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WYCOMBE
DISTRICT COUNCIL

Queen Victoria Road
High Wycombe
Bucks HP11 1BB

Council

Date: 15 July 2019
Time: 6.30 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe, Bucks

You are hereby summoned to attend the Meeting of the Council to be held in the Council Chamber, District Council Offices, Queen Victoria Road, High Wycombe on 15 July 2019 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.

Filming/Recording/Photographing at Meetings – please note that this may take place during the public part of the meeting in accordance with Standing Orders. Notices are displayed within meeting rooms.

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 1 st April 2019 along with the minutes of the Annual Council meeting of 20 May 2019.	1 - 42
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 8 July 2019. 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.

Exclusion of Press and Public

Notification of Items expected to be taken in exempt session, as required by access to information requirements.

The meeting will be asked to resolve that the Press and Public be excluded from the meeting during consideration of the following item as it contains exempt information as defined in Paragraphs 1-7, Part 1, Schedule 12A (as amended), more particularly as follows:-

Item 6 – JNC Staff Matters Committee Minutes – 11 June 2019

Information relating to an individual (Paragraph 1, Schedule 12A, Local Government Act 1972)

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

6 JNC STAFFING MATTERS COMMITTEE

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

- JNC Staffing Matters Committee 11 June 2019

RETURN TO OPEN SESSION**7 QUESTIONS FROM MEMBERS**

Questions to the Leader or any Cabinet Member must be submitted by 12 noon on Monday 8 July 2019.

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.

Questions shall be taken first from the Group Leaders of the political parties who shall be entitled to ask an initial Leader`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 6 months.

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.

8 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 8 July 2019.
- (ii) Council to consider any petition already received that meets 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).

Item	Page
<p>9 CABINET</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • Cabinet 8 July 2019 (to follow) 	
<p>10 PLANNING COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meetings:</p> <ul style="list-style-type: none"> • Planning Committee 6 March 2019 • Planning Committee 3 April 2019 • Planning Committee 24 April 2019 • Planning Committee 22 May 2019 	43 - 57
<p>11 REGULATORY & APPEALS COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • Regulatory & Appeals Committee 13 May 2019 	58 - 61
<p>12 AUDIT COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • Audit Committee 30 May 2019 	62 - 68
<p>13 HIGH WYCOMBE TOWN COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • High Wycombe Town Committee 11 June 2019 	69 - 74
<p>14 IMPROVEMENT & REVIEW COMMISSION</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • Improvement & Review Commission 12 June 2019 	75 - 79
<p>15 PERSONNEL & DEVELOPMENT COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting(s):</p> <ul style="list-style-type: none"> • Personnel & Development Committee 4 July 2019 (to follow) 	

16 NOTICES OF MOTION

To consider the following Notice of Motion submitted by the deadline of noon Thursday 4 July 2019.

The following Notice of Motion was submitted by Councillor K Ahmed and seconded by Councillor B Pearce.

I move that this council will bring Wycombe Market back under the direct control of Wycombe District Council by giving the required three months' notice and resume the management of its own markets.

17 QUESTIONS UNDER STANDING ORDER 11.2**18 COMMITTEE CHANGES / APPOINTMENTS**

Full Council are requested to note the following appointment to an Outside Body:

- Councillor Graham Peart BEM - Standing Deputy - Thames Valley Police & Crime Panel

19 URGENT ACTION TAKEN BY CABINET OF INDIVIDUAL CABINET MEMBER

Individual Cabinet Member Decisions:

- 2 May 2019 – Private Sector Housing Enforcement Policy (Minor Amendments) – **3/2019** Cabinet Member for Housing
- 9 May 2019 – Wycombe District Council Wellbeing Statement – **4/2019** Cabinet Member for Community
- 10 May 2019 – Community Support Grants – Service Level Agreements (Community Services) – **5/2019** Cabinet Member for Community
- 28 June 2019 – 58 West End Road, High Wycombe, Property Disposal and Replacement by the Buckinghamshire Housing Association – **6/2019** Cabinet Member for Housing

20 LEADER'S ANNOUNCEMENT

For further information, please contact Peter Druce - Democratic Services Officer 01494 421210 (ext 3210) peter_druce@wycombe.gov.uk on 01494 421210, committeeservices@wycombe.gov.uk

Council Minutes

Date: 1 April 2019

Time: 6.30 - 8.30 pm

PRESENT: Councillor A R Green (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, Miss S Brown, D J Carroll, M Clarke, Mrs L M Clarke OBE, A D Collingwood, C Etholen, R Farmer, R Gaffney, S Graham, G C Hall, M Harris, C B Harriss, A E Hill, A Hussain, M 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, D A C Shakespeare OBE, N J B Teesdale, Mrs J E Teesdale, A Turner, P R Turner, Ms J D Wassell, D M Watson and Ms K S Wood

Apologies for absence were received from Councillors M P Davy, M Hanif, M A Hashmi, R J Scott, C Whitehead, R Wilson and L Wood and Honorary Aldermen E Collins, Mrs K Peatey, Mrs P Priestley and R Pushman.

96 MINUTES SILENCE

The Chairman requested, and the meeting held a minute's silence in respect of a number of recent tragic events:

- The deaths of local young people: Libby Squire and Joel Langford
- The massacre of innocent worshippers in Christchurch, New Zealand; and
- The victims of the Tram attacks in Utrecht, Netherlands.

97 FILMING OF THE MEETING

The Chairman announced that notification had been received that a member of the public wished to film the meeting and he outlined the principles around filming/recording in the meeting.

98 MINUTES

RESOLVED: That the minutes of the meeting of the Council held on 21 February 2019 be confirmed as a true record and signed by the Chairman with an amendment agreed by the Meeting; in that under Minute 93 'Extension Works to Court Garden Leisure Complex – Procurement Process' third paragraph '**selling** competitive tenders' to be corrected to '**seeking**'.

99 DECLARATIONS OF INTEREST

There were no declarations of interest.

100 CHAIRMAN'S ANNOUNCEMENTS

The Chairman updated the Meeting on his activities since the last Council meeting, he had:

- attended receptions at South Bucks and Chiltern District Councils;
- attended the evening with Ross Brawn (the Formula One Team Boss) in aid of the High Wycombe Mayor's appeal;
- met with the Toolshed-Bucks and Wycombe Youth Action organisations;
- attended the Change of Command event at RAF High Wycombe, welcoming in the new Station Commander;
- taken part in the HWBidCo street clean in the High Street last Friday ; and
- attended the Royal British Legion Cadets Awards event at Aylesbury.

101 QUESTIONS FROM MEMBERS OF THE PUBLIC

a) Question from Honorary Alderman P Cartwright to the Cabinet Member for Community.

On Tuesday 26 February before 9 p.m. I and others were refused another drink in the Falcon P.H as they were closing on police advice because travellers were in town and there was possible disturbance. We left and were potentially at risk in the street if there were a disturbance.

Thames Valley Police deny responsibility and state that Town Centre CCTV were informed "who it appears made the decision via the PubWatch radio network requesting places to close".

I assume that the WDC Licensing Officers were informed.

To whom is Town Centre CCTV accountable?

Verbal reply given by Councillor G Peart (Cabinet Member for Community).

Thanks for your question, I am troubled that your time of conviviality in the Falcon was cut short!

The town centre CCTV is managed by Wycombe District Council. The Pub Watch radio system referred to is an open channel for all members of the scheme and is managed by HWBiDCo, our CCTV control room also have a handset and many of the communications are primarily responded to by our operators. However on the evening of 26 February, the Police have now confirmed that they were the ones that gave a message over the Pub Watch radio system advising that Butlers Public House were closing and recommending that other premises did so as well.

Supplementary Question

I am glad the Cabinet Member has clarified, I was surprised on 5 March when the Thames Valley Police Deputy Commander stated he had not advised us to close. Before the Police make such statements they should be more careful.

Should there not be a protocol in place, given that tragic events like those the Chairman has just referred to in Christchurch and Utrecht, could occur here?

Supplementary Response

There is a protocol, the CCTV operators do not have the power to close pubs. The CCTV is a useful channel if there is an issue, the protocol is used to distribute information in such events.

b) Question from Mr R Colomb to the Leader of the Council.

At the last Council Meeting Cllr Khalil Ahmed presented a petition requesting a Community Governance Review to ascertain whether a Town Council should be set up to cover the unparished area of Wycombe District. In his lengthy introduction he stated that he believed that a Town Council could be established and run at no extra expense to the taxpayer residents of High Wycombe and he severely criticised two senior Councillors who had been distributing leaflets setting out the likely costs by identifying the precepts charged by the existing Town Councils in Buckinghamshire, which are of course very considerably in excess of the modest charges of the High Wycombe Town Committee's Special Expenses.

Would you agree that Cllr Ahmed was disingenuous and misled the Council Meeting about the likely financial costs of a Town Council in High Wycombe to the hard pressed taxpayers?

Verbal reply given by Councillor Ms K Wood (Leader of the Council).

Thank you for your question Mr Colomb.

I believe that your question relates to assurances that were given by Councillor Ahmed at the last meeting of Council. I should make it clear that no decision has been made to establish a town council but if that is the outcome of the review and a council had to be established it is certainly true that a town council of the size of High Wycombe would require officer support and therefore would have some overheads. These costs would usually be met by a tax levy such as Council tax.

It is true that some revenue can be generated in other ways, particularly by the use of certain local assets. These assets however currently belong to this authority and will transfer to the new Buckinghamshire unitary. It will be a matter for the new Council as to whether it chooses to transfer those assets to a town council to offset the tax burden on local tax payers but if it does choose to do this it will require extra services to be taken on in return, which will in turn have their own cost.

It has to be recognised that with all Councils, and particularly those with the challenges of the range of services of the new Council which include social care,

there will be limited scope for relinquishing income. I certainly agree that an increase in taxes for local residents is almost certain backed up by the increases seen in other areas where this has happened such as Aylesbury, Kidderminster and Salisbury.

A consultation exercise will be undertaken later in the year as part of the review and this will provide information to residents which highlight potential financial implications of a town council. It will be a matter for residents to decide whether or not they wish to support the creation of a new town council.

In summary Mr Colomb, Yes I would agree with you that Cllr Ahmed was disingenuous and misled the Council Meeting.

Supplementary Question

Do you think that Councillor Ahmed should therefore make an apology to both the Chairman and Councillor Paul Turner?

Supplementary Response

Yes, he probably should.

c) Question from Mr R Hutton to the Cabinet Member for Environment

My question relates to the poor state of the High Street, High Wycombe.

The High Street is a prominent part of the town and sets the tone for the area, over the course of a long period of time it has become neglected. In particular, the black street furniture is in a worn and dirty state; some metal grilles around the trees are missing; the cobbles outside The Falcon public house and Little Market House are greasy; there is graffiti to some areas. Weeds and cigarette butts blight the base of the trees.

How does Wycombe District Council intend to remedy each of these issues?

Verbal reply given by Councillor Mrs J Adey (Cabinet Member for Environment).

The cleaning issues you raised have been reported to the Joint Waste Team for action and I am told that matters have been rectified as far as possible, including the removal of the small amount of graffiti and collection of trapped cigarette butts, in fact the areas where there had been graffiti were repainted last Friday.

The condition of the street furniture, such as the metal control boxes is not always within the control of the Council, but officers have been working with High Wycombe BidCo on arranging some trial coatings that are resistant to flyposting and graffiti. These coatings will also refresh the outward appearances of the boxes.

The Joint Waste Team has recently developed a town centre improvement plan and many of the ageing street litter bins have been replaced with modern and easy to

clean units. A programme of street washing was also carried out in mid-December, across most of the town centre area, including the market place.

However, it is clear that the market area will benefit from further work of this sort and jet washing in and around the area will be carried out early this month, in support of the town centre community clean ups, one of which took place last Friday and another is planned for Wednesday the 17th of April. These are being financed by Wycombe District Council from their community clean up grant funding and delivered by BidCo with Chiltern Rangers and Revive the Wye taking part. Hopefully many residents will join us on the 17th, even a small amount of time anyone can give will help us to improve the look of the town centre for all.

There was no supplementary question.

d) Question from Mr A Walker to the Cabinet Member for Economic Development & Regeneration.

Would the Council please explain the process by which any decisions concerning the occupation and ongoing use of the Brunel Shed in the forecourt of High Wycombe Station will be determined?

Verbal reply given by Councillor S Broadbent (Cabinet Member Economic Development & Regeneration).

Thank you for your question.

The acquisition and redevelopment of the Brunel shed and its surroundings will be the heart of the regeneration of the “Eastern Quarter”, focusing on a new station area in front of High Wycombe station. Work on the business case for the Eastern Quarter Regeneration Programme is underway as previously stated. Acquisition of the shed is subject to a compulsory purchase process which is likely to take 18 months. Decisions will be taken as to its use by Council, following Cabinet recommendations in the normal way, once the process is complete and options have been provided by officers, architects and other consultants. Any expressions of interest in the shed will be logged and fed back to the redevelopment project team once it is fully established.

Supplementary Question

What criteria do you intend to use in this process?

Supplementary Response

The criteria to be used will be born out of regeneration aims and consultation. There are a range of stake-holders to consult: the Town Committee, local residents, the Town Centre Partnership, local businesses and ward members.

e) Question from Mr T Snaith to the Leader of the Council.

The Regulatory and Appeal Committee (R&A) agreed to the Community Governance Review (CGR) for High Wycombe unparished wards.

They proposed to ask for R&A members to work on the specification and Terms of reference.

Would it not be more sensible for those working on the terms of reference to be drawn from Town Members only?

Those who submitted the petitions, interested town community organisations, charities and businesses. People who are truly passionate and care about our town.

Verbal reply given by Councillor Ms K Wood (Leader of the Council).

Thank you for your question Mr Snaith. The responsibility for the conduct of Community Governance Review is delegated under the Council's constitution to our Regulation and Appeals Committee.

This committee's remit specifically deals with all CGR's as well as elections and a range of other matters. The members of this committee have experience and understanding of conducting these reviews wherever they occur in the District. The members of the working group are drawn from the members of the committee and include both members representing the town and those who do not. This provides a balanced membership.

