSITION UPDATE 2017/18 AND BUDGET PROCESS

The report before Cabinet provided an update on the medium term financial projection for the Council's General Fund Revenue account to 2022/23, including the key budget assumptions which required Cabinet approval.

It was noted that the Council's Medium Term Financial Forecast would be used to shape the development of budget proposals for 2017/18 and to inform policy decisions within the overall financial funding framework. It was recognised that there continued to be a significant amount of uncertainty with regards to the level of funding from central government, with regards to the Business Rates system.

The following decision was made as under the Council's Constitution and Budget Strategy, the Council reviewed and set a balanced budget each year in line with the corporate priorities.

RESOLVED: That (i) the updated financial projection for the Council's General Fund Revenue account as set out in Appendix A to the report until 2022/23, including the key assumptions and forward budgetary implications be noted; and

(ii) the proposed budget timetable as set out in Appendix B of the report for 2017/18 be noted.

32 CIL STRATEGIC BROAD ALLOCATIONS

Cabinet approval was sought to agree the proposed schemes for Community Infrastructure Levy (CIL) funding for the next three years. Members considered the indicative programme of priority projects that had been set out in Appendix A of the report. The proposals would address the impact of new development and support the development of the area.

The following decision was made to set the broad priorities of the Council for CIL funding between 2017/18 to 2019/20 to enable infrastructure planning and delivery to support housing growth and economic regeneration.

RESOLVED: That (i) the proposed broad allocation of CIL for 2017/18 to 2019/20 as set out in Table 2 of the report be approved;

(ii) the indicative list of priority projects for implementation over the next three years outlined at Appendix A of the report be noted;

(iii) delegated authority be granted to the Corporate Director in consultation with Head of Planning & Sustainability and the Cabinet Member for Planning & Sustainability to release received funding to capital education and health projects up to the amounts set out in Table 3 of the report when project plans are submitted after the service provider has signed off an approved business case;

(iv) it be noted that a detailed programme of spend in the “Physical and Green Infrastructure” category would be brought forward to Cabinet for approval as part of the Council’s Capital Programme, usually in February each year; and

(v) all approved projects and funding be added to the Council’s Major Projects Programme.

33 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

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

Community C/39/16 – C/44/16

Economic Development and Regeneration EDR/01/16

Environment E/4/16

Finance F/29/16

Housing H/4/16

Leader L/5/16 – L/6/16

Planning & Sustainability PS/08/16 – PS/10/16

EXCLUSION OF THE 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 34 - Proposed Cabinet Responses to the ICT Task and Finish Group Recommendations

Minute 35 - Broadband Update

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 37 - File on Action taken under Exempt Delegated Powers

Community sheet no: C/3/16

Economic Development and Regeneration sheet nos: EDR/44/16 – EDR/59/16

Leader sheet no: L/1/16

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)

34 PROPOSED CABINET RESPONSES TO THE ICT TASK & FINISH GROUP RECOMMENDATIONS

The report before the Cabinet detailed the Cabinet response to each of the Improvement and Review Commission's Information Communication Technology (ICT) Task and Finish Group recommendations. In July 2016, the recommendations of the Group had been presented to Cabinet for consideration.

Members thanked the ICT Task and Finish Group for all their hard work on producing the recommendations.

The following decisions were made to formally respond to the recommendations made by the ICT Task and Finish Group.

RESOLVED: That (i) the proposed recommendations that had been contained in the July 2016 ICT Task and Finish Groups report to Cabinet be noted; and

(ii) the Cabinet responses set out in the report be agreed, with the following amendments:

- Recommendation 2.4.7 – in the proposed response column, delete “not agreed” and replace with “partially agreed”; and
- Recommendation 3.3 – proposed response column to read “Agreed by Cabinet but noted that this will be for the Improvement & Review Commission to take forward as one of their Task and Finish Groups”

35 BROADBAND UPDATE - AUGUST 2016

Cabinet had before it a comprehensive report setting out proposals to acquire funding to enhance digital infrastructure coverage across the District.

The following decision and recommendation was made to improve the quality of life in local communities by promoting inclusion and access to services and opportunities and to provide infrastructure for business growth within the District.

RESOLVED: That (i) Digital Infrastructure be a key priority for the District; and

(ii) that additional funding as set out in paragraph 3 of the report for Digital Infrastructure in Wycombe be made available to enable match funding from BDUK.

Recommended: That the additional funding set out in paragraph 3 of the report be made available and the budget revised accordingly. An application for Community Infrastructure Levy (CIL) would be considered as part of the CIL allocation process. In the event that other projects were prioritised the additional amount would be funded from general fund working balances.

36 PARKING

This item was withdrawn prior to the meeting.

37 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

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

Community: C/3/16

Economic Development and Regeneration: EDR/44/16 – EDR/59/16

Leader: L/1/16

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

Improvement and Review Commission Minutes

Date: 14 September 2016

Time: 7.00 - 8.50 pm

PRESENT: Councillor R Gaffney (in the Chair)

Councillors Mrs S Adoh, Miss S Brown, H Bull, Mrs L M Clarke OBE, A D Collingwood, M Harris, A E Hill, M E Knight, D Knights, N B Marshall*, Ms C J Oliver and R Raja.

*Standing Deputy.

Guest: Superintendent Ed McLean (Commander Wycombe Local Police Area – Thames Valley Police).

Apologies for absence were received from Councillors K Ahmed, M P Davy, C Etholen, G C Hall and J A Savage

7. CHAIRMAN'S REMARKS

The Chairman welcomed all to the Commission Meeting particularly the new Head of Democratic, Legal & Policy Services Catherine Whitehead, along with the Chief Executive Karen Satterford, in her role as Chair of the Community Safety Partnership, ably supported by her Community Safety team.

