

Cabinet Minutes

Date: 16 November 2015

Time: 7.00 - 9.03 pm

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

Councillor Mrs J A Adey	- Cabinet Member for Community
Councillor D H G Barnes	- Deputy Leader and Cabinet Member for Engagement and Strategy
Councillor D A Johncock	- Cabinet Member for Planning
Councillor Mrs J D Langley	- Cabinet Member for Housing
Councillor R Newman	- Cabinet Member for Youth
Councillor D A C Shakespeare OBE	- Cabinet Member for HR, ICT and Customer Services
Councillor Mrs J E Teesdale	- Cabinet Member for Environment
Councillor D M Watson	- Cabinet Member for Finance and Resources
Councillor R Wilson	- Cabinet Member for Economic Development and Regeneration

By Invitation

Councillor S Broadbent	- Deputy Cabinet Member for Economic Development and Regeneration
Councillor Z Ahmed	- Deputy Cabinet Member for Community
Councillor D J Carroll	- Deputy Cabinet Member for Housing
Councillor R Gaffney	- Chairman of the Improvement & Review Commission
Councillor Mrs G A Jones	- Deputy Cabinet Member for Planning
Councillor G Peart	- Deputy Cabinet Member for Finance and Resources
Councillor I L McEnnis	- Chairman of the Council
Councillor R Raja	- Leader of the Labour Group
Councillor A Turner	- Leader of the Independent Group

Also present: Councillors Miss S Brown, K Ahmed, A D Collingwood, C Etholen, R Farmer, H L McCarthy and J A Savage

MINUTE'S SILENCE

In memory of the victims of the Paris terror attacks the meeting commenced with a minute's silence.

38 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A Hussain (Deputy Cabinet Member for Engagement & Strategy), M Knight (Leader of the East Wycombe Independent Party) and S Saddique (Deputy Cabinet Member for HR, ICT & Customer Services).

39 MINUTES

It was noted that Cllr R Raja had been omitted from the attendance section, and it was agreed that this should be amended.

RESOLVED: That subject to the amendment above, the minutes of the meeting of the Cabinet held on 21 September 2015 be approved as a true record and signed by the Chairman.

40 DECLARATIONS OF INTEREST

Councillor R Gaffney declared a non-pecuniary interest in relation to Minute 42 by virtue of him being a Saunderton resident.

41 CABINET RECOMMENDATION ON THE MOTION SUBMITTED TO COUNCIL ON MONDAY 5 OCTOBER 2015

The report before Cabinet detailed the response to the Motion received at Council on Monday 5 October 2015. The Motion stated "In light of the Syrian refugee crisis and announcement by Government to take 20,000 refugees between now and 2020. This Council resolves to take a minimum of 200 refugees in the first batch of 10,000 that will be in over the next few months".

The Cabinet Member for Housing presented the report to Cabinet which detailed the key issues that would need careful consideration before refugees could be relocated. She commented that currently no specific numbers of refugees had been discussed for the South East and that discussions were continuing with the South East Strategic Partnership for Migration, Bucks County Council and the other Buckinghamshire Districts to consider what assistance could be provided locally.

The Leader confirmed that the Council recognised the humanitarian crisis in the Middle East and confirmed that the Council was working closely with other agencies to formulate a county-wide response.

During discussions, the Cabinet concluded that the Motion should be referred to the next Full Council meeting for debate.

Councillor K Ahmed, the mover of the Motion was present and decided that he would reserve his comments for the Full Council debate.

The following recommendation was made to refer the item to the Full Council for discussion and further consideration.

Recommended: That the Motion submitted to the Council on Monday 5 October 2015 be referred to Council for debate and consideration.

42 IMPROVEMENT & REVIEW COMMISSION LOCAL PLAN TASK & FINISH GROUP RECOMMENDATIONS

Cabinet had before it the report from the Improvement & Review Commission which had endorsed the recommendations of the Local Plan Saunderton Area Action Plan Task & Finish Group at its meeting on 11 November 2015. Members were advised that the Task and Finish Group had been established to gather information and look at weighing up whether or not the Council should explore the option of adding new homes in the Area of Outstanding Natural Beauty and putting in local infrastructure and community facilities to support possible growth in Saunderton village.

The Vice-Chairman of the Task & Finish Group, Cllr A Collingwood, who had chaired several meetings, presented the recommendations to the meeting. He emphasised that, on balance, there was no local support for the proposed Area Action Plan and commented that a Neighbourhood Plan was the preferred option to consider sustainable development within Bledlow-Cum- Saunderton.

The Cabinet Member for Planning responded to the individual recommendations and suggested various amendments to the wording of some of the recommendations. After due consideration, Cabinet supported the proposed amendments to the recommendations.

Cabinet expressed their thanks to the Task and Finish Group and officers for all their hard work in relation to the review.

The following decisions were made as the recommendations of the Task and Finish Group were the result of the group's review of the possible development of the Area of Outstanding Natural Beauty in relation to the Saunderton Area Action Plan.

