
COUNCIL

BULLETIN

Issue Number 22/2020
Friday, 5 June 2020



Compiled, designed and produced by
Member Services

Contact: Kim Partridge
Telephone: 01992 564443

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	VM	Virtual Meeting
DPCC	Debden Park Community Centre	NWA	North Weald Airfield

Other venues are shown in full.

Currently meetings are subject to change, postponement or
cancellation.

Many meetings will be held virtually but Democratic Services
will advise arrangements for individual meetings.

Week One: 8 June 2020 – 14 June 2020

Monday 8 June		Joint Consultative Committee - Cancelled	
Tuesday 9 June			
Wednesday 10 June	9.30am 7.00pm	Member Training – Licensing Area Planning Sub Committee East	
Thursday 11 June	7.00pm	Cabinet	
Friday 12 June			
Saturday 13 June			
Sunday 14 June			

Week Two: 15 June 2020 – 21 June 2020

Monday 15 June			
Tuesday 16 June			
Wednesday 17 June	7.00pm	Area Planning Sub Committee West	
Thursday 18 June		Constitution Working Group – Postponed	
Friday 19 June			
Saturday 20 June			
Sunday 21 June			

Week Three: 22 June 2020 – 28 June 2020

Monday 22 June	7.00pm	Stronger Place Select Committee	
Tuesday 23 June	7.00pm	Council Housebuilding Cabinet Committee	
Wednesday 24 June			
Thursday 25 June			
Friday 26 June			
Saturday 27 June			
Sunday 28 June			

Week Four: 29 June 2020 – 5 July 2020

Monday 29 June			
Tuesday 30 June	7.00pm	Stronger Communities Select Committee	
Wednesday 1 July	7.00pm	Area Planning Sub Committee South	
Thursday 2 July	6.00pm	Executive Briefing	
Friday 3 July			
Saturday 4 July			
Sunday 5 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?CIId=638&Info=1>

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

ECC Highways Portal

Up to date details of all Highways work is available at:

<https://www.essexhighways.org/Transport-and-Roads.aspx>

PART C - GENERAL INFORMATION

1. DECLARATION OF INTEREST FORM - CHANGES TO THE PROCESS

The COVID 19 lock down has highlighted the impracticalities of processing wet signature Declaration of Interests form in the digital age. Following the legal advice of the Monitoring Officer I am please to advise the following amendments to the process.

You may complete the Word document version of the form and print your name in place of your formal signature. Then attach and return the form using your EFDC email address. You will find the Word application within the Office 365 package on your iPads.

We will only be able to accept forms in this way from an EFDC email address as this is secure and we can verify the sender.

(Further information: Kim Partridge ext 4443)

2. ECC TRANSPORT MEETINGS MARCH 2020 (Pages 13 - 14)

Please accept our apologies, the attached was omitted from last weeks Bulletin.

3. OVERVIEW & SCRUTINY COMMITTEE 22 JUNE 2020

Please be aware that the first meeting of the Overview & Scrutiny Committee for 2020/21 will take place on Monday 22 June 2020, and will be a virtual meeting via Zoom. Confirmation of the start time and the meeting invite will be sent out to you all nearer the meeting.

If you have any further questions or queries then please do not hesitate to contact me.

(Further information: Gary Woodhall ext 4470)

4. MEMBERS ACCOMMODATION BOARD PRESENTATION (Pages 15 - 24)

Please see the attached presentation ahead of Thursday night meetings, please note that references to colours at this stage are just for illustration only as mood board and has not been decided.

Members Accommodation Design Update, Thursday 4th June at 7pm via Zoom.

Joining instructions will be sent via email.

5. CLLR BRIAN ROLFE CHANGE OF EMAIL ADDRESS

Please note that with immediate effect Councillor Brian Rolfe will be using his EFDC email address cllr.brolfe@eppingforestdc.gov.uk

Please ensure that any previously held email addresses are deleted from your address book.

6. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

None this week

PLANNING

1. Appeals Lodged

EPF/1621/19 – Station House 114 High Road Chigwell Essex IG6 6NT - Demolition of existing buildings and erection of x 6 no. residential units alongside associated access, open space, landscaping and parking – Written reps – Marie-Claire Tovey ext. 4414

EPF/1669/19 and within Lord Padgets Wood Close to A121 Tile Hill Farm Pynest Green Lane Waltham Abbey Essex EN9 3QN - Proposed upgrade to existing Telecoms site: - 25 metre high CF31 lattice tower on a new 6.8 x 6.8 x 1.0 metre concrete base with associated works – Written reps – Caroline Brown ext. 4182

EPF/1844/19 - Land adjacent to The Brambles Woodgreen Road Waltham Abbey EN9 3SD - Proposed construction of an infill new dwelling house of contemporary design – Written reps – Ian Ansell ext. 4481

EPF/2432/19 – Cedar Lodge Mott Street E4 7RW - Demolition of existing 1 no. 4-bed house & associated outbuildings & erection of two pairs of 4-bed semi-detached houses – Written reps – Ian Ansell ext. 4481

EPF/3086/19 – Ridge House Hoe Land Nazeing EN9 2RJ - Erection of x2 no. five bedroom dwellings with associated access, parking & amenity space on land adjacent Ridge House – Written reps – Sukhi Dhadwar ext. 4597

2. Forthcoming Planning Inquiries/Hearings -

Hearing – 8th and 9th July 2020 – 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 – Sukhi Dhadwar ext. 4597

3. Enforcement Appeals

None this week

4. Appeal Decisions

None this week

5. Tree Preservation Orders

TPO/EPF/05/20 – Crown Hill Nursery, Crown Hill, Upshire – effective 2nd June 2020

TPO/EPF/17/19 – 2 Hill Road, Theydon Bois – confirmed 1st June 2020

TPO/EPF/01/20 – Land adjacent to 24 Upshire Road, Waltham Abbey - confirmed 1st June 2020

TPO/EPF/02/20 – Key West, 120 High Road, Chigwell - confirmed 1st June 2020

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.

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From: Passenger Transport <Passenger.Transport@essex.gov.uk>

Sent: 26 May 2020 13:50

Subject: FW: Action Points - Epping & Harlow

CAUTION: This Message originated outside of Epping Forest District Council. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Good afternoon, please could you arrange for the following email to be sent to Local Councilors, thank you very much.

Dear Stakeholder

Transport Meetings March 2020

I hope this email finds you well. As you will be aware the IPTU has been busy during the last 2 months dealing with the challenging issues arising from the current situation and we have now had the opportunity to collate the meeting Action Points.

We would like to extend a thank you to those of you who attended the meetings. We do appreciate the opportunity to engage across the County, we hope you found them informative and we would once again like to thank our Local Bus Operators and Community Transport Schemes for taking time out of their busy day to attend the meetings and meet with you on local issues.

As for future transport meetings, we are unable to give a timescale at this point and will continue to maintain contact on all matters.

Kind Regards

Integrated Passenger Transport Unit | Essex County Council



www.essex.gov.uk

ECC fully comply with information legislation. For full details on how we use personal data, please go to www.essex.gov.uk/privacy or call 03457 430430.

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Timelines & Overview of plans

Furniture layouts and proposed styles

- Wellbeing, Collaboration, variation of spaces, sensory focus, taking the outside in combining with Planting
- **Café Area & Partners**
- **Q&A – Decisions required**

