

## **EPPING FOREST DISTRICT COUNCIL COUNCIL MINUTES**

**Committee:** Council **Date:** 24 July 2007

**Place:** Council Chamber, Civic Offices, High Street, Epping **Time:** 7.30 - 8.50 pm

**Members Present:** Councillors Mrs C Pond (Chairman), K Angold-Stephens, R Bassett, D Bateman, Mrs P Brooks, R Church, Mrs S Clapp, M Cohen, M Colling, Mrs D Collins, R D'Souza, R Frankel, Mrs R Gadsby, P Gode, Mrs A Grigg, Mrs H Harding, Ms J Hedges, P House, D Jacobs, D Kelly, R Law, Mrs J Lea, A Lee, J Markham, Mrs M McEwen, P McMillan, R Morgan, S Murray, G Pritchard, Mrs P Richardson, T Richardson, B Rolfe, Mrs P K Rush, B Sandler, Mrs M Sartin, P Spencer, Mrs P Smith, D Stallan, Ms S Stavrou, P Turpin, H Ulkun, A Watts, C Whitbread, Mrs J H Whitehouse, J M Whitehouse and J Wyatt

**Apologies:** Councillors J Demetriou, A Green, Mrs A Haigh, J Hart, J Knapman (Vice-Chairman), G Mohindra, Mrs E Webster and M Woollard

**Officers Present:** P Haywood (Joint Chief Executive), J Scott (Joint Chief Executive), J Gilbert (Head of Environmental Services), D Macnab (Head of Leisure Services), I Willett (Head of Research and Democratic Services), G Lunnun (Democratic Services Manager), S G Hill (Senior Democratic Services Officer), A Hendry (Democratic Services Officer), M Jenkins (Democratic Services Assistant) and J Boreham (Assistant Public Relations and Information Officer)

### **39. APPOINTMENT OF A COUNCILLOR TO ACT IN THE CAPACITY OF UNOFFICIAL VICE CHAIRMAN FOR THE MEETING**

The Chairman sought nominations for the appointment of a Councillor to act in the role of Vice-Chairman for the meeting. Councillor Mrs D Collins moved and Councillor R Morgan seconded that Councillor B Sandler be appointed.

#### **RESOLVED:**

That Councillor B Sandler be appointed to act in the capacity of Vice-Chairman for this meeting.

### **40. MINUTES**

#### **RESOLVED:**

That the minutes of the meeting held on 28 June 2007 be taken as read and signed by the Chairman as a correct record.

### **41. DECLARATIONS OF INTEREST**

There were no declarations of interest pursuant to the Council's Code of Member Conduct.

**42. ANNOUNCEMENTS****(a) Chairman's Announcements****(i) Mr Warwick Buxton**

It was with much sadness that the Chairman informed the Council of the death of Warwick Buxton, former District Health and Housing Officer of the Council between 1974 and 1986. The Chairman advised that she had attended the funeral the previous day and had sent a letter of condolence to Mrs Buxton.

All present stood for a minute's silence in tribute to Mr Buxton.

**(ii) Civic Awards and Dinner**

The Chairman advised that arrangements had been made for this event to be held at Gaynes Park, Coopersale on 14 March 2008.

**(iii) Friends of St Margaret's Hospital**

The Chairman advised that some of the money raised for her chosen charity would go towards providing lifting hoists for the elderly people's wards.

**(iv) Veteran Tree Hunt**

The Council noted that following the successful 50 favourite trees project, Countrycare were proposing a veteran tree hunt. The Chairman encouraged all members to become involved and advised that further details could be found in the current addition of Eye-Countrycare and Conservation News. The meeting noted that introductory sessions were being held on 19 August and 2 September in Theydon Bois and that the Chairman would be joining the session on 19 August 2007.

**(v) Flowers**

The Chairman announced that the floral display from tonight's meeting would be sent to Mrs Margaret Scott, wife of the Council's Joint Chief Executive, in recognition of her support to John over many years.

**(b) Leader's Announcements****(i) Use of Resources**

The Leader reported on her meeting the previous day with Audit Commission officers in relation to the Council's Use of Resources. She advised that officers had undertaken an enormous amount of work in relation to this exercise and it was hoped that the Council would at least maintain its position even though the expected standards were higher than those set for the previous year.

**(ii) Top Management Appointments Panel**

The Leader advised that the Panel had appointed Derek Macnab, Head of Leisure Services, as the Deputy Chief Executive of the Council with effect from 1 August 2007. The Leader congratulated Mr Macnab on his appointment.

**43. PUBLIC QUESTIONS (IF ANY)**

No public questions had been received for consideration at the meeting.

**44. REPORTS FROM THE LEADER, CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE AND MEMBERS OF THE CABINET**

The Council received reports (circulated) from the Leader of the Council, the Chairman of the Overview and Scrutiny Committee, the Community Wellbeing Portfolio Holder, the Leisure and Young People Portfolio Holder and the Planning and Economic Development Portfolio Holder.

