
COUNCIL BULLETIN

Issue Number 42/2018
Friday, 19 October 2018

Epping Forest District Council
www.eppingforestdc.gov.uk

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

Assistant Director – Governance and Performance
Management - Simon Hill (Ext. 4249)

This Bulletin is produced for District Councillors and Officers only.
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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	Hemnall Street Offices.
TBN	To be noted		
TBC	To be confirmed		Meeting being filmed for subsequent viewing

Other venues are shown in full.

Week One: 22 October 2018 – 28 October 2018

Monday 22 October				
Tuesday 23 October	7.15pm	Governance Select Committee		CR1
Wednesday 24 October	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South		CR1 CC
Thursday 25 October	7.30pm	Asset Management and Economic Development Cabinet Committee		CC
Friday 26 October				
Saturday 27 October				
Sunday 28 October				

Week Two: 29 October 2018 – 4 November 2018

Monday 29 October	7.30pm	Overview and Scrutiny Committee		CC
Tuesday 30 October	6.30pm	Member Training – Risk Management		CR1
Wednesday 31 October				
Thursday 1 November	6.30pm 7.30pm	Chairman's Briefing – Council Council		CR1 CC
Friday November				
Saturday 3 November				
Sunday 4 November				

Week Three: 5 November 2018 – 11 November 2018

Monday 5 November				
Tuesday 6 November	10.00am 7.00pm 7.00pm	Licensing Sub-Committee Epping Forest Youth Council Equalities		CC CC CR1
Wednesday 7 November	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee East Area Planning Sub-Committee East		CR1 CC
Thursday 8 November	7.00pm	Cabinet		CC
Friday 9 November				
Saturday 10 November				
Sunday 11 November				

Week Four: 12 November 2018 – 18 November 2018

Monday 12 November				
Tuesday 13 November	7.00pm	Communities Select Committee		CR1
Wednesday 14 November	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee West Area Planning Sub-Committee West		CR1 CC
Thursday 15 November	7.00pm	Finance and Performance Management Cabinet Committee		CC
Friday 16 November				
Saturday 17 November				
Sunday 18 November				

PART B - GENERAL INFORMATION

1. EPPING FOREST COMMUNITY CHAMPIONS PROJECT UPDATE (Pages 13 - 14)

The first nine Community Champions have been recruited and attended an induction and dementia friends awareness session on Tuesday 9th October. The Community Champions recruited so far are from Buckhurst Hill, Chigwell, Loughton, Nazeing, Ongar, Theydon Bois and Willingale.

The Community Champions programme builds on the skills and knowledge of local communities. The project will bring local people and services together to improve health and wellbeing of residents of the Epping Forest district. The work of a Community Champion varies depending on what is happening in the local neighbourhoods and may include:

- Supporting the organisation and promotion of community events and activities
- Sharing important health and wellbeing messages with your community
- Undertaking consultations with residents
- Helping to improve local services

Champions are being recruited from the 24 town/parish areas that make up Epping Forest District through an advertisement campaign involving, flyers, posters, banner stands, social media, news articles and press releases. The Community, Health and Wellbeing team are also attending local community groups and meeting with Town and Parish Councils to identify and recruit Community Champions.

Further promotional material is currently being produced to promote our Community Champions and will be sent forthwith. We would be extremely grateful if Members could continue to promote this project.

(Further information: Patrick Arnold ext 4556)

2. NOTIFICATION OF GRANT AID APPLICATIONS

We have received an application for Grant Aid funding from the group named below. If you, as a District Councillor have any pertinent or relevant information please notify us via email at grantaid@eppingforestdc.gov.uk. You must declare an interest if you are involved with the group in any way.

1. Name of Group/Applicant: Epping Forest Singers

Nature of Application: To purchase stage deck platforms to use at concerts to allow members to see the conductor.

2. Name of Group/Applicant: Epping Forest Neighbourhood Watch

Nature of Application: To purchase mixed safety resources such as alarms and security kits. Also to purchase promotional material such as window stickers and lamp post signs to display in the community to raise awareness of local Neighbourhood Watch groups.

