



WYCOMBE
DISTRICT COUNCIL

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Queen Victoria Road
High Wycombe
Bucks HP11 1BB

Council

Date: 17 July 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 17 July 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	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2	MINUTES To approve as a correct record the minutes of the meeting of Council held on 3 April and of Annual Council held on 15 May 2017.	1 - 31
3	DECLARATIONS OF INTEREST To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.	

Members are reminded that if they are declaring an interest they

should state the nature of that interest whether or not they are required to withdraw from the meeting.

4 CHAIRMAN`S ANNOUNCEMENTS

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

5 QUESTIONS FROM MEMBERS OF THE PUBLIC

Written questions may be asked of the Leader or any cabinet Member if submitted to the Head of Democratic, Legal and Policy Services no later than 12 noon on Monday 10 July 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 Monday 10 July 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 Monday 10 July 2017.
- (ii) Council to consider any petition already received that meets the required number of signatures to qualify for a debate by

Item	Page
	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 32 - 38
	To receive the minutes of and consider any recommendations from the following meeting:
	Cabinet 5 June 2017
	Cabinet 10 July 2017 (To follow)
9	STANDARDS COMMITTEE
	To receive the minutes of and consider any recommendations from the following meeting:
	Standards Committee 11 July 2017 (To follow)
10	IMPROVEMENT & REVIEW COMMISSION 39 - 45
	To receive the minutes of and consider any recommendations from the following meeting:
	Improvement & Review Commission 21 June 2017
11	AUDIT COMMITTEE 46 - 49
	To receive the minutes of and consider any recommendations from the following meeting:
	Audit Committee 15 June 2017
12	HIGH WYCOMBE TOWN COMMITTEE 50 - 55
	To receive the minutes of and consider any recommendations from the following meeting:
	High Wycombe Town Committee 13 June 2017
13	JNC STAFFING MATTERS COMMITTEE 56 - 59
	To receive the minutes of and consider any recommendations from the following meeting:
	JNC Staffing Matters Committee 23 May 2017
	JNC Staffing Matters Committee 3 July 2017
14	PLANNING COMMITTEE 60 - 69
	To receive the minutes of and consider any recommendations from the following meetings:
	Planning Committee 8 March 2017

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	Planning Committee	26 April 2017
	Planning Committee	31 May 2017
15	HANDY CROSS PHASE 5 PROCUREMENT PROCESS	(To follow)
16	QUESTIONS UNDER STANDING ORDER 11.2	
17	URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER	
	(i) Approval of the revised extents of the Alscot & Horsenden Conservation Area appraisals	
	(ii) Use of S106 Funding for affordable housing	
	(iii) Appointment of Policy Advisory Groups	
	(iv) Approval of the Residential Design Guidance Supplementary Planning Document for adoption to form part of the Wycombe Development Plan.	
	(v) Approval of the adoption of the Bledlow-cum-Saunderton Neighbourhood Plan as part of the Development Plan for decision making on planning applications.	
	(vi) Adoption of Play Strategy 2017-2022	

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

Council Minutes

Date: 3 April 2017

Time: 6.30 - 7.27 pm

PRESENT: Councillor M Hussain JP (in the Chair)

Councillors Mrs J A Adey, K Ahmed, Z Ahmed, M C Appleyard, D H G Barnes, Ms A Baughan, Miss S Brown, H Bull, D J Carroll, 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, C B Harriss, M A Hashmi, A E Hill, A Hussain, M Hussain, D A Johncock, M E Knight, D Knights, A Lee, N B Marshall, H L McCarthy, I L McEnnis, R Newman, Ms C J Oliver, B E Pearce, S K Raja, R Raja, J A Savage, R J Scott, D A C Shakespeare OBE, N J B Teesdale, Mrs J E Teesdale, A Turner, P R Turner, Ms J D Wassell, D M Watson, C Whitehead, R Wilson, L Wood and Ms K S Wood

ALSO PRESENT: Honorary Alderman J M Blanksby.

83 MINUTE'S SILENCE

A 1 minute silence was observed to pay respects to the victims of the Westminster terror attack.

84 APOLOGIES FOR ABSENCE

Apologies for absence were received from Honorary Aldermen: M Oram, Mrs K M Peatey MBE and Mrs P Priestley. Councillors: M Asif, S Broadbent, M Harris, G Peart and S Saddique.

85 MINUTES

RESOLVED: That the minutes of the meeting of the Council held on 23 February 2017 be confirmed as a true record and signed by the Chairman.

86 DECLARATIONS OF INTEREST

There were no declarations of interest

87 CHAIRMAN'S ANNOUNCEMENTS

Prior to making his announcements with regard to his activities since the last meeting of the Council, the Chairman made a brief statement in relation to the terrorist attack in Westminster on 22 March 2017.

The Chairman also went on to inform Members that Paul Shackley (Corporate Director) would be leaving the Council in early May to take up a new post as Chief Executive at Rushmoor Borough Council in Hampshire. The Chairman took the opportunity to congratulate him, wish him well in his new post and thank him for all his hard work and service to the Council.

The Chairman then went on to report on some of the activities he had undertaken since the last meeting of the Council in February.

- (a) The Chairman reported that a tree had been planted at Rye Park in recognition of our district volunteers. The official opening ceremony would take place later in the month.
- (b) Members were informed of the very well attended Buckinghamshire & Milton Keynes armed forces Day 2017 Ticket Launch which had taken place at the Aylesbury Waterside Theatre on 17 March.
- (c) The Chairman informed Members of the Hughenden Gardens Foundation Stone Ceremony held on 22 March.

88 QUESTIONS FROM MEMBERS OF THE PUBLIC

Question from Mr M Foyle-York to the Leader of the Council

“In the WDC Unitary Authority proposal, mental health was not given adequate coverage.

Can this council promise myself and the rest of the public that they will give issues surrounding mental health as much attention as physical health, especially when so many of our services would be up in the air with a switch to a unitary model?”

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

“You may have seen that the District submission (and indeed the County submission) said very little about Adult Social Care generally including Mental Health. We in the District Councils are very much aware of the negative impact that uncertainty can have on vulnerable people. We want to reassure service users that we will seek to maintain the current delivery until there has been a careful review of the impact of any proposed change on any individual service users.

It is precisely because we recognise the very specific and different needs of those who suffer with mental illness alongside other vulnerable service users that we have not set out our proposals in detail, I can however assure you that if a southern unitary Council was taken forward I will ensure that the needs of users of mental health services both collectively and individually will be given careful consideration as proposals are developed.”

There was no supplementary question.

89 QUESTIONS FROM MEMBERS

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

“Wycombe District Council seems fond of paying consultants for consultancies and feasibility studies, which range from commissioning the report for a two unitary authority option for Buckinghamshire, (with the WDC share of the cost being £25K) to the consultations about the new cemetery in Hazlemere and now the proposed £100K for a feasibility study about the establishment of a heavy rail line between High Wycombe and Bourne End.

Would the Leader like to tell us how much has been spent by WDC on consultations and feasibility studies in the last two years and how many such exercises cost more than £5,000?”

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

“Councillor Raja, Thank you for your question. I share your desire to ensure that public money is used wisely and I can assure you that I have no fondness for paying out money at all but if we are to continue to deliver the amount of very successful projects that we do it is necessary to make use of external expertise which we do not employ. And whilst you may know what you mean by ‘consultation’ or ‘feasibility’ these are terms which are used broadly to include a great many things. (Consultancy can include barristers for legal advice, interim appointments, architects and designers on capital projects and public consultation exercises. The same is true of feasibility work we can say how much was spent on specific projects but feasibility just means working out if something can be done.) To try and provide a helpful response officers have gathered capital spend on feasibility which we can send you as a written answer. If this is not what you had in mind you will need to define exactly what it is that you are after.”

Supplementary Question

“For the sake of transparency would it be possible to publish the number of studies taking place on the WDC website, giving reasons for it and the conclusions reached?”

Supplementary Response

“As I said previously, you will need to define what you mean so that we can correctly identify it. However you need to be aware that some of the information may be commercially sensitive, and so may not always be possible to publish it.”

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

“Five years on from the transfer of the District's housing to Red Kite would you consider the move to be a success and in particular what do you think the benefits have been for the wider community?”

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

“This is a difficult question to answer as it’s subjective. We would say that there has been a positive benefit from Red Kite in the following ways:

- They have carried out much needed improvements to social housing homes and estates that would not have been possible had the transfer not taken place.
- They have employed local companies and services to help deliver these improvements, thereby benefitting the local economy.
- They are looking at building new homes and thereby creating new social housing for those that need it.
- They have held job fairs and other community activities as well as training courses for tenants along with a myriad of community work with tenants, residents and leaseholders.
- They have created jobs in the district as they have grown.
- They manage the housing stock in the district effectively providing us with access to much needed social housing.

Supplementary Question

“I would agree with you that Red Kite has done much good work. However, across High Wycombe, particularly in Micklefield, Bowerdean, Totteridge and Castlefield, there are parks and play areas which are now becoming more un-kept as each year goes by.

What powers does WDC now have to ensure that good quality amenity spaces are provided to residents?”

Supplementary Response

“The management of these spaces now falls on Red Kite, so you will need to address your question to them.”

c) Question from Councillor M Clarke to the Cabinet Member for Planning

“The Bucks Free Press on 15 March 2017 ran a story on a consultation on the feasibility of reopening the High Wycombe to Bourne End branch line for heavy rail. It indicates that this consultation will cost £100k to be paid for in two equal tranches from CIL monies in this and the next year. What steps have been or are to be taken before committing to spend £100k of CIL money to ensure that the appropriate authorities are content with the reinstatement of level crossings across the A4155 Cores End Road and the A4155 Station Road?”

Response from Councillor D Johncock (Cabinet Member for Planning)

“The article in question relates to the recent Cabinet decision to allocate CIL and Section 106 funding to a range of infrastructure projects. One of these projects is to take a fresh look at the economic case and feasibility of reconnecting rail services between High Wycombe to Bourne End as part of the national rail network, given improvements elsewhere on the rail network such as East West Rail, Crossrail and the proposed western rail access to Heathrow, responding to growth in demand for rail travel is essential.

Not only could the re-establishment of this rail link benefit longer distance travellers but, in addition, could help locally with providing an alternative form of travel to the car. We know that we suffer congestion on many of our roads in and around High Wycombe and we know we have to plan for considerable development within the district. Given the potential benefits between Bourne End and High Wycombe, it would be very short-sighted of us not to explore this possibility once and for all.

Network Rail, Great Western Railway, Bucks County Council and other partners are aware of the intention to undertake this feasibility study and have indicated their support in engaging with us on a project brief before any consultants would be appointed.

It is anticipated that early on any study would consider high level issues including whether there are any technical 'showstoppers'. If at any stage the conclusion is reached that there are no reasonable prospects for a reinstatement then the project can be brought to a close, and any unused funds will be available for other purposes. Alongside this technical feasibility the intention of the study will be to assess whether and under what circumstances the economic case may 'stack up' for a return of the railway, including the benefits that this link would have for the district, the region, and for the wider rail network."

Supplementary Question

"Will the Cabinet Member justify the expenditure of £100k of CIL monies on a National Infrastructure Programme? This money should instead be spent on the betterment of the local infrastructure to improve services for the majority in the district, not on a link between East West Rail and Cross Rail which is at least a regional if not a national infrastructure matter as indicated in your response to my first question.

It is not without reason that CIL is an abbreviation for Community Infrastructure Levy and not Country Infrastructure Levy."

Supplementary Response

"The proposed plan will bring a great deal of local benefits so why should we not contribute. The cost of a feasibility study would amount to millions, but if the work is match funded we will all see the benefits."