8. DECLARATIONS OF INTEREST

There were no declarations of interest.

9. MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission held on 13 June 2016, be approved as a true record and signed by the Chairman.

10. COMMUNITY SAFETY PLAN

The meeting was given a comprehensive and informative presentation on the achievements of the Wycombe Community Safety Partnership by Daniel Sullivan (Wycombe District Council – Prevent Strategic Co-ordinator - Community Services) aided by Chair of the Partnership; Karen Satterford and Superintendent Ed McLean (Commander Wycombe Local Police Area – Thames Valley Police).

Karen Satterford, as Chair of the Partnership, explained that the Community Safety Partnership was obliged to publish a 3 year plan to be updated annually, the current 2016-17 plan being appended to the agenda. The Partnership by statute was obliged to refer the plan annually to the appropriate scrutiny body of the Council. Referring to a power point presentation Daniel Sullivan outlined the key crime statistics for the District, picking out the major reductions and the major increases in 2014/15 from the below:

Offence Type	Number of Offences During 2013/14	Number of Offences During 2014/15	% Change
All Crime	7,879	7,795	-1.1%
Violence Against the Person	1,251	1,370	9.5%
Sexual Offences	213	221	3.8%
Robbery	62	60	-3.2%
Burglary Dwelling	271	297	9.2%
Burglary Non-Dwelling	493	409	-17%
Theft of Vehicle	96	121	26%
Theft from Vehicle	683	601	-12%
Bicycle theft	112	101	-9.8%
Shoplifting	755	789	4.5%
Arson	65	54	-16.9%
Criminal Damage	1,254	1,287	2.6%
Drug Offences	301	324	7.6%
Public Order Offences	252	197	-21.8%

The five priorities of the Partnership Plan for the current year were outlined:

- Crime and Anti-Social Behaviour;
- Domestic Abuse;
- Exploitation of the Vulnerable;
- Continuation of the work of the Nightsafe Partnership; and
- Cybercrime.

It was explained that Anti-Social behaviour consistently came in a top priority in public consultations, whilst Domestic Abuse had been prioritised due to its impact on victims, which could not be overstated. The Nightsafe initiative had been a great success which could be built on and expanded, whilst exploitation of the vulnerable was a Thames Valley-wide priority. Cybercrime a new priority was explained in that it represented all Internet enabled crime; the problem of the lack of designated statute and offences for the crimes perpetrated was referenced.

The Partnership's approach to Anti-Social behaviour was now not just reactionary but looked into the underlying causes of problems, a new suite of tools was utilised

and a new officer had recently be appointed at Wycombe District Council to build on this work.

The Partnership were looking to increase the reporting of domestic abuse; a traditionally under reported crime. An initiative to raise awareness was being implemented. Wycombe as a District was blessed to have the Wycombe Domestic Violence Refuge and its volunteers who played a major role in supporting the Partnership in respect of this priority.

In respect of Exploitation of the Vulnerable a new approach of not looking at the crime types but focussing on the victim areas was being utilised. In respect of Child Sexual Exploitation, successes had been achieved, but much was still to be done. Wycombe remained a priority area in respect of the Prevent Delivery Plan three main areas of ideology; individuals and institutions were being concentrated on.

Members made a number of points and received clarification on a number of queries as follows:

- The issue of cars parked up by dealers on roadsides for sale was referenced, these could not be dealt with under PSPO (Public Space Protection Orders) but officers welcomed all reports of such, they would endeavour to resolve by the existing available legislation.
- Officers were tasked with advising local members of Anti-Social Behaviour Hot Spots / Major Issues in their wards; it was acknowledged that feeding back all incidents would be too onerous and waste valuable resources.
- The Thames Valley Police e-mail alerts were commended by a Member, who felt these filled in a lot of the crime / public safety picture in her area. Others Members were encouraged to sign up.
- Officers promised to pursue as much as they could the misuse of residential areas for parking up of commercial vehicles overnight by non-residents of the area, Members were encouraged to report such.
- In respect of the raising awareness of Female Genital Mutilation, Honour Based Violence and Forced Marriage, Superintendent Mclean promised to update Members on the actual crime statistics in respect of these issues locally.
- A Member enquired as to whether the four major increased crimes were linked to drugs: and also queried why these were not featured in the five priorities.
- In response Superintendent McLean outlined that the dwelling burglaries had reduced for the previous 3 years, officers had a handle on local offenders, travelling criminals coming in to the area of late had increased these figures, this problem was being focussed on.

- A spate of moped / motorcycle thefts had affected the ‘theft of motor vehicles’ figures, whilst violence against the person had risen; serious violence offences within the latter figures had reduced.
- The fact that a crime type was not featured in the ‘headline’ priorities did not mean, in any way, that resources and focus of the Partnership was not being brought to the issue.
- It was acknowledged that a three year movement in respect of crime type statistics would be more useful in future reports.

The Partnership Chair reminded members that the Thames Valley Chief Constable was scheduled to give a presentation on local policing to the Monday 10 October 2016 Full Council Meeting.

The Chairman commended the Partnership on their work and thanked them for their informative and comprehensive presentation.

The meeting then:

RESOLVED: That

- (i) the report of the Wycombe Community Safety Partnership and the data contained therein be noted; and
- (ii) the priorities of the Wycombe Community Safety Partnership for 2016-17 be noted and supported.

11. UPDATE FROM CHAIRMAN OF LOCAL PLAN TASK AND FINISH GROUP

Chairman of the Local Plan Task and Finish Group; Councillor H L McCarthy was away on leave so unable to attend the Commission Meeting and give an update on the Group’s recent meeting with the Portfolio-holder for Planning (Tuesday 6 September 2016).

However he had entrusted the update to the Group Vice-Chairman Councillor A D Collingwood.

