

Council

Date: 9 October 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 9 October 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 17 July 2017 and of Special Council held on 5 September 2017.	1 - 18
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 2 October 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 2 October 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 2 October 2017

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

Item	Page
	the required number of signatures to qualify for a debate by Full Council. (The petition organiser will have 5 minutes to present the petition and then the Council will debate the matter for a maximum of 15 minutes and decide how to respond to the petition.
8	CABINET 19 - 28
	To receive the minutes of and consider any recommendations from the following meeting:
	Cabinet 18 September 2017
9	IMPROVEMENT & REVIEW COMMISSION 29 - 35
	To receive the minutes of and consider any recommendations from the following meeting:
	Improvement & Review Commission 13 September 2017
10	AUDIT COMMITTEE 36 - 42
	To receive the minutes of and consider any recommendations from the following meeting:
	Audit Committee 21 September 2017
11	HIGH WYCOMBE TOWN COMMITTEE
	To receive the minutes of and consider any recommendations from the following meeting:
	High Wycombe Town Committee 3 October 2017 (To follow)
12	JNC STAFFING MATTERS COMMITTEE 43 - 44
	To receive the minutes of and consider any recommendations from the following meetings:
	JNC Staffing Matters Committee 18 September 2017
	JNC Staffing Matters Committee 28 September 2017 (To follow)
13	PERSONNEL & DEVELOPMENT COMMITTEE (SPECIAL)
	To receive the minutes of and consider any recommendations from the following meeting:
	Special Personnel & Development Committee 4 October 2017 (To follow)
14	PLANNING COMMITTEE 45 - 55
	To receive the minutes of and consider any recommendations from the following meetings:

Planning Committee 28 June 2017
Planning Committee 26 July 2017
Planning Committee 23 August 2017

15 REGULATORY & APPEALS COMMITTEE 56 - 60

To receive the minutes of and consider any recommendations from the following meeting:

Regulatory & Appeals Committee 24 July 2017

16 QUESTIONS UNDER STANDING ORDER 11.2

17 COMMITTEE CHANGES/APPOINTMENTS

OUTSIDE BODIES

Chiltern, South Bucks and Wycombe Joint Waste Collection Committee

Councillor Z Ahmed be replaced by Councillor D Carroll until May 2018.

18 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

(i) Amendments to the Environment Policy Advisory Group and an addition to the membership of the Planning Policy Advisory Group

(ii) Approval of the revised Local Development Scheme

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

Council Minutes

Date: 17 July 2017

Time: 6.30 - 7.36 pm

PRESENT: Councillor Miss S Brown (in the Chair)

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

Also present: Honorary Aldermen: J M Blanksby.

11 APOLOGIES FOR ABSENCE

Apologies for absence were received from Honorary Aldermen: P Cartwright, E H Collins, M Oram, Mrs K M Peatey and Mrs P Priestley. Councillors: C Etholen, R Gaffney, M Hanif, Maz Hussain, R Newman, J Teesdale, N Teesdale and R Wilson.

12 MINUTES

RESOLVED: That the minutes of the meeting of the Council held on 3 April and of Annual Council held on 15 May 2017 be confirmed as a true record and signed by the Chairman.

13 DECLARATIONS OF INTEREST

Declarations of interest were received in relation to minute 16, of the Cabinet minutes of 10 July 2017, from Councillor Miss K Wood, L Wood, and D Shakespeare, as they all had properties in close proximity to the development site under consideration. They all withdrew from the meeting for the duration of discussions on minute 16.

14 CHAIRMAN'S ANNOUNCEMENTS

The Chairman of the Council announced that she had undertaken some 32 engagements since taking office in May. She highlighted the following events:

- (a) Armed Forces Day – this had taken place on 17 June at the Rugby club where attendees had danced to raise funds for charity.

- (b) Busy Bees Pre School Graduation Ceremony – This was held on 13 July when young children had donned little red gowns and hats.

The Chairman also emphasised that Members should endeavour if possible to attend the Battle of Britain Service on 17 September 2017.

15 QUESTIONS FROM MEMBERS OF THE PUBLIC

(a) Question from Mr J Hill to the Leader of the Council

“Over the last few years the nature and users of High Wycombe Towns historic Charter Market and market have changed with the loss of a significant number of stalls covering a wide range of goods that you would expect to see in a thriving town market. There has been an increase in the provision of hot food outlets.

What are the views of the Leader and her Cabinet on the demise of the town’s Historic Charter Market which has been in existence for some 7 centuries?”

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

“High Wycombe’s market has played an important role in the town for several centuries and the Council is committed to ensuring the market continues to thrive and prosper in the future. In recent years we have supported the Market in a number of ways including help with the installation of new stalls.

The move of markets away from dry goods towards a greater emphasis on food & drink is a national phenomenon. In the most recent edition of the National Market Traders Federation magazine (June 2017) the Chief Executive’s annual report laments the continuing decline in the number of market traders across the UK as a whole.

The sale of dry goods and clothing in markets has been affected by the rise of ‘value’ retailers such as Pound World, Pound Land, B&M and Primark who, in many cases can undercut the prices that market traders can achieve by buying their goods from large wholesalers.

Many markets have enjoyed a rise in fresh and artisan food with a strong local provenance (evidenced by the growth of farmers’ markets) as well as ‘street food’ from a variety of cultural and ethnic traditions.

The fact that High Wycombe has a market charter dating from medieval times cannot insulate it from changes in consumer tastes and perceptions about what and why they choose to buy from street markets rather than shops, supermarkets or online.

There are certainly issues including food hygiene, cooking fumes and litter problems that can arise from hot food takeaways. However, the Council has

resources to manage these issues and to license the traders who operate such outlets.

It is not realistic or sensible for the Council to intervene to protect market traders from 'market forces'. Both the town centre and the retail market have undergone dramatic changes in recent years. The advent of 'discounters' and on-line shopping and the town's demographics all mean that street markets have to evolve. The same old offering is not enough to attract people. One aspect of this change being that the market has been successful in capitalising upon the growth of 'street food', with new improved seating to come. It retains two fruit and veg stalls and a successful newcomer is a popular cut flower and plant stall. Plans are being worked on to better utilise the under-crofts of the Guildhall and Little Market House. The market manager will be working with the new BiD Co to arrange regular street entertainment. Ultimately, it is for market traders to make a success of their individual businesses.

Supplementary Question

"Does Major Projects or the Estates Department have any influence over the decision as to how the market should be run in the future?"

Supplementary Response

"No operator wants to see the demise of the market. This Council will continue to support the market to create the environment and conditions that will help market traders to succeed and adapt to changing consumer tastes and demands."

(b)Question from Mr T Snaith to the Cabinet Member for Planning

"In light of all the work done by officers and community groups on the Abbey Barn and Gomm valley developments. I note that the groups have not met to review the infrastructure group findings and the report has not been released.

Why has the Cabinet deemed to debate the release of Gomm Valley ahead of feedback from the groups?"

Response from Councillor D Johncock (Cabinet Member for Planning)

"The final Infrastructure Roundtable report was published in June 2016 and is available on our website. If you are unable to find this, I will e-mail you the weblink details. The publication of this report effectively concluded the workings of the Infrastructure Roundtable and therefore there have been no more meetings since.

The fact is that each of the Reserve Site Liaison Groups had a representative on the Infrastructure Roundtable who then reported back to their specific groups. The requirements in the infrastructure report informed the Development Briefs and will inform both the Infrastructure Development Plan associated with the new Local Plan and, of course, any future planning applications.

In terms of the Gomm Valley & Ashwells brief, the Liaison Group met 12 times through 2015 and 2016 to discuss issues as the site development brief evolved.

There have been two full rounds of Liaison Group consultations on the site development brief and one public consultation. There have also been public exhibitions (Council and Developer led). So the infrastructure needs associated with this site have been widely publicised and consulted upon.

Yes, there has been a significant delay in updating the site development brief for Gomm Valley and Ashwells following the public consultation and that is regrettable. However, we eventually got there and the brief was approved at Cabinet last Monday.

Consultation with the Abbey Barn Liaison Groups took place from 12th January 2015 to 1st December 2015. The Liaison Group met 7 times through 2015 to discuss issues as the Abbey Barn South development brief evolved. There were two full rounds of Liaison Group consultation on the Brief and one public consultation. There have also been public exhibitions (Council and Developer led). The Development Brief was adopted in July 2016. As with GVA Site Development Brief, the time delay between the final Liaison Group meeting and the adoption of the Brief was necessary to action changes to the Brief.”

Supplementary Question

“There still remain many un addressed issues on such matters as infrastructure and the problems with traffic congestion in London Road. There has been resistance from many groups, what does WCC propose to do about this? There has been much poor decision making in the process and everyone else has been blamed, example the developer, the Government. If this is the best she can do perhaps the Leader should consider resigning.”

Supplementary Response

“There has not been any poor decision making, I agree there is congestion on the London Road and that it does present a challenge. However we need to work closely with the County Council and with Highways to come up with some effective solutions. You must let the officers get on with the job.”

16 QUESTIONS FROM MEMBERS

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

“In view of the horrific Grenfell fire and the series of catastrophic missteps and a woefully inadequate response from Kensington & Chelsea Council in the first 48 hours of the tragedy, it has put the Kensington & Chelsea Council under a bitter national spotlight.

It also shows that whilst you can have all the policies in place but the lack of preparedness to meet such challenges means that policies, which cannot be put in practice, are not worth the paper they are written on.

With the hope that we never have to experience anything of the magnitude of Grenfell, can the Leader of the Council reassure us that all necessary fire & safety precautions are in place in all social housing facilities within the authority's area?"

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

"Obviously my thoughts and prayers go out to those who have suffered and lost their lives in this terrible tragedy. As I am sure you would agree, we should not politicise such events but work together to find solutions.

Following the transfer to Red Kite of our housing stock in 2012 we only have one property left. The Council's remaining social housing stock at Saunderton Lodge has been subject to a fire safety audit prior to the tragic events at Grenfell. Since then, we have carried out a further risk assessment to ensure that we are doing all we can to manage and minimise the risk to our staff and residents at the lodge, this has been with the involvement of the Fire Service too.

The social housing stock in the district is owned and managed by a number of Registered Housing Providers who are subject to their own risk assessments and compliance with fire safety for their stock. Bucks Fire and Rescue are the relevant authority for fire safety in the District. Having checked their websites the major ones certainly all have messages regarding their fire safety procedures.

There was no supplementary question.

(b)Question from Councillor M Knight to the Cabinet Member for Community.

"Along with victims of knife crime in High Wycombe I have previously called for a knife amnesty to be held.

Neither the council nor the police have deemed this to be necessary until now. Could you tell me how serious the problem needs to get before the council joins me in calling on the police to hold an amnesty in order to reduce the number of offensive weapons on our streets?"

Response from Councillor G Peart (Cabinet Member for Community).

"I have obtained information from the Police for you, as they deal with knife crime in the District. I can report that their figures disprove your suggestion that we are experiencing an epidemic as there is no particular increase in knife crime compared to last year. However, I do share your concern over the recent incidents of youth violence, caused by groups of young people fighting each other.

You will be interested to know that Operation Sceptre starts next week which is part of a national Knife Crime Campaign. There will be bins placed outside the police station where people can surrender knives and the Council is actively participating in the publicity campaign for this. The Police will also be undertaking other work, such as stop and search, during this operation.

