



WYCOMBE
DISTRICT COUNCIL

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Queen Victoria Road
High Wycombe
Bucks HP11 1BB

Council

Date: 23 February 2017
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 23 February 2017 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 12 December 2016 and 16 January 2017.	1 - 26
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 Thursday 16 February 2017.

Questions will be submitted in the order in 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 Thursday 16 February 2017. Questions shall be taken first from the Group Leaders of the political parties who shall be entitled to ask an 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 is 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 Thursday 16 February 2017.

(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 27 - 34
	To receive the minutes of and consider any recommendations from the following meeting:
	Cabinet 6 February 2017
9	COUNCIL TAX SETTING 2017/18 AND PRESENTATION FROM LEADER OF THE COUNCIL (To follow)
	The minutes of the Cabinet meeting held on 6 February 2017 recommend revenue estimates and the district and parish elements of Council tax levels for 2017/18.
	Full Council is required to consider the Revenue Estimates and the district and parish elements of Council tax levels for 2017/18 and then to set out the full Council tax.
	Details relating to the precept for Bucks County Council, the Thames Valley Police Authority and Bucks and Milton Keynes Fire Authority are awaited. The full report containing these details together with the full Council tax details across the district is therefore to follow.
	Members are reminded that they must have regard to the Chief Financial Officer`s report when setting the Council tax.
	In accordance with Standing Order 16.5 a recorded vote shall take place on decisions relating to the setting of the budget and Council tax.
10	STANDARDS COMMITTEE 35 - 36
	To receive the minutes of and consider any recommendations from the following meeting:
	Standards Committee 8 February 2017
11	IMPROVEMENT & REVIEW COMMISSION 37 - 45
	To receive the minutes of and consider any recommendations from the following meeting:
	Improvement & Review Commission 11 January 2017
12	AUDIT COMMITTEE 46 - 49
	To receive the minutes of and consider any recommendations from the following meeting:

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	Audit Committee 19 January 2017	
13	HIGH WYCOMBE TOWN COMMITTEE	50 - 56
	To receive the minutes of and consider any recommendations from the following meeting:	
	High Wycombe Town Committee 17 January 2017	
14	PLANNING COMMITTEE	57 - 68
	To receive the minutes of and consider any recommendations from the following meetings:	
	Planning Committee 16 November 2016	
	Planning Committee 14 December 2016	
	Planning Committee 18 January 2017	
15	REGULATORY & APPEALS COMMITTEE (To follow)	
	To receive the minutes of and consider any recommendations from the following meeting:	
	Regulatory & Appeals Committee 13 February 2017	
16	QUESTIONS UNDER STANDING ORDER 11.2	
17	URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER	
	(a) Approval of the Revised Local Development Scheme	
	(b) Allocation of awards for Community Support Grants 2017/18 (community Services)	
	(c) Community Support Grants 2017/18 (Homes & Homelessness)	
	(d) Community Support Grants 2017/18 (Planning & Sustainability)	
	(e) Amendment and addition to membership of the Housing Policy Advisory Group	
	(f) Council Tax Base setting 2017/18	

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

Council Minutes

Date: 12 December 2016

Time: 6.30 - 7.56 pm

PRESENT: Councillor M Hussain JP (in the Chair)

Councillors Mrs J A Adey, K Ahmed, Z Ahmed, D H G Barnes, Ms A Baughan, S Broadbent, Miss S Brown, H Bull, M Clarke, Mrs L M Clarke OBE, A D Collingwood, M P Davy, C Etholen, R Farmer, R Gaffney, S Graham, A R Green, G C Hall, M Hanif, M Harris, C B Harriss, A E Hill, A Hussain, M Hussain, D A Johncock, Mrs G A Jones, M E Knight, D Knights, Mrs J D Langley, A Lee, Mrs W J Mallen, N B Marshall, H L McCarthy, I L McEnnis, R Newman, Ms C J Oliver, B E Pearce, G Peart, S K Raja, R Raja, S Saddique, J A Savage, R J Scott, D A C Shakespeare OBE, 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 Aldermen: J M Blanksby

35 APOLOGIES FOR ABSENCE

Apologies for absence were received from Honorary Aldermen: E H Collins, D Cox, M Oram, Mrs K M Peatey (MBE), Mrs P Priestley and R Pushman. Councillors: M C Appleyard, M Asif and D Carroll.

36 WELCOME

The Chairman extended a warm welcome to Members and to Councillor Mrs G A Jones following her return from a period of extended sickness absence.

37 ORDER OF BUSINESS

The Chairman announced a change to the order of business within the agenda by bringing forward Petitions at item 7 now to be taken immediately following the Declarations of Interest item.

38 MINUTES

RESOLVED: That the minutes of the meeting of the Council held on 10 October 2016 be confirmed as a true record and signed by the Chairman.

39 DECLARATIONS OF INTEREST

Councillor Ms J Wassell declared that she was now a lease holder with Red Kite Housing Association.

40 PETITIONS

Vikas Kapoor (member of the public) and his son, Ruben, gave notice of a petition, which read as follows:

Crown House School, High Wycombe

“A petition for a footpath to run alongside the access road & a lollipop man/lady”

Ruben briefly addressed the meeting and summarised the contents of the petition. He conducted a short presentation and showed a brief video.

It was agreed that the petition would be handed in outside of the meeting, following which it would be validated against the Council’s Petition Scheme.

Members and the lead petitioners would be informed at a later date how the petition would be administered following the validation process.

41 CHAIRMAN’S ANNOUNCEMENTS

The Chairman announced that the volunteer nominations deadline was now imminent, and requested that all nominations be received by 31 January 2017, for those volunteers that had contributed 4000 hours of work or more of work within the district.

The Chairman went onto state that a tree would also be planted within the district in recognition of the invaluable work carried out by the volunteers.

42 QUESTIONS FROM MEMBERS OF THE PUBLIC

(a) Question from Mr T Snaith to the Cabinet Member for Housing

“Wycombe District continues to have a dire need for low cost and social rent affordable homes.

WDC identified that HMOs could be one such route. However there was a need to improve the quality of some of the HMOs in the district to meet acceptable standards.

In the last Council administration there was a Councillor T&F group set up to look at Houses in Multiple Occupation (HMO) and how WDC could introduce a new licencing system to improve the quality and monitoring of these properties.

Perhaps the Cabinet Member for Housing could give an update on how this project is progressing?”

Response from Councillor Mrs J Langley (Cabinet Member for Housing)

"I understand you have already received a response from officers but I will elaborate further.

The recommendation was considered by the Cabinet Member alongside a consultation from Central Government on a proposal for the mandatory licensing of HMO's. I as Cabinet Member commissioned a cross party Policy Action Group (PAG) on this matter and it was decided to wait for the consultation to conclude from central Government before a decision was made on how Wycombe District Council was to proceed. I do not want to waste time and money.

Supplementary Question

"Do you agree that HMOs in the area are of poor quality, with slum landlords exploiting the most vulnerable. Whilst WDC continues to procrastinate regarding HMO licencing London Councils are buying properties in the area to house its homeless.

Licencing should happen but do you agree we need solutions? People should not be sent to bed and breakfasts in Slough instead WDC should use its properties and proceeds to purchase its own HMOs. This would be a great Christmas present for the people of High Wycombe.

Supplementary Response

"The Government is committed to raising standards with regard to HMOs. The relevant PAG will discuss the issues further with a consultation expected to be carried out in the early part of the year."

(b)Question from Mr R Colomb to the Cabinet Member for Housing

Mr Colomb had submitted the following question:

"In 2014 an Improvement and Review Commission Task & Finish Group conducted an in-depth review of Houses in multiple occupation. Its recommendations were considered by the Cabinet in February 2015, and it was resolved that a further report be presented to the July 2015 Cabinet responding to each of the recommendations in detail.

Would you please state what these recommendations were, as I have been unable to trace them?"

Mr Colomb stated that as this question was similar to the previous public question, he would proceed straight to his supplementary question and not ask the question above.

"It is dangerous to rely on the lethargy of Government to decide what we should do. Why not move forward faster, instead of waiting around forever as we wait for Brexit.

We want to see quality and improvement with a reasonable spread of the HMOs."

Response from Councillor Mrs J Langley (Cabinet Member for Housing).

“I am satisfied that we are moving in the right direction, reducing red tape. A district wide review of HMOs would be a mammoth task. I do want to proceed but do not want to waste time and money. The PAG is to reconvene in January to consider the issues further.

There was no supplementary question

©Question from Mr Blunkell in the absence of Mr D Done to the Cabinet Member for Community

“Many voluntary organisations in Marlow are facing large increases in the cost of room hire and catering services at Court Garden, brought about by the removal of concessionary rates formerly given to local organisations.

These arrangements were in place for many years, only now being removed due to the subcontracting of the management of many facilities to an events company. In one case, a local organisation, having already placed a deposit for the provision of a meal, had that deposit returned and had to enter into a new agreement at increased cost with the new company.

It is difficult to avoid the conclusion that this Council is unaware of, or deliberately ignoring, its obligations to the local community as sole trustee of the Higginson Park Trust. This is the body established, as outlined in the trust deed, to provide these facilities “for the benefit of the inhabitants of the District of Wycombe with particular regard for the inhabitants of the town of Marlow”, not for anyone the contractors decide can provide them with a commercial return.

Why is this happening?

Response from Councillor Mrs J Adey (Cabinet Member for Community).

“As you correctly say, the Higginson Park Trust has the purpose of providing a leisure resource for inhabitants of the District, though this does not imply any financial subsidy and the Trust is required to balance its books. The 50% discount previously offered to community organisations & charities for venue hire at Court Garden House is an historic legacy, not a Trust requirement or formal Council commitment. This discount has never applied to catering services. When letting the new operator contract the Council required the successful bidder to provide a maximum of £2,000 per annum financial assistance.

Places for People Leisure Ltd reviewed the subsidy in October and found that offering the 50% discount exceeded £9,000 in the first six months of the year, well in excess of the contractual obligation. This is not sustainable and in order to ensure that the available £2,000 is distributed in the most equitable way, the level of subsidy for eligible bookings will be reduced to 10% with effect from 1st January 2017.

Some local groups may be unaware that the Council also provides Venue Hire Grants, offering a 50% subsidy of venue hire fees to not-for-profit and voluntary

groups. The award criteria and full details of this scheme, together with an application form are available on the Wycombe District Council website.”

Supplementary Question

“Thank you for your comprehensive answer. I trust I will be able to receive it in writing at some stage.”

Supplementary Response

“Yes indeed.”

43 QUESTIONS FROM MEMBERS

(a) Question from Councillor R Raja to the Leader of the Council

“The draft Local Plan identifies the need for some 10,000 homes to be built in Wycombe District area yet there is real concern over the ability of the over-subscribed schools, choking road network and a struggling sewage system, (especially the ability of the Little Marlow Treatment Works) to cope with thousands of new homes, should the draft Local Plan be approved.

Can the leader reassure the council that well before the extra houses are built the council will liaise with and seek commitments from the County Council, where it has the responsibility, to upgrade the sewage system, repair and improve the road network and have sufficient school places available with the increased numbers, so that all the planned development is fit for purpose and helps to improve the lives of the residents of WDC and not further increase residents discontent in this Tory administration?”

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

“I agree with you that delivery of infrastructure to accompany the housing growth proposed in the Local Plan is very important. That is why, as we have been working up the housing proposals in the Local Plan we have also been working very closely with all the relevant infrastructure providers, not just the County Council, to ensure that the infrastructure impacts of new development are properly addressed. When we published the draft Local Plan for consultation early next year, we also published a draft infrastructure delivery plan setting out the various infrastructure improvements required.

We have liaised closely with the County Council Education Department on the need for additional school places and the draft Local Plan sets out specific proposals on relevant sites to provide new or expanded schools. Similarly we have undertaken traffic modelling jointly with the County Council and the other Buckinghamshire Districts to assess the traffic impact of development across the whole county, not just Wycombe District, and to test appropriate mitigation measures. Site specific policies in the draft Local Plan explain how each development should address transport issues. We have been working closely with Thames Water and the Environment Agency, including undertaking detailed studies, to ensure that both the Little Marlow Sewage Treatment Works and the Princes Risborough Sewage

Treatment Works are upgraded in the right way and at the right time to accommodate new development.

I can assure Cllr Raja that we will continue to work with all the relevant infrastructure providers, including the County Council, to ensure the delivery of necessary infrastructure, although he should note that this is often rightly provided directly by or funded by developers and hence is linked to the timing of development.”

I would just like to comment on your assumption with regards to WDC residents` discontentment with the Tory administration. I would like to point out that we increased our majority in the last election which would demonstrate that they are more than happy with us.”

Supplementary Question

“Do you accept that improvements of the infrastructure cannot be left undone indefinitely? Let`s promise to make a plan that works for the WDC residents and achieve it.”

Supplementary Response

“That was not really a question, but I have already answered what has been asked.”

(b)Question from Councillor R Farmer to the Leader of the Council

“When will WDC start supporting the 'Hand Back our Hospital Campaign' by writing to the Minister of Health with our concerns about the loss of services at the hospital, and also request our MP Steve Baker to get back on the case?”

