



Epping Forest District Council

DECISIONS

Committee:	CABINET
Date of Meeting:	Monday, 8 September 2014

Date of Publication:	16 September 2014
Call-In Expiry:	22 September 2014

This document lists the decisions that have been taken by the Cabinet at its meeting held on Monday, 8 September 2014, which require publication in accordance with the Local Government Act 2000. The list specifies those decisions eligible for call-in and the date by which they must be called-in.

Those decisions that are listed as being “recommended to the Council...”, or request the Chairman of the Council to waive the call-in, are not eligible for call-in.

The wording used might not necessarily reflect the actual wording that will appear in the minutes, which will take precedence as the minutes are the official record of the meeting.

If you have any queries about the matters referred to in this decision sheet then please contact:

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Call-In Procedure

If you wish to call-in any of the eligible decisions taken at this meeting you should complete the call-in form and return it to Democratic Services before the expiry of five working days following the publication date. You should include reference to the item title. Further background to decisions can be found by viewing the agenda document for this meeting at: www.eppingforestdc.gov.uk/local_democracy

Decision No:

3. MINUTES

Decision:

- (1) That the minutes of the meeting held on 21 July 2014 be taken as read and signed by the Chairman as a correct record.

7. ASSET MANAGEMENT AND ECONOMIC DEVELOPMENT CABINET COMMITTEE - 14 JULY 2014

Decision:

Main Runway at North Weald Airfield

- (1) That the findings of the RPS report on the current condition of the runway at North Weald Airfield be noted;
- (2) That the confidential advice from Counsel with respect to the Council's obligations under the Leases and Licences with aviation tenants be noted;
- (3) That the current maintenance and inspection regimes be maintained, as they were considered suitable for maintaining safe operating conditions at the current time; and
- (4) That any significant remedial work or consideration of the reduction in runway length be deferred until such time as the Local Plan process had been concluded; and

Marketing of an Operational Management Agreement at North Weald Airfield

- (5) That consideration of the marketing of an Operational Management Agreement at North Weald Airfield be deferred to a future meeting of the Cabinet pending further information.

8. FINANCE AND PERFORMANCE MANAGEMENT CABINET COMMITTEE - 28 JULY 2014

Decision:

Risk Management – Corporate Risk Register

- (1) That risk 1, Local Plan, be updated to reflect the latest position;
- (2) That Risk 5, Economic Development, be increased to A2 (Very High Likelihood, Moderate Impact);
- (3) That Risk 8, Partnerships, be increased to C3 (Medium Likelihood, Minor Impact);
- (4) That no new risks be included on the Corporate Risk Register at the current time;
- (5) That, incorporating the above agreed changes, the updated Corporate risk Register be approved; and
- (6) That the submission of a report on the financial status of the North Essex Parking Partnership to the next meeting of the Finance & Performance Management Cabinet Committee scheduled for 18 September 2014 be noted; and

Financial Issues Paper

- (7) That the establishment of a new budgetary framework, including the setting of budget guidelines, for 2015/16 be set, including:
 - (a) the ceiling for Continuing Services Budget net expenditure be no more than £13.146million including net growth;

- (b) the ceiling for District Development Fund expenditure be no more than £204,000;
 - (c) the balances continue to be aligned to the Council's net budget requirement and be allowed to fall no lower than 25% of the net budget requirement; and
 - (d) the District Council Tax not be increased with the Council Tax for a Band 'D' property remaining at £148.77 per annum;
- (8) That a revised Medium Term Financial Strategy for the period to 2018/19 be developed accordingly;
- (9) That communication of the revised Medium Term Financial Strategy to staff, partners and other stakeholders be undertaken;
- (10) That a detailed review of fees and charges, specifically parking charges, be undertaken; and
- (11) That parish support be reduced by 15.4% in line with the reductions in the central funding received by the District Council.

9. FUNDING FOR SUPERFAST BROADBAND

Decision:

- (1) That a bid in the sum of £84,000 be included in the draft Capital Programme for 2015/16 to co-fund the investment in superfast broadband infrastructure and achieve 95% coverage in the District;
- (2) That a letter be written to the Chief Executive of Essex County Council to confirm the Council was minded to support the Superfast Essex broadband programme and a bid in the maximum sum of £84,000 had been provisionally agreed, subject to the approval of the Council's budget in February 2015;
- (3) That a Technology & Support Services Portfolio Holder Advisory Group be established, with the support of officers as required, to work through the potential District priorities for this investment and recommend the Council's preferred options, in so far as they were practical and in discussion with Essex County Council and suppliers;
- (4) That the composition of the Technology & Support Services Portfolio Holder Advisory Group be seven Members on a pro-rata basis with Group Leaders requested to make suitable nominations;
- (5) That, to inform the discussions of the Portfolio Holder Advisory Group, an exercise be undertaken to determine both the current levels of coverage and current levels and types of demand for enhanced broadband provision and access throughout the District;
- (6) That to further inform the discussions of the Portfolio Holder Advisory Group, further advice be sought from Essex County Council as to the likely timescales for completion of the rollout of superfast broadband and the implications for the remaining 5% of the District which would remain without superfast broadband once 95% had been achieved;
- (7) That the preferred options of the Portfolio Holder Advisory Group be submitted

to the Cabinet for adoption, with Essex County Council to be subsequently notified of the Council's adopted priorities for the investment of the agreed funding in the sum of £84,000; and

(8) That the process for prioritising the investment of non-district matched funds to achieve 93% coverage across Essex be clarified with Essex County Council and opportunities to be involved in that process be identified to ensure the Council's agreed priorities also be considered as part of that investment programme.

