

# Council Agenda



**Epping Forest  
District Council**

## NOTICE OF SPECIAL COUNCIL MEETING

You are hereby summoned to a special meeting of the EPPING FOREST DISTRICT COUNCIL to be held at the COUNCIL CHAMBER, COUNCIL CHAMBER, CIVIC OFFICES, HIGH STREET, EPPING at 7.30 pm on Tuesday, 25 September 2007 for the purpose of transacting the business set out in the agenda.

A handwritten signature in black ink, appearing to read 'Peter Haywood'.

**PETER HAYWOOD**  
Chief Executive

**Democratic Services  
Officer:**

Council Secretary: Ian Willett  
Tel: 01992 564243 Email: [iwillett@eppingforestdc.gov.uk](mailto:iwillett@eppingforestdc.gov.uk)

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### BUSINESS

#### 1. DECLARATIONS OF INTEREST

(Chief Executive) To declare interests in any item on the agenda.

#### 2. ANNOUNCEMENTS

(a) Apologies for Absence

(b) Announcements

To consider any announcements by:

- (i) the Chairman of the Council;
- (ii) the Leader of the Council; and
- (iii) any other Cabinet Member.

#### 3. ELECTION OF DISTRICT COUNCILLOR - LOUGHTON ALDERTON WARD

**Recommendation:**

- (1) To welcome Councillor Tony Frankland as the newly elected councillor

**representing the Loughton Alderton ward;**

- (2) To note that in accordance with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990, as amended, the newly elected councillor has given notice of joining the BNP Group of the Council.**

(Head of Research and Democratic Services) Following notification of resignation from former Councillor T Farr and a request to fill the vacancy, nominations were received and arrangements made for a bye-election on 30 August 2007.

Tony Frankland was elected and he has signed a declaration of acceptance of office. He has also given notice of joining the BNP Group on the Council.

Background Paper: Notice of joining political group.

#### **4. COMMITTEES, PANELS AND OUTSIDE ORGANISATIONS - VACANCIES**

##### **Recommendations:**

- (1) To appoint Councillor Tony Frankland as a member of Area Plans Sub-Committee South for the remainder of the current municipal year;**
- (2) To appoint to the following vacancy on the nomination of the Leader of the BNP Group:**

**Staff Appeals Panel (Vice-Chairman);**

- (3) To appoint to the following vacancies on outside organisations:**

**Campaign to Protect Rural Essex (deputy) (for the remainder of the current municipal year);**

**Lee Valley Regional Park Authority (deputy) (until 30 June 2009)**

(Head of Research and Democratic Services) As a result of the resignation of former Councillor T Farr, vacancies exist on the following:

Area Plans Sub-Committee South  
Staff Appeals Panel (Vice-Chairman).

Membership of Area Plans Sub-Committee South is restricted to councillors representing wards in Buckhurst Hill, Chigwell and Loughton who advise that they wish to take up a seat on the Sub-Committee. Councillor Frankland has confirmed that he wishes to be a member of the Sub-Committee.

As the BNP Group on the Council has retained the Loughton Alderton ward seat the political balance of the Council has not changed and there is no need for a review of pro rata allocation of committee places. The vacant seat on the Staff Appeals Panel continues to be allocated to that Group and the Leader of the BNP Group will nominate a member of that Group who will also be vice-chairman of the Panel in accordance with the Council's pro rata allocation of chairmanships and vice-chairmanships.

There are also appointments to be made in respect of two deputy vacancies arising on outside organisations.

Background Paper: Notice opting to take a seat on Area Plans Sub-Committee South.

## 5. COUNCILLOR MRS A COOPER

### Recommendations:

- (1) To note that Councillor Mrs A Cooper has given notice of resignation from the Conservative Group of the Council and wishes to be referred to as an “Independent Councillor”;**
- (2) To receive a report from the Leader of the Council on Mrs Cooper’s positions of Assistant Environmental Protection Portfolio Holder and representative on the Enfield, Essex, Herts Border Liaison Group; and**
- (3) To note that the Overview and Scrutiny Committee will be reviewing membership of the Environmental and Planning Services Scrutiny Panel.**

(Head of Research and Democratic Services) On 5 September 2007, Councillor Mrs A Cooper gave notice in accordance with regulation 10(b) of the Local Government (Committees and Political Groups) Regulations 1990 of resignation from the Conservative Group with effect from that date.

She also advised that she did not intend to join another political group and wishes to be referred to as an “Independent Councillor”.

Councillor Mrs Cooper currently holds the following positions:

- (a) member of Area Plans Sub-Committee South – she will continue to be a member as she represents a ward in the area covered by the Sub-Committee;
- (b) Assistant Environmental Protection Portfolio Holder – the Leader of the Council will report on this position;
- (c) member of Environmental and Planning Services Scrutiny Panel on nomination of the Conservative Group – membership of Standing Panels is a matter for the Overview and Scrutiny Committee which will review membership of this Panel at their next meeting;
- (d) one of three representatives on the Enfield, Essex, Herts Border Liaison Group on nomination of the Conservative Group – the Leader of the Council will report on this position.

Background Paper: Letter of resignation.

## 6. AUDIT AND GOVERNANCE COMMITTEE - CO-OPTED MEMBER

### Recommendation:

**To note that Ms Melanie Rickman has been appointed as the second co-opted member of the Audit and Governance Committee.**

(Head of Research and Democratic Services) At the Annual Council meeting,

members appointed Mr N Purkis to one of the two seats for co-opted members on the Audit and Governance Committee.

It was also agreed at the Annual Council meeting that the second co-optee place on the Committee be filled following a further recruitment exercise to be carried out by the Committee itself. The Committee set up an Appointments Panel to consider applications and make an appointment.

Following publication of a notice of the vacancy, three applications were received. Interviews were held and the Panel decided to appoint Ms Melanie Rickman.

## 7. 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
7	Top Management Staffing Structure – Report of Top Management Cabinet Committee	1 and 2

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.

**8. TOP MANAGEMENT STAFFING STRUCTURE - REPORT OF TOP MANAGEMENT CABINET COMMITTEE**

Restricted report to follow.