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

“Current plans released do not involve having A&E back at Wycombe, although it is very clear the hospital will stay. You need to address your concerns to the Health Trust as they are the decision makers on this. However if the Hospital Trust wished to discuss any issues then I would be happy to meet with them.

Quite frankly with the way modern healthcare is going, I am surprised you would be advocating less good healthcare for our residents.”

Supplementary Question

“Responsibility for Public Health will fall within our remit once we become a unitary, therefore let`s start fighting now for the provision of better health services.”

Supplementary Response

“This will be a matter for the unitary as to how best to plan it.”

©Question from Councillor B Pearce to the Cabinet Member for Environment.

“Does the Cabinet Member agree with me that it is false economy and foolhardy for Bucks County Council to change the closing time of the waste disposal facility at High Heavens from the summer time of 6pm to 4pm on 1st October before we altered clocks to GMT?

In previous years the winter closing time has been 5pm not 4pm.

This reduction in hours is coupled with the lack of information to the general public e.g. no sign at the entrance from Clay Lane, one wouldn't know they are closed until you got there. Surely as a result there is more chance people may fly tip because some people would not want to make a second journey”

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

“I don't agree with you I am aware that one of Bucks County Council's Select Committees considered this matter in depth and requested a full review of all the data from the Household Waste and Recycling Centres' traffic counters. Customer usage after 4pm last winter was such that there were marginally fewer people using the sites. Across all sites, only 8% of winter visits were between 4.00pm and 5.00pm which equates to an average of 23 visits per day to each of the sites after 4.00pm.

The winter opening hours of 9.00am until 4.00pm will ensure that sites are open when most used by residents and closed when usage is low. These times coincide with it getting darker and will enable the County Council to obtain better value for money from the sites with a financial saving. The saving in hour amounts to 66,000 per annum.

These changes have been publicised.”

Supplementary Question

“There is a great concern over the lack of signage at the junctions of all these facilities. Could you take further steps to ensure that the public are aware that the facility will be closed by 4pm?”

Supplementary Response

“I am satisfied with the current arrangements, but will speak to my counterpart at the County. In addition the fly tippers should be aware that they will receive a heavy fine for doing so.

(d)Question from Councillor S Broadbent to the Cabinet Member for Environment.

“Given the rising popularity of flying UAV's (Unmanned Aerial Vehicles), also known as drones, and the likelihood that many people in the district may receive one as a Christmas gift, does the council have any publicly available guidelines on their appropriate usage within the district?

Recent national statistics indicate an increase in aerospace incidents and physical injuries to members of the public when UAV's are flown in an unsafe manner."

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

"The Civil Aviation Authority (CAA) is the appropriate enforcement authority so the Council is not in a position to be issuing guidelines on this as it does not fall within our sphere of influence.

This is very much a developing issue as these devices become more popular. I am aware that the CAA has recently issued a revised Drone code to help people getting a drone to fly safely and responsibly and this code is hosted on a new dedicated Drone safe website. The advice is backed by a wide range of leading aviation players, drone retailers and manufacturers and the Department for Transport."

I would like to add that I fully accept your point and your concerns over the safety of drones. I feel that we should write to our local MPs raising our serious concerns and ask for action to be taken before a serious tragedy occurs."

Supplementary Question

"I am pleased you are aware of the aerospace drone code, whilst a survey conducted established that only 39% of users were aware of it. Although I fully support the technology, I would urge that the Council issue safety guidelines, following the example of other councils, such as in Somerset.

I feel that we should work with the community in demonstrating how we can access the drone code publicly."

Supplementary Response

"I am happy to do that."

(e)Question from Councillor Mrs L Clarke to the Leader of the Council

"Having read in the local papers recently that Aylesbury Vale District Council is working with Buckinghamshire County Council on the Aylesbury traffic problems, does Wycombe District Council have this working relationship with Buckinghamshire County Council on the traffic problems that beset Wycombe District?"

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

"As you know traffic is one of the foremost concerns that people raise in response to new development and have also raised during consultations on our draft New Local Plan.

Buckinghamshire County Council is responsible for highways and the District Council is responsible for local planning decisions. As a matter of necessity therefore we strive for a close working relationship on these issues. I think that what the District brings to the relationship in particular is a recognition of the joined up nature of development problems and potential funding for solutions.

Almost five years after Wycombe introduced the Community Infrastructure Levy we remain the only Council in Buckinghamshire that has such a levy in place which is an important source of funding for new infrastructure. We have worked hard to ensure that County Council's input supports the development planning process and we have worked with Infrastructure Liaison and Reserve Sites Liaison groups to ensure that technical and professional views are scrutinised and adjusted to reflect local views.

In terms of the Local Plan we have been working closely with BCC on where new housing may be located and the transport implications and this is reflected in the allocations in our draft Local Plan. Alongside the other districts and BCC, county wide traffic modelling was commissioned to look at the traffic impacts of the various local plan site allocations and to put forward mitigation measures. We are also working with Buckinghamshire and with Highways England on access to High Wycombe from the strategic road network. In due course we hope that these work streams will inform the development of a High Wycombe Transport Strategy.

In Princes Risborough we are continuing to work with BCC and local stakeholders on how a proposed relief road maybe delivered and in Marlow we are working with both BCC and Highways England on delivering improvements at the Westhorpe Interchange to ease peak hour congestion into Marlow and Globe Park.

In High Wycombe we are working collaboratively with the County on the highway changes that form part of the Town Centre Masterplan and the County Council has secured £6.2m funding from the Local Transport Board to deal with cumulative impacts of development for example from the reserve sites and we will continue to work closely with them to get the best outcomes from this funding in a way that complements the improvements that will be secured from new developments through the planning process.

Finally, I think everyone is aware that traffic issues in the District are already significant but are not simple to solve. However, we are working hard to deliver cost-effective solutions. I can ensure you we work closely with BCC on traffic issues and my Cabinet Member for Planning & Sustainability regularly meets with the Cllr Mark Shaw - the Cabinet Member for Transport at BCC - to manage these work streams and to ensure that local concerns are understood and translated into effective solutions."

Supplementary Question

“We said that we would look to link the extreme amount of all the traffic lights and pedestrian lights in collaboration with BCC many years ago. Something urgent needs to be done, as they do not run properly and are not linked.”

Supplementary Response

“I understand and share your frustration regarding this issue of the lights not managing the traffic flow efficiently. We have an aspiration to resolve the issues, and have given consideration as to whether some can be replaced by roundabouts.

We are pursuing the matter with Bucks CC and will publish a report on the subject as soon as possible.”

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

“A year ago, I presented a motion to the council to take up to 200 refugees under the Vulnerable Persons Resettlement Scheme, which is funded and promoted by the Government.

This motion was rejected by the ruling party on the basis that, whereas the council recognised the humanitarian crisis, Wycombe was not in a position to pledge assistance owing to our own homeless list and the difficulty of liaising with all the services which would need to be involved.

Many thousands of men, women and children have since died.

In view of this, I would like to ask the leader whether she would now be willing to engage with us in cross-party action to save lives by giving some of the most vulnerable refugees a home in the Wycombe district?”

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

“As you know and have stated to you previously, I have great sympathy for the plight of refugees, who have taken the desperate decision to flee their homes due the violence and suffering that they have experienced. For those who are resettled in the UK, I feel strongly that they deserve a comprehensive support package to help them build a safer and more stable life.

Wycombe District Council is not able to provide a comprehensive package of support alone – we are not responsible for the education, social or health care services which would be needed. We are more than aware that there is already enormous strain on those services as highlighted by your Leader earlier.

With your very keen interest in housing, you are more than aware that there is still enormous pressure on what little housing there is available within the district, that there is a long waiting list and that many people have been on that list for some time. It would have been disingenuous of me to then tell those people that their wait for a home would be even longer, because what little housing had become available was being used for other means.

Should the time come that the housing waiting list has significantly reduced and that families and individuals who are homeless, or at risk of being made homeless, do not need our help, we will reconsider our position. Until then, we will continue to focus our effort and attention on finding homes for local people.

My Deputy has had several meetings with the Wycombe Refugee Partnership to see how we can assist them. They have already brought 31 refugees into High Wycombe.

Supplementary Question

“In other words your answer is still no. Is your conscience comfortable?”

Supplementary Response

“I have set out my answer. My concern is about the people of Wycombe first and foremost.”

(g)Question from Councillor S Graham to the Leader of the Council

“According to BFP report on the 2nd December 2016 the three District Councils in South Bucks is offering free parking days in the run up to Christmas.

Would the Leader of the Council agree that this appears to be a test run off collaboration among the three Councils, and does this betray her preference for a unitary authority base on Wycombe District Council, Chiltern District Council and South Bucks District Council?”

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

“As you will have seen from reports in the media the four District Councils have agreed to put forward a submission for two unitary Councils - one North in the Vale of Aylesbury and one South in the Chiltern Hills.

The four districts agree that the north and south are two separate economies and geographies with distinctive characteristics.

We also believe that the relationships which need to be formed to serve the two communities effectively are different.

The ability of the two new Councils to focus on their separate priorities will enable them to be more agile in delivering growth and productivity, more effective at helping the most vulnerable and provide services which genuinely reflect the needs and priorities of our distinctive communities.

Free parking days is the least of the many benefits our proposal will offer residents, which has been available for some time.”

Supplementary Question

“Does this mean that the Leader is not in agreement with other County Council Tories, who are advocating one unitary authority for the County?”

Supplementary Response

“This is a different question to the original one asked”

(h)Question from Councillor Ms J Wassell to the Cabinet Member for Community.

“Given the reported rise in hate crime this year, by the Thames Valley Police, has the Council any proposals to protect and support Wycombe residents in this situation or provide additional training to staff?”

Response from Councillor Mrs J Adey (Cabinet Member for Community)

“Hate crime is a serious matter and we work closely with the Police to support them in taking action, raising awareness and increasing reporting. There is comprehensive information on our website on hate crime, which includes information on what hate crimes/incidents are and how people can report them, either to the police or to our shared reporting centre – The Hate Crime Network.

We also actively support the police in any campaigns they run relating to hate crime, which includes raising awareness via social media. The police have recently consulted on hate crime and we look forward to working with them on any recommendations that need implementing. We have been jointly trying to encourage victims of disability hate crime to come forward and anything Members can do in their Wards to promote the reporting of hate crime will be very helpful.”

Supplementary Question

“I am finding that the rise in hate crime is impacting on my case work. The level of malice and racism involved in some of this is quite appalling with racist comments and malicious allegations to agencies such as Social Services. I am collecting anonymised case studies of these situations.

Would you agree that fleeing hate crime does not make a person intentionally homeless?”

Supplementary Response

“I would be very interested in having sight of your papers to which you refer.”

(i)Question form Councillor M Hanif to the Leader of the Council

All Bucks Councils are divided over unitary plans and can you please update us on the progress of the Wycombe District Council's plan to how far things have gone and are we getting the relevant work done in time to put forward the relevant proposals before the deadlines?

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

I don't agree that Councils are divided over unitary plans. Four of the five Councils are in agreement. We all believe that two unitary Council's offer the best solution for our communities.

I can assure you that we have a very compelling case. We know that a single unitary will continue to have divided economic objectives and, as a result, will not be able to maximise the contribution this thriving economic area could make to the national economy.

The single unitary is based on a historic administrative boundary which does not reflect the communities which exist today.

As a result we believe that the single unitary will perpetuate the current failure to address rising costs in the delivery of social care and the failure to protect our children.

Any unitary arrangement will be cheaper but more significant savings will be achieved if the services are effective.

We also believe that, unlike the Community Hubs proposed by the County, our two councils with the network of Parish and Town Councils and Town Committee will provide genuine local accountability.

Officers across the four Councils have been working on the detailed evidence which supports our case. We are confident we can present a compelling case to DCLG.

Supplementary Question

"Can you please assure Members that partner local authorities have shown a genuine desire to work together and it is not out of stealth to oppose the county unitary proposal?"

Supplementary Response

"Yes"

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.

RESOLVED: That the minutes of the meeting of the Cabinet held on 14 November 2016 be received, and the recommendation as set out at minute number 47 be approved and adopted.

45 CABINET

Minute 54 – Public Spaces Protection Order

A Member enquired with regard to the possibility of receiving a map of the protection order area to establish if it fell within members' wards. The Leader of the Council confirmed that this had been included within the report on the Cabinet agenda.

RESOLVED: That the minutes of the meeting of the Cabinet held on 12 December 2016, be received and the recommendations as set out at minute numbers 57 and 58 be approved and adopted.

46 STANDARDS COMMITTEE

RESOLVED: That the minutes of the meeting of the Standards Committee held on 15 November 2016 be received.

47 IMPROVEMENT & REVIEW COMMISSION

Minute 17 - Housing Portfolio Update

A Member commented that he would like to have seen the various options available. He questioned when WDC would use its estates to provide quality housing in the area, instead of reliance on the B&B use.

The Cabinet Member stated that it was unlikely that Saunderton Lodge would go for the rebuild option, as the cost of this would be exorbitant. However the council was satisfied with the numbers in B&B accommodation as compared with other authorities.

