



# Epping Forest District Council

## DECISIONS

<b>Committee:</b>	<b>CABINET</b>
<b>Date of Meeting:</b>	<b>Thursday, 6 September 2018</b>
<b>Date of Publication:</b>	<b>14 September 2018</b>
<b>Call-In Expiry:</b>	<b>20 September 2018</b>

This document lists the decisions that have been taken by the Cabinet at its meeting held on Thursday, 6 September 2018, which require publication in accordance with the Local Government Act 2000. The list specifies those decisions, which are 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](http://www.eppingforestdc.gov.uk/local_democracy)

<b>Decision No:</b>
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### **3. MINUTES**

#### **Decision:**

That the minutes of the meeting of the Cabinet held on 14 June 2018, be taken as read and signed by the Leader as a correct record.

## **9. CORPORATE ENFORCEMENT POLICY**

### **Decision:**

- 1) That the amended Corporate Enforcement Policy, be adopted subject to:
  - a) That the date of the publication of the policy document be set on the front page of the policy document; and
  - b) That under section 9 of the policy (Data Protection and Privacy) the new GDPR be referenced in the text.

## **10. LOCAL COUNCIL TAX SUPPORT SCHEME 2019/20**

### **Decision:**

- (1) That Members agreed that a public consultation exercise on the Local Council Tax Support Scheme for 2019/20 be undertaken between the end of September and the end of November 2018.
- (2) That consultation was undertaken on the proposal that no changes need to be made to the scheme for 2019/20.

## **11. ESSEX AMENITY STANDARDS FOR HOUSES IN MULTIPLE OCCUPATION**

### **Decision:**

That the 'Essex HMO Amenity Standards' be approved and adopted, as the minimum amenity standards generally required for houses in multiple occupation in the Epping Forest District.

## **12. PARKING TARIFF REVIEW ACROSS ALL COUNCIL OWNED CAR PARKS**

### **Decision:**

- (1) That following a review of car parking tariff in all Council owned car parks carried out under the objectives and principles set out in paragraph 2 of the report the following be agreed to be implemented by 1 March 2019:
  - (a) The existing tariff of 20 pence for 30 minutes, 80 or 90 pence for up to one hour and £1.60 or £1.80 for up to 2 hours be retained across the District;
  - (b) To accept and retain the principle of differential tariff between the car parks in towns with London Underground stations and rest of the District car parks;
  - (c) That the current tariff structure for stays above 2 hours be replaced with a linear hourly tariff structure as set out in paragraph 6;
  - (d) That short and long stay car parks be retained;
  - (e) To remove the five hour maximum stay in Cottis Lane and Civic Offices Car Parks

in Epping and turn them back into short stay car parks with normal tariff from Monday to Saturday;

- (f) To discontinue Season Ticket holders of Bakers Lane Car Park in Epping from parking in Cottis Lane Car Park;
  - (g) To have the same price for on and off street resident parking permit and to achieve that to increase price from the current £48 to £50 per year;
  - (h) To increase Season Tickets prices in line with all day parking charges and incrementally remove the current subsidy of 15% over the next four years;
  - (i) That the £1 all day charge, payable in some car parks, on Saturday and Sunday is retained and the free period reduced from 2 hrs to 1 hr;
  - (j) In car parks currently free on Saturday or Sunday a £1 all day charge is introduced with a 1 hr free period;
  - (k) All car parks where a full tariff is payable on Saturday will remain as such,
  - (l) The free Saturday, Sunday and Bank Holiday parking during the month of December will be retained; and
  - (m) To continue to allow free parking for Blue Badge holders and motor bikes.
- (2) To agree to reallocate a sum of £30,000 from the Contaminated Land DDF budget by means of a virement to a budget for making the changes to traffic orders and replacing notice boards in car parks.
- (3) To agree to recommend, subject to a further report, to the Council the following growth bids to the budget for the following additional funding:
- (a) £100,000 Capital budget allocation in 2019/20 for environmental improvements;
  - (b) £100,000 Capital budget in 2019/20 pending the outcome of ongoing feasibility study of installation of electric charge points;
  - (c) £130,000 Capital budget in 2019/20 for installation of new CCTV systems and LED lighting;
  - (d) £40,000 DDF in 2019/20 for carrying out an assessment of suitability for new technological features like Automatic Number Plate Recognition facilities in car parks and feasibility of constructing additional levels above existing car parks; and
  - (e) Continued Services Budget growth of £20,000 in 2019/20 for ongoing costs associated with electrical charge points, environmental improvements and new CCTV systems.
- (4) To note, subject to approval of recommendations above, that the total investment in car parks of £400,000 represents a pay back of a year and a quarter for the best case estimate income of £320,000 per year.
- (5) To note the annual report on the performance of off street parking operations for 2017/18.
- (6) That subject to a satisfactory resolution of demand for local parking of the surrounding properties, High Street, Harlow Road and the local school a charge of £1 all day be

introduced in the Council owned car park in Roydon.

### **13. CHRISTMAS/NEW YEAR CLOSURE OF COUNCIL OFFICES**

**Decision:**

To agree the Joint Consultative Committee's recommendation to continue the current Christmas/New Year arrangements for 2018 – 2020, in accordance with the Schedule at appendix 1 of the report.

### **14. STAFF APPEALS PROCEDURE**

**Decision:**

- (1) That the proposed Appeal Procedure be approved and adopted; and
- (2) That, pursuant to the adoption of the policy, a report be made to Council recommending that the Monitoring Officer removes reference to the Staff Appeals Panel from the Constitution.

### **16. COUNCIL HOUSEBUILDING CABINET COMMITTEE MEETING MINUTES FOR 30 AUGUST 2018.**

**Decision:**

**DECISION:**

- 1) That the word "first" be added as the last word to the last sentence of the last paragraph in item 7 – 'Burton Road, Loughton – Fire Update' in order to clarify the sense of that sentence; and
- 2) That under item 8 – 'Bids to MHCLG for additional HRA Borrowing' the following be agreed:
  - (a) That, subject to any minor amendments agreed with the Housing Portfolio Holder (including bid amounts and borrowing profiles), the Director of Communities be authorised to submit twenty five separate bids to Homes England for additional Housing Revenue Account (HRA) borrowing approvals, for twenty five separate "schemes" totalling £8.052million in year 2021/22, with the borrowing profiles as set out in the report;
  - (b) That the Council's Chief Financial Officer reports to a future meeting of the Finance and Performance Cabinet Committee on the most appropriate way to arrange the additional HRA borrowing when required.