10. LICENCE CONDITIONS FOR GYPSY, ROMA AND TRAVELLER SITES

Decision:

(1) That, following consultation with site owners, residents, statutory consultees and other interested parties, the Park Home Site Licence Conditions for Gypsy, Roma and Traveller Sites in Epping Forest District Council as attached at Appendix 1 be adopted, subject to the following amendment:

(a) That condition (5) of the proposed Site Licence Conditions concerning Lighting be amended to state the installed lighting should be appropriate to the location and not be so excessive as to be considered 'light pollution' whilst also providing safe movement around the site.

11. PHASE II RESOURCES FOR THE ASSET MANAGEMENT AND ECONOMIC DEVELOPMENT TEAM

Decision:

(1) That, as set out at Appendix 1 of the report, the proposed structure for the Asset Management & Economic Development Team be approved;

(2) That two new posts of Economic Development Officer be added to the establishment at Grade 8;

(3) That two new posts of Assistant Asset Management and Economic Development Officers be added to the establishment at grade 4 - 6;

(4) That the posts in (2) and (3) above be subject to job evaluation; and

(5) That in order to finance the above:

(a) a Continuing Services Budget supplementary estimate in the sum of £30,770 for 2014/15 be recommended to the Council for approval; and

(b) a Continuing Services Budget growth bid in the sum of £92,310 for 2015/16 be made.

12. ESSEX GYPSY AND TRAVELLER AND TRAVELLING SHOWPEOPLE ACCOMMODATION ASSESSMENT

Decision:

(1) That the Essex Gypsy and Traveller and Travelling Showpeople Accommodation Assessment (July 2014) be included as part of the Evidence Base for the new Local Plan.

13. STRATEGIC FLOOD RISK ASSESSMENT LEVEL II

Decision:

- (1) That the inclusion of the Strategic Flood Risk Assessment Level II and its findings in the Evidence Base for the new Local Plan be deferred at the current time pending further information.

14. UPDATE ON CONSULTATION FOR LOCAL COUNCIL TAX SUPPORT SCHEME 2015/16

Decision:

- (1) That, in light of a recent judicial review, the actions undertaken by Officers not to include questions concerning a residency condition in the consultation for the Local Council Tax Support Scheme for 2015/16 be approved.

15. LOCAL GOVERNMENT PENSION SCHEME 2014 - DISCRETIONS POLICY STATEMENT

Decision:

- (1) That, as attached at Appendix 1 of the report, the Discretions Policy Statement for the Local Government Pension Scheme 2014 be agreed.

16. CORPORATE PLAN KEY OBJECTIVES 2014-15 - QUARTER I PROGRESS

Decision:

- (1) That the progress in relation to the achievement of the Key Objectives for 2014/15 for the first three months of the municipal year be noted.

17. VIREMENT OF BUDGETS FROM NEIGHBOURHOODS TO RESOURCES DIRECTORATE

Decision:

- (1) That, in order to achieve the full benefits of the new waste and recycling contract recently awarded to Biffa Municipal Limited, the following reallocation of budgets be approved for essential ICT system integration and other enabling work:

- (a) a virement in the sum of £17,000 from existing revenue budgets for the waste service within the Neighbourhood Directorate to the ICT service within the Resources Directorate for necessary works and training costs; and

- (b) a virement in the sum of £23,000 from within the existing Capital Programme from the Neighbourhoods Directorate to the Resources Directorate for software and licence purchases.

18. PURCHASE OF ENVELOPING MACHINE

Decision:

- (1) That the capital purchase of a new Enveloping Machine be agreed, funded from:

- (a) £15,000 of unallocated New Burdens funding; and
- (b) a one-off saving in the sum of £25,000 from the Reprographics Photocopier budget.

19. ANY OTHER BUSINESS

Decision:

(1) That, as agreed by the Leader of the Council and in accordance with Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) of the Council Procedure Rules, the following item of urgent business be considered following the publication of the agenda:

- (a) Acceptance of Tender – Council Housebuilding Programme Phase I.

20. EXCLUSION OF PUBLIC AND PRESS

Decision:

(1) That, in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the item of business set out below as it would involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12(A) of the Act indicated and the exemption is considered to outweigh the potential public interest in disclosing the information:

<u>Agenda Item</u>	<u>Subject</u>	<u>Paragraph No.</u>
22	Acceptance of Tender – Council Housebuilding Programme Phase I	3

21. ACCEPTANCE OF TENDER - COUNCIL HOUSEBUILDING PROGRAMME PHASE I

Decision:

(1) That the tender submitted by Broadway Construction Limited, being the second lowest of the four received, for the Design and Build Contract for the construction of 23 new affordable Council homes, making up Phase I of the Council Housebuilding Programme in the sum of £3,245,143.62 be accepted, subject to the provision of a Performance Bond being to the value of 10% of the contract sum.