Timelines Achieved

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OCTOBER 19

Council
Approval

JANUARY 20

Procurement
Jan to June

NOVEMBER 19

Planning
Permission

JUNE 20

Agree Members
Area

JUNE 20

Mobilise
Contractors

***WORKS
DURATION**

Appx 30 weeks

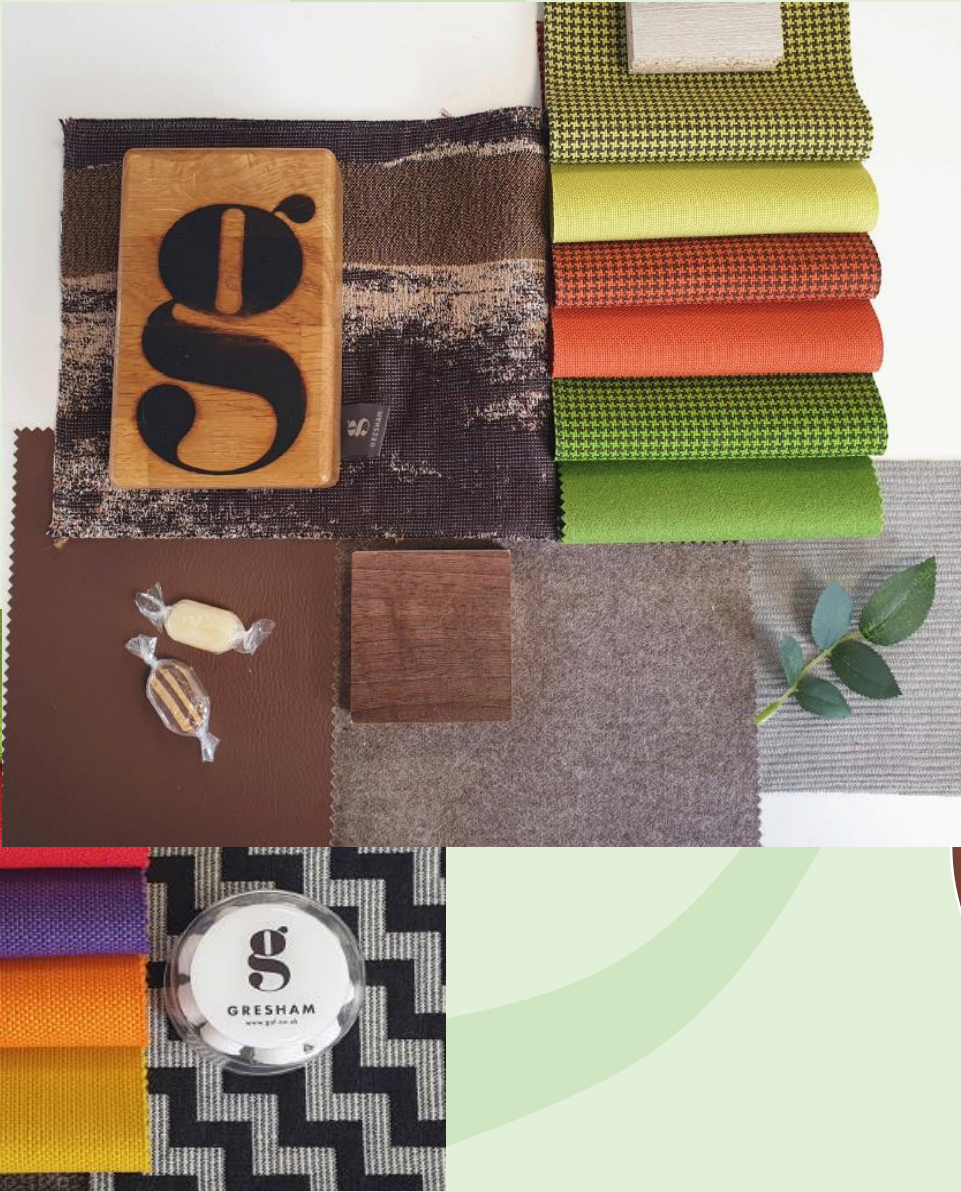
QTR 4 20/21
Return to Civic

Covid19

*Works period may change to the
current situation

EFDC Mood Board

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STRENGTHS

