



***CABINET***  
***Monday, 4th February, 2013***

You are invited to attend the next meeting of **Cabinet**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping**  
**on Monday, 4th February, 2013**  
**at 7.00 pm .**

**Glen Chipp**  
**Chief Executive**

**Democratic Services**  
**Officer**

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

Members:

Councillors C Whitbread (Leader of the Council) (Chairman), Ms S Stavrou (Deputy Leader and Finance and Technology Portfolio Holder) (Vice-Chairman), R Bassett, W Breare-Hall, Mrs A Grigg, D Stallan, H Ulkun, G Waller and Mrs E Webster

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**PLEASE NOTE THE START TIME OF THE MEETING**

**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**

(Assistant to the Chief Executive) To be declared at the meeting.

**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 two meetings of the Cabinet (previously circulated) held on:

(a) 3 December 2012; and

(b) 10 January 2013.

**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**

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

(b) To consider any matters that the Cabinet would like the Council's Overview and Scrutiny function to examine as part of their work programme.

**8. NORTH WEALD AIRFIELD AND ASSET MANAGEMENT CABINET COMMITTEE - 29 OCTOBER 2013 (Pages 7 - 10)**

(Asset Management & Economic Development Portfolio Holder) To consider the minutes from the meeting of the North Weald Airfield & Asset Management Cabinet Committee held on 29 October 2012 and any recommendations therein.

**9. LOCAL PLAN CABINET COMMITTEE - 26 NOVEMBER 2012 (Pages 11 - 14)**

(Planning Portfolio Holder) To consider the minutes from the meeting of the Local Plan Cabinet Committee held on 26 November 2012 and any recommendations therein.

**10. DISCRETIONARY DISCOUNT POLICY FOR COUNCIL TAX AND BUSINESS RATES (Pages 15 - 22)**

(Finance & Technology Portfolio Holder) To consider the attached report (C-060-2012/13).

**11. MARDEN CLOSE AND FAVERSHAM HALL, CHIGWELL ROW - FUTURE USE (Pages 23 - 32)**

(Housing Portfolio Holder) To consider the attached report (C-054-2012/13).

**12. REVIEW OF NORTH WEALD AIRFIELD - APPOINTMENT OF CONSULTANTS (Pages 33 - 38)**

(Asset Management & Economic Portfolio Holder) To consider the attached report (C-055-2012/13).

**13. ACCEPTANCE OF TENDER - BUILDING SUPPLIES CONTRACT FOR HOUSING REPAIRS SERVICE (Pages 39 - 42)**

(Housing Portfolio Holder) To consider the attached report (C-056-2012/13).

**14. WASTE MANAGEMENT CONTRACT 2014 - ESTABLISHMENT OF A PORTFOLIO HOLDER ADVISORY GROUP (Pages 43 - 46)**

(Environment Portfolio Holder) To consider the attached report (C-057-2012/13).

**15. EPPING FOREST CITIZENS ADVICE BUREAU - PROVISION OF FUNDING FOR TWO TEMPORARY FULL-TIME DEBT ADVISORS (Pages 47 - 50)**

(Housing Portfolio Holder) To consider the attached report (C-058-2012/13).

**16. TREASURY MANAGEMENT STRATEGY STATEMENT AND INVESTMENT STRATEGY 2013/14 - 2015/16 (Pages 51 - 80)**

(Finance & Technology Portfolio Holder) To consider the attached report (C-062-2012/13).

**17. 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.

**18. COUNCIL BUDGETS 2013/14 (Pages 81 - 110)**

(Finance & Technology Portfolio Holder) To consider the attached report (C-061-2012/13).

(Finance & Technology Portfolio Holder) To consider the Chief Financial Officer's report on the robustness of the estimates and the adequacy of the reserves.

## 19. 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.