The Vice Chairman emphasised that the Group Meeting had been most informative in respect of the progress of the Local Plan and the recent consultation. The Group had outlined a number of queries that had been answered and explained by Councillor Johncock and his Planning team amongst which were the following issues:

- The volume of consultation responses and drop in session attendance;
- The areas where the largest number of responses had been received;

- An update on the Sustainability Appraisal;
- An update on the Duty to Co-operate with Neighbouring Authorities (particularly Aylesbury Vale);
- The Economic Impact inclusive of the Housing and Economic Needs Assessment;
- Transportation, Education and Medical / GP provision impacts;
- Developer contributions via Section 106 agreements and CIL (Community Infrastructure Levies); and
- The timetable in respect of the Plan with a planned finalisation by Cabinet and Council in December 2016 with a six-week statutory consultation early in the New Year.

Following on from the Group Meeting, a number of other issues had become apparent to the Group Chairman and Vice-Chairman which they felt clarification was required on.

Without a formal report before the Commission outlining the recent work of the Local Plan Task and Finish Group, the Meeting discussed the issues outlined in this verbal update, at length.

It was re-iterated by Commission Members that they appreciated the extensive, professional and expert work being carried out by the Planning Service and the exceptionally demanding deadlines that the Service was working to.

It was felt that these subsequent concerns should be referred to the Cabinet Member for Planning and his team for clarification and assurance. Delegated authority was given to the Head of Democratic, Legal and Policy Services (in consultation with the Commission Chairman) to effect and obtain these responses for Commission Members as promptly as possible.

12. COMMISSION'S WORK PROGRAMME AND FORWARD PLAN

The status of the current task and finish groups was considered and discussed.

The Budget Task and Finish Group was due to meet for the first time the next week in respect of Phase 1 of its work: recommendations for inclusion in the 2017-18 Budget.

The Regeneration Delivery Task and Finish Group was due to meet after the key Member Seminar in respect of Housing Regeneration on Wednesday 28 September 2016. The Group being due to submit its recommendations report to the Wednesday 9 November Commission meeting.

The Rural Issues Task and Finish Group was similarly due to report to the November Commission meeting.

Members were asked to note that the responses of Cabinet to the recommendations of the ICT Task and Finish Group recommendations were to be considered at the forthcoming Cabinet meeting of Monday 19 September 2016. A progress report from the Cabinet Member in respect of these recommendations was scheduled before the Commission at its January 2017 meeting.

Given the considerable number of items scheduled for the Commission's 9 November 2016 meeting, it was agreed that an extra Commission meeting be scheduled for mid-October (Democratic Services to establish a suitable date) to consider any items on the work programme for November. Ideally the update from the Housing Portfolio-holder on Saunderton Lodge and housing as a whole could be dealt with, along with a similar update from the Cabinet Member for Environment on that service, inclusive of the Waste Contract and the ANPR (Automatic Number Plate Recognition) Car Parking system.

No topics were identified on the attached Cabinet Forward Plan for review by the Commission at future meetings.

RESOLVED: That;

- (i) the update on the Work Programme and current task and finish groups be noted; and
- (ii) an extra Commission meeting be scheduled for mid-October to deal with some of the considerable number of items scheduled for the scheduled 9 November 2016 Commission meeting.

13. COUNCILLOR CALL FOR ACTION

There were no Councillor Calls for Action.

Chairman

The following officers were in attendance at the meeting:

Peter Druce - Democratic Services
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- Karen Satterford - Chief Executive (in her role as Chair of Wycombe Community Safety Partnership).
- Daniel Sullivan - Prevent Strategic Co-ordinator
- Catherine Whitehead - Head of Democratic, Legal & Policy.
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Audit Committee Minutes

Date: 22 September 2016

Time: 7.00 - 8.30 pm

PRESENT: Councillor M C Appleyard (in the Chair)

Councillors A Lee, Ms C J Oliver, G Peart and N J B Teesdale, P R Turner and R J Scott

Also present: Councillor D Watson
Maria Grindley (External Auditor, Ernst & Young)

13 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor S Saddique, Councillor G Hall and Sue Gill (Ernst & Young).

14 DECLARATIONS OF INTEREST

There were no declarations of interest.

15 MINUTES

RESOLVED: That the minutes of the meeting held on 30 June 2016 be confirmed as a correct record and signed by the Chairman.

16 RECYCLING RATES

The Committee received a report which provided information on the recycling performance of the joint waste contract between Wycombe District Council (WDC), Chiltern District Council (CDC) and Serco and figures relating to missed collections.

In June the Audit Committee expressed concern regarding performance of the joint waste contract against performance indicator targets, specifically recycling rates and missed collections. The Waste Recycling and Services Manager, Sally Gordon informed the Committee that the target set for 2015/16 by the Joint Waste Team for the percentage of household waste recycled and percentage of household waste composted combined was 56% - this was based on the aspirational target set by Serco in contract bid documents (59%).

It was reported that the actual combined achieved was 52.6% which was below target however it was noted that this was above the National Recycling rate. Various factors affected performance of the joint waste contract and also national performance, these included:

- Less packaging materials to recycle.
- Using light weight packaging.

- Paper consumption reduction due to digital technology.
- Demographic of district areas.
- Weekly recycling collections tend to have higher recycling rates.
- Weather and the effect on garden waste.
- Rigorous controls at material reclamation facilities (MRF).

Work was undertaken in October 2015 with households in High Wycombe to increase awareness of materials acceptable for the collection and collection crews received regular training on the correct materials for the recycling bins.

Sally noted that the performance indicators would need to be reconsidered to set a more realistic and achievable target in light of the factors impacting on recycling rates.