(d) Question from Councillor B Pearce to the Cabinet Member for Environment

"I am assuming the reason why the ANPR system at Wycombe District Council's car parks had to be abandoned was because the DVLA would not pass on the relevant information of car ownership to the Council.

Do you agree with me this seems to be a very peculiar state of affairs when information cannot be passed onto local authorities which are responsible and accountable, but can be passed on to unscrupulous and ruthless car park operators?"

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

"The recent changes that we have made to the payment system, by introducing pay and display in the majority of our car parks, are due to restrictions on the Council in terms of accessing ownership details of vehicles

We are disappointed that we've had to make these changes from ANPR to pay and display as we feel that ANPR provides our customers with a more flexible way of paying for their parking and is a modern and innovative system used by both the private and public sector. We have had feedback from customers that they feel this

is a retrograde step, particularly in light of the fact that privately owned and run car parks can use ANPR and can obtain keeper details.

We do intend to pass on the comments that we have received from customers to the government, as we feel that local authorities are not being treated fairly and our customers are being disadvantaged.”

Supplementary Question

“Some car parks don’t have coin machines in them. There are some very unscrupulous car park operators who operate the car park, for example at Ryemead.”

Supplementary Response

“I cannot answer for people at the location you mention but all our machines were replaced when we switched to ANPR. Please let me have a list of where there are no machines and I will investigate further. The new machines are also designed to accept the new £1 coin.”

(e) Question from Councillor Mrs L Clarke OBE to the Cabinet Member for Environment

“Litter is becoming more and more an unsightly problem both in the town and on the kerbside, not to mention fly tipping.

Can we be told whether the contract for litter collection has been changed as it appears this is not as thorough as it once was?

There appears to a general lack of care and pride into the District’s surroundings.”

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

“Our contract with Serco requires them to maintain acceptable levels of cleansing across all streets. The contract has not been changed - street cleansing is carried out at the frequencies which should ensure that standards are achieved and maintained. There are some differences between the response times and frequency of cleansing in locations such as town centres. Our contractors are also required to provide a flexible service to respond to changing needs and if we get regular problems with litter, this will be removed more frequently as required.

Unfortunately some areas suffer more from littering, and the negative impacts of fly tipping.

To help with this, we are working closely with other agencies, housing providers and Transport for Bucks to improve the co-ordination of litter collection and other cleansing activity across the District, with the aim of improving our local environment.

This year we will continue working with residents, schools, community groups and local business to organise "The Great British Spring Clean" across the Wycombe District (and Chiltern). Supporting this type of activity is an important part of our plans to encourage people to take more responsibility for their neighbourhoods.

If there are areas or roads that you feel are particularly littered, please let me or the team know"

Supplementary Question

"If that is the case then the contract is either deficient or the monitoring and enforcement of the contract is not being undertaken. What will you be doing to make sure that the District is litter free and that we do a spring clean?"

If you do not have a response I am content with a written response to be sent to all Councillors. Also I would like to take the opportunity to congratulate the gardening team over the sterling work they have done with the flower beds."

Supplementary Response

"Yes I can certainly write to all Councillors with a response. However I can confirm that nothing has changed in the way we manage the contract. Unfortunately people do not care as they once used to making it a much harder job for our cleansing team. I feel that we need to educate people in how to "Keep Britain tidy." Nevertheless I will do all I can. Please let me know if there are particular areas that are worrying you in this respect."

(f)Question from Councillor M Hanif to the Cabinet Member for Housing.

"When WDC sold off the housing stock to Red Kite we were assured that Castlefield Regeneration Project was a top priority. This project has been delayed with one setback after another with no sign of any real progress in the near future.

Is this a failure on the part of Red Kite, and what is WDC doing to ensure that this much needed housing project does take off, to address the serious housing problems in the town?"

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

“Planning discussions have been ongoing for the past two years, during which time the estate had been fully decanted. Works to redevelop the Castlefield estate have commenced. We are now progressing to timetable through the pre planning application process, accommodating recommendations where practical from WDC planners.

A full design team is in place and currently is working to deliver a planning application during the first quarter of 2017. A master plan has been produced for the whole project and whilst there has been some slippage we are trying to get back on track.”

Supplementary Question

“Is the slippage just another sign of lax agreements with Red Kite where the tenants suffer?”

Supplementary Response

“No it is just down to circumstances. The process of the purchase of the homes held under leasehold took a little longer than expected.”

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

“The Cabinet recently allocated £100,000 to make a final assessment of the feasibility of the Bourne End to High Wycombe rail link. I assume that this was in consultation with Bucks County Council Officers who are working on a cycle route.

Please inform us of how the £100,000 will be spent and whether it could include a cycleway from London Road to Wycombe Railway station in the meantime?”

Response from Councillor D Johncock (Cabinet Member for Planning)

“Yes Bucks County Council officers are aware that we will be undertaking this study and we will be liaising with them on the brief. We are also working with County officers on the creation a new walking and cycling route along the old railway line. We have allocated £150,000 S106 funding previously towards this. The walking/cycling route is a shorter term deliverable compared to the prospects of re-use for a railway line. In the event that a railway is to be re-introduced I would anticipate that alternative provision for example alongside would be incorporated in the new plans for walking/cycling.

The likely difference in timescales for the 2 projects means both are worth considering and it is hoped that the re-use for walking and cycling will become possible in the short term at least in part of the route.

The £100,000 is programmed to be spent over two years. A detailed programme will be developed. A study of this nature is a significant piece of work and it would

be unlikely there would be any significant surplus funding remaining. Also as the funds have not been approved for a cycleway then they cannot be used for this purpose.”

Supplementary Question

“Can you confirm that we will have a rail link between Bourne End to High Wycombe over the next 10 years, and will we have a walking and cycling route from London Road to Wycombe railway station in order to reduce congestion?”

Supplementary Response

“The idea of a cycleway has not been supported for a number of reasons. As in my previous discussions with you have not asked High Wycombe Town Committee to find the CIL monies for the purpose.”

(h)Question from Councillor S Graham to the Cabinet Member for Community

“According to a recent study, NHS cuts were responsible for 30,000 excess deaths in 2015 an unprecedented rise in mortality. But despite these shocking statistics it is reported that the service has been asked to make another £22.bn worth in cuts.

Can the Cabinet Member tell me how many of these excess deaths in 2015 were reported for High Wycombe; and if any, whether the excess deaths in Wycombe were around the national average?”

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

“The study you refer to was a speculative article in the Journal of the Royal Society of Medicine that the Department of Health has robustly refuted (their comments are at the bottom in case useful). This was one of several possible explanations that the researchers considered.

A spokesperson for the DoH dismissed the reports saying variation in excess death rates was normal. “This report is a triumph of personal bias over research for two reasons” they said. “Every year there is a significant variation in reported excess deaths, and in the year following this study they fell by nearly 20000 undermining any link between pressure on the NHS and the number of deaths. Moreover to blame an increase in a single year on cuts to the NHS budget is arithmetically impossible given that the budget rose by almost £15 billion between 2009/10 and 2014/15.

In 2015 there were 1,300 registered deaths in the District, averaging 7.4 per thousand. The death rate nationally is 9.3 per thousand. Additionally there was no significant local spike in death rates from 2014 to 2015 – there were 60 more deaths but the District’s population rose by over 1,000.”

There was no supplementary question.

(i)Question from Councillor K Ahmed to the Cabinet Member for Environment.

“Thames Water has been fined a record £20m after pumping 1.9 billion litres of untreated sewage into the River Thames. This follows spills in 2013 and 2014, resulting in the deaths of countless fish and birds.

The Cabinet Member will be aware that Judge Francis Sheridan in Aylesbury Crown Court was compelled to observe that it was a "shocking and disgraceful state of affairs" and that the scale of the problem was such that it must have been known up the chain of command. Will the Cabinet Member tell us whether or not the stretch of the river passing through WDC has recovered from this environmental disaster and in the light of this can she reassure us whether the sewage infrastructure at Little Marlow will be able to cope with the proposed additional housing proposed in Wycombe, Bourne End and Wooburn Green?"

Response from Councillor D Johncock (Cabinet Member for Planning)

"Your query regarding whether the river has recovered fully is not one that either my cabinet colleagues or myself are qualified to answer and is probably better directed to the Environment Agency. However, Thames Water must pass strict water quality consents for the Environment Agency to grant them a licence which they continue to do. You can therefore draw your own conclusion from that fact.

However, we are aware that in 2014, after these incidents, Thames Water undertook an extensive refurbishment programme to overcome performance issue at the Little Marlow Works. I also note that the environment agency have reported that 'Thames Water continues to improve their management of the site and that the operations at Little Marlow Sewage Treatment Works are under better control'.

We do work closely with Thames Water to ensure they are aware of levels and timing of housing and employment growth so that they can ensure that sufficient capacity at the Little Marlow Works is maintained and to meet their water quality consents.

Thames Water have informed us during the work on the new Local Plan that a capacity upgrade will be required at Little Marlow Works during their next business plan period from 2020 to 2025. Consultation on their next business plan will take place from next year."

Supplementary Question

“Do you work closely with the Environmental Agency to ensure conditions are met?"

Supplementary Response

“Indeed we do especially with regards to the new Local Plan. However it is not our job to maintain water quality you will have to take those questions to the Environment Agency.”

Question 10 was 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.

90 PETITIONS

Councillor D Knights on behalf of the Risborough Area Residents Association had given notice that a petition would be handed in and Linda Cannon Clegg Chairman of the Association presented the petition and addressed the meeting.

In accordance with Standing Order 9.1 the contents of the petition was summarised.

The Leader of the Council also made a statement in relation to the lodging of the petition by RARA and to the expansion of Princes Risborough. She stated that in preparing the plan for Princes Risborough the Council wished to ensure that local people had a voice and were heard. As such a Steering Group was established chaired by the town council with representatives from local groups including RARA. Working closely together a common goal had been established of achieving the best possible outcomes for local people from the expansion of the town.

The Leader went on to clarify that the proposed plan was for up to 2755 new homes of which up to 2500 would be in the expansion area. The plan included precise infrastructure requirements to address the needs of the new and existing residents. The requirements included a new link road to relieve pressure on the A4010 the building of 2 new primary schools and expansion of secondary school places and new sporting facilities and improved connections between the expansion area and the existing town.

The Leader went on to acknowledge that the petition demonstrated how deeply and passionately the residents cared about where they lived.

It was agreed that the petition would be validated against the Council's Petition Scheme. Members and the lead petitioners would be informed outside of the meeting how the petition would be administered following the validation process.

91 CABINET

Minute 80 –HWTC Referral- Community Infrastructure Levy

Cllr A R Green clarified that although the resolution of Cabinet was correct, it had not been the original recommendations of the HWTC that had been referred to the Cabinet, which were subsequently changed.

Minute 84 – Major Projects Programme Review

Cllr A Collingwood sought reassurance that the Cabinet would work closely with ward Members to ensure that the plans would benefit everyone as a whole.

The Leader answered in the affirmative.

RESOLVED: That the minutes of the meeting of the Cabinet held on 13 March 2017 be received and the recommendations as set out at minute numbers 82 and 84 be approved and adopted.

92 IMPROVEMENT & REVIEW COMMISSION

RESOLVED: That the minutes of the Improvement & Review Commission held on 1 March 2017 be received.

93 AUDIT COMMITTEE

RESOLVED: That the minutes of the meeting of the Audit Committee held on 23 March 2017 be received.

94 HIGH WYCOMBE TOWN COMMITTEE

RESOLVED: That the minutes of the meeting of the High Wycombe Town Committee held on 7 March 2017 be received.

