
COUNCIL

BULLETIN

Issue Number 2/2020
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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: 20 January 2020 – 26 January 2020

Monday 20 January			
Tuesday 21 January	6.00pm	Executive Briefing	CR2
Wednesday 22 January	7.30pm	District Development Management Committee	CC
Thursday 23 January	7.00pm	Finance and Performance Management Cabinet Committee	CC
Friday 24 January			
Saturday 25 January			
Sunday 26 January			

Week Two: 27 January 2020 – 2 February 2020

Monday 27 January	6.00pm 7.00pm	Member Training – Risk Management Audit and Governance Committee	CC CC
Tuesday 28 January	6.00pm 7.30pm	Member Briefing - Whipps Cross Hospital Redevelopment Masterplan Overview & Scrutiny Committee	CC CC
Wednesday 29 January	2.00pm 6.00pm 6.30pm 7.30pm	Waste Management Partnership Board Member Briefing - Transport for London Briefing - Area Planning Sub Committee South Area Planning Sub Committee South	CR1 CC CR1 CC
Thursday 30 January	7.00pm	Local Plan Cabinet Committee	CC
Friday 31 January			
Saturday 1 February			
Sunday 2 February			

Week Three: 3 February 2020 – 9 February 2020

Monday 3 February			
Tuesday 4 February	10.00am 7.00pm	Licensing Sub-Committee Stronger Communities Select Committee	CC CC
Wednesday 5 February	6.30pm 7.30pm	Briefing - Area Planning Sub Committee East Area Planning Sub Committee East	CR1 CC
Thursday 6 February	7.00pm	Cabinet	CC
Friday 7 February			
Saturday 8 February			
Sunday 9 February			

Week Four: 10 February 2020 – 16 February 2020

Monday 10 February			
Tuesday 11 February	7.00pm 7.00pm	Joint Consultative Committee Epping Forest Youth Council	CR1 CC
Wednesday 12 February	6.30pm 7.30pm	Briefing - Area Planning Sub Committee West Area Planning Sub Committee West	CR1 CC
Thursday 13 February			
Friday 14 February			
Saturday 15 February			
Sunday 16 February			

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?CIId=638&Info=1>

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

PART C - GENERAL INFORMATION

1. GRANT AID FUNDING

We have received an application for Grant Aid funding from the groups named below.

If you have any pertinent or relevant information on this application or their application for funding, please notify us via email at grantaid@eppingforestdc.gov.uk.

You must declare an interest if you are involved with the group in any way.

1. Name of Group/Applicant: Chigwell Lawn Tennis Club

Nature of Application: Resurfacing three tennis courts making them safe for use – The club believes this project will help promote good health and exercise and provide a hub for social interaction

2. Name of Group/Applicant: Ongar United Reformed Church

Nature of Application: Storage cupboards including a sensory cupboard for visually impaired/hearing impaired people and dementia sufferers.- After years of planning and fundraising the transformation of the halls is almost complete, the Church now have impressive amenities and disabled access including a lift to the first floor. Visitor numbers are increasing and the Church will soon be opening a Museum in conjunction with Ongar Millennium History Society. The church would now like to equip the building and museum and intend to install a sensory area for visitors with disabilities

Please advise Carly Stratton of your comments within 7 days from the date this notice was sent.

(Further information: Carly Stratton ext 4096)

2. TFL UPDATE (Pages 15 - 16)

Please see attached.

3. CONSTITUTION WORKING GROUP - NEXT MEETING 12 MARCH 2020

Please be advised that the next meeting will now be held on Thursday 12 March at 19.00 owing to certain items of business that needed to be dealt with before the Council meeting in April 2020.

(Further information: Vivienne Messenger ext 4265)

4. COMMUNITY SUPPORT ENGAGEMENT OFFICER EVALUATION (Pages 17 - 22)

Please see attached.

