



**DECISIONS**

<b>Committee:</b>	<b>CABINET</b>
<b>Date of Meeting:</b>	<b>Wednesday, 12 October 2016</b>
<b>Date of Publication:</b>	<b>18 October 2016</b>
<b>Call-In Expiry:</b>	<b>24 October 2016</b>

This document lists the decisions that have been taken by the Cabinet at its meeting held on Wednesday, 12 October 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](http://www.eppingforestdc.gov.uk/local_democracy)

<b>Decision No:</b>
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**6. ASSET MANAGEMENT AND ECONOMIC DEVELOPMENT CABINET  
COMMITTEE - 22 AUGUST 2016**

**Decision:**

(1) That the minutes of the meeting of the Asset Management & Economic Development Cabinet Committee, held on 22 August 2016, be noted.

**7. FINANCE AND PERFORMANCE MANAGEMENT CABINET COMMITTEE - 15 SEPTEMBER 2016**

**Decision:**

Annual Outturn Report on the Treasury Management & Prudential Indicators 2015/16

(1) That the following minor changes to the Council's Treasury Management Strategy Statement and Investment Strategy be recommended to the Council for approval:

(a) an increase in the group limit for Local Authorities from £20million to £25million;

(b) an increase in the group limit for Money Market Funds from £15million to £20million; and

(c) an increase in the limit for NatWest (the Council's banker) from £2.5million to £5million; and

Risk Management – Corporate Risk Register

(2) That the Existing Control, Effectiveness of Control and Key Date within the Action Plan for Risk 1 – Local Plan - be updated;

(3) That the Effectiveness of Controls/Actions and Required Further Management Action for Risk 2 – Strategic Sites - be updated;

(4) That the Existing Control and the Required Further Management Action for Risk 5 – Economic Development - be updated;

(5) That an additional Required Further Management Action for Risk 6 – Data/Information - be added;

(6) That the Risk Score for Risk 7 – Business Continuity - be amended;

(7) That the Risk Score for Risk 10 – Housing Capital - be amended; and

(8) That the amended Corporate Risk Register be approved.

**8. COUNCIL HOUSEBUILDING CABINET COMMITTEE - 22 SEPTEMBER 2016**

**Decision:**

(1) That the minutes of the meeting of the Council Housebuilding Cabinet Committee, held on 22 September 2016, be noted.

**9. CONSTRUCTION OF OFF STREET PARKING ON HOUSING LAND - REVIEW OF RANKINGS FOR FUTURE SCHEMES AND CAPITAL EXPENDITURE FOR 2016/17**

**Decision:**

(1) That, for the foreseeable future, off street parking schemes be only constructed at the following sites, which were already committed, and funded from the existing 5-year combined Housing Revenue Account and General Fund Off Street

Parking Capital Programme Budget (which currently had a budget provision of £1,855,000 available):

(a) The four sites agreed by the Council Housebuilding Cabinet Committee in February 2015 which had all progressed to the point of planning applications being submitted and if approved, would commit around £605,000 from the Off Street Parking Capital Programme Budget, namely:

- (i) Paley Gardens, Loughton;
- (ii) Torrington Drive, Loughton;
- (iii) Etheridge Green, Loughton; and
- (iv) Alderwood Close, Abridge;

(b) The two sites where the Council Housebuilding Cabinet Committee had already agreed to fund the cost of demolishing the existing garages and to create off street parking spaces at an estimated cost of £40,000:

- (i) Springfield, Epping; and
- (ii) Loughton Way, Buckhurst Hill

(c) The four sites within Phases 1 and 3 of the Council Housebuilding Programme, for which the relevant Area Planning Sub-Committees had attached a condition to the planning consent to undertake a parking study and to provide off street parking (if there was sufficient local resident support and planning approval granted) at an estimated cost of £235,000:

- (i) The Roundhills Red Cross Site, Waltham Abbey;
- (ii) Roundhills Site 4, Waltham Abbey;
- (iii) Stewards Green Road, Epping; and
- (iv) Centre Avenue, Epping;

