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WYCOMBE
DISTRICT COUNCIL

Queen Victoria Road
High Wycombe
Bucks HP11 1BB

Council

Date: 23 March 2020
Time: 6.00 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe, Bucks

You are hereby summoned to attend the Meeting of the Council to be held in the Council Chamber, District Council Offices, Queen Victoria Road, High Wycombe on 23 March 2020 at 6.00 pm to consider the business set out in the Agenda below.

Mr J East
Acting 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 meetings of Council held on 19 December 2019 and immediately prior to the Meeting at 5pm 23 March 2020 (to follow).	1 - 8
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 16 March 2020. Questions will be submitted in the order in which they were received.

A questioner will have a maximum of 1 minute to ask a question and the answer shall not exceed 3 minutes. Any questioner may put one supplementary question without notice within a maximum time of 1 minute and the answer may not exceed 2 minutes.

6 QUESTIONS FROM MEMBERS

Questions to the Leader or any Cabinet Member must be submitted by 12 noon on Monday 16 March 2020.

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

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answered within 10 working days in writing after the meeting by the appropriate Member and appended to the minutes of the meeting.	
7 PETITIONS	
(i) Council to receive any petition from a member of the public who lives, works or studies within the district or from a Councillor on his/her behalf as notified by the deadline of 5pm on Monday 16 March 2020.	
(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).	
8 CABINET	9 - 17
To receive the minutes of and consider any recommendations from the following meeting(s):	
• Cabinet	3 February 2020
• Cabinet	19 February 2020
9 REGULATORY & APPEALS COMMITTEE	18 - 20
To receive the minutes of and consider any recommendations from the following meeting:	
• Regulatory & Appeals Committee	17 December 2019
10 PLANNING COMMITTEE	21 - 40
To receive the minutes of and consider any recommendations from the following meeting(s):	
• Planning Committee	18 December 2019
• Planning Committee	15 January 2020
• Planning Committee	12 February 2020
• Planning Committee	11 March 2020
11 AUDIT COMMITTEE	41 - 44
To receive the minutes of and consider any recommendations from the following meeting(s):	
• Audit Committee	9 January 2020
12 HIGH WYCOMBE TOWN COMMITTEE	45 - 50
To receive the minutes of and consider any recommendations from the following meeting:	

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<ul style="list-style-type: none"> • High Wycombe Town Committee 21 January 2020 	
13 STANDARDS COMMITTEE	51 - 64
To receive the minutes of and consider any recommendations from the following meeting:	
<ul style="list-style-type: none"> • Standards Committee 28 January 2020 	
14 IMPROVEMENT & REVIEW COMMISSION	65 - 69
To receive the minutes of and consider any recommendations from the following meeting(s):	
<ul style="list-style-type: none"> • Improvement & Review Commission 5 February 2020 	
15 CLIMATE CHANGE MOTION REFERRAL FROM CABINET RESPONSE TO MOTION RECEIVED AT COUNCIL ON 21 OCTOBER 2019	70 - 75

The following motion was referred from the 21 October 2019 Council meeting to Cabinet:

“World leaders are at last taking an interest in the potential devastation caused by global warming and climate change. Climate Science experts from around the world tell us that unless we switch away from fossil fuels within the next 12 years, we will be unable to avoid the worst impacts of climate change. We face a Climate Emergency. Reducing energy use and switching to clean energy will increase our energy security, improve our air quality, minimise fuel poverty, boost our local economy and provide jobs and training.

Wycombe District Council is prepared to play its small part in this big debate by declaring a climate emergency and committing to being carbon neutral by the year 2030. This move will raise the profile of this vital issue with our residents and enable us to secure additional external support and funding. Wycombe District Council also agrees to sign up to the covenant of Mayors, to track our progress and itself with Towns around the world who are engaged in cutting emissions.”

Cabinet considered the motion at their meeting on 3 February 2020. Attached to the agenda is an extract from the Cabinet Minutes, together with the report that was considered at the Cabinet meeting.

Full Council is invited to consider Cabinet’s recommendation and to debate the motion.

Standing Order 14.20 sets out the order of debate on the motion at the Council meeting, as follows:

- The mover of the Motion shall speak first
- The Chairman of Cabinet (as Chairman of the body reporting back on the Motion) shall speak.
- The matter is then open to debate

16 QUESTIONS UNDER STANDING ORDER 11.2

17 COMMITTEE CHANGES / APPOINTMENTS

At the previous meeting of the Council, Members noted that Councillor Tony Lee was no longer a member of the Conservative Group and was now sitting as an Independent member.

This resulted in Councillor R Gaffney replacing Councillor T Lee on the Audit Committee. With Councillor P Turner stepping into Councillor Gaffney's vacated Standing Deputy role on this Committee.

In respect of the Planning Committee Councillor A Hussain replaced Councillor T Lee. With Councillor Ms S Adoh stepping into Councillor A Hussain's vacated Standing Deputy role.

Subsequently Councillor Brian Pearce has joined the Wycombe Independent Party Group and is no longer an Independent member.

Due to subsequent changes in political proportionality this has resulted in the Conservative Group losing a seat on both the Audit Committee and Personal & Development Committee, and the Wycombe Independent Group gaining those seats.

This results in the following changes to Committee membership.

On the Audit Committee Councillor Gaffney is then removed as a Full Member and returns to his Standing Deputy role with Councillor P Turner stepping aside. There is currently a vacancy in respect of the Wycombe Independent Group seat.

On the Personnel & Development Committee Councillor Mrs J Teesdale is removed as a Full Member. Again there is currently a vacancy in respect of the Wycombe Independent Group seat.

18 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

Individual Cabinet Member Decisions:

- 21 January 2020 – Adoption of Householder Planner & Design Guidance Supplementary Planning Document – **1/2020** Cabinet Member for Planning
- 5 March 2020 – Withdrawal from the Central Area Growth

Board – **2/2020** Executive Leader of the Council

- 11 March 2020 – Adoption of the Planning Obligations Supplementary Planning Document – **3/2020** Cabinet Member for Planning
- 11 March 2020 – Adoption of the Air Quality Supplementary Planning Document – **4/2020** Cabinet Members for Environment & Planning

19 INFORMATION SHEETS

Council received the following Information Sheer issued since the last meeting:

1/2020 Update on the Connected Counties Broadband Project (to follow).

20 STATEMENTS - FINAL WYCOMBE DISTRICT COUNCIL MEETING

21 RETIRING CHAIRMAN AND VICE CHAIRMAN

- (i) Vote of thanks to the retiring Chairman, Councillor P Turner to be proposed by Councillor Ms K Wood (Leader of Council) and seconded by Councillor D Barnes (Deputy Leader of Council).
- (ii) Councillor P Turner to respond.
- (iii) The Leader of the Council to present to Councillor P Turner a past Chairman's badge, and to Mrs Turner a bouquet.
- (iv) Vote of thanks to the retiring Vice-Chairman, Councillor S K Raja to be proposed by Councillor Ms K Wood (Leader of Council) and seconded by Councillor D Barnes (Deputy Leader of Council).
- (v) Councillor S K Raja to respond.
- (vi) The Leader of the Council to present to Councillor S K Raja a past Vice-Chairman's badge, and to Mrs Raja a bouquet.

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: 19 December 2019

Time: 6.34 - 7.17 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, K Ahmed, Z Ahmed, M Asif, D H G Barnes, Ms A Baughan, S Broadbent, H Bull, D J Carroll, M Clarke, Mrs L M Clarke OBE, A D Collingwood, M P Davy, C Etholen, R Farmer, R Gaffney, A R Green, A E Hill, M Hussain, M Hussain JP, D A Johncock, M E Knight, D Knights, Mrs J D Langley, A Lee, Mrs W J Mallen, H L McCarthy, I L McEnnis, R Newman, Ms C J Oliver, B E Pearce, G Peart, S K Raja, R Raja, S Saddique, J A Savage, N J B Teesdale, A Turner, Ms J D Wassell, D M Watson, C Whitehead, L Wood and Ms K S Wood

Apologies for absence were received from Councillors Mrs S Adoh, M C Appleyard, Miss S Brown, S Graham, G C Hall, M Hanif, M Harris, M A Hashmi, A Hussain, Mrs G A Jones, R J Scott, D A C Shakespeare OBE, Mrs J E Teesdale, R Wilson and Honorary Alderman M Blanksby, Mrs Peatey and Mrs P Priestley.

55 MINUTES

RESOLVED: That the minutes of the meeting of the Council held on 21 October 2019 be confirmed as a true record and signed by the Chairman.

56 DECLARATIONS OF INTEREST

There were no declarations of interest.

57 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that since the last meeting, he had attended twenty seven engagements bringing the total number to date to seventy three since becoming Chairman. He then reported on his recent engagements carried out:

- The Poppy Appeal events and Remembrance services in High Wycombe, Downley and The Disraeli School;
- Awards ceremonies to recognise achievements by local organisations and individuals including The South East Reserve Forces and Cadets Association Lord Lieutenants Awards; The Princes Centre in Princes Risborough who received their Queens Award for Voluntary Service; the Bucks & Milton Keynes Sports Awards; the presentation of the British Empire Medal to Councillor Graham Peart; the annual High Wycombe Sea Cadets awards and also presenting, along with the Chief Executive, long service awards to members of staff at WDC;
- A Royal visit by The Princess Royal at the official opening of the new puppy breeding centre at Hearing Dogs for Deaf People in Saunderton;

- Celebrating the 40th anniversary of St Vincent and The Grenadines Independence with His Excellency The High Commissioner at an event organised by SV2G.
- Attended to very moving services; one being the 14th annual road death memorial services at St Mary's in Thame with the Leader of the Council. The Light Up A Life service organised by the Rennie Grove Hospice Care.
- With the Mayor of High Wycombe and the star of the Wycombe Panto, attended the switch on the High Wycombe Christmas Lights. Attended two festive carol concerts and a Christmas Lunch.

The Chairman concluded in wishing everyone a Merry Christmas and a Happy New Year.

58 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from Members of the Public.

59 QUESTIONS FROM MEMBERS

a) Question from Councillor M Knight to Cabinet Member for Environment

In recent months my colleagues and I have received numerous complaints from across the district about household refuse collections by our contractor, Serco.

Collections seem to be frequently missed, collection days have been changed without notice, the required location of bins to be placed for collection has been changed, again without notice, and damaged bins have not been replaced like for like.

Increasingly it would appear that collection crews are having to work late into the evening in order to complete rounds which are perhaps unrealistic. This makes me concerned for staff welfare and safety.

Can you explain to me the reasons for these changes to the service and if you find them reasonable and within the expectations set out in the contract?

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

The contractor has recently experienced an increasing number of difficult to access sites that are served by bulk bins. Narrow roads, particularly those serving flatted accommodation have been blocked by carelessly parked vehicles and this results in crews needing to revisit and attempt collection later in the day or soon after this. Each site has slightly different problems, and officers from the Joint Waste Team try to work with building managers, residents and motorists, by placing signs, delivering letters and leaving information on cars.

As the number of flatted developments has increased in the district, an additional collection resource has been introduced and changes have been made to bulk bin collections to try and re-balance collection rounds, so bringing some certainly around scheduled collection days. Officers of the Joint Waste Team have tried to communicate changes but it can be a challenge to ensure that the message reaches every household affected.

The changes that have been made recently were intended to improve service reliability, and they have been implemented in response to growing pressure on the bulk bin service in particular. However, where failings occur in any aspect of the service these are addressed through normal contact mechanisms.

I am not aware of any widespread issue with the like for like replacement of lost or damaged waste containers. However, I am more than happy to receive details from you and I will pass them on to officers for investigation and rectification.

Regarding the change of location of bins for collection, I believe you are referring to some on roads in Micklefield. There has been full communication with the residents and I believe a compromise has now been reached with those who were affected.

Finally, crews will on occasion need to work later into the afternoon to complete rounds that have been disrupted for whatever reason, and naturally residents expect collections to take place on their allotted day whenever possible. Additional vehicle resources can be drafted in to provide support in these situations. Whilst refuse is undoubtedly a physically demanding job, the welfare of staff, I can assure you, remains of paramount importance to both the waste team and the contractors.

Supplementary Question

There had been a deterioration of service and increased complaints and I have tried to find evidence of the suggestion that rounds have been changed around the Micklefield area although I was informed that it was for Health and Safety reasons. I have asked for evidence but, to date, I have not received any. My concern is that the contractor is trying to save money and those savings are not being passed on to the Council. Can you assure me that I will see the evidence I have asked for, particularly the Risk Assessments and be assured that the changes are not about making money for the contractor?

Supplementary Response

I hope that you will see a continuation of good service. In reference to the Risk assurances, I would hope that they had been sent to you, however, I shall chase this.

b) Question from Councillor B Pearce to Cabinet Member for Environment

As you know, the new waste disposal contractor, Serco, only operate large collection vehicles.

This unfortunately presents a problem in two roads in the ward that I represent.

One is Squirrel Lane in Booker. The lane is very narrow and can only really accommodate large vans. Residents in this road have to struggle and put out bags which can be quite heavy, sometimes as many as eight and these obviously haven't got wheels.

When they are put out the night before, foxes and dogs tend to rip the bags open in order to obtain food items.

Another road where there is a problem is Gillfield Close in Cressex which again is a narrow road with often many parked cars and the collections are often missed due to lack of accessibility.

Would you not agree with me that it would be advantageous for this company to purchase small wheely bin type refuse vehicles similar to the ones operated by Biffa in South Bucks?

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

I feel I must correct you on a couple of points in your question, the contractor is not new but has been servicing our waste collection for nearly seven years now, also they do operate smaller vehicles.

Some smaller narrow access vehicles are available under our current contract and the collection arrangements you refer to can be reviewed by the Joint Waste Team. However, even a narrow access vehicle can be defeated by careless parking and this is a perennial problem. The Joint Waste Team is currently trying to tackle a number of locations in Wycombe where access is difficult due to parked vehicles by working with affected residents, building owners and motorists. I will refer the areas you have mentioned to the team.

We are not looking to purchase any further new vehicles under the present waste contract. I would though, make the comment that where people do have to use bags for some of their waste, animals are only likely to rip them open when they smell food inside and of course food waste should go into the small waste bins for collection not the bags.

Supplementary Question

Since writing my questions and under the Freedom of Information I have found out they do operate smaller vehicles which I did not know at the time of writing. Why do they not use smaller vehicles in Squirrel Lane?

Supplementary Response

I am sure they could be used and will look into the matter.

c) Question from Councillor T Green to the Leader of the Council

Would the Leader agree with me that given all the good work carried out by Wycombe District Council on community cohesion, it was disappointing to see people encouraging residents to vote in the recent election on religious grounds rather than political ones?

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

I am immensely proud of the work done by Wycombe District Council on community cohesion. I believe we have worked hard to put integration and cohesion at the heart of our community strategies, structures and processes and to work through the challenges brought by an increasingly diverse society.

