



### NOTICE OF COUNCIL MEETING

You are hereby summoned to a meeting of the EPPING FOREST DISTRICT COUNCIL to be held in the COUNCIL CHAMBER, CIVIC OFFICES, HIGH STREET, EPPING at 7.30 pm on Thursday, 19 September 2019 for the purpose of transacting the business set out in the agenda.

A handwritten signature in blue ink, appearing to read 'G Blakemore'.

**Georgina Blakemore**  
Chief Executive

**Democratic Services  
Officer:**

Democratic Services Manager Tel: (01992) 564243  
Email: [democraticservices@eppingforestdc.gov.uk](mailto:democraticservices@eppingforestdc.gov.uk)

#### WEBCASTING/FILMING NOTICE

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The meeting may also be otherwise filmed by third parties with the Chairman's permission.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Therefore by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured they should sit in the upper council chamber public gallery area or otherwise indicate to the Chairman before the start of the meeting.

If you have any queries regarding this, please contact the Public Relations Manager on 01992 564039.

**BUSINESS****1. WEBCASTING INTRODUCTION**

This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking. The Democratic Services Manager will read the following announcement:

“The chairman would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

If you are seated in the lower public seating area it is likely that the recording cameras will capture your image and this will result in the possibility that your image will become part of the broadcast.

This may infringe your human and data protection rights and if you wish to avoid this you should move to the upper public gallery.”

**2. FORMER COUNCILLORS F. LIMER, P. PENNELL & S. PERRY**

The Council is invited to stand for a minute’s silence in tribute to the memory of former District Councillors Freddy Limer, Philip Pennell and Susan Perry, who passed away recently.

**(a) F. Limer**

Freddy Limer served as a Conservative district councillor representing the Epping ward of the district from 1974 to 1979 and Epping Hemnall 1979 - 1986. Former Councillor Limer became the Vice-Chairman of the Council in 1982/83 and was elected as the Chairman of the Council for the 1983/84 municipal year. During his terms of office, former Councillor Limer served on various committees, sub-committees and working groups, including the Policy and Resources Committee, the Housing Services Committee (as chairman) and the Housing Management Sub-Committee.

Former Councillor Limer also sat as the Council’s representative on the Epping Sports Centre Management, Epping Town Old People’s Welfare Association, Area Advisory Committee for Education, National Housing & Town Planning Council (Eastern Regional Executive Committee) and as the Council Outside Representative for the Citizen Advice Bureau for Epping and the Air Training Corps No 414 Epping and North Weald Squadron.

**(b) P. Pennell**

Philip Pennell served as a Labour district councillor representing the Waltham Abbey West ward of the district from 1990 to 2002 and was the Leader of the Labour Group on the Council between 1994 and 1999. During his terms of office, former Councillor Pennell served on various committees, sub-committees and working groups, including the Policy and Co-ordinating Committee, the Housing Committee, the Development Committee, the Resources Committee, the Libraries, Arts and Museums Sub-Committee, the Council Strategy Working Group, the Lea Valley Nursery Working Group and the Periodic Electoral Review Working Group.

Former Councillor Pennell also sat as the Council’s representative on the Waltham Abbey Citizens Advice Bureau and the National Explosive Museum (the Royal

Gunpowder Mills) and, following retirement, became a regular volunteer at the Epping Forest District Museum in Waltham Abbey.

**(c) S. Perry**

Susan Perry served as a Conservative district councillor representing the Epping Hemnall ward of the district from 2004 to 2007. During her term of office, former Councillor Perry served on various committees, sub-committees and working groups, including Overview and Scrutiny Committee – Community Wellbeing/Leisure/Housing and Policy Working group, Staff Appeal Panel, Licensing Committee and the Area Plans Sub-Committee B (Vice-Chairman).

Former Councillor Perry also sat as the Council's representative on the Police and Community Consultant Group, the Epping Citizens Advice Bureau and Epping Town Centre Partnership.

**3. MINUTES (Pages 9 - 90)**

To approve as a correct record and sign the minutes of the meeting held on 30 July 2019 (attached).

**4. DECLARATIONS OF INTEREST**

To declare interests in any item on the agenda.

