
COUNCIL

BULLETIN

Issue Number 25/2019
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Compiled, designed and produced by
Member Services

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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	Hemnall Street Offices.
TBN	To be noted	HH	Homefield House
TBC	To be confirmed	ESC	Epping Sports Centre

Other venues are shown in full.

Week One: 1 July 2019 – 7 July 2019

Monday 1 July	7.00pm	Local Plan Cabinet Committee – Cancelled Member Training - Parking	CR1
Tuesday 2 July	10.00am 7.00pm 7.00pm	Licensing Sub-Committee Epping Forest Youth Council Stronger Communities Select Committee	CC CC CC
Wednesday 3 July	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South	CR1 CC
Thursday 4 July	2.00pm 7.00pm	Member Training – Local Authority Finance and Budget Process Stronger Place Select Committee	CR1 CC
Friday 5 July			
Saturday 6 July			
Sunday 7 July			

Week Two: 8 July 2019 – 14 July 2019

Monday 8 July			
Tuesday 9 July	10.00am 6.00pm 7.00pm	Licensing Sub-Committee Member Training – Code of Conduct (Repeat) Stronger Council Select Committee	CC CR1 CC
Wednesday 10 July	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee East Area Planning Sub-Committee East	CR1 CC
Thursday 11 July	7.00pm	Cabinet	CC
Friday 12 July			
Saturday 13 July			
Sunday 14 July			

Week Three: 15 July 2019 – 14 July 2019

Monday 15 July			
Tuesday 16 July	2.00pm 7.30pm	Briefing - Mental Health Services in West Essex Overview and Scrutiny Committee	CC CC
Wednesday 17 July	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee West Area Planning Sub-Committee West	CR1 CC
Thursday 18 July	7.00pm	Finance and Performance Management Cabinet Committee	CC
Friday 19 July			
Saturday 20 July			
Sunday 21 July			

Week Four: 16 July 2019 – 22 July 2019

Monday 22 July			
Tuesday 23 July			
Wednesday 24 July	7.30pm	District Development Management Committee	CC
Thursday 25 July	7.00pm	Audit and Governance Committee	CC
Friday 26 July			
Saturday 27 July			
Sunday 28 July			

PART B - ESSENTIAL INFORMATION

Committee Management System

The members' extranet facility for the Modern.Gov system is available at:

<https://eppingforestextranet.moderngov.co.uk/extranet>

Members may wish to save this link on their computer or mobile devices. Queries concerning login and password details for the extranet should be addressed to the Democratic Services Manager.

Constitution

The Council's Constitution is available at:

<https://rds.eppingforestdc.gov.uk/ieListMeetings.aspx?CId=638&Info=1>

Queries concerning the Constitution should be addressed to the Democratic Services Manager

PART C - GENERAL INFORMATION

1. CANCELLED - MEMBER TRAINING - CODE OF CONDUCT (REPEAT)

Please be advised that we have cancelled the Member Training – Code of Conduct (Repeat) that was scheduled for 9 July due to lack of attendance.

(Further information: Kim Partridge ext 4443)

2. ADDITIONAL MEMBERS TRAINING - COMMUNICATION SKILLS AND SPEED READING ON IPAD (Pages 13 - 16)

Please be advised that we have arranged Members Training on Communication Skills and Speed Reading on iPad. This training will take place on Friday 1 November and is a full days session.

Please see attached course overview.

If you would like to attend, please advise Kim Partridge,
kpartridge@eppingforestdc.gov.uk

(Further information: Kim Partridge ext 4443)

3. RESCHEDULED MEMBER TRAINING - CONSTITUTION - OCTOBER 2019

Please be advised that we need to re-schedule the Member Training on The Constitution which was scheduled for 1 October.

The session will now take place on 15 October.

(Further information: Kim Partridge ext 4443)

4. MODERN.GOV COMMITTEE MANAGEMENT SYSTEM

Further to the recent commencement of the roll-out of mobile devices, please note that all automatic notification alerts for the publication of committee agenda etc. are now being directed to the new 'cllr.***@eppingforestdc.gov.uk' email address issued to members.

(Further information: Steve Tautz ext 4180)

5. TASK AND FINISH PANEL

At its meeting on 4 June 2019, the Overview and Scrutiny Committee agreed the establishment of a new Task and Finish Panel to support the forthcoming review of the Council's waste and recycling service. The establishment of a Task and Finish Panel in this regard is supported by the Contracts and Technical Services Portfolio Holder and the scope of the work of the Panel will be considered by the Committee at its meeting to be held on 16 July 2019.

Very few Members have so far indicated that they wish to join the Task and Finish Panel. Any additional Members wishing to join the Task and Finish Panel should therefore advise democraticservices@eppingforestdc.gov.uk of such intention as soon as possible. It is likely that meetings of the Task and Finish Panel will be held at 7.00pm on 20 August 2019, 11 November 2019 and 16 December 2019.

(Further information: Steve Tautz ext 4180)

6. CHAIRMAN'S DIARY (Pages 17 - 18)

Please see attached.

