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# **COUNCIL**

# ***BULLETIN***

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*Issued Friday, 10 July 2020*

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

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Compiled, designed and produced by  
Member Services

Contact: Kim Partridge  
Telephone: 01992 564443

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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>	Hemnall Street Offices.
<b>TBN</b>	To be noted	<b>HH</b>	Homefield House
<b>TBC</b>	To be confirmed	<b>VM</b>	Virtual Meeting
<b>DPCC</b>	Debden Park Community Centre	<b>NWA</b>	North Weald Airfield

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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.

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**Week One: 13 July 2020 – 19 July 2020**

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Monday 13 July			
Tuesday 14 July	7.00pm	Stronger Council Select Committee	
Wednesday 15 July	7.00pm	Area Planning Sub Committee West	
Thursday 16 July	7.30pm	Overview and Scrutiny Committee	
Friday 17 July			
Saturday 18 July			
Sunday 19 July			

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**Week Two: 20 July 2020 – 26 July 2020**

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Monday 20 July	7.00pm	Cabinet	
Tuesday 21 July	10.00am 7.00pm	Waste Management Partnership Board Stronger Communities Select Committee	
Wednesday 22 July	7.00pm	District Development Management Committee	
Thursday 23 July		<del>Joint Meeting of Overview &amp; Scrutiny Chairmen &amp; Vice Chairmen</del> - Postponed	
Friday 24 July			
Saturday 25 July			
Sunday 26 July			

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**Week Three: 27 July 2020 – 2 August 2020**

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Monday 27 July	7.00pm	Audit & Governance Committee	
Tuesday 28 July			
Wednesday 29 July	7.00pm	Area Planning Sub Committee South	
Thursday 30 July	7.00pm	Council	
Friday 31 July			
Saturday 1 August			
Sunday 2 August			

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**Week Four: 3 August 2020 – 9 August 2020**

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Monday 3 August			
Tuesday 4 August	10.00am	Licensing Sub-Committee	
Wednesday 5 August	7.00pm	Area Plans Sub-Committee East	
Thursday 6 August			
Friday 7 August			
Saturday 8 August			
Sunday 9 August			

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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?CId=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>

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## **PART C - GENERAL INFORMATION**

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- 1. ESSEX COUNTY COUNCIL COVID-19 RECOVERY TRANSPORT PLAN (Pages 13 - 16)**

Please see attached.

- 2. JOINT MEETING OF OVERVIEW & SCRUTINY CHAIRMEN & VICE-CHAIRMEN - POSTPONED**

The Joint Meeting of Overview & Scrutiny Chairmen & Vice-Chairmen for Thursday 23 July 2020 at 7.00 pm has been postponed. The meeting will be re-scheduled for the end of August / beginning of September, to allow the first cycle of the scrutiny committees to have taken place.

(Further information: Vivienne Messenger ext 4265)

- 3. EFDC STRUCTURE CHART (Pages 17 - 18)**

Please see attached.

- 4. ECC HIGHWAYS HIGHLIGHTS JUNE 2020 (Pages 19 - 24)**

Please see attached.

- 5. CHAIRMAN'S DIARY**

None this week

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## LICENSING ACT 2003

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Please be advised that the Licensing Unit has received the following applications for New / Renewal Premises Licence made under the Licensing Act 2003 for the premises below:

Applicant name: CK Entertainment Playhouse and Essex Roof Garden

Address of Premises: 195-199 Cottis Lane Epping Essex CM16 4BL

Brief details of the natures of the application:

Live Music Monday to Thursday 11.00 – 22.00, Friday-Saturday 11.00 – 03.00, indoors only

Recorded Music Monday to Thursday 11.00 – 22.00m, Friday to Saturday 11.00 – 03.00, indoors only

Performance of Dance, Monday to Thursday 11.00 – 22.00, Friday to Saturday 11.00 – 03.00, indoors only

