
COUNCIL

BULLETIN

Issue Number 26/2018
Friday, 29 June 2018



Compiled, designed and produced by
The Directorate of Governance - Democratic Services

Assistant Director – Governance - Simon Hill
Telephone: 01992 564000

Epping Forest District Council
www.eppingforestdc.gov.uk



PART A - FORWARD DIARY

Key to abbreviations:

CC	Council Chamber	Cab Off	Cabinet Office
CR1	Committee Room 1	CONF	Conference Room (1st floor)
CR2	Committee Room 2	CH OFF	Chairman of Council's Office
MR	Members' Room	TR RM	Training Room
TBD	To be decided	HEM	Hemnal Street Offices.
TBN	To be noted		
TBC	To be confirmed		Meeting being filmed for subsequent viewing

Other venues are shown in full.

Week One: 2 July 2018 – 8 July 2018

Monday 2 July	5.00pm	Epping Forest Local Highways Panel		CR2
Tuesday 3 July	10.00am 7.15pm	Licensing Sub-Committee Governance Select Committee		CC CC
Wednesday 4 July				
Thursday 5 July	2.00pm	Member Training - Local Authority Finance and Budget Process		CR1
Friday 6 July				
Saturday 7 July				
Sunday 8 July				

Week Two: 9 July 2018 – 15 July 2018

Monday 9 July	7.30pm	Resources Select Committee		CR1
Tuesday 10 July	6.00pm	Member Training - Code of Conduct (Repeat)		CC
Wednesday 11 July	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee East Area Planning Sub-Committee East		CR1 CC
Thursday 12 July				
Friday 13 July				
Saturday 14 July				
Sunday 15 July				

Week Three: 16 July 2018 – 22 July 2018

Monday 16 July	7.00pm	Joint Consultative Committee		CR1
Tuesday 17 July	7.00pm 7.00pm	Epping Forest Youth Council Cabinet		CR1 CC
Wednesday 18 July	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee West Area Planning Sub-Committee West		CR1 CC
Thursday 19 July	5.30pm 7.30pm	Standards Committee <u>Asset Management and Economic Development Cabinet Committee</u>		CR1 CC
Friday 20 July				
Saturday 21 July				
Sunday 22 July				

Week Four: 23 July 2018 – 29 July 2018

Monday 23 July				
Tuesday 24 July	7.30pm	<u>Overview and Scrutiny Committee</u>		CC
Wednesday 25 July	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South		CR1 CC
Thursday 26 July	7.00pm	<u>Finance and Performance Management Cabinet Committee</u>		CC
Friday 27 July				
Saturday 28 July				
Sunday 29 July				

PART B - GENERAL INFORMATION

1. TRANSFORMATION SECONDMENT

Would Members please be aware that Gary Woodhall started his secondment in the Transformation Team on Monday 25 June 2018. Consequently, he will not be a member of Democratic Services for the duration of his secondment.

(Further information: David Bailey ext 4105)

2. AGENDA AND MINUTES FOR ESSEX POLICE, FIRE AND CRIME PANEL

Members may wish to know that the agenda for the next meeting and the minutes of the last meeting of the Essex Police, Fire and Crime Panel can be obtained online at:

<https://cmis.essexcc.gov.uk/essexcmis5/CalendarofMeetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/4238/Committee/127/Default.aspx>

(Further information: Adrian Hendry ext 4246)

3. EPPING FOREST COMMUNITY SAFETY HUB - 31ST JULY FULL COUNCIL

The Community Safety Hub will be officially launched on the 20th July, The Community Safety Team offices will be open from 6pm though to 7.15pm before Full Council that evening to give Members the opportunity to come and view the new accommodation and to meet Members of the Community Safety Team and the dedicated Epping Forest Police Officers.

(Further information: Caroline Wiggins ext 4122)

4. EPPING FOREST LOCAL PLAN - REGULATION 18 AND 19 - WITHDRAWAL OF OBJECTIONS (Pages 13 - 14)

Please see attached.

5. DISTRICT LINES (Pages 15 - 30)

Please see attached.

6. NURSERY WORKER ACCOMMODATION TASK GROUP UPDATE

The Nursery Worker Accommodation Task Group (NWATG) continues to meet every 2 months, or sooner if required, the purpose is to review progress of the project, the local plan as it related to the nursery worker accommodation and to agree the next steps.