Also Wycombe Youth Action continues to deliver the Empower Project locally, working with vulnerable young men to address issues such as knife crime, gang participation and radicalisation and providing 1-2-1 mentoring. Last year they supported 175 young people.

We have also been urging the County Council to reinstate the Gangs Multi Agency Partnership (GMAP), which they took on from the Police. GMAP focuses on intervening early with younger gang members to divert them away from criminality. It was reviewed by the Home Office and I very much hope that it will be reconvened soon as the work is very much needed.

TVP used to run GMAP but the member of staff left. It went to BCC and I believe the thinking was that it sat well within the Safer and Stronger Partnership, which has a Community and Domestic Violence Sub Group and a range of multi- agency meetings already established for early intervention work. Bcc is also the agency with responsibility for youth services and youth offending services. There are also gangs in Aylesbury so a Bucks wide approach meshing with the existing multi agency meetings and Bucks wide services is best. We would need funding for an extra post if we wanted to try to do this and the person would spend a lot of time in Bucks wide meetings discussing cases and may not have the leverage with BCC services to get the necessary interventions in place.

Supplementary Question

Whilst I welcome operation Sceptre, and your comments on gangs and that more should be done, do you agree with me that WDC has a role to play in promoting public safety and needs to be proactive in working with the police to ensure action is taken, particularly now we have seen a rise in acid attacks?

Supplementary Response

“Some young men who cannot find a job are frustrated and feel disenfranchised from community. We are considering how best to assist those young people into a productive occupation or assistance with setting up of new micro businesses.

This is a national problem rather than a local one so we have no quick remedy but I am hopeful that the initiatives outlined will begin to take effect.”

©Question from Councillor A Hashmi to the Cabinet Member for Environment

“Is the Cabinet Member for the Environment aware that the waste collection service in the town is falling apart. A number of people in my ward have complained that their bins have been emptied days later than scheduled.

Even more worryingly, the promises of special services to those with disabilities are not being met. I understand that this is due to the waste collection service suffering from broken down vehicles and a shortage of manpower.

This may be due to incompetence on part of WDC or the company providing waste collection services, whatever how does she plan to rectify this failure so that residents can be sure of a reliable vital service?"

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

"I am aware that some waste collections have experienced delays over the last few weeks.

Unfortunately Serco have experienced a number of operational difficulties

A power outage at the recycling depot resulted in delays in the processing of mixed recycling, paper & cardboard, due to the weighbridge and paper sorting facility being temporarily out of action. Whilst this issue was resolved speedily it unfortunately occurred at the same time as Serco were introducing new collection rounds for bulk bins provided to residents of flats and there have been some teething problems as crews became familiar with their new rounds and the location of bin stores.

In addition, there have also been a number of vehicle breakdowns and sickness issues affecting some crews. The special services for those with disability you mention may I believe refer to one particular case which has now been resolved with the property put on the hot list. Assisted collections are always prioritised.

I would like to reassure members that we are working closely with Serco and I have requested an urgent meeting with them to discuss current issues and seek assurances that every effort is being made to return to a normal service."

Supplementary Question

"Should the people of Wycombe be warned that this vital service is not a priority?"

Supplementary Response

"Yes of course it is a priority, and we are working towards resolving the problems as soon as possible. We have a meeting with Serco imminently following which we will have fuller answers."

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

"In light of the recent BFP article relating to the loss of revenue through uncollected fines from the defunct ANPR system, can the Leader explain as to why the public is having to find out about the true cost of the failed project via FOI's and why a full inquiry was not deemed appropriate to dispel any theories of a 'cover up' regarding the actual amount lost?"

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

"I am aware that parking was in the local news again last week, following the release of information related to parking tickets and fine income.

I have been very clear that changing from ANPR to pay and display wasn't an easy decision. We were all disappointed that we had to make changes to how people

pay to park and that as a result, there has been an increase in the number of fines that have been issued, all of which impacts upon our customer`s experience of the district. While pay and display is a perfectly valid system used in car parks across the county, we recognise that it`s a less customer friendly system and the change has caused inconvenience to our customers, which is the last thing we wanted.

I strongly refute your suggestion about a cover up. We have been open about the investment we made in the more customer friendly ANPR system and the subsequent costs that we incurred by changing to pay and display. We were also open about the fact that using ANPR as an enforcement method in our car parks meant that we would be issuing fewer parking tickets in comparison to pay and display, which reduced our running costs. These were two of the reasons we opted for the system in the first place together with providing more flexible payment systems for customers who did not have to guess how long they would be parked for. Whilst this information was recently released as a result of a freedom of information request, we would still be reporting these figures, in public, as part of the Council`s budget monitoring process.

Supplementary Question

“Following your reshuffle of the Cabinet Member for Environment, you too should reconsider your position.”

Supplementary Response

“I have said we have been clear about the reasons and costs for changing from ANPR. We are not in the business to make money from our residents in parking fines. I want our residents to be able to enjoy coming into our town to shop and use the facilities we provide. We have always been clear that ANPR would result in fewer fines and I am disappointed that the Labour party seem to think that we are making money out of our residents.

Essentially we implemented ANPR as it was a good system, and still is. The reversion was caused by a change in Government policy at DCLG after we successfully completed the pilot and implemented a complete roll out.”

e)Question from Councillor M Asif to the Cabinet Member for Community.

“Analysing the data from the Office of National Statistics (ONS), it is clear that homicide and knife crime have actually increased. You only have to open the local newspaper and see that knife crime is becoming more and more of a problem. Is the council taking any pro-active measures to tackle this epidemic, within the District?”

Response from Councillor G Peart (Cabinet Member for Community)

“It is a similar question on the same subject as raised by Cllr Knight and I refer you to my previous detailed response to that question. You are correct in saying that knife crime has increased nationally and particularly in London. Fortunately the

local police have indicated that there has not been a similar rise in knife crime in our District as I alluded to earlier.

This does not mean that the Council, BCC and TVP are complacent and we will together continue to do all we can to educate young people that simply carrying a knife is a serious crime and is not acceptable behaviour in any form in any place within our communities.

It would be a very positive step to enable as many young people as possible with the tools to either find meaningful employment or to assist them to start their own enterprise if that is their wish.”

There was no supplementary question.

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

“I am interested in the process for selecting locations for tree planting and obtaining funding. How are these saplings monitored and maintained?”

Response from Councillor D Johncock (Cabinet Member for Planning)

“The Council sees trees as an important part of the landscape and our towns. Where appropriate we aim to secure new tree planting as part of new development that comes forward through the planning process.

As part of managing the Council’s tree stock we also recognise that a continual process of management and renewal requires new tree planting and an allowance is made as part of the Council’s revenue budget.

In addition, where members wish to support additional tree planting they may do so either through the annual allocation of CIL and s106 contributions or by allocating their own Ward budgets. Members sometimes nominate their budget to plant trees in specific locations and we always seek to oblige if possible.

Tree planting locations are selected for a number of reasons, taking account of public and member comments, opportunity, need (for example where trees have died), and the value that new planting would make to an area. Last autumn ward members were invited to suggest sites for tree planting in the unparished area and comments were taken into account in selecting locations.

Trees that are planted on behalf of the Council have aftercare visits for several years to support establishment that involves adding mulch, checking tree ties, stakes, and overall condition. During periods of unusually hot weather there is provision for watering of recently planted trees (unless exceptionally water restrictions apply.) This protects the Council’s investment in tree planting until trees have become established with deeper root systems and can fend for themselves! Trees that are planted as part of developments generally have a condition attached that requires these to be maintained for five years.

The tree aftercare works are undertaken by an external contractor who has experience and also has the appropriate licences to draw water. Currently this contractor (Civic Trees) is undertaking the second of four programmed watering cycles. See picture taken recently in the morning of 14th July.

Of course, if Members know of any young trees that seem to be in particular need of attention then they simply need to draw these to the attention of our tree officers who can ensure that the appropriate arrangements are put in place.”

Supplementary Question

“It is clear that new trees are suffering following the current spate of hot weather, how does the contractor know that he needs to go out for the tree`s aftercare following these high temperatures. Perhaps they should be doing so a matter of course.”

Supplementary Response

“We take care of approximately 10,000 trees and a further 12,000 on Red Kite`s behalf. As you can imagine it is a considerable task to undertake, and we do our best. Please let us know if you feel we have missed any. ”

(g)Question from Councillor Ms A Baughan to the Cabinet Member for Housing.

“Please could you confirm the latest figures for street homeless people in the District, and the method used for counting?”

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

“The estimated number of rough sleepers in the District is approximately 8 (as at 5th July).

This number is calculated by local agencies actively working together in partnership through a local Rough Sleepers Core Group that meets every 2 weeks. This Group discusses persons that are alleged/believed to be rough sleeping within the District and looks to try to identify suitable available options for each individual.

Supplementary Question

“I appreciate that officers charities and the Cabinet are working hard to help vulnerable people with housing.

I would like to send you information if I may about other organisations I have been researching recently, example `Housing First` and `Habitat for Humanity`, which may be of interest and may be of some practical use.”

Supplementary Response

“It is refreshing that someone is keeping an interest in these matters. I would like to draw your attention to an article published in the Wycombe Times regarding homelessness, which you may also find useful.”

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

“Two years ago, upon election as Leader, she announced that she was keen to engage more closely with younger people across the district. A new cabinet post for Youth was created, it is now noted that the terms of reference for the post have been changed a little and the member responsible for the portfolio also has been changed.

Can the Leader highlight the achievements of the outgoing member and enlighten us as to what the incoming Cabinet Member is intending to do things differently for this important portfolio?”

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

“Maybe you failed to notice that the original portfolio holder stepped down nearly a year ago and that Cllr Carroll very ably stepped into his shoes and is progressing a number of projects.

When I became Leader I recognised the significant contribution our young people can and do make to the District by creating a new Cabinet portfolio to increase the engagement and collaboration between the Council and young people. I wish to thank Councillor Newman for his drive and enthusiasm in establishing the new portfolio within the Council and getting out and about to meet so many partners and young people and bringing their views back. Cllr Newman focused his work on building relationships and partnerships with the district youth organisations. Specific examples include closer working with BNU and his work with Toolshed and Wycombe Youth Action and the Youth Forum in general.

Since I appointed Councillor Carroll last year we have re launched WYSP, the networking forum for youth service providers, and awarded a contract for a new District Youth Council – elections to this will take place in the autumn. I now that some of my colleagues are already planning to meet with the Youth Council because we see them as a valuable source of stakeholder engagement.

We are reaching out to various youth organisations to make sure that they know we are here to help if at all possible. There will be more exciting news announced soon of other projects that are being launched.”

Councillor Carroll briefly addressed the meeting on some of the recent initiatives that were underway or being re launched. He highlighted the re launch of the Youth Forum which included representatives of Thames Valley Police, which ensured an effective dialogue with young people.

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

“A joint investigation by the Guardian newspaper and Greenpeace (in April) has reported that “hundreds of thousands of children are exposed to illegal levels of air pollution from diesel vehicles at schools and nurseries across England”. Furthermore, analysis of the most recent government data exposes how dangerous levels of nitrogen dioxide (NO₂) pollution from diesel traffic is not limited to large metropolitan centres, but threaten the health of children and young people in towns and cities throughout the country.