**5. ANNOUNCEMENTS**

- (a) Apologies for Absence
- (b) Chairman's Announcements

**6. PUBLIC QUESTIONS (IF ANY)**

To answer questions asked after notice in accordance with the provisions contained within Part 4 of the Council Rules of the Constitution on any matter in relation to which the Council has powers or duties or which affects the District:

- (a) to the Leader of the Council;
- (b) to any Portfolio Holder; or
- (c) to the Chairman of the Overview and Scrutiny Committee.

Questions, if any, will follow if not received in time to be incorporated into the agenda.

**7. QUESTIONS BY MEMBERS UNDER NOTICE**

To answer questions asked after notice in accordance with the provisions contained within the Council's rules in Part 4 of the Constitution on any matter in relation to which the Council has powers or duties or which affects the District:

- (a) to the Chairman of the Council;
- (b) to the Leader of the Council;
- (c) to any Member of the Cabinet; or

- (d) the Chairman of any Committee or Sub-Committee.

The Council's rules provide that answers to questions under notice may take the form of:

- (a) direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

Answers to questions falling within (a) and (b) above will be made available to the member asking the question one hour before the meeting. Answers to questions falling within (c) above will be circulated to all councillors.

Questions, if any, will follow if not received in time to be incorporated into the agenda.

## **8. REPORTS FROM THE LEADER & MEMBERS OF THE CABINET (Pages 91 - 118)**

To receive reports and any announcements from the Leader and members of the Cabinet on matters falling within their area of responsibility:

- (a) Report of the Leader;
- (b) Report of the Business Support Services Portfolio Holder (attached);
- (c) Report of the Commercial and Regulatory Services Portfolio Holder (attached);
- (d) Report of the Community and Partnership Services Portfolio Holder (attached);
- (e) Report of the Contract and Technical Services Portfolio Holder (attached)
- (f) Report of the Customer Services Portfolio Holder (attached);
- (g) Report of the Housing and Property Services Portfolio Holder (attached);
- (i) Report of the Planning Services Portfolio Holder (attached); and
- (j) Report of the Strategic Projects Portfolio Holder (attached).

## **9. QUESTIONS BY MEMBERS WITHOUT NOTICE**

The Council's rules provide for questions by any member of the Council to the Leader or any Portfolio Holder, without notice on:

- (i) reports under the previous item; or
- (ii) any other matter of a non operational character in relation to the powers and duties of the Council or which affects all or part of the District or some or all of its inhabitants.

The Council's rules provide that answers to questions without notice may take the form of:

- (a) a direct oral answer from the Leader or, at the request of the Leader, from another member of the Cabinet;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication;
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner; or
- (d) where the question relates to an operational matter, the Leader or a member of the Cabinet will request that a response be given direct to the questioner by the relevant Service Director.

In accordance with the Council's rules, a time limit of thirty minutes is set for questions. Any question not dealt with within the time available will receive a written reply. The Chairman may extend this period by up to a further ten minutes at their discretion.

## 10. MOTIONS

To consider any motions, notice of which has been given under the Council's rules of procedure.

### (a) Climate Emergency

Proposed by: Councillor S. Neville

Seconded by: Councillor J. Philip

"That the Council notes that:

- (i) humans have already caused irreversible climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1 degree Celsius from pre-industrial levels. Atmospheric CO<sub>2</sub> levels are above 400 parts per million (ppm). This far exceeds the 350-ppm deemed to be a safe level for humanity;
- (ii) in order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that we as a species reduce our CO<sub>2</sub>eq (carbon equivalent) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible;
- (iii) individuals cannot be expected to make this reduction on their own. Society needs to change its laws, taxation, infrastructure, etc., to make low carbon living easier and the new norm;
- (iv) carbon emissions result from both production and consumption;
- (v) Epping Forest District Council has already shown foresight when it comes to addressing the issue of Climate Breakdown, having signed the Nottingham Declaration on Climate Change, written an Environment Sustainability Policy and Action Plan, and have worked to use renewable energy and energy efficiency and have had a Green Working Party driving the agenda for some years;
- (vi) unfortunately, our current plans and actions are not enough. The world is on

track to overshoot the Paris Agreement's 1.5°C limit before 2050;

