

EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: Council **Date:** Thursday, 26 May 2022

Place: Council Chamber - Civic Offices **Time:** 7.00 - 8.54 pm

Members Present: Councillors H Kane (Chairman), I Allgood, C Amos, N Avey, R Balcombe, R Baldwin, R Bassett, N Bedford, P Bhanot, P Bolton, R Brookes, L Burrows, E Gabbett, I Hadley, S Heap, S Heather, R Jennings, J Jennings, J Jogia, S Kane, H Kauffman, P Keska, J Lea, J Lucas, T Matthews, J McIvor, L Mead, R Morgan, S Murray, C Nweke, M Owen, A Patel, S Patel, Caroline Pond, C C Pond, R Pugsley, S Rackham, B Rolfe, M Sartin, P Stalker, D Stocker, D Sunger, B Vaz, C Whitbread, H Whitbread, J H Whitehouse, J M Whitehouse, K Williamson, D Wixley and S Yerrell

Members Present (Virtually): Councillors D Plummer and K Rizvi

Apologies: Councillors H Brady, J Leppert, A Lion, C McCredie and J Philip

Officers Present: G Blakemore (Chief Executive), A Small (Section 151 Officer), N Boateng (Service Manager (Legal) & Monitoring Officer), G Woodhall (Team Manager - Democratic & Electoral Services), J Leither (Democratic Services Officer) and P Seager (Chairman's Officer)

Officers Present (Virtually): A Hendry (Democratic Services Officer)

1. WEBCASTING INTRODUCTION

The Democratic and Electoral Services Team Manager reminded everyone present that the meeting would be broadcast live to the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

2. DISTRICT COUNCIL ELECTIONS - 6 MAY 2022

The Chairman welcomed the newly elected* and re-elected members of the Council at the election held on 5 May 2022 as follows

Councillor	Ward
Elizabeth Gabbett*	Buckhurst Hill East
Smruti Patel*	Buckhurst Hill West
Darshan Sunger	Chigwell Village
Basil Vaz	Chipping Ongar, Greensted ad Marden Ash
Janet Whitehouse	Epping Hemnall
Leslie Burrows	Epping Lindsey and Thornwood Common
Alan Lion	Grange Hill
Ian Allgood*	Loughton Alderton
Christopher Pond	Loughton Broadway
Louise Mead	Loughton Fairmead
Roger Baldwin	Loughton Forest

Stephen Murray	Loughton Roding
Robert Jennings	Loughton St John's
Howard Kauffman	Loughton St Mary's
Ronda Pugsley*	Lower Nazeing
Peter Bolton	North Weald Bassett
Clive Amos*	Theydon Bois
David Stocker	Waltham Abbey Honey Lane
Shane Yerrell*	Waltham Abbey Paternoster
Jodie Lucas*	Waltham Abbey North East

The Chairman presented declaration of acceptance of office certificates to all newly elected and re-elected members.

3. CHAIRMAN OF COUNCIL - YEAR OF OFFICE

Councillor H Kane addressed the Council she advised that it had been an absolute honour to serve as Chairman of Council and it had been a privilege to be asked to represent the district as Chairman of the Council for a second year.

Usually, Chairmen reflect on their previous year and mention what they have done, where they have been etc. She advised that she would not follow this pattern, but would start by thanking all Members for rising to the challenges that came our way by adapting to our new ways of working and hoped that the words 'you are on mute' would become a distant memory.

Even though for much of the time we were all working within Covid restrictions she still managed a few firsts that she was proud of.

She was the first Chairman to host Full Council Meetings via Zoom and the first Chairman to work with Officers over Teams but despite the restrictions, she stated that she was very proud to say that nothing was disrupted, and official work continued, even if it wasn't in person.

She was the first Chairman to light the First ever Public Menorah in Epping, the first to attend the first ever Eid Celebrations in Chigwell, and the first to see the completion of the refurbishments in the Civic offices and host the Civic Awards here in our wonderful new community asset - the Conference Suite.

There were so many people in the district doing good things and the Civic Awards were a chance to celebrate the people of Epping Forest District and their achievements, successes and unwavering dedication to the district and to the community.

She had always enjoyed working with the Youth Council and took great pride in them and when she looked around the chamber this evening she could see some familiar faces sitting here now as full Members of the Council and maybe in the not too distant future a former Youth Councillor will be Chairman of Council too.

She stated that she could never finish without thanking all of the officers especially, Tom Carne, Jackie Leither and all of the crew from Democratic Services. We worked very close together, despite the ups and downs, and I am grateful for their advice and support.

But most of all, and for every Chairman the same, she did not know how she could have coped if she did not have Pat Seager by her side, Pat made sure I was

prepared, and confident and safe for my appointments throughout the district and beyond.

