



High Wycombe Town Committee agenda

Date: Tuesday 22 November 2022

Time: 7.00 pm

Venue: High Wycombe Council Chamber, Queen Victoria Road, High Wycombe,
HP11 1BB

Membership:

A Alam, M Angell, M Ayub, S Barrett, K Bates, A Baughan, L Clarke OBE, T Green (Vice-Chairman), S Guy, D Hayday, O Hayday, A Hussain, I Hussain, M Hussain, M Hussain, M Hussain JP, M Knight, S Raja (Chairman), N Rana, M Smith, N Thomas, P Turner, J Wassell and K Wood

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Agenda Item

Page No

1 APOLOGIES

To receive any apologies for absence

2 MINUTES OF LAST MEETING

To approve the minutes of 4 October 2022

3 - 8

| | | |
|----------|---|----------------|
| 3 | DECLARATIONS OF INTEREST To receive any declarations of interest | |
| 4 | LOCAL ALLOCATION OF COMMUNITY INFRASTRUCTURE LEVY | 9 - 22 |
| 5 | E- SCOOTER SAFETY REPORT | 23 - 28 |
| 6 | HIGH WYCOMBE REGENERATION STRATEGY | 29 - 34 |
| 7 | QUARTER 2 BUDGETARY CONTROL REPORT | 35 - 40 |
| 8 | WORK PROGRAMME | 41 - 42 |
| 9 | DATE OF NEXT MEETING 17 January 2023 at Queen Victoria Road at 7pm. | |

If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

For further information please contact: Iram Malik on 01494 421204, email democracy@buckinghamshire.gov.uk.



High Wycombe Town Committee minutes

Minutes of the meeting of the High Wycombe Town Committee held on Tuesday 4 October 2022 in High Wycombe Council Chamber, Queen Victoria Road, High Wycombe, HP11 1BB, commencing at 7.00 pm and concluding at 9.00 pm.

Members present

M Angell, M Ayub, K Bates, A Baughan, L Clarke OBE, T Green, D Hayday, O Hayday, A Hussain, I Hussain, M Hussain, M Hussain JP, M Knight, S Raja, N Rana, M Smith, N Thomas, P Turner, J Wassell and K Wood

Others in attendance

M Dickman, J Everett-Puttur, D Harvey, P Lerner, Rev Morley F Mugari and J Rushton

Agenda Item

1 APOLOGIES

An apology for absence was received from Cllr S Guy

2 MINUTES

A Member queried whether there were any further updates on the Pine Trees Petition originally discussed in July 2021. It was confirmed that this would be investigated.

RESOLVED: That

- (i) the minutes of the meeting of the High Wycombe Town Committee held on 20 September 2022 be confirmed as a true record and signed by the Chairman
- (ii) further updates on the Pine Trees petition be investigated.

An update note had been circulated to Members on the Sunday burial provision which would be attached to the Minutes.

3 DECLARATIONS OF INTEREST

There were no declarations of interest

4 PRESENTATION WWFC DISABLED SUPPORTERS ASSOCIATION (Peter Lerner)

A presentation was conducted by Peter Lerner on behalf of the Wycombe Wanderers Disabled Supporters Association. The objective of the Association was outlined which was to welcome supporters and potential supporters of Wycombe Wanderers and all visitors to Adams Park. It aimed to ensure that everything possible was done to make each visit stress free and enjoyable.

It was hoped that all sections of the local community, including those from under-represented groups could be engaged and the match day experience at Adams Park improved for existing and new supporters. A total amount of 20k was trying to be raised for this purpose including a separate area for disabled supporters to watch the match safely, through a variety of means such as grants, fundraising and crowdfunding, charities, the Council (who would have information about funding streams) and philanthropists. It was emphasised that the success of the Football Club would ultimately be a success for the community allowing the Club to be able to share its facilities with all.

The presentation was very positively received by Members, followed by a number of questions. One member enquired as to whether there had been any communication with other disabled organisations. Mr Lerner responded in the affirmative and stated that whilst this had been a very helpful exercise in terms of signposting to other bodies, charities themselves remained short of money in many cases. Another Member highlighted that funding could potentially be sought from the High Wycombe Community Board for such a project under Buckinghamshire Council.

Mr Lerner expressed his appreciation to Members for the ideas put forward and thanked the Committee for its consideration. He asked Members if they could promote the work of the Club particularly to hard to reach groups who might benefit from the work of the Association.

RESOLVED: That Mr Lerner be thanked for his presentation and be wished every success in achieving his funding target. The slides would be attached to the minutes.

5 PRESENTATION ALL SAINTS CHURCHYARD (Rev Gareth Morley)

A presentation was given by Rev Morley on the All Saints Churchyard. The churchyard was opened in around 1087 and closed to new burials in 1854. In 1972 maintenance of the churchyard was passed to the Council under Section 215 of the Local Government Act. The ownership and management of the churchyard remained with the Church. The churchyard was unfortunately experiencing issues with anti social behaviour and other environmental issues such as poor maintenance, vermin and lack of seating. There were also safety issues and problems with access. A landscape survey had been carried out with ideas for improvements including blocking access to stop ASB and a seating area. The project had been costed at £263,520. Some of these costs could be used for a PSPO gating order. The church

had already secured and/ or spent £4,200 and the Council had spent approx. £3-5,000 on the repair of the churchyard gates. A further £20,000 was required as other grant bodies would provide funding once 10% of the funding was secured.

During discussion the following points were noted:-

- Applications for grants could be made to the Town Committee or the Community Board however, there was not a large amount of funding available. It could be worth contacting the Council's Regeneration Team. Applications could be made for lottery funding and other partners such as Network Rail, who could help with addressing the litter problem.
- Members welcomed restricting access at the back to stop ASB. A PSPO lasted for three years and an option would be to add this area onto an existing PSPO. Changing a Right of Way could be difficult.
- The Churchyard was a bit of a peculiarity in that the Council was responsible for some of the maintenance but not all of it. In terms of parked cars; only cars who were on church business could park in the car park. The church had taken measures to control parking. The churchyard had been damaged by parked cars with regular damage to bollards.
- Some changes to the churchyard could be undertaken through the Diocese Advisory Committee rather than obtaining planning permission.
- Any work would not interfere with burial ground.
- A Member suggested prioritising the works so that safety and security were addressed first. There would be a phased approach to the works.

RESOLVED: That Rev Morley be thanked for his presentation and Members wished him every success in achieving his funding target. The slides would be attached to the Minutes.

6 PRESENTATION APPROACH TO THE PARKING REVIEW (Julie Rushton)

A presentation was conducted on the approach to the parking review to ensure that all the requirements within the town were met across the board. Members were informed regarding the background issues regarding parking stating that a number of complaints had been received from residents and businesses alike about the difficulties in parking in their roads and area. In order to alleviate displacement of such issues the decision was taken to conduct a town wide review.