As we are clearly not immune from these illegal levels of pollution, which is toxic for large sections of young and old. Will the leader tell us if she plans to earmark some modest resources to understanding the conclusions of these studies and for WDC to draw up measures to minimise the harmful effects of this pollution?”

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

“The Council has commissioned an air quality report to highlight any areas where national air quality limits are exceeded. The results show that Nitrogen Dioxide levels are exceeded in areas along the main arterial roads of High Wycombe, in Marlow Town centre and along the M40 corridor. In response to this report proposed Air Quality Management Areas have already been mapped and these will shortly be the subject of discussion.

Following consultation with our statutory partners, it is intended that a report will be presented to the September Cabinet recommending the declaration of these Air Quality Management Areas.

If the Air Quality Management Areas are declared, a steering group consisting of various stakeholders will be created with the main purpose of delivering an Air Quality Action Plan. The aim of the plan will be for the various stakeholders to commit to proposals that are designed to reduce the level of Nitrogen Dioxide emissions to below the national limits.

If any members are interested I would suggest that they provide Environmental Services with their views.”

There was no supplementary question.

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

17 PETITIONS

No petitions were received before the deadline of 5pm on Monday 10 July.

18 CABINET

RESOLVED: That the minutes of the meeting of the Cabinet held on 5 June be received.

19 CABINET

Councillor Barnes rose to present the minutes of the Cabinet held on 10 July following the withdrawal of Councillor Miss K Wood from the meeting.

Minute 16 – Gomm Valley & Ashwells Development Brief

A Member enquired as to the likely next steps and how we intended to engage with the local community. She was informed that this was the beginning of the consultation process and not the end and that further work would be undertaken with stakeholders prior to the determination of planning applications.

Minute 17 – Referral from HWTC – Cemetery Security

A Member conveyed his congratulations and thanks to officers, the Cabinet, High Wycombe Town Committee and to the people of the town who had brought the petition forward which had provided a very good result. This was a great example of close working between officers and the public who had together managed to identify effective solutions.

(Councillors Ms K Wood, L Wood and D Shakespeare declared an interest and withdrew from the meeting during discussion of the Cabinet minutes of 10 July)

RESOLVED: That the minutes of the meeting of the Cabinet held on 10 July 2017 be received and the recommendation as set out at minute number 19 be approved and adopted.

20 STANDARDS COMMITTEE

In the absence of the Chairman, Cllr M Clarke rose to present the minutes of the Standards committee held on 11 July 2017.

RESOLVED: That the minutes of the meeting of the Standards Committee held on 11 July 2017 be received.

21 IMPROVEMENT & REVIEW COMMISSION

In the absence of the Chairman, Cllr A D Collingwood rose to present the minutes of the meeting held on 21 June 2017.

RESOLVED: That the minutes of the meeting of the Improvement & review Commission held on 21 June 2017 be received.

22 AUDIT COMMITTEE

RESOLVED: That the minutes of the meeting of the Audit Committee held on 15 June 2017 be received and the recommendation as set out at minute number 9 be approved and adopted.

23 HIGH WYCOMBE TOWN COMMITTEE

The Chairman rose to echo the comments made by Cllr Knight in relation to security in the cemetery and wished to place on record his thanks for the hard work undertaken by the officers and in their collaboration with the public.

Minute 7 – Rye Feasibility Study

A Member enquired whether it would be possible to install some portable toilets at the Rye in the forthcoming couple of months. She was informed that this was likely to be of a higher cost than one might expect due mainly to the security issues surrounding the matter.

Another Member rose to congratulate the officers on the undertaking of the feasibility study, which would determine the requirements of the public as to what was on offer at the Rye.

RESOLVED: That the minutes of the meeting of the High Wycombe Town Committee held on 13 June 2017 be received.

24 JNC STAFFING MATTERS COMMITTEE

RESOLVED: That the minutes of the meeting of the JNC Staffing Matters Committee held on 23 May and 3 July 2017 be received.

25 PLANNING COMMITTEE

Minute 99 – land adjacent 82 Daws Hill Lane

A Member questioned whether any responses had been received in relation to this matter and what stage the study had reached. She was informed that the Chairman of the Committee was unaware as to whether the study had yet been concluded and that he would follow this up.

RESOLVED: That the minutes of the meeting of the Planning Committee held on 8 March, 26 April and 31 May be received

26 HANDY CROSS PHASE 5 PROCUREMENT PROCESS

Councillor S Broadbent addressed the meeting, highlighting the main issues within the report submitted to Full Council for its consideration.

The report proposed a deviation from the usual approach adopted during the procurement process in the building of a nursery at Handy Cross. This would require that contract standing orders be waived and as such not necessitate the advertising of all contracts valued at over £10,000. The report also proposed to delegate the authority to award the contract to the Interim Corporate Director (Growth & Regeneration) in consultation with the Interim Head of Finance and Commercial Services together with the Cabinet members for Economic Development and Regeneration and Finance and Resources.

In considering the report before them, Members agreed with the proposals set out, and therefore it was

RESOLVED: That

- (i) the procurement of the contractor to build the proposed nursery at Handy Cross, be approved, and the requirement within contract standing orders to advertise all contracts with a value of more than £10,000 be waived.
- (ii) Delegated authority to award the contract be granted to the officers/Members as set out in paragraph 15 of the report contained within the supplementary Council agenda.

27 QUESTIONS UNDER STANDING ORDER 11.2

There were none.

28 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

The individual decisions published since the last ordinary meeting of the Council held on 3 April 2017 as set out in the summons were noted.

Chairman

The following officers were in attendance at the meeting:

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

Agenda Item 2

COUNCIL

Monday 17 July 2017

Agenda Item 6

Questions from Members

Unanswered Questions – Responses sent subsequent to Meeting

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

How many empty houses have been subject to an Empty Dwelling Maintenance Order in the last year and do Councillors have a role in reporting these empty dwellings?

No empty homes have been subject to an Empty Dwelling Management Order by this Council.

The reporting of empty properties comes via scrutiny of the Council Tax database, requests from members of the public, Councillors and Officer observations. We welcome the reporting of void houses from any source.

This Authority has an effective Empty Homes Protocol which addresses long term void houses with the manpower and resources available.

11. Question from Councillor M Knight to the Cabinet Member for Planning.

I am interested in understanding of the role of our planning department in identifying wider issues connected to over development of residential properties in our district.

These issues may include modern slavery, exploitation and immigration contraventions.

Could you outline to what extent our planning department encounters these issues and how they respond to them in partnership with other agencies?

Reply given by Councillor Mrs J Langley (Cabinet Member for Housing).

Internal housing conditions are controlled through appropriate “Housing” rather than “Planning” legislation. When the planning enforcement team inspect a premises and find the living conditions to be well below what they would expect they would refer this matter the housing team in Environmental Services. There is a reciprocal arrangement where Environmental Services would advise Planning colleagues of suspected unauthorised structures.

Separately all staff across the Council receive training to recognise potential modern slavery and exploitation and would report any suspicions they have to the police service. We also work closely with the Police and immigration services in such cases.

If we find that we have concerns about the safety of a property, we will carry out an inspection under the health and safety rating system (HHSRS) with enforcement action taken if required, such as in the case Cllr Knight has been aware of.

12. Question from Councillor M Knight to the Cabinet Member for Economic Development and Regeneration

Across High Wycombe town, and quite possibly the District, there are commercial properties owned by Wycombe District Council which are run down and having a detrimental impact on local communities.

There has been much focus on major town centre regeneration in recent years.

Is it time for the Council to begin investing in some of these smaller pockets of property with a view to engaging in community regeneration?

Thank you for your question and acknowledgment of the continuing program of important regeneration work in High Wycombe town centre. The council only has ownership of very few commercial properties out of the town centre, all of which are let on long ground leases. The council previously divested a number of local, neighbourhood shops, for example in Totteridge and Castlefield as part of the Red Kite transfer.

In the case of Micklefield, your own ward, the Council's Estates team has sought periodically to engage with three tenants without success. One tenant was unwilling to sub-let the retail ground floor for uses involving alcohol or betting. The last proactive attempt to discuss potential redevelopment options took place between February and April this year. In light of the unsuccessful engagement if, as a local ward member, you are able to broker a meeting between the tenants and our estates team then that might be helpful.

Council Minutes

Date: 5 September 2017

Time: 6.00 - 6.05 pm

PRESENT: Councillor Miss S Brown (in the Chair)

Councillors Mrs J A Adey, Mrs S Adoh, Z Ahmed, M C Appleyard, D H G Barnes, Ms A Baughan, S Broadbent, D J Carroll, M Clarke, Mrs L M Clarke OBE, A D Collingwood, C Etholen, R Farmer, R Gaffney, S Graham, A R Green, G C Hall, M Harris, M A Hashmi, A E Hill, A Hussain, M Hussain JP, D A Johncock, M E Knight, D Knights, Mrs J D Langley, Ms C J Oliver, B E Pearce, G Peart, J A Savage, R J Scott, D A C Shakespeare OBE, N J B Teesdale, A Turner, P R Turner, Ms J D Wassell, D M Watson, L Wood and Ms K S Wood

Apologies for absence were received from Councillors K Ahmed, M Asif, M P Davy, M Hanif, M Hussain, Mrs G A Jones, Mrs W J Mallen, R Raja, S Saddique and Mrs J E Teesdale

29 DECLARATIONS OF INTEREST

There were no declarations of interest.

30 JNC STAFFING MATTERS COMMITTEE

Councillor Ms K Wood rose to present the minutes of the JNC Staffing Matters Committee meeting held on 18 July 2017.

RESOLVED: That the minutes of the meeting of the JNC Staffing Matters Committee held on 18 July 2017 be received and the recommendation as set out at minute number 13 be approved and adopted.

Chairman

The following officers were in attendance at the meeting:

Peter Druce - Democratic Services
Karen Satterford - Chief Executive

Cabinet Minutes

Date: 18 September 2017

Time: 7.00 - 8.55 pm

PRESENT: Councillor Ms K S Wood (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 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

Cllr Shade Adoh	- Deputy Cabinet Member for Housing
Cllr Ron Gaffney	- Chairman of the Improvement & Review Commission
Cllr Gary Hall	- Deputy Cabinet Member for Environment
Cllr Mark Harris	- Deputy Cabinet Member for Economic Development and Regeneration
Cllr Matt Knight	- Leader of the East Wycombe Independent Party
Cllr Rafiq Raja	- Leader of the Labour Group
Cllr Sarfaraz Khan Raja	- Deputy Cabinet Member for Community
Cllr Saeed Saddique	- Deputy Cabinet Member for Finance and Resources
Cllr Alan Turner	- Deputy Cabinet Member for Planning

Also present: Councillors A Collingwood, M Clarke, Mrs W Mallen & H McCarthy.

21 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Z Ahmed (Deputy Cabinet Member for Strategy & Communications), D J Carroll (Cabinet Member for Youth and External Partnerships) and D Knights (Deputy Cabinet Member for HR, ICT & Customer Services).

22 MINUTES

RESOLVED: That the minutes of the meeting of the Cabinet held on 10 July 2017 be approved as a true record and signed by the Chairman.

23 DECLARATIONS OF INTEREST

There were no declarations of interest.