She also gave special thanks to her family and her husband, who had been her rock throughout this time, despite walking two paces behind her.

Members, I have been extremely proud to wear this Chain of Office and I thank you all from the bottom of my heart for putting your trust and faith in my ability to serve you over the past two years.

Councillor C Whitbread, Councillor J M Whitehouse, Councillor R Brookes, Councillor S Murray, and the Chief Executive, G Blakemore on behalf of the staff, expressed their appreciation for her hard work and dedication throughout her term of office as Chairman and for her service to the Council.

The Chairman thanked everyone for their kind words and stated that in her opening remarks she mentioned a number of firsts and wanted to pay tribute to another first.

Councillor Stephen Murray was recently re-elected for the Loughton Roding Ward and had served the residents of Loughton and the district as a whole as a District Councillor for some 40 years, this was a remarkable achievement, and a target for us all!

She invited Councillor Stephen Murray to join her in the well of the Chamber to receive a memento of this special occasion.

Councillor Stephen Murray joined the Chairman in the well of the Chamber where she presented him with a framed print of the Roding Valley Meadows Nature Reserve.

4. ELECTION OF CHAIRMAN

The nomination of Councillor M Sartin for the Office of Chairman of the Council having been moved formally by Councillor C Whitbread and seconded by Councillor A Patel was;

RESOLVED:

That Councillor M Sartin be elected Chairman of the Council for the ensuing year.

Councillor M Sartin thereupon made a Declaration of Acceptance of Office of Chairman of the Council and thanked the Council for the honour.

Councillor M Sartin In the Chair

5. PAST CHAIRMAN'S BADGE

The new Chairman, Councillor M Sartin presented Councillor H Kane with a past Chairman's Badge of Office.

6. APPOINTMENT OF VICE-CHAIRMAN

The Council received two nominations for the office of Vice-Chairman of the Council for 2022/23.

Councillor D Sunger was proposed, having been formally moved by Councillor C Whitbread and seconded by Councillor L Burrows.

Councillor J H Whitehouse was proposed, having been formally moved by Councillor S Murray and seconded by Councillor C C Pond. It was:

RESOLVED:

That Councillor D Sunger be appointed Vice-Chairman of the Council for the ensuring year.

Councillor D Sunger thereupon made a declaration of Acceptance of Office of Vice-Chairman of the Council and thanked the Council for his appointment.

7. DECLARATIONS OF INTEREST

There were no declarations of interest made pursuant to the Council's Code of Member Conduct.

8. MINUTES

Councillor C C Pond advised that in his opinion the minutes were correct but wanted it noted that on page 15 of the agenda, minutes of 24 February 2022 he asked a question regarding a sustainable electric bus services which had been promised between Debden Station and the Epping Forest Shopping Park and to date had not received the courtesy of a reply from the Portfolio Holder.

Councillor N Avey apologised to Councillor Pond and stated that he would make sure Councillor Pond received a response to his question.

Councillor C C Pond then referred to page 21 of the agenda where Councillor S Murray requested a report from Councillor R Basset, the Councils representative on the Epping Forest Campus, New City College asking what the capital receipt was that the college authorities had received for the sale of their land assets.

Councillor S Murray advised that he had received a general response from the New City College and that he would share it with Councillor C C Pond.

The Chairman stated that these were not corrections to the minutes just comments around them and asked for members to agree the minutes.

RESOLVED:

That the minutes of the Council meetings held on the 24 February 2022 and 05 April 2022 be taken as read and signed by the Chairman as a correct record.

9. ANNOUNCEMENTS

Chairman's Announcements

The Chairman thanked the Council for the honour of being appointed to the post of Chairman for a second time, first being appointed in 2013/14. She gave special thanks to Councillor C Whitbread and Councillor A Patel for proposing and seconding her and for their kind words.

She stated that she was glad to have had her previous experience as Chairman to draw upon but that was not say that she did not approach this role with the knowledge that this year would be a difficult one. There was a heavy workload ahead where the Local Plan had still to be approved and needed final confirmation. There was also the District Boundary Review underway which would affect us all and we were still suffering from the knock-on effects of the covid pandemic. The horrific events in the Ukraine were regrettably yet to fully unfold on the world, and our residents were already feeling the effects in gas, electricity, fuel prices, and general inflation. She was confident that the Council would do its utmost to ease the pain by the efficient management and delivery of the services it was known for.

She stated that her predecessor had the difficulty of the pandemic to deal with and paid tribute to her and thanked her for her efforts, thank you Councillor Helen Kane and also to Councillor Sam Kane for supporting her throughout the last two years. The pandemic meant that she was unable to do many of the traditional events of the Civic calendar and stated that she hoped to be able to reinstate some of those Civic events now that covid problems were easing.

