



WYCOMBE
DISTRICT COUNCIL

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Queen Victoria Road
High Wycombe
Bucks HP11 1BB

Council

Date: 15 May 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 15 May 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

Item		Page
1	ELECTION OF CHAIRMAN	
(i)	To elect the Chairman of the Council for the year 2017/2018.	
(ii)	The Chairman of the Council to invite nominations for the election of Chairman for 2017/2018.	
(iii)	Councillor R Gaffney seconded by Councillor Z Ahmed to propose that Councillor Miss S Brown be elected Chairman of the Council for 2017/2018.	
(iv)	The Chairman of the Council to ask if there are any other nominations.	
(v)	The Chairman of the Council to put the nomination(s) to the meeting.	

- (vi) The Chairman of the Council to declare Councillor Miss S Brown duly elected.
- (vii) Councillor Miss S Brown to accept office and make the necessary declaration and to be presented with the Chairman's Chain.
- (viii) The incoming Chairman of the Council to address the Council.
- (ix) Vote of thanks to the retiring Chairman, Councillor Mahboob Hussain JP to be proposed by Councillor D Barnes and seconded by Councillor L Wood.
- (x) Councillor Mahboob Hussain JP to respond.
- (xi) The Chairman of the Council to present to Councillor Mahboob Hussain JP a past Chairman's badge, and to Mrs Hussain a bouquet.

2 APPOINTMENT OF VICE-CHAIRMAN

To appoint the Vice-Chairman of the Council for the year 2017/2018.

- (i) The Chairman of the Council to ask for nominations for Vice-Chairman for the year 2017/2018.
- (ii) Councillor P Turner seconded by Councillor Ms K Wood to propose that Councillor A R Green be appointed Vice-Chairman of the Council for 2017/2018.
- (iii) The Chairman of the Council to ask if there are any other nominations.
- (iv) The Chairman to put the nomination to the vote.
- (v) Councillor A R Green to accept office and sign the necessary declaration and to be presented with the Vice-Chairman's badge.

3 APOLOGIES

To receive apologies for absence.

4 DECLARATIONS OF INTEREST

To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.

Members are reminded that if they are declaring an interest they should state the nature of that interest whether or not they are required to withdraw from the meeting.

5 CHAIRMAN'S ANNOUNCEMENTS

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

6 GROUP LEADERS

To receive formal notification of the Group Leaders and Deputy Leaders of the political groups for the year 2017/2018.

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

7 REPORT OF THE EXECUTIVE LEADER

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

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

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

- (i) (a) To note that the Executive Leader has appointed Councillor D H G Barnes as Deputy Executive Leader for the purpose of carrying out the Leader's statutory functions (including e.g. appointing and removing Cabinet Members and Deputy Executive Leader, delegating executive functions to Cabinet, to Cabinet Members or to officers, agreeing or objecting to senior appointments and dismissals);
- (b) To note that the Leader has appointed Councillor D H G Barnes as Deputy Leader for the purpose of carrying out the remaining (Portfolio) functions of the Leader as set out in the terms of reference and responsibilities of Cabinet Members in the event that the Leader is unable to act through absence, illness, legal disability or conflict of interest, or the circumstances are so urgent that it is appropriate for a Deputy Leader to take a decision in

order to protect the interests of the authority or its area.

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

(ii) Cabinet positions and post holders

NAME	ADDRESS	WARD REPRESENTED	PORTFOLIO
Councillor Ms K S Wood	37 New Road Penn High Wycombe HP10 8DL	Tylers Green & Loudwater	Executive Leader of the Council
Councillor D H G Barnes	18 Juniper Road, Marlow Bottom, Bucks, SL7 3NX	Greater Marlow	Deputy Leader & Cabinet Member for Strategy & Communicati ons
Councillor G Peart	8 Abbotswood Speen, Princes Risborough HP27 OSR	Lacey Green, Speen and the Hampdens	Community
Councillor S Broadbent	Michaelmas Cottage Bryant`s Bottom Road Great Missenden HP16 OJS	Greater Hughenden	Economic Development & Regeneration
Councillor Mrs J Adey	Hatherley Princes Road Bourne End SL8 5HZ	The Wooburns	Environment
Councillor D M Watson	17 Wendover Road, Bourne End, Bucks, SL8 5NS	Flackwell Heath & Little Marlow	Finance & Resources
Councillor Mrs J D Langley	18 Rush Burn, Wooburn Green, Bucks,	The Wooburns	Housing

