

Council Agenda



Epping Forest District Council

NOTICE OF COUNCIL MEETING

You are hereby summoned to a meeting of the **EPPING FOREST DISTRICT COUNCIL** to be held in the **VIRTUAL MEETING ON ZOOM** at 7.00 pm on Thursday, 29 October 2020 for the purpose of transacting the business set out in the agenda.

A handwritten signature in blue ink, appearing to read 'G Blakemore'.

Georgina Blakemore
Chief Executive

Democratic Services Gary Woodhall Tel: (01992) 564243
Officer: Email: democraticservices@eppingforestdc.gov.uk

WEBCASTING NOTICE (VIRTUAL)

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.

BUSINESS**1. WEBCASTING INTRODUCTION**

This virtual meeting is to be webcast. Members are reminded of the need to unmute before speaking.

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). Thereby 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.

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

2. FORMER COUNCILLOR T. BOYCE

The Council are invited to stand for a minute's silence in tribute to the memory of former District Councillor Tony Boyce who recently passed away.

Former Councillor Tony Boyce served as a Conservative District Councillor representing the Moreton and Fyfield ward of the district for 9 years, from May 2008 until May 2017.

In 2014 former Councillor Tony Boyce was elected to the position of Chairman of Council, a position that he enthusiastically embraced. He enjoyed a very successful year raising over £25,000 for local charities including a new minibus for Community Transport.

During his time on the Council, former Councillor Tony Boyce served as:

- May 2008 to May 2017 Conservative Cllr for Moreton & Fyfield ward
- May 2008 to May 2013 Chairman of Area Planning Sub-Committee East
- May 2009 to May 2010 Vice-Chairman of Safer, Cleaner, Greener Scrutiny Panel
- May 2010 to May 2013 Vice-Chairman of District Development Control Committee
- May 2011 to May 2017 Licensing Sub-Committee Chairman (1 of 6)
- May 2013 to May 2014 Vice-Chairman of Council
- May 2014 to May 2015 Chairman of Council.

3. MINUTES (Pages 7 - 22)

To approve as a correct record and sign the minutes of the meeting held on 30 July 2020, as attached.

4. DECLARATIONS OF INTEREST

To declare interests in any item on the agenda.

5. ANNOUNCEMENTS

- (a) Apologies for Absence
- (b) Chairman's Announcements

6. PUBLIC QUESTIONS (IF ANY)

To answer questions asked after notice in accordance with the provisions contained within Part 4 of the Council Rules of the Constitution on any matter in relation to which the Council has powers or duties or which affects the District:

- (a) to the Leader of the Council;
- (b) to any Portfolio Holder; or
- (c) to the Chairman of the Overview and Scrutiny Committee.

Questions, if any, will follow if not received in time to be incorporated into the agenda.

7. QUESTIONS BY MEMBERS UNDER NOTICE

To answer questions asked after notice in accordance with the provisions contained within the Council's rules in Part 4 of the Constitution on any matter in relation to which the Council has powers or duties or which affects the District:

- (a) to the Chairman of the Council;
- (b) to the Leader of the Council;
- (c) to any Member of the Cabinet; or
- (d) the Chairman of any Committee or Sub-Committee.

The Council's rules provide that answers to questions under notice may take the form of:

- (a) direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

Answers to questions falling within (a) and (b) above will be made available to the member asking the question one hour before the meeting. Answers to questions falling within (c) above will be circulated to all councillors.

Questions, if any, will follow if not received in time to be incorporated into the agenda.

8. REPORTS FROM THE LEADER & MEMBERS OF THE CABINET (Pages 23 - 54)

To receive reports and any announcements from the Leader and members of the Cabinet on matters falling within their areas of responsibility:

- (a) Report of the Leader – Councillor C Whitbread;
- (b) Report of the Commercial and Regulatory Services Portfolio Holder – Councillor A Patel (attached);
- (c) Report of the Customer and Corporate Support Services Portfolio Holder – Councillor S Kane (attached);
- (d) Report of the Environmental and Technical Services Portfolio Holder – Councillor N Avey (attached);
- (e) Report of the Finance and Economic Development Portfolio Holder – Councillor J Philip (attached);
- (f) Report of the Housing and Community Services Portfolio Holder – Councillor H Whitbread (attached); and
- (g) Report of the Planning and Sustainability Portfolio Holder – Councillor N Bedford (attached).

9. QUESTIONS BY MEMBERS WITHOUT NOTICE

The Council's rules provide for questions by any member of the Council to the Leader or any Portfolio Holder, without notice on:

- (i) reports under the previous item; or
- (ii) any other matter of a non-operational character in relation to the powers and duties of the Council or which affects all or part of the District or some or all of its inhabitants.

The Council's rules provide that answers to questions without notice may take the form of:

- (a) a direct oral answer from the Leader or, at the request of the Leader, from another member of the Cabinet;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication;
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner; or
- (d) where the question relates to an operational matter, the Leader or a member of the Cabinet will request that a response be given direct to the questioner by the relevant Service Director.

In accordance with the Council's rules, a time limit of thirty minutes is set for questions. Any question not dealt with within the time available will receive a written reply. The Chairman may extend this period by up to a further ten minutes at their discretion.

10. MOTIONS

To consider any motions, notice of which has been given under the Council's rules.

Motions, if any, will follow if not received in time to be incorporated into the agenda.

11. APPOINTMENT OF QUALIS BOARD MEMBERS (Pages 55 - 56)

To note the recommendations in the attached report from the Senior Management Selection Panel for the permanent appointment of the Qualis Board members.

12. QUALIS FINANCIAL REPORT (Pages 57 - 90)

To discuss and agree any actions required on the Qualis Quarterly Monitoring Report – Q1/Q2 and Q3 2019/20.

13. AUDIT AND GOVERNANCE COMMITTEE (Pages 91 - 92)

To consider the attached report to revise two of the Treasury Management Investment limits.

14. JOINT ARRANGEMENTS & EXTERNAL ORGANISATIONS (Pages 93 - 94)

(a) To receive from Council representatives the reports (attached - if any) on the business of joint arrangements and external organisations and to receive answers to any questions on those bodies which may be put without notice; and

(b) To request written reports from representatives on joint arrangements and external organisations for future meetings.

15. 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 for four years after the date of the meeting one copy of each of the documents on the list of background papers.