Anything of a similar description falling within Live Music, Recorded Music, and the Performance of Dance, Monday to Thursday 11.00 – 22.00, Friday to Saturday 11.00 – 03.00, indoors only

Late Night Refreshment Friday to Saturday only 23.00 – 03.00, indoors and outdoors

The Sale by Retail of Alcohol, Monday to Thursday 11.00 – 22.00, Friday to Saturday 11.00 – 03.00, on and off sales

All licensable activities shall be extended from the end of the permitted hours on New Year's Eve to the start of the permitted hours of New Year's Day

An additional hour to the standard and non-standard times on the day when British Summertime commences

Opening Hours of the premises, Monday to Thursday 11.00 – 22.30, Friday to Saturday 11.00 – 03.30

Opening hours shall be extended from the end of the permitted hours on New Year's Eve to the start of the permitted hours of New Year's Day

An additional hour to the standard and non-standard times on the day when British Summertime commences

Consultation Period From: 6<sup>TH</sup> July 2020 to 2<sup>nd</sup> August 2020

Applicant name: Munchies

Address of Premises: The Old Coachworks, High Road, Thornwood, Epping Essex, CM16 6LP

Brief details of the natures of the application:

Street Trading Consent renewal

Monday to Sunday 09.00 – 21.00  
To sell hot and cold food and drink

Consultation Period From: 6<sup>th</sup> July 2020 – 26<sup>th</sup> July 2020

Officer in charge: Debbie Houghton

Applicant name: Oyster Shack and Seafood Bar

Address of Premises: The Kings Oak, High Beech Epping Essex, IG10 4AE

Brief details of the natures of the application:  
New application for a Street Trading Consent

Monday to Sunday 09.00 – 19.00  
To sell hot and cold seafood

Consultation Period From: 6<sup>th</sup> July 2020 – 26<sup>th</sup> July 2020

Officer in charge: Debbie Houghton

Please ensure that any comments/objections are received by the Licensing team on or before the consultation end date.

Manager  
Licensing Officer

Kim Tuckey 01992 564034  
Debbie Houghton 01992 564336



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# PLANNING

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## 1. Appeals Lodged

EPF/0009/20 – 55 Wellfields Loughton Essex IG10 1PA - Proposed extensions to the rear & a loft conversion with rear box dormers with windows to the front slope – Non determination – Natalie Price ext. 4718

EPF/1524/19 – Summer House Hamlet Hill Roydon Essex CM19 5LA - Erection of x 2 no.chalet bungalow dwellings with associated parking, amenity spaces and in curtilage refuse and cycle store – Written reps -Francis Saayeng ext. 4161

EPF/2745/19 – 7 Nobel Villas Sewardstone Road Waltham Abbey EN9 1NU – Proposed dropped kerb – Householder appeal - Alastair Prince Ext. 4462

EPF2829/19 – Castor Cottage Housham Tye Road Matching CM17 0NY - Construction of a two storey front/side extension – Householder appeal - Zara Seelig ext. 4379

EPF/2934/19 – 31 Scotland Road Buckhurst Hill IG9 5NP - Proposed two storey rear extension – Householder appeal – Natalie Price ext. 4718

EPF/2942/19 – Derwen Vicarage Lane Chigwell IG7 6LS - Proposed ground & first floor rear extension, roof extension including a rear dormer, increase the height of & provision of a full gabled roof. (Revised application to EPF/2934/18) – Householder appeal – Brendan Meade ext. 4078

## 2. Forthcoming Planning Inquiries/Hearings -

**Virtual Hearing** – 8<sup>th</sup> 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

EPF/0969/19 – Land at Black Swan Common Road Roydon Essex EN9 2DF - Proposed erection of x 2 no. new semi detached dwellings including associated landscaping, served by new access onto Common Road – Dismissed

EPF/1888/18 – Hainault Hall 173 Lambourne Road Chigwell Essex IG7 6JU - Listed building application for retention of double glazed windows (Retrospective application) – Dismissed

EPF/2291/19 – Fir Tree Cottage Bournebridge Lane Stapleford Abbots RM4 1LU - Proposed basement to an existing dwelling – Dismissed

ENF/0328/18 – Hainault Hall 173 Lambourne Road Chigwell IG7 6JU - Without Listed Building Consent the installation of wooden windows into LISTED BUILDING – Enforcement appeal dismissed but varied.