The presenting officer confirmed that there would be a need to establish a project board in order to consider the full scope of the scheme.

A member enquired whether anything could be done out of hours in terms of illegal parking given that wardens numbers had been drastically cut and it would be difficult to enforce. The member also asked whether there could be any access to an out of hours number to assist in this regard. The officer stated that there was no such facility at present as the new service was still in the process of being reviewed, however certain enforcement did exist in core areas where there were safety concerns etc. There were a number of vacancies out for recruitment which was

supported by a campaign. Some wardens were using e-scooters to cover more ground quickly and if there was a shortage enforcement officers would be used from other geographical areas e.g. Amersham and Aylesbury. The new Service would operate more flexibly as it would be integrated (off and on street parking) to provide more cover. They were also looking at opportunities to improve the customer experience where there could be online reporting of any parking issues, however it was difficult to react quickly to active enforcement issues. A Member commented that she was not aware of the recruitment campaign. This had been undertaken via social media via the Media Team and the presenting officer would check details of the campaign.

Concern was raised at the length of time this project would take as discussions had been ongoing for some time. The presenting officer reported that a consultant had been appointed to undertake the project and the timeline could be shortened depending on the frequency of meetings, boundaries being agreed quickly and agreeing a draft to go out to consultation. The funding covered the consultant costs, implementation and signs and lines but did not cover enforcement. Drones could not be used as there was strict criteria regarding camera enforcement. There were also strict rules about qualified officers only being able to undertake enforcement.

In terms of the delay in issuing parking permits this would be included in the review. A further question was asked about selling cars on the highway this was illegal and would require enforcement and education.

In response to another query it was confirmed that the compliance survey and stress survey would be part and parcel of the brief which the project board would decide upon.

RESOLVED: That Members would email the Chairman with expressions of interest regards serving on the Parking Project Group. The slides would be attached to the Minutes.

7 LOCAL CYCLING & WALKING INFRASTRUCTURE PLAN (Verbal Update)

A brief update was provided regarding the LCWIP and the High Wycombe Transport Strategy. Members were informed that the decision to consult on both matters had been taken and was to commence on line from 14 October 2022 for a 6 week period. It was confirmed that all was being done to achieve a wide coverage of the consultation, including the placement of paper copies within the libraries, adverts on the radio and the scheduling of two roadshow days on 5th and 18th November. The 5th of November roadshow was to take place at the Eden Centre hoping to reach the maximum number of people. In addition a press release was also planned to take place.

Members were urged to publicise the consultation amongst constituents and to feedback any proposed comments and amendments to the draft strategy document during this time. Member agreed that widespread feedback was of the utmost importance and a link to the consultation was requested.

RESOLVED: That

- (i) the Presenting officer Ms Everett-Puttur be thanked for her attendance and update.
- (ii) A link to the consultation be circulated to Members of the Committee

8 SPECIAL EXPENSES QUARTER 1 2022/23

A report was submitted which requested Members` consideration of the quarter 1 revenue forecast position for 2022/23. This was detailed within the report along with the likely impact on working balances by year end. The report highlighted that the net forecast position for the year was £417k a favourable variance of £11k against a total budget of £428k. The table on page 9 of the agenda pack provided the detailed information at activity level.

With regards to Community grants, it was reported that none had been awarded within quarter 1 but that one had been approved since then. No applications had been declined during this period and there were currently no grants in the pipeline awaiting approval. The impact of these activities were detailed in page 10 of the of the agenda pack.

The Presenting Officer also addressed a question previously raised regarding the costs associated with office fit out at the Penn Road Cemetery. It was confirmed that the work remained in progress with the remaining CIL funding and was being used for such matters as signage, shoring and soil removal, in addition to the physical office fit out e.g. furniture fitting and health & safety. It was anticipated the work would be completed during 2022/23.

Members were further informed that it was likely that a new Budget Working Group would need to be established for up to sessions potentially in November and January. Dates would be confirmed closer the time.

RESOLVED: That

- (i) the report be noted
- (ii) Members email the Chairman directly to express interest in serving on the Budget Working Group

9 WORK PROGRAMME

RESOLVED: That

- (i) the work programme be noted
- (ii) The Deputy Cabinet Member for Planning and Regeneration and Charles Brocklehurst be asked if they could attend the meeting to provide an update on Town Centre Regeneration

(iii) An update be given at the January meeting on the LCWIP.

10 DATE OF NEXT MEETING

The date of the next meeting was scheduled for 22 November 2022 at QVR High Wycombe



Local Allocation of Community Infrastructure Levy (CIL) – High Wycombe Town Committee

Author: John Callaghan

Date: 22 November 2022

Recommendations:

That Town Committee recommend schemes to be funded from the local allocation of CIL to be included in the Medium Term Financial Plan (MTFP)

1. Background

Town and Parish Councils usually deal with local functions including cemetery and play areas. The High Wycombe Town area is unparished, but of course still has these facilities, provided by Buckinghamshire Council.

The role of High Wycombe Town Committee is to consider and advise the Council, the Cabinet or relevant Committee on any issues affecting the High Wycombe Town area.

The Community Infrastructure Levy (CIL) is a fixed charge levied on new development to fund infrastructure to support the development of the area.

Government guidance (at <https://www.gov.uk/guidance/community-infrastructure-levy#spending-the-levy>) specifies what the CIL can be spent on. This includes funding a wide range of infrastructure, including transport, flood defences, schools, hospitals, and other health and social care facilities. It may also include funding play areas, open spaces, parks and green spaces, cultural and sports facilities, healthcare facilities, academies and free schools, district heating schemes and police stations and other community safety facilities.

The guidance says that:

'Local authorities must spend the levy on infrastructure needed to support the development of their area, and they will decide what infrastructure is needed. The levy can be used to increase the capacity of existing infrastructure or to repair failing existing infrastructure, if that is necessary to support development.'

The Council also has a duty to pass funds to town or parish councils ('local councils') which must use funds within five years of receipt. This is known as the local allocation and amounts to 15% of CIL funds collected in a given area (or 25% where there is an adopted Neighbourhood Development Plan). The local allocation in the unparished area of High Wycombe, is ring-fenced for use within that area.

The Infrastructure Funding Statement (IFS) December 2021 notes that:

'In relation to the unparished area of High Wycombe, the High Wycombe Town Committee recommends schemes to be funded from the local allocation of CIL collected within that area.'

In terms of governance the recommendation to Cabinet is via the Corporate Capital Investment Board (CCIB), which in turn makes recommendations on the Council's Medium Term Financial Plan (MTFP) onto Cabinet and Council.

The Council is setting a budget against a very constrained financial backdrop. Hence it will be necessary to prioritise spending and it is expected that only essential schemes will be funded. The recommendation of Town Committee about which schemes are to be funded from CIL will be taken into account in setting the Council's budget.

