



Improvement and Review Commission

Date: 13 September 2017
Time: 7.00 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe Bucks

Membership

Chairman: Councillor R Gaffney
Vice Chairman: Councillor A D Collingwood

Councillors: K Ahmed, M C Appleyard, Miss S Brown, H Bull, Mrs L M Clarke OBE, C Etholen, A E Hill, A Hussain, M E Knight, Mrs W J Mallen, R Newman, Ms C J Oliver, R Raja, J A Savage, C Whitehead and R Wilson

Standing Deputies

Councillors Ms A Baughan, M P Davy, M Hanif, M A Hashmi, M Hussain, M Hussain JP, Mrs G A Jones, N B Marshall and H L McCarthy

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Agenda Item 1

APOLOGIES FOR ABSENCE

To receive apologies for absence.

Agenda Item 2

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..

Agenda Item 3

MINUTES OF PREVIOUS MEETING 21 JUNE 2017

To confirm the Minutes of the meeting held on Wednesday 21 June 2017.

Agenda Item 4

CHAIRMAN'S OPENING REMARKS

Agenda Item 5.

Report to Improvement & Review Commission

Wycombe Community Safety Partnership Plan 2017/2020

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What is the Commission being asked to do?

The Commission is requested to note and support the Wycombe Community Safety Partnership priorities for 2017-2020.

Executive Summary

1. The Wycombe Community Safety Partnership Plan (Appendix A) sets out the aims and objectives for the Partnership for the period from April 2017 to March 2020. The Plan explains the structure and system for conducting business and the contribution and commitment of partners. The plan is forward looking with a focus on community and tackling the issues that matter most to residents, businesses and visitors.
2. The Wycombe Community Safety Partnership regards the Plan as a living document that will build upon successes and identify areas where there is a need to focus resources and expertise.

Background and Issues

3. The Crime and Disorder (Overview and Scrutiny) Regulations 2009, in conjunction with Section 19 of the Police and Justice Act 2006, sets out the requirements for discharging crime and disorder overview and scrutiny arrangements. Every local authority is required to have a designated crime and disorder Overview and Scrutiny Committee with power to make recommendations regarding the functioning of their local Community Safety Partnership. Wycombe District Council uses the Improvement and Review Commission for this purpose.
4. The regulations leave the frequency of meetings to local discretion, subject to the minimum requirement of once a year.

Wycombe Community Safety Plan 2017-2020

5. Wycombe Community Safety Partnership priorities are identified using two analysis documents: The Thames Valley Police Force Strategic Assessment and the Buckinghamshire Community Safety Partnership Strategic Assessment.
6. Both documents are produced annually and are complemented by regular monitoring of partnership activity, detailed analyses that explore the key and emerging problems, and consultation with community groups. This process helps the Partnership to direct its resources so they remain focused on the main priorities, adapt to new issues, and are delivered in a manner that gets to the root causes of crime and anti-social behaviour.
7. Following this research the following have been identified as priorities for the Wycombe Community Safety Partnership:
 - Tackling anti-social behaviour and crime
 - Safeguarding communities from exploitation
 - Working together to address Child Sexual Exploitation
 - Building community resilience

Wycombe Community Safety Partnership Plan Priorities 2017 - 2020

8. The Community Safety Partnership has agreed the following four priorities for the next three years. Each priority has a delivery plan, with details of the key actions for each during 2017/18 included below.

Priority 1 – Tackling anti-social behaviour and crime

9. A public consultation is undertaken to ascertain whether there is a consensus with the priorities, and this survey showed that crime and anti-social behaviour are still a priority concern for the residents of the district. The Wycombe Community Safety Partnership understands that certain crimes occur in peaks and troughs throughout the year, so it needs to continue to plan for these peaks and make every effort to limit any increases during these periods.

Year one actions:

- Agencies working in partnership to deal with anti-social behaviour throughout the district, utilising the new legislation and tools.
- Thames Valley Police working with partners on seasonal trends and increases in crime.
- Continue to increase the public awareness of cybercrime, and how to avoid becoming a victim
- Tackling increases in violent crime through partnership initiatives such as Nightsafe
- Agencies working together to address substance misuse and its effect on the wider community.
- Implementing and monitoring the Public Spaces Protection Orders.
- Thames Valley Police to work with relevant agencies to target Organised Crime Groups within the district.

Priority 2 – Safeguarding communities from exploitation

10. Whilst there is a separate priority regarding child sexual exploitation, it has become clear across the country that adults within communities are also subject to different forms of exploitation. Although the public may not be able to identify this as an area of concern locally, the crime statistics and knowledge from service providers in the district and county indicate that this is indeed a key priority
11. Domestic abuse is a very under-reported crime and it is believed that those who are brave enough to come forward represent only the tip of the iceberg in terms of those who experience it. Consequently, organisations find it difficult to measure the true extent of domestic abuse in the district as they are not able to get a full picture and extent of domestic abuse.
12. Prevent is part of the Governments Counter Terrorism Strategy and has three main objectives:
 - **Ideology:** respond to the ideological challenge of terrorism and the threat faced by all from those who promote it;
 - **Individuals:** prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support; and
 - **Institutions:** work with sectors and institutions where there are risks of radicalisation that must be addressed.
13. At the heart of the Prevent Delivery Plan is an approach to mainstreaming and better working arrangements across the partnership and stakeholders to ensure not only a consistent and efficient approach, but also one that is targeted and cost effective. It is acknowledged that there are many factors that contribute to such vulnerability, but it is the ideological narratives that prey on these vulnerabilities that give rise to terrorism and violent extremism.

Year one actions:

- Supporting the victims of domestic violence and abuse to report incidents to the police or other supporting agencies.
- Raise awareness of Honour Based Violence and where people can access support locally.
- As a result of the implementation of the Counter Terrorism and Securities Act 2015 (CTSA 2015) every local authority must, in the exercise of its functions, have due regard to the need to prevent people from being drawn into terrorism. Local aims are to continue to deliver a robust response to the ideological challenge of terrorism; protect the vulnerable; and support institutions and the community in opposing the narrative of the radicalisers.
- Modern Slavery is a growing issue, affecting men, women and children. 1746 cases were reported in the UK in 2013 - a 47% increase on the number of cases reported in 2012. But these are just the victims that are known about. Slavery's hidden nature means actual numbers are likely to be far, far higher. Wycombe Community Safety Partnership will continue to develop a multi-agency approach to raising awareness of, and tackling modern slavery locally.
- Through the multi-agency Street Core Community Group those that are homeless within High Wycombe town centre will be managed, utilising support services and enforcement where appropriate.

Priority 3 – Working together to address Child Sexual Exploitation

14. Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator.
15. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Year one actions:

- Working in partnership across the county to raise awareness of Child Sexual Exploitation (CSE) and the support that is available.
- Ensure that training is delivered on CSE to staff within key establishments and agencies, such as taxi drivers, Hotel staff, late night eateries etc.
- Following the publication of the CSE Serious Case Review, implement any relevant actions.
- Raise awareness of Female Genital Mutilation and where people can access support.

Priority 4 – Building community resilience

16. A large part of the work of the Community Safety Partnership is to educate and inform the public – for example explaining how to prevent becoming a victim of crime, or explaining where specific help can be obtained for a certain issue (such as domestic abuse, or cybercrime) etc.
17. It is important, in these more challenging financial times, to build community resilience into the work of the Partnership. Together partners need to enhance the personal and collective capacity of the community to anticipate risk, limit its impact and help them to bounce back rapidly.

Year one actions:

- Work with local businesses and communities to implement the Safe Place scheme
- Support and promote Neighbourhood Watch within communities.
- Assist in the roll out of the Street Association Project in the pilot area, and then beyond.
- Thames Valley Police and Wycombe District Council to work with schools to deliver the Community Cop Cards scheme.
- Working together to raise awareness of scams, and where people can go for help and advice.
- Multi-agency work within communities to promote wellbeing and to support the Dementia Friendly Community initiative.

18. Partnership work so far:

- Two Public Spaces Protection Orders (PSPO) have been implemented – one that prohibits alcohol related anti-social behaviour within High Wycombe town centre and surrounding area; and the second which prohibits prostitution related activities in the Desborough Road area. The Council ASB Officer is working with the Neighbourhood Policing Team to plan operations to deal with any breaches.
- A third PSPO has been consulted upon which looks to address anti-social behaviour which is occurring along a footpath running behind people homes in the Desborough Road area. The decision on whether this will be implemented will be taken later this year.
- Thames Valley Police have undertaken operations locally to target potential victims of modern slavery. Work is continuing in relation to the multi-agency approach to modern slavery, including the training of frontline professionals.
- Additional funding has been made available from the Home Office, and this has meant a new Prevent Education Officer has been recruited to work in schools within the district to deliver Prevent training.
- Hotel Watch has been rolled out by Thames Valley Police and Wycombe District Council. This scheme has signed up over 35 of the hotels within High Wycombe who have been provided with sexual exploitation information and awareness raising materials for their staff. Training will also be rolled out to these establishments, and regular email correspondence is being sent out.
- The Safe Place scheme has been refreshed this year and a launch is planned for October. This scheme has signed up businesses/shops within High Wycombe, Marlow and Princes Risborough so that people who may feel vulnerable or need assistance can go to these businesses/shops and ask for help.
- The Community Cop Cards scheme has taken place in Marlow – with Year 6 pupils collecting stickers which cover a variety of topics including personal and cyber safety, anti-social behaviour, first aid and fire safety. The scheme was very successful, and an evaluation and lessons learned report is currently being produced.

Crime statistics:

19. Below are the crime statistics comparing the period 1st April – 30th June for 2016/17 and 2017/18.

Offence Type	Number of Offences During 2016/17	Number of Offences During 2017/18	% Change	% Change - Force
All Crime	2330	2433	4.4%	15%
Violence Against the Person	526	528	0.4%	8%
Sexual Offences	70	71	1.4%	13%
Robbery	8	17	112.5%	51%
Burglary Dwelling	73	-	-	-
Burglary Non-Dwelling	123	-	-	-
Residential Burglary – Dwelling	-	56	-	-
Residential	-	-	-	-

Offence Type	Number of Offences During 2016/17	Number of Offences During 2017/18	% Change	% Change - Force
Burglary – Sheds/Garages				
Business and Community Burglary	-	69	-	-
Theft of Vehicle	58	47	-19%	27%
Theft from Vehicle	127	130	2.4%	27%
Shoplifting	315	334	6%	16%
Arson	21	15	-28.6%	-11%
Criminal Damage	301	331	10%	7%
Drug Offences	93	96	3.2%	-5%
Public Order Offences	82	89	8.5%	11%

20. The Home Office changed the crime recording this year and the classification for burglary. Previously “Burglary Dwelling” and “Burglary Non Dwelling” were categories, replaced by “Residential Burglary – Dwelling” “Residential Burglary – Sheds / Garages” and “Burglary Business & Community”. Because of these changes there are no direct comparisons between the previous years and this year.