I believe that religion and politics should not mix even though, historically, that sadly does happen. However, I am sure that our residents expect us politicians to encourage people to vote on political grounds alone.

Having said that, your vote is your own whoever you choose to support and you should be free to express your opinions, no-one else has any right to influence it.

Councillor Green did not have a supplementary question.

d) Question from Councillor Ms J Wassell to the Leader of the Council

I was disappointed to read that there was not wholehearted support for suggestions for improving the Market.

Do you think themes such as locally produced products or international cuisine could be reconsidered?

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

This was referred to Cabinet from the High Wycombe Town Committee at the November meeting and is reported in the Cabinet minutes we are approving later this evening. From those, you can see that the suggestions from the High Wycombe Town Committee were noted and that this Council continued to welcome discussions with the operator to maximise future opportunities and that we also remain open to exploring international food market opportunities. I therefore do not think you can say that there was not wholehearted support for improving the market as we are indeed remaining open to all opportunities.

Having said that, the Council is commissioning external consultants to advise on the market operation and way of improving the current offering. We will request that both local products and international cuisine are explored as part of this process and in accordance with the Cabinet resolution.

Supplementary Question

I am pleased to hear some enthusiasm for international food market and products. With Brexit on the horizon and the trade deals to be made, we shall hopefully see an international food market within a month.

Supplementary Response

I am not sure that Brexit will affect the market, but we shall keep an eye on the situation to see the outcome.

60 PETITIONS

No petitions were received prior to the deadline of 5pm Thursday 12 December 2019.

61 CABINET

Minute 43 – Cabinet response to the Recommendations of the Improvement and Review Commission – Parking Task and Finish Group Recommendations

The Chairman of the Parking Task & Finish Group (TFG) commented that the minutes did not contain the opportunities that the Parking TFG had identified to improve capacity in Marlow. This was raised with Cabinet although they did not specify this opportunity.

The Leader responded that the recommendations had been noted and she confirmed that the Parking TFG report had been sent to the Shadow Authority to be fed into the unitary process.

Minute 48 – Use of S106 Accrued Funds for Affordable Housing

Members congratulated officers for their dedication in bringing this scheme to fruition and commented that they had shown the passion they have for supporting Wycombe District residents.

RESOLVED: That the minutes of the meeting of the Cabinet of 11 November 2019 be received and the recommendations as set out at minute numbers 47 and 48 be approved and adopted.

62 PLANNING COMMITTEE

The Chairman of the Planning Committee: Councillor Alan Turner stated that the 13 November Minutes were before Members at this meeting and indicated there was one small amendment.

A member explained that at the previous evening's Planning Committee, there was a glaring omission from those Councillors invited to attend – the name of their colleague Tony Lee was missing.

Councillor Lee had resigned the Conservative whip some weeks ago and today stands as an independent. Consequently, because rules that determine that Committees should be politically balanced, Councillor Lee has been dropped from the Committee.

Two points need to be made:

1. This Planning Committee is probably, and thankfully, the most apolitical in the Council, and rightly so. That is what makes its decisions so robust. We listen to all views, whoever offers them and we respect those views. We speak as we see it without any political favour.
2. Councillor Lee has been a member of the Planning Committee since he joined the Council nearly five years ago. Over that time he has arguably been one of the more prominent members of this committee, always forthright, always honest and often to the point. Just because he is no longer a Conservative does not make him any less sincere. To expel him from this Committee seems to be churlish in the extreme and actually downright silly. The Planning Committee and indeed the Council, are the poorer for it.

So, he hopes that you will support him in urging the Leader of Council to use her authority to waive this so-called political balance rule in favour of common sense and invite Councillor Lee to rejoin our Committee for its final three months.

The Chairman of Planning Committee responded that Democratic Services would review the position and that he would respond to Councillor Whitehead in due course.

RESOLVED: That the minutes of the meetings of the Planning Committee of 16 October 2019 and 13 November 2019 be received.

63 IMPROVEMENT & REVIEW COMMISSION

Council thanked the Environmental Services team for their hard work in relation to Houses of Multiple Occupation. It was suggested that the Portfolio Holder pass on Council's thanks.

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission of 6 November 2019 be received.

64 PERSONNEL & DEVELOPMENT COMMITTEE

RESOLVED: That the minutes of the meeting of the Personnel & Development Committee of 20 November 2019 be received.

A member queried why the Regulatory and Appeals Committee minutes from meeting on Tuesday 17 December 2019 were not included. An officer confirmed that there had not been sufficient time since the meeting to present the minutes to this meeting.

65 HIGGINSON PARK TRUST - 2020-21 BUDGET

The Council Meeting had before it a detailed report in respect of the Higginson Park Trust (HPT) Budgets for 2020/21.

In previous years the Council as sole trustee had approved the budgets for the Trust as part of the overall Council's budget setting process following recommendations from Cabinet.

Wycombe District Council would be the sole trustee until 31 March 2020. Therefore, in its capacity as sole trustee, the Council would need to approve the 2020/21 budgets for the HPT charity. From 1 April 2020, the trusteeship of the HPT charity was to be transferred to the new Buckinghamshire Council.

A member suggested that the Trust should be handed to the Marlow Town Council in light of the transition to a Unitary Council in April 2020.

In response, the Cabinet Member for Finance and Resources stated that he understood that no request had been made by the Town Council. However, if a request were to be made, the decision would need to be taken by the Shadow Executive.

In response to a further query in relation to governance expenditure the Cabinet Member for Finance and Resources confirmed that he would clarify the query and respond accordingly.

RESOLVED: That the Higginson Park Trust Charity Budget for 2020/21 as set out in the Report be approved.

66 HIGGINSON PARK TRUST AUDITED ANNUAL REPORT 2018-19

Members considered the Higginson Park Trust Charity annual report 2018-19 attached to the agenda.

The Charities Act of 2011 required the Trust to produce a statement of accounts for each year. These accounts in turn must be approved by Trustees; Wycombe District Council being the sole Trustee for The Higginson Park Charity.

The Draft Annual Report was considered by the Audit Committee on 17 October 2019. Due to the General Election, there had been a rescheduling of the Audit Committee and therefore the final audited Annual Report was directly brought to the Council for approval with the consent of the Audit Committee Vice-Chairman.

RESOLVED: That the Higginson Park Trust Charity audited Annual Report and Financial Statement for the year ended 31 March 2019 be approved.

67 QUESTIONS UNDER STANDING ORDER 11.2

There were no questions submitted under Standing Order 11.2

68 COMMITTEE CHANGES / APPOINTMENTS

Members noted that Councillor Tony Lee was no longer a member of the Conservative Group and was now sitting as an Independent member.

Whilst Councillor Brian Pearce was no longer an independent member and had joined the Wycombe Independent Party Group.

69 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

The Individual Cabinet Member Decision as set out in the summons and featured below was noted.

- 4 December 2019 – Making the Daws Hill Neighbourhood Plan – **7/2019**
Executive Leader of the Council

Chairman

The following officers were in attendance at the meeting:

John East	- Acting Chief Executive
Liz Hornby	- Senior Democratic Services Officer
Catherine MacKenzie	- Principal Democratic Services Officer

Cabinet Minutes

Date: 3 February 2020

Time: 7.00 - 7.43 pm

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

Councillor Mrs J A Adey	- Cabinet Member for Environment
Councillor D H G Barnes	- Deputy Leader and Cabinet Member for Engagement and Strategy
Councillor S Broadbent	- Cabinet Member for Economic Development and Regeneration
Councillor D J Carroll	- Cabinet Member for Youth and External Partnerships
Councillor D A Johncock	- Cabinet Member for Planning
Councillor Mrs J D Langley	- Cabinet Member for Housing
Councillor G Peart	- Cabinet Member for Community
Councillor D M Watson	- Cabinet Member for Finance and Resources

By Invitation

Councillor Z Ahmed	- Deputy Cabinet Member for Housing
Councillor C Etholen	- Deputy Cabinet Member for Digital Development and Customer Service
Councillor R Gaffney	- Chairman of Improvement & Review Commission
Councillor A R Green	- Deputy Cabinet Member for Unitary Transition
Councillor G C Hall	- Deputy Cabinet Member for Environment
Councillor M Harris	- Deputy Cabinet Member for Economic Development and Regeneration
Councillor R Raja	- Leader of the Labour Group
Councillor S Saddique	- Deputy Cabinet Member for Finance and Resources
Councillor A Turner	- Deputy Cabinet Member for Planning
Councillor P R Turner	- Chairman of Council

Also present: Councillor A D Collingwood

51 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Miss S Brown (Deputy Cabinet Member for Community) and L Wood (Cabinet Member for Digital Development and Customer Services).

52 MINUTES

RESOLVED: That the minutes of the meeting of the Cabinet held on 11 November 2019 be approved as a true record and signed by the Chairman, subject to Minute 43 being amended to include the following paragraph:

Councillor Collingwood, the Vice-Chairman of the Parking Task and Finish Group, requested that the new authority be asked to ensure that capital funding be available for two schemes to increase capacity at the Duke Street car park and Marlow Central car park.

53 DECLARATIONS OF INTEREST

There were no declarations of interest.

54 RESPONSE TO THE MOTION SUBMITTED TO COUNCIL IN OCTOBER 2019-CLIMATE EMERGENCY DECLARATION

The report before Cabinet detailed the response to the Motion received at Council on Monday 21 October 2019. The Motion stated the following:

“World leaders are at last taking an interest in the potential devastation caused by global warming and climate change. Climate Science experts from around the world tell us that unless we switch away from fossil fuels within the next 12 years, we will be unable to avoid the worst impacts of climate change. We face a Climate Emergency. Reducing energy use and switching to clean energy will increase our energy security, improve our air quality, minimise fuel poverty, boost our local economy and provide jobs and training.

Wycombe District Council is prepared to play its small part in this big debate by declaring a climate emergency and committing to being carbon neutral by the year 2030. This move will raise the profile of this vital issue with our residents and enable us to secure additional external support and funding. Wycombe District Council also agrees to sign up to the covenant of Mayors, to track our progress and itself with Towns around the world who are engaged in cutting emissions.”

The Cabinet Member for Environment detailed the significant progress Wycombe District Council had already made in preserving the environment, including recycling, 25% tree canopy cover to be included within developments and air quality management areas. She suggested that Cabinet support the recommendations.

Councillor R Raja, the mover of the Motion was present and emphasised the importance of ensuring that action was taken to minimise emissions.

The Leader paid tribute to the Cabinet Member and officers in relation to the work that had been undertaken.

During discussions, it was confirmed that in accordance with Standing Order 12.7, Cabinet “shall report back by way of recommendation to Full Council and the report shall advise the Council as to whether or not the motion should be adopted or give such other advice as was appropriate.

The following recommendations were made to support national and international efforts to minimise the effects of climate change.

Recommended: That Council resolves to (i) recognise that climate change, and the associated challenges it brings, constitutes a global emergency;

(ii) understand that, although it contributes 1% of global carbon emissions, the UK must irrespectively lead by example in promoting change both within the UK and globally;

(iii) note that Wycombe District Council had already made significant progress to date in preserving the environment, as evidenced by its strong recycling performance and the adoption of an air quality action plan. It has recently developed supplementary planning documents requiring 25% tree canopy cover to be included within developments, was at the public consultation stage for an air quality supplementary planning document and had recently launched an anti-engine idling campaign, signing its air quality management areas, so informing drivers of this;

(iv) Wycombe District Council declares a climate emergency by supporting the UK government target to be net-zero by 2050, as contained in the 2008 Climate Change Act (as amended); and

(v) agree that addressing climate change should be considered as one of the priorities of the new Buckinghamshire Council and recommend that it seeks opportunities to achieve a net-zero level as soon as reasonably possible before the 2050 UK government target.

55 NEW CEMETERY, PENN ROAD

Cabinet approval was sought to release funds from the Special Expenses Reserve (£143k) and Community Infrastructure Levy (CIL) (£500k) to enable construction to commence on the new cemetery at Penn Road, Hazlemere.

Councillor T Green, the Chairman of the High Wycombe Town Committee, confirmed that the additional funding requirements had been endorsed by the High Wycombe Town Council at its meeting on 21 January 2020.

The Chairman of the Improvement and Review Commission emphasised the importance of ensuring that sufficient budget was available to ensure that the peripheral area of the site was well maintained or enhanced.

The following decisions were made as Wycombe was running out of burial capacity, and the project was needed to meet the legal requirement to be able to provide burials in the High Wycombe Town area.

RESOLVED: That (i) a build contract be entered into with the successful bidder to build the new cemetery at Penn Road, High Wycombe;

(ii) delegated authority be granted to the Acting Chief Executive to agree and approve the contract and final designs and sign the build contract on behalf of Wycombe District Council;

(iii) the increase in the cost of £253,210 be approved, resulting in total project cost of £1,933,000;

(iv) the remaining funding of the project from the Special Expenses Reserve: £143k and CIL: £500k be agreed; and

(v) the £50,000 annual maintenance cost of the new facility be built into the budget setting process.

56 HOMELESSNESS, ROUGH SLEEPING, PRIVATE SECTOR AND AFFORDABLE HOUSING STRATEGY 2020 - 2022

Cabinet had before them the Homelessness, Rough Sleeping, Private Sector and Affordable Housing Strategy for 2020 to 2022 and was reminded of the requirements placed upon the Council in regard to the Strategy. The Strategy considered the homelessness demand in the district, the provision of services, and the future priorities including an action plan.

Members noted that the Strategy took into account the successes of the previous Homelessness Strategy and Action Plan, in addition to addressing the challenges which had arisen during that time.

Councillor Mrs Langley, the Cabinet Member for Housing, thanked all the officers involved for their hard work in relation to the recent accomplishment that, as of Friday 17 January every single person who otherwise might have been sleeping on the street in Wycombe had been provided with a bed. Cabinet then expressed their thanks to the Cabinet Member for Housing for all of her hard work. The Leader concluded by expressing her thanks to all those involved.

The following recommendation was made as the Council was required under section 1 of the Homelessness Act 2002 to publish a Homelessness Strategy based upon a review of homelessness in the area every 5 years.

Recommended: That the Homelessness, Rough Sleeping, Private Sector and Affordable Housing Strategy 2020 – 2022 be adopted.

57 PUBLIC SPACES PROTECTION ORDER EXTENSION

Cabinet recalled that the current Public Spaces Protection Orders that covered the High Wycombe town centre and the Desborough Road area, were due to expire in February 2020.

Cabinet were informed that formal consultation had been undertaken on the proposed extension of the two Public Spaces Protection Orders (PSPO) for High Wycombe Town Centre and the surrounding area. The consultation responses and findings were included in the report before Cabinet.

After due consideration, Cabinet approval was sought to endorse the extension of the Orders until February 2023.

