

EPPING FOREST DISTRICT COUNCIL COUNCIL MINUTES

Committee: Council **Date:** 24 May 2011
Place: Council Chamber, Civic Offices, High Street, Epping **Time:** 7.30 - 9.30 pm

Members Present: Councillors Mrs A Grigg (Chairman), K Angold-Stephens (Vice-Chairman), K Avey, R Barrett, R Bassett, A Boyce, W Breare-Hall, Ms R Brookes, K Chana, Mrs T Cochrane, R Cohen, Mrs D Collins, D Dodeja, C Finn, Mrs R Gadsby, P Gode, J Hart, Ms J Hart, D C Johnson, Mrs S Jones, P Keska, J Knapman, Ms Y Knight, Mrs J Lea, L Leonard, Mrs M McEwen, J Markham, A Mitchell MBE, R Morgan, S Murray, J Philip, Mrs C Pond, W Pryor, Mrs P Richardson, B Rolfe, B Sandler, Mrs M Sartin, Mrs P Smith, P Spencer, D Stallan, Ms S Stavrou, Mrs J Sutcliffe, H Ulkun, Mrs L Wagland, G Waller, Ms S Watson, A Watts, Mrs E Webster, C Whitbread, Mrs J H Whitehouse, J M Whitehouse, D Wixley and J Wyatt

Apologies: Councillors J Collier, D Jacobs, A Lion, G Mohindra and S Packford

Officers Present: D Macnab (Acting Chief Executive), C O'Boyle (Director of Corporate Support Services), R Palmer (Director of Finance and ICT), I Willett (Assistant to the Chief Executive), G Lunnun (Assistant Director (Democratic Services)), S G Hill (Senior Democratic Services Officer), P Seager (Chairman's Secretary) and T Carne (Public Relations and Marketing Officer)

1. WEBCASTING INTRODUCTION

The Assistant to the Chief Executive, on behalf of the Chairman of the Council, reminded everyone present that the meeting would be broadcast live to the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

2. FORMER DISTRICT COUNCILLOR ROBERT O'MALLEY

It was with much sadness that the Chairman informed the Council of the death of former District Councillor Robert O'Malley.

Members were informed that Robert O'Malley had represented the Loughton (South) and Loughton Forest wards from 1974 until 1982. He had been Chairman of the Council in 1978/79. He had also been a member of the former Chigwell Urban District Council and Chairman of that Council in 1972/73.

The Chairman advised the Council that she had attended Robert O'Malley's funeral on behalf of the District Council.

Councillor S Murray and Mr I Willett, Assistant to the Chief Executive, paid tribute to the memory of Robert O'Malley.

The Council stood for a minute's silence in tribute to the memory of former District Councillor Robert O'Malley.

3. DISTRICT COUNCIL ELECTIONS - 5 MAY 2011

The Chairman welcomed the following newly elected and re-elected members of the Council following the elections held on 5 May 2011:

| | |
|------------------|--|
| Penny Smith | Broadley Common, Epping Upland and Nazeing |
| Hal Ulkun | Buckhurst Hill West |
| Paul Keska | Chipping Ongar, Greensted and Marden Ash |
| Ken Avey | Epping Hemnall |
| Sarah Packford | Epping Lindsey and Thornwood Common |
| Kewal Chana | Grange Hill |
| Richard Morgan | Hastingwood, Matching and Sheering Village |
| Brian Rolfe | Lambourne |
| Richard Bassett | Lower Nazeing |
| Gary Waller | Lower Sheering |
| Anne Grigg | North Weald Bassett |
| Mary Sartin | Roydon |
| Peter Gode | Shelley |
| Syd Stavrou | Waltham Abbey High Beach |
| Antony Watts | Waltham Abbey Honey Lane |
| Lillian Mitchell | Waltham Abbey North East |
| Liz Webster | Waltham Abbey Paternoster |
| Ricki Gadsby | Waltham Abbey South West |

The Chairman presented declaration of acceptance of office certificates to the four of the five newly elected members present, Councillors Avey, Keska, Mitchell and Waller.

4. RETIRING CHAIRMAN OF THE COUNCIL - YEAR OF OFFICE

Councillor Grigg addressed the Council on her year of office. She thanked the Council for affording her the privilege of being elected Chairman to the Council for the past year which had been very enjoyable. The Chairman advised that she had been conscious of the need for budget cuts and had tried to minimise civic expenditure costs where possible. She expressed thanks to Councillor Angold-Stephens, the Vice-Chairman, for his support during the year and for standing in for her at short notice on some occasions.

