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# **COUNCIL**

# **BULLETIN**

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**Issue Number 47/2018**  
**Friday, 23 November 2018**

*Epping Forest District Council*  
[www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk)

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

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

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This Bulletin is produced for District Councillors and Officers only.  
The information contained herein should not be disclosed or used  
to the disadvantage or the discredit of the Council or anyone else.

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## PART A - FORWARD DIARY

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### Key to abbreviations:

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

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Other venues are shown in full.

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**Week One: 26 November 2018 – 2 December 2018**

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Monday 26 November	7.00pm	Audit and Governance Committee		CC
Tuesday 27 November	7.15pm	Governance Select Committee		CR1
Wednesday 28 November	7.30pm	District Development Management Committee		CC
Thursday 29 November				
Friday 30 November				
Saturday 1 December				
Sunday 2 December				

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**Week Two: 3 December 2018 – 9 December 2018**

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Monday 3 December	7.00pm	Constitution Working Group		CR2
Tuesday 4 December	7.30pm	<del>Licensing Sub-Committee</del> - Cancelled Resources Select Committee		CR1
Wednesday 5 December	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee East Area Planning Sub-Committee East		CR1 CC
Thursday 6 December				
Friday 7 December				
Saturday 8 December				
Sunday 9 December				

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### Week Three: 10 December 2018 – 16 December 2018

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Monday 10 December	5.00pm 7.00pm	Strategic Board Joint Meeting with Cabinet Cabinet		CR2 CC
Tuesday 11 December	7.00pm	Epping Forest Youth Council		CC
Wednesday 12 December	10.00am 6.30pm 7.30pm	Licensing Sub Committee Briefing – Area Plans Sub-Committee West Area Planning Sub-Committee West		CC CR1 CC
Thursday 13 December				
Friday 14 December				
Saturday 15 December				
Sunday 16 December				

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### Week Four: 17 December 2018 – 23 December 2018

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Monday 17 December				
Tuesday 18 December	10.00am 7.30pm	Licensing Sub Committee Overview and Scrutiny Committee		CC CC
Wednesday 19 December	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South		CR1 CC
Thursday 20 December	6.30pm 7.30pm	Chairman's Briefing – Council Council		CR1 CC
Friday 21 December				
Saturday 22 December				
Sunday 23 December				

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## **PART B - GENERAL INFORMATION**

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### **1. MEMBERS EXPENSES**

Please submit quarterly expenses forms to Kim Partridge by 3 December 2018 for payment on 31 December 2018.

(Further information: Kim Partridge ext 4443)

### **2. COMMUNITIES SELECT COMMITTEE, 13 NOVEMBER 2018 - PRESENTATION BY CHIEF INSPECTOR LEWIS BASFORD (Pages 13 - 20)**

At the request of Member's the slides of the presentation are attached.

(Further information: Jackie Leither ext 4756)

### **3. DRAFT STRATEGY FOR FUTURE LIBRARY SERVICES IN ESSEX (Pages 21 - 22)**

Please see attached.

### **4. PROSECUTION**

On 29 May 2019 Epping Forest District Council was alerted by a member of the public to the fact that work was being carried out at 19 Hartland Road Epping adjacent to a cedar tree that was protected by a Tree Preservation Order made in 2001. The work being carried out was the construction of a new driveway at the property. An inspection revealed that a number of significant roots of the tree had been cut and that no consent had been sought or obtained from the Council as required in the Tree Preservation Order.

When interviewed the owner of the property Toby Kingsley stated that he knew the tree was protected and had informed his contractor, Mr Miles Delaney of Orchard Drives George Lane Woodford of this fact and that nothing should be done to disturb the tree roots. Mr Delaney failed to attend for interview under caution on three occasions stating he was either on holiday or too busy to attend.

Both Toby Kingsley and Miles Delaney were prosecuted by Epping Forest District Council and at the hearing in Chelmsford Magistrates Court on 15th November 2018 Mr Kingsley pleaded guilty to the offence of causing or permitting the cutting of the tree roots without consent. He was given an absolute discharge and ordered to pay a contribution towards the Council's costs of £200.

Mr Delaney failed to attend and was convicted in his absence of cutting the roots. He was fined £660 and ordered to pay the balance of the Council's costs of £945.32 and a Victim Surcharge of £66

(Further information: Graeme Oakley ext 4012)

## **5. PROSECUTION FOR UNAUTHORISED WORK TO 309 HIGH STREET EPPING**

At Chelmsford Magistrates Court on 15<sup>th</sup> November 2018 a prosecution was brought by Epping Forest District Council against Mr Halil Kanteper of Stoke Newington Road London N1 for carrying out unauthorised work to the listed building at 309 High Street Epping known as Poppy's Café and the first floor of that building.

