



DECISIONS

Committee:	CABINET
Date of Meeting:	Thursday, 7 April 2016
Date of Publication:	19 April 2016
Call-In Expiry:	25 April 2016

This document lists the decisions that have been taken by the Cabinet at its meeting held on Thursday, 7 April 2016, 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 3 March 2016 be taken as read and signed by the Chairman as a correct record.

7. ASSET MANAGEMENT AND ECONOMIC DEVELOPMENT CABINET COMMITTEE - 11 FEBRUARY 2016

Decision:

(1) That the minutes of the meeting of the Asset Management & Economic Development Cabinet Committee, held on 11 February 2016, be noted.

8. FINANCE AND PERFORMANCE MANAGEMENT CABINET COMMITTEE - 17 MARCH 2016

Decision:

Risk Management – Corporate Risk Register

(1) That the Vulnerabilities, Trigger, Consequences and Action Plan for Risk 1 – Local Plan - be updated;

(2) That the Effectiveness of Controls/Actions for Risk 2 - Strategic Sites - be updated;

(3) That the Key Date within Risk 4 - Finance Income - be updated;

(4) That the Effectiveness of Controls within Risk 6 - Data / Information - be updated;

(5) That, including the above agreed changes, the amended Corporate Risk Register be approved;

(6) That the Risk Management Strategy and Policy Statement be adopted; and

(7) That the Terms of Reference of the Risk Management Group be noted.

9. EQUALITY OBJECTIVES 2016-20

Decision:

(1) That subject to the views of the Overview and Scrutiny Committee on 19 April 2016, the Council's Equality Objectives and Action Plan for 2016-20 be agreed.

10. TRANSFORMATION PROGRAMME MONITORING REPORT - FEBRUARY 2016

Decision:

(1) That the progress of the Transformation Programme up to the end of February 2016 be noted; and

(2) That an 'Invest to Save' funding bid for the costs associated with the procurement process for the undertaking of a feasibility study for the Service Accommodation Review Project be agreed.

11. REVIEW OF THE WASTE MANAGEMENT CONTRACT

Decision:

(1) That the findings and conclusion of the recent review of the Council's Waste

and Recycling Collection arrangements be noted; and

(2) That these findings be taken into consideration for any future service contract procurement.

12. SMOKING AND VAPING POLICY

Decision:

(1) That the results of the Smoking and Vaping survey of staff undertaken in November 2015 be noted; and

(2) That, as requested by the Joint Consultative Committee, the revised Smoking and Vaping Policy for all Council offices, workplaces and other Council premises open to the public, attached at Appendix B of the report, be adopted.

13. SMARTER WORKING FRAMEWORK - FLEXIBLE WORKING POLICY AND FLEXI SCHEME

Decision:

(1) That, as requested by the Joint Consultative Committee, the Smarter Working Framework and Flexible Working Policy, as attached at Appendices A and B respectively of the report, be adopted;

(2) That the Flexi Scheme, as attached at Appendix C of the report, be agreed subject to the following amendment:

(a) the inclusion of Vaping in paragraph 3.4.1 as a break to be recorded using the Deduction column on the Time Recording Sheets; and

(3) That the summary of the feedback from the Employee Smarter Working Consultation Workshops be noted.

14. EPPING FOREST DISTRICT MUSEUM - ESTABLISHMENT OF A DEVELOPMENT TRUST

Decision:

(1) That the recommendation from the Neighbourhoods and Community Services Select Committee for the Council to establish a Development Trust for Epping Forest and Lowewood Museums, to operate in parallel with the management of the Museum, Heritage and Culture Service be agreed; and

(2) That the establishment of a Development Trust be progressed on the basis of establishing a Company Limited by Guarantee and Registered Charity.