21. The table above also includes the force percentage change, which shows that Wycombe LPA is performing above the force average. Although not available on the above chart, Wycombe is one of only two areas in the Thames Valley that is showing a negative figure for burglary dwelling against a force increase of 38% (Wycombe has seen a reduction of 10%).

22. Most of the other statistics follow the force trend, except for robbery. Looking back to last year, Wycombe had the lowest robbery figures and the second lowest within the whole force, therefore any increase will appear significant. The current number of robberies is consistent with those in Aylesbury and Chiltern and South Bucks, which have also seen 30-50% increases over this period.

Conclusions/ Recommendations

23. Whilst the remit of the Community Safety Partnership has broadened to new and challenging areas, such as modern slavery and cyber-crime, the Partnership Plan continues to address the more ‘traditional’ themes of community safety, which are still a priority for the community, such as acquisitive crime and anti-social behaviour.

24. The Commission is asked to support its priorities for 2017-2020.

Corporate and Financial Implications

25. The legal requirements are outlined earlier in the report.

Next Steps

26. The Partnership Delivery Plans for 2017-18 will be monitored via the Wycombe Community Safety Strategy group meetings.

Background Papers

The Wycombe Community Safety Plan 2017-2020 is held by Community Services Team and published on the Council's website.

Agenda Item 7.

REFRESH OF OUR CORPORATE PLAN (2015-2019)

Officer contact:

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What is the Commission being asked to do?

To assist in the refresh the Council's Corporate Plan by helping inform key focus areas to 2019. The Commission will have the opportunity to consider the draft version of the refreshed plan at its 8 November meeting and feed comments through to Cabinet to be incorporated into the final version submitted to Cabinet on the 5 February 2018.

Executive Summary

1. The Corporate Plan sets out the priorities, ambitions and high level outcomes to 2019 to meet both the challenges and opportunities facing the council. Our priorities are focussed on the 'three Ps': regeneration and infrastructure (our place priority); cohesive communities (our people priority) and value for money services (our pounds priority) which is our organisational or 'way we work' priority. The Corporate Plan is the key policy framework document for the Council and any changes made need to be approved by Full Council.
2. This is the first 'refresh' that has been carried out on the Corporate Plan since its publication in January 2016. Members of the Commission are invited to assist with the refresh process by way of a short workshop activity. This will be held as a private session prior to the open meeting.
3. The output from the refresh will be a more focussed and punchy 'plan on a page' that can be communicated in a simpler and more accessible way than the current 20 page document. The Corporate Plan will have associated strategies beneath (existing and new) and resourced work programmes to drive delivery.

Background

Our current 2015-19 Corporate Plan (approved by Council in December 2015) has been in place for 18 months. Within the 'delivering our priorities' section it is recognised that as the environment and circumstances that we work in change and new opportunities (or challenges) arise there is a need to periodically 'pause' and review the ambitions and activities. This is to ensure that we remain focussed on what is going to make the biggest difference - and can be delivered within the resources that we have.

5. Since our current Corporate Plan was written the council has seen change. Activities that were seen at that time as 'on the horizon' elevated. For example in collaboration with the other district councils in Bucks, we developed and submitted a business case to Government to modernise local government in Bucks. Although a decision from the Secretary of State is unlikely to happen soon, the enabling work streams identified, such as the digital agenda, the importance of the preventative agenda and building resilience in our communities will remain areas to address.

6. Our local plan work has progressed and we are more aware now of the scale and scope of development required for Princes Risborough. It has also been recognised that the market is very unlikely to deliver all of the homes that we need in our district – especially those that are affordable and the ambition of “help address the affordability gap by exploring innovative housing solutions” including whether the Council becomes more active in this sector has risen up the agenda. We also recognise the continuing change in our demographics with the increase of older people and the implications for the preventative agenda (including keeping people active and independent) and housing provision.
7. Our regeneration and major projects work continues apace – even with some post Brexit challenges at Handy Cross. In 2015, adopting the regeneration theme in our Corporate Plan led to the decision not to develop a new Economic Development Strategy to 2019 – our stance on this has now changed and one is in the process of development. The ambitions within this – and the proposed digital strategy need to be adequately reflected in our Corporate Plan going forward.
8. This refresh process offers an opportunity to revisit the focus of our ambitions in light of the journey we have taken since 2015 – and where we are now. It is also an opportunity to identify where we have gaps in delivery to so that these can link into this years’ budget setting process for resource allocation and have activities programmed as part of our service planning process.
9. Members of the Commission are invited this evening to assist with the refresh by way of a short workshop activity. This will be held as a private session prior to the open meeting.

Corporate and Financial Implications

10. Corporate implications will be addressed as part of the existing processes in place as the project and activity work streams developed for each ambition in Corporate Plan are developed, taken forward and implemented. The main corporate implication is that the Corporate Plan, upon approval, becomes the key strategic document for the Council driving action and future resource allocation and is the framework against which the Council’s progress and performance, as reported in the Annual Report will be judged by stakeholders.
11. Corporate planning is incidental to the discharge of the Council’s various functions and as such is authorised under Section 111 of the Local Government Act 1972.

Next Steps

12. Outputs from the discussion will be included with the feedback received from Cabinet and Officers to inform the refresh of the Council’s priorities and ambitions to 2019 and the creation of the underpinning delivery plans.
13. A draft refreshed Corporate Plan will be shared with IRC on 8 November 2017 and Cabinet on 13 November 2017. The final version to be considered by Cabinet 5 February 2018 and Council 22 February 2018 with publicity and awareness raising through March 2018 and a formal re-launch on 1 April 2018.

Background Papers

Corporate Plan 2015 – 2019:

<https://www.wycombe.gov.uk/pages/About-the-council/Council-policies/Our-corporate-plan.aspx>

Modernising Local Government Business Case:

<https://www.modernisingbucks.org/our-submission/>

Presentation: What is the Corporate Plan for?

G:\Corporate Policy\Policy Development and Research\Corporate Plan\2017 Refresh

Agenda Item 8.

UPDATE REPORT OF THE LOCAL PLAN TASK AND FINISH GROUP

Officer contact: Catherine Whitehead (Head of Democratic, Legal & Policy Services)
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What is the Commission being asked to do?

To note the recent work of the Local Plan Task and Finish Group at its meeting of 1st August 2017, at which the Group considered the draft Local Plan prior to its recommendation to Cabinet on 18th September 2017. This update report outlines the Group's submission to the Cabinet Member for Planning and the Planning Service in respect of the Draft Plan; these submissions, recommendations and notes having been weaved into the Plan as to be presented to Cabinet for publication and submission.

Introduction

The Task and Finish Group 'Sweep-Up' Meeting took place on the 1st August 2017, after an 11-month interval. This was the concluding meeting of the series.

Members, under the chairmanship of Councillor Hugh McCarthy were: Cllr Alex Collingwood (Vice Chairman), Councillor Rafiq Raja, Councillor Miss Suzanne Brown, and Councillor Harry Bull.

The Meeting was supported by the Cabinet member for Planning; Councillor David Johncock, Deputy Cabinet Member for Planning; Councillor Alan Turner and the Chairman of the Planning Committee; Councillor Paul Turner.

The Meeting was addressed by planning officers; Mr Ian Manktelow (Strategic Planning Manager) and Mr Chris Schmitt-Reid (Team Leader Planning Policy), the Meeting was clerked by Mr Peter Druce (Democratic Services).

Executive Summary

The draft local plan was considered by the Group to be a sound, legible and logical document. It clearly addressed most of the pressing housing delivery issues, although the obvious constraints of the District were evident, and whilst largely recognised, compromise was evident.

The plan was comprehensive and generally clear on emerging policy, although some areas required detail refinement and greater clarity to improve lay readability. Members noted that the plan would not address existing infrastructure deficiencies, although it would ensure that the infrastructure needs of new development would be provided. There were stronger policies to ensure that developers met their obligations regarding the impact and harm caused by large scale development on established communities.

Members were impressed with the agreement to offset 2275 homes to AVDC (Aylesbury Vale District Council), noting that WDC (Wycombe District Council) will have more than met their sustainable obligations.

The sustainability of the plan was not clearly evident, stronger policy was required to guarantee delivery of truly sustainable development, however members noted that the sustainability appraisal was not yet published, which would address this aspect of the plan

Employment provisions, whilst difficult to define at an early stage, were thought to be about right and in balance with the housing growth agenda.

Members raised questions at the meeting which were answered by officers verbally, a list of comments were also submitted on the plan, which are covered by the officer's responses at **appendix A**.

Scope of the meeting

The scope of the Meeting had been established as follows:

To review and comment upon the Duty to Cooperate, including

- a) To examine the overall distribution, quantity and provision of new housing.
- b) To examine the plans provision for employment land and its economic provisions.
- c) To examine and comment upon the Memorandums of understanding within the wider duty to cooperate with adjoining authorities.

The implications for proposed sites and anticipated challenges

The wider Princes Risborough town expansion, including delivery and timing.

The overall timetable proposed within the plan and risks associated.

The "readability" of the plan document.

To prepare a report for the Review Commission meeting scheduled for the 13th September.

Process

The draft plan had to be prepared against a much reduced time table and had been severely impacted by continuous, and ongoing revision and additional planning requirements emanating from central government.

The plan was cross referenced to a considerable number of supplementary documents and policies, and built upon the earlier Site Delivery and Allocations Document of 2013, and most specially but not singularly the emerging Infrastructure Delivery Plan. These and many other footnote papers were not examined in detail, and it was felt may need further consideration.

The Planning officers gave an informative and helpful presentation to the Group, this is attached at **appendix B**.

The Local Infrastructure Delivery Plan is a large and complex document and is available as a web link at the Wycombe District Council website shortly.

Committee Comments and considerations.