The creation of a town council has an impact on the whole district. If it was to go ahead it would be the largest local council in the County and would be a very significant governance change within the district. It is therefore my view that this is a matter which is of interest to us all. I am however pleased to say that the majority of the members of the working group are members who represent the town and who therefore will be able to ensure that the views of those who represent the residents who will be most effective will have a significant say in how the review is conducted.

Supplementary Question

I am glad to hear there are some Town Members involved, but there are sceptics of the merits of a Town Council, we have heard you as Leader and the Chairman being disingenuous of the petition. Would you not agree that this is the case?

Supplementary Response

I don't agree, ultimately of course the final say will not sit with the working group however and will be determined by the members of the Shadow Executive.

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

Now that the bid to challenge the imposition of Cllr Tett Leader of Bucks County Council, as the leader of shadow unitary authority has been rejected, I assume that the Leader of the Council will say what the costs were of this futile exercise and that she would allow members at least the sight of the judgement.

Is she still minded to waste more of the public money on another irrelevant legal challenge whilst taking her place on the shadow executive under Cllr Tett?

Verbal reply given by Councillor Ms K Wood (Leader of the Council).

Thank you for your question Cllr Raja. The total cost of preparing the JR is around £15,000 and that is to be shared by 3 councils so the cost to this council of the preparation is likely to be around £5,000. The amount of officer time is fairly small as a junior barrister was used to prepare the pleadings. The judgement is a matter of public record. In Wycombe our Cabinet meeting debated the issue and there was support for taking legal action so our officers were asked to obtain legal advice. After we received advice, I consulted my colleagues before reaching a decision.

We felt very strongly that the proposed Order would not allow the District Councils to have very much say in how the new council was configured and although we have always supported a move to unitary we felt it was important that those providing local services in places like Wycombe District should have a say in the new Council. This was why we challenged the detail of the Order. Whilst the Judicial Review case was running, the Order was not laid and as a result some suggestions have been made which will ensure that the process is more democratic. We are very pleased with the way that MHCLG have responded to the concerns that we raised as part of the JR and although there is still no Order we are working with our County colleagues collaboratively to get on with the job of delivering the new council by working together as much as we can before the law is in place. I'm sorry that you do not feel that this was a worthwhile exercise. I don't share your view.

Supplementary Question.

Talking of democracy it is strange how the Town Committee Chairman is appointed by the Majority Group, Local Area Forum's are similar. £5K has been wasted. Does the Leader agree that any other Tory Leader of the Shadow Cabinet would be just as bad as Councillor Tett?

Supplementary Response.

I have made my position clear that I am content that the challenge we bought has served its purpose and that we are now working collaboratively with the County and government to deliver this new council.

b) Question from Councillor M Knight to the Cabinet Member for Environment

Household waste collections are one of the most prominent services this council provides for residents, and one which impacts every resident in terms of the quality and convenience of the service offered.

As we look towards developing a new waste contract could you outline what opportunities you see to improve this service for the tax paying residents of the district?

Verbal reply given by Councillor Mrs J Adey (Cabinet Member for Environment).

The proposed new joint contract offers an opportunity to invest in technology and provide new refuse collection vehicles for the service, which will be state of the art, fuel efficient, quieter and more reliable. They will carry in-cab technology, including 360 degree cameras providing greater safety to all; that will allow them to receive communications regarding missed containers and also to capture information about conditions on the street and progress with work. This type of communication and recording technology will provide quicker rectification of any mistakes and also provide the customer service teams with up to date information on progress with collections. This can be particularly important when snow and ice, or traffic conditions disrupt our collection rounds.

Other proposals for street cleaning involve the option of combining weed spraying equipment with large sweeping machines to allow two jobs to be done at the same time, so improving efficiency and making weed control simpler.

Other improvements should arise from the proposed new contract and the procurement negotiations currently underway will hopefully drive out service efficiencies, economies of scale and service improvements for our residents.

Supplementary Question.

Thank you that is impressive about the technical improvements. But some residents are no longer having 'edge of property' collections. Health and Safety is cited. Refuse collectors are having to perform more work for less. Do you not agree that there is a deterioration of services as a result of savings?

Supplementary Response.

No that is not the case, there is no service deterioration. It is not a case of more work for less for operatives. If you have any particular issues or problems in your wards, please contact me with specific details so I can sort them.

c) Question from Councillor B Pearce to the Leader of the Council

In regards to the recent petition that was handed in at the last Full Council Meeting by Councillor Khalil Ahmed and member of the public, Trevor Snaith, requesting a Government review to look into a Town Council for High Wycombe (a petition which contained over 4,500 verified signatures) I am confident that you would agree with me that this is was a monumental task and a fantastic achievement.

However do you agree with me that a Town Council would be much more advantageous than to have individual Parishes around the town as has sometimes been referred to as, 'The Doughnut Ring'?

Verbal reply given by Councillor Ms K Wood (Leader of the Council).

Thank you for your question Cllr Pearce

Whilst I accept that the petition had a good number of signatures, it only represents a very small proportion of the number of residents in Wycombe, less than 10% so whether it is representative of all views we have yet to find out.

Personally, I don't have a set view on what governance arrangements are best for the unparished area of High Wycombe. That is why we have instigated a review and is what it will be looking at.

The review will, I know consider all options and recommendations and proposals drawn up and will be subject to public consultation before it is completed. I believe we should wait for the outcome of that and that it would be premature to express an opinion before that work has been done, even if I had one.

Supplementary Question.

If the Town Council was to go ahead, would it have a Shadow Board similar to that operating for the new Unitary Authority ahead of May 2020?

Supplementary Response.

I don't think so. But I will check that out and come back to you.

d) Question from Councillor M Clarke to the Cabinet Member for Finance & Resources

Since the Lib Lab pact and more particularly since 2001 Wycombe District Council has had its finances prudently managed. This has led to substantial cash reserves. Some of these reserves are earmarked for projects starting in this financial year, however there will be some not insignificant unallocated cash reserves.

Will the Cabinet member please make clear the size of these free cash reserves both now and projected for the end of FY 19/20?

Verbal reply given by Councillor D Watson (Cabinet Member for Finance & Resources).

Thank you Cllr Clarke for your question.

The council is planning to invest in the District for the benefit of local residents and will be applying its reserves in investing in the schemes to support the economic development, regeneration and place shaping aspirations of this Council.

As you say WDC has benefitted from a decade or more of sound financial management and is thus in a good position when we consider the total reserves as it gives the council a number of options:-

- Major projects 19-20 is £61M funded by Capital grants, earmarked reserves, capital receipts and general reserves.
- 17-18 we had £74m reserves, 18-19 expected to be £63m, 19-20 expected at £30m.
- As to general reserves kept for 'unknown unknowns' CIPFA recommend 15% of net revenue budget which equals the £3.1m we have assigned.
- There are a number of economic risks that could lead to the earmarking of additional funds and their removal from the general fund whilst still leaving a prudent minimum balance. Looking at volatility in the property investment market could lead to moving 5% of annual investment property income into an earmarked reserve.

Supplementary Question.

There is to be £25m left, what steps are being taken to ensure that these uncommitted funds are used to the benefit of Wycombe District residents and not just handed over to the new authority with no guarantee of their expenditure in Wycombe District?

Supplementary Response.

There will be a large contingent of Wycombe District Council members elected onto the new authority, it will no doubt be their responsibility to influence to ensure these funds are spent so.

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

What valid reason, or indeed justification, does the Portfolio Holder for Environmental Services have for the gross imbalance of parking charge increases across Wycombe District?

With some car parks in High Wycombe Town facing increases from 13% to a whopping 62.5%, Bourne End seeing an increase on their one car park of 59.8%, Princes Risborough on their two car parks alone of 39.8% and 44.2% respectively, yet the good people of Marlow's who have the lowest increase from 15.5% to a mere 30.1%. This appears to be both, not only, disproportionate but grossly unfair.

Verbal reply given by Councillor Mrs J Adey (Cabinet Member for Environment).

Parking charges have not increased in Wycombe District for more than a decade. The tariffs increases aim to harmonise charges across the district; some areas started from a very low level so in percentage terms their increases are higher. A more meaningful way to consider the new tariffs is in terms of cash prices where it is clear that these are highest in High Wycombe, lower in Marlow and lower still in Princes Risborough and Bourne End. The higher percentage change in High Wycombe relates to Easton Street where the Council was providing a much cheaper alternative to Chiltern Rail's car park, in a building which requires substantial investment or replacement in the medium term. Price increases will ensure that we can continue to invest in our car parks, and make the provision of new spaces viable in areas where this is found to be necessary.

Supplementary Question.

Would it not be more sensible to leave any increase until next year, the first year of the new authority?

The Town Centre ward I represent has many of these car parks where considerable increases are being imposed. Park and Ride is not an alternative to commuters north of the town. Whilst these commuters will be parking in residential areas as a result of these charge increases.

Supplementary Response.

No I do not feel it best to postpone these increases. We have to carry on with them this year.

f) Question from Councillor S Graham to the Leader of the Council

Would the Leader of the council like to give us a progress report on the works being carried out to improve the Wycombe High Street and the market, and when can residents of the Town expect to see the end result?

Verbal reply given by Councillor Ms K Wood (Leader of the Council).

Thank you for your question Cllr Graham. I'm not sure exactly what you are referring to, but I can tell you that the Council has recently completed resurfacing works to the paving under the Guildhall which has greatly improved this key asset to the town.

In partnership with Bucks County Council, the High Wycombe Masterplan Phase 5 works are due to finish at the end of April. Also underway are works to the rising bollards on the High St, again due to finish at the end of April. A bid is being made to central government for Future High Streets funding and it is hoped that this will enable further initiatives to be undertaken to benefit the town centre.

Supplementary Question.

Have any of the Members inspected the recent work carried out on the Guildhall it is rough and shabby.

Do you not agree that the High Street is in a shabby state?

Supplementary Response.

No I do not agree, there is lots of work going on, lots of work has been completed as I mentioned in my statement.

g) Question from Councillor Ms A Baughan to the Cabinet Member for Youth & External Partnerships

At a recent presentation to councillors from Wycombe Youth Action we heard about how there are many young people in our District who are experiencing difficulties with their mental health, poor body image and low confidence. This is resulting in an increase in issues such as self-harm, eating disorders and can also be linked into some young people choosing to associate with gangs or become involved in criminal activity. As a councillor and a parent this causes me a great deal of concern which I think we all share.

There have been cuts to children's and youth services in the past decade and these cuts are continuing to happen. As a local authority we will end up picking up the bill for many of the long term social and other issues caused by the problems which affect our young people. Do you agree with me that, regardless of the statutory duties we may have, we need to be responding by investing more resources in providing increased support for our young people now, to prevent a greater issue in the future?

Verbal reply given by Councillor D Carroll (Cabinet Member for Youth & External Partnerships).

Thank you for your question and for your interest in the services we provide for young people within the District. Youth services are actually part of the County Council's remit but this Council has been keen to ensure that we engage effectively with local young people and work with them to address their needs. I will pass this issue onto my Cabinet colleague Councillor Peart (Cabinet Member for Community) to bring up at the County Health & Wellbeing board on which he sits and represents Wycombe District.

I additionally make mention of our new Youth Council, and the councillors, who represent schools from across the District, in respect of Young People's services.
Supplementary Question.

Could you confirm that in respect of the long summer holidays you have numerous activities planned for young people and particularly in my Micklefield ward?

Supplementary Response.

Yes where such activities are planned and financed I will keep you updated.

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

On 26th Sep 2018, there was a BFP article that read 'Shabby' planter that was damaged in crash could finally be repaired.

Your own cabinet member criticised the lack of action, the planter still remains in a state of disrepair well over a year later since it was originally damaged.

With all the other mess in and around area that you have caused since the town centre master plan was started. Can the residents of this town trust you and your cabinet to deliver what we need to make our great town something to be proud of?

Verbal reply given by Councillor Ms K Wood (Leader of the Council).

Thank you for your question Cllr Ahmed.

The Councils have been exploring the options for repairs to the planter. Whilst a repair would achieve a short term fix, works to repair or replace the planters require an overnight road closure and diversions whilst experience suggests that the planters would remain open to further damage. Hence we are considering options that would achieve a more enduring solution. My Cabinet Member for Planning & Sustainability is meeting with the Cabinet Member and officers from Buckinghamshire County Council before the end of April to consider those options and I anticipate a decision will be made, for implementation after that.

Whilst I agree that this issue requires a solution I think that it is easy to forget the wider picture, that is the transformation that has taken place along the alternative route and on this approach into the town centre

It is already clear from the development taking place along the alternative route, that this project has been a catalyst for regeneration, with the Aldi and Centre Square developments being just two examples of projects that are bringing life to this area that has needed investment for some time.

The Gas works link will be complete by September whilst works at Queen Victoria Road and Easton Street will be completed by the end of May. I think that once these works are complete the benefits to the town will become increasingly clear.

Supplementary Question.

I've left photographs of the issues in Oxford Road on Members desks this evening. They show the problem with shared space areas, I have heard nothing but negative remarks from the public regards these areas. Do you not think the current Masterplan has all the makings of a 'disaster plan'?

Supplementary Response.

I can only think the Councillor has once again opened the wrong filing drawer labelled May 2020, as this question should be addressed to Buckinghamshire County Council.

Note question i) from Councillor M Asif to the Leader of the Council as featured below was withdrawn prior to the meeting.

Can the leader please tell us how much of taxpayers money in terms of officer time, resources and financial contribution was incurred trying to prepare for a judicial review against the government over the setup of the unitary authority which we now all know has been declined?

Questions 10 to 17 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.

103 PETITIONS

No petitions were received by the deadline of Monday 25 March 2018.

104 CABINET

Minute 91 – Transition to a new unitary council – Appointments to the Shadow Executive.

A Member queried the absence of opposition members from the line-up of the Shadow Executive Board, it was clarified that the Board was not a politically balanced body. All Members would have the opportunity to apply to serve on a Scrutiny body to scrutinise the Shadow Board's work in due course.

RESOLVED: That the minutes of the meeting of the Cabinet 11 March 2019 be received, and the recommendations as set out at minute numbers 92 and 93 be approved and adopted.