**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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# EXECUTIVE SUMMARY: COVID-19 RECOVERY TRANSPORT PLAN



# EXECUTIVE SUMMARY: COVID-19 RECOVERY TRANSPORT PLAN MAKING ESSEX SAFER, GREENER AND HEALTHIER

**Pedestrians and people who cycle are now (June 2020) starting to reap the benefits of investment in helping residents travel safely around Essex. Essex County Council (ECC) is improving and expanding the cycling infrastructure, changing parts of the road network, and extending footpaths in response to the COVID-19 pandemic.**

The funding comes as part of the £250 million Department for Transport (DfT) Active Travel Fund, the first stage of a £2 billion investment for Britain's transport network. To support this, ECC have developed a recovery strategy focusing on:

1. Helping people to move safely around the county, while adhering to the social distancing rules
2. Getting Essex moving again, whilst continuing to follow Government guidelines
3. Supporting business in Essex to recommence trade and support ongoing economic recovery
4. Encouraging a sustainable safer, greener, healthier approach to travel in the county

As we emerge from lockdown and more and more shops open and with increasing numbers of people returning to work, these new measures are essential to ensuring the health and safety of all residents and to prevent further infection. By delivering and promoting interventions

like this we will promote healthy travel choices and help tackle the climate emergency and air quality challenges, as well as supporting a sustainable local economic recovery.

## Locking in sustainable transport behaviour change

Working closely with businesses, employers, and transport operators, we can deliver lasting and sustainable improvements to the way people travel about Essex and develop healthier, happier and more equitable communities for the future.

Over the next few months the focus will be on:

- Enhancing safe routes for pedestrians and people who cycle
- Reducing speed limits to 20 mph
- Improving existing paths and cycle routes
- Encouraging active travel and healthy travel

Our goal is to help people get back to work, education, shopping and leisure by sustainable means and at a safe social distance. The plans will also encourage more residents to choose active and sustainable alternatives over motor transport.

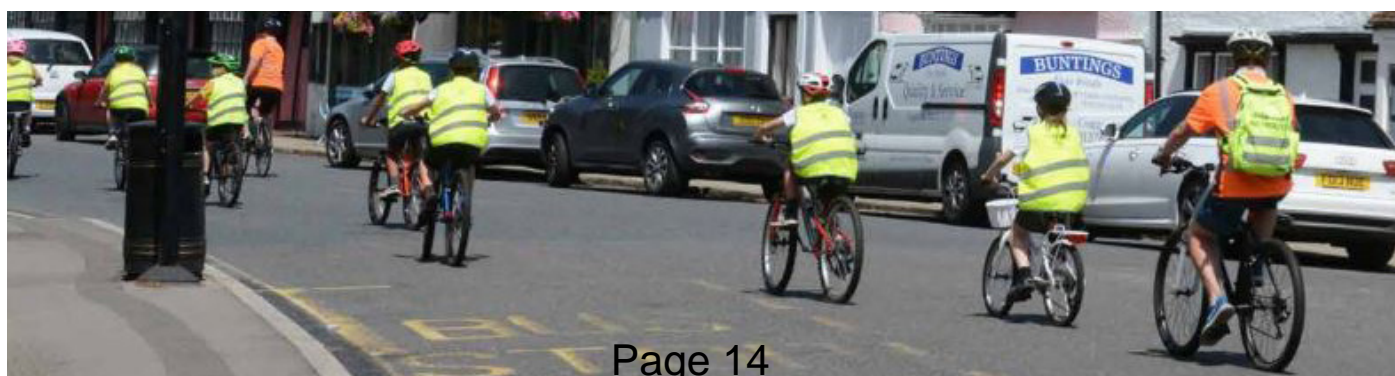
A second phase of funding will focus on longer-term transport upgrades and will address longer-term active travel. Plans under consideration include:

