

## **EPPING FOREST DISTRICT COUNCIL COUNCIL MINUTES**

**Committee:** Council

**Date:** 31 July 2012

**Place:** Council Chamber, Civic Offices,  
High Street, Epping

**Time:** 7.30 - 9.07 pm

**Members Present:** Councillors B Rolfe (Chairman), Mrs M Sartin (Vice-Chairman), K Angold-Stephens, K Avey, A Boyce, Mrs H Brady, W Breare-Hall, K Chana, G Chambers, Mrs T Cochrane, R Cohen, C Finn, L Girling, P Gode, Mrs A Grigg, J Hart, Ms J Hart, D Jacobs, Mrs S Jones, Ms H Kane, P Keska, Mrs J Lea, L Leonard, H Mann, J Markham, Mrs M McEwen, A Mitchell MBE, G Mohindra, R Morgan, S Murray, Mrs C Pond, B Sandler, Ms G Shiell, Mrs P Smith, P Spencer, D Stallan, Ms S Stavrou, Mrs T Thomas, Mrs L Wagland, G Waller, Ms S Watson, Mrs E Webster, C Whitbread, Mrs J H Whitehouse, J M Whitehouse, D Wixley, N Wright and J Wyatt

**Apologies:** Councillors R Bassett, T Church, Mrs R Gadsby, J Knapman, Ms Y Knight, A Lion and H Ulkun

**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)), P Seager (Chairman's Secretary), R Perrin (Democratic Services Assistant), T Carne (Public Relations and Marketing Officer) and S Mitchell (PR Website Editor)

### **20. 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.

### **21. MINUTES**

#### **RESOLVED:**

That the minutes of the meeting held on 18 June 2012 be taken as read and signed by the Chairman as a correct record.

### **22. DECLARATIONS OF INTEREST**

(a) Pursuant to the Council's Code of Member Conduct, Councillor Breare-Hall declared a non-pecuniary interest in agenda item 10 (Report of the Cabinet – Supplementary District Development Fund Estimate – St John's Road, Epping Development Brief) by virtue of being a member of Epping Town Council.

(b) Pursuant to the Council's Code of Member Conduct, Councillor Whitbread declared a non-pecuniary interest in agenda item 10 (Report of the Cabinet – Supplementary District Development Fund Estimate – St John's Road, Epping Development Brief) by virtue of being a resident of Epping. In addition the Councillor made the following statement:

"I wish to state that:

(a) in my own response as a local resident to the public consultation, I stated that I was opposed to the provision of a supermarket;

(b) my view has always been that the approved Development Brief should achieve the twin goals of revitalising the High Street economy and preserving its essential character;

(c) it has never been my view that maximising the financial or return on the Council's land holding in that area should be the only objective of the authority, community benefits are equally important in my mind; and

(d) the decision as to whether a supermarket or indeed any other form of development will form part of the brief is not mine as Leader of the Council but one for the whole Council."

(c) Pursuant to the Council's Code of Member Conduct, Councillor J M Whitehouse declared a non-pecuniary interest in agenda item 10 (Report of the Cabinet – Supplementary District Development Fund Estate – St John's Road, Epping Development Brief) by virtue of being an Epping Town Councillor and a resident of St John's Road, Epping.

(d) Pursuant to the Council's Code of Member Conduct, Councillor Avey declared a non- pecuniary interest in agenda item 10 (Report of the Cabinet – Supplementary District Development Fund Estimate – St John's Road, Epping Development Brief) by virtue of being a member of Epping Town Council.

(e) Pursuant to the Council's Code of Member Conduct, Councillor J H Whitehouse declared a non- pecuniary interest in agenda item 10 (Report of the Cabinet – Supplementary District Development Fund Estimate – St John's Road, Epping Development Brief) by virtue of being a County Councillor representing the Epping and Theydon Bois Division.