	HP10 0BT		
Councillor L M Wood	37 New Road Penn High Wycombe HP10 8DL	Tylers Green and Loudwater	HR, ICT & Customer Services
Councillor D A Johncock	32 Highfield Road, Flackwell Heath, Bucks, HP10 9AN	Flackwell Heath & Little Marlow	Planning
Councillor D J Carroll	10 Hoppers Way, Great Kingshill, Bucks, HP15 6EY	Greater Hughenden	Youth and External Partnerships

(iii) Cabinet terms of reference and responsibilities of individual portfolio holders

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

(iv) Cabinet Committee terms of reference

Any proposal to set up a Cabinet Committee will be the subject of a report to Cabinet.

(v) Schemes of Delegation of Executive Functions for Officers

It be noted that in accordance with her powers under the local Government Act 2000, the Leader has approved that the Chief Executive shall have power to take to herself the exercise of any Executive powers exercisable by each of these roles as permitted by law and if she thinks fit to sub-delegate the exercise of any of those powers to another officer for such a period as she may consider necessary. The Head of Democratic, Legal & Policy shall make the necessary amendments to the constitution.

(vi) Joint Arrangements

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

Representation will be:

Chilterns Crematorium Joint Committee

Councillor D H G Barnes

Councillor G Peart

Chiltern, South Bucks and Wycombe Joint Waste Collection Committee

Councillor Mrs J Adey

Councillor G Hall

Councillor Z Ahmed (Standing Deputy).

(vii) Appointments to Outside Organisations

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

Local Authority Appointments (until May 2018)

1. Local Government Association

General Assembly (1)	Ms K Wood
Standing Deputy (1)	D A C Shakespeare OBE
2. Wycombe Partnership (1)

Standing Deputy (1)	Ms K Wood
	D Barnes
3. South East England Councils (1)

Standing Deputy (1)	Ms K Wood
	D Shakespeare OBE
4. Red Kite Board (2)

	I McEnnis
	P Turner
5. South East Employers (2)

	A Hussain
	G Peart
Standing Deputies (2)	D Knights
	S Broadbent
6. Thames Valley Police & Crime Panel (1)

	Mrs J A Adey
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7. Wycombe Rent Deposit Guarantee Scheme (1)

	P R Turner
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Other Local Authority Appointments until May 2018

1. BCC Public Health Overview and Select Committee (1)

	A R Green
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2. Health and Wellbeing Board (1)

	Ms K Wood
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3. Healthy Communities Partnership (1)

	G Peart
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Appointments until July 2019

- | | |
|------------------------------------|------------------------------|
| 1. High Heavens Disposal Committee | Mrs J Adey, G Hall, M Harris |
| 2. Padstones Board of Trustees | D Carroll |
| 3. Wycombe Housing Forum | Mrs S Adoh, Mrs J Langley |
| 4. Wycombe Area Youth Council | D Carroll |

viii) Deputy Cabinet Members

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

Strategy & Communications

Councillor Z Ahmed

Finance and Resources

Councillor S Saddique

Economic Development & Regeneration

Councillor M Harris

Community

Councillor S K Raja

HR, ICT and Customer Services

Councillor D Knights

Planning

Councillor A Turner

Housing

Councillor Mrs S Adoh

Environment

Councillor G Hall

Youth & External Partnerships

Vacant

8 COMMITTEE APPOINTMENTS

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

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

The current political composition of the Council is:-

GROUP	MEMBERS	% AGE
Conservative	49	81.66
Labour	6	10
EWIP	3	5
Independent	1	1.67
Lib Dem	1	1.67