Councillor Grigg said that she had attended many memorable events during her year of office. She referred to the Chigwell Riding Trust Christmas Service which had left a lasting impression on her seeing children with severe disabilities taking part in a nativity play.

The Chairman also referred to meeting scouts undertaking work in Epping Forest with enthusiasm despite the very wet conditions. She referred to her attendance at the annual St George's Day Scout Parade at Windsor and to a visit to the Lee Valley White Water Centre where she had enjoyed several runs down the course in a raft.

The Chairman referred to the strong community links between Bodo in Norway and North Weald and stated how much she had enjoyed her visit to Bodo for the Norwegian Parade Day.

The Chairman also referred to her attendance at the opening of a new ramp for young people with disabilities at the Lambourne End Centre.

She thanked members for their support during the year including their sponsorship, purchasing of raffle tickets and attending the Christmas Carol service. She also thanked staff for the support and advice she had received during her year of office.

The Chairman reported that she had raised approximately £8,500 for her chosen charities.

Councillors Collins, Wixley, Stallan, J M Whitehouse and the Acting Chief Executive, D Macnab on behalf of the staff, expressed their appreciation for the hard work and enthusiasm shown by Councillor Grigg during her year of office.

5. ELECTION OF CHAIRMAN

The nomination of Councillor K Angold-Stephens for the office of the Chairman of the Council having been formally moved by Councillor Pond and seconded by Councillor Morgan, it was:

RESOLVED:

That Councillor K Angold-Stephens be elected Chairman of the Council for the ensuing year.

Councillor Angold-Stephens thereupon made a declaration of acceptance of the office of Chairman of the Council and thanked the Council for his election. He advised that he would do his best to reach the high standards set by the previous Chairman and referred to some of his experiences which he hoped would enable him to meet the expected demands during the coming year. He announced that his charities would be St Clare Hospice and Home Start Epping Forest and he expressed the hope that members would give generous support to these during the year. He advised that he proposed to organise several events for his charities including a Members' and Officers' golf day, a walk, a quiz, hopefully an abseil of the Church Langley Water Tower and, if possible, a white water rafting event at the Lee Valley White Water Rafting Centre. Councillor Angold Stephens stated that his aim would be to help the community throughout his year of office during a time of financial constraint. He advised that he proposed to be a non-voting Chairman of the Council unless his casting vote was required or he felt that an issue was contrary to policy or would be detrimental to the reputation of the District.

Councillor Angold-Stephens in the Chair

6. PAST CHAIRMAN'S BADGE/ESCORT'S BADGE

The new Chairman presented Councillor Grigg with a past Chairman's Badge of Office.

Councillor Grigg presented the Escort's Badge to Mrs Jill Angold-Stephens.

7. APPOINTMENT OF VICE-CHAIRMAN

The nomination of Councillor Rolfe for the office of Vice-Chairman of the Council having been formally moved by Councillor Breare-Hall and seconded by Councillor Collins, it was:

RESOLVED:

That Councillor Rolfe be appointed Vice-Chairman of the Council for the ensuing year.

Councillor Rolfe thereupon made a declaration of acceptance of office of Vice-Chairman of the Council and thanked the Council for his appointment. He congratulated Councillor Angold-Stephens on his election as Chairman of the Council and assured him that he would give him full support during the coming year.

8. MINUTES**RESOLVED:**

That the minutes of the Council meeting held on 29 March 2011 be taken as read and signed by the Chairman as a correct record.

9. DECLARATIONS OF INTEREST

There were no declarations of interest by members of the Council under this item.

10. ANNOUNCEMENTS**(a) Announcements by the Chairman of the Council****(i) Leader of the Council**

The Chairman announced that on 18 May 2011, Councillor Collins had submitted a notice of resignation as Leader of the Council. The Chairman and Councillors Stellan, Stavrou, Sartin, Murray, Whitbread, Wagland and Morgan expressed their appreciation for the hard work and enthusiasm shown by Councillor Collins during her five years as Leader of the Council.

(ii) Floral Display

The Chairman announced that he intended to send the flowers from tonight's meeting to Vera O'Malley, the widow of former District Councillor Robert O'Malley.

(b) Announcements by the Leader of Council and Portfolio Holders

There were no announcements under this heading.

(c) Members not seeking re-election or not re-elected

The Council noted that A Green, J Hedges and B Judd had not sought re-election on 5 May 2011. In addition P Brooks and C Edwards had not been re-elected.