In respect of the process timetable, Members acknowledged the very tight time table and the pressing need to meet the Cabinet approval date of the 18th September 2017; the 6-week statutory consultation period scheduled for early October 2017 and critically the submission to the planning inspectorate in March 2018. The March 2018 date was seen as critical because after that time it was expected that further even more demanding planning and delivery revisions were expected. These could prove difficult to incorporate within the plan and would be managed by subsequent plan updates.

Adoption was expected in early 2019, following the planning inspectors report.

This was based upon the assumption that the Plan was found to be sound by the Planning Inspectorate, and that there were no successful challenges by external agents.

Members Comments and observations.

During the meeting process members raised many points of detail and questions etc. as featured below. Additionally officers responded in writing to member's comments and these as said are appended to this paper.

- Soundness and legal compliance. Generally, the plan was thought to be most comprehensive and sound in its presentation of the case for significant strategic and housing development within the district up to 2033. Members considered that the plan had been positively prepared, was justified by government criteria, and would be effective over the plan period. Its consistency with the current version of the NPPF (National Planning Policy Framework) was satisfactory. Some typographic and presentational corrections and improvements were recommended, especially to maps and cross referencing, so as to improve readability and clarity, these were acknowledged by officers.
- The plan was seen to have wide ranging and locally controversial consequences, especially where large development was proposed, and the Members noted that the draft infrastructure plan could not address the current infrastructure deficiency, but noted that there was work ongoing to minimise the potential impact of development, especially, but not exclusively, with regard to traffic congestion, topography and air quality. It was the Members' opinion that the District's assessed housing needs, whilst compliant with emerging government policy would not be adequately mitigated by the Infrastructure Delivery Plan. Members felt that this was not just a Wycombe centric issue; the wider impact of cumulative development was underestimated and constraining. Members requested more robust policy regarding the provision of s106 payment to prevent developers escaping the infrastructure needs of their development and its impact upon the locality.

- Members noted the officer's concerns regarding anticipated changes to government planning guidance and the need to have the Plan approved before these revisions were mandatory.
- The revised housing need was noted and accepted, and Members complimented the Cabinet Member and officers for their considerable work with AVDC regarding unmet need. It noted that the MoU (Memorandum of Understanding) agreed that 2,275 homes would be taken by AVDC. The revised HEDNA (Housing and Economic Development Needs Assessment) figures were noted and agreed. However greater clarity was needed on the actual housing numbers required, with some mathematical corrections required.
- The proposed release of Green Belt sites was considered most regrettable and whilst understood and accepted as essential for the District to meet its assessed housing need, it was felt that all other Green Belt searches had been exhausted. The release of the Glynswood site is regrettable and it potentially impacted on the AONB (Area of Outstanding Natural Beauty) and Hughenden Park, much stronger policy guidance (HW9) was needed and the plan would be adjusted to recognise this constraint.
- The large scale development of Princes Risborough, whilst reduced slightly in the plan period, was thought acceptable, although given the scale and impact upon the established community great care would be needed in the detail planning and delivery. However, given the extensive consultation and local engagement undertaken by officers, members were of the view that this was a sound and honest approach and it would make a substantial contribution to both housing delivery and the wider social and economic community of Princes Risborough.
- Members noted the use of town centre sites for intensive development, but felt that there was an opportunity for stronger policy for redevelopment at higher density of town sites and especially increased regeneration of run down areas, so as to reduce dependence of green field sites. Members commended the continued use of liaison groups where large sites were proposed.
- The spatial delivery of large scale housing was accepted as the best achievable but again concerns regarding infrastructure were noted. Work had been undertaken to refine delivery timetables and phasing, members expressed concern at the possibility of long drawn out development on multiple large sites if developers were slow to deliver.

- The small scale expansion of village sites, where appropriate and relevant was considered acceptable, but great sensitivity and local consultation with neighbourhood plans was needed at the planning stage, particularly in the rural areas and fringe villages where existing infrastructure was already inadequate.
- Community facilities were seen as a crucial part of plan making, the Plan recognised this under DM29. Members were concerned at the risk of ‘picking off’ small green spaces, village greens, allotments and local nature partnerships by speculative developers, recognising Paragraph 77 of the NPPF, and were reassured that there are existing policies in the Delivery and Site Allocations Plan, as well as a new Green Infrastructure policy in this plan – although the wording of that policy needed to be tightened up.
- The specific development policy for Marlow was noted and whilst in some respects locally controversial, given the constraints and limited opportunity within greater Marlow was generally felt appropriate and sensitive to the local character.
- Members regretted that care homes cannot be included in the housing count and noted that the greater provision of “living units” was being encouraged.
- Members voiced concern regarding the overall sustainability of the Plan. Although the underlying “sustainability appraisal” was outside the Task & Finish Group’s remit. It was however considered, that given the scale of development proposed over the life of the plan, a very clear link and reliance upon the document was a critical part of the delivery process.
- Generally, the employment policies were felt to be right and whilst concern was voiced regarding the potential for employment land loss to housing, it was accepted that it was difficult to predict need over the plan period.
- The heavy reliance on tables and schedules in the document was not user friendly, similarly some maps were unclear and of small scale, lacking contour details, this could be improved to assist readability.
- Members felt that whilst the plan did give significant recognition of the AONB and its vital relevance and importance to our District, with its cherished status; they noted that whilst there is a close working relationship with the AONB conservation board existed, it was nonetheless important to ensure that conservation policies were rigorously embedded within the Plan.

In conclusion all members were complimentary to the planning officers who had skilfully prepared the Plan, recognising the intense pressure and unpopularity of the process, it is a well drafted document that, subject to the above comments and recommendations could be recommended to Cabinet for approval. It was however to be noted that the Plan was dependent upon many supplementary papers and reports, many of which have not been examined in detail by Members.

UPDATE REPORT OF THE LOCAL PLAN TASK AND FINISH GROUP

Appendix A

Comments received from Task and Finish Group meeting on August 1st 2017

Comment	Response
Page 1 clarify consultation period can we start 1st October to allow up to 8 weeks ? Windsor and maidenhead have just had to extend their consultation for an additional 4 weeks.	<p>We don't have a firm date for Special Council yet so can't commit precisely to 1st Oct. RBWM made a mistake in their consultation which is why they are extending it, not because they wanted to allow more time.</p> <p>To ensure we hit the Government 31st March 2018 deadline for submitting the plan after which the basis for assessing our housing need will change (and potentially go up) we will want to stick to 6 week consultation period to minimise risk of not hitting the deadline.</p>
Page 11 please change map so only pink area is highlighted so clear that is our housing market area	There is some merit in making this clearer to highlight the Bucks HMA more than the other HMAs
Page 19 2.5 agree with the paragraph Can we have more detailed evidence to back it up?	More detail is set out in section 4 so no need to repeat it here – this is a high level review of the issues.
Page 29 Policy CP1 Can we strengthen point so all developments deliver sustainable not just contribute towards?	The reason why this is “contributing” is that you need to see the Plan as a whole as the vehicle for delivering sustainable development. Development could be a house extension and it is a bit difficult to argue that it on its own delivers sustainable development, but it could contribute.
Policy CP2 Can we change point 1 so delete major development in ANOB so not allocate sites for development in ANOB?	The strategy is carefully constructed to be in conformity with the NPPF on this point. The NPPF does not rule out any development in the AONB and we are only ruling out “major development in AONB” on the basis that it can go elsewhere in the housing market ie Aylesbury Vale.

Point 2 green belt add only if deliver on a sustainable way	There is no need to say this as the whole plan is about delivering sustainable development – if we say this for sites released from the Green Belt but we don't say it for other sites we are releasing from development we would be inconsistent and arguably worse would be suggesting other sites don't need to be delivered in a sustainable way.
Page 40 change colour of tier 3 to purple as colour to close to tier 4	We will change the colour
Page 43 Policy CP4 do we need to show need is 13,200?	We definitely don't want to say this in the policy because the policy is setting out what we are proposing to deliver by way of housing and that is not the same as the need for reasons we talked through at TFG. The first para after the policy (Para 4.28) explains that the need is 13,200.
Do we need to show split for tier 3-6?	We haven't done this to retain some flexibility – the numbers get pretty small for the lower tiers and we wouldn't want to effectively set an albeit broad target for say 10's of houses when you get to tiers 5 and 6. Where there is more substantial growth anticipated – ie Kimble and Longwick policies later in the plan do set numbers for these villages
Page 45 Point 4.31 is there additional evidence to support this point can we reference it?	If this is referring to the 10,925 then the HELAA (land availability assessment) report which we will publish with the plan will set all this out. Suggest ADD A FOOTNOTE TO REFER TO HELAA to make the link
Please reformat the tables on page 47 so mirror style from presentation	Agree
Page 49 map you say 2400 for but we say 2050 suggest amend or add footnote	Agree
Page 50 now shows capacity 2891 developers will push for the higher number	Not sure what point is being made here. 2,891 include Princes Risborough but also other sites of 500+ = eg Gomm

	Valley/Ashwells.
Page 51 table at top should be added to page 50	Agree – will be picked up in final formatting
Why is affordable housing 3140 in HEDNA when affordable 40% so should be 4000?	3,140 is the assessed need. 40% is our policy requirement. They are not the same, partly because not all sites qualify for affordable housing because some sites are too small, so subject to viability you have to set the requirement above the need. Also not all sites require 40%, some are less for viability reasons.
Page 54 Please use the tables from presentation as much clearer	Agree to amending table formatting
Page 57 table makes no sense please use presentation tables	Will look at table formatting
Page 59 where is figure YY?	Text reference needs to be updated to refer to the related figure – will be amended in the final formatting run if not before.
Page 65 Policy CP7 can we remove the word justified? That strengthen policy	We cannot ask all development to contribute to all the infrastructure in the list. It has to be justified by reference to the tests set out in the regulations. So whilst we would love all development to contribute we can't require it.
Page 67 point 4.67 we need greater requirements on builders to pay for mitigation from ground water flooding as the modern houses have all concrete	This will be picked up as part of the Flood Risk Assessment and the use of sustainable drainage where one is required and there are groundwater issues
Page 76 policy CP10 can we amend it so no development in ANOB apart from sites released in this plan?	No – for reasons set out above if would not be in conformity with NPPF. However we do for main villages in the AONB and elsewhere we identify settlement boundaries and include a policy later in the plan to restrict development beyond those boundaries which has a similar effect. This would not prevent development of appropriate land within the villages – eg brownfield sites.
Point 4 include all flooding including ground water flooding	Flooding is covered in policy DM39
Page 81 can we include air quality area for high Wycombe and Marlow point	This policy is about the historic environment so not sure the