The Chairman stated that taking on this role at short notice meant that she had been unable to do as much forward planning as she would have liked and was a “work in progress” at this time. She advised that she would keep Members in touch with events via the Bulletin, the Chairman’s Diary and announcements at Council meetings.

The Chairman advised that the charities she would be supporting this year were the local hospice, St. Clare’s, who provided such excellent end of life care to the District, both in the Hospice itself but also out in people’s own homes and the Essex & Herts Air Ambulance Service, who were based in North Weald, and were a life-saving charity covering the District and beyond.

I know I can count on my husband, John, and our family to support me as they did in my first term of office, and I now have a five-year-old grandson, Nathan, who will no doubt give Granny a hand.

Now that we were moving back to some normality it will hopefully will mean “less on zoom - more in the room” as far as meetings are concerned. The discussions and interactions councillors and officers have before and after meetings are important. We get to know and understand each other’s problems and opinions easier outside the rigid bounds of committee and this can only be a good thing.

In conclusion, she look forward to the year ahead and trust that with the support of Members and Officers that we could continue the important work of this Council for our community.

(a) Flowers

The Chairman announced that she intended the flowers from this evening meeting go to the reception area in the Civic Offices in celebration of the Queen’s Jubilee and to be enjoyed by all of the staff and visitors.

(b) Members not seeking Re-election or not Re-elected

The Council noted that David Dorrell, Yolanda Knight, Ann Mitchell, Steven Neville, Chris Roberts and Jo Share-Bernia had not sought re-election on 5 May 2022 and Sue Jones had not been re-elected.

In recognition of service to the Council, Sue Jones 12 years' service as a Member for the Theydon Bois Ward, Y Knight 12 years' service as a Member for the Lower Nazeing Ward and A Mitchell 11 years' service as a member for the Waltham Abbey North East Ward, they would each receive a bronze long service award.

10. REPORT OF THE APPOINTMENT PANEL

Mover: Councillor C Whitbread, (Chairman of the Panel and Leader of the Council)

Councillor C Whitbread reported on the appointments which he had made to the Cabinet, Cabinet Committees and Outside Organisations carrying out Executive Functions for 2022/23.

Furthermore, he also reported the recommendations of the Appointment Panel in relation to the membership, chairmanship and vice-chairmanship of Committees, Sub-Committees and Panels (non-executive bodies), along with the Outside Organisations carrying out Council, Regulatory or non-Cabinet Functions.

The Council voted on appointments where the number of nominations exceeded the number of places available.

RESOLVED:

(1) That, in accordance with Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990, the constitution of political groups as set out in Appendix 1, to these minutes be noted;

(2) That details of appointments made by the Leader of the Council, of Cabinet members and Cabinet Committees carrying out Executive functions. as set out in Appendix 2 to these minutes be noted;

(3) That the Membership, Chairmanship and Vice-Chairmanship of Committees, Sub-Committees and Panels (non-Executive bodies) as set out at Appendix 3 to these minutes be approved;

(4) That the group representatives for the purposes of notifying substitute members for meetings be noted as follows:

(a) Conservative Group:

- Councillor C Whitbread (Group Leader);
- Councillor N Bedford (Deputy Group Leader);
- Councillor S Kane; and
- Councillor M Sartin;

(b) Green Party Group:

- Councillor S Heap (Group Leader); and
- Councillor E Gabbett (Deputy Group Leader);

(c) Liberal Democrat Group:

- Councillor J M Whitehouse (Group Leader); and
- Councillor J H Whitehouse (Deputy Group Leader); and

(d) Loughton Residents Association Group:

- Councillor C P Pond (Group Leader); and
- Councillor D Wixley (Deputy Group Leader);

(5) That the group representative confirm member appointments to the Proper Officer for the Overview and Scrutiny Select Committees for 2022/23 at the first municipal meeting of the Overview and Scrutiny Committee;

(6) That appointments to Outside Organisations carrying out Council Regulatory or non-Cabinet functions, as set out at Appendix 4 to these minutes be approved;

(7) That the appointments to be made by the Leader of the Council to Outside Organisations carrying out Executive functions, as set out at Appendix 5, to these minutes be received; and

(8) That Mr Wyn Marshall be re-appointed as a non-voting, co-opted member of the Stronger Communities Select Committee for the 2022/23 municipal year.

11. SCHEME OF DELEGATIONS

The Council's Constitution required that the scheme of delegations be agreed at the Annual meeting. The current scheme had received no further additions or amendments since the last annual meeting and therefore did not need to be agreed at this meeting.

