

## Scrutiny Standing Panel Agenda



### ***Environmental and Planning Services Standing Scrutiny Panel Monday, 1st August, 2005***

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

**Time:** 2.00 pm

**Democratic Services Officer:** Z Folley - Research and Democratic Services  
Tel: 01992 564532 Email: zfolley@eppingforestdc.gov.uk

**Members:**

Councillors D Stallan (Chairman), M Woollard (Vice-Chairman), Mrs M Boatman, Mrs D Borton, A Lee, P McMillan, T Richardson, Mrs M Sartin, Mrs P Smith and K Faulkner

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<p><b>PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND</b></p>
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**1. APOLOGIES FOR ABSENCE**

**2. SUBSITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)**

(Head of Research and Democratic Services) To report the appointment of any substitute members for the meeting.

**3. DECLARATION OF INTERESTS**

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

In considering whether to declare a personal or a prejudicial interest under the Code of Conduct, Overview & Scrutiny members are asked pay particular attention to paragraph 11 of the Code in addition to the more familiar requirements.

This requires the declaration of a personal and prejudicial interest in any matter before an OS Committee which relates to a decision of or action by another Committee or Sub Committee of the Council, a Joint Committee or Joint Sub Committee in which the Council is involved and of which the Councillor is also a member.

Paragraph 11 does not refer to Cabinet decisions or attendance at an OS meeting

purely for the purpose of answering questions or providing information on such a matter.

**4. TERMS OF REFERENCE / WORK PROGRAMME (Pages 3 - 4)**

(Chairman/Lead Officer) The Overview and Scrutiny Committee has agreed the Terms of Reference of this Panel and associated Work Programme. This is attached. The Panel are asked at each meeting to review both documents.

**5. WEST ESSEX WASTE MANAGEMENT JOINT COMMITTEE - MINUTES OF LAST MEETING. (Pages 5 - 6)**

To consider the minutes of the meeting of the Joint Committee held on 29 June 2005. (Attached).

**6. LOCAL PLAN ALTERATIONS - UPDATE**

Head of Planning and Economic Development to report.

**7. EAST OF ENGLAND PLAN - DRAFT LIST OF PARTICIPANTS.**

Head of Planning and Economic Development to report.

**8. REPORTS TO BE MADE TO THE NEXT MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE**

To consider which reports are ready to be submitted to the Overview and Scrutiny Committee at its next meeting.

**9. FUTURE MEETINGS**

To consider the forward programme of meeting dates for the Panel.

## TERMS OF REFERENCE - STANDING PANEL

<b>Title:</b> <b>Environmental and Planning Services</b>		
<b>Status: First Draft</b>		
<b>Terms of Reference:</b>		
<p>1. To keep under review the activity and decisions of the West Essex Joint Waste Committee with respect to:</p> <ul style="list-style-type: none"> <li>(a) the procurement of the integrated waste collection and disposal contract for the West Essex area (Epping Forest, Braintree, Harlow, Brentwood &amp; Uttlesford);</li> <li>(b) following procurement the monitoring of contract performance; and</li> <li>(c) the annual review of the Joint Waste Committee business plan.</li> </ul> <p>2. To consider what changes are practical and desirable to Council policies concerning the reuse of redundant and other buildings in the Metropolitan Green Belt; in particular, are further restrictions necessary (changes in policy required) to ensure that such developments are truly sustainable.</p> <p>3. To consider the processes by which the existing Local Plan is being amended to seek to keep it up to date, in particular whether the resources required are being provided, and whether alternatives are realistic. To similarly consider the arrangements by which the new Local Development Scheme is being brought into operation. In particular, to consider how new requirements for community consultation and strategic environmental assessment work in practice.</p> <p>4. To consider matters which arise through the process that the Government is driving to bring in an East Of England Plan; these may range from arrangements concerning the Examination in Public, how to respond to the initiatives or views of those who support or oppose us, and how we may support or oppose the views taken by others. In particular, this is to allow the Portfolio Holder for Planning and Economic Development to remain tuned in to local views, and supersedes previous advisory group arrangements.</p>		
<b>Work Programme 2005/6</b>		
<b>Item</b>	<b>Priority</b>	<b>Report Deadline</b>
1. <b>Receive the minutes of the West Essex Joint Waste Committee</b>	<b>1 High</b>	<b>Mid July 2005 and after every Committee meeting thereafter</b>
2. <b>Re use of buildings in the Green Belt</b>	<b>Medium</b>	<b>September 2005.</b>