Regarding missed collections it was noted that the figures for 2014/15 and 2015/16 had been high and various factors had contributed to performance which included:

- The start of a new service and ensuring the routes were efficient and customers understood the requirements for recycling.
- Crews working longer hours and staff adapting to this change.
- Complaints regarding missed collections.
- Recruitment and high turnover of staff.
- A national problem with recruiting into HGV positions.

It was noted that the Joint Waste team were working with Serco to improve performance and during the first quarter of 2016/17 missed collection levels had dropped significantly.

In response to questions Sally confirmed that repeated missed collections should be reported and then these would be investigated. Also broken recycling bins should also be reported and replacements would be provided by the collection crews. It was noted that performance of crews were monitored and repeated missed collections were added to a 'hotspot' list for managers to sign off when collections were made.

RESOLVED: That

- i) The report be noted; and
- ii) A future report be provided outlining the new recycling performance targets.

17 2016/17 QUARTER 1 SERVICE PERFORMANCE REPORT

The Committee were provided with an update on a selection of the corporate performance measures for Q1 (April – June).

Information was provided on 20 Level 1 measures identified by the Audit Committee and an overview of all corporate measures.

During the discussion Members made a number of points and noted the following:

- Regarding Customer Services Centre (HR002) - The 70% target for 'calls answered in 20 seconds' was questioned and challenged as perceived as being too low given performance levels. An overview of the basket of measures used to monitor CSC contract performance was requested for the next meeting and for this also to include benchmark information on how we compare to best practice elsewhere. A question was also raised about how to ensure that the operatives in Coventry receive training so that they passport calls to the right people and whether transferring callers to CISCO Call Centre with automated options is standard.
- Regarding Homelessness applications (ES008) - Wider context was requested around this measure and the duty on the Council to provide housing, including whether a screening exercise was carried out to see if the Council 'have a duty' or whether the full application process needs to be undertaken to discover this.

RESOLVED: That the 2015/16 Services Performance Q1 (April – June) be noted.

18 STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENT

The Finance Services Manager, Brenda Watson and Senior Accountant, Julia Turner presented the Statement of Accounts for 2015/16, and the Higginson Park Trust Statement of Accounts for 2015/16. During the detailed presentation the Committee were taken through key figures in the Accounts, and were asked to recommend that the Higginson Park Trust Accounts be recommended to Council for approval as the Council is the charity's sole trustee.

The Committee were also asked to note the Annual Governance Statement for 2015/16 which had been signed by the Leader and Chief Executive.

Julia Turner, Senior Accountant summarised the key factors affecting the Council's accounts:

- The gross expenditure for 2015/16 totalled £93m.
- The General Fund surplus for the year was £727k after allowing for £123k allocated by Cabinet in June 2016 to meet two new funding requests.
- There was £41,705k set aside as Earmarked Reserves from revenue for specific purposes.
- Major Projects expenditure of £30.527m of which £29.5m was treated as capital for funding purposes.
- Long Term Assets had increased by £34.4m mainly due to the completion of the Handy Cross site.

It was also noted that since the publication of the draft Accounts in June 2016 amendments had been made during the audit process. These included investments being incorrectly categorised as Long Term instead of Short Term and land disposed of at Hughenden Quarter was not written off the asset register. The Accounts had been subsequently updated and it was noted that there was no impact on cash or usable reserves.

The Head of Finance and Commercial informed the Committee that the Statement of Accounts were in the final process of being audited and requested that authority to approve the final accounts be delegated to the Audit Committee Chairman in consultation with the Head of Finance and Commercial.

The Committee noted the Higginson Park Charity Accounts for 2015/16 with a net expenditure of the trust of £185k with assets worth £5,837k. Members noted that the Council provided a small subsidy in relation to the Leisure Centre contract.

The Chairman thanked the officers for the presentation.

Recommended: That the Higginson Park Trust Annual Report and Accounts for 2015/16 be recommended to Council for approval.

RESOLVED: That (i) approval of the Statement of Accounts for the financial year ended 31 March 2016 be delegated to the Chairman of the Audit Committee in consultation with the Head of Financial and Commercial; and

(ii) the signed Annual Governance Statement for 2015/16 alongside the Statement of Accounts be noted.

19 EXTERNAL AUDITOR'S ISA 260 AUDIT RESULTS REPORT

External Auditor, Maria Grindley, presented Ernst & Young's Audit Results Report and findings from the 2015/2016 audit. The Committee were informed that the auditors proposed to issue an unqualified opinion on the financial statements and Value for Money Opinion. The audit results had demonstrated that the Council had prepared its financial statements adequately.

It was reported that Appendix A detailed the corrected audit differences that had been identified during the audit. These related to a classification error between long-term and short-term investments and a correction regarding the Hughenden Quarter disposal. The Head of Financial Services confirmed that these had been corrected and there were no unadjusted errors to the accounts.

RESOLVED: That the Auditor's Results Report be noted.

20 TREASURY MANAGEMENT ANNUAL REPORT 2015/16 AND PRUDENTIAL INDICATORS

The Committee received a report produced for the end of the financial year in respect of Treasury Management as required by the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management in the Public Services: Code of Practice. The report outlined the treasury management activities and performance for 2015/16.

Members noted that:

- An interest free loan of £3.3m from the Bucks Thames Valley Local Enterprise Partnership to support the redevelopment at Handy Cross had been repaid.
- The Bank of England base interest rate remained at 0.5% and that investment rates had remained stable but historically very low.
- Funds of £500k had been received from Iceland following the collapse of the Glitnir Icelandic Bank. All investments had now been recovered and including part interest payments.

RESOLVED: That

- (i) the treasury management report for 2015/16 be noted; and
- (ii) the detail regarding the sale of Icelandic investments during 2016/17 be noted.