Mr Kanteper pleaded guilty to the offence and was fined £1,200 and ordered to pay costs of £500 and a Victim Surcharge of £120.

Consents had been granted in 2016 and 2017 for an extension and conversion of the first floor into 2 flats and for a replacement shop front at the property but on 15<sup>th</sup> August 2017 the Council was alerted to the possibility of work being carried out to the listed building which was more extensive than contained in the permissions granted. Council officers visited the property the same day and it was immediately clear that substantial unauthorised work had been carried out, including walls being stripped of their historic lath and plaster, ceilings floors and joists removed in their entirety and stud walls being removed.

The builder Mr Halil Kanteper admitted carrying out the work without the knowledge of the owners. He told the Council he believed the work was required due to there being a leak in the roof causing substantial damage to the building. No evidence of this was supplied to the Council and the Council's Senior Conservation officer had not seen any evidence of this when she visited the property on several occasions prior to the work being carried out. In her opinion any leak would not have resulted in so much harm being caused to justify the amount of unauthorised work being needed which has now harmed the building's special historic interest.

The barrister representing Mr Kanteper told the Magistrates that Mr Kanteper had not been paid for the building work carried out at the property and it was not his intention to claim it. He is now working on the reinstatement of the building for free.

Work is being carried out now in conjunction with new planning approvals and hopefully the café will be open before Christmas.

(Further information: Graeme Oakley ext 4012)

## **6. LICENSING SUB-COMMITTEE**

The Licensing Sub-Committee on the 4 December has been cancelled and two new meetings have been arranged they are:

Wednesday 12 December; and  
Tuesday 18 December.

## **7. CHESS SLEEP OUT (Pages 23 - 26)**

Please see attached.

## **8. CHAIRMAN'S DIARY (Pages 27 - 28)**

Please see attached.

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## ***LICENSING ACT 2003***

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None this week

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## PLANNING

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### 1. Appeals Lodged

EPF/1543/18 – 12 Farm Way Buckhurst Hill Essex IG9 5AH - Retrospective application for rear dormer – Written reps Householder appeal – Sukhdeep Jhooti ext. 4298

### 2. Forthcoming Planning Inquiries/Hearings -

25<sup>th</sup> – 28<sup>th</sup> February 2019 - EPF/2499/17 – 13 -15A Alderton Hill Loughton Essex IG10 3JD - Demolition of houses at 13, 15 and 15a, Alderton Hill, and the erection of linked blocks of elderly persons apartments, with integrated care facilities (Use Class C2) with supporting amenity facilities, landscaping, 64 car spaces in undercroft parking at the rear and south side of the block, and associated ground works -

### 3. Enforcement Appeals

None this week

### 4. Appeal Decisions

EPF/0926/18 – 12 Garden Fields Stanford Rivers Ongar Essex CM5 9PL - Building carport with flat-sedum roof – Dismissed

### 5. Tree Preservation Orders

TPO/EPF/05/18 – Lords Bushes Court, 700 High Road, Buckhurst Hill – effective 16<sup>th</sup> November 2018.

### 6. S106 Agreements

None this week

### 7. Changes to Planning Systems

None this week



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## PROPOSED PLANNING ENFORCEMENT ACTION

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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

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## **PART C - PORTFOLIO HOLDER DECISIONS**

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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.

# Epping Forest Update

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a Police officer is NOT the professional best placed to help them NOR is dealing with acute health crises the best use of police officers time and skills we BELIEVE the Police should NOT be filling gaps in mental health services

- Home Affairs Select Committee report – Policing and mental health 2015



**New restraint protocol** – All officers are being trained in restraint techniques specifically designed to restrain people in mental crisis. Techniques obtained and developed between the Police and NHS.

Anyone detained under S.136 or S.135 warrant must be **transported** in an ambulance unless transport in a Police vehicle is authorised in extreme conditions. This is for patient dignity and for ambulance staff to assess their medical needs and or issues that may arise or be masked by other factors such as their mental health alcohol and or drugs.



## Street Triage –

Aim is to provide a better service to those in crisis by having a trained mental health nurse attend incidents alongside a Police officer offering expert advice on the situation at hand.

This will help to provide better information and advice to better serve the person in crisis which will in turn improve relations between Police and mental health staff.

Will reduce the number of unnecessary detentions under 136.

Street triage is serviced by a team of 6 mental health nurses and 6 Police officers in two Police vehicles, one north and one south of the county every day.



### **Liaison and diversion team in custody –**

Divert people who offend into services to support them and prevent them from progressing to crisis stage.

