

# Supplementary Committee Agenda



**Epping Forest  
District Council**

## **Council Thursday, 25th May, 2023**

**Place:** Council Chamber - Civic Offices

**Time:** 7.00 pm

**Democratic Services:** Gary Woodhall Tel: (01992) 564470  
Email: democraticservices@eppingforestdc.gov.uk

### **9. REPORT OF THE APPOINTMENT PANEL (Pages 53 - 70)**

The Leader of the Council will present the report regarding:

- (a) Notice of Constitution of Political Groups, Group Leaders and Deputies

***(updated version of Conservative Group Notice form attached);***

- (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)

***(updated version with further Group nominations attached);***

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

***(updated version of Council-nominated appointments to Outside Bodies with further Group nominations attached).***

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

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# Agenda Item 9

**LOCAL GOVERNMENT AND HOUSING ACT 1989  
LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS)  
REGULATIONS 1990**

**Notice Pursuant To Regulation 8  
NOTICE OF CONSTITUTION OF A POLITICAL GROUP**

**To: CHIEF EXECUTIVE, EPPING FOREST DISTRICT COUNCIL**

We, the undersigned, being members of the Council of the EPPING FOREST DISTRICT HEREBY GIVE YOU NOTICE that we wish to be treated as a political group, for the purposes of the Local Government and Housing Act 1989.

The name of the political group shall be: The Conservative Group

The member of the group who is to act as its leader is:

Cllr C Whitbread

The member of the group who is authorised to act on behalf of the leader ("the Deputy Leader") is:

Cllr N Bedford

Dated 23rd May 2023

Name	Signed
Cllr A Green	
Cllr R Balcombe	
Cllr R Bassett	
Cllr P Bhanot	
Cllr P Bolton	
Cllr H Brady	
Cllr L Burrows	
Cllr I Hadley	
Cllr S Heather	
Cllr H Kane	
Cllr S Kane	
Cllr P Keska	
Cllr J Lea	

Name	Signed
Cllr A Lion	
Cllr J Lucas	
Cllr T Matthews	
Cllr J McIvor	
Cllr R Morgan	
Cllr A Patel	
Cllr S Patel	
Cllr J Philip	
Cllr R Pugsley	
Cllr M Markham	
Cllr K Rizvi	
Cllr C McCann	
Cllr J Parsons	
Cllr S Stocker	
Cllr D Sunger	
Cllr B Vaz	
Cllr H Whitbread	
Cllr K Williamson	
Cllr S Yerrell	
Cllr N Bedford	
Cllr C Whitbread	

COMMITTEE ETC. NOMINATIONS 2023/24

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AREA PLANS SUB-COMMITTEE EAST (19 MEMBERS) (NOT PRO RATA) *						
	Conservative Group (13)	Green Party Group (0)	Liberal Democrat Group (6)	Loughton Residents Association Group (0)	Grange Hill Independent Community Group (0)	Independent Members (0)
Chairman	I Hadley					
Vice-Chairman	H Brady					
	P Keska		C McCredie			
	B Vaz		J H Whitehouse			
	L Burrows		J M Whitehouse			
	H Whitbread		R Sharif			
	R Morgan		L Paine			
	R Balcombe		C Amos			
	C McCann					
	I Hadley					
	P Bolton					
	J McIvor					
	H Brady					
	N Bedford					
	J Philip					

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

AREA PLANS SUB-COMMITTEE WEST (14 MEMBERS) (NOT PRO RATA) *							
		Conservative Group (14)	Green Party Group (0)	Liberal Democrat Group (0)	Loughton Residents Association Group (0)	Grange Hill Independent Community Group (0)	Independent Members (0)
Page 56	Chairman	S Heather					
	Vice-Chairman	D Stocker					
		A Green					
		R Bassett					
		R Pugsley					
		C Whitbread					
		T Matthews					
		S Heather					
		S Kane					
		D Stocker					
		J Lea					
		J Lucas					
		M Markham					
		S Yerrell					
		H Kane					
	J Parsons						

\*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 (7)	Green Party Group (2)	Liberal Democrat Group (0)	Loughton Residents Association Group (13)	Grange Hill Independent Community Group (2)	Independent Members (1)
Page 57	Chairman	K Rizvi	S Heap				
	Vice-Chairman				R Baldwin		
		A Patel	E Gabbett		I Allgood	D Barlow	S Murray
		S Patel	S Heap		C Nweke	L Morgan	
		K Williamson			M Owen		
		P Bhanot			C C Pond		
		K Rizvi			L Mead		
		D Sunger			D Wixley		
		A Lion			R Baldwin		
					J Jogia		
					R Brookes		
					B Jennings		
					C P Pond		
					J Jennings		
				H Kauffman			

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

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

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

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<b>CONSTITUTION WORKING GROUP (9 MEMBERS)</b>							
		Conservative Group (5)	Green Party Group (1)	Liberal Democrat Group (1)	Loughton Residents Association Group (2)	Grange Hill Independent Community Group (0)	Independent Members (0)
	Chairman	A Lion					
	Vice-Chairman			J H Whitehouse			
		J Philip	S Heap	J H Whitehouse	C C Pond		
		R Bassett			H Kauffman		
		J Mclvor					
		P Bhanot					
		A Lion					