## **23. ANNOUNCEMENTS**

### **(a) Announcements by the Chairman of the Council**

#### **(i) Olympic Games – Torch Relay**

The Chairman reported that on 7 July 2012 the Olympic Torch had arrived at Waltham Abbey and that by 7.00 a.m. the streets had been full and a carnival atmosphere underway. He advised that after the Torch had passed through to much acclaim, a party had followed with a procession led by the Epping Pipe Band, himself, Councillor Webster – Chairman of the Waltham Abbey Town Council, Eleanor Laing MP, Councillor Whitbread, Leader of the Council and other local mayors and dignitaries. He advised that having crossed the Meridian Line where dragons signified "East meets West" entertainment had been provided by dancers and musicians outside the Epping Forest District Museum. He continued that had been followed with further entertainment being provided by staff from the District Council's Leisure Services and the Lee Valley Regional Park in the Abbey Gardens.

The Chairman stated that the Council owed a debt of gratitude to the officers of the Council led by the Acting Chief Executive and orchestrated by the Director of

Environment and Street Scene for the manner in which the event had been organised.

The Council watched a short video of the event.

## **(ii) Olympic Games Tickets**

The Chairman announced that as "host authority" for the Olympic Games the Council had been able to apply for and purchase a number of tickets for the Games. He advised that the Council had previously decided to award tickets to the Citizen of the Year Award winner and the two runners up and also to the Young Citizen of the Year Award winner and the two runners up. In addition, tickets had been given to King Harold School as the school nearest to the Olympic venue at the Lee Valley Park White Water Centre.

The Chairman advised that the remaining tickets had been allocated to deserving residents of the District. He informed the Council that there had been an excellent response to an advertisement for residents to nominate deserving recipients and a panel of judges made up of himself, Councillor Sartin (Vice-Chairman) and Councillor Webster (Olympic Champion) had met to discuss the applications received. Whilst all the applicants had been worthy of tickets, as the Council only had a limited number available the panel had decided to allocate the tickets to those persons who had volunteered widely throughout the District. He advised that the tickets had been allocated to a wide range of ages and that some of the recipients in addition to volunteering for a number of years had coped with health problems or had overcome adversity throughout their lives.

The Chairman stated that the winners' citations showed that this District had a large number of volunteers working with young people, the elderly, involved with fund raising, organising or running community and voluntary groups across all areas. He continued that without those volunteers, communities would really suffer and in his opinion the winners were hugely deserving of receiving the tickets which had represented a very small thank you from the District Council for the services they provided.

## **(iii) Attendance at Events**

The Chairman reported on his attendance at some events held since the last Council meeting.

On 3 June together with his wife he had joined the Avenue of Sail on the River Thames to celebrate Her Majesty the Queen's Diamond Jubilee. Together with other chairmen and mayors of district and borough councils in Essex they had been ferried out to the sailing barge "Hydrogen" chartered by Essex County Council and moored down stream from Tower Bridge. Despite the subsequent inclement weather it had been a wonderful experience which had been a privilege to attend.

The Chairman advised that he had been questioned by some people as to whether it was right to spend public funds on such events, bearing in mind the current economic crisis. In order to avoid any misunderstanding he advised that in addition to two commercial sponsors, the invitation had been issued to everyone on the clear understanding that each attendee would pay for the privilege personally so there would be no cost to the public purse.

The Chairman continued that during the last month there had been two Royal visits to the District, both by the Duke of Gloucester. The first as Forest Ranger, he had

been invited by the Corporation of London to open the new museum and refurbishment of the Queen Elizabeth Hunting Lodge in the forest at Chingford. A week later he had opened the new extension at St John's Church of England Primary School in Buckhurst Hill. The Chairman announced that he had been privileged to attend both events on behalf of the Council.

The Chairman advised that it had been his pleasure to visit many of the District's local schools for various events over the past few weeks. He stated that he had handed out certificates under the WEP Scheme, whereby children nominated by their teachers were rewarded for effort and improvement. The Chairman continued that three local schools had celebrated their Diamond Jubilee this year and he extended his congratulations to Alderton Infants School, Whitebridge Junior School and King Harold Business and Enterprise Academy.