2. Main Report

CIL Local Allocation Expenditure

During 2021/22 no expenditure on approved projects was drawn down from the local allocation of CIL.

At the end of March 2021 a residual sum of £95,560 remained allocated for the cemetery. None of this was spent in 2021/22, therefore the budget was rolled forward to 2022/23, and £43,000 has been spent in 2022/23 so far.

Funds Presently Available

During the 2021/22 financial year the local allocation collected within the unparished area amounted to £375,633 (this includes £7207.51 collected within the area covered by the Daws Hill Neighbourhood Plan).

£400,908 was brought forward so the funds held at 31 March 2022 amounted to £776,542.

Between 1 April 2022 and 30 September 2022, a further £245,874 has been collected.

Hence a total of £1,022,416 is held at present. This position is summarised in Table 1 below

Table 1.

| | Amount |
|--------------------------------------|-------------------|
| Collected 21/22 | £375,633 |
| Balance bought forward from March 21 | £400,908 |
| Total collected since March 22 | £245,874 |
| Total held at present | £1,022,415 |

Existing commitments

Aside from the cemetery the Town Committee has previously supported several projects. Outstanding commitments and funds available to allocate are shown in Table 2 below.

Table 2.

| | Amount |
|--|-----------------|
| Cemetery | £95,560 |
| Bull Lane Service Yard Gates | £15,000 |
| East Wycombe Panoramic Walkway | £35,000 |
| On Street Parking Review (including funds allocated from Local Centres and Parking Pressures Project)* | £593,000 |
| Total Commitments | £738,560 |
| Total available before commitments | £1,022,415 |
| Funds available to allocate | £283,855 |

**As reported In the Q3 Special Expenses budget monitoring report produced by Finance the £225,000 allocated to the Local Centres and Parking Pressures project has been reallocated to the Parking Review Project.*

Anticipated funding in future years

While funds secured vary, based on current information it is anticipated that upwards of around £300,000 of local allocation funding may be secured in the unparished area each year.

The Government has consulted on the possibility of a new national CIL. No final decision has been taken, and the implications for this funding stream and the timing are unknown.

Update on Existing Commitments

Bull Lane Service Yard Gates

In January 2019 High Wycombe Town Committee recommended £15,000 towards this project which was then costed at £32,000, with the expectation that the remainder would be found from businesses.

The High Wycombe Town Committee CIL funding is being incorporated into the wider project budget for the White Hart St/Bull Lane public realm enhancement project. The use of these funds will no longer be reported on separately.

Updates on the overall project and the budget will be reported through the relevant Boards by the project manager. This includes the High Wycombe Regeneration Board during concept stage and the Highways Board during delivery stage. A summary is provided for Cabinet which receives a quarterly budget monitoring report and this is publicly available.

The project scope includes addressing the issues at Bull Lane Service Yard and initial design works and investigations are underway. The anticipated timescale for delivery (including detailed design) is from summer 2023 onwards.

East Wycombe Panoramic Walkway

As per the previous update provided to Committee in March 2022, a cost estimate and programme have been received from Transport for Buckinghamshire (TfB). As a result, taking account of maintenance and deliverability, and following a recent site visit with TfB and Cllr Julia Wassell, the scope of the project to be funded through the CIL allocation has been reviewed to focus on priority deliverables:

- Resurfacing of sections of footpaths with identified defects
- Signposting to local locations of interest

These works are to be completed this financial year.

On Street Parking Review Project

A presentation was given to October Town Committee by Julie Rushton. In summary, Parking Services are commissioning a town wide review of on-street parking restrictions issues following complaints from residents and businesses. This will require creation of a project board in order to fully consider the scope of the scheme.

The funding covers the consultant costs (a consultant has been appointed), implementation and signs and lines. Enforcement is separate and is funded separately.

Options to use CIL within the unparished area

A number of suggestions have been put forward for CIL funding, which are summarised below.

Replacement and Refurbishment of Play Areas

The following play areas have been funded from special expenses and are anticipated to require replacement of play equipment in the timescale and estimated cost shown in Table 3.

Table 3. Play Programme Replacements due in next 16 years (based on 15 year life-cycle)

| | Site due for replacement | Previous Cost | Estimated Cost of replacement (based on addition of 40% to previous cost) |
|----------------|---|----------------------|--|
| 2022/23 | Shelley Recreation Ground (LEAP) | £45,000 | £63,000 |
| 2025-26 | Totteridge Rec over 8's (part of NEAP when combined with under 8's) | £60,000 | £84,000 |
| 2025-26 | Booker Rec (NEAP) | £120,000 | £168,000 |
| 2026/27 | Totteridge Rec under 8's (part of NEAP when combined with over 8's) | £60,000 | £84,000 |
| | Total | | £399,000 |

The Parks and Green Spaces team request a total of £147,000 (comprising £63,000 for Shelley Road and £84,000 for other play areas). Over four years this rate of funding if maintained annually will enable scheduled replacement of the equipment in these four play areas.

Traffic Calming Measures on Bowerdean Road

Traffic calming measures on Bowerdean Road have been requested to improve road safety for residents in response to persistent speeding. TfB undertook a desktop study to assess this scheme and have provided an indicative cost for reducing the speed on Bowerdean Road, using four sets of speed cushions between the central section and lower section of Bowerdean Road.

It may be necessary to consider if other traffic calming measures such as signs, lines and central hatching could be used either instead of or in conjunction with the current proposal.

The proposed cost of the project currently scoped was £56,142 in February 2022. The Community Board Transport Action Group has proposed that the Community Board fund 50% of the project (no decision has yet been taken) and that CIL funding is requested for the remaining 50% (£28,071) 'either from strategic CIL pot or HWTC CIL'.

To clarify, there is no separate CIL 'pot'. This is integrated with the MTFP budget setting process, so any funding bid would need to go through that process. As a local

scheme this may be considered appropriate as a candidate to be funded from the local CIL allocation. The scheme has the support of the local ward members.

There is a risk of costs increasing due to inflation and a possible requirement for upgraded lighting. If funding is available the scheme could be reviewed by the Council's new term contractors in 2023/24, and if appropriate, put forward for implementation, subject to public consultation.

In this context the Town Committee (as well as the Community Board) may wish to consider the option of including a contingency (of say 25%) from CIL funds to cover this. This would increase the prospects of the scheme proceeding without delays. If this funding is not required it would not be used and would be available for other projects. This approach would increase the funding to be allocated to £35,088 by the Town Committee (i.e. half of £70,177).

Coates Lane traffic calming and Parking

The Community Board Transport Action Group has also promoted a proposal for Coates Lane where damage is occurring to verges due to car parking, (possibly related to park visitors).

