

# Committee Agenda



## Epping Forest District Council

### **Cabinet** **Monday, 11th July, 2005**

**Place:** Civic Offices, High Street, Epping

**Room:** Council Chamber

**Time:** 7.00 pm

**Committee Secretary:** Gary Woodhall (Research and Democratic Services)  
Email: gwoodhall@eppingforestdc.gov.uk Tel:01992 564470

#### **Members:**

Councillors J Knapman (Leader) (Chairman), S Barnes (Deputy Leader) (Vice-Chairman), R Glozier, M Heavens, D Jacobs, S Metcalfe, Mrs C Pond, D Spinks and C Whitbread

**PLEASE NOTE THE START TIME OF THE MEETING THE COUNCIL HAS AGREED REVISED PROCEDURES FOR THE OPERATION OF CABINET MEETINGS. BUSINESS NOT CONCLUDED BY 10.00 P.M. WILL, AT THE DISCRETION OF THE CHAIRMAN, STAND REFERRED TO THE NEXT MEETING OR WILL BE VOTED UPON WITHOUT DEBATE**

#### **1. APOLOGIES FOR ABSENCE**

#### **2. DECLARATIONS OF INTEREST**

(Head of Research and Democratic Services) To declare interests in any item on this agenda.

#### **3. MINUTES**

To confirm the minutes of the following meetings of the Cabinet:

- (a) 6 June 2005 (previously circulated); and
- (b) 25 April 2005 (previously circulated).

#### **4. ANY OTHER BUSINESS**

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs 6 and 25 of the Council Procedure Rules contained in the Constitution require 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.

**5. REPORTS OF PORTFOLIO HOLDERS**

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

**6. OVERVIEW AND SCRUTINY**

To consider any matters of concern to the Cabinet arising from the Council's Overview and Scrutiny function.

**7. BENEFITS DIVISION - RESTRUCTURING (Pages 5 - 12)**

(Finance and Performance Management Portfolio Holder) To consider the attached report (C/016/2005-06), which seeks approval for the restructuring of the Benefits Division in order to meet the performance standards set by the Department of Work and Pensions.

**8. PLANNING DELIVERY GRANT 2005/06 - DEVELOPMENT CONTROL PERFORMANCE (Pages 13 - 16)**

(Planning and Economic Development Portfolio Holder) To consider the attached report (C/017/2005-06), which seeks approval for the recommended use of this year's Planning Delivery Grant and measures to improve the performance of Development Control.

**9. MEMBER REMUNERATION SCHEME - REVIEW (Pages 17 - 20)**

(People First Portfolio Holder) To consider the attached report (C/018/2005-06), which requests the Cabinet to consider whether the Independent Remuneration Panel should review the Member Remuneration Scheme in light of recent changes to the operation of the Council.

**10. CONSTITUTION - VIREMENT RULES (Pages 21 - 28)**

(People First Portfolio Holder) To consider the attached report (C/020/2005-06), which seeks the Cabinet's approval for the proposed changes to the Council's Scheme of Virement.

**11. STATUTORY STATEMENT OF ACCOUNTS (Pages 29 - 30)**

(Finance and Performance Management Portfolio Holder) To consider the attached report (C/021/2005-06), which seeks authorisation for the Finance and Performance Management Cabinet Committee to consider the Statutory Statement of Accounts and report direct to the Council.

**12. CASH-IN-TRANSIT COLLECTION CONTRACT - RE-TENDER PROCEDURE**

**(Pages 31 - 32)**

(Finance and Performance Management Portfolio Holder) To consider the attached report (C/022/2005-06), which details the proposed procedure for the re-tender of the Cash-in-Transit Collection Contract.

**13. VIREMENT FOR DRAINAGE WORKS - 11 ALFRED ROAD, BUCKHURST HILL  
(Pages 33 - 36)**

(Finance and Performance Management Portfolio Holder) To consider the attached report (C/023/2005-06), which requests approval for a virement from the Capital Contingency budget to alleviate flooding to the garden of 11 Alfred Road, Buckhurst Hill.

**14. CAPITAL PROGRAMME - CAPITAL OUTTURN 2004/05 AND REVISED FOUR-YEAR FORECAST (Pages 37 - 50)**

(Finance and Performance Management Portfolio Holder) To consider the attached report (C/024/2005-06), which details the Capital Outturn for 2004/05 and the revised four-year Capital Programme Forecast.

**15. SMALL COUNCIL HOUSING SITES - DEVELOPMENT OPTIONS (Pages 51 - 60)**

(Housing Portfolio Holder) To consider the attached report (C/025/2005-06), which outlines the options for the development of the Council's small housing sites.

**16. WALTHAM ABBET SPORTS CENTRE - NEW ROOF AND HEATING WORKS  
(Pages 61 - 64)**

(Leisure Portfolio Holder) To consider the attached report (C/026/2005-06), which requests that a capital supplementary estimate be recommended to the Council for approval.

**17. PROVISIONAL REVENUE OUTTURN 2004/05 (Pages 65 - 80)**

(Finance and Performance Management Portfolio Holder) To consider the attached report, which outlines the provisional Revenue Outturn for 2004/05 and requests authorisation for the Finance and Performance Management Cabinet Committee to prepare a new four-year forecast.

**18. ALTERNATIVE MANAGEMENT OF THE COUNCIL'S LEISURE FACILITIES -  
AWARD OF CONTRACT (Pages 81 - 98)**

(Leisure Portfolio Holder) To consider the attached report (C/028/2005-06), which recommends the award of the contract for the alternative management of the Council's Leisure Facilities to Sports and Leisure Management Ltd.

**19. EXCLUSION OF PUBLIC AND PRESS**

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 paragraph(s) of Part 1 of Schedule 12A of the Act indicated:

Agenda Item No	Subject	Exempt Paragraph Number	Information
20	Loughton Leisure Centre – Final Account Progress and Dispute Resolution Strategy	7, 8 and 9	

To resolve that the press and public be excluded from the meeting during the consideration of the following items which are confidential under Section 100(A)(2) of the Local Government Act 1972:

Agenda Item No	Subject
Nil	Nil

Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

**Background Papers:** Paragraph 8 of the Access to Information Procedure Rules of the Constitution 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 does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

**20. LOUGHTON LEISURE CENTRE - FINAL ACCOUNT PROGRESS AND DISPUTE RESOLUTION STRATEGY (Pages 99 - 100)**

(Leisure Portfolio Holder) To consider the attached report (C/019/2005-06), which will include an oral report upon the outcome of the mediation.