

committee agenda



**Epping Forest
District Council**

**District Development Management Committee
Wednesday, 18th September, 2019**

You are invited to attend the next meeting of **District Development Management Committee**, which will be held at:

Council Chamber - Civic Offices
on **Wednesday, 18th September, 2019**
at **7.30 pm** .

Georgina Blakemore
Chief Executive

**Democratic Services
Officer**

Gary Woodhall
Tel: (01992) 564470
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors B Sandler (Chairman), S Jones (Vice-Chairman), H Brady, D Dorrell, I Hadley, S Heap, H Kauffman, J Lea, G Mohindra, R Morgan, J Philip, C C Pond, C Roberts, B Rolfe and J M Whitehouse

SUBSTITUTE NOMINATION DEADLINE:

18:30

1. WEBCASTING INTRODUCTION

(Corporate Communications Manager) This meeting is to be webcast. On behalf of the Chairman, the Democratic Services Officer will read the following announcement:

"I 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 third parties).

If you are seated in the lower public seating area then 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 then you should move to the upper public gallery.

Could I please also remind Members to activate their microphones before speaking”.

2. ADVICE FOR PUBLIC & SPEAKERS AT PLANNING COMMITTEES (Pages 5 - 6)

(Democratic Services Manager) General advice for those persons attending the meeting of the Committee is attached as an appendix to this agenda.

3. APOLOGIES FOR ABSENCE

(Democratic Services Manager) To be announced at the meeting.

4. SUBSTITUTE MEMBERS

(Democratic Services Manager) To report the appointment of any substitute members for the meeting.

5. DECLARATIONS OF INTEREST

(Monitoring Officer) To declare interests in any item on the agenda.

6. MINUTES (Pages 7 - 16)

(Democratic Services Manager) To confirm the minutes of the meeting of the Committee held on 27 March 2019.

7. EPPING FOREST DISTRICT LOCAL PLAN SUBMISSION VERSION - PLANNING POLICY BRIEFING NOTE

(Service Director – Planning Services) A Planning Policy Briefing Note (March 2018) has been produced by the Planning Policy Team to ensure that a consistent approach is taken to the provision of planning policy advice for the District, particularly in relation to the Epping Forest District Local Plan Submission Version, which was published on 18 December 2017.

The primary purpose of the Planning Policy Briefing Note is to inform the development management process and to provide assistance for Development Management Officers, Councillors, applicants and planning agents. The Planning Policy Briefing Note is available at:

http://www.efdclocalplan.org/wp-content/uploads/2018/03/Planning-Policy-Briefing-Note_Mar-2018.pdf

8. PLANNING APPLICATION EPF/0869/19 - CLASPER HOUSE, EPPING (Pages 17 - 22)

(Service Director - Planning Services) To consider the attached report for the erection of 2 dormer roof windows to the front elevation and 3 dormer roof windows to the rear elevation; this application was referred from Area Planning Sub-Committee East on 7 August 2019 (EPF/0869/19).

9. ANY OTHER BUSINESS

(Democratic Services Manager) Section 100B(4)(b) of the Local Government Act 1972 requires that the permission of the Chairman be obtained, after prior notice to the

Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

10. 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):

<u>Agenda Item</u>	<u>Subject</u>	<u>Paragraph Number</u>
Nil	None	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 (Access to Information) of the Constitution defines 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 one copy of each of the documents on the list of background papers for four years after the date of the meeting. Inspection of background papers can be arranged by contacting either the Responsible Officer or the Democratic Services Officer for the particular item.