RESOLVED: That (i) the final report and recommendations of the Local Plan Saunderton Area Action Plan Task & Finish Group (as set out in Appendix A to the report), as endorsed by the Improvement & Review Commission at its meeting on 11 November 2015, be approved and amended as follows:

Recommendation 1 - Agreed

The principle of established national planning policy of protecting the Areas of Outstanding Natural Beauty and Green Belt must be upheld to safeguard the very purpose of these designated areas.

Recommendation 2 – Agreed as amended

That the Saunderton Local Area Action Plan be abandoned in favour of the Neighbourhood Plan and that Wycombe District Council support the Parish Council to facilitate its production and delivery in the relevant timeframe of the emerging Local Plan.

Recommendation 3 – Agreed as amended

All statutory authorities be encouraged to make adequate provision for additional infrastructure to ensure sustainable development, so as to address any increase in population within the Parish of Bledlow-cum-Saunderton.

That the District Council, through its work on the Local Plan, engage with key infrastructure providers to ensure the necessary infrastructure provision to support growth, including as appropriate in Bledlow-cum-Saunderton, and provides support to Bledlow-cum-Saunderton Parish Council as it considers the infrastructure implications of its neighbourhood plan.

Recommendation 4 – Not Agreed

That there be a local plan policy to incorporate supported living with individual dwellings and communal amenities to count towards housing numbers.

This recommendation was not agreed as this issue would be included in the policy as a matter of course.

Recommendation 5 - Agreed

That mixed use developments be actively encouraged within the Parish of Bledlow-cum-Saunderton.

Recommendation 6 – Agreed as amended

The matter of street lighting in new developments should be considered as part of the Bledlow-Cum-Saunderton Neighbourhood Plan in consultation with the Highways Authority.

43 COUNCIL PRIORITIES AND CORPORATE PLAN 2015-2019

Cabinet were asked to endorse and recommend to Council the Council's Corporate Plan for 2015 to 2019. The Corporate Plan set out the ambitions and priorities for the Council to meet the challenges facing the Council over the next four years. The challenges were:

- The continuing reduction in the Council's Government financial settlement and the need for the Council to become financially self-sufficient: looking for new ways to generate revenue streams to support delivery of services.
- Facilitating the delivery of required new home growth in the district and the infrastructure to support this: having robust plans in place to ensure this development is sustainable (including future proofing for climate change and in particular flooding) and of high quality so as not to compromise the quality of the valued natural environment.

- The need to continue to engage and work with residents, of all ages: shaping what the Council do, wherever possible on local need and remaining as a safety net for those in most need.

In response, to the expected challenges facing the Council, the Cabinet had proposed three Council priorities: people, place, and pounds.

Cabinet were informed that the Corporate Plan work programme would be reviewed and refreshed annually with progress reported as part of the Council's Annual Report.

The Chairman of the Improvement and Review Commission reported the suggested items that the Commission had felt should be included within the Plan. Cabinet were asked to consider including more emphasis on the rural areas of the District, exploring the possibility of expanding Street Associations across the District and ensuring local Member involvement.

The following recommendations were made to put in place the Council's priorities and work programme for the next four year administration period.

Recommended: That (i) the draft Corporate Plan setting out the Council priorities for the period 2015-2019 be approved as set out in Appendix A and B of the report; subject to the inclusion of the comments from the Improvement and Review Commission meeting on the 11 November 2015; and

(ii) the Chief Executive, in consultation with the Leader, be authorised to agree the final version of the Corporate Plan incorporating any changes requested as a result of the Member engagement outlined above, prior to publication.

44 BUDGET MONITORING REPORT - QUARTER 2

The report before Cabinet set out the budgetary position at the end of September 2015 and identified the key issues and actions being undertaken by officers.

The following decision was made as Cabinet approved a budget each year within the context of a Medium Term Financial Strategy to achieve the Council's priorities. Regular accruals monitoring reports were submitted to Cabinet for review during the financial year, with management actions highlighted to ensure that Cabinet could assess whether any further action was required.

RESOLVED: That the current budgetary position at the end of September 2015, and actions already taken be noted and support be given to the further management actions proposed to ensure that the budget was achieved.

45 2015/16 SERVICE PERFORMANCE: Q1 AND Q2

A summary of the year to date position for the Council's performance at service level (local performance indicators), was presented to Cabinet for review, together with frontline facing key measures performance details. Cabinet also reviewed the report which detailed the exception and key issues for any performance measures which were not on target.

The following decision was made to review the performance position as at 30 September 2015 to ensure that the Council was performing at the appropriate level.

RESOLVED: That the summary of the year to date outturns (April – September) for service performance be received.

46 GREEN SPACES DEVOLUTION

The report before Cabinet sought delegated authority for the Head of Community, in consultation with the Cabinet Member for Community to devolve the management of specific green spaces to the appropriate Parish or Town Council from April 2016.

Cabinet approval was also sought to extend the coverage of the urban Green Space contract to include areas where no devolution arrangements existed.