- Sustainable transport to/from schools, using 'school streets' measures
- New Park and Ride sites
- Trialling e-scooters and provision of more electric car charging points
- Publicising ECC's cycling and walking strategy
- Establishment of four Rapid Transit routes in Essex, initially associated with the Garden Communities.

These longer-term schemes will make cycling, walking and public transport more accessible and safer by increasing road space for non-motor transport. The initiatives support ECC's long-term aim to bring about a permanent shift to active and sustainable travel.

Talking about the initiatives, Cllr Kevin Bentley, Deputy Leader, Essex County Council and Cabinet Member for Infrastructure, highlighted the opportunities to transform Essex: "We have a real opportunity here to make a difference. We want to transform the way Essex residents travel.

"The funding will enable us to make our county a place where many more journeys are made by people cycling who feel safer, and pedestrians who have improved routes and where communities and the workplace are connected for a more sustainable future."



29 June 2020

Dear Colleague

## Publication of new Essex County Council covid-19 Recovery Transport Plan

I hope you are well in these troubling times.

I am writing today to let you know that this week Essex County Council is publishing its 'Covid-19 Recovery Transport Plan'. The main document is online to read; accompanying this letter is a shorter Executive Summary for your information.

In the face of the coronavirus pandemic and its widespread negative effects on Essex and the wider world, the plan outlines Essex County Council's response to our new travel, transportation and highways reality. It helps define our 'new normal'.

We want to ensure our county is well-prepared to provide our communities with a safer, greener, healthier and sustainable recovery – this plan defines our direction and focus, not just for the immediate situation, but for the direction we intend to move in over the coming years.

From adversity we seek to seize the opportunities too. The plan should encourage us to work together for our residents and our Essex economy, delivering improvements and changes to our overall travel and transport environment that benefit not just us, but future generations.

Planning for a second phase of safe and sustainable travel initiatives will begin soon. Districts are encouraged to prioritise their ideas locally and then share with ECC. All phase two initiatives will be contingent on DfT funding and criteria.

This plan was developed at speed and is already driving some of our highways-related social distancing and safety changes, and more will follow in due course.

The full plan document, and a shorter Executive Summary (attached), are available online at [www.essex.gov.uk/safer-greener-healthier](http://www.essex.gov.uk/safer-greener-healthier).

I hope you find it useful and interesting.

As always, if you have any comments or questions, please do email me.