TfB have attended the site with local residents and Members and have put forward possible solutions that include:

- Car Park sign/s for entrance to the Coates Lane Car Park.
- Advanced signs for the Car Park including an advanced sign on the lamp column opposite the junction with Tancred Rd.
- Gateway Feature at entrance of the 30mph zone; Dragons teeth & 30mph Roundel on a red buff coloured surfacing.
- No verge parking and associated signs.

The TfB parking team support the proposed scheme and recommend adding four additional spaces (2 x 2 spaces) on the existing long bend by the new housing development. This would then allow for a total of approx. 40 legal car parking spaces on Coates Lane.

The Action Group has proposed the Community Board fund fund 50% of the project and that the remaining 50% is incorporated into the HW parking review and funded with the already allocated HWTC CIL funding.

However it is not clear that this area will be within the scope of the Parking Review. The proposal also includes other measures as mentioned. The scheme cost is estimated at £28,404, so a 50% contribution from the Local CIL allocation would be

£14,202. A 25% contingency reflecting the points mentioned above would add £3,550, (so a total of £17,752 if this were included).

Other Options

Members could consider or put forward other options to be funded from the local CIL allocation as part of the MTFP. The MTFP funding template is attached as an appendix to indicate what information is required to support a bid. Any bid must also be supported by the Head of Service responsible for delivering that proposal.

3. Next steps and review

The recommendations of High Wycombe Town Committee will be considered by Cabinet in 2023. Schemes that are supported by Cabinet will be included in the MTFP to be approved by Council.

CAPITAL BUSINESS CASE TEMPLATE

MTFP Bid Template

This is a bid for capital resources through the MTFP Capital Programme. All bids are subject to approval by Cabinet and Council, and even after approval, the release of funding to enable capital costs to be incurred is subject to a business case to the relevant capital governance board (IT Board, Property Board or Transport Board) for it to approve the release of funding. It may not be possible to complete all sections, but doing so may make the business case more compelling.

| | |
|----------------------------------|---|
| Capital Project | <Title> |
| Directorate | <Service Directorate> |
| Portfolio | <Political Portfolio> |
| Financial Year Start Year | 20XX/XX <Financial Year in which Project is due to start> |

| |
|---|
| Project Description |
| <Provide a brief description of the project to explain what the project will deliver> |

| |
|---|
| Strategic Case |
| Spending Objectives |
| < Specify the key objectives for undertaking the investment proposal, expressed in terms of what you are seeking to achieve by way of (SMART) targeted outcomes. Also include the following information where appropriate, where the project: <ul style="list-style-type: none"> - Delivers a specific corporate strategy objective [<i>Effectiveness</i>] - Improves the delivery of services, especially where there are service delivery issues currently [<i>Efficiency</i>] - Reduces ongoing revenue costs [<i>Economy</i>] - Meets legal, regulatory or Council requirements [<i>Compliance and Conformity</i>] - Is a re-procurement/replacement of existing services and equipment [<i>Replacement</i>] |
| Existing Arrangements |
| <Describe any current BAU arrangements currently in place> |
| Business Needs |
| <Describe what issues/issues the project will overcome or gaps that will be met from the delivery of the capital scheme concerned> |
| Main Benefits |
| <Describe the main benefits that successful delivery of the capital project will deliver> |
| Main Risks |
| <Specify the main risks to the successful achievement of the successful delivery of the project on time and to budget and any risks to the delivery of the intended objectives.> |

CAPITAL BUSINESS CASE TEMPLATE

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| <i>Constraints</i> |
| <Specify any constraints that have been placed on the project and explain the parameters within which it must be delivered>. |
| <i>Dependencies</i> |
| <Specify any other dependencies upon which the success of the project is reliant, such as planning, sources of grant/contribution, timing of funding, partners etc>. |

CAPITAL BUSINESS CASE TEMPLATE

| |
|---|
| Options |
| <i>Critical Success Factors</i> |
| < Describe the critical factors that would demonstrate the successful delivery of the project. What benefits will be delivered? What objectives achieved? What risks mitigated?> |
| <i>Option 1: Business as Usual (BAU)</i> |
| Describe what this would mean and include information such as: <ul style="list-style-type: none">• Net estimated cost• Advantages of the option• Disadvantages of the option• Overall conclusion of the option |
| <i>Option 2: Do Minimum</i> |
| Describe what doing the minimum required would entail and include information such as: <ul style="list-style-type: none">• Net estimated cost• Advantages of the option• Disadvantages of the option• Overall conclusion of the option |
| <i>Option 3: <Option Name></i> |
| Describe the option and include information such as: <ul style="list-style-type: none">• Net estimated cost• Advantages of the option• Disadvantages of the option• Overall conclusion of the option |
| <i>Option 4: <Add more options if required or delete as necessary></i> |
| Describe the option and include information such as: <ul style="list-style-type: none">• Net estimated cost• Advantages of the option• Disadvantages of the option• Overall conclusion of the option |
| Recommended Option |
| <Explain which option is the recommended option and why>. |

| |
|--|
| Procurement Route |
| <Describe the procurement route that will be taken.> |

| |
|--|
| Management Case |
| <Describe how the capital project will be delivered and/or the capital asset managed, including where appropriate arrangements for:> |

CAPITAL BUSINESS CASE TEMPLATE

- governance
- project management
- project assurance
- risk management
- contract management
- benefits realisation
- post-delivery management arrangements>

CAPITAL BUSINESS CASE TEMPLATE

Funding and Affordability

| Additional Capital Requirement | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | 2030/31 | Comments |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-----------------|
| | £,000 | £,000 | £,000 | £,000 | £,000 | £,000 | £,000 | £,000 | £,000 | £,000 | |
| Capital Expenditure (+ve) | | | | | | | | | | | |
| Assets | | | | | | | | | | | |
| Software | | | | | | | | | | | |
| Other <Specify> | | | | | | | | | | | |
| Total Capital Expenditure | | | | | | | | | | | |
| Capital Funding (-ve) | | | | | | | | | | | |
| S106/CIL <Specify> | | | | | | | | | | | |
| Capital Grant – <i>Specify all grants receivable</i> | | | | | | | | | | | |
| Service Revenue Funding | | | | | | | | | | | |
| Reserve Funding <specify> | | | | | | | | | | | |
| Other Funding <specify> | | | | | | | | | | | |
| Total Capital Funding | | | | | | | | | | | |
| Net Capital Cost | | | | | | | | | | | |
| Capital Receipt Receivable | | | | | | | | | | | |
| Revenue | | | | | | | | | | | |
| Revenue Costs | | | | | | | | | | | |
| Revenue Budget available to meet revenue costs | | | | | | | | | | | |

CAPITAL BUSINESS CASE TEMPLATE

| | | | | | | | | | | | |
|------------------------|--|--|--|--|--|--|--|--|--|--|--|
| Revenue Savings/Income | | | | | | | | | | | |
| Net Revenue Impact | | | | | | | | | | | |

Note:

- Inclusion of capital projects in the MTFP Capital Programme is subject to approval by Cabinet and Council.
- Release of funding from approved schemes in the capital programme is subject to the approval of a detailed business case to the appropriate capital governance board (IT Board, Property Board or Transport Board).
- In the comments column, provide additional information such as where capital contributions and grants will be coming from and any risks involved in securing it; details of existing budgets etc.