105 PLANNING COMMITTEE

RESOLVED: That the minutes of the meeting of the Planning Committee of 13 February 2019 be received.

106 AUDIT COMMITTEE

RESOLVED: That the minutes of the meeting of the Audit Committee of 28 February 2019 be received, and the recommendation as set out at minute number 49 be approved and adopted.

107 HIGH WYCOMBE TOWN COMMITTEE

Minute 40 – Supplementary Item – Community Projects Update

It was confirmed that the £109K budget mentioned in respect of these projects was from the Community Portfolio budget rather than High Wycombe Town Special Expenses.

RESOLVED: That the minutes of the meeting of the High Wycombe Town Committee of 5 March 2019 be received.

108 IMPROVEMENT & REVIEW COMMISSION

Minute 44 – Councillor Call for Action.

A Member queried the lack of ‘calls for action’ submitted under this provision. The Chairman of the Improvement & Review Commission responding that applications for issues to be scrutinised by the Commission were always welcomed for consideration for inclusion on the Commission’s Work Programme.

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission of 13 March 2019 be received.

109 REGULATORY & APPEALS COMMITTEE

RESOLVED: That the minutes of the meeting of the Regulatory & Appeals Committee of 18 March 2019 be received, and the recommendation as set out at minute number 33 be approved and adopted.

110 NOTICES OF MOTION

To consider the following Notices of Motion submitted by the deadline.

The following Notice of Motion was submitted by Councillor K Ahmed and seconded by Councillor R Raja.

Wycombe District Council is proud of its diversity, which is a huge asset to our area. A substantial proportion of Wycombe’s residents are Muslim, over 14,000 according to the 2011 census, and they are an integral part of the

area's make-up, playing a huge role in all aspects of Wycombe district life. Wycombe district has a strong history of promoting cohesion and welcoming people from all over the world. Its residents have always united and supported each other in the fight against racism and discrimination in all its forms. This council is subject to the Public Sector Equality Duty, and with this in mind, to compliment this and further define our regard for an important but sometimes vulnerable community, I move that this Council welcomes, endorses and adopts the MEND definition of Islamophobia as follows:

“Islamophobia is a prejudice, aversion, hostility, or hatred towards Muslims and encompasses any distinction, exclusion, restriction, discrimination, or preference against Muslims that has the purpose or effect of nullifying or impairing the recognition, enjoyment or exercise, on an equal footing, of human rights and fundamental freedoms in the political, economic, social, cultural or any other field of public life.”

Councillor Barnes proposed an amendment to the motion as follows:

Wycombe District Council is proud of the district's its diversity, which is a huge asset to our area. ~~A substantial proportion of Wycombe's residents are Muslim, over 14,000 according to the 2011 census, and they are an integral part of the area's make-up, playing a huge role in all aspects of Wycombe district life.~~

Wycombe district has a strong history of promoting cohesion and welcoming people from all over the world. Its residents have always united and supported each other in the fight against racism and discrimination in all its forms. This council is subject to the Public Sector Equality Duty, and with this in mind, ~~to compliment this and further define our regard for an important but sometimes vulnerable community, I move that this Council welcomes, endorses and adopts the MEND definition of Islamophobia as follows:~~

~~“Islamophobia is a prejudice, aversion, hostility, or hatred towards Muslims and encompasses any distinction, exclusion, restriction, discrimination, or preference against Muslims that has the purpose or effect of nullifying or impairing the recognition, enjoyment or exercise, on an equal footing, of human rights and fundamental freedoms in the political, economic, social, cultural or any other field of public life.”~~

this Council confirms that it takes seriously its responsibility under the act and works to eliminate all forms of prejudice including religious discrimination, harassment and victimisation as well as advancing equality of opportunity between persons regardless of their age; disability; gender; sexual orientation; race; religion or belief. We furthermore call on all the residents of the district to share and support these commitments.

Revised Motion as amended

Wycombe District Council is proud of the district's diversity, which is a huge asset to our area.

Wycombe district has a strong history of promoting cohesion and welcoming people from all over the world. Its residents have always united and supported each other in the fight against racism and discrimination in all its forms.

This council is subject to the Public Sector Equality Duty, and with this in mind this Council confirms that it takes seriously its responsibility under the act and works to eliminate all forms of prejudice including religious discrimination, harassment and victimisation as well as advancing equality of opportunity between persons regardless of their age; disability; gender; sexual orientation; race; religion or belief. We furthermore call on all the residents of the district to share and support these commitments

This amendment was seconded by Councillor Saeed Saddique who remarked that the Council had to recognise and accept that unfortunately Islamophobia was prevalent and on the rise with anti-Muslim sentiments, with individuals and mosques being targeted. There was always a need to confront and condemn this wherever and however it appeared.

He added that Wycombe was a diverse and cohesive community which was an asset as well a great source of pride. It was both affirmative and positive that the Council were reinforcing and taking seriously the duty to not only to act against prejudices towards Islam but other religions too. Hate crime in any form, against any religion should not be tolerated and should be challenged accordingly.

Members discussed the amendment and made the following remarks and contributions to the debate:

- The amendment extending the Council's objection to prejudice against anyone, of which Muslims were undoubtedly an important group, was commendable;
- There was a fear that without a specific definition of Islamophobia as in the original motion, members of the Muslim community would feel more marginalised and left behind than ever;
- A Member outlined their confusion in respect of the original 'definition' motion in that the wording differed slightly from that adopted by Oxford City Council and promoted by the All-Party Parliamentary Group (APPG) on British

Muslims. As a result the all-embracing amendment represented the best motion for the Council's adoption;

- A reported 60% increase in hate-crime since the Brexit referendum was noted, adoption of the amendment sent a strong signal of the Council's abhorrence of any form of discrimination, its inclusion of the nine protected categories was commendable;
- The original motion proposer Councillor K Ahmed explained that the APPG definition was far more wordy the original motion before the Council, which had represented a summarised usable definition;
- An ex-Leader of the Council recalled her experiences in 2006 when High Wycombe was at the centre of a security operation in respect of terrorism, it was in standing together as a united community supporting one another that Wycombe had coped with that challenging period;
- A Member expressed his fond memories of a childhood spent in a diverse playground, where prejudices had yet to develop (that being almost the exclusive preserve of adults), the amendment represented an opportunity to endorse and aspire to such a healthy and trusting environment again;
- A Member in supporting the original 'definition' motion remarked on the unhelpfulness of racial remarks made by national political figures, the definitions adoption represented a means of allaying fears within the Muslim community, provoked as a result of such remarks.

A Member asked that a recorded vote be taken in respect of the amendment under Standing Order 16.7. However this was not supported by the required seven Members.

The amendment was put to the vote and it was:

RESOLVED: That the amendment to the motion as proposed by Councillor D Barnes and seconded by Councillor S Saddique featured above be agreed.

The amended motion then became the substantive motion, to which Members made the following remarks:

- The adoption of the amended motion represented a statement in respect of the Council's rejection of discrimination, however it was important that this was converted into actions. Consideration of the status of European Citizens and their protection from discrimination as we entered a post-Brexit world was to be considered;
- The Chairman of the Improvement & Review Commission repeated his earlier encouragement of Member submissions of work programme items for the Commission, could not work on Equalities be amongst such; and

- A Member remarked that the debate had shown that all Members present held a similar view in the rejection of discrimination and racism.

The amended motion now the substantive motion was put to the vote and it was:

RESOLVED: That the amended motion as proposed by Councillor D Barnes and seconded by Councillor S Saddique featured above be agreed.

111 QUESTIONS UNDER STANDING ORDER 11.2

There were no questions submitted under Standing Order 11.2

112 URGENT ACTION TAKEN BY CABINET OF INDIVIDUAL CABINET MEMBER

The Individual Cabinet Member Decisions as set out in the summons were noted.

Chairman

The following officers were in attendance at the meeting:

Peter Druce	- Democratic Services
Ian Hunt	- Democratic Services Manager
Karen Satterford	- Chief Executive

Council Minutes

Date: 20 May 2019

Time: 6.30 - 7.05 pm

PRESENT: Councillor A R Green (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, Miss S Brown, H Bull, D J Carroll, M Clarke, Mrs L M Clarke OBE, A D Collingwood, M P Davy, R Farmer, R Gaffney, S Graham, G C Hall, M Hanif, M Harris, M A Hashmi, A E Hill, A Hussain, M Hussain, M Hussain JP, D A Johncock, M E Knight, D Knights, Mrs J D Langley, A Lee, Mrs W J Mallen, N B Marshall, H L McCarthy, Ms C J Oliver, B E Pearce, G Peart, S K Raja, R Raja, S Saddique, J A Savage, R J Scott, N J B Teesdale, Mrs J E Teesdale, A Turner, P R Turner, Ms J D Wassell, D M Watson, C Whitehead, R Wilson, L Wood and Ms K S Wood

Apologies for absence were received from Honorary Aldermen J M Blanksby, E Collins, Mrs K Peatey and Mrs P Priestley & Councillors C Etholen, I L McEnnis and D A C Shakespeare OBE

1 ELECTION OF CHAIRMAN

It was proposed by Councillor S K Raja that Councillor P R Turner be elected as Chairman of the Council for the 2019/20 municipal year.

The proposer indicated that he had huge pleasure to stand to propose Cllr Paul Turner as Chairman of Wycombe District Council for the coming year.

Cllr Turner was a respected and hardworking Councillor having been first elected to Wycombe District Council in 2011 for the ward of Downley and Plomer Hill.

For the last four years he had been the Chairman of the Planning Committee, a sometimes unenviable task as you might imagine, but he had been fair and diligent and was continuing to be part of the committee, after handing over the chairmanship to an equally safe pair of hands.

Cllr Turner had also served as a deputy Cabinet member; a member of the Audit Committee and the Improvement and Review Commission.

In his role as a Wycombe District Council appointee to outside bodies, Cllr Turner was a member of the Red Kite Community Housing Board, a Trustee of Wycombe Rent Deposit Guarantee Scheme and had been involved in the operation of Wycombe Almshouses.

Councillor Raja indicated that he was confident that Councillor Paul Turner would put his experience to good use in representing Wycombe District Council as Chairman during the forthcoming year.

In seconding the proposal, Councillor Ms K Wood echoed the sentiments expressed by the proposer, and wholeheartedly agreed that Councillor Turner would make an excellent Chairman.

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

RESOLVED: That Councillor P R Turner be elected a Chairman for the Municipal Year 2019/20.

Councillor P R Turner thereupon accepted office, made the necessary declaration and was presented with the Chairman`s chain. Mrs Turner was presented with the Chairman`s Consort`s badge and a bouquet.

Councillor P R Turner in the Chair

The Chairman thanked Councillors Sarfaraz Raja and Ms Wood for their kind words.

Expressing that it was always an honour to serve as Wycombe District Council Chairman, and given that their Council was in its last year, as all present headed towards a new unitary Council; Councillor Turner hoped that he could continue to represent all the residents of the District with respect and fairness with the support of all the elected Members.

The Chairman indicated that the theme for the year was partly dictated by the times in which the Councillors found themselves. It was an opportunity to look back over the centuries of history of the District, its towns and its villages, its buildings and its landscape, and a chance to reflect on the achievements of this Council since its creation in 1974 following the merger of the Municipal Borough of High Wycombe with Marlow Urban District and Wycombe Rural District, whilst at the same time an opportunity to look forward with hope and expectation and seizing the opportunities that change would bring.

The Chairman; Councillor P R Turner proposed a vote of thanks to the outgoing Chairman Councillor A R Green, congratulating him on his achievements as he had ably represented this District as Chairman over the past year. As Vice-Chairman he had seen how hard he had worked and how enthusiastically he had carried out the role. He certainly was a hard act to follow.

In his new role in helping to shape the new unitary authority he was sure he would be even busier and represent the residents of this District and the wider unitary area with the same integrity, commitment and energy that he had shown as Chairman of this authority.

Councillor S K Raja seconded the vote of thanks emphasising that Councillor Green had done a fantastic job in his role of Chairman. He had bumped into him at many

events over the last year, Councillor Raja being there in his Mayoral role, he had built up a good rapport with Councillor Green. Councillor Green had carried out his duties with dignity and respect, and it had been a pleasure to be there to witness this.

In responding the outgoing Chairman, thanked everyone for their kind and sincere words, stating that it had indeed been an absolute privilege to carry out the role of Chairman of this Council. A Council which was held in high esteem by the residents and neighbouring authorities.

Councillor Green indicated that the new Chairman would no doubt enjoy both the formal and informal events as he had done throughout the year.

In respect of Councillor Green's new role this year, the orders in respect of the new Unitary Authority were imminently to be laid before Parliament, he would in his new role hold paramount the best interests of residents. It was sad that this was the last year of Wycombe District Council, he hoped that the new authority would encompass the best of what Wycombe District Council did. He thanked all for their support in his role as Chairman. Without the chain he looked forward to being more political in the chamber.

The Chairman of the Council thereupon presented to Councillor A R Green a past Chairman's Badge and to Mrs Green a bouquet.

2 APPOINTMENT OF VICE-CHAIRMAN

Councillor R Scott rose to propose that Councillor S K Raja be appointed as Vice-Chairman of the Council for the Municipal Year 2019/20.

He stated that Councillor Raja was Wycombe born and bred. He had attended local schools and colleges and had lived in the Totteridge Area of High Wycombe all his life.

He had contributed towards the success of the Town by supporting individuals, who had needed help and assistance. His father had also played his part in the town's affairs and was instrumental in moving towards the establishment of a Mosque in High Wycombe. He too had also been honoured to be appointed a burgess of the Town in 2004.

Councillor Raja himself, had worked locally for over 20 years, had been elected as a Councillor in 2015. He had become a Councillor to help and improve his local community, by making sure that residents got the right services and, that their views were heard and taken into account. During his four years as a Councillor, which he saw as a rewarding form of public service, he had put a lot of hard work into achieving these aims.

In addition, he was the Vice-Chairman of High Wycombe Town Committee of this Council; Vice-Chairman of a Buckinghamshire County Council Local Area Forum;

an Executive Member of a Self-Help Bereavement Society in the Town; an Executive Member of High Wycombe Town Twinning Association; and a parent governor at Hamilton Academy.