The following decision was taken as the Public Spaces Protection Order (PSPO) within High Wycombe town centre, which dealt with the consumption of alcohol, and the Desborough Road Public Spaces Protection Order, which deals with prostitution, expired in February 2020. A decision was required as to whether the PSPOs should be extended. The Order was made pursuant to Anti-social Behaviour Crime and Policing Act 2014.

RESOLVED: That both PSPOs be extended for a further three years. There was support from both the public and High Wycombe BIDCo to extend both PSPOs for a further three years, and whilst the police support the extension of the Town Centre PSPO, there were clear benefits to extending the Desborough Road PSPO as well – in order to continue to provide an additional tool for both the police and delegated Wycombe District Council Officers.

58 REVENUE AND CAPITAL BUDGET MONITORING REPORT FOR PERIOD 9/ QUARTER 3 ENDING 31 DECEMBER 2019

Cabinet were asked to consider the report which set out the position for all revenue accounts and capital spending for the first nine months of 2019/20. Cabinet considered the actions set out in the report and whether any further action was necessary.

The Cabinet approved a budget each year within the context of a Medium Term Financial Strategy (MTFS) to achieve the Council's priorities. The report updated Cabinet Members on the 2019/20 forecast position for Quarter 3.

RESOLVED: That (i) the forecast outturn position for the financial year 2019/20 as at end of December 2019 be considered; and

(ii) the £100k capital virement as set out in section 6.7 of the report be agreed.

59 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

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

Community	C/16/19 – C/21/19
Economic Development & Regeneration	EDR/01/20 – EDR/02/20
Finance	F/07/19 – F/08/19
Planning & Sustainability	PS/15/19 – PS/23/19
	PS/01/20

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That pursuant to Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 the press and public be excluded from the meeting during consideration of Minute Nos 58 and 60, because of their reference to matters which contain

exempt information as defined as follows:

Minute 58 Revenue and Capital Budget Monitoring Report for Period 9/Quarter 3 Ending 31 December 2019 – Appendix B

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

Minute 60 - File on Action taken under Exempt Delegated Powers

Community sheet nos: C/04/19 – C/05/19

Economic Development & Regeneration sheet nos: EDR/45/19 - EDR/54/19

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

60 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

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

Community Sheet Nos: C/04/19 – C/05/19

Economic Development & Regeneration Sheet Nos: EDR/45/19 – EDR/54/19

Chairman

The following officers were in attendance at the meeting:

Catherine MacKenzie	- Principal Democratic Services Officer
John East	- Acting Chief Executive
Nigel Dicker	- Head of Housing, Environment & Community Services
Sarah McBrearty	- Community Safety Manager

Cabinet Minutes

Date: 19 February 2020

Time: 6.00 - 6.19 pm

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

Councillor Mrs J A Adey	- Cabinet Member for Environment
Councillor S Broadbent	- Cabinet Member for Economic Development and Regeneration
Councillor D J Carroll	- Cabinet Member for Youth and External Partnerships
Councillor D A Johncock	- Cabinet Member for Planning
Councillor G Peart	- Cabinet Member for Community
Councillor D M Watson	- Cabinet Member for Finance and Resources
Councillor L Wood	- Cabinet Member for Digital Development & Customer Services

By Invitation

Councillor Mrs S Adoh	- Deputy Cabinet Member for Engagement and Strategy
Councillor Miss S Brown	- Deputy Cabinet Member for Community
Councillor R Gaffney	- Chairman of Improvement & Review Commission
Councillor A R Green	- Deputy Cabinet Member for Unitary Transition
Councillor G C Hall	- Deputy Cabinet Member for Environment
Councillor M Harris	- Deputy Cabinet Member for Economic Development and Regeneration
Councillor S Saddique	- Deputy Cabinet Member for Finance and Resources
Councillor A Turner	- Deputy Cabinet Member for Planning
Councillor P R Turner	- Chairman of Council

Also present: Councillors K Ahmed and A D Collingwood

61 LEADER'S ANNOUNCEMENT

The Leader informed Members that this would be the last Cabinet meeting for Wycombe District Council. The Leader then commended and thanked all of the officers and her Cabinet colleagues for their support and hard work over the years.

62 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Z Ahmed (Deputy Cabinet Member for Housing), D Barnes (Deputy Leader and Cabinet Member for Engagement and Strategy), C Etholen (Deputy Cabinet Member for Digital Development & Customer Services), Mrs J Langley (Cabinet Member for Housing) and R Raja (Leader of the Labour Group).

63 MINUTES

RESOLVED: That the minutes of the meeting of the Cabinet held on 3 February 2020 be approved as a true record and signed by the Chairman.

64 DECLARATIONS OF INTEREST

There were no declarations of interest.

65 URGENT ITEM: DESIGNATION AND IMPLEMENTATION OF PSPO'S (PUBLIC SPACES PROTECTION ORDER) IN HIGH WYCOMBE

Cabinet approval was sought to grant delegated authority to the Head of Housing, Environment and Community Services to implement Public Spaces Protection Orders (PSPOs) when necessary. It was noted that the decision would enable the Council to implement any future Orders promptly.

The following urgent decision was made to allow Public Spaces Protection Orders within the Wycombe District Council area to be made without reference to Cabinet, which would reduce delays and administrative burdens allowing arrangements to be implemented quickly and efficiently.

RESOLVED: That authority be delegated to the Head of Housing, Environment and Community Services to make PSPOs within the Wycombe District Council area.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That pursuant to Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 the press and public be excluded from the meeting during consideration of Minute No 66, because of its reference to matters which contain exempt information as defined as follows:

Minute 66 Joint Waste Procurement

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

66 JOINT WASTE PROCUREMENT

Cabinet approval was sought to award the waste collection, recycling and street cleansing contract for Chiltern, South Bucks and the Wycombe area to the

preferred bidder. Members were advised that this would ensure the continued delivery of an effective service after the current contracts had expired. The decision also ensured that statutory requirements were met for the new Buckinghamshire Council.

The Cabinet Member for Environment placed on record her thanks to the Head of Housing, Environment and Community Services and the Waste Project Officer for all their hard work.

The following decisions were made to award the waste collection, recycling and street cleansing contract.

RESOLVED: That (i) the background and progress on the waste, recycling and street cleansing contract procurement project be noted;

(ii) a contract to preferred bidder 'C' for a new waste collection, recycling and street cleansing contract for Chiltern, South Bucks and Wycombe areas, having regard to the procurement and financial information contained within the report and the confidential Appendix A (i & ii) be awarded; and

(iii) responsibility for completing the contract be delegated to the Head of Housing, Environment and Community Services and / or the Acting Chief Executive.

The Chairman and Vice Chairman of the Improvement & Review Commission (IRC) thanked the Cabinet for the collaborative approach that had been undertaken with the IRC throughout the years.

The Cabinet Member for Planning then expressed his thanks to the Leader for her fair leadership and delegation. He concluded by commenting that it had been a pleasure working with her and his Cabinet colleagues.

Chairman

The following officers were in attendance at the meeting:

Jenny Caprio	- District Lawyer and Legal Services Manager
Nigel Dicker	- Head of Housing, Environment & Community Services
Sue Drummond	- Community Services Manager
John East	- Acting Chief Executive
Vincent Hunt	- Waste Project Officer
Catherine MacKenzie	- Principal Democratic Services Officer
Sarah McBrearty	- Community Safety Manager

Regulatory & Appeals Committee Minutes

Date: 17 December 2019

Time: 7.00 - 9.02 pm

PRESENT: Councillor J A Savage (in the Chair)

Councillors Z Ahmed, A Collingwood, Mrs L Clarke OBE, M Clarke, R Gaffney, A Green, M Hussain JP, I McEnnis, R Raja, D Shakespeare OBE and Ms J Wassell.

Also present: Dale Hall (ORS), Judith Barnes (Bevan Brittan), K Ahmed and Miss S Brown.

4 APOLOGIES FOR ABSENCE

An apology for absence was received from C Etholen

5 MINUTES

RESOLVED: That the minutes of the meeting of the Regulatory & Appeals Committee held on 31 July 2019 be confirmed as a true record and signed by the Chairman.

6 DECLARATIONS OF INTEREST

There were no declarations of interest required to be reported.

7 HIGH WYCOMBE COMMUNITY GOVERNANCE REVIEW

The meeting commenced with a report presentation by the Chairman of the CGR Working Group, summarising the process conducted to carry out the review and the decisions which had been reached at its meeting on 16 December 2019.

Members were informed that following debate the Working Group had been unable to reach a single recommendation but there was most support for the creation of a Town Council for the unparished area with some support for the wards of Micklefield and Sands to be parished separately, and the remainder to be parished as a Town Council. The merits of a deferral of the decision had also been discussed and considered.

A short discussion took place on the report of the working group. M Clarke was thanked for the report and for the fairness with which he had conducted all meetings of the CGR Working Group.

A presentation by ORS then took place on the main findings of the consultation which had been conducted. Members did express some concern that during the consultation process, the cost of the establishment of Parish Councils had not been explicitly detailed or pointed out to respondents.

Mr Hall from ORS was thanked for his presentation.

A presentation by Bevan Brittan was then given which set out the final review report findings and recommendations following the results of the second stage consultation. Members felt that a number of issues were yet to be addressed prior to making a decision on the matter. For example it was highlighted that the Constitution of the new Authority was yet to be completed which would provide further clarity on the new Council structure, together with the potential alternative local governance. Furthermore there was some concern that the costs specified within the report were indicative figures only and that the total amounts could be far greater than mentioned.

After much consideration and debate the Committee decided through a majority of Members that the decision should be deferred allowing the new Council, once elected, to make the decision with the benefit of the detailed governance arrangements for the area, and further information about the financial situation. It was therefore,

RESOLVED: That;

- (i) The report from ORS on the results of the consultation be received,
- (ii) The final review report prepared by Bevan Brittan be received
- (iii) The report be referred to the Shadow Executive of Buckinghamshire Council for a decision with a recommendation from the Committee that the decision be deferred, and that the matter be addressed at the earliest possible opportunity following the establishment of the new Unitary Council.

Chairman

The following officers were in attendance at the meeting:

Iram Malik	- Democratic Services Officer
Cath Whitehead	- Head of Democratic, Legal & Policy
Rajesh Sinha	- Project Manager

Catherine Spalton - Communications & Improvement Manager
-

Planning Committee Minutes

Date: 18 December 2019

Time: 6.30 - 7.52 pm

PRESENT: Councillor A Turner (in the Chair)

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

Apologies for absence were received from Councillors C B Harriss, A E Hill, A Hussain and P R Turner

87 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 13 November 2019 be approved as a true record and signed by the Chairman, subject to the following amendment:

Planning Application Number 18/06215/FUL: that the Committee was addressed by Councillor R Scott the local Ward Member and Councillor N Marshall, a **neighbouring** Ward Member.

88 DECLARATIONS OF INTEREST

There were no declarations of interest.

89 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.

90 19/05142/FUL - CASTLEFIELD DEVELOPMENT AREA, CHAIRBOROUGH ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE

Members noted the Update and the amendment to the recommendation. The Planning Committee were minded to grant planning permission, and subject to:

a detailed concept drawing (including details of levels, means of enclosure, retaining structures, pathways, provisions for people with ambulant disability, hard and soft landscaping, sustainable urban drainage features, locations of play areas and a classification of the spaces as private spaces, spaces available to the residents only and public open spaces) for the central space on the northern site being submitted including an indication of how the 25% canopy cover policy would be achieved for the entire site given the concept contained in the detailed

central space plan. The plan would form the guide to drawing up the details required to be approved by planning condition.

Members voted in favour of the motion that the Head of Planning and Sustainability be given delegated authority to grant Conditional Permission, provided that appropriate details had been submitted and a Planning Obligation was first made to secure

- (a) Affordable housing;
- (b) Management and maintenance and of the open space and sustainable urban drainage features at the site

or to refuse the application if either such appropriate details were not provided or the Planning Obligation was not made.

RESOLVED: that the application be delegated to the Head of Planning and Sustainability for the reasons outlined above.

The Committee was addressed by Mr A L Khan in objection and Mr Steve Brooks (Arcus) on behalf of the applicant.

91 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that a provisional presentation regarding Land East of Clay Lane and North of Clay Hill, Clay Lane, Booker proposed residential development by Bovis Homes had been booked for the next Pre-Planning Committee training / Information Session on Wednesday 15 January 2020 at 6.00pm

RESOLVED: That the details of the pre-Committee information / training session to be held on 15 January 2020 be noted.

92 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 14 January 2020 in respect of the agenda for the meeting on Wednesday 15 January 2020, the following Members be invited to attend with the relevant local Members:

Councillors: Mrs J A Adey, S Graham, D A Johncock, N B Marshall, H L McCarthy, N J B Teesdale and A Turner.

93 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

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

94 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.

95 URGENT ITEM: PUBLIC SPEAKING

The Chairman had been briefed by officers in respect of this Urgent Item regarding Public Speaking. The inclusion of which he had agreed to.

He outlined that when the system of public speaking had been set up, in January 1997, the main objective had been to redress the imbalance that many saw between the rights of applicants and the rights of third parties.

In the case of an aggrieved applicant there was a right of appeal to an independent body, the Planning Inspectorate. On the other hand the third party objecting to the grant of a planning application had nowhere to go once a decision has been made locally.

For this reason Wycombe District Council's scheme had been devised to give an opportunity to third parties, objecting to applications, the right to summarise their concerns before the Planning Committee, with the applicant having the right to reply.

To focus public speaking on the cases where it matters most, and reduce the time taken by public speaking, it only applied to those applications considered by the Planning Committee which:

- were being **recommended for approval**, and,
- where written objections had been received.

This meant that where proposals were being recommended for refusal, and members in weighing and balancing the issues were minded to approve the proposal it had to be brought back to Committee to allow public speaking. At this point the Committee were already minded to approve and it appeared to the objectors that the matter has already been decided.

This was happening more often than before and so it was therefore proposed to exercise powers his powers to suspend normal public speaking arrangements for the remainder of the life of the Council and to invite public speaking whether the application was recommended for approval or refusal if objections had been received.

Councillor Johncock proposed that these changes to public speaking be agreed and Councillor Whitehead seconded them.

RESOLVED: That the Chairman of Planning Committee exercises his powers to suspend normal public speaking arrangements for the remainder of the life of this Council, to invite public speaking whether the application is recommended for approval or refusal if objections have been received.

96 CLOSING REMARKS

The Chairman permitted a Member to outline the contribution made to the work of the Planning Committee of Councillor Tony Lee over a considerable number of years; Councillor Lee was no longer sitting on the Committee due to his recent resignation from the Majority Group.