E-Scooter Safety Report - High Wycombe Town Committee

Author: Rupert Zierler – Principal Transport Strategy Officer

Date: 22 November 2022

Report to High Wycombe Town Committee

Date: 22 November 2022

Title: E-scooter safety report

Author: Rupert Zierler, Principal Transport Strategy Officer

Recommendations: To note safety statistics relating to e-scooters in High Wycombe, as well as other trial schemes operating in Buckinghamshire (Aylesbury and Princes Risborough).

1. Introduction

- 1.1 This paper outlines recent safety statistics for our current e-scooter trial schemes, particularly the High Wycombe scheme. Material from this report was also substantially presented to the Buckinghamshire Council Cabinet meeting of 11 October 2022.
- 1.2 The e-scooter trial in High Wycombe is facilitated by the Department for Transport (DfT) and Buckinghamshire Council. Further information on the wider e-scooter trial programme led by DfT can be found on their website¹. This scheme (and all other trials in Buckinghamshire) are operated by Zipp Mobility.
- 1.3 The purpose of the trials is to build robust evidence about the safety, benefits, public perceptions, and wider impacts of e-scooters to inform the possible future, permanent legalisation of e-scooters in England. At present only e-scooters participating in the trials are officially classed as legal to use on the highway. Privately-owned e-scooters are still considered illegal.
- 1.4 The statistics in this report are based in part upon the DfT's 'Reported Road Casualties Great Britain' reports, which are available online via the DfT website². Further information on incidents involving e-scooters at a national level can also be found on the DfT website³.

¹ E-scooter trials: guidance for local authorities and rental operators - <https://www.gov.uk/government/publications/e-scooter-trials-guidance-for-local-authorities-and-rental-operators/e-scooter-trials-guidance-for-local-authorities-and-rental-operators>

² Reported road casualties Great Britain, annual report: 2021 - <https://www.gov.uk/government/statistics/reported-road-casualties-great-britain-annual-report-2021/reported-road-casualties-great-britain-annual-report-2021>

³ Reported road casualties Great Britain: e-Scooter factsheet year ending June 2021 - <https://www.gov.uk/government/statistics/reported-road-casualties-great-britain-e-scooter-factsheet-year-ending-june-2021/reported-road-casualties-great-britain-e-scooter-factsheet-year-ending-june-2021>

1.5 Some additional statistics regarding e-scooter usage in High Wycombe have been provided as an Appendix. As with the safety statistics, these have previously been presented at the Buckinghamshire Council Cabinet meeting of 11 October 2022.

2. Main content of report

2.1 To try and reduce safety risks for riders, other road users and pedestrians on shared use pavements, the trials include a number of critical elements:

- a) Maximum speed limit of 15.5mph. In Buckinghamshire we have reduced this in key areas in response to local conditions.
- b) Rider education/training via the booking app
- c) Offering free helmets and £5 voucher as an incentive to wear them
- d) Geo-fencing to force reduced speeds and exclude e-scooters from specific areas which are considered less suitable for e-scooters or may pose safety risks
- e) Specifying journey start and end locations in marked bays to promote good parking practice and reduce obstructing other members of the community such as visually impaired or blind residents
- f) E-scooters are all painted in the Zipp Mobility branding (yellow) and are fitted with identification plate numbers to aid in reporting riders who break the rules.
- g) All e-scooters are powered down at night to prevent use for criminal activities.

2.2 There have been over 191,000 rides in Buckinghamshire since the trials began in 2020. In contrast, there have been only four reported health and safety incidents across the three Buckinghamshire e-scooter schemes, equating to 0.002% of all rides.

2.3 However, a handful of these incidents have received media attention, which has resulted in mixed public opinion on the safety performance of e-scooters.

2.4 The extension of the trial enables the DfT to gather additional usage- and safety data. The extension also allows the DfT time to finalise legislation making all e-scooters road-legal, whether privately owned or part of a hire scheme. This legislation is expected in the near future as part of a new Transport Bill, although the date for this has not been set.

2.5 New powers, to be set out in the forthcoming Transport Bill, will establish how these vehicles are regulated to ensure the safety of e-scooter users, pedestrians, and other road users, whilst still facilitating growth and innovation.

- 2.6 An Equalities Impact Assessment (EQIA) screening was completed prior to the start of the trial. The EQIA highlighted concerns regarding the impact on residents who may be blind, visually impaired or hard of hearing. The main concern, as with cyclists, is the potential for collisions. A key aim of the trial is to provide evidence to assess safety for the users, other road users and the wider community. The EQIA is available online with the e-scooter Cabinet report for 11 October 2022⁴.
- 2.7 So far, we have had four reported health and safety incidents across our three e-scooter schemes, either on the roads or on shared cycle/pedestrian pavements. Zipp Mobility automatically bans users where dangerous riding is reported. These incidents are also reported monthly to the DfT.
- 2.8 In May 2022 there was an incident in High Wycombe where a dog was killed by an e-scooter. Zipp Mobility worked with the police to identify the rider, who was arrested and has been charged with dangerous driving of a motorised vehicle.
- 2.9 As a whole, we have had very few reports of negative impacts on the community. However, we have received concerns from the public and Members about underage users, use for criminal purposes and multiple occupancy riding. These are reported to the police, who we meet with monthly, and Zipp Mobility blocks repeat offenders of antisocial riding. 3 riders have been banned in Buckinghamshire for reckless riding.
- 2.10 E-scooters are not Council property which means that any health and safety incidents are the responsibility of Zipp Mobility and do not need to be reported via the Council's Health and Safety reporting system. Zipp Mobility have sufficient public liability insurance to cover any safety incidents.
- 2.11 Out of the 3,656 collisions in the Thames Valley police region in 2021 (which covers other local authority areas and e-scooter rental schemes), there were only 28 collisions involving e-scooters, representing less than 1% of all collisions in the Thames Valley region. This also represented only 2% of all collisions involving e-scooters reported nationally.

3. Appendix: Key elements of the e-scooter trials

- 3.1 During the trials, e-scooters are being classed as motor vehicles, requiring all users to have a provisional driving licence as a minimum.