21 AUDIT COMMITTEE TERMS OF REFERENCE - SELF ASSESSMENT OF GOOD PRACTICE

The Committee received a report which provided the results of the self-assessment Core Knowledge and Skills Framework, based on CIPFA's Self-Assessment of Core Knowledge and Skills.

The Committee was informed that 6 out of 12 completed forms were returned this year compared to 13 returned forms in August 2015. The current assessment had identified that further training would be undertaken to maintain awareness of the key aspects of the workings of the Audit Committee. These areas were as follows:

- Knowledge of the six principles of the CIPFA/SOLACE Good Governance Framework and the requirements of the Annual Governance Statement (AGS). Knowledge of the local code of governance.
- Awareness of the financial statements that a local authority must produce and the principles it must follow to produce them. Understanding of good financial management principles. Knowledge of how the organisation meets the requirements of the role of the chief financial officer, as required by the CIPFA Statement on the Role of the Chief Financial Officer in Local Government.

- Understanding of the principals of risk management, including linkage to good governance and decision making. Knowledge of the risk management policy and strategy of the organisation. Understanding of risk governance arrangements, including the role of members and of the Audit Committee.
- Knowledge of the Seven Principles of Public Life. Knowledge of the authority's key arrangements to uphold ethical standards for both members and staff. Knowledge of the whistleblowing arrangements in the authority.

It was requested that the self-assessment questionnaires be circulated at an alternative time of year as during the summer holidays these could sometimes be missed.

Members confirmed that they were satisfied with the way in which training had been provided in the past, i.e. in advance of the main Audit Committee meeting. It was agreed that they would like to continue with the arrangement in that they would receive training based on the content of the Committees forward plan and that the Chairman would meet with officers to discuss requirements for future training.

RESOLVED: That

- i) the results of the self-assessment Core Knowledge and Skills Framework undertaken by the members of the Audit Committee be noted; and
- ii) the Chairman meet with Officers to discuss training needs.

22 IMPLEMENTATION OF INTERNAL AUDIT RECOMMENDATIONS

The Committee were provided with an update on the implementation of recommendations that had arisen from the final reports issued during 2015/16.

It was reported that 37 of the agreed recommendations had been implemented within agreed timescales and one recommendation had yet to reach its implementation date. Details were provided regarding progress of internal audit recommendations which had not yet been implemented. It was noted that recommendations to Parking Services had not been accepted however work would continue with the service.

RESOLVED: That the report on the Implementation of Internal Audit Recommendations be noted.

23 AUDIT COMMITTEE WORK PROGRAMME

The Audit Committee work programme as appended to the agenda was reviewed by the Committee.

It was noted that an update would be provided in November regarding arrangements for procuring the external auditors as discussions would need to be undertaken on the process involved.

Wording regarding the Red Kite update in January would be amended.

The Ernst & Young Annual Audit Plan would be brought forward to the January meeting.

RESOLVED: That the forward work programme be noted and updated as above.

Chairman

The following officers were in attendance at the meeting:

Jemma Durkan	- Senior Democratic Services Officer
Steve Richardson	- Head of Finance and Commercial
Mike Howard	- Audit, Risk and Fraud Manager
Jacqueline Ford	- Corporate Policy Team Leader
Brenda Watson	- Finance Service Manager
Julia Turner	- Senior Accountant

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High Wycombe Town Committee Minutes

Date: 28 July 2016

Time: 7.00 - 8.58 pm

PRESENT: Councillor A R Green
(in the Chair)

Councillors Z Ahmed, M Asif, Mrs L M Clarke OBE, M Clarke, R Farmer, M Hanif,
M A Hashmi, A E Hill, R Raja, S K Raja and N J B Teesdale,

ALSO PRESENT:

Mr Joe Collins President, Bucks Students' Union

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ms A Baughan, M Davy, A Hussain, Mahboob Hussain, Maz Hussain and M Knight.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on the 1 March 2016 be agreed as a correct record.

4 PROPOSAL FOR MURAL IN LILLY'S WALK SUBWAY

The Committee welcomed Joe Collins, President, Bucks Students' Union to the meeting who provided information on a project to provide a mural in Lilly's Walk subway. The aim was to create a 'transitional gateway' from the town into the University.

The Committee was informed that graphic art students at the University were invited to submit a design; submissions were then shortlisted and the winner selected by a panel of judges. The winner received £250 in prize money and the runner up also received a prize, with both being presented at the end of year degree show. The artist selected to produce the design was Dan Wilson, who had studied a degree in fine art at Bucks New University and had previously undertaken the mural on the former goods shed.

The overall cost of the project had been calculated at £2640 with costs being met from a HWTC community support grant, HWBIDco, Bucks New University, Bucks Students' Union, and Bucks County Council.

Brief discussion took place, during which the Chairman and Members thanked Joe Collins for his attendance and presentation.

5 MASTERPLAN UPDATE INCLUDING PROPOSALS FOR THE DESIGN OF THE NEXT STAGE OF THE ALTERNATIVE ROUTE ROUND HIGH WYCOMBE TOWN CENTRE - CONSULTATION

John Callaghan, Team Leader (Environment and Infrastructure) provided an update on the High Wycombe Town Centre Masterplan. The update included information on proposals for the design of the next stage of the alternative route around High Wycombe town centre (between Westbourne St and Lily's Walk. Information was also provided on work to be undertaken to assess options to remake the River Wye along sections of the A40 through the town centre.

