



**DECISIONS**

<b>Committee:</b>	<b>CABINET</b>
<b>Date of Meeting:</b>	<b>Monday, 4 January 2010</b>

<b>Date of Publication:</b>	<b>8 January 2010</b>
<b>Call-In Expiry:</b>	<b>14 January 2010</b>

This document lists the decisions that have been taken by the Cabinet at its meeting held on Monday, 4 January 2010, which require publication in accordance with the Local Government Act 2000. The list specifies those decisions, which are eligible for call-in and the date by which they must be called-in.

Those decisions that are listed as being “recommended to the Council...”, or request the Chairman of the Council to waive the call-in, are not eligible for call-in.

The wording used will not necessarily reflect the actual wording that will appear in the minutes, which will take precedence as the minutes are the official record of the meeting.

If you have any queries about the matters referred to in this decision sheet then please contact:

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**Call-In Procedure**

If you wish to call-in any of the eligible decisions taken at this meeting you should complete the call-in form and return it to Democratic Services before the expiry of five working days following the publication date. You should include reference to the item title. Further background to decisions can be found by viewing the agenda document for this meeting at: [www.eppingforestdc.gov.uk/local\\_democracy](http://www.eppingforestdc.gov.uk/local_democracy)

**Decision  
No:**

**3. MINUTES**

**Decision:**

That the minutes of the meeting held on 16 November 2009 be taken as read and signed by the Chairman as a correct record.

**8. FINANCE & PERFORMANCE MANAGEMENT CABINET COMMITTEE - 23 NOVEMBER 2009**

**Decision:**

Fees & Charges 2010/11

(1) That, with the exception of car parking charges to be retained at their current levels, a general increase of 5% be applied to the other fees and charges levied by the Council in 2010/11;

Update on Council Procurement Activities & The Essex Procurement Hub

(2) That a seminar be arranged with local businesses to explain the Council's procurement procedures; and

Update on Performance of Benefit Claim Processing

(3) That, due to problems in recruiting, the conversion of the fixed term Benefit Officer post to a permanent role be investigated.

**9. FINANCE & PERFORMANCE MANAGEMENT CABINET COMMITTEE - 14 DECEMBER 2009**

**Decision:**

Insurance Excess Report

(1) That the joint working pilot with Uttlesford District Council on handling insurance claims for an initial three month period be endorsed; and

Draft General Fund Budget Summary 2010/11

(2) That the budget guidelines previously set down be amended as follows:

(a) that the guideline for Continuing Services Budget (CSB) net expenditure for 2010/11 be reduced to £18million from £18.3million;

(b) that the guideline for District Development Fund (DDF) net expenditure for 2010/11 be increased to £1.3million from £800,000;

(c) that balances continue to be aligned to the Council's net budget requirement and be allowed to fall no lower than 25% of the net budget requirement; and

(d) that the District Council Tax be increased by not more than 2.5%; and

(3) That the items listed in both the CSB growth (savings) list and DDF expenditure list at Appendices 2 and 3 of the report be included in the revenue budgets for 2010/11, subject to any additional late growth bids or savings being necessary.

**10. DISABLED ADAPTATION - 2 CROSSFIELDS, LOUGHTON**

**Decision:**

That, in accordance with Financial Regulations (Appendix B Item 32 Clause 2.60), the contract for the construction of an extension providing disabled accommodation at 2 Crossfields, Loughton exceeded the Contract Sum by £10,166.24 (24.5%) be noted.

**11. REVISED MEMBERSHIP OF THE WASTE MANAGEMENT PARTNERSHIP BOARD**

**Decision:**

(1) That following a reorganisation of Sita's management arrangements, the following changes be made to the membership of the Waste Management Partnership Board:

(a) the withdrawal from the Board of Mr David Foster and Mr Darren Lockett (Sita); and

(b) the addition to the Board of Mr Paul Madden and Mr Vlad Velikoselskis (Sita); and

(2) That the amended membership of the Waste Management Partnership Board be recommended to the Council for approval.

**12. WASTE MANAGEMENT POLICY - REPLACEMENT CONTAINERS**

**Decision:**

That the policy on loss or damage of waste management containers be adopted, subject to the following amendments:

(a) clause 2(c) to be reviewed and deleted for the time being; and

(b) clause 2(d) to be amended to read "...than in 2(a) to 2(b) above...".

**13. GYPSY AND TRAVELLER DEVELOPMENT PLAN DOCUMENT - COUNSEL ADVICE & INITIAL ANALYSIS OF THE OPTIONS CONSULTATION RESPONSES**

**Decision:**

(1) That the need for a meeting with the relevant Minister to discuss the future preparation of the Gypsy and Traveller DPD be agreed;

(2) That the draft letter tabled at the meeting be sent to the relevant Minister prior to the meeting, subject to the following additions:

(a) generation of the Local Development Framework was not proving quicker than the old Local Plan process;

(b) the cost of the Local Development Framework process so far and the total estimated cost; and

(c) the impact of the Local Development Framework process upon the workload of the Forward Planning section;

(3) That, subject to the addition of the above amendments, the draft letter to the Minister be ratified by the Council at its meeting scheduled for 19 January 2010.