⁴ E-scooter cabinet report (including EQIA), 11 October 2022:
<https://buckinghamshire.moderngov.co.uk/documents/s51130/EscootersCabinetreport270922FINALREVISED.pdf>

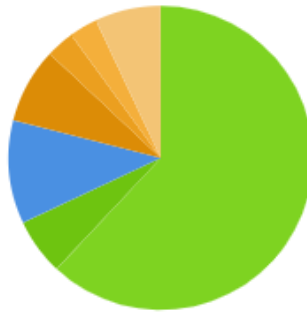
- 3.2 E-scooters in the trials must be covered by a motor vehicle insurance policy. DfT expect all operators to have a policy in place that covers users of the vehicles.
- 3.3 Users are not required to complete a mandatory training course. We offer training and other safety tutorials on the Zipp Mobility App.
- 3.4 Wearing a helmet is recommended but not a mandatory requirement – however to incentivise use of helmets, Zipp Mobility offer a £5 credit to anyone who wears a helmet whilst riding.
- 3.5 E-scooters are permitted to use the same road space as cycles and Electrically Assisted Pedal Cycles. This means e-scooters are allowed on the road (except motorways) and in cycle lanes and cycle tracks.
- 3.6 E-scooters can be used on shared cycle/pedestrian pavements through an amendment to the TRO. E-scooters are not permitted on pavements which are not shared with cycles.
- 3.7 The numbers of scooters, potential routes and parking locations were agreed with stakeholders and the operator at the outset. These are reviewed on a monthly basis to ensure issues such as safety concerns can be resolved quickly and to meet new demand where required.
- 3.8 Geo-fenced zones are also agreed with stakeholders and the operator to enable enforcement of a strict e-scooter use zone.
- 3.9 Journeys begin and end in pre-defined parking bay locations. The operating model of painted parking bays was agreed with stakeholders and the operator to ensure it was appropriate for the locality. A parking bay is typically indicated by a painted white box marking so that these are easily visible. An process has been introduced to ensure engagement with local members and parishes before any new bays are implemented.
- 3.10 Usage statistics (up to 1 September 2022) for the High Wycombe scheme are provided on the next page of this report.

High Wycombe - E-scooter Trial Statistics

72,760 rides covering 111,528 miles



21% of journeys have replaced motor vehicle transport

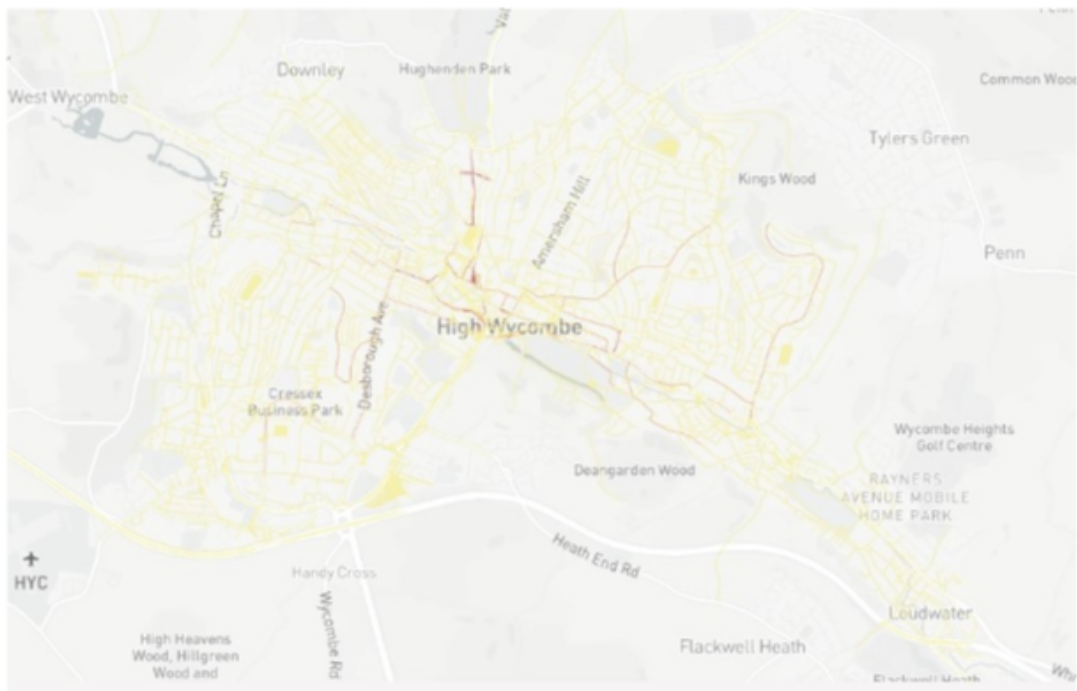


■ Walking (62%)
 ■ Cycling (6%)
 ■ Bus (11%)
 ■ Cars/vans as driver (8%)
 ■ Cars/vans as passenger (3%)
 ■ Motorbikes or mopeds (3%)
 ■ Other motor vehicles (7%)

36% of trips were to or from work or work related reasons



■ To or from work or for work related reasons (36%)
 ■ Personal Errands (10%)
 ■ Leisure Activities (11%)
 ■ Enjoyment or no particular reason (10%)
 ■ Other (33%)





High Wycombe Regeneration Strategy

Author(s): Shabnam Ali, Head of Local Economic Growth

Date: 22.11.2022

Recommendations:

- a) That the Committee consider the Vision, Themes and Places proposed within the strategy and provide feedback.
- b) That the Committee note the progress made on key project updates

1. Background

In 2019 Wycombe District Council established a Regeneration Strategy that included Princes Risborough, Marlow and High Wycombe. Since becoming a unitary authority and following the COVID-19 pandemic, the strategy has been refreshed to consider the new environment we're in. It has been refreshed to include a focus on High Wycombe town centre with the inclusion of Cressex Business Park.

Key local stakeholders are currently providing feedback on the content of the Vision, Themes and Places. The Strategy is driven by the High Wycombe Regeneration Board and is due for completion in early 2023.

Whilst the strategy is being developed, a number of key projects in the town centre continue to progress which we did not want to hold up until after the strategy.

2. Main content of report

- 2.1 The country has changed following COVID-19 and we've identified national and local factors that have influenced the refreshed strategy.
 - 2.1a COVID-19 has shifted attitudes towards how we live, work, travel, shop and socialise
 - 2.1b Buckinghamshire has more business 'deaths' than 'births'
 - 2.1c 50% of towns across the country are over-spaced for retail
 - 2.1d Employees are now spending an average of 2.8 days in a commercial environment
 - 2.1e Housing affordability now stands at 11 times earnings
 - 2.1f We have a decreasing population of 20-30 year olds (15.84%) and an increasing over 65 population (8.5%) between 2015-2020.
- 2.3 The Vision for regeneration within High Wycombe needs to be ambitious, reflect the history and culture of the area whilst also looking forward towards new opportunities.