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission held on 18 October and 9 November 2016 be received.

48 AUDIT COMMITTEE

RESOLVED: That the minutes of the meeting of the Audit Committee held on 17 November 2016, be received and the recommendation as set out at minute number 29 be approved and adopted.

49 HIGH WYCOMBE TOWN COMMITTEE

RESOLVED: That the minutes of the meeting of the High Wycombe Town Committee held on 22 November 2016 be received.

50 PERSONNEL & DEVELOPMENT COMMITTEE

RESOLVED: That the minutes of the meeting of the Personnel & Development Committee held on 7 November 2016 be received and the recommendation as set out at minute number 6 be approved and adopted.

51 PLANNING COMMITTEE

RESOLVED: That the minutes of the meeting of the Planning Committee held on 24 August and 19 October 2016, be received.

52 REGULATORY & APPEALS COMMITTEE

Minute 13- Variations to Hackney Carriage and Private Hire Policy

A Member questioned who the consultees were in the current ongoing consultation process, and whether this would be extended to other users also.

He was informed that letters had been despatched to those within the trade, and a high response level was predicted. In addition the Licensing Department had approached the representative of the trade Mr Rehman, with whom a meeting had been scheduled in December.

RESOLVED: That the minutes of the meeting of the Regulatory & Appeals Committee held on 17 October 2016 be received, and the recommendation as set out at minute number 11 be approved and adopted.

53 NOTICE OF MOTION

A motion was submitted by Councillor R Raja and seconded by Councillor S Graham:

"In view of the opportunity being presented by the reorganisation of local government in Buckinghamshire, this Council resolves to take all necessary steps to ensure that a unitary authority, capable of delivering the statutory services to the local residents, is created which not only balances the financial /economic criteria against democratic and accountability considerations but also takes account of the projected growth in population and will ensure proper investment in housing and infrastructure for an efficient delivery of the services needed to support the wellbeing of the people of the District."

In proposing the motion, Councillor Rafiq stated that whilst there was consensus on the need to replace the current Local Government structure, there was little consensus about the way forward between the County and the 4 district Councils concerned. Councillor Raja made reference to the 2 reports issued on the subject first by the County Council in September, followed by the District Councils.

He went on to state that despite the projected growth in population he saw no evidence within the reports of the likely consequences having been addressed. Including the increased housing demand expected to rise by 21% over a 20 year period, and demand for the already constrained adult and social care/children's services. Instead he felt that the financial analysis seemed to be based on a set of static assumptions

In summing up he concluded that it would be a dereliction of duty if the Council did not take all necessary steps to ensure that a unitary authority capable of delivering the statutory services to local residents was created.

Councillor S Graham in seconding the motion, echoed the sentiments of the proposer, stating that following the publication of two costly reports it was imperative that the County and District Councils should work together in order to reach the right conclusion for the people of Bucks.

He encouraged openness and honesty with residents and emphasised that false promises and assumptions must not be made as was the case during the Brexit campaigns in June.

Councillor Mrs L M Clarke commented that Members should not lose sight of the fact that they were present as Wycombe District Councillors, and not as Bucks County Councillors.

Councillor Mrs L Clarke rose to support the motion and requested a recorded vote. This was seconded and in accordance with Standing Orders, was also supported by at least 7 other Members.

The motion was then put to a recorded vote.

In accordance with subsection (7) of the Council's Standing Order 16 (voting) the voting of the Members in respect of the motion was recorded as follows:

In favour of the motion

Councillors: Mrs J Adey, K Ahmed, Z Ahmed, D Barnes, S Broadbent, Miss S Brown, H Bull, Mrs L Clarke, M Clarke, A Collingwood, M Davy, C Etholen, R Farmer, R Gaffney, S Graham, A Green, G Hall, M Hanif, M Harris, C Harriss, A Hill, A Hussain, Maz Hussain, D Johncock, D Knights, Mrs J Langley, T Lee, Mrs W Mallen, N Marshall, H McCarthy, I McEnnis, R Newman, Mrs C Oliver, B Pearce, G Peart, R Raja, S Raja, S Saddique, J Savage, R Scott, D Shakespeare, Mrs J Teesdale, N Teesdale, A Turner, P Turner, D Watson, R Wilson, Miss K Wood and L Wood.

Against the motion

Councillor Mrs G A Jones,

Abstentions

Councillors: Ms A Baughan, M Hussain (JP) M Knight, Ms J Wassell.

In favour – 49

Against – 1

Abstentions – 4

The motion was therefore carried

(Councillor C Whitehead had left the meeting when the above vote was taken.)

54 QUESTIONS UNDER STANDING ORDER 11.2

There were none

55 COMMITTEE CHANGES/ APPOINTMENTS

The following changes made to Committee membership in accordance with Standing Order 18(9) as set out in the summons were noted:

Improvement & Review Commission

Councillor M Davy be replaced by Councillor L Wood as a full Member of the Commission.

Councillor L Wood be replaced by Councillor M Davy as a Standing Deputy on the Commission.

Outside Body Appointment

Membership of iESE Transformation Limited

Councillor Miss K S Wood be appointed to serve as WDC Councillor representative, with immediate effect.

56 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

The individual decisions published since the last ordinary meeting of the Council held on 10 October 2016, as set out in the summons were noted.

57 REFRESHMENTS

The Chairman wished all those present a Merry Christmas and Happy New Year, and invited all Honorary Aldermen, Members, and colleagues to join him in some light refreshments at the close of the meeting.

58 MEMBERS UNANSWERED QUESTIONS WRITTEN RESPONSES

Chairman

The following officers were in attendance at the meeting:

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

COUNCIL

Monday 12 December 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 Housing.

Disabled residents under the age of 60 require adapted ground floor properties to enable their independent living. Bucks Home Choice is providing details of properties which are not adapted and properties for those 60 years old or over. Please can you clarify what properties are available for disabled people and whether or not older persons properties are available to the under 60s?

Basically we rely upon the housing associations to supply us with correct details of their properties. If they fail to provide full details regarding adaptations of suitability for adaptations neither we nor the applicant will be aware.

We do advertise properties that are suitable for those with disabilities when they become available and we are aware of them. This includes properties for the under 60's when available.

The Registered Providers will determine if the older persons housing is available for those under 60. The restriction can be due to planning or the policy of the association.

We work with providers to assist clients with disabilities including for new build and for suitable empty units.

Put simply, there is not enough affordable housing supply at present; however we are trying to assist via the new local plan.

11. Question from Councillor Ms J Wassell to the Cabinet Member for Finance & Resources.

Recently, disabled people have received a declaration form to confirm that they are still eligible for the council tax discount of 25%.

Disabled people with sensory impairment or who have had a stair lift fitted to use stairs appear not to be included in this form which has confused them. The form indicates that the disabled person has to have an extra room or extra space for using a wheelchair.

Not every disabled person has these exact facilities.

How many disabled people receive the discount and how many have not renewed this entitlement?

The Council is responsible for ensuring its records are up to date and, in particular, that all discounts and reliefs are correctly applied. As a result a review of the disabled persons reduction is underway. WDC is currently helping 432 council tax payers by awarding disabled persons relief which takes the form of an on-going reduction to the relevant property band (rather than a 25% discount as assumed in the question). Relief is awarded to the person responsible for paying council tax who is often not the disabled person (who may be a spouse, parent or relative).

The review form explains the legal criteria for relief and asks the council tax payer to confirm that it is still applicable. This statutory relief is only available where certain DWP defined criteria are met, and the Council has no discretion to give disabled persons relief for other reasons. A helpline number is also given should the applicant wish to discuss the relief.

Once WDC has completed the review the number of disabled people who continue to qualify for the relief will be known.

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

The Ancient Monument called St Johns Hospital in Easton Street is now looking much improved following the conservation works there. How will the council ensure that this significant asset is properly maintained and promoted in future?

As I'm sure you'll remember, around this time last year and as a result of you raising the issue with me, our then conservation officer, Martin Andrew, met with the facilities manager responsible for this site and subsequent to this the ivy has been removed from the monument itself.

I'm sure we'll all agree that the monument is now looking much improved following the recent conservation works there.

Anyway, I think that the previous meeting between martin andrew and the facilities manager brought about a shared understanding of the value of regular routine maintenance of this type. Moreover, he was able to emphasise what the site owner needed to do in future to ensure that they would not come into conflict with us or English Heritage.

It seems to us that the site is now in good hands and of course, as always, the responsibility for on-going maintenance rests with the site owner. however should there be a need for further intervention in future, then of course my officers will not hesitate to revisit the matter.

Needless to say we do rely on – and appreciate - the continued input of vigilant members such as yourself as well as members of the public to draw these issues to our attention when necessary. so thank you once again.

Council Minutes

Date: 16 January 2017

Time: 6.30 - 7.44 pm

PRESENT: Councillor M Hussain JP (in the Chair)

Councillors Mrs J A Adey, K Ahmed, Z Ahmed, M Asif, D H G Barnes, Ms A Baughan, S Broadbent, Miss S Brown, H Bull, D J Carroll, M Clarke, Mrs L M Clarke OBE, A D Collingwood, C Etholen, R Farmer, R Gaffney, S Graham, A R Green, M Hanif, M Harris, A Hussain, M Hussain, D A Johncock, M E Knight, D Knights, A Lee, Mrs W J Mallen, N B Marshall, H L McCarthy, I L McEnnis, R Newman, Ms C J Oliver, B E Pearce, G Peart, S K Raja, R Raja, S Saddique, J A Savage, R J Scott, D A C Shakespeare OBE, N J B Teesdale, Mrs J E Teesdale, P R Turner, Ms J D Wassell, R Wilson, L Wood and Ms K S Wood

Also Present: Honorary Aldermen: M Blanksby, P Cartwright, E Collins, Mrs P Priestley and R Pushman.

59 WELCOME

The Chairman warmly welcomed everyone to the meeting, thanked them for their attendance and wished all those present a very Happy New Year.

60 APOLOGIES FOR ABSENCE

Apologies for absence were received from Honorary Aldermen: M B Oram and Mrs K M Peatey MBE. Councillors: Mrs S Adoh, M Davy, C B Harriss, G Hall, M Hashmi, A Hill, Mrs G A Jones, Mrs J Langlely, A Turner and D Watson.

61 DECLARATIONS OF INTEREST

No declarations of interest were received.

62 MINUTE SILENCE

A 1 minute silence was observed in memory of Honorary Aldermen David Cox, Tony Hurst and former Councillor Derek Done, who had all sadly recently passed away.

63 MODERNISING LOCAL GOVERNMENT

A report was submitted which sought Members` approval to make a submission to the Secretary of State for Communities and Local Government regarding the modernisation of Local Government in Buckinghamshire, under the Local

Government and Public Involvement in Health Act 2007 and the s15 Cities and Devolution Act 2016.

The report stated that in September 2016, the County Council in Bucks had submitted a bid (attached at appendix 4 to the report) which had proposed the abolition of all five County and District Councils, and the creation of a single unitary council to cover the whole of the existing administrative area for Bucks.

Wycombe District Council however had jointly worked up a proposal with the Leaders of the other District Councils to establish a different model in which two new unitary councils were to be established. One would be established in the north of the existing Bucks County Council administrative area alongside the existing unitary of Milton Keynes, and another in the south to cover the area of the three southern District Councils. Also attached to the report was the jointly commissioned Strategic Options Case report which had been published in October 2016, (appendix 2 to the report) and the stakeholder engagement conducted by the District Councils (appendix 5 to the report).

The report requested endorsement of one of the two options for the future of Local Government, supporting either the previously submitted County bid or the submission jointly prepared by the District Councils.

The Leader of the Council rose to introduce the report, stating that the issue of modernisation of Local Government in Buckinghamshire had been reignited last year following Bucks County Council's announcement regarding its unitary proposal to seek to establish a single unitary for Bucks. She summarised the main reasons as to why this Council had considered it appropriate to provide an alternative solution to the need for change. The Leader stated that Buckinghamshire was one of the country's best places to live and work but that we could make it even better for our residents by being radical with changing Local Government. She stated that the Districts had taken a different approach to the County Council starting with the view that the answer was not clear and as such worked towards a strategic options case which they then consulted on.

She emphasised the engagement which had been carried out with stakeholders, including Town and Parish Councils, local businesses, voluntary groups, and other public sector organisations which revealed that a total of 71% of those who responded preferred a multi unitary option.

The Leader went on to say that the Districts had always demonstrated a strong track record of innovation in the face of financial challenges whilst maintaining a high quality of service provision to local communities. She specified that the 4 District Leaders and the officers had worked together unfailingly, to put together a compelling case which would secure the best outcomes for our individual communities and in doing so also saved taxpayers almost £58 million over a 5 year period.

The Leader stated that the Districts vision was for a new Local Government that would have one direction, be even more local, and become increasingly more efficient and effective.

It was added that the difference between the north and south in Bucks in terms of the economy, jobs and housing markets, demographics and even the topographical geography was significant, with the Chiltern Hills as the natural barrier. Whilst the north of the county was centred around Aylesbury and Milton Keynes, the south looked towards London as part of the commuter zone.