Yours sincerely

**Cllr Kevin Bentley**

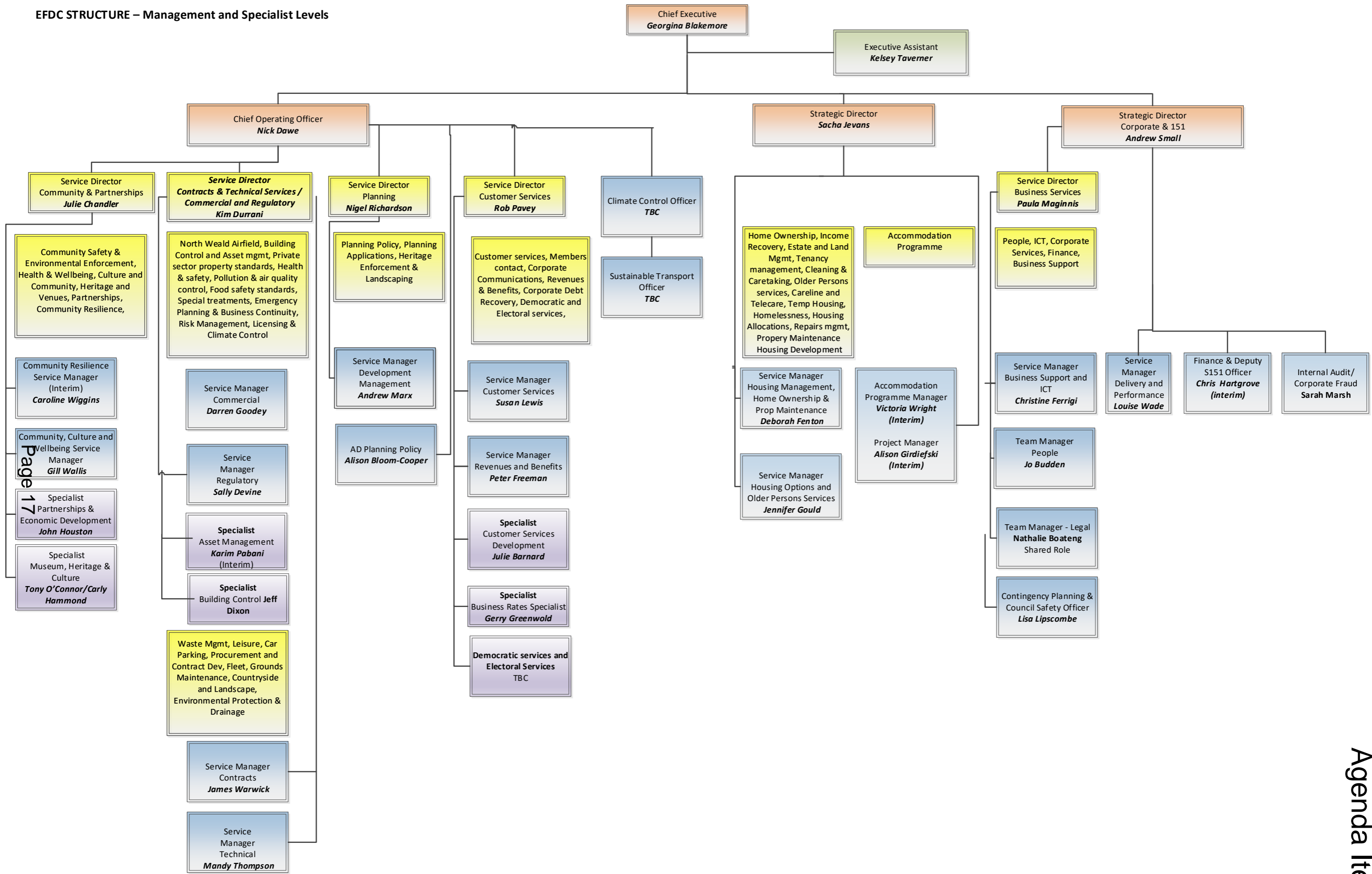
Deputy Leader and Cabinet Member for Infrastructure  
Essex County Council

Email: [cllr.kevin.bentley@essex.gov.uk](mailto:cllr.kevin.bentley@essex.gov.uk)  
[www.essex.gov.uk/highways](http://www.essex.gov.uk/highways)  
[www.twitter.com/essexhighways](https://www.twitter.com/essexhighways)

(att.)