95 PERSONNEL & DEVELOPMENT COMMITTEE

In the absence of the Chairman of the Committee Councillor G Hall rose to present the minutes of the meeting

RESOLVED: That the minutes of the meeting of the Personnel & Development Committee held on 15 March 2017 be received and the recommendation as set out at minute number 14 be approved and adopted.

96 PLANNING COMMITTEE

RESOLVED: That the minutes of the meeting of the Planning Committee held on 15 February 2017 be received.

97 CHIEF EXECUTIVE'S ANNOUNCEMENTS

This item was withdrawn

98 QUESTIONS UNDER STANDING ORDER 11.2

There were none

99 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.

Planning Committee

Councillor L Wood was replaced by Councillor S Raja to serve as a full Member of the Planning Committee.

Councillor S Raja was replaced by Councillor L Wood to serve as a Standing Deputy on the Planning Committee.

100 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

The individual decision published since the last ordinary meeting of the Council held on 23 February 2017, as set out in the summons was noted.

Chairman

The following officers were in attendance at the meeting:

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

COUNCIL

Monday 3 April 2017

Agenda Item 6

Questions from Members

Unanswered Questions – Responses sent subsequent to Meeting

10. Question from Councillor M Hanif to the Cabinet Member for Housing.

It was reported in Feb 2012 that Red Kite had employed 13 residents at a rate of £12 per hour to act as watchdogs to ensure that the promised £100 million worth of upgrades to their acquired council housing stock was carried out.

Five years on, I would like to ask the cabinet member if she is able to confirm if these tenants were successful watchdogs and if not what role did WDC play during this time assuming that the tenants are no longer employed and the upgrades have still not been completed along with some other promised projects?

Written reply by Councillor Mrs J Langley (Cabinet Member for Housing).

Red Kite has announced that they have completed on the delivery of the promises made to tenants and we have accepted this position. If you have evidence or information suggesting that they have not completed the promises made, perhaps you would like to share these with officers and with Red Kite in order for this to be investigated?

Council Minutes

Date: 15 May 2017

Time: 6.30 - 7.05 pm

PRESENT: Councillor M Hussain JP (in the Chair)

Councillors Mrs J A Adey, Mrs S Adoh, K Ahmed, Z Ahmed, M C Appleyard, D H G Barnes, Ms A Baughan, S Broadbent, Miss S Brown, H Bull, D J Carroll, M Clarke, Mrs L M Clarke OBE, A D Collingwood, M P Davy, C Etholen, R Farmer, R Gaffney, S Graham, A R Green, G C Hall, M Harris, C B Harriss, M A Hashmi, A E Hill, A Hussain, M Hussain, D A Johncock, Mrs G A Jones, M E Knight, D Knights, Mrs J D Langley, 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, 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, R Wilson, L Wood and Ms K S Wood,

Also present: Honorary Aldermen: J M Blanksby, R Pushman and Mrs P Priestley.

101 ELECTION OF CHAIRMAN

It was proposed by Councillor R Gaffney that Councillor Miss S Brown be elected as Chairman of the Council for the 2017/18 municipal year.

The proposer gave a brief history of Miss Brown's background stating that she was no stranger to public life and service having been Mayor of Marlow for two consecutive years. Councillor Brown also served on the Marlow Town Regatta Committee, was Manager of Marlow Age Concern and since being elected as District Councillor two years ago had become an eminent Member on the Improvement & Review Commission, also serving on many of the Task and Finish Groups.

In his concluding comments Councillor Gaffney stated that Councillor Brown was the ideal candidate to fulfil the role and that he had no reservations in formally proposing her as Chairman of the Council for the ensuing year.

The proposal was seconded by Councillor Z Ahmed.

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

RESOLVED: That Councillor Miss S Brown be elected a Chairman for the municipal year 2017/18.

Councillor Miss S Brown thereupon accepted office, made the necessary declaration and was presented with the Chairman's chain.

Councillor Miss S Brown in the Chair

The Chairman addressed the meeting and took the opportunity to express her gratitude to both the proposer and seconder for their kind words. She also thanked the outgoing Chairman and the whole Council for electing her. Councillor Miss S Brown stated that she would endeavour to fulfil the role to the very best of her ability.

The Chairman then made reference to the theme for the ensuing year which aimed to raise awareness of dementia related problems and the ways in which it affected so many lives. She stated that dementia had become a fast growing problem, with a diagnosis being confirmed every three minutes. She also gave mention to a project known as "Dementia Friends" which sought to help those in greatest need through the assistance of neighbours and friends following a period of training.

Councillor D Barnes then proposed a vote of thanks to the outgoing Chairman whom he had known for over 15 years. He stated that his passion for the community he represented had been demonstrated within his chairmanship over the past 12 months through his work of promoting the activity and achievements of volunteers within the District. This had brought about a sharp focus on the level of generosity within our communities. Over 30 of such volunteers had been recognised at the Annual Chairman's reception. Councillor Hussain's work in this field had resulted in the recognition of the unsung heroes of our community who had devoted many thousands of hours in supporting fellow residents.

In his concluding remarks Councillor M Hussain was thanked for all his hard work and for his attendance at over 123 events this year in support of many causes and celebrations, and he hoped that he and his wife could now enjoy a well-earned rest.

The seconder Councillor L Wood echoed the comments that were made by Councillor D Barnes, and also expressed his gratitude for all the work the outgoing Chairman had undertaken as part of his "celebrating the volunteers of the town" theme during his chairmanship.

In responding Councillor M Hussain conveyed his heartfelt thanks to the Leader, Cabinet and ward members and staff for their co-operation and courtesy during his term of office, and to the excellent team of officers for their help and advice during the last 12 months. He also thanked his wife and consort for accompanying him to many of the events. In addition Councillor Hussain expressed his gratitude to the incoming Chairman for her assistance and wished her the very best for the year ahead. He concluded by stating that it had been an honour and a privilege to have served as Chairman.

The Chairman of the Council thereupon presented to Councillor M Hussain JP a past Chairman's badge and to Mrs Hussain a bouquet.

102 APPOINTMENT OF VICE-CHAIRMAN

Councillor P Turner rose to propose that Councillor A R Green be appointed as Vice-Chairman of the Council for the municipal year 2017/18. He stated that Councillor Green was a long standing well respected and hard working Member who had served as a Councillor since 1999 including some time in Lambeth. Additionally, he had also previously undertaken the role of Cabinet Member and was currently Chairman of the High Wycombe Town Committee and also served as the Wycombe representative on the Wycombe Heritage Arts Trust.

The proposal was seconded by Councillor Miss K Wood (Leader of the Council) who fully concurred with the proposer's comments. She stated that Councillor Green was indeed a very experienced Member fully deserving of this role, one of the few he had not yet undertaken during his many years of service at Wycombe. She stated that he would provide an excellent support to the Chairman during the forthcoming year, and was delighted to be seconding his appointment as Vice-Chairman.

RESOLVED: That Councillor A R Green be appointed as Vice-Chairman of the Council for the municipal year 2017/18.

Councillor A R Green thereupon accepted office, made the necessary declaration and was presented with the Vice- Chairman`s badge of office.

103 APOLOGIES

Apologies for absence were received from Honorary Aldermen: E H Collins, M Oram and Mrs K M Peatey. Councillors: M Asif, Ms A Baughan, M Hanif, T Lee, S Saddique and C Whitehead.

104 DECLARATIONS OF INTEREST

There were no declarations of interest.

105 CHAIRMAN'S ANNOUNCEMENTS

The Chairman extended a warm welcome to Mr Dave Anderson (Interim Corporate Director and Mr Stuart McGregor (Interim Head of Finance). Members were also informed that Steve Richardson, current Head of Finance would leave the Council later in the week. Members joined the Chairman in thanking him for all his hard work over many years and in wishing him well in his future role at Milton Keynes Council.

106 GROUP LEADERS

The Council received formal notification that the Leaders and Deputy Leaders of the political groups for 2017/18 would be as follows:

Group	Leader	Deputy Leader
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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

107 REPORT OF THE EXECUTIVE LEADER

The Executive Leader rose to present her report but prior to this took the opportunity to congratulate the incoming Chairman on her election and then outlined some of the achievements over the last year. She stated that she was honoured to be entering the third year of her leadership, and was proud to have been able to lead such an innovative efficient and successful Council.

The Leader announced that the Council had made great strides forward in the areas of Youth and Housing. Since taking office, the Youth Council had been reintroduced and the facilitation of Youth Services Forum meetings had enabled a more joined up service within the District. Closer links had been established with Bucks New University to assist in giving young people a stronger voice.

In the area of housing the Council had been involved in consultations on the provision of affordable housing and the pursuit of other initiatives which would be detailed in the near future.

The Leader also provided some information on the initiatives which had been introduced to help regenerate the town thereby creating jobs and boosting business. The most recent one referred to was having brought in “The Works” to the old part of town a highly successful eatery. This along with the Red Squirrel Brewery shop emporium, Reflections, Yes please Golf and Enterprise HQ as new businesses to the town had all grown from the Council’s regeneration projects. All these developments had helped to ensure that the level of Council tax charged was able to be frozen for 5 out of the last 6 years, placing the authority as one of the lowest charged rates in England.

In concluding, the Leader reinforced her commitment to helping local charities and organisations and gave mention to the launch of a new local community lottery (Wycombe lotto). This together with the annual increase in the amount of ward budget allocated would she hoped go some way towards providing the necessary support to local charities. She also thanked her outgoing colleagues for their outstanding contribution and hard work which had placed Wycombe in a strong position over the last 2 years. She stated that she looked forward to continuing this work and in expanding the horizons.

The matters set out in agenda items 9 (i) to (vii) below were then submitted to the Council in order to comply with the Council’s approved Leader and Cabinet Executive political management model and the Council’s approved constitution.

- (i) (a) It was noted that the Executive Leader had appointed Councillor D H G Barnes as Deputy Executive Leader for the purpose of carrying out the Leader’s statutory functions (including e.g. appointing and removing Cabinet Members and Deputy Executive Leader, delegating executive

functions to Cabinet, to Cabinet Members or to officers, agreeing or objecting to senior appointments and dismissals);

- (b) It was noted that the Leader had appointed Councillor D H G Barnes as Deputy Leader for the purpose of carrying out the remaining (Portfolio) functions of the Leader as set out in the terms of reference and responsibilities of Cabinet Members in the event that the Leader is unable to act through absence, illness, legal disability or conflict of interest, or the circumstances are so urgent that it is appropriate for a Deputy Leader to take a decision in order to protect the interests of the authority or its area.
- (c) It was noted that the Leader of the Council had made the following appointments in respect of Cabinet positions and post holders.

(ii) Cabinet positions and post holders

NAME	ADDRESS	WARD REPRESENTED	PORTFOLIO
Councillor Ms K S Wood	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, HP10 0BT	The Wooburns	Housing
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 were to be as set out in Part 2 of the Constitution.

(iv) Cabinet Committee terms of reference

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

(v) Schemes of Delegation of Executive Functions for Officers

It was noted that in accordance with her powers under the Local Government Act 2000, the Leader had approved that the Chief Executive would 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 thought fit to sub-delegate the

exercise of any of those powers to another officer for such a period as she considered necessary. The Head of Democratic, Legal & Policy would make the necessary amendments to the Constitution.

(vi) Joint Arrangements

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

Representation would 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 made appointments were as set out below. The Council was asked to note the following appointments for the periods set out.