The Leader further stated that the Districts` case asserted that two councils could engage better and benefit more from those very different economic opportunities than one single unitary council could. She advised that even the National Infrastructure Commission recognised this in a recent report. She emphasised that two new unitaries would provide greater accountability where elected councillors could work with partner organisations and communities to help make the important decisions that affected the lives of residents. They would also be more able to focus upon their local communities and the specific services required and be able to pursue their own economic goals.

Other Members rose to express their views on the report.

Councillor R Farmer stated that he had always felt that unitary governance was the correct way forward, and he was pleased that the report had been brought for consideration. However he expressed concern over the absence of a Town Council for the unparished areas of High Wycombe. Although he was of the opinion that High Wycombe Town Committee and its Members worked well he felt that in the light of the proposed changes, Cabinet Members from many different wards further afield would be involved in decision making with regards to High Wycombe, thereby further necessitating the establishment of a Town Council for the unparished town of High Wycombe.

Councillor M Knight stated that this submission appeared to be hastily put together, having been caught out by the County`s bid. He highlighted that there had been little opportunity for any great debate in the light of major changes within the proposal. He emphasised that previously the ruling group had maintained that there had been no plans to move towards a unitary citing reasons of the complexity and cost of such a development. He questioned the sudden change of heart.

Similar sentiments were voiced by Councillor R Raja, who agreed that there should have been a proper and full debate on the motion at the December Council meeting. He felt that the bid did not demonstrate how it could bring about the increased levels of localism, democracy and pro-activeness of approach that it claimed it could achieve. He too agreed that the unitary discussion should have taken place long ago rather than now having it forced upon the Council.

Councillor Ms J Wassell, expressed deep concern regarding services for the safeguarding of vulnerable adults and children. She felt wholeheartedly that although this should remain a top priority for the leaders, it had not been sufficiently taken on board, and that the Leaders had not grasped the significance of the need for the recruitment and retention of social workers. She emphasised that the situation would only be worsened by the model proposed, fearing the possibility of the outsourcing of social services.

Councillor T Lee stated that he admired the exceptional way in which the report had been produced, and wished to place on record his sincere thanks to all those involved in preparing this outstanding report. He urged all Members to approve the District Councils` model prior to having an alternative model hoisted upon the Council.

Councillor A Green thanked the earlier speaker with regards to his supporting comments on the High Wycombe Town Committee, but he emphasised that the Charter Trustees and Town Members would continue to have a say under the new system. Furthermore he argued that as an elected member he was far better able to represent his constituents than were Town or Parish Councillors who were unelected. Moreover the setup costs for a Town Council was likely to be extremely high and he commented that the precept would rise considerably. Councillor Green did however acknowledge that perhaps more could be done to increase the powers and responsibilities of the High Wycombe Town Committee and that as its serving Chairman he would be supportive of such a move forward.

A number of other Members reinforced the view of the Leader, stating that discussions based around the establishment of a unitary had in fact been ongoing over a long period of time, and that currently this was the most beneficial way forward for the constituents. As such the model prepared by the District Councils should be supported.

In summing up the Leader answered further questions that had arisen and been posed during the debate. She emphasised that this was a very high level report, and some of the detail had not yet been decided upon. She stated that she strongly believed that the Districts had in their proposal the right vision and ambition for Bucks. The new unitaries would allow for each new Council to pursue its own economic goals, focussed in one direction, creating new opportunities for more local involvement in decision making and true local accountability. In addition she stressed that it would increase effectiveness due to the design and delivery of local services, which would be sensitive to the needs of different communities.

As such the Leader proposed that Members agree to support the submission prepared by the District Councils, and called for a recorded vote to take place. This was seconded by Councillor D Barnes.

In accordance with subsection (7) of the Council's Standing Order 16 (voting) the voting of the Members in respect of the motion was recorded as follows:

In Favour

Councillors: Mrs J Adey, Z Ahmed, D Barnes, S Broadbent, Miss S Brown, H Bull, D Carroll, Mrs L Clarke, M Clarke, A Collingwood, C Etholen, R Farmer, R Gaffney, S Graham, A Green, M Hanif, M Harris, A Hussain, Maz Hussain, D Johncock, D Knights, T Lee, N Marshall, H McCarthy, I McEnnis, R Newman, Mrs C Oliver, B Pearce, G Peart, S Raja, S Saddique, J Savage, D Shakespeare, Mrs J Teesdale, N Teesdale, P Turner, R Wilson, Miss K Wood, L Wood.

Against

Ms A Baughan, M Knight, Ms J Wassell,

Abstentions

K Ahmed, M Asif, M Hussain, R Raja.

In Favour - 39

Against - 3

Abstentions - 4

The decision in favour was therefore carried.

(Councillors Mrs W Mallen and R Scott had left the meeting before the vote was taken).

RESOLVED: That

- (i) The Strategic Options Case at appendix 2 to the report be endorsed
- (ii) The submission prepared by the District Councils (appendix 3 to the report) be agreed
- (iii) The Leader of the Council be given delegated authority to make minor amendments and to make the submission on behalf of the Council to the Secretary of State.

Chairman

The following officers were in attendance at the meeting:

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

Cabinet Minutes

Date: 6 February 2017

Time: 7.00 - 8.10 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 J Carroll	- Cabinet Member for Youth and External Partnerships
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 D M Watson	- Cabinet Member for Finance and Resources
Councillor R Wilson	- Cabinet Member for Economic Development and Regeneration

By Invitation

Councillor R Gaffney	- Chairman of the Improvement & Review Commission
Councillor M Hussain JP	- Chairman of the Council
Councillor A Lee	- Deputy Cabinet Member for Housing
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 S Saddique	- Deputy Cabinet Member for HR, ICT and Customer Services
Councillor A Turner	- Deputy Cabinet Member for Planning

Also present: Councillors A D Collingwood and C Etholen

60 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Appleyard (Chairman of the Audit Committee), S Broadbent (Deputy Cabinet Member for Economic Development and Regeneration), M Knight (Leader of the East Wycombe Independent Party) and Mrs J Teesdale (Cabinet Member for Environment).

61 MINUTES

RESOLVED: That the minutes of the special meeting of the Cabinet held on 12 December 2016 be approved as a true record and signed by the Chairman.

62 DECLARATIONS OF INTEREST

There were no declarations of interest.

63 REFERRAL FROM THE AUDIT COMMITTEE - TREASURY MANAGEMENT STRATEGY 2017/18

In the absence of Councillor Appleyard, Chairman of the Audit Committee, Councillor S Saddique, Vice-Chairman of the Audit Committee, presented the recommendations from the Audit Committee relating to the Treasury Management Strategy for 2016/17, this included the Treasury Management Indicators, and the Treasury Management Policy Statement. The Audit Committee had considered and endorsed the recommendations at its meeting on 19 January 2017.

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

Recommended: That (i) the Treasury Management Strategy for 2017/18 and the Treasury Management indicators contained therein be approved; and

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

64 REFERRAL FROM THE IMPROVEMENT & REVIEW COMMISSION - RECOMMENDATIONS OF THE RURAL ISSUES TASK AND FINISH GROUP

The Chairman of the Improvement & Review Commission, Councillor R Gaffney, presented to Cabinet the final report of the Rural Issues Task and Finish Group (T&FG) which had undertaken a review of rural issues within the District.

The Chairman of the Task and Finish Group, Councillor C Etholen, presented the findings and recommendations of the TFG. During consideration of this item, Cabinet agreed that further information regarding the proposed recommendations would be helpful, including a detailed report on the implications of adopting the recommendations.

Cabinet thanked the Task and Finish Group and Officers for all their hard work.

The following decisions were made to progress the recommendations of the Improvement and Review Commission where appropriate.

RESOLVED: That the recommendations made by the Improvement and Review Commission be received, and a further report be presented to a future Cabinet meeting responding to each of the recommendations in detail.

65 CABINET RESPONSE TO THE IMPROVEMENT & REVIEW COMMISSION REGENERATION TASK AND FINISH GROUP RECOMMENDATIONS

The report detailed the proposed Cabinet response to each of the Improvement and Review Commission's Regeneration Task and Finish Group recommendations. In November 2016, the recommendations of the Group had been presented to Cabinet for consideration.

Members thanked the Improvement & Review Commission and 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 Regeneration Task and Finish Group.

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

(ii) the Cabinet responses set out in the report be agreed.

66 REFERRAL FROM THE IMPROVEMENT & REVIEW COMMISSION - RECOMMENDATIONS OF THE BUDGET TASK & FINISH GROUP (PHASE 2)

Cabinet received a presentation from Councillor R Gaffney, the Chairman of the Improvement and Review Commission, and A Collingwood, the Chairman of the Task and Finish Group on the findings of the Budget Task and Finish Group's second phase review of the budget position. The report provided future proposals for inclusion in the budget.

During consideration of this item, Cabinet noted the recommendations, and agreed that a report on progress of each recommendation be presented to a future Cabinet meeting.

The Chairman of the Commission thanked the Chairman of the Task and Finish Group, the Head of Finance and all Officers and Cabinet Members who had taken part in the process.

Cabinet thanked the Task and Finish Group and Officers for all their hard work.

The following decisions were made to progress the recommendations of the Improvement and Review Commission where appropriate.

RESOLVED: That the recommendations made by the Improvement and Review Commission be received, and a further report be presented to a future Cabinet meeting responding to each of the recommendations in detail.

67 REVISED CONSTITUTION FOR THE JOINT WASTE COLLECTION COMMITTEE

Cabinet was asked to recommend to Council that the membership of the Chiltern and Wycombe Joint Waste Committee be extended to include South Bucks District Council. The report before Cabinet detailed proposals to extend the membership as well as the provision of services and set out priorities for the future.

It was noted that, subject to approval from each constituent authority, each Council's Constitution be amended accordingly.

The following recommendations were made to extend the membership of the Joint Waste Collection Committee which would allow for the most efficient management of the current waste contracts and would enable consideration to be given to a possible future joint procurement involving all three authorities.

Recommended: That (i) the principle of extending the membership of the Chiltern and Wycombe Joint Waste Collection Committee (JWCC) to include South Bucks District Council be approved;

(ii) the draft amended Constitution and Terms of Reference appended to the report be approved and the final wording be delegated to the Head of Environment in consultation with the Head of Democratic, Legal and Policy Services and the Cabinet Member for Environment; and

(iii) provided each proposed constituent member authority of the extended JWCC, agrees the principle under recommendation (i) above, the Constitution and Terms of Reference as amended shall come into effect on a date to be advised by the Head of Democratic, Legal and Policy Services and be incorporated into the relevant section of each Council's Constitution.

68 A LOCAL AUTHORITY LOTTERY FOR WYCOMBE DISTRICT

Cabinet approval was sought to establish a local community lottery to raise money for good causes in the District and to benefit the local area and residents. The report highlighted that the funding raised for good causes would compensate for the reduction in Council grant funding that had been necessary in recent years and which was likely to continue for the foreseeable future.

The lottery would benefit local community groups, charities and the local voluntary and community sector. Lotteries were a way of smaller organisations being able to raise income and were regulated by the Gambling Act 2005. It was noted that other councils had recently introduced community lotteries.

The following recommendations were made to enable local good causes to 'self help' by gaining access to additional funding opportunities presented by a new community lottery for Wycombe District.

Recommended: That (i) the establishment of a local lottery be approved;

(ii) the preferred option to appoint an External Lottery Management (ELM) be approved and the appointment of Gatherwell Ltd be progressed; and

(iii) the Head of Community Services and Commissioning Team Leader be appointed to hold the licence and submit the necessary application to the Gambling Commission.

69 17/18 REVENUE BUDGET (INCLUDING COUNCIL TAX SETTING)

Cabinet was asked to consider and formally recommend the General Fund and Special Expenses revenue estimates for 2017/18 in order for the Council to set the Council Tax for the forthcoming year.

The report proposed that Council Tax for 2017/18 be frozen under difficult circumstances. It was noted that the General Fund revenue budget reflected the Final Local Government Finance Settlement for 2017/18.

Cabinet were informed that whilst the Council had a balanced budget for 2017/18, without increasing Council Tax, there could be significant shortfalls in future years projections. The Council faced a difficult challenge in continuing to deliver a balanced budget over the medium term and will need to implement significant income growth policies or implement service reductions over this period, or more likely a combination of both.

During discussions, the Cabinet Member for Planning emphasised the need for additional resources within his department and confirmed that he would be submitting a business case for additional funds to meet the increasing demand on the service. The Cabinet Member for Finance acknowledged this and commented that this would be considered alongside any other submissions received.

The report before the Cabinet also detailed the Cabinet response to each of the Improvement and Review Commission's Budget Task and Finish Group first phase recommendations. In November 2016, the recommendations of the Group had been presented to Cabinet for consideration.

Cabinet thanked the Cabinet Member for Finance, the Head of Finance and his team for their excellent work in producing the budget.

The following recommendations were made to enable budgets to be set for 2017/18, at Council on 23 February 2017.

