



CABINET
Monday, 13th March, 2023

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

Council Chamber, Civic Offices, High Street, Epping
on **Monday, 13th March, 2023**
at **7.00 pm** .

G. Blakemore
Chief Executive

Democratic Services
Officer

A. Hendry (Democratic Services)
DD Tel: (01992) 564246

Members:

Councillors C Whitbread (Leader of the Council & Leader of the Conservative Group) (Chairman), N Bedford (Deputy Leader & Place Portfolio Holder) (Vice-Chairman), N Avey, L Burrows, S Kane, A Lion, A Patel, J Philip, H Whitbread and K Williamson

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

1. WEBCASTING INTRODUCTION

This meeting is to be webcast and Members are reminded of the need to activate their microphones before speaking.

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.

Please use the Members Portal webpage to report non-attendance at meetings https://eppingforestdc-self.achieveservice.com/service/Member_Contact to ensure your query is properly logged.

Alternatively, you can access the Members portal from the front page of the Council’s website, at the bottom under ‘Contact Us’ <https://www.eppingforestdc.gov.uk/your-council/members-portal/>

3. DECLARATIONS OF INTEREST

To declare interests in any item on this agenda.

4. MINUTES (Pages 7 - 16)

To confirm the minutes of the meeting of the Cabinet held on 06 February 2023.

5. REPORTS OF PORTFOLIO HOLDERS

To receive oral reports from Portfolio Holders on current issues concerning their Portfolios, which are not covered elsewhere on this 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) 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 and 28).

7. OVERVIEW AND SCRUTINY

To consider any matters of concern to the Cabinet arising from the Council's Overview and Scrutiny function and to identify any matters that the Cabinet would like the Overview and Scrutiny Committee to examine as part of its work programme.

8. OFF STREET CIVIL PARKING ENFORCEMENT POLICY (Pages 17 - 64)

(Internal Resources Portfolio - Councillor S Kane) To adopt the updated Off-street Civil Parking Enforcement Policy – (C-039-2022-23).

9. NORTH WEALD AIRFIELD DEVELOPMENT (Pages 65 - 86)

(Finance – Cllr. J Philip) - Recommendation on the future of the North Weald Airfield (C-041-2022-23).

10. NORTH WEALD AIRFIELD STRATEGIC MASTERPLAN (Pages 87 - 132)

(Place – Cllr. N Bedford) - Report on the North Weald Airfield Strategic Masterplan – (C-042-2022-23).

11. HOUSING & PROPERTY - ASSET WORKS (Pages 133 - 152)

(Housing and Communities – Cllr. H Whitbread) - To approve the commissioning of a third party to write the housing asset management strategy (C-044-2022-23).

12. DOMESTIC ABUSE AND DOMESTIC ABUSE WORKPLACE POLICIES (Pages 153 - 164)

(Housing & Communities – Cllr. H Whitbread) - To note and agree The Domestic Abuse and Domestic Abuse Workplace Policies – (C-043-2022-23).

13. DRAFT AIR QUALITY ACTION PLAN (Pages 165 - 178)

(Technical Services- Cllr. K Williamson) -To endorse the adoption of the draft Air Quality Action Plan 2023-2028 – (C-045-2022-23).

14. PROCUREMENT OF WASTE FLEET VEHICLES (Pages 179 - 188)

(Contracts and Commissioning - Cllr N Avey) To agree to proceed with the procurement of Waste Fleet Vehicles (C-046-2022-23).

15. QUARTERLY MONITORING REPORT - Q1 (YEAR 4) 2022/23 (Pages 189 - 196)

(Finance – Cllr.J Philip) - This report presents the first Quarter’s monitoring report for the 4th Qualis trading year 2022/23 and covers the period from 30 September 2022 to 31 December 2023 (C-048-2022/23).

16. CONSTRUCTION OF THE NEW EPPING LEISURE CENTRE (Pages 197 - 212)

(Contract and Commissioning – Cllr. N Avey) - To agree the delivery of the new Epping Leisure Centre project – (C-040-2022-23).

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
16	<i>Appendix 1</i> – Construction of New Epping Leisure Centre	3
18	Commercial Asset Disposal	3

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.

18. COMMERCIAL ASSET DISPOSAL (Pages 213 - 218)

(Finance – Cllr J Philip) – sale of land to a third party – (C-047-2022-23).

19. 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.