**EFDC STRUCTURE – Management and Specialist Levels**



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# HIGHWAYS HIGHLIGHTS

HELPFUL  
TIPS AND  
INFORMATION  
FOR LOCAL  
COUNCILLORS

NEW  
SAFER,  
GREENER,  
HEALTHIER  
MEASURES  
INTRODUCED  
TO MANY ESSEX  
URBAN AREAS





## COMMENT COUNCILLOR KEVIN BENTLEY

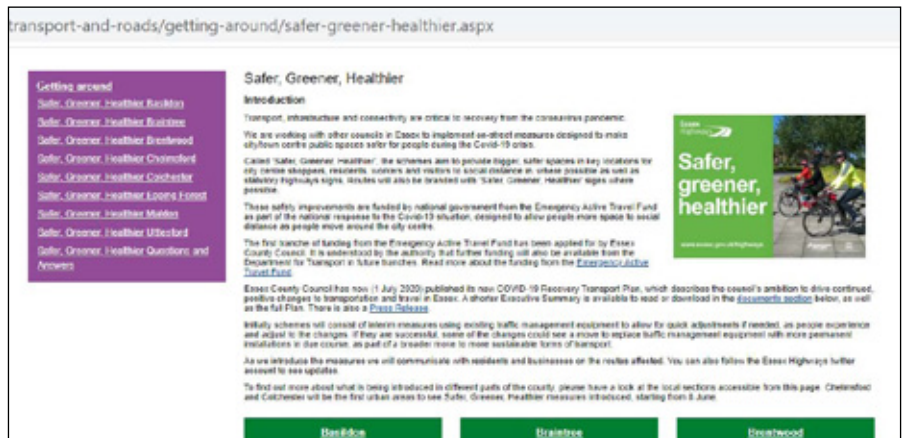
**DEPUTY LEADER,  
ESSEX COUNTY  
COUNCIL  
AND CABINET  
MEMBER FOR  
INFRASTRUCTURE**

**This has been a very busy month as we start to emerge out of lockdown.**

While our crews have maintained our defect repair work, we have also been busy getting High Streets across the county open with extended social distancing for both walking and cycling.

During the intense lockdown we saw many more people use alternative methods of transport and this work, helped with Government funding, is helping people move around more safely, it is improving the environment and it is healthier for all of us. It also frees up more space on the road for people who absolutely have to use their car.

# NEW SAFER, GREENER, HEALTHIER MEASURES INTRODUCED TO MANY ESSEX URBAN AREAS



**As non-essential businesses and shops started re-opening on 8 June, Essex Highways, working with District Councils across Essex, implemented on-street measures designed to make city/town centre public spaces safer for people.**

The need for social distancing and more queuing-space requires a fundamental rethink about how our streets and other public spaces, ensure access to everyone safely and fairly.

Under an initiative called 'Safer, Greener, Healthier', the schemes aim to provide bigger, safer spaces to better enable social distancing in key locations for shoppers, residents, workers and visitors. As well as statutory highways signs, routes will also be branded with 'Safer, Greener, Healthier' signs wherever possible. Starting with Chelmsford and Colchester, measures of various kinds have been introduced to several town centres across the county.

**[You can see the current list online on the new Safer Greener Healthier webpages, where you can also find the press releases, an FAQ and, for some more complex schemes, maps.](#)** There is also downloadable guidance for local councils about the use of stencils and stickers on Essex pavements. These safety improvements are funded by central government through the Emergency Active Travel Fund (EATF), part of the national response to the COVID-19 crisis.

The schemes comprise interim measures to start with, as this allow us to make quick adjustments if needed, as people experience and adapt to the changes. However, if successful, some of the changes could see an eventual move to more permanent, green coloured installations as part of wider encouragement to use more sustainable forms of local mobility.

If you have queries or comments about the schemes, email: [SGH.routes@essex.gov.uk](mailto:SGH.routes@essex.gov.uk)



## TRAVEL AND TRANSPORT COVID-19 RECOVERY PLAN PUBLISHED

Essex County Council has already implemented emergency Safer, Greener, Healthier measures in multiple Essex town centres to help people walk and cycle safely while socially distancing.

With the publication recently of Essex Highways new Covid-19 Transport Recovery Plan, the thinking behind the schemes is explained and an approach to future, further measures outlined.



Please see the [Executive Summary](#) and the [full Plan](#) (see documents section at foot of web page).



## NEW GUIDE FOR TRAVEL TO WORK PUBLISHED

Essex County Council has also published a new guide "Smarter Travel for Essex: travelling to work post COVID-19: Briefing for businesses; guidance for employees" to advise owners, staff and customers how to safely travel and transport goods while Covid 19 is still prevalent.

