

Committee Agenda



**Epping Forest
District Council**

Cabinet Monday, 4th September, 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

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 (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. VIOLENCE AT WORK (Pages 7 - 14)

(Chairman of Joint Consultative Committee) To consider the attached report (C/028/2006-07).

8. AGE DISCRIMINATION REGULATIONS (Pages 15 - 22)

(Chairman of Joint Consultative Committee) To consider the attached report (C/029/2006-07).

9. CHILD PROTECTION POLICY (Pages 23 - 36)

(Chairman of Joint Consultative Committee) To consider the attached report (C/030/2006-07).

10. WORK EXPERIENCE POLICY (Pages 37 - 46)

(Chairman of Joint Consultative Committee) To consider the attached report (C/031/2006-07).

11. STAFF CODE OF CONDUCT (Pages 47 - 76)

(Chairman of Joint Consultative Committee) To consider the attached report (C/032/2006-07).

12. INTERNET USAGE POLICY (Pages 77 - 90)

(Chairman of Joint Consultative Committee) To consider the attached report (C/049/2006-07).

13. DATA QUALITY AND VALUE FOR MONEY - AUDIT AND STRATEGY (Pages 91 - 126)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/050/2006-07).

14. GRANT AID 2006/07 - KING HAROLD DAY SOCIETY (Pages 127 - 130)

(Leader of the Council) To consider the attached report (C/033/2006-07).

15. SMALL LOANS SCHEME (Pages 131 - 134)

(Housing Portfolio Holder) To consider the attached report (C/035/2006-07).

16. CIVIC OFFICES - REFUSE COLLECTION AND DISPOSAL ARRANGEMENTS (Pages 135 - 138)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/036/2006-07).

17. MESSENGER VEHICLES (Pages 139 - 140)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/037/2006-07).

18. CIVIL CONTINGENCIES ACT 2004 - EMERGENCY PLANNING OFFICER NEW POST (Pages 141 - 146)

(Community Wellbeing Portfolio Holder) To consider the attached report (C/038/2006-07).

19. TREASURY MANAGEMENT - POLICIES AND INVESTMENT PRACTICES (Pages 147 - 154)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/039/2006-07).

20. COUNCIL TAX DISCOUNTS - LONG-TERM EMPTY PROPERTIES (Pages 155 - 156)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/040/2006-07).

21. REPLACEMENT OF THE LOCAL TAXATION AND BENEFITS ICT SYSTEM (Pages 157 - 160)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/042/2006-07).

22. FISHERMAN'S CAR PARK, CHIGWELL - RESURFACING AND MAINTENANCE (Pages 161 - 164)

(Leisure and Young People Portfolio Holder) To consider the attached report (C/043/2006-07).

23. WALTHAM ABBEY SPORTS CENTRE - INSTALLATION OF DISABLED TOILET (Pages 165 - 166)

(Leisure and Young People Portfolio Holder) To consider the attached report (C/044/2006-07).

24. ONGAR LEISURE CENTRE PLAYING FIELDS - PROPOSED IMPROVEMENTS (Pages 167 - 170)

(Leisure and Young People Portfolio Holder) To consider the attached report

(C/045/2006-07).

25. PLANNING SERVICES - CONSERVATION AND LANDSCAPE TEAM (Pages 171 - 178)

(Planning and Economic Development Portfolio Holder) To consider the attached report (C/046/2006-07).

26. SINGLE NON-EMERGENCY NUMBER - ESSEX SINGLE NON-EMERGENCY NUMBER PARTNERSHIP (Pages 179 - 180)

(Customer Services, Media, Communications and ICT Portfolio Holder) To consider the attached report (C/047/2006-07).

27. CIVIC OFFICES ENVIRONMENTAL IMPROVEMENTS - COMFORT COOLING (Pages 181 - 184)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/048/2006-07).

28. WASTE MANAGEMENT CONTRACT - FLEET & RECYCLATES (Pages 185 - 186)

(Customer Services, Media, Communications and ICT Portfolio Holder) To consider the attached report (C/051/2006-07).

29. DRAFT EAST OF ENGLAND PLAN - REPORT OF PANEL OF INSPECTORS

(Planning and Economic Development Portfolio Holder) Report to follow, after consideration of the views of Members expressed at the Briefing held on Saturday 19 August 2006 (C/052/2006-07).

The report will consider the implications of the Report by the Panel of Inspectors who conducted the Examination in Public on the Draft East of England Plan, and particularly what happens next and what steps the Council might take.

30. FUTURE GYPSY AND TRAVELLER PROVISION - RESPONSE TO APPROACH BY GO-EAST

(Planning and Economic Development Portfolio Holder) Report to follow, after consideration of the views expressed by Members at the Briefing held on Saturday 19 August 2006 (C/053/2006-07).

The report will set out the Go-East view of what provision should be made in both the short and longer-term in the District, and how the Council could respond to the Government Office's approach.

31. REVIEW OF THE CAPITAL PROGRAMME 2006/07 - 2010/11 (Pages 187 - 200)

(Finance, Performance Management and Corporate Support Services Portfolio Holder) To consider the attached report (C/041/2006-07).

32. 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.