In Councillor Scott's opinion, he had the experience and skills to carry out the role of Vice-Chairman of this Council in its last year.

The proposal was seconded by Councillor A Green who fully concurred with the proposer's comments. He stated that Councillor Raja had just completed an exemplary year as High Wycombe Town Mayor, he had carried out his duties faithfully and courteously, this indicated he was ideal to carry out any tasks that the Chairman may give him to carry out in his Vice-Chairmanship.

RESOLVED: That Councillor S K Raja be elected as Vice-Chairman for the Municipal Year 2019/20.

Councillor S K Raja thereupon accepted office, made the necessary declaration and was presented with the Vice-Chairman's badge of office.

3 APPOINTMENT OF EXECUTIVE LEADER OF THE COUNCIL

In accordance with the Council's Constitution, the Chairman of the Council invited nominations for the election of Executive Leader of the Council for the period 2019/2020.

It was proposed by Councillor D Carroll and seconded by Councillor D Johncock, that Councillor Ms K Wood be elected as Executive Leader of the Council for the period 2019-20.

Councillor Carroll gave a brief background to his reasons to propose Councillor Ms K Wood's as Executive Leader; in that Councillor Ms Wood had created a good solid base over the last few years, a situation that many Councils envied, there were many ambitious projects both completed and in the pipeline. He had no hesitation in proposing that Councillor Ms Wood continue the good work she had achieved.

Councillor Johncock emphasised that it was a pleasure to second the proposal, he had been a Cabinet colleague of Councillor Ms Wood over the last four years and had seen the way in which she worked, Councillor Ms Wood delegated but did not abrogate, she trusted her Cabinet colleagues and officers, and would fight her corner, but also listened to her team. Councillor Ms Wood would change her view if suitably persuaded. Councillor Ms Wood was the right person to lead the Council in its last year as it moved towards the new Unitary Authority.

There being no other nominations, it was:

RESOLVED: That Councillor Ms K Wood be elected as Executive Leader of the Council for the period 2019/20.

Councillor Ms K Wood thereupon accepted Office and signed the necessary declaration.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded Members of the event in Aylesbury the next day from 5pm entitled 'getting to know the five Buckinghamshire Councils'.

The Chairman indicated that he had his first official engagement on Thursday, which was the naming ceremony for the newly opened Royal Star and Garter home in High Wycombe. The Royal Star & Garter Homes provided award-winning care for veterans and their partners who live with disability or dementia, in state-of-the-art Homes. The Charity was founded in 1916 to care for the severely injured young men returning from the battlegrounds of the First World War. Today, they provided specialist nursing, dementia and therapeutic care, together with a varied and engaging programme of activities, which enabled residents to remain independent and enjoy life. The Council was extremely proud that The Royal Star and Garter charity has chosen High Wycombe for their newest home.

6 GROUP LEADERS

The Council received formal notification that the Leaders and Deputy Leaders of the political groups for 2019/20 would be as follows:

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

7 REPORT OF THE EXECUTIVE LEADER

The Executive Leader rose to present her report congratulating the Chairman on his appointment as the last (but not the least!) Chairman of Wycombe District Council and wished him a hugely successful and enjoyable year.

Ms Wood expressed that this was a rather poignant moment, as Councillors entered the 46th and final year of the existence of Wycombe District Council. Ms Wood indicated that she was honoured and proud to be leading the Council for a fifth year, but also sad that this was the final year of this Council as all knew it. Ms Wood asked for the Meeting's indulgence as this report would be the last one for this Council and that she would like to try and put on record some of the things that had been done over the past few years to make Wycombe District a welcome home for all its residents, businesses and visitors.

There was so much to celebrate in the Council, with the work done in striving to make a difference to the lives of the residents. As well as maintaining the innovative, efficient and successful Council of Wycombe District for the remainder of its time, there was the added complication of bringing together 5 Councils into 1 by 1st April 2020. The final orders were not yet through Parliament although they were expected soon, so the official shadow authority or executive meetings were still unable to meet. Despite the Council's misgivings about a single unitary for Buckinghamshire, it having been no secret that the Council thought two unitary councils, such as had now been agreed for Northamptonshire, would have been better for residents, all five councils were working together, both members and officers, to create the new large single Buckinghamshire Council. It was certainly not an easy task with huge amounts of work for all, but mostly for officers. Ms Wood paid tribute to them and wished to record both her personal thanks and those on behalf of the Council, for what they were doing in undertaking this substantial piece of work, all whilst having to keep the "day" job going. The work involved was immense and the timescales short, all being undertaken with their usual good humour and high standards, whilst harbouring concerns about where they will end up in April 2020.

Members from the 5 councils were working together, they didn't always agree on the approach, but they discussed and challenged each other and tried to come up with the most workable solution, whilst endeavouring to ensure that the best attributes of each Council were taken forward into the new one.

Councillor Ms Wood had already alluded to some of the many good things Wycombe District Council had done to enable Wycombe District to be the best it could be. There was so much to celebrate in its final year. The last few years had been very busy with the regeneration work done in the town, the creation of Desbox, the new Aldi, and the other companies that had been enabled to open in the town. Plans were underway for a new car park in Baker Street along with the rejuvenation of the old Ottakars store. Phase 5 of the masterplan was about to be completed whilst at Handy Cross the not so new, but greatly improved, Leisure Centre was going from strength to strength, as was the park and ride. This coming year the children's nursery and gym were due to be completed and the hotel plans were coming to fruition. Plans were being worked on to improve the Leisure Centres at Princes Risborough and Marlow, proving that the 'other' towns in the District were not to be forgotten. Back in High Wycombe the Council had facilitated both the Extra Care home and the Royal Star and Garter home in Hughenden together with a family restaurant. All of these had not only provided accommodation and a better experience for residents but have also created many new jobs for the town.

The Council had listened to people's concerns. Trying to combat anti-social behaviour in our town the Council was introducing street wardens who were soon to be in place. The Council was working hard to mitigate homelessness, to ensure landlords treat those in houses of multiple occupation correctly, and providing new improved temporary accommodation for those in need.

The Youth Council for the District's youngsters and a new mentoring service had been introduced. The Wycombe Lotto had been started and was raising money for

local charities and voluntary organisations. The Council was facilitating the building of houses, at Bassetsbury triangle, Ashwells, Gomm Valley and Abbey Barn whilst plans for Princes Risborough were also being worked on. The list was endless; Wycombe District Council was an ambitious Council, delivering all this whilst only raising council tax twice in the previous 8 years.

A strong legacy would be left when the doors on Wycombe District Council were closed next year, but the work for the remaining time was not yet done and in no way would the Council be sitting back and taking it easy for the last 10 months. There was still much to do during this time, and there was a need to continue to build on that legacy whilst the Council was still here. Wycombe District Council was to also ensure that its ambitious future plans for the District were well set out for the new Council, to enable them to continue what had been started to make sure that Wycombe District continued to be a great place to be, with strong communities, growth and prosperity and be efficient and effective for everyone.

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

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

(ii) Cabinet positions and post holders

NAME	ADDRESS	WARD REPRESENTED	PORTFOLIO
Councillor Ms K S Wood	37 New Road Penn, High Wycombe, HP10 8DL	Tylers Green & Loudwater	Executive Leader of the Council

Councillor D H G Barnes	18 Juniper Road, Marlow Bottom, SL7 3NX	Greater Marlow	Deputy Leader & Cabinet Member for Engagement & Strategy
Councillor G Peart	Hampden Cottage, Hampden Road Speen, Princes Risborough, HP27 ORU	Lacey Green, Speen and the Hampdens	Community
Councillor L M Wood	37 New Road Penn, High Wycombe, HP10 8DL	Tylers Green and Loudwater	Digital Development & Customer Services
Councillor S Broadbent	Michaelmas Cottage, Bryant's Bottom Road, Great Missenden, HP16 OJS	Greater Hughenden	Economic Development & Regeneration
Councillor Mrs J A Adey	Hatherley, Princes Road, Bourne End, SL8 5HZ	The Wooburns	Environment
Councillor D M Watson	17 Wendover Road, Bourne End, SL8 5NS	Flackwell Heath & Little Marlow	Finance & Resources
Councillor Mrs J D Langley	18 Rushburn, Wooburn Green, HP10 0BT	The Wooburns	Housing
Councillor D A Johncock	32 Highfield Road, Flackwell Heath, HP10 9AN	Flackwell Heath & Little Marlow	Planning

Councillor D J Carroll	10 Hoppers Way, Great Kingshill, HP15 6EY	Greater Hughenden	Youth and External Partnerships
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(iii) Cabinet terms of reference and responsibilities of individual portfolio holders

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

(iv) Cabinet Committee terms of reference

It was noted that any proposal to set up a Cabinet Committee would be the subject of a report to Cabinet. No Cabinet Committees were planned for the new Municipal Year.

(v) Schemes of Delegation of Executive Functions for Officers

It was noted that in accordance with her powers under the Local Government Act 2000, the Leader had approved that the Chief Executive would have power to take to herself the exercise of any Executive powers exercisable by each of these roles as permitted by law and if she thought fit to sub-delegate the exercise of any of those powers to another officer for such a period as she considered necessary.

(vi) Joint Arrangements

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

Representation would be:

Chilterns Crematorium Joint Committee

Councillor D Barnes

Councillor G Peart

Chiltern, South Bucks and Wycombe Joint Waste Collection Committee

Councillor Mrs J Adey

Councillor G Hall

Councillor S Broadbent (Standing Deputy).

(vii) Appointments to Outside Organisations

The organisations to which the Cabinet made appointments were as set out below. The Council was asked to note the following appointments for the periods set out.

Local Authority Appointments (until 31/3/2020)

1. BCC Public Health Overview and Select Committee (1)
Cllr A Green
2. Health and Wellbeing Board (1)
Cllr G Peart
3. Healthy Communities Partnership (1)
Cllr G Peart
4. Local Government Association
General Assembly (1)
Standing Deputy (1)
Cllr Ms K Wood
Cllr D Barnes
5. Red Kite Community Housing Board (2)
Cllr I McEnnis
Cllr P Turner
6. South East Employers (2)
Cllr M Harris
Cllr G Peart
7. South East England Councils (1)
Cllr Ms K Wood
8. Thames Valley Police & Crime Panel (1)
Cllr D Carroll
9. Wycombe Partnership
Standing Deputy
Cllr Ms K Wood
Cllr D Barnes
10. Wycombe Rent Deposit Guarantee Scheme (1)
Cllr P Turner

Other Outside Body Appointments until 31/3/2020

Organisation	Representative(s)
Armed Forces Champion (1)	Cllr I McEnnis
Brinkhurst Trust (1)	Cllr Ms S Brown
Bucks Advantage (1)	Chief Executive
Bucks Historic Building Trust (1)	Cllr H McCarthy
Bucks Historic Environment Forum (1)	Cllr H McCarthy

Organisation	Representative(s)
Bucks Thames Valley Local Enterprise Partnership (2)	Cllr S Broadbent Cllr D Barnes
Chilterns Conservation Board (1)	Cllr H McCarthy
The Chiltern Society (1)	Cllr H McCarthy
Flexible Home Improvement Loans Ltd (1)	Head of Housing and Environment
High Heavens Waste Disposal Complex Liaison Committee (3)	Cllr Mrs J Adey Cllr G Hall (S.D) Cllr M Harris (S.D)
High Wycombe Business Improvement District (1)	Cllr A Green
High Wycombe District Scout Executive (1)	Cllr Mrs W Mallen
iESE Transformation Ltd (1)	Cllr Ms K Wood
John Lane Charity (2)	Cllr Mrs J Adey Cllr Z Ahmed
Marlow & District Chamber of Trade & Commerce (2)	Cllr A Collingwood Cllr Ms S Brown (S.D)
Marlow Community Forum (1)	Cllr R Wilson
Marlow Museum (1)	Cllr R Wilson
Marlow Regatta Ltd (2)	Cllr A Collingwood Cllr R Wilson
Marlow Society (1)	Cllr A Collingwood
Natural Environment Partnership Board (1)	Cllr H McCarthy
Padstones Board of Trustees (1)	Cllr D Carroll
Shopmobility Management Committee (1)	Cllr G Hall
South East Reserves Forces & Cadets Association (1)	Cllr I McEnnis
Wrights Meadow Board of Trustees (1)	Cllr M Clarke

Organisation	Representative(s)
Wycombe Air Park Joint Consultative Committee (5)	
Booker & Cressex	Cllr M Davy
Chiltern Rise	Cllr I McEnnis
Greater Marlow	Cllr M Harris
Hambleden Valley	Cllr C Whitehead
Sands	Cllr Z Ahmed
Wycombe Almshouse Trust (4)	Cllr R Gaffney Cllr Mrs J Adey Cllr B Pearce Cllr Ms A Baughan
Wycombe Area Youth Council (1)	Cllr D Carroll
Wycombe Heritage and Arts Trust (1)	Cllr A R Green
Wycombe Housing Forum (1) and (1) sub	Cllr Mrs J Langley Cllr Z Ahmed (S.D)
Wycombe Women's Aid (women only as observers) (1) + (1) sub.	Cllr Ms S Adoh Cllr Mrs W Mallen (S.D)

viii) Deputy Cabinet Members

The following were appointed to assist the relevant Cabinet Member:

Community

Councillor Ms S Brown

Digital Development & Customer Services

Councillor C Etholen

Economic Development & Regeneration

Councillor M Harris

Engagement & Strategy

Councillor Ms S Adoh

Environment

Councillor G Hall

Finance and Resources

Councillor S Saddique

Housing

Councillor Z Ahmed

Planning

Councillor A Turner

Unitary Transition

Councillor A Green

Youth & External Partnerships

Vacant

8 COMMITTEE APPOINTMENTS

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

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

RESOLVED: That (i) the following Committees be appointed with the memberships as set out below in accordance with political balance requirements as notified by Group Leaders.

