

# Cabinet Minutes

Date: 12 November 2018

Time: 7.07 - 8.21 pm

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

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

## By Invitation

Councillor Mrs S Adoh	- Deputy Cabinet Member for Housing
Councillor Z Ahmed	- Deputy Cabinet Member for Strategy and Communications
Councillor Miss S Brown	- Deputy Cabinet Member for Community
Councillor A R Green	- Chairman of the Council
Councillor G C Hall	- Deputy Cabinet Member for Environment
Councillor M Harris	- Deputy Cabinet Member for Economic Development and Regeneration
Councillor M E Knight	- Leader of the East Wycombe Independent Party
Councillor R Raja	- Leader of the Labour Group
Councillor S Saddique	- Deputy Cabinet Member for Finance and Resources

**Also present:** Councillors A D Collingwood, S K Raja and P R Turner

## **43 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors C Etholen (Deputy Cabinet Member for Digital Development and Customer Services), D Knights (Chairman of the Improvement & Review Commission) and A Turner (Deputy Cabinet Member for Planning).

## **44 MINUTES**

**RESOLVED:** That the minutes of the meeting of the Cabinet held on 8 October 2018 be approved as a true record and signed by the Chairman.

## **45 DECLARATIONS OF INTEREST**

There were no declarations of Interest.

## **46 RESPONSE TO THE REPORT AND RECOMMENDATIONS OF THE ANTI-SOCIAL BEHAVIOUR TASK AND FINISH GROUP**

The report before Cabinet detailed the Cabinet responses to each of the Improvement and Review Commission's Anti-Social Behaviour Task and Finish Group recommendations. In September 2018, the recommendations of the Group's review of anti-social behaviour had been presented to Cabinet and it was agreed that the responses would be presented to a future Cabinet meeting

Thanks were expressed to the Task & Finish Group Members for all their hard work.

The Cabinet Member for Community summarised the responses to each of the recommendations and Members noted that the reasons for changing or rejecting certain recommendations had been detailed in the report. During discussion, support was expressed to provide funding for three FTE street wardens from the current financial year rather than from the 2019/20 budget as had been set out in the response to recommendation 6.

The following decisions were made to formally respond to the recommendations made by the Anti-Social Behaviour Task and Finish Group.

**RESOLVED:** That (i) the proposed recommendations that had been contained in the Anti-Social Behaviour Task and Finish Group report to Cabinet in September 2018 be noted; and

(ii) the Cabinet responses set out in the report be agreed, subject to the response for Recommendation 6 in relation to employing three FTEs within the 2019/20 budget be amended to enable funding to be available in this financial year.

### **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That pursuant to Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 the press and public be excluded from the meeting during consideration of Minute Nos 47, 49, 51 to 53 and 55, because of their reference to matters which contain exempt information as defined as follows:

**Minute 47 Use of S106 Affordable Housing Funds – Appendix A**

**Minute 49 Budget Monitoring Report for Period 6 Ending 30 September 2018/19 -Appendix B CAP 1, CAP 2 & CAP3**

**Minute 51 Chilterns Crematorium Joint Committee -**

## **Amendments to the Constitution – Appendix B**

### **Item 52 Parking Services – Appendices A and B**

### **Item 53 Eastern Quarter – Appendix A**

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 55 - File on Action taken under Exempt Delegated Powers**

Economic Development & Regeneration sheet nos: EDR/45/18 - EDR/47/18

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)

## **47 USE OF SECTION 106 AFFORDABLE HOUSING FUNDS**

Cabinet was asked to consider and formally recommend the allocation of funding awards to Buckinghamshire Housing Association and Hightown Housing Association for 100% nomination rights for 27 additional homes available at social or affordable rents. It was noted that the units would be refurbished to a decent lettable standard and then offered to applicants on WDC's housing register at social rents.

Cabinet placed on record their thanks to the Cabinet Member for Housing and officers for their hard work in bringing the proposals forward.

The following recommendations were made as the use of the funds would provide 27 much needed additional affordable housing properties for rent in the District, by utilising accrued funds secured through S106 agreements in lieu of on-site affordable housing on previous developments, and within the required timescales required for use of the funding.

**Recommended:** That (i) funding of £1,051,200 be awarded to Buckinghamshire Housing Association on the terms set out in paragraph 20 of the report;

(ii) funding of £1,200,000 be awarded to the Hightown Housing Association on the terms set out in paragraph 21 of the report;

(iii) the funding would be provided from accrued S106 Affordable Housing contributions;

(iv) the award to Buckinghamshire Housing Association would be paid in instalments as each property was purchased, within 12 months of completion of a funding agreement between the Council and the association;

(v) the award to Hightown Housing Association was to be paid in instalments, the final payment to be upon handover of the completed homes which were subject to a funding agreement to be completed between the Council and the association; and

(vi) the Head of Environment be granted delegated powers to enter into the funding agreements on the basis of the terms set out in the report.

#### **48 TREASURY MANAGEMENT MID-YEAR REPORT 2018/19**

The report before Cabinet provided the meeting with information relating to the mid-year report on Treasury Management activities, including details of the progress made during the year compared to the Treasury Management Strategy approved by Council on 22 February 2018. The Cabinet Member confirmed that the Audit Committee had considered and endorsed the Treasury Management Mid-year report at its meeting on 1 November 2018.