### **SIM project –**

Pilot in Essex following success for Hampshire Constabulary. Brings together mental health professionals and Police officers to intensively support service users who are struggling to manage high frequency and high risk behaviours. The Police officer along with the mental health nurse professionals will engage with identified patients as a combined approach. The role of the Police officer is to reinforce to the patient acceptable boundaries and consequences through investigation/prosecution through the criminal justice system should they commit offences.



- Current retention and recruitment issues for front line police officers
  - Current numbers of police officers covering the Epping Forest District and the recent and forecast trend.
- An assessment of anti-social behaviour in the District, particularly over the Summer (compared to last summer)
- Current service levels and response times for handling 101 and 999 calls
- Average response times to emergency calls (from receipt to attendance)
- Current crime clear up / detection rates and recent trends
  - Proposed strategies for improving detection rates
- The Police's response to the recent increase in burglaries in the District
- The scope for more pro-active work to be done in local schools to prevent crime







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**Subject:** Draft strategy for future library services in Essex

Dear Leader,

I would like to personally invite both yourself and all councillors in your district to a special briefing session on our proposed draft strategy for future library services in Essex, and the consultation which would accompany it. **Please can you cascade this invitation on to all councillors in your local authority.**

Essex County Council's next Cabinet meeting on November 22 is due to consider the draft strategy and a recommendation to consult the public on it.

Subject to Cabinet's approval, the 12-week consultation will run from 29 November 2018 to 20 February 2019.

The draft strategy responds to changing customer expectations and behaviours and is intended to shape a library service that is modern, relevant and fit for the way we live our lives now and in the future. You will be able to view [cabinet papers](#) later today.

The briefing sessions, in the week the consultation starts, are an opportunity for me to outline to you the proposed changes and for you to raise and discuss any questions or suggestions you might have. I would also like to ask for your help spreading the news of the consultation to your constituents.

As all ECC and district councillors have been invited to these briefings – to help manage numbers attending, the briefings have been divided up by district. You may wish to consider attending the briefing for your own area:

Group 1 – afternoon session Tuesday 27<sup>th</sup> Nov 2.30pm – 4pm  
Basildon, Maldon, Uttlesford

Group 2 – morning session Wednesday 28<sup>th</sup> Nov 10am – 11.30am  
Braintree, Chelmsford, Epping Forest

Group 3 – morning session Friday 30<sup>th</sup> Nov 10am – 11.30am  
Colchester, Harlow, Rochford

Group 4 – afternoon session Friday 30<sup>th</sup> Nov 2.30pm – 4pm  
Brentwood, Castle Point, Tendring

Venue  
The Council Chamber  
County Hall,  
Chelmsford  
CM1 1QH

I hope you will be able to attend. Please RSVP your attendance to Liz Luck, Cabinet Assistant ([Elizabeth.Luck@essex.gov.uk](mailto:Elizabeth.Luck@essex.gov.uk)).

Kind regards,

Cllr Susan Barker  
Cabinet Member for Customer and Corporate

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## *SLEEP OUT - A NIGHT UNDER THE STARS! BY CLLR RICHARD BASSETT*

7:30 pm November 30 - 7:30 am December 1  
Chelmsford Cathedral

Sleeping out for the night might be fun, but for many people this is every night reality!

CHESS Homeless works to relieve homelessness and hardship amongst single adults in Chelmsford and Essex through the provision of support services and temporary accommodation.

CHESS provides a 9 bedroom night shelter along with shared move on accommodation. They provide a safe place to stay along with a hot meal, drinks, hygiene/laundry facilities, support workers and a counsellor. With the shared housing they can support up to 32 individuals at any one time.

They aim to support individuals from the moment they step through the door into the night shelter until they move on into their own independent accommodation.

During the winter months they run their own winter project, providing the many rough sleepers with food, drinks, sleeping bags and a bed for the night, normally in one of the local church halls.

Every year CHESS hosts its own Sleep Out in the grounds of Chelmsford Cathedral and last year's participants raised over £20,000.

This year they would like to raise even more and make it even bigger. Therefore, I am joining them to experience what it is like to sleep rough for a night.

By sponsoring me, you will help CHESS to support more people on a journey towards moving away from homelessness, from getting off the streets, to living in a new home and learning new skills and securing employment. The money you give will help vulnerable local people to live independently and help CHESS reach their aims in continuing to change lives.

Please be generous with your support by sponsoring me on the attached form.

Thank you in advance for your support.

## **Richard**

Councillor Richard Bassett  
Chairman of Council

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# SPONSORSHIP FORM

*Supporting the Homeless*

Chess seeks to relieve homelessness and related hardship and distress amongst single adults in Chelmsford and Essex, through the provision of support services and temporary accommodation. Thank you for your support.