Please advise Louis Walton, Community Grants Officer, of your comments within 14 days from the date this notice was sent.

(Further information: Louis Walton ext 4096)

3. NOTIFICATION OF LOCAL BUS CONSULTATION ON SERVICE 381 HARLOW - COOPERSALE OPERATED BY COMMUNITY LINK (Pages 15 - 22)

Please see attached.

4. LEGAL DEPARTMENT AWARDED LEXCEL RE-ACCREDITATION

We are delighted to announce that the Council's Legal department has been awarded Lexcel accreditation for the next 3 years subject to an annual review. After a full re-assessment by a Lexcel assessor in August 2018 the department attained good practise in 24 areas, with no areas of non-compliance. The new certificate is proudly displayed within the Legal department in the Governance and Member Services Directorate.

What is Lexcel

Lexcel is a quality mark awarded by the Law Society to practices who demonstrate excellence in management of their practice and client care. Lexcel is an optional accreditation and has been developed specifically for the legal profession including both private law firms and in-house Local Government legal departments. Lexcel sets required standards in seven different areas which are shown below:

- Structure and Strategy
- Financial Management
- Information management
- People Management
- Risk Management
- Client Care
- File and Case Management

To retain Lexcel accreditation, a practice undertakes a meticulous inspection and assessment from an autonomous and experienced Lexcel assessor appointed by an independent assessment body on an annual basis. The assessment involves extensive file reviews, staff interviews and a thorough examination of our practices and procedures.

Looking ahead

Although the full assessment has only recently concluded the next challenge begins immediately as a new version of the Lexcel standard is being introduced in November 2018 and brings new requirements for practices in relation to the new GDPR and Money Laundering regulations.

5. CHAIRMAN'S DIARY (Pages 23 - 24)

Please see attached.

LICENSING ACT 2003

None this week.

GOVERNANCE DIRECTORATE - PLANNING

1. Appeals Lodged

EPF/0162/18 – 11 Crossfield Loughton IG10 3PY- Erection of new dwelling and detached garage, following demolition of existing garage – Jonathan Doe ext. 4103 – Written reps

EPF/0640/18 – Sterling House Langston Road Loughton IG10 3TS - Prior approval for proposed change of use from offices (Class B1(a)) to 129 residential units (Class C3) – Jonathan Doe ext.4103 – Written reps

EPF/0926/18 – 12 Garden Fields Stanford Rivers CM5 9PL - Building carport with flat-sedum roof – Muhammed Rahman ext. 4415 – Householder appeal

EPF/1012/17 – 12a Alderton Close Loughton IG10 3HQ - Residential redevelopment to provide 4 x 3 bed houses – Ian Ansell ext. 4481

EPF/3059/17 – Sir Winston Churchill (now Landmark House) The Broadway Loughton Essex IG10 3SP Variation of condition 10 ' Hours of Use' on planning application EPF/2163/13 to be altered to 'The commercial uses hereby permitted shall not be open to customers/members outside the hours of 0730 to 2300 on Monday to Thursday, 0730 to 0000 (midnight) on Fridays and Saturdays and 0900 to 2300 on Sundays apart from the permitted Class A1 unit which shall not be open to customers/members outside the hours of 0700 to 2300 on Monday to Thursday, 0700 to 0000 (midnight) on Fridays and Saturdays and 0700 to 2300 on Sundays.(Demolition of Public House and garages and replacement with construction of a mixed use development, comprising retail and food and drink units (within classes A1, A3 and A4) at ground floor level and 64 residential units at upper floor levels (first to sixth floors), together with 64 car parking spaces, service yard, access and car parking) – Appeal on split decision – Jonathan Doe ext. 4103

2. Forthcoming Planning Inquiries/Hearings -

None this week

3. Enforcement Appeals

None this week

4. Appeal Decisions

EPF/0535/18, EPF/0536/127 and EPF/2877/17 – 49 Manor Road Chigwell Essex IG7 5PL First floor rear extension to eastern side of first floor bay, First floor rear extension to western side of first floor bay and Retrospective planning application for ground floor rear storage shed – all 3 appeals dismissed

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

None this week

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.