
COUNCIL BULLETIN

Issue Number 23/2018
Friday, 8 June 2018

Epping Forest District Council
www.eppingforestdc.gov.uk

Compiled, designed and produced by
The Directorate of Governance - Democratic Services

Assistant Director – Governance and Performance
Management - Simon Hill (Ext. 4249)

This Bulletin is produced for District Councillors and Officers only.
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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		
TBC	To be confirmed		Meeting being filmed for subsequent viewing

Other venues are shown in full.

Week One: 11 June 2018 – 17 June 2018

Monday 11 June	6.00pm 7.00pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South		CR1 CC
Tuesday 12 June	7.00pm	Communities Select Committee		CR1
Wednesday 13 June	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee East Area Planning Sub-Committee East		CR1 CC
Thursday 14 June	9.30am 5.00pm 7.30pm	Member Training – Licensing Senior Management Selection Panel Cabinet		CC CR1 CC
Friday 15 June				
Saturday 16 June				
Sunday 17 June				

Week Two: 18 June 2018 – 24 June 2018

Monday 18 June				
Tuesday 19 June	6.00pm	Member Training – Chairmanship Skills		CC
Wednesday 20 June	10.00am 6.30pm 7.30pm	Licensing Sub-Committee Briefing – Area Plans Sub-Committee West Area Planning Sub-Committee West		CC CR1 CC
Thursday 21 June	7.00pm	Finance and Performance Management Cabinet Committee		CC
Friday 22 June				
Saturday 23 June				
Sunday 24 June				

Week Three: 25 June 2018 – 1 July 2018

Monday 25 June				
Tuesday 26 June	7.30pm	Neighbourhoods Select Committee		CR1
Wednesday 27 June	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South		CR1 CC
Thursday 28 June	7.00pm	Member Training – Transformation for Councillors		CR1
Friday 29 June				
Saturday 30 June				
Sunday 1 July				

Week Four: 2 July 2018 – 8 July 2018

Monday 2 July				
Tuesday 3 July	10.00am 7.15pm	Licensing Sub-Committee Governance Select Committee		CC CC
Wednesday 4 July	7.30pm	District Development Management Committee		CC
Thursday 5 July	2.00pm 7.00pm	Member Training - Local Authority Finance and Budget Process Asset Management and Economic Development Cabinet Committee		CR1 CC
Friday 6 July				
Saturday 7 July				
Sunday 8 July				

PART B - GENERAL INFORMATION

1. QUALITY REVIEW PANEL

The Quality Review Panel for Epping Forest District Council has now been established, together with a similar panel for the Harlow and Gilston Garden Town. The production of Strategic Masterplans, Concept Frameworks, Design Codes and other major planning proposals will be informed through review at key stages. The Council will generally expect schemes of more than 50 homes or 5,000 sq metres of commercial/other floorspace to be informed by review. Other smaller schemes which are complex or contentious may also be appropriate for review.

The EFDC Quality Review Panel held its first review on 26 April 2018, with panel members providing design comments and advice for a proposed allocation site (WAL.E8) in the Local Plan Submission Version. The proposal, Land North of Dowding Way (A121), is for a distribution centre scheme located in Waltham Abbey.

The Quality Review Panel is made up of built environment and design experts, who provide independent feedback on proposals to the council and applicant to help ensure the design and delivery of high quality developments. Their views will form part of the report to the relevant Committee, and will be a material planning consideration in the determination of any future planning applications.

For further information on the Quality Review Panel, please see the Terms of Reference on our website: <http://www.efdclocalplan.org/local-plan/planning-policy/quality-review-panel/>

(Further information: Ione Braddick ext 4205)

2. DISTRICT LINES (Pages 13 - 38)

Please see attached.

3. PENTANA

As part of the Task and Finish Panel, Members requested to have access to the new project and performance management system Pentana.

Pentana is the new project and performance management system used across the organisation to monitor projects, programmes and information for the new Corporate Plan (including KPI's and associated Benefits Maps) for Epping Forest District Council.

Councillors now have access to view the real time status of projects in relation to the corporate project life-cycle and information for the Corporate Plan 2018 - 2023.

Project life-cycle –From here you will be able to click on each project and view the status relating to the relevant stage of the project lifecycle. You will also be able to take a more in-depth look at the progress of each project.

Corporate Plan 2018-2023 – Here you will be able to view the new Corporate Plan 2018-2023 summary page. This illustrates the 10 corporate objectives for the next five years e.g. 1. People live longer, healthier and independent lives. You can also view each the related Benefit Map by clicking on any of the ten objective titles.

A Pentana User guide for Members will be sent to you via email to show you how to login and navigate your bespoke portal.

Training for Pentana will be included in the Members transformation training in June.

(Further information: Rebecca Moreton ext 4605)

4. CORPORATE ENFORCEMENT POLICY 2018 (Pages 39 - 64)

Consultation runs from 15 June to 30 June 2018.

Introduction and background

The Council is responsible for enforcement in a wide range of areas, this enforcement can take many different forms including undertaking inspections, investigating complaints, providing advice, licensing activities, persons or premises, issuing statutory or fixed penalty notices, taking prosecutions and undertaking works in default of those responsible.