He also referred to a magnificent mini Olympics event hosted by Davenant Foundation School at which over 40 schools in the District had taken part organising the entire event from the torch design to the medal ceremony. He extended his thanks to the leadership of the teachers and support from governors and parents for the behaviour, enthusiasm and pride in their schools demonstrated by all of the children.

**(iv) The Floral Display**

The Chairman announced that he intended to send the flowers from tonight's meeting to the Treetops Care Home in Epping.

**(b) Announcements by the Leader of the Council**

The Leader advised that he had no announcements to make under this heading.

**(c) Announcements by Portfolio Holders**

**(i) Leisure and Wellbeing Portfolio Holder**

Councillor Webster extended her thanks to all of the organisations who had contributed to making the Torch Relay a success. She particularly thanked Mr J Nolan, Assistant Director, Environment and Street Scene for leading on safety and technical issues and Mrs J Chandler, Assistant Director, Office of the Deputy Chief Executive for leading on the community events. She also thanked the support provided by Ms J Richmond, Clerk of the Waltham Abbey Town Council and Mr J Gilbert, Director of Environment and Street Scene for co-ordinating the whole event. She stated that it had been a truly memorable day for Waltham Abbey.

**(c) Epping Forest Country Care – Essex Wildlife Trust Living Landscape Awards**

The Chairman advised that it gave him great pleasure to announce that the Council's Country Care Service had received two Living Landscape Awards from the Essex Wildlife Trust.

He informed the Council that any organisation, individual, business or group in the County was able to apply for an award if they had undertaken a project which enhanced wildlife and created a landscape which enabled species and people to move through a wildlife/rich landscape.

He continued that 10 awards had been made for the year 2011/12 and Country Care had received two of them. Epping Forest had been the only Council to receive an award and the only organisation to receive two awards.

The Council noted that one of the award winning projects had related to green hay strewning on Linders Field Local Nature Reserve in Buckhurst Hill. The technique of green hay strewning was used to enhance the floral diversity of a grassland site that was poor in terms of wildflowers. The cuttings had been taken from the Roding Valley Flower Meadow and spread over Linders Field to germinate. The Council noted that this project had been led by Nicola Rogers, Assistant Countryside Manager.

The Chairman advised that the other award involved work carried out on Weald Common Local Nature Reserve where an enclosed meadow had been created by planting hedgerows which had been managed to provide a good habitat for wildlife. The enclosed meadow also had created a sheltered spot for wildflowers to thrive. The Council noted that this project had been led by Kevin Mason, Country Care Assistant.

The Chairman informed the Council that Nicola and Kevin were present at the meeting and he invited them and Councillor Waller, the Portfolio Holder responsible for the service, to join him in the well of the Chamber for formal presentations and photographs.

#### **24. PUBLIC QUESTIONS**

The Council noted that there were no public questions for this meeting.

#### **25. REPORTS FROM THE LEADER AND MEMBERS OF THE CABINET**

The Council received written reports from the Asset Management and Economic Development Portfolio Holder, the Environment Portfolio Holder, the Finance and Technology Portfolio Holder, the Housing Portfolio Holder, the Leisure and Wellbeing Portfolio Holder, the Planning Portfolio Holder, the Safer, Greener and Highways Portfolio Holder and the Support Services Portfolio Holder. The Council also received an updated written report from the Environment Portfolio Holder.

The Chairman invited the Leader to provide an oral report and the other members of the Cabinet to give an oral update of their written reports.

##### **(a) Leader**

Councillor Whitbread informed the Council that he had been elected Chairman of One Epping Forest, the Local Strategic Partnership (LSP) at their board meeting on 14 June. The partnership had received a presentation from the Local Future's Group on the potential future demographic and socio-economic changes affecting the District. This had been timely given that the Council's Local Plan Issues and Options consultation had also been on the agenda. Councillor Whitbread informed the Council that he had been impressed by the productive work being undertaken by the LSP thematic groups around children, safer and sustainable communities and health.