Councillor J M Whitehouse acknowledged the contributions made to the Council by A Green and P Brooks. Councillor R Brookes acknowledged the contribution made to the Council by P Brooks. Councillor Wagland acknowledged the contributions made to the Council by A Green, J Hedges, B Judd and C Edwards.

In recognition of her 12½ years' service, the Chairman presented an award to Pat Brooks. Pat Brooks thanked the Council for the award.

11. REPORT OF THE APPOINTMENTS PANEL**(a) Leader of the Council**

By leave of the Council, the Chairman took the second recommendation of the Panel before other items, namely consideration of the appointment of a Leader of the Council. The nomination of Councillor Wagland for the office of Leader of the Council having been formally moved by Councillor Philip and seconded by Councillor Johnson, it was:

RESOLVED:

That Councillor Wagland be appointed Leader of the Council.

(b) Leader and Council Appointments**(Mover: Councillor Wagland – Chairman of the Panel)**

Councillor Wagland reported on appointments which she had made to the Cabinet and Cabinet Committees and to Outside Organisations carrying out executive functions.

Councillor Wagland also reported recommendations of the Appointments Panel in relation to the membership, chairmanship and vice-chairmanship of Committees, Sub-Committees and Panels (non-executive bodies), and to Outside Organisations carrying out Council, regulatory or non-Cabinet functions. Councillor Wagland and Councillor Philip reported on changes made to nominations since the Panel had met.

The Council voted on appointments where the number of nominations exceeded the number of places available.

RESOLVED:

- (1) That in accordance with Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990, the constitution of political groups as set out in Appendix A to these minutes be noted;
- (2) That the appointments made by the Leader of the Council to the Cabinet and Cabinet Committees and the allocation of portfolios as set out in Appendix B to these minutes be noted;
- (3) That the Membership, Chairmanship and Vice-Chairmanship of Committees, Sub-Committees and Panels (non-Executive bodies) as set out in Appendix C to these minutes be approved;
- (4) That appointment to the Essex Localism Initiative – Local Highways Panel be deferred pending completion of the Essex County Council Partnership Review and that the meeting of the Panel scheduled for 16 June 2011 be cancelled;
- (5) That Group Leaders confirm nominations to the Proper Officer for appointments to be made to Panels by the Overview and Scrutiny Committee by 26 May 2011;

(6) That the appointments made by the Leader of the Council to Outside Organisations carrying out Executive functions as set out in Appendix D to these minutes be noted;

(7) That appointments to Outside Organisations carrying out Council, regulatory or non-Cabinet functions be as set out in Appendix E to these minutes.

12. SCHEME OF OFFICER DELEGATION - COUNCIL AND REGULATORY FUNCTIONS

RESOLVED:

That the Scheme of Officer Delegation for Council and Regulatory Functions, as set out in Part 3 of the Constitution as amended be agreed.

13. SCHEME OF OFFICER DELEGATION - EXECUTIVE FUNCTIONS

The Council noted new and revised Officer Delegation in respect of Executive Functions approved by the Leader of the Council following the 2010/11 review as set out in Appendix F to these minutes.

14. ANNUAL REPORT OF THE EXECUTIVE - 2010/11

(Mover: Councillor Collins – Leader of the Council in 2010/11)

Councillor Collins summarised the Annual Report of the Executive for 2010/11.

Councillor Collins answered questions from members during which (a) Mr D Macnab, Acting Chief Executive, declared an interest and left the meeting following a question about the appointment of a new Chief Executive, (b) Councillor J M Whitehouse declared a personal non-prejudicial interest in a reference to the redevelopment of the St John's Road area, Epping by virtue of being a resident of that road, and (c) Councillor J H Whitehouse declared a personal non-prejudicial interest in relation to the Furniture Exchange scheme by virtue of being involved in the promotion of that scheme.

Councillor Wagland advised that she had taken note of all of the matters raised by members and these would be taken into account by the new Cabinet.