Recommended: That in accordance with the Council's Budget Strategy the following items in respect of the 2017/18 revenue budget be approved:

Strategic

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

Revenue Budget

- (a) The overall General Fund revenue estimates for 2017/18 totalling £13,824,000 (Appendix A of the report);
- (b) The full repayment of the Council's share of the pension deficit totalling £1.223m funded from un-earmarked reserves;
- (c) The repairs and renewals fund programme totalling £863,100 for 2017/18 (Appendix B of the report);
- (d) The Higginson Park Trust budget for 2017/18 as set out in Appendix C of the report;
- (e) The Special Expenses estimates for High Wycombe Town Committee (including Fees and Charges) for 2017/18 totalling £411,121. A precept of £375,990 is proposed (£372,684 2016/17) which takes account of the impact of the government's Council Tax Support Regulations on the calculation of the Council Tax Base. The impact of this has been negated for 2017/18 by the transfer of £31,700 from the Council's General Fund by way of a grant. This is to be funded from Council Tax Support Grant funding provided as part of the local government finance settlement. (set out at Appendix D of the report);
- (f) The Special Expenses estimate for West Wycombe close churchyard for 2017/18 totalling £3,200, set out at Appendix E of the report, and
- (g) the recommendations from the Budget Task and Finishing group and proposed responses, as set out at Appendix F of the report.

Council Tax

- (a) that the District Council share of the Council Tax for a Band D property will remain unchanged at £131.99 for 2017/18; and
- (b) That the Council pays to each Parish Council and Special Expenses a share of the Council Tax Support grant necessary to mitigate the projected impact of the reduction to their respective Council Tax Base following the introduction of Council Tax Support in 2017/18 at a total cost of £109k.

70 INFORMATION SHEET

Cabinet received the following Information Sheet issued since the last meeting:

3/2016 Minutes of the meeting of the Chiltern & Wycombe Joint Waste Collection Committee – 29 September 2016

71 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

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

Community C/48/16 – C/49/16
Deputy Leader DL/1/17
Environment E/6/16
E/1/17 – E/2/17
Finance F/33/16
F/1/17 – F/5/17
Housing H/1/17
Leader L/1/17
Planning & Sustainability PS/16/16
PS/1/17 – PS/7/17

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the Press and Public be excluded from the meeting during consideration of the following item 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 72 – Contract Extension for Green Spaces Contract

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 73 - File on Action taken under Exempt Delegated Powers

**Economic Development and Regeneration sheet nos:
EDR/77/16 – EDR/83/16
EDR/01/17 – EDR/03/17**

Finance sheet no: F/2/16

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)

72 CONTRACT EXTENSION FOR GREEN SPACES CONTRACT

Cabinet approval was sought to extend the current Green Spaces Contract for a period of two years. The Council's current contract expired on 31 December 2017 and a two year extension was proposed to ensure continuity of service.

The following recommendations were made as the existing contract was due to expire on 31 December 2017, with the ability to be extended by two years. The proposed two year extension had been negotiated with the contractor on the same terms, as provided in the current contract.

Recommended: That (i) the Green Space contract be extended from 1 January 2018 for a period of two years; and

(ii) the full repair and insurance leases for the buildings required to deliver these ground maintenance services be extended by two years.

73 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

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

Economic Development and Regeneration: EDR/77/16 - EDR/83/16

EDR/01/17 – EDR/03/17

Finance: F/2/16

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

Standards Committee Minutes

Date: 8 February 2017

Time: 6.15 - 6.37 pm

PRESENT: Councillor C Etholen (in the Chair)

Councillor Mrs J A Adey, Councillor M Clarke, Parish Councillor Mr A Cobden, Councillor R Raja and Councillor J A Savage, Councillor A D Collingwood and Councillor R J Scott

Parish Council Member: Parish Councillor Mr A Cobden

15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor S Broadbent, Councillor A Green, Mr G Houalla and Mr Pearce.

16 DECLARATIONS OF INTEREST

There were no declarations of interest.

17 MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 15 November 2016 be confirmed as a correct record and signed by the Chairman.

18 MODERN SLAVERY TRANSPARENCY STATEMENT

The Committee received a report which set out the reasons for publishing a voluntary Modern Slavery Transparency Statement. The Statement set out the steps the Council could take to seek to prevent slavery and human trafficking being involved in its supply chains and invited the support of the Standards Committee and Council.

It was reported that one other local authority, East Lindsey DC, had published a voluntary statement and in September 2016 the Corporate Governance Group agreed that, although it was not a statutory duty for the Council to provide a Statement, it was considered good practice. Also in view of the Home Office approach with regard to tackling modern slavery it was possible that future legislation could make the publication of such statements mandatory.

It was noted that a number of Council services had fed into the Statement including HR, Fraud Prevention, Procurement and the Prevent and partnership work done by the Communities and Environment teams.

At the meeting in November 2016, the Standards Committee confirmed its support for the principle of a Statement and expressed the view that following its own approval, full Council should also be invited to support it.

Members asked how new and existing contractors would be checked and monitored to make sure they were not involved in slavery or human trafficking. In response it was reported that best practice on procurement continues to develop and measures would be in place to check tenderers' compliance when bidding for contracts. Officers would continue to review existing contracts and monitoring would be in place. It was suggested that existing and new contractors be required to confirm that they abide by the Modern Slavery Transparency Statement. The District Solicitor confirmed that this would be investigated and reported back to the committee.

Recommended: That the Modern Slavery Transparency Statement be approved and that full Council be recommended to support its publication.

19 QUARTERLY COMPLAINTS UPDATE

A report was submitted which provided an overview of recent complaint cases regarding Member conduct since November 2016.

It was noted that since the last meeting two complaints had been concluded. One of these complaints, which sought to revive an earlier withdrawn complaint, was rejected prior to the preliminary Stage 1. Another complaint progressed to Stage 2, at which stage after consideration it was not taken forward for investigation. The complainant chose to remain anonymous and therefore the subject member's identity was also anonymised in the report to ensure the complainant could not be identified. There were no current outstanding complaints.

It was noted that the continuing small number of complaints suggested that ethical standards continue to be taken seriously by local Councillors.

Members requested that information be included on the associated appendix to the report with regards to the involvement of the Independent Person where relevant.

RESOLVED: That the report be noted.

Chairman

The following officers were in attendance at the meeting:

Jemma Durkan - Senior Democratic Services Officer
Julie Openshaw - District Solicitor

Improvement and Review Commission Minutes

Date: 11 January 2017

Time: 7.00 - 8.50 pm

PRESENT: Councillor R Gaffney (in the Chair)

Councillors H Bull, Mrs L M Clarke OBE, A D Collingwood, C Etholen, M Harris, M E Knight, R Newman, Ms C J Oliver, R Raja and J A Savage, M Hanif and H L McCarthy

Apologies for absence were received from Councillors Mrs S Adoh, K Ahmed, Miss S Brown, G C Hall, A E Hill and D Knights

25. DECLARATIONS OF INTEREST

There were no declarations of interest.

26. MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission held on 9 November 2016, be approved as a true record and signed by the Chairman.

27. UPDATE FROM CABINET MEMBER FOR ICT ON TASK AND FINISH GROUP RECOMMENDATIONS

Chairman of the Improvement & Review Commission expressed his disappointment that neither the Cabinet Member or Deputy Cabinet Member for ICT, HR & Customer Services had been able to make the meeting and give this update on progress in respect of the recommendations of the Commission's ICT (Information Communication Technology) Task and Finish Group as considered by Cabinet 19 September 2017.

However Head of ICT, HR & Customer Services; John McMillan was welcomed to the meeting, he after all was the chief officer responsible for the IT Service and his expert and comprehensive input would be most valuable to the Commission in consideration of the Report.

Mr McMillan outlined the key points of the report:

- Three major phases to the action plan were outlined, those of:

1. an immediate change to incident responses with a new regime and personnel in place;
 2. addressing key issues, i.e. fixing applications and systems that were failing regularly; and
 3. projects for the future where applications could be improved / replaced / upgraded.
- The gaps present on the appendix which outlined progress against recommendations were explained; in that these were where Cabinet had not agreed with the recommendation concerned.
 - A sustained improvement by Capita in respect of day to day management had occurred.
 - Page 8 of the report outlined the projects to be completed by the end of the 2017/18 financial year:
 - Laptop device refresh by July 2017
 - Replacement of VDI servers and software by May 2017
 - Replace Uniform server and application upgrade by December 2016
 - Update telephony and introduce Skye for Business by July 2017
 - Implement Office 365, and
 - Upgrade internet capacity by February 2017.
 - Progress had occurred against the vast majority of the recommendations.
 - The use of the ICT PAG (Portfolio Advisory Group) and IRC members as a 'sounding board' for officers along with the trialling of various applications and equipment with them had proved invaluable.
 - In respect of Windows 10 the planned laptop replacements were 10 compatible, yet a number of key applications at WDC were not. The Council's 'thin client' used Windows 7 which was to be supported centrally until 2020. Work to ensure continued use of all applications was complex but achievable.

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

- The need to ensure photos sent (predominantly here in respect of planning) were viewable by members, was noted.
- WDC were not contemplating the delivery of documents to members online by the comparatively insecure Drop Box method as utilised by BCC (Buckinghamshire County Council).
- It was acknowledged that Members accessed IT in a variety of ways, some utilising WDC equipment some using their own, any training on a one to one

basis required, was available. Members were just to contact John's officers. Mark Lansbury (Business Systems Manager) had been most helpful in this role.

- The prompt availability of finance in budgets for ICT projects and improvements was emphasised.

Given the technical complexity of the Action Plan appended, which it was acknowledged was necessary as the document was the foundation for the ongoing dialogue with Capita the IT providers; Members asked for a lay man's summary by means of Information Sheet to be issued, summarising the Report and this update.

It was agreed that the Cabinet Member and / or Deputy be invited to the next Improvement & Review Commission Meeting to further update on progress against these recommendations in person.

RESOLVED: That the Improvement & Review Commission note the updates and actions being taken in relation to the recommendations made by the ICT Task & Finish Group following consideration by Cabinet.

28. RURAL ISSUES TASK AND FINISH GROUP RECOMMENDATIONS

Chairman of the Rural Issues Task & Finish Group; Cllr Carl Etholen presented the report of the Group for the Commission's consideration.

Cllr Etholen outlined the history of the Group having been set up by the Commission in January 2016 and centring its work around a sole Term of Reference; 'to suggest / identify measures that can be taken to improve / develop rural affordable housing and the rural economy including broadband provision'. Five meetings had taken place at which submissions had been received from:

- Nick Phillips (Chief Executive of Community Impact Bucks and member of the Buckinghamshire Rural Affairs Group (BRAG)).
- Heather Dean (Head of Skills and Business Support – Buckinghamshire Business First).
- The WDC Planning, Housing and Tourism officers.

Councillor Etholen thanked all these representatives / officers for their input adding a special mention for Ms Jemma Durkan (Senior Democratic Services Officer) for her work in collating all the data and drawing up the report and recommendations.

The recommendations (and reasons for recommendations) as outlined below had been arrived at, at the Group's final 9 November 2016 meeting.

- a) That superfast broadband is a key infrastructure requirement to be provided as a similar service to utilities for new homes in rural areas in the district, and the current Connected Counties project providing superfast broadband continue to be monitored and provided to the more difficult rural areas in the district.

Reason for this Recommendation

The Task and Finish Group were concerned at the lack of superfast broadband being provided to new rural homes and that developers should be obligated to provide this to any new homes being built. Also developers should provide the facility to a point within dwellings so that superfast broadband can be accessed as soon as a property is occupied.

As many people now work and run businesses from home in rural areas superfast broadband is a key element of maintaining and developing a successful business and developing the rural economy.

The third phase of the Connected Counties project would provide superfast broadband to the final 5% of homes not yet connected. It was noted that this would be the most difficult to reach areas and this part of the project should be monitored to ensure that delivery outcomes are met and all homes in rural areas have access to superfast broadband.

- b) That Affordable Rural Housing built in the District be kept as such if sold in the future on the open market.

Reason for this Recommendation

There was concern that if an affordable rural property was sold on the open market this would then become unaffordable to residents in the local area. As affordable rural housing was not in large supply it was important for legislation to be in place to protect the status of these properties for local residents to access in the future.

- c) That rural parish councils be supported by Wycombe District Council in providing a Local Housing Needs Survey if any parish council in the District choose to investigate a need for affordable rural housing.

Reason for this Recommendation

This would provide support for local parish councils if they wish to provide affordable rural housing for their residents and if developers show an interest in an area in their parish for development. A Local Housing Needs Survey would show evidence of affordable rural housing requirement in their parish.

- d) That organisations such as The Caravan Club be contacted to promote tourist campsites in the District and local farmers be encouraged to diversify their businesses to offer land for caravan and campsites or to provide holiday accommodation.

Reason for this Recommendation

There were very few campsites in the District that were supported by organisations such as The Caravan Club. These organisations provide support and marketing for camping and caravanning sites and would encourage tourists to visit rural areas in the District. To enhance the rural economy farmers could diversify their businesses to include tourist accommodation which could provide additional income to sustain their businesses for the future.

- e) That tourist information be made available at community libraries in rural areas in the District and be suitable promoted.

