

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 at the COUNCIL CHAMBER, CIVIC OFFICES, EPPING at 7.30 pm on Thursday, 27 October 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. DECLARATIONS OF INTEREST

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

2. 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.

3. REPORTS OF THE CABINET

MEMBERS ARE ASKED TO BRING TO THE MEETING THEIR COPIES OF THE CABINET AGENDA AND REPORTS FOR THE MEETING TO BE HELD ON 24 OCTOBER 2005.

To consider recommendations of the Cabinet (to be tabled) in relation to:

- (a) Local Plan Alterations Redeposit; and
- (b) Planning and Economic Development Services – Restructure.

4. STATUTORY STATEMENT OF ACCOUNTS - 2004/05 (Pages 5 - 80)

On 3 October the District Auditor presented the letter he is required to produce in accordance with Statement of Auditing Standards 610. The letter stated that the audit was substantially complete and that he anticipated being able to issue an unqualified opinion by 31 October. The letter also provided information on some adjustments to the draft accounts that had been agreed with the Head of Finance. None of the adjustments agreed affected either the General Fund or Housing Revenue Account balances. The Finance and Performance Management Cabinet Committee approved the changes to the Statutory Statement of Accounts and recommended that in view of the changes, the Statutory Statement of Accounts be re-approved by Council.

The Statutory Statement is attached.

As part of the normal audit closure procedures, the District Auditor has requested that Council formally acknowledges the Letter of Representation prepared by the Head of Finance. The Letter of Representation confirms that there are no other matters that the auditor should be made aware of and was prepared by the Head of Finance following consultation with the Joint Chief Executives and all other Heads of Service.

The Letter of Representation is attached.

5. REPRESENTATION ON OUTSIDE ORGANISATIONS - HIGHWAYS PANEL (WEST AREA)

Recommendation:

To appoint a member representative to the Highways Panel (West Area).

(Head of Research and Democratic Services) Essex County Council is seeking representation from Epping Forest, Brentwood and Uttlesford Councils to the Highways Panel. This is a replacement for the former Transport Panel and will oversee Local Service Agreements and provide member liaison between the district/borough and County Councils. There are three vacancies for borough/district councillors to represent the three authorities.

The County Council representation on the Panel will be:

Brentwood – Councillor Philip Baker
Epping Forest – Councillor Elizabeth Webster
Harlow – Councillor Paul Sztumpf and Councillor Edward Johnson
Uttlesford – Councillor Raymond Gooding
West Essex Area Forum Chair – Councillor John Roberts

The first Panel meeting will be held in November and there will be two meetings a year. There will be a review of how the Panel is working after the first year.

6. 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.