



## Epping Forest District Council

### DECISIONS

|                         |                                |
|-------------------------|--------------------------------|
| <b>Committee:</b>       | <b>CABINET</b>                 |
| <b>Date of Meeting:</b> | <b>Monday, 1 December 2014</b> |

|                             |                         |
|-----------------------------|-------------------------|
| <b>Date of Publication:</b> | <b>5 December 2014</b>  |
| <b>Call-In Expiry:</b>      | <b>11 December 2014</b> |

This document lists the decisions that have been taken by the Cabinet at its meeting held on Monday, 1 December 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:

Gary Woodhall  
Democratic Services Officer  
Office of the Chief Executive

Tel: 01992 564470  
Email: [gwoodhall@eppingforestdc.gov.uk](mailto:gwoodhall@eppingforestdc.gov.uk)

### **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](http://www.eppingforestdc.gov.uk/local_democracy)

|                 |
|-----------------|
| Decision<br>No: |
|-----------------|

### **3. MINUTES**

#### **Decision:**

- (1) That the minutes of the meeting held on 3 November 2014 be taken as read and signed by the Chairman as a correct record.

## **7. LOCAL COUNCIL TAX SUPPORT SCHEME 2015/16**

### **Decision:**

- (1) That the responses to the consultation on the Local Council Tax Support Scheme for 2015/16 be noted;
- (2) That, in view of the consultation responses and the experience of the first two years of the scheme, no changes be made to the scheme for 2015/16, other than the annual uprating of premiums, allowances, non-dependant deductions and any changes to the national pension age scheme that need to be reflected in the Council's scheme; and
- (3) That the proposed Local Council Tax Support Scheme for 2015/16 be recommended to the Council for approval.

## **8. ANNUAL REVIEW OF THE CAPITAL PROGRAMME 2014/15 - 2018/19**

### **Decision:**

- (1) That the latest five-year forecast of capital receipts be noted;
- (2) That the level of usable capital receipts currently predicted to be £4,715,000 at 31 March 2019 be noted;
- (3) That the following amendments to the Capital Programme be approved:
  - (a) carry forwards totaling £2,051,000 from 2014/15 to 2015/16 in respect of General Fund capital schemes as outlined in the report;
  - (b) an additional allocation of £12,000 to purchase a franking machine for the Business Administration team;
  - (c) an overspend of £49,000 in respect of fees on the purchase of the lease at Torrington Drive;
  - (d) a carry forward of £473,000 from 2014/15 to 2015/16 and 2016/17 in respect of the Open Market Shared Ownership initiative and a reduction of £292,000 for Private sector Housing Loans in 2014/15;
  - (e) re-phasing the Disabled Facility Grant budget as outlined in the report and an additional allocation of £9,000 to complete the programme of non-repayable Private Sector Housing Grants;
  - (f) virements within the Housing Revenue Account in respect of the categories of work identified in the report; and
  - (g) re-phasing of the Council Housebuilding programme, Planned Maintenance programme and Off-Street Parking Initiative financed within the Housing Revenue Account as identified in the report.

## **9. CHRISTMAS/NEW YEAR CIVIC OFFICE CLOSURE**

### **Decision:**

- (1) That the results of the public and Member consultation exercises be noted; and

(2) That, with regard to the outcome of the consultation exercises and as recommended by the Joint Consultative Committee, the current Christmas/New Year arrangements be continued for a further three years from 2015/16 to 2017/18.

## **10. RESTRUCTURE OF THE BENEFITS DIVISION**

### **Decision:**

(1) That the new national arrangements for investigating housing benefit fraud under the Single Fraud Investigation Service be noted; and

(2) That the revised structure for the Benefits Division, as set out at Appendix 2 of the report, be approved.

## **11. RESTRUCTURE OF THE INTERNAL AUDIT UNIT AND CREATION OF A CORPORATE FRAUD TEAM**

### **Decision:**

(1) That, with effect from 1 April 2015, the proposed structure for the Internal Audit and Corporate Fraud Investigation Unit be approved, as set out at Appendix 1 of the report;

(2) That, subject to job evaluation, a new post of Senior Fraud Investigator be created;

(3) That, subject to job evaluation, three new posts of Fraud Investigator be created;

(4) That the post of Auditor (0.4FTE) be made full time;

(5) That, in order to finance the General Fund costs of the above, a Continuing Services Budget growth bid in the sum of £58,075 for 2015/16 be made;

(6) That the additional £41,265 required funding from the Housing Revenue Account (HRA) be funded from the HRA's Housing Improvements and Service Enhancements Fund;

(7) That the location of the existing Benefits Fraud staff be continued within the Resources Directorate, under the management of the Assistant Director (Benefits), until they transfer to the Single Fraud Investigation Service from 1 October 2015; and

(8) That an annual saving of £134,030, arising partly in 2015/16 and partly in 2016/17, be noted following the transfer of the Benefit Fraud staff to the Single Fraud Investigation Service and other consequent changes to the Benefits Division.

## **12. PRIVATE PILOT'S LICENCE TRAINING - NORTH WEALD AIRFIELD**

### **Decision:**

(1) That Officers be authorised to enter into a negotiated agreement with The North Weald Flying Group to allow them to commence Private Pilot's Licence (PPL) training for fixed wing aircraft at North Weald Airfield;

(2) That the moratorium on the maximum term of the lease at the Airfield, which presently stands at four years, be ended for this lease only; and

(3) That the use of other airfields at Andrewsfield and Duxford for the PPL training

by the North Weald Flying Group be noted.

### **13. CORPORATE PLAN KEY OBJECTIVES 2014/15 - QUARTER II PROGRESS**

#### **Decision:**

(1) That the progress in relation to the achievement of the key objectives for 2014/15 in the second quarter of the year be noted.

### **14. LONDON STANSTED CAMBRIDGE CONSORTIUM SUBSCRIPTION**

#### **Decision:**

(1) That the Council's subscription to the London Stansted Cambridge Consortium (LSCC) be continued for the period 2014/15;

(2) That, in order to finance the LSCC subscription for 2014/15, a virement in the sum of £10,000 from the Planning Policy Portfolio to the Asset Management & Economic Development Portfolio be approved; and

(3) That, in order to finance the LSCC subscription in 2015/16, a Continuing Services Budget growth bid in the sum of £10,000 be made.

### **15. GET ACTIVE EPPING FOREST**

#### **Decision:**

(1) That £10,000 from the income share between Sports & Leisure Management Ltd and the Council be used to fund a District Development Fund initiative to engage inactive people in physical activity in order to improve their health and wellbeing; and

(2) That the initiative be monitored and evaluated to assess the impact of increasing participation of inactive people in the four super output areas of the District, namely:

(a) Paternoster Ward, Waltham Abbey;

(b) Limes Farm Estate, Chigwell;

(c) Oakwood Hill, Debden; and

(d) Shelley, Ongar.

### **16. TOWN CENTRES FUND**

#### **Decision:**

(1) That a District Development Fund growth bid in the sum of £35,000 for 2015/16 be made to establish a District Centres Economic Development Fund.

**17. CALENDAR OF COUNCIL MEETINGS 2015/16**

**Decision:**

- (1) That, as attached at Appendix 1 of the report, the draft Calendar of Council Meetings for 2015/16 be recommended to the Council for adoption.

