



CABINET
Monday, 14th September, 2020

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

Virtual Meeting on Zoom
on **Monday, 14th September, 2020**
at **7.00 pm** .

G. Blakemore
Chief Executive

Democratic Services
Officer

A. Hendry (Democratic Services)
Tel: (01992) 564246 Email:
democraticservices@eppingforestdc.gov.uk

Members:

Councillors C Whitbread (Leader of the Council & Leader of the Conservative Group) (Chairman), , N Avey, N Bedford, A Patel, J Philip, S Kane and H Whitbread

PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND

WEBCASTING/FILMING NOTICE (VIRTUAL MEETINGS)

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Therefore by participating in this virtual meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If members of the public do not wish to have their image captured they should ensure that their video setting throughout the virtual meeting is turned off and set to audio only.

In the event that technical difficulties interrupt the virtual meeting that cannot be overcome, the Chairman may need to adjourn the meeting.

If you have any queries regarding this, please contact the Corporate Communications Manager on 01992 564039.

1. WEBCASTING INTRODUCTION

1. This virtual meeting is to be webcast. Members are reminded of the need to unmute before speaking.
2. The Chairman will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

Please also be aware that if technical difficulties interrupt the meeting that cannot be overcome, I may need to adjourn the meeting.”

2. APOLOGIES FOR ABSENCE

To be announced at the meeting.

3. DECLARATIONS OF INTEREST

To declare interests in any item on this agenda.

4. MINUTES (Pages 5 - 24)

To confirm the minutes of the meeting of the Cabinet held on 20 July 2020.

5. REPORTS OF PORTFOLIO HOLDERS

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

6. PUBLIC QUESTIONS AND REQUESTS TO ADDRESS THE CABINET

To receive any questions submitted by members of the public and any requests to address the Cabinet.

(a) Public Questions

To answer questions asked by members of the public after notice in accordance with the provisions contained within Part 4 of the Constitution (Council Rules, Rule Q3) on any matter in relation to which the Cabinet has powers or duties or which affects the District.

(b) Requests to Address the Cabinet

Any member of the public or a representative of another organisation may address the Cabinet on any agenda item (except those dealt with in private session as exempt or confidential business) due to be considered at the meeting, in accordance with the provisions contained within Article 7 of the Constitution (The Executive, Paragraphs 27 and 28).

7. OVERVIEW AND SCRUTINY

To consider any matters of concern to the Cabinet arising from the Council's Overview and Scrutiny function and to identify any matters that the Cabinet would like the Overview and Scrutiny Committee to examine as part of its work programme.

8. COUNCIL HOUSEBUILDING CABINET COMMITTEE - 23 JUNE 2020 (Pages 25 - 34)

(Housing and Community Services Portfolio Holder) to consider the attached minutes from the meeting of the Council Housebuilding Cabinet Committee, held on 23 June 2020, and any recommendations therein.

9. RELEASE OF RESTRICTIVE COVENANTS - EPPING FOREST COLLEGE (Pages 35 - 64)

Commercial and Regulatory Services – to consider the attached report (C-017-2020-21) – to grant a variation to the covenants on Epping Forest College land.

10. NORTH WEALD AIRCRAFT LANDING FEES IMPLEMENTATION (Pages 65 - 76)

Commercial and Regulatory Services – to consider the attached report (C-018-2020-21) on the introduction of landing fees and the scale of charges.

11. HIGHWAYS RANGER SERVICE UPDATE (Pages 77 - 98)

Environmental and Technical Services – to consider the attached report (C-019-2020/21), an update of the Highway Ranger service that had been transferred from ECC to Epping Forest District Council on 1 April 2020.

12. ACCEPTANCE OF TENDERS - CONTRACT 101 - REMOVAL OF ASBESTOS CONTAINING MATERIALS FROM COUNCIL OWNED PROPERTIES (Pages 99 - 112)

Housing and Community Services – to consider the attached report (C-020-2020-21) to award a contract for removal of asbestos containing material from Council-owned properties.

13. LOCAL COUNCIL TAX SUPPORT SCHEME 2021/22 (Pages 113 - 124)

Customer and Corporate Support – to consider the attached report (C-021-2020/21) on the Local Council Tax Support Scheme annual review.

14. FINANCIAL PLANNING 2020/21 TO 2025/26 (Pages 125 - 134)

Finance and Economic Development - to consider the attached report (C-023-2020-21) - to note and agree the financial planning process for 2021/22 to 2025/26.

15. QUALIS QUARTERLY MONITORING REPORT - Q1 AND Q2 2019/20 (Pages 135 - 156)

Commercial and Regulatory Services – to consider the attached report (C-022-2020-21) to report on the first two quarters on Qualis performance.

Please note that Appendix C (initial Qualis Business plan) will follow.

16. QUALIS GROUP BOARD (Pages 157 - 162)

Commercial and Regulatory Services – to consider the attached report (C-024-2020/21) on the composition of the permanent Qualis Board and the remuneration levels for Qualis Board members.

17. 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 requires 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.

18. EXCLUSION OF PUBLIC AND PRESS

Exclusion

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
Nil	Nil	Nil

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.

Background Papers

Article 17 of the Constitution (Access to Information) 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 and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection one copy of each of the documents on the list of background papers for four years after the date of the meeting. Inspection of background papers can be arranged by contacting either the Responsible Officer or the Democratic Services Officer for the particular item.