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# **COUNCIL**

# ***BULLETIN***

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***Issue Number 49/2019***  
***Friday, 6 December 2019***



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Compiled, designed and produced by  
Member Services

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



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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>	Hemnal Street Offices.
<b>TBN</b>	To be noted	<b>HH</b>	Homefield House
<b>TBC</b>	To be confirmed	<b>ESC</b>	Epping Sports Centre

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Other venues are shown in full.

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## Week One: 9 December 2019 – 15 December 2019

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Monday 9 December	6.00pm 7.00pm	Executive Briefing Stronger Place Select Committee	CR2 CC
Tuesday 10 December	7.00pm	Chairman's Christmas Carol Concert	TBA
Wednesday 11 December			
Thursday 12 December			
Friday 13 December			
Saturday 14 December			
Sunday 15 December			

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## Week Two: 16 December 2019 – 22 December 2019

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Monday 16 December	7.00pm	Waste Management Task & Finish Panel	CC
Tuesday 17 December	7.30pm	Council	CC
Wednesday 18 December	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South	CR1 CC
Thursday 19 December	7.00pm	Council Housebuilding Cabinet Committee	CC
Friday 20 December			
Saturday 21 December			
Sunday 22 December			

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**Week Three: 23 December 2019 – 29 December 2019**

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Monday 23 December			
Tuesday 24 December		Civic Offices Close at Midday	
Wednesday 25 December		Civic Offices Closed	
Thursday 26 December		Civic Offices Closed	
Friday 27 December		Civic Offices Closed	
Saturday 28 December		Civic Offices Closed	
Sunday 29 December		Civic Offices Closed	

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**Week Four: 30 December 2019 – 5 January 2020**

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Monday 30 December		Civic Offices Closed	
Tuesday 31 December		Civic Offices Closed	
Wednesday 1 January			
Thursday 2 January			
Friday 3 January			
Saturday 4 January			
Sunday 5 January			

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## PART B - ESSENTIAL INFORMATION

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### **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?CIId=638&Info=1>

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

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## **PART C - GENERAL INFORMATION**

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### **1. MEMBERS SHARED APPLE ID**

It has recently been brought to our attention that the username and password is not working for the Shared Apple ID. If you wish to use the Share Cllr Apple ID on your iPads please see the new details below.

ID Account: [efdc.members@icloud.com](mailto:efdc.members@icloud.com)

The new Shared Apple ID password is now: **Chambers20!**

(Further information: Louise Warren ext 2433)

### **2. 2020 TENANT SATISFACTION SURVEY**

The Housing and Property Service is conducting a satisfaction survey of council tenants across the district. The survey includes general questions to assess the overall opinion of our landlord services, and questions on important issues, such as satisfaction with the housing repairs service.

We have asked independent research consultant 'Acuity' to carry out a telephone survey on our behalf. The survey will run for three weeks, commencing around 22 January, contacting a random sample of tenants. All tenants will have received a survey pre-notification letter a week beforehand and any information given is confidential. To encourage participation, we are offering a £200 voucher prize draw incentive.

The survey results will help us to identify areas we need to focus on for improvement, establish important trends and keep up-to-date with the opinions of our tenants. Many councils and housing associations carry out these surveys, and we all use a similar method so we can compare our results.

Copies of the survey questions are available from the Housing Strategy Team. For further details please contact [housinginfo@eppingforestdc.gov.uk](mailto:housinginfo@eppingforestdc.gov.uk) or ext 4041.

### **3. NOVEMBER E-BRIEF FROM NORTH ESSEX PARKING PARTNERSHIP**

The North Essex Parking Partnership has issued its latest Councillor E-brief newsletter - see below or [here](#).

### **4. MEMBERS' ROOM**

With the agreement of the Leader of the Council, the Members' Room will be in use from 13.00 to 14.00 on 5 and 12 December 2019, for the purpose of holding 'Revive' sessions for staff.

(Further information: S. Tautz ext 4180)

## **5. ALL THINGS DIGITAL**

We are working in partnership with Age UK and an IT company called Cognizant to bring an exciting new initiative to Pelly Court, Sheltered Housing Scheme called “All things digital”.

The purpose of this is to engage with older people from Pelly Court and the wider community in the comfort of Pelly Court hall and assist them to embrace technology and improve their IT skills.

Those that attend have an opportunity to spend time with a volunteer from Cognizant who will help with a wide variety of queries with mobile phones, laptops, tablets and digital cameras. 1-2-1 sessions are also available enabling people to gain a better understanding of digital technology and it’s many benefits.

There is no charge for this service, sessions are very informal with tea and coffee available. Even if people do not have a digital device they can still come along and have a cup of tea and a chat.

We had 10 people attended our first session on 27<sup>th</sup> November., They felt the volunteers were really helpful and patient, the overall feedback was very positive.

We are holding a further session at Pelly Court hall on 11<sup>th</sup> December between 10am – 12pm, you are more than welcome to pop along and see for yourself how we are helping older people gain confidence and improve their understanding of digital technology.

(Further information: Denise Pegler ext 4372)

## **6. ECC BRIEFING ON THE ESSEX RECORD OFFICE (Pages 13 - 14)**

Please see attached.

## **7. INTRODUCING THE ESSEX ENERGY SWITCH 2019**

Epping Forest District Council will be part of the Essex Energy Switch (EES) 2019. This is a county-wide collective energy switching campaign launched in 2014 and designed to help Essex residents cut their gas and electricity bills. The scheme is run in partnership with iChoosr, a national company, who manage the online registration, auction and offer. Essex County Council (ECC) is responsible for promoting the scheme each winter to Essex residents.

The Council recognises that some householders across the District are struggling to pay for their energy supplies and this scheme is one way of addressing the issue. It demonstrates that in partnership with ECC we can make a positive difference to the lives of residents and communities.