(4) That, pending the outcome of further discussions with the Government Office for the East of England (GO-East), preparation of the Gypsy and Traveller Development Plan Document be continued;

(5) That the sites identified within the Options Consultation document not be rejected without formal consideration of the responses;

(6) That Officers be authorised to continue discussions with Counsel and GO-East about prospective sites which were within or in close proximity to settlements; and

(7) That the initial results of the analysis of the consultation responses be noted.

#### **14. LOCAL HIGHWAYS PANEL - PARISH COUNCIL REPRESENTATIVES**

##### **Decision:**

(1) That, following a request by the Local Council's Liaison Committee, the amendment of the Terms of Reference for the Local Highways Panel to grant the Parish Council Representatives full voting rights with immediate effect be recommended to the Council for approval; and

(2) That the Local Highways Panel be requested to review its operations and procedures and report to the Annual Council meeting scheduled for 25 May 2010.

#### **15. THE 'PREVENT' STRATEGY & PREVENTING VIOLENT EXTREMISM ACTION PLAN**

##### **Decision:**

(1) That the content and intent of the Government's "Contest" and "Prevent" strategies be noted;

(2) That the "Prevent" Action Plan be adopted, subject to a review of the wording for item (6) within the Action Plan, regarding the delivery of balanced messages of violent extremism with mainstream messages; and

(3) That the Epping Forest Local Strategic Partnership ("One Epping Forest") be requested to establish a "Prevent" Partnership Group to oversee the delivery of the Action Plan and to arrange presentations for elected Members.

#### **16. WAIVER OF CONTRACT STANDING ORDERS**

##### **Decision:**

That, in respect of work awarded to Green Forest Environmental Services Ltd, Contract Standing Orders C1(10), C4(2) and C5 be retrospectively waived.

**17. COUNCIL PLAN 2006-10 AND KEY PRIORITY OBJECTIVES 2009/10 & 2010/11**

**Decision:**

(1) That the Council's performance against the objectives, targets and actions contained in the Council Plan for 2006 to 2010, for the year to 31 March 2009 be noted;

(2) That the performance for the first eight months of 2009/10, in relation to the Council's key priority objectives for the year be noted; and

(3) That the Council's proposed key priority objectives for 2010/11 be agreed as a work-in-progress.

**18. FUTURE DEVELOPMENT OF LANGSTON ROAD DEPOT & OTHER KEY SITES WITHIN THE DISTRICT**

**Decision:**

(1) That the relocation of the Grounds Maintenance section, Vehicle Workshop MoT and Servicing Bays and the Waste Management Team to an alternative site on the Oakwood Hill Industrial Estate be agreed in principle;

(2) That a detailed report on the construction and relocation costs arising from the decision in (1) above be submitted to a future meeting of the Cabinet before a final decision be made;

(3) That the relocation of the Refuse and Street Cleansing Contractor from the Langston Road Depot be timed to coincide with the renewal of the current contract in 2012 or 2014;

(4) That the request by the Women's Royal Voluntary Service (WRVS) for a six months extension of their existing lease at the Langston Road Depot from April to September 2011 be refused, and steps taken to terminate the lease in April 2011;

(5) That a District Development Fund supplementary estimate for 2009/10 in the sum of £15,000 be recommended to the Council for approval in order to procure specialist external advice on the development potential of key sites within the District; and

(6) That an existing sum of £10,000 currently allocated for consultancy fees in connection with Council Car Parks be reallocated for use in 2009/10 in connection with the key sites work arising from the decision in (5) above.

**19. TOWN CENTRES OFFICER - TEMPORARY COVER**

**Decision:**

That the proposed temporary cover of the Town Centres Officer post via recruitment agencies be approved, with a preference for candidates with project management, communication, marketing and administration skills.

**20. EPPING FOREST YOUTH COUNCIL**

**Decision:**

That, as recommended by the Overview and Scrutiny Committee on 12 November 2009, a bid for District Development Funding in the sum of £12,000 for the operation of the Youth Council be made for 2010/11.

**21. CONCESSIONARY FARES - GRANT FUNDING CONSULTATION**

**Decision:**

(1) That, as outlined in paragraph 4 of the report, the response made to the Department for Transport Consultation Paper by the Director of Finance & ICT be noted; and

(2) That, in view of the likely £130,000 reduction in the Council's Special Grant for 2010/11, the Director of Finance & ICT be authorised to either:

(a) negotiate a reduction in the Council's contribution to the scheme coordinated by Essex County Council; or

(b) allocate the reduced funding from the District Development Fund.