15. COUNCIL MEETINGS - 2011/12

RESOLVED:

That during 2011/12 ordinary meetings of the Council be held on the following dates:

28 June 2011
26 July 2011
27 September 2011
1 November 2011
13 December 2011
14 February 2012

16 February 2012 (Thursday) (reserve date for budget meeting)
27 March 2012
22 May 2012 (Annual meeting)

CHAIRMAN

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APPENDIX A

ANNUAL COUNCIL MEETING - 24 MAY 2011 CONSTITUTION OF POLITICAL GROUPS AND GROUP LEADERS

Local Government and Housing Act 1989 – Notice of Constitution of Political Groups and Group Leaders

Conservative Group:

Councillor Lesley Wagland (Group Leader)

Councillor John Philip (Deputy Group Leader)

Councillor Ken Avey

Councillor John Knapman

Councillor David Stellan

Councillor Rodney Barrett

Councillor Yolanda Knight

Councillor Syd Stavrou

Councillor Richard Bassett

Councillor Jeane Lea

Councillor Haluk Ulkun

Councillor Anthony Boyce

Councillor Alan Lion

Councillor Gary Waller

Councillor William Breare-Hall

Councillor Ann Mitchell

Councillor Sylvia Watson

Councillor Kewal Chana

Councillor Maggie McEwen

Councillor Antony Watts

Councillor Diana Collins

Councillor Gagan Mohindra

Councillor Elizabeth Webster

Councillor Ricki Gadsby

Councillor Sarah Packford

Councillor Chris Whitbread

Councillor Anne Grigg

Councillor Bill Pryor

Councillor John Wyatt

Councillor James Hart

Councillor Brian Rolfe

Councillor David Johnson

Councillor Brian Sandler

Councillor Susan Jones

Councillor Mary Sartin

Councillor Paul Keska

Councillor Penny Smith

Members 37

Liberal Democrats Group:

Councillor Jon Whitehouse (Group Leader)

Councillor Derek Jacobs (Deputy Group Leader)

| | | |
|-----------------------|---|-----------------------------|
| Councillor Dev Dodeja | Councillor Peter Spencer Councillor Jill Sutcliffe | Councillor Janet Whitehouse |
|-----------------------|---|-----------------------------|

Members 6

Loughton Residents' Association Group:

Councillor Caroline Pond (Group Leader) Councillor Ken Angold-Stephens (Deputy Group Leader)

| | | |
|---|---|--|
| Councillor Rose Brookes Councillor Tessea Cochrane Councillor Richard Cohen | Councillor Colin Finn Councillor Jennie Hart Councillor Lance Leonard | Councillor John Markham Councillor David Wixley |
|---|---|--|

Members 10

APPENDIX B

Leader Appointments:

(a) Deputy Leader

| | 2011/12 |
|---------------|-------------|
| Deputy Leader | John Philip |

(b) Other Cabinet Members/Allocation of Portfolios

| Portfolio Title | Portfolio Holder 2011/12 | Deputy Portfolio Holder |
|-------------------------------------|-----------------------------|--|
| Leader + Legal | Lesley Wagland | |
| Finance and Economic Development | Gagan Mohindra | David Johnson (Estates) Alan Lion (Perf. Mgt) |
| Leisure and Wellbeing | Ricki Gadsby | Jeane Lea |
| Environment | John Knapman | |
| Housing | Maggie McEwen | Sylvia Watson |
| Safer and Greener | Penny Smith | Kewal Chana |
| Planning and Technology | John Philip | Sue Jones |
| Support Services | John Wyatt | Brian Sandler |

Cabinet Committee Memberships (not part of pro rata allocations)

(a) Finance and Performance Management Cabinet Committee

Leader

Finance and Economic Development Portfolio Holder (Chairman)

Housing Portfolio Holder

Planning and Technology Portfolio Holder

Safer and Greener Portfolio Holder

(b) North Weald Airfield and Asset Management Cabinet Committee

Leader

Environment Portfolio Holder

Finance and Economic Development Portfolio Holder (Chairman)

Housing Portfolio Holder

Leisure and Wellbeing Portfolio Holder

(c) LDF Cabinet Committee

Leader

(Chairman)

Environment Portfolio Holder

Leisure and Wellbeing Portfolio Holder

Planning and Technology Portfolio Holder

Housing Portfolio Holder

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Committee Appointments 2011-12

| Licensing Committee (15 members) | | | | | |
|---|---------------------|-----------------------------|-------------------|-------------------------------|------------------|
| | | Conservatives | Liberal Democrats | LRA | Independent |
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | A Lion (V/C) | | | R Morgan (Chair) |
| | | A Boyce | D Dodeja | K Angold-Stephens | |
| | | K Chana | J Sutcliffe | L Leonard | |
| | | R Gadsby | | D Wixley | |
| | | M McEwen | | | |
| | | W Pryor | | | |
| | | M Sartin | | | |
| | | P Smith | | | |
| | | G Waller | | | |
| | | | | | |
| Sub-Committee Chairs | | M McEwen, P Smith, M Sartin | | K Angold-Stephens D Wixley | R Morgan |