This is in keeping with Councils commitment to help more residents benefit from cost effective energy and reduce our carbon emissions. Further information can be found in the *Home Energy Conservation Act 1995 (as amended) Progress Report* on the Council website.

<https://www.eppingforestdc.gov.uk/your-council/policies-plans-and-strategies/>

The EES is a collective switching process. Collective switching occurs when a group of like-minded consumers band together to negotiate a better deal – the more people that register, the bigger the potential there is to save. The iChoosr approach to collective switching is less complex and less time consuming than ‘going it alone’ and it’s all without any obligation. The key dates for the winter campaign 2019/20 are:

3 December 2019 – Registration launch  
11 February 2020 – Auction  
25 February 2020 – Offers  
24 March 2020 – Closure

Registration is open from 3 December 2019 to 10 February 2020; the auction takes place on 11 February 2020 and the offer letters to registrants are sent out from the 25 February 2020.

Once registration has closed, energy providers will bid against one another to obtain the custom of those who have registered. The winning bidder will be whichever company offers the best prices. This is a great opportunity for busy people who don’t have time to hunt around for the best offer. It is free to register for the Energy Switch and registrants are under no obligation to switch current providers.

The prices offered will be based on the number of residents who register. This means that the more people who register their interest, the better the deal offered and in turn, the opportunity to cut down on energy costs.

The process is quick, easy and to find out more and register for the Energy Switch visit [www.essex.gov.uk/energyswitch](http://www.essex.gov.uk/energyswitch) (which direct residents to the iChoosr landing page).

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## **8. CHAIRMAN'S DIARY (Pages 15 - 16)**

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/1111/19 – Wyldingtree 66 The Plain Epping Essex CM16 6TW - Demolition of existing chalet bungalow and construction of 2 x pairs of semi-detached houses with associated parking and gardens – Written reps – Sukhi Dhadwar ext. 4597

### 2. Forthcoming Planning Inquiries/Hearings -

Hearing 3 December 2019 - EPF/0584/19 – Thistle Dew Hoe Lane Nazeing Essex EN9 2RN - Re-use of an agricultural workers dwelling as a residential dwelling at Thistle Dew, Hoe Lane, Nazeing, Essex EN9 2RN without complying with Condition 2 attached to planning permission Ref EPF/691/83 dated 05 January 1984

Hearing – 28 January 2020 – EPF/1649/17 - White Rose Curtis Mill Lane Stapleford Abbots Essex RM4 1HS - Material change in use of land to provide for stationing of caravans for residential occupation by Gypsy family with associated hardstanding, fencing/gate, septic tank, gas tank (retrospective) – Sukhdeep Jhooti ext. 4298

### 3. Enforcement Appeals

None this week

### 4. Appeal Decisions

EPF/0157/19 – Ivy House Coopersale Lane Theydon Bois CM16 7NT - Application for a Lawful Development Certificate for proposed erection of wall and gates (Revised application to EPF/2917/18) – Withdrawn

EPF/0189/19 – Land at Potash Road Matching Green CM17 0RN - Erection of 2 no. dwellinghouses (Revised Design 2) including removal of existing underground storage tanks. (Revised application to EPF/2756/18) – Dismissed

EPF/0983/19 – 11 Marconi Bungalows High Road North Weald CM16 6EQ - Proposed vehicular access to the front of the property – Dismissed

### 5. Tree Preservation Orders

None this week

### 6. S106 Agreements

None this week

### 7. Changes to Planning Systems

None this week

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## **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.

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# Agenda Item 6

Dear all,

ECC will be holding a Member briefing about the Essex Record Office on **Monday 9 December 2019**, 1.30-3pm in County Hall, Chelmsford. The session will cover:

- ERO mission and aims
- Why archives are important
- Types of records we preserve
- Conservation and digitisation
- Access and engagement with the collections
- Recent projects
- Future plans/future projects
- Q&A

We have some spaces available to offer District Councillors on a first come first served basis, if any members wish to attend please let me or [gemma.bint@essex.gov.uk](mailto:gemma.bint@essex.gov.uk) know – booking is essential so that we can plan for the session,

Kind regards

Sophie Crane  
Senior Democratic Services Officer  
Democracy and Transparency, Legal and Assurance  
Corporate and Customer Services

Essex County Council  
Telephone: 03330134555 | email: [sophie.crane@essex.gov.uk](mailto:sophie.crane@essex.gov.uk) | [www.essex.gov.uk](http://www.essex.gov.uk)  
Twitter: @ECC\_DemSer

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# Agenda Item 8

## Chairman's Events November/December

<b>Date</b>	<b>Event</b>	<b>Venue</b>	<b>Attending</b>
Thursday 5 December	St Clare Hospice 'Light up a Life '	Waltham Abbey Church	Vice Chairman
Thursday 5 December	Uttlesford Civic Carol Service	Thaxted parish Church	Chairman
Friday 6 December	Broxbourne Charity Event	Mayor's Parlour, Cheshunt	Chairman & Vice Chairman
Wednesday 11 December	Ongar Singers Christmas Concert	Budworth Hall, Ongar	Chairman
Saturday 14 December	Barking & Dagenham Charity Event	Dagenham & Redbridge Football Club	Vice Chairman
Monday 16 December	Southend on Sea Civic Carol Service	St Margaret's Church, Leigh on Sea	Chairman
Wednesday 18 December	'Light up a Life'	St Clare Hospice, Hastingwood	Chairman
Sunday 22 December	LB Havering Civic Carol Service	St Edward the Confessor Church, Romford	Chairman
Wednesday 25 December	Churches together in Epping - Christmas Dinner	Church of the Immaculate Conception, Epping	Chairman

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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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