



***CABINET***  
***Thursday, 6th September, 2018***

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

**Council Chamber, Civic Offices, High Street, Epping**  
**on Thursday, 6th September, 2018**  
**at 7.00 pm .**

**Derek Macnab**  
**Acting Chief Executive**

**Democratic Services**  
**Officer**

A. Hendry (Democratic Services)  
Tel: (01992) 564246 Email:  
democraticservices@eppingforestdc.gov.uk

Members:

Councillors C Whitbread (Leader of the Council) (Chairman), S Stavrou (Deputy Leader and Housing Portfolio Holder) (Vice-Chairman), N Avey, A Grigg, H Kane, A Lion, J Philip, G Mohindra and S Kane

**PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND**

**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**

To be announced at the meeting.

**3. DECLARATIONS OF INTEREST**

To declare interests in any item on this agenda.

**4. MINUTES (Pages 5 - 16)**

To confirm the minutes of the last meeting of the Cabinet held on 14<sup>th</sup> June 2018.

**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 AND REQUESTS TO ADDRESS THE CABINET**

To receive any questions submitted by members of the public and any requests to address the Cabinet.

**(a) Public Questions**

To answer questions asked by members of the public after notice in accordance with the provisions contained within Part 4 of the Constitution (Council Rules, rule Q3 refers) on any matter in relation to which the Cabinet has powers or duties or which affects the District.

**(b) Requests to Address the Cabinet**

Any member of the public or a representative of another organisation may address the Cabinet on any agenda item (except those dealt with in private session as exempt or confidential business) due to be considered at the meeting, in accordance with the provisions contained within Article 7 of the Constitution (The Executive, paragraphs 27 & 28 refers).

**7. OVERVIEW AND SCRUTINY**

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

(b) To consider any matters that the Cabinet would like the Overview and Scrutiny Committee to examine as part of its work programme.

**8. FINANCE AND PERFORMANCE CABINET COMMITTEE (Pages 17 - 36)**

(Finance Portfolio Holder) to consider the minutes from the meetings of the Finance & Performance Management Cabinet Committee, held on 21 June and 26 July 2018, and any recommendations therein.

**9. ASSET MANAGEMENT AND ECONOMIC DEVELOPMENT CABINET COMMITTEE (Pages 37 - 42)**

(Asset Management & Economic Development Portfolio Holder) To consider the minutes from the last meeting of the Asset Management & Economic Development Cabinet Committee held on 19 July 2018, and any recommendations therein.

**10. CORPORATE ENFORCEMENT POLICY (Pages 43 - 80)**

(Leader of Council) To consider the attached report (C-009-2018/19).

**11. LOCAL COUNCIL TAX SUPPORT SCHEME 2019/20 (Pages 81 - 90)**

(Finance Portfolio Holder) To consider the attached report (C-011-2018/19).

**12. ESSEX AMENITY STANDARDS FOR HOUSES IN MULTIPLE OCCUPATION (Pages 91 - 146)**

(Housing Portfolio Holder) To consider the attached report (C-010-2018/19).

**13. PARKING TARIFF REVIEW ACROSS ALL COUNCIL OWNED CAR PARKS (Pages 147 - 178)**

(Safer, Greener and Transport Portfolio Holder) To consider the attached report (C-012-2018/19).

**14. CHRISTMAS/NEW YEAR CLOSURE OF COUNCIL OFFICES (Pages 179 - 188)**

(Technology and Support Services Portfolio Holder) To consider the attached report (C-007-2018/19).

**15. STAFF APPEALS PROCEDURE (Pages 189 - 196)**

(Technology and Support Services Portfolio Holder) To consider the attached report (C-008-2018/19).

**16. 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 requires 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.

**17. 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.

Background Papers

Article 17 of the Constitution (Access to Information) 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 and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection one copy of each of the documents on the list of background papers for four years after the date of the meeting. Inspection of background papers can be arranged by contacting either the Responsible Officer or the Democratic Services Officer for the particular item.