The overall strategy is to resolve the outstanding planning issues, the drainage/water supply concerns and remove any immediate environmental health risks associated

with the accommodation provided for nursery workers. Once this has been completed, in the case of caravans, a site licence application for a residential caravan site will need to be in place and for permanent structures full compliance with Housing laws will be sort.

To this end, in September of last year we commenced fresh inspections of all sites. Wherever possible in order to co-ordinate our actions and ensure that the site owners/managers are fully aware of their responsibilities, these inspections are carried out jointly by officers from the Private Sector Housing Team, Planning Enforcement and the Engineering, Water and Drainage Team.

Since September of last year:

- 33 out of a total 73 sites initially identified have been inspected.
- A number (five) of new sites have been identified and will form part of the inspection programme.
- All sites are expected to have been inspected by the end of September 2018 and all significant hazards posing an imminent risk should have been resolved.
- The Engineering, Water and Drainage Team are progressing a number of cases for enforcement action for breaches of regulations. One site is pending prosecution and three further sites have been served notices in respect of water supply and one site served with an enforcement notice in respect of defective drainage (a further 10 sites are being considered for enforcement or requiring further investigation).
- Planning applications have been made in respect of 3 sites – two have received approval and the second is subject to member decision following initial officer refusal. A further 3 applications are expected to be forthcoming within the next few months and site owners at another 6 sites have been notified of the requirement to submit planning applications or apply for a certificate lawful development.
- Following confirmation from Water team that the site is compliant in terms of drinking water and foul drainage the first caravan site licence is likely to be processed shortly.

(Further information: Robin Ray ext 4146)

7. LGIU TRAINING (Pages 31 - 36)

Please see attached.

(Further information: Kim Partridge ext 4443)

8. COUNTRYCARE ANNUAL REPORT 2017-18

The Countrycare annual report 2017-18 is now available on our website at <http://www.eppingforestdc.gov.uk/index.php/home/file-store/category/263-countrycare-annual-reports>

(Further information: Abigail Oldham tel 01992 788203)

9. EPPING FOREST DISTRICT COMMUNITY SAFETY HUB

Members are asked to note that Police officers funded by Epping Forest District Council are working collaboratively alongside the council's Community Safety Team as an integrated Community Safety Hub. A sergeant and two constables work from the Civic Offices using a marked police vehicle. Officers activities are excluded from district policing demands unless there is an urgent need such as imminent threat to life or major incident.

The officers work activities are directed by tasking requests and must relate to priorities of the Police and Crime Plan or the Community Safety Partnership plan priorities for the district. To manage demand these will be strictly adhered to and tasking will be managed through Community Safety. There should not be any direct approach to the officers from members. Requests for consideration of tasked activity should be made via Community Safety generic email address:

Safercommunities@eppingforestdc.gov.uk.members

The tasking priorities are set out below and consideration will not be given to any requests falling outside of them.

Police and Crime Plan for Essex:

- More local, visible and accessible policing
- Crack down on anti-social behaviour
- Breaking the cycle of domestic abuse
- Reverse the trend in serious violence
- Tackle gangs and organized crime
- Protecting children and vulnerable people
- Improve safety on our roads*

*Specialist role performed by Essex Police Roads Policing

Local Priorities:

- Anti-social Behaviour
- Burglary dwelling
- Domestic Abuse
- Hate Crime

To assist members tasking requests will not be accepted under the following criteria:-

Civil matters such as boundary disputes, nuisance neighbours or noise complaints. Functions currently dealt with by the councils CSAS Neighbourhoods officers. Any requests outside the above priorities except where there is an identified risk of harm or threat to officers carrying out their lawful functions or duties decided on a case by case basis.

(Further information: Caroline Wiggins ext 4122)

10. CHAIRMAN'S DIARY (Pages 37 - 38)

Please see attached.

LICENSING ACT 2003

Please be advised that the Licensing Unit has received the following applications for New Premises Licence made under the Licensing Act 2003 for the premises below:

Applicant name: Dawn Chappell

Address of Premises: The Hub, 32 Barrington Green, Loughton, Essex, IG10 2BX

Brief details of the nature of the application: I have received a new premises application for a pub/bar for the above address. The application is for the following :

The provision of recorded music – Monday to Thursday 10:00-23:00, Friday to Saturday 10:00-00:00 and Sunday 10:00-23:00.