12. COUNCIL MEETING DATES FOR 2022/23

On 24 February 2022, the Council adopted the calendar of meetings for the municipal year May 2022 to May 2023 as it was required within the Council's Constitution that the programme of ordinary meetings of the Council were approved at the Annual meeting.

RESOLVED:

That during 2022/23 ordinary meetings of the Council be held on the following dates:

28 July 2022;
11 October 2022;
13 December 2022;
28 February 2023;
04 April 2023; and
25 May 2023 (Annual Council Meeting).

13. CONSTITUTION WORKING GROUP REPORT

Councillor S Rackham, Chairman of the Constitution Working Group (2021/22)

Councillor S Rackham stated that the report of the Constitution Working Group had two recommendations on page 45 of the agenda and that those recommendations be agreed by Annual Council.

RESOLVED:

That the recommendations of the Constitution Working Group as set out below be agreed:

- (1) That incorporation of the draft Terms of Reference (pages 45/46 of the agenda) in Article 10 of the Constitution be recommended for approval by Annual Council on 26 May 2022; and
- (2) That pursuant to Recommendation (1) above, the Monitoring Officer be authorised to make necessary revisions to the Council's Constitution.

CHAIRMAN

ANNUAL COUNCIL MEETING – 26 MAY 2022

CONSTITUTION OF POLITICAL GROUPS AND GROUP LEADERS

Local Government and Housing Act 1989 – Notice of Constitution of Political Groups and Group Leaders

To note in accordance with regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990, the constitution of political groups as follows:

Conservative Group:

Group Leader – Councillor C Whitbread
Deputy Group Leader - Councillor N Bedford

Councillor N Avey	Councillor P Keska	Councillor S Rackham
Councillor R Balcombe	Councillor J Lea	Councillor K Rizvi
Councillor R Bassett	Councillor A Lion	Councillor B Rolfe
Councillor P Bhanot	Councillor J Lucas	Councillor M Sartin
Councillor P Bolton	Councillor T Matthews	Councillor P Stalker
Councillor H Brady	Councillor J McIvor	Councillor D Stocker
Councillor L Burrows	Councillor R Morgan	Councillor D Sunger
Councillor I Hadley	Councillor A Patel	Councillor B Vaz
Councillor S Heather	Councillor S Patel	Councillor H Whitbread
Councillor H Kane	Councillor J Philip	Councillor K Williamson
Councillor S Kane	Councillor R Pugsley	Councillor S Yerrell

Members 35

Green Party Group:

Group Leader - Councillor S Heap
Deputy Group Leader - Councillor E Gabbett

Councillor D Plummer

Members 3

Liberal Democrats Group:

Group Leader – Councillor J M Whitehouse
Deputy Group Leader - Councillor J H Whitehouse

Councillor C Amos
Councillor C McCredie

Members 4

Loughton Residents' Association Group:

Group Leader – Councillor C P Pond

Deputy Group Leader - Councillor D Wixley

Councillor I Allgood
Councillor R Baldwin
Councillor R Brookes
Councillor J Jennings

Councillor R Jennings
Councillor J Jogia
Councillor H Kauffman
Councillor L Mead

Councillor C Nweke
Councillor M Owen
Councillor C C Pond

Members 13

CABINET & CABINET COMMITTEES - LEADER APPOINTMENTS**(a) Deputy Leader**

Deputy Leader	N Bedford

(b) Other Cabinet Members/Allocation of Portfolios

Portfolio	Portfolio Holder
Leader	C Whitbread
Place	N Bedford
Finance	J Philip
Housing & Community	H Whitbread
Wellbeing & Community Partnerships	A Patel
Customer	A Lion
Contracts & Commissioning	N Avey
Technical Services	K Williamson
Internal Resources	S Kane
Reviews & Efficiency	L Burrows

(c) Cabinet Committees (not part of pro rata allocations)

Council Housebuilding Cabinet Committee
Housing & Community (Chairman)
Contracts & Commissioning
Place
Wellbeing & Community Partnerships
Finance

Local Plan Cabinet Committee
Place (Chairman)
Contracts & Commissioning
Finance
Leader
Housing & Community
Technical Services

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COMMITTEE ETC. NOMINATIONS 2022/23

AREA PLANS SUB-COMMITTEE EAST (19 MEMBERS) (NOT PRO RATA) *						
		Conservative Group	Green Party Group	Liberal Democrat Group	Loughton Residents Association Group	Independent Members
	Chairman	I Hadley				
	Vice-Chairman	H Brady				
		R Balcombe		C Amos		
		N Bedford		C McCredie		
		P Bolton		J H Whitehouse		
		H Brady		J M Whitehouse		
		L Burrows				
		I Hadley				
		P Keska				
		J McIvor				
		R Morgan				
		J Philip				
		B Rolfe				
		P Stalker				
		B Vaz				
		C Whitbread				
		H Whitbread				

*Membership of Area Plans Sub-Committee East comprises all members for the relevant wards.