(ii) the appointments be made for the forthcoming year

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

Improvement and Review Commission

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

(ii) Standards Committee

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

(iii) Planning Committee

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

(iv) Regulatory and Appeals Committee

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

(v) Audit Committee

(Up to 8 Members Total)	Chairman:		Cllr M Appleyard
	Vice Chairman:		Cllr R Scott
Conservative – Up to 7 Members	Members	1	Cllr M Appleyard
		2	Cllr G Hall
		3	Cllr T Lee
		4	Cllr Ms C Oliver
		5	Cllr R Scott
		6	Cllr N Teesdale
		7	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr Ms S Brown
		2	Cllr R Gaffney
		3	Cllr D Shakespeare (OBE)
Labour 1 Member	Member	1	Cllr M Hanif
Labour	Standing Deputy	1	Cllr K Ahmed
External co-optee		1	Vacancy

(vi) Licensing Committee

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

(vii) High Wycombe Town Committee

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

(viii) Personnel and Development Committee

(Up to 8 Members Total)	Chairman:		Cllr M Harris
	Vice Chairman:		Cllr Mrs W Mallen
Conservative – Up to 7 Members	Members	1	Cllr M Appleyard
		2	Cllr Ms S Brown
		3	Cllr G Hall
		4	Cllr M Harris
		5	Cllr A Hussain
		6	Cllr Mrs W Mallen
		7	Cllr Mrs J Teesdale
Conservative	Standing Deputies	1	Cllr Ms S Adoh
		2	Cllr S Saddique
		3	Cllr R Scott
Labour 1 Member	Member	1	Cllr M Hashmi
Labour	Standing Deputy	1	Cllr M Hanif

(ix) Joint Staff Committee

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

(x) Disciplinary Committee

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

(xi) JNC Staffing Matters Committee

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

9 SCHEME OF DELEGATION OF NON-EXECUTIVE FUNCTION FOR OFFICERS

RESOLVED: That the Scheme of Delegation non-Executive functions as set out in part 2 of the Constitution be approved.

10 REFRESHMENTS

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

Chairman

The following officers were in attendance at the meeting:

Peter Druce	- Democratic Services
Ian Hunt	- Democratic Services Manager
Karen Satterford	- Chief Executive

Planning Committee Minutes

Date: 6 March 2019

Time: 6.35 - 7.10 pm

PRESENT: Councillor P R Turner (in the Chair)

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

Standing Deputies present: Councillors G C Hall.

Apologies for absence were received from Councillors: A Lee, H L McCarthy and Ms C J Oliver.

99 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 13 February 2019 be approved as a true record and signed by the Chairman.

100 DECLARATIONS OF INTEREST

There were no declarations of interest.

101 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.

102 17/06648/FUL - LAND ADJOINING SADDLEBACK BARN, CHADWELL HILL FARM, LOWER ICKNIELD WAY, LONGWICK, HP27 9RL

Members noted that there was no Update Sheet but that this application had been the subject of a site visit.

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

1. The proposed chapel would be located in an isolated rural location which was not within or adjacent to an identified settlement, it was not served by public transport and was therefore car dependant, with poor pedestrian links. The proposed development was therefore considered to be unacceptable in principle in such an unsustainable rural location and insufficient justification had been advanced or was apparent which would overcome the harm arising from the development.

It was therefore contrary to Policy C10 of the adopted Wycombe District Local Plan to 2011 (as saved, extended and partially replaced), Policies CS2 (Main Principles for the Location of Development), CS7 (Rural Settlements and the Rural Areas) and CS15 (Community Facilities and Built Sports Facilities) of the adopted Wycombe Development Framework Core Strategy DPD, Policy DM1 (Presumption in Favour of Sustainable Development) of the adopted Delivery and Site Allocations Plan and Policy DM44 (Development in the Countryside Outside of the Green Belt of the submission version of the New Wycombe District Local Plan.

2. The proposed building design failed to reflect the surrounding rural context and would have an incongruous appearance in this exposed rural landscape to the detriment of the rural character, appearance and visual amenities of the surrounding area.

It was therefore contrary to Policies G3 (General Design Policy) and C10 (Development in the Countryside Beyond the Green Belt) of the adopted Wycombe District Local Plan (as saved, extended and partially replaced) and CS19 (Raising the Quality of Place Shaping and Design) of the adopted Wycombe Development Framework Core Strategy DPD and Policy DM35 (Placemaking and Design Quality) of the submission version of the New Wycombe District Local Plan.

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

The Committee was addressed by Councillor C Harriss, the local Ward Member.

103 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that there was no presentation booked for the next Pre-Planning Committee training / Information Session on Wednesday 3 April 2019 at 6.00pm. It was therefore agreed that should no presentation be scheduled in the meantime then the next Planning Committee meeting would start at 6.30pm.

RESOLVED: That there was no information session scheduled for Wednesday 3 April 2019 and there being no presentation scheduled in the meantime, the next Committee meeting would start at 6.30pm.

104 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 2 April 2019 in respect of the agenda for the meeting on Wednesday 3 April 2019, the following Members be invited to attend with the relevant local Members:

Councillors: S Graham, C B Harriss, D A Johncock, N B Marshall, N J B Teesdale, P R Turner and C Whitehead.

105 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

Members noted the Delegated Actions authorised by the Planning Enforcement Team.

106 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

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

Chairman

The following officers were in attendance at the meeting:

Mrs L Hornby	Senior Democratic Services Officer
Mr P Miller	Technical Officer
Mr A Nicholson	Development Manager
Ms R Steele	Assistant Solicitor

Planning Committee Minutes

Date: 3 April 2019

Time: 6.30 - 7.58 pm

PRESENT: Councillor P R Turner (in the Chair)

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

Standing Deputies present: Councillors G C Hall.

Apologies for absence were received from Councillors: M Asif, C B Harriss, S K Raja and A Turner.

LOCAL MEMBERS IN ATTENDANCE

Councillor M Clarke
Councillor R Farmer

APPLICATION

18/06705/FUL
18/06705/FUL

107 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 6 March 2019 be approved as a true record and signed by the Chairman.

108 DECLARATIONS OF INTEREST

There were no declarations of interest.

109 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.

110 18/07066/FUL - LAND REAR OF CLIFTON LODGE HOTEL, 210 WEST WYCOMBE ROAD, HIGH WYCOMBE

Members noted the Update sheet which corrected the application description to refer to the housing mix of the block of flats as 4 x 1 bed units and 2 x 2 bed units.

Members required the inclusion of an informative encouraging the use of electric charging points as the site was within an Air Quality Management Area. Members then voted on the motion that delegated authority be given to the Head of Planning and Sustainability to grant Conditional Permission provided that a Planning Obligation is made to secure the provision of a unit for affordable home ownership or to refuse the application should this obligation not be secured

RESOLVED: that they were minded to grant permission for the reasons laid out above.

The Committee was addressed by Councillor N Teesdale, the local Ward Member.

The Committee was addressed by Mr Matthew Richards in objection and Mr Jeremy Flawn, the agent on behalf of the applicant.

111 18/07538/FUL - DOWNLEY LODGE, PLOMER GREEN LANE, DOWNLEY, BUCKINGHAMSHIRE, HP13 5XN

The Chairman stated that as a local Ward Member he was minded to speak as such on this application. Therefore in the absence of the Vice-Chairman, it was necessary to vote in a temporary Chairman for this item. Councillor Johncock proposed Councillor N Marshall as Chairman which was seconded by Councillor S Graham with unanimous agreement.

Councillor N Marshall took the Chairman's seat for the duration of the item.

Members voted in favour of the motion to approve the application.

RESOLVED: that the application be approved.

The Committee was addressed by Councillor P Turner, the local Ward Member.

The Committee was addressed by Parish Councillor David Egmore of Downley Parish Council in objection and Mr Ramon Santos, the applicant.

The item being concluded, Councillor P Turner took the Chair.

112 18/06705/FUL - FRANK HUDSON AND SON, ROSEBERY AVENUE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 7AH

Members voted in favour of the motion that they were minded to refuse the application, and that the Head of Planning and Sustainability be given delegated authority to determine the application after first adding an additional reason for refusal reflecting the Committee's concerns that the proposal was out of character.

RESOLVED: that delegated authority be given to the Head of Planning and Sustainability to refuse the application after adding an additional reason for refusal that the proposal was out of character.

The Committee was addressed by Councillors M Clarke and R Farmer, the local Ward Members.

113 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that there was no presentation booked for the next Pre-Planning Committee training / information session on Wednesday 24 April 2019 at 6.00pm. It was therefore agreed that the next Planning Committee meeting would start at 6.30pm.

RESOLVED: That there was no information session scheduled for Wednesday 24 April 2019, therefore the next Committee meeting would start at 6.30pm.

114 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 23 April 2019 in respect of the agenda for the meeting on Wednesday 24 April 2019, 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, Mrs C Oliver, N J B Teesdale, P R Turner and C Whitehead.

115 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

116 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

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

Chairman

The following officers were in attendance at the meeting:

Mrs J Caprio	Principal Planning Lawyer
Mrs E Crotty	Principal Development Management Officer
Mrs L Hornby	Senior Democratic Services Officer
Mr P Miller	Technical Officer
Mr A Nicholson	Development Manager
Mr C Power	Development Management Team Leader

Planning Committee Minutes

Date: 24 April 2019

Time: 6.32 - 11.00 pm

PRESENT: Councillor P R Turner (in the Chair)

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

Standing Deputy present: Councillor M A Hashmi.

Apologies for absence were received from Councillor: M Asif.

LOCAL MEMBERS IN ATTENDANCE

Councillor Mrs L Clarke OBE

Councillor I McEnnis

Councillor G Peart

Councillor Mrs J Teesdale

Councillor Ms K Wood

APPLICATION

18/08040/FUL &

18/08309/FUL

18/07931/FUL

18/07520/FUL

18/07931/FUL

19/05036/FUL

OBSERVING

Councillor A Green, Mr B Daly (WDC) and Mrs P Tollitt (WDC).

117 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 3 April 2019 be approved as a true record and signed by the Chairman.

118 DECLARATIONS OF INTEREST

Councillor A Hill: 18/08309/FUL: Declared he wished to speak on the application as local Ward Member and following advice from the Legal Officer agreed to withdraw from the debate and voting on the application although remained in the Chamber to listen to the debate.

Councillor D Johncock: 18/08040/R9FUL and 18/08309/FUL: Declared that these two applications had been submitted by the Council. He declared no pecuniary interest when these applications were discussed at Cabinet and stated they were caveated in relation to planning permission being obtained. He declared that he had always remained neutral when discussions took place at Cabinet and wished to reassure the Committee that he remained open-minded on these applications. He stated he would listen to the debate and come a conclusion based on that debate.

Councillor Mrs J Adey: 18/08040/R9FUL and 18/08309/FUL: As per Councillor Johncock's declaration (above).

119 18/07931/FUL - WYESIDE, PARK FARM ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP12 4AF

Members noted the Update sheet. Members voted in favour of the motion to approve the application.

RESOLVED: that the application be approved.

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

The Committee was addressed by Mrs Kate Klein in objection and Mr Mohammed, on behalf of the applicant.

120 18/08040/FUL - MANLEYS TRADE CENTRE, EAST RICHARDSON STREET, HIGH WYCOMBE, BUCKINGHAMSHIRE

Following a full discussion and having noted the Update sheet, Members voted in favour of the motion to approve the application.

RESOLVED: that the application be approved.

A point of order was raised after the voting had taken place indicating that some Committee Members had prior knowledge of the subject of this application. The Chairman responded by explaining that statements about prior knowledge had been made at the beginning of the meeting.

The Committee was addressed by Councillor Mrs L Clarke OBE, the local Ward Member.

The Committee was addressed by Mr Chris Woodman in objection and Mr Neil Rowley of Savills on behalf of the applicant.

121 18/08118/FUL - 24 HARWOOD ROAD, MARLOW, BUCKINGHAMSHIRE, SL7 2AS

Members voted in favour of a motion seeking to amend Condition 3 to require approval of materials; as the timber finish as proposed was considered out of keeping.

RESOLVED: that the application be approved subject to an amendment to Condition 3 in respect of materials.

Members then voted on the motion to approve the application, in line with the officer's recommendation subject to the inclusion of the amendment to Condition 3 as previously resolved.

RESOLVED: that the application be approved in line with officer's recommendation subject to the inclusion of the amendment to Condition 3 as previously resolved.

The Committee was addressed by Councillor N Marshall, the local Ward Member.

The Committee was addressed by Mr Martin Blunkell in objection and Ms Tara Collett, the applicant.

122 18/08309/FUL - CAR PARK 0505 C35, WEST END ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE

Following a full and frank discussion, Members voted in favour of the motion to approve the application.

During the debate, an enquiry was raised in relation to the order in which applications came before the Committee. It was explained that applications were heard in the order in which they were received, apart from any applications where there was no public speaking which were moved to the end of the agenda to minimise the time public speakers had to wait.

A point was raised that had application number 18/08040/FUL not been approved, then there would be an objection to this proposal due to loss of car parking. The Planning Officer explained that the two applications – 18/08040/FUL and 18/08309/FUL – were linked by Condition which addressed this. This Condition was within the officer's report on page 58 of the agenda and numbered 21.

The Legal Officer explained that if application number 18/08040/FUL been refused, the Grampian style condition, referred to by the Planning Officer, made provision for alternative car parking options.

RESOLVED: that the application be approved.

Between 20:31 and 20:32, the Chairman, with the agreement of the Committee, adjourned the meeting to allow Councillor Mrs J Teesdale to leave the Chamber.

The Committee was addressed by Councillors Mrs L Clarke, OBE and A Hill, the local Ward Members. Once Councillor Hill had addressed the Committee, he left his place and took no further part in the discussion and voting on the application.

The Committee was addressed by Mr Richard Lodge in objection and Mr Neil Rowley of Savills on behalf of the applicant.

123 19/05036/FUL - 50 ST JOHNS ROAD, TYLERS GREEN, BUCKINGHAMSHIRE, HP10 8HU

During the debate on this application, members voted in favour of the motion to continue past 22:00 as laid out in Standing Order 14, Paragraph 41.

Standing Order 14, Paragraph 41

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

Members voted in favour of the motion to approve the application.

RESOLVED: that the application be approved.