Chairman

The following officers were in attendance at the meeting:

Mrs J Caprio	District Lawyer and Legal Services Manager
Mr P Druce	Democratic Services
Ms G Hastings	Technical Planning Assistant
Mr A Nicholson	Development Manager
Mr C Steuart	Development Management Team Leader (Major Development and Design)

Planning Committee Minutes

Date: 15 January 2020

Time: 6.30 - 11.20 pm

PRESENT: Councillor A Turner (in the Chair)

Councillors Mrs J A Adey, M Asif, Ms A Baughan, S Graham, A E Hill, A Hussain, D A Johncock, 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 Councillor: C B Harriss.

LOCAL MEMBERS IN ATTENDANCE

Councillor Mrs L Clarke OBE
Councillor A Collingwood
Councillor A Green
Councillor J Savage
Councillor R Scott

APPLICATION

19/07075/FUL
19/07419/FUL
19/07095/VCDN
19/07062/FUL
18/06215/FUL

OBSERVING

Councillor D Knights

97 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 18 December 2019 be approved as a true record and signed by the Chairman.

98 DECLARATIONS OF INTEREST

Councillor Ms Baughan: Planning application 19/06000/FUL – declared an interest as she had submitted written comments reflecting local concerns in relation to the application. However, Councillor Ms Baughan stated that she remained open minded and would listen to the debate prior to coming to a decision.

Councillor A Hill: Planning application 18/08330/FUL – declared an interest due to being a member of the Wycombe Society and stated that he had no conflict of interest.

Councillor H McCarthy: Planning application 18/08330/FUL – declared an interest due to being a member of the Wycombe Society and stated that he had no conflict of interest.

Councillor A Turner: Planning application 19/07384/FUL – declared a Pecuniary interest due to being a member of the Princes Risborough Town Council who was

the applicant. He declared he would absent himself from the debate during this item.

Councillor C Whitehead: Planning application 19/07106/FUL – declared an interest due to being the Ward Member and that he had submitted written comments. However, Councillor Whitehead stated that he remained open minded and would listen to the debate prior to coming to a decision.

99 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.

100 19/07095/VCDN - 35 AMERSHAM ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 6QS

The Chairman announced that as the start time of this meeting had been changed after the letters had been sent out to interested parties, and as this item had no public speaking, it was decided to hear this item first. This, he believed, would give people a fair chance to attend the committee meeting if they understood it started at 7.00pm rather than 6.30pm

Following a full debate, Members voted in favour of the officer's recommendation to approve the application.

RESOLVED: that the application be approved.

The Committee was addressed by Councillors T Green, A Hussain and S Raja, the local Ward Members.

101 18/06215/FUL - MARLOW RUGBY CLUB, RIVERWOODS DRIVE, MARLOW, BUCKINGHAMSHIRE, SL7 1QU

Members voted in favour of the motion to grant temporary permission for five years.

RESOLVED: that the application be granted temporary permission for five years.

The Committee was addressed by Councillor R Scott the local Ward Member and by Councillor N Marshall, a neighbouring Ward Member.

The Committee was addressed by Ms Susan Spearman, a spokesman on behalf of the objectors and Mr Jeremy Povey, the Chairman of the rugby club and applicant.

102 18/08330/FUL - MORRISONS, BELLFIELD ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 5XX

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

RESOLVED: that the application be approved.

Councillors A Hill and H McCarthy previously declared an interest in the item. However they remained in the Chamber for the debate and voting on the application.

103 19/07062/FUL - J C DECAUX SITE 160, NEAR 5 ARIES HOUSE, STRAIGHT BIT, FLACKWELL HEATH, BUCKINGHAMSHIRE, HP10 9NB

Members vote in favour of the motion to refuse the application for the reason that in the opinion of the Local Planning Authority, the introduction of vehicles into an expansive pedestrianised area would be intrusive and visually harmful within the street scene.

Furthermore it raised safety concerns associated with the potential conflict between the operation of the bus stop, vehicles entering and exiting the site and pedestrians. This would significantly reduce the amenity value of the area for pedestrian users of the space.

These issues and concerns were considered to outweigh the perceived benefits associated with the provision of the small number of off-street parking spaces proposed.

The proposal was thus considered to be contrary to policies CP9 (Sense of Place), DM36 (Placemaking and Design Quality) and DM37 (Small Scale Non-Residential Development) of the adopted Wycombe District Local Plan (2019).

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

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

The Committee was addressed by Parish Councillor Alec Barron on behalf of Chepping Wycombe Parish Council in objection.

104 19/07075/FUL - TAMARIND, 29 SCHOOL CLOSE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 1PH

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

1. In the opinion of the Local Planning Authority the proposed development, by virtue of its height and proximity to the boundary of the site, represented an overdevelopment of the plot that would fail to achieve a high standard of design. Symptomatic of this it was considered to be that the site frontage was occupied by 2-storey development which would appear unduly cramped in a location where more spacious layouts predominate. This impact was exacerbated by the lack of set back or set down of the extension which

emphasised the prominence of the extension making this unduly prominent to the detriment of the character and appearance of the area.

This conflicted with policies CP9 (Sense of Place), DM36 (Placemaking and Design Quality) and DM36 (Extension and Alterations to Existing Dwellings) of the adopted Wycombe District Local Plan (2019), Policy 6 (Quality design) of the Daws Hill neighbourhood Plan (Adopted December 2019) and the Householder Planning and Design Guidance (Adopted January 2020).

2. In the opinion of the Local Planning Authority the proposal would, by virtue of its depth, height and proximity to the boundary, result in a large flank wall which would result in a dominant and overbearing impact, detrimental to the amenities of number 27 School Close, the neighbouring property.

This conflicted with policies CP9 (Sense of Place), DM36 (Placemaking and Design Quality) and DM37 (Small Scale Non-Residential Development) of the adopted Wycombe District Local Plan (2019), Policy 6 (Quality design) of the Daws Hill neighbourhood Plan (Adopted December 2019) and the Householder Planning and Design Guidance (Adopted January 2020).

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

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

The Committee was addressed by Ms Stephanie Weeks in objection and Mr Irfan Akram, the agent on behalf of the applicant.

105 19/07106/FUL - 66 HAMBLEDEN VILLAGE, HAMBLEDEN, BUCKINGHAMSHIRE, RG9 6RX

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

1. In the opinion of the Local Planning Authority, the proposed extension was of a design which was out of keeping with the existing dwelling and failed to safeguard its important architectural features. The site was in a location that was readily visible from the street and as such, the proposal failed to preserve or enhance the character or appearance of the Hambleden Conservation Area and would be visually intrusive in this part of the Chilterns Area of Outstanding Natural Beauty. Therefore, the development conflicted with Policies DM 30 (The Chilterns Area of Outstanding Natural Beauty), DM31 (Development Affecting the Historic Environment), DM35 (Placemaking and Design Quality) and DM36 (Extensions and Alterations to Existing Dwellings) of the Adopted Local Plan and the Chilterns Building Design Guide.
2. In the opinion of the Local Planning Authority the proposal would, by virtue of its depth, height and proximity to the boundary, result in a flank wall which would be dominant and overbearing in appearance, detrimental to the amenities of the occupiers of the neighbouring property. This conflicts with policies CP9 (Sense of Place), DM35 (Placemaking and Design Quality), DM36 (Extensions and

Alterations to Existing Dwellings) and the Householder Planning and Design Guidance (Adopted January 2020).

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

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

The Committee was addressed by Parish Councillor C Hussey on behalf of Hambleden Parish Council in objection and Mr Jeremy Evans, the agent on behalf of the applicant.

Councillor C Whitehead previously declared an interest in the item. However he remained in the Chamber for the debate and voting on the application.

106 19/07419/FUL - REAR COURTYARD, WINDSOR HOUSE, DEAN STREET, MARLOW, BUCKINGHAMSHIRE, SL7 3AA

Members voted in favour of the motion to approve the application subject to an amendment to Condition 2, as follows:

Notwithstanding the provisions of Part 2 of the Second Schedule to the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking or re-enacting that Order), the flat hereby approved shall not be occupied until the barrier erected on the site access has been removed. Thereafter no gates or other means of enclosure shall be erected on the site access.

Reason: To enable vehicles to draw off clear of the highway for the safety and convenience of the highway users.

RESOLVED: that the application be approved.

The Committee was addressed by Councillors A Collingwood and N Marshall, the local Ward Members.

107 19/06000/FUL - REAR OF 46 & 48 MICKLEFIELD ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 7EN

Members voted in favour of the motion to refuse the application subject to the inclusion of a third reason for refusal, as follows:

In the opinion of the Local Planning Authority insufficient information had been submitted with regards to the existing and proposed ground levels within the site, to demonstrate that the proposal would achieve a satisfactory form of development, without having an adverse impact upon the residential amenities of the neighbouring dwellings. It was considered that, bearing in mind the sloping nature of the site, the separation distance between the proposed dwelling and the existing properties in Micklefield Road was insufficient to ensure that the privacy of the existing properties is maintained.

The proposal was therefore contrary to policy DM35 (Placemaking and Design Quality) of the Wycombe District Local Plan (adopted August 2019), and the Residential Design Guidance (adopted June 2017).

RESOLVED: that the application be refused subject to the inclusion of an additional reason as stated above.

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

Councillor Ms A Baughan previously declared an interest in the item. However she remained in the Chamber for the debate and voting on the application.

108 19/07384/FUL - 39 HIGH STREET, PRINCES RISBOROUGH, BUCKINGHAMSHIRE, HP27 0AE

The Chairman, having declared an interest in the application, vacated the Chair and vacated the chamber for the duration of debate. The Vice-Chairman took the Chair for this application.

Members raised concern regarding the potential impact of noise and disturbance arising from the use of the rear courtyard in such close proximity to already established residential properties and, following a full debate, voted in favour of the motion to defer the application to allow the Head of Planning and Sustainability to negotiate with the applicant to see if a management plan and/or physical works could be prepared which would mitigate the concerns raised.

RESOLVED: that the application be deferred for the reasons stated above.

The Committee was addressed by Parish Councillor Matthew Walsh of Princes Risborough Town Council, the applicant.

109 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that a provisional presentation by Persimmon Homes Ltd and Redrow Homes Ltd regarding proposed development at land at Terriers Farm, Kingshill Road, High Wycombe, HP13 5BB had been booked for the next Pre-Planning Committee training / Information Session on Wednesday 12 February 2020 at 6.00pm

RESOLVED: That the details of the pre-Committee information / training session to be held on 12 February 2020 be noted.

110 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 11 February 2020 in respect of the agenda for the meeting on Wednesday 12 February 2020, the following Members be invited to attend with the relevant local Members:

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

111 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

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

112 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

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

Chairman

The following officers were in attendance at the meeting:

Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer
Mr R Martin	Development Management Team Leader
Mr A Nicholson	Development Manager
Mrs S Nicholson	Principal Development Management Officer
Mr C Power	Development Management Team Leader
Ms R Steele	Assistant Solicitor

Planning Committee Minutes

Date: 12 February 2020

Time: 7.01 - 10.22 pm

PRESENT: Councillor A Turner (in the Chair)

Councillors M Asif, Ms A Baughan, S Graham, C B Harriss, A E Hill, D A Johncock, 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 Councillor: A Hussain.

LOCAL MEMBERS IN ATTENDANCE

Cllr Mrs L Clarke OBE
Cllr M Clarke

Cllr A Collingwood
Cllr R Farmer

APPLICATION

19/06493/FUL
19/07233/FUL &
19/07335/FUL
19/07863/VDCN
19/07233/FUL &
19/07335/FUL

113 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 15 January 2020 be approved as a true record and signed by the Chairman.

114 DECLARATIONS OF INTEREST

Councillor A Turner: Planning application 19/07208/FUL – declared he wished to speak as a Ward Member and would vacate the Chair in favour of the Vice Chairman.

Councillor A Turner: Planning application 19/07384/FUL – declared a Pecuniary interest due to being a member of the Princes Risborough Town Council who was the applicant. He declared he would absent himself from the debate and voting on this item.

115 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.

116 19/07208/FUL - 2 CENTRE PARADE PLACE, FARM WAY, MONKS RISBOROUGH, BUCKINGHAMSHIRE, HP27 9JS

The Chairman, having declared he wished to speak as a Ward Member vacated the Chair at which point the Vice-Chairman took the Chair for this item.

During a full debate Members noted that their retail policy sought to protect shop units in such locations. However they noted that the world of retail had changed making such shop units less desirable. It was noted that an A1 unit remained next door and so, on balance, the benefits of having the unit occupied was considered to enhance the vitality and viability of the shopping parade. This outweighed its loss for Class A1 use.

Members voted in favour of a motion that they were minded to approve and delegated authority to the Head of Planning & Sustainability to grant planning permission subject to appropriate conditions.

RESOLVED: to delegate authority to the Head of Planning & Sustainability as above.

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

The Committee was addressed by Mrs Ruksan, the applicant.

117 19/07233/FUL - 144 - 146 KINGSMEAD ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 1JB

Following a very full debated, Members voted in favour of the motion to defer the application until such time as the outcome of the current planning appeal (19/05916/FUL) was known.

RESOLVED: that the application be deferred.

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

The Committee was addressed by Mr A James in objection.

118 19/07335/FUL - THE JUNCTION, 551 LONDON ROAD, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 1ET

Following a full debate, Members voted in favour of the motion to defer the application for officers to renegotiate with the applicant regarding the following concerns that were raised:

- Number of parking spaces
- Cramped living spaces/room sizes
- Convenience of basement bicycle storage
- Disturbance arising from the communal area adjacent to 4 external doors
- Cladding on the side single storey extension

RESOLVED: that the application be deferred.

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

119 19/07384/FUL - 39 HIGH STREET, PRINCES RISBOROUGH, BUCKINGHAMSHIRE, HP27 0AE

The Chairman, having declared an interest in the application, vacated the Chair and vacated the chamber for the duration of debate. The Vice-Chairman took the Chair for this application.

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

RESOLVED: that the application be approved.

120 19/07863/VDCN - SIR WILLIAM BORLASES GRAMMAR SCHOOL, WEST STREET, MARLOW, BUCKINGHAMSHIRE, SL7 2BR

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

RESOLVED: that the application be approved.

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

The Committee was addressed by Ms S Galloway in objection and Ms K Mountfield, the applicant.

121 19/06493/FUL - OLD BANK HOUSE, 39 HIGH STREET, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 2AG

Following a full debate, Members voted in favour of the motion to approve the application subject to an amendment to Condition 3, to add: "or flashing lights"
Members wished it to be recorded that they were reluctant to vote in favour of the application but were obliged to do so as there were no planning grounds on which to refuse the application. However, they believed that there were good social reasons for refusal but which were not within their remit to consider.

RESOLVED: that the application be approved.

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

122 STANDING ORDER 14, PARAGRAPH 41

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

123 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that no developers had indicated they wished to make a presentation to the Committee. Therefore, it was proposed that the start time of the next Planning Committee, due to be held on Wednesday 11 March 2020, be brought forward to 6.30pm.