The Leader advised that he had attended a meeting of the Essex Leaders and Chief Executives. Further concern had been expressed about the Localisation of Council Tax Benefit and welfare reform generally. Assurances had been given around the need to make sure that any local schemes in Essex had common core criteria although some local variations to reflect individual District needs would no doubt be

necessary. Councillor Whitbread referred members to the report which had been made to the Council's Cabinet on this issue on 23 July. He reported that the Leaders and Chief Executives had also received an update on the Whole Essex Community Budgets Pilot and the establishment of the new Police and Crime Panel in advance of the Commissioner's election later in the year. The meeting had also received a presentation from the Chief Fire Officer on the emergency planning arrangements for the Olympic Games.

Councillor Whitbread reported that he had also attended a meeting of the London Anglia Local Enterprise Partnership which was proposing a local enterprise partnership focused on the Lee Valley/M11 corridor.

The Leader advised that members of the Cabinet had recently met with local Essex County Councillors and Members of Parliament as part of the joint liaison arrangements which had been in place for a number of years. At that meeting discussions had taken place regarding the Local Plan preparation and the Localisation of Council Tax Benefit. The meeting had also discussed the new arrangements for Highways Panels and had received progress reports on the St John's Road and Langston Road developments. Councillor Whitbread advised the Council that he had also received feedback from a meeting held with the Epping and Ongar Railway, local town and parish councils and residents' representatives. He expressed the hope that as some residents still had concerns about the railway operation another meeting could be convened in the near future. Finally, the joint meeting had discussed the establishment of Locality Boards and had concluded that rather than establish yet another forum, the joint liaison meeting was best placed to undertake this role. Concern had been expressed about representation by town and parishes on Locality Boards but given that a representative of the Local Councils' Liaison Committee now attended the joint liaison meeting those concerns appeared to have been addressed.

Councillor Whitbread referred to two community events which he had recently attended, namely, Crucial Crew and the West Essex Primary School prize giving. He reported that in his capacity as LSP Chairman he had been pleased to attend the latter at Epping Forest College at which over 80 schools had participated.

**(b) Leisure and Wellbeing Portfolio Holder**

Councillor Webster provided the Council with an update in relation to the Olympic Games. She stated that locally there had been no major issues with travelling to and from the Lee Valley Park White Water Centre although the use of the park and ride facility at North Weald Airfield had been disappointing. She advised that although some 50 parking penalty charge notices had been issued in Waltham Abbey on the first day of this event these would be cancelled if they had been wrongly issued to local residents. She continued that Princess Anne had attended the White Water Centre on the first day.

**(c) Finance and Technology Portfolio Holder**

Councillor Stavrou advised that the Department of Communities and Local Government had issued a consultation document regarding the retention of business rates. She pointed out that the document ran to some 250 pages and posed 83 detailed questions. She informed the Council that officers would be reporting on the consultation paper to the Finance and Performance Management Cabinet Committee in September at which a response would be agreed.

**26. QUESTIONS BY MEMBERS WITHOUT NOTICE****(a) Asbestos in Council Buildings**

Councillor Markham asked the Leader what steps had been taken regarding the identification and removal of asbestos material from Council buildings in the light of a previous decision to inspect all buildings and produce a programme of works.

Councillor Whitbread acknowledged the very serious problem of asbestos material in buildings which in many cases did not come to light for many years. He thanked Councillor Markham for drawing attention to this matter and advised that he would place a detailed response in the Council Bulletin.

**(b) Buckhurst Hill Parking Review**

Councillor Spencer asked the Safer, Greener and Highways Portfolio Holder for the current timetable in relation to the Buckhurst Hill Parking Review.

Councillor Waller advised that he had recently met representatives of Buckhurst Hill. He acknowledged that the parking review exercise undertaken in Epping had not been ideal and had not satisfied many of the local residents. Accordingly, different approaches were being explored in relation to the Buckhurst Hill Review. He emphasised that he wished local ward members to play a leading role in determining the consultation exercise with the aim of producing proposals which would generally meet with approval.