Reason for this Recommendation

As there were only three Tourist Information Centres in the District this would provide additional provision for providing local tourist information for minimal cost. This could be promoted by the District Council and enable tourists and local residents to access information in rural areas.

- f) To enable links with neighbouring local authorities and specialist organisations, such as the Chilterns Society, to promote walks and trails in and around adjoining districts.

Reason for this Recommendation

There were many walks and trails in and around the Wycombe District that crossed over into other district and county councils areas. This would help promote activities to tourists in other areas and encourage them to participate in events that they may not usually be aware of and this in turn would enhance tourism at a local level.

Members received clarification on a number of issues and made observations as follows:

- The need for affordable properties in rural communities was paramount and likewise the requirement that such properties remain such should they be sold on. As an aside the Commission agreed that this initiative should be pursued across the whole District for urban areas as well as the rural communities being considered here.
- The lack of caravanning / camping sites in the District was noted, apparently we had only 4 in an area renowned for its natural beauty and much visited by tourists, the recommendation to increase this number and in doing so boost the rural economy was commended.

- In respect of the Broadband recommendation officers were to note the £440m apparently to be shortly available from Central Government in respect of Broadband roll-out, being made up of £150m in cost savings in completed schemes and the rest in the form of returned subsidies from BT. Under a 2010 deal, the government paid BT to roll out superfast broadband in hard-to-reach areas where providers had said it was not cost-effective to install broadband infrastructure. As part of the agreement, if more than 20% of premises in those areas bought superfast broadband, BT had to repay some of the subsidy. On average, the take-up has been 30.6%, leading to a forecast repayment of £292m.
- Though not covered by the Task and Finish Group the Commission suggested and it was agreed that a post script be added to the Report before onward referral to the Cabinet Meeting of 6 February 2017 in respect of the successful Risborough Area Community Bus. The Commission asked that Cabinet consider support of such commendable schemes which could successfully break down rural vulnerability across the entire District, much could be learnt from this successful template.

Councillor Etholen agreed to accompany Commission Chairman Councillor Gaffney to the Cabinet Meeting of Monday 6 February to present the Report as agreed.

RESOLVED: That the recommendations of the Rural Issues Task and Finish Group as featured above lettered **a to f**, along with appropriate post scripts relating to i) the roll out of the recommendation in respect of affordable housing (b) across both Urban and Rural parts of the District (i.e. the entire District) and ii) that Cabinet consider support of Rural Community Bus schemes across the District on the lines of that successfully operated by the Risborough Area Community Bus organisation, be added to the Report.

29. HANDY CROSS JUNCTION TRAFFIC MANAGEMENT EFFICACY WORK PROGRAMME SUGGESTION FORM

Councillor Mark Harris who had completed the Work Programme Suggestion Form before the Commission in respect of Handy Cross Traffic Management was invited to present the basis of his argument for the establishment of a Task and Finish Group to investigate the proposed matter.

Councillor Harris reported that since his election as District Councillor in May 2015 for the Greater Marlow Ward he had strived to address the problems various local constituents had drawn to his attention in respect of the Handy Cross A404, M40 junction (junction 4). With a short effective but in-depth scrutiny of the issues

afforded by a Task and Finish Group he felt solutions to these continuing bugbears regards the junction could easily be resolved.

The suggestion form contained 4 main strands to the proposed work:

1. The problems with the lanes approaching the A404 southbound, from the roundabout;
2. The inordinate wait for users of the C100 from Marlow / Marlow Bottom to enter the junction, because of the traffic light phasing;
3. The faded yellow boxes around the roundabout which need re-painting and are not enforced and do not meet the objectives of road users appropriately; and
4. The further stress on the junction with the numerous recent re-developments at Handy Cross; Next, Waitrose, the coachway, and the new sports centre along with those planned; Costco, a hotel, increased light industry at Booker Air Park and development of the waste facility at Booker.

Members discussed the proposal making the following points:

- The High Wycombe Southern Quadrant Transport Strategy discussed and formulated by BCC a number of years ago (and scrutinised by WDC) in theory covered the work and issues being proposed. It was suggested that given BCC were (alongside Highways England) the responsible body, a joint scrutiny group with non-cabinet local members at BCC be contemplated.
- The work Highways England were proposing in respect of the A4155 junction at Westhorpe, at Bisham Roundabout and at Junction 8/9 of the M4 / A404 were relevant to the issues the proposed Task and Finish Group would be considering.
- It was suggested that Councillor Harris chair the Group as he expressed a wish to ensure that the specific issues outlined were resolved aware that casting the remit of the Group too far could end up in an overall lack of progress, the Commission commended this approach.

RESOLVED: That (i) a Task and Finish Group be established under the Chairmanship of Councillor M Harris in respect of Handy Cross Junction Traffic Management as outlined in the Work Programme Suggestion Form, and;
(ii) Buckinghamshire County Council are approached to carry out this Scrutiny as a Joint Venture with appropriate members from the BCC Transport, Environment & Community Select Committee.

30. COMMISSION'S WORK PROGRAMME & CABINET FORWARD PLAN

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

The need for the **Local Plan Task and Finish Group** to re-convene in Mid-February 2017 was discussed. This being to review the emerging final proposals for the Local Plan, to take into account responses to the earlier consultations and latest technical work that had been undertaken. The Plan was then due to be presented to Cabinet on 13 March and on to Full Council for approval, prior to publishing it in April for statutory consultation before it is submitted to the Planning Inspectorate for examination.

The continuing work of the **Budget Task and Finish Group** in respect of its Phase 2 work 'scrutiny of emerging budget' was outlined, with the final recommendations going direct to the Council Tax setting Cabinet Meeting of 6 February 2017.

The Chairman indicated that he had requested an item on the next Commission Agenda (1 March 2017) in respect of Houses in Multiple Occupation, at which the Cabinet Member for Housing would be able to give an update on the Cabinet response to the recommendations of the Houses in Multiple Occupation Task and Finish Group (referred to Cabinet 9 February 2015) in light of recent Central Government legislation / guidance.

Members were encouraged to complete the Work Programme Suggestion Form appended to the agenda (Appendix C) in respect of items they wished to suggest for consideration by the Commission or a Task and Finish Group.

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

RESOLVED: That the update on the Work Programme and current task and finish groups be noted.

31. INFORMATION SHEETS

There were no enquiries or comments regards the Information Sheet issued since the last meeting.

32. COUNCILLOR CALL FOR ACTION

There we no Councillor Calls for Action.

Chairman

The following officers were in attendance at the meeting:

- Peter Druce - Democratic Services
- John McMillan - Head of HR, ICT & Customer Services
- Catherine Whitehead - Head of Democratic, Legal & Policy.

Audit Committee Minutes

Date: 19 January 2017

Time: 7.00 - 7.40 pm

PRESENT: Councillor M C Appleyard (in the Chair)

Councillors S Saddique, Ms C J Oliver and N J B Teesdale, P R Turner and R J Scott

Also present: Sue Gill and Preeti Malik (External Auditor, Ernst & Young)

33 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Hall, Councillor Lee, Councillor Peart, Councillor Whitehead and Maria Grindley (Ernst & Young).

34 DECLARATIONS OF INTEREST

There were no declarations of interest.

35 MINUTES

Regarding item 31 Audit Committee Work Programme, it was noted that the Certification of Grants and Claims Annual report had not yet been circulated however this would be made available before the next meeting.

RESOLVED: That the minutes of the meeting held on 17 November 2016 be confirmed as a correct record and signed by the Chairman.

36 RED KITE UPDATE

As the Housing Services Manager was unavailable to attend the meeting the Committee agreed to defer the report to the next meeting in March.

37 DRAFT AUDIT COMMITTEE ANNUAL REPORT

The Committee received a report which presented a draft 2016 Annual Report that reflected the work of the Committee during 2016 and provides information regarding the Committee's work programme for 2017.

The Audit, Risk & Fraud Manager advised that the report was based on best practice as recommended in CIPFA's Audit Committee Practical Guidance for Local Authorities and Police 2013, and if agreed by the Committee would be published on the Council's website.

RESOLVED: That the draft 2016 Annual Report of the Audit Committee be agreed, and published on the Council's website.

38 ANNUAL REVIEW OF THE RISK MANAGEMENT POLICY

The Committee received a report which presented the 2017 Risk Management Policy. The Audit, Risk & Fraud Manager reported that there were no changes to the policy agreed by the Committee in January 2016.

It was noted that training would be offered to Audit Committee members on identified items from the Work Programme.

Regarding Roles and Responsibilities, Cabinet members would be contacted to request details of any training undertaken to meet this expectation. The Audit Risk and Fraud Manager would provide a briefing note to Cabinet members outlining any training requirements.

RESOLVED: That the Risk Management Policy 2017 be approved.

39 TREASURY MANAGEMENT STRATEGY 2017/18

The Financial Services Manager presented the Treasury Management Strategy for 2017/18. In 2012 the Council adopted the CIPFA Treasury Management in the Public Services Code of Practice, which requires the Council to approve a treasury management strategy before the start of each financial year; a mid-year report; and an annual report after the end of each financial year. The Committee was invited to approve the Strategy for 2017/18, including the Treasury Management Indicators, and to note the Treasury Management Policy Statement.

It was noted that the main changes in the Treasury Management Strategy was the increase in investments with existing A- or above credit rated counterparties. This was a direct response to the cut in interest rates and a fall in demand for Local Authority deposits.

In response to a query it was noted that there were a number of options to increase yield; investing in local property combining local regeneration objectives, investing indirectly in a property fund, treasury investments with more risk, or increasing limits with existing counterparties. These were all possible options however it was noted that the option to invest directly in local property and increasing limits with existing counterparties were the preferred methods.

Therefore it was **recommended** to Cabinet that:

- (i) the Treasury Management Strategy for 2017/18, and the Treasury Management Indicators contained therein be approved;
- (ii) the Treasury Management Policy Statement, attached at Appendix A of the report, be noted.

40 EY ANNUAL AUDIT PLAN 2016/17

The Committee received the EY Annual Audit Plan for 2016/17. Sue Gill, Ernst and Young, presented the plan and reported that two significant risks to the opinion on the financial statement had been identified (risk of fraud in revenue and expenditure, and risk of management override). It was noted that these were standard risks and considered at all audits.

In response to a Member query it was noted that the timetable would be changing in the future and officers had taken steps to manage their work programme accordingly.

Regarding the fees it was noted that the total fee was the same as the previous year. Also the fee for certification of claims and returns was based on works undertaken in 2013/14 when extra work had been required and would be adjusted for work actually undertaken.

RESOLVED: That the EY Annual Audit Plan for 2016/17 be noted.

41 EY ANNUAL FEE LETTER 2016/17

The Committee received the Annual Audit and Certification Fees letter for 2016/17.

RESOLVED: That the Annual Audit and Certification Fees letter 2016/17 be noted.

42 AUDIT COMMITTEE WORK PROGRAMME

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

The Red Kite update would be taken to the next meeting in March.

It was noted that an update report would be provided at the March meeting on the new Annual Governance Statement in line with the new CIPFA guidance.

A progress report from Ernst and Young would be provided at the June meeting.

The Chairman suggested that training be provided in March on the new CIPFA guidance as regards the 2016/17 Annual Governance Statement and the Annual Review of the Anti-Fraud & Corruption Policy in June.

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
- Mike Howard - Audit, Risk and Fraud Manager
- Nisar Visram - Financial Services Manager

High Wycombe Town Committee Minutes

Date: 17 January 2017

Time: 7.00 - 9.27 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, R Farmer, S Graham, M Hanif, M Hussain JP, A Hussain, M Hussain, M E Knight, B E Pearce, R Raja, S K Raja, N J B Teesdale and Ms J D Wassell,

ALSO PRESENT:

Mr Chandler

Inspector Gill Fox

Thames Valley Police

23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Davey, Councillor Hashmi and Councillor Hill.

24 DECLARATIONS OF INTEREST

There were no declarations of interest.

25 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on the 22 November 2016 be agreed as a correct record.

26 CONSIDERATION OF THE PETITION RECEIVED- PROTECT GRAVES AT WYCOMBE CEMETERY

The Committee was asked to consider a petition which had been presented to Council in October 2016 and Cabinet in November 2016. The petition, which read "To provide CCTV to Protect Graves from People Stealing and Anti-Social Behaviour Within the Cemetery" raised a number of issues relating to security and anti-social behaviour. The petition which contained 2,035 signatories had been considered by Cabinet on 14 November 2016 and referred to High Wycombe Town Committee for consideration.

Whilst referring to the petition, the petitioner supported the plans to record the removal of items from graves but requested the consideration of CCTV, improvement of fencing, the option to use dummy cameras and more patrolling of the cemetery.

The Cabinet Member for Community had provided a response to the petition which was included in the report. This had been referred to the High Wycombe Town Committee by Cabinet as the funding of the installation of CCTV would fall within the Special Expenses budget, which was within the remit of the High Wycombe Town Committee.

The Committee noted that processes had also recently been reviewed, with officers now taking photographs of each grave before items were removed that either detrimentally affect nearby graves or had started to weather and deteriorate.