24 NEW WYCOMBE DISTRICT LOCAL PLAN, LITTLE MARLOW LAKES COUNTRY PARK AND COMMUNITY INFRASTRUCTURE LEVY RECEIPTS

The report before Cabinet outlined in detail the new Local Plan and included the 500+ page pre-submission version of the Plan for proposal to the Planning Inspectorate. The Plan set out a vision for the future of the District including objectives and strategic policies necessary to achieve that vision. Inclusive of allocations of sites to meet the housing and economic needs for the District up to 2033, along with a number of development management policies, these were to be used as the basis for determining planning applications alongside the Delivery and Site Allocations Plan previously adopted in 2013.

Alongside the proposed recommendation to Full Council of the Local Plan and accompanying delegated authorities, officers had included a provision for the delivery of the Little Marlow Lakes Country Park.

Additionally a modification of the previous resolution of Cabinet of September 2015 in respect of Community Infrastructure Levy (CIL) receipts regards Princes Risborough Town Council and Longwick-cum-Ilmer Parish Council was also included.

Councillor D Johncock (Cabinet Member for Planning) presented the Report along with a supplement issued prior to the Meeting. This supplement included a number of late changes to the Local Plan as published in the appendix, it was proposed that these amendments be included in the Plan for recommendation to Council.

Councillor Johncock outlined that of these amendments the major two were:

- A strengthening of the specifications re the spine road in the Gomm Valley to further prevent ultimate use as a 'cut through'; and
- Detailed definition of both the 'Princes Risborough Expansion Area' and the 'Main Princes Risborough Expansion Area' for clarification.

Councillor Johncock also referred Members to the circulated report to the Improvement & Review Commission meeting of 13 September 2017 of the Local Plan Task and Finish Group (and attached appendix), acknowledging the considerable scrutiny of both the final plan and its development over the preceding years. He asked that an additional resolution be considered noting the input of the Task and Finish Group.

Members discussed the Plan comprehensively and received clarification on a considerable number of issues and queries.

The following decisions were made to ensure that the Council had an up to date Local Plan to guide development over the next 15 years, including setting out new

housing and employment targets and the strategy and locations for new development in the period up to 2033, and satisfied Government requirements to produce a Local Plan.

These decisions formally recognised the role that the Little Marlow Lakes area played in providing a range of recreational uses, and its future potential and ensured that the Princes Risborough Town and Longwick-cum-Ilmer Parish, which were taking considerable development, were not disadvantaged in their CIL receipts by the lack of neighbourhood plans, for reasons outside of their control and to provide appropriate local discretion in the spending of the Community Infrastructure Levy.

Recommended: That (i) the pre-submission version of the new Wycombe District Local Plan as set out at Appendix 2 subject to the amendments outlined in the Supplement submitted to the Meeting, be approved (subject to proof reading and factual corrections) for statutory consultation and then be submitted to the Planning Inspectorate/Government for Examination;

(ii) delegated authority be granted to the Head of Planning and Sustainability in consultation with the Cabinet Member for Planning and Sustainability to:

a. Prepare a schedule of proposed modifications to the Plan prior to final submission of the plan to the Planning Inspectorate.

b. Agree modifications to the plan arising during the Examination including those identified by the Inspector as being required to make the plan sound; and

(iii) the Council provides a Country Park to be known as ‘Little Marlow Lakes Country Park’ under s.7(1) of the Countryside Act 1968, and delegates to the Head of Community Services in consultation with the Cabinet Member for Community Services, the facilitation of delivery of the Park.

RESOLVED: That (i) the Cabinet resolution made in September 2015 be modified as follows: “*That of Community Infrastructure Levy receipts received relating to all development in the parish of Princes Risborough, 25% of those receipts should be transferred to Princes Risborough Town Council for the duration of the Local Plan period (up to the year 2033)*”;

(ii) of Community Infrastructure Levy receipts received relating to all developments in Longwick-cum-Ilmer, 25% of those receipts should be transferred to Longwick-cum-Ilmer Parish Council until such time as a Neighbourhood Plan for the Parish is made; and

(iii) the report of the Local Plan Task and Finish Group to the Improvement & Review Commission of 13 September 2017 in respect of its scrutiny of this Local Plan be noted and a record of thanks for the invaluable input of this Group be made.

Note: Both Councillors Mrs J Adey & D Watson wished it to be recorded that in voting in support of the above Local Plan recommendation, they did so with reservations in respect of the release of Green Belt sites within their Wards featured in the Local Plan document.

25 AIR QUALITY MANAGEMENT AREAS

Cabinet noted from the report before them that exceedances for Nitrogen Dioxide have been found to exist along arterial and busy road routes through High Wycombe and Marlow. An area that contained these exceedances had been mapped as the proposed AQMAs (Air Quality Management Areas) for both towns. In addition, a new area had been mapped for exceedances along the M40 corridor. The latter resulted in a reduced area from the existing declared AQMA, as pollution levels had been found to have improved along the motorway.

Wycombe District Council had a statutory duty, under Part IV of the Environment Act 1995, Section 83, to declare Air Quality Management Areas (AQMAs) where exceedances of National Air Quality objectives had been identified. Where an AQMA had been declared there was a consequent duty upon the Council under Section 84 to produce an Air Quality Action Plan, with the intention of working towards bringing pollutant levels back below National Air Quality objectives, within 12 months.

The following decisions were made to ensure that Wycombe District Council worked towards its obligations to bring Nitrogen Dioxide pollution levels to below the National Air Quality objectives as required by Part IV of the Environment Act 1995.

RESOLVED: That (i) Air Quality Management Area orders (AQMAs) for High Wycombe and Marlow are declared;

(ii) the amendment of the existing M40 Air Quality Management Area as described in the report is carried out;

(iii) delegated authority to the Head of Environment in consultation with the Cabinet Member for Environment and the District Solicitor is granted in order to make the necessary orders, subject to public consultation, as set out in the report; and

(iv) delegated authority to the Head of Environment to proceed with the preparation of a draft Air Quality Action Plan be granted, to be reported to a future meeting of Cabinet for approval.

26 2017/18 SERVICE PERFORMANCE: Q1 (APRIL – JUNE)

The Cabinet noted the attached report which included a quarterly update on the key frontline performance measures and an exception report for any performance measures which were not on target.

The report provided an update for the 41 corporate service performance indicators.

The following decision was made in order to ensure a comprehensive review of performance as at 30 June 2017 to ensure that the Council was performing at the appropriate level.

RESOLVED that the summary of the year to date service performance out-turns (April – June 2017) be noted.

27 DISCRETIONARY BUSINESS RATE RELIEF

From the report Members noted that the Government had announced a new scheme of discretionary relief for businesses in the spring budget. The Department for Communities and Local Government had made it clear that it was for each local authority to design its own scheme.

A standard scheme throughout Buckinghamshire had been designed, with flexibility for local variations if required.

Wycombe District's planned discretionary business rate scheme was aimed at supporting those businesses facing a large increase in their business rates as a result of the revaluation. The Government believed that local authorities were best placed to judge the criteria for relief and the amount awarded, as a result Wycombe's scheme was aimed at supporting local businesses.

The following decision was made as Cabinet approval was needed to implement the new scheme that would benefit local businesses.

RESOLVED: That (i) the discretionary scheme as set out in Appendix 1 is agreed; and

(ii) Delegated authority be granted to the Head of Finance and Commercial Services in consultation with the Cabinet Member for Finance to agree the final % award for the financial years 2017/18 & 2018/19, and future changes having regard to Government guidance, the Council's financial position and such other considerations as they may think fit.

28 BUDGET MONITORING REPORT QUARTER 1

The report before Cabinet set out the Council's financial position as at Period 3 2017/18 (30 June 2017), reflecting that which had been reported to Senior Management Board and incorporating the new format of subjective reporting.

The following decision was made in order that Cabinet approves a budget each year within the context of a Medium Term Financial Plan (MTFP) to achieve the Council's priorities.

RESOLVED: That the forecast outturn position for the financial year 2017/18 as at end of June 2017 be noted.

29 DIGITAL FIRST

From the report Cabinet noted that Digital First was about more than just technology. Digital means applying the culture, practices, processes and technologies of the internet era to respond to people's raised expectations.

The overarching strategy featured in the report was seen as being about how Wycombe District Council, as an organisation, engaged, communicated and responded to people, how services were designed and delivered and how information was used to make decisions, inform policy and evaluate performance and outcomes.

The following decisions were made as under the "Pounds" priority of the Corporate Plan the ambition was set for the Council to, "Continue to innovate and transform our services; to provide them in the most efficient and accessible way."

Additionally, as part of the requirements of the Local Government Finance Settlement Offer, the Council was required to develop and submit an Efficiency Plan, with the plan submitted to DCLG (Department for Communities and Local Government) in July following Cabinet approval. Included in this plan was a commitment to develop a: "Corporate business case for empowering customers through adoption of a "digital by default" and increased self-service Customer Strategy".

RESOLVED: That (i) the vision concept within the Report be adopted;

(ii) approval to develop a Digital First strategy and roadmap, setting out how the vision is to be delivered be agreed; and

(iii) an intention to present the Digital First strategy & roadmap to Cabinet in November be noted.

30 INFORMATION SHEETS

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

3/2017 Rye Improvement Plan – issued 8/8/17.

31 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

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

Community C26-28/17
Environment E3-5/17
Finance F21-22/17
Housing H3/17
HR,ICT & Customer Services HR1/17

32 CAPITAL BUDGET AMENDMENT - LAND ACQUISITION, PRINCES RISBOROUGH

The report before Cabinet outlined that the Local Plan proposed 2050 homes at Princes Risborough in the plan period to 2033, with a further 600 homes in later years. To accommodate this, a new road was needed through the town. The site lay outside the boundary of the Green Belt and the AONB.

The properties that were the subject of the report were located near an existing underbridge that connects the B4009 to the A4010 at Grove Lane. The new road required this junction to be straightened, which would involve the construction of a new railway underbridge, and the demolition of the identified properties.

The following recommendation to Council was made to facilitate the delivery of the alternative route round Princes Risborough. The expansion of Princes Risborough, with an alternative route, was a key proposal in the Local Plan. The property owners were willing to sell by private treaty and the land and property in question could therefore be acquired by negotiation, avoiding the expense and time delay that a CPO (Compulsory Purchase Order) would involve.

Recommended: That (i) land and properties needed to enable the delivery of the Local Plan within the budget set out in the exempt appendix are acquired; and

(ii) delegated authority be given to the Corporate Director in consultation with Head of Finance & Commercial and Head of Democratic, Legal & Policy Services in relation to the acquisition of the land and property described in the appendix, including associated legal and transactional costs.

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 33, 34 and 35, because of their reference to matters which contain exempt information as defined as follows:

Minute 33 – Baker Street Area Renewal Phase 1 Budget

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 34 – Glory Mill Aquisition

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 35 - File on Action taken under Exempt Delegated Powers

Economic Development and Regeneration sheet nos: EDR/38/17 – EDR/47/17

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).

33 BAKER STREET AREA RENEWAL PHASE 1 BUDGET

Members considered the report before them in which additional funding was sought to enable the first phase of the Baker Street area renewal programme and public realm works to progress.

The following recommendation was made as at the time of the previous Cabinet report, the full costs of the Baker Street development were not known. Over the past nine months, the scheme had evolved through detailed design development. A change to the project phasing required the full costs of public realm works to be borne by the first two phases of the overall Baker Street scheme. These increased and additional costs now needed to be met.