Members made a number of points and received clarification of various queries as follows:

- In May 2016 the Local Enterprise Partnership had agreed the release of £8.5m of funding towards the programme to add to the £5.64m CIL funding committed by the Council, totalling approximately £14m to be spent by 2019.
- Improvements to Westbourne Street had been completed. Some damage had been made to the planters and the Committee were informed that replacement parts were available and would be obtained.
- The first priority was to deliver the next stages of the alternative route. Design work will also be getting underway regarding the Oxford Road or Easton Street areas.
- Whilst considering the Oxford Road area work would be undertaken on the feasibility of restoring the river in parallel with this schemes. If funding were available to remake the river together with the road works this could enable savings to be made, however funding was a significant challenge, even if the options to remake the river prove technically feasible.
- .
- There was a large amount of work to be delivered by 2019 with work scheduled to start in early September 2016. Procurement is at an advanced stage.
- In the short term a river improvement project in the Swan frontage area was being carried out in August, in conjunction with Chiltern Rangers. Any adverse effects during the works to the trout in the river would be minor and temporary and would be positive in the longer term.
- Consultation had been undertaken, for example during 2013 with stakeholder meetings at the time of the agreement of the Adopted Delivery and Site Allocations Plan. However further consultation could be undertaken with regards to the bus companies and taxi drivers.
- The emergency services had not reported any problems at Westbourne Street in relation to the improvements.

- Once the alternative route was completed appropriate signage could be put in place at Westbourne Street.
- Contamination on the gas works site was an issue and was the responsibility of the developer to decontaminate. A remediation process would be required prior to the start of development on the site.
- There was discussion about the scope of the project and the extent to which it included Desborough Road.

Members thanked the officer for his presentation.

6 LOCAL PLAN UPDATE

Ian Manktelow, Team Leader Planning Policy, provided an update on the new Local Plan. During the presentation and discussion, the following points were made:

- Previous consultation on the new Local Plan had taken place two years ago.
- A separate consultation was currently being undertaken due to end on 8 August with the plan being submitted to the Government early 2017.
- A newsletter regarding the consultation on the draft new Local Plan had been distributed to households during 2016.
- The requirement was for up to 15,000 homes to be found in the Wycombe District area. There was a current deficit of 5000 homes and work had been undertaken with Aylesbury Vale District Council to see if development needs for Wycombe District could be met within Aylesbury Vale.
- Included in the new Local Plan would be site proposals and Development Management Policies.
- The vision and strategy were set out in the document with six key themes identified.
- Key site proposals for High Wycombe included housing, employment and gypsy and traveller sites.
- Work would be undertaken with Highways England, the LEP, Bucks County Council and the railways regarding improving connectivity across the district. Including access to High Wycombe from the M40.
- The Committee received information regarding issues with road infrastructure works and standards required by Highways England in relation to junction separation distances.
- The draft Plan identifies the aim to commission a study to look at the scope to re-establish the High Wycombe to Bourne End rail link as part of improving north/south rail connectivity.
- Members were concerned regarding the use of green belt land for development in the High Wycombe unparished area. It was confirmed that a small amount of green belt land had been proposed however this was a very small percentage of the overall housing requirement and a very small amount of the District's green belt.
- Members were also concerned regarding the use of land at the back of properties on Hughenden Road.
- Current High Wycombe town centre policies such as the Masterplan and the recently adopted Delivery and Site Allocations Plan would remain in place.

- It was noted that there were constraints on development around Marlow due to the flood risk, AONB and Green Belt reasons.

The Chairman thanked the officer for his attendance and presentation.

Chairman

The following officers were in attendance at the meeting:

Ian Manktelow	Team Leader, Planning Policy
John Callaghan	Team Leader, Environment and Infrastructure
Ian Hunt	Democratic Services Manager
Jemma Durkan	Senior Democratic Services Officer

High Wycombe Town Committee Minutes

Date: 13 September 2016

Time: 7.00 - 8.21 pm

PRESENT: Councillor A R Green
(in the Chair)

Councillors K Ahmed, Z Ahmed, M Asif, Ms A Baughan, H Bull, Mrs L M Clarke OBE, M Clarke, M P Davy, R Farmer, S Graham, M Hanif, A E Hill, M Hussain JP, A Hussain, M Hussain, M E Knight, B E Pearce, R Raja, S K Raja and Ms J D Wassell

ALSO PRESENT:

Mr Oliver O'Dell

Chief Executive, HWBIDCo

7 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor M A Hashmi and Councillor N Teesdale.

8 DECLARATIONS OF INTEREST

Cllr R Raja declared an interest in Minute 11 (Next Phase of Concrete Burial Chambers) as the Secretary of a bereavement society. Cllr Raja remained in the chamber throughout the discussions.

9 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on the 28 July 2016 be agreed as a correct record.

10 UPDATE FROM HWBIDCO

The Committee welcomed Oliver O'Dell, Chief Executive of the HWBIDCo, to the meeting.

Mr O'Dell commenced by explaining that HWBIDCo were moving into the final year of their first BID term and the BID renewal process was due to take place in 2017.

The Committee noted that year four of the bid was almost complete and the focus for the year had been on how HWBIDCo communicated with the town. A number of activities had been undertaken such as reviewing communication skills, introducing a regular e-newsletter, working to extend the digital security radio scheme, supporting external events and closer one-to-one working with individual businesses.

Moving into year 5, Mr O'Dell explained that the full business plan would be delivered alongside the BID renewal process. Highlights for year 5 would include:

- Offering subsidised training such as First Aid at Work, safeguarding, visual merchandising, customer service and mystery shopper.
- Relinquishing the lease on 9-10 Church Street to allow for a permanent tenant.
- Working with the Council and police to address business concerns in Desborough Road.

The BID Renewal process would be taking place in 2017 with the business proposal published in May 2017. Business ratepayers would be invited to vote during June 2017 and this would be in the form of a 28 day postal ballot. Mr O'Dell commented that it would be unlikely that the BID would return if unsuccessful and businesses were unlikely to work together independently without the support of HWBIDCo.