Members made a number of points and the following clarification was received:

- The cost of CCTV was significant and a number of cameras would be required.
- There had been a low number of incidents of vandalism and anti-social behaviour reported, with one reported over the last three years.
- The fencing at the cemetery (Benjamin Road side) would be investigated and improved if required.
- Dummy cameras would not be considered as these were not permissible by law.
- Additional lighting would require planning permission and lighting was not normally provided in unsupervised areas.
- Footpaths would not be permanently closed off as it was preferred to encourage people to visit the cemetery and provide natural surveillance.
- An officer worked and lived on site, provided security and supervised work undertaken by contractors. Any items on graves that were damaged during any contractor works would be recorded and reported almost immediately.
- Toilets on site were not locked during the day; the toilets and gates were locked at night.
- The signage regarding information to report complaints at the cemetery would be checked to make sure this was clear and available to visitors.

The Chairman thanked the petitioner for attending and presenting the petition.

RESOLVED: That it be recommended to Cabinet

- i) that High Wycombe Town Committee acknowledges the distress caused under circumstances such as these;
- ii) the number of reported incidents be monitored alongside the new process for recording the removal of items from graves by Council officers.
- iii) That a report be brought back to the High Wycombe Town Committee in a year's time providing information on the number of reported incidents that have been recorded during that period.

27 POLICING UPDATE

The Chairman welcomed Inspector Gill Fox of Thames Valley Police to the meeting and she was invited to provide an update on policing matters within the town.

Inspector Fox presented the performance data and a breakdown of crimes statistics for High Wycombe. It was noted for the Wycombe District there had been a 29% increase in reported hate crime for the year to date. This represented 193 reports which was an additional 43 incidents compared to this time last year.

It was noted that in Wycombe East (Terriers/Totteridge/Micklefield) there had been an increase in sexual offences of 69%. Inspector Fox noted that these figures included a majority of reported historical crimes which could be a result of media coverage of high profile cases. Also burglaries in Wycombe West (Castlefield, Booker, Downley) had increased by 69% however arrests had been made and there was an expected downturn in these offences.

Inspector Fox informed the Committee of several initiatives which were currently being undertaken or were planned within the town. These included:

- A residents meeting had taken place at Tadros Court to tackle anti-social behaviour in the area. Following a Neighbourhood Watch Scheme there had been an 84% reduction in anti-social behaviour.
- The consideration of the use of a charity card scheme and media campaign to heighten awareness around homelessness to reduce street begging.
- A new Public Spaces Protection Order to include street drinking within the Desborough area.
- A 'Have Your Say' event in the Desborough area to understand concerns of the whole community, including businesses, to enable the appropriate response to problems in the area.
- Work being undertaken to tackle youth anti-social behaviour that was taking place between groups across the Wycombe area.
- Working with the local community in Micklefield to raise awareness regarding speeding and the anti-social use of motorcycles. Also the NH team would be looking to work with Bucks CC to consider road improvements with the introduction of speed humps.

Inspector Fox explained that a force restructure was currently being undertaken and this would result in a small reduction in frontline resources on Local Police Areas. However it was noted that this would streamline services and enable the officers to focus the right resources and deliver a good service to the public and vulnerable communities.

Members reported that businesses on the Desborough Road were concerned by the anti-social behaviour and street drinking taking place. An incident was specifically noted relating to an issue that the owner of Lansdale Pharmacy had reported when a street drinker had urinated on the front of the shop. Inspector Fox confirmed that this had been investigated and a plan was in place to manage the individual concerned.

In response to further queries it was reported that:

- Stop Hate Crime Awareness Week took place every year and included campaigns, tweeting, advertisement on the Thames Valley Police website and the distribution of leaflets.
- Figures to support the data provided had been obtained though incidents reported through 101 or the TVP website.
- Some websites provided a service for people to report hate crimes who did not want to contact the police directly.
- Any anti-social driving should be reported so that the police could investigate and tackle any problems within neighbourhoods.
- Thames Valley Police were happy that the restructuring of the force would create enough resources to tackle issues directly with the right officers.
- Issues relating to the reports of increased activities of prostitution in specific areas would be investigated. However it was noted that there had been no reports relating to prostitution in the Desborough Road and any activity relating to these offences was encouraged to be reported.

The Chairman thanked Inspector Fox for providing the update.

28 MAJOR PROJECTS UPDATE

The Committee welcomed Charles Brocklehurst, the Council's Major Projects and Estates Executive, to the meeting who gave an update on projects in the town centre.

The Committee were informed of projects across the town which included:

- Planning consent for the Costco proposal was still being considered.
- The 3rd and 5th phase of the Handy Cross project was being worked up which included a hotel and a day nursery respectively.
- Work is underway with Bucks CC on Cressex Business Park access and street parking.
- The Easton Street car park is ageing and consideration is being given to regenerate this sector of town.
- Discussions have been undertaken with the Department for Transport and Chiltern Railways regarding the future of the goods shed but as yet no resolution.
- Public consultation will be undertaken next month on a masterplan for the Baker Street area.
- One element is to replicate 'containerville' area to provide low cost accommodation for artists from Leigh Street retailers.
- The use of gazebo type pop-up stalls on the market.
- Future consideration to use Little Market House as glazed street food court.
- The Red Squirrel Brewery Company had successfully opened in Church Street and The Works had also opened for trading on the High Street.
- Plans to potentially purchase 4-5 Cornmarket, to be possibly refurbished as an independent baker.

- The former Reggie Goves centre would be refurbished as a late night opening Cuban style café/bar/club.

It was noted that Chiltern Shopping Centre now has a thriving Polish supermarket and there are plans to open a gym. The Committee were asked to consider an option of returning a fountain to Frogmoor, however the majority of the Committee were not in favour of the idea. It was noted the new parking bays on Frogmoor may need to be reviewed if the current short term parking arrangement was not being continued.

In response to member queries, it was noted that Sword House, Totteridge Road had been purchased and there were plans to look at the area for regeneration in the future dependent on resources. Regarding the refurbishment of shops in the old town it was explained that once purchased, the shops were stripped of previous shop fittings and then offered to tenants as a basic shell, at reasonable rents.

Members thanked the Major Projects and Estates Executive for his presentation.

29 HWTC BUDGET AND TAX SETTING 2017/18

The Committee considered a report which set out the details of the 2017/18 Special Expenses Budget and which explained the Council Tax precept. Members noted that due to the increase in properties the precept would increase by £8,065.11 if the Band D Council Tax Charge was left unchanged.

Also as part of the Government's Comprehensive Spending Review announcement in December 2016 the Council Tax Reduction Scheme had been reduced significantly for 2017/18. As a result, the amount given to the Town and Parishes has been reduced in line with this and for High Wycombe Town it would be £31,708 in 2017/18 a reduction from 2016/17 level of £37,500.

Various options had been costed for Members' consideration which presented the impact to the annual surplus/deficit and to working balances and how this impacted the maximum level the District Council could increase Council tax. It was noted that anything above a 1.25% reduction would impact on the Council's ability to levy the maximum Council Tax increase permitted by Central Government.

In discussion Members sought clarification on group management costs and it was reported that this was in relation to management costs including recharged salaries and support services such as finance and IT. Regarding recreation grounds it reported that there had been an increase in the recharged maintenance costs due to the renegotiation of the contract which now included play areas being separately identifiable and recharged to the Town Committee.

RESOLVED: That it be recommended to Cabinet that Option 1 in the report in respect of the Special Expenses council tax setting for 2017/18 be agreed, which would see the precept reduced by 1.25%

30 MEMORANDUM OF UNDERSTANDING WITH MIRPUR

The Committee considered the proposal for a Memorandum of Understanding between the High Wycombe Town Committee and Mirpur City to reflect the significant contribution the city of Mirpur has made to the life and economy of High Wycombe.

In discussion the Committee noted that a Memorandum of Understanding had been signed in 2012 by the then Mayor and therefore the Committee agreed that there was no requirement for a further document.

31 NEW CEMETERY - FEASIBILITY REPORT

The Committee considered a report which outlined the estimated funding requirement of £1,963,332 for a new Cemetery. The costs were brought to the attention of the Committee in line with the decision relating to the budget setting.

In response to Member queries it was noted that the Snowdrop Cemetery would be at capacity in approximately 18 months - two years' time. A new child burial section could be undertaken at the new site as soon as funding had been secured. Further information would be brought to the next meeting. It was also noted that service requirements meant that use of volunteers was more usual in closed cemeteries

The final budget request would be brought to the next meeting of the Committee in March 2017.

RESOLVED: That the estimated funding requirement be noted and a further report be brought to the March meeting of the Committee.

32 INFORMATION SHEETS

RESOLVED: That Information Sheet 06/2016 Community Notice Boards be noted.

33 HIGH WYCOMBE TOWN COMMITTEE - FORWARD WORK PROGRAMME

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

It was noted that the work programme for March would include the new Cemetery funding request and an update on the CIL allocations.

Due to the amount of items for the March meeting the Chairman suggested that the Chiltern Rangers update be moved to the June meeting. It was also agreed to review the scheduled report for March on PSPO and whether this would be required.

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

Chairman

The following officers were in attendance at the meeting:

Mrs J Durkan	Senior Democratic Services Officer
Mr I Hunt	Democratic Services Manager
C Brocklehurst	Major Projects and Property Executive
Ms E Jewell	Head of Community
Nisar Visram	Financial Services Manager

Planning Committee Minutes

Date: 16 November 2016

Time: 6.30 - 9.05 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Ms A Baughan, S Graham, C B Harriss, D A Johncock, A Lee, N B Marshall, H L McCarthy, Ms C J Oliver, N J B Teesdale, A Turner and C Whitehead.

Standing Deputies present: Councillors M A Hashmi and S K Raja.

Apologies for absence were received from Councillors: Mrs J A Adey, M Asif, H Bull, A E Hill and L Wood.

LOCAL MEMBERS IN ATTENDANCE

Councillor Ms J Wassell
Councillor Ms K Wood

APPLICATION

16/06961/FUL
16/06960/FUL

50 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 19 October 2016 be approved as a true record and signed by the Chairman, subject to noting the following –

- **16/07141/FUL:** Councillor Hashmi clarified that he was not acquainted with the applicants family.

The Minute having been amended, the Chairman signed the Minutes accordingly.

51 DECLARATIONS OF INTEREST

There were no declarations of interest.

52 PLANNING APPLICATIONS

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

53 16/05846/OUTEA - LAND AT PARK MILL FARM, PARK MILL, PRINCES RISBOROUGH, BUCKINGHAMSHIRE

Following a full debate, the Committee unanimously agreed with the Officers recommendation that they were minded to grant conditional permission subject to confirmation of the extent of the odour contour, confirmation that the highway impact can be mitigated and on completion of a Planning Obligation, that the Head

of Planning and Sustainability be given delegated authority to grant Conditional Permission as outlined in the officers report, subject to two amendments as follows:

- (a) Provision on site of 40% of the total bedspaces to be affordable units; flexibility in the percentage of on-site affordable housing provision will be considered subject to the final cost for the provision of the railway underpass.
- (k) Fully fund the provision of a good quality underpass under the Aylesbury railway line.

RESOLVED: that the application be delegated to the Head of Planning and Sustainability to grant Conditional Permission as outlined in the officers report and subject to the two amendments above.

The Committee was addressed by Councillor A Turner, the Ward Councillor.

The Committee was addressed by Mr Peter Glock in objection.

54 16/06960/FUL - BRENDON, HAMMERSLEY LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP10 8HG

The Committee voted in favour of the motion to approve the application. They noted the Update amendment to paragraph 5.15 of the Officer report which was amended to read "Plot 1 is located approximately 1m from the boundary with Highfield." It was also noted that at paragraph 5.15 the single storey element was 3m not 9m as set out in the report.

RESOLVED: that the application be permitted.

The Committee was addressed by Councillor Ms K Wood, the Ward Councillor.

55 16/06961/FUL - 3 THE PARADE, TOTTERIDGE DRIVE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 6UH

After some discussion the Committee voted in favour of the motion to grant a temporary planning permission for 18 months to allow the impact of the use to be fully assessed. Condition 3 was also amended to clarify that the opening hours applied only to the educational use. Amended conditions 1 and 3 set out below:

Condition 1

The use hereby permitted shall be discontinued on or before 16th May 2018.

Reason: It was not considered appropriate to grant a permanent permission for the use until its effect upon the amenities of the locality had been further assessed.

Condition 3

The educational use of the premises hereby approved shall be restricted to the hours of 07:00 to 22:00 Monday to Saturday and 09:00 hours to 22:00 hours on Sundays.

Reason: In order to protect the amenities of occupiers of nearby properties

RESOLVED: that the application be granted temporary permission for a period of 18-months as outlined above.

The Committee was addressed by Councillor Ms Wassell, the Ward Councillor.

56 16/07078/FUL - FLINT COTTAGE, FRIETH HILL, FRIETH, RG9 6PL

This item was deferred prior to the meeting to allow the County Footpaths Officer to be consulted and to address inconsistencies in what was found to be the case on-site and the plans submitted. In particular the red edge site/proposed car parking arrangement appeared to be incompatible.