The Chairman announced that as the 11 March 2020 meeting would be the last meeting as Wycombe District Council, he wished to invite Members, Standing Deputies and Officers, both past and present to a social gathering with nibbles and drinks which will be held before the next meeting at 5.00pm. Electronic invitations would be sent in due course.

124 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 10 March 2020 in respect of the agenda for the meeting on Wednesday 11 March 2020, the following Members be invited to attend with the relevant local Members:

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

125 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

Members voted the Delegated Actions undertaken by the Planning Enforcement Team.

126 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:

Mr K Asif	Technical Planning Officer
Mrs L Bellinger	Principal Development Management Officer
Mrs J Caprio	District Lawyer and Legal Services Manager
Mrs E Crotty	Principal Development Management Officer
Ms G Hastings	Technical Planning Assistant

Mrs L Hornby
Mr A Nicholson
Mr C Power

Senior Democratic Services Officer
Development Manager
Development Management Team Leader

Planning Committee Minutes

Date: 11 March 2020

Time: 6.30 - 9.06 pm

PRESENT: Councillor N B Marshall (in the Chair)

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

Apologies for absence were received from Councillors: H L McCarthy and A Turner.

LOCAL MEMBERS IN ATTENDANCE

Councillor A Collingwood
Councillor R Farmer

Councillor J Savage
Councillor Ms K Wood

APPLICATION

19/07600/FUL
19/05734/R9FUL &
19/07335/FUL
19/07850/FUL
19/07324/FUL

OBSERVING

Mrs P Tollitt – Head of Planning and Sustainability

127 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 12 February 2020 be approved as a true record and signed by the Chairman.

128 DECLARATIONS OF INTEREST

There were no declarations of interest.

129 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.

130 19/05794/R9FUL - PART OF DISUSED RAILWAY, BASSETSBURY LANE, HIGH WYCOMBE

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

RESOLVED: that the application be approved.

The Committee was addressed by Councillor R Farmer, the local Ward Member.

The Committee was addressed by Mr Trevor Snaith in objection and Mr Robert Turner of RJ Turner Associates on behalf of the applicant.

131 19/07193/FUL - HILL VIEW FARM, MORETON ROAD, HIGH WYCOMBE

After noting the Update and a full debate, Members voted in favour of the motion to refuse the application.

RESOLVED: that the application be refused.

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

The Committee was addressed by Mr Stephen Humpston in objection and Mr Ken Dijkman of Dijkman Planning UK LLP on behalf of the applicant.

132 19/07233/FUL - 144-146 KINGSMEAD ROAD, HIGH WYCOMBE, HP11 1JB

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

RESOLVED: that the application be approved.

The Committee was addressed by Mr A James in objection.

133 19/07324/FUL - 14 WOODSIDE CLOSE, LOUDWATER, BUCKINGHAMSHIRE, HP11 1JP

Members voted in favour of the motion to approve the application subject to the inclusion of a condition requiring a plan showing three car parking spaces and the landscaping of the remaining front garden area to be submitted to and approved in writing by the local planning authority, and that the parking spaces shall not thereafter be used for any other purpose.

RESOLVED: that the application be approved.

The Committee was addressed by Ms Nancy Smith in objection, Parish Councillor Alec Baron of Chepping Wycombe Parish Council) in objection and Ms Laura Lockett, the applicant.

134 19/07335/FUL - THE JUNCTION, 551 LONDON ROAD, HIGH WYCOMBE, HP11 1ET

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

RESOLVED: that the application be approved.

The Committee was addressed by Councillor R Farmer, the local Ward Member.

The Committee was addressed by Mr Trevor Snaith in objection and Mr Ben Pope of Boyer Planning on behalf of the applicant.

135 19/07600/FUL - SIR WILLIAM BORLASES GRAMMAR SCHOOL, WEST STREET, MARLOW, SL7 2BR

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

RESOLVED: that the application be approved.

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

136 19/07850/FUL - 2A ARIES HOUSE, STRAIGHT BIT, FLACKWELL HEATH, HP10 9NB

Members voted in favour of the motion that they were minded to grant permission, subject to the approval of an appropriate drainage strategy by the Local Lead Flood Authority.

RESOLVED: that the Head of Planning and Sustainability be given delegated authority to grant Conditional Permission, once the approval of the Local Lead Flood Authority had been received, or to refuse planning permission if the approval of the Local Lead Flood Authority could not be secured.

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

The Committee was addressed by Parish Councillor Alec Baron of Chepping Wycombe Parish Council in objection and Mr James Capel, the applicant.

137 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that no pre-committee training/information session was scheduled prior to the April Committee. If there was business for the meeting, it would commence at 6.30pm.

Members noted that the April committee would be named Interim Wycombe Area Planning Committee and would be held on 15 April 2020.

Members also noted that the Planning meeting which would be held after the May elections, was scheduled for Tuesday 23 June 2020 at 6.30pm. This would be the first West Buckinghamshire Area Planning Committee to be held under the requirements of the new Buckinghamshire Council constitution.

138 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 14 April 2020 in respect of the agenda for the meeting on Wednesday 15 April 2020, the following Members be invited to attend with the relevant local Members:

Councillors: Mrs J A Adey, Ms A Baughan, C B Harriss, D A Johncock, N B Marshall, Mrs C Oliver, N J B Teesdale, P R Turner and C Whitehead.

139 DELEGATED ACTION UNDERTAKEN BY PLANNING ENFORCEMENT TEAM

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

140 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

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

Chairman

The following officers were in attendance at the meeting:

Mrs S Armstrong	Principal Development Management Officer
Mr K Asif	Technical Planning Officer
Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer
Mrs J Ion	Principal Development Management Officer
Mr R Martin	Development Management Team Leader
Mr A Nicholson	Development Manager
Ms R Steele	Assistant Solicitor
Mr C Steuart	Development Management Team Leader (Major Development and Design)

Audit Committee Minutes

Date: 9 January 2020

Time: 7.00 - 7.37 pm

PRESENT: Councillor M C Appleyard (In the Chair)

Councillors: R Gaffney, Ms C Oliver, R Scott, N Teesdale and R Wilson

Also Present: Mrs G Jones, D Carroll and Mrs S Gill (EY)

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from G Hall and A Brittan (EY)

2 MINUTES

RESOLVED: That the minutes of the meeting of the Audit Committee held on 17 October be confirmed as a true record and signed by the Chairman.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 PERFORMANCE REPORT QUARTER 2

A report was submitted which requested that the 2019/20 Quarter 2 Key Performance Measures report be noted. This provided information with regards to the achievement of performance within all service areas against set targets. (Appendix) A highlighted the results of all 26 Key Performance Measures which had been produced by the relevant service.

The Presenting Officer stated that at Wycombe the indicators had historically been measured and calculated differently from neighbouring authorities but that in preparation for the Unitary Authority the indicators were being streamlined and consolidated for consistency across the councils. Members enquired about HR01 (sickness absence), the figure for which was higher than the target, due to the impact of two particularly long term absences. Attention was also drawn to performance indicator DLP10 (complaints replied to within the agreed timescales), the target for which had been missed due to the spike of complaints around waste services. It was confirmed that relevant procedures were in place to get back on track, and that comparatively Wycombe was retaining staff and performing very well.

It was also highlighted that there had been a huge improvement in terms of the speed of processing of new benefits claims and the processing of benefits changes,

which ultimately led to an improved service for some of the most vulnerable in society.

RESOLVED: That

- (i) the report be noted,
- (ii) the team be commended for their work and performance.

5 HEALTH & SAFETY UPDATE REPORT

Members received an apology for the late withdrawal of the report which was due to the fact that the half yearly report covered mainly operational matters as opposed to strategic issues, and as such there were currently no decisions to be made by Members.

6 CERTIFICATION OF GRANTS AND CLAIMS

A report was submitted which stated that the Department of Work and Pensions (DWP) who paid Local Authorities subsidy to administer Housing Benefit, required external certification of the annual subsidy claim. Each year the Councils appointed auditors were required to audit the claim which in 2018/19 had amounted to £42.4m. As part of the process if the error thresholds set by the DWP were exceeded the level of subsidy was reduced.

In the 2018/19 audit the error value was £3,718.35, which was (0.009%) of the total claim. It was expected that the nature of the reduction was likely to be in the region of £130,000 against the overall grant claim of 42.4m. Despite this high levels of performance were maintained during the year and the processing of time targets were exceeded. It was confirmed that a provision was set aside each year to offset such reductions in subsidy and that this reduction fell within the provision of the £250,000 set aside for 2018/19.

The certification of claims and returns annual report for 2018/19 was attached at (Appendix A).

Mrs Gill representing EY emphasised that with regards to the DWP Housing Benefits subsidy claim, the process was a slow and onerous one, which did not take into account the rules surrounding the concept of materiality. She took the opportunity to thank Mr Green for all the hard work both he and members of his team had undertaken during the process and for the professional approach adopted by all concerned.

RESOLVED: That the report be noted.

7 BUSINESS ASSURANCE HALF YEARLY REPORT

A report was submitted which provided an update of the progress of the work undertaken within the division. These areas of work related to Internal Audit, Risk management and Corporate Investigations. It was requested that the Business

Assurance Managers half yearly report for the period ending 30 September 2019 be noted.

Members were informed that in terms of internal audit, it was anticipated that the 2019/20 Audit programme would be delivered by the end of February 2010 in readiness for the introduction of the new Council. The scheduling of the remaining programme of work was outlined in the table within the report. With regards to the work undertaken within risk management, it was confirmed that an overall review of its content had taken place in order to align it to the recently refreshed Corporate Plan.

A summary of the work of the Corporate Investigations Team and the referrals received together with those taken on for investigation were illustrated within the table presented within the report.

Members were informed that the Council had invested in a new piece of technology, designed to detect the use of false identity documents. The software was able to determine the validity of documents using biometric and machine readable data within a matter of minutes, the use of which had proved to be invaluable over the last 6 months.

RESOLVED: That the report be noted.

8 STRATEGIC RISK REGISTER

A report was considered which requested that the Monitoring report for the Council's Strategic Risk Register be noted. The report explained that the Strategic Risk Register contained the most significant risks that could have an impact on the delivery of the Council's Corporate Plan and in doing so damage its financial standing and reputation.

Within Quarter 3 one new risk (SR08) had been identified during the reporting period which was in relation to Vehicle Fleet Management as part of the Joint Waste Contract. The commentary from SMB on the identified risks were included in (Appendix A) to the report.

RESOLVED: That the report be noted.

9 EXTERNAL AUDIT PLAN

It was reported that this was currently in the planning phase and the approach taken would be similar to that adopted in previous years, which would be tailored to significant risks.

It was confirmed that a meeting with Bucks Finance Officers was imminent which would provide coordination and consistency across the board with regards to the way forward, without adding to short term pressures.

RESOLVED: That the report be noted.

10 **AUDIT COMMITTEE WORK PROGRAMME**

The work programme for future meetings was submitted for consideration.

Members appreciated that currently officers were under a great deal of time pressure and that therefore it would be in the interests of all concerned not to schedule a meeting for the next cycle.

RESOLVED: That;

- (i) The report be noted,
- (ii) The Chairman of the Committee be congratulated and thanked for a job well done throughout.

11 **ERNST YOUNG**

The Chairman announced that in relation to the delayed audit which had been previously discussed at the meeting of this committee in May 2019, EY had been brave in coming forward at an early stage.

The Chairman stated that there was much work still to be done and that there was a great deal of concern amongst the LGA with regards to the issues that arose. He hoped that some means of sanctions would be imposed so that the situation did not arise again in the future.

Chairman

The following officers were in attendance at the meeting:

David Skinner	- Head of Finance & Commercial
Mike Howard	- Business Assurance Manager
Andy Green	- Revenues and Benefits Service Manager (items 1-6)
Harriet Baldwin	- Performance and Improvement Officer (items 1-4)
Iram Malik	- Senior Democratic Services Officer

High Wycombe Town Committee Minutes

Date: 21 January 2020

Time: 7.05 - 9.30 pm

PRESENT: Councillor A R Green
(in the Chair)

Councillors K Ahmed, Z Ahmed, Ms A Baughan, H Bull, Mrs L M Clarke OBE, M Clarke, R Farmer, S Graham, 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,

Apologies for absence were received from Councillors M Asif, M P Davy, M Hanif, M A Hashmi and N J B Teesdale

ALSO PRESENT:

Melanie Williams HWBIDCo

17 DECLARATIONS OF INTEREST

There were no declarations of interest.

18 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the High Wycombe Town Committee held on 10 September 2019 be agreed as a correct records and signed by the Chairman.

19 HWBIDCO UPDATE

The Committee were provided with a presentation on the priorities and work of HWBIDCo by Melanie Williams, BID Manager.

In her presentation Melanie provided information on BID statistics, growth and the type of BIDs that were increasing. It was noted that the largest increase in BIDs were for town centres. Members noted the legislation, current developments and how BIDs were accredited. It was reported that BIDs aimed to deliver a number of aspects which included: representing business, boosting the economy, reducing business costs, linking with stakeholders and public bodies. Melanie provided data from the VOA that indicated that weak city centres have too many shops and not enough office space. It was noted that HWBIDCo supported Wycombe District Council with the Future High Street fund bid. Members were also provided with information on the team members and the work and projects that had been undertaken and plans for the year ahead.

Members raised a number of points and received responses in respect of various questions. Main points were as follows:

- There was a possibility of Desborough Road having its own Christmas lights switch on in the future.
- A member offered to contact local businesses so that people from ethnic minority groups could be represented on the board of directors.
- Investigations had been made in replacing the Christmas lights. It was noted that WDC owned the lights and if replaced a cost would be incurred. Various options were being considered.
- A dementia friendly group met on a regular basis in the library and further work was being done.
- HWBIDCo were congratulated on the use of the concrete balls in the high street as Christmas decorations.
- The Desborough carnival had been a great success.
- Regarding the closure of pubs it was noted that focus on the night-time as an economy would help.
- Working with smaller independent shops had been difficult as a consistent approach was needed and this was difficult for smaller establishments. The financial benefit of larger stakeholders was important as they influenced the ballot for the BID.
- HWBIDCo was unable to influence the high street market as the contract was dealt with by WDC. If there was an opportunity in the future then HWBIDCo would be interested to engage in discussions. The Chairman noted that the contract was not yet up for renewal and could not be changed at the moment.
- Regarding an indoor market, using the Chiltern Shopping centre was a good idea however the market would need to diversify.

The Chairman thanked Melanie for her presentation and suggested that she be invited to a future meeting once the unitary authority had been established.

20 HIGH WYCOMBE TOWN CENTRE ALTERNATIVE ROUTE: PRESENTATION

The Committee received a presentation from John Callaghan, WDC and Ian McGowan, BCC on the High Wycombe Town Centre Masterplan, including the alternative route.