**45. QUESTIONS BY MEMBERS WITHOUT NOTICE****(a) Roding Valley Lake**

**By Councillor S Murray to Councillor M Cohen, Leisure and Young People Portfolio Holder.**

As the recent incident at the lake is a issue of concern to residents of the Loughton Roding Ward, is the Portfolio Holder able to provide any information about short/medium/long-term management plans for the lake and whether any proposals will be subject of consultation with residents.

**Response by Councillor M Cohen, Leisure and Young People Portfolio Holder**

You will note from my report under the previous item, that the oxygen levels in the lake have returned to normal. I would like to take this opportunity of congratulating the officers in acting so quickly to put a recovery plan into effect. There will be consultations with other agencies, the Parish Councils and others concerned in the near future and following those consultations I will be in a position to report further. I will also take account of the views of the public. Members can be assured that there is no need to take any further significant or emergency works in the near future.

**46. MOTIONS**

No motions had been received for consideration at the meeting.

**47. QUESTIONS BY MEMBERS UNDER NOTICE**

No questions by members had been received for consideration at the meeting.

**48. REPORTS OF THE CABINET****(a) Additional Pitch Provision for Gypsies and Travellers**

Councillor Mrs D Collins, Leader of the Council and Chairman of the Cabinet invited the Planning and Economic Development Portfolio Holder to present this report of the Cabinet.

**(Mover: Councillor Mrs A Grigg – Planning and Economic Development Portfolio Holder)**

The Portfolio Holder presented a report proposing the Core Strategy approach to meet the medium/long-term needs for gypsy and traveller provision rather than the production of a Gypsy and Traveller Development Plan.

Report as first moved **ADOPTED**.

**RESOLVED:**

That, for the purposes of discussions with potential developers, the draft Core Strategy Policy on Gypsy and Traveller Provision, attached as an appendix to these minutes, be approved in order that provision be delivered along with any major developments resulting from the East of England Plan.

**(b) Asset Management Plan 2007-2012**

Councillor Mrs D Collins, Leader of the Council and Chairman of the Cabinet, invited the Finance, Performance Management and Corporate Support Services Portfolio Holder to present this report of the Cabinet.

**(Mover: Councillor C Whitbread – Finance, Performance Management and Corporate Support Services Portfolio Holder)**

The Portfolio Holder presented a report on an updated Asset Management Plan which incorporated the latest revisions to the Council's 5-Year Capital Strategy.

Councillor J M Whitehouse acknowledged reference in the Key Performance Indicators to the impact of buildings on the environment and suggested that in future plans this should be strengthened by way of an objective within the strategy. The Portfolio Holder agreed to consider this suggestion when preparing the next plan.

Report as first moved **ADOPTED**.

**RESOLVED:**

That the Asset Management Plan 2007-2012 be approved.

**(c) Contaminated Land Consultancy Budget**

Councillor Mrs D Collins, Leader of the Council and Chairman of the Cabinet, invited the Planning and Economic Development Portfolio Holder to present this report of the Cabinet.

**(Mover: Mrs A Grigg – Planning and Economic Development Portfolio Holder)**

The Portfolio Holder reported on the need for the creation of a new budget and on proposals for funding that budget.

Report as first moved **ADOPTED**.

**RESOLVED:**

(1) That approval be given to the creation of a new Continuing Service Budget for Contaminated Land Consultancy in the sum of £40,000 per annum;

(2) That this budget be funded by income from the introduction of a scheme of charging for planning pre-application discussions; and

(3) That should the additional spending exceed the additional income, the Contaminated Land Consultancy Budget be funded from other savings to be identified within the Planning Services Budget such that there is no overall increase in the Continuing Services Budget.

**(d) Supplementary Estimate – Appointment of Parking Enforcement Contractor**

Councillor Mrs D Collins, Leader of the Council and Chairman of the Cabinet, invited the Finance, Performance Management and Corporate Support Services Portfolio Holder to present this report of the Cabinet.

**(Mover: Councillor C Whitbread – Finance, Performance Management and Corporate Support Services Portfolio Holder)**

The Portfolio Holder presented a report on the need for a supplementary estimate to meet the additional costs of the new Parking Enforcement Contract and additional staffing resources arising therefrom.

Councillor Mrs J H Whitehouse asked if a clause could be included in the new contract requiring the parking attendants to report to the Council on environmental offences witnessed whilst they were on duty. The Portfolio Holder advised that he would consult with the officers and would respond to the member in due course with a copy being included in the Members' Bulletin.

Report as first moved **ADOPTED**.

**RESOLVED:**

That a revenue CSB supplementary estimate in the sum of £31,955 for 2007/08 be approved to meet the additional costs of the new Parking Enforcement Contract and additional staffing resources relating thereto arising in the current financial year.

**(e) Appointment of Waste Management Service Provider**

Councillor Mrs D Collins, Leader of the Council and Chairman of the Cabinet, invited the Environmental Protection Portfolio Holder to present this report of the Cabinet.

**(Mover: Councillor Mrs M Sartin – Environmental Protection Portfolio Holder)**

The Portfolio Holder presented a report on the appointment of a new waste management contractor.

In response to a question from Councillor S Murray, the Portfolio Holder confirmed that discussions would take place with the new contractor with the intention of introducing the weekly collection of food waste throughout the year.