Please sponsor me; I am raising money on behalf of Chess

by \_\_\_\_\_

Mr/Mrs/Miss/Ms/Other: **Councillor**      First name: **Richard**      Surname: **Bassett**

Address: **Twin Trees, Middle Street, Nazeing**

Postcode: **EN9 2LG**

Email: **richardbassett@ntlworld.com**

**Tick this box to *giftaid it* and boost your donation by 25p of Gift Aid for every £1 you donate**

I want to Gift Aid my donation of £ ..... and any donations I make in the future or have made in the past 4 years to Chess. I am a UK tax payer and I understand that if I pay less income Tax and/or Capital Gain Tax than the amount of Gift Aid claimed on all my donations in that year it is my responsibility to pay any difference. Gift aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK tax payer. Please notify us if you a) want to cancel this declaration, b) change your name or home address or c) no longer pay sufficient tax on your income and/or capital gains. If you pay Income Tax at the higher rate of additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM revenue and Customs to adjust your tax code.

Signed ..... Dated.....

Please feel free to photocopy this form

Title, forename & surname	Tick for Gift Aid*	Home address We can only claim Gift Aid if you give us your address (NOT your organisation address) and your full postcode	Post code	Donation amount £	Tick when paid	Tick if you would like to hear from us
Mr Sam Smith	✓	ABC Street, Town, County	AB1 2CD	£20	✓	✓



# SPONSORSHIP FORM

*Supporting the Homeless*



@chesshomeless



01245 281104



chesshomeless



chesshomeless.org

**Tick this box to *giftaid it* and boost your donation by 25p of Gift Aid for every £1 you donate**

I want to Gift Aid my donation of £ ..... and any donations I make in the future or have made in the past 4 years to Chess. I am a UK tax payer and I understand that if I pay less income Tax and/or Capital Gain Tax than the amount of Gift Aid claimed on all my donations in that year it is my responsibility to pay any difference. Gift aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK tax payer. Please notify us if you a) want to cancel this declaration, b) change your name or home address or c) no longer pay sufficient tax on your income and/or capital gains. If you pay Income Tax at the higher rate of additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM revenue and Customs to adjust your tax code.  
Signed ..... Dated.....

Title, forename & surname	Tick for Gift Aid*	Home address We can only claim Gift Aid if you give us your address (NOT your organisation address) and your full postcode	Post code	Donation amount £	Tick when paid	Tick if you would like to hear from us

Total raised: £

*Supporting the Homeless*

**For Official Use Only**

Date received: / /

Total eligible for Gift Aid: £



## Chairman's Events

<b>Date</b>	<b>Event</b>	<b>Venue</b>	<b>Attending</b>
Tuesday 27 November	Bishop of Chelmsford Book Launch	Chelmsford Cathedral	Chairman of Council
Thursday 29 November	Business Networking Event	Civic Offices	Chairman of Council
Friday 30 November	CHESS Sleep Out event	Chelmsford Cathedral	Chairman of Council
Sunday 2 December	Ongar & District Healthcare League of Friends Carol Service	St Martin's Church, Ongar	Vice Chairman of Council
Sunday 2 December	Chigwell Riding Trust Carol Service	Grange Farm, Chigwell	Chairman of Council
Monday 3 December	Waltham Forest Mayor's Charity Christmas Dinner	Waltham Forest College	Chairman of Council
Wednesday 6 December	Public Menorah Lighting	Chigwell Village Green	Chairman of Council
Sunday 9 December	Colchester Garrison's Carol Service	St Peter's Church, Colchester	Chairman of Council
Monday 10 December	Visit to Royal Mail Sorting Office	Ongar	Chairman of Council
Tuesday 11 December	Visit to Royal Mail Sorting Office	Epping	Chairman of Council
Wednesday 12 December	Visit to Royal Mail Sorting Office	Debden	Chairman of Council
Wednesday 12 December	Ongar Singer Carol Service	Budworth Hall, Ongar	Chairman of Council
Friday 14 December	Chelmsford Civic Carol Service	Chelmsford Cathedral	Chairman of Council

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## EPPING FOREST DISTRICT COUNCIL

### Notification of Call-In of Portfolio Holder Decision under Paragraphs 45-52 of Article 6 (Overview & Scrutiny) of the Constitution

*This form must be signed and completed and the original returned to the Proper Officer in person no later than the fifth working day following the publication of the decision to be called-in*

<b>Decision to be called-in:</b>
<b>Decision reference:</b>
<b>Portfolio:</b>
<b>Description of decision:</b>
<b>Reason for call-in</b>

**Members requesting call-in**  
(3 members of the Overview and Scrutiny Committee or 5 other members)

Members Name:	Signed:
<b>Lead member:</b>	
Office Use Only: Date Received:	

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