(i) Improvement and Review Commission

(Up to 18 Members Total)	Chairman:		Cllr R Gaffney
	Vice Chairman:		Cllr A Collingwood
Conservative – Up to 15 Members	Members	1	Cllr M Appleyard
		2	Cllr Miss S Brown
		3	Cllr H Bull
		4	Cllr Mrs L Clarke OBE
		5	Cllr A Collingwood
		6	Cllr C Etholen
		7	Cllr R Gaffney
		8	Cllr A Hill
		9	Cllr A Hussain
		10	Cllr W J Mallen
		11	Cllr R Newman
		12	Cllr Mrs C Oliver
		13	Cllr J Savage
		14	Cllr C Whitehead
		15	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr M Davy
		2	Cllr Mahboob Hussain JP
		3	Cllr Maz Hussain
		4	Cllr Mrs A Jones
		5	Cllr N Marshall
		6	Cllr H McCarthy
Labour	Member	1	Cllr K Ahmed
2 Members		2	Cllr R Raja
Labour	Standing Deputies	1	Cllr M Hanif
		2	Cllr M Hashmi
EWIP	Member	1	Cllr M Knight
EWIP	Standing Deputy	1	Cllr Ms A Baughan

(ii) Standards Committee

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

(iii) Planning Committee

(Up to 16 Members Total)	Chairman:		Cllr P Turner
	Vice Chairman:		Cllr A Turner
Conservative – Up to 13 Members	Members	1	Cllr Mrs J Adey
		2	Cllr C Harriss
		3	Cllr A Hill
		4	Cllr D Johncock
		5	Cllr T Lee
		6	Cllr N Marshall
		7	Cllr McCarthy
		8	Cllr Ms C Oliver
		9	Cllr S K Raja
		10	Cllr N Teesdale
		11	Cllr A Turner
		12	Cllr P Turner
		13	Cllr C Whitehead
Conservative	Standing Deputies	1	Cllr H Bull
		2	Cllr D Carroll
		3	Cllr A Hussain
		4	Cllr Maz Hussain
		5	Cllr Mrs W Mallen
		6	Cllr L Wood

Labour	Member	1	Cllr M Asif
2 Members		2	Cllr S Graham
Labour	Standing	1	Cllr M Hanif
2 Members	Deputy	2	Cllr M Hashmi
EWIP	Member	1	Cllr Ms A Baughan
EWIP	Standing Deputy	1	Cllr M Knight

(iv) Regulatory and Appeals Committee

(Up to 12 Members Total)	Chairman:		Cllr J Savage
	Vice Chairman:		Cllr L Clarke (OBE)
Conservative – Up to 10 Members	Members	1	Cllr Mrs L Clarke OBE
		2	Cllr M Clarke
		3	Cllr A Collingwood
		4	Cllr C Etholen
		5	Cllr R Gaffney
		6	Cllr Mahboob Hussain JP
		7	Cllr D Knights
		8	Cllr I McEnnis
		9	Cllr J Savage
		10	Cllr D Shakespeare
Conservative	Standing Deputies	1	Cllr Z Ahmed
		2	Cllr A Green
		3	Cllr Mrs A Jones
Labour 1 Member	Member	1	Cllr R Raja
Labour	Standing Deputy	1	Cllr K Ahmed
EWIP	Member	1	Cllr Mrs J Wassell
EWIP	Standing Deputy	1	Vacancy

(v) Audit Committee

(Up to 8 Members Total)	Chairman:		Cllr M Appleyard
	Vice Chairman:		Cllr R Scott
Conservative – Up to 7 Members	Members	1	Cllr M Appleyard
		2	Cllr G Hall
		3	Cllr T Lee
		4	Cllr Mrs C Oliver
		5	Cllr R Scott
		6	Cllr N Teesdale

		7	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr D Shakespeare
		2	Cllr P Turner
		3	Cllr C Whitehead
Labour 1 Member	Member	1	Cllr M Hanif
Labour	Standing Deputy	1	Cllr K Ahmed
External co-optee		1	Vacancy