4.95	relevance of air quality
Page 89 Point 7 add develop river Wye look to reduce congestion	High Wycombe TC dealt with in more detail in the DSA
Page 90 need to explain where are HW 10,11,16 and 17 are and in table opposite which is which	We will add site references to list of sites
Also change tables style for ones in presentation	Agree to adjusting table formatting for extra clarity.
Before policy HW4 need summary of HW 1,2 and 3	Agreed list out the policies number and name and which document they are in – add general point to the introduction
Page 95 can you include density and also the mix of housing	We do not specify mix of housing and not appropriate to add density
Page 97 can we increase employment land ? 1.6 HA seems very low. Also they have to provide major contribution to London road and Abbey barn lane	The amount of employment land is appropriate given the location and existing road network in the area. Transport contributions already covered in the policy
Page 99 Figure 11 not clear at all also can we specify contribution to 1fe school and secondary school.	Key identifies where the primary school will be located the following text to be added to policy: <i>A commensurate financial contribution secured by planning obligation will be required to enable the expansion of the proposed school on the Pine Trees site (formally RAF Daws Hill) to a two form of entry school to meet the need for primary school places from the development.</i> Secondary contribution is part of CIL currently
Can numbers be maximum rather than indicative?	At this level it is not possible to be that specific work we have done suggests that this is what the site can deliver
Page 100 can the development brief for Daws Hill be added as an appendix?	No - this site has planning permission and there is no policy for it in the plan
Page 101 gomm valley cab we increase employment land designation?	The amount of land is limited by the landform.

Page 102 can we specify maximum number of HA that can be developed for housing as we have for employment?	The adopted development brief deals with this in more detail identifying those areas of land suitable for development
Page 107 Can we add require additional net gain that enhance public recreation facilities?	This is already covered in the policy
Also developed pays for all additional parking?	Has to be in proportion to additional demand generated by the development
Can we propose a minimum of 3 access points and not subject to feasibility?	We cannot specify something that is not feasible – currently we are awaiting a report into the feasibility of more than access point into the development
Page 108 can we have a bigger illustrative map as not clear?	We will see if this is possible
Page 111 do we have an employment land requirements?	No this site is probably one that the the commercial market would not support employment on given difficulties in accessing the M40 form this location
What is the density in on site next door? We should mirror so it is a comprehensive scheme	We cannot always base housing numbers on adjacent area density – we need to strike a balance between maximising housing delivery and a design that fits in with the surrounding area through the DM process
Page 114 can we specify maximum 50 as only has one access to the site?	Dwelling numbers based on assessment of the site not only on access – BCC have not suggested the access should restrict housing numbers
Page 118 horns lane is it worth making it an option for employment land requirements in case it is an off site location that can deliver greater benefits?	Not sure I understand the question reducing housing here means need to find sites/capacity elsewhere
Page 120 policy HW11 please show a map of site	This is on the policies map at the back of the plan
Page 121 policy please provide a map of the site also can we specify the mix for 275 units	This is on the policies map at the back of the plan
Page 123 policy HW13 can we specify the number of houses? I think we have earlier in the document?	Yes, it should say that it is allocated for 30 dwellings.
Page 124 policy HW 14 as it was a badly sited user and it is all residential can we suggest offices are provided offsite?	No. The existing coachworks site is poorly suited to the residential character of the area but the area would support

	light B1 class uses. The policy is based on the submission of Brocklehurst Architects, who put forward a mix of offices and residential which has a form that integrates into the local neighbourhood.
Page 132 figures 19 can you outline the whole of the air park site and include requirements for additional sporting facilities in green belt or close to green belt such as Churchill shooting ground?	All of the airpark is shown on the policies map – we will be leaving the shooting proposals to the DM process
Page 134 Policy HW 17 Existing Barns are taller than single story can we change it to be prefer no taller than existing but exceptional case if no impact on green belt and ANOB?	Yes to first part subject to the uses we are proposing on the site
Page 138 policy HW 18 Show a map .development must contribute in full to access not may be required	This is on the policies map – not clear what second point is
Page 137 policy HW 19 Allow for ground level parking the same as Tesco Slough so building on stilts it can be many storeys high want it to be be a gateway building to complement new BNU building.	No – this approach would undermine the desirability and accessibility of the A class retail units. Building height and appearance would be finalised by a planning application, but agree with the desire for this to be a gateway and complimentary to the surrounding buildings
Page 139 Local development order can we keep that outside EDEN for whole town and a second for rest of district?	We are not proposing a new development order – this text deals with an existing one for a small area that has expired New ones can be designated outside of the local plan if necessary
Page 143 Please provide a summary of policy M1,2,3,4 and 5 plus full policy in appenedid	See earlier comment in relation to HW1 – HW3 we cannot reproduce the DASA as an appendix to the plan however
Please also put in a copy of the delivery and site allocations policy in the appendix	See above comment
Page 144 Add in improve car parking capacity to serve the town to ensure long term success	Unless we have a specific scheme or intention to do this we cannot say that
Point 6 delete the word unnecessary	We will replace with inappropriate as this is terminology used in the NPPF

Page 146 policy MR6 What is the density on the next door site? As this may be more accurate density.	We cannot always base housing numbers on adjacent area density – we need to strike a balance between maximising housing delivery and a design that fits in with the surrounding area through the DM process
Page 149 globe park can we add in egress as well as access to facilitate its regeneration?	Yes we can do.
Princes Risborough	
Page 154 Point 4a can we be more specific that all developments will have to contribute fully to all infrastructure not just highways? Such as Cycle Paths and train station improvement	This is the principles box, not policy. The detail of what development contributes to what infrastructure is set out in individual policies and the IDP. The rest of point 4 covers all the other infrastructure requirements anyway.
Point 5 can we be specific and make it clear more employment land requirements due to East West rail?	Not due to East West Rail, or at least we have no evidence to suggest this.
Page 157 Draw a line around expansion areas have a key below what is pink stripped area?	Yes, can put line round expansion area. Pink striped area is keyed. Will arrange for final doc to have these on same page – formatting issue
Page 158 please can you reformat table	Nb the table in their version had lost the gridlines
Page 162 figure 25 please put relief road in purple or green to stand out	Yep. This figure needs revision anyway
Page 168 figure 26 key is too busy to understand	Appreciated... think we would arrange to have key on facing page in that case – allows more room for both map and key then.
Page 174 developers to pay for sports facilities and to be all co located to gain economy of scale see Marlow Sports club	This is all set out in policy PR7. Most facilities are co-located but we can't get them all on one site. Plus we need the strategic sports areas to protect the town from further growth. We are also advised that rugby and soccer should be separate.
Page 181 policy PR7 can we be more specific in housing mix and affordable requirements?	No, refer to DM policies in RJ
Page 195 rugby pitch should be co located	See above
Also 8 tennis courts and 3 3g as this is what Marlow has and Princes Risborough	Sports requirements are based on the Sports facilities

will become sub regional centre due to its location	strategy – we can only ask for what is justified. Plus we can't be too specific or we will incur objection from Sport England
Page 199 Town centre what is the error?	Don't understand this comment
Page 200 Car parking what is current number in Princes Risborough what is number in Marlow. Risborough needs at least the same as Marlow currently does and Marlow we are looking to expand parking so may need to be higher number than 200 for Princes Risborough	About 600 spp on street and off street in PR town centre. The number required for PR is based on the evidence of the parking review. We can't ask for more than what is evidenced and frankly will be hard pressed to find space for even these.
Page 212 figure 31 what is future expansion area for? Employment or housing? At this stage leave options open	The whole site is for employment. We have shown a concept for area required by potential relocation of Hypnos.
Policy PR 13,14 and 15 please can we have maps of the sites individual and also as you did on HW map showing each parcel of land in context of whole town.	We will update the town centre diagram to show the red lines for PR13 and 14. We don't have a concept for PR15 as it is for sports – what's to show? Will ask EH if she has capacity to prepare index map of sites.
Page 240 Table 8 please reformat	Same problem as above – gridlines have been lost

It is a development plan; primarily concerned with provision of housing in the district. However, we cannot consider it in isolation and as a forward thinking council we ought to be posing some or all of the following questions as well:

1. The draft local plan has identified a number of sites within the District for housing development and it may seem that all the housing sites have been exhausted, if so, what happens after 2033?	There are likely to be further sites that could be redeveloped for housing by then either brownfield sites, government policy might change in relation to constraints, but we would also need to co-operate with our neighbours in meeting our needs in the same way we have done on this plan, this may well mean that we have a higher unmet need figure that neighbouring authorities would need to help accommodate.
2. There is no provision for improving the existing infrastructure of roads, schools, GP surgeries. The new housing development will only make the situation worse for people already in these areas; are they not entitled to a good standard	New development will need to make provision to ensure that they meet the needs of the new residents, this includes schools, transport etc.. where it has been