**(c) Local Plan Issues and Options Consultation – Engagement Programme**

Councillor Wagland referred to the range of activities arranged during the forthcoming Issues and Options engagement period and pointed out that there were no exhibitions or workshops proposed in the Chigwell, Grange Hill or Buckhurst Hill areas. She asked if local councils could request additional exhibitions and workshops and suggested that in view of the number of potential sites in Chigwell there ought at least to be some events held there.

Councillor Whitbread, in the absence of the Planning Portfolio Holder, stated that he had already asked officers to review the engagement programme and that he would now emphasise to them the need to include Chigwell within the exhibition and workshop programme.

**(d) North Essex Parking Partnership – Emptying of Pay and Display Machines**

Councillor McEwen asked the Safer, Greener and Highways Portfolio Holder who would be responsible for emptying the pay and display machines in Council car parks when the Partnership took over responsibility for enforcement. She pointed out that failure to empty the machines on a regular basis had been a problem in the past in Ongar and asked if the Portfolio Holder expected the position to be improved once the Partnership took over responsibility.

Councillor Waller, Safer, Greener and Highways Portfolio Holder advised that he would provide a written response in the Council Bulletin after speaking to officers.

**(e) North East Parking Partnership - Funding**

Councillor Jacobs referred to the written report of the Safer, Greener and Highways Portfolio Holder in which reference had been made to the Partnership within a relatively short period moving from requiring subsidy to a position of surplus. He asked how this had been achieved and questioned the method of apportioning the surplus between authorities.

Councillor Waller, Safer, Greener and Highways Portfolio Holder stated that any surplus would be used for the benefit of all of the authorities in the Partnership and he would provide a more detailed response in the Council Bulletin.

**(f) Revenue Outturn**

Councillor J M Whitehouse referred to the figures in the written report of the Finance and Technology Portfolio Holder which showed that an additional £547,000 had been added to reserves. He asked the Portfolio Holder whether in the light of this saving it was no longer necessary to place so much emphasis on obtaining capital receipts and that this presented an opportunity to invest in worthy community projects.

Councillor Stavrou, Finance and Technology Portfolio Holder stated that she could give no guarantees at this stage as detailed work was still being undertaken. She agreed to keep members informed as matters progressed and invited them to discuss any specific issues with her outside of the meeting.

**(g) Pyrles Lane Nursery, Loughton**

Councillor Angold-Stephens asked the Environment Portfolio Holder what steps would be taken in relation to the growing, importing and storage of plants and ensuring the availability of staff expertise in the event of the nursery being relocated.

Councillor Breare-Hall, Environment Portfolio Holder paid tribute to the work undertaken by the nursery staff, particularly in recent weeks in preparation for the period of the Olympic Games. He advised that there were a number of issues to consider in relation to any future provision and assured members that he would take account of all the options.

**(h) Buckhurst Hill and Loughton Broadway Parking Reviews**

Councillor Jennie Hart referred to the earlier question regarding the Buckhurst Hill Parking Review and asked the Safer, Greener and Highways Portfolio Holder if he would apologise to residents of both Buckhurst Hill and Loughton Broadway for the long delays in progressing parking reviews in those areas. She pointed out that residents in Buckhurst Hill and Loughton Broadway had waited many months for parking reviews and she asked when a programme for these reviews would be available.

Councillor Waller, Safer, Greener and Highways Portfolio Holder stated that there had been a large number of reviews throughout the District and that the necessary scoping in relation to those reviews had taken a lot longer than had originally been anticipated. He repeated that many residents in Epping had expressed dissatisfaction with the results of the Epping Parking Review and accordingly he saw the need to adopt a different approach in relation to future reviews. He repeated that in relation to Buckhurst Hill he envisaged local ward councillors playing a leading role in consultation which he anticipated would commence in August/September 2012. He suggested that future schemes should concentrate on specific safety issues in



particular localities rather than attempt to cover a very large area. He acknowledged that a number of no parking/waiting restriction road markings had disappeared from roads in Buckhurst Hill and said that he would ensure that these would be replaced as soon as new schemes were implemented by the North Essex Parking Partnership. Councillor Waller advised that he had no information at present about the Loughton Broadway Parking Review and could not apologise for matters which had taken place prior to him taking responsibility as Portfolio Holder.