<p><b>3. Local Plan and Scheme.</b></p> <p><b>4. East of England Plan.</b></p>	<p><b>High</b></p> <p><b>High</b></p>	<p><b>August 2005 for Local Plan.</b></p> <p><b>By September 2005 for examination in public.</b></p>
<p><b>Chairman:</b> <b>Councillor David Stallan</b></p>		

29 June 2005

Minutes 1

**MINUTES OF THE MEETING OF THE WEST ESSEX  
WASTE MANAGEMENT JOINT COMMITTEE HELD AT  
COUNTY HALL, CHELMSFORD ON 29 JUNE 2005**

Membership

- \* Councillor Tony Sleep, Brentwood Borough Council
- \* Councillor Chris Millington, Harlow Council
- \* Councillor Mrs Wendy Scattergood, Braintree District Council  
(Substitute for Councillor Michael Gage)
- Councillor Alan Thawley, Uttlesford District Council
- \* Councillor Derek Jacobs, Epping Forest District Council
- \* Councillor Roger Walters, Essex County Council

\* present

Councillor Mrs Christine Bayley, Uttlesford District Council was also present.

**1. Apologies for Absence**

Apologies for absence were received from Councillors Michael Gage, Braintree District Council and Alan Thawley, Uttlesford District Council.

**2. List of Joint Committee Members and their Substitutes**

The list of Joint Committee Members and their Substitutes was noted.

Councillor Derek Jacobs reported that the Substitute Member for Epping Forest District Council is likely to be Councillor Robert Glozier, which will be confirmed at the Council meeting on 28 July.

**3. Appointment of Chairman**

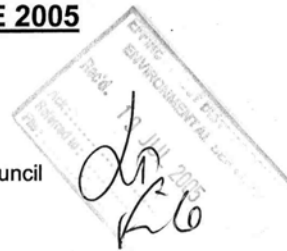
Councillor Derek Jacobs proposed Councillor Tony Sleep as Chairman of the Joint Committee. This was seconded by Councillor Roger Walters. Councillor Tony Sleep was duly appointed as Chairman.

**4. Appointment of Vice-Chairman**

Councillor Chris Millington proposed Councillor Derek Jacobs as Vice-Chairman of the Joint Committee. This was seconded by Councillor Roger Walters. Councillor Derek Jacobs was duly appointed as Vice-Chairman.

**5. Minutes of the West Area Working Group Meeting**

The Minutes of the meeting of the West Area Working Group held on 25 May 2005 were approved as a correct record and signed by the Chairman.



**6. Declarations of Interest**

There were no Declarations of Interest.

**7. Schedule of Meetings**

With the exception of the meeting scheduled for 31 August 2005, the dates for the Joint Committee meetings for the next year were agreed. Councillor Tony Sleep indicated that neither he nor his Substitute for Brentwood were available for the meeting on 31 August. Councillor Chris Millington also indicated that this date might present a problem for Harlow. In order for there to be a quorate meeting in August, Officers were asked to identify an alternative date for that meeting.

**8. Constitutional Matters**

The Committee received the Constitution, which was the version recently agreed by the partner authorities in the West Area. It was noted that a few "tidying" revisions still needed to be made to the document, specifically at:

4.1.11: "East" should read "West"; and at  
7.3: The date of "1 January" should change to "1 June" or "1 July".

The Committee also received the short summary of the Constitution included with the papers.

**9. Programme of Business**

Peter Kelsbie, Project Co-ordinator, Essex County Council, advised that the formal programme of business requiring agreement will be included in papers for the next Joint Committee meeting and indicated when decisions would be required over the following 3 months:

July: The programme of business and revised procurement approach;

August: The first parts of the Outline Business Case (OBC): strategic context, existing service provision, delivery of project, dealing with employee issues;

September: The remaining chapters of the OBC: options appraisal work, support and commitment, preferred option, the final executive summary and final document sign-off.

Chairman  
27 July 2005