<p>of living? Therefore, we must seek support from BCC to rectify historical 'wrongs' as well as make it easier for the new development to be 'slotted' in.</p>	<p>identified that is required as part of the assessment of infrastructure needs. We cannot require them to make good existing deficits or problems.</p>
<p>3. We need to consider road widening, where appropriate (Could the path alongside London Road, at the Rye not be moved across the RIVER?)</p>	<p>This would not offer a solution as it would only be widening a small stretch of the London Road – increasing road capacity is always taken up rather and tends not to reduce congestion</p>
<p>4. There are no new Green spaces. We should think of how Green Spaces may be created especially in densely populated and topographically challenging areas such as Bowerdean.</p>	<p>Many of the allocations will provide new open space on site to meet their needs, these are shown on the illustrative diagrams. It is not for the local plan to create new ones for existing areas with existing problems – site allocations</p>
<p>5. What can be done in the Short/Medium & Long Term about reducing number of vehicles on roads?</p>	<p>High Wycombe has a challenging topography meaning that achieving a significant shift to non- car based uses is challenging. New developments will contribute towards bus services, enhancing facilities, improving frequency and if apt re-routing to make more accessible.</p> <p>In addition ensuring that new development is in sustainable locations where there is accessibility to both bus and rail services.</p>
<p>6. How can the Schools traffic be reduced? As an example, it normally takes me 20 to 30 minutes to travel to my Doctor's surgery in George Street from Totteridge. (Going up Arnison Avenue, past the RGS, down Hamilton Road, Hughenden Road and then past Morrisons and onto West Wycombe Road, Ship Street and George Street. However, on Monday, (7 Aug) I had to drop my wife at the surgery and as there was no schools traffic, I was able to drop her in George Street and then make it to WDC offices for the 'Taxi working group' meeting in 25 minutes all told. It was practically without any halts.</p>	<p>We have no control over school traffic other than ensuring that new schools are located close to where the demand from new development arises – often on the proposed allocation itself.</p>
<p>7. Removing commercial vehicles from residential areas, by provision of secure</p>	<p>I am not sure that it is as simple as that or what is meant</p>

lock up yards?	here – parking, driving ??
8. Can WDC become proactive in encouraging improvements to private properties (say offer 25% to 30% towards improvements) and encouragement of Downsizing to free valuable housing stock? Linked with proper provision for social care for the elderly; concentrated services for them; if they are grouped together? (One for the long term)	This is not a planning issue
9. Tunnels - Have we given any thought to relieving traffic by thinking of tunnelling out of Wycombe?	There are substantial costs associated with an option like this and no funding available to deliver.
10. Building on 'vacant' space above say railway lines?	We have not assessed this but it is likely to be a very expensive and probably undeliverable type of development
11. To get the right number of dwellings for the next 15 or so years, is there any place for 'prefabricated, but not lightweight houses? (A prefabricated house can be erected within a fortnight according to a recent TV report).	WDC is considering the use of this sort of development on Abbey Barn North and the former Bassetsbury Allotments
12. Contract negotiations need a firmer grasp of the need to protect WDC & its residents and any guarantees/warranties have to be backed by financial penalties and should cover 'known unknowns' as well as 'unkown unknowns' a la Rumsfeld.	Not sure what is meant here.
As for the presentation of the report:	
(i) An executive summary should help and enhance the feel of the report.	We will be producing an Exec. Summary
(ii) some of the maps are too small and not much in understanding the area. I would like simpler but bigger & clearer maps, overlaid by transparent paper, which can have 'Contours' and other information to give some idea about the relief & and topography.	We will look into how we can make the maps easier to read and the level of information they show, it is impractical to include transparencies and adding contours to plans may well make them harder to understand
(ii) We should ensure that any promises the developers make are adhered to, especially about the percentages of dwellings for social housing and categorised as 'affordable'.	This is why we are writing into policies that development is “required” to provide xyz in terms of specific requirements. Affordable housing reqts are always subject to viability as some sites have specific issues that affect this.
(iii) Make on street parking easier; there is at least One ticket machine in rectory Ave, which has been out of action for a number of years. You have to drive past it	We will be using new parking standards part of which will allow for on-street parking as part of the design of new

to the next machine, get the ticket and drive back to an empty space, with the hope that it has not been taken up, whilst you go to get a ticket.	developments. Planning does not control on street charges for parking or parking metres
(iv) encourage /educate residents to take pride in their locality and keep things neat and tidy.	This is not a planning policy issue – although through good design it is possible to influence how residents feel about their living environment and sense of responsibility.

Further comment	Response
page 248 point D iii delete if appropriate so it is a requirement to upgrade the pedestrian crossing as developers will always try and find any excuse as why not appropriate .	Until an application with a transport assessment is submitted we do not know if this is required – hence “if appropriate”
Page 249 Flood risk chance so all developments will provide measures and contribute to the district schemes to reduce flood risk including surface water and ground water flooding.	Cannot require developments to contribute to schemes unrelated to a development unless through CIL – for which there are competing demands
Page 252 point 4 can we add with scope to increase to 2 form entry primary school in future plans?	There is no evidence of demand for a 2 form of entry, and this has not been required by BCC, this plan is up to 2033
Page 264 19 dwellings seem very low density and the area to the South on figure seems developable?	This figure is based on cosideration of the landscape, proximity to the an area of ancient natural woodland on the west and the conservation area to the east
Policy RUR2 again seems very low density?	This is based on assessment of the site in particular impact on the AONB
RUR4 so little Marlow lakes County park can be developed can we include an access road this could be paid for by contribution from globe park development and highway England	At this stage there is no overall plan for how the park will take shape and as such if a new access road is required. There is no new development proposed in Globe Park. Highways England are responsible for the Strategic Road Network and as such no mechanism or justification for requiring them to contribute.
Such as development in point 5.5.52	Not sure what is being referred to here
Policy RUR5 and 6 infrastructure should be provided to be self sufficient and enhance the delivery of infrastructure for Princes Risborough. Make it a positive	This point is referring to making sure that anything proposed does not prevent delivery of the new road or

<p>not a negative. Means developers have expectations to contribute to wider expansion not just there little bit.</p>	<p>other elements of Infrastructure required to support the expansion of PR , not about the provision of the infrastructure for those areas Infrastructure requirements would be be considered as the Neighbourhood plan is worked on</p>
<p>Page 279 Naphill please can we have 2 access points as 64 is above the maximum of 50 normally allowed</p>	<p>We have been advised by BCC that one access is acceptable</p>
<p>Policy RUR8 density seems very low?</p>	<p>This is based on assessment of the site in particular impact on the AONB and the requirement to provide open space</p>
<p>Policy RUR12 need a map to justify why such low density.</p>	<p>This policy is attempting to put into policy what was permitted – restricting development to the existing buildings and protecting setting of the listed building</p>
<p>Page 302 HMO' s will we reduce planning permission be required for 3 beds and up ? I understood from Alistair Nicholson that this change would be part of the new plan</p>	<p>This would not be in line with the definition of a HMO which refers to number of occupants and not number of bedrooms</p> <p>As it starts at 3 individuals in theory this would be picked up by your point in any case.</p> <p><i>Small shared houses occupied by between three and six unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom.</i></p>
<p>Policy DM 24 Other authorities require affordable housing on 5 dwellings or 500 sqm please can we amend ours please? And in rural areas make financial contribution from 1 to 5 dwellings</p>	<p>Our policy is based on government policy as per the National Planning Guidance#</p> <p>These circumstances are that;</p> <ul style="list-style-type: none"> • contributions should not be sought from

	<p>developments of 10-units or less, and which have a maximum combined gross floorspace of no more than 1,000 square metres (gross internal area)</p> <ul style="list-style-type: none"> • in designated rural areas, local planning authorities may choose to apply a lower threshold of 5-units or less. No affordable housing or tariff-style contributions should then be sought from these developments. In addition, in a rural area where the lower 5-unit or less threshold is applied, affordable housing and tariff style contributions should be sought from developments of between 6 and 10-units in the form of cash payments which are commuted until after completion of units within the development. This applies to rural areas described under section 157(1) of the Housing Act 1985, which includes National Parks and Areas of Outstanding Natural Beauty • affordable housing and tariff-style contributions should not be sought from any development consisting only of the construction of a residential annex or extension to an existing home
<p>Please provide para 6.44 policy DM25</p>	<p>Policy DM25 sets out how we intend to assess applications for development on small sites where there is a need for housing for the local community, and there is a lack of sites that would accord with policy in the locality.</p>

<p>Policy DM 30 Add presumption apart from sites already identified in the local plan no development. On an exceptional basis council require...</p>	<p>That is contrary to the NPPF which sets out that 115. Great weight should be given to conserving landscape and scenic beauty in National Parks, the Broads and Areas of Outstanding Natural Beauty, which have the highest status of protection in relation to landscape and scenic beauty. The conservation of wildlife and cultural heritage are important considerations in all these areas, and should be given great weight in National Parks and the Broads².</p> <p>116. Planning permission should be refused for major developments in these designated areas except in exceptional circumstances and where it can be demonstrated they are in the public interest. Consideration of such applications should include an assessment of:</p> <ul style="list-style-type: none"> • the need for the development, including in terms of any national considerations, and the impact of permitting it, or refusing it, upon the local economy • the cost of, and scope for, developing elsewhere outside the designated area, or meeting the need for it in some other way • any detrimental effect on the environment, the landscape and recreational opportunities, and the extent to which that could be moderated
<p>DM 38 add All at the beginning of the policy.this makes it explicit</p>	<p>It would not be appropriate to apply this to ALL development such as small scale minor applications</p> <p>We will clarify in policy what this policy applies to</p>

DM 39 number 5 remove reference to any site greater than 1 hectare. This will mean all developments have to show site specific mitigation for flood risk.	There is an inconsistency in the policy as drafted, we will review and revise
<p>It must also specify how it deals with surface and groundwater flooding. Especially as these type of floods are more common than river flooding.</p> <p>We must also make it clear that all developments will make a contribution through CIL and section 106 towards any future schemes.</p>	<p>This is already covered in the policy</p> <p>See comment in relation to Slate Meadow</p>
DM 31 point 2 affordable housing this should be 40% ? Not 30%	This based on viability evidence

Local Plan Task and Finish Group

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Local Plan – for Cabinet in September

1 August 2017

Agenda Item 8.

Ian Manktelow

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What we will cover

- Timetable + Explanation of Process
- Update on Duty to Cooperate outcomes
- Housing Position
- Sites in the Plan
- Employment Land Position
- Princes Risborough delivery issues

Timetable

- Cabinet – 18th September
- Special Council – end Sept.
- Publish Plan for Statutory 6 week consultation – early Oct to mid Nov
- Submit Plan to Inspector for examination – March 2018
- Examination Hearing – June/July 2018?
- Consultation on Inspector's Main Modifications – Autumn 2018?
- Adoption – early 2019?

Next Stages

- October consultation - different type of consultation
- WDC can't formally change the plan once published.
Published plan = plan submitted to Inspector
- Will be asked specific questions:
 - Is the Plan “sound”?
 - Is it “Legally compliant”?
- Examination – is to test soundness + legal compliance
- WDC submit: the Plan + representations + evidence.
- Have to submit representations at this stage to ensure right to appear at examination
- Representations from previous stages are not sent to Inspector but WDC produce a “consultation statement”

Soundness and Legal Compliance

Tests of soundness (NPPF para 182):

- **Positively prepared** – meets objectively assessed development/infrastructure requirements where reasonable to do so and consistent with sustainable development
- **Justified** – most appropriate strategy when considered against the reasonable alternatives
- **Effective** – plan is deliverable across its period
- **Consistent with national policy** – delivers sustainable development in accordance with NPPF

Legal compliance – includes compliance with the Duty to Cooperate and other relevant legislation.

