

Committee Agenda



**Epping Forest
District Council**

Cabinet Monday, 5th June, 2006

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 Mrs D Collins (Leader and Leaders Portfolio Holder) (Chairman), C Whitbread (Deputy Leader and Leisure and Young People Portfolio Holder) (Vice-Chairman), A Green (Civil Engineering and Maintenance Portfolio Holder), Mrs A Grigg (Planning and Economic Development Portfolio Holder), J Knapman (Finance and Performance Management and Corporate Support Services Portfolio Holder), S Metcalfe (Customer Services, Media, Communications and ICT Portfolio Holder), Mrs M Sartin (Environmental Protection Portfolio Holder), D Stallan (Housing Portfolio Holder) and Ms S Stavrou (Community Wellbeing Portfolio Holder)

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 last two meetings of the Cabinet held on:

- (a) 10 April 2006 (previously circulated); and
- (b) 5 May 2006 (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. CIVIC OFFICES - ATRIUM VENTILLATION (Pages 5 - 6)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/001/2006-07).

8. CIVIC OFFICES - CLEANING AND WINDOW CLEANING CONTRACT (Pages 7 - 8)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/002/2006-07).

9. BEST VALUE PERFORMANCE PLAN 2006/07 (Pages 9 - 12)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/003/2006-07).

10. TENANT SATISFACTION SURVEY (Pages 13 - 14)

(Housing Portfolio Holder) To consider the attached report (C/004/2006-07).

11. PROPOSALS FOR RE-TENDERING THE CAR PARKING CONTRACT (Pages 15 - 18)

(Civil Engineering & Maintenance Portfolio Holder) To consider the attached report (C/005/2006-07).

12. LOUGHTON LEISURE CENTRE - TEACHING POOL GALLERY (Pages 19 - 20)

(Leisure & Young People Portfolio Holder) To consider the attached report (C/006/2006-07).

13. SINGLE NON-EMERGENCY NUMBER - ESSEX SNEEN PARTNERSHIP (Pages 21 - 24)

(Customer Services, Media, Communications & ICT Portfolio Holder) To consider the attached report (C/007/2006-07).

14. ANNUAL REPORT OF THE EXECUTIVE 2005/06 (Pages 25 - 42)

(Finance, Performance Management & Corporate Support Services Portfolio Holder) To consider the attached report (C/008/2006-07).

15. EXCLUSION OF PUBLIC AND PRESS

Exclusion: 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 following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement: 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 and 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.