Local Authority Appointments (until May 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)	D Barnes
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3. South East England Councils (1)

Standing Deputy (1)	D Shakespeare OBE
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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 |
| 7. Wycombe Rent Deposit
Guarantee Scheme (1) | P R Turner |

Other Local Authority Appointments until May 2018

- | | |
|---|-----------|
| 1. BCC Public Health Overview
and Select Committee (1) | A R Green |
| 2. Health and
Wellbeing Board (1) | Ms K Wood |
| 3. Healthy Communities
Partnership (1) | G Peart |

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 were 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

108 COMMITTEE APPOINTMENTS

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

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

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

(ii) the appointments be made for the forthcoming year

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

(i) Improvement and Review Commission

(Up to 18 Members Total)	Chairman:		Cllr R Gaffney
	Vice Chairman:		Cllr A Collingwood
Conservative – Up to 15 Members	Members	1	Cllr 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	Cllr S Graham
2 Members			
Labour	Standing Deputy	1	Cllr M Hanif
		2	Cllr M Hashmi
2 Members			
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	Member	1	Cllr R Raja
1 Member			
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	Member	1	Cllr M Hanif
1 Member			
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 in total representing the High Wycombe Town wards)	Chairman:		Cllr A Green
	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	Cllr M Hashmi
1 Member			
Labour	Standing Deputy	1	Cllr S Graham

(x) Disciplinary Committee

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

(xi) JNC Staffing Matters Committee

5 Members to be drawn from the list of Members set out (subject to two or more political groups always being represented and to the inclusion of at least one Cabinet Member)	1	Chairman or past Chairman of the Council	Cllr Mrs L Clarke OBE Cllr R Raja
	2	A member of the Cabinet	
	3	A Leader or Deputy Leader of an opposition party	Cllr J Savage (Vice Chairman)
	4	The Chairman of a Council Committee	Cllr Ms K Wood (Chairman) Cllr R Wilson
	5	The Vice Chairman of a Council Committee	Standing Deputies
	6	A member of the Personnel and	Cllr K Ahmed

	Development Committee	Cllr S Raja
7	Another back bench member	Cllr A Hussain

109 SCHEME OF DELEGATION OF NON-EXECUTIVE FUNCTIONS FOR OFFICERS

It was noted that the role of Corporate Director and Chief Finance Officer was occupied by interims for the time being. Council was recommended and approved that the Chief Executive would have power to take to herself the exercise of any non-Executive powers exercisable by each of these roles as were permitted by law, or to sub-delegate the exercise of any of those powers to another officer for such period as she felt necessary. The Head of Democratic Legal and Policy would make the necessary amendments to the Constitution.

110 REFRESHMENTS

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

Chairman

The following officers were in attendance at the meeting:

- Ian Hunt - Democratic Services Manager
- Karen Satterford - Chief Executive
- Dave Anderson - Interim Corporate Director
- Iram Malik - Senior Democratic Services Officer
-

Cabinet Minutes

Date: 5 June 2017

Time: 7.00 - 7.56 pm

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

Councillor Mrs J A Adey	- Cabinet Member for Environment
Councillor D H G Barnes	- Deputy Leader and Cabinet Member for Engagement and Strategy
Councillor S Broadbent	- Cabinet Member for Economic Development and Regeneration
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 G Peart	- Cabinet Member for Community
Councillor D M Watson	- Cabinet Member for Finance and Resources
Councillor L Wood	- Cabinet Member for HR, ICT and Customer Services

By Invitation

Councillor Mrs S Adoh	- Deputy Cabinet Member for Housing
Councillor Z Ahmed	- Deputy Cabinet Member for Strategy and Communications
Councillor G C Hall	- Deputy Cabinet Member for Environment
Councillor S K Raja	- Deputy Cabinet Member for Community
Councillor S Saddique	- Deputy Cabinet Member for Finance and Resources

MINUTE'S SILENCE

In memory of the victims of the recent terror attacks the meeting commenced with a minute's silence.

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A Collingwood (Vice-Chairman of the Improvement & Review Commission), R Gaffney (Chairman of the Improvement & Review Commission), M Harris (Deputy Cabinet Member for Economic Development & Regeneration), D Knights (Deputy Cabinet Member for HR, ICT and Customer Services), M Knight (Leader of the East Wycombe Independent Party), G Peart (Cabinet Member for Community), R Raja (Leader of the Labour Group) and A Turner (Deputy Cabinet Member for Planning).

2 MINUTES

RESOLVED: That the last sentence before the resolution of minute 80 be amended to read: It was noted that High Wycombe Town Committee

had amended the recommendations to allocate further resources to the new cemetery and sought Cabinet's approval, It was therefore:

That subject to the amendment above, the notes of the last meeting be agreed as a true record.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 CONSIDERATION OF THE PETITION - RISBOROUGH AREA RESIDENTS ASSOCIATION: BETTER TOWN PLAN FOR PRINCES RISBOROUGH & SURROUNDING AREAS

Cabinet were asked to consider a petition which had been presented to Council in April 2017. The petition, which was entitled "Risborough Residents Association: Better Town Plan for Princes Risborough and Surrounding Areas", raised a number of concerns regarding the scale of development, the impact on infrastructure, proposed increase in housing numbers and the sustainability of such growth within the area. The petition which contained 3,758 signatories had been validated against the Council's Petition Scheme and referred to Cabinet for consideration.

In accordance with Standing Orders, the petition organiser, had been invited to Cabinet to present and speak to the petition, she emphasised the detrimental impact that potential development could have on Princes Risborough and the surrounding area. She urged Members to consider other options for the proposed development.

The Cabinet Member for Planning and Sustainability commented that a considerable amount of work and consultation had been undertaken in relation to producing the Local Plan. He confirmed that representatives from Risborough Area Residents Association had been involved in the Steering Group which had been created to oversee the project.

Members considered the petition and agreed that the impact on Princes Risborough and surrounding areas of potential development had been taken into account in producing the detailed assessments of options for the area.

The following decision was made as Cabinet were required to consider the petition under the Council's Petition Scheme.

RESOLVED: That the residents of Princes Risborough be thanked for the petition and its contents noted.

5 2016/17 SERVICE PERFORMANCE: ANNUAL

Cabinet had before it the end of year position for the Council's performance at service level, as well as progress made on the key projects delivering the Council's priorities. Cabinet would continue to receive quarterly performance monitoring

reports during the year, with any areas of under-performance highlighted to ensure Cabinet could address any issues promptly.

It was noted that this quarter the Council had recorded the lowest number of people in temporary accommodation for the year. Cabinet thanked the Housing staff for all their hard work.

The following decisions were made to review the performance position as at 31 March 2017 to ensure that the Council was performing at the appropriate level.

RESOLVED: That the summary of the year to date outturns (January to March) for service performance be received.

6 PROVISIONAL 2016/17 OUTTURN REPORT

Cabinet considered a report on the provisional outturn at the end of March 2017 which included the General Fund, Repairs and Renewal Fund, Major Projects Programme and the Section 106 Developer Contributions, together with the potential use of the surplus.

The report before Cabinet set out an analysis of the key issues from the 2016/17 financial outturn, with detailed breakdowns of spend and movements which were set out in Appendices A to C of the report.

The following decisions were made as the Cabinet approved a budget each year within the context of a Medium Term Financial Strategy to achieve the Council's priorities. Regular monitoring reports were submitted to Cabinet for review during the financial year, with management actions highlighted to ensure that Cabinet could assess whether any further action was required.

RESOLVED: That (i) the provisional outturn at the end of March 2017 in respect of the General Fund Revenue Account, Repairs and Renewals Fund, Major Projects Programme and use of the surplus as detailed in the report be noted;

(ii) the proposed allocation of the surplus funds to be finalised; and

(iii) the carry forward of £19.05m on the Major Projects Programme as detailed in Appendix C of the report be approved.

7 PLANNING RESOURCES

Cabinet considered the report which requested that funding be allocated towards the cost of additional resources for the Planning and Sustainability Service to address significant increases in workloads.

Members read the comprehensive report in respect of the current pressures on the Planning and Sustainability Service. It was noted that Planning and Sustainability faced rising workloads, both in terms of normal business and larger projects (such as the Reserve Sites and numerous appeals).

Cabinet approval was sought to allocate funds to finance the submission of the new Local Plan, as well as implementing a programme of change and process improvements, to ensure the Planning service remained as efficient as possible.

The following decisions were made as the Planning and Sustainability Service played a key role in facilitating the sustainable growth of the District's economy and providing a land use framework for new housing and employment sites while protecting the Green Belt and ensuring sensitive development in the Chilterns Area of Outstanding Natural Beauty. The Service had been under considerable strain. The new funding sought aimed both to achieve a measure of respite from recent pressures and the necessary capacity to modernise the service and its management and administrative processes to deliver cost efficiency improvements and a better service for customers; deliver the local plan; and prepare the major strategic housing site at Princes Risborough.

RESOLVED: That (i) the Council's Planning and Sustainability Service had been experiencing rising pressures due to an increased volume of applications; the need for detailed preparatory work on the local plan; and the need to defend a number of planning appeals. The service had coped largely through the professionalism and good will of its staff. However, it was now under significant strain and required a short term injection of funding to cope with these pressures; take the local plan through the examination process next year; and modernise the service to make it more cost efficient and customer focussed;

(ii) The Government had allocated a total of £366k to the Council to build the necessary capacity to deliver the local plan in relation to Princes Risborough and to promote more self-build housing, and a further grant (the amount to be specified) would be provided in relation to the brownfield register. The Service had also already been allocated match funding of £66k in relation to the government grant for capacity work at Princes Risborough and had also accumulated reserves totalling £95k from 2016/17, and income from providing an enhanced service on the major projects programme of £50k a year;

(iii) In addition to these funds Council was asked to approve the one-off allocation of £155k to finance the submission of the new Local Plan in this financial year;

(iv) The funding requested would enable the Service to:

a) Recruit additional short term staff to ensure that the Department continues to provide a satisfactory service over the next 2 years;

b) Finance a business transformation and cultural change programme with the aim of modernising the service and delivering significant cost efficiency gains and additional income with the aim of reducing the level of taxpayer subsidy to the service to the minimum achievable without compromising quality standards;

- c) Progress a detailed, fully evidenced local plan through the process of examination next year; and
- d) Progress work on a detailed delivery plan for the development of 2,500 new homes at Princes Risborough as proposed in the draft local plan, and maintaining other current strategic priorities.
- (v) the Government's proposed 20% increase in planning fees had been put on hold pending the outcome of the General Election be noted.

8 INFORMATION SHEETS

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

2/2017: Small Community and Arts Grants – Maximum award £1,500
Venues Grants – Grants Awarded of up to 50% of the net hire fee of a venue.

9 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

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

Community C/06/17 – C/18/17
Economic Development & Regeneration EDR/01/17
Finance F/08/17 – F/18/17
Housing H/02/17
Planning & Sustainability PS/26/17 - PS/52/17

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That pursuant to Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 the press and public be excluded from the meeting during consideration of Minute Nos 11 and 12, because of their reference to matters which contain exempt information as defined as follows:

Minute 10 – Bellfield (Hughenden Quarter Upper Site)

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 11 - File on Action taken under Exempt Delegated Powers

Community sheet nos: C/02/17 – C/03/17

**Economic Development & Regeneration sheet nos: EDR/07/17
– EDR/24/17**

Finance sheet nos: F/01/17 – F/03/17

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)

10 BELLFIELD (HUGHENDEN QUARTER UPPER SIDE)

Cabinet approval was sought to allocate funding from the Transformation Fund to enable the redevelopment of Hughenden Quarter upper site (formally known as Bellfield car park). Approval was also sought to dispose of part of the site to an affordable housing provider to assist in the prevention and relief of homelessness.