Recommendation to Council: That the funding of the proposed Phase 1 development, as set out in paragraph 4 of the report be agreed and resultant revision to the Capital Programme (Major Projects) be approved.

34 GLORY MILL ACQUISITION

Cabinet were asked to recommend to Council an addition to the 2017-18 Capital Budget to provide regeneration of the Glory Mill area.

Members had a comprehensive discussion on the recommendations, during which Councillor D Watson wished it to be recorded that he had asked a question in respect of whether this land could be used for housing to reduce the need for the release of the Green Belt sites for Housing, near to Glory Mill, specified in the earlier Local Plan recommendation to Council. It was confirmed that it was needed for employment land.

The following recommendations and decision were made as the District was losing employment land to developer pressure for housing, which generates higher financial returns. The proposals within the report would prevent this loss of employment land which constrains the sustainable development of the District and removes locally accessible employment opportunities.

Recommended: That (i) an addition to the 2017/18 Capital Budget as set out in the Exempt report and appendix, to fund the acquisition of undeveloped employment land at Glory Park, be approved; and

(ii) delegated authority be given to the Major Projects & Estates Executive, in consultation with the Cabinet Member for Economic Development & Regeneration, Head of Financial Services and Cabinet Member for Finance, to seek to negotiate a purchase price be approved.

RESOLVED: That Compulsory Purchase powers be sought in the absence of an agreement to acquire by private treaty.

35 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

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

Economic Development and Regeneration: EDR/38/17 – EDR/47/17.

Chairman

The following officers were in attendance at the meeting:

Karen Satterford - Chief Executive
Ian Hunt - Democratic Services Manager

- Peter Druce - Democratic Services
- Ian Manktelow - Team Leader Planning Policy

Improvement and Review Commission Minutes

Date: 13 September 2017

Time: 7.00 - 9.10 pm

PRESENT: Councillor R Gaffney (in the Chair)

Councillors K Ahmed, M C Appleyard, H Bull, Mrs L M Clarke OBE, A D Collingwood, A E Hill, A Hussain, M E Knight, Mrs W J Mallen, R Newman, Ms C J Oliver, R Raja, J A Savage and C Whitehead

Standing Deputies: Councillors H L McCarthy

Apologies for absence were received from Councillors Miss S Brown, C Etholen and R Wilson

Also present: Councillors D A Johncock and L Wood

9. DECLARATIONS OF INTEREST

There were no declarations of interest.

10. MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the Improvement and Review Commission held on 21 June 2017 be approved as a true record and signed by the Chairman.

11. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed the all Members to the Commission meeting.

12. COMMUNITY SAFETY PLAN

The Chairman welcomed Daniel Sullivan – Prevent and Community Safety co-ordinator, Sarah McBrearty – Community Services Team Leader, and Superintendent Kevin Brown, Commander Wycombe Local Police Area, Thames Valley Police. It was noted that Superintendent Brown was new to the role.

The meeting provided information on the three year Wycombe Community Safety Partnership Plan for 2017-2020. By using two analysis documents: The Thames Valley Police Force Strategy Assessment and the Buckinghamshire Community Safety Partnership Strategic Assessment, these helped to inform the priorities outlined in the Plan. The priorities for 2017-2020 and actions were as follows:

- **Tackling anti-social behaviour and crime** - Public consultation showed that crime and anti-social behaviour was still a concern for residents of the district. As certain crimes occur in peaks and troughs the Community Safety Partnership would continue to plan for the peak times and limit increases in these types of crime. Also new tools were being developed to be used effectively to deal with anti-social behaviour.
- **Safeguarding communities from exploitation** - It was explained that Modern Slavery was a growing issue and the Partnership were working to raise awareness and provide training for practitioners to identify victims and perpetrators. Research had shown that people who were homeless were vulnerable to becoming victims of exploitation. It was noted that work was being undertaken with a variety of agencies to support homeless people with issues that contribute to their situation. Also as domestic abuse was considered an under reported crime the Partnership would be supporting victims and encouraging them to report incidents and help to prevent further incidents of abuse.
- **Working together to address Child Sexual Exploitation** – Work had been undertaken on a ‘Hotel Watch’ scheme with local hotels and bed and breakfast accommodation to educate staff and to encourage them to report suspicious activity to the police. Further training would take place and the police and licensing team would undertake checks and take action if necessary. Training would be provided to taxi drivers, hotel staff and late night eateries. Raising awareness of Female Genital Mutilation and support for victims would also be undertaken.
- **Building community resilience** – Working with local business and communities to implement the ‘Safe Place’ scheme. This scheme helps to provide suitable places for vulnerable people to seek support. Consequently, having access to a ‘Safe Place’ would help vulnerable people lead independent lives and feel safe in Wycombe District. More support and promotion of Neighbourhood Watch within communities and raising awareness of scams. A successful Community Cop Card scheme had taken place with year 6 pupils at a Marlow school where pupils collected stickers on a variety of community safety related topics. An evaluation and report was being produced.

Wycombe continued to be identified as a priority area for Prevent, which was part of the Government’s Contest Counter Terrorism Strategy. It was noted that it was very rare to have extremist speakers in the area and there was no evidence of problems with speakers in local Mosques.

Referring to a power point presentation Superintendent Kevin Brown outlined the key crime statistics for the District, picking out the major reductions and the major increases in 2016/17 and 2017/18 from the below:

Offence Type	Number of Offences During 2016/17	Number of Offences During 2017/18	% Change	% Change - Force
All Crime	2330	2433	4.4%	15%
Violence Against the Person	526	528	0.4%	8%
Sexual Offences	70	71	1.4%	13%
Robbery	8	17	112.5%	51%
Burglary Dwelling	73	-	-	-
Burglary Non-Dwelling	123	-	-	-
Residential Burglary – Dwelling	-	56	-	-
Residential Burglary – Sheds/Garages	-	74	-	-
Business and Community Burglary	-	69	-	-
Theft of Vehicle	58	47	-19%	27%
Theft from Vehicle	127	130	2.4%	27%
Shoplifting	315	334	6%	16%
Arson	21	15	-28.6%	-11%
Criminal Damage	301	331	10%	7%
Drug Offences	93	96	3.2%	-5%
Public Order Offences	82	89	8.5%	11%

It was reported that a new operational model was now in place this included a larger investigation team and improved neighbourhood policing. There had been a few problems with the new model during the summer due to officer leave and a 12% increase in the demand for policing. This had now stabilised and was now improving. The Wycombe Local Police Area priorities were Safeguarding, Engagement, Professionalism and Development.

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

- The Prevent Strategy included statutory duties on schools, Local Authorities and elected members.
- There were no further reports of local residents travelling to Syria.
- The new Police Operation Model enabled officers to meet demands at the right time, officers now started shifts at staggered times and when needed.

- It was noted that the presentation of statistics regarding domestic violence, cybercrime and modern day slavery could be developed in the future.
- Officers explained that GMAP had been effective but required improvement. Work was being undertaken to establish a local process.
- It was suggested that hate crime could be reported via third party organisation such as charities and victim support agencies, and it was noted that hate crime was under reported.
- The enforcement of PSPOs were carried out by police officers or WDC officers. A fixed penalty notice was issued to perpetrators or they could also be arrested. However it was noted that enforcement was difficult to pursue in court and many offenders had complex needs. Partnership working with agencies and best practice schemes around the country were being investigated to provide the best outcomes.
- In response to a question on the use of drones it was explained that this was an expensive option due to the licenses involved. However the digital policing agenda was being examined for future options.
- Training was being undertaken with hotels for the 'Hotel Watch' scheme and police officers would be undertaking tests on establishments within the next few months.
- It was noted that honour based violence could be reported to partnership agencies however this was an under reported crime.

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

The meeting then:

RESOLVED: That

- (i) the report of the Wycombe Community Safety Partnership and the data contained therein be noted; and
- (ii) the priorities of the Wycombe Community Safety Partnership for 2017-20 be noted and supported.

13. VERBAL UPDATE ON ICT STRATEGY

Councillor Lawrence Wood, Cabinet Member for HR, ICT and Customer Services provided the Commission with an update on the Digital First strategy. A report had been presented to Cabinet on 18 September 2017 providing information on the vision concept. Cllr Wood invited the Commission to view the report which outlined the vision and key themes for Digital First.

It was noted that stakeholder meetings had taken place with members and officers across the organisation in order to develop the vision. The meetings had been facilitated by Eduserv a not for profit organisation. Topics at the stakeholder meetings were to discuss problems and provide future aspirations. The aim of Digital First would be for the Council to become more efficient and provide better customer services.

The Chairman thanked Councillor Wood for the update.

14. REFRESH OF OUR CORPORATE PLAN (2015-19)

Catherine Whitehead, Head of Democratic, Legal and Policy Services presented a report on the refresh of the Council's Corporate Plan. The Chairman requested that a separate session be arranged to allow for Members to have full input and provide feedback to Cabinet and Officers to inform the refresh of the Council's priorities to 2019.

RESOLVED: That a workshop session be arranged for all Members to provide input to help inform key focus areas of the Council's Corporate Plan to 2019.

15. LOCAL PLAN TASK AND FINISH GROUP WORK UPDATE

The Chairman congratulated Councillor Johncock, Cabinet Member for Planning; Councillor McCarthy, Chairman; and Councillor Collingwood, Vice-Chairman of the Local Plan Task and Finish Group for all their considerable work on the draft Local Plan over the past four years.

Chairman of the Local Plan Task and Finish Group; Councillor H L McCarthy introduced a report that informed the Commission of the recent work of the Group. The 'Sweep-Up' meeting took place on the 1 August 2017 after an 11 month interval and this was the last meeting of the series.

It was noted that the plan would not address existing infrastructure deficiencies and some Members expressed their concerns at the lack of strategic planning in this area. However it was reported that a draft Local Infrastructure Delivery Plan was being undertaken and would soon be available on the public website.

Councillor Johncock, Cabinet Member for Planning, thanked the Task and Finish Group for all their work and input into the Local Plan. He confirmed that the draft Local Plan would be submitted to Cabinet meeting on 18 September and onto full Council on 9 October for final approval. After this there would be a 6 week public consultation period for any final comments. These would be collated and then submitted with the Local Plan to the planning inspectorate in March 2018. This deadline was crucial as after this time the planning and delivery revisions were expected to be increased by central Government. Councillor Johncock explained that infrastructure was the biggest challenge and discussions were taking place with Buckinghamshire Council and Highways England.

It was requested that the Task and Finish Group report be submitted to Cabinet on 18 September as part of the Local Plan documentation for consideration.

The Commission noted and thanked the Task and Finish Group and Councillor Johncock for their contribution and work on the Local Plan.

RESOLVED: That the report of the Local Plan Task and Finish Group be noted and submission to Cabinet be supported by the Improvement and Review Commission.

16. 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.

The Chairman requested that Councillor Mrs Julia Langley be invited to the next meeting and provide an update report on the situation regarding Houses in Multiple Occupation and Saunderton Lodge.

The Chairman also noted that due to the existing workload – no further T&F groups would be considered for the time being

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

Local Plan Task and Finish Group

See notes under Local Plan Task and Finish Group Work Update.

Budget Task and Finish Group

The Budget Task and Finish Group held its first meeting on 6 September. A final recommendation report would be provide to Cabinet on 13 November 2017 for the budget preparation.

