



Epping Forest District Council

DECISIONS

Committee:	CABINET
Date of Meeting:	Thursday, 21 July 2016

Date of Publication:	29 July 2016
Call-In Expiry:	4 August 2016

This document lists the decisions that have been taken by the Cabinet at its meeting held on Thursday, 21 July 2016, 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:

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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 9 June 2016 be taken as read and signed by the Leader of Council as a correct record.

**7. FINANCE AND PERFORMANCE MANAGEMENT CABINET COMMITTEE -
16 JUNE 2016**

Decision:

Invest to Save Proposals

- (1) That the following 'Invest to Save' proposals be approved:
- (a) capital works at North Weald Airfield to extend a vehicle compound in the sum of £12,000;
 - (b) a structural survey of the current main reception area in the sum of £15,000; and
 - (c) a programme management system for prototype activities in the sum of £6,000;

Risk Management – Corporate Risk Register

- (2) That the Key Date for Risk 1, Local Plan, be updated;
- (3) That the Effectiveness of Controls/Actions for Risk 2, Strategic Sites, be updated;
- (4) That the Effectiveness of Controls/Actions for Risk 6, Data/Information, be updated; and
- (5) That, as amended above, the Corporate Risk Register be approved;

Provisional Capital Outturn 2015/16

- (6) That, as identified in the report to the Finance & Performance Management Cabinet Committee on 16 June 2016, the under and over spends on certain capital schemes during 2015/16 be retrospectively approved;
- (7) That the carry forward of unspent capital estimates into 2016/17 for schemes on which slippage had occurred be agreed;
- (8) That, as outlined in the report to the Finance & Performance Management Cabinet Committee on 16 June 2016, the funding proposals for the Capital Programme in 2015/16 be approved;
- (9) That the in-principle decision to meet a funding requirement for the purchase of street properties in 2016/17 from under spends within the Housing Revenue Account in 2015/16 be agreed; and
- (10) That, as set out in the report to the Finance & Performance Management Cabinet Committee on 16 June 2016, an amendment to the position regarding the use of the attribute debt element of the retained capital receipts be approved; and

Provisional Revenue Outturn 2015/16

- (11) That the additional unbudgeted income of £254,000 from the agreement with the major preceptors be used to create a District Development Fund (DDF) budget of £100,000 for Transformation Projects and to top up the 'Invest to Save' fund by a further £154,000; and

(12) That Transformation projects only be funded from the Transformation Projects budget within the DDF following approval by the Management Board and in consultation with the Leader of Council.

8. LOCAL DEVELOPMENT SCHEME AND LOCAL PLAN BUDGET UPDATE

Decision:

- (1) That the updated Local Development Scheme for 2016/17 be adopted and published on the Council's website; and
- (2) That expenditure against the Local Plan budget for 2015/16, the projected expenditure for 2016/17 and the estimated expenditure for 2017/18 and 2018/19 be noted.

9. LOCAL COUNCIL TAX SUPPORT SCHEME 2017/18

Decision:

- (1) That a public consultation exercise on the 2017/18 Local Council Tax Support Scheme be undertaken between August and October 2016;
- (2) That the following elements of the scheme be approved for inclusion in the consultation:
 - (i) a general principle that the Local Council Tax Support scheme for 2017/18 should aim to be cost neutral for the Council;
 - (ii) to seek views on alternative funding options for the Local Council Tax Support scheme if the scheme was not cost neutral;
 - (iii) to remove the Family Premium in the calculation for new claimants in line with other Welfare Reforms;
 - (iv) to reduce the period allowed for backdating to one month in line with other Welfare Reforms;
 - (v) to limit the number of dependant additions to a maximum of two for all cases where dependants were born on or after 1 April 2017, in line with other Welfare Reforms; and
 - (vi) to withdraw Local Council Tax Support where a person leaves the United Kingdom for 4 weeks or more in line with other Welfare Reforms.

10. EPPING FOREST SHOPPING PARK - AWARD OF CONSTRUCTION CONTRACT

Decision:

- (1) That the tender in the sum of £10,218,000 from McLaughlin & Harvey Construction to carry out the construction of the Epping Forest Shopping Park in Langston Road be agreed;
- (2) That an increase also be agreed in the contract sum for Section 278 Highways works in the sum of £908,208 to the contract awarded to Walkers Construction on 11 January 2016;
- (3) That, in liaison with the Portfolio Holder for Asset Management and Economic

Development, the Director of Neighbourhoods be authorised to agree any final variation to the Highways Contract, subject to it being within the current capital budget for this element of the project; and

(4) That the current anticipated opening date for the Shopping Park of August 2017 be noted.

11. TRANSFORMATION PROGRAMME MONITORING REPORT - MAY 2016

Decision:

(1) That the progress of the Transformation Programme up to the end of May 2016 be noted; and

(2) That the decision of the Transformation Programme Board to progress permanent recruitments for the Head of Customer Service and Business Support Analyst posts from within existing resources be endorsed.

