



Epping Forest District Council

DECISIONS

Committee:	CABINET
Date of Meeting:	Thursday, 11 June 2015

Date of Publication:	19 June 2015
Call-In Expiry:	25 June 2015

This document lists the decisions that have been taken by the Cabinet at its meeting held on Thursday, 11 June 2015, which require publication in accordance with the Local Government Act 2000. The list specifies those decisions 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 might 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:

Gary Woodhall
Democratic Services Officer
Office of the Chief Executive

Tel: 01992 564470
Email: gwoodhall@eppingforestdc.gov.uk

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

Decision No:

3. MINUTES

Decision:

- (1) That the minutes of the meeting held on 13 April 2015 be taken as read and signed by the Leader of the Council as a correct record.

7. NORTH WEALD BASSETT NEIGHBOURHOOD AREA DESIGNATION

Decision:

(1) That the exclusion of an area to the west of the M11 motorway from the application by North Weald Bassett Parish Council for the designation of the whole Parish for the purposes of preparing a Neighbourhood Plan be agreed for the following reasons:

(a) a number of strategic cross boundary matters had been identified which included, but were not limited to, Green Belt review, cross district boundary agreement of housing and job growth figures, and planning and delivery of key strategic infrastructure;

(b) the matters identified in (a) above were not within the remit of a Neighbourhood Plan to address;

(c) a comprehensive assessment of all of the possible sites around Harlow (in Epping Forest, Harlow and East Hertfordshire District Council areas) must be carried out to ensure that the most suitable site(s) (if any at all) were allocated for development in the Local Plans for these three Districts; and

(d) the proposed area to be excluded from the Neighbourhood Area designation was defined by existing physical and administrative boundaries, and did not cover an area of high existing population.

8. HOUSING RELATED SUPPORT CHARGES

Decision:

(1) That, having regard to the comments of the Epping Forest Tenants & Leaseholders Federation tabled at the meeting, the approach to Housing Related Support (HRS) charges set out in Option 5 within the report be taken, namely to continue with the agreed 2015/16 charges and increase charges further from April 2016 over a period of time until the cost of the Scheme Management Service was self funded, and that:

(a) the HRS charges made to Council tenants and private Careline users for 2015/16 be continued for the remainder of the current year; and

(b) in advance of the budget cycle for 2016/17, a plan on how much HRS charges should be increased each year from April 2016 until the cost of the Scheme Management Service became self-funded, with regard to any annual reductions in HRS funding from Essex County Council, be recommended by the Housing Portfolio Holder to the Cabinet;

(2) That the Housing Select Committee be requested to:

(a) consider whether more properties specially designated for older people on housing estates should be de-designated, with future vacancies used to meet the increasing demand for younger housing applicants;

(b) review the associated level of staffing required to provide the Scheme Management Service to determine if staffing costs (and therefore HRS charges) could be reduced as a result; and

(c) make recommendations to the Housing Portfolio Holder accordingly;

and

(3) That letters be sent to all service users in February 2016, once the Cabinet had determined the HRS charges for 2016/17 and the amount of HRS funding to be received from Essex County Council for 2016/17 was known, explaining the proposed approach and the reasons.

9. REVISED PROGRAMME OF WORKS FOR OFF-STREET PARKING AT TORRINGTON DRIVE, LOUGHTON

Decision:

(1) That the off-street parking scheme at Torrington Drive, Loughton be brought forward for inclusion in the 2015/16 off-street parking programme to coincide with the Council Housebuilding development, subject to resident consultation and planning approval; and

(2) That any new off-street parking spaces be provided as a Residents Parking Scheme, consistent with other schemes across the District with permits limited to one per household.

10. LOCAL DEVELOPMENT SCHEME AND LOCAL PLAN RESOURCING

Decision:

(1) That the updated Local Development Scheme for 2015/16, attached at Appendix 1 of the report, be adopted and published on the Council's website; and

(2) That expenditure against the Local Plan budget in 2014/15, the projected expenditure for 2015/16, and the estimated expenditure for 2015/16 and future years, including a need to reconsider the project fund as a whole in the next available budget cycle, be noted.