Councillor R Law sought clarification of responsibility in relation to accidents arising from residents manoeuvring wheeled bins to the edge of their properties. The Portfolio Holder advised that she would seek advice from officers and would reply to the member with a copy of the reply being included in the Members' Bulletin.

In response to a question from Councillor D Jacobs, the Portfolio Holder advised that the recommended contractor was proposing a reduction in the number of passes with

the use of split vehicles collecting more than one category of waste. She assured members that this was an approach undertaken in other districts.

The Portfolio Holder advised that a Partnership Board would be established between councillors and officers and the new contractors at which discussions would take place on the best way for progressing issues. The Portfolio Holder thanked the officers involved in the procurement process and members of the Waste Management Contract Appointments Panel for all the work undertaken within a tight timescale.

Report as first moved **ADOPTED**.

**RESOLVED:**

That, in accordance with the recommendations of the Waste Management Contract Appointments Panel;

- (a) Sita UK be appointed as the Council's Waste Management Service provider with effect from 5 November 2007 for five years in the sum of £4,427,958 per annum; and
- (b) the level of service for residual waste collections be
  - (i) a 22 week period of weekly collections from May to September; and
  - (ii) a 30 week period of alternate weekly collections from October to April.

**49. RESIGNATION - EX-COUNCILLOR FARR**

The Council noted that Mr T Farr, member for the Loughton Alderton Ward had submitted a letter of resignation on 10 July 2007.

**RESOLVED:**

- (1) That the resignation of ex-Councillor Farr on 10 July 2007 be noted; and
- (2) That, pending the results of a by-election and any request for a subsequent review of pro rata allocation of places, the appointment to Committee, Panel and Outside Organisation vacancies created be deferred to the next ordinary meeting of the Council on 30 October 2007.

**50. REPRESENTATIVES ON OUTSIDE ORGANISATIONS - EPPING FOREST POLICE AND COMMUNITY CONSULTATIVE GROUP**

Members were advised that at the Annual Council meeting on 17 May 2007, consideration of the appointment of representatives to the Police and Community Consultative Group – Epping and Loughton Sections had been deferred pending receipt of clarification from the secretariat of that group about its current status.

The PCCG secretariat had now advised that the Groups did still exist and would continue to do so, at least until the end of this year and possibly into 2008. However, meetings were now held at district level and for PCCG purposes, the Loughton and Epping Sections no longer existed independently and now formed part of the Epping Forest Policing District. The Secretariat had requested that the District Council appoint two representatives to the Epping Forest PCCG.

The Council considered nominations for the two representatives.

**RESOLVED:**

That Councillors G Pritchard and H Ulkun be appointed to represent the Council on the Epping Forest Police and Community Consultative Group for the remainder of the current municipal year.

**51. JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS**

There were no reports for consideration under this heading

**52. JOHN SCOTT, JOINT CHIEF EXECUTIVE**

The Chairman reported that this would be the final meeting attended by John Scott, Joint Chief Executive who would be retiring on 31 July 2007 after 29 years service with the Council.

The Chairman adjourned the meeting to enable speakers from outside organisations and guests to enter the Council Chamber.

The meeting resumed and the following provided testimonials to John Scott;

- (a) Peter Haywood, Joint Chief Executive;
- (b) David Butler, Chief Executive, Epping Forest College;
- (c) Councillor Richard Morgan;
- (d) Jason Salter Vice-Chairman of the Local Councils' Liaison Committee;
- (e) Councillor Doug Kelly;
- (f) Richard Cowie, Chief Executive of St Clare Hospice;
- (g) Ron Braybrook, former Chairman of the Council and Housing Committee Chairman;
- (h) Councillor Mrs Pat Richardson;
- (i) County Councillor Gerard McEwen, Chairman of Essex County Council;
- (j) Sheila Jackman, former colleague;
- (k) Councillor Mrs Janet Whitehouse;
- (l) John Gilbert, Head of Environmental Services;
- (m) Councillor Stephen Murray;
- (n) Aidian Thomas, Chief Executive of the West Essex PCT; and
- (o) Councillor Mrs Diana Collins, Leader of the Council

John Scott responded to the testimonials and spoke about his years with the Council.

**CHAIRMAN**

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## Appendix

### **Draft Core Strategy policy on Gypsy and Traveller Provision**

Generally, provision for gypsies and traveller accommodation should be made in accordance with the following sequence of locations:

- 1a) close to the larger settlements in the district and to Harlow (a Key Centre for Development and Change);
- 1b) close to other settlements in the district that have reasonable access to public transport and an appropriate range of facilities;
- 2) elsewhere where there is a specific identified need.

All sites considered for allocation, or otherwise for permission, must have their environmental, social and economic impacts assessed in accordance with the requirements of sustainability appraisal.

Specifically, new provision for gypsy and traveller accommodation will be made in land allocations for housing, mixed use, and sizeable employment development (except glasshouses) made in accordance with the East of England Plan (and subsequent reviews) to meet needs identified in the Single Issue Gypsies and Travellers review of the EEP (and subsequent reviews). [These may be indicated on a Key Diagram].

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