LICENSING ACT 2003

None this week

PLANNING

1. Appeals Lodged

EPF/0074/19 – Sunnycroft Loughton Lane Theydon Bois Essex CM16 7JY - Proposed loft conversion raising the ridge of the existing bungalow allowing for bedrooms on the first floor with a proposed rear and front extension – Householder appeal – Sukhdeep Jhooti ext. 4298

EPF/0256/19 – 102 Forest Edge Buckhurst Hill Essex IG9 5AB - Proposed first floor and gable roof extension with full width box dormer assembly to rear roof pitch – Householder appeal – Muhammad Rahman ext. 4415

EPF/0864/18 - Land forming part of the garden of Hobbs Cross Farmhouse and 2 Hobbs Cross Cottages Hobbs Cross Road Theydon Garnon CM16 7NY -Erection of one dwelling within the garden of the former farm house and creation of a vehicular access onto Hobbs Cross Road to serve the proposed dwelling and no. 2 Hobbs Cross Cottages – Written reps – Muhammad Rahman ext. 4415

EPF/2806/19 – 25 Tomswood Road Chigwell Essex IG7 5QP -Demolition of existing bungalow and erection of a new house – Written reps – Corey Isoda ext.4380

EPF/3302/18 – Rear of 165 High Road Loughton Essex IG10 4LF -Erection of a one storey roof extension to provide an additional 2 no. flats (2 x 1-bedroom penthouse flats) (- as an addition to 5 storey building being erected on the site under EPF/2600/14.) – Written reps – Marie-Claire Tovey ext. 4414

EPF/3249/17 – Land adj. to Moss Nursery Sedge Green Roydon Essex CM19 5JR - Change of use of land to a Gypsy and Traveller caravan site consisting of 2 no. pitches each containing 1 no. mobile home, 1 no. touring caravan, car parking, shed, amended access – Hearing- Clare Munday ext. 4114

2. Forthcoming Planning Inquiries/Hearings -

EPF/2499/17 – 13-15a Alderton Hill Loughton Essex IG10 3JD – 3rd September – 6th September 2019 – North Weald Airfield

3. Enforcement Appeals

ENF/0067/18 – Land adj. Moss Nursery Sedge Green Roydon Essex CM19 5JR - Without planning permission the material change of use of the land from agricultural to residential use including the stationing of mobile homes/caravans for residential use – Hearing – Clare Munday ext. 4114

ENF/0402/17 – Hosanna Lodge Sedge Green Nazeing Essex EN9 2PA - Without planning permission the material change of use of the land from agricultural to residential use including the stationing of mobile homes/caravans for residential use – Hearing – Clare Munday ext. 4114

4. Appeal Decisions

EPF/0141/187 – Land East of Church Lane Sheering Essex -Erection of 3 no. new dwellings complete with garages, infrastructure, and associated works, including access from Church Lane – Allowed with conditions

EPF/0282/18 – 12 Station Road Epping Essex CM16 4HN - Demolition of existing dwelling, erection of a detached building comprising 9 self contained apartments incorporating revisions to vehicular access, associated car parking and on-site amenities – Dismissed

EPF/0386/18 – The Coachhouse, Schwier Farms Church Road Moreton Essex CM5 0JA - Change of use of Coach House to offices (retrospective) with new wall, windows and replacement roof – Dismissed

EPF/0893/18 – 66a Bower Hill Epping Essex CM16 7AW -Erection of detached dwelling – Dismissed

EPF/1417/18 – Priory Farm Norwood End Fyfield CM5 0RJ -Change of use from agricultural to residential and erection of three dwellings – Dismissed

EPF/1847/18 – 55 High Street Epping Essex CM16 4BA - Change of use from agricultural to residential and erection of three dwellings – 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

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.

Councillor Communication Skills Programme

This programme has been specially developed for Epping Forest Direct Council Members, who want to develop their communication profile.

The session is divided into two main elements: understanding and using social media and speaking in public.

Programme Objectives

By the end of the programme, Councillors will be able to:

- Identify the strengths and weaknesses of major social media channels
- Work within the major do's and don'ts of social media
- Find and target an audience
- Build a 'brand' across platforms
- Manage trolls and keyboard warriors
- Structure verbal information for flow and understanding
- Speak with confidence and gravitas
- Use positive non-verbal communication to reinforce key messages.

Additional Information:

This is a highly practical half-day which will add value to participants' existing knowledge and expertise.

There will be opportunities for some modest public speaking practise in the latter part of the session for those attendees who wish to participate.

Full workbooks will be provided.

Reading for Speed and Retention on Electronic Devices

This has been developed for Members from Epping Forest District Council who need to be able to read and summarise information from electronic devices and written text faster, and more effectively. The seminar focuses on the different types of reading styles and encourages better retention of written material by making use of specific techniques.

Programme Objectives

By the end of this programme delegates will be able to:

1. Co-ordinate eye movements better to minimise any poor reading habits
2. Identify and minimise barriers to reading
3. Read from electronic screens more efficiently by using a range of techniques
4. Improve retention of information by using an active reading style.

Further Information

The session focuses on how our brain absorbs and process information, including the relationship between eye and brain. The session also explains different types of reading styles and how to learn new, positive reading habits.

Duration: 2.5 hours

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Agenda Item 6

Chairman's Events June

Date	Event	Venue	Attending
Friday 28 June	eNgage 19	The Spotlight Theatre, Hoddesdon	Chairman of Council
Saturday 29 June	CRY Screen Event	Grange Farm	Chairman & Vice Chairman of Council
Saturday 29 June	Colchester Garrison Show	Abbey Field, Colchester	Chairman of Council
Saturday 29 June	Harlow Carnival	Market Square, Harlow	Chairman of Council
Monday 1 July	Grand Final Jack Petchey Speak Out Challenge	Cambridge Theatre, London	Chairman of Council
Friday 5 July	High Sheriff of Essex Garden Party	Maldon	Chairman of Council
Monday 8 May	Premier of We R Safe EF Youth Council Project	Civic Offices	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

Decision to be called-in:
Decision reference:
Portfolio:
Description of decision:
Reason for call-in

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

Members Name:	Signed:
Lead member:	
Office Use Only: Date Received:	

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