Information was provided on policy, routes, communication and consultation on design schemes, monitoring and evaluation across all six phases of the masterplan. It was noted that monitoring and evaluation was on-going and more would be undertaken following completion of the current schemes. There were plans for further surveys including noise, air quality and journey time surveys. Future work would include the replacement of the planters.

Following a detailed presentation members asked a number of questions and provided comments. A number of responses were received these included:

- A member requested that more priority should be given to Totteridge Road over Amersham Hill in terms of signal timings. It was reported that the traffic signals junction at the station exit was under review and improvements should be made within the next few weeks. There had been an issue regarding the synchronisation of these traffic signals with those at the Crendon St/high St junction which was having an effect on the traffic flow.
- The traffic signals along Amersham Hill and along the A40 were fitted with SCOOT (Split Cycle and Offset Optimisation Technique) and when fully operational this should bring about improvements to the flow of traffic.
- Air quality and other factors were being monitored in the town centre and the findings would be reported later in the year.
- There were concerns about vehicles making right turns at the top and bottom of Suffield Hill. Officers explained the rationale behind the design. There were no plans to add a yellow box to the road on Suffield Hill, however these are other issues were noted and would be highlighted as part of a Safety Audit to be conducted on the alternative route as a whole, supplementing the audits undertaken on the different sections..
- The planters had been a disappointment however there was a proposal to replace these with something that would be attractive and durable. .
- Members noted that whilst generally right turn bans should be 'self-enforcing', the banned Crendon Street right turn to the High Street appeared to be working well without physical measures.
- A Member showed concern regarding the shared space concept and commented that this was no longer supported by central Government. Officers clarified that the design approach was not based on shared space
- Monitoring and evaluation would continue on the Cressex junction and officers were working with businesses in the area to explore the scope for further improvements serving the business park.
- The work undertaken on the Cressex Road had taken longer than planned because of constraints on the site. This was due to drivers needing access to the road during the works.
- Phase 1 to 6 of the Town Centre Masterplan had been delivered and were completed. Further phases were not yet funded, but remained as planning policy. Next steps would be outlined in the Regeneration Strategy.
- Whilst there were no plans to remove the tree on Desborough Road, there was a sign in advance of the tree that needed to be reinstated.
- A Member commented that many of the road changes had been positive and had encouraged more courteous driver behaviour towards pedestrians. The issues regarding the planters had been due to drivers.
- A Member stated that he would be against any plans to give greater priority to Totteridge Road over Amersham Hill in terms of signal timings.
- A member suggested that the traffic signals at the western end of the flyover appeared to be out of sync. Officers agreed to investigate this.

The Chairman thanked Ian and John for their presentation.

21 NEW CEMETERY REPORT

Members were provided with a report from Nigel Dicker, Head of Housing, Environment and Community Services, requesting an increase to the budget for the new cemetery at Penn Road. It was noted that the report would also be taken to the Shadow Executive and WDC Cabinet members for approval; recommendations also included delegated authority to enter into a build contract.

The new cemetery had previously received approval for an initial budget of £1,679,790 from High Wycombe Town Committee and Cabinet. The costs of the works had increased by £253,210 with a total project cost of £1,933,000. The Committee were being asked to authorise funding of £143k from the Special Expenses Reserve to help meet the costs and recommended release of £500,000 CIL to help meet this.

Regarding the expected number of burials and adequate space at the new cemetery, Sue Drummond, Community Services Manager, confirmed that there were 3750 spaces supporting 150 burials a year over 25 years until the cemetery would reach capacity. It was reported that the current grounds maintenance contract was due for renewal in two years' time when the arrangements regarding 7 days burials could be considered.

Members were concerned that the budget for new cemetery was listed in the wrong portfolio in the draft budget for the new unitary authority. Concern was raised that in general the Special Expenses funds were not being considered correctly in the draft unitary budget. These concerns would be taken back to the Shadow Section 151 officer for investigation. An information sheet was requested regarding Special Expenses within the new Buckinghamshire Council budget. The Chairman confirmed that this would be investigated. The Monitoring Officer noted that she was not aware of any changes regarding the Special Expenses arrangements. The Chairman also confirmed that the High Wycombe Town Committee would continue in Buckinghamshire Council. It was noted that the decision regarding the Community Governance Review was for the new council to make in the future.

In response to a query Andy Sherwood, Contracts Manager, noted that spaces for child burials should not be at capacity for another 12 months which would provide adequate time for the new cemetery to be built. It was also noted that this would be the first space to be opened up at the new cemetery.

In response to a query the annual maintenance costs would be to look after both the old and the new cemetery.

Members noted the recommendations to Cabinet and **recommended that the remaining funding of the project from the Special Expenses Reserve: £143k and CIL: £500k be authorised.**

22 SPECIAL EXPENSES BUDGET 2020/21

Jacqueline Boosey, Business Partner, presented a report which set out the details of the 2020/21 Special Expenses Budget and explained the Council Tax precept.

Members noted that the estimated net cost of services for 2020/21 was estimated at £357k, this was a decrease of £15k from the previous year.

Various options were provided for Members' consideration which presented the impact to the annual surplus/deficit and to working balances and how this impacted the maximum level the Shadow Executive could increase Council tax. Officers recommended a 24p increase to the Council Tax Band D to £12.06 for the unparished area of High Wycombe as this would not have any adverse impact on working balances and provide Buckinghamshire Council with the ability to implement the full 1.99% increase permissible.

During the discussion it was noted that £20k was allocated as grant funding to voluntary groups. Also a Member noted his disappointment with the budget in that he felt that the needs of residents and community groups were not being met. The Chairman in response noted that the Committee had allocated £2m on the new cemetery and did look after the needs of residents in High Wycombe. Members sought clarification on the recharging of management fees and it was noted that these should now say Buckinghamshire Council rather than WDC. The Chairman again clarified that the Committee would continue under Buckinghamshire Council and the Special Expenses budget would continue under the remit of High Wycombe Town Committee.

It was also requested that a breakdown of the management recharge be provided to members of the Committee.

Members considered the options outlined in the report. Councillor M Clarke, seconded by Councillor M Hussain, proposed not to increase the Band D Council Tax. After being put to a vote this was agreed by the majority of the Committee and recommended to Cabinet.

RECOMMENDED TO SHADOW EXECUTIVE:

- i) That in respect of the Special Expenses Council Tax setting for 2019/20, a Nil increase to the Band D Council Tax be recommended.
- ii) That a 3% increase in Fees & Charges be recommended.

23 INFORMATION SHEET

RESOLVED: That Information Sheet 04/2019 Q3 Budgetary Control Report be noted.

24 HIGH WYCOMBE TOWN COMMITTEE - FORWARD WORK PROGRAMME

The Committee's work programme looking ahead to March 2020 was presented for review. It was noted that the Q3 budget report was incorrect as this had been presented to the Committee at the current meeting.

RESOLVED: That the forward work programme be noted.

25 SUPPLEMENTARY ITEMS (IF ANY)

There were no supplementary items.

26 URGENT ITEMS (IF ANY)

There were no urgent items.

Chairman

The following officers were in attendance at the meeting:

J Durkan	Senior Democratic Services Officer
K Khanna	Principal Solicitor & Monitoring Officer
N Dicker	Head of Housing, Environment & Community Services
A Sherwood	Contract Manager
J Boosey	Business Partner (Financial Planning & Analysis)
S Drummond	Community Services Manager
J Callaghan	Team Leader (Environment and Infrastructure)

Standards Committee Minutes

Date: 28 January 2020

Time: 6.15 - 6.40 pm

PRESENT: Councillor C Etholen (In the Chair)

Councillors: M Clarke, A Collingwood, A Green, H McCarthy and J Savage.

Parish Cllrs: A Cobden, T Nolan and Mrs H Stearn.

1 APOLOGIES FOR ABSENCE

An apology for absence was received from Miss S Brown.

2 MINUTES

RESOLVED: That the minutes of the meeting of the Standards Committee held on 19 February 2019 be confirmed as a correct record and signed by the Chairman

3 DECLARATIONS OF INTEREST

Mr Nolan and Councillor Green declared an interest in agenda item 4 as they had been the subject of a complaint lodged against them.

4 SECOND ANNUAL REPORT OF STANDARDS COMMITTEE

The final report of the Standards Committee was submitted for information which requested that Members note the report and refer it to Full Council at its next meeting scheduled to take place in March 2020.

Members were provided with an outline of the Committee's work schedule over the past year, this was attached at (Appendix 1) to the report. In addition (Appendix 2) highlighted the list of complaints which had been submitted under the procedures determined by the Localism Act.

A Member stated that it was unfortunate the process required that all complaints be reported for information, even if they were not genuine and of a malicious nature. The Monitoring Officer confirmed that the Council was indeed bound by the current procedures but that the level of information provided at this stage of the complaint could change under the new Authority should it deem appropriate following the scheduled review of the whole of the standards process at the end of February.

Members emphasised that it was imperative that a high level of public transparency be upheld and maintained and incorporated within an easily enforceable process. Members unanimously agreed that a formal proposal should be put forward to the

new Authority for a specific Standards Committee to be set up to deal with Standards matters.

The Monitoring Officer reassured Members that the Legal and Governance work stream had issued a legal briefing note setting out the relevant transitional regulations in respect of standards. It was explained that the new Members` Code of Conduct which would be included within Buckinghamshire Council`s Constitution was to be considered by the Shadow Authority on the 27th February 2020.

The Chairman reiterated his appreciation to all that had served on the Standards Committee over the years and for the valuable contribution they had made.

RESOLVED: That:

- (i) the report be noted
- (ii) All Members be thanked for their invaluable contribution to the work of the Standards Committee

5 REVIEW OF MODERN SLAVERY TRANSPARENCY STATEMENT

A report was submitted which requested approval for the preparation and publication of a voluntary statement on modern slavery which would express and demonstrate the Council`s commitment to its role in the prevention of modern slavery.

The report stated that whilst the Council was not under a duty to publish such a statement it was regarded as good practice to do so. The Council`s first such statement had been approved by this Committee in 2017, and had been brought back for further minor amendments in 2018.

Members were asked to agree the statement attached at (Appendix 1) of the report, and refer it to Full Council for its endorsement.

Members were informed that this statement would only be effective for the remainder of the life of the Council, but that the new Authority would also be signing up to such a statement which would be very similar in nature.

RESOLVED: That the revised Modern Slavery Transparency Statement be accepted and noted and referred to Full Council for its endorsement.

6 THANKS

The Chairman of the Committee took the opportunity to once again express his heartfelt thanks to all Members, Parish Councillors, Independent Members and officers for all the work undertaken during their time serving the Standards Committee.

The Committee Members also conveyed their thanks to the Chairman for running all of the meetings in a smooth and efficient manner.

Chairman

The following officers were in attendance at the meeting:

- Mrs Kiran Khanna - Monitoring Officer
- Mrs Iram Malik - Senior Democratic Services Officer

FINAL ANNUAL REPORT OF
WYCOMBE DISTRICT COUNCIL
STANDARDS COMMITTEE
2018-19

Foreword by Councillor Carl Etholen, Chairman of Standards Committee

I am pleased to present this, the final Annual Report of the current Standards Committee since its inception in 2012, which outlines the Committee's work over the past year. This would have been the second annual report but due to the meetings having been postponed on two occasions and the timing of the new unitary, this is now the final annual report of the Standards Committee for Wycombe District Council. From April 2020 the new Buckinghamshire Council will be the substantive Council considering all Standards matters going forward. Wycombe District Council's Standards Committee has continued to play a key part in the Council's support for and promotion of high ethical standards and probity, and has scheduled quarterly meetings to fulfil this role. In this way it provides a vital contribution towards the Council's governance arrangements. As well as 8 WDC elected members, appointed in accordance with political proportionality, the Committee also includes 3 Parish Council co-optees, and its two Independent Persons, in non-voting roles. Since 2017, all of the Parish Council places have been filled. Work has taken place during the past year to recruit to a vacancy for one of the Independent Person roles, and this has been successfully completed, with the appointment, by Full Council on 16 July 2018, of Mr Christopher Morley until 12 May 2023. The term of office of Mr Gilbert Houalla, the existing Independent Person, was also re-confirmed until the same date. The position of Independent Person roles will be reviewed going forward to the new authority in April 2020.

I would like to thank all Members who have served on the Standards Committee during the time of Wycombe District Council and those officers who have supported the work of the Committee in presenting and considering reports.

Standards Committee Membership 2018-19

The Standards Committee consists of 8 WDC elected members, politically balanced according to representation, and appointed by their respective groups; the three co-opted representatives drawn from members of the Parish Councils in the District; and two Independent Persons who have been appointed by the Council. In accordance with the requirements of legislation, the Independent Persons and Co-opted members are non-voting. Nonetheless, they have full speaking rights and the ability to influence the Committee's work.

Parish Councillor Cobden has been in the role since 2015; Parish Councillor Nolan and Parish Councillor Stearn were appointed in 2017.

Under the Localism Act 2011, the Council was required to appoint one or more Independent Persons to assist in the Standards process, and chose to appoint two. The functions of the Independent Persons within the work of Standards Committee include that they must be consulted by the Authority before it makes a finding as to whether a member has failed to comply with the Code of Conduct or decide on action to be taken in respect of that member; they may be consulted in respect of a Standards complaint at any other stage; and they may be consulted by a member or a co-opted member of the Council against whom a complaint has been made.

Mr Gilbert Houalla was originally appointed in May 2013 to fulfil the role of Independent Person. Mr Chris Morley was appointed by Full Council as an Independent Person on 16 July 2018, until 12 May 2023, following recommendation from the Standards Committee; at the same time the tenure of Mr Houalla was also re-confirmed until 12 May 2023.

The Standards Committee is currently made up of the following membership:

- Cllr Carl Etholen (Chairman)
- Cllr Marten Clarke (Vice Chairman)
- Cllr Khalil Ahmed
- Cllr Suzanne Brown
- Cllr Tony Green
- Cllr Hugh McCarthy
- Cllr Graham Peart
- Cllr John Savage
- Cllr Alex Collingwood
- Cllr Richard Newman
- Cllr Richard Scott
- Cllr Rafiq Raja
- Parish Councillor Andy Cobden
- Parish Councillor Tim Nolan
- Parish Councillor Hilda Stearn
- Mr Gilbert Houalla (Independent Person)
- Mr Christopher Morley (Independent Person).

The Council's Monitoring Officer, together with the Deputy Monitoring Officers and other officers from Legal Services and Democratic Services, supports the Standards Committee in its work and Members to comply with the Code of Conduct. The Monitoring Officer has a statutory role to ensure that the Council's decisions through its members and officers are lawful and supporting the Standards Committee's work, and handling complaints about alleged Member misconduct, forms a key part of the role.

Standards Committee Terms of Reference

Wycombe District Council's Standards Committee in its present format was first set up in July 2012, following the coming into force of the Localism Act 2011.

Members of the Standards Committee have a common interest in championing high standards of conduct amongst local politicians.