**(i) Police and Crime Commissioner Election**

Councillor Murray asked the Safer, Greener and Highways Portfolio Holder what steps were being taken to encourage awareness and achieve a high turnout for the Police and Crime Commissioner elections in November 2012.

Councillor Waller, Safer, Greener and Highways Portfolio Holder stated that officers were fully aware of the issues surrounding the conduct of an election in November. He stated that he expected there to be a national campaign which would probably be supplemented by an Essex-wide campaign. He said that he had expected all reasonable steps would be taken to ensure a high turnout.

**(j) Community Safety Partnership and Police**

Councillor Jacobs drew attention to the written report of the Safer, Greener and Highways Portfolio Holder in which reference had been made to the detection rate in the local police division being lower than average. He questioned why this should be the case.

Councillor Waller, Safer, Greener and Highways Portfolio Holder stated that the powers of the Epping Forest Community Safety Partnership were limited and that the detection rate was a matter for the police. He said that he would be happy to facilitate an exchange of correspondence between the local police Superintendent and Councillor Jacobs.

**27. MOTIONS**

The Chairman reported that there were no motions to be considered at this meeting.

**28. QUESTIONS BY MEMBERS UNDER NOTICE**

The Chairman reported that there were no questions under notice to be considered at this meeting.

**29. REPORT OF THE CABINET - SUPPLEMENTARY DISTRICT DEVELOPMENT FUND (DDF) ESTIMATE - ST JOHN'S ROAD, EPPING DEVELOPMENT BRIEF**

**Mover: Councillor Grigg, Asset Management and Economic Development Portfolio Holder**

Councillor Grigg submitted a report seeking a supplementary DDF estimate to cover expenditure incurred since December 2008 and currently met from the Local Plan budget and to cover the reasonable further expenditure envisaged to complete the St John's Road project.

Councillor J M Whitehouse questioned why there was no reference in the report to the expenditure incurred in receiving consultancy advice from Savills aimed at ensuring the Council maximised the value and benefits from the development. He

also asked about the use of capital receipts from the disposal of any District Council owned land within the area and he sought assurances that planning advice would be taken into account in relation to any future decisions as well as financial considerations.

Councillor Grigg advised that the fee for Savills had been met from existing provision within a consultancy budget of the Corporate Support Services Directorate. She confirmed that any capital receipts could go some way to defraying the costs of the Development Brief. She advised that a draft Development Brief would be considered by Planning Officers and that they had already been consulted on a number of specific issues. She said that she anticipated a Development Brief being considered by the Cabinet in September 2012.

Councillor J H Whitehouse drew attention to the need to undertake two traffic surveys because the first one had been inadequate and she asked whether there was any possibility of money being recovered from that first survey.

Councillor Mohindra, former Finance and Economic Development Portfolio Holder advised that the initial traffic survey had been undertaken for different reasons and that in an attempt to save costs it had been used for the St John's Road project. However, it had become clear that a more detailed survey would be required which had led to a second survey.

Councillor Grigg advised that a further meeting was to be held with the Council's consultants shortly to finalise arrangements and that she would update members on progress in the Council Bulletin.

#### **Report as first moved ADOPTED**

##### **RESOLVED:**

That a supplementary DFF estimate of £115,000 be approved to cover expenditure from outside the Local Plan budget:

- (a) to reinstate the sum of £105,000 to the Local Plan budget; and
- (b) to provide £10,000 to cover further expenditure to produce the Development Brief for the Council.

#### **30. REPORT OF THE CABINET - SUPPLEMENTARY DISTRICT DEVELOPMENT FUND (DDF) ESTIMATE - LOCAL PLAN PROJECT**

**Mover: Councillor Whitbread, Leader, in the absence of Councillor Bassett (Planning Portfolio Holder)**

Councillor Whitbread submitted a report seeking a supplementary DDF estimate to ensure that the Local Plan could be completed on time.

#### **Report as first moved ADOPTED**

##### **RESOLVED:**

That a supplementary DDF estimate of £160,000 be approved to ensure that there are sufficient resources available to deliver the Local Plan on time.