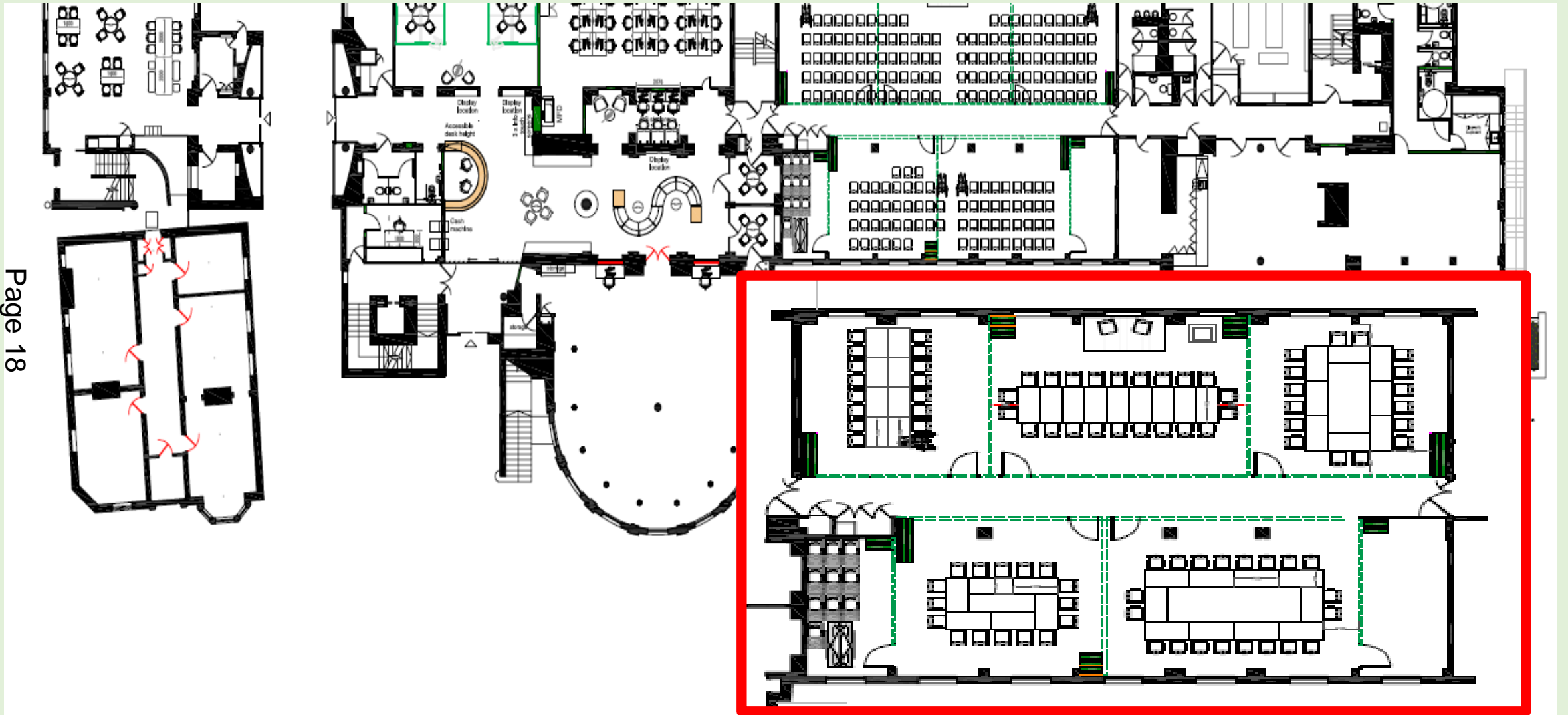
Traditional Timeless
Strong & Classic
mixed with
Vibrant Access Colours



Inspired by the District's
natural habitat, Epping Forest,
Roding Valley Meadows & the
9 local nature reserves and
spaces

Proposed Ground – Reception & Conference Suite

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EFDC Reception Area

Armchairs have wide seats which provide stability for people with mobility restrictions