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AREA PLANS SUB-COMMITTEE WEST (14 MEMBERS) (NOT PRO RATA) *

		Conservative Group	Green Party Group	Liberal Democrat Group	Loughton Residents Association Group	Independent Members	
	Chairman	S Heather					
	Vice-Chairman	D Stocker					
		N Avey	D Plummer			J Leppert	
		R Bassett					
		S Heather					
		H Kane					
		S Kane					
		J Lea					
		J Lucas					
		T Matthews					
		R Pugsley					
		M Sartin					
		D Stocker					
		S Yerrell					

*Membership of Area Plans Sub-Committee West comprises all members for the relevant wards.

AREA PLANS SUB-COMMITTEE SOUTH (25 MEMBERS) (NOT PRO RATA) *							
		Conservative Group	Green Party Group	Liberal Democrat Group	Loughton Residents Association Group	Independent Members	
	Chairman	K Williamson					
	Vice-Chairman	S Patel					
		P Bhanot	E Gabbett		I Allgood	D Barlow	
		A Lion	S Heap		R Baldwin	S Murray	
		A Patel			R Brookes		
		S Patel			J Jennings		
		S Rackham			R Jennings		
		K Rizvi			J Jogia		
		D Sunger			H Kauffman		
		K Williamson			L Mead		
					C Nweke		
					M Owen		
					C P Pond		
					C C Pond		
				D Wixley			

*Membership of Area Plans Sub-Committee South comprises all members for the relevant wards.

AUDIT AND GOVERNANCE COMMITTEE (5 MEMBERS PLUS 2 CO-OPTED PERSONS) *								
		Conservative Group (3)	Green Party Group (0*)	Liberal Democrat Group (0*)	Loughton Residents Association Group (1)	Independent Members		
	Chairman	The Chairman of the Committee is appointed at first meeting in each municipal year.						
		P Bolton	S Heap		M Owen			
		B Vaz						
		T Matthews						

¹⁵The Vice-Chairmanship of the Audit and Governance Committee is assumed by a co-opted person if the Chairman is a Member, and vice versa.

CONSTITUTION WORKING GROUP (11 MEMBERS)							
		Conservative Group (7)	Green Party Group (1)	Liberal Democrat Group (1)	Loughton Residents Association Group (2)	Independent Members	
	Chairman	P Bhanot					
	Vice-Chairman	R Bassett					
		P Bhanot	S Heap	J H Whitehouse	C C Pond		
		R Bassett			H Kauffman		
		J Philip					
		R Pugsley					
		J Mclvor					
		S Rackham					
		M Sartin					

DISTRICT DEVELOPMENT MANAGEMENT COMMITTEE (15 MEMBERS)

	Conservative Group (9)	Green Party Group (1)	Liberal Democrat Group (1)	Loughton Residents Association Group (3)	Independent Members	
Chairman	P Keska					
Vice-Chairman	B Rolfe					
	P Keska	S Heap	J M Whitehouse	R Baldwin		
	S Heather			H Kauffman		
	I Hadley			C C Pond		
	R Morgan					
	H Brady					
	S Patel					
	H Kane					
	T Matthews					
	B Rolfe					
	K Williamson					

JOINT CONSULTATIVE COMMITTEE (9 MEMBERS PLUS 9 STAFF SIDE REPRESENTATIVES) *						
		Conservative Group (5)	Green Party Group (0)	Liberal Democrat Group (1)	Loughton Residents Association Group (2)	Independent Members
	Chairman*					
		S Kane		J H Whitehouse	R Brookes	
		L Burrows			L Mead	
		J Philip				
		A Patel				
		P Stalker				
		R Bassett				

*The Chairmanship of the Joint Consultative Committee is rotated between the Staff and Council side each year: if the municipal year ends in an odd number then the Chairman is a Member representative; if the municipal year ends in an even number then the Chairman is a staff representative.

LICENSING COMMITTEE (& LICENSING SUB-COMMITTEE) (15 MEMBERS*)							
1 outstanding places – Group Leaders to discuss							
		Conservative Group (9)	Green Party Group (1)	Liberal Democrat Group (1)	Loughton Residents Association Group (3)	Independent Members	
	Chairman	R Morgan					
	Vice-Chairman				J Jennings		
		R Morgan	No nomination	J M Whitehouse	J Jennings		
		M Sartin			L Mead		
		S Heather			C P Pond		
		I Hadley					
		P Keska					
		B Rolfe					
		P Stalker					
		A Lion					
		D Stocker					
		T Matthews					
Licensing Sub-Committee Chairmen (6)		R Morgan M Sartin P Keska		J M Whitehouse	J Jennings C P Pond		

*The Licensing Act 2003 requires that the Licensing Committee comprise no more than 15 members. Licensing Sub-Committees should comprise no more than 3 members.