Find it on Essex County Council's coronavirus hub website, under ['Support for Businesses and Employers'](#)



# ROAD SURFACING COVERS A LOT OF GROUND - DESPITE RE-ORGANISING FOR COVID-19



Following our update in May, continued good progress has been made. Between 4 May and 22 June, Eurovia Surface Dressing crews completed 81 sites (roads or sections of road) to a total of 870,000 square metres laid.

The more intensive Micro Machine Surfacing crew started work on 18 May and completed Phase 1 on 14 June, completing 9 sites, a total of 68,418 sq metres. The Micro Hand Lay crew (contractor JPCS) have now completed 10 sites working throughout June, completing 9,000 sq metres. We carried out Joint Sealing from the 9th June on four sites to prevent water getting in and causing more potholes.

Planned resurfacing work in town centres and on residential estates has been re-programmed for next year, with some schemes on other roads brought forward, involving a slight delay in starting some programmes this summer.

70 smaller town centre/residential road schemes for completely new resurfacing were changed into 40 schemes on major roads. 3 crews were working by 1 June, with social distancing measures in place for this complex, expensive process (see warm asphalt video by Cllr Mitchell for a detailed account of how it works.) 24 schemes are now complete, with 19,000 tons of new asphalt laid. Work continues, mainly at night to avoid traffic delays on these main roads.

## WARM ASPHALT: SAVES MONEY, ENERGY, TIME AND CUTS POLLUTION

Hot asphalt is a well-known component of many of our road resurfacing jobs.

Recently, Essex has trialled the use of a road surfacing material known as 'warm asphalt' – it's around 50° C cooler than the conventional hot material used for resurfacing, saving energy and cutting pollution.

Cllr David Finch, Leader of ECC, highlighted its use earlier this year at Full Council as a priority and we are now implementing it. Deputy Cabinet Member, Councillor Robert Mitchell explains how it worked during recent works on the A13 at Hadleigh.



# CONFIDENCE-BUILDING CYCLE TRAINING OFFER FROM SERP

Safer Essex Roads Partnership (SERP) is supporting the Safer, Greener, Healthier initiative by extending its free cycle training to 1 September.

So, if your residents have taken up cycling over the lockdown period but mentioned that they want a bit more confidence or want to go back to work by bike, please direct them to email: [saferessexroads@essexhighways.org](mailto:saferessexroads@essexhighways.org) and one of SERP's instructors will contact them to offer individual or family group bespoke training to suit their needs.



More Info



# POTHOLES, PAVEMENTS AND DRAINS FIXED IN THE MONTH...

Potholes fixed per district/city/borough in May are as listed below: When considering these numbers, remember that there are many more miles of road in Uttlesford than in Harlow, for example, and the balance of types of road (main, secondary, local) are different too, so a direct comparison is misleading.

Drain clearing now complete on the A127 where crews worked only at night (using same lane closures as grass cutting teams) to minimise disruption to the travelling public.

June sees regular cleaning of local roads and higher-risk drains on main roads in Basildon, Chelmsford, Colchester and Uttlesford.

DISTRICT	COUNTY ROUTES	LOCAL ROADS	PAVEMENT DEFECTS FIXED	DRAINS CLEARED
BASILDON	52	37	198	1951
BRAINTREE	70	75	129	0
BRENTWOOD	79	30	72	0
CASTLE POINT	29	39	83	0
CHELMSFORD	104	96	152	4157
COLCHESTER	59	75	41	2410
EPPING FOREST	135	72	90	0
HARLOW	50	43	55	0
MALDON	75	44	6	0
ROCHFORD	22	10	124	0
TENDRING	73	64	117	0
UTTLESFORD	62	49	26	1806
<b>TOTALS</b>	<b>810</b>	<b>634</b>	<b>1093</b>	<b>10324</b>



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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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