DISTRICT DEVELOPMENT MANAGEMENT COMMITTEE (15 MEMBERS)							
		Conservative Group (9)	Green Party Group (1)	Liberal Democrat Group (2)	Loughton Residents Association Group (3)	Grange Hill Independent Community Group (0)	Independent Members (0)
Chairman	Chairman	P Keska					
	Vice-Chairman	T Matthews			R Baldwin		
		R Morgan	S Heap	J M Whitehouse	R Baldwin		
		H Brady		C Amos	C C Pond		
		H Kane			H Kauffman		
		S Heather					
		K Rizvi					
		I Hadley					
		K Williamson					
		P Keska					
		T Matthews					

LICENSING COMMITTEE (& LICENSING SUB-COMMITTEE) (15 MEMBERS*)						
	Conservative Group (9)	Green Party Group (0)	Liberal Democrat Group (2)	Loughton Residents Association Group (3)	Grange Hill Independent Community Group (1)	Independent Members (0)
Chairman	R Morgan					
	Vice-Chairman			L Mead		
	T Matthews		J M Whitehouse	L Mead	L Morgan	
	D Sunger		R Sharif	C P Pond		
	P Keska			I Allgood		
	S Heather					
	D Stocker					
	A Lion					
	I Hadley					
	R Morgan					
Licensing Sub-Committee Chairmen (6)	P Keska R Morgan		J M Whitehouse	C P Pond L Mead		

\*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 (17 MEMBERS*)							
		Conservative Group (10)	Green Party Group (1)	Liberal Democrat Group (2)	Loughton Residents Association Group (3)	Grange Hill Independent Community Group (0)	Independent Members (1)
Page 61	Chairman				D Wixley		
	Vice-Chairman	J Mclvor					
		J Lucas	S Heap	J H Whitehouse	D Wixley		S Murray
		H Kane		C McCredie	R Baldwin		
		A Patel			C Nweke		
		J Parsons					
		R Bassett					
		C McCann					
		S Heather					
		R Pugsley					
		M Markham					
		J Mclvor					

*(\*Membership of the Overview and Scrutiny Committee to be extended to seventeen members for 2023/24, providing an additional seat on the Committee for the Conservative Group and the Loughton Residents Association Group. 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.)*

<b>COMMUNITIES SCRUTINY COMMITTEE (11 MEMBERS)</b>							
		Conservative Group (6)	Green Party Group (0)	Liberal Democrat Group (1)	Loughton Residents Association Group (3)	Grange Hill Independent Community Group (0)	Independent Members (1)
	Chairman	A Patel			R Brookes		
	Vice-Chairman	J Lucas					
		S Yerrell		R Sharif	R Brookes		S Murray
		C McCann			J Jogia		
		M Markham			C P Pond		
		J Lea					
		A Patel					
		J Lucas					

PLACE SCRUTINY COMMITTEE (11 MEMBERS*)							
		Conservative Group (6)	Green Party Group (1)	Liberal Democrat Group (1)	Loughton Residents Association Group (2)	Grange Hill Independent Community Group (1)	Independent Members (0)
Page 63	Chairman	H Kane					
	Vice-Chairman	J Parsons			C Nweke		
		R Pugsley	E Gabbett	L Paine	C Nweke	D Barlow	
		B Vaz			I Allgood		
		R Bassett					
		A Lion					
		H Kane					
		J Parsons					

<b>STANDARDS COMMITTEE (9 MEMBERS)</b>							
		Conservative Group (5)	Green Party Group (0)	Liberal Democrat Group (1)	Loughton Residents Association Group (2)	Grange Hill Independent Community Group (1)	Independent Members (0)
	Chairman				C P Pond		
	Vice-Chairman						
		R Morgan		C Amos	C P Pond		
		K Williamson			L Mead		
		H Whitbread					
		H Kane					
		J Philip					

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<b>SENIOR MANAGEMENT SELECTION PANEL (7 MEMBERS)</b>							
		Conservative Group (4)	Green Party Group (0)	Liberal Democrat Group (1)	Loughton Residents Association Group (2)	Grange Hill Independent Community Group (1)	Independent Members
	Chairman	C Whitbread					
	Vice-Chairman	J Philip					
		N Bedford		J M Whitehouse			
		H Kane					
		C Whitbread					
		J Philip					

<b>SENIOR MANAGEMENT APPEALS PANEL (7 MEMBERS)</b>							
		Conservative Group (4)	Green Party Group (0)	Liberal Democrat Group (0)	Loughton Residents Association Group (2)	Grange Hill Independent Community Group (1)	Independent Members
	Chairman						
	Vice-Chairman						
		S Kane					
		P Bolton					
		H Whitbread					
		R Balcombe					

