



CABINET
Monday, 2nd December, 2013

You are invited to attend the next meeting of **Cabinet**, which will be held at:

Council Chamber, Civic Offices, High Street, Epping
on Monday, 2nd December, 2013
at 7.00 pm .

Glen Chipp
Chief Executive

Democratic Services
Officer

Gary Woodhall
The Office of the Chief Executive
Tel: 01992 564470
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors C Whitbread (Leader of the Council) (Chairman), Ms S Stavrou (Deputy Leader and Finance and Technology Portfolio Holder) (Vice-Chairman), R Bassett, W Breare-Hall, Mrs A Grigg, D Stallan, H Ulkun, G Waller and Mrs E Webster

<p>PLEASE NOTE THE START TIME OF THE MEETING</p>

1. WEBCASTING INTRODUCTION

- (a) This meeting is to be webcast;
- (b) Members are reminded of the need to activate their microphones before speaking; and
- (c) the Chairman will read the following announcement:

"I would like to remind everyone present that this meeting will be broadcast live to the Internet and will be capable of subsequent repeated viewing, with copies of the recording being made available for those that request it.

By being present at this meeting, it is likely that the recording cameras will capture your image and this will result in your image becoming part of the broadcast.

You should be aware that this may infringe your human and data protection rights. If you have any concerns then please speak to the Webcasting Officer.

Please could I also remind Members to activate their microphones before speaking.”

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

(Assistant to the Chief Executive) To declare interests in any item on this agenda.

4. MINUTES

To confirm the minutes of the last meeting of the Cabinet held on 21 October 2013 (previously circulated).

5. REPORTS OF PORTFOLIO HOLDERS

To receive oral reports from Portfolio Holders on current issues concerning their Portfolios, which are not covered elsewhere on the agenda.

6. PUBLIC QUESTIONS

To answer questions asked by members of the public after notice in accordance with the motion passed by the Council at its meeting on 19 February 2013 (minute 105(iii) refers) on any matter in relation to which the Cabinet has powers or duties or which affects the District.

7. OVERVIEW AND SCRUTINY

(a) To consider any matters of concern to the Cabinet arising from the Council's Overview and Scrutiny function.

(b) To consider any matters that the Cabinet would like the Council's Overview and Scrutiny function to examine as part of their work programme.

8. FINANCE AND PERFORMANCE MANAGEMENT CABINET COMMITTEE - 19 SEPTEMBER 2013 (Pages 7 - 14)

(Finance & Technology Portfolio Holder) To consider the minutes from the meeting of the Finance & Performance Management Cabinet Committee, held on 19 September 2013, and any recommendations therein.

9. THE SALE OF CHURCH HILL CAR PARK, LOUGHTON (Pages 15 - 20)

(Asset Management & Economic Development Portfolio Holder) To consider the attached report (C-051-2013/14).

10. POTENTIAL STRATEGY OPTIONS FOR COUNCIL PROPERTY ASSETS (Pages 21 - 26)

(Asset Management & Economic Development Portfolio Holder) To consider the

attached report (C-050-2013/14).

11. LOCAL COUNCIL TAX SUPPORT SCHEME 2014/15 (Pages 27 - 36)

(Finance & Technology Portfolio Holder) To consider the attached report (C-053-2013/14).

12. POOLING OF NON-DOMESTIC RATES (Pages 37 - 50)

(Finance & Technology Portfolio Holder) To consider the attached report (C-059-2013/14).

13. LOCAL PLAN EVIDENCE BASE - UPDATED POPULATION FORECASTING WORK AND STRATEGIC HOUSING MARKET ASSESSMENT (Pages 51 - 62)

(Planning Portfolio Holder) To consider the attached report (C-060-2013/14).

14. UPDATE OF THE CAPITAL PROGRAMME 2013/14 - 2017/18 (Pages 63 - 80)

(Finance & Technology Portfolio Holder) To consider the attached report (C-57-2013/14).

15. CORPORATE PLAN KEY OBJECTIVES 2013/14 - QUARTER 2 PROGRESS REPORT (Pages 81 - 102)

(Leader of the Council) To consider the attached report (C-049-2013/14).

16. CORPORATE CLEANING AND WINDOW CLEANING CONTRACT 2014-19 (Pages 103 - 108)

(Asset Management & Economic Development Portfolio Holder) To consider the attached report (C-055-2013/14).

17. SAFEGUARDING AUDIT AND RESOURCE REQUIREMENTS (Pages 109 - 116)

(Leisure & Wellbeing Portfolio Holder) To consider the attached report (C-056-2013/14).

18. BUDGET ARRANGEMENTS TO FACILITATE DIRECT ENFORCEMENT ACTION (Pages 117 - 122)

(Planning Portfolio Holder) To consider the attached report (C-061-2013/14).

19. REVIEW OF LICENSING - STAFFING AND BUDGET (Pages 123 - 130)

(Safer, Greener & Transport Portfolio Holder) (Support Services Portfolio Holder) To consider the attached report (C-058-2013/14).

20. CALENDAR OF COUNCIL MEETINGS - 2014/15 (Pages 131 - 138)

(Support Services Portfolio Holder) To consider the attached report (C-062-2013/14).

21. ANY OTHER BUSINESS

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) of the Council Procedure Rules contained in the Constitution require that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order 6 (non-executive bodies), any item raised by a non-member shall require the support of a member of the Committee concerned and the Chairman of that Committee. Two weeks' notice of non-urgent items is required.

22. EXCLUSION OF PUBLIC AND PRESSExclusion

To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
23	Purchase of the Leasehold Interest in 2-8 Torrington Drive, Loughton	3
24	Release of Clawback Covenant – T11 Site, Langston Road, Loughton	3
25	Waste Management Contract – Outcome of ISDS Dialogue	3

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement

Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after

the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers

Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

23. PURCHASE OF THE LEASEHOLD INTEREST IN 2-8 TORRINGTON DRIVE (Pages 139 - 170)

(Asset Management & Economic Development Portfolio Holder) To consider the attached report (C-052-2013/14).

24. RELEASE OF CLAWBACK COVENANT - T11 SITE, LANGSTON ROAD, LOUGHTON (Pages 171 - 176)

(Asset Management & Economic Development Portfolio Holder) To consider the attached report (C-054-2013/14).

25. WASTE MANAGEMENT CONTRACT - OUTCOME OF INVITATION TO SUBMIT DETAILED SOLUTIONS DIALOGUE (Pages 177 - 182)

(Environment Portfolio Holder) To consider the attached report (C-063-2013/14).