

**EPPING FOREST DISTRICT COUNCIL**

**THE EXECUTIVE WORK PROGRAMME 2006/07**

**(COVERING STATUTORY PERIOD  
JUNE 2006 TO JUNE 2007)**

**INCORPORATING THE FORWARD PLAN**

**(COVERING STATUTORY PERIOD  
JUNE 2006 TO SEPTEMBER 2006)**

**EPPING FOREST DISTRICT COUNCIL**

**PORTFOLIO – FINANCE, PERFORMANCE MANAGEMENT, & CORPORATE SUPPORT SERVICES**

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMENTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
Full BVPP	Publish by 30 June 2006	5-Jun-06 29-Jun-06	Cabinet Council	All Members	Steve Tautz 01992 564180	File papers in PMU
Council Plan	Approval of new format and content	5 June 2006 29 June 2006	Cabinet Council	All Members Standing Panel	Steve Tautz 01992 564180	File papers in PMU
Quarterly Internal Audit Monitoring Reports 05/06	To note progress against the Audit Plan	17 July 2006	Finance Cabinet Committee	Management Board	Joe Ackerman 01992 56446	Audit Reports and files
Annual Accounts	Approval of Accounts	19 June 2006 29 June 2006	Finance Com. Council	Management Board	Bob Palmer/Peter Maddock 01992 564279	File papers in Accountancy
Re-use of Public Sector Information Regulations	Ratify Corporate Policy	4-Sep-06	Cabinet	O&S Constitutional Affairs Standing Panel, Management Board	Ian Willett 01992 564243	Freedom of Information Policy
Violence at work	Approval of policy	4-Sep-06	Cabinet	SMT Trade Unions	Tony Tidey 01992 564054	File papers in HR
Recruitment and retention	Review of activity/future options	18-Dec-06	Cabinet	Trade Unions	Tony Tidey 01992 564054	File papers in HR
Age Discrimination Regulations	Approval of Policy	4-Sep-06	Cabinet	SMT, Trade Unions, JCC	Tony Tidey 01992 564054	File papers in HR
Child Protection Policy	Approval of Policy	4-Sep-06	Cabinet	SMT, Trade Unions, JCC	Tony Tidey 01992 564054	File papers in HR
Work Experience Policy	Approval of Policy	4-Sep-06	Cabinet	SMT, Trade Unions, JCC	Tony Tidey 01992 564054	File papers in HR
Staff Code of Conduct	Approval of Policy	4-Sep-06	Cabinet	SMT, Trade Unions, JCC	Tony Tidey 01992 564054	File papers in HR

**EPHING FOREST DISTRICT COUNCIL**

**PORTFOLIO – CUSTOMER SERVICES, MEDIA, COMMUNICATIONS & ICT**

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMENTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
e-Government Return 6	Ratify the return	29 June 2006	Council	O&S Customer Services and ICT Standing Panel, Management Board	Adrian Scott 01992 564457	IEG Statements, EOLP Business Plan
Customer Services Transformation Programme	To agree the Programme Plan	10 July 2006	Cabinet	O&S Customer Services and ICT Management Board and Senior Management Team	Adrian Scott 01992 564457	CSTP Scoping Document
Single Non emergency Number (SNEN)	To agree partnership proposals	4 September 2006	Cabinet	O&S Customer Services and ICT Standing Management Board	Adrian Scott 01992 564457	SNEN Programme Concepts of Operation (Home Office)
ICT Service restructure – Outcome Review	Consider options for change	13 November 2006	Cabinet	Management Board O&S Customer Services and ICT Standing Panel	Adrian Scott 01992 564457	
e-Government Return 7	Ratify the return	14 December 2006	Council	O&S Customer Services and ICT Standing Panel, Management Board	Adrian Scott 01992 564457	IEG statements, EOLP Business Plan
Upgrading of recruitment website	Approval of virement	26 September 2006	Portfolio Holder	MB	Tony Tidey 01992 564054	File papers in HR
Forester – Review of arrangements for re-tendering.	Publication and distribution across all wards	17 August 2006	Portfolio Holder	Portfolio Holder	T Carne Public Relations 01992 564039	Tender documents