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## REPRESENTATION ON OUTSIDE ORGANISATIONS 2023/24

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

Organisation and Allocation Category		Nominees
1.	Epping Forest Citizens' Advice Bureau (3 including 1 voting member)	<b>R Bassett (Voting)</b> <b>S Heather</b> <b>L Mead</b>
2.	Campaign to Protect Rural England (Essex Branch) (1 + deputy) <b>Vote Required</b>	<b>T Matthews</b> <b>N Bedford (Deputy)</b> <b>L Paine</b>
3.	Epping Forest Community Transport Board of Trustees (1)	<b>S Kane</b>
4.	Epping Forest Housing Aid Committee (1)	<b>J Lea</b>
5.	Epping Forest Local Highways Panel (4)	<b>A Lion</b> <b>I Hadley</b> <b>H Kane</b> <b>J H Whitehouse</b> <b>D Wixley</b>
6.	Epping Forest Local Liaison Group (specific ward representation only)	(BCEUN) (1) – <b>A Green</b> (BHW) (1) – <b>K Williamson</b> (ELTC) (1) – <b>L Burrows</b> (EH) (1) – <b>J M Whitehouse</b> (LSJ) (1) – <b>C P Pond</b> (LSM) (1) – <b>J Jennings</b> (LF) (1) - <b>R Baldwin</b> (TB) (1) – <b>J Philip</b> (WAHB) (1) – <b>T Matthews</b>
7.	Essex Police, Fire and Crime Panel (1) <b>Vote Required</b>	<b>S Patel</b> <b>C McCann (Deputy)</b> <b>C McCredie</b>
8.	Health Overview, Policy and Scrutiny Committee (1)	Not required for 2023/24. Local member to be appointed by Essex County Council.
9.	Grange Farm Managing Trustees (Term to 31.5.23)	<b>R Morgan</b> <b>L Burrows</b> <b>M Sartin</b>
10.	Lee Valley Regional Park Authority (2)	<b>S Heather</b> <b>J Lea (Deputy)</b>
11.	Leisure Centre Liaison Groups (Leisure Centre Customer Forums)  The Leisure Contract Manager has advised that two members should be appointed to each Liaison Group/Customer Forum for 2023/24.	

Organisation and Allocation Category		Nominees
	(a) Epping Sports Centre (2)	<b>L Burrows</b> <b>H Whitbread</b>
	(b) Ongar Leisure Centre (2)	<b>N Bedford</b> <b>R Balcombe</b>
	(c) Loughton Leisure Centre (2)	<b>S Patel</b> <b>R Brookes</b>
	(d) Waltham Abbey Swimming Pool (2)	<b>J Lea</b> <b>T Matthews</b>
12.	Epping Forest Local Councils Liaison Committee (no restriction)	<b>R Bassett</b> <b>H Kane</b> <b>J Lea</b> <b>R Morgan</b> <b>D Sunger</b> <b>J H Whitehouse</b>
13.	Outer North-East London Joint Health Overview and Scrutiny Committee (1)	<b>K Rizvi</b>
14.	Princess Alexandra Hospital - Partnership Governor (1)	<b>P Bolton</b>
15.	Roding Valley Meadows Local Nature Reserve:	
	(a) Management Committee (1)	<b>S Murray</b>
	(b) Working Group (1)	Not required - officer appointment
16.	Stansted Airport Consultative Committee (1 + deputy)	<b>J McIvor</b> <b>R Bassett (Deputy)</b>
17.	Stansted Airport Community Trust Fund (1)	<b>R Morgan</b>
18.	Town Centre Partnerships	
	The Service Director (Community & Partnerships) has advised as follows regarding the appointment of members to each Town Centre Partnership for 2021/22.	
	(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)	<b>H Whitbread</b> <b>L Burrows</b>
	(c) Loughton Broadway Town Centre Partnership (0)	No member appointment required. Representatives of the Council may attend any meeting in a non-voting capacity.

Organisation and Allocation Category		Nominees
	(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)	<b>H Kane</b> <b>J Lea</b>
19.	Voluntary Action Epping Forest (1)	<b>S Patel</b>
20.	Waltham Abbey Royal Gunpowder Mills Ltd (1)	<b>H Kane</b>
21.	Waltham Abbey Tourist Information Centre (Joint Management Committee) (3)	No longer required to appoint representatives.
22.	Leisure Management Contract Monitoring Board (6)	<b>R Balcombe</b> <b>H Kane</b> <b>P Keska</b> <b>R Morgan</b> <b>P Bhanot</b> <b>J M Whitehouse</b>
23.	Epping Forest College (Board of Governors of New City College and local advisory body for the Epping Forest Campus College) (NEW)	<b>R Bassett</b>
24.	EFDC Armed Forces Champion	<b>S Patel</b> <b>J Lea</b> <b>S Murray</b>
25.	Whipps Cross Joint Health Overview & Scrutiny Committee (1)	

**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)

	<b>Organisation and Committee Responsible</b>	<b>Representative 2020/21</b>
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.

	<b>Organisation and Committee Responsible</b>	<b>Representative</b>
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)