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| Housing Appeals and Review Panel (5 members and 5 substitutes) | | | | | |
|---|---------------------|-------------------------|-----------------------------|-------------------------|-------------|
| | | Conservatives | Liberal Democrats | LRA | Independent |
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | B Rolfe (Chair) | J Sutcliffe (V/C) | | |
| | | R Gadsby | | Jennie Hart | |
| | | Y Knight | | | |
| | | | | | |
| | | P Keska (substitute) | J H Whitehouse (substitute) | T Cochrane (substitute) | |
| | | J Lea (substitute) | | | |
| | | A Mitchell (substitute) | | | |
| | | | | | |

Staff Appeals Panel (5 members and 5 substitutes)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|-------------------------------|---------------------|----------------------------|------------------------|------------------------|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | B Sandler (V/C) | J M Whitehouse (Chair) | | |
| | | A Boyce | | T Cochrane | |
| | | Y Knight | | | |
| | | | | | |
| | | W Breare-Hall (substitute) | P Spencer (substitute) | L Leonard (substitute) | |
| | | A Grigg (substitute) | | | |
| | | G Waller (substitute) | | | |
| | | | | | |

Complaints Panel (Pool of 11 members)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|-------------------------------|---------------------|---------------|-------------------|-----------------|--------------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | H Ulkun (V/C) | | R Cohen (Chair) | |
| | | K Avey | P Spencer | D Wixley | P Richardson (BNP) |
| | | P Keska | | | |
| | | Y Knight | | | |
| | | B Rolfe | | | |
| | | B Sandler | | | |
| | | E Webster | | | |
| | | | | | |

District Development Control Committee (15 members)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|---------------------------|---------------------|--------------------------------------|-------------------|-----------|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | B Sandler (Chair) R Bassett (V/C) | | | |
| | | A Boyce | D Dodeja | C Finn | |
| | | K Chana | J M Whitehouse | J Markham | |
| | | J Hart | | C Pond | |
| | | S Jones | | | |
| | | J Philip | | | |
| | | H Ulkun | | | |
| | | S Watson | | | |
| | | J Wyatt | | | |
| | | | | | |

Overview and Scrutiny Committee (11 members)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|---------------------------|---------------------|-------------------|-------------------|----------------|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | R Bassett (Chair) | | D Wixley (V/C) | |
| | | K Chana | D Jacobs | R Brookes | S Murray |
| | | D Johnson | | | |
| | | S Jones | | | |
| | | M Sartin | | | |
| | | D Stallan | | | |
| | | G Waller | | | |

Joint Consultative Committee (9 members plus 9 staff side representatives)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|-------------------------------|---------------------|------------------|-------------------|-------------|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | G Mohindra (V/C) | | | |
| | | D Johnson | J H Whitehouse | T Cochrane | |
| | | A Lion | | Jennie Hart | |
| | | J Philip | | | |
| | | G Waller | | | |
| | | J Wyatt | | | |
| | | | | | |
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Area Plans Sub-Committee South (23 Members - subject to opt in)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|---------------------------|---------------------|----------------------------------|-------------------|-------------------|--------------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | J Hart (Chair) S Watson (V/C) | | | |
| | | R Barrett | D Dodeja | K Angold-Stephens | P Richardson (BNP) |
| | | K Chana | P Spencer | T Cochrane | |
| | | J Knapman | J Sutcliffe | R Cohen | |
| | | A Lion | | C Finn | |
| | | G Mohindra | | Jennie Hart | |
| | | B Sandler | | L Leonard | |
| | | H Ulkun | | J Markham | |
| | | L Wagland | | C Pond | |
| | | | | D Wixley | |
| | | | | | |