The following decisions were made as the opportunity had arisen to regenerate the Hughenden Quarter upper site area, largely owned by the Council.

RESOLVED: That (i) the amount set out in the report be allocated from the Council's Transformation Fund to fund the Business Case and if appropriate submission of a planning application and detailed design of Hqube; and

(i) Subject to the Business Case in (i), and obtaining planning permission as outlined in paragraph 6 of the report, to dispose of part of the Bellfield (Hughenden Quarter Upper Site) to a Registered Provider for affordable housing development and to ring-fence the proceeds to fund the development of small workshops on the other part of the site ('HQube').

11 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

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

Community: C/02/17 – C/03/17

Economic Development & Regeneration: EDR/07/17 – EDR/24/17

Finance: F/01/17 – F/03/17

Chairman

The following officers were in attendance at the meeting:

Karen Satterford - Chief Executive
Ian Hunt - Democratic Services Manager
Catherine MacKenzie - Principal Democratic Services Officer

Improvement and Review Commission Minutes

Date: 21 June 2017

Time: 7.00 - 9.00 pm

PRESENT: Councillor R Gaffney (in the Chair)

Councillors K Ahmed, M C Appleyard, H Bull, A D Collingwood, A E Hill, M E Knight, Ms C J Oliver, R Raja, J A Savage and R Wilson

Standing Deputies: Councillors M Hussain JP and H L McCarthy

Apologies for absence were received from Councillors Miss S Brown, Mrs L M Clarke OBE, C Etholen, A Hussain, Mrs W J Mallen, R Newman and C Whitehead and invited guest Councillor D Knights (Deputy Cabinet Member for HR, ICT & Customer Services).

Also present: Councillor D A Johncock (Cabinet Member for Planning), Councillor L Wood (Cabinet Member for HR, ICT & Customer Services) and Mr D Overall (Member of High Wycombe Society and 'Revive the Wye' Partnership).

1. ONE MINUTE'S SILENCE

The Meeting held one minute's silence in respect of the victims of the recent Grenfell Tower tragedy.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the Improvement and Review Commission held on 1 March 2017, be approved as a true record and signed by the Chairman.

4. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed the two new members of the Commission present; Councillors Appleyard and Wilson, and hoped they would enjoy their work with the Commission. He remarked that they would certainly bring a wealth of knowledge and insight to the scrutiny carried out by the Commission.

The Chairman advised the Commission that he had, as a follow up to previous work done by the Commission, requested an Information Sheet to be issued prior to the next Commission meeting, in respect of updates on the two housing issues of House in Multiple Occupation legislation and the future plans for Saunderton Lodge.

5. ICT STRATEGY IMPROVEMENT & REVIEW WORK

The Chairman reminded the meeting that, as it stood, subsequent to the last Commission meeting, the ICT (Information Communication Technology) Task and Finish Group was due to meet again. However Task and Finish Group Chairman; Councillor L Wood had since left the Group and had been appointed as Cabinet Member for HR, ICT and Customer Services.

The Chairman remarked that he was delighted with this appointment and so as to keep the Commission updated on the development of ICT across the Council, the new Cabinet Member had been invited to this Meeting to outline to Members the progress made in respect of the new Strategy.

Councillor L Wood the Cabinet Member then thanked the Commission for its previous and continued input into the Strategy Development, he remarked that his Policy Advisory Group for HR & ICT included many of the Task and Finish Group Members involved in the earlier Scrutiny work. He hoped to return as a regular feature on Commission agendas to keep members updated on the Strategy's development.

A broad set of upgrades to ICT provision for both staff and Members was underway with completion by the end of the summer. Microsoft 2013 was being installed, to then be followed by 2016 and ultimately 365. RSA cryptosystem software tokens were to be launched, internet access to be upgraded along with VDU (Visual Display Unit) replacement. Telephony upgrades were being worked on, with an aspiration to move to Skype thereafter.

The Cabinet Member acknowledged that there was limited funding, but it was not just a case of cost benefits but resultant operational efficiencies. The importance of the impending termination of support of some of the current systems was discussed and acknowledged.

The hardware refresh to officers was being rolled out first, to be followed for Members. The latter would not be mandatory; Members would not be obligated to return current hardware or cease using their own.

The ICT Strategy effectively included a commitment to go digital by default, this was to be the primary means of communication with customers. However care was to be taken that the traditional means of communication remained open to those not computer literate, if not enhanced. 'Digital by default' involved a considerable number of strands of work, of which the ICT Strategy was only one.

All the above work was currently being processed by the PAG (Policy Advisory Group) a planned report was to be submitted to Cabinet in November, the Cabinet Member intended to bring this to the Commission in September before the Cabinet's consideration.

John McMillan (Head of HR, ICT and Customer Services) attended in support of Councillor Wood, the Commission noted and appreciated John's contribution on all IT & HR matters.

RESOLVED: That (i) the update from the Cabinet Member for HR, ICT and Customer Services in respect of the evolving ICT (Information Communication Technology) Strategy be noted; and;

(ii) a report be brought back to the September Commission meeting in respect of the Draft ICT Strategy before its submission to Cabinet in November 2017.

6. UPDATE ON TRANSPORT ISSUES CRESSEX AND WESTHORPE

John Callaghan (Team Leader – Transport & Environment) was welcomed to the Meeting.

Mr Callaghan outlined that the traffic movements in respect of Cressex and the Westhorpe interchange at Marlow were perennial issues, hence their inclusion in the recommendations of the Commission's previous Regeneration Delivery Task and Finish Group and the Commission's request for this update.

Members raised a series of points and received clarification on a number of queries.

In respect of Cressex:

- The possibility of allowing left turns at least for cars and light vehicles was being considered from Coronation Road into Cressex Road. Provision of a separate left turn lane either here or at the junction of Lancaster road with Desborough Avenue would require road widening and involve land take, and a great deal more expense.
- Consideration of a road utilising the current footpath route between Halifax Road and Chairborough Road would greatly increase and change the nature of traffic in Chairborough Road which was a residential area.
- The Handy Cross Traffic Management Task and Finish Group proposed back in January of this year would not necessarily prove a means of resolving these Cressex traffic problems. It was considered that Handy Cross be reconsidered as a possible subject for Scrutiny after 6 months with a caveat that it may be returned to sooner if it is deemed to tie in with the

County Council growth agenda as a transportation piece. County Council being considered an important partner in this Scrutiny when first proposed.

- Councillor David Johncock, Cabinet Member for Planning re-iterated that these issues were well known to County Councillors, he and his team here at Wycombe District Council were working well with County to resolve these issues, he would certainly report back on any major problems encountered.

In respect of Westhorpe:

- The Westhorpe junction was a key junction in respect of accessing both the town of Marlow and the Globe Park Business Park. It was of concern to Wycombe District Council but not its responsibility. The Planning Member and his Service were using all their influence to resolve matters, CIL (Community Infrastructure Levy) being a major tool in such.
- Discussions were underway with the Local Enterprise Partnership, the County Council and Highways England in respect of:
 - Possible signals;
 - A dedicated slipway into Globe Park; and
 - The development of more innovative and/or wide ranging solutions that considered the interaction of several of the closely spaced junctions onto the A4155.
- Members noted that the introduction of signals did not necessarily relieve the problems, in fact they could worsen the situation.
- Part time signals might be an option that could be considered. These appear to be used elsewhere in the country.
- The importance of the Wiltshire Road roundabout further along the road into Marlow and its input into the traffic equation at Westhorpe was acknowledged.

RESOLVED: That the update from Team Leader (Transport & Environment) in respect of Cressex and the Westhorpe junction be noted.

7. COMMISSION'S WORK PROGRAMME AND FORWARD PLAN

The Commission considered the work programme report featured along with the appended Cabinet Forward Plan and Commission Work Programme.

In respect of the featured Task and Finish Groups the following was noted:

Local Plan Task and Finish Group

The Meeting was updated in respect of the new local plan by the Cabinet Member for Planning, who indicated that a formal notice in respect of the Plan was due to be published in the next couple of weeks.

Councillor Johncock requested that the Local Plan Task and Finish Group be convened to consider the Plan one last time, before the Plan's referral to Cabinet probably on 18 September 2017.

This meeting of the Task and Finish Group represented a final opportunity for Scrutiny Members to look at the Plan and alert the Cabinet to any concerns or queries, it was hoped with all the work from officers across the Service and the considerable previous input by Commission Members this would be a final crossing of 't's and dotting of 'i's exercise.

It was planned that an informative paper on the recommendations from this meeting of the Local Plan Task and Finish Group included in the report to Cabinet 18 September 2017 was to be brought to the Commission Meeting just before Cabinet; currently scheduled for 13 September 2017.

Handy Cross Traffic Management Task and Finish Group

See notes under Update on Transport Issues Cressex and Westhorpe minute.

Budget Task and Finish Group

The Commission Chairman reminded the meeting on the successful operation of this important Task and Finish Group in previous years. Councillor Roger Wilson a new member to the Commission, but a much experienced ex- Cabinet member in a number of portfolios, had agreed to Chair this Group this year around.

Councillor Alex Collingwood; Group Chairman last year had kindly agreed to serve as Vice Chairman this time around. Councillors Rafiq Raja and Matt Knight agreed to serve as per last year. Further volunteers to come forward before the Group work begins.

The intention was to carry out the Budget Scrutiny in two phases as per the previous two years. An initial phase to start in late summer in respect of recommendations for inclusion in the budget and a second phase from December in respect of scrutiny of the emerging budget.

It was noted that formal responses of Cabinet to the phase two recommendations of last year's Budget Task and Finish Group had not yet been received and were not yet scheduled before Cabinet.

In respect of proposed new review topics and specifically the work programme suggestion form submitted by Councillor H McCarthy in respect of the **Return of the River Wye to the Town Centre**, this matter was discussed at length.

Councillor McCarthy outlined that he was not an engineer so from that angle he was not sure whether the uncovering of the Wye could be done, yet it had featured in the master-plan for the town centre way back in 2002. There would be an inordinate amount of work involved, but there was planned digging up under the next scheduled and funded master-plan work, could the river uncovering work not be done at the same time? To do so now would be expensive but in 20 years' time it would be at least 10 times more.

There were ways of finding external funding, the Environment Agency were supportive; funding was available from Landfill taxes. The River was both an environmental and economic key to the town, its uncovering would make High Wycombe much more a destination town, not just a town visited out of necessity. There was, as said, a practicability to doing the work all in one go.

The proposed Task and Finish Group could look at funding options as well as these practicalities.

Councillor Johncock (Cabinet Member for Planning) confirmed that the uncovering of the river was not in the current Town Centre Master-plan works being rolled out, the funding was not currently there. It would cost at least £2m, such was difficult to justify to taxpayers as the benefits could not be quantified easily in monetary terms. The Task and Finish Group if established could look into such issues, establishing the breadth of support.

Mr M Overall (Wycombe Society and 'Revive the Wye' Partnership member) was invited to speak. He outlined the outstanding work the Partnership had done in respect of the River up and down stream, but the one major aspect of the Partnership's work still outstanding, was its culverting and absence from the Town Centre.

Previous 'Return of the River' events held in 2014 including a talk at the Guildhall by Charles Rangeley-Wilson author of the 'Silt Road – The Story of a Lost River' about the River Wye, had shown an appetite for the exploratory work the proposed Task and Finish Group could deliver.

Members raised a number of issues in respect of public consultation; the lost opportunity at the time of the construction of Eden and the benefits of the River Kennet navigation landscaping in Reading town centre.