(2) That, for future off street parking schemes (not including the above schemes in 1(a) and 1(c)), charges be made for the use of the off street parking bays through either one, or a combination, of the following options (as considered appropriate by the Director of Communities, in consultation with the Housing Portfolio Holder):

(a) the sale of Residents Parking Permits in line with other Controlled Parking Zones in the District;

(b) the provision of a hinged lockable bollard, rented to local residents at a cost of:

- (i) £500 in the first year after implementation or re-instatement; and
- (ii) £250 per annum thereafter; or

(c) through a Pay and Display Scheme, in line with other similar schemes on Highway Land around the District;

(3) That the charges for the use of parking bays at future off-street parking schemes be added to the Annual Schedule of Fees and Charges for Housing Related Services and reviewed annually;

(4) That the additional cost of monitoring the Controlled Parking Zones and/or Pay and Display bays for future schemes be met from the Off Street Parking Budget, with the income used to help fund any future maintenance costs or the construction of future schemes;

(5) That any further off street parking schemes to be undertaken in the future be considered by the Cabinet on an annual basis;

(6) That, prior to any Council Housebuilding planning application being submitted, transport studies be undertaken to assess the parking stress in the locality caused by any loss of garages and, because each planning application had to be determined on its own merits, the provision of separate off street parking schemes in the locality only be considered where transport studies had identified a lack of parking provision as a result of the new development, and that this previous automatic link between the two programmes be discontinued; and

(7) That the following sites were unable to proceed be noted, since they had either failed to gain the support of local residents or there was insufficient Council-owned land available in the vicinity to develop a scheme:

- (a) Watermans Way, North Weald;
- (b) Sycamore House, Buckhurst Hill; and
- (c) Tillingham Court, Waltham Abbey.

## **10. CONTAMINATED LAND - PROGRAMME OF INSPECTION AND BUDGET ALLOCATION**

### **Decision:**

(1) That, subject to staff resources, capacity and competing priorities, one potentially contaminated land site be investigated every two years;

(2) That a growth bid of £100,000 be made from the District Development Fund to cover the two year period from April 2017, to carry out the required investigations; and

(3) That a further report be submitted to the Cabinet in December 2018, as part of the budget setting process for 2019/20, to agree future budget allocation to investigate potentially contaminated land sites within the District.

## **11. TRANSFORMATION PROGRAMME - MONITORING REPORT AUGUST 2016**

### **Decision:**

(1) That the progress of the projects within the Transformation Programme for August 2016, alongside the planned actions for September 2016, be noted.

## 12. KEY ACTION PLAN 2016/17 - QUARTER 1 PROGRESS

### Decision:

(1) That progress on the achievement of the Council's Key Action Plan for 2016/17 at the end of Quarter 1 be noted.

## 13. ICT CAPITAL REQUIREMENTS 2017-18

### Decision:

(1) That the projects to be scheduled for the financial year 2017/18 be noted and that a sum of £414,075 be included in the Capital Programme for 2017/18 for the following ICT projects:

- (a) £88,525 for Priority ICT projects;
- (b) £51,050 for Onsite Mobile/Flexible Working Projects;
- (c) £100,000 for Desktop Hardware Projects;
- (d) £97,500 for other ICT projects; and
- (e) £77,000 for Directorate projects requiring capital expenditure, including a £22,000 sum for Pay to Stay capability for the Council Rented properties which was contingent upon Government policy.

## 15. 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 Number</u>
17	Transformation Programme – Provision of Funding	1

## 16. TRANSFORMATION PROGRAMME - PROVISION OF FUNDING

### Decision:

(1) That a fixed term contract extension of eighteen months be offered to the Head of Transformation and a fixed term contract extension of one year be offered to the Programme Improvement Officer; and

(2) That amounts of £90,340 for 2017/18 and £59,010 for 2018/19 be earmarked in the District Development Fund to pay for the contract extensions.

