



NOTICE OF COUNCIL MEETING

You are hereby summoned to a meeting of the **EPPING FOREST DISTRICT COUNCIL** to be held at the **COUNCIL CHAMBER, CIVIC OFFICES, EPPING** at 7.30 pm on Thursday, 28 July 2005 for the purpose of transacting the business set out in the agenda.

Handwritten signature of Peter Haywood.

PETER HAYWOOD
Joint Chief Executive (Resources)

Handwritten signature of John H. Scott.

JOHN SCOTT
Joint Chief Executive (Community)

**Democratic Services
Officer:**

Council Secretary: Ian Willett
Tel: 01992 564243 Email: iwillett@eppingforestdc.gov.uk

BUSINESS

1. MINUTES

To approve as a correct record and sign the minutes of the meeting held on 19 May 2005 (previously circulated).

2. DECLARATIONS OF INTEREST

(Joint Chief Executive) To declare interests in any item on the agenda.

3. ANNOUNCEMENTS

(a) Apologies for Absence

(b) Announcements

To consider any announcements by:

- (i) the Chairman of the Council;
- (ii) the Leader of the Council; and
- (iii) any other Cabinet Member.

(c) Presentation to Mrs Maureen Gilliam

The Chairman will make a presentation to Maureen Gilliham in recognition of the late John Gilliham's service to the Council.

4. PUBLIC QUESTIONS (IF ANY)

To respond to questions of the Council made in accordance with the Council's Scheme. Questions will be tabled if not received in time to be incorporated into the agenda.

5. REPORTS OF THE CABINET (Pages 7 - 46)

To consider the following reports of the Cabinet:

- (a) Alternative Management of Councils Leisure Facilities
- (b) Supplementary Estimates – 2005/06
- (c) Executive Work Plan and Priorities 2005/06
- (d) Constitution – Virement Rules

6. STANDARDS COMMITTEE - ANNUAL REPORT 2004/05 (Pages 47 - 65)

(Dr D Hawes, Chairman of the Standards Committee) To consider the attached report.

7. STATUTORY STATEMENT OF ACCOUNTS - 2004/05 (Pages 66 - 138)

To consider recommendations of the Finance and Performance Management Cabinet Committee from its meeting held on 18 July 2005. The Committee has been authorised by the Cabinet to report direct to the Council meeting so as to comply with statutory timetable for publishing the statement.

The Statutory Statement is attached.

8. MOTIONS

To consider any motions, notice of which has been given under Council Procedure Rule 11

9. QUESTIONS BY MEMBERS

To answer questions asked after notice in accordance with the provisions contained in paragraph 10.3 of the Council Procedure Rules of the Constitution:

- (a) to the Chairman of the Council;**
- (b) to any Member of the Cabinet:**
 - (i) Clean Neighbourhoods and Environment Act 2005**

Question by Councillor K Angold-Stephens to the Portfolio Holder for Environmental Protection (Councillor D Jacobs):

“With the provisions of this Act gradually coming into force, can the Portfolio Holder state: (a) how the Council proposes to address the wide-ranging provisions of this Act, including graffiti, abandoned vehicles, litter (including chewing gum), fly-posting and the many other provisions of the Act in

accordance with the Government's intention that this should be on a cost-neutral basis: (b) how these measures will be enforced bearing in mind that improving street cleansing service standards appears in the Council's Best Value Performance Plan (BV199) with a target date of March 2006; and (c) what arrangements are being made with town and parish councils in the District to have a clear division of responsibilities for enforcement".

(ii) Refuse Collection

Question by Councillor K Faulkner to Portfolio Holder for Environmental Protection (Councillor D Jacobs):

"Assuming that the Cabinet on 25 July 2005 has confirmed the introduction of "Wheelite" bins would the Portfolio Holder please advise the Council:

(a) about the advertising/information programme (with dates) which is in place to advise residents of the changes to their refuse collection?

(b) when is the changeover to single day collection going to take place and what information will be available and when is this to be given to residents?

(c) about the arrangements to deal with the inevitable misunderstandings that will arise with the new system when implemented and how the public will be able to get answers to their queries as they arise?

(d) whether he is confident that these arrangements/information programs are completely adequate to ensure that the public are aware of the changes and the reasoning behind them so as to ensure a smooth transition to the new working arrangements".

(c) to the Chairman of any Committee or Sub-committee.

10. LOCAL GOVERNMENT AND HOUSING ACT 1989 - REVIEW OF ALLOCATION OF COMMITTEE PLACES (Pages 139 - 144)

(Joint Chief Executives) To consider the attached report.

11. REVIEW OF CHARTER WITH LOCAL COUNCILS - APPOINTMENT OF REPRESENTATIVES TO JOINT WORKING GROUP

Recommendation:

To appoint three representatives to serve on the joint working group agreed at the last meeting of the Local Councils' Liaison Committee to review the Local Charter.

(Head of Research and Democratic Services) The Local Councils' Liaison Committee have requested that the review of the Charter with local councils be undertaken by a joint working group comprising three local council and three district council representatives.

The local council representatives have been appointed by the Liaison Committee as follows:

Councillor E Borton (Nazeing Parish Council)

Councillor J Salter (Abbess, Beauchamp and Berners Roding Parish Council)

Councillor Mrs J Woods (Loughton Town Council).

The Council is invited to nominate three representatives to serve on the joint working group. When a working group was constituted to draw up the present charter, the Council was represented by the Chairman and Vice-Chairman of the Council at the time plus one Cabinet member (Councillor R Glozier). However, the Council is free to appoint the most appropriate members although representation from the Cabinet and the Liaison Committee is desirable.

The Working Group will report direct to the Council with suggested changes to the Charter.

12. **EPHING FOREST COLLEGE FE CORPORATION BOARD**

Recommendation:

To nominate a member to the Board of Governors of the Epping Forest College.

(Head of Research and Democratic Services) In 2000 changes to the regulations affecting the composition of college corporations enabled the appointment of a local authority member.

At that time the Epping Forest College invited the District Council to nominate a member for consideration by the Corporation's Search Committee. The Search Committee indicated that they had identified the skill areas of IT, Premises Management and Personnel as priorities with experience in marketing and accounting and auditing an advantage.

The Council nominated several members for possible appointment and the Search Committee appointed the late Councillor John Gilliam.

The College has now asked the Council to nominate another representative.

Background paper: Letter from the Clerk to the Corporation dated 18 May 2005.

13. **REPRESENTATION ON OUTSIDE ORGANISATIONS - WEST ESSEX JOINT WASTE COMMITTEE**

Recommendation:

To appoint a member of the Cabinet as a deputy representative on the West Essex Joint Waste Committee for the remainder of the municipal year 2005/06.

(Head of Research and Democratic Services) At the Annual Council meeting on 19 May 2005, Councillor D Jacobs as the Environmental Protection Portfolio Holder was appointed as the Council's representative on the West Essex Joint Waste Committee. Councillor Mrs P Smith was appointed as the deputy.

The Joint Waste Committee's constitution requires that the deputy must also be a member of the Council's Cabinet as both the member and deputy have to be able to make decisions on behalf of the Council.

The Council is asked to appoint a member of the Cabinet as a deputy representative in place of Councillor Mrs Smith.

Background Paper: Constitution of the Joint Waste Committee.

14. 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 Information Paragraph Number
Nil	Nil	Nil

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.