**31. REPORT OF THE CABINET - SUPPLEMENTARY CAPITAL ESTIMATE - REPLACEMENT OF FIVE MOWING MACHINES**

**Mover: Councillor Breare-Hall, Environment Portfolio Holder**

Councillor Breare-Hall submitted a report seeking a supplementary capital estimate to purchase five replacement mowing machines.

**Report as first moved ADOPTED**

**RESOLVED:**

That a supplementary capital estimate of £123,750 for 2012/13 be approved in order to enable the Directorate of Environment and Street Scene's Grounds Maintenance Section to purchase five Ransomes' Highway3 ride-on-mowers.

**32. ANNUAL REPORT OF THE EXECUTIVE - 2011/12**

**Mover: Councillor Wagland, former Leader and Legal Portfolio Holder**

Councillor Wagland submitted a report providing a resume of major policy issues determined and a summary of issues discussed by the Cabinet across the various Portfolios during 2011/12.

**Report as first moved ADOPTED**

**RESOLVED:**

That the Annual Report of the Executive – 2011/12 be noted.

**33. OVERVIEW AND SCRUTINY****(a) Report of the Chairman of the Overview and Scrutiny Committee**

The Council received a written report from Councillor Morgan, the Chairman of the Overview and Scrutiny Committee.

Councillor Smith asked the Chairman of the Committee if he would consider inviting a Senior Manager from Royal Mail to address a future meeting of the Committee about concerns being expressed by members and the public about local service changes which had recently been published.

Councillor Morgan asked Councillor Smith to put her request in writing to officers so that the Committee could consider adding this issue to its work programme.

**(b) Reports of the Overview and Scrutiny Committee**

The Chairman announced there were no reports to be considered under this item.

**(c) Reports of Overview and Scrutiny Panels**

The Chairman announced there were no reports to be considered under this item.

**(d) Overview and Scrutiny Annual Report 2011/12**

**Mover: Councillor Morgan, current Chairman of the Committee in the absence of the former Chairman, Councillor Bassett**

Councillor Morgan presented the seventh Annual Report under the scrutiny regime established by the Council in April 2005, incorporating the Scrutiny Standing and Task and Finish Panels.

Councillor Murray drew attention to the section of the report relating to the Housing Scrutiny Standing Panel and he encouraged all members to attend the presentation being given on 7 August 2012 regarding the progress that had been made since letting the Innovative Insourcing Contract with Mears as the external repairs management company.

**34. REPORT OF THE LICENSING COMMITTEE - HONEY LANE STREET TRADING**

**Mover: Councillor Angold-Stephens, Chairman of the Committee**

Councillor Angold-Stephens presented a report proposing re-designation of part of Honey Lane as a consent street under the provisions of the Local Government (Miscellaneous Provisions) Act 1982.

**Report as first moved ADOPTED**

**RESOLVED:**

(1) That the Council adopts a policy on the grounds of road safety against issuing a street trading consent on any of that part of Honey Lane which is adopted public highway; and

(2) That the Council agrees that only the Licensing Sub-Committee should have delegated authority to issue a consent for street trading on any of that part of Honey Lane which is adopted public highway.

**35. DECISIONS TAKEN BY THE LEADER OF THE COUNCIL****(a) Local Plan Cabinet Committee – Terms of Reference**

The Council noted a decision taken by the Leader since the last meeting of the Council.

**(b) Local Plan – "Community Choices – Issues and Options" – Consultation**

The Council noted a decision taken by the Leader since the last meeting of the Council.

**36. JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS****(a) Epping Forest Citizens' Advice Bureau**

The Council received a report from Councillor Angold-Stephens (deputy representative) on the business of the Epping Forest Citizens' Advice Bureau. He drew attention to the difficulties facing the Bureau in relation to their premises and emphasised the need for the District Council to continue to provide support.

**(b) Reports to Future Meetings**

There were no requests for representatives on other outside organisations to submit a report to the next meeting of the Council.

**CHAIRMAN**