Remaking the River Wye Task and Finish Group

The first meeting of the Group would take place on 11 September 2017. The Chairman expressed his support for the project and confirmed that he would provide regular updates to Cabinet on the work of the Group. It was planned that the final recommendations from the Group would brought to the Commission meeting in January 2018 and then onto Cabinet in March 2018.

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

17. COUNCILLOR CALL FOR ACTION

There were no Councillor Calls for Action.

Chairman

The following officers were in attendance at the meeting:

Jemma Durkan - Senior Democratic Services Officer
Sarah McBrearty - Community Services Team Leader
Daniel Sullivan - Prevent Strategic Co-ordinator
Catherine Whitehead - Head of Democratic, Legal & Policy.

Audit Committee Minutes

Date: 21 September 2017

Time: 7.00 - 8.30 pm

PRESENT: Councillor M C Appleyard (in the Chair)

Councillors G C Hall, Ms C J Oliver, R J Scott and N J B Teesdale.

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

14 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr, T Lee, Cllr R Wilson and Maria Grindley, Ernst & Young.

15 MINUTES

RESOLVED: That the minutes of the meeting held on 15 June 2017 be confirmed as a correct record and signed by the Chairman.

16 DECLARATIONS OF INTEREST

There were no declarations of interest.

17 2017/18 SERVICE PERFORMANCE: Q1 (APRIL – JUNE)

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

It was reported that regarding the average time for processing new housing benefit /council tax claims that this had a cumulative figure of 26 days with a target of 20 days (The national average is said to be 22). This was an improving figure with the in-month performance figure for May at 27.5 days; reduced to 21 days for June. It was noted that the revenues and benefits team had a higher turnaround at the start of the financial year due to other workload pressures

Regarding the tonnage of household waste recycled there had been a reduction in the amount of paper and card collected. This had resulted in a drop in the figures for the quarterly recycling rate in comparison to the same period last year. It was noted that this was a national trend and a result of the reduction in the amount of packaging used by retail companies. The Chairman noted that the target figure for this measure may need to be reviewed in the future.

The Chairman noted the positive performance outcomes in the report and congratulated staff on this success.

RESOLVED: That the 2017/18 Services Performance Q1 (April – June) be noted.

18 AUDIT, RISK AND FRAUD MANAGER'S ANNUAL REPORT

The Audit, Risk and Fraud Manager's Report 2016-17 was presented and Members received an update of the work of the Internal Audit Service

The report included an update of audit reviews completed in the last year, including analysis of the responses of the customer satisfaction questionnaires issued on completion of each audit, and a detailed progress report.

The Audit, Risk and Fraud Manager reported that his overall opinion was that significant assurance could be given in relation to the core financial reviews undertaken in 2016/17. There was a generally sound system of internal control designed to meet the Council's objectives and that controls were generally being applied consistently.

It was noted that concern had been raised regarding the need to implement and embed a formal structure for the programme management and project development arrangements. This had been raised as an observation in the 2015/16 Opinion report. It was reported that the Corporate Director had been reviewing the system and this would be discussed with the Strategic Management Board prior to the implementation of any agreed changes.

The Audit, Risk and Fraud Manager highlighted that the Corporate Investigations Team had followed CIPFA's principal framework and during the first year had:

- developed a Tackling Fraud and Corruption Plan
- designed a corporate fraud risk register process for development with individual services;
- offered and delivered training to relevant services and will continue with relevant services.

Also the working relationship with Thames Valley Police had been formalised with the creation of a service level agreement and the team would continue to assist them with any ongoing investigations.

In response to a query relating to the lack of formal structure for programme and project arrangements it was noted that draft terms of reference had been drawn up however there was no current timeframe.

It was agreed that an update would be provided in the Audit, Risk and Fraud Manager's half yearly report.

A query was raised regarding the Criminal Finances Act 2017 which would come into force at the end of September and the Audit, Risk and Fraud Manager would investigate if any element of this law would apply to local government.

RESOLVED: That the Audit, Risk and Fraud Manager's Annual Report for the year to 31 March 2017 be noted.

19 APPROVAL OF 2016/17 STATEMENT OF ACCOUNTS

The Chief Accountant, Hasina Shah and Financial Manager, Brenda Watson presented the Statement of Accounts for 2016/17.

The Committee were taken through key figures in the Accounts and were also asked to note the Annual Governance Statement for 2016/17 which had been signed by the Leader and Chief Executive.

Hasina Shah summarised the key factors affecting the Council's accounts:

- This year the accounts had been prepared one month earlier than usual in readiness for the earlier schedule of the 2017/18 statement of accounts.
- The £10m difference in the net expenditure for 2015/16 to 2016/17 was related to the impairment of the new leisure centre and the valuation regarding professional fees.
- The figure for the movement in the fair value of Investment Properties had increased from £104,950 in 2016 to £120,508 in 2017 mainly due to new acquisitions and valuations.
- The Short Term Debtors figure had decreased due to payment of debts during 2016/17.
- Changes in pension assumptions had increased the liability related to the Defined Benefit Pension figure.
- There had been some movement in the discounting scheme liabilities.

It was noted that there had been no significant movement in the Statement of Accounts in comparison to the previous year.

In response to a query it was noted that the earmarked reserves in relation to transformation was protected and any request for funds had to be signed off by the Section 151 officer.

The Chief Accountant informed the Committee that if there were minor amendments to be made to the Statement of Accounts, that authority to approve the final accounts be delegated to the Head of Finance and Commercial in consultation with the Chairman.

The Chairman thanked the officers for the report.

RESOLVED: That

- i) the Statement of Accounts for the financial year ended 31 March 2017 be approved;
- ii) the Annual Governance Statement for 2016/17 alongside the Statement of Accounts be noted; and
- iii) the Head of Finance and Commercial, following consultation with the Chairman be authorised to make any final amendments to the Accounts arising from outstanding audit work prior to the signing of the accounts by the auditor.

20 THE HIGGINSON PARK CHARITY

The Committee noted the Higginson Park Charity Accounts for 2016/17 with a net expenditure of the trust of £162k with assets worth £5,503m. Members noted that the Council provided a small subsidy in relation to the Leisure Centre contract and due to the income increase of the sports facilities this subsidy had reduced.

Recommended: That the Higginson Park Trust Annual Report and Accounts for 2016/17 be recommended to Council for approval.

21 TREASURY MANAGEMENT ANNUAL REPORT 2016/17 AND PRUDENTIAL INDICATORS

The Committee received a report produced for the end of the financial year in respect of Treasury Management as required the by Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management in the Public Services: Code of Practice. The report outlined the treasury management activities and performance for 2016/17.

Members noted that:

- The total Capital Expenditure for 2016/17 was £14.017m.
- At the end of 2016/17 the Council did not have any external borrowing.
- The investments were at £74.627m with an average rate of return at 0.67%.

RESOLVED: That the treasury management report for 2016/17 be noted.

22 EXTERNAL AUDITOR'S ISA 260 AUDIT RESULTS REPORT

Apologies were received from Maria Grindley, the responsible EY partner and signature to the accounts. External Auditor, Sue Gill, presented Ernst & Young's Audit Results Report and findings from the 2016/2017 audit. The Committee were informed that the auditors proposed to issue an unqualified opinion on the financial statements and Value for Money Opinion. The audit results had demonstrated that the Council had prepared its financial statements adequately.

Information was provided at the meeting on areas identified in the Audit where the External Auditor place reliance on experts. The External Auditor advised they were considering the information provided by Price Waterhouse Coopers regarding pension disclosures and whether the methodologies used by the external specialist (Actuary) were robust. It was noted that this could impact on the Audit Plan for next year and could lead to unacceptable assumptions. A more detailed exercise with the external specialist pension auditor would be taking place next year.

The Chairman was concerned that there was no industry standard across the auditing/accounting bodies regarding this matter. He requested that a further detailed statement be provided to the Chief Executive and the Section 151 Officer on the matter.

RESOLVED:

- i) That Ernst & Young provide a statement to the Chief Executive and Section 151 Officer regarding their position on the external pension auditor and their methodologies
- ii) That the Auditor's Results Report be noted.

23 PROPOSED AMENDMENTS TO WYCOMBE DISTRICT COUNCIL'S TREASURY POLICY

The Committee received a report which outlined proposed amendments to the Treasury Policy.

The Head of Finance and Commercial explained that the Council currently has the ability invest in indirect property funds. Under its Treasury Strategy the Council did not currently allow for investment directly in property for Treasury purposes. Also delegated power to approve investments would be required to widen the Council's ability to invest in property funds.

Recommended: That

- i) The use of property investments, direct and indirect, to achieve improvements in Treasury Yields, up to a maximum investment value of £15,000m, as outlined below (a & b) be recommend to Council;
- ii) The delegated powers as set out in paragraphs a & b below, be recommend to Council;

- a) To approve the investment of up to £7.500M, [in accordance with the Council's existing strategy], in one or more indirect property funds and to delegate power to the Section 151 Officer, after consultation with the Portfolio Holder for Finance, and after receipt of advice from Capita Assets with due regard to security and liquidity, to approve such investments subject to the limitation that funds to be invested in would be restricted to those that are already utilised by one or more other Local Authorities and offering in excess of 4% return/yield at the time that the investment is placed.
- b) To approve the direct investment of up to £7.500M in commercial property for Treasury Yield purposes only, and to delegate power jointly to the Chief Executive (or in her absence the Corporate Director) and the Section 151 Officer, after consultation with the Leader (or in her absence the Deputy Leader) and the Portfolio Holder for Finance to approve such acquisitions and disposals.
- iii) The use of appropriate borrowing, if appropriate schemes become available be endorsed, and that authority be provided for Cabinet to approve borrowing up to the Councils agreed ceiling, if appropriate schemes are available, be recommended to Council.

24 AUDIT COMMITTEE WORK PROGRAMME

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

RESOLVED: That the forward work programme be noted.

EXCLUSION OF PUBLIC AND PRESS

RESOLVED: That the Press and Public be excluded from the meeting during consideration of the following item as it contains exempt information as defined in Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, more particularly as follows:

Minute 25 – Strategic Risk Register Monitoring Report

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]

25 QUARTER 1 - STRATEGIC RISK REGISTER MONITORING REPORT

The Committee received a report which provided an update on the Strategic Risk Register for Quarter 1, 2017/18. The Audit, Risk & Fraud Manager provided specific information on various risks and amendments to the register.

RESOLVED: That the Strategic Risk Register for Quarter 1 2017/18 be noted.

Chairman

The following officers were in attendance at the meeting:

Jemma Durkan	- Senior Democratic Services Officer
Mike Howard	- Business Assurance Manager
Aisha Bi	- Policy Officer
Hasina Shah	- Chief Accountant
Brenda Watson	- Financial Manager
Stuart Mcgregor	- Interim Head of Finance & Commercial

JNC Staffing Matters Committee Minutes

Date: 18 September 2017

Time: 2.00 - 3.00 pm

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

Councillors Mrs L M Clarke OBE and J A Savage, K Ahmed

15 APOLOGIES FOR ABSENCE

An apology for absence was received from S Raja.

16 MINUTES

RESOLVED: That the minutes of the meeting of the JNC Staffing Matters Committee held on 18 July 2017 be confirmed as a true record and signed by the Chairman.