The following decisions were made to devolve the management of green space or ownership of local green spaces to increase local ownership and accountability.

RESOLVED: That (i) the final negotiation of the outsourcing, and the outsourcing itself, of the management of such green spaces in the rural area of Wycombe District to which Parish/Town Councils in the District agree be delegated to the Head of Community Services in consultation with the Cabinet Member for Community, Head of Finance, the District Solicitor and Major Projects and Property Executive (MPPE); and

(ii) the coverage of the urban Green Space contract, awarded in 2012, to include rural green spaces where no devolution arrangements exist be extended.

47 SMOKE ALARM AND CARBON MONOXIDE ALARM REGULATIONS

The report before Cabinet set out the requirement for certain residential landlords to install smoke and carbon monoxide alarms in their rented properties, as required under the Smoke and Carbon Monoxide Alarm (England) Regulations 2015.

Following the introduction of the new regulations on 1 October 2015, Cabinet approval was sought to provide delegation for officers' to serve penalty notices in order to enforce the regulations accordingly.

Within the regulations discretion was given to the Authority to set an appropriate fixed penalty charge, in the event of non-compliance, up to a maximum of £5,000. Cabinet decided to impose the maximum penalty charge.

The following decisions were made to ensure private rented properties were safe for occupation and to enable officers to enforce the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 ('The Regulations') (made under the Energy Act 2015) which came into force on the 1st October 2015.

RESOLVED: That (i) the requirement for certain residential landlords to install smoke and carbon monoxide alarms in their rented properties from 1st October 2015 be noted;

(ii) delegated authority be granted to the Head of Environment Service to enforce the Regulations and for the Scheme of Delegation to be amended accordingly;

(iii) the Head of Environment Service in consultation with the District Solicitor be authorised to prepare and agree a Statement of Principles in respect of the fixed penalty charge for failure to comply with a remedial notice in consultation with the Portfolio Holder; and

(iv) the fixed penalty charge where a landlord has failed to comply with a remedial notice be set at the maximum amount of £5,000.

48 MAJOR PROJECTS PROGRAMME

The report before Cabinet set out the Council's updated position on its approach to the funding of major projects and the potential opportunities which could improve the financial position. The report detailed the new proposed major scheme bids together with additional scheme details for approval and release, in relation to the Major Projects Programme which would generate new funding streams.

The following recommendation and decision was made as under the Council's Constitution and Budget Strategy, the Council reviews and sets a balanced budget each year in line with Corporate Priorities.

Recommended: That the proposed Major Projects Programme Bids totalling £3.995m set out in exempt Appendix B of the report be approved and added to the current programme.

RESOLVED: That subject to approval by Council above, those bids set out in exempt Appendix B of the report be released enabling the delivery of the various approved schemes.

49 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

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

Community C/51/15 – C/55/15

Economic Development & Regeneration EDR/03/15

Environment E/6/15

Finance F/32/15 – F/38/15

HR, ICT & Customer Services HITCS/01/15

Planning & Sustainability PS/18/15 – PS/19/15

EXCLUSION OF PRESS AND PUBLIC

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

Minute 48 – Major Projects Programme – Appendices B & C

Minute 50 – Budget Task & Finish Group – Phase 1 Strategic Review of Budget Recommendations

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

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

Minute 51 File on Action taken under Exempt Delegated Powers

Economic Development and Regeneration sheet nos: EDR/61/15 – EDR/67/15

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

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

Environment sheet no: E/02/15

Finance sheet no: F/03/15

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

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

Information in respect which a claim to legal privilege could be maintained in legal proceedings (Paragraph 5, Part 1 of Schedule 12A, Local Government Act 1972)

(The Council's legal position is likely to be prejudiced by disclosure and this outweighs the public interest in disclosure)

50 BUDGET TASK & FINISH GROUP - PHASE 1 STRATEGIC REVIEW OF BUDGET - RECOMMENDATIONS

Councillor A Collingwood, the Chairman of the Task and Finish Group presented the recommendations on the findings of the Budget Task and Finish Group's first phase review of the budget position.

During consideration of this item, Cabinet noted the recommendations, and agreed that a formal response to the recommendations would be provided as soon as practicable.

Cabinet thanked the Task and Finish Group and officers for all their hard work.

The following recommendations were made to help inform the decisions being taken by Wycombe District Council in setting the budget for the forthcoming year 2016/17.

RESOLVED: That the recommendations made by the Improvement and Review Commission's Budget Task & Finish Group be received, and a report responding to the recommendations be presented to the Cabinet as soon as practicable.

51 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

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

Economic Development and Regeneration: EDR/61/15– EDR/67/15

Environment: E/02/15

Finance: F/03/2015

Chairman

The following officers were in attendance at the meeting:

Karen Satterford	- Chief Executive
Ian Hunt	- Democratic Services Manager
Catherine MacKenzie	- Principal Democratic Services Officer
Steve Richardson	- Head of Finance and Commercial
Paul Shackley	- Corporate Director