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

The Committee was addressed by Mr David Wallace in objection and Mr Andrew Duxbury, the applicant.

124 19/05227/FUL - 1 MOYLEEN RISE, MARLOW, BUCKINGHAMSHIRE, SL7 2DP

Members voted on a motion to refuse the application. However, this motion was defeated and Members then voted on the motion to approve the application, in line with the officer's recommendation.

RESOLVED: that the application be approved.

The Committee was addressed by Councillor N Marshall, the local Ward Member.

The Committee was addressed by Mr Martin Blunkell in objection.

125 18/07520/FUL - MONKENDEN, STUDRIDGE LANE, SPEEN, BUCKINGHAMSHIRE, HP27 0SA

Members voted in favour of a motion that they were minded to approve the application subject to it being brought back before the Committee at a future date to allow for public speaking.

RESOLVED: Minded to approve subject to it returning to Planning Committee to allow for public speaking.

The Committee was addressed by Councillor G Peart, the local Ward Member.

126 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that there was no presentation booked for the next Pre-Planning Committee training / information session on Wednesday 22 May 2019 at 6.00pm. It was therefore agreed that the next Planning Committee would start at 6.30pm.

RESOLVED: That there was no information session scheduled for Wednesday 22 May 2019, therefore the next Committee would start at 6.30pm.

127 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 21 May 2019 in respect of the agenda for the meeting on Wednesday 22 May 2019, the following Members be invited to attend with the relevant local Members:

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

128 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

The Delegated Action undertaken by the Planning Enforcement team was noted.

129 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.

130 MESSAGE TO THE CHAIRMAN AND RESPONSE

On behalf of the Committee, Councillor Johncock explained that as this was possibly the last meeting with Councillor P Turner would chair, he wished to say a few words of appreciation. This meeting was not the easiest one to chair although he did not have to use his casting vote. Having been a previous chairman, Councillor Johncock knew how much work went on behind the scenes which was considerable. The Chairman had also been one of Councillor Johncock's deputies and had been his DM lead and therefore he wanted to thank him personally for all the support he had given him, and, on behalf of the committee members, to thank him for the excellent way he had chaired the meetings

The Chairman thanked Councillor Johncock for his kind words.

The Chairman went on to thank the Planning Officers for their time, dedication and service they had given him during his time as Chairman. He also wished to thank the Legal Services team who had supported him and for the support of the Committee's regular Democratic Services officer. The Chairman finally thanked the Members for their dedication to the Committee.

Chairman

The following officers were in attendance at the meeting:

Mrs S Armstrong	Principal Development Management Officer
Mrs J Caprio	Principal Planning Lawyer
Mrs L Hornby	Senior Democratic Services Officer
Mr R Martin	Development Management Team Leader
Mr P Miller	Technical Officer
Mr A Nicholson	Development Manager
Mr C Power	Development Management Team Leader

Planning Committee Minutes

Date: 22 May 2019

Time: 6.30 - 9.27 pm

PRESENT: Councillor A Turner (in the Chair)

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

Apologies for absence were received from Councillors: M Asif.

LOCAL MEMBERS IN ATTENDANCE

Councillor Ms K Wood
Councillor G Peart

APPLICATION

18/05002/R9OUTE
18/07520/FUL

1 CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting and that he wished the committee's thanks be recorded to the outgoing chairman, Councillor Paul Turner, for the excellent manner in which he had chaired meetings over the last four years.

2 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 24 April 2019 be approved as a true record and signed by the Chairman.

3 DECLARATIONS OF INTEREST

Councillor A Baughan – 18/05002/R9OUTE: Declared that she had been a member of the Gomm Valley/Ashwells Liaison Group and stated that she had not predetermined the application and remained open minded and without prejudice.

Councillor D Johncock – 18/05002/R9OUTE: Declared that he had been the Chairman of the Gomm Valley/ Ashwells Liaison Group, but had not predetermined the decision on this application and had no pecuniary interest/DPI. He noted that the application had also been discussed at Cabinet, however these discussions were caveated in relation to the need for planning permission to be obtained. He always remained neutral when discussion took place at Cabinet and wished to reassure the Committee that he remained open-minded. He stated that he would listen to the debate before coming to a conclusion.

Councillor Adey – 18/05002/R9OUTE: As per Councillor Johncock's declaration regarding being a Cabinet Member above and that she remained impartial and had not pre-determined the application.

Councillor Katrina Wood -18/05002/R9OUTE: Declared that she had an interest and that having obtained legal advice she will speak as the Ward Member to convey the views of her constituents and then withdraw from the Council Chamber for the duration of the Item.

4 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.

5 18/05002/R9OUTE - ASHWELLS FIELD, COCK LANE, TYLERS GREEN, BUCKINGHAMSHIRE

Following a full discussion and having noted the Update sheet, members voted in favour of the motion to approve the application.

An enquiry was raised whether all subsequent reserved matters applications could be automatically brought before the Planning Committee for scrutiny. Officers advised that under the current robust system Members could recommend that appropriate planning applications are brought before the Committee. As such a special procedure was considered unnecessary.

RESOLVED: That the application be approved.

The Committee was addressed by Councillor Ms K Wood, the local Ward Member who addressed the Committee and withdrew from the Council Chamber before the Committee Members began debating the Item.

The Committee was addressed by Mr Simon Fitton, Ms Jacqueline Davies and Cllr Peter Miller (Chepping Wycombe Parish Council) in objection and by Mr Neil Rowley of Savills on behalf of the applicant.

6 18/07520/FUL - MONKENDEN, STUDRIDGE LANE, SPEEN, BUCKINGHAMSHIRE, HP27 0SA

Having heard the issues raised in public speaking, Members had a full discussion during which reasoning in favour of granting this particular application were expressed which included that Monkenden would be more in character than other existing properties, that the street scene is varied and the harm that would be caused by the proposed development is quite minimal, that the house to the rear is more bulky than the proposal, and that the proposed development enabling the provision of care for the applicant's child (who is of ill health) is a special consideration.

In weighing and balancing all of the issues before them members are perfectly entitled to reach a different view to that of their officer's recommendation.

Following a full discussion and having listened to the issues raised in public speaking Members voted in favour of a motion to approve the application subject to the proposed conditions set out in the update sheet with Condition 6 amended as described below

RESOLVED: that the application be approved subject to an amendment to Condition 6 in respect that obscure glazing would only be required on the family bathroom.

The Committee was addressed by Councillor G Peart, the local Ward Member.

The Committee was addressed by Mrs Neil Stratton in objection and Mrs K Bythell on behalf of the applicant.

7 19/05221/FUL - ST MARKS HOUSE, 1 STATION ROAD, BOURNE END, BUCKINGHAMSHIRE, SL8 5QF

In weighing and balancing all of the issues before them members are perfectly entitled to reach a different view to that of their officer's recommendation.

Members voted in favour of the motion that they were minded to refuse the application.

It was suggested that the Cabinet Member for Planning write to the Minister for Housing, Communities and Local Government to highlight the concerns of the Committee regarding Permitted Development rights which allowed the change of use of office buildings to residential without the need for full planning permission. The Cabinet Member agreed and would do so in consultation with officers.

RESOLVED: Minded to Refuse. To allow the detailed wording of the reason for refusal to be prepared the Committee delegated the decision to refuse the application to the Head of Planning & Sustainability, the refusal to reflect their concerns that the proposal represented a step too far; the bulk of the roof is too great, it is intrusive, unneighbourly and has an overbearing impact of the adjoining property.

The Committee was addressed by Ms Sharon Monks and Parish Councillor Miriam Blazey (Wooburn and Bourne End Parish Council) in objection and by Mr Mark Thompson of Savills on behalf of the applicant.

8 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that the next Pre-Planning Committee Information / Workshop Session would be held on Wednesday 26 June at 6.00pm to discuss how Planning Committee(s) might operate in the new Unitary Authority. This would help inform workstreams currently preparing for transition. It was noted that if members were unable to attend the session that they could provide written input for officers to consider.

RESOLVED: That the details of the pre-Committee information / workshop session to be held on Wednesday 26 June be noted.

9 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 25 June 2019 in respect of the agenda for the meeting on Wednesday 26 June 2019, the following Members be invited to attend with the relevant local Members:

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

10 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

The Delegated Action undertaken by the Planning enforcement team was noted.

11 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.

12 MESSAGE TO CHAIRMAN

On behalf of the Committee Councillor Paul Turner congratulated the Chairman on his successful first meeting.

Chairman

The following officers were in attendance at the meeting:

Mrs T Coppock	Planning Solicitor
Mrs J Durkan	Senior Democratic Services Officer
Mr P Miller	Technical Officer
Mr A Nicholson	Development Manager
Ms S Penney	Principal Development Management Officer

Regulatory & Appeals Committee Minutes

Date: 13 May 2019

Time: 7.00 - 7.40 pm

PRESENT: Councillor J A Savage (in the Chair)

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

Also Present: K Ahmed.

35 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor C Etholen.

36 MINUTES

RESOLVED: That the minutes of the meeting of the Regulatory & Appeals Committee held on 18 March 2019 be confirmed as a true record and signed by the Chairman.

37 DECLARATIONS OF INTEREST

There were no declarations of interest

38 CIL ENFORCEMENT REPORT

A report was submitted which stated that the Community Infrastructure Levy (CIL) introduced in 2012 may be payable for developments which involved the creation of new dwellings or developments of over 100 square metres. The payment was charged on residential and retail developments only. In addition in accordance with the CIL Regulations 2010 (as amended) there was also a requirement for the Council to administer the collection of the local allocation to parish/town councils.

The presenting officer stated that it was vital that the Council's decision making arrangements were robust and streamlined which would ensure efficient collection and enforcement where payments had not been received. Currently such decisions fell to Cabinet as a whole to make. In the interests of expediency, Members were requested to authorise that the Head of Planning & Sustainability be given delegated authority on all matters of CIL enforcement and for the administration of the transfer of local allocations. This would require that the Council's Constitution be amended accordingly.

In considering the report before them, Members wished to delegate the authority for such decisions to the Head of Planning & Sustainability in consultation with the Cabinet Member for Planning, or in his/her absence, to the Leader of the Council.

A Member enquired as to the likely position with regard to collections post April 2020 bearing in mind that the partner authorities had a variety of different arrangements in place for this process. It was stated that not all the authorities had a charging process and that the issue of funding allocations would be a matter for the new unitary authority as a whole.

Another Member requested that in order to highlight the current position, a list of developers with outstanding payments for the whole district be provided on a ward by ward basis and circulated to all Members of the Council.

Following a debate, it was,

RESOLVED: That a list of developers with outstanding payments for the whole of the district be provided on a ward by ward basis and circulated to all Members of the Council.

RECOMMENDED: That

- (i) Delegated authority be granted to the Head of Planning & Sustainability in consultation with the Cabinet Member for Planning or in his/her absence, the Leader of the Council, to make all decisions in matters relating to CIL enforcement and the transfer of local allocations covered by the CIL Regulations 2010 (as amended)
- (ii) The Head of Democratic, Legal and Policy Services be authorised to amend the Constitution accordingly.

39 COMMUNITY GOVERNANCE REVIEW - UPDATE

The Chairman of the Community Governance Review (CGR) Working Group updated members on the progress made to date.

The Committee was informed that the Working Group had met on three occasions. The first meeting was to form the working group, select a chairman and clarify the scope, terms of reference and timescale for the CGR. Suitable consultants were identified to carry out the CGR. The second meeting interviewed the potential consultant, and the third meeting began the consultation and clarified any issues that the consultants highlighted

It was noted that that at the first meeting the Head of Democratic, Legal and Policy Services had clarified the timescales, particularly with regards to the petitions from the wards of Micklefield and Totteridge. In addition, further clarification had also been provided in relation to which body would make the final decision on the review, and it was noted that this rested with the Shadow Executive, not WDC. The

timeline provided for this to take place was at the December 2019 meeting of the Shadow Executive. The Chairman of the Working Group commented that it was fortunate that a member of the Shadow Executive also served as a member of the Working Group, as he would be able to give the Shadow Executive a full picture of the work and recommendations presented on the CGR.

Members noted the selection process for the preferred consultants, and given the tight timescales, it had been decided to use a firm rather than individual consultants. The Local Government Resource Centre (LGRC) were deemed suitable to undertake the required work.

At the second meeting of the Working Group, representatives from LGRC were invited to attend to meet Members and discuss in greater detail the proposed review to be undertaken. The Working Group was satisfied that LGRC were suitable and confirmed that they should be engaged. The CGR would be conducted in accordance with the process authorised by legislation and the Guidance on Community Governance Reviews published by the Local Government Boundary Commission.

The Committee was informed that at the third meeting of the Working Group, the process with LGRC had been initiated, and any apparent issues were discussed, including in relation to the terms of reference as agreed by Council. Some concern was expressed over the deadline for the completion of the initial report by the first week of July so that the necessary information could be made available to the residents of the unparished area to make an informed response to the annual consultation. Further discussions took place, which led to a proposed change of date to the middle of July.

The Chairman of the Working Group then highlighted the various timescales. He went on to highlight that up to the middle of July consultation would take place with those identified in the legislation and Terms of Reference and that the first report would be produced which would form the basis of consultation with residents in the middle of July to the end of September. The results of this would be analysed and a report produced with a number of recommendations.

In December Shadow Executive would be invited to consider the recommendations made from the review. In May 2020 elections to any parish councils would take place for any created, and in the event that there was no decision to create any parish council in any part of the unparished areas, the next occasion that this could be revisited would be in 2025.

Members were informed that meetings of the Group would be called as and when required and that no further meetings were scheduled for the time being.

RESOLVED: That the report be noted.

RESOLVED: That the date of the next meeting of the Committee be rescheduled to Wednesday 17th July 2019 at 7pm.

Chairman

The following officers were in attendance at the meeting:

Ian Hunt	- Democratic Services Manager
Iram Malik	- Democratic Services Officer
Matt Rae	- Electoral Services Manager
Catherine Whitehead	- Head of Democratic, Legal & Policy.

Audit Committee Minutes

Date: 30 May 2019

Time: 7.00 - 8.15 pm

PRESENT: Councillor M C Appleyard (in the Chair)

Councillors: R Gaffney, G Hall, M Hanif, A Lee, Ms C Oliver, N Teesdale and R Wilson.