17 DECLARATIONS OF INTEREST

There were no declarations of interest.

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

Members discussed the recruitment and selection exercise for the Corporate Director (Growth & Regeneration). Having considered the report of the recruitment consultants, Members agreed to invite 5 candidates to the final selection interviews to be held on 27th and 28th September.

RESOLVED: That five candidates be invited to the final selection interviews to be held on 27th and 28th September 2017.

19 CONSIDERATION OF THE TIMETABLE FOR THE FINAL INTERVIEWS ON 27 AND 28 SEPTEMBER 2017.

Members considered the schedule for the final interviews on 27th and 28th September.

Chairman

- | | | |
|------------------|---------------------------------------|---|
| Karen Satterford | - Chief Executive | - |
| Dave Anderson | - Interim Corporate Director | |
| John McMillan | - Head of HR, ICT & Customer Services | |
| | - | |

Planning Committee Minutes

Date: 28 June 2017

Time: 6.30 - 10.00 pm

PRESENT: Councillor P R Turner (in the Chair)

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

Standing Deputies present: Councillors M Hashmi, A Hussain and Mrs W J Mallen.

Apologies for absence were received from Councillors: Mrs J A Adey, S Graham, A E Hill and N B Marshall

LOCAL MEMBERS IN ATTENDANCE

Councillor r Gaffney

APPLICATION

17/05616/FUL

MEMBERS ALSO IN ATTENDANCE

Councillor R Raja
Councillor M Hanif
Councillor M Hussain
Councillor Z Ahmed
Councillor G Peart

15 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 31 May 2017 be approved as a true record and signed by the Chairman.

16 DECLARATIONS OF INTEREST

Councillor M Asif declared an interest in item 6 as an attendee of the Townfield House Mosque.

Councillor S Raja declared an interest in item 6 as an attendee of the Townfield House Mosque.

Councillor M Hashmi declared an interest in item 6 as an attendee of the Townfield House Mosque.

Councillor A Hussain declared an interest in item 6 as an attendee of the Townfield House Mosque.

Councillor Ms C Oliver declared an interest in item 7. Councillor Ms Oliver confirmed that she had sat as the Chairman of the Hazlemere Parish Council Planning Committee at the time this application had been considered by the Parish Council. Councillor Ms Oliver confirmed that at that time the planning officer's report had not been available and she would be considering the application anew based on the facts provided at Planning Committee.

All Councillors remained in the chamber throughout the discussions.

17 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.

18 17/05089/FUL - THE OLD POST OFFICE, DOWNLEY, BUCKINGHAMSHIRE, HP13 5XJ

The Chairman, Councillor P Turner stepped down as Chairman for the item to speak as Ward Councillor. The Vice-Chairman Councillor A Turner sat as Chairman for the item.

The Committee voted in favour of the motion to approve the application subject to the conditions being amended as appropriate to ensure approval of materials and improved landscaping and in particular substantial landscaping to the boundary and possibly railings to replace the timber fence.

RESOLVED: that the application be approved.

The Committee was addressed by Councillor P Turner and Councillor Mrs Mallen, the local Ward Members.

The Committee was address by Cllr Carole Burslem (Downley Parish Council) in objection and Ms Amanda Walker (DP Architects) the agent.

19 17/05367/FUL - TOWNFIELD HOUSE, 34-36 TOTTERIDGE ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 6EB

The Committee voted in favour of the motion to approve the application subject to the addition of an informative stating:

In considering this application the Council is aware that many concerns have been expressed about inconsiderate parking and waiting of vehicles potentially causing safety and inconvenience for the users of Totteridge Road. The applicant is thus requested to display signage at the Totteridge Road frontage of the site requesting that any visitors to the premises who are dropping off or collecting people using the facility do so from Townfield Road at the rear of the site using the rear entrance to the building and that no vehicles should park or wait on Totteridge Road

RESOLVED: that the application be approved.

The Committee was addressed by Councillor A Hussain, and Cllr Sarfaraz Raja as local Ward Members.

The Committee was addressed by Mrs Doris Zajer (Neighbour) in objection and Mr Martin Crook (MSC Planning) the on behalf of the applicant.

It was noted that Councillor A Hussain departed meeting after the item was concluded.

20 17/05616/FUL - 48 COPES SHROVES, HAZLEMERE, BUCKINGHAMSHIRE, HP15 7AH

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 new dwelling represents a cramped form of development that would fail to achieve a high standard of design and layout. The proposal would appear visually intrusive and fail to preserve or enhance the character and appearance of the area. Symptomatic of this is considered to be:

- a) The loss of the gap maintained between the side of No. 48 Copes Shroves and the properties to the west which gives an open and spacious feeling; such gaps at the end of rows of development are an integral part of the design of the estate.
- b) An unacceptable detrimental impact on the amenities of the occupiers of 45 and 46 Copes Shroves as the proposed dwelling by reason of its proximity to the flank boundary would appear dominant and overbearing, and is considered as an un-neighbourly form of development.
- c) The introduction of a bin store forward of the building line to serve No. 48 as rear access would no longer be possible, and the loss of the existing planted garden to create a hard surfaced car parking area.

As a result the proposal is considered to represent a level of intensification which would result in an incongruous development, out of keeping with the character and appearance of the area.

As such the proposal would be contrary to Policies G3 (General Design Policy), G8 (Detailed Design Guidance and Local Amenity), H19 (Residents Amenity Space and Gardens), and Appendix 1 of the Adopted Wycombe District Local Plan to 2011 (as saved, extended and partially replaced), together with Policies CS19 (Raising the Quality of Place-Shaping and Design) of the Core Strategy DPD (Adopted July 2008). These policies are considered to be consistent with the National Planning Policy Framework.

RESOLVED: that the application be refused.

The Committee was addressed by Councillor H McCarthy and Councillor R Gaffney, the local Ward Members.

The committee was addressed by Mr David Howells (spokesperson) in objection and Mr Batia Gourin (applicant).

21 17/06128/FUL - LAND BETWEEN POPHLEYS WOOD AND FOOTPATH 75, CITY ROAD, STOKENCHURCH, BUCKINGHAMSHIRE

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

RESOLVED: that the application be approved.

The Committee was addressed by Dr Y Spittles in objection.

22 15/08511/FUL - THE WALNUT TREE, ROUNDHOUSE LANE, FAWLEY, BUCKINGHAMSHIRE, RG9 6JE

After a lengthy discussion the Committee discussed a motion to defer the application to allow for changes be made to the application regarding the housing design. However this motion was withdrawn following information received from the Planning Development Manager.

The Committee then voted in favour of the motion to delegate the approval of the application to the Head of Planning to allow relevant planning conditions to be drafted.

In weighing and balancing the issues before them members noted that they are entitled to reach a different view to that of their officers. In this instance they gave less weight to the impact on the Chilterns AONB, the design and layout deficiencies highlighted and the potential impact on residential amenities and very significant weight to the provision of a community facility in the form of the public house being proposed.

RESOLVED: that delegated authority be given to the Head of Planning to approve the application.

23 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that there were no information or training session scheduled on Wednesday 26 July 2017. The Chairman therefore proposed a Training Session to clarify the role of the members on the Committee.

24 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

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

It was noted that for future Committee meetings the format of the report would be amended to include more relevant detailed information.

25 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 22 August 2017 in respect of the agenda for the meeting on Wednesday 23 August 2017, the following Members be invited to attend with the relevant local Members:

Councillors: Ms A Baughan, C B Harriss, D A Johncock, T Lee, H L McCarthy, S K Raja, N J B Teesdale, A Turner, P R Turner and C Whitehead.

Chairman

The following officers were in attendance at the meeting:

Jenny Caprio	-	Principal Planning Lawyer
Jemma Durkan	-	Senior Democratic Services Officer
Georgina Hastings	-	Technical Planning Assistant
Ray Martin	-	Development Management Team Leader
Alastair Nicholson	-	Development Manager
Sarah Nicholson	-	Principal Development Management Officer

Planning Committee Minutes

Date: 26 July 2017

Time: 7.00 - 8.12 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, S K Raja, N J B Teesdale, A Turner and C Whitehead.

Standing Deputies present: Councillors Mrs W J Mallen.

Apologies for absence were received from Councillors: Ms C J Oliver.

LOCAL MEMBERS IN ATTENDANCE

Councillor Ms K Wood

APPLICATION

17/05531/FUL

26 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 28 June 2017 be approved as a true record, subject to the following:

- That under Minute number 22, application number 15/08511/FUL the last sentence in the first paragraph should read “However, this motion was withdrawn following advice received from the Planning Development Manager.”
- That Peter Miller, WDC Technical Officer was in attendance.

Those changes being duly noted, the Minutes were signed by the Chairman.

27 DECLARATIONS OF INTEREST

There were no declarations of interest.

28 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.

29 17/05531/FUL - FIELDGROVE NURSERY, HAMMERSLEY LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP10 8HF

Following a full debate, the Committee voted in favour of the motion to give delegated authority to the Head of Planning and Sustainability to grant conditional permission on completion of a Planning Obligation and subject to the update of Conditions 2, 5 and 10 as set out in the Schedule of Updates which was circulated at the meeting.

RESOLVED: that the Head of Planning & Sustainability be given delegated authority to grant conditional permission on completion of a Planning Obligation.

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

The Committee was addressed by Mr Miles Green on behalf of the Penn and Tylers Green Residents Society and Parish Councillor Peter Miller on behalf of the Chepping Wycombe Parish Council in objection, and Mr Simon Warner on behalf of the applicant.

30 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that no request had been received from developers wishing to make a presentation. Arrangements had therefore been made for Sarah Oborn, the Conservation Officer, to provide Members with a short refresher course on the subject of Heritage which would take place in Committee Room 1 at 6.00pm on Wednesday 23 August 2017.

The Committee also noted that a provisional request had been received from Bloor Homes to make a presentation prior to the next committee meeting in September regarding a proposal in Princes Risborough.

31 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 22 August 2017 in respect of the agenda for the meeting on Wednesday 23 August 2017, the following Members be invited to attend with the relevant local Members:

Councillors: Mrs J A Adey, Ms A Baughan, S Graham, D A Johncock, T Lee, N B Marshall, H L McCarthy, N J B Teesdale, A Turner and P R Turner.

32 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

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

Chairman

The following officers were in attendance at the meeting:

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

Planning Committee Minutes

Date: 23 August 2017

Time: 7.02 - 9.09 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, M Asif, Ms A Baughan, S Graham, 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 and A Turner.

Standing Deputies present: Councillors Mrs W J Mallen.

Apologies for absence were received from Councillors: C B Harriss and C Whitehead.

LOCAL MEMBERS IN ATTENDANCE

Councillor J A Savage
Councillor D M Watson

APPLICATION

17/05274/FUL
17/05274/FUL

33 MINUTES OF THE PREVIOUS MEETING

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

34 DECLARATIONS OF INTEREST

There were no declarations of interest.

35 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.

36 16/08400/FUL - THE SQUIRREL, SQUIRREL LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP12 4RZ

Following a tied vote and the Chairman exercising his Casting Vote, the Committee voted in favour of the motion to delegate authority to the Head of Planning and Sustainability to refuse the application for the following reasons:

- Impact on existing and proposed residents.
- The proposed loss of land allocated as a community facility, in this instance the loss and residential redevelopment of an area of pub garden and parking area, would be likely to prejudice the long term viability of the public house which was currently a valuable local community facility.
- Overdevelopment and impact on the character of the area. .

