

CABINET
Monday, 1st September, 2008

Place: Council Chamber, Civic Offices, High Street, Epping

Time: 7.00 pm

Democratic Services Officer: Gary Woodhall (The Office of the Chief Executive)
Email: gwoodhall@eppingforestdc.gov.uk Tel:01992 564470

Members:

Councillors Mrs D Collins (Leader of the Council), C Whitbread (Deputy Leader), R Bassett, M Cohen, Mrs A Grigg, Mrs H Harding, 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. WEBCASTING INTRODUCTION

- (a) This meeting is to be webcast;
- (b) Members are reminded of the need to activate their microphones before speaking; and
- (c) the Chairman will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the Internet and will be capable of subsequent repeated viewing, with copies of the recording being made available for those that request it.

By being present at this meeting, it is likely that the recording cameras will capture your image and this will result in your image becoming part of the broadcast.

You should be aware that this may infringe your human and data protection rights. If you have any concerns then please speak to the Webcasting Officer.

Please could I also remind Members to activate their microphones before speaking.”

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

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

4. MINUTES

To confirm the minutes of the last meeting of the Cabinet held on 14 July 2008 (previously circulated).

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. PUBLIC QUESTIONS

To answer questions asked by members of the public after notice in accordance with the motion passed by the Council at its meeting on 19 February 2008 (minute 102 refers) on any matter in relation to which the Cabinet has powers or duties or which affects the District.

7. OVERVIEW AND SCRUTINY

To consider any matters of concern to the Cabinet arising from the Council's Overview and Scrutiny function.

8. ANY OTHER BUSINESS

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) 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.

9. NORTH WEALD AIRFIELD STRATEGY CABINET COMMITTEE - 28 JULY 2008

(Chairman of the North Weald Airfield Strategy Cabinet Committee) To consider the minutes of the meeting held on 28 July 2008 and the recommendations therein (report to follow).

10. FINANCE & PERFORMANCE MANAGEMENT CABINET COMMITTEE - 12 AUGUST 2008

(Chairman of the Finance & Performance Management Cabinet Committee) To consider the minutes of the meeting held on 12 August 2008 and the recommendations therein (report to follow).

- 11. FORMATION OF A REPAIRS MANAGEMENT CONTRACT ADVISORY GROUP (Pages 7 - 10)**

(Housing Portfolio Holder) To consider the attached report (C-005-2008/09).
- 12. DISABLED FACILITIES GRANTS - APPLICATION OF ADDITIONAL CONDITIONS (Pages 11 - 14)**

(Housing Portfolio Holder) To consider the attached report (C-014-2008/09).
- 13. STANSTED AIRPORT GENERATION 2 PROPOSALS - SECOND RUNWAY & OTHER RELATED INFRASTRUCTURE (Pages 15 - 22)**

(Planning & Economic Development Portfolio Holder) To consider the attached report (C-020-2008/09).
- 14. LOUGHTON LEISURE CENTRE MAINTENANCE WORK (Pages 23 - 26)**

(Leisure & Young People Portfolio Holder) To consider the attached report (C-021-2008/09).
- 15. SPRINGFIELDS IMPROVEMENT SCHEME - Q2 PROGRESS REPORT 2008/09 (Pages 27 - 30)**

(Housing Portfolio Holder) To consider the attached report (C-022-2008/09).
- 16. DIGITAL UPGRADING OF COMMUNAL TV AERIAL DISTRIBUTION SYSTEMS - ACCEPTANCE OF TENDERS (Pages 31 - 34)**

(Housing Portfolio Holder) To consider the attached report (C-023-2008/09).
- 17. ENERGY PERFORMANCE CERTIFICATES - SOCIAL RENTED DWELLINGS (Pages 35 - 38)**

(Housing Portfolio Holder) To consider the attached report (C-024-2008/09).
- 18. TREASURY MANAGEMENT - ANNUAL REPORT & PRUDENTIAL INDICATORS OUTTURN 2007/08 (Pages 39 - 48)**

(Finance and Performance Management Portfolio Holder) To consider the attached report (C-025-2008/09).
- 19. REVIEW OF EPPING FOREST CARELINE (Pages 49 - 58)**

(Housing Portfolio Holder) To consider the attached report (C-026-2008/09).
- 20. ADOPTION OF THE ESSEX JOINT MUNICIPAL WASTE STRATEGY (Pages 59 - 62)**

(Environment Portfolio Holder) To consider the attached report (C-027-2008/09).
- 21. BOBBINGWORTH TIP - PROGRESS REPORT (Pages 63 - 66)**

(Environment Portfolio Holder) To consider the attached report (C-028-2008/09).

22. GARDEN WASTE COLLECTION SERVICE - PROCUREMENT BUDGET (Pages 67 - 70)

(Environment Portfolio Holder) To consider the attached report (C-029-2008/09).

23. THE BOROUGH LORRY PARK, HIGH ROAD, ONGAR - TERMINATION OF LEASE (Pages 71 - 74)

(Corporate Support & ICT Services Portfolio Holder) To consider the attached report (C-030-2008/09).

24. CHURCH HILL CAR PARK, LOUGHTON - RESIDENTIAL DEVELOPMENT LAND SALE (Pages 75 - 80)

(Corporate Support & ICT Services Portfolio Holder) To consider the attached report (C-031-2008/09).

25. PARKMAP - PROCUREMENT OF SOFTWARE AND ASSOCIATED MAINTENANCE PACKAGE (Pages 81 - 84)

(Civil Engineering & Maintenance Portfolio Holder) To consider the attached report (C-032-2008/09).

26. LOUGHTON BROADWAY DEVELOPMENT & DESIGN BRIEF (Pages 85 - 88)

(Planning & Economic Development Portfolio Holder) To consider the attached report (C-033-2008/09).

27. DEPOT FACILITIES & FLEET OPERATIONS (Pages 89 - 92)

(Corporate Support & ICT Services Portfolio Holder) To consider the attached report (C-034-2008/09).

28. OFF STREET PARKING PROGRAMME (Pages 93 - 100)

(Housing Portfolio Holder) To consider the attached report (C-035-2008/09).

29. CAR AND CYCLE ALLOWANCE POLICY (Pages 101 - 110)

(Corporate Support & ICT Services Portfolio Holder) To consider the attached report (C-036-2008/09).

30. CYCLE TO WORK POLICY (Pages 111 - 114)

(Corporate Support & ICT Services Portfolio Holder) To consider the attached report (C-037-2008/09).

31. 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.