Also Present: D Watson Cabinet Member (Finance & Resources) and Janet Dawson (EY Lead Partner for Govt & Public Sector)

1 APOLOGIES FOR ABSENCE

An apology for absence was received from R Scott

2 MINUTES

RESOLVED: That the minutes of the meeting of the Audit Committee held on 28 February 2019 be confirmed as a true record and signed by the Chairman.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 2018/19 QUARTER 4 FULL YEAR PERFORMANCE OUTTURN

A report was submitted which requested that the Quarter 4 and full year outturn for the council's 12 key performance measures be noted along with the list of results from the 41 corporate performance indicators for the whole year as detailed within the report. The report would also be submitted to Cabinet at its next meeting on 8 July.

The report highlighted that of the 41 key performance indicators regularly monitored by the service, the majority had met the target within +/-5%. Only one indicator had been more than 5% away from the target. It was explained that this had been due to an administrative error whereby some £27000 of advanced receipts had not been carried forward into the current financial year. This would have resulted in a variance against target of less than 3%

It was requested that the summary report be noted. Members agreed that officers should be congratulated on their hard work and on the achievements demonstrated within the Q4 full year performance outturn for 2018/19.

RESOLVED: That the report be noted.

5 ANNUAL HEALTH & SAFETY REPORT 2018-19

Members considered the Annual Health and Safety Report for 2018-19 which requested that the information contained within it be noted. The Council had a duty to comply with the general requirements of the Health and Safety at work Act 1974 including the need to ensure the health, safety and welfare of its employees at work and of those affected by its undertakings.

The report stated that overall performance in this field for the year had followed previous years with a low number of accidents and incidents as indicated in table 2 of the report. It was also highlighted that the Health & Safety management processes had continued to take place on an annual basis which laid out key priority activities to further improve safety and resilience. The report also emphasised the achievements during the year which included on-going training to all levels of staff, continual review and improvement to policies and the introduction of the Bomb Threat and Terrorist Incident Policy, published in June 2018.

Members were informed that it had been a relatively quiet year with no time lost in dealing with accidents and that the council's risk profile remained low. However the ongoing property related risks identified in the previous year continued to be monitored.

RESOLVED: That the report be noted

6 ERNST YOUNG AUDIT PROGRESS REPORT (VERBAL)

The Section 151 officer opened the discussion by providing some background to the situation which had occurred. He stated that there had been no delay in the production of WDC's accounts, which would be published in draft form tomorrow (31st May) as per the deadline. This work had been completed by the Finance Team a day in advance of the required statutory deadline. The draft accounts would now be handed to Ernst Young (EY) for them to conclude their audit work by 31 July 2019.

WDC had been informed by (EY) that they would be unable to complete their audit work by 31st July 2019, due to a lack of qualified resources and they would not be able to conclude the audit until the beginning of October 2019 thereby causing a delay to the publication of our audited accounts by approximately 3 months.

This would cause major issues for the Authority, bearing in mind the increased pressures, upheaval and excessive workloads brought about by the abolition of this Council as of 31 March 2020. Moreover the original and scheduled date of 31 July was preferable for WDC due to a number of reasons. Firstly staff annual leave requests had been authorised to take account of prescheduled auditing dates and the forthcoming school holidays, furthermore there was an increased likelihood of loss of staff due to the unitary reorganisation at this time. In addition, the original date would have been favourable in that the statement of accounts would have been produced and scrutinised at the July Audit Committee meeting, rather than the

revised timeline of the 10 October 2019. The S151 officer also stated that the delay had the potential to cause WDC reputational damage through no fault of its own.

Janet Dawson (EY Lead Partner for Govt & Public Sector) was in attendance to address any questions from Members, and to communicate with its clients regarding EY's challenges.

She commenced by outlining the current position, and the process by which EY had arrived there. Members were informed that the company assessed its workload prior to beginning its budgeting process. It then assessed the numbers of staff required from a team of 240. Unfortunately, they had not anticipated the rate of attrition since the Christmas period. The company was unable to recruit or to pull in sufficiently qualified numbers to lead on the work to be undertaken. The profession as a whole was under intense pressure, affecting colleagues and competitors alike. They had tried to draw in other staff through secondment programmes from abroad and their global network but many were delayed due to issues with visas and work permits. Furthermore to add to the complications, they had been affected by long term sickness at management grade level which had a direct effect on the local regional teams. EY were also looking to increase their graduate and apprentice intake for 19/20 and 20/21 as well as accessing staff who had left the industry.

In conclusion, she expressed with dismay that EY was unable to resource all the work that they were committed to undertaking. However she stated that it had been established that there would be no statutory or legal breach on their part if the audit was not concluded by 31 July, as it was the quality and standard of work which was far more significant. It was anticipated that in accordance with their recruitment plan it would take 18-24 months to rebuild a robust team to assist in the implementation of a smooth audit process which would meet the expected quality standard. The EY recruitment plan was to be shared with Public Sector Audit appointments (PSAA). This was the appointing body for the accountancy firms which undertook the external audit function for public sector bodies.

A number of questions/comments from Members were raised. Had overtime for staff been considered? Had EY told PSAA regarding the situation prior to telling us? When was the anticipated date on which the accounts would be audited? The Member was informed that their staff were already offered overtime, and that PSSA had been informed first as they had already been in discussion with them on other matters. Furthermore he was informed that the audit process was to be completed in September on a date yet to be agreed by EY and the Section 151 officer.

In response the s151 officer stated that he was extremely annoyed and frustrated with the situation which had left his staff feeling let down by events which had been caused by EY taking a commercial decision to loan its staff to the private sector arm, causing this authority to ultimately suffer. Members concurred, stating that we as an authority had to grapple with and to manage staff shortages on a regular basis but this did not change the fact that we were still expected to deliver our services. It was felt that EY had been negligent in not having considered its clients prior to taking its decisions.

Discussion then turned to the form of words that would feature in the required statutory notices which accompanied the published statement of accounts. It was felt that the notices should explain the delay clarifying that it was EY which had not delivered their end of the agreement. EY commented that they would work with the S151 Officer and agree a form of words. EY stated that it was Wycombe's responsibility to answer any questions from the public with regards to the accounts. The issue of compensation was also raised, as was the complaint to the PSAA regards the nature of the decision and the lack of consultation. Members briefly touched upon alternative auditors for the new authority pending 31 March 2020. Grant Thornton being up for consideration. It was felt that it would be beneficial to move to one auditor following unification of the 5 Councils, but this too would have practical implications.

A Member enquired regarding the 2019/20 accounts and how these would be processed. The S151 Officer responded that these would be monitored on an ongoing basis and that contract provisions could be varied. Members could request the PSAA consider using an alternative audit provider. The PSAA would then check the market capacity to establish if this was capable of being delivered. However there was work which would be associated with this process in terms of taking on a new provider. In the meantime, a meeting was to be scheduled with the Committee Chairmen, S151 Officers, EY and PSAA in order to seek some assurances regarding next year's accounts.

The Cabinet Member (Finance & Resources) queried the basis upon which the accounts would be prepared, noting that the 2018/19 accounts were based on the Going Concern Principle. The meeting was informed that this principle would not apply for the forthcoming year.

Ms Dawson was also questioned with regards to the necessary conditions that were required to be met by Wycombe in order that EY could successfully complete the external audit within 3 weeks. She informed Members that EY worked to an audit plan which required access to the draft accounts, access to any supporting information and to relevant staff during that time. In response the S151 Officer re-emphasised that the process would be undertaken at a time of additional competing pressures due to the ongoing modernising Local Government work.

At the close of the questions, the Chairman thanked Ms Dawson for attending.

7 TREASURY MANAGEMENT ANNUAL REPORT 2018/19 & PRUDENTIAL INDICATORS

A report was submitted which outlined the outturn position for treasury activities highlighting compliance with previously approved council policies. Members were requested to note the position for treasury management for 2018/19 and also to refer the report to Cabinet for its consideration at its scheduled meeting on 8 July.

The report stated that the regulatory environment placed responsibility on Members for the review and scrutiny of the Treasury Management Policy. The main areas covered within the Annual report included, capital activity, borrowing, and the overall treasury position and a summary of interest rates.

RESOLVED: That

- (i) the report be noted
- (ii) The report be referred to Cabinet for consideration at its July meeting.

8 DRAFT ANNUAL GOVERNANCE STATEMENT 2018-19 & LOCAL CODE OF GOVERNANCE 2019

A report was considered which stated that the Council was required to review the effectiveness of its system of internal control and publish an annual governance statement with the Annual Statement of Accounts. The statement provided an opportunity to report on the quality of governance arrangements and identify actions to improve those arrangements, in accordance with the guidance issued by CIPFA in 2016.

Members were requested to review and endorse the 2019 Local Code of Governance and the Draft Annual Governance Statement, prior to submission to the Leader of the Council and the Chief Executive for formal sign off subject to the inclusion of an explicit statement highlighting the delay in the production of audited statements of account due to EY resourcing issues.

The draft Statement for the year ending 31 March 2019 was attached at (Appendix A) to the report. The Local Code was attached at (Appendix B) which detailed the way in which the Council had shown due regard to the guidance contained within the framework and how it met the requirements of the Account and Audit regulations 2015.

RESOLVED: That the report be approved and referred to the Chief Executive and Leader of the Council for sign off.

9 PROPOSED INTERNAL AUDIT PROGRAMME 2019/20

A report was submitted which requested that the Proposed Internal Audit programme for 2019/20 as attached at (Appendix A) to the report be agreed and that this be reviewed half yearly and reported upon at meetings of this Committee.

Members were informed that it was incumbent upon the authority to undertake an adequate and effective audit of its accounting records and of its system of internal control. It was highlighted that the programme currently compiled each year reported upon the following areas. (i) Areas of interest from the Chief Executive, section 151 officer and the Strategic Management Board. (ii) Areas of interest or risk as determined by the Business Assurance Manager. (iii) Areas of interest or risk from members of the Audit Committee.

It was brought to Members` attention that 8 core financial reviews and 7 non- core reviews were planned for 2019/20 and that whilst this was a reduction of coverage

as compared to the previous year the council had retained a larger contingency budget to manage any requests for internal audit during the year.

RESOLVED: That

- (i) the Internal Audit Programme for 2019/20 as attached at (Appendix A) to the report be agreed
- (ii) the Internal Audit Programme be reviewed 6 monthly as part of the Business Assurance Manager`s half yearly report.

10 STRATEGIC RISK REGISTER QUARTER 4 MONITORING REPORT

The monitoring report for the Strategic Risk Register for Quarter 4 was presented, and Members were requested to note the relevant information which was attached at (Appendix A) to the report.

The register contained the most significant risks that could have an effect or impact on the delivery of the Council`s Corporate Plan and in doing so damage the Council`s financial standing and its reputation. Risk management formed part of the Council`s approach to effective governance.

It was stated that no new risks had been identified during the reporting period, and that the Strategic Management Board had provided its commentary as regards the content of individually assigned risks.

A Member enquired as to whether WDC shared risks with other Authorities and whether they were common across the board. He was answered in the affirmative, and informed that the risks would be made uniform throughout the 5 authorities following transition to the new unitary council, in order to avoid duplication. As such only one set of risks would be operational throughout.

RESOLVED: That the report be noted.

11 ANNUAL AUDIT & CERTIFICATION FEES 2019/20

A report was submitted which requested that the contents of the Annual Audit and Certification Fees letter 2019/20 be noted. The purpose of the letter was to provide information on the audit and certification work proposed to be undertaken for the current financial year.

Attention was drawn to the reduction in the Housing Benefit Fee charged by Ernst & Young which enhanced the total level of savings made.

RESOLVED: That the report be noted.

12 DRAFT AUDIT COMMITTEE WORK PROGRAMME

The Committee`s draft work programme for the period July – October 2019 was submitted for consideration. It was agreed that the External Auditor`s ISA 260 Audit

Result Report would be moved from the July meeting to the scheduled October meeting of the Committee.

RESOLVED: That

- (i) The report be noted
- (ii) The ISA 260 Audit Result Report be moved to the October meeting.

13 INFORMATION SHEET

The following item was submitted for information.

1/19 (Regulation of Investigatory Powers Act 2000 (RIPA) Annual Report 2019).

Chairman

The following officers were in attendance at the meeting:

Mike Howard	- Business Assurance Manager
David Skinner	- Head of Finance & Commercial
Harriet Baldwin	- Performance & Improvement Officer (item 5)
Marcus Allen	- Facilities Management Partner (item 6)
Iram Malik	- Democratic Services

High Wycombe Town Committee Minutes

Date: 11 June 2019

Time: 7.00 - 7.55 pm

PRESENT: Councillor A R Green (in the Chair)

Councillors K Ahmed, Z Ahmed, M Asif, Ms A Baughan, R Farmer, S Graham, M Hanif, M A Hashmi, A E Hill, M Hussain JP, A Hussain, M Hussain, M E Knight, B E Pearce, R Raja, S K Raja and Ms J D Wassell.

Also present Councillor D Barnes (Deputy Leader and Cabinet Member for Engagement & Strategy).

Apologies for absence were received from Councillors H Bull, Mrs L M Clarke OBE, M Clarke and N J B Teesdale

1 DECLARATIONS OF INTEREST

There were no declarations of interest.

2 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the High Wycombe Town Committee held on 5 March 2019 be agreed as a correct records and signed by the Chairman.

3 WYCOMBE TRANSPORT STRATEGY - UPDATE

Members were given a comprehensive presentation by Simon Barlow (Infrastructure & Projects Officer – Planning & Sustainability) assisted by Rosie Brake (Principal Policy Officer – Planning & Sustainability) on the High Wycombe Transport Vision and Strategy.

The presentation represented an update on that given to Members back in January, Mr Barlow mentioned the forthcoming workshop in respect of the Strategy to be held in Committee Rooms 1 & 2 at Wycombe District Council the following Wednesday 19 June 2019 2pm to 5pm, at which all Members input was most welcome.

Mr Barlow emphasised the tie in of the Strategy with the ongoing regeneration work in the District overseen by the Council's Regeneration and Investment team.

