



Epping Forest District Council

DECISIONS

Committee:	CABINET
Date of Meeting:	Monday 2 September 2024

Date of Publication:	10 September 2024
Call-In Expiry:	17 September 2024

This document lists the decisions that have been taken by the Cabinet at its meeting held on Monday 2 September 2024, which require publication in accordance with the Local Government Act 2000. The list specifies those decisions, which are 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:

That the minutes of the Cabinet meeting held on 15 July 2024 be taken as read and signed by the Leader as a correct record.

7. CORPORATE PLAN

Decision:

- (1) That the Cabinet agreed the amended Corporate Plan for the period 2023 – 2027; and
- (2) That the Cabinet recommended Council adopt the amendments to the Corporate Plan 2023-2027 reflected in Appendix A.

8. ORGANISATION PERFORMANCE - KPI SUITE AND PRIORITY PROJECTS

Decision:

- (1a) That the Cabinet agreed the KPI Suite, as set out in paragraph 9 of the agenda report, was adequate and robust in giving oversight of the overall effectiveness and measure of the Council's performance;
- (1b) That the Cabinet agreed the 3 projects identified in the report were of the highest strategic importance for scrutiny in demonstrating the overall delivery of the Council's objectives in the Corporate Plan;
- (1c) That the Cabinet agreed The Broadway Refurbishment Project was included as a fourth project, as recommended by the Overview and Scrutiny Committee;
- (2) That the Cabinet agreed the proposal for Overview and Scrutiny to scrutinise the KPI Suite in paragraph 9 making comments, raising concerns and to challenge Cabinet, as appropriate; and
- (3) That the Cabinet agreed the ongoing work to further develop the KPI Suite was both adequate and robust.

9. NORTH ESSEX SHARED SERVICES

Decision:

That the Cabinet noted the work undertaken to date and the proposed approach to the Colchester City, Braintree and Epping Forest District Council's Shared Service Programme.

10. APPROACH TO DIGITAL CUSTOMER IN PARTNERSHIP WITH COLCHESTER CITY COUNCIL - FIT FOR THE FUTURE

Decision:

- (1) That the Cabinet agreed the approach to the Digital Customer Programme which leveraged the partnership work in North Essex, and specifically across Epping Forest and Colchester City Councils.
- (2) That the Cabinet agreed delegated authority for the Portfolio Holder to approve the award of contracts in line with the approach and parameters detailed in this report.

11. COMMUNITY INFRASTRUCTURE LEVY

Decision:

- (1) That the Cabinet agreed the Council use financial and specialist support and advice being made available through Essex County Council to explore the potential for bringing forward a Community Infrastructure Levy (CIL) in the District.
- (2) That the Cabinet agreed the Council proceed with commissioning a CIL viability study to assess the potential for a levy to be applied to new development in the District and provide recommendations on appropriate potential CIL rates.

12. ADOPTION OF THE ESSEX WASTE STRATEGY

Decision:

That the Cabinet agreed to the adoption of the Waste Strategy for Essex 2024-2054 in the form appended to the agenda report (Appendix 1).

13. WASTE MANAGEMENT OPERATIONAL POLICIES

Decision:

That the Cabinet agreed the amendments to the five waste policies referenced in the agenda report.

14. QUALIS QUARTERLY MONITORING REPORT – Q1 (YEAR 5) 2024/25

Decision:

That the Cabinet noted the report particularly the ongoing monitoring actions, but no additional measures were required.

15. QUARTER 1 BUDGET MONITORING REPORT (2024/25)

Decision:

- (1) That the Cabinet noted the General Fund revenue position at the end of Quarter 1 (30th June 2024) for 2024/25, including actions being undertaken or proposed to ameliorate the position, where significant variances have been identified (including Appendix A).
- (2) That the Cabinet noted the General Fund capital position at the end of Quarter 1 (30th June 2024) for 2024/25 (including Appendix B).
- (3) That the Cabinet noted the Housing Revenue Account revenue position at the end of Quarter 1 (30th June 2024) for 2024/25, including actions proposed to ameliorate the position, where significant variances had been identified.
- (4) That the Cabinet noted the Housing Revenue Account capital position at the end of Quarter 1 (30th June 2024) for 2024/25 (including Appendix C); and

- (5) That the Cabinet noted the wider position on Financial Performance and Risk at the end of Quarter 1 (30th June 2024), including the amended Prudential Indicator (“Proportion of Financing Costs to Net Revenue Stream”) explained in Paragraph 7.3.14.

16. FINANCIAL PLANNING FRAMEWORK 2025/26 TO 2029/30

Decision:

- (1) That the Cabinet noted the backdrop to the Financial Planning process for 2025/26 to 2029/30, including the Balance Sheet trajectory in the light of the 2023/24 budget outturn and the latest 2024/25 spending forecast; and
- (2) That the Cabinet agreed the proposed approach to Financial Planning for 2025/26 to 2029/30, including the reporting and governance timetable summarised in Appendix A.

17. THE BROADWAY REFURBISHMENT PROJECT

Decision:

- (1) That the Cabinet agreed Epping Forest District Council (EFDC) award the refurbishment works contract at The Broadway to Mulalley and Co, with the agreed financial cap of c£4.8mn as detailed in restricted Appendix A – Tender Report.
- (2) That the Cabinet agreed officers and advisers be instructed to finalise negotiations with Mulalley and Co with a view to commencing works in October/November 2024.

18. ANY OTHER BUSINESS

Decision:

It was noted that there was no other urgent business for consideration by the Cabinet.

19. EXCLUSION OF PUBLIC AND PRESS

Decision:

It was noted that the meeting did not need to go into private session for the following agenda items:

11b – Approach to Digital Customer in partnership with Colchester City Council – Fit for the Future (Appendix 1); and

18b – The Broadway Refurbishment Project (Appendix A).