Its Terms of Reference, as set out in the Council's Constitution, are:

- To promote and maintain high standards of conduct by the Members and co-opted Members of Wycombe District Council.
- To assist Members and co-opted Members of the District Council to observe the Council's Code of Conduct.
- To advise the District Council on the adoption or revision of a Code of Conduct.
- To monitor the operation of the District Council's Code of Conduct, having regard to any national or local guidance.
- To consider and grant dispensations in respect of Member interests as provided in the Localism Act 2011.
- To advise, train or arrange the training of Members and Co-opted Members of the District Council on matters relating to the authority's Code of Conduct.
- To consider any matters referred to it by the Monitoring Officer (delegated to ad hoc Hearings Panel).
- To discharge the first four functions above in relation to Parish Councils within the area of the Wycombe District.
- To advise the Council on the adoption or revision of Codes of Conduct.

Standards Committee's work during 2018-2019

The items of business dealt with by the Committee are summarised in Appendix 1.

Some particular areas of importance covered in 2018-19 have been the appointment of a new Independent Person, with a number of update reports being required after the initial advertisement failed to yield any suitable candidates, although a second round was much more successful and resulted in a new appointment being successfully made; comment and update on two key pieces of work being done by the Committee on Standards in Public Life on intimidation of people in public life, and a review of local government ethical standards. Additionally, members have received a detailed update on a key Standards court case which involved a judicial review of the process a council used to attempt to resolve a complaint, and confirmation of training provided to town and parish council members through B&MKALC. Quarterly updates on current complaints have also been provided at each meeting. Whilst not mentioned in any Standards Committee report, additional refresher training for members on the topics of respect, and particularly conduct at meetings, was also provided by Hoey Ainscough, on 14 May 2019.

In 2012, following the implementation of the Localism Act 2011 and associated changes to the Standards regime, the Monitoring Officer was appointed to receive complaints of failure to comply with the Code of Conduct. The Monitoring Officer has delegated power, after consultation with an Independent Person, if appropriate, to determine whether or not a complaint merits formal investigation. Wherever practicable, the Monitoring Officer is able to encourage resolution of complaints without formal investigation.

The Standards Committee receives a regular report at each meeting on the discharge of this function. A list of all matters reported to Standards Committee in 2018-19 is at Appendix 2. The direction for future annual reports will be decided by the new Unitary Authority.

Under the provisions of the Localism Act 2011, the Standards Committee and in some circumstances the Monitoring Officer have power to grant dispensations. The grounds for granting a dispensation are:

- without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business;
- without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business;
- granting the dispensation is in the interests of persons living in the authority's area;
- without the dispensation each member of the Council's Cabinet would be prohibited from participating in any particular business to be transacted by the Cabinet;
- It is otherwise appropriate to grant a dispensation.

In 2018-19, no dispensations have been either applied for or granted.

Conclusion

The Standards Committee has continued to promote the principles and values of high standards of conduct and good governance across the Council. As the Shadow Buckinghamshire Council has now commenced its work, and will become the substantive Council which from 1 April 2020 will replace the existing county and district councils in Buckinghamshire, its work will continue until 31 March 2020. The Shadow Authority will consider a report on Standards on 27th February. From 1 April, its role will transfer to the new Buckinghamshire Council which will determine arrangement and processes to support standards in the future.

Appendix 1

Standards Committee agenda items 2018-19

5 June 2018

- Update on Independent Person vacancy/appointment
- Modern Slavery statement – annual review
- Update on role of the MO/Code of Conduct training to B&MKALC
- Quarterly update

9 October 2018

- Committee on Standards in Public Life – Government Consultation on Intimidation in Public Life
- Case law update Harvey v Ledbury Town Council 2018
- Quarterly update

19 February 2019

- Committee on Standards in Public Life – Local Government Ethical Standards Stakeholder Consultation and Report
- Quarterly Update
- July and December 2019 meetings postponed

28 January 2020

- Standards Committee Final Annual Report
- Modern Slavery Statement Annual Review
- Quarterly update

Appendix 2

Standards Complaints						
Complaints submitted under Localism Act procedure						
Ref No	Date Rec'd	Complainant	Against Councillor	Council	Outcome	Date completed
SC45	24/05/18	Mr C Leadbetter	Cllr M Detsiny	Lane End PC	Complaint not referred for investigation. Public benefit not served by further investigation.	13/07/18
SC46	11/12/18	Mr P Crotty	Cllr T Green	Wycombe District Council	Not referred for investigation	01/02/19
SC47	11/12/18	Cllr K Ahmed	Cllr T Green	Wycombe District Council	Not referred for investigation	01/02/19
SC48	11/12/18	Mr J Bajina	Cllr T Green	Wycombe District Council	Not referred for investigation	01/02/19
SC49	12/04/19	Ms T Betteridge	Cllr N Watson Cllr M Chadwick	Stokenchurch	Not Referred for investigation	05/07/19
SC50	31/05/19	Mr A Snowball	Cllr L Clarke	Buckinghamshire County Council	Matter referred to Sarah Ashmead MO at BCC	13/07/19
SC51	31/05/19	Mrs P Baron	Cllr M Marshall	Wooburn Parish Council	Complaint referred to Stage 2, investigated with Independent Person and guidance provided. Public benefit not served by further investigation	29/10/19
SC52	26/07/2019	Mr J Galatin	Cllr Walker	Longwick Parish Council	Complaint referred to Stage 2, investigated with Independent Person and guidance provided. Public benefit not served by further investigation	17/10/19
SC53	22/08/19	Mr J Gould	Cllr G Hall	Princes Risborough Town Council	Not referred for investigation	11/11/19

SC54	17/10/19	Mrs M Harris	Cllr T Nolan	Lane End Parish Council	Not referred for investigation	04/12/19
Ombudsman Complaint	04/03/19	Miss A Yearwood	WDC (Housing)	Wycombe District Council	Final Decision from the Ombudsman Office closing the case and upheld maladministration, no injustice. As recommended by the investigator, within two months of the date of the final decision, the Council agreed to review its procedures to ensure applications are informed of their rights for review of decisions made in relation to housing decisions. This has now been done.	11/09/19

Wycombe District Council

Modern Slavery Act Transparency Statement 2018/19

This Statement sets out the actions of Wycombe District Council (“WDC”) to understand all potential modern slavery risks related to its business and the steps it has taken that are aimed at ensuring that there is no slavery or human trafficking in its own business or its supply chains. This statement relates to actions and activities during the financial year 1st April 2018 to 31st March 2019.

As part of Local Government, the Council recognises that it has a responsibility to take a robust approach to preventing slavery, exploitation and / or human trafficking in all its forms. Modern slavery in its wider sense is commonly accepted to include forced or bonded labour, human trafficking, child slavery, anything involving offences under the Protection of Children Act 1978 or the Sexual Offences Act 2003 and forced or early marriage. Whilst at the present time the Council is publishing this statement on a voluntary basis rather than under a statutory duty, it does so recognising that this is good practice as a public authority. The Council also recognises its responsibilities as an employer, and acknowledges its duties as a District Council to notify the Secretary of State of suspected victims of slavery or human trafficking as introduced by section 52 of the Modern Slavery Act 2015 and to take action and work with other responder agencies under the Civil Contingencies Act 2004.

The Council is absolutely committed to doing all it can to prevent slavery and human trafficking in its corporate activities and to ensuring that its supply chains are free from slavery and/or human trafficking. The statement below sets out practices already in place at the Council in 2017/18 following the introduction of the Modern Slavery Act 2015.

Organisational Structure

This statement covers the activities of WDC across its Organisational Structure.

Corporate Strategy

The Council’s Corporate Strategy clearly states its aim to support and develop the people it employs, growing their knowledge and skills, now and for the future. The Council’s Workforce Strategy, referred to below, explains how it does this.

Workforce Strategy

The Workforce Strategy is reviewed bi-annually (and its action plans annually) so that it stays relevant. The Strategy is supported by other policies, available on the Council’s Intranet, which are also regularly reviewed.

The Workforce Strategy has 5 themes, each with a supporting plan:

- 1) Organisational Development
- 2) Leadership Development
- 3) Skills Development

- 4) Recruitment and Retention
- 5) Pay and Rewards

Policies

The Council has a robust ongoing Policy Review Programme which has input from Employees, Team Leaders, Management Team, HR, Trade Union and Members. The Policy Review Programme is an ongoing key piece of work in the HR work plan to ensure that the Council's policies and procedures remain compliant and fit for purpose.

The following policies and procedures are considered to be key in meeting the requirements of the Modern Slavery Act.

Employee Code of Conduct

The Council's Employee Code of Conduct has been reviewed in 2015/16 and makes clear to employees the actions and behaviours expected of them when representing the Council. The Council strives to maintain the highest standards of employee conduct and ethical behaviour and breaches are investigated.

Recruitment

The Council's recruitment processes are transparent and reviewed regularly. This includes robust procedures in place for the vetting of new employees and ensures they are able to confirm their identities and qualifications, and they are paid directly into an appropriate, personal bank account.

Agency Workers

The Council has a managed service contract in place for the provision of temporary agency staff. Where the need arises to source resources from alternative agencies, the Council will verify the practices of any new agency it is using before accepting workers from that agency.

Pay

The Council through its HR policies ensures that all employees are paid fairly and equitably.

Our Due Diligence Processes for Slavery and Human Trafficking: Employees

Recruitment systems are in place to prevent forced labour. Processes are in place for employees to report any concerns on human rights.

In this connection, "forced labour" is defined as all work and service which is extracted from any person under the menace of any penalty and for which the said person has not offered her / himself voluntarily.

Whistleblowing

The Council publishes its “Whistle Blowing” Confidential Reporting Policy as part of its Constitution. This encourages all its employees, and others the Council deals with who have serious concerns about any aspect of the Council’s work to come forward and voice their concerns, and lays out a process for doing so, which complies with the Public Interest Disclosure Act 1998 so that if necessary employees may make disclosures, without fear of reprisal or victimisation.

Corporate Complaints system

The Council operates a complaints procedure to deal with complaints about its services, and this can be used to report community concerns such as overcrowding or issues which might reveal slavery or trafficking and which merit investigation or reporting to a partner agency.

Councillors Code of Conduct

The Council expects all Councillors to demonstrate the highest standards of conduct and behaviour. All Councillors are required to abide by a formal Member Code of Conduct. Allegations of breaches are initially handled by the Monitoring Officer. Both the Code and Complaints Process are in the Council’s Constitution.

Councillors Declarations of Interests

The Member Code of Conduct expects all Councillors to record and declare both Disclosable Pecuniary Interests, and Non-Disclosable Pecuniary Interests.

Councillors Induction and Training

Councillors complete induction training on election, including mandatory equality and diversity training. Update training is also provided where appropriate.

Safeguarding

The Council embraces its responsibility to develop, implement and monitor policies and procedures to safeguard the welfare of children and vulnerable adults and protect them from harm. The Council has a comprehensive policy which all staff and councillors are expected to read and work within. The Council works within multi-agency partnerships to protect and safeguard people.

Training

The Council has a programme of mandatory training that all relevant employees and members must complete, including Safeguarding Awareness Training. Training enables officers in community-facing and regulatory roles to look out for, identify and report incidents of abuse and neglect, including modern slavery and trafficking to the relevant agencies.

Contractors and Service Providers

Where the Council awards a new contract for goods services or works in which there is a significant risk of modern slavery abuse the Council will seek reassurance that the Contractor has policies, procedures and training in place to detect and deter such abuse. The Council is also adding a whistleblowing clause to its standard terms and conditions in Contracts. Modern slavery does not occur in a vacuum and often it is orchestrated by organised crime groups. The Council therefore reserves the right to include enhanced probity checks / requirements at both the selection and award stages of procurement procedures, to ensure there no possibility of infiltration by these groups. The Council will work with central government and other organisations to keep abreast of and comply with best practice in its procurement arrangements.

Partnership Working

The Council works in partnership with a wide range of agencies with the aim of preventing abuse from taking place and where it is detected, to report via approved channels the instances of neglect and abuse and to support victims.

Emergency Planning

The Council has a duty to be part of the multi-agency response to the investigations into modern slavery and trafficking by providing assistance to victims (including facilitating and staffing the place of safety) when they are taken to such a place during these investigations.

This statement once approved by the Council's Standards Committee and supported by Full Council will be the Council's Modern Slavery Act Transparency Statements.

The Statement and any actions included with it will be reported to the Standards Committee and the Audit Committee each year for monitoring and assurance purposes. Going forward Buckinghamshire will be having its own Statement from April 2020.

Katrina Wood
Leader

John East
Acting Chief Executive
January 2020

Improvement and Review Commission Minutes

Date: 5 February 2020

Time: 7.00 - 8.30 pm

PRESENT: Councillor R Gaffney (in the Chair)

Councillors K Ahmed, H Bull, A D Collingwood, M E Knight, Mrs W J Mallen, H L McCarthy, S K Raja, R Raja and R Wilson

Apologies for absence were received from Councillors Mrs L M Clarke OBE, A E Hill, M Hussain JP, N B Marshall, Ms C J Oliver and J A Savage

Also present: Councillor Graham Peart – Cabinet Member for Community

27. CHAIRMAN'S INTRODUCTIONS

The Chairman thanked the members for their attendance and welcomed the Cabinet Member for Community, Councillor Graham Peart for attending the meeting.

The Chairman noted that this would be the last meeting of the Improvement and Review Commission for Wycombe District Council.

28. MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 6 November 2019 were approved as a true record and signed by the Chairman.

29. DECLARATIONS OF INTEREST

There were no declarations of interest.

30. COMMUNITY SAFETY PARTNERSHIP UPDATE

The Chairman welcomed the Cabinet Member for Community, Councillor Graham Peart, Community Safety Manager, Sarah McBrearty, Anti-Social Behaviour Team Leader, Nick Adkins, and Head of Housing, Environment and Community Services, Nigel Dicker.

The Cabinet Member explained that Sarah had a great knowledge of working on Prevent and Nick understood issues regarding High Wycombe town centre. He explained that the street warden project had been a result of a motion to council

regarding policing in the town centre, and following that members had approved finance for the street warden's project.

Sarah provided an update on the work of the Community Safety Partnership (CSP). She explained that Kevin Brown was the chairman of the strategic group had met every three months. Following the Anti-Social Behaviour Task and Finish Group a more operational CSP had been created with Graham Hadley as the Chairman with a wider group of stakeholders. A CSP Action Plan had been created and the CSP now meet every six weeks. Projects such as dealing with knife crime had been highlighted and a plan for funding to deal with the issue had been coordinated through the CSP. Following the creation of the unitary council on 1 April the CSP Board would be a strategic county wide operational group. It was noted that there was still a need for a local group for High Wycombe to monitor and deal with key issues in the area.