The Strategy was to include a vision of how High Wycombe was to look and feel in 2050. It would help stakeholders to:

- Understand existing and potential future transport issues;
- Manage the impacts of proposed developments;
- Deliver wider place related improvements; and
- Better co-ordinate planned and future transport schemes.

Overall the Council wished to be more proactive than reactive within formulating and delivering the Strategy.

Referring to the map outlining the Study Area, it was noted that this was not just the Town Centre, it included the whole built up area of High Wycombe; this recognised that impacts came from further afield.

Key questions to be addressed in the Strategy were:

- How do we travel now, what will be the impact if we just carry on as now i.e. business as usual?
- How might we travel in the future?
- How might things change with new technology?

Developments over the last 30 years had been numerous, it would be hard to anticipate those of the next 30 years to 2050. Trends that could be certain were a lower carbon economy, an aging population, a growing population and a more urban population. Trends that could be less certain were an openness to new transport and the sharing of transport.

Members made a number of points and received clarification on a number of issues:

- Marlow was not included in the Strategy as it was a separate town and was not subject to as much development as High Wycombe under the current Local Plan;
- The Town Centre Masterplan related to the present, evidenced by the delivery of the recent Queen Victoria Road changes and the imminent opening of the Gas Works link road. The Strategy represented the future long term vision for the Town.
- Members emphasised that one could not over exaggerate the importance of public transport provision for the Town in the future;
- Driverless cars, car sharing and incentives to entice people away from their cars were all referred to;
- Car usage to be seen as a privilege rather than a right; with a change in culture being needed;
- Work place parking levies and congestion charges were usable options, if there was sufficient courage to utilise them;

- Members were assured that good practice from Europe and worldwide were to be looked at and considered / adapted for our Town;
- It was confirmed that CIL (Community Infrastructure Levies) could be utilised to subsidise transport schemes and initiatives;
- Reliability and cheaper pricing of public transport was seen as key to greater take-up;
- Being plugged into the TFL (Transport for London) system / grid was seen as a beneficial move to be considered not only ahead in the Strategy but also in the near future; and
- The consultees due to input into the consultation were outlined and the need for a broad cross section of views and interests was noted.

Mr Barlow and Ms Brake were thanked for their comprehensive and informative presentation on a key issue for the Town and District, they assured Members that their comments made this evening, which were invaluable input, would be fed into the said consultation.

4 UPDATE ON HIGH WYCOMBE CEMETERY SECURITY

Members noted the actions taken to date (and the cost thereof) in respect of the 5 potential security measures previously identified. Two of the five actions, that of:

- The installation of locally recorded CCTV at the two main gateways and on the rear entrance to the Snowdrop Garden; and
- The permanent closure of the Hampden Road / Snowdrop entrance

were noted as having been carried out.

Importantly the Members both noted and commended on the reduction to nil in respect of incidents of vandalism for the current year.

Members noted that the additional fencing on the northern footpath side was still scheduled and monies had been set aside for such. However given the reduction of incidents there was now no plan to install the higher gates at the Lodge, Office and Snowdrop entrances, these were well covered by the installed CCTV.

Officers were thanked for their considerable and successful work in respect of these issues over the last year or so.

5 HIGH WYCOMBE CEMETERY MUSLIM BURIAL VAULTS

Members considered the report which outlined the Councils resolution in 2011 to fund the installation of concrete burial chambers, following requests from Muslim community representatives. These chambers had been identified as more suitable for Islamic burial practices than the metal frames supplied by the Council up to that date.

The planned new vaults were to be deeper and to be installed as previously i.e. graves spaces laid out head to foot with a 1m path along the foot of the grave and 450mm gaps as a minimum between for access around the graves.

Members noted the concrete vaults that had been purchased and installed and had met the majority of Muslim residents families' requirements. It was planned that these chambers be sourced again and installed on the current cemetery site to be provided ahead of the planned new cemetery at Hazlemere.

Members commended officers on the work they had carried out over the period since 2011 to provide reasonably priced and suitable burial vaults.

Recommended to Cabinet that:

- i) £44,880 for 66 additional burial vaults be released from the Special Expenses Account;
- ii) £76,500 for works to install an additional terrace be released from the Special Expenses Account; and
- iii) Delegated authority be given to the Head of Housing, Environment and Community Services, in consultation with the Head of Finance and Commercial and the Chairman of the High Wycombe Town Committee, to make amendments to fees and charges relating to new concrete chambers for Muslim burials.

6 INFORMATION SHEETS

Members had been asked to note an error in respect of the Information Sheets as featured on the agenda, in that Q4 Budgetary Control Outturn 2018/19 had been referred to as info sheet number 1/2019 when in fact it was number 3/2019 and that additionally it had not been circulated in hard copy at the time of agenda publication / circulation.

This had been e-mailed this to Members earlier in the day of the Meeting and hard copies had been left on Members desks that evening.

Members received confirmation that the fees received for allotments and sports pitch use were retained by the operators under the terms of their contracts with the Council, these receipts and the retention of such were suitable accounted for in the original setting / tendering of the contract prices by these providers.

RESOLVED: That Information Sheets:

- 02/2019 High Wycombe Charter Market Update; and
- 03/2019 Financial Outturn Position for 2018/19

be noted.

7 HIGH WYCOMBE TOWN COMMITTEE - FORWARD WORK PROGRAMME

The Committee's draft work programme looking ahead to March 2020 was presented for review.

Members suggested and the Chairman was in agreement, to the inclusion of a Report on the High Wycombe Charter Market on the agenda for the 10 September 2019 meeting. The Chairman pointed out that officers needed to know the exact issues on which Members wished to be updated in respect of the Market. And accordingly were invited during the next 14 days to submit such to the Democratic Services staff for referral to the appropriate Estates Services team officer.

It was noted that though Members could request the presence of a representative of the Company running the Market at the 10 September 2019 meeting, they could not compel them to attend.

RESOLVED: That the forward work programme be noted.

8 SUPPLEMENTARY ITEMS (IF ANY)

There were no supplementary items.

9 URGENT ITEMS (IF ANY)

There were no urgent items.

Chairman

The following officers were in attendance at the meeting:

Simon Barlow	Infrastructure & Projects Officer – Planning & Sustainability
Jacqueline Boosey	Business Partner – Financial Planning & Analysis
Rosie Brake	Principal Policy Officer – Planning & Sustainability
Peter Druce	Senior Democratic Services Officer
Sue Drummond	Community Services Manager
Julie Openshaw	District Solicitor
Andy Sherwood	Contract Manager – Community Services

Improvement and Review Commission Minutes

Date: 12 June 2019

Time: 7.00 - 8.20 pm

PRESENT: Councillor R Gaffney (in the Chair)

Councillors K Ahmed, M C Appleyard, A D Collingwood, M E Knight, Mrs W J Mallen, N B Marshall, H L McCarthy, S K Raja, R Raja, D A C Shakespeare OBE and R Wilson,

1. CHAIRMAN'S INTRODUCTIONS

The Chairman, Councillor Gaffney, welcomed the Cabinet Member for Community to the meeting and offered congratulations on his recent award of the BEM (British Empire Medal) for services to the community in the Queen's Birthday Honours for 2019. The Cabinet Member thanked the Commission and stated that he had accepted the award on behalf of all people undertaking voluntary work in the local community and he would proudly wear the medal on civic occasions.

The Chairman also welcomed Councillor Collingwood as Vice-Chairman of the Committee for 19/20. The Chairman noted that this would be a challenging year for the Council and outlined his 12 point plan for the coming year. He confirmed that a special meeting of the Commission would be organised to consider the upcoming Cabinet Member responses to the Remaking River Wye Task and Finish Group recommendations.

In reference to the 12 point plan the Chairman noted that regarding the anticipation of call-ins from the Opposition it was hoped that members could work together to avoid possible call-ins.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors H Bull, Mrs L M Clarke OBE, A Hill, M Hussain JP and J Savage.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES OF THE PREVIOUS MEETING

Regarding Minute 41, the Vice-Chairman confirmed that all comments made at the meeting regarding the development of the Local Industrial Strategy had been provided to the LEP Board. It had also been highlighted to the LEP Board that

'distinct economic assets' should include other assets in the county not just the 'superstar' assets outlined in the draft documents.

Regarding Minute 42, an update on the Parking Task and Finish Group would be provided at the meeting.

The Commission also agreed that Chairman of the Waste Task and Finish Group Chairman would be Councillor Roger Wilson, with Vice-Chairman Councillor John Savage.

RESOLVED: That the minutes of the Improvement and Review Commission held on 13 March 2019 be approved as a true record and signed by the Chairman.

5. CABINET MEMBER FOR COMMUNITY - UPDATE ON STREET WARDENS

The Chairman welcomed the Cabinet Member for Community, Deputy Cabinet Member for Community and Head of Housing, Environment and Community Services.

The Cabinet Member provided the Commission with an update regarding the appointment of the Community Wardens. The Commission noted that three full time wardens were in post and would begin patrols on 27 June following completion of various training modules. These training sessions would include First Aid, Conflict Management, Safeguarding and CCTV/SIA. Uniforms and equipment was in place and the Wardens would report directly to the Anti-Social Behaviour Team Leader.

The Warden's patrol would include known areas with anti-social behaviour, begging, street drinking and drugs. It was noted that the aim for the wardens was not to arrest perpetrators but to provide support and signposting to the right partners to enable rehabilitation. The Wardens would have powers under the Public Spaces Protection Order (PSPO) to issue fixed penalty notices and arrests would only be made if there was no other choice. The Cabinet Member confirmed that an application had been approved for Wardens to be provided with powers under the Community Safety Accreditation Scheme (CSAS) to help them with their role.

The Cabinet Member informed the Commission that One Recovery Bucks, an organisation that supported people affected by drugs and alcohol in Buckinghamshire, had an office based in High Wycombe and Wardens would be able to refer people to the service. It was noted that One Recover Bucks had obtained funding for their own warden who would also be available to support the area.

The Cabinet Member for Community confirmed that this long term plan was a positive step to help start the process of recovery for people in need and reduce begging for drugs and alcohol. He noted that beggars usually had addiction problems and support for addicts was the long term plan.

It was also noted that the Community Safety Partnership would now meet quarterly and the new Chairman would be Superintendent Kevin Brown.

Regarding a query that not all beggars were addicts, the Cabinet Member reported that surveys and a regular reports were undertaken by the Anti-Social Behaviour Team Leader and it was found that the majority of beggars all had addiction problems. It was rare to see non addicted people begging in the area.

It was agreed that a written report would be provided to the Commission in 6 to 9 months' time to review the projects objectives.

In response to a query it was noted that Fixed Penalty Notices could be issued under the Public Spaces Protection Order. Monitoring was undertaken and the number of people begging was reported. Street Wardens would feedback on a regular basis and this would be reported to Cabinet Members.

It was noted that One Recovery Bucks currently had 900 people registered and was a countywide charity. It was recommended to visit their hub to see the work being undertaken. Regarding gambling addiction this was not known to be an issue with people living on the streets however the Cabinet Member would investigate if this was an issue that One Recovery Bucks could help with.

Regarding beggars knocking on doors it was reported that Wycombe Homeless Connection did not have a waiting list at the moment and money would not be required to access these services.

In response to a query the Cabinet Member reported that Thames Valley Police representatives attended the CSSG meetings and the Group had been informed that police recruitment had been difficult but was improving.

Regarding operations the street wardens were able to operate alone and would be equipped with body cameras and phones however some areas would require two wardens. The current plan was for three full-time wardens and following reviews then further funding would be sought if this number needed to be increased.

The Chairman thanked the Cabinet Member, Deputy Cabinet Member and Head of Housing, Environment and Community for the update.

6. UPDATE ON THE PARKING TASK AND FINISH GROUP

The Vice-Chairman of the Parking Task and Finish Group, Councillor Alex Collingwood provided the Commission with an update.

It was reported that the Parking TFG had met to consider the Park and Ride, capacity, technology and electronic signage. The bus service and timetabling to the Park and Ride was under review and a robust response had been provided to Bucks County Council for consideration.

The next meeting would be held on 17 June to consider commuter parking and draft recommendations were also being considered. The recommendations were

scheduled to be brought to the IRC meeting in September 19 and forwarded to Cabinet immediately for consideration.

It was commented that parking at Wycombe Hospital had become an issue and people were now parking in Morrisons car park.

The Commission thanked the Vice-Chairman for the update.

7. COMMISSION'S WORK PROGRAMME AND FORWARD PLAN

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

The Chairman noted that currently the following task and finish groups were being considered –

River Wye TFG
Parking TFG
Waste Contract TFG
Budget TGG.

Regarding the River Wye TFG it was noted that work had been completed by the Task and Finish Group members and officers, and the recommendations were currently with the Cabinet Members for a response. The Chairman of the Commission requested that a special meeting of the Commission be arranged to consider the responses of Cabinet and invitees should include Cabinet Members and the Head of Finance and Commercial so issues can be discussed.

It was also noted that an urgent meeting may be required regarding the adoption of the Local Plan.

Support was offered to the Chairman of the Audit Committee regarding the recent issues in relation to the external auditors. The Chairman of the Audit Committee confirmed that he would report directly to Council and any matters requiring action would be undertaken by the Audit Committee.

The Chairman confirmed that new Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities recently published by the Ministry of Housing, Communities and Local Government had been circulated to the Commission.

The Commission also offered their thanks to the Democratic Services officer for her work and congratulated the Head of Democratic, Legal and Policy for her appointment as Monitoring Officer for the Shadow Authority.

8. COUNCILLOR CALL FOR ACTION

There were no Councillor Calls for Action.

9. SUPPLEMENTARY ITEMS

There were no Supplementary items.

10. URGENT ITEMS

There were no urgent items.

Chairman

The following officers were in attendance at the meeting:

Jemma Durkan - Senior Democratic Services Officer
Catherine Whitehead - Head of Democratic, Legal & Policy.

COUNCIL SEATING PLAN 2019/2020

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

- DSO
- DS Manager
- Chief Executive
- Chairman
- Councillor P Turner
- Vice-Chairman
- Councillor S K Raja
- Corporate Director

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