Additional hours to 00:30 Christmas Eve, and till 01:00 New Years Eve into New Years Day

Provision of Anything of a similar description to Live Music, Recorded Music or performances of dance- – Monday to Thursday 10:00-23:00, Friday to Saturday 10:00-00:00 and Sunday 10:00-23:00.

Additional hours to 00:30 Christmas Eve, and till 01:00 New Years Eve into New Years Day

Supply of Alcohol- – Monday to Thursday 10:00-23:00, Friday to Saturday 10:00-00:00 and Sunday 10:00-23:00.

Additional hours to 00:30 Christmas Eve, and till 01:00 New Years Eve into New Years Day

Hours Premises Are Open To The Public- Monday to Thursday 08:00-23:30, Friday 08:00-00:30, Saturday 09:00-00:30, Sunday 09:00-23:30

Consultation Period From: 26/06/2018 to 23/07/2018

Officer in charge: Mrs Handan Ibrahim

Please ensure that any comments/objections are received by the Licensing team on or before the consultation end date.

Manager
Licensing Compliance Officer
Licensing Compliance Officer
Licensing Compliance Officer
Licensing Officer

Kim Tuckey 01992 564034
Sarah Moran 01992 564270
Nuala Clark 01992 564340
Joanne Owen 01992 56 4721
Jane Mullinger 01992 564461

GOVERNANCE DIRECTORATE - PLANNING

1. Appeals Lodged

EPF/1214/17 – Land adj, Marford Tylers Road Roydon Essex CM19 5LJ - Demolition of existing outbuilding and the construction of a two storey detached dwelling – Written reps – James Rogers ext.4371

2. Forthcoming Planning Inquiries/Hearings -

31/07/2018 – EPF/3364/17 – 119 Theydon Park Road Theydon Bois Essex CM16 7LS – Sukhvinder Dhadwar

3. Enforcement Appeals

None this week

4. Appeal Decisions

None this week

5. Tree Preservation Orders

None this week

6. S106 Agreements

None this week

7. Changes to Planning Systems

None this week

PROPOSED PLANNING ENFORCEMENT ACTION

Officer: Clare Munday

ENF/0390/17

Area Plans Sub/Parish: West/Nazeing

Date Investigation Started: 10/08/2017

PL/6244

Site Address: Land adjacent to Beggars Roost, Sedge Green, Nazeing

Breach of Planning Control: Use of land for commercial B2/B8 use

Intended Action: Serve notice to cease use and remove from the site

It is important to note, that when enforcement action has been authorised, this includes any subsequent action under Part VII of the Town and Country Planning Act 1990, including a prosecution or an injunction.

Principal Planning Enforcement Officer	Jerry Godden	01992 564498
Senior Enforcement Officer	Clare Munday	01992 564114
Planning Enforcement Officers	Sharon Hart	01992 564113
	Jim Gordon	01992 564530
	Zara Seelig	01992 564379
	Mick Mooney	01992 564713
Compliance Officer	Shannon Murphy	01992 564217

PART C - PORTFOLIO HOLDER DECISIONS

The notification of decisions taken by individual Portfolio Holders is no longer included in the Council Bulletin.

All members of the Council receive automatic email notification of the publication of each individual Portfolio Holder decision and the call-in period for each decision commences immediately. Members wishing to call-in a decision should complete the attached call-in form and return it to Democratic Services before the expiry of five working days following the publication date of the decision. Members should refer to the Constitution (Article 6 - Overview and Scrutiny) for the rules of call-in.

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Planning and Development Control

Cllr J Philip
Portfolio Holder for Planning Policy
Epping Forest District Council
Civic Offices High Street
323 High Street
Epping
Essex CM16 4BZ

Harlow Council
Civic Centre
The Water Gardens
Harlow
Essex CM20 1WG
www.harlow.gov.uk

15 June 2018

Dear Cllr Philip

EPPING FOREST LOCAL PLAN – REGULATION 18 and 19 – WITHDRAWING OBJECTIONS

In light of changing circumstances and on-going collaborative work through the Harlow and Gilston Garden Town, this letter sets out Harlow's position in relation to the Epping Forest Local Plan.