OVERVIEW AND SCRUTINY COMMITTEE (15 MEMBERS*)

	Conservative Group (9)	Green Party Group (1)	Liberal Democrat Group (1)	Loughton Residents Association Group (3)	Independent Members (0)	
Chairman	H Kane					
Vice-Chairman				D Wixley		
	H Kane	E R Gabbett	J H Whitehouse	R Baldwin	S Murray	
	S Heather			R Jennings		
	I Hadley			D Wixley		
	J Mclvor					
	J Lea					
	P Bhanot					
	R Bassett					
	R Balcombe					
	S Patel					

****Membership of the Overview and Scrutiny Committee was extended to seventeen members for 2021/22, providing an additional seat on the Committee for the Conservative Group and the Loughton Residents Association Group. In order to accommodate a request for independent member representation on the Committee for the year, the Loughton Residents Association Group intends to relinquish its additional seat arising from the extension of membership, in order that this position may be filled by Councillor S. Murray. Membership of the Committee is required to be appointed on a pro rata basis and such deviation requires that no member of the Council voted against this arrangement.***

STANDARDS COMMITTEE (9 MEMBERS)

		Conservative Group (5)	Green Party Group (0)	Liberal Democrat Group (1)	Loughton Residents Association Group (2)	Independent Members	
	Chairman	B Rolfe					
	Vice-Chairman				C P Pond		
		B Rolfe		C Amos	R Jennings		
		N Avey			C P Pond		
		R Morgan					
		H Kane					
		K Williamson					
		H Whitbread					

SENIOR MANAGEMENT SELECTION PANEL (7 MEMBERS)

		Conservative Group (4)	Green Party Group (0)	Liberal Democrat Group (0)	Loughton Residents Association Group (2)	Independent Members	
	Chairman	C Whitbread					
	Vice-Chairman	M Sartin					
		C Whitbread		J M Whitehouse	R Jennings		
		M Sartin			C P Pond		
		N Bedford					
		J Philip					

SENIOR MANAGEMENT APPEALS PANEL (7 MEMBERS)

		Conservative Group (4)	Green Party Group (0)	Liberal Democrat Group (0)	Loughton Residents Association Group (2)	Independent Members	
	Chairman	S Kane					
	Vice-Chairman	P Stalker					
		P Bolton	S Heap		J Jennings		
		S Kane			C C Pond		
		H Whitbread					
		P Stalker					

REPRESENTATION ON OUTSIDE ORGANISATIONS 2022/23

1. Council Appointments - Organisations Carrying Out Council Regulatory or Non-Cabinet Functions

Organisation and Allocation Category		Nominees
1.	Epping Forest Care and Repair Management Committee (3)	This Committee has been disbanded, therefore no need to appoint in future.
2.	Epping Forest Citizens' Advice Bureau (3 including 1 voting member)	L Mead R Bassett (Voting) S Heather
3.	Campaign to Protect Rural England (Essex Branch) (1 + deputy)	S Heather N Bedford (Dep)
4.	Epping Forest Community Transport Board of Trustees (1)	S Kane
5.	Epping Forest Housing Aid Committee (1)	J Lea
6.	Epping Forest Local Highways Panel (4)	D Wixley A Lion I Hadley H Kane
7.	Epping Forest Local Liaison Group (specific ward representation only)	N Avey (BCEUN) (1) K Williamson (BHW) (1) L Burrows (ELTC) (1) J Whitehouse (EH) (1) C P Pond (LSJ) (1) J Jennings (LSM) (1) R Baldwin (LF) (1) J Philip (TB) (1) T Matthews (WAHB) (1)
8.	Essex Police, Fire and Crime Panel (1 + Deputy)	Paul Stalker Holly Whitbread (Deputy)
9.	Health Overview, Policy and Scrutiny Committee (1)	Not required for 2022/23. Local member to be appointed by Essex County Council.
10.	Grange Farm Managing Trustees (Term to 31.5.23)	R Morgan M Sartin R Holden (CPC)
11.	Lee Valley Regional Park Authority (1 + Deputy)	M Sartin R Bassett (Deputy)