Area Plans Sub-Committee East (19 Members)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|---------------------------|---------------------|----------------------------------|-------------------|-----|--------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | A Boyce (Chair) S Jones (V/C) | | | |
| | | K Avey | D Jacobs | | R Morgan |
| | | W Breare-Hall | J H Whitehouse | | P Gode (Lab) |
| | | D Collins | J M Whitehouse | | |
| | | A Grigg | | | |
| | | P Keska | | | |
| | | M McEwen | | | |
| | | S Packford | | | |
| | | J Philip | | | |
| | | B Rolfe | | | |
| | | D Stallan | | | |
| | | C Whitbread | | | |
| | | G Waller | | | |
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Area Plans Sub-Committee West (14 Members)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|---------------------------|---------------------|------------------------------------|-------------------|-----|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | J Wyatt (Chair) E Webster (V/C) | | | |
| | | R Bassett | | | J Collier |
| | | R Gadsby | | | |
| | | D Johnson | | | |
| | | Y Knight | | | |
| | | J Lea | | | |
| | | A Mitchell | | | |
| | | W Pryor | | | |
| | | M Sartin | | | |
| | | P Smith | | | |
| | | S Stavrou | | | |
| | | A Watts | | | |
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Audit and Governance Committee (3 members plus 2 co-opted persons)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|---------------------------|---------------------|-----------------|-------------------|--------|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | A Watts (Chair) | | | |
| | | S Watson | | C Finn | |
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**Waste Management Partnership Board
(2 Members plus 2 Officers and 4 representatives of the Council's Waste Management Contractor)**

| | | Conservatives | Liberal Democrats | LRA | Independent |
|-------------------------------|---------------------|-------------------|-------------------|-----|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | J Knapman (Chair) | | | |
| | | G Waller | | | |
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Leisure Management – Contract Monitoring Board (6 members)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|-------------------------------|---------------------|---------------|-------------------|-----------|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | | | | |
| | | G Mohindra | J M Whitehouse | R Brookes | |
| | | R Gadsby | | | |
| | | J Knapman | | | |
| | | S Packford | | | |
| | | | | | |
| | | | | | |

“Olympic Champion”

| | | Conservatives | Liberal Democrats | LRA | Independent |
|-------------------------|--|---------------|-------------------|-----|-------------|
| MEM. 2011/12 | | E Webster | | | |
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Standards Committee (3 members)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|-------------------------------|---------------------|---------------|-------------------|-----|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | | | | |
| | | A Grigg | J H Whitehouse | | |
| | | A Mitchell | | | |
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Committee for the Appointment of the Chief Executive (7 members cross party)

| | | Conservatives | Liberal Democrats | LRA | Independent |
|-------------------------------|---------------------|---------------|------------------------|--------------|-------------|
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | | J M Whitehouse (Chair) | C Pond (V/C) | |
| | | A Grigg | | | S Murray |
| | | M McEwen | | | |
| | | J Philip | | | |
| | | L Wagland | | | |
| | | | | | |

| Electoral and Community Governance Review (5 members and five deputies) | | | | | |
|--|----------------------------|--|--------------------------|-----------------|--------------------|
| | | Conservatives | Liberal Democrats | LRA | Independent |
| MEMBERSHIP 2011/12 | Chairman/Vice Chair | C Whitbread (Chair) D Stallan (V/C) | | | |
| | | J Philip | D Jacobs | C Finn | |
| | | | | | |
| | | M Sartin (Deputy) | J M Whitehouse (Deputy) | C Pond (Deputy) | |
| | | S Watson (Deputy) | | | |
| | | L Webster (Deputy) | | | |
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APPENDIX D

Leader Appointments

Representation on Outside Organisations – Appointments by Leader Organisations Carrying Out Executive Functions

| Organisation and Allocation Category | | Representation for 2011/12 |
|--------------------------------------|--|--|
| 1. | Civil Enforcement of Parking and Traffic Regulations Outside London (PATROL) – Adjudication Joint Committee (Executive) | Mrs P Smith |
| 2. | Crime and Disorder Strategy Panel (Executive) | Mrs P Smith J Knapman (deputy) |
| 3. | East of England Local Government Association (Executive) | Mrs L Wagland |
| 4. | Enfield Essex Herts Border Liaison Group (Executive/Local) | R Bassett Mrs P Smith Mrs M Sartin (Mrs J Lea, W Pryor, J Wyatt as deputies) |
| 5. | Epping Forest District Local Strategic Partnership (Executive) (a) LSP Board (b) Health Equalities Group (c) Safer Communities Partnership (d) Sustainable Communities Group (e) Epping Forest Children's Partnership | (a) Mrs L Wagland, J Philip (b) B Sandler (c) Mrs P Smith (d) Mrs S Jones (e) R Barrett |
| 6. | Essex On-Line Partnership (Executive) | J Philip |
| 7. | Harlow Stansted Gateway Transportation Board (HSGTB) (Executive) | G Mohindra J Knapman (deputy) |
| 8. | Highways Panel (West Area) (Executive) | Mrs P Smith K Chana (deputy) |
| 9. | Housing Repairs Advisory Group (Executive) | M McEwen - Housing Portfolio Holder G Mohindra - Finance and Economic Development Portfolio Holder Chairman Housing Scrutiny Panel Vice Chairman Housing Scrutiny Panel |
| 10. | Local Government Association - General Assembly (Executive) | Mrs L Wagland J Philip (Deputy) |