Representations made at the Regulation 18 and 19 stages of the Epping Forest Local Plan highlighted concerns around infrastructure and transport measures for the Harlow area, in particular the impact of Latton Priory and Water Lane sites on the District, the future provision of affordable housing requirements for Harlow and Epping Forest Council's employment strategy.

Since these objections were first made, there has been significant progress made on the Harlow and Gilston Garden Town project to the point where these concerns are being addressed either through the procurement of joint pieces of evidence or through joint agreements. Each of the objections and Harlow Council's current position on them is set out below.

Latton Priory and Water Lane

Harlow Council supports the allocation of Latton Priory and Water Lane sites in the Epping Forest Local Plan. Harlow Council's Regulation 19 Local Plan includes them in Policy HGT1 as they form part of the Harlow and Gilston Garden Town and contribute towards the future sustainability and regeneration of the town. The Council's concerns regarding infrastructure and transport are now being addressed through various technical studies. This includes the preparation of a Sustainable Transport Corridor Study which will identify sustainable transport links between development sites and key services and facilities in Harlow. This will be underpinned by a Transport Strategy for the Garden Town setting out high level principles for the safe, convenient and sustainable movement of people and vehicles. A Garden Town wide Infrastructure Delivery Plan is also being prepared and will set out the infrastructure requirements for the area and mechanisms for funding and phasing.

This evidence will set out what transport measures and infrastructure is required to ensure Harlow remains a sustainable place to live and work and ensure that the impact of additional development is addressed.

We have now referenced these sites in our draft Local Plan which was endorsed for Regulation 19 consultation recently. Significant work has now been undertaken for the Sustainable Transport Corridor and Spatial Vision which stresses the importance of achieving the necessary model shift and appropriate access routes into the new developments.

Therefore the Council withdraws its objection to the strategic allocation of Latton Priory and Water Lane sites and the issues concerning infrastructure and transport are now being addressed in the joint technical reports being undertaken with Epping Forest.

Affordable Housing

The overall affordable housing need for the Strategic Housing Market Area is not disputed; however the way in which the provision is to be distributed, taking into consideration Harlow's acute affordable housing need, is a concern. It is appreciated that allocating affordable homes to people and waiting list arrangements is not a planning issue and therefore not a policy decision for the Local Plan. *Therefore in light of this the objection in relation to affordable housing in the Epping Forest Local Plan has been withdrawn.*

The affordable housing need in Harlow however is still an issue for both Harlow and the Harlow and Gilston Garden Town. The preparation of a Housing Strategy for the Garden Town, as agreed by all partners, will look into addressing this issue and is an agreed way forward.

Epping Forest Employment Strategy

A Memorandum of Understanding (MOU) has been prepared which sets out, amongst other things, how the authorities will work together to meet the full employment needs of the Functional Economic Market Area (FEMA), achieve a sustainable distribution of employment land and continue to engage with one another to support economic growth. The MOU will specifically develop an improved shared understanding around the economic growth of the FEMA, and specific future requirements of the Harlow and Gilston Garden Town, including the commissioning, interpretation and effective application of any future joint evidence work where required.

The MOU, as agreed by all local authorities, will address Harlow's original concerns regarding the Epping Forest employment strategy and therefore this objection has been withdrawn. Further employment work committed by the Garden Town Officer Board will investigate opportunities for developing and improving the employment offer for the area and identify further sites if required.

We welcome Epping Forest Council's commitment towards preparing these joint technical studies and your desire to reach consensus in respect of important cross-boundary planning matters. The strategy for developing and delivering the Garden Town has made significant progress over the last six months and as such this has addressed the concerns and objections originally made by Harlow Council. However if progress is not made to identify solutions to these concerns then Harlow Council reserves the right to change our position.

If you have any queries regarding this letter please contact Dianne Cooper, Planning and Building Control Manager in the first instance.