11. PROVISION OF NEW DEPOT AT OAKWOOD HILL

Decision:

(1) That the tender bid of £2,385,176 from T. J. Evers Ltd to undertake the design, build and construction of the new depot at Oakwood Hill for Grounds Maintenance and Fleet Operations be accepted; and

(2) That, pursuant to Overview and Scrutiny Rule 21 (Special Urgency), the Chairman of the Council be requested to waive the call-in arrangements for this decision due to its urgency as any delay in relocating services from Langston Road Depot may impact on the programme for delivering the new Epping Forest Shopping Park.

12. SITE LICENCE CONDITIONS ON HOLIDAY CARAVAN AND CAMPING SITES

Decision:

(1) That, following consultation with site operators, statutory consultees and other interested parties, the Standard Licence Conditions for Holiday Caravan and Camping Sites in Epping Forest District, as attached at Appendix 1 of the report, be adopted.

13. CORPORATE PLAN KEY OBJECTIVES - 2014-15 OUTTURN

Decision:

(1) That the review of the end of year position in relation to the achievement of the Council's Key Objectives for 2014/15 be noted.

14. TENDER FOR INSURANCE POLICIES

Decision:

(1) That the outcome of the tender exercise for the Council's insurance policies be noted;

(2) That an agreement with Zurich Municipal be entered into for five years with an option to extend for a further two years; and

(3) That, pursuant to Overview and Scrutiny Rule 21 (Special Urgency), the Chairman of Council be requested to waive the call-in arrangements for this decision due to its urgency as any delay would prejudice the Council's interests because there would be a gap between the expiry of the old policies and the commencement of the new policies leaving the Council uninsured for a short period.

16. EXCLUSION OF PUBLIC AND PRESS

Decision:

(1) That, in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the items of business set out below as it would involve the likely disclosure of exempt information as defined in the paragraph of Part 1 of Schedule 12(A) of the Act indicated and the exemption was considered to outweigh the potential public interest in disclosing the information:

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17. LICENCE FOR NORTH WEALD MARKET

Decision:

(1) That, as recommended by the Asset Management & Economic Development Cabinet Committee, the Council's right to determine the Licence for North Weald Market be exercised, giving six months notice by 30 June 2015, due to the unlikely prospect of an improved trading position by the current market operator Hughmark International;

(2) That the opportunity to hold regular outdoor events on the current market area at North Weald Airfield be re-tendered by the Council, and to include but not restricted to outdoor markets;

(3) That the results of the procurement exercise in (2) above be reported to a future meeting of the Cabinet; and

(4) That, pursuant to Overview & Scrutiny Rule 21 (Special Urgency), the Chairman of the Council be requested to waive the call-in arrangements for this decision due to the urgency arising from the contractual obligation to give notice of

determining the licence by 30 June 2015.

18. EPPING FOREST SHOPPING PARK

Decision:

(1) That the buy out of the interest of Polofind Limited in the Epping Forest Shopping Park development by the Council be agreed and in particular, the site known as T11 for the sum of £10,250,000 plus £410,000 for stamp duty and £153,750 for agents fees in accordance with the Heads of Terms attached as an Appendix to the report, which included no further liability by Polofind Limited for the clawback provision of £2,250,000 plus reimbursement of Professional Fees incurred in bringing the site forward;

(2) That a Capital Supplementary Estimate be recommended to the Council for approval at the Extraordinary Meeting on 23 June 2015 in the sum of the £10,250,000, plus £410,000 for stamp duty and £153,750 for agents fees for the purchase and an estimated £642,000 for professional fees, plus a sum of £19,180,530 making a total of £30,636,280 based on the latest Development Appraisal to enable the Council to construct and let the Epping Forest Shopping Park;

(3) That Contract Standing Orders C5 and C6 be waived to enable the Council to retain the existing project team, who would be engaged directly by the Council under new contracts developed by DAC Beachcroft, whose provisional appointment as specialist construction lawyers would be confirmed; and

(4) That a temporary licence of 12 months for two units at Oakwood Hill Industrial Estate be entered into by the Council, to facilitate the vacating of the depot pending the completion of the Council's new depot facilities at Oakwood Hill, at a cost of £69,000 including internet, utilities and building insurance but not business rates, to be contained within existing provision.