- (vii) the IPCC's Special Report on Global Warming of 1.5°C, published in the autumn of 2018, describes the enormous harm that a 2°C rise is likely to cause compared to a 1.5°C rise, and told us that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities;
- (viii) councils and Parliaments around the world are responding by declaring a 'Climate Emergency' and committing resources to address this emergency;

That the Council believes that:

- (ix) all governments (national, regional and local) have a duty to limit the negative impacts of Climate Breakdown, and local governments that recognise this should not wait for their national governments to change their policies. It is important for the residents of Epping Forest District and the UK that local authorities commit to carbon neutrality as quickly as possible;
- (x) the consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be humanity's number one priority;
- (xi) bold climate action can deliver economic benefits in terms of new jobs, economic savings and market opportunities (as well as improved well-being for people worldwide); and

That the Council resolves to:

- (xii) declare a 'Climate Emergency';
- (xiii) pledge to do everything within the Council's power to make Epping Forest District Council area carbon neutral by 2030;
- (xiv) call on Westminster to provide the powers and resources to make the 2030 target possible;
- (xv) work with other governments (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
- (xvi) continue to work with partners across the district and region to deliver this new goal through all relevant strategies and plans;
- (xvii) in the special circumstances of this district, resolves to protect the Special Area of Conservation through the Local Plan and every other means; and
- (xviii) implement an Air Quality Strategy and bring forward sustainability guidance on planning."

Background paper received on 5 September 2019.

Motions, if any, will follow if not received in time to be incorporated into the agenda.

## **Reports of the Cabinet**

### **11. ASSET MANAGEMENT STRATEGY - PROPERTY ACQUISITION STRATEGY**

**(Pages 119 - 120)**

(Commercial and Regulatory Services Portfolio Holder) To consider the attached report.

**12. REPRESENTATION ON OUTSIDE ORGANISATIONS (LEADER APPOINTMENTS)****Recommending:**

**That the Council note the following revised appointments of the Leader, as the Council's representatives on various bodies established by the Local Strategic Partnership for the remainder of the 2019/20 municipal year:**

- (a) Health and Wellbeing Board – Councillor A. Patel, Councillor N. Bedford;**
- (b) Economic Board – Councillor A. Patel; and**
- (c) Tourism Board – Councillor R. Bassett;**

At its meeting on 30 July 2019, the Council noted the appointment by the Leader of the Council of member representatives to external organisations for the 2019/20 municipal year. However, a number of appointments to various bodies established by the Local Strategic Partnership have since been reviewed.

The appointment of members to external organisations carrying out executive functions is a matter reserved to the Leader of the Council. The Council is therefore requested to note the appointments made by the Leader of the Council to the respective Local Strategic Partnership bodies for the remainder of the 2019/20 municipal year.

Although the Council also noted the appointment by the Leader of Councillor J. Jennings as a representative on the Epping Forest Children's Partnership, at its last meeting, the Service Director (Community and Partnership Services) has since advised that the Children's Partnership has been disbanded by the Local Strategic Partnership and that such appointment was not required for 2019/20.

**13. APPOINTMENT OF CO-OPTED MEMBER TO THE AUDIT AND GOVERNANCE COMMITTEE (Pages 121 - 122)**

(Chairman of the Audit and Governance Committee) To consider the attached report.

**14. OVERVIEW AND SCRUTINY COMMITTEE**

(a) (Chairman of the Overview and Scrutiny Committee) To answer any questions without notice asked in accordance with Council Rules.

**15. CALL- IN AND URGENCY - PROPOSED LETTING OF LAND AT NORTH WEALD AIRFIELD TO HER MAJESTY'S REVENUE AND CUSTOMS (Pages 123 - 124)**

To note the attached decision taken by the Vice-Chairman of the Council to waive the call-in provisions of the Overview and Scrutiny Rules.

**16. JOINT ARRANGEMENTS & EXTERNAL ORGANISATIONS**

(a) To receive from Council representatives reports on the business of joint arrangements and external organisations and to answer any questions on those bodies which may be put without notice; and

- (b) To request written reports from representatives on joint arrangements and external organisations for future meetings.

## 17. EXCLUSION OF PUBLIC AND PRESS

**Exclusion:** To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Paragraph Number	Information
Nil	Nil	Nil	

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

**Background Papers:** Article 17 of the Constitution (Access to Information) define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.