| Organisation and Allocation Category | | Representation for 2011/12 |
|---|---|-----------------------------------|
| 11. | Local Government Information Unit Management Committee (Executive) | Mrs L Wagland J Philip |
| 12. | Northern Essex Parking Partnership (Executive) | P Smith J Knapman (Deputy) |
| 13. | Waste Partnership Member Board (Executive) | J Knapman P Smith (deputy) |
| 14. | Waste Partnership - Inter-Authority Member Working Group (Executive) | J Knapman P Smith (deputy) |

Council Appointments

Representation on Outside Organisations Organisations Carrying Out Council Regulatory or Non-Cabinet Functions

| Organisation and Allocation Category | | Representation for 2011/12 |
|--------------------------------------|---|--|
| 1. | Care and Repair - Management Committee | K Avey S Watson J H Whitehouse |
| 2. | Epping Forest Citizens' Advice Bureau | R Cohen S Packford (A Mitchell and W Pryor deputies) |
| 3. | Campaign to Protect Rural England (Essex Branch) | A Boyce Y Knight (deputy) |
| 4. | Epping Forest Community Transport Steering Group | A Lion |
| 5. | Epping Forest Housing Aid Committee | S Watson |
| 6. | Grange Farm Managing Trustees | Appointment for the period 1 June 2011 for four years: D Johnson B Scrutton P Smith |
| 7. | Leisure Centres Liaison Groups -Ongar Leisure Centre - Epping Sports Centre - Loughton Leisure Centre - Waltham Abbey Swimming Pool | D Jacobs P Keska K Avey W Breare-Hall R Barrett R Brookes D Johnson W Pryor |

| Organisation and Allocation Category | | Representation for 2011/12 |
|--------------------------------------|--|--|
| 8. | Local Councils' Liaison Committee | K Angold-Stephens R Morgan B Rolfe P Smith B Sandler |
| 9. | Local Government Association - Rural Commission | A Boyce (voting member) M McEwen |
| 10. | Museums in Essex Committee | R Gadsby |
| 11. | Police and Community Consultative Group – Epping Forest | K Chana H Ulkun |
| 12. | Princess Alexandra Hospital - Partnership Governor | G Waller |
| 13. | Roding Valley Meadows Local Nature Reserve (a) Management Committee (b) Working Group | S Murray S Murray |
| 14. | Stansted Airport Consultative Committee | M Sartin G Waller |
| 15. | Stansted Airport Community Trust Fund | R Morgan |
| 16. | Town Centre Partnerships (a) Buckhurst Hill Town Centre Partnership (b) Epping Town Centre Partnership (c) Loughton Broadway Town Centre Partnership (d) Loughton High Road Town Centre Partnership (e) Ongar Town Forum - Steering Group (f) Waltham Abbey Town Partnership | J Sutcliffe H Ulkun W Breare-Hall S Packford Jennie Hart J Knapman R Barrett D Wixley D Jacobs P Keska R Gadsby J Lea |

| Organisation and Allocation Category | | Representation for 2011/12 |
|---|---|-----------------------------------|
| 17. | Voluntary Action Epping Forest | W Pryor |
| 18. | Waltham Abbey Royal Gunpowder Mills Ltd | W Pryor |
| 19. | Waltham Abbey Tourist Information Centre - Joint Management Committee | J Lea A Mitchell E Webster |
| 20. | Waste Management and Street Cleansing – Loughton Stakeholders' Group | R Barrett C Finn L Leonard |

Representation on Outside Organisations - Appointments Held by Officers

Appointments by Leader – Organisations Carrying Out Executive Functions

The following appointments have been made by the Leader of the Council in accordance with Council minute 121 – 17 February 2009 as they fall within the 'Executive' category.

| Number: | Organisation and Committee Responsible | Representative |
|----------------|--|---|
| 1 | Access Group – Joint Management Team | Special Needs Manager |
| 2 | Essex Archaeological and Historical Congress | Epping Forest District Museum Officer |
| 3 | Museum Service (South Eastern) | Epping Forest District Museum Officer |
| 4 | National Society for Clean Air (SE Division) | Director of Environment and Street Scene (or representative) |
| 5 | Standing Conference – Investigation of Air Pollution | Director of Environment and Street Scene (or representative) |
| 6 | Roding Valley Meadow Local Nature Reserve Consultative Group | Director of Planning and Economic Development (or representative) |