**EPPING FOREST DISTRICT COUNCIL**

**PORTFOLIO – COMMUNITY WELLBEING**

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMENTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
Grant Aid 2006/07 – Allocation of Budget	Applications for Determination	26 June 2006	Portfolio Holder	Portfolio Holder	Chris Overend 01992 - 564247	File papers in RDS

**EPPING FOREST DISTRICT COUNCIL**

**PORTFOLIO – ENVIRONMENTAL PROTECTION**

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMENTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
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**There are no Key Decisions for this Portfolio during the period June to September 2006**

**EPPING FOREST DISTRICT COUNCIL**

**PORTFOLIO – LEISURE & YOUNG PEOPLE**

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMENTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
Tree Strategy Policy	To recommend future policy with regard to Highways, Housing and Leisure Trees	4 Sept 2006	Cabinet	Housing Services	D Macnab 01992 564260	

**EPPING FOREST DISTRICT COUNCIL**

**PORTFOLIO - CIVIL ENGINEERING AND MAINTENANCE**

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMENTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
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**There are no Key Decisions for this Portfolio during the period June to September 2006**

## EPPING FOREST DISTRICT COUNCIL

### PORTFOLIO – LEADER’S

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMNTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
Review of emergency planning decision making	Decision making in emergency situations	4-Sep-06 26-Sep-06	Cabinet Council	Partner agencies O&S P/F Holder – Community Wellbeing	M Tipping 01992 564280	Review report when completed



**EPHING FOREST DISTRICT COUNCIL**

**PORTFOLIO – HOUSING**

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMENTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
Response Repair Target Times – Routine	To review times	10-Jul-06	Cabinet	Tenants Fed	P Pledger 01992 564248	
Homelessness Strategy	To approve revised strategy	27-Jun-06	Housing Portfolio Holder	Housing Scrutiny Panel	R Wallace 01992 564490	
Revised Housing Strategy	To approve the strategy	29-Jun-06	Council	Housing Scrutiny & various others	A Hall 01992 564004	
Interim Review of Allocation Scheme	To consider conversion of non-secure tenancies to secure	27-Jun-06	Housing Portfolio Holder	RSL's/Tenants Fed	R Wilson 01992 564419	
Review of Allocations Scheme	To recommend changes	4-Sep-06	Cabinet	Tenants Fed/RSL's Local Councils/Housing Scrutiny Panel.	R Wilson 01992 564419	
Off street Parking Programme	To consider schemes for next year	26-Sep-06	Housing Portfolio Holder	Residents of identified schemes	P Pledger 01992 564248	Individual scheme assessments
Review of Housing Allocations Scheme	To recommend changes	26-Sep-06	Housing Portfolio Holder	Tenants Fed/RSL's Local Councils/Housing Scrutiny Panel.	R Wilson 01992 564419	Current Scheme
Local Supporting People Strategy	To approve the new strategy	26-Mar-06	Housing Portfolio Holder	Housing Scrutiny Panel Inclusive Forum	R Wilson 01992 564419	Current Strategy

## EPPING FOREST DISTRICT COUNCIL

### PORTFOLIO – PLANNING & ECONOMIC DEVELOPMENT

<b>ITEM</b>	<b>KEY DECISION</b>	<b>DATE OF DECISION</b>	<b>DECISION TAKER</b>	<b>CONSULTATION ARRANGEMENTS</b>	<b>REPRESENTATION ARRANGEMENTS</b>	<b>BACKGROUND PAPERS</b>
Phase 1 Habitat Survey update		10 July 2006	Cabinet		Ian White 01992 564066	
Local Plan Inquiry Inspectors Report		10 July 2006	Cabinet		Ian White 01992 564066	
Document Fees & Charges		10 July 2006	Cabinet		John Preston 01992 564111	
Statement of Community Involvement		10 July 2006	District Development Committee		Henry Stamp 01992 564325	