Organisation and Allocation Category	Nominees								
12.	<p>Leisure Centre Liaison Groups (Leisure Centre Customer Forums)</p> <p>The Leisure Contract Manager has advised that two members should be appointed to each Liaison Group/Customer Forum for 2021/22.</p> <table border="1" data-bbox="301 427 1501 837"> <tr> <td data-bbox="301 427 780 528">(a) Epping Sports Centre (2)</td> <td data-bbox="780 427 1501 528">Les Burrows Holly Whitbread</td> </tr> <tr> <td data-bbox="301 528 780 629">(b) Ongar Leisure Centre (2)</td> <td data-bbox="780 528 1501 629">N Bedford P Keska</td> </tr> <tr> <td data-bbox="301 629 780 730">(c) Loughton Leisure Centre (2)</td> <td data-bbox="780 629 1501 730">R Brookes S Patel</td> </tr> <tr> <td data-bbox="301 730 780 837">(d) Waltham Abbey Swimming Pool (2)</td> <td data-bbox="780 730 1501 837">J Lea T Matthews</td> </tr> </table>	(a) Epping Sports Centre (2)	Les Burrows Holly Whitbread	(b) Ongar Leisure Centre (2)	N Bedford P Keska	(c) Loughton Leisure Centre (2)	R Brookes S Patel	(d) Waltham Abbey Swimming Pool (2)	J Lea T Matthews
(a) Epping Sports Centre (2)	Les Burrows Holly Whitbread								
(b) Ongar Leisure Centre (2)	N Bedford P Keska								
(c) Loughton Leisure Centre (2)	R Brookes S Patel								
(d) Waltham Abbey Swimming Pool (2)	J Lea T Matthews								
13.	<p>Epping Forest Local Councils Liaison Committee (no restriction)</p> <p>R Bassett H Kane J Lea R Morgan B Rolfe M Sartin D Sunger J H Whitehouse</p>								
14	<p>Outer North-East London Joint Health Overview and Scrutiny Committee (1)</p> <p>K Rizvi</p>								
15.	<p>Princess Alexandra Hospital - Partnership Governor (1)</p> <p>P Bolton</p>								
16.	<p>Roding Valley Meadows Local Nature Reserve:</p> <table border="1" data-bbox="301 1346 1501 1451"> <tr> <td data-bbox="301 1346 780 1417">(a) Management Committee (1)</td> <td data-bbox="780 1346 1501 1417">S Murray</td> </tr> <tr> <td data-bbox="301 1417 780 1451">(b) Working Group (1)</td> <td data-bbox="780 1417 1501 1451">Officer appointment</td> </tr> </table>	(a) Management Committee (1)	S Murray	(b) Working Group (1)	Officer appointment				
(a) Management Committee (1)	S Murray								
(b) Working Group (1)	Officer appointment								
17.	<p>Stansted Airport Consultative Committee (1 + deputy)</p> <p>P Stalker M Sartin (Deputy)</p>								
18.	<p>Stansted Airport Community Trust Fund (1)</p> <p>R Morgan</p>								
19.	<p>Town Centre Partnerships</p> <p>The Service Director (Community & Partnerships) has advised as follows with regard to the appointment of members to each Town Centre Partnership for 2022/23.</p> <table border="1" data-bbox="301 1794 1501 1995"> <tr> <td data-bbox="301 1794 780 1895">(a) Buckhurst Hill Village Forum (0)</td> <td data-bbox="780 1794 1501 1895">No member appointment required. Representatives of the Council may attend any meeting in a non-voting capacity.</td> </tr> <tr> <td data-bbox="301 1895 780 1995">(b) Epping Town Centre Partnership (2)</td> <td data-bbox="780 1895 1501 1995">Holly Whitbread Nigel Avey</td> </tr> </table>	(a) Buckhurst Hill Village Forum (0)	No member appointment required. Representatives of the Council may attend any meeting in a non-voting capacity.	(b) Epping Town Centre Partnership (2)	Holly Whitbread Nigel Avey				
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(b) Epping Town Centre Partnership (2)	Holly Whitbread Nigel Avey								

Organisation and Allocation Category		Nominees
	(c) Loughton Broadway Town Centre Partnership (0)	No member appointment required. Representatives of the Council may attend any meeting in a non-voting capacity.
	(d) Loughton High Road Town Centre Partnership (2)	No member appointment required. The Town Centre Partnership was not currently operating.
	(e) Ongar Town Forum Steering Group (0)	No member appointment required. Representatives of the Council may attend any meeting in a non-voting capacity.
	(f) Waltham Abbey Town Partnership (2)	H Kane J Lea
20.	Voluntary Action Epping Forest (1)	H Whitbread
21.	Waltham Abbey Royal Gunpowder Mills Ltd (1)	H Kane
22.	Waltham Abbey Tourist Information Centre (Joint Management Committee) (3)	J Lea D Stocker T Matthews
23.	Leisure Management Contract Monitoring Board (6)	R Brookes N Avey H Kane P Keska R Morgan P Bhanot A Patel J M Whitehouse
24.	Epping Forest College (Board of Governors of New City College and local advisory body for the Epping Forest Campus College) (NEW)	R Bassett S Heap
25.	EFDC Armed Forces Champion	B Rolfe J Lea S Murray