The proposed vision is:

By 2030, High Wycombe will be a thriving, resilient town with a strong identity and a hotbed of talent.

The town centre and its surrounding areas will set a new standard of business and community infrastructure, attracting inward investment, stimulating growth into new sectors, and creating new thriving entrepreneurial areas.

It will be a stunning and unique place to live and work, with beautiful amenities and a high quality of life and wellbeing. The green and blue infrastructure will be a key feature, enabling an environmentally sustainable town centre. The new High Wycombe is ready, and open for business.

- 2.4 To ensure that the Strategy maintains a focus on the things that matter most, four themes have been identified.

Resilience – High Wycombe must be resilient and flexible, able to withstand national and international changes in employment and habit.

Retention – The town can become a place in which people want to live, with the jobs, amenities and infrastructure to retain and attract the best.

Connectivity – Leveraging its already superb location, High Wycombe can become connected both internally and to the surrounding areas.

Identity – High Wycombe can be a place with a unified sense of identity and a strong pride of place.

- 2.5 High Wycombe has distinct areas that can be enhanced by regeneration activity. By focusing on each of these destinations in turn, the strategy will aim to create a holistic plan for High Wycombe town which delivers a sustainable regeneration strategy across the entire town centre. Only by a joined-up consideration of each part can the town reach its regeneration potential. The following areas have been proposed:

Old Town – Attractive and laden with heritage, the Old Town can be a place of continuous activity, with local, independent shops, a programme of on-street events and essential services such as doctors' surgeries, dentists, and nurseries. As a channel that people pass through across the day and the main connector between the centre and the Eastern Quarter, it has enormous potential and high significance as the 'first impression' of the town.

New Town – This space is dominated by Eden Shopping Centre and The Chilterns Shopping centre. there are clear opportunities for public realm enhancements and increased experiential usage.

Eastern Quarter – The Eastern Quarter provides a significant opportunity for High Wycombe. Due to its incredible connections to central London and the surrounding

region, it could be transformed into a popular location. As High Wycombe's main public transport gateway, in the short-term it should become the key connective core of the whole town. There could be links to the bus station, better cycling and pedestrian infrastructure. The area can become a central node of the town's placemaking and wayfinding.

Desborough – Desborough provides an ideal backdrop to curate a maker and start-up community, unique to High Wycombe, that draws on the town's exceptional location. Desborough can be a vibrant, thriving destination for start-ups and creatives in the town, providing a direct link to courses at Buckinghamshire New University. This can strengthen talent retention, drive demand for food, beverage, and entertainment uses which will complement the wider town centre offer.

Gown, Town & White coat – The Hospital and University are a valuable commodity within the town and links to enhance the scope of joint works is essential.

Cressex Business Park - The business park is now supported by a BIDCO and has huge potential for the growth and development of local businesses. The opportunity is to transition the park into a high output, high growth business hub, unlocking internal investment and contributing to the local and regional economies.

3. Overview of active projects

- 3.1 White Hart Street is a major public realm enhancement scheme seeking to address the poor-quality urban realm, anti-social behaviour and traffic issues in the area. Also, developing a change framework to monitor impacts of schemes/interventions that can be used throughout the town centre.

The vision is to:

Transform White Hart Street from a 'cut through' into a 'destination arc', connecting High Wycombe's historic core and Eden Shopping Centre by creating a distinctive and beautiful public realm which celebrates local heritage and natural assets.

This can be achieved by the following objectives:

Social – An important space within a wider network, that sets high standards for future public realm investment (high quality, celebrates heritage, accessible for all)

Economic – Reprioritise people and local businesses by minimising traffic, to create a standalone destination

Environmental – Reallocate space for nature and Sustainable Underground Drainage Systems to create a beautiful place to dwell, which is climate resilient

We are currently engaging with key stakeholders and developing concept designs that achieve the above objectives. Development of preferred option will be

December 2022-Jan 2023 with construction delivery (incl. detailed design) in spring 2023 onwards.

- 3.2 Oxford Road is a key priority for 2022/23. Major surfacing and repair works were completed in October 2022 along the stretch of road from M&S to the traffic lights at Bellfield Rd.
- 3.3 Works on Brunel Shed were completed in April 2022. Significant interest was received in the building from multiple parties. With negotiations ongoing throughout summer 2022, legal process and internal sign off is nearing completion with a planned announcement of the tenant due in the next few weeks.

When the tenant takes possession in the next few weeks and commences an internal fit out, a launch will be planned for early in the New Year.

- 3.4 The Council is working closely with Network Rail and London & Continental Railways and will be commissioning an initial study that will consider the future of the 'Eastern Quarter' (the railway station area). This will involve a high-level masterplan setting out potential challenges and opportunities for the area in line with the HW Regen Strategy.

The Council is also considering opportunities in and around its Duke Street assets separately.

- 3.5 Dandara is redeveloping the Chilterns Shopping Centre. This will see a new avenue created between Frogmoor and Priory Road and the delivery of 313 build-to-rent homes with 116 parking spaces. Commercial units will be included with new shops proposed on the ground floor along Church Street and Queens Square. The development will also seek to retain, restore and renovate some of the listed buildings within the site. Dandara will manage their site on a long-term basis.

The Council is keen to see improvements to the public realm in Frogmoor. Dandara want to understand the synergies between Frogmoor public realm and the White Hart Street project and reflect these in proposals for the area. The planning application is anticipated in the early part of 2023.

4. Next steps and review

Incorporating feedback into the Strategy following a number of engagement sessions. An updated High Wycombe Regeneration Strategy will be taken to High Wycombe Regeneration Board in Dec 2022. The strategy is due to be signed off early 2023.

In the meantime, we continue to focus our efforts on key projects that support the town centre to remain vibrant and relevant. The Council is working in Partnership

with a number of key stakeholders to ensure this and also explore any new opportunities to be progressed.

5. Legal and financial implications

As the programme of activity and projects develops, the Council will continue to explore both internal and external funding streams as well as opportunities for collaboration with Partners, that can support the realisation of these projects.

6. Corporate implications

- 6.1 Improving the environment – the strategy’s central vision envisages an improved environment for High Wycombe and sets out how to achieve it across a range of dimensions – physical, social and economic- pulling them together into coherent themes underpinned by current and future projects.
- 6.2 Property – NA
- 6.3 HR – NA
- 6.4 Climate change – A sharp focus on climate change is woven through the strategy. We are already exploring what this means in detail through our White Hart Street public realm improvement project and intend to use the lessons we learn, to roll out environmentally friendly, climate resilient projects wherever we deliver and can influence development.
- 6.5 Sustainability – In taking a short-, medium- and long-term view, the strategy allows the Council to plan and communicate actions to ensure that High Wycombe can become the place of our vision in an environmentally, economically and socially sustainable way.
- 6.6 Data – NA
- 6.7 Value for money NA



High Wycombe Town Committee Special Expenses Quarter 2 2022/23

Author: Tamsin Lloyd-James, Accountant

Responsible Person: Fiorella Mugari, Head of Finance - Communities

Date: 22 November 2022

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Introduction

Committee are asked to consider and note the Q2 forecast position for 2022/23 and the forecast impact on working balances at year end for High Wycombe Town Committee.