The decision of when and what enforcement action to take (or not take) can have serious implications and it is important that there is an effective policy in place to ensure that officers take a consistent approach. With this in mind the Council has reviewed and updated its Corporate Enforcement policy having regard to the Statutory Regulators Code and the five principles of good regulation (that regulatory activities should be transparent, accountable, proportionate, consistent and targeted).

In general the Council will treat compliant individuals and businesses with lighter, alternative interventions and other incentives but for those who commit serious breaches or flout the law we will not hesitate to take all necessary enforcement action. The intention is that this overarching policy will be supplemented by further documents specific to each area of regulation. This will help to provide a clear and consistent approach that businesses and others can understand.

Consultation information

We want to get this right, so your views would be greatly appreciated, please send any comments on the 2018 version of the policy (below) to rgray@eppingforestdc.gov.uk.

Contact

If you have any questions about this consultation, contact Robin Ray at rray@eppingforestdc.gov.uk or 01223 457951.

Post any correspondence to Environmental health, Cambridge City Council, PO Box 700, Cambridge CB1 0JH.

Additional information and documents

Corporate Enforcement Policy 2018 [link]

Next steps

All submitted comments will be considered and where appropriate the policy amended prior to submission to Cabinet for approval and publication on our website.

(Further information: Robin Ray ext 4146)

5. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

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

Applicant name Mr Mustafa Timur

Address of Premises: Molen's Café 209 D/E High Road, Loughton, Essex, IG10 1BB

Brief details of the natures of the application: An application to vary a premises licence under the Licensing Act 2003. The proposed variation is for the supply of alcohol extended to the newly erected conservatory and supply of alcohol time reduced from 23:00 to 18:00.

Supply of Alcohol

Monday to Saturday 10:30-18:00

Sunday 10:30-17:00

Hours premises are open to the public

Monday to Saturday 07:00-18:00

Sunday 09:00-17:00

Consultation Period From: 7th June 2018 – 4th July 2018

Officer in charge: Mrs Handan Ibrahim

Applicant name: Sine Park SE Ltd – Woodbine Social

Address of Premises: Woodbine, Waltham Abbey EN9 3RQ

Brief details of the natures of the application:

New Premises application to replace a Club Premises Certificate.

The premises already holds a Club Premises Certificate since Nov 2005, however the premises no longer meets the general conditions under sections 62 of the Licensing act 2003, to qualify for a Club Premises Certificate, So the applicant is now seeking to apply for a full premise licence.

Activities applied for: -

Indoor sporting events

Live music

Recorded music

Performance of dance

Provision of late night refreshment

Supply of alcohol

Monday - Sunday 12.00 – 01.00, * The premises applicants intend to close at 23.30 between Sunday – Friday & Saturday 12.00 – 00.00 , the later times have been applied for to allow flexibility to premises licence holder to permit events and hire of the premises, so a TEN application doesn't need to be applied for.

Consultation Period From: 6th June 2018 end of consultation 3rd July 2018
Officer in charge: Sarah Moran

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

Manager	Kim Tuckey	01992 564034
Licensing Compliance Officer	Sarah Moran	01992 564270
Licensing Compliance Officer	Handan Ibrahim	01992 564153
Licensing Compliance Officer	Joanne Owen	01992 56 4721
Licensing Compliance Officer	Denise Bastick	01992 564334
Licensing Officer	Jane Mullinger	01992 564461

GOVERNANCE DIRECTORATE - PLANNING

1. Appeals Lodged

EPF/2669/17 – 93 Manor Road Chigwell Essex IG7 5PN - Outline application for demolition of existing house and garage and erection of proposed three detached dwellings with garages and associated works. (Revised application from EPF/2472/16) – Written reps – Jonathan Doe ext. 4103

EPF/2771/17 – 21 Princes Close North Weald Essex CM16 6EN - Erection of a detached 1.5 storey two bedroomed dwelling with associated car parking and new access onto High Road (alternative to previously approved bungalow EPF/1440/15) – Written reps - Jill Shingler ext. 4106

EPF/3404/17 – 19 Church Hill Epping Essex CM16 4RA - Proposed first floor extension- Householder appeal – Alastair Prince ext. 4462

2. Forthcoming Planning Inquiries/Hearings -

31/07/2018 – EPF/3364/17 – 119 Theydon Park Road Theydon Bois Essex CM16 7LS – Sukhvinder Dhadwar

3. Enforcement Appeals

None this week

4. Appeal Decisions

None this week

5. Tree Preservation Orders

None this week

6. S106 Agreements

None this week

7. Changes to Planning Systems

None this week

PROPOSED PLANNING ENFORCEMENT ACTION

None this week

It is important to note, that when enforcement action has been authorised, this includes any subsequent action under Part VII of the Town and Country Planning Act 1990, including a prosecution or an injunction.

Principal Planning Enforcement Officer	Jerry Godden	01992 564498
Senior Enforcement Officer	Clare Munday	01992 564114
Planning Enforcement Officers	Sharon Hart	01992 564530
	David Thompson	01992 564108
	James Gordon	01992 564530
	Zara Seelig	01992 564379

PART C - 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.