It was unanimously agreed to set up a Task and Finish Group to investigate the return of the River Wye to the Town Centre; Councillor McCarthy accepted the Commission Chairman's invitation to Chair the Group.

Volunteers to be established over the next few weeks with scoping of the work on the Group to be carried out by Members and relevant officers thereafter.

In respect of the Appended Improvement & Review Commission Work Programme (appendix C) Members were asked to note the Review of Corporate Plan Objectives scheduled to be considered by the Commission at its next Meeting on 13 September 2017. This important input from the Council's Scrutiny body was

needed before referral of the Objectives to Cabinet and thence Council. To enable this a rescheduling of the Commission's September meeting may be required, Members will be kept abreast of any such rescheduling if needed.

Members were encouraged to complete the Work Programme Suggestion Form appended to the agenda (Appendix B) in respect of items they wished to suggest for consideration by the Commission in future.

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.

8. COUNCILLOR CALL FOR ACTION

There were no 'Councillor Calls for Action'.

Members noted the next scheduled meeting of the Improvement & Review Commission; **Wednesday 13 September 2017 7pm.**

Chairman

The following officers were in attendance at the meeting:

John Callaghan	- Team Leader (Transport and Environment)
Peter Druce	- Democratic Services
John McMillan	- Head of HR, ICT & Customer Services
Catherine Whitehead	- Head of Democratic, Legal & Policy.

Audit Committee Minutes

Date: 15 June 2017

Time: 7.00 - 7.59 pm

PRESENT: Councillor M C Appleyard (in the Chair)

Councillors G C Hall, M Hanif, A Lee, Ms C J Oliver and N J B Teesdale.

Also present: Sue Gill (External Auditor, Ernst & Young)
Preeti Malik (External Auditor, Ernst & Young)
Councillor D Watson

1 APOLOGIES FOR ABSENCE

Apologies were received from Councillor R Wilson.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 MINUTES

RESOLVED: that the minutes of the meeting held in 23 March 2017 be confirmed as a correct record and signed by the Chairman.

4 2016/17 SERVICE PERFORMANCE: ANNUAL

The Committee was provided with an update on the 2016 Service Performance and noted that two targets had not been met. The average time taken to process HB / CTR: new claims (days) was 24 days with a target of 18.

In reference to the Housing Portfolio, the measure for number of households prevented from becoming homeless through WDC advice was noted to be off target, due to increasing difficulty assisting households into affordable private rented properties in the district due to market rents rising well above local housing allowance levels.

It was confirmed that the Housing Benefit target was a localised target set by WDC. It was noted that while the target was difficult to compare with other Local Authorities, some research would be undertaken prior to the next meeting.

RESOLVED: that the 2016/17 Service Performance: Annual, be noted.

5 UPDATE ON THE WHISTLEBLOWING POLICY

The Committee received an update on the Whistleblowing Policy which followed on from the presentation the Committee received at the last meeting in regards to the reference that the WB Policy was part of the Audit Committee's Terms of Reference.

It was noted that the WB Policy was presented to the Personnel & Development (P&D) Committee for their consideration. It was also noted that the WB Policy was a part of the Constitution and any changes would be required to be taken to Council for approval.

The current version of the WB Policy was drawn up in 2013 and therefore required updating.

The Committee agreed that due to the mechanics of the Policy, its place was with this Committee and that it should be routed back to them following discussion at the Senior Management Board (SMB). A revised policy would be presented to the P&D Committee meeting on 23 October 2017 and following a decision that oversight of the WB Policy would transfer to this Committee.

RESOLVED: that the Whistleblowing Policy be brought back to Audit Committee.

6 DRAFT ANNUAL GOVERNANCE STATEMENT

The Committee received the report on the Draft Annual Governance Statement (AGS), which had been marked 'to follow', and noted the report was reviewed and endorsed prior to formal sign-off by the Leader and Chief Executive alongside the Annual Accounts.

It was noted that new Guidance had been published and that the developed Local Code looked at principles contained within CIPFA. It was noted there were no major weaknesses and that the Local Code of Governance (The Code) was WDC's code and policies. Areas for improvement had been agreed with each Action Owner and SMB would be updated in September 2017 as to the progress made in implementing the Areas for Improvement.

The Committee noted the page summarising the Areas for Improvement and that the Local Code was the responsibility of the Audit Committee which would then feed into the Annual Governance Statement. It was also noted that the AGS was a shorter document than previously and that the Chief Executive and the Leader were required to sign it.

The Committee also noted the revised Annual Governance Statement 2016/17 and once this had been approved the public had a right to view it.

RESOLVED: that the Draft Annual Governance Statement be endorsed.

7 EY PROGRESS UPDATE

The Committee received EY's audit progress report, which summarised the work to date on the 2016/17 audit.

Sue Gill, EY, reported that audit work was proceeding well, but that one issue had been identified which needed to be drawn to the Committee's attention. The issue was that one of the credit notes selected for walkthrough did not match the invoice referenced on it. The actual invoice had been found and the credit note was found to be legitimate. However, this represented a potential weakness in the system.

RESOLVED: That the audit progress report be noted.

8 EY ANNUAL FEE LETTER 2017/18

The Committee received the EY Annual Audit and Certification Fees for 2017/18.

It was noted that the fee would be the same as it was for the current year. It was also noted that should there be less work to undertake that a rebate would be due.

RESOLVED: That the EY Annual Audit and Certification Fees for 2017/18 be noted.

9 ANNUAL REVIEW OF THE ANTI-FRAUD AND CORRUPTION POLICY - REPORT AND PRESENTATION

The Committee received a presentation on the Annual Review of the Anti-Fraud and Corruption Policy and noted the following points –

- That the Anti-Fraud and Corruption policy was the responsibility of the full Council and was part of the Constitution.
- Some minor changes had been made in order that the policy reflected what was actually in place and working.
- The definitions of fraud and corruption were given.
- The Policy promoted an appropriate corporate fraud culture in that the Council was committed to the highest standards of openness, probity and accountability.
- Some key fraud arrangements were noted, including looking at the possibility of installing passport scanners.
- Once the Policy had been approved by the Audit Committee, that a recommendation be made to Council allowing a revision of the version held in the Constitution after which time the updated version of the Constitution would be uploaded to the Council's intranet site, a copy be circulated via Review Point and a copy be circulated to Management – for reference purposes.

In answer to queries, the following was confirmed –

- That the guidance called for prevention rather than detective work. That educating services into fraud prevention was key.
- That single person's discounts were being investigated although there were a number of common areas where fraud was being committed.

The Committee agreed with the change in decision in that it be recommended that the 2017 Anti-Fraud and Corruption Policy be noted and that the report be submitted to Council for approval.

RECOMMENDATION: that the 2017 Anti-Fraud and Corruption Policy be noted and that the Policy report be submitted to Council for approval.

10 INFORMATION SHEETS

The Committee noted the Information Sheet on Health and Safety – Annual Report for 2016-17.

11 AUDIT COMMITTEE WORK PROGRAMME

The Chairman stated that the dates for the rest of the current year were as follows –

21 September 2017
16 November 2017
11 January 2018
1 March 2018

It was agreed that the Annual Governance item would be brought to the 21 September 2017 meeting.

12 SUPPLEMENTARY ITEMS

There were none.

13 URGENT ITEMS

There were none.

Chairman

The following officers were in attendance at the meeting:

Mike Howard	- Audit, Risk and Fraud Manager
Aisha Bi	- Policy Officer
Liz Hornby	- Senior Democratic Services Officer
Stuart Mcgregor	- Interim Head of Finance & Commercial

High Wycombe Town Committee Minutes

Date: 13 June 2017

Time: 7.00 - 8.40 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, M Hanif, M A Hashmi, A E Hill, M Hussain JP, A Hussain, M E Knight, B E Pearce, S K Raja, N J B Teesdale and Ms J D Wassell,

ALSO PRESENT:

John Shaw Chiltern Rangers CIC

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Maz Hussain, Councillor S Graham, Councillor M Davy and Councillor R Raja.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on the 7 March 2017 be agreed as a correct record.

4 CHILTERN RANGERS UPDATE

John Shaw, Managing Director of Chiltern Rangers, provided the Committee with an update detailing the achievements of Chiltern Rangers over the last year. These included:

- A number of projects had been undertaken in the area engaging with a wide range of community groups.
- It was noted that work in the community had successfully continued with 10,000 volunteering hours delivered over the past 12 months on a range of projects around the district.
- The Young Roots project had been delivered with Wycombe Youth Action, funded by the National Lottery, HWBIDCo, Red Kite and Thames Valley Housing. The project aimed to engage 500 young people but had doubled

the numbers during the 18 months since it started, with 965 young people engaged in the projects, as well as 445 adults and 63 under 11s.

- Partnership working involved the fire and ambulance services.
- Work had been undertaken with Wycombe District Council to improve the River Wye.
- Over £56,000 worth of volunteering work had been undertaken over the past year.
- Chiltern Rangers had recently been awarded the Queen's Award for Voluntary Service 2017.
- Future project work would include working with the Chilterns Conversation Board. There would be 16 projects as part of a five year lottery funded plan, with five projects in the Wycombe District area.

It was noted that there was an open invite for groups to work with Chiltern Rangers. Members were also invited to attend a celebration taking place on 7 July, 12pm-3pm to celebrate the Queen's Award for Voluntary Service.

In response to Member queries it was noted that work on Deangarden Wood could not begin until the sale of the site was completed. Regarding Spearing Road it was noted that communities and the Council would need to work together to deal with fly tipping in the area.

The Committee expressed support for the work being carried out by Chiltern Rangers and congratulated John and his team on winning The Queens Award for Voluntary Services 2017.

5 MARKET UPDATE

The Committee welcomed Charles Brocklehurst, Major Projects and Estates Executive to the meeting, who gave an update on the High Wycombe Market.

In advance of the meeting, all Members of the Committee were invited to submit questions so answers could be prepared prior to the meeting. Questions were received from one Committee member and responses from the market operator had been circulated. These included information on financial stability, trading trends, customer demand, market publicity, success of the street food court and future aims.

The Committee were informed that specific problems for traders included the amount of discount stores on the high street that had resulted in intense competition for traders. Also the high street looked in need of repair as some of the cobbles were loose and could be hazardous in some areas. It was noted that street food was very successful and future plans were to improve the layout and seating in the food court area.

In response to Members queries the following was reported:

- The Council would not consider taking over the management of the market.
- It was noted that footfall in the Eden shopping centre was fashion orientated and these customers would not usually use the market.

- Discussions would be undertaken with the market operator regarding relocating any food stalls that cause fumes to enter banks or shops on the high street.
- The market operator had offered gazebos to traders as a purchase or rental arrangement. Not all traders had taken up the offer as they preferred to use to older style frames. Any reported issues with the gazebos would be taken to the market operator for investigation.
- Regular meetings were held with the market operator and officers were aware of pitch fees.
- Regular traders paid for a pitch in advance and casual traders paid on the day and were offered any pitch available.
- Future involvement of a BIDCo and a more active role in the promotion of the market would be welcomed
- The correct disposal of waste products from the food stalls would be taken to the market operator for investigation and that this was being dealt with correctly.
- Due to emergency access issues market stalls were not allowed in the centre of the high street.
- Children's free entertainment being offered on the high street was being considered.
- There were no current plans for the Chiltern Shopping centre as an agreement could not be made with the current owners.
- Investigations would be undertaken with Buckinghamshire County Council regarding signage for the Charter Market.

The Chairman thanked the Major Projects and Estates Executive for attending the meeting and answering questions.