Special Expenses Q2 Forecast 2022/23

The net forecast outturn position for 2022/23 is £417k, a favourable variance of £11k against a total budget of £428k. The table below provides the detail at activity level.

| Activity Area | Analysis | 2022/23 Budget | YTD Actuals | FY Forecast | Variance |
|----------------------------|----------------|-----------------|-----------------|-----------------|----------------|
| | | £ | £ | £ | £ |
| Footway Lighting | Exp | 1,800 | 556 | 1,800 | 0 |
| | Inc | 0 | 0 | 0 | 0 |
| | Net Exp | 1,800 | 556 | 1,800 | 0 |
| Cemetery | Exp | 431,863 | 132,070 | 431,863 | 0 |
| | Inc | -229,184 | -136,239 | -240,000 | -10,816 |
| | Net Exp | 202,679 | -4,169 | 191,863 | -10,816 |
| Town Twinning | Exp | 3,000 | 0 | 3,000 | 0 |
| | Inc | 0 | 0 | 0 | 0 |
| | Net Exp | 3,000 | 0 | 3,000 | 0 |
| Community Grants | Exp | 22,765 | 1,500 | 22,765 | 0 |
| | Inc | 0 | 0 | 0 | 0 |
| | Net Exp | 22,765 | 1,500 | 22,765 | 0 |
| Recreation Grounds (Local) | Exp | 148,971 | 47,683 | 148,971 | 0 |
| | Inc | 0 | -515 | 0 | 0 |
| | Net Exp | 148,971 | 47,168 | 148,971 | 0 |
| Allotments | Exp | 45,429 | 19,166 | 45,429 | 0 |
| | Inc | -60 | 0 | -60 | 0 |
| | Net Exp | 45,369 | 19,166 | 45,369 | 0 |
| War Memorial | Exp | 3,000 | 0 | 3,000 | 0 |
| | Inc | 0 | 0 | 0 | 0 |
| | Net Exp | 3,000 | 0 | 3,000 | 0 |
| TOTAL | Exp | 656,828 | 200,975 | 656,828 | 0 |
| | Inc | -229,244 | -136,754 | -240,060 | -10,816 |
| | Net Exp | 427,584 | 64,221 | 416,768 | -10,816 |

Commentary on variances

Cemetery

Burials started at Penn Rd in August 2022. In addition to the increase in deaths as discussed previously, there have also been some non-residential burials which have contributed to the slight increase in forecast income.

Colleagues within the Council's Facilities Management have been requested to undertake a condition survey of the vacant property in High Wycombe Cemetery to establish a scope of works, with costings, to return the property to a rentable condition.

Community Grants

One grant has been approved so far this year. There are currently no new grant applications for Q2 nor grants that have been declined.

The following grant applications have been approved this year:

| Name | Date | Amount |
|---|------------|---------|
| Lighthouse Cressex - provides a week-long summer holiday programme for children aged 4-11 including activities such as drama, craft, sport, action songs and discovery sessions exploring Christian themes. All children are welcome to attend, regardless of faith. There is no charge for attendance - costs are covered by funding, local church donations and parental voluntary contributions. | 06/09/2022 | £ 1,500 |
| | Total | £ 1,500 |

Impact on Working Balances

The forecast impact of 2022/23 activities are given in the table below:

| | £ | £ |
|------------------------------------|----------|-----------------|
| Balance at 1st April 2022 | | -540,726 |
| Revenue Expenditure Forecast | 416,768 | |
| Precept | -395,712 | |
| Interest | -3,750 | |
| Movement in reserves | | 17,306 |
| Balance c/f 31st March 2023 | | -523,420 |

The forecast working balance as at 30th September 2022 is £523k which is higher than the recommended minimum level of £150k. Note that the year-end accounting for the council is not yet finalised, which includes these provisional figures. This amount is set aside as an earmarked reserve and therefore ring-fenced for HWTC.

Penn Road Cemetery

The fit out for the Penn Road Cemetery is in progress with the remaining CIL funding (c£96k) being used for set-up and fit out costs including signage, shoring, soil removal as well as the physical office fit out (furniture / fittings, H&S equipment, etc). This will be finished in 2022/23. A list of items purchased is shown in table below:

| Item Description | Spent £ | Planned Spend £ | Total Spend | Comments |
|--------------------------------|---------------|-----------------|---------------|---|
| Shoring | 13,771 | | 13,771 | |
| Furniture | 12,513 | | 12,513 | |
| Soil Removal | 8,950 | | 8,950 | |
| Fixtures & Fittings | 2,295 | | 2,295 | Water cooler & cups, fire extinguishers, sanitary bins, initial deep clean / window clean, steel soil box |
| Exterior Signs & Notice boards | 2,548 | | 2,548 | |
| Walkboards | 501 | | 501 | |
| Water Features | 640 | | 640 | |
| Sundries | 1,607 | | 1,607 | Tools, stationery, cleaning equipment, fridge, microwave, kettle, signs, doorbell |
| Concrete Plinths | | 20,000 | | To support headstones as part of cemetery layout works |
| TOTALS | 42,825 | 20,000 | 62,825 | |

The opening budget this year was £95,560. If the Committee agrees to the spend on the concrete plinths, the total spend will be £62,285 leaving a balance of £33,275.

The Committee to note and agree amount spent to date and planned spend on the cemetery.

Should there be any further spend requirements in this regard the Committee will be advised accordingly.

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Buckinghamshire Council
HIGH WYCOMBE TOWN COMMITTEE
Work Programme – November
2022 – MARCH 2023

| Title & Subject Matter | Meeting / Date to be taken | Contact Officer |
|-------------------------------------|----------------------------|-----------------------------------|
| | | |
| | | |
| <u>January 2023</u> | | |
| Special Expenses Budget 2022/2023 | Jan 23 | Tamsin Lloyd-James, Accountant |
| Market and HW/Cressex Bid Co Update | Jan 23 | Jacqueline Ford |
| Chiltern Shopping Centre (TBC) | Jan 23 | Mr Butler Ellis |
| Pine Trees Petition (TBC) | | |
| <u>March 2023</u> | | |
| Chiltern Rangers Update - TBC | Mar 23 | John Shaw |
| Q3 Budgetary Control Report | Mar 23 | Tamsin Lloyd-James, Accountant |

Meeting contact officer: Iram Malik, 01494 421204, iram.malik@buckinghamshire.gov.uk
 Work Programme Updated: 8 November 2022

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