12. DEVELOPMENT STRATEGY - COUNCIL HOUSEBUILDING PROGRAMME

Decision:

(1) That the Development Strategy, attached at Appendix 1 of the report, be approved with specific attention drawn to the Council continuing to charge Affordable Rents for all new Council homes built under the Programme and that Affordable Rents also be charged for any homes purchased as new or purchased off the open market; and

(2) That the Development Strategy now be reviewed every three years, in line with the review period for other strategies, or earlier if circumstances made it necessary.

13. MASTERPLAN AND DEVELOPMENT SCHEME - HILLHOUSE, WALTHAM ABBEY

Decision:

(1) That the Hillhouse Master Plan, produced by Essex Housing and JTP Consultants on behalf of the Council, Essex County Council and NHS England (available as a Background Paper and summarised in the Concept Illustrative Master Plan in the Appendix attached to the report) be endorsed;

(2) That approval be given to the Council being a party to the submission of an Outline Planning Application by Essex Housing, on behalf of the Council, Essex County Council and NHS England, and to the Council's expenditure for its share of the costs of preparing the Outline Planning Application;

(3) That approval be given to the Council contributing an appropriate amount, through the Council's new Leisure Management contractor, towards the overall financial contribution required from the three key partners towards the provision of alternative sports/recreation facilities elsewhere in Waltham Abbey, in order to compensate for the loss of informal recreation space at Hillhouse and to enable the proposed development to proceed; and

(4) That the Portfolio Holder Advisory Group on Leisure Management be authorised to include a provision, and to determine an appropriate specified amount, within the Invitation to Tender for the Council's Leisure Management Contract, requiring the new Leisure Management contractor to provide the Council's share of

the required financial contribution, referred to in Decision (3) above.

14. NEIGHBOURHOOD PLAN EXAMINATION OUTCOME - MORETON, BOBBINGWORTH AND THE LAVERS

Decision:

- (1) That the Examiner's recommendation for the Moreton, Bobbingworth and the Lavers Neighbourhood Development Plan not meeting the basic conditions be noted;
- (2) That the plan proposal should be refused and should not proceed to referendum be agreed;
- (3) That publication of this decision would occur as soon as possible be noted; and
- (4) That the District Council would assist the Parish Council in the process of producing a revised proposal, should it seek to do so, be noted.

15. HOME WORKING POLICY

Decision:

- (1) That, as requested by the Joint Consultative Committee and attached at Appendix A of the report, the Home Working Policy be adopted.

16. TOWN AND VILLAGE CENTRES OPPORTUNITIES FUND POLICY 2016

Decision:

- (1) That the Town & Village Centres Opportunities Fund Policy be adopted, subject to the following addition within the "Who can apply?" section:

"Where an organisation may not fulfil all of the above criteria, it is important that this is brought to our attention as early as possible so that any implications arising from this can be considered and a decision made as to whether the organisation can proceed with the application. If you wish to discuss any aspect of this, please do not hesitate to contact the Economic Development team.";

- (2) That all decisions under the Town & Village Centres Opportunities Fund be made by the Portfolio Holder for Asset Management and Economic Development under the provisions for 'Decision Making by Portfolio Holders' within Article 14 of the Constitution; and
- (3) That the continuation of the Town & Village Centres Opportunities Fund and Policy in future years be subject to the success of the annual bid for funding from the District Development Fund.

18. 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 paragraphs 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:

<u>Agenda Item</u>	<u>Subject</u>	<u>Paragraph Number</u>
20	St John's Road Development, Epping	3 & 5
21	Procurement of Consultants to Support the draft Local Plan	3

19. ST JOHN'S ROAD DEVELOPMENT, EPPING

Decision:

- (1) That the purchase of Essex County Council's interest in the St John's Road Site for an increased price, as advised at the meeting, be agreed;
- (2) That a substantial proportion of the additional cost would be funded by the developer, Frontier Estates, be noted;
- (3) That Lindsay House would not be transferred to Essex County Council as previously proposed, but rather a cash payment of £750,000 would be made to Essex County Council in lieu, be agreed;
- (4) That a supplementary Capital estimate in the sum of £750,000 be recommended to Council for approval to fund the alternative cash contribution for Lindsay House;
- (5) That consent be given to dispose of Lindsay House on the open market, as no operational requirement for the District Council had been identified, in order to recoup a capital receipt; and
- (6) That approval to inviting tenders and commencing the construction work for the proposed Repairs and Maintenance Hub at Blenheim Way, North Weald, in order to enable the Epping Depot to be vacated, the Council's Housing Repairs Service and Housing Assets Team to be co-located for operational reasons, and to free up accommodation at the Civic Offices in Epping as part of the Council's Accommodation Strategy, be delayed until after the exchange of contracts between Epping Forest District Council and Essex County Council for the proposed development of St Johns Road in Epping and the outcome of the PriceWaterhouseCoopers review of the Civic Offices was known.

20. PROCUREMENT OF CONSULTANTS TO SUPPORT THE LOCAL PLAN

Decision:

- (1) That the letting of the entire Contract for the provision of technical support for the Local Plan in the sum of £366,272 to Ove Arup & Partners Limited be confirmed, and the publication of an appropriate Contract Award Notice in the Official Journal of the European Union be approved; and
- (2) That the Chairman of Council be requested to waive the call-in for this decision on the grounds that an urgent decision was in the best interests of the Council.