Nick provided a presentation on the work of the street wardens and the benefits to the town centre. Members were informed of the training the wardens had received which included Safeguarding, Emergency First Aid, Conflict Management, CCTV (SIA Licence) and Radio Communications. The wardens performed high visibility patrols in the town centre to deter crime and tackle anti-social behaviour. It was noted that the wardens mainly dealt with begging and street drinking. However, they could also provide Emergency First Aid e.g. CPR and Naloxone which helped individuals to recover from a drug overdose.

Nick noted that the wardens had a good rapport with people in the town centre and had built relationships that enable them to move on beggars. They supported the police and sometimes provided evidence for the police to support enforcement. It was noted that Frogmore had improved and there had been an overall reduction in begging and street drinking. The wardens regularly dealt with Safeguarding issues and had provided first aid, helped with searching for missing persons and submitted referrals to the Multi-Agency Hub (MASH). Also partnership working had included local businesses and security staff to deter shoplifting, and referring vulnerable people to the Safeguarding Hub. It was noted that the street wardens had provided a positive impact on the town centre.

The Chairman thanked Nick for the presentation and the good work. He noted that Wycombe District Council was the only authority in the county to do this project.

In response to member questions the following points were noted:

- The wardens have powers to enforce the Public Spaces Protection Order but do not currently have any further formal powers. However an application had been submitted to an accreditation scheme to provide additional powers.
- Begging was a national problem it was noted that the wardens build a rapport with people on the street and were often on first name terms.
- A rough sleepers count was undertaken on an annual basis.
- Continued work was to be undertaken with mental health agencies.
- Funding was currently in place for 3 wardens and resources would have to be considered if wardens were required outside the town centre.

- Regarding begging outside Lloyds Bank work was being undertaken partner agencies to deal with the problem. The Wardens work closely with a One Recovery Bucks outreach worker to engage with beggars.
- A member noted that wardens were often doing the job of the police and there were concerns regarding the lack of community policing.
- Regarding protection wardens were provided with stab vests and had emergency support via radio if required. It was noted that protection was rarely needed due to the rapport the wardens had built up with people in the town centre.
- The wardens did not usually patrol on a Sunday and on Saturdays there was usually only one on duty.
- Fines were used as a deterrent and this was usually enough to make people disperse from an area.
- It was noted that aggressive begging was when people are directly approached by a beggar. It was a problem and some beggars had convincing stories; it was advised not to give beggars money.
- Work had been undertaken in the Desborough Road area regarding safeguarding and a drop-in night to engage with young girls had taken place.
- Promotion of the Victims First Willow Project that supported victims of forms of exploitation had taken place.
- Regarding Child Sexual Exploitation it was noted that spot checks of hotels and test purchases were undertaken, and officers worked with the police.
- Work on community resilience regarding crime and victims of crime included a Safe Places scheme and dementia awareness.
- Work regarding Neighbourhood Watch linked into a Street Association scheme run by the County Council.
- Details regarding the Neighbourhood Watch Co-Ordinator would be shared if required who were able to provide advice regarding fraud crime. It was noted that some criminals were very organised regarding fraud and theft. The council, police and business worked together and regularly discussed this matter to share information.

The Cabinet Member for Community noted that officers had worked to mitigate the anti-social behaviour issues in the town centre however not all the problems could be solved. He was proud of what had been achieved and the work that had been undertaken to deal with the issues in the town centre.

The Vice-Chairman noted that the Shadow Overview and Scrutiny Committee had made 33 recommendations to the Shadow Executive with regards to the budget for the new unitary council. One of the recommendations was that the street wardens scheme be extended and a formal proposal would be made the Shadow Executive regarding this matter.

It was noted that Aylesbury Vale DC were also interested in the scheme and it would be a much bigger project across the county.

The Head of Housing, Environment and Communities noted that the case had been made for further funding and congratulated the wardens and officers for all the work that had been undertaken.

The Chairman thanked the Cabinet Members, Sarah and Nick for the information and noted the good work over the last 18 months.

31. IMPROVEMENT & REVIEW COMMISSION ACHIEVEMENTS

The Committee received a report which provided information on the work undertaken by the Improvement and Review Commission since its inception in 2005. The Chairman was astonished at all the achievements and commented on how worthwhile the work of scrutiny had been at the council.

One member raised concern that previous call-ins had not been successful and there had been difficulty in scrutinising Cabinet decisions. It was noted that since 2005 the Commission had called-in 21 Cabinet decisions and one had been successful regarding the football stadium.

Members noted the work of the Task and Finish Groups and that Cabinet had taken on board recommendations from TFGs. However some Members were concerned that the Commission was an advisory group.

The Chairman noted the work of the Commission had been cross party with all members being offered the opportunity to be involved. It was also noted that the Commission had been independent and there had been a good relationship with Leaders and Cabinet Members.

The Chairman hoped that the good work would continue in the new unitary authority.

32. BUCKINGHAMSHIRE COUNCIL - SCRUTINY DISCUSSION

It was noted that the Vice-Chairman, Councillor Collingwood was also the Chairman for the Shadow Overview & Scrutiny Committee. He confirmed that 33 recommendations had been put to the Shadow Executive from the Shadow Budget Task and Finish Group. It was noted that year one of the budget was robust however year two and three required some further examination.

It was expected that the new unitary council would be made up of six various scrutiny committees. There was concern about the effectiveness of how effective these Committees would be under the new system.

33. COUNCILLOR CALL FOR ACTION

There were no Councillor Calls for Action.

34. SUPPLEMENTARY ITEMS

There were no supplementary items.

35. URGENT ITEMS

There were no urgent items.

36. CHAIRMAN'S CLOSING REMARKS

The Chairman provided the Commission with an Ode he had written.

In 2005 the I&R Commission was born
We now enter and move onto a new dawn.
It has been a long, but enjoyable ride
But we leave with our heads held high, and with pride.
21 Call-ins was my biggest hate
But at least it caused a great deal of debate.
To all those of you that have taken part
I thank you from the bottom of my heart.
A special personal thanks to Alex C
Whom has always supported me.
Now that we are now all done
Aylesbury here we come.
When we are long and gone
For me memories will last long.
For the last time I thank you all and good night.

Councillor Ron Gaffney

The Chairman thanked all the Improvement and Review Commission members for all their input, help and assistance over the years. Also all the Cabinet Members that had attended the Commission from time to time. He also thanked Jemma for keeping him on the "straight and narrow" – but a special thanks to his vice Chairman, Alex Collingwood. He thought that they made a great team together.

Chairman

The following officers were in attendance at the meeting:

Nigel Dicker	- Head of Housing, Environment & Community Services
Jemma Durkan	- Senior Democratic Services Officer
Sarah McBrearty	- Community Safety Manager
Nick Adkins	- Anti-Social Behaviour Team Leader

Agenda Item 15

Motion Minute Extract from Cabinet 3 February 2020

The report before Cabinet detailed the response to the Motion received at Council on Monday 21 October 2019. The Motion stated the following:

“World leaders are at last taking an interest in the potential devastation caused by global warming and climate change. Climate Science experts from around the world tell us that unless we switch away from fossil fuels within the next 12 years, we will be unable to avoid the worst impacts of climate change. We face a Climate Emergency. Reducing energy use and switching to clean energy will increase our energy security, improve our air quality, minimise fuel poverty, boost our local economy and provide jobs and training.

Wycombe District Council is prepared to play its small part in this big debate by declaring a climate emergency and committing to being carbon neutral by the year 2030. This move will raise the profile of this vital issue with our residents and enable us to secure additional external support and funding. Wycombe District Council also agrees to sign up to the covenant of Mayors, to track our progress and itself with Towns around the world who are engaged in cutting emissions.”

The Cabinet Member for Environment detailed the significant progress Wycombe District Council had already made in preserving the environment, including recycling, 25% tree canopy cover to be included within developments and air quality management areas. She suggested that Cabinet support the recommendations.

Councillor R Raja, the mover of the Motion was present and emphasised the importance of ensuring that action was taken to minimise emissions.

The Leader paid tribute to the Cabinet Member and officers in relation to the work that had been undertaken.

During discussions, it was confirmed that in accordance with Standing Order 12.7, Cabinet “shall report back by way of recommendation to Full Council and the report shall advise the Council as to whether or not the motion should be adopted or give such other advice as was appropriate.

The following recommendations were made to support national and international efforts to minimise the effects of climate change.

Recommended: That Council resolves to (i) recognise that climate change, and the associated challenges it brings, constitutes a global emergency;

(ii) understand that, although it contributes 1% of global carbon emissions, the UK must irrespectively lead by example in promoting change both within the UK and globally;

(iii) note that Wycombe District Council had already made significant progress to date in preserving the environment, as evidenced by its strong recycling performance and the adoption of an air quality action plan. It has recently developed supplementary planning documents requiring 25% tree canopy cover to be included within developments, was at the public

consultation stage for an air quality supplementary planning document and had recently launched an anti-engine idling campaign, signing its air quality management areas, so informing drivers of this;

(iv) Wycombe District Council declares a climate emergency by supporting the UK government target to be net-zero by 2050, as contained in the 2008 Climate Change Act (as amended); and

(v) agree that addressing climate change should be considered as one of the priorities of the new Buckinghamshire Council and recommend that it seeks opportunities to achieve a net-zero level as soon as reasonably possible before the 2050 UK government target.

Report For:	Cabinet
Date of Meeting:	Cabinet 3 February 2020
Part:	Part 1 - Open



WYCOMBE
DISTRICT COUNCIL

SUMMARY	
Title of Report:	RESPONSE TO THE MOTION SUBMITTED TO COUNCIL IN OCTOBER 2019 - CLIMATE EMERGENCY DECLARATION
Cabinet Member: Officer Contact: Direct Dial: Email:	Councillor Mrs Julia Adey Carl Griffin 01494 421742 carl.griffin@wycombe.gov.uk
Wards affected:	All
Reason for the Decision:	To support national and international efforts to minimise the effects of climate change.
Proposed Recommendation:	<p>That:</p> <p>Council resolves to:</p> <ul style="list-style-type: none"> (i) Recognise that climate change, and the associated challenges it brings, constitutes a global emergency. (ii) Understand that, although it contributes 1% of global carbon emissions, the UK must irrespectively lead by example in promoting change both within the UK and globally. (iii) Note that Wycombe District Council has already made significant progress to date in preserving the environment, as evidenced by its strong recycling performance and the adoption of an air quality action plan. It has recently developed supplementary planning documents requiring 25% tree canopy cover to be included within developments, is at the public consultation stage for an air quality supplementary planning document and has recently launched an anti-engine idling

	<p>campaign, signing its air quality management areas, so informing drivers of this.</p> <p>(iv) Wycombe District Council declares a climate emergency by supporting the UK government target to be net-zero by 2050, as contained in the 2008 Climate Change Act (as amended).</p> <p>(v) Agree that addressing climate change should be considered as one of the priorities of the new Buckinghamshire Council and recommend that it seeks opportunities to achieve a net-zero level as soon as reasonably possible before the 2050 UK government target.</p>
Sustainable Community Strategy/Council Priorities - Implications	<p>Risk: No perceived risk</p> <p>Equalities: No equalities issues – The declaration will cover all areas of the district and everyone is affected by climate change.</p> <p>Health & Safety: Not applicable.</p>
Monitoring Officer/ S.151 Officer Comments	<p>Monitoring Officer: Whilst there is no legal requirement for climate emergency to be declared, it is considered prudent to set as a priority in view of the steps taken by other countries following the UN Climate Change Conference, Poland, December 2018 to take measures to limit climate warming. The report also accounts for the motion to full Council.</p> <p>S.151 Officer: There are no direct financial implications of this decision. Any additional financial requirements of any actions that are developed will need to be built into the medium term financial planning framework and budget setting process.</p>
Consultees:	None
Options:	<p>i) <i>Declare a climate emergency as recommended i.e. supporting the UK government target of net zero by 2050</i></p>

	<p>Evaluation: Declaring a climate emergency as recommended will align us with Buckinghamshire County Council's declaration that was made in September 2019. However, it will put our ambition at a lower level than the other district councils in Buckinghamshire who have all suggested a target of 2030.</p> <p>ii) <i>Declare a climate emergency with a determination to support a 2030 target to be net zero carbon.</i></p> <p>Evaluation: Declaring a climate emergency with a determination to support a 2030 target to be net zero carbon will align us with both Aylesbury Vale District Council's and Chiltern District Council's declarations that were made in 2019. However it will put our ambition at a higher level than Buckinghamshire County Council and the UK government who have both set a target of 2050.</p> <p>iii) <i>Whilst Wycombe District Council fully supports the move towards being carbon neutral at the earliest date, it would seem sensible in light of the formation of the new Buckinghamshire Council in April 2020 for the new Council to agree a climate change declaration at its earliest opportunity. It recognises that this is only possible once detailed baselining work on the newly formed council's emissions have been carried out.</i></p> <p>Evaluation: This option will leave Wycombe DC as the only local authority in the Thames Valley region that hasn't declared a climate emergency. It's main point of encouraging the new Buckinghamshire Council to agree a climate change declaration at its earliest opportunity is already sufficiently covered in the recommended declaration (option i).</p>
Next Steps:	Wycombe District Council must continue to encourage, at all stages of its development, that

	environmental considerations form a large part of the decision making process of the soon to be Buckinghamshire Council.
Background Papers:	None.
Abbreviations:	None

Detailed Report

1. The report has been drafted in response to the Motion submitted to Full Council in October 2019. The following Notice of Motion was submitted by Councillor R Raja and seconded by Councillor K Ahmed.
2. In accordance with Standing Order 12.7, Cabinet “shall report back by way of recommendation to Full Council and the report shall advise the Council as to whether or not the motion should be adopted or give such other advice as is appropriate”.

Motion Text (as proposed by Cllr R Raja and seconded by Cllr K Ahmed)

3. World leaders are at last taking an interest in the potential devastation caused by global warming and climate change. Climate Science experts from around the world tell us that unless we switch away from fossil fuels within the next 12 years, we will be unable to avoid the worst impacts of climate change. We face a Climate Emergency. Reducing energy use and switching to clean energy will increase our energy security, improve our air quality, minimise fuel poverty, boost our local economy and provide jobs and training.
4. Wycombe District Council is prepared to play its small part in this big debate by declaring a climate emergency and committing to being carbon neutral by the year 2030. This move will raise the profile of this vital issue with our residents and enable us to secure additional external support and funding. Wycombe District Council also agrees to sign up to the covenant of Mayors, to track our progress and itself with Towns around the world who are engaged in cutting emissions.
5. Wycombe District Council would no longer exist after April 2020 and therefore the motion has been submitted to Cabinet under Standing Order 12.6 where more detailed thought could be effected and suitable recommendations made for the new Unitary Authority could be developed.

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 R Farmer
11 A Hussain JP	40 I L McEnnis		48 T Lee
10 D A Johncock	39 Mrs G A Jones		49 B Pearce
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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