



**Epping Forest  
District Council**

## **CABINET**

**Monday, 16th November, 2020**

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

**Virtual Meeting on Zoom  
on Monday, 16th November, 2020  
at 7.00 pm .**

**G. Blakemore  
Chief Executive**

**Democratic Services  
Officer**

A. Hendry (Democratic Services)  
Tel: (01992) 564246 Email:  
[democraticservices@eppingforestdc.gov.uk](mailto: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 WILL BE RUN AS A VIRTUAL MEETING AND IS OPEN TO ALL MEMBERS TO ATTEND REMOTELY.**

### **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 7 - 22)**

To confirm the minutes of the meeting of the Cabinet held on 19 October 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 - 8TH SEPTEMBER 2020  
(Pages 23 - 36)**

(Housing and Community Services Portfolio Holder) to consider the attached minutes from the meeting of the Council Housebuilding Cabinet Committee, held on 08<sup>th</sup> September 2020, and any recommendations therein.

**9. INCOME RECOVERY STRATEGY AND POLICY (Pages 37 - 64)**

Housing and Community – to receive a report (C-034-2020-21) on an Income Recovery Strategy and Policy which are required in order to give direction to the Income Recovery Service.

**10. THE MORE THAN BRICKS AND MORTAR ESTATE IMPROVEMENT SCHEME - EFDC CREATING GREAT PLACES WHERE PEOPLE WANT TO LIVE (Pages 65 - 78)**

Housing and Community – to receive a report (C-035-2020-21) on the *More than Bricks and Mortar Estate Improvement Scheme*, which signals a new way of thinking about, talking about and making decisions about the Council's housing estates.

**11. FITNESS FOR HUMAN HABITATION ACT 2018 - OBLIGATIONS (Pages 79 - 92)**

Housing and Community – to receive a report (C-036-2020-21) on the reasons and benefits for introducing a 5-year bin store replacement programme. Specifically, the details of the Act and the potential risks of not meeting the requirements of the legislation.

**12. NEW POLICY - DISPOSAL OF HRA ASSETS (Pages 93 - 112)**

Housing and Community – to receive a report (C-037-2020-21) on making best use of the Council's HRA assets in circumstances where a disposal would be of benefit to the Council and would lead to a net overall benefit.

**13. MEDIUM TERM FINANCIAL PLAN DEVELOPMENT AND SCENE SETTING**

**(Pages 113 - 128)**

Finance and Economic Development – (C040-2020-21) - this is the first iteration of the Medium Term Financial Plan within the 2021/22 budget cycle.

#### **14. 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.

#### **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):

<b>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Paragraph Number</b>
15	Project Brief - Kickstart	3
16	Proposed Letting of Land at NW Airfield to the Dept. of Housing, Communities and Local Government	3

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.

**16. PROJECT BRIEF - KICKSTART (Pages 129 - 142)**

Customer & Corporate Support Services – to receive a report (C-039-2020-21) on the Kickstart Scheme that provides funding to employers to create job placements for 16 – 24 year olds on Universal Credit who are at risk of long term unemployment.

**17. PROPOSED LETTING OF LAND AT NW AIRFIELD TO THE DEPT. OF HOUSING, COMMUNITIES AND LOCAL GOVERNMENT**

Commercial and Regulatory Services – to receive a report (C-038-2020-21) for the consideration of EFDC to lease an area of land for the operation of a Common Transit Convention System facility as part the UK post-Brexit period.

PLEASE NOTE THAT THIS REPORT WILL BE MAILED OUT SEPARATELY.