2. Appointments Held by Officers – Organisations Carrying Out Executive Functions (Appointments by the Leader)

	Organisation and Committee Responsible	Representative 2020/21
1.	Association of Retained Council Housing (ARCH)	Service Director (Housing & Property Services) (or representative)
2.	National Society for Clean Air (SE Division)	Service Director (Commercial & Regulatory Services) (or representative)
3.	Standing Conference – Investigation of Air Pollution	Service Director (Commercial & Regulatory Services) (or representative)

	Organisation and Committee Responsible	Representative 2020/21
4.	Roding Valley Meadow Local Nature Reserve Working Group	Service Director (Environmental & Technical Services) (or representative)

3. Appointments Held by Officers – Organisations Carrying Out Council Regulatory or Non-Executive Functions

This Appendix indicates those organisations where the Council determined on 25 April 1995 that the representatives should be officers.

	Organisation and Committee Responsible	Representative
1.	Essex Water Safety Liaison Committee	Service Director (Commercial & Regulatory Services) (or representative)
2.	Voluntary Action Epping Forest (see also member appointments schedule)	Service Director (Community & Partnership Services) (or representative)

REPRESENTATION ON OUTSIDE ORGANISATIONS 2022/23

1. Leader Appointments - Organisations Carrying Out Executive Functions

Organisation and Allocation Category		Appointee
1.	Association of Retained Council Housing - Executive Board (1 + Deputy)	Housing & Community Portfolio Holder (Deputy Leader of Council)
2.	Civil Enforcement of Parking and Traffic Regulations Outside London - Adjudication Joint Committee (1)	Contracts & Commissioning Portfolio Holder
3.	Epping Forest District Community Safety Partnership (1 + Deputy)	Wellbeing & Community Partnerships Portfolio Holder (Deputy P Stalker)
4.	East of England Local Government Association (1)	Leader of the Council
5.	Six Authorities Liaison Group (formerly Enfield, Essex and Hertfordshire Border Liaison Group) (3 + Deputies)	R Bassett M Sartin J Lea (Deputy S Heather)
6.	Epping Forest District Local Strategic Partnership (LSP) The LSP Manager has advised as follows with regard to the appointment of members to each of the following LSP bodies for 2019/20.	
	(a) LSP Board ('One' Partnership) (1)	Leader of the Council
	(b) Health & Wellbeing Board (2)	Wellbeing & Community Partnerships Portfolio Holder Housing & Community Portfolio Holder
	(c) Economic Board (1)	Finance Portfolio Holder
	(d) Tourism Board (1)	
7.	Essex Partnership for Flood Management (1)	Contracts & Commissioning Portfolio Holder
8.	Essex Waste Partnership - Inter-Authority Member Working Group (1 + Deputy)	Contracts & Commissioning Portfolio Holder (Deputy Technical Services Portfolio Holder)
9.	Harlow-Stansted Gateway Transportation Board (1 + Deputy)	Technical Services Portfolio Holder (Deputy Wellbeing & Community Partnerships Portfolio Holder)
10.	Local Government Association - General Assembly (1 + Deputy)	Leader of the Council (Deputy – Deputy Leader of the Council)
11.	North Essex Parking Partnership (1 + Deputy)	Contracts & Commissioning Portfolio Holder Technical Services Portfolio Holder

12.	Off-Street Car Parking Contract Monitoring Board (2)	Contracts & Commissioning Portfolio Holder Technical Services Portfolio Holder
13.	South East Local Enterprise Partnership (2)	Leader of the Council Housing & Community Portfolio Holder
14.	Waste Management Partnership Board (2)	Finance Portfolio Holder Contracts & Commissioning Portfolio Holder
15.	West Essex Alliance (1 + Deputy)	Leader of the Council Wellbeing & Community Partnerships Portfolio Holder
16.	Co-operation for Sustainable Development Board (2 + 1 Deputy)	Leader of the Council Place Portfolio Holder (Deputy Housing & Community Portfolio Holder)
17.	Harlow & Gilston Garden Town Board	Leader of the Council (Deputy Housing & Community Portfolio Holder) Technical Services Portfolio Holder (Deputy Finance Portfolio Holder) Place Portfolio Holder