

# Committee Agenda



**Epping Forest  
District Council**

## **Cabinet Monday, 10th July, 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 (Chairman), C Whitbread (Vice-Chairman) A Green, Mrs A Grigg, J Knapman, S Metcalfe, Mrs M Sartin, D Stallan and Ms S Stavrou

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**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 meeting of the Cabinet held on 5 June 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. CHARGES FOR COPYING DOCUMENTS IN PLANNING AND BUILDING CONTROL (Pages 5 - 8)**

(Planning and Economic Development Portfolio Holder) To consider the attached report (C/015/2006-07).

**8. PLANNING SERVICES PERFORMANCE ISSUES AND PROGRESS REPORT (Pages 9 - 12)**

(Planning and Economic Development Portfolio Holder) To consider the attached report (C/017/2006-07).

**9. ADDITIONAL PROVISION OF STAFF FOR MATERNITY LEAVE COVER (Pages 13 - 16)**

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/012/2006-07).

**10. COMPULSORY PURCHASE - 8/8A SUN STREET, WALTHAM ABBEY (Pages 17 - 20)**

(Housing Portfolio Holder) To consider the attached report (C/018/2006-07).

**11. HOUSING ACT 2004 - MANDATORY LICENSING OF HOUSES IN MULTIPLE OCCUPATION (Pages 21 - 32)**

(Housing Portfolio Holder) To consider the attached report (C/019/2006-07).

**12. COUNCIL PLAN 2006-10 (Pages 33 - 52)**

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/014/2006-07).

**13. BUILDING CONTROL FEES AND CHARGES (Pages 53 - 66)**

(Planning and Economic Development Portfolio Holder) To consider the attached report (C/020/2006-07).

**14. CUSTOMER SERVICES TRANSFORMATION PLAN - PROGRAMME PLAN (Pages 67 - 74)**

(Customer Services, Media, Communications and ICT Portfolio Holder) To consider the attached report (C/021/2006-07).

**15. HOUSING TREE MAINTENANCE BUDGET (Pages 75 - 76)**

(Housing Portfolio Holder) To consider the attached report (C/022/2006-07).

**16. PLANNING DELIVERY GRANT 2006-07 (Pages 77 - 80)**

(Planning and Economic Development Portfolio Holder) To consider the attached report (C/023/2006-07).

**17. CONTAMINATED LAND (Pages 81 - 84)**

(Environmental Protection Portfolio Holder) To consider the attached report (C/025/2006-07).

**18. KEY PERFORMANCE INDICATORS 2005-06 AND 2006-07 (Pages 85 - 100)**

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/013/2006-07).

**19. BROADWAY TOWN CENTRE ENHANCEMENT - GARAGES IN VERE ROAD (Pages 101 - 102)**

(Planning and Economic Development Portfolio Holder) To consider the attached report (C/026/2006-07).

**20. 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):

<b>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Paragraph Number</b>
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.