5. ALL MEMBER WORKSHOP ON THE 3 FEBRUARY:

Members are invited to a workshop to be held on February 3rd at 6.30pm in Committee Room 1 to hear a presentation from legal advisors Penningtons on the Council Group Companies. In order to ensure that there is effective governance of the companies there is a requirement to put in place several key documents to provide the framework for control of decision making, levels of authority and powers of delegation.

The workshop is being held in advance of the 6th February Cabinet to give Members an opportunity to meet the legal advisors and ask questions on the proposals before papers are presented at the February Cabinet.

(Further Information: Sacha Jevans ext 4229)

6. MEMBER BRIEFING - TRANSPORT FOR LONDON

As part of the work programme for the Overview and Scrutiny Committee for the current municipal year, arrangements have been made for representatives of Transport for London (TfL) to make a briefing to all members with regard to the current reduction in peak services serving Debden, Theydon Bois and Epping stations as part of its Central Line Improvement Programme. The briefing will be held from 6.00pm to 7.00pm on 29 January 2020, preceding the meeting of Area Plans Sub-Committee South that evening.

If members have any specific questions that they would like to raise with TfL at the briefing, please send written notification of such matters to jwarwick@eppingforestdc.gov.uk by 24 January 2020. In accordance with usual practice, notice of all questions and the scope of matters to be raised by members will be provided to TfL in advance of the briefing.

(Further information: Steve Tautz ext 4180)

7. CIVIC OFFICES DECANT (Pages 23 - 26)

Members are asked to note the following information issued by the Chief Executive to managers in preparation for the decant of staff into alternative accommodation pending the start of Civic Offices refurbishment.

8. PROSECUTION FOR FLYTIPPING

a. Fly tipping of household waste in September 2018 in Green Lane, Matching, Essex lead to Jason Parker of Icen Square, Harlow paying £1620 in fines and costs.

Evidence gathered by the Council's Environmental Enforcement Team led to a prosecution in Chelmsford Magistrates Court on 19 December 2019 against Mr Jason Parker of Iceni Square Harlow Essex who pleaded guilty to the offence of on or about 17th September 2018 knowingly causing or permitting the deposit of controlled waste on land at Green Lane Matching Essex otherwise than as authorised by a waste management permit contrary to Section 33(1)(a) of the Environmental Protection Act 1990 (fly tipping)

Mr Parker admitted to allowing his vehicle to be used for depositing waste on land at Green Lane Matching Essex on or about 17 September 2018.

The Magistrates agreed that it was a deliberate act and Mr Parker was ordered to pay a fine of £708.00. He was also ordered to pay a contribution towards the Council's prosecution costs of £852.00 together with a Victim Surcharge £60.

b. Failure to pay a £200 Fixed Penalty Notice for fly tipping of household waste led to a Salinder Minhas of Alderton Close Loughton Essex paying £6,824.32 in fines and costs.

Evidence gathered by the Council's Environmental Enforcement Team led to a prosecution in Southend Magistrates Court on 13th December 2019 against Mr Salinder Minhas of Alderton Close Loughton Essex who had previously pleaded not guilty to the offence of depositing controlled waste at the junction of Alderton Close and Alderton Hall Lane, Loughton without having a waste management permit (fly tipping) and failing to take all such measures as were reasonable to ensure that the waste was transferred to an authorised person (Duty of Care). Mr Minhas also did not attend a meeting with the Council as required by S.108 of the Environment Act 1995 to aid officers in their investigation of the offence.

Mr Minhas failed to attend court on 13 December 2019, and the trial took place in his absence. The Magistrates agreed that the fly tipping was a reckless act and Mr Minhas was ordered to pay fines totalling £3,520.00. He was also ordered to pay the Council's prosecution costs of £3,134.32 together with a Victim Surcharge £170.00 - Total £6,824.32.

Mr Minhas had earlier been offered a Fixed Penalty Notice to discharge his liability for the offence, of £200, which he failed to do, resulting in the matter being taken to court.