6 UPDATE ON CEMETERY SECURITY

The Committee considered a report which outlined proposed security measures at the Cemetery. There had been resident concern about suspected incidents of vandalism at the Cemetery and residents had presented a petition to the Council in October 2016 seeking 24/7 CCTV coverage.

Alternative measures were considered as 24/7 CCTV covering the whole site was an expensive option and would fundamentally affect the Cemetery in negative ways. It was reported that a site visit had been undertaken and the Committee was offered a number of potential actions for consideration.

These included:

1. Additional fencing on the northern footpath side - £20,000.
2. Additional planning along the eastern and southern edges – existing maintenance budget as minimal cost.
3. Installation of locally recorded CCTV at the two main gateways and on the rear entrance to the Snowdrop Garden - £3,000.

4. Installation of higher gates at the Lodge, Office and Snowdrop entrances - £9,000
5. Permanent closure of the Hampden Road/Snowdrop entrance – no cost if combined with 4.

In response to Member queries it was noted that locally recorded CCTV was now being considered as this was a more affordable option, and cameras could be mounted on buildings in the Cemetery. CCTV recordings would be kept for 28 days and the cameras could begin to be installed once Cabinet had approved the funds.

The High Wycombe Town Committee considered the options and thanked the officers for looking in detail at the options available. The Committee agreed to support options 2, 3 and 5 as set out above. Members agreed that a further review should be undertaken in the Autumn, and that delegated authority should be granted to the Head of Community should there still be a necessity to also implement options 1 and 4 in the future. It was noted that a future report would be presented to the Town Committee on the review.

RESOLVED that it be recommend to Cabinet that:

- (i) options 2, 3 and 5 as set out in paragraph 11 of the report be agreed; and
- (ii) delegated authority be granted to the Head of Community to implement options 1 and 4, should the need arise, following a review to be held in the Autumn 2017; to release up to a maximum of £32k from the Special Expenses Reserve.

7 RYE FEASIBILITY STUDY

The Committee received a report which provided information on the outcome of a feasibility study undertaken to explore options to develop self-financing public toilets on the Rye.

A petition had been submitted three years previously that requested public toilets at the town end of the Rye. Following this petition the Town Committee funded feasibility work to investigate the provision of a second set of public toilets to serve the two play areas. Consultants were appointed to carry out the feasibility study and a range of options were provided.

- Toilets would only be financial sustainable as part of a café/visitor offer.
- To provide public toilets the café/visitor facility must be open all year round.
- To be sustainable on a daily basis throughout the year the café needs to be prominent and run by a commercial operator.
- Only the London Road would provide this prominence.
- An option to develop within the Pann Mill boundary would require agreement with the High Wycombe Society as this area is leased separately.

- A further option would be to locate the café and toilets on the Rye side behind Pann Mill, but this is in a flood zone, is less prominent and reduces potential income from passing trade.
- The boathouse does not have a sewage connection, is in a poor location so would not be sustainable all year round and has very limited opening times.

It was noted that in relation to planning policy a visitor centre on London Road would be a difficult location to build in as it had never previously been developed. The Committee noted that an alternative option would be to renew the boathouse and were informed that a staff toilet would be required, and subsequently a public toilet could be provided at this facility to be used when the boathouse was open. Other improvements at the Rye could include outdoor gym equipment, a new surfaced footpath, widening of the London road footpath for cycling, replacing trees and improved signage. It was also noted that the Pann Mill volunteers/High Wycombe Society were interested in developing a small visitor centre and staff only toilet at Pann Mill.

Members agreed that a visitor centre on the London Road would not be a feasible option but supported the refurbishment of the boathouse with an option of public toilets.

RESOLVED: That

- (i) the report be noted and
- (ii) a visitor centre on the London Road would not be a feasible option but the refurbishment of the boathouse with an option of public toilets be supported.

8 AFFORDABLE FUNERALS

The Committee considered a report on information to be provided on the Council website offering advice for people seeking to have an affordable funeral.

It was noted that the average cost of a burial funeral in England is £4,136 and £6,000 in London. However it was possible for people to arrange their own burial and cremation services without the use of a funeral director. The Committee were informed that the Cemetery already accepted direct burials but did not publicise the option.

Members suggested that for people without internet access the information could be provided in Wycombe District Times and on Wycombe Sound.

RESOLVED: That the Council provide a page on their website setting out advice services for people seeking to have an affordable funeral.

9 INFORMATION SHEETS

RESOLVED: That Information Sheets 02/2017 Community Support Grants, 03/2017 Public Spaces protection Order to close footpath HWU/80/1 and 04/2017 Budgetary Control 2016/17 be noted.

10 HIGH WYCOMBE TOWN COMMITTEE - FORWARD WORK PROGRAMME

The Committee's draft work programme looking ahead to March 2018 was presented for review.

Members noted that a report providing an update on a Public Spaces Protection Order would be provided at the meeting in September.

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
Ms E Jewell	Head of Community
C Brocklehurst	Major Projects and Property Executive

JNC Staffing Matters Committee Minutes

Date: 23 May 2017

Time: 6.00 - 6.30 pm

PRESENT: Councillor Ms K S Wood (in the Chair)

Councillors Mrs L M Clarke OBE, J A Savage, R Wilson and S K Raja

1 APOLOGIES FOR ABSENCE

There were no apologies for absence.

2 MINUTES

RESOLVED: That the minutes of the meeting of the Committee held on 19 April 2016 be approved as a true record and signed by the Chairman.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the Press and Public be excluded from the meeting during consideration of minute 5 as it contains exempt information as defined in Paragraphs 1-7, Part 1, Schedule 12A (as amended), more particularly as follows:-

Minute No 5 – Recruitment for a Corporate Director (Growth and Regeneration) and a Head of Finance and Commercial – To consider the process.

Information relating to any individual.

(Paragraph 1, Part 1 of Schedule 12A, Local Government Act 1972)

[The distress that could be caused to the individual is not commensurate with the benefits of disclosure to the public.]

5 RECRUITMENT FOR A CORPORATE DIRECTOR (GROWTH AND REGENERATION) AND A HEAD OF FINANCE AND COMMERCIAL

The Committee considered the recruitment processes for the posts of Corporate Director (Growth and Regeneration), and the Head of Finance and Commercial Services.

Members noted the strategic need to recruit to both posts, and supported the Chief Executive's proposals.

The Committee noted the proposed timetable for the processes.

RESOLVED: That the Chief Executive be authorised to start the process of recruitment for a Corporate Director (Growth and Regeneration), and a Head of Finance and Commercial Services.

Chairman

The following officers were in attendance at the meeting:

Ian Hunt - Democratic Services Manager
Karen Satterford - Chief Executive

JNC Staffing Matters Committee Minutes

Date: 3 July 2017

Time: 9.00 - 10.50 am

PRESENT: Councillor Ms K S Wood (in the Chair)

Councillors R Raja, J A Savage and R Wilson,

Apologies for absence were received from Councillors: Mrs L M Clarke OBE

* Denotes Standing Deputy

LOCAL MEMBERS IN ATTENDANCE

APPLICATION

5 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs L Clarke OBE, and S K Raja.

6 MINUTES

RESOLVED: That the minutes of the meeting of the Committee held on 23 May 2017 be approved as a true record and signed by the Chairman.

7 DECLARATIONS OF INTEREST

There were no declarations of interest.

8 CONSIDERATION OF THE SHORT-LISTING FOR THE POST OF CORPORATE DIRECTOR (GROWTH & REGENERATION)

The Committee discussed the recruitment & selection process for the above post, and noted the long list interviews that had taken place, together with the Recruitment Consultant's report.

Members agreed to invite the 4 applicants recommended for final interview and selection, and this process to take place on 13th & 14th July 2017.

9 CONSIDERATION OF THE SHORT-LISTING FOR THE POST OF HEAD OF FINANCE & COMMERCIAL

The Committee discussed the recruitment & selection process for the above post, and noted the long list interviews that had taken place, together with the Recruitment Consultant's report.

Members agreed to invite the 4 applicants recommended for final interview and selection, and this process to take place on 17th & 18th July 2017.

Chairman

The following officers were in attendance at the meeting:

John McMillan - Head of HR, ICT & Customer Services
Karen Satterford - Chief Executive

Planning Committee Minutes

Date: 8 March 2017

Time: 6.30 - 8.43 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, Ms A Baughan, 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 S K Raja.

Apologies for absence were received from Councillors: L Wood.

LOCAL MEMBERS IN ATTENDANCE

APPLICATION

Councillor S Broadbent	16/08263/FUL & 16/08264/FUL
Councillor Mrs L Clarke OBE	16/08035/FUL
Councillor I McEnnis	15/08478/FUL
Councillor Mrs J Teesdale	15/08478/FUL
Councillor D Watson	16/08109/FUL

96 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 15 February 2017 be approved as a true record and signed by the Chairman.

97 DECLARATIONS OF INTEREST

There were no declarations of interest.

98 PLANNING APPLICATIONS

RESOLVED: that the reports be received and the recommendations contained in the reports, as amended by the update sheet where appropriate, be adopted, subject to any deletions, updates or alterations set out in the minutes below.

99 16/08035/FUL - LAND ADJACENT 82 DAWS HILL LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE

The Committee voted in favour of the motion to defer the application to allow officers time to commission an independent report for specific on-site monitoring to obtain accurate data in respect of air quality.

RESOLVED: that the application be deferred for site specific monitoring to be undertaken for accurate data.

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

100 16/08109/FUL - WELL END LODGE, CHAPMAN LANE, BOURNE END, BUCKINGHAMSHIRE, SL8 5PA

The Committee voted in favour of the motion to approve the application and noted the update sheet accordingly.

RESOLVED: that the application be approved.

The Committee was addressed by Councillor D Watson, the Ward Member.

The Committee was addressed by Mr Mike Morrissey in objection and Mr Ian Slater, the agent on behalf of the applicant.

101 16/08263/FUL - WILLOW VIEW, WINDMILL LANE, WIDMER END, HP15 6AU

The Committee voted unanimously in favour of refusing the application for the following reasons –

1. In the opinion of the Local Planning Authority, the proposed outbuilding was not considered to be reasonably necessary for its purpose due to the excessive size of the building relative to the size of the dwelling which it served. Whilst information had been submitted as to the equipment to be stored within the outbuilding, no plan had been submitted identifying how the equipment would be placed within the building. The proposed development was therefore considered disproportionate to the size of the original dwelling by virtue of its scale and location. In addition the cumulative impact of the outbuildings and raising of the land would constitute an erosion into the open character of the Green Belt and Area of Outstanding Natural Beauty (AONB). Therefore in the absence of any other material considerations, the proposal represented an inappropriate form of development which would erode the open and rural character of the Green Belt and Chilterns Area of Outstanding Natural Beauty. Moreover, given its encroachment in to the open countryside the proposal was considered to harm the visual amenities of this part of the Chilterns Area of Outstanding Natural Beauty.

As such the development would conflict with Policies GB2 (Development in the Green Belt), GB7 (Detached Outbuildings) L1 (The Chilterns Area of Outstanding Natural Beauty) and HE6 (New Development in Conservation Areas) of the Adopted Wycombe District Local Plan to 2011 (as saved, extended and partially replaced) and Policies CS9 (Green Belt), CS17 (Environmental Assets) and CS19 Raising the Quality of Place-Shaping and Design) of the Core Strategy DPD (Adopted July 2008).

2. In the opinion of the Local Planning Authority, it was considered that the proposed development would result in an un-neighbourly form of development by virtue of the proximity to the boundary of Inglenooks. It would result in undue loss of outlook from the rear of Inglenooks and be dominant and overbearing in appearance to the detriment of its occupiers. The proposal is thus considered to be contrary to Policies G3 and G8 of the adopted Wycombe District Local Plan to 2011 (as saved, extended and partly replaced)

and Policy CS19 of the Adopted Core Strategy Development Planning Document.