The Chairman thanked Mr O'Dell for his update and presentation, and a discussion took place on issues such as attracting prospective businesses to the town, high rental costs of units, funding, training and high street maintenance.

It was requested that information regarding the HWBIDCo business plan for the renewal process be brought to a future meeting and this be included in the Committee's Forward Work Programme.

11 NEXT PHASE OF CONCRETE BURIAL CHAMBERS

The Committee considered a report on the next phase of concrete burial chambers.

The Community Commissioning Manager explained that the current chambers were anticipated to be full by 2019 and additional vaults would enable the service to continue at the High Wycombe Cemetery. It was reported that there were three options currently available for consideration based on the current scheme, and these were set out in the report presented to the Committee.

Members made a number of points regarding the current costs and dimension of the chambers. It was proposed that a working group be set up to support the Community Commissioning Manager in considering alternative options and costs. A report with the final proposals would be brought to a future meeting of the Committee.

RESOLVED: That

- i) A working group comprising Councillors S K Raja, Mahboob Hussain, Maz Hussain, K Ahmed, R Raja and R Farmer, be

established to consider options regarding concrete burial chambers for the High Wycombe Cemetery;

- ii) That the report be deferred until a future meeting of the Committee to consider the options explored by the Working Group and the Community Commissioning Manager.

12 HIGH WYCOMBE TOWN COMMITTEE - FORWARD WORK PROGRAMME

The Committee's draft work programme looking ahead to March 2017 was presented for review.

It was noted that an update would be provided regarding the market at the meeting in November 2016. It was requested that any specific issues should be emailed to the Democratic Services officers so the appropriate person could attend to answer queries.

It was also requested that an update on the Public Spaces Protection Order be added to the January 2017 meeting.

An update on the HWBIDCo business plan would be added to the March 2017 meeting.

RESOLVED: That the forward work programme be noted and updated as above.

13 INFORMATION SHEETS

RESOLVED: That Information Sheet 03/2016 Budgetary Control Report for Q1 2016/17 be noted.

14 URGENT ITEMS (IF ANY)

The Chairman requested that a short update be provided regarding a feasibility study for potential new visitor facilities at the Rye.

The Community Commissioning Manager explained that a public consultation was being undertaken to consider options and an event would be taking place on 24 September 2016 for residents to sketch or paint their ideal version of the park.

It was noted that Ward Members and Planning Officers would be consulted and the public consultation would conclude on the 26 September. A report would be brought to a future meeting of the Committee.

Chairman

The following officers were in attendance at the meeting:

Mrs S Randall

Mrs J Durkan

Mr I Hunt

Community Commissioning Manager

Senior Democratic Services Officer

Democratic Services Manager

Planning Committee Minutes

Date: 29 June 2016

Time: 6.30 - 8.58 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, M Asif, Ms A Baughan, S Graham, C B Harriss, A E Hill, D A Johncock, N B Marshall, H L McCarthy, Ms C J Oliver, N J B Teesdale, C Whitehead and L Wood,

Apologies for absence were received from Councillors A Lee and A Turner

LOCAL MEMBERS IN ATTENDANCE:

Councillor Ms K Wood

15/08410/FUL

Councillor R Scott

15/08546/FUL

Councillor T Green

16/05904/FUL

11 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 1 June 2016 be approved as a true record and signed by the Chairman.

12 DECLARATIONS OF INTEREST

There were no declarations of interest.

13 PLANNING APPLICATIONS

RESOLVED: that the reports be received and the recommendations contained in the reports be adopted, subject to any deletions, updates or alterations set out in the minutes below.

14 15/08410/FUL - WYCOMBE HEIGHTS GOLF CENTRE, RAYNERS AVENUE, LOUDWATER, BUCKINGHAMSHIRE, HP10 9SZ

The Committee voted in favour of the motion to amend condition 10 to remove "an average" from the first line and therefore require no more than 60 delivery movements.

RESOLVED: that the application be approved, subject to the change to condition 10, in accordance with the Officer's recommendation.

The Committee was addressed by Councillors Ms K Wood and L Wood, the local Ward Members.

The Committee was addressed by Parish Councillor C Dodds (Chepping Wycombe Parish Council) in objection.

15 15/08546/FUL - ANGLERS COURT, 34-44 SPITTAL STREET, MARLOW, BUCKINGHAMSHIRE, SL7 1DB

Subject to the addition of "Each tree to be planted shall be a minimum heavy standard 12-14cm girth" being added to condition 4 the Committee voted in favour of the motion to approve the application.

RESOLVED: that the application be approved, subject to the above amendment, in accordance with the Officer's Recommendation.

The Committee was addressed by Councillor R Scott, the local Ward Member and a statement written by Councillor Collingwood (Local Ward Member) was read out by Councillor K Wood.

The Committee was addressed by Mr M Blunkell (spokesperson) in objection and Mr D Howells of Sorbon Estates (the applicant).

16 16/05316/FUL - 7 SHELLEY ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 2UP

The Committee voted in favour of the motion to approve the application.

RESOLVED: that the application be approved in accordance with the Officer's Recommendation.

17 16/05904/FUL - MENTMORE, THE GREENWAY, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 6PU

The Committee voted in favour of the motion to approve the application.

RESOLVED: that the application be approved in accordance with the Officer's Recommendation.

The Committee was addressed by Councillor T Green, the local Ward Member.

18 15/07870/OUT - SITE OF FORMER MOLINS SPORTS GROUND, MILL LAND & THE HAVEN, CROWBROOK ROAD, MONKS RISBOROUGH, BUCKINGHAMSHIRE

The Committee voted unanimously in favour of the motion that had the planning application not been appealed for non-determination, the Committee would have been minded to Refuse the application for the reasons set out in the Officer's report.