Planning with Change All around

- Govt consultation on calculating “Objectively Assessed Housing Need” – any day?
- Revised NPPF – Christmas? Draft or final?
- London Plan – consultation draft in Nov
- Heathrow – national policy statement decision?
- National Infrastructure Commission - Oxford to Cambridge Growth Area

Duty to Cooperate

Overall Position in December 2016

WDC Revised HEDNA figure = 12,900
Revised Capacity Estimate = 11,200
Unmet need = 1,700.

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AVDC agreed this revised position.

Dec 2016 – Memorandum of Understanding signed – AVDC agreeing to accommodate 1,700 homes from WDC.

Duty to Cooperate

Since then:

- Minor adjustment to Housing Need (Objectively Assessed Need)
- Work on Housing Delivery of large sites and market capacity of Aylesbury Vale (by Wessex Economics)

Revised Bucks HEDNA (July 2017)

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	HEDNA (2013-33)
Aylesbury Vale	19,400
Chiltern and South Bucks (2014-33)	12,900
Wycombe	13,200
Bucks Total	45,500

NB Slight
adjustment to
figures from
earlier this year.

WDC 300 higher

Bucks 600 higher

Addendum to be
issued.

Housing Delivery work – Wessex Economics

- Concluded that AVDC planned level of housing (27,400 = 1,370 per year) was effectively a cap in terms of what the market was likely to deliver
- Amount of housing that is likely to be built by 2033 on the Princes Risborough expansion area is less than WDC assumptions in autumn 2016 review.
- Likely to be in range 1,750 – 2,100 by 2033
- NB Report not quite finalised.

Unmet Needs latest – MOU 13.7.17 (Bucks districts and LEP)

	Need 2013-33	Unmet Need	Local Plan Level of Housing
Aylesbury Vale	19,400	n/a	27,400
Chiltern and South Bucks	12,900 (2014-33)	5,725	7,175
Wycombe	13,200	2,275	10,925
Bucks	45,500	n/a	45,500

What does this mean re sites?

- Doesn't change the proposed Green Belt release sites or other main greenfield sites to be included.
- Main change - reduction in number of homes counted within the plan period (to 2033) at Princes Risborough expansion area, with more coming after 2033. Overall numbers around 2,400 for expansion area.
- Refinement of detail.

Housing Supply – Spatial Distribution

Location	Net Dwellings (rounded) 2013-33
High Wycombe area	6,350
Princes Risborough	2,050 (600 after 2033)
Bourne End	800
Marlow	350
Rural Areas/Villages	1,400
Total	10,950

Housing Supply – Type of Sites

2013-2033	Total net dwellings
Previously developed sites in urban and rural areas	5,585
Development of the Former Reserve Sites (Greenfield)	1,755
Princes Risborough expansion (Greenfield)	1,662
Green Belt release (mainly greenfield)	1,138
Other Greenfield (including around villages)	787
Total	10,927

Housing Supply - Phasing

Timing	Net number of dwelling
2013-16 (Completions)	1,065
2016-18	1,396
2018-23	4,647
2023-28	2,498
2028-33	1,321
Total	10,927

Housing Supply – Level of Commitment

Type of site	Net Dwellings
Completions (2013-16)	1,065
Sites with permission or under construction @ 1/4/16	2,456
Allocations in the Delivery and Site Allocations Plan	579
Allocations in 'made' Neighbourhood Plans	20
Allocations in this Local Plan (up to 2033)	5,823
Allocations to be made in Neighbourhood Plans	425
Windfall	559
Total	10,927

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Part 2

- Housing Sites
- Employment Land
- Other evidence work being completed
- Princes Risborough

High Wycombe

Site	Site area (ha)	Homes
Gomm Valley and Ashwells	74	530
Abbey Barn South and Wycombe Summit	34.3	505
Terriers Farm	24.6	500
Land Off Amersham Road Including Tralee Farm, Hazlemere	15.93	350
Leigh Street, Desborough Area, High Wycombe	1.21	275
Thame House, Castle Street, High Wycombe	0.25	120
Abbey Barn North	11.32	100
Dashwood Avenue, High Wycombe	0.89	70
Horns Lane, Booker, High Wycombe	2.04	64
Glynswood, Green Hill, High Wycombe	1.62	50
Delafield Heights South, Longland Way / Pettifer Way, previously known as Flats off Chairborough Road	0.7	40
Westwood, High Wycombe	1.09	33
JC and MP Smith, Princes Gate (also known as Ricketts road, Ryedale), High Wycombe, HP13 7AB	0.16	32
Delafield Heights North, (Longland Way / Pettifer Way, also known as Castlefield Estate, High Wycombe)	1.74	32
Clay Lane, Booker, High Wycombe	1.97	30
Former Bassetsbury Allotments, Bassetsbury Lane	2.08	30
Beaumont, 3-13 Holmer Green Road, Hazlemere	0.31	28
Notcutts Garden Centre, Clay Lane, High Wycombe	0.91	15

High Wycombe

Highbury Works/Hazlemere Coachworks, Chestnut Lane, Hazlemere	0.62	14
Kitchener Works, Kitchener Road, adjacent to Smewin Court, High Wycombe	0.24	14
46 West Wycombe Road High Wycombe Buckinghamshire HP11 2LW	0.08	12
Casa Mia, Gillets Lane, High Wycombe, HP12 4BB	0.23	12
7-8 High Street, High Wycombe	0.06	12
Frank Hudson Furniture Factory, Rosebery Avenue, High Wycombe	0.11	11
17-19 Frogmoor, High Wycombe	0.04	11
Burleighfield House (Mayflower House), London road, Loudwater	1.55	11
Netley Works, 89 Queens Road, High Wycombe	0.08	11
The Gordon Arms, Gordon Road, High Wycombe	0.11	11
Westside Fruit/The Apple Orchard, Clay Lane	0.62	11
Rear of 154-156 West Wycombe Road, High Wycombe	0.1	10
Garages between Chiltern Avenue and Rutland Avenue, High Wycombe	0.38	10
193-197 West Wycombe Road High Wycombe Buckinghamshire HP12 3AW	0.19	9
Ogilvie Road, High Wycombe	0.21	9
1-9 Shaftesbury Street, High Wycombe, HP11 2NA	0.03	9
Eddie Pusey House 9A Amersham Road High Wycombe Buckinghamshire HP13 6PN	0.18	8
Garages at Tyzack Road, High Wycombe	0.25	6
27 High Street, High Wycombe	0.01	5
34 Dashwood Avenue High Wycombe Buckinghamshire HP12 3DX	0.02	5
Land to the rear of Quebec Road, High Wycombe	0.18	5
Garages at Havenfield Road, High Wycombe, HP12 4ST	0.03	5
Sunnyside and St Johns House, High Wycombe	0.09	5

Tier 2 Settlements

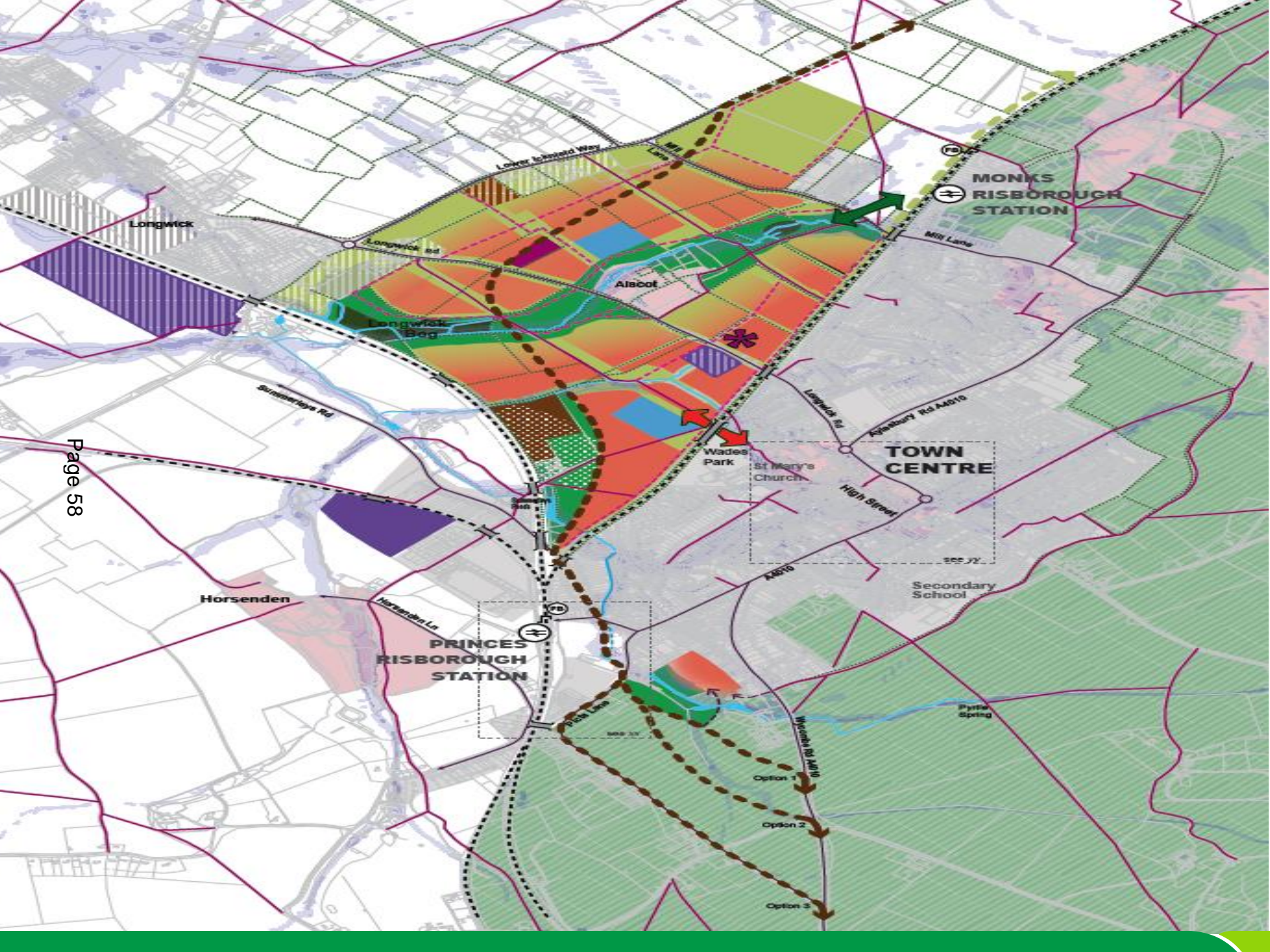
Land at Seymour Court Road, Marlow	Marlow	0.3	9
Police Station, Dean Street, Marlow, Bucks, SL7 3AB	Marlow	0.24	29
Foxes Piece Marlow Buckinghamshire	Marlow	1.52	10
Princes Risborough Expansion Area	Princes Risborough	177.25	1,662
Land to the Rear of Poppy Road, Princes Risborough	Princes Risborough	3.74	58
Land at Princes Risborough Station, Princes Risborough	Princes Risborough	2	45
Greensleeves, Maryland, Longwick Road and Aylesbury Road, Princes Risborough	Princes Risborough	0.33	32
Slate Meadow, Bourne End and Wooburn	Bourne End and Wooburn	10.26	150
Hollands Farm (north), Bourne End and Wooburn	Bourne End and Wooburn	23.74	467
Windrush House, Bourne End	Bourne End and Wooburn	0.15	8