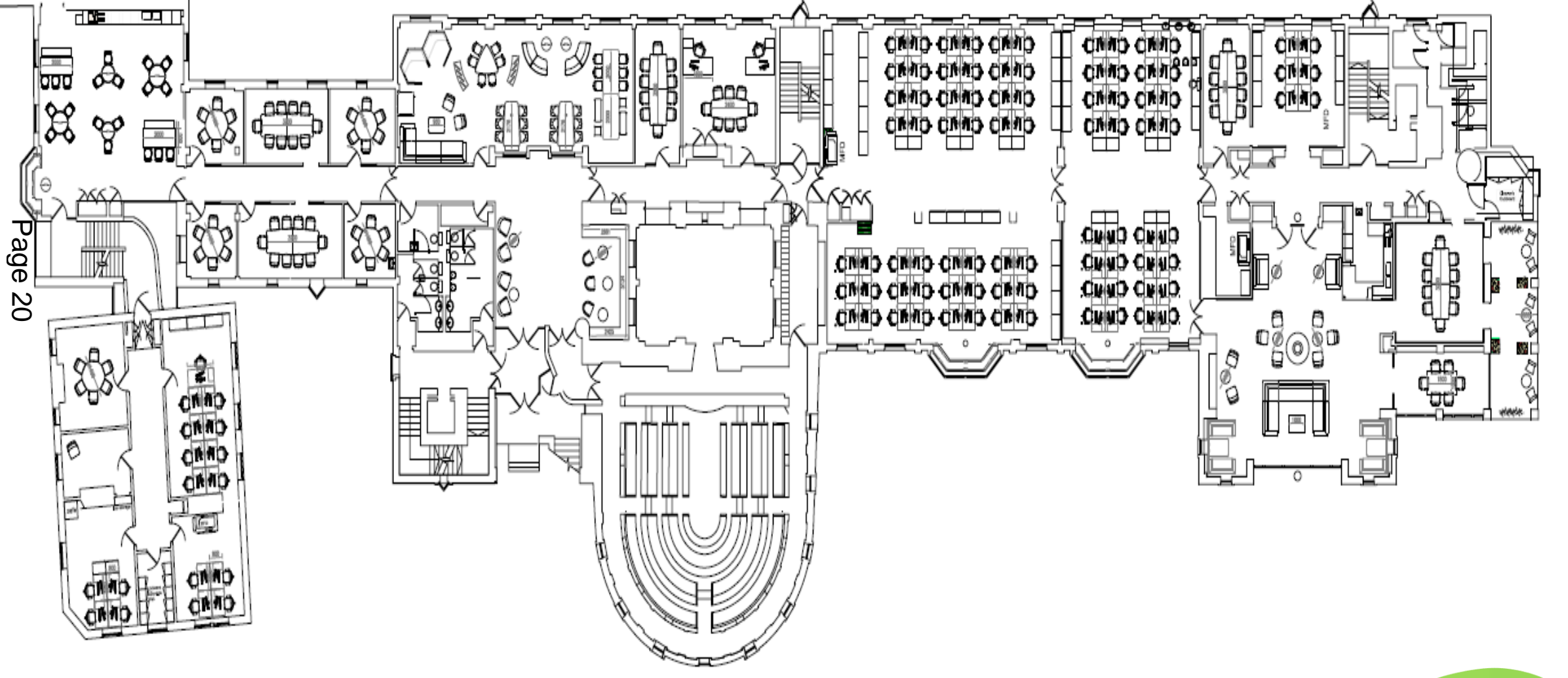
Page 5

S shaped sofa, has a two tier back height using the length of the bright atrium to provide maximum capacity, pushchairs & walkers

The **Structural pillar surround** has a seating space, which aims to complement the aesthetic of the Listed Reception and Planters



Proposed First Floor – Members Lounge Area





Collaborative Area

- Technology driven
- Collaborative
- Inspirational
- Agile working practices
- Various height meeting space

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Partners & Café update



A concept design will be presented for each area and will focus on Smart Technology interlinking Silo sites & External Partners and Chambers



Screens will be fitted with additional power in all Pods
Meeting Rooms will be #teams to foster collaboration & remote working
Electronic room booking facility
Connecting all sites with digital teams using Smart technology



Update relating to our Partners co habiting, CAB, Essex Library & CCG together with Café Area

Decisions Required



Utilisation of Members Area
Members Only or happy to co habit
with Partners & Officers



Utilisation of Pigeon Holes & Lockers in
Leaders Meeting Room



Furniture Concept – Confidential
space, Leaders, Chairmans Office,
Meeting Pods, Lounge Seating



Teams enabled Media will be in all
meeting rooms and PODS



Shutters for the Kitchen Area to remain
closed during office hours or open Tea
Point

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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