



### NOTICE OF COUNCIL MEETING

You are hereby summoned to a meeting of the EPPING FOREST DISTRICT COUNCIL to be held in the CONFERENCE ROOM, CIVIC OFFICES, HIGH STREET, EPPING at 7.00 pm on Tuesday, 25 May 2021 for the purpose of transacting the business set out in the agenda.

A handwritten signature in blue ink, appearing to read 'G. Blakemore'.

**Georgina Blakemore**  
Chief Executive

**Democratic Services  
Officer:**

Gary Woodhall      Tel: (01992) 564243  
Email: [democraticservices@eppingforestdc.gov.uk](mailto:democraticservices@eppingforestdc.gov.uk)

#### WEBCASTING/FILMING NOTICE

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The meeting may also be otherwise filmed by third parties with the Chairman's permission.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Therefore by entering the Conference Suite and using the seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes.

If you have any queries regarding this, please contact the Public Relations Manager on 01992 564039.

## BUSINESS

### 1. WEBCASTING INTRODUCTION

This virtual meeting is to be webcast. Members are reminded of the need to unmute before speaking.

The Democratic and Electoral Services Manager will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties). Thereby by participating in this virtual meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If members of the public do not wish to have their image captured they should ensure that their video setting throughout the virtual meeting is turned off and set to audio only.

Please also be aware that if technical difficulties interrupt the meeting that cannot be overcome, the Chairman may need to adjourn the meeting.”

### 2. DISTRICT COUNCIL ELECTIONS - 6 MAY 2021

The Chairman to welcome the following newly elected and re-elected members of the Council following the elections held on 6 May 2021.

<b>Councillor</b>	<b>Ward</b>
Simon Heap	Buckhurst Hill East
Kenneth Williamson	Buckhurst Hill West
Pranav Bhanot	Chigwell Row
Kaz Rizvi	Chigwell Village
Jon Whitehouse	Epping Hemnall
Holly Whitbread	Epping Lindsey and Thornwood Common
Alan Lion	Grange Hill
Deborah Barlow	Grange Hill
Raymond Balcombe	High Ongar, Willingale and the Rodings
Chidi Nweke	Loughton Alderton
Michael Owen	Loughton Broadway
David Wixley	Loughton Fairmead
Jayna Jogia	Loughton Forest
Rose Brookes	Loughton Roding
Caroline Pond	Loughton St John's
Judy Jennings	Loughton St Mary's
Ian Hadley	Moreton and Fyfield
Heather Brady	Passingford
John Philip	Theydon Bois
Tim Matthews	Waltham Abbey High Beach
Steven Heather	Waltham Abbey Honey Lane
Jeane Lea	Waltham Abbey North East
Helen Kane	Waltham Abbey South West

The Chairman will present declaration of acceptance of office certificates to the newly elected members.

**3. ELECTION OF CHAIRMAN**

To elect a Chairman of the Council for the municipal year 2021/22.

The new Chairman will then make a declaration of acceptance of office.

**4. APPOINTMENT OF VICE-CHAIRMAN**

To appoint a member to be Vice-Chairman of the Council for the municipal year 2021/22. Nominations received will be reported at the meeting.

The new Vice-Chairman will then make a declaration of acceptance of office.

**5. APOLOGIES FOR ABSENCE**

To be announced at the meeting.

**6. MINUTES**

The minutes of the meeting held on 29 April 2021 will be presented to the next meeting of Council for approval.

**7. DECLARATIONS OF INTEREST**

To declare interests in any item on the agenda.

**8. ANNOUNCEMENTS****(a) Chairman's Announcements****(b) Members not seeking Re-election**

The Council noted that John Knapman retired from the Council in May 2020 and Amy Beales, Debra Roberts, Gavin Chambers, Gaghan Mohindra, Brian Sandler and Maggie McEwen had not sought re-election on 6 May 2021.

In recognition of their long service to the Council Gagan Mohindra, Member for Grange Hill will receive a silver award for 15 years' service, John Knapman Member for Chigwell Village will receive a gold award for 22 years' service, Brian Sandler Member for Chigwell Row will receive a gold award for 23 years' service and Maggie McEwen, Member for High Ongar, Willingale and the Rodings will receive a gold award for 25 years' service.

**9. REPORT OF THE APPOINTMENT PANEL**

Leader of Council will present the report (to follow) regarding:

- (a) Notice of Constitution of Political Groups, Group Leaders and Deputies;
- (b) Appointments made by the Leader to the Cabinet, Cabinet Committees and Outside Organisations carrying out Executive Functions;
- (c) Membership, Chairmanship and Vice-Chairmanship of Committees, Sub-Committees and Panels (Non-Executive Bodies);

- (d) Appointments to Outside Organisations carrying out Council, regulatory or non-Cabinet Functions.

The Council will need to vote on (c) and (d) where the number of nominations exceeds the number of places available.

## 10. SCHEME OF DELEGATIONS

The Constitution requires that the scheme of delegation should be agreed at the Annual meeting (report to follow).

## 11. COUNCIL MEETING DATES FOR 2021/22

### Recommendation:

That during 2021/22 ordinary meetings of Council are to be held on the following dates:

29 July 2021;  
28 October 2021;  
16 December 2021;  
24 February 2022;  
05 April 2022; and  
26 May 2022.

It is a requirement of the Constitution that the program or ordinary meetings of the Council be approved at the annual meeting of the Council.

## 12. EXCLUSION OF PUBLIC AND PRESS

**Exclusion:** To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

**Background Papers:** Article 17 of the Constitution (Access to Information) define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information

and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

This page is intentionally left blank