Organisations Carrying Out Council Regulatory or Non-Executive Functions

This Appendix indicates those organisations where the Council determined on 25 April 1995 that the representatives should be officers.

| Number: | Organisation and Committee Responsible | Representative |
|----------------|--|--|
| 1 | East Anglian Home Safety Committee | Director of Environment and Street Scene (or representative) |
| 2 | Essex Water Safety Liaison Committee | Director of Environment and Street Scene (or representative) |
| 3 | Victoria County History Association | Epping Forest District Museum Officer |
| 4 | Voluntary Action Epping Forest (see also member appointments schedule) | Policy Officer (+ 1 member delegate) |

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NEW AND REVISED OFFICER DELEGATION PROPOSALS – EXECUTIVE FUNCTIONS

| NO. | DELEGATION REF/STATUS | PRESENT WORDING/DELEGATED OFFICERS | PROPOSED CHANGE |
|-----|---|--|---|
| 1 | Council Garages/NEW | N/A | <p>In April 2010, the Portfolio Holder for Housing agreed a new policy for sales of Council-owned garages. As part of this policy, the following delegation to the Director of Housing was introduced:</p> <p>“To sell isolated garages in accordance with the Council’s policy”.</p> |
| 2 | EX/34 (Land Drainage and Flood Defence) REVISION | <p>The present delegation is based on certain of the Epping Forest District Land Drainage Byelaws 2005, allowing officers to take action. Not all of the current byelaws are listed and it is thought preferable that the delegation should refer to the Byelaws overall not just selected provisions.</p> <p>Delegated Officers:</p> <p>Director of Environment and Street Scene.</p> <p>Assistant Director (Technical Services)</p> <p>Drainage Manager (and relevant staff delegated on their behalf)</p> | Listing of individual byelaws deleted. Heading retained. |

| NO. | DELEGATION REF/STATUS | PRESENT WORDING/DELEGATED OFFICERS | PROPOSED CHANGE |
|-----|--|--|---|
| 3 | EX47 (Private Sector Housing) REVISION | <p>The present delegation authorises the Director and Assistant Director (Private Sector and Resources) to exercise the powers and duties set out in Appendix A to EX47 and the relevant Portfolio Holder to authorise updates to the legislation listed in Appendix A.</p> <p>However the present delegation does not authorise powers of entry under warrant when required. It is recommended that the delegation be amended to cover this point. Most of the legislation listed in Appendix A specifies entry by warrant but in some cases this is not the case and a separate delegated authority regarding warrants is recommended.</p> | <p>Under a previous Portfolio Holder decision (HSG/012/2010/11) an additional delegation to the officers listed was approved.</p> <p>In addition a new delegated authority has been added as follows:</p> <p>“To exercise the powers and duties set out in Appendix A, including powers of entry by warrant where this is not specified in the legislation listed.”</p> |
| 4 | EX53 (Safer, Cleaner, Greener Legislation – Authorisation of Officers) REVISION | <p>EX53 authorises the Director of Environment and Street Scene to exercise functions on behalf of the Council under the schedule of legislation set out in Appendix B.</p> <p>Many of these statutes involve powers of entry via warrants and are duplicated under EX71.</p> <p>Delegated Officers:</p> <p>Director of Environment and Street Scene (or in his absence the Assistant Directors) (Environment) and (Technical) or suitably qualified officers authorised by those postholders.</p> | <p>AMEND EX53 (first paragraph of delegation) to read as follows:</p> <p>“To exercise those functions relating to the management and provision of the Environmental Health Service set out in the list of environmental health legislation as set out in Appendix B, including, where necessary, powers of entry by warrant”.</p> |

| NO. | DELEGATION REF/STATUS | PRESENT WORDING/DELEGATED OFFICERS | PROPOSED CHANGE |
|-----|--|---|--|
| 5 | CL/78 (Staff Vacancies Review) REVISION – approved by the Cabinet on 31.1.11. | Replacement of existing procedures for reviewing staff vacancies which are delegated to the Management Board/CEF with a new arrangement linked to freezing of external recruitment. | The Acting Chief Executive was authorised as follows: "In consultation with the relevant portfolio holder and the Leader of Council to determine the vacant posts meeting the exception criteria identified in the Council's policy which may be recruited externally." |

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