RESOLVED: that delegated authority be given to the Head of Planning and Sustainability to refuse the application based on the above reasons.

The Chairman explained that Councillor B Pearce was unable to attend the meeting but that he wished his written submission to be taken into account.

The Committee was addressed by Mr Tim Speechley in objection and Mr Nick Bowden, the agent on behalf of the applicant.

37 17/05274/FUL - THE KINGS HEAD, CHURCH ROAD, LITTLE MARLOW, BUCKINGHAMSHIRE, SL7 3RZ

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

In the opinion of the Local Planning Authority, the proposal, by virtue of the limited number of parking spaces available for this premises, together with the configuration of these spaces, was considered to provide inadequate parking for the size of development proposed taking into account its unsustainable location and the reliance of the business to attract customers from outside the immediate locality. There was nowhere for displaced parking to be readily accommodated nearby and accordingly the proposal would lead to the loss of residential amenity and inconvenience for users of the highway. As such the development was contrary to Policies G8 (Detailed Design Guidance and Local Amenity) and T2 (On-Site Parking and Servicing) of the Adopted Wycombe District Local Plan to 2011 (as saved, extended and partially replaced); and Policies CS19 (Raising the Quality of Place-Shaping and Design) and CS20 (Transport and Infrastructure) of the Adopted Core Strategy Development Planning Document.

RESOLVED: that the application be refused for the above reason.

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

The Committee was addressed by Mr William Northcroft on behalf of Little Marlow Residents Association and Parish Councillor P Emmett on behalf of Little Marlow Parish Council in objection and Mr Paul van Zijl, the agent on behalf of the applicant.

38 17/05526/FUL - CHILTERN MANOR, NORTHERN HEIGHTS, BOURNE END, BUCKINGHAMSHIRE, SL9 5LE

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

In the opinion of the Local Planning Authority the proposed development by reason of its increased footprint, bulk and siting closer to the northern and western boundaries than that approved, would result in an unacceptable impact on the pleasant semi-rural character of the area and residential amenity. The proposed extensions would be sited 2.5m closer to the northern and western boundaries. This, coupled with the change in ground levels, would have a dominant and overbearing impact on the adjacent occupiers. Therefore the proposed development would be contrary to policies G8 (Detailed Design Guidance and Local Amenity) of the Adopted Wycombe District Local Plan To 2011 (as saved, extended and partially replaced) and policy CS19 (Raising the Quality of place Shaping and Design) of the Adopted Core Strategy DPD.

RESOLVED: that the application be refused for the above reason.

The Committee was addressed by Mrs Katherine Nash in objection and Mr Bob Berry, the agent on behalf of the applicant.

39 16/08035/FUL - LAND ADJACENT 82 DAWS HILL LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 1PU

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

RESOLVED: that the application be approved.

40 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

The Committee noted that a request had been received from Bloor Homes to make a presentation regarding a proposal in Princes Risborough. This presentation would be held on Wednesday 20 September 2017 at 6.00pm in Committee Room 1.

41 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 19 September 2017 in respect of the agenda for the meeting on Wednesday 20 September 2017, the following Members be invited to attend with the relevant local Members:

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

42 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

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

43 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

The Delegated Actions undertaken by the Planning Enforcement Team were noted.

Chairman

The following officers were in attendance at the meeting:

Mr K Asif	Technical Planning Officer
Mr K Buckthorpe	Technical Planning Assistant
Mrs J Caprio	Principal Planning Lawyer
Mrs L Hornby	Senior Democratic Services Officer
Mr R Martin	Development Management Team Leader
Mr A Nicholson	Development Manager

Ms S Penney
Mr J Smith

Principal Development Management Officer
Divisional Environmental Health Officer (Control of
Pollution)

Regulatory & Appeals Committee Minutes

Date: 24 July 2017

Time: 7.00 - 8.25 pm

PRESENT: Councillor J A Savage (in the Chair)

Councillors M Clarke, Mrs L M Clarke OBE, A D Collingwood, C Etholen, R Gaffney, M Hussain JP, I L McEnnis, R Raja and Ms J D Wassell, A R Green

1 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr D Shakespeare.

2 MINUTES

RESOLVED: That the minutes of the meeting held on 13 February 2017 be confirmed as a true record and signed by the Chairman.

3 DECLARATIONS OF INTEREST

M Hussain declared an interest in item 6 due to his involvement in a private hire business in Slough. He did not withdraw from the meeting and took full part in both the discussion and voting.

4 UPDATE ON CHANGES TO CONTRACT STANDING ORDERS

A report which provided an update on previous changes to contract standing orders was considered. A review of standing orders had been conducted during 2015 and 2016 and a series of changes suggested which had subsequently been approved by Council on 11 April 2016. These changes were attached at Appendix 1 of the report.

Members` attention was drawn to change 10 which made it mandatory to advertise all contracts above the value of £10,000. In the attempt to ensure that all potential suppliers and local businesses were able to view opportunities to sell to the Council, the Council had recently introduced a facility through which interested parties could register to receive an email newsletter notification when a new opportunity was advertised. This facility had been publicised in the Bucks Free Press. Members were informed that further publicity in the next few weeks was being considered.

In considering the report before them a Member referred to item 2 (appendix 1) and questioned whether the permission to allow the award of a contract up to a value of £5,000 on a non-competitive basis was too low. Another Member considered that

the current amount should remain in order to widen the opportunities for smaller businesses. The presenting officer stated that this amount was at the lower end of the scale in comparison to other authorities and that further benchmarking was planned.

Members also noted the proposed change to procurement of works required by the Council's Facilities Management team, through the route of a measured term contract for lower value opportunities for works up to £25,000 and also through a select list system for planned work contracts of a higher value (in excess of £25,000).

A Member expressed the view that Wycombe had held an exemplary record for a number of years and fully supported the report presented.

RESOLVED: That the updates to Contract Standing Orders be noted and the proposed next steps outlined within the report be endorsed.

5 AMENDMENTS TO THE CONSTITUTION

A report was submitted which proposed that a review of the constitution be conducted to ensure that it remained clear and compliant with current law and practice. The most recent review had taken place in 2015 and had considered such aspects as arrangement, functions and the petition scheme, whilst in 2014 revisions had mainly concentrated on the layout of the document.

Members were informed that the Constitution, as well as being a statement of rules for the Council, was also designed to be an outward facing document and a public statement of how the Council operated thereby providing the transparency required.

The presenting officer stated that it was proposed that some changes to the document would also be designed to improve accessibility and ease of use. It was emphasised that consultation would take place with officers and Members across the Council, with the proposed final document being presented to this committee with a recommendation for approval by Full Council.

Debate on the report highlighted the importance of consultation and affording Members the opportunity to comment on the proposed changes to the constitution. The presenting officer confirmed that there would be scope for this in the forthcoming review. Members also expressed the need for exercising some version control to ensure that there was only one up to date public version available.

Members also felt that the next steps should be time limited. It was confirmed that the process would begin promptly.

RESOLVED: That

- (i) A review of the Constitution be conducted to ensure that it continued to be compliant with current law and to ensure that the document remained clear

- (ii) A further report be presented to the October meeting of the Regulatory & Appeals Committee.

6 VARIATIONS TO HACKNEY CARRIAGE AND PRIVATE HIRE POLICY

A report was submitted which stated that in February 2017 Members had approved various amendments to the hackney carriage and private hire policy but that two matters required further consideration. These related to (a) the loading point of wheelchair accessible hackney carriage vehicles and (b) the advertising on licensed vehicles.

The report requested Members' approval of the current policy requiring that all wheelchair accessible hackney carriage vehicles be side loading. Members were also asked to determine the best way forward with regard to the sub-group dealing with commercial advertising on private hire vehicles.

The Presenting Officer specified that in the event that rear loading wheelchair accessible vehicles were permitted, there would also be a need to consider the type of vehicle that was to be approved.

Members were informed that currently rear loading vehicles, whilst permitted for private hire vehicles, had not been authorised for hackney carriages. Since the previous meeting of this committee, the High Street rank had been inspected by the division's Health and Safety Officer and the use of rear loading vehicles was considered. He determined that due to a number of factors including kerb height, rear loading vehicles were deemed to be dangerous for the loading/unloading of wheelchair users. Therefore, based upon the current design of the town centre ranks, only side loading vehicles were recommended to be allowed, with possible revisiting of the decision in the future in the event of a change in the design of the ranks as part of the proposed Oxford Road alterations.

Following the Presenting Officer's introduction Mr Isaq Mr Rahman and Ms Lewis were each permitted to address the Committee for 3 minutes. Mr Isaq spoke in favour of allowing rear loading vehicles. Mr Rahman, who indicated that he had been elected as a spokesman on behalf of some 80% of the hackney carriage trade, then spoke in favour of retaining the current policy of side loading vehicles only. Finally, Ms Alison Lewis (Chairman of Wycombe Area Access For All) spoke confirming her preference for allowing rear loading wheelchair access. She outlined her main concerns including the lack of availability of suitable vehicles and an instance of a high price quoted for a Marlow to High Wycombe journey.

In considering the report before them, a number of Members expressed the view that there was no perfect solution, but that a choice should be presented to the customer and that both rear and side loading vehicles should be permitted. Members were informed that if rear loading vehicles were allowed it was likely that within quite a short time they would become the only type of wheelchair accessible vehicle available, as they were far cheaper to provide than side-loading vehicles, and therefore choice may not prove to be available in the longer term.

Several Members expressed the view that they wished to see both types of vehicles and that the ranks should be reviewed to seek to allow safe use of both types and that with creativity between the District and County Councils, choice could be improved. It was pointed out that the imminent works to Oxford Road and Eastern Street could encompass the majority of the ranks in question.

Following much debate and deliberation, it was resolved that the current policy requiring all wheelchair accessible hackney carriage vehicles to be side loading be maintained, but that further investigation/exploration take place in collaboration with the County Council with the aim that both types of vehicles could be safely accommodated within the planned road works.

It was also resolved to establish a working party of Members to follow up this piece of work including a site visit and demonstration of vehicles within the various ranks.

The presenting officer was requested to investigate the question of charging for wheelchair accessible journeys in light of the provisions of the Equality Act 2010.

Members also resolved that in relation of to the issue of commercial advertising on vehicles, the working party which had been established but unable to meet would be re-established to consist of the same membership as those on the working party above.

RESOLVED: That

- (i) The current policy requiring that all wheelchair accessible hackney carriage vehicles are side loading vehicles be maintained, and
- (ii) A working party be formed comprising of Cllrs Mrs L Clarke, M Clarke, A Collingwood, M Hussain JP, R Raja and Cllr Ms J Wassell, with a report back in October on the issues of wheelchair accessibility and commercial advertising on licensed vehicles.

7 ACTIONS TAKEN UNDER DELEGATED AUTHORITY

A file containing the actions taken under delegated authority were circulated.

Chairman

The following officers were in attendance at the meeting:

Marcus Allen - Facilities Management Partner (minute 4 only)
Iram Malik - Democratic Services Officer

- Steve Middleton - Procurement Officer (minute 4 only)
- Julie Openshaw - District Solicitor
- Caroline Steven - Licensing Team Leader