57 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that a request had been received from Red Kite to make a presentation to Members of their proposed redevelopment of sites in and around Castlefield. This was scheduled for Wednesday 14 December at 6.00pm in Committee Room 1.

58 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 13 December 2016 in respect of the agenda for the meeting on Wednesday 14 December 2106, the following Members be invited to attend with the relevant local Members:

Councillors: S Graham, C B Harriss, A E Hill, D A Johncock, T Lee, N B Marshall, H L McCarthy, Mrs C Oliver, N J B Teesdale, A Turner and P R Turner.

59 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.

60 URGENT ITEM

In relation to **16/05053/FUL** –Uplands Conference House and Training Centre, Four Ashes Road, Cryers Hill, HP15 6LB.

Demolition of former coach house block and erection of new two storey building providing 1 x 1-bed, 10 x 2-bed & 2 x 3-bed self-contained flats. Conversion of former Conference Centre buildings including extensions & alterations to provide a terrace of 1 x 2-bed & 2 x 2-bed houses, 1 x 3-bed detached dwelling & 42 x 1,2 & 3-bed flats with reception area/offices/storage to ground & first floor of Central Block (59 dwellings in total). Highway works to Four Ashes Road, to include provision of a footpath beside Four Ashes Road between the site and Cryers Hill, alterations to site access, amendment to parking layout within site, boundary treatment, landscaping & associated ancillary works.

The Chairman updated the Committee in relation to the letter they requested be sent to the County Highways unit requesting that a traffic survey be carried out in Four Ashes Road. The Chairman reported that the response from County Highways had been that they would not carry out a survey as requested. The Chairman asked the Committee's agreement that he forward this response on to the local Ward Councillor in case he wished to take this matter further.

The Committee unanimously agreed this course of action.

Chairman

The following officers were in attendance at the meeting:

Mrs L Bellinger	Principal Development Management Officer
Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer
Mr A Nicholson	Development Manager
Ms S Penney	Principal Development Management Officer
Mrs S Robinson	Communications Officer
Ms R Steele	Assistant Solicitor
Ms P Tollitt	Head of Planning & Sustainability

Planning Committee Minutes

Date: 14 December 2016

Time: 6.31 - 10.32 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, S Graham, C B Harriss, A E Hill, D A Johncock, A Lee, N B Marshall, H L McCarthy, Ms C J Oliver, N J B Teesdale, A Turner and C Whitehead.

Standing Deputies present: Councillors M Hanif.

Apologies for absence were received from Councillors: Ms A Baughan and L Wood.

LOCAL MEMBERS IN ATTENDANCE

Councillor Mrs Clarke OBE
Councillor A Collingwood
Councillor A Green
Councillor D Knights
Councillor R Scott

APPLICATION

16/05538/FUL
16/06745/FUL
16/07194/FUL
16/06296/FUL
16/06745/FUL

61 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 16 November 2016 be approved as a true record and signed by the Chairman.

62 DECLARATIONS OF INTEREST

Councillor A Hill: 15/05538/FUL – Councillor Hill explained and confirmed that he still had an open mind following comments he had made and that he would listen to the debate before voting on the item.

63 PLANNING APPLICATIONS

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

64 16/06375/FUL - LAND TO NORTH & REAR OF THE OLD PIGEONS, THAME ROAD, LONGWICK, BUCKINGHAMSHIRE, HP27 9SU

The Committee were in agreement with the Parish Council's comments which were:

“...recommends refusal of this application as it considers the proposal to be an overdevelopment of the site and has concerns that the dwelling is too large for the size of the plot. The plot does not sit within the building line. The

proposed development is considered to be overbearing to the surrounding properties, particularly those at the rear.”

The Committee therefore voted in favour of the motion that they were minded to refuse the proposed development for the reasons set out, but deferred the application to allow officers to discuss amendments seeking to reduce the height, width and siting on the plot of the proposed dwelling. If such amendments were not possible, refusal of the application for the reasons set out was delegated to the Head of Planning and Sustainability.

RESOLVED: to defer the application to allow further negotiations, or if that did not prove possible, to delegate refusal of the application to the Head of Planning & Sustainability for the reasons set out above.

The Committee was addressed by Councillor C Harris, the Ward Councillor.

The Committee was addressed by Mrs Sarah Warren in objection and Ms Sarah Muspratt, the applicant.

65 16/06745/FUL - POLICE STATION, DEAN STREET, MARLOW, BUCKINGHAMSHIRE, SL7 3AB

Following a full debate, the Committee voted in favour of the motion that they were minded to grant permission, subject to completion of a Planning Obligation and that the Head of Planning & Sustainability be given delegated authority to grant Conditional Permission provided that a Planning Obligation was made to secure Affordable Housing (off-site contribution), or to refuse planning permission if an Obligation could not be secured.

RESOLVED: that the Committee were minded to grant permission for the reasons stated or to refuse permission for the reasons stated.

The Committee was addressed by Councillor A Collingwood, the Ward Councillor.

The Committee was addressed by Mr Matt Langridge and Ms Jeannette Dixon in objection and Mr Chris Geddes, the agent on behalf of the applicant.

66 16/07194/FUL - LAND ADJACENT 32 QUEEN STREET, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 6EZ

The Committee voted in favour of the motion to refuse the application for the following reasons:

1. Whilst the proposed development would provide parking clear of the highway for vehicles associated with its use, the scheme would result in the displacement of existing parking onto the highway on a residential street replete with limited parking availability and was subject to waiting restrictions. The development, if permitted, would therefore be likely to lead to additional on-street parking on the highway to the detriment of public and highway safety

and is contrary to Policy CS20 (Transport and Infrastructure) of the Wycombe Development Framework Core Strategy (adopted July 2008).

2. The proposed dwelling, by virtue of its relative height, depth and juxtaposition to the neighbouring property to the south, would cumulatively result in an un-neighbourly form of development. It would result in an undue loss of outlook from the ground floor rear facing window and the adjacent courtyard amenity area of 30 Queen Street and as a result it would be to the detriment of the amenity of its occupiers. The proposal is thus considered to be contrary to policies G3, G8 and H17 of the Adopted Wycombe District Local Plan to 2011 (as saved, extended and partially replaced) and Policy CS19 of the Wycombe Development Framework Core Strategy DPD (Adopted July 2008).
3. The proposed dwelling, by virtue of its size, layout and design was considered to represent an incongruous feature in the street that would fail to preserve or enhance the character or appearance of the Amersham Hill Conservation Area. The proposal was thus considered to be contrary to policies G3 and HE6 of the Adopted Wycombe District Local Plan to 2011 (as saved, extended and partially replaced) and Policies CS17 and CS19 of the Wycombe Development Framework Core Strategy DPD (Adopted July 2008).

RESOLVED: that the application be refused for the reasons outlined above.

The Committee was addressed by Councillor A Green, the Ward Councillor and via a written statement from Councillor S Raja.

The Committee was addressed by Mr David Williams in objection and Mrs Nicola Hodges, the applicant.

67 16/05538/FUL - 7 & 8 HIGH STREET, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 2AZ

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

RESOLVED: that the application be permitted.

The Committee was addressed by Councillors Mrs L Clarke OBE and A Hill, the Ward Councillors.

68 16/06005/FUL - BERRY FARM, MUDDS BANK LAY-BY, WYCOMBE ROAD, STOKENCHURCH, BUCKINGHAMSHIRE

The Committee voted unanimously in favour of the motion to refuse the application for the reasons outlined in the officer's report.

RESOLVED: that the application be refused.

69 16/06296/FUL - SCHOOL HOUSE, AYLESBURY ROAD, MONKS RISBOROUGH, BUCKINGHAMSHIRE, HP27 9LZ

Following a lengthy debate, the Committee concluded that the proposed development did constitute inappropriate development in the Green Belt but that Very Special Circumstances existed to justify the approval of this application contrary to the normal application of Green Belt Policy.

The Committee voted in favour of the motion to grant conditional planning permission identifying standard Conditions and an Informative setting out the Very Special Circumstances:

Conditions:

1. Time limit
2. Materials as specified
3. Plans schedule

Informative:

Notwithstanding the cumulative increase in the size of the original dwelling, the Council consider that in this particular case there are very special circumstances relating to this proposal which make it an acceptable form of development in the Green Belt. The application site is surrounded by built form in the form of dwellings fronting Aylesbury Road to the north west; dwellings fronting Peters Lane to the south west; and the large scale unattractive school buildings which abut the entire rear garden of the site to the north east and south east. Given this degree of enclosure and the fact that the extensions are confined to the rear of the dwelling, it is considered that the development proposed under this application would not erode the openness of the Green Belt or conflict with any of the purposes served by its designation as Green Belt land.

RESOLVED: that the application be approved as set out above.

The Committee was addressed by Councillors D Knights and A Turner, the Ward Councillors.

70 STANDING ORDER 14, PARAGRAPH 41

RESOLVED: As the meeting was still sitting at 22:00 hours, the Chairman moved that the meeting continue until the finish of business. Motion carried.

71 16/06701/FUL - LAND BETWEEN POPHLEYS WOOD AND FOOTPATH 75, CITY ROAD, STOKENCHURCH, BUCKINGHAMSHIRE

Following some debate, Members concluded that the likely intensity of use of the altered access being proposed was not such that would justify the reason for refusal being recommended by the Highway Authority.

The Committee therefore voted in favour of the motion that they were minded to approve the application and so deferred it to allow it to be considered again at a future meeting and that those who had objected be given the opportunity for public speaking in accordance with the Constitution.

RESOLVED: that the application be deferred as set out above.

72 16/07263/FUL - 55 CASTLE STREET, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 6RN

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

RESOLVED: that the application be approved.

73 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that a request had been received from developers to make a presentation to Members of their proposed development of Leigh Street, High Wycombe. This presentation was scheduled for Wednesday 18 January 2017 at 6.00pm in Committee Room 1.

74 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 17 January 2017 in respect of the agenda for the meeting on Wednesday 18 January 2017, the following Members be invited to attend with the relevant local Members:

Councillors: S Graham, M Hanif, C B Harriss, D A Johncock, T Lee, N B Marshall, H L McCarthy, Mrs C Oliver, N J B Teesdale, P R Turner and C Whitehead.

75 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
Ms T Krykant	Planning Solicitor
Mr R Martin	Development Management Team Leader
Mr A Nicholson	Development Manager
Mrs S Nicholson	Principal Development Management Officer
Mr C Power	Development Management Team Leader

Planning Committee Minutes

Date: 18 January 2017

Time: 7.00 - 7.38 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, Ms A Baughan, S Graham, D A Johncock, A Lee, N B Marshall, Ms C J Oliver, N J B Teesdale, A Turner and C Whitehead.

Standing Deputies present: Councillors M Hanif and S K Raja.

Apologies for absence were received from Councillors: M Asif, C B Harriss, A E Hill and H L McCarthy.

LOCAL MEMBERS IN ATTENDANCE

Mrs S Adoh

APPLICATION

16/06701/FUL

76 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 14 December 2016 be approved as a true record and signed by the Chairman.

77 DECLARATIONS OF INTEREST

There were no declarations of interest.

78 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 Update Sheet or in the minutes below.

79 16/06701/FUL - LAND BETWEEN POPHLEYS WOOD AND FOOTPATH 75, CITY ROAD, STOKENCHURCH, BUCKINGHAMSHIRE

The Committee noted the written Update provided, in particular the revised planning application site area and description:

“Construction of a field gate and track leading to a new fruit packing building/storage barn, together with the erection of perimeter stock proof fencing and netting enclosures to protect the fruit trees.”

The Committee also noted the resultant amendments to the conditions as laid out in the Update sheet provided.

Following a short discussion, the Committee voted in favour of the motion to approve the application

RESOLVED: that application be approved.

The Committee was addressed by Councillor Mrs Adoh, the Ward Coucillor.

The Committee was addressed by Ms Kirsty Towler in objection and Mr Daruisz Silarski, the applicant.

80 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that a request had been received from Red Kite to make a presentation to Members of their proposed redevelopment of two of their residential sites in Castlefield, High Wycombe. This presentation was scheduled for Wednesday 15 February 2017 at 6.00pm in Committee Room 1.

81 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 14 February 2017 in respect of the agenda for the meeting on Wednesday 15 February 2017, the following Members be invited to attend with the relevant local Members:

Councillors: Mrs J A Adey, Ms A Baughan, S Graham, M Hanif, D A Johncock, T Lee, N B Marshall, Mrs C Oliver, N J B Teesdale, A Turner, P R Turner and C Whitehead.

82 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.

83 URGENT ITEMS

The Chairman reminded the Committee that the Quality Counts Tour would take place later in the year and would appreciate it if Members could make suggestions as to what developments they would like to visit.

The Beacon Development in Hemel Hempstead was a suggestion put forward.

The Chairman requested that any ideas be emailed to him or to the Development Manager within the next two weeks.

A separate request was made that reserved sites be visited. This request was noted.

Chairman

The following officers were in attendance at the meeting:

Mrs J Caprio	Principal Planning Lawyer
Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer

Mr A Nicholson
Mr S Wilkinson

Development Manager
Technical Officer