(Further information: Michael Richardson ext 4422)

9. MEMBER BRIEFING - WHIPPS CROSS HOSPITAL

As part of the work programme for the Overview and Scrutiny Committee for the current municipal year, arrangements have been made for the Redevelopment Director for Whipps Cross Hospital to make a briefing to all members with regard to with regard to the plans of Barts Health NHS Trust for the redevelopment of Whipps Cross. The briefing will be held from 6.00pm to 7.00pm on 28 January 2020, preceding the meeting of the Overview and Scrutiny Committee that evening. The masterplan document for the redevelopment of the Whipps Cross site is available at:

<https://www.bartshealth.nhs.uk/download.cfm?doc=docm93ijm4n10845.pdf&ver=17675>

(Further information: Steve Tautz ext 4180)

10. BRING YOUR OWN DEVICE REGISTRATION AND TRAINING - REMINDER

Please be reminded that all Councillors will need to use their EFDC email addresses by 1st February 2020. To make this transition easier we will be setting up Bring Your Own Device on your personal phones or tablet throughout January.

Please contact Kim Partridge or Louise Warren to book your 30 minute appointment.

(Further information: Louise Warren ext 4308)

11. MOD.GOV PRIVATE PAPERS

It has recently been brought to our attention that when you have update your iPad to the latest IOS update it has stopped you all from then being able to see The Private Papers on Mod.Gov. This has now been rectified between ourselves and Mod.gov but we will need to send out new re activation links to all Councillors. When you receive the new registration link you need to click on the **URL link** rather than the **register your device link** as shown in the example below.

To: Louise Warren;

Click on the link to register your mobile device

Device: Apple iPad: i pad pro

[Register this device](#)

If this link does not work please click on the below

www.123432registerdeviceModgov23232434.co.uk

If you want this sent to yourself please can you let Democratic Services know who will send this to you. If you require more support please let Louise Warren know lwarren@eppingforestdc.gov.uk and she will be able to assist you with this.

(Further information: Louise Warren ext 4308)

12. CHAIRMAN'S DIARY (Pages 27 - 28)

Please see attached.

LICENSING ACT 2003

None this week

PLANNING

1. Appeals Lodged

EPF/1029/19 - 43B Charles Street Epping Essex CM16 7AU –Retrospective application for change of use of garden to commercial vehicle parking – Written reps – Caroline Brown ext. 4182

EPF/1677/19 – 71 Roundmead Avenue Loughton Essex IG10 1PZ - Alterations/extension to the existing roof/loft conversion. Alterations to the existing ground floor rear extension/garage extension/internal alterations – Householder appeal – Muhammed Rahman ext. 4415

EPF/1894/19 – 2 Sunnymede Chigwell Essex IG7 6ES - Proposed loft conversion with front, side and rear dormers with four roof lights, including raising the ridge. (Amended application to EPF/1178/19) – Householder appeal – Marie-Claire Tovey ext. 4414

EPF/2102/19 – 57 Woodland Way Theydon Bois Essex CM16 7DY - Proposed hip to gable roof alteration to accommodate the rear box dormer permitted under EPF/0608/19 – Muhammed Rahman ext. 4415

2. Forthcoming Planning Inquiries/Hearings -

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

Inquiry – 11th – 14th February 2020 – EPF/1032/18 and LB/EPF/1036/18 - A new residential dwelling along with the demolition of derelict glasshouse structures and alterations to the historic garden wall – Caroline Brown ext. 4182

Hearing – date to be confirmed – EPF/3174/18 – Old Epping Laundry Site Bower Hill Epping CM16 7AD - Demolition of existing buildings and the erection of 58 no. residential units split between four blocks, along with internal landscaping and associated car and cycle parking – Sukhi Dhadwar ext. 4597

3. Enforcement Appeals

None this week

4. Appeal Decisions

ENF/0247/18 – The Laurels Greenman Road Magdalen Laver CM5 0ES - Without planning permission the erection of railings, pillars and gates over 1m in height adjacent to the highway to the front of the dwelling – Withdrawn appeal

5. Tree Preservation Orders

None this week

6. S106 Agreements

None this week

7. Changes to Planning Systems

None this week

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.