The following decision was made to promote effective financial management and comply with the Local Authorities (Capital Finance and Accounting) Regulations 2003 and other relevant guidance.

**RESOLVED:** That the treasury management mid-year report for 2018/19, covering the period 1 April 2018 to 30 September 2018 be noted and approved.

#### **49 BUDGET MONITORING REPORT FOR PERIOD 6 ENDING 30 SEPTEMBER 2018**

The report before Cabinet set out the budgetary position at the end of September 2018 and reflected what had been reported to the Senior Management Board. The report highlighted that the outturn position had been amended to reflect the changes to the Personal Assistant and Business Support service which had been consolidated within the Democratic, Legal and Policy area.

The following decisions were made as the Cabinet approved a budget each year within the context of a Medium Term Financial Strategy (MTFS) to achieve the Council's priorities. The report updated Cabinet Members on the 2018/19 forecast position as at Period 6.

**RESOLVED:** That (i) the forecast outturn position for the financial year 2018/19 as at end of September 2018 be noted;

(ii) the revenue virements as detailed in paragraph 5 of the report be approved; and

(iii) the revised capital programme for 2018/19 as set out in paragraph 16 table 1 of the report and virements as detailed in paragraph 20 of the report be approved.

## **50 COMMUNITY INFRASTRUCTURE LEVY FUNDING ALLOCATIONS**

The report before Cabinet presented projects for consideration to be funded from Community Infrastructure Levy (CIL) Funding.

The following decisions were made to ensure public transparency regarding the CIL funding programme which are to be implemented in order to address the impacts of developments that have taken place and to improve the infrastructure of the District.

**RESOLVED:** That (i) the recommended CIL allocations be agreed, as set out in Appendix A of the report, in advance of setting the capital programme; and

(ii) the release of funds be delegated to the relevant lead service when project plans were in place.

## **51 CHILTERNS CREMATORIUM JOINT COMMITTEE - AMENDMENTS TO THE CONSTITUTION**

Cabinet approval was sought to extend the powers of the Chilterns Crematorium Joint Committee to operate more than one crematorium. The Cabinet Member confirmed that other constituent authorities would also be considering these proposals.

The following decisions were made as the Chilterns Crematorium Joint Committee was established to operate and administer the crematorium built in Amersham. Now that the new crematorium at Bierton was under construction and was planned to open in Spring 2019 it was necessary to ensure that the Joint Committee's powers were extended to include Bierton (and any other crematoria that the Councils may develop in the future.)

**RESOLVED:** That (i) the powers of the joint committee to operate more than one crematorium be extended;

(ii) provisions be incorporated in relation to disposal of assets;

(iii) the revised constitution be agreed and adopted, subject to the agreement of the other constituent Authorities;

(iv) delegated authority be granted to the District Solicitor, in consultation with the Head of Community and relevant Cabinet Member to make any necessary minor amendments prior to final adoption; and

(v) the update on the new Crematorium project be noted.

## 52 PARKING SERVICES

The report before Cabinet sought approval to procure all necessary parking equipment to enable the replacement of all of the off street car parks current parking equipment.

The following decisions were made as the current parking equipment was not fit for purpose and was prone to failure. The customer experience was less than optimal. There were currently a number of interfaces between different systems which increase the risk of failure and make the service difficult to manage. New equipment would improve the customer experience and would increase revenue for the council.

**RESOLVED:** That (i) the Council commence the procurement exercise to identify and source new parking equipment for all of the off street car parks together with any additional services required for the Parking Services Team to operate that equipment; and

(ii) the decision to enter into any agreements required for (i) above be delegated to the Corporate Director of Growth and Regeneration, in consultation with the Head of Finance and Commercial, the Cabinet Member for Environment and the Cabinet Member for Finance and Resources subject to the necessary budget being available.

## 53 EASTERN QUARTER

Cabinet approval was sought for the compulsory purchase of the Brunel Shed and surrounding land, for redevelopment purposes.

The following decisions were made as the regeneration of the area around High Wycombe railway station (the 'Eastern Quarter') was vital for the prosperity of the town and the wider district. The acquisition of the Brunel engine shed and surrounding land was the first step in the process.

**RESOLVED:** That (i) the aspiration for the regeneration of the Eastern Quarter be noted and agreement be given in principle to compulsorily purchase the Brunel engine shed and surrounding land, subject to Member approval of the specific budget bid; and

(ii) the decision to enter into agreements necessary for the redevelopment of the shed and surrounding land be delegated to the Corporate Director (Growth and Regeneration), in consultation with the Head of Finance and Commercial, the Cabinet Member for Economic Development and Regeneration and the Cabinet Member for Finance and Resources, subject to budgets being agreed.

## 54 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

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

Community  
Finance

C/45/18 – C/47/18  
F/08/18

**55 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS**

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

Economic Development & Regeneration Sheet Nos: EDR/45/18 – EDR/47/18

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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
- Nigel Dicker - Head of Environment & Housing
- Catherine Spalton - Communications and Improvement Manager