(vi) Licensing Committee

(Up to 15 Members Total)	Chairman:		Cllr A Hill
	Vice Chairman:		Cllr I McEnnis
Conservative – Up to 12 Members	Members	1	Cllr M Clarke
		2	Cllr M Davy
		3	Cllr A Green
		4	Cllr C Harriss
		5	Cllr A Hill
		6	Cllr Maz Hussain
		7	Cllr D Knights
		8	Cllr N Marshall
		9	Cllr I McEnnis
		10	Cllr S Saddique
		11	Cllr R Scott
		12	Cllr A Turner
Conservative	Standing Deputies	1	Cllr Z Ahmed
		2	Cllr M Harris
		3	M Hussain JP
Labour 2 Members	Member	1	Cllr S Graham
		2	Cllr M Hashmi
Labour	Standing Deputies	1	Cllr M Hanif
		2	Cllr R Raja
EWIP	Member	1	Cllr Ms A Baughan
EWIP	Standing Deputy	1	Cllr M Knight

(vii) High Wycombe Town Committee

(23 Members	Chairman:		Cllr A Green
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in total representing the High Wycombe Town wards)	Vice Chairman:		Cllr S Raja
	Members	1	Cllr K Ahmed
		2	Cllr Z Ahmed
		3	Cllr M Asif
		4	Cllr Ms A Baughan
		5	Cllr H Bull
		6	Cllr Mrs L Clarke OBE
		7	Cllr M Clarke
		8	Cllr M Davy
		9	Cllr R Farmer
		10	Cllr S Graham
		11	Cllr A Green
		12	Cllr M Hanif
		13	Cllr M Hashmi
		14	Cllr A Hill
		15	Cllr A Hussain
		16	Cllr Mahboob Hussain JP
		17	Cllr Maz Hussain
		18	Cllr M Knight
		19	Cllr B Pearce
		20	Cllr R Raja
		21	Cllr S Raja
		22	Cllr N Teesdale
	23	Cllr Ms J Wassell	

(viii) Personnel and Development Committee

(Up to 8 Members Total)	Chairman:		Cllr M Harris
	Vice Chairman:		Cllr Mrs W Mallen
Conservative – Up to 7 Members	Members	1	Cllr Mrs S Adoh
		2	Cllr G Hall
		3	Cllr M Harris
		4	Cllr Mrs W Mallen
		5	Cllr S Raja
		6	Cllr S Saddique
		7	Cllr Mrs J Teesdale
Conservative	Standing Deputies	1	Cllr M Appleyard
		2	Cllr P Turner
		3	Cllr C Whitehead

Labour 1 Member	Member	1	Cllr M Hanif
Labour	Standing Deputy	1	Cllr M Hashmi

(ix) Joint Staff Committee

(Up to 5 Members Total)	Chairman:		Cllr M Harris
	Vice Chairman:		Staff Side Appointment
Conservative – Up to 4 Members	Members	1	Cllr S Adoh
		2	M Appleyard
		3	Cllr M Harris
		4	Cllr Mrs W Mallen
Conservative	Standing Deputies	1	Cllr S Saddique
		2	Cllr Mrs J Teesdale
Labour 1 Member		1	Cllr M Hashmi
Labour	Standing Deputy	1	Cllr S Graham

(x) Disciplinary Committee

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

(xi) JNC Staffing Matters Committee

5 Members to be drawn from the list of Members set out (subject to two or more	1	Chairman or past Chairman of the Council	Cllr Mrs L Clarke OBE Cllr R Raja
	2	A member of the Cabinet	

political groups always being represented and to the inclusion of at least one Cabinet Member)	3	A Leader or Deputy Leader of an opposition party	Cllr J Savage (Vice Chairman) Cllr Ms K Wood (Chairman)
	4	The Chairman of a Council Committee	Cllr R Wilson
	5	The Vice Chairman of a Council Committee	Standing Deputies Cllr K Ahmed
	6	A member of the Personnel and Development Committee	Cllr S Raja
	7	Another back bench member	Cllr A Hussain

9 SCHEME OF DELEGATION OF NON-EXECUTIVE FUNCTIONS FOR OFFICERS

As the Corporate Director and Chief Finance Officer roles will be occupied by interims for the time being, Council is recommended to approve that the Chief Executive shall have power to take to herself the exercise of any non-Executive powers exercisable by each of these roles as are permitted by law and if she thinks fit to sub-delegate the exercise of any of those powers to another officer for such period as she may consider necessary, and that the Head of Democratic Legal and Policy shall make the necessary amendments to the Constitution.

10 REFRESHMENTS

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

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