Members noted that the applicant had appealed against non-determination and therefore the Committee no longer had jurisdiction to determine this application.

RESOLVED: Had the Committee been in a position to determine the application, the Committee agreed unanimously with the officers' recommendation that they were Minded to Refuse it.

19 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that no pre-committee training / information session was scheduled for Wednesday 27 July 2016 as a result the Planning Committee Meeting was now scheduled to begin at 6.30pm.

20 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 26 July 2016 in respect of the agenda for the meeting on Wednesday 27 July 2016; the following Members be invited to attend with the relevant local Members:

Councillors: S Graham, C B Harriss, A E Hill, D A Johncock, H L McCarthy and P R Turner.

21 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

The file on actions taken under delegated authority since the previous meeting was circulated for the Committee's attention.

Chairman

The following officers were in attendance at the meeting:

Mr P Druce	Democratic Services
Ms T Krykant	Planning Solicitor
Mr R Martin	Development Management Team Leader
Mr A Nicholson	Development Manager
Mr C Power	Development Management Team Leader

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Planning Committee Minutes

Date: 27 July 2016

Time: 6.30 - 7.20 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, M Asif, S Graham, C B Harriss, A E Hill, D A Johncock, A Lee, H L McCarthy, N J B Teesdale, A Turner and L Wood.

Standing Deputies present: Councillors A Hussain, Mrs W J Mallen and S K Raja.

Apologies for absence were received from Councillors: Ms A Baughan, N B Marshall, Ms C J Oliver and C Whitehead.

LOCAL MEMBERS IN ATTENDANCE

Cllr D Carroll

APPLICATION

16/05053/FUL

CHAIRMAN'S COMMENTS

The Chairman informed the Committee that it was with much sadness he had to report that the former Chief Planning Officer, Chris Swanwick, died the previous week. Chris joined Wycombe District Council as Chief Planning Officer in the mid-1980's before retiring as Corporate Director in 2005.

He was a very passionate and committee planner, convinced that Wycombe was the best planning service in the country.

The Chairman explained that he would pass back the condolences of the Planning Committee to Chris's family.

22 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 29 June 2016 be approved as a true record and signed by the Chairman.

23 DECLARATIONS OF INTEREST

There were no declarations of interest.

24 16/05053/FUL - UPLANDS CONFERENCE HOUSE AND TRAINING CENTRE, FOUR ASHES ROAD, CRYERS HILL, BUCKINGHAMSHIRE, HP15 6LB

The Committee voted in favour of the recommendation that the Head of Planning and Sustainability be given delegated authority to grant Conditional Permission provided that a Planning Obligation or other agreement was made to secure the following matter –

- Affordable Housing – a financial contribution to be spent off-site

or to refuse Planning Permission if an Obligation or other agreement could not be secured.

The Committee wished it to be noted that they had concerns in relation to the speed limit of 60mph which is in force along Four Ashes Road. They agreed that a letter be sent to the Highway Authority (Bucks County Council) requesting a reassessment of the speed limit and asking them to bear in mind the high level of new housing being built in the locality as well as taking the local school into consideration. It was agreed that the letter would be sent by the Chairman of Planning and the Cabinet Member of Planning and Sustainability.

RESOLVED: As per the officer's recommendation set out above.

The Committee was addressed by Councillor Carroll, the Ward Councillor.

The Committee was addressed by Dr Linda Derrick on behalf of the Widmer End Residents Association and Parish Councillor Richard Gould on behalf of Hughenden Parish Council, in objection and Mr Nick Bridges on behalf of the architect and applicant.

25 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

26 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 23 August in respect of the agenda for the meeting on Wednesday 24 August, the following Members be invited to attend with the relevant local Members:

Councillors: S Graham, A E Hill, D A Johncock, T Lee, H L McCarthy, A Turner and P R Turner.

27 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

The file on actions taken under delegated authority since the previous meeting was circulated for the Committee's attention.

Chairman

The following officers were in attendance at the meeting:

Mrs S Armstrong	Principal Development Management Officer
Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer
Mr A Nicholson	Development Manager
Ms R Steele	Assistant Solicitor

COUNCIL SEATING PLAN 2016/2017

	13 C Harriss		
	14 N Teesdale		
	15 M Clarke		
	16 Mrs S Adoh		
	17 A D Collingwood		
	18 H Bull		
	19 L Wood		
	20 R J Scott		
		42 Mrs C Oliver	
		43 R Newman	
		44 Z Ahmed	
		45 C Whitehead	
		46 G Hall	
12 Maz Hussain 11 David Knights 10 D A Johncock 9 Mrs J D Langley 8 Mrs J A Adey 7 Mrs J E Teesdale 6 D H G Barnes 5 Miss K S Wood 4 D M Watson 3 R Wilson 2 D A C Shakespeare 1 D J Carroll	41 N Marshall 40 I L McEnnis 39 Mrs G A Jones 38 T Lee 37 S K Raja 36 Mrs W J Mallen 35 A Hussain JP 34 A Turner 33 G Peart 32 S Broadbent 31 S Sadiqqe 30 M Davy	47 H McCarthy 48 B Pearce 49 R Farmer 50 M E Knight 51 Ms A Baughan 52 Ms J Wassell 53 M Abdullah Hashmi 54 M Asif 55 M Hanif 56 K Ahmed 57 Rafiq Raja 58 S Graham	21 Mrs L Clarke OBE 22 J A Savage 23 P A Turner 24 A E Hill 25 C Etholen 26 M Harris 27 M Appleyard 28 A R Green 29 R H Gaffney

DSO	
DS Manager	
Chief Executive	
Chairman	
Councillor IM Hussain JP	59
Vice-Chairman	
Councillor Miss S Brown	60
Corporate Director	

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