RESOLVED: that the application be refused

The Committee was addressed by Councillor S Broadbent, the Ward Member.

The Committee was addressed by Dr Derrick in objection and Mr Mark Newman, the applicant.

102 16/08264/FUL - WILLOW VIEW, WINDMILL LANE, WIDMER END, BUCKINGHAMSHIRE, HP15 6AU

The Committee voted in favour of the motion to refuse the application for the following reason –

In the opinion of the Local Planning Authority, the proposed outbuilding was not considered to be reasonably necessary for its purpose due to the excessive size of the building relative to the size of the dwelling which it served. No information had been submitted to justify the size of the building and accommodation applied for. The proposed development was therefore considered disproportionate to the size of the original dwelling by virtue of its scale and location. In addition the cumulative impact of the outbuildings would constitute an erosion into the open character of the Green Belt and AONB. Therefore in the absence of any other material considerations, the proposal represented an inappropriate form of development which would erode the open and rural character of the Green Belt and Chilterns Area of Outstanding Natural Beauty. Moreover, given its encroachment in to the open countryside the proposal is considered to harm the visual amenities of this part of the Chilterns Area of Outstanding Natural Beauty.

As such the development would conflict with Policies GB2 (Development in the Green Belt), GB7 (Detached Outbuildings), L1 (The Chilterns Area of Outstanding Natural Beauty) and HE6 (New Development in Conservation Areas) of the Adopted Wycombe District Local Plan to 2011 (as saved, extended and partially replaced) and Policies CS9 (Green Belt), CS17 (Environmental Assets) and CS19 Raising the Quality of Place-Shaping and Design) of the Core Strategy DPD (Adopted July 2008).

103 15/08478/FUL - THE OLD SHIP, MARLOW ROAD, CADMORE END, BUCKINGHAMSHIRE, HP14 3PN

The Committee voted in favour of the motion to approve the application. The Committee considered that notwithstanding the impact of the car park on the Green Belt and Chilterns AONB, its provision would enable the provision of a community facility and that this amounted to very special circumstances sufficient to justify the proposal.

RESOLVED: that the application be approved.

The Committee was addressed by Councillors Mrs J Teesdale and I McEnnis, the Ward Members.

104 WITHDRAWN: 16/07715/FUL - THE YEW TREE, FRIETH HILL, FRIETH, BUCKINGHAMSHIRE, RG9 6PJ

This application was withdrawn by Officers prior to the meeting and therefore was not debated.

105 WITHDRAWN: 16/07958/FUL - LAND ADJOINING SADDLEBACK BARN, CHADWELL HILL FARM, LOWER ICKNIELD WAY, LONGWICK, BUCKINGHAMSHIRE

This application was withdrawn by the applicant prior to the meeting and therefore was not debated.

106 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that there was no information or training session scheduled on 5 April 2017 and it was agreed that the next Committee meeting would commence at 6.30pm unless a request was received in the meantime.

107 DELEGATED ACTION TAKEN BY ENFORCEMENT TEAM

Noted.

108 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 4 April 2017 in respect of the agenda for the meeting on Wednesday 5 April 2017, 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, P R Turner and C Whitehead.

Chairman

The following officers were in attendance at the meeting:

Mr C Griffin	Technical Officer, Control of Pollution Unit
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
Mrs S Nicholson	Principal Development Management Officer
Ms S Penney	Principal Development Management Officer

Planning Committee Minutes

Date: 26 April 2017

Time: 7.01 - 8.07 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, Ms A Baughan, 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 Deputy present: Councillors M Hanif.

Apologies for absence were received from Councillors: M Asif and S K Raja.

LOCAL MEMBERS IN ATTENDANCE

Councillor J Savage

APPLICATION

15/06045/VCDN

109 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 8 March 2017 be approved as a true record and signed by the Chairman.

110 DECLARATIONS OF INTEREST

There were no declarations of interest.

111 PLANNING APPLICATIONS

RESOLVED: that the reports be received and the recommendations contained in the reports, as amended by the update sheet where appropriate, be adopted, subject to any deletions, updates or alterations set out in the minutes below.

112 15/06045/VCDN - CARAVAN PARK, 128 HEATH END ROAD, FLACKWELL HEATH, BUCKINGHAMSHIRE, HP10 9EW

Following a lengthy debate, the Committee voted on the motion to approve the application subject to revised Conditions as laid out in the Update Sheet. Although a licencing matter the Committee were concerned about fire safety and requested the addition of an informative drawing the applicants attention to the 'The Model Standards 2008 of Caravan Sites in England - Caravan Sites and Control of Development Act 1960 - Section 5. The Committee requested that a Condition be added in relation to occupancy as outlined in paragraph 1.5 the Officer's report.

RESOLVED: that the application be approved subject to revised Conditions.

The Committee was addressed by Councillors D Johncock and J Savage, the local Ward Members.

The Committee was addressed by Parish Councillor C Leonard on behalf of the Chepping Wycombe Parish Council and Ms Angie Stone on behalf of the Flackwell Heath Residents Association, both in objection.

113 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that there was no information or training session scheduled on 31 May 2017 and it was agreed that the next Committee meeting would commence at 6.30pm unless a request was received in the meantime.

114 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

Members noted the Delegated Action undertaken by the Planning Enforcement team.

115 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 30 May in respect of the agenda for the meeting on Wednesday 31 May, the following Members be invited to attend with the relevant local Members:

Councillors: S Graham, M Hanif, 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, P R Turner and C Whitehead.

Chairman

The following officers were in attendance at the meeting:

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

Planning Committee Minutes

Date: 31 May 2017

Time: 6.30 - 10.06 pm

PRESENT: Councillor P R Turner (in the Chair)

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

LOCAL MEMBERS IN ATTENDANCE

Cllr S Broadbent
Cllr D J Carroll
Cllr A D Collingwood
Cllr M Hussain
Cllr B Pearce
Cllr L Wood

APPLICATION

17/05464/FUL
17/05464/FUL
16/08502/FUL
17/05169/FUL
16/05216/FUL
17/05406/FUL

OBSERVING

Charles Brocklehurst – Major Projects & Estates Executive, WDC.
Jackie Sabatini – Development Management Officer, WDC.
Sarah White – Senior Development Management Officer, WDC.

1 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 26 April 2017 be approved as a true record and signed by the Chairman.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 PLANNING APPLICATIONS

RESOLVED: that the reports be received and the recommendations contained in the reports, as amended by the update sheet where appropriate, be adopted, subject to any deletions, updates or alterations set out in the minutes below.

4 16/05216/FUL - SITE OF FORMER PARK AND RIDE FACILITY, CREST ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE

After a lengthy debate the Committee voted first on the motion to defer the application pending an independent traffic flow review. This motion was defeated.

The Committee then voted in favour of the motion that they were minded to grant permission subject to completion of a Planning Obligation and subject to the amendments to Conditions 4, 8 and 15 as set out in the Update Sheet.

RESOLVED: that the Committee were minded to grant permission subject to completion of a Planning Obligation.

The Committee was addressed by Councillor B Pearce, the local Ward Member.

The Committee was addressed by Mr Chris Woodman (High Wycombe Society) and Mr Ron Symington in objection and Mr Ian Dix (Vectos) and Mr James Cheesemore (Costco) the agent and applicant respectively.

5 16/08400/FUL - THE SQUIRREL, SQUIRREL LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP12 4RZ

The application was withdrawn from the agenda by Officers prior to the meeting.

6 16/08502/FUL - LAND REAR OF 28-32 HILLSIDE ROAD, MARLOW, BUCKINGHAMSHIRE, SL7 3JZ

The Committee voted in favour of the motion to approve the application subject to an amendment of Condition 8 to read:

“The development hereby permitted shall not be occupied before a 1.8 metres high close boarded fence has been erected on the easy, south and west boundaries of the site.

Reason: To provide a satisfactory form of development and prevent overlooking to neighbouring properties in the interest of the residential amenity of the occupiers of those properties.”

RESOLVED: that the application be approved.

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

The Committee was addressed by Mr Ian Benfell in objection and Mr Russell East, the applicant.

7 17/05169/FUL - 30 & 30A MARLOW ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 1TB

The Committee voted first on the motion to refuse the application for reasons of size, bulk and mass. The motion was defeated.

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

RESOLVED: that the application be approved.

The Committee was addressed by Councillor M Hussain, the local Ward Member.

The Committee was by Mr Terence Daley in objection and Mr Amir Hussain on behalf of the applicant.

8 17/05464/FUL - FLINT COTTAGE, BRYANTS BOTTOM ROAD, BRYANTS BOTTOM, BUCKINGHAMSHIRE, HP16 0JU

The Committee voted in favour of the motion to refuse the application, contrary to the officer's recommendation, for the following reason:

In the opinion of the Local Planning Authority, the proposed extension by reason of its size, scale, mass and proximity to the boundary would result in a disproportionate addition over and above the original dwelling. The proposed extension, due to the resultant mass of the building, would have an adverse effect on the character and appearance of the street scene and would detract from the openness and rural amenities of the Green Belt. Furthermore, by virtue of its mass, scale and proximity to the boundary, the development would detract from the special landscape qualities and scenic beauty of this part of the Chilterns Area of Outstanding Natural Beauty. As such, the proposed development was contrary to Policies G3, H17, GB2, GB6 and L1 of the Adopted Wycombe District Local Plan (as saved, extended and partially replaced) and policies CS19 and CS17 of the adopted Wycombe District Framework Core Strategy Development Plan Document.

RESOLVED: that the application be refused.

The Committee was addressed by Councillors S Broadbent and D Carroll, the local Ward Members.

9 16/08231/FUL - LAND AT OS PARCEL 9284 STUDRIDGE LANE, SPEEN, BUCKINGHAMSHIRE

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

RESOLVED: that the application be refused.

The Chairman read out a representation from Councillor G Peart, the local Ward Member.

10 17/05406/FUL - 16 BAY TREE CLOSE, LOUDWATER, BUCKINGHAMSHIRE, HP11 1JN

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

RESOLVED: that the application be refused.

The Committee was addressed by Councillor L Wood, the local Ward Member.

11 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that there was no information or training session scheduled on 28 June 2017 and it was agreed that the next Committee meeting would commence at 6.30pm unless a request was received in the meantime.

A request for Bucks County Highways Authority to do a presentation was raised and it was agreed this would be put forward.

12 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.

13 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

Members noted the Delegated Action undertaken by the Planning Enforcement team.

A query was raised in relation to 14/00488/MS, Blue Hills, Ibstone Road, HP14 3XT. Officer's commented that they would follow up with an update following the meeting.

14 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 27 June 2017 in respect of the agenda for the meeting on Wednesday 28 June 2017, the following Members be invited to attend with the relevant local Members:

Councillors: Mrs J A Adey, Ms A Baughan, C B Harriss, A E Hill, D A Johncock, H L McCarthy, Mrs C Oliver, N J B Teesdale, A Turner, P R Turner and C Whitehead.

Chairman

The following officers were in attendance at the meeting:

Mrs J Caprio	Principal Planning Lawyer
Mr R Harrison	Principal Development Management Officer
Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer
Mr R Martin	Development Management Team Leader
Mr P Miller	Technical Officer
Mr C Power	Development Management Team Leader

COUNCIL SEATING PLAN 2017/2018

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

DSO
DS Manager
Chief Executive
Chairman
Councillor Miss S Brown
Vice-Chairman
Councillor A R Green
Corporate Director
59
60