Yours faithfully



Cllr Danny Purton

Portfolio Holder for Environment

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Learning & Development Seminars

[View this email in your browser](#)



Essential

Seminar: [Being an effective councillor: Making a difference – doing it your way](#)

**10 July: 11:00-15:00:
Central London**

Description:

As a new councillor finding your feet, how do you plan to make your mark? What are the different 'roles' that you as a councillor might focus on, to do the most for your community? (or that your member services staff may help you consider).

This short event will quickly review key findings from main

Book Now

Other forthcoming seminars:

[An Introduction to Local Government Finance](#), 28 Jun

[Understanding Strategic Thinking](#), 5 Jul

[Supporting Volunteers](#), 12 Jul

[Giving Effective Speeches & Presentations](#), 18 Jul

[Practical Project](#)

reports in the past decade – including *Strong and Prosperous Communities, Representing the Future, Councillors on the Frontline*. We will then explore relevant roles and styles – facilitating community development; fixing resident issues; watching over council decision-making; acting in your party group to promote your manifesto – to help you maximise your impact.

Participants will develop their understanding of:

- different roles councillors can prioritise to ‘make a difference’
- different styles councillors can develop and adopt
- recent key reports on the changing expectations of councillors
- personal targets – maintaining voter interest, embedding achievements, passing

[Management](#), 13 Sep

[Being an effective Cllr: influencing skills](#), 2 Oct

[Working effectively with Officers](#), 4 Oct

In-house Training:

The LGiU also provide in-house training. For further details contact:

Barry O'Brien at barry.obrien@lgiu.org.uk

mob:

07748 116357



on the baton

This event will seek to involve participants throughout the session in discussing and developing their views.

Programme

11:00 Registration and refreshments

11:15 Introduction: what does your community need? how do you want to make a difference?

- how councillors can make a difference
- discussion about communities' needs/personal priorities
- participant examples of local issues

12:00 Context – changing expectations of councillors

- *Strong and Prosperous Communities*
- *Representing the Future*
- *Councillors on the Frontline*
- and other current

research

**12:30 What kind of councillor
do you want to be?**

- activist
- facilitator
- fixer
- guardian

**and how style can help you
make a difference**

- enabling
- communicator
- challenging
- participatory
- visionary

13:30 Lunch

14:00 Maximising your impact

- setting your goals
- how your council can support you
- communicating with your electorate
- embedding your achievements
- passing on the baton

15:00 **Closes**

15:00 – 15:30 Tea/coffee and

networking before departure

Who should attend:

For new or recently elected councillors/member services staff – to develop councillors' thinking/plans for how to make a difference.

Trainer:

Chris Naylor was a Ward Councillor and Cabinet Member (Housing) for 2006-14 in LB Camden, and in parallel invited on to the Communities and Local Government Parliamentary Backbench Committee, meeting weekly with Ministers. Before that he had a series of leadership and development roles in community and voluntary sector organisations, including the Isle of Dogs Community Foundation, the Rainer Foundation (now Catch 22), and **engage** (promoting access to art and heritage). As LGiU's Head of Partnerships to 2017, He has had close contact with

rural districts, counties, mets
and unitaries to add to his direct
experience of London
Boroughs.

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LGiU Members: £199.95

Non-Members: £249.95

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Agenda Item 10

Chairman's Events June

Date	Time	Event	Venue	Attending
Thursday 28 June	7.15pm	Jack Petchey Awards Presentations	The Queen's Theatre, Hornchurch	Chairman of Council
Friday 29 June	6.45pm	eNgage 18 Youth & Community Dance Show	The Spotlight Theatre, Hoddesdon	Chairman of Council
Saturday 30 June	12 noon	Armed Forces Day Celebration	Stow Maries Great War Aerodrome	Chairman of Council
Sunday 1 July	11.30am	East Herts Civic Service	St Michael's Church, Bishop's Stortford	Chairman of Council
Tuesday 3 July	pm	Chairman's Charity Golf Day	Chigwell Golf Club	Chairman of Council
Wednesday 4 July	7pm	EF Youth Council 10 th Anniversary Celebration	Portcullis House, Houses of Parliament	Chairman of Council
Tuesday 10 July	7.15pm	Epping Forest Schools & Clubs Achievement Awards	Sir James Hawkey Hall, Woodford Green	Chairman of Council
Friday 20 July	7.00pm	ECC Chairman's reception	Chelmsford City Racecourse	Chairman of Council

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