Rural Areas

Land south of Finings Road, Lane End	Lane End	0.86	19
Land between Chalky Field and Marlow Road, Lane End	Lane End	1.27	27
Land off Simmons Way (remainder of Springbank House)	Lane End	0.26	17
Land off Clappins Lane, Naphill	Naphill	2.24	64
Land off Mill Road, Stokenchurch	Stokenchurch	4.97	100
Land at Wood Farm, Stokenchurch	Stokenchurch	0.9	28
Land Adjacent to Longburrow Hall, Park Lane, Stokenchurch	Stokenchurch	0.6	14
Land at Heavens Above, Marlow Bottom	Marlow Bottom	1.14	20
Westhorpe House, Westhorpe Park, Little Marlow, SL7 3RQ	Little Marlow	1.86	12
Coal Yard Smalldean Lane Saunderton Buckinghamshire	Saunderton	0.67	7
Uplands Conference Centre	Cryers Hill	7.6	59

Princes Risborough

- Concept Plan
- Delivery work



Infrastructure Planning

- Close working with infrastructure providers – shared growth scenarios/site options early on
- Infrastructure Delivery Plan – evidence to sit alongside the plan
- Feeds into site specific policies – our “ask” of the development, within the NPPF/CIL rules
- For largest sites, more detail to follow in development briefs – eg Reserve Sites (ongoing), Princes Risborough (ongoing), large Green Belt release sites?

Employment Land

- HEDNA addendum
- Matching forecasts against/market reality
- Commercial property advice
- Joint work on calculating future losses

Demand vs Supply

Page 61	Demand	Potential Supply	Demand/Supply balance (+ = surplus supply against demand)		Potential new allocations		Balance taking account of potential allocations	
			Sq m	ha	Sqm	ha	Sqm	ha
B1a office	68,000	-1,000	-69,000	-14	14,000	3	-55,000	-11
B1c/B2 industrial	-48,000	-81,000	-33,000	- 8	50,000	13	17,000	4
B8 warehousing	34,000	-15,000	-49,000	- 10	30,000	6	-19,000	-4
Total	54,000	-97,000	-151,000	- 32	95,000	21	-57,000	-10

Employment Land Sites

	Site area	Floorspace	B1a/b	B1c/ B2	B8
Reserve Site Princes Risborough	12	2000			2000
Airpark 2 Southern Expansion	10.5	18,600		9,300	9,300
Land adjacent to Regents Park, Princes Risborough	5.4	22,000		22,000	
Airpark 1 Existing	4.6	8,000		2,000	6,000
Land adjoining High Heavens	3.7	3,250			3,250
Costco	3.7	8,809			8,809
Stokenchurch Business Park	2.9	7,500	1,500	3,000	3,000
Verco, Chapel Lane, Sands	2	7,700		3,850	3,850
Abbey Barn South	1.9	7,600		7,600	
Gomm Valley	1.6	8,000	8,000		
Highbury Works, Hazlemere	0.6	640	640		
Staples	0.45	3,500	3,500		
Princes Risborough Local Centre	Tbd	500	500		
Total	49	97,599	13,640	47,750	36,209

UPDATE ON OTHER EVIDENCE WORK

- Highway modelling
- Infrastructure Delivery Plan
- SFRA level 2
- Habitats Assessment
- Finalising SA

Questions/Discussion

Agenda Item 9.

COMMISSION'S WORK PROGRAMME AND CABINET FORWARD PLAN

Officer contact: Catherine Whitehead (Head of Democratic, Legal & Policy Services)
DDI: 01494 421980

Email: catherine.whitehead@wycombe.gov.uk

What is the Commission being asked to do?

The Commission is asked to

- (i) note this update on the Work Programme as a whole;
- (ii) identify any topics from the Cabinet Forward Plan that require review by the Commission at a future meeting, ahead of any item scheduled for consideration by Cabinet; and
- (iii) note the current position with regard to the Task and Finish Groups.

Task and Finish Groups

The Commission is permitted (under the Constitution) to establish four Task and Finish Groups at any one time (not including joint Task and Finish Groups).

The current position regarding the established Task and Finish Groups is as follows:

• Local Plan Task and Finish Group

An update report is included in the agenda for the meeting on 13 September 2017.

• Budget Task & Finish Group

The Budget Task and Finish Group will hold its first meeting on 6 September 2017. The Group will feed into and make recommendations to Cabinet on 13 November 2017 on the Budget Preparation for the following Financial Year.

• Remaking of the River Wye Task and Finish Group

The Remaking of the River Wye Task and Finish Group will hold its first meeting on 11 September 2017.

The Task and Finish Group is scheduled produce its final report and recommendations to the meeting of the Commission on 10 January 2018.

Proposing new Review Topics

If at any time Commission Members wish to suggest further topics for the Commission's consideration then please complete and return the new Work Programme Suggestion Form (**Appendix A**) to the Democratic Services section for consideration at a future meeting of the Commission.

No suggestions have previously been received for consideration at this meeting.

For items coming to meetings of the Commission that are not the subject of a Task and Finish Group, please see the table in **Appendix B**, the current active Task and Finish Groups are also featured in this document in the Gantt chart at the end.

Cabinet Forward Plan

The Commission is also asked to consider the Cabinet Forward Plan published June 2017 (**Appendix C**). The purpose of submitting the Forward Plan to the Commission; is so that Members can review forthcoming items and highlight any reports that the Commission would like to consider ahead of Cabinet consideration.

Guidance for Councillor for Work Programme Suggestions

Proposed scope / focus of review

Identify precisely what will be reviewed to provide focus and direction.

Your rationale for selection

What are the reasons for reviewing the topic and the key issues? Are they good ones which will stand up to Scrutiny themselves?

e.g. Is the issue important to local people?

What is the strength of Member interest?

What is the possible impact of a review – is there the potential to make a difference?

The focus must be on improving services, performance, policies or decisions for residents and/or significant savings. The Commission needs to be sure that the reviews do not tie up officers on work which has little impact.

Evidence

What are the issues / facts which will support the need for a review?

e.g. Is there any evidence of dissatisfaction with the service or under performance?

Desired outcomes/objectives

What are the outcomes the review is seeking or expected to achieve and how will it benefit or impact on the local community? Again, the Commission needs to be sure that the reviews do not tie up officers on work which has little impact.

e.g. Will the outcomes assist in achieving corporate priorities? If so, which ones?

Other comments

Any other information, proposals or queries.

e.g. How will the subject be reviewed and is this achievable by the resources available?

The Commission needs to be aware of any impact on the ability of officers to deliver services especially small teams where there is likely to be a disproportionate impact.

What sort of timescale is involved?

Need to check what else has happened, is happening or is planned in the areas being considered in order to avoid duplication or wasted effort (i.e. have regard to the wider programmes of reviews recently completed, being undertaken or programmed).

Are there other, more suitable, ways of investigating or picking up the issues?

Work Programme Suggestion Form

Democratic Services
Wycombe District Council
Council Offices
Queen Victoria Road
High Wycombe, Buckinghamshire HP11 1BB

committeeservices@wycombe.gov.uk 01494 421214

Your Name:

Contact Number:

Proposed Scope / focus of review:

Your rationale for selection:

Evidence:

Desired outcomes / objectives / possible terms of reference:

Other comments:

What timescale do you perceive to be necessary for this review?

- Urgent Within six months Within 6-12 months

Wycombe District Council

Improvement & Review Commission Plan – JULY 2017 - APRIL 2018

Title & Subject Matter	Wards	Corporate Priority	Date to be taken	Lead Member	Department	Where referred to (if referred)	Contact Officer
Community Safety Plan Annual Scrutiny of the Community Safety Plan and the Community Safety Partnership's work.	All Wards	People. Engaging and working with our communities	13 September 2017	Improvement & Review Commission	Community		Elaine Jewell, Head of Community elaine_jewell@wycombe.gov.uk Tel: 01494 421891
Update on ICT Strategy Update on ICT (Information Communication Technology) Strategy	All Wards	People. Engaging and working with our communities	13 September 2017	Cabinet Member for HR, ICT & Customer Services	Human Resources, ICT/Customer Service Centre & Shared Support Services		John McMillan, Head of HR, ICT & Customer Services john_mcmillan@wycombe.gov.uk
Refresh of Our Corporate Plan (2015-19) Review by the Council's Scrutiny body (the Improvement & Review Commission) of the Council's Corporate Plan Objectives		People. Engaging and working with our communities	13 September 2017	Improvement & Review Commission	Democratic, Legal & Policy Services		Catherine Whitehead, Head of Democratic, Legal & Policy. catherine.whitehead@wycombe.gov.uk
Local Plan Task & Finish Group update An update from the Local Plan Task & Finish Group.	All Wards	Place. Sustainably regenerating the area	13 September 2017	Improvement & Review Commission	Planning & Sustainability	To Cabinet as part of Local Plan Report 18/9/17	Catherine Whitehead, Head of Democratic, Legal & Policy. catherine.whitehead@wycombe.gov.uk
Commission Work Programme & Cabinet Forward Plan Review of Commission Work Programme & Cabinet Forward Plan	All Wards	People. Engaging and working with our communities	13 September 2017	Improvement & Review Commission	Democratic, Legal & Policy Services		Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210
Corporate Plan (2015-19) Review the draft version of the Council's Corporate Plan		People. Engaging and working with our communities	8 November 2017	Improvement & Review Commission	Democratic, Legal & Policy Services		Catherine Whitehead, Head of Democratic, Legal & Policy., Jacqueline Ford, Corporate Policy Team Leader catherine.whitehead@wycombe.gov.uk, jacqueline_ford@wycombe.gov.uk Tel: 01494 421983
Economic Development Strategy Review by the Council's Scrutiny body (the Improvement and Review Commission) of the Council's Economic Development Strategy		People. Engaging and working with our communities	8 November 2017	Improvement & Review Commission	Democratic, Legal & Policy Services		Jacqueline Ford, Corporate Policy Team Leader jacqueline_ford@wycombe.gov.uk Tel: 01494 421983

Agenda Item 9.

Title & Subject Matter	Wards	Corporate Priority	Date to be taken	Lead Member	Department	Where referred to (if referred)	Contact Officer
Digital First Strategy Review by the Council's Scrutiny body (the Improvement and Review Commission) of the Council's Digital First Strategy.		People. Engaging and working with our communities	8 November 2017	Improvement & Review Commission	Human Resources, ICT/Customer Service Centre & Shared Support Services		John McMillan, Head of HR, ICT & Customer Services john_mcmillan@wycombe.gov.uk
Update on recommendations of Budget TFG Update from the Budget Task & Finish Group on recommendations (Recommendations for Inclusion)	All Wards	Pounds. Delivering value for money	8 November 2017	Improvement & Review Commission	Finance	To Cabinet 13 November 2017	Catherine Whitehead, Head of Democratic, Legal & Policy. catherine.whitehead@wycombe.gov.uk
Commission Work Programme & Cabinet Forward Plan Review of Commission Work Programme & Cabinet Forward Plan	All Wards	People. Engaging and working with our communities	8 November 2017	Improvement & Review Commission	Democratic, Legal & Policy Services		Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210
Report of the Return of the River Wye Task and Finish Group Report of the Return of the River Wye Task and Finish Group	All Wards	Place. Sustainably regenerating the area	10 January 2018	Improvement & Review Commission	Planning & Sustainability	To Cabinet 5/2/18	Catherine Whitehead, Head of Democratic, Legal & Policy. catherine.whitehead@wycombe.gov.uk
Commission Work Programme & Cabinet Forward Plan Review of Commission Work Programme & Cabinet Forward Plan	All Wards	People. Engaging and working with our communities	10 January 2018	Improvement & Review Commission	Democratic, Legal & Policy Services		Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210
Commission Work Programme & Cabinet Forward Plan Review of Commission Work Programme & Cabinet Forward Plan	All Wards	People. Engaging and working with our communities	14 March 2018	Improvement & Review Commission	Democratic, Legal & Policy Services		Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210

IMPROVEMENT AND REVIEW COMMISSION TASK AND FINISH GROUPS – as at 22 June 2017

2017						2018	
JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB
LOCAL PLAN TASK AND FINISH GROUP Chairman: Cllrs H McCarthy Membership: Cllrs Miss S Brown, H Bull, A Collingwood (Vice Chairman) and R Raja. Scheduled Meetings: TBC.							
Page 71	BUDGET TASK AND FINISH GROUP Chairman: Cllr R Wilson Membership: Cllr H Bull, Mrs L Clarke, A Collingwood (Vice Chairman), M Knight, S Saddique, R Raja and C Whitehead. Scheduled Meetings: TBC						
		RETURN OF THE RIVER WYE TASK AND FINISH GROUP Chairman: Cllr H McCarthy Membership: Cllrs A Baughan, Mrs L Clarke (Vice Chairman), M Clarke, R Farmer, A Hill, Maboob Hussain, R Raja, P Turner and C Whitehead Scheduled Meetings: TBC					

KEY

current task and finish group	planned task and finish group	extant groups not currently active
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Wycombe District Council
THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) (ENGLAND)
REGULATIONS 2012

Cabinet Forward Plan – 2017/2018– Published Tuesday 8 August 2017

Notice is hereby given of the decisions listed below that are likely to be taken in private at the meetings indicated. For further information on why these matters will be considered in private, please see the description on the individual item.

Should you wish to make any representations in relation to the meetings below being held in private, please contact Democratic Services, Wycombe District Council, Queen Victoria Road, High Wycombe, Bucks, HP11 1BB. Email: committeeservices@wycombe.gov.uk

Y = key decision *= item to be submitted/decision to be made if necessary

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
<u>Cabinet 18 September 2017</u>					
Local Plan Local Plan Report - Consideration by Cabinet of Local Plan for subsequent submission to the Planning Inspectorate for Examination.	Y	Cabinet	Open Report	N/A	Cabinet Member for Planning Head of Planning & Sustainability

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Agenda Item 9.

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
Capital Budget Amendment - Local Plan Delivery Capital Budget Amendment - Local Plan Delivery Report	Y	Cabinet	Open Report with an exempt appendix	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Executive Leader of the Council Interim Corporate Director
Air Quality Management Areas	Y	Cabinet	Open Report	N/A	Cabinet Member for Environment Technical Officer, Control of Pollution Unit
2017/18 Service Performance: Q1 (April – June) Quarterly update on the frontline facing key measures and also an exception report for any performance measures which are not on target.	Y	Cabinet	Open Report	N/A	Executive Leader of the Council Policy Officer
Business Rate Discretionary Relief report	Y	Cabinet	Open Report	N/A	Cabinet Member for Finance and Resources Revenues and Benefits Service Manager
Budget Monitoring Report Quarter 1	Y	Cabinet	Open Report	N/A	Cabinet Member for Finance and Resources Financial Services Manager

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
Strategic Land Acquisition and Delivery to further the implementation of Princes Risborough expansion	Y	Cabinet	Open Report with Exempt Appendices	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Cabinet Member for Planning Team Leader (Transport and Environment)
Ashwells	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Cabinet Member for Economic Development & Regeneration Major Projects and Property Executive
Glory Mill	Y	Cabinet	Open Report	N/A	Cabinet Member for Economic Development & Regeneration Major Projects and Property Executive
<u>Cabinet 13 November 2017</u>					
Brownfield Register Report regarding agreeing the brownfield register including likely need for delegation powers.	Y	Cabinet	Open Report	N/A	Cabinet Member for Planning Team Leader Planning Policy

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
Future plans for Saunderton Lodge Report on options for future plans for Saunderton Lodge	Y	Cabinet	Exempt Report (part)	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information)	A Member of the Cabinet Major Projects and Property Executive
ICT Strategy	Y	Cabinet	Open Report	N/A	Cabinet Member for HR, ICT & Customer Services Head of HR, ICT & Customer Services
Budget Monitoring Report Quarter 2	Y	Cabinet	Open Report	N/A	Cabinet Member for Finance and Resources Financial Services Manager
2017/18 Service Performance: Q2 (July – September) Quarterly update on the frontline facing key measures and also an exception report for any performance measures which are not on target.	Y	Cabinet	Open Report	N/A	Executive Leader of the Council Policy Officer

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
<u>January 2018</u>					
Individual Officer Decision - Council Tax Base Setting	Y	Head of Finance & Commercial Services	Open Individual Decision	N/A	Head of Finance and Commercial
<u>February 2018</u>					
Referral from the Audit Committee on the Treasury Management Strategy	Y	Cabinet	Open Report	N/A	Cabinet Member for Community Business Assurance Manager
Revenue Budget, Major Projects and Council Tax Setting 2018/19	Y	Cabinet	Open Report	N/A	Cabinet Member for Finance and Resources Interim Head of Finance & Commercial
Quarter 3 Budget	Y	Cabinet	Open Report	N/A	Cabinet Member for Finance and Resources Interim Head of Finance & Commercial

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
<u>March 2018</u>					
2017/18 Service Performance: Q3 (October – December) Quarterly update on the frontline facing key measures and also an exception report for any performance measures which are not on target	Y	Cabinet	Open Report	N/A	Executive Leader of the Council Policy Officer
Budget Monitoring Report Quarter 3	Y	Cabinet	Open Report	N/A	Cabinet Member for Finance and Resources Financial Services Manager

Members of the Cabinet

Name	Address	Ward represented	Position
Cllr Ms K Wood	c/o Wycombe District Council Council Offices Queen Victoria Road High Wycombe HP11 1BB	Tylers Green & Loudwater	Executive Leader of the Council
Cllr D Barnes	18 Juniper Rd Marlow Bottom Bucks SL7 3NX	Greater Marlow	Executive Deputy Leader & Cabinet member for Engagement & Communications
Cllr Mrs J Adey	Hatherley, Princes Road, Bourne End, Bucks SL8 5HZ	Greater Hughenden	Cabinet Member for Environment
Cllr S Broadbent	Michaelmas Cottage Bryants Bottom Road Great Missenden Buckinghamshire HP16 0JS	Greater Hughenden	Cabinet Member for Economic Development & Regeneration
Cllr D Carroll	10 Hoppers Way Great Kingshill Bucks HP15 6EY	Greater Hughenden	Cabinet Member for Youth & External Partnerships
Cllr D Johncock	32 Highfield Road Flackwell Heath High Wycombe Buckinghamshire HP10 9AN	Flackwell Heath & Little Marlow	Cabinet Member for Planning
Cllr J Langley	18 Rush Burn Wooburn Green Bucks HP10 0BT	The Wooburns	Cabinet Member for Housing

Cllr G Peart	8 Abbotswood Speen Princes Risborough Buckinghamshire HP27 0SR	Lacey Green, Speen and the Hampdens	Cabinet Member for Community
Cllr D Watson	Copper Howe, 17 Wendover Road, Bourne End 17 Wendover Road Bourne End Buckinghamshire SL8 5NS	Flackwell Heath & Little Marlow	Cabinet Member for Finance & Resources
Cllr L Wood	37 New Road Penn High Wycombe Buckinghamshire HP10 8DL	Tylers Green and Loudwater	Cabinet Member for HR, ICT & Customer Services

Agenda Item 10

COUNCILLOR CALL FOR ACTION

To consider any Councillor Call for Action submitted in accordance with the agreed procedure.

Agenda Item 11

SUPPLEMENTARY